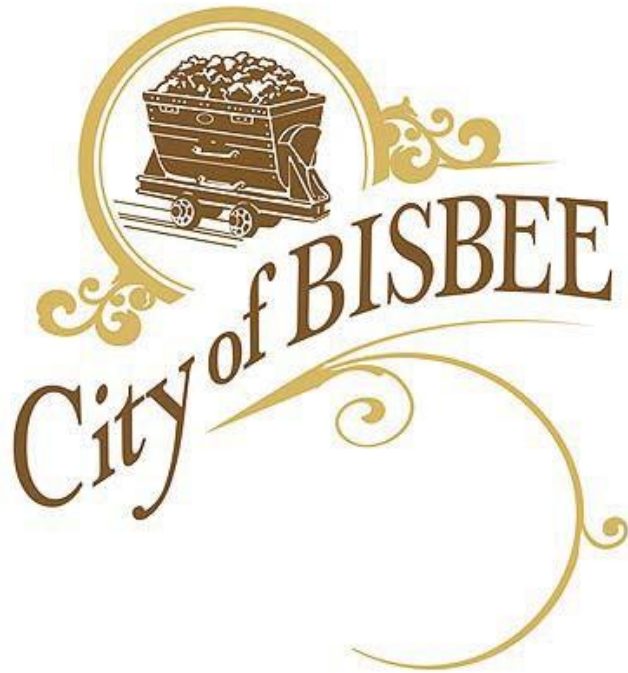


# **Final Budget Fiscal Year 2020**



**July 1, 2019 – June 30, 2020  
Presented July 2<sup>nd</sup> 2019**

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GENERAL FUND		2016-17	2017-18	2018-19	Mar 2019	2019-20
TAXES		Actual	Actual	Budget	YTD Actual	Proposed
10-31-10000	CITY SALES TAX	1,745,206	1,503,682	1,375,600	1,177,998	1,600,000
10-31-10020	BED TAX	147,961	0	1,788	0	0
10-31-20200	STATE SALES TAX	476,788	501,275	518,180	383,612	545,600
10-31-24000	VEHICLE LICENSE TAX	257,163	269,616	292,916	200,779	303,500
10-31-24500	PROPERTY TAX	974,611	1,039,195	1,052,330	753,665	1,079,169
<b>TOTAL TAXES:</b>		<b>3,601,728</b>	<b>3,313,767</b>	<b>3,240,814</b>	<b>2,516,054</b>	<b>3,528,269</b>
<b>LICENSES &amp; PERMITS</b>						
10-32-10400	BUILDING/SIGN PERMITS	49,559	50,498	50,000	52,986	60,000
10-32-10401	CODE VIOLATION FINES	803	1,006	2,000	374	1,000
10-32-10600	OCCUPATIONAL/LIQUOR LICENSES	44,443	44,586	45,000	38,281	45,000
10-32-10650	SPECIAL EVENT LICENSES	1,734	4,024	2,000	78	3,000
10-32-10700	CIVIL UNION FEE	75	0	0	0	0
10-32-10800	DOG LICENSE FEES/IMPOUND FEES	856	467	0	191	400
<b>TOTAL LICENSES &amp; PERMITS:</b>		<b>97,469</b>	<b>100,582</b>	<b>99,000</b>	<b>91,909</b>	<b>109,400</b>
<b>INTERGOVERNMENTAL</b>						
10-33-20100	URBAN REVENUE SHARING	637,161	646,671	640,934	471,562	687,200
<b>TOTAL INTERGOVERNMENTAL:</b>		<b>637,161</b>	<b>646,671</b>	<b>640,934</b>	<b>471,562</b>	<b>687,200</b>
<b>CHARGES FOR SERVICES</b>						
10-34-10100	PLANNING/ZONING APPLICATIONS	8,683	5,069	8,000	2,025	5,000
10-34-10120	PLAN EXAMINATION FEE	11,373	13,765	12,000	2,486	12,000
10-34-10300	LIBRARY FEES	4,246	5,174	4,000	3,791	4,500
10-34-10501	CEMETERY PLOT FEES	6,760	4,925	6,000	1,730	5,000
10-34-10510	CEMETERY MAINTENANCE FEES	3,565	3,000	4,000	2,380	3,000
10-34-10700	PUBLIC COPY FEES	609	600	600	209	500
10-34-10701	UTILITY COLLECTION SERVICES	2,380	0	0	0	0
10-34-10862	VEHICLE IMPOUND FEES	10,250	7,825	18,000	6,045	12,000
10-34-10870	TOWING FEES	4,875	4,329	8,000	2,399	5,000
10-34-10880	PARKS USE PERMIT	5,683	9,004	10,000	4,097	10,000
10-34-11500	FRANCHISE FEES	192,872	203,050	230,000	102,613	200,000
10-34-15500	POOL ADMISSIONS	5,114	7,422	4,000	3,932	7,200
10-34-40066	AMBULANCE FEES	1,332,715	863,275	1,200,000	638,447	1,150,000
10-34-40067	WILDLAND FIRE SERVICES	10,328	38,590	30,000	26,575	45,000
10-34-40068	FIRE INSPECTION FEES	0	0	26,000	0	26,000
10-34-40069	FD OUT OF CITY SERVICES	0	0	0	0	10,000
<b>TOTAL CHARGES FOR SERVICES:</b>		<b>1,599,454</b>	<b>1,166,028</b>	<b>1,560,600</b>	<b>796,729</b>	<b>1,495,200</b>
<b>FINES &amp; FORFEITURES</b>						
10-35-10502	MUNICIPAL COURT FINES	1,140	9	0	4	10
<b>TOTAL FINES &amp; FORFEITURES:</b>		<b>1,140</b>	<b>9</b>	<b>0</b>	<b>4</b>	<b>10</b>

		2016-17	2017-18	2018-19	Mar 2019	2019-20
		Actual	Actual	Budget	YTD Actual	Proposed
<b>MISCELLANEOUS</b>						
10-36-10802	ADOPTIONS ANIMAL SHELTER	3,315	0	0	0	0
10-36-11062	SERVICE REIMB - POLICE DEPT	400	455	0	0	500
10-36-11063	POLICE VEHICLE USE FEES	0	280	0	2,660	1,000
10-36-11064	SERVICE REIMB - FIRE DEPT	959	4,900	5,000	-3,780	5,000
10-36-11066	SCHOOL RESOURCE OFFICER	33,486	0	0	0	0
10-36-11087	INSURANCE REIMBURSEMENTS	35,563	2,647,798	0	25,795	5,000
10-36-11090	DEMA REIMBURSEMENT	0	15,021	0	0	0
10-36-11100	L.L.E.A.C. REVENUE FROM COUNTY	239	106	0	0	0
10-36-11600	OVER/SHORT	-66	76	0	47	0
10-36-13500	RENTAL INCOME	42,625	51,502	58,400	51,975	58,400
10-36-13597	CITY AUCTION FUNDS	5,176	0	15,000	0	5,000
10-36-21000	INTEREST EARNED	2,894	5,695	2,000	6,509	17,000
10-36-50000	UNASSIGNED REVENUES	1,440	0	0	0	0
<b>TOTAL MISCELLANEOUS:</b>		<b>126,031</b>	<b>2,725,833</b>	<b>80,400</b>	<b>83,206</b>	<b>91,900</b>
<b>CONTRIBUTIONS &amp; TRANSFERS</b>						
10-38-40000	DONATIONS - MISC	3,638	100	4,000	0	500
10-38-40087	DONATIONS - SHELTER	255	0	0	0	0
10-38-40088	DONATIONS - POLICE DEPT	0	1,000	0	1,000	1,000
10-38-40089	DONATIONS - POOL	31,057	15,141	15,000	710	15,000
10-38-40090	DONATIONS - FIRE DEPT	0	4,136	0	500	1,000
10-38-40091	DONATIONS - LIBRARY	0	2,851	0	2,151	2,000
10-38-40100	VIETNAM WALL SPONSORSHIP	10,715	0	0	0	0
10-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	0	-597	0	0	0
10-38-51000	USE OF RESERVES	0	0	307,558	0	376,843
10-38-94000	TRANSFER IN - GF CAPITAL RESERVES	0	0	0	0	75,000
10-38-99018	TRANSFERS FROM TRANS GRANTS	0	84,341	0	0	0
10-38-99054	TRANS FROM WW-LOAN REPAYMENT	0	400,000	0	0	0
10-38-99921	TRANSFERS FROM STREETS	0	0	33,596	25,197	0
10-38-99950	TRANSFERS FROM AIRPORT	0	0	3,351	2,513	8,376
10-38-99953	TRANSFER FRM POLICE SPECIALREV	596	1,299	3,000	0	0
10-38-99954	TRANSFERS FROM WWATER DEPT	209,115	259,906	31,532	23,649	0
10-38-99956	TRANSFERS FROM SANITATION	125,948	158,573	0	0	0
10-38-99959	TRANSFERS FROM QUEEN MINE FD	46,460	59,464	0	0	0
10-38-99998	GF INTERNAL SERVICES	0	0	1,722,731	1,292,048	1,310,791
10-38-99999	OTHER REVENUE & TRANSFERS	0	0	0	450	0
<b>TOTAL CONTRIBUTIONS &amp; TRANSFERS:</b>		<b>427,784</b>	<b>986,214</b>	<b>2,120,768</b>	<b>1,348,219</b>	<b>1,790,510</b>
<b>TOTAL GENERAL FUND REVENUE:</b>		<b>6,490,767</b>	<b>8,939,103</b>	<b>7,742,516</b>	<b>5,307,682</b>	<b>7,702,489</b>

# 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 Gabe Lindstrom

Council Sessions are held on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month, with Special Sessions and Work Sessions held on an “as needed” basis.

**MAYOR & COUNCIL**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-50-11000	SALARIES - GENERAL	19,000	19,200	19,200	14,400	19,200
10-50-11100	F.I.C.A.	1,178	1,190	1,190	893	1,190
10-50-11200	MEDICARE	276	278	278	209	278
10-50-11700	WORKERS COMPENSATION	45	62	84	54	72
<b>MAYOR &amp; COUNCIL PERSONNEL EXPENSE:</b>		<b>20,498</b>	<b>20,731</b>	<b>20,752</b>	<b>15,556</b>	<b>20,740</b>
10-50-13100	BUSINESS TRAVEL	488	0	500	0	500
10-50-13400	EDUCATION & TRAINING	1,290	3,165	3,000	1,531	3,000
10-50-13500	SUBSCRIPTIONS & DUES	6,506	6,868	6,875	6,875	7,156
10-50-41500	OFFICE SUPPLIES	317	68	150	40	150
10-50-42020	PRINTING & REPRODUCTION	0	0	100	0	100
10-50-42040	ADVERTISING	0	179	0	0	0
10-50-43000	FOURTH OF JULY FIREWORKS	0	7,000	3,500	0	3,500
10-50-43500	POSTAGE	38	0	50	0	50
10-50-45300	CUSTODIAL SUPPLIES	0	176	0	0	0
10-50-46000	OPERATIONAL EXPENSES	414	995	700	415	1,400
10-50-99998	GF INTERNAL SERVICES	0	0	0	0	3,491
<b>TOTAL MAYOR &amp; COUNCIL EXPENSE:</b>		<b>29,550</b>	<b>39,181</b>	<b>35,627</b>	<b>24,416</b>	<b>40,087</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-51-11000	SALARIES - GENERAL	90,513	96,867	112,008	119,052	120,016
10-51-11001	OVERTIME - GENERAL	57	0	0	0	0
10-51-11100	F.I.C.A.	5,311	6,220	6,944	8,520	7,441
10-51-11200	MEDICARE	1,242	1,455	1,624	1,993	1,740
10-51-11300	A.S.R.S.	10,194	11,178	13,217	9,090	14,534
10-51-11500	MEDICAL INSURANCE	5,560	4,617	5,986	3,983	5,632
10-51-11501	STANDARD DISABILITY INSURANCE	228	297	269	202	269
10-51-11505	DEFERRED COMP	874	676	24,811	541	811
10-51-11506	DEFERRED COMP ICMA-RC	0	6,000	0	18,000	0
10-51-11510	DENTAL INSURANCE	694	563	705	477	715
10-51-11600	LIFE INSURANCE	111	105	129	84	126
10-51-11700	WORKERS COMPENSATION	223	329	489	447	451
10-51-11800	STATE UNEMPLOYMENT	0	2,160	0	0	0
	<b>CITY MANAGER PERSONNEL EXPENSE:</b>	<b>115,005</b>	<b>130,467</b>	<b>166,182</b>	<b>162,389</b>	<b>151,735</b>
10-51-11990	REIMBURSED ERE-BISBEE BUS	0	-42	0	0	0
10-51-13100	BUSINESS TRAVEL	2,105	1,499	4,000	755	2,100
10-51-13400	EDUCATION & TRAINING	502	1,072	1,500	1,561	600
10-51-13500	SUBSCRIPTIONS & DUES	1,283	2,529	2,280	1,094	1,300
10-51-24000	TELEPHONE & FAX	887	888	900	386	900
10-51-31000	PROFESSIONAL FEES	1,500	62,771	5,000	0	0
10-51-41500	OFFICE SUPPLIES	681	40	500	46	300
10-51-42030	BOOKS & REFERENCE MATERIALS	0	0	500	0	0
10-51-42050	NON CAP ADMIN EQUIP/FURN	0	0	0	1,307	0
10-51-43500	POSTAGE	17	0	0	1	30
10-51-46000	OPERATIONAL EXPENSES	10,728	12,578	0	2,482	3,000
10-51-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	15,260
	<b>TOTAL CITY MANAGER EXPENSE:</b>	<b>132,708</b>	<b>211,803</b>	<b>198,807</b>	<b>183,480</b>	<b>175,225</b>

# 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 also provides utility billing services for the Sanitation and Waste Water Funds. The department has 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 six employees:

- Finance Director
- Accountant (vacant)
- Accountant/Payroll
- Accounts Receivable Clerk
- Accounts Payable Clerk
- Account Clerk/Collections

**FINANCE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-52-11000	SALARIES - GENERAL	192,523	182,743	226,649	142,998	223,550
10-52-11001	OVERTIME - GENERAL	376	486	1,300	38	1,300
10-52-11050	SALARIES - PART TIME	0	13,574	20,660	13,368	26,520
10-52-11100	F.I.C.A.	11,998	12,749	15,680	9,959	15,585
10-52-11200	MEDICARE	2,806	2,982	3,667	2,329	3,645
10-52-11300	A.S.R.S.	21,543	22,396	29,841	18,708	30,434
10-52-11500	MEDICAL INSURANCE	21,384	18,197	23,943	11,948	22,527
10-52-11501	STANDARD DISABILITY INSURANCE	1,004	877	1,147	783	1,062
10-52-11505	DEFERRED COMP	3,386	4,091	4,869	3,246	4,869
10-52-11510	DENTAL INSURANCE	2,061	2,026	2,174	1,303	2,670
10-52-11600	LIFE INSURANCE	425	562	643	252	630
10-52-11700	WORKERS COMPENSATION	404	685	1,103	596	944
10-52-11800	STATE UNEMPLOYMENT	9,217	0	0	0	0
	<b>FINANCE PERSONNEL EXPENSE:</b>	<b>267,127</b>	<b>261,368</b>	<b>331,676</b>	<b>205,528</b>	<b>333,736</b>
10-52-11990	REIMBURSED ERE-BISBEE BUS	0	-1,241	-500	-551	-900
10-52-13100	BUSINESS TRAVEL	344	2,051	4,000	2,737	2,500
10-52-13400	EDUCATION & TRAINING	460	1,269	4,000	1,317	2,000
10-52-13500	SUBSCRIPTIONS & DUES	646	340	1,100	150	200
10-52-24000	COMMUNICATIONS EXPENSE	0	467	700	257	0
10-52-31000	PROFESSIONAL FEES	6,730	2,690	3,000	3,200	0
10-52-31200	AUDITING & ACCOUNTING	35,300	32,000	29,000	33,000	37,000
10-52-34000	CONTRACT SERVICES	10,615	21,211	45,000	34,221	45,000
10-52-36000	MAINTENANCE & SUPPORT AGREEMNT	0	0	0	30	0
10-52-41500	OFFICE SUPPLIES	1,424	1,613	2,000	1,974	2,000
10-52-42000	ADMIN SPECIAL SUPPLIES	3,080	957	3,500	734	1,800
10-52-42020	PRINTING & REPRODUCTION	35	0	0	0	0
10-52-42030	BOOKS & REFERENCE MATERIALS	0	750	1,000	750	1,000
10-52-42040	ADVERTISING	2,721	2,712	2,700	605	2,800
10-52-42050	NON CAP ADMIN EQUIP/FURN	56	184	1,000	362	1,000
10-52-43100	FEES- FUND MANAGEMENT	10,545	6,117	12,500	1,995	5,000
10-52-43110	CREDIT CARD FEES	11,093	12,277	11,000	7,059	13,000
10-52-43120	OTHER FEES	214	0	250	225	250
10-52-43500	POSTAGE & METER TAPES	12,218	12,125	3,500	8,355	12,800
10-52-46000	OPERATIONAL EXPENSES	299	641	1,000	76	1,000
10-52-99998	GF INTERNAL SERVICES	0	0	35,890	26,917	44,030
	<b>TOTAL FINANCE EXPENSE:</b>	<b>362,907</b>	<b>357,532</b>	<b>492,316</b>	<b>328,940</b>	<b>504,216</b>

# 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-two (22) Boards and Commissions of the City, and also administers support to Council, City staff and the public. In addition to the responsibilities indicated above, other duties consist of preparing and processing correspondence, advertisements, bid proposals, public notices, Agenda Packets and back up material for meetings, Action Agendas and Minutes. Other services provided by the City Clerk's Office include 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-53-11000	SALARIES - GENERAL	90,514	94,144	98,363	71,858	98,426
10-53-11001	OVERTIME - GENERAL	0	0	1,000	0	1,000
10-53-11050	SALARIES - PART TIME	0	1,925	0	0	0
10-53-11100	F.I.C.A.	5,049	5,440	6,160	4,509	6,164
10-53-11200	MEDICARE	1,181	1,272	1,441	1,055	1,442
10-53-11300	A.S.R.S.	10,412	10,872	11,725	8,439	12,040
10-53-11500	MEDICAL INSURANCE	5,132	5,989	5,986	3,983	5,632
10-53-11501	STANDARD DISABILITY INSURANCE	365	360	393	295	393
10-53-11505	DEFERRED COMP	1,623	1,758	1,623	1,082	1,623
10-53-11510	LIFE INSURANCE	641	731	705	477	715
10-53-11600	LIFE INSURANCE	204	273	257	168	252
10-53-11700	WORKERS COMPENSATION	213	326	433	270	373
10-53-11800	STATE UNEMPLOYMENT	0	0	0	0	0
	<b>CITY CLERK PERSONNEL EXPENSE:</b>	<b>115,335</b>	<b>123,091</b>	<b>128,086</b>	<b>92,135</b>	<b>128,060</b>
10-53-13100	BUSINESS TRAVEL	1,000	919	1,500	578	1,500
10-53-13400	EDUCATION & TRAINING	275	325	1,200	225	1,200
10-53-13500	SUBSCRIPTIONS & DUES	405	385	500	270	500
10-53-24000	COMMUNICATIONS EXPENSE	0	317	560	257	560
10-53-34000	CONTRACT SERVICES	463	0	2,000	1,281	6,000
10-53-36000	MAINTENANCE & SUPPORT AGREEMNT	1,281	1,281	0	0	1,281
10-53-41500	OFFICE SUPPLIES	726	722	1,000	555	1,000
10-53-42040	ADVERTISING	567	4,804	2,500	1,299	2,500
10-53-42050	NON CAP ADMIN EQUIP/FURN	975	0	0	4,132	1,000
10-53-43500	POSTAGE	278	165	150	164	200
10-53-46000	OPERATIONAL EXPENSES	231	32	250	25	250
10-53-46531	ELECTION EXPENSE	15,964	0	15,000	6,120	10,000
10-53-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	15,173
	<b>TOTAL CITY CLERK EXPENSES:</b>	<b>137,500</b>	<b>132,042</b>	<b>170,691</b>	<b>120,501</b>	<b>169,224</b>

# COMMUNITY DEVELOPMENT

The Community Development Department works to provide the community with services that enhance the quality of life and improve economic opportunities. The department is responsible for Planning and Zoning, Animal Shelter, and the Bisbee Bus Transit System. In addition, the department provides staff liaisons to the Bisbee Arts Commission, the Committee on Disability Issues, Transit Advisory Committee, Community Sustainability Commission and the iBisbee Committee.

The Community Development Department does not currently have any employees and is not budgeted for any employees in Fiscal Year 19-20. Planning and Zoning is being handled by the Cochise County Planning and Zoning Department, 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.

**COMMUNITY DEVELOPMENT**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-54-11000	SALARIES - GENERAL	23,083	0	0	0	0
10-54-11001	OVERTIME - GENERAL	145	0	0	0	0
10-54-11050	SALARIES - PART TIME	17,925	4,707	0	208	0
10-54-11100	F.I.C.A.	2,589	838	1,006	564	0
10-54-11200	MEDICARE	606	196	235	132	0
10-54-11300	A.S.R.S.	2,702	0	0	0	0
10-54-11500	MEDICAL INSURANCE	3,849	0	0	0	0
10-54-11501	STANDARD DISABILITY INSURANCE	166	0	0	0	0
10-54-11505	DEFERRED COMP	609	0	0	0	0
10-54-11510	DENTAL INSURANCE	176	0	0	0	0
10-54-11600	LIFE INSURANCE	77	0	0	0	0
10-54-11700	WORKERS COMPENSATION	665	247	496	34	0
10-54-11800	STATE UNEMPLOYMENT	530	835	0	0	0
<b>COMM. DEVELOPMENT PERSONNEL EXPENSE:</b>		<b>53,120</b>	<b>6,822</b>	<b>1,737</b>	<b>938</b>	<b>0</b>
10-54-11990	REIMBURSED ERE-BISBEE BUS	0	-705	-1,737	-713	0
10-54-13400	EDUCATION & TRAINING	0	0	0	240	0
10-54-13500	SUBSCRIPTIONS & MEMBERSHIPS	30	0	0	0	0
10-54-21000	ELECTRIC - SHELTER	1,859	2,457	2,366	1,988	2,500
10-54-22000	WATER - SHELTER	1,014	1,115	1,100	834	1,200
10-54-22550	SEWER & GARBAGE - SHELTER	592	679	700	458	700
10-54-24000	TELEPHONE & FAX - SHELTER	363	362	400	284	400
10-54-24001	INTERNET FEES - SHELTER	833	891	850	711	850
10-54-31000	PROFESSIONAL FEES	4,158	0	0	0	0
10-54-31100	PROFESSIONAL FEES - LEGAL	0	0	0	16,738	0
10-54-34000	CONTRACT SERVICES	8,155	1,219	0	19,590	30,000
10-54-41500	OFFICE SUPPLIES	105	25	0	0	0
10-54-42020	PRINTING & REPRODUCTION	158	0	250	0	250
10-54-42040	ADVERTISING	114	604	250	113	250
10-54-42050	NON CAP ADMIN EQUIP/FURN	0	331	0	0	0
10-54-43500	POSTAGE	272	368	300	409	400
10-54-46000	OPERATIONAL EXPENSES	57	486	250	1,490	1,500
10-54-46500	VAD EXPENSE	976	0	0	0	0
10-54-46541	ECONOMIC DEVELOPMENT	2,661	9,539	10,000	1,300	10,000
10-54-46542	ANIMAL SHELTER EXPENSES	48,319	72,067	70,000	73,216	80,000
10-54-50100	BLDG REPAIR & MAINT-SHELTER	0	0	2,500	1,089	2,500
10-54-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	12,645
<b>TOTAL COMM. DEVELOPMENT EXPENSE:</b>		<b>122,786</b>	<b>96,259</b>	<b>106,911</b>	<b>132,144</b>	<b>143,195</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-55-11000	SALARIES - GENERAL	0	6,165	0	0	0
10-55-11050	SALARIES - PART TIME	0	12,290	0	0	0
10-55-11100	F.I.C.A.	0	1,147	0	0	0
10-55-11200	MEDICARE	0	268	0	0	0
10-55-11300	A.S.R.S.	0	561	0	0	0
10-55-11500	MEDICAL INSURANCE	0	458	0	0	0
10-55-11505	DEFERRED COMPENSATION	0	68	0	0	0
10-55-11510	DENTAL INSURANCE	0	56	0	0	0
10-55-11600	LIFE INSURANCE	0	11	0	0	0
10-55-11700	WORKERS COMPENSATION	0	60	0	0	0
	<b>ADMIN &amp; GEN GOVT PERSONNEL EXPENSE:</b>	<b>0</b>	<b>21,084</b>	<b>0</b>	<b>0</b>	<b>0</b>
10-55-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	0	3,500	3,115	3,500
10-55-21000	ELECTRIC	10,944	6,583	11,500	618	9,000
10-55-22000	WATER	2,103	1,554	3,200	652	1,800
10-55-22550	SEWER AND GARBAGE SERV.	4,552	1,563	4,900	402	4,900
10-55-23000	GAS	318	122	500	342	3,600
10-55-24000	TELEPHONE & FAX	0	12,562	15,600	8,019	8,000
10-55-24110	RENT/LEASE	887	120	50,400	13,569	1,000
10-55-31000	PROFESSIONAL FEES	6,310	7,004	0	2,812	0
10-55-34000	CONTRACT SERVICES	8,000	2,345	7,000	1,356	9,000
10-55-37000	PROPERTY, CASUALTY, LIABILITY	125,308	131,432	150,000	117,555	90,000
10-55-37100	INSURANCE CLAIMS & DEDUCTIBLES	5,691	5,000	5,000	0	5,000
10-55-41500	OFFICE SUPPLIES	960	1,402	3,000	2,249	2,000
10-55-42040	ADVERTISING	73	0	0	0	0
10-55-42050	NON CAP ADMIN EQUIP/FURN	23	358	0	0	500
10-55-43500	POSTAGE	15	807	300	-414	500
10-55-44000	HEALTH REIMBURSEMENT	2,346	1,387	10,750	2,435	0
10-55-46000	OPERATIONAL EXPENSES	1,859	26,594	2,000	-2,939	2,000
10-55-46100	FIRE REPLACEMENT EXPENSE	0	0	0	34,464	0
10-55-62003	GASOLINE	2,499	1,221	0	0	2,000
10-55-99020	TRANSFER BED TAX	147,961	0	0	0	0
10-55-99050	TRANSFER TO AIRPORT	0	0	0	0	3,354
10-55-99054	TRANSFER TO WASTE WATER	342,692	0	0	0	0
10-55-99056	TRANSFER TO SANITATION	0	0	120,304	0	0
10-55-99085	TRANSFERS TO DEBT SERVICE	0	0	0	-56,986	0
10-55-99096	TRANSFER TO BISBEE BUS	9,833	0	74,430	0	42,344
10-55-99998	GF INTERNAL SERVICES	0	0	107,671	80,753	24,708
	<b>TOTAL ADMIN &amp; GEN GOVT EXPENSE:</b>	<b>672,373</b>	<b>221,135</b>	<b>570,055</b>	<b>208,002</b>	<b>213,206</b>

# 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 position is currently vacant.

**PERSONNEL**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-56-11000	SALARIES - GENERAL	28,110	54,148	63,008	42,648	55,016
10-56-11001	OVERTIME	343	0	0	0	0
10-56-11100	F.I.C.A.	1,631	3,409	3,907	2,678	3,411
10-56-11200	MEDICARE	382	797	914	626	798
10-56-11300	A.S.R.S.	3,253	6,248	7,435	4,854	6,662
10-56-11500	MEDICAL INSURANCE	2,980	5,761	5,986	3,983	5,632
10-56-11501	STANDARD DISABILITY INSURANCE	0	157	269	202	269
10-56-11505	DEFERRED COMP	427	845	811	541	811
10-56-11510	DENTAL INSURANCE	340	382	705	175	715
10-56-11600	LIFE INSURANCE	60	131	129	84	129
10-56-11700	WORKERS COMPENSATION	66	182	275	160	207
	<b>PERSONNEL EXPENSE:</b>	<b>37,590</b>	<b>72,061</b>	<b>83,439</b>	<b>55,950</b>	<b>73,650</b>
10-56-12500	RECRUITMENT/EMPLOYEE TESTING	183	0	0	70	500
10-56-13100	BUSINESS TRAVEL	132	593	400	460	500
10-56-13400	EDUCATION & TRAINING	0	437	500	420	500
10-56-13500	SUBSCRIPTIONS & DUES	0	1,190	1,400	954	1,200
10-56-24000	TELEPHONE & FAX	0	536	800	298	800
10-56-41500	OFFICE SUPPLIES	1,220	447	500	368	500
10-56-42000	ADMIN SPECIAL SUPPLIES	70	0	0	0	0
10-56-42020	PRINTING & REPRODUCTION	0	355	200	0	200
10-56-42030	BOOKS & REFERENCE MATERIALS	0	0	200	0	200
10-56-42040	ADVERTISING	250	985	800	583	800
10-56-42050	NON CAP ADMIN EQUIP/FURN	0	0	0	0	150
10-56-43500	POSTAGE	39	16	50	92	150
10-56-46000	OPERATIONAL EXPENSES	192	19	500	491	500
10-56-46100	FIRE REPLACEMENT EXPENSE	0	0	1,000	0	0
10-56-99998	GF INTERNAL SERVICES	0	0	0	0	7,598
	<b>TOTAL PERSONNEL EXPENSE:</b>	<b>39,675</b>	<b>76,637</b>	<b>89,789</b>	<b>59,686</b>	<b>87,248</b>

# LEGAL SERVICES

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

**LEGAL SERVICES**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-57-13500	SUBSCRIPTIONS & DUES	0	197	0	0	0
10-57-31100	PROFESSIONAL FEES - LEGAL	60,000	60,000	0	1,434	0
10-57-34000	CONTRACT SERVICES	0	0	60,000	45,000	120,000
10-57-99998	GF INTERNAL SERVICES	0	0	0	0	11,448
<b>TOTAL LEGAL SERVICES EXPENSE:</b>		<b>60,000</b>	<b>60,197</b>	<b>60,000</b>	<b>46,434</b>	<b>131,448</b>

# 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 is also 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-58-21000	ELECTRIC	2,674	3,361	3,000	1,907	3,000
10-58-55000	EQUIPMENT REPAIR & MAINT	0	5,300	15,000	2,226	10,000
10-58-91000	CAPITAL EXPENDITURES	0	0	0	0	0
10-58-99998	GF INTERNAL SERVICES	0	0	0	0	1,717
<b>TOTAL WATER SYSTEMS EXPENSE:</b>		<b>2,674</b>	<b>8,661</b>	<b>18,000</b>	<b>4,133</b>	<b>14,717</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-59-13500	SUBSCRIPTIONS & DUES	0	0	13,132	7,321	13,132
10-59-24000	TELEPHONE & FAX	15,528	60	0	0	0
10-59-24001	T1 LINE FOR INTERNET ACCESS	2,647	7,237	7,600	5,666	0
10-59-31000	PROFESSIONAL FEES	34,725	31,359	50,000	30,597	50,000
10-59-34000	CONTRACT SERVICES	27,144	31,411	4,725	4,961	4,961
10-59-36000	MAINTENANCE & SUPPORT AGREEMNT	13	890	0	0	0
10-59-46000	OPERATIONAL EXPENSES	6	1,073	800	3,637	1,500
10-59-55200	NON CAP EQUIP PURCHASES	1,665	4,678	2,000	9,542	2,000
10-59-91000	CAPITAL EXPENDITURES	3,817	0	0	0	0
10-59-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	6,830
<b>TOTAL INFORMATION SYSTEMS EXPENSE:</b>		<b>85,545</b>	<b>76,709</b>	<b>96,202</b>	<b>75,183</b>	<b>78,423</b>

# 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 29 employees:

- Police Chief
- Deputy Police Chief
- 12 Police Officers/Sergeants (1 vacant)
- 4 Police Officer-Reserve (2 vacant)
- 7 Communications Officers (1 vacant)
- 1 Animal Control Officer
- 1 Impound Custodian
- 2 Admin Assistants

**POLICE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-62-11000	SALARIES - GENERAL	571,551	719,382	746,948	528,550	775,723
10-62-11001	OVERTIME - GENERAL	123,502	67,938	82,956	63,971	88,101
10-62-11006	REIMBURSED OVERTIME EXPENSE	0	0	0	0	0
10-62-11050	SALARIES - PART TIME	69,529	72,708	99,531	74,828	111,905
10-62-11090	REIMBURSED OVERTIME - DHLS	-2,608	-6,710	-52,500	0	0
10-62-11100	F.I.C.A.	47,361	49,274	57,625	41,015	60,495
10-62-11200	MEDICARE	11,076	11,524	13,477	9,592	14,148
10-62-11300	A.S.R.S.	13,607	13,419	14,191	11,082	14,169
10-62-11301	A.S.R.S - ALT CONTRIBUTION	4,645	5,009	4,131	3,059	4,244
10-62-11400	A.P.S.P.R.S.	480,115	596,176	635,015	360,073	658,471
10-62-11402	PSPRS-ALT CONTRIBUTION	1,839	0	0	0	0
10-62-11500	MEDICAL INSURANCE	70,627	90,796	107,744	60,735	101,373
10-62-11501	STANDARD DISABILITY INSURANCE	5,238	5,633	7,198	4,987	7,522
10-62-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	0	2,129
10-62-11505	DEFERRED COMP	10,528	14,468	14,606	8,993	15,417
10-62-11510	DENTAL INSURANCE	6,738	8,393	10,439	6,337	10,888
10-62-11600	LIFE INSURANCE	1,428	2,205	2,313	1,449	2,394
10-62-11700	WORKERS COMPENSATION	26,494	39,110	59,765	37,232	55,086
10-62-11800	STATE UNEMPLOYMENT	0	0	0	1,081	0
<b>POLICE PERSONNEL EXPENSE:</b>		<b>1,441,671</b>	<b>1,689,325</b>	<b>1,803,439</b>	<b>1,212,985</b>	<b>1,922,065</b>

**POLICE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-62-11990	Reimbursed ERE's - DHLS	-2,690	-8,093	-54,500	0	0
10-62-12300	UNIFORMS & CLOTHING	11,944	16,179	14,000	10,643	15,850
10-62-12500	RECRUITMENT/EMPLOYEE TESTING	898	1,324	1,000	1,705	1,500
10-62-12600	VACCINES	961	614	1,000	0	1,000
10-62-12700	CANCER INS POLICY	400	550	1,300	650	1,400
10-62-13100	BUSINESS TRAVEL	0	1,348	2,000	1,940	12,000
10-62-13400	EDUCATION & TRAINING	2,318	1,606	1,000	3,002	2,000
10-62-13500	SUBSCRIPTIONS & MEMBERSHIPS	385	310	500	809	1,425
10-62-21000	ELECTRIC	12,611	12,742	14,000	9,137	14,000
10-62-22000	WATER	684	767	100	700	1,000
10-62-22550	SEWER AND GARBAGE SERV.	1,671	1,828	1,800	1,228	1,800
10-62-23000	GAS	1,065	1,074	1,200	1,091	1,200
10-62-24000	TELEPHONE & FAX	16,582	10,515	20,000	6,963	10,500
10-62-24001	INTERNET ACCESS FEES	1,540	9,670	1,700	6,510	12,000
10-62-31000	PROFESSIONAL FEES	100	0	0	0	0
10-62-31100	PROFESSIONAL FEES - LEGAL	4,056	0	0	0	0
10-62-34000	CONTRACT SERVICES	24,932	3,334	4,000	14,130	36,000
10-62-34100	DOC WORKERS	1,901	1,209	1,500	851	1,500
10-62-36000	MAINTENANCE & SUPPORT AGREEMNT	7,383	7,678	8,000	0	8,000
10-62-41500	OFFICE SUPPLIES	3,035	3,965	4,000	1,375	4,000
10-62-42020	PRINTING/REPRODUCTION	0	0	0	22	0
10-62-42030	BOOKS & REFERENCE MATERIALS	374	273	400	298	400
10-62-42000	ADVERTISING	67	0	0	0	0
10-62-42050	NON CAP ADMIN EQUIP/FURN	0	653	500	0	500
10-62-43500	POSTAGE	434	73	300	1,052	1,000
10-62-45100	DISPOSABLE EQUIP & TOOLS	249	622	1,000	184	1,000
10-62-45300	CUSTODIAL SUPPLIES	903	753	1,200	1,034	1,200
10-62-46000	OPERATIONAL EXPENSES	14,536	10,665	11,700	3,409	11,700
10-62-46621	AMMUNITION	0	2,412	3,000	689	3,000
10-62-46622	RICO AUCTION EXPENSES	-145	0	3,000	1,329	3,000
10-62-46623	CITY AUCTION EXPENSES	1,058	278	1,000	148	1,000
10-62-46624	MOVING, TOWING, STORAGE EXP	4,668	5,539	8,000	4,169	6,000
10-62-46626	ANIMAL CONTROL EXPENSE	52	34	500	129	1,000
10-62-47000	PERMITS & LICENSES	0	0	8,000	5,229	6,000
10-62-50100	BLDG REPAIR & MAINT	2,389	5,953	4,000	3,960	4,000
10-62-55000	EQUIPMENT REPAIR & MAINT	4,660	1,738	3,000	563	5,000
10-62-55200	NON CAP EQUIP PURCHASES	312	60	0	1,239	3,000
10-62-61000	VEHICLE PARTS & LABOR	17,658	24,723	18,000	15,688	18,000
10-62-62003	GASOLINE	22,468	28,120	30,000	16,680	20,000
10-62-62004	DIESEL	0	0	0	94	5,000
10-62-91000	CAPITAL EXPENDITURES	0	-597	50,000	0	50,000
10-62-99085	TRANS TO DEBT SERVICE	16,561	0	17,000	-1,417	0
10-62-99998	GF INTERNAL SERVICES	0	0	251,232	188,424	208,735
<b>TOTAL POLICE EXPENSE:</b>		<b>1,617,692</b>	<b>1,837,246</b>	<b>2,237,871</b>	<b>1,516,642</b>	<b>2,396,775</b>

# 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. Once a fire has been extinguished, thorough salvage operations are conducted to preserve property and the environment, and return structures to habitable condition as quickly as possible.

**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 hospitals in Sierra Vista, Tucson, and Phoenix.

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.

*\*\*The 2018 call information is unavailable due to a Fire Department computer crash. Data will be provided as soon as it is retrieved. \*\**

### **Fiscal Year 2019-2020 Budget Highlights**

The Fire Department budget reflects increased costs for new hires, general wage increases, fire fighter promotion study materials, increased travel for classes and training and payment to the Health EMS system to retrieve call data.

Both fire stations need building maintenance including roof and floor repair.

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

Bisbee Fire Department and the City of Bisbee will start a new fire protection service in FY19/20 called Banning Creek Fire Wise. This service is an agreement with the residents at a yearly charge for fire protection by City of Bisbee Fire Department for areas outside of City limits. All Banning Creek Fire Wise program generated revenue will be used for wildland and urban interface equipment. Updated equipment and tools ensure Bisbee Fire Department's ability to protect the City of Bisbee and surrounding areas.

The Fire Department consist of 20 employees; all positions are filled at this time:

- Fire Chief
- 1 Fire Captain/Paramedic
- 1 Fire Lieutenant/Paramedic
- 2 Fire Captains/EMT
- 2 Fire Lieutenants/EMT
- 4 Firefighters/Paramedic
- 8 Firefighters/EMT
- 1 Rover Firefighter

**FIRE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-64-11000	SALARIES - GENERAL	754,380	858,660	777,591	602,537	790,616
10-64-11001	OVERTIME - GENERAL	205,216	147,462	186,268	117,599	182,573
10-64-11050	SALARIES - PART TIME	768	0	14,196	0	0
10-64-11100	F.I.C.A.	37	16	880	0	0
10-64-11200	MEDICARE	13,882	13,480	14,182	10,398	14,111
10-64-11400	A.P.S.P.R.S.	834,579	616,270	800,411	654,127	774,247
10-64-11500	MEDICAL INSURANCE	91,951	108,267	119,716	71,688	107,005
10-64-11501	STANDARD DISABILITY INSURANCE	6,320	6,379	7,445	5,423	7,462
10-64-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	0	2,551
10-64-11505	DEFERRED COMP	14,471	16,094	16,229	10,413	16,229
10-64-11510	DENTAL INSURANCE	8,638	10,135	10,948	6,227	9,320
10-64-11600	LIFE INSURANCE	1,828	2,541	2,570	1,617	2,520
10-64-11700	WORKERS COMPENSATION	30,809	43,686	62,420	37,504	53,594
	<b>FIRE PERSONNEL EXPENSE:</b>	<b>1,962,880</b>	<b>1,822,990</b>	<b>2,012,856</b>	<b>1,517,532</b>	<b>1,960,228</b>

## FIRE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016-17 Actual	2017-18 Actual	2018-19 Budget	Mar 2019 YTD Actual	2019-20 Proposed
10-64-11800	STATE UNEMPLOYMENT	0	0	0	0	0
10-64-12300	UNIFORMS & CLOTHING	13,176	14,772	14,250	12,946	15,000
10-64-12500	RECRUITMENT/EMPLOYMENT TESTING	0	135	300	2,055	500
10-64-12600	VACCINES	31	990	300	-31	300
10-64-12700	CANCER INS POLICY	900	900	900	950	950
10-64-13100	BUSINESS TRAVEL	48	1,900	500	1,361	2,000
10-64-13400	EDUCATION & TRAINING	20,625	9,085	15,000	7,866	20,000
10-64-13500	SUBSCRIPTIONS & DUES	100	669	100	3,282	100
10-64-21000	ELECTRIC	8,043	8,071	10,000	5,443	10,000
10-64-22000	WATER	1,499	1,348	2,000	726	2,000
10-64-22550	SEWER AND GARBAGE SERV.	2,474	2,648	2,700	1,776	2,700
10-64-23000	GAS	2,408	3,169	3,000	3,363	3,000
10-64-24000	TELEPHONE & FAX	8,024	6,488	5,000	4,053	5,000
10-64-24001	INTERNET ACCESS FEES	924	792	800	624	800
10-64-31000	PROFESSIONAL FEES	2,605	0	0	0	0
10-64-34000	CONTRACT SERVICES	283,672	29,056	9,700	3,291	7,000
10-64-34010	AMBULANCE BILLING SERVICES	26,700	24,642	25,000	20,790	25,000
10-64-40067	WILDLAND FIRE SVCS EXPENSE	0	6,759	0	3,707	40,000
10-64-41500	OFFICE SUPPLIES	879	1,123	1,200	114	1,200
10-64-42030	BOOKS & REFERENCE MATERIALS	0	145	0	0	200
10-64-42050	NON CAP ADMIN EQUIP/FURN	0	2,329	5,000	280	5,000
10-64-43500	POSTAGE	101	233	50	27	50
10-64-45100	DISPOSABLE EQUIP & TOOLS	-1,070	3,813	6,000	550	6,000
10-64-45300	CUSTODIAL SUPPLIES	2,276	2,045	2,500	2,720	2,500
10-64-46000	OPERATIONAL EXPENSES	9,466	23,248	12,500	6,481	20,000
10-64-46100	FIRE REPLACEMENT EXPENSE	0	0	0	1,481	0
10-64-46641	MEDICAL SUPPLIES	38,607	47,704	35,000	28,289	35,000
10-64-47000	PERMITS & LICENSES	1,750	1,300	1,000	1,000	1,000
10-64-50100	BLDG REPAIR & MAINT	2,169	1,971	3,500	3,679	10,000
10-64-55000	EQUIPMENT REPAIR & MAINT	2,593	7,386	5,000	2,600	10,000
10-64-55200	NON CAP EQUIP PURCHASES	174	3,525	3,000	527	2,000
10-64-61000	VEHICLE PARTS & LABOR	42,670	47,464	40,000	32,373	45,000
10-64-62003	GASOLINE	9,131	17,038	18,000	15,596	18,000
10-64-62004	DIESEL	34,602	23,417	30,000	15,442	25,000
10-64-91000	CAPITAL EXPENDITURES	8,666	0	0	0	0
10-64-99015	TRANSFER TO GF CAPITAL RESERVE					75,000
10-64-99017	TRANSFER GRANT MATCH	0	0	0	0	20,000
10-64-99085	TRANSFER TO DEBT SERVICE	0	0	0	0	0
10-64-99998	GF INTERNAL SERVICES	0	0	305,067	228,800	222,917
<b>TOTAL FIRE EXPENSE:</b>		<b>2,486,125</b>	<b>2,117,155</b>	<b>2,570,223</b>	<b>1,929,693</b>	<b>2,593,445</b>



# CITY MAGISTRATE

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

**CITY MAGISTRATE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-68-31000	PROFESSIONAL FEES	12,000	12,000	0	0	0
10-68-34000	CONTRACT SERVICES	33,342	19,060	47,000	21,112	40,000
10-68-99998	GF INTERNAL SERVICES	0	0	0	0	3,816
<b>TOTAL CITY MAGISTRATE EXPENSE:</b>		<b>45,342</b>	<b>31,060</b>	<b>47,000</b>	<b>21,112</b>	<b>43,816</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-70-22000	WATER	1,921	2,191	5,500	1,810	1,500
10-70-22550	SEWER AND GARBAGE SERV.	592	679	690	458	690
10-70-34100	DOC WORKERS	0	0	2,000	0	0
10-70-45100	DISPOSABLE EQUIP & TOOLS	0	1,894	2,000	37	2,000
10-70-45200	SAFETY EQUIP & SUPPLIES	0	0	2,000	0	0
10-70-46000	OPERATIONAL EXPENSES	3,724	3,870	2,500	1,117	4,000
10-70-91000	CAPITAL EXPENDITURES	0	0	0	0	0
10-70-99998	GF INTERNAL SERVICES	0	0	0	0	924
<b>TOTAL CEMETERY EXPENSE:</b>		<b>6,237</b>	<b>8,633</b>	<b>14,690</b>	<b>3,422</b>	<b>9,114</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-74-13400	EDUCATION & TRAINING	95	0	0	0	0
10-74-34000	CONTRACT SERVICES	2,668	2,023	1,500	134	1,500
10-74-34100	DOC WORKERS	3,681	0	4,000	0	0
10-74-42050	NON CAP ADMIN EQUIP/FURNITURE	0	890	0	197	0
10-74-45100	DISPOSABLE EQUIP & TOOLS	588	0	2,000	38	2,000
10-74-45200	SAFETY EQUIP & SUPPLIES	386	45	0	0	0
10-74-45300	CUSTODIAL SUPPLIES	3,778	5,269	5,000	751	5,500
10-74-46000	OPERATIONAL EXPENSES	1,689	4,688	1,000	3,704	3,000
10-74-46100	FIRE EXPENSE	0	0	0	23,523	0
10-74-50100	BLDG REPAIR & MAINT	14,768	13,545	15,000	39,487	40,000
10-74-55000	EQUIPMENT REPAIR & MAINT	170	450	170	4,621	200
10-74-62003	GASOLINE	234	52	0	127	0
10-74-91000	CAPITAL EXPENDITURES	0	0	0	0	0
10-74-99998	GF INTERNAL SERVICES	0	0	0	0	5,457
<b>TOTAL BUILDING &amp; MAINTENANCE EXPENSE:</b>		<b>28,057</b>	<b>26,963</b>	<b>28,670</b>	<b>72,581</b>	<b>57,657</b>

# 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 (vacant)
- 2 Administrative Assistants

**PUBLIC WORKS ADMINISTRATION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-75-11000	SALARIES - GENERAL	52,079	27,917	60,614	38,404	79,741
10-75-11001	OVERTIME - GENERAL	1,306	468	500	248	500
10-75-11050	SALARIES - PART TIME	0	0	0	0	0
10-75-11100	F.I.C.A.	2,652	1,678	4,056	2,322	4,975
10-75-11200	MEDICARE	620	392	948	543	1,163
10-75-11300	A.S.R.S.	6,146	3,545	7,719	3,857	9,717
10-75-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	0
10-75-11500	MEDICAL INSURANCE	7,442	4,193	10,176	4,281	10,982
10-75-11501	STANDARD DISABILITY INSURANCE	292	373	382	272	368
10-75-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	0	2,129
10-75-11505	DEFERRED COMP	1,177	615	1,379	598	1,582
10-75-11510	DENTAL INSURANCE	828	395	1,086	507	1,395
10-75-11600	LIFE INSURANCE	148	84	218	92	246
10-75-11700	WORKERS COMPENSATION	127	104	260	618	300
10-75-11800	STATE UNEMPLOYMENT	3,600	0	0	0	0
<b>PUBLIC WORKS ADMIN PERSONNEL EXPENSE:</b>		<b>76,416</b>	<b>39,763</b>	<b>87,338</b>	<b>51,743</b>	<b>113,098</b>
10-75-11990	REIMBURSED ERE-BISBEE BUS	0	-1,070	-2,150	-335	-1,000
10-75-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	0	400	500
10-75-13100	BUSINESS TRAVEL	366	1,601	3,000	200	1,000
10-75-13200	SUBSCRIPTIONS & DUES	0	0	250	0	250
10-75-13400	EDUCATION & TRAINING	744	333	5,000	0	2,500
10-75-21000	ELECTRIC	432	576	1,000	487	1,000
10-75-22000	WATER	246	271	500	231	500
10-75-22550	SEWER AND GARBAGE SERV.	993	1,045	1,050	699	1,050
10-75-23000	GAS	503	512	1,000	404	1,000
10-75-24000	TELEPHONE & FAX	1,280	976	1,450	515	1,450
10-75-31000	PROFESSIONAL FEES	0	455	0	0	0
10-75-34000	CONTRACT SERVICES	4,147	1,158	0	372	400
10-75-34100	DOC WORKERS	48	0	0	0	0
10-75-41500	OFFICE SUPPLIES	2,147	3,632	2,000	1,719	2,000
10-75-42020	PRINTING & REPRODUCTION	326	19	0	0	0
10-75-42040	ADVERTISING	440	765	0	975	1,000
10-75-42050	NON CAP ADMIN EQUIP/FURN	0	765	2,000	161	1,000
10-75-43500	POSTAGE	132	98	200	47	200
10-75-45100	DISPOSABLE EQUIP & TOOLS	0	0	0	311	0
10-75-45300	CUSTODIAL SUPPLIES	6,530	644	3,000	779	1,000
10-75-46000	OPERATIONAL EXPENSES	551	4,850	1,000	1,123	1,000
10-75-50100	BLDG REPAIR & MAINT	0	892	0	26	0
10-75-62003	GASOLINE	197	510	500	29	500
10-75-61000	VEHICLE PARTS & LABOR	148	0	0	0	0
10-75-99998	GF INTERNAL SERVICES	0	0	0	0	16,583
<b>TOTAL PUBLIC WORKS ADMIN EXPENSE:</b>		<b>95,645</b>	<b>57,795</b>	<b>107,138</b>	<b>59,886</b>	<b>145,031</b>



# 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 Cochise County Fleet and Heavy Fleet Operations and 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

**GARAGE**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-77-11000	SALARIES - GENERAL	85,676	75,706	88,283	61,683	91,562
10-77-11001	OVERTIME - GENERAL	967	7,962	7,500	4,859	7,500
10-77-11050	SALARIES - PART TIME	0	0	0	0	0
10-77-11100	F.I.C.A.	5,052	5,479	6,142	4,179	6,142
10-77-11200	MEDICARE	1,181	1,281	1,436	977	1,436
10-77-11300	A.S.R.S.	9,958	10,839	11,689	8,478	11,996
10-77-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	0
10-77-11500	MEDICAL INSURANCE	10,264	11,979	11,972	7,965	11,264
10-77-11501	STANDARD DISABILITY INSURANCE	436	467	470	352	470
10-77-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	0	1,487
10-77-11505	DEFERRED COMP	1,623	1,758	1,623	1,082	1,623
10-77-11510	DENTAL INSURANCE	1,282	1,424	1,410	652	977
10-77-11600	LIFE INSURANCE	204	273	257	168	252
10-77-11700	WORKERS COMPENSATION	2,374	3,592	5,024	3,069	4,324
10-77-11800	STATE UNEMPLOYMENT	0	0	0	0	0
<b>GARAGE PERSONNEL EXPENSE:</b>		<b>119,018</b>	<b>120,761</b>	<b>135,806</b>	<b>93,465</b>	<b>139,033</b>
10-77-11990	REIMBURSED ERE-BISBEE BUS	0	-3,628	-1,300	-1,967	-1,300
10-77-12300	UNIFORMS & CLOTHING	200	97	200	339	300
10-77-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	0	0	0
10-77-13100	BUSINESS TRAVEL	0	0	1,000	0	1,000
10-77-13400	EDUCATION & TRAINING	60	53	3,000	0	1,500
10-77-21000	ELECTRIC	2,350	2,232	3,250	1,736	3,250
10-77-22000	WATER	0	0	0	0	0
10-77-22550	SEWER AND GARBAGE SERV.	1,026	1,183	1,200	798	1,200
10-77-23000	GAS	1,321	1,495	1,500	1,336	1,700
10-77-24000	TELEPHONE & FAX	1,495	1,511	2,500	1,175	2,500
10-77-24001	INTERNET ACCESS	0	0	1,200	0	1,200
10-77-31000	PROFESSIONAL FEES	0	0	0	0	0
10-77-34000	CONTRACT SERVICES	7,893	7,310	6,500	3,626	6,500
10-77-34100	DOC WORKERS	816	20	800	0	0
10-77-41500	OFFICE SUPPLIES	0	49	250	0	100
10-77-42050	NON CAP ADMIN EQUIP/FURN	0	245	1,500	0	0
10-77-45100	DISPOSABLE EQUIP & TOOLS	1,188	2,630	3,000	2,044	3,000
10-77-45200	SAFETY EQUIP & SUPPLIES	2,203	419	1,000	0	1,000
10-77-45300	CUSTODIAL SUPPLIES	435	303	600	21	500
10-77-46000	OPERATIONAL EXPENSES	1,493	346	1,500	751	1,500
10-77-50100	BLDG REPAIR & MAINT	380	0	5,000	0	2,500
10-77-55000	EQUIPMENT REPAIR & MAINT	246	528	2,500	485	2,500
10-77-55200	NON CAP EQUIP PURCHASES	863	0	5,500	0	0
10-77-61000	VEHICLE PARTS & LABOR	4,420	1,820	5,000	791	5,000
10-77-61010	CONTRACTED VEHICLE REPAIR	0	0	0	0	0
10-77-62003	GASOLINE	0	153	250	159	250
10-77-62007	OTHER FLUIDS & LUBRICANTS	8,240	4,662	9,000	3,523	5,000
10-77-63000	PARTS & LABOR	0	0	0	0	0
10-77-91000	CAPITAL EXPENDITURES	0	0	0	24	8,000
10-77-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	18,529
<b>TOTAL GARAGE EXPENSE:</b>		<b>153,647</b>	<b>142,187</b>	<b>208,701</b>	<b>121,764</b>	<b>204,762</b>

# 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 City of Bisbee's Building Inspector with many of these tasks through an intergovernmental agreement.

**BUILDING INSPECTOR**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-79-11000	SALARIES - GENERAL	43,612	44,919	52,085	35,806	49,629
10-79-11001	OVERTIME - GENERAL	1,606	1,148	1,300	239	1,300
10-79-11050	SALARIES - PART TIME	0	0	14,196	0	0
10-79-11100	F.I.C.A.	2,936	2,915	3,987	2,268	3,107
10-79-11200	MEDICARE	687	682	932	530	727
10-79-11300	A.S.R.S.	5,343	5,322	5,912	4,248	5,916
10-79-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	0
10-79-11500	MEDICAL INSURANCE	5,132	5,989	5,986	3,983	5,632
10-79-11501	STANDARD DISABILITY INSURANCE	228	269	269	202	269
10-79-11505	DEFERRED COMP	811	879	811	541	811
10-79-11510	DENTAL INSURANCE	235	268	255	175	262
10-79-11600	LIFE INSURANCE	102	137	129	84	129
10-79-11700	WORKERS COMPENSATION	789	1,135	2,046	985	1,588
10-79-11800	STATE UNEMPLOYMENT	0	0	0	0	0
<b>BUILDING INSPECTOR PERSONNEL EXPENSE:</b>		<b>61,481</b>	<b>63,663</b>	<b>87,908</b>	<b>49,061</b>	<b>69,370</b>
10-79-12300	UNIFORMS & CLOTHING	0	104	300	0	500
10-79-13100	BUSINESS TRAVEL	0	207	850	0	500
10-79-13400	EDUCATION & TRAINING	1,436	497	1,000	0	1,000
10-79-13500	SUBSCRIPTIONS & MEMBERSHIPS	0	0	80	0	100
10-79-24000	TELEPHONE & FAX	303	221	300	129	300
10-79-24001	INTERNET	0	0	0	148	0
10-79-31000	PROFESSIONAL FEES	2,071	4,088	2,000	0	1,000
10-79-34000	CONTRACT SERVICES	0	0	0	-378	0
10-79-41500	OFFICE SUPPLIES	106	262	300	14	300
10-79-42030	BOOKS & REFERENCE MATERIALS	179	58	350	0	350
10-79-42040	ADVERTISING	20	0	0	0	0
10-79-42050	NON CAP ADMIN EQUIP/FURN	0	0	500	0	500
10-79-43500	POSTAGE	58	78	150	87	200
10-79-45100	DISPOSABLE EQUIP & TOOLS	111	0	100	11	100
10-79-46000	OPERATIONAL EXPENSES	21	28	100	175	200
10-79-46100	FIRE REPLACEMENT EXPENSE	0	0	0	6	0
10-79-61000	VEHICLE PARTS & LABOR	0	146	0	641	150
10-79-62003	GASOLINE	0	0	0	1,081	2,000
10-79-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	7,543
<b>TOTAL BUILDING INSPECTOR EXPENSE:</b>		<b>65,787</b>	<b>69,351</b>	<b>111,883</b>	<b>64,436</b>	<b>84,113</b>

# 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 (vacant)

**PARKS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-80-11000	SALARIES - GENERAL	34,104	57,650	63,925	48,545	56,160
10-80-11001	OVERTIME - GENERAL	8,919	15,254	6,000	13,333	15,000
10-80-11050	SALARIES - PART TIME	16,272	9,750	12,168	6,690	12,168
10-80-11100	F.I.C.A.	3,712	5,188	5,090	4,296	5,166
10-80-11200	MEDICARE	868	1,213	1,190	1,005	1,208
10-80-11300	A.S.R.S.	4,943	8,391	8,251	6,206	8,617
10-80-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	0
10-80-11500	MEDICAL INSURANCE	5,132	11,064	11,972	6,970	11,264
10-80-11501	STANDARD DISABILITY INSURANCE	176	318	367	270	426
10-80-11505	DEFERRED COMP	811	1,623	1,623	947	1,623
10-80-11510	DENTAL INSURANCE	235	413	509	419	977
10-80-11600	LIFE INSURANCE	102	242	257	158	252
10-80-11700	WORKERS COMPENSATION	1,717	3,370	4,626	3,110	4,041
10-80-11800	STATE UNEMPLOYMENT	0	0	0	0	0
<b>PARKS PERSONNEL EXPENSE:</b>		<b>76,991</b>	<b>114,475</b>	<b>115,978</b>	<b>91,948</b>	<b>116,902</b>
10-80-12300	UNIFORMS & CLOTHING	100	248	200	100	200
10-80-13100	BUSINESS TRAVEL	0	0	1,000	52	500
10-80-13400	EDUCATION & TRAINING	0	0	3,000	118	1,500
10-80-21000	ELECTRIC	2,672	3,296	3,200	2,742	4,000
10-80-22000	WATER	39,679	34,871	20,000	17,460	25,000
10-80-22550	SEWER AND GARBAGE SERV.	2,367	2,547	2,565	1,709	2,565
10-80-24000	TELEPHONE & FAX	549	743	700	300	700
10-80-24110	RENT/LEASE	0	796	0	0	0
10-80-34000	CONTRACT SERVICES	2,796	2,522	2,200	1,806	2,200
10-80-34100	DOC WORKERS	8,082	8,932	9,000	9,461	10,000
10-80-42040	ADVERTISING	0	6	0	0	0
10-80-43500	POSTAGE	45	10	0	0	0
10-80-45100	DISPOSABLE EQUIP & TOOLS	0	904	0	1,418	1,500
10-80-45200	SAFETY EQUIP & SUPPLIES	0	678	1,000	589	1,000
10-80-45300	CUSTODIAL SUPPLIES	3,399	3,332	3,500	1,260	3,500
10-80-46000	OPERATIONAL EXPENSES	18,618	18,230	20,000	4,179	5,000
10-80-46801	REC PROGRAMS/SPECIAL EVENTS	43,679	9,397	7,500	4,465	5,000
10-80-46802	LANDSCAPING MATERIALS	4,880	15,672	6,000	2,773	6,000
10-80-50100	BLDG REPAIR & MAINT	848	1,020	4,000	0	5,000
10-80-50110	BLDG REPAIR & MAINT-VANDALISM	2,659	1,221	4,000	610	0
10-80-55000	EQUIPMENT REPAIR & MAINT	134	99	1,200	1,091	1,200
10-80-55100	REPAIR & MAINT - OTHER	515	110	250	0	250
10-80-55200	NON CAP EQUIP PURCHASES	797	5,556	1,000	0	1,000
10-80-61000	REPAIRS & MAINT - VEHICLES	2,873	1,816	1,500	2,008	2,000
10-80-62003	GASOLINE	4,827	7,267	5,000	4,476	6,500
10-80-62004	Diesel	0	38	500	0	0
10-80-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	21,028
<b>TOTAL PARKS EXPENSE:</b>		<b>216,511</b>	<b>233,787</b>	<b>231,238</b>	<b>162,022</b>	<b>222,545</b>

# SWIMMING POOL

The Bisbee Municipal Swimming Pool is a long-standing feature of Bisbee recreation. The City of Bisbee was awarded a grant for \$47,000 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 was able to remain open through the end of September this last pool season.

The Pool consists of nine part-time seasonal lifeguard positions and one part-time seasonal pool manager position.

**POOL**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-81-11000	SALARIES - GENERAL	3,152	0	0	0	0
10-81-11001	OVERTIME - GENERAL	0	156	0	885	0
10-81-11050	SALARIES - PART TIME	7,217	20,652	43,000	13,197	21,600
10-81-11100	F.I.C.A.	647	1,286	2,666	873	1,339
10-81-11200	MEDICARE	151	301	624	204	313
10-81-11700	WORKERS COMPENSATION	258	1,191	2,830	781	1,223
	<b>POOL PERSONNEL EXPENSE:</b>	<b>11,425</b>	<b>23,585</b>	<b>49,120</b>	<b>15,941</b>	<b>24,475</b>
10-81-13400	EDUCATION & TRAINING	0	0	0	335	500
10-81-21000	ELECTRIC	11,626	11,004	11,700	7,826	10,000
10-81-22000	WATER	4,630	9,060	5,600	4,324	6,000
10-81-24000	TELEPHONE & FAX	418	422	500	329	500
10-81-34000	CONTRACT SERVICES	101	50	0	0	0
10-81-42040	ADVERTISING	0	124	0	0	0
10-81-45100	DISPOSABLE EQUIP & TOOLS	559	420	600	194	500
10-81-45300	CUSTODIAL SUPPLIES	135	218	75	0	100
10-81-46000	OPERATIONAL EXPENSES	9,772	10,894	4,500	2,156	4,500
10-81-47000	PERMITS & LICENSES	100	100	100	0	100
10-81-50100	BLDG REPAIR & MAINT	2,712	2,130	2,000	0	2,000
10-81-55000	EQUIPMENT REPAIR & MAINT	190	1,666	0	0	1,500
10-81-55200	NON CAP EQUIP PURCHASES	311	624	0	0	0
10-81-91000	CAPITAL EXPENDITURES	0	0	0	0	0
10-81-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	8,044
	<b>TOTAL POOL EXPENSE:</b>	<b>41,979</b>	<b>60,298</b>	<b>92,140</b>	<b>44,565</b>	<b>58,219</b>



# COPPER QUEEN LIBRARY

**Breaking News: The Copper Queen Library won the prestigious EBSCO Excellence in Rural Library Service Award, a national award that recognizes one rural library for excellence of service to its community as exemplified by special programs of significant accomplishment. Those special programs include our San Jose Annex Preschool Literacy Initiative, our very popular Seed Library, and our Mobile Internet Hotspot Lending Program. The award will be presented in June at the American Library Association Conference in Washington D.C.**

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. Last fiscal year, the library greeted **37,314** adult patrons and **3,427** juvenile patrons **(up 35% from 2015-2016)**

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. Last fiscal year, the library circulated **55,340** items **(up 31% from 2015-2016)**, including **16,051 adult books**, **26,756 DVDs**, and **3,103 CDs** and **8,389 kids' books**. Also, **5,422** 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. Last fiscal year, **4,399** adults and **769** children attended programs **(up 50% from 2015-2016)**

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:

**San Jose Library Annex:** The San Jose Annex opened its doors in December 2018 with the help of an Arizona State Library (LSTA) Grant awarded to the Library in the amount of \$25,950. In addition to a collection of over 3,000 library items, the Annex has programming for preschoolers and parents/caregivers facilitated Early Literacy Outreach Coordinator: *Open Play, Little Book Club, and S.T.E.A.M. Ahead*. The Annex will engage young patrons over the summer with an innovative Summer Reading Program that utilizes partners in the community including the National Park Service. The Annex also has public computers and free WiFi for patron use.

**Internet Hotspot Lending Program:** The Library received another Arizona State Library Grant (\$4000) to expand our very successful Internet Lending Program. With the grant, we will be purchasing 20 more internet hotspots and extending the service on our existing 25 hotspots.

**Seed Library Grants:** The Library received two grants to add new seeds to the Seed Library: Native Seeds/SEARCH and the Bisbee Bloomers. Last fiscal year, the Seed Library “checked out” 411 packs of seeds.

**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 second 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.

The Library consists of four employees:

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

The library also receives assistance from volunteers who logged **over 700** volunteer hours last fiscal year, along with financial assistance from the Friends of the Copper Queen Library to help with Collection Development.

**LIBRARY**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-83-11000	SALARIES - GENERAL	34,786	33,305	60,947	44,536	65,333
10-83-11001	OVERTIME - GENERAL	297	32	0	52	0
10-83-11050	SALARIES - PART TIME	23,675	27,642	16,491	11,234	29,302
10-83-11100	F.I.C.A.	3,700	3,877	4,801	3,438	5,867
10-83-11200	MEDICARE	865	907	1,123	804	1,372
10-83-11300	A.S.R.S.	4,068	7,194	7,192	5,120	7,912
10-83-11301	A.S.R.S - ALT CONTRIBUTION	881	172	0	0	0
10-83-11500	MEDICAL INSURANCE	5,132	11,979	11,972	7,965	11,264
10-83-11501	STANDARD DISABILITY INSURANCE	250	237	538	292	424
10-83-11505	DEFERRED COMP	811	1,713	1,623	1,082	1,623
10-83-11510	DENTAL INSURANCE	235	573	509	630	977
10-83-11600	LIFE INSURANCE	102	273	257	168	252
10-83-11700	WORKERS COMPENSATION	391	844	1,588	620	1,605
10-83-11800	STATE UNEMPLOYMENT	4,560	0	0	0	0
	<b>LIBRARY PERSONNEL EXPENSE:</b>	<b>79,753</b>	<b>88,749</b>	<b>107,041</b>	<b>75,940</b>	<b>125,931</b>
10-83-21000	ELECTRIC	7,206	7,303	8,500	5,331	8,500
10-83-22000	WATER	1,227	840	900	691	950
10-83-22550	SEWER AND GARBAGE SERV.	1,237	1,324	1,293	888	1,324
10-83-24000	TELEPHONE & FAX	4,029	2,276	2,500	1,956	2,750
10-83-24001	INTERNET ACCESS	563	743	720	2,303	1,010
10-83-31000	PROFESSIONAL FEES	275	0	0	0	0
10-83-34000	CONTRACT SERVICES	7,355	6,521	5,500	2,980	8,500
10-83-34100	DOC WORKERS	277	106	1,000	0	0
10-83-41500	OFFICE SUPPLIES	2,016	2,183	2,200	1,798	2,200
10-83-42040	ADVERTISING	0	200	200	251	275
10-83-42050	NON CAP ADMIN EQUIP/FURN	4,035	1,079	1,200	562	1,200
10-83-43500	POSTAGE	1,249	1,616	1,500	315	1,500
10-83-45300	CUSTODIAL SUPPLIES	1,319	611	900	435	900
10-83-46000	OPERATIONAL EXPENSES	360	0	500	203	500
10-83-46831	BOOKS	7,945	10,117	6,500	4,071	6,500
10-83-46832	AUDIO VISUAL MATERIAL	1,275	961	1,500	1,074	1,500
10-83-46833	CHILDRENS MATERIALS	1,131	1,197	1,500	1,359	1,500
10-83-46834	PERIODICALS	1,064	2,292	2,000	820	2,000
10-83-46835	ELECTRONIC MEDIA	1,742	-264	1,400	144	0
10-83-47000	PERMITS & LICENSES	0	436	0	566	2,000
10-83-50100	BLDG REPAIR & MAINT	5,995	1,637	10,000	5,577	10,000
10-83-55000	EQUIPMENT REPAIR & MAINT	125	602	500	48	500
10-83-91000	CAPITAL EXPENDITURES	0	0	0	0	0
10-83-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	17,128
	<b>TOTAL LIBRARY EXPENSE:</b>	<b>130,178</b>	<b>130,528</b>	<b>175,299</b>	<b>120,769</b>	<b>196,668</b>

# 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 is maintained by Public Works. Additionally, the City of Bisbee pays the building's utilities and contributes approximately \$600 per month to the Senior Center Coordinator pay.

**SENIOR CENTER**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-85-21000	ELECTRIC	5,558	5,563	6,500	4,087	6,500
10-85-22000	WATER	1,214	1,011	1,300	733	1,300
10-85-22550	SEWER AND GARBAGE SERV.	782	813	820	544	900
10-85-23000	GAS	4,722	4,004	4,000	4,777	5,000
10-85-24000	TELEPHONE & FAX	828	844	850	654	850
10-85-24001	INTERNET ACCESS FEES	714	714	750	545	750
10-85-34000	CONTRACT SERVICES	670	398	400	436	500
10-85-34085	COORDINATOR CONTRIBUTIONS	7,400	7,400	7,500	5,550	7,500
10-85-34100	DOC WORKERS	2,295	214	1,000	705	1,000
10-85-45100	DISPOSABLE EQUIP & TOOLS	44	0	500	0	500
10-85-45300	CUSTODIAL SUPPLIES	867	142	650	456	650
10-85-50100	BLDG REPAIR & MAINT	0	163	5,000	0	5,000
10-85-91000	CAPITAL EXPENDITURES	3,634	0	0	0	0
10-85-99998	GF INTERNAL SERVICES	0	0	0	0	2,905
<b>TOTAL SENIOR CENTER EXPENSE:</b>		<b>28,728</b>	<b>21,265</b>	<b>29,270</b>	<b>18,486</b>	<b>33,355</b>

# CONTINGENCY

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

**CONTINGENCY**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
10-99-30100	CONTINGENCY EXPENSES	0	499,964	0	0	0
10-99-99100	UNASSIGNED EXPENSES	9,294	0	50,000	0	100,000
<b>TOTAL CONTINGENCY EXPENSE:</b>		<b>9,294</b>	<b>499,964</b>	<b>50,000</b>	<b>0</b>	<b>100,000</b>
<b>TOTAL GENERAL FUND REVENUES</b>		<b>6,490,767</b>	<b>8,939,103</b>	<b>7,742,516</b>	<b>5,307,682</b>	<b>7,702,489</b>
<b>TOTAL GENERAL FUND EXPENSES</b>		<b>6,570,940</b>	<b>6,516,386</b>	<b>7,741,531</b>	<b>5,318,297</b>	<b>7,702,489</b>
<b>TOTAL GENERAL FUND REVENUES OVER EXPENSES</b>		<b>-80,173</b>	<b>2,422,717</b>	<b>985</b>	<b>-10,615</b>	<b>0</b>



# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
11-30-22522	TINTOWN PAVING & IMPR PHASE 1	14,547	43,572	0	150,721	0
11-30-22523	TINTOWN PAVING & IMPR PHASE 2	0	0	214,000	23,676	214,000
11-38-99000	Grant Match	0	0	0	0	0
11-38-99999	OTHER REVENUE & TRANSFERS	0	0	0	0	0
<b>TOTAL GOVERNMENT GRANTS REVENUE:</b>		<b>14,547</b>	<b>43,572</b>	<b>214,000</b>	<b>174,397</b>	<b>214,000</b>
11-40-22522	TINTOWN PAVING & IMPR PHASE 1	14,547	43,572	0	176,698	0
11-40-22523	TINTOWN PAVING & IMPR PHASE 2	0	0	214,000	13,000	214,000
<b>TOTAL GOVERNMENT GRANTS EXPENSE:</b>		<b>14,547</b>	<b>43,572</b>	<b>214,000</b>	<b>189,698</b>	<b>214,000</b>

# 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 which is a shared grant request from FEMA with Naco Fire and San Jose Fire to purchase new air packs and a cascade filling system at an estimated cost of \$400,000. Bisbee Fire's current air packs are set to expire and will be out of compliance.

**PUBLIC SAFETY GRANTS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
17-30-22503	OTHER GRANTS	0	0	0	2,750	150,000
17-30-22504	FIRE HOUSE SUBS GRANT	0	24,759	0	0	0
17-30-22505	AZ COMM FOUNDATION ED GRANT	0	0	0	1,000	0
17-30-22506	FEMA EQUIPMENT GRANT	0	0	0	0	380,000
17-38-99964	TRANSFER FROM GF-GRANT MATCH	0	0	0	0	20,000
<b>TOTAL PUBLIC SAFETY GRANTS REVENUE:</b>		<b>0</b>	<b>24,759</b>	<b>0</b>	<b>3,750</b>	<b>550,000</b>
17-40-22501	FEMA	0	0	0	0	400,000
17-40-22503	OTHER GRANTS	0	0	0	0	150,000
17-40-22504	FIRE HOUSE SUBS GRANT	0	13,189	0	11,585	0
17-40-22505	AZ Comm Foundation Ed Grant	0	0	0	0	0
<b>TOTAL PUBLIC SAFETY GRANTS EXPENSE:</b>		<b>0</b>	<b>13,189</b>	<b>0</b>	<b>11,585</b>	<b>550,000</b>

# 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 for the five tourist regions of the state. The center also provides visitor and relocation packets. As a destination marketing organization, the tourism department is responsible for securing and administering Arizona Office of Tourism Co-operative Marketing Grants; City of Bisbee and Queen Mine Tour ad placements; marketing efforts including press releases; monthly newsletter; website; social media management; hosting familiarization tours for film producers and travel writers; participating in trade shows; media missions as well as serving on the Cochise County Tourism Council. The Tourism Director is responsible for maintaining the official tourism website [www.discoverbisbee.com](http://www.discoverbisbee.com), as well as the Discover Bisbee Facebook, Instagram, and Twitter accounts. Funding for the Visitor Center is supplemented with resources from the Queen Mine Tour Enterprise Fund and tourism grants.

The Visitor Center consists of two employees:

- Tourism Director (vacant)
- Part-time Visitor Center Office Assistant

The City also contributes towards a shared employee with the Mining Museum who staffs the Visitor Center Annex.

**TRANSIENT ROOM TAX**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016-17 Actual	2017-18 Actual	2018-19 Budget	Mar 2019 YTD Actual	2019-20 Proposed
20-31-10000	BED TAX	0	104,826	44,742	29,430	113,000
20-31-10020	1% BED TAX	0	41,927	96,553	53,314	0
20-38-51000	USE OF FUND BALANCE	0	0	32,308	0	51,905
20-38-99010	TRANSFR FRM GEN FUND - BED TAX	105,688	0	0	0	0
20-38-99011	TRFS FROM GEN FUND-1% BED TAX	42,272	0	0	0	0
20-38-99059	TRANSFER FROM QM	16,000	16,000	16,000	12,000	0
<b>TOTAL VISITOR CENTER REVENUE:</b>		<b>163,961</b>	<b>162,753</b>	<b>189,603</b>	<b>94,744</b>	<b>164,905</b>
20-40-11000	SALARIES - GENERAL	38,907	37,905	40,048	20,174	58,240
20-40-11001	OVERTIME - GENERAL	896	55	0	0	0
20-40-11050	SALARIES - PART TIME	0	9,516	10,621	7,695	11,362
20-40-11100	F.I.C.A.	2,473	2,934	3,141	1,717	4,315
20-40-11200	MEDICARE	579	686	735	402	1,009
20-40-11300	A.S.R.S.	4,558	4,384	4,726	2,267	7,053
20-40-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	0
20-40-11500	MEDICAL INSURANCE	5,132	5,989	5,986	2,987	5,632
20-40-11501	STANDARD DISABILITY INSURANCE	196	224	211	106	269
20-40-11505	DEFERRED COMP	811	879	811	406	811
20-40-11510	DENTAL INSURANCE	235	268	255	131	715
20-40-11600	LIFE INSURANCE	102	137	129	63	126
20-40-11700	WORKERS COMPENSATION	219	276	271	148	311
<b>VISITOR CENTER PERSONNEL EXPENSE:</b>		<b>54,109</b>	<b>63,254</b>	<b>66,934</b>	<b>36,095</b>	<b>89,843</b>

**TRANSIENT ROOM TAX**

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016-17 Actual	2017-18 Actual	2018-19 Budget	Mar 2019 YTD Actual	2019-20 Proposed
20-40-13100	BUSINESS TRAVEL	2,422	2,810	4,000	2,314	4,000
20-40-13101	BUSINESS TRAVEL-OVERNIGHT DEST	8,362	3,461	0	0	0
20-40-13400	EDUCATION & TRAINING	951	602	500	620	500
20-40-13500	SUBSCRIPTIONS & MEMBERSHIPS	10	54	1,000	708	1,000
20-40-24000	TELEPHONE & FAX	2,630	2,416	3,000	2,186	3,000
20-40-31000	PROFESSIONAL FEES	250	1,000	3,000	775	1,000
20-40-34000	CONTRACT SERVICES	1,275	8,641	13,000	10,080	13,000
20-40-34001	CONTRACT SER- OVERNIGHT DEST	7,657	4,310	0	0	0
20-40-41500	OFFICE SUPPLIES	341	358	500	119	500
20-40-42020	PRINTING & REPRODUCTION	2,248	2,920	3,000	1,835	3,000
20-40-42021	PRINTING & REPRO OVERNIGHT DES	1,654	1,630	2,000	1,630	0
20-40-42040	ADVERTISING	55,644	46,059	33,000	34,272	33,000
20-40-42041	ADVERTISING-OVERNIGHT DEST	15,749	26,530	40,000	16,191	0
20-40-42050	NON CAP ADMIN EQUIP/FURN	80	1,462	1,000	212	1,000
20-40-43120	OTHER FEES	0	0	25	0	0
20-40-43500	POSTAGE	642	465	500	206	500
20-40-43600	FILM OFFICE EXPENSES	0	1,000	0	0	0
20-40-46000	OPERATIONAL EXPENSES	173	282	200	207	200
20-40-46001	OPERATIONAL EXP-OVERNIGHT DEST	98	136	0	0	0
20-40-62003	GASOLINE	60	0	0	0	0
20-40-99998	GF INTERNAL SERVICES	0	0	17,945	13,459	14,362
<b>TOTAL VISITOR CENTER EXPENSE:</b>		<b>154,355</b>	<b>167,391</b>	<b>189,604</b>	<b>120,909</b>	<b>164,905</b>

# 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 16<sup>th</sup>, 2014 and sunsets in March 1<sup>st</sup>, 2023. The purpose of this tax is per the ordinance is for “the maintenance, repair, replacement and improvement of the City streets and 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 also 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 of all events conducted in the City and clean-up after events, and open/close of cemetery plots. There are 42 miles of local streets and 15,447 lineal feet of stairs in the City. Since the City discourages the use of herbicides, the vegetation must be cleared manually on both the roadside and the stairs. There are over a dozen major drainage ways in the City that must be cleared and cleaned after storm activity. The guardrails and handrails on both the stairs and the drainage ways must be maintained and the retaining walls that belong to the City must be preserved.

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

**STREETS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
21-31-20000	H.U.R.F. GAS TAX	416,954	445,564	405,602	337,820	441,400
21-36-10000	1% Sales Tax Increase	685,384	753,021	689,000	472,800	753,000
21-36-10500	CEMETERY OPEN/CLOSE FEES	5,700	3,875	6,000	3,150	5,500
21-36-11060	STREET PAVEMENT CUT FEES	6,232	7,175	5,000	8,085	5,000
21-36-11100	STREETS EQUIPMENT RENTAL	0	13,905	6,000	1,170	6,000
21-36-13000	SALE OF CITY PROPERTY	0	0	0	0	0
21-36-21000	INTEREST INCOME (LGIP)	4	8	0	9	0
21-38-51000	USE OF FUND BALANCE	0	0	0	0	0
21-38-99010	TRANSFERS FROM GEN FUND	0	0	0	0	0
<b>TOTAL STREETS REVENUE:</b>		<b>1,114,274</b>	<b>1,223,549</b>	<b>1,111,602</b>	<b>823,034</b>	<b>1,210,900</b>
21-40-11000	SALARIES - GENERAL	134,519	140,309	145,856	109,592	178,751
21-40-11001	OVERTIME - GENERAL	15,030	9,060	14,000	13,402	15,000
21-40-11050	SALARIES - PART TIME	0	0	0	0	0
21-40-11100	F.I.C.A.	9,175	8,840	9,911	7,281	12,013
21-40-11200	MEDICARE	2,146	2,067	2,318	1,703	2,809
21-40-11300	A.S.R.S.	17,173	17,222	18,863	14,497	23,463
21-40-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	0
21-40-11302	ASRS PENSION EXP-STREETS	0	0	0	0	0
21-40-11500	MEDICAL INSURANCE	19,930	24,659	24,542	16,329	25,625
21-40-11501	STANDARD DISABILITY INSURANCE	662	644	917	434	1,038
21-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	0	2,129
21-40-11505	DEFERRED COMP	3,151	3,604	3,327	2,218	3,692
21-40-11510	DENTAL INSURANCE	2,082	2,534	2,440	1,651	2,801
21-40-11600	LIFE INSURANCE	396	560	527	344	573
21-40-11700	WORKERS COMPENSATION	12,410	17,862	25,167	16,052	22,227
21-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0
<b>STREETS PERSONNEL EXPENSE:</b>		<b>216,675</b>	<b>227,361</b>	<b>247,868</b>	<b>183,504</b>	<b>290,121</b>



**STREETS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
21-40-12300	UNIFORMS & CLOTHING	907	986	1,650	614	1,648
21-40-13100	BUSINESS TRAVEL	0	93	4,000	0	4,000
21-40-13400	EDUCATION & TRAINING	1,535	790	4,000	310	4,000
21-40-21000	ELECTRIC	96,505	89,040	100,000	59,278	85,000
21-40-23000	GAS	620	747	600	668	600
21-40-24000	TELEPHONE & FAX	666	1,151	1,300	813	1,300
21-40-24001	INTERNET	0	0	0	148	500
21-40-31000	PROFESSIONAL FEES	1,902	2,400	0	0	0
21-40-34000	CONTRACT SERVICES	1,601	1,981	2,000	5,603	5,000
21-40-34100	DOC WORKERS	6,350	7,800	7,000	6,998	8,000
21-40-37000	PROPERTY, CASUALTY, LIABILITY	38,671	40,469	40,000	43,138	40,000
21-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	0	355	0	172	0
21-40-41500	OFFICE SUPPLIES	0	0	0	0	0
21-40-42040	ADVERTISING	0	70	2,000	0	2,000
21-40-42050	NON CAP ADMIN EQUIP/FURN	0	3,037	0	582	1,000
21-40-45100	DISPOSABLE EQUIP & TOOLS	-1,109	9,193	8,000	2,715	8,000
21-40-45101	DISPOS EQUIP & TOOL- SALES TAX	0	0	0	0	0
21-40-45200	SAFETY EQUIP & SUPPLIES	4,701	4,583	5,000	848	5,000
21-40-45300	CUSTODIAL SUPPLIES	0	0	0	177	0
21-40-46000	OPERATIONAL EXPENSES	48,017	51,514	41,000	41,201	45,000
21-40-46100	FIRE REPLACEMENT EXPENSE	0	0	0	0	0
21-40-46210	STREET REPAIR MAT - SALES TAX	714,855	703,403	383,583	128,718	500,000
21-40-46211	STREET REPAIR MATERIAL	15,000	14,476	0	2,804	20,287
21-40-46212	CONTRACTED STREET REPAIRS	52,125	0	0	0	0
21-40-55000	EQUIPMENT REPAIR & MAINT	23,058	3,235	2,000	715	2,000
21-40-55010	EQUIPMENT RENTAL	7,378	4,366	10,000	3,913	10,000
21-40-55100	REPAIR & MAINT - OTHER	458	237	500	8,651	1,000
21-40-55200	NON CAP EQUIP PURCHASES	3,672	3,387	13,000	0	13,000
21-40-61000	VEHICLE PARTS & LABOR	19,316	18,318	20,000	8,497	20,000
21-40-62002	TIRES	3,132	4,456	5,000	1,101	5,000
21-40-62003	GASOLINE	9,051	13,201	9,000	1,636	9,000
21-40-62004	DIESEL	10,145	6,590	9,000	4,333	9,000
21-40-62007	OTHER FLUIDS & LUBRICANTS	10	593	0	0	0
21-40-91000	CAPITAL EXPENDITURES	36,030	22,163	0	6,967	15,000
21-40-99010	TRANSFER TO GENERAL FUND	0	0	33,596	25,197	0
21-40-99099	TRANSFERS TO CAPITAL PROJECTS	0	0	0	0	0
21-40-99998	GF INTERNAL SERVICES	0	0	161,506	121,129	105,444
<b>TOTAL STREETS EXPENSE:</b>		<b>1,311,269</b>	<b>1,235,993</b>	<b>1,111,603</b>	<b>660,431</b>	<b>1,210,900</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
39-33-13597	RICO AUCTION FUNDS (COUNTY)	0	11,604	100,000	0	100,000
39-33-22506	COUNTY REIMBURSEMENTS - RICO	272	7,463	15,000	1,012	15,000
39-34-10862	VEHICLE IMPOUND FEES	0	2,000	1,000	0	1,000
<b>TOTAL RICO REVENUES:</b>		<b>272</b>	<b>21,067</b>	<b>116,000</b>	<b>1,012</b>	<b>116,000</b>
39-40-13597	RICO AUCTION EXPENSE (COUNTY)	0	0	100,000	0	100,000
39-40-50002	EQUIPMENT	0	0	0	0	0
39-40-50006	RICO - AUTHORIZED EXPENDITURES	272	11,018	16,000	8,832	16,000
<b>TOTAL RICO EXPENSES:</b>		<b>272</b>	<b>11,018</b>	<b>116,000</b>	<b>8,832</b>	<b>116,000</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
42-34-40500	OTHER PROGRAM REVENUE	0	0	1,200	0	1,200
42-34-40520	ART AUCTION	13,634	4,158	10,000	0	12,000
42-38-51000	USE OF FUND BALANCE	0	0	245	0	
<b>TOTAL BISBEE ARTS COMMISSION REVENUE:</b>		<b>13,634</b>	<b>4,158</b>	<b>11,445</b>	<b>0</b>	<b>13,200</b>
42-40-10530	GRANTS	0	0	7,000	0	7,000
42-40-42040	ADVERTISING	16	587	425	97	500
42-40-43500	POSTAGE	29	4	30	0	30
42-40-46000	OPERATIONAL EXP (DONATIONS)	2,778	8,501	3,000	5,563	3,000
42-40-55000	EQUIPMENT REPAIR & MAINT	0	0	500	0	250
42-40-95000	RESERVE ACCUMULATION					2,420
<b>TOTAL BISBEE ARTS COMMISSION EXPENSE:</b>		<b>2,823</b>	<b>9,092</b>	<b>10,955</b>	<b>5,660</b>	<b>13,200</b>

# 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.

**DONATIONS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
48-38-22500	MISC DONATIONS	0	1,180	150,000	0	1,000,000
48-38-22504	RYAN MIELE ENDOW/ANIMALWELFARE	14,186	0	0	0	0
48-38-22505	Dr. BADGER-ANIMAL SHELER	0	0	0	0	0
48-38-22506	FIREWORKS	0	0	0	3,000	3,000
48-38-22507	PARKS AND REC MISC DONATIONS	0	0	250,000	0	0
48-38-22509	CEMETERY DONATIONS	0	0	22,000	0	0
48-38-22515	LIBRARY DONATIONS SPEC BEQUEST	50	0	0	0	0
48-38-22516	Movies in the Park/Equipment	2,228	2,500	2,500	0	2,000
48-38-22517	HOLIDAY LIGHTS	0	100	0	475	0
48-38-22518	FIRE DEPARTMENT DONATIONS	101,000	0	0	1,000	1,000
48-38-22519	LIBRARY/CHILDRENS PROGRAMMING	500	0	600	0	500
48-38-22521	SECRET SANTA DONATIONS-LIBRARY	506	1,001	1,200	140	1,200
48-38-22522	CHILDREN'S LITERACY PROGRAM	0	0	15,000	0	500
48-38-28100	SWIMMING POOL DONATIONS	10,200	0	0	3,005	0
<b>TOTAL DONATION REVENUE:</b>		<b>128,670</b>	<b>4,781</b>	<b>441,300</b>	<b>7,620</b>	<b>1,008,200</b>
48-40-22500	MISC DONATION EXP	0	1,180	150,000	33,000	1,000,000
48-40-22504	RYAN MIELE ENDOW/ANIMAL WELFAR	14,186	0	0	0	0
48-40-22506	FIREWORKS EXP	0	0	0	3,000	3,000
48-40-22507	PARKS AND REC MISC DONATIONS	776	1,335	250,000	0	0
48-40-22509	CEMETERY DONATIONS	539	0	22,000	0	0
48-40-22516	Movies in the Park/Equipment	2,037	2,588	2,500	443	2,000
48-40-22517	FESTIVAL OF LIGHTS	0	0	0	972	0
48-40-22518	FIRE DEPARTMENT DONATIONS	85,546	11,090	0	6,084	1,000
48-40-22519	LIBRARY/CHILDRENS PROGRAMMING	0	386	600	0	500
48-40-22521	SECRET SANTA DONATIONS-LIBRARY	506	983	1,200	0	1,200
48-40-22522	CHILDREN'S LITERACY PROGRAM	0	0	15,000	0	500
48-40-28100	SWIMMING POOL DONATION EXP	10,016	0	0	0	0
<b>TOTAL DONATION EXPENSE:</b>		<b>113,607</b>	<b>17,561</b>	<b>441,300</b>	<b>43,500</b>	<b>1,008,200</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
50-34-12500	GAS REVENUE	12,939	13,558	12,000	10,600	17,000
50-36-13500	RENTS	11,091	9,138	10,000	7,153	10,000
50-36-13501	BISBEE AIRPARK-ACCESS FEES	864	1,056	0	0	0
50-38-51000	USE OF FUND BALANCE	0	0	0	0	8,522
50-38-99010	TRANSFERS FROM GENERAL FUND	0	0	0	0	3,354
<b>TOTAL AIRPORT REVENUE:</b>		<b>24,894</b>	<b>23,752</b>	<b>22,000</b>	<b>17,753</b>	<b>38,876</b>
50-40-21000	ELECTRIC	3,129	3,211	3,180	1,706	3,400
50-40-22000	WATER	1,600	644	1,200	357	2,000
50-40-22550	SEWER AND GARBAGE SERV.	232	266	250	179	250
50-40-23000	GAS	1,105	986	1,000	650	1,200
50-40-24000	TELEPHONE & FAX	734	761	800	597	800
50-40-31000	PROFESSIONAL FEES	0	0	0	0	0
50-40-34000	CONTRACT SERVICES	249	0	0	-15	0
50-40-34100	DOC WORKERS	0	0	0	0	0
50-40-37000	PROPERTY, CASUALTY, LIABILITY	0	6,640	3,600	0	3,600
50-40-41500	OFFICE SUPPLIES	0	0	0	29	50
50-40-42040	ADVERTISING	188	55	0	0	0
50-40-42050	NON CAP ADMIN EQUIP/FURN	0	0	0	0	0
50-40-43110	CREDIT CARD FEES	1,359	1,143	1,500	901	1,500
50-40-45100	DISPOSABLE EQUIP & TOOLS	0	0	250	0	250
50-40-45200	SAFETY EQUIP & SUPPLIES	0	0	0	498	0
50-40-46000	OPERATIONAL EXPENSES	745	997	3,869	1,332	4,000
50-40-46501	FUEL FOR RESALE	14,495	0	0	0	5,000
50-40-50100	BLDG REPAIR & MAINT	512	458	3,000	0	5,000
50-40-55000	EQUIPMENT REPAIR & MAINT	362	1,520	0	0	500
50-40-61000	VEHICLE PARTS & LABOR	113	0	0	0	0
50-40-91000	CAPITAL EXPENDITURES	0	0	0	0	0
50-40-99010	TRANSFER TO GENERAL FUND	0	0	3,351	2,513	8,376
50-40-99018	AIRPORT GRANT MATCH	0	0	0	0	0
50-40-99099	TRANSFERS TO CAPITAL PROJECTS	0	0	0	0	0
50-40-99998	GF INTERNAL SERVICES	0	0	0	0	2,950
<b>TOTAL AIRPORT EXPENSE:</b>		<b>24,824</b>	<b>16,681</b>	<b>22,000</b>	<b>8,747</b>	<b>38,876</b>

# 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. Included in this fund are revenues and expenditures for Operation Stonegarden (Homeland Security) and other grants that may be available. In the past this has included a grant from the Tohono O' Odham Nation. This fund also receives and expends monies from the Federal Asset Forfeitures program in which the City is a participant.

**POLICE SPECIAL REVENUE & GRANTS**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
53-30-30002	GRANTS MISC - POLICE	0	0	0	0	400,000
53-30-30003	HOMELAND SECURITY GRANTS	596	1,299	0	0	0
53-35-31000	DEPT. OF JUSTICE (VESTS)	0	1,296	0	866	1,296
53-36-11050	SERVICE REIMBURSEMENT-DHL	5,298	14,803	110,000	0	0
53-38-99910	TRANSFER FROM GEN FUND	0	0	0	0	0
<b>TOTAL POLICE SPECIAL REV. &amp; GRANTS REVENUE:</b>		<b>5,894</b>	<b>17,397</b>	<b>110,000</b>	<b>866</b>	<b>401,296</b>
53-40-11050	SERVICE REIMBURSEMENT	2,608	6,710	52,500	0	0
53-40-11090	Reimbursed ERE's - DHLS	2,690	8,093	54,500	0	0
53-40-30002	GRANTS MISC - POLICE	0	0	0	0	400,000
53-40-31000	DEPT. OF JUSTICE (VESTS)	0	1,296	0	869	1,296
53-40-99901	TRANSFERS TO GENERAL FUND	596	1,299	3,000	0	0
53-40-99985	TRANSFER TO DEBT SERVICE	0	0	0	0	0
<b>TOTAL POLICE SPECIAL REV. &amp; GRANTS EXPENSE:</b>		<b>5,894</b>	<b>17,397</b>	<b>110,000</b>	<b>869</b>	<b>401,296</b>

# 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 \$731,000 per year. This is the approximate cost the City incurred to operate the plant. For this amount 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 Operator (1 vacancy)

**WASTE WATER**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
54-30-22500	WIFA GRANTS/LOAN PROCEEDS	-10,268	0	0	0	0
54-30-22511	Tintown Drainage Plan/Design	30,853	1,108	0	0	0
54-30-30010	USDA WW IMPROVEMENT GRANT	3,228	0	0	0	0
54-31-10000	CITY SALES TAX	0	376,511	344,500	236,400	376,500
54-36-21000	INTEREST/PENALTIES EARNED	162,873	138,754	163,000	-28,612	145,000
54-36-50000	Miscellaneous Revenue	48,109	8,293	40,000	1,499	15,000
54-36-51000	APS Solar Reimbursement - WWTP	46,414	45,175	25,000	32,889	45,000
54-36-52000	USE OF WWTP RESERVES	0	0	300,000	0	0
54-36-53000	TOMBSTONE WW ASSIST CONTRACT	0	10,800	0	0	0
54-37-10550	USER FEES	2,108,715	2,086,466	2,130,000	1,541,862	2,100,000
54-37-10551	SERVICE CHARGE/PENALTY	21,959	21,173	25,000	18,859	21,000
54-37-10552	HOOK-UP FEES	2,125	8,000	4,000	0	4,000
54-37-10553	New Account Fee	0	0	0	225	1,200
54-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	0	-62,712	0	0	0
54-38-51000	USE OF FUND BALANCE	0	0	302,337	0	1,192,492
54-38-99010	TRF FROM GF, SALES TAX	342,692	0	0	0	0
54-38-99056	TRANSFER FROM SANITATION	0	415	0	0	0
<b>TOTAL WASTE WATER REVENUE:</b>		<b>2,756,700</b>	<b>2,633,983</b>	<b>3,333,837</b>	<b>1,803,122</b>	<b>3,900,192</b>
54-40-11000	SALARIES - GENERAL	237,543	251,919	235,160	117,774	131,337
54-40-11001	OVERTIME - GENERAL	78,426	80,870	45,000	52,834	15,000
54-40-11050	SALARIES - PART TIME	0	0	0	59,550	0
54-40-11100	F.I.C.A.	19,358	19,822	17,370	13,756	9,073
54-40-11200	MEDICARE	4,527	4,636	4,062	3,217	2,122
54-40-11300	A.S.R.S.	35,725	38,149	33,059	18,784	17,721
54-40-11301	A.S.R.S - ALT CONTRIBUTION	0	0	0	0	0
54-40-11302	A.S.R.S. PENSION EXPENSE	-170,264	-44,069	0	0	0
54-40-11500	MEDICAL INSURANCE	33,017	42,225	36,214	15,632	20,556
54-40-11501	STANDARD DISABILITY INSURANCE	1,419	1,202	1,325	410	861
54-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	0	1,064
54-40-11505	DEFERRED COMP	5,288	6,446	4,909	2,208	2,962
54-40-11510	DENTAL INSURANCE	3,188	3,881	2,998	1,504	2,610
54-40-11600	LIFE INSURANCE	656	951	778	352	460
54-40-11700	WORKERS COMPENSATION	9,405	13,712	14,296	10,464	6,027
54-40-11800	STATE UNEMPLOYMENT	0	0	0	3,020	0
<b>WASTE WATER PERSONNEL EXPENSE:</b>		<b>258,288</b>	<b>419,742</b>	<b>395,171</b>	<b>299,506</b>	<b>209,793</b>

**WASTE WATER**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
54-40-12300	UNIFORMS & CLOTHING	512	482	800	653	500
54-40-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	0	0	200
54-40-13100	BUSINESS TRAVEL	0	0	2,000	619	1,000
54-40-13400	EDUCATION & TRAINING	510	3,217	5,000	578	2,500
54-40-13500	SUBSCRIPTIONS & DUES	908	750	700	1,289	800
54-40-21000	ELECTRIC	53,618	71,485	60,000	52,602	65,000
54-40-22000	WATER	2,174	3,720	4,000	1,305	4,000
54-40-24000	TELEPHONE & FAX	5,335	6,505	9,020	3,611	3,000
54-40-24001	INTERNET ACCESS FEE	787	771	800	563	500
54-40-31000	PROFESSIONAL FEES	8,635	2,850	5,000	19,000	5,000
54-40-34000	CONTRACT SERVICES	20,702	16,301	3,500	271,156	750,000
54-40-34010	CONTRACT SERVICES-COLLECTIONS	0	0	0	0	10,000
54-40-34100	DOC WORKERS	1,137	527	0	0	0
54-40-37000	PROPERTY, CASUALTY, LIABILITY	56,965	59,613	57,000	63,545	60,000
54-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	6,569	1,000	5,000	0	5,000
54-40-41500	OFFICE SUPPLIES	1,357	2,082	1,400	175	200
54-40-42020	PRINTING & REPRODUCTION	31	92	2,000	14	200
54-40-42030	BOOKS & REFERENCE MATERIALS	939	2,290	1,000	136	500
54-40-42050	NON CAP ADMIN EQUIP/FURN	1,480	867	1,200	1,486	500
54-40-43100	FEES- FUND MANAGEMENT	0	24	0	12	26
54-40-43120	OTHER FEES	570	423	600	54	600
54-40-43200	Debt Refunding Expenses	0	245,050	0	0	0
54-40-43300	Interest Expense	0	0	0	20,198	26,931
54-40-43500	POSTAGE	26	344	1,500	2	500
54-40-45100	DISPOSABLE EQUIP & TOOLS	21,259	15,844	8,000	4,565	3,500
54-40-45200	SAFETY EQUIP & SUPPLIES	5,017	8,005	8,000	176	3,000
54-40-45300	CUSTODIAL SUPPLIES	2,040	1,460	2,200	277	800
54-40-46000	OPERATIONAL EXPENSES	13,684	15,913	15,000	10,610	8,000
54-40-46541	CHEMICALS	15,754	14,699	15,000	8,403	2,000
54-40-46542	LAB SUPPLIES & TESTING	32,904	35,733	30,000	25,298	0
54-40-46543	MANHOLE, PIPE & FITTINGS	29,791	23,827	20,000	7,137	20,000
54-40-46544	SLUDGE REMOVAL	25,834	30,996	25,000	19,489	0
54-40-47000	PERMITS & LICENSES	13,137	14,870	20,000	8,752	18,000
54-40-47500	BAD DEBT	366,758	67,694	318,017	0	250,000
54-40-50100	BLDG REPAIR & MAINT	4,145	3,603	9,000	0	5,000
54-40-55000	EQUIPMENT REPAIR & MAINT	95,661	133,746	75,000	28,123	130,000
54-40-55005	EQUIP REPAIR&MAINT-COLLECTIONS	0	0	0	0	10,000
54-40-55006	PUMP REPAIR & REPLACEMENT	0	0	0	0	20,000
54-40-55010	EQUIPMENT RENTAL	0	0	5,000	0	5,000
54-40-55100	REPAIR & MAINT - OTHER	2,860	6	0	6,168	5,000
54-40-55200	NON CAP EQUIP PURCHASES	5,366	5,713	10,000	3,393	5,000
54-40-61000	VEHICLE PARTS & LABOR	4,158	8,262	7,000	7,523	7,000
54-40-62002	TIRES	1,276	1,157	1,300	1,237	1,500
54-40-62003	GASOLINE	9,334	8,145	10,000	1,995	5,000
54-40-62004	DIESEL	705	860	5,000	1,743	5,000
54-40-62007	OTHER FLUIDS & LUBRICANTS	0	1,300	0	-650	0
54-40-63000	USE OF EMERGENCY RESERVES	0	0	300,000	35,324	0
54-40-81000	PRINCIPAL PMTS, LEASE PURCHAS	0	0	0	0	24,110
54-40-81500	INTEREST PMTS, LEASE PURCHASE	0	0	0	0	6,795

**WASTE WATER**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
54-40-89000	DEPRECIATION EXPENSE	1,219,325	1,241,811	1,300,000	975,000	1,241,900
54-40-91000	CAPITAL EXPENDITURES	14,998	8,379	0	0	0
54-40-99000	TRANSFER TO GENERAL FUND	0	400,000	31,532	23,649	0
54-40-99010	TRANSFER TO ADMINISTRATION	2,414	3,600	0	0	0
54-40-99021	TRANSFERS TO STREETS	0	0	0	0	0
54-40-99051	TRANSFERS TO CITY MANAGER	17,577	24,132	0	0	0
54-40-99052	TRANSFERS TO FINANCE	138,388	155,080	0	0	0
54-40-99056	TRANSFERS TO PERSONNEL	0	4,219	0	0	0
54-40-99057	TRANSFERS TO LEGAL SVCS	12,000	21,000	0	0	0
54-40-99059	TRANSFERS TO IT	0	4,939	0	0	0
54-40-99075	TRANSFERS TO PUBLIC WORKS	21,610	21,688	0	0	0
54-40-99077	TRANSFERS TO GARAGE	17,126	25,248	0	0	0
54-40-99085	TRANSFERS TO DEBT SERVICE	0	30,905	30,905	23,179	0
54-40-99086	TRANSFER TO DEBT SERVICE WWP	1,181,594	1,078,517	77,330	-1,576,310	625,275
54-40-99090	TRFS TO RESERVES - DSR	106,518	0	24,180	18,135	16,120
54-40-99998	GF INTERNAL SERVICES	0	0	430,683	323,012	335,442
<b>TOTAL WASTE WATER EXPENSE:</b>		<b>3,801,776</b>	<b>4,249,488</b>	<b>3,333,838</b>	<b>692,730</b>	<b>3,900,192</b>

# 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. However, the Sanitation Fund overall is able to cover the costs of this fund with user fees.

The Sanitation Fund consists of nine employees:

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



**SANITATION**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
56-36-11400	RECYCLING REVENUE	8,884	7,838	5,000	3,554	5,000
56-36-21000	INTEREST/PENALTIES EARNED	0	102	0	0	0
56-36-50000	UNASSIGNED REVENUES	4,800	0	0	0	0
56-37-10550	USER FEES	811,352	915,105	930,000	686,590	930,000
56-37-10551	USERS FEES - RECYCLING	24,221	27,407	24,500	20,370	24,500
56-37-10553	SPECIAL PICK-UP FEES	200	131	100	75	150
56-38-51000	USE OF FUND BALANCE	0	0	0	0	0
56-38-99010	TRANSFER FROM GENERAL FUND	0	0	120,304	0	0
<b>TOTAL SANITATION REVENUE:</b>		<b>849,457</b>	<b>950,582</b>	<b>1,079,904</b>	<b>710,589</b>	<b>959,650</b>
56-40-11000	SALARIES - GENERAL	253,828	267,260	275,909	177,148	266,369
56-40-11001	OVERTIME - GENERAL	9,811	6,955	7,000	10,329	10,000
56-40-11050	SALARIES - PART TIME	0	14,441	24,336	21,317	24,600
56-40-11100	F.I.C.A.	15,903	17,647	19,049	12,897	18,660
56-40-11200	MEDICARE	3,719	4,127	4,455	3,016	4,364
56-40-11300	A.S.R.S.	29,575	31,391	33,383	21,415	33,468
56-40-11302	A.S.R.S. PENSION EXPENSE	2,963	-39,745	0	0	0
56-40-11500	MEDICAL INSURANCE	39,029	48,813	48,784	30,467	44,210
56-40-11501	STANDARD DISABILITY INSURANCE	1,273	1,672	1,474	1,384	1,482
56-40-11505	DEFERRED COMP	6,672	7,164	6,613	4,172	6,370
56-40-11510	DENTAL INSURANCE	3,684	4,723	4,620	2,767	4,255
56-40-11600	LIFE INSURANCE	780	1,088	1,047	646	989
56-40-11700	WORKERS COMPENSATION	15,182	23,356	32,719	18,511	27,130
56-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0
<b>SANITATION PERSONNEL EXPENSE:</b>		<b>382,419</b>	<b>388,893</b>	<b>459,389</b>	<b>304,070</b>	<b>441,897</b>

## SANITATION

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016-17 Actual	2017-18 Actual	2018-19 Budget	Mar 2019 YTD Actual	2019-20 Proposed
56-40-12300	UNIFORMS & CLOTHING	747	816	600	900	900
56-40-12500	RECRUITMENT/EMPLOYEE TESTING	245	140	798	0	200
56-40-13100	BUSINESS TRAVEL	727	68	1,000	0	500
56-40-13400	EDUCATION & TRAINING	0	292	1,000	225	500
56-40-21000	ELECTRIC	1,175	1,116	1,500	868	1,500
56-40-23000	GAS	620	748	700	668	700
56-40-24000	TELEPHONE & FAX	2,807	3,132	3,500	1,916	3,500
56-40-24001	INTERNET	0	0	0	297	900
56-40-34000	CONTRACT SERVICES	2,574	3,145	3,000	2,817	3,000
56-40-34100	DOC WORKERS	4,263	3,569	400	1,114	1,500
56-40-37000	PROPERTY, CASUALTY, LIABILITY	23,341	25,054	24,000	26,706	24,000
56-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	1,541	106	0	0	1,000
56-40-42040	ADVERTISING	259	853	100	0	100
56-40-45100	DISPOSABLE EQUIP & TOOLS	375	125	500	190	500
56-40-45200	SAFETY EQUIP & SUPPLIES	1,241	586	2,000	628	2,000
56-40-45300	CUSTODIAL SUPPLIES	1,333	745	2,000	375	1,000
56-40-46000	OPERATIONAL EXPENSES	7,790	5,769	10,000	682	7,800
56-40-46561	COUNTY TIPPING FEE	224,604	224,089	225,000	117,890	220,000
56-40-46562	RECYCLING PROGRAM	2,006	11,856	3,000	11,970	12,000
56-40-47500	BAD DEBT	64,624	15,138	65,000	0	45,000
56-40-50100	BLDG REPAIR & MAINT	0	70	0	0	0
56-40-55000	EQUIPMENT REPAIR & MAINT	2,191	250	3,000	0	1,500
56-40-55200	NON CAP EQUIP PURCHASES	18,800	5,113	15,000	7,043	15,000
56-40-61000	VEHICLE PARTS & LABOR	16,584	26,220	25,000	15,141	25,000
56-40-62002	TIRES	11,182	8,893	10,000	6,472	10,000
56-40-62003	GASOLINE	4,985	1,417	5,000	1,477	2,000
56-40-62004	DIESEL	21,167	20,784	21,000	16,212	21,000
56-40-81000	PRINCIPAL PMTS, LEASE PURCHAS	0	0	0	0	0
56-40-81500	INTEREST PAYMENTS	1,512	657	0	0	0
56-40-89000	DEPRECIATION EXPENSE	49,018	33,162	50,000	37,500	33,200
56-40-91000	CAPITAL EXPENDITURES	0	0	0	0	0
56-40-95000	RESERVE ACCUMULATION	0	0	0	0	623
56-40-99010	TRANSFER TO ADMIN & GEN	2,414	3,600	0	0	0
56-40-99051	TRANSFERS TO CITY MANAGER	7,031	11,262	0	0	0
56-40-99052	TRANSFERS TO FINANCE	74,901	79,263	0	0	0
56-40-99054	TRANSFER TO WASTE WATER	0	415	0	0	0
56-40-99056	TRANSFERS TO PERSONNEL	0	4,219	0	0	0
56-40-99057	TRANSFERS TO LEGAL SVCS	3,600	6,000	0	0	0
56-40-99059	TRANSFERS TO IT	0	1,975	0	0	0
56-40-99075	TRANSFER TO PW ADMIN	0	0	0	0	0
56-40-99077	TRANSFER TO GARAGE	29,358	33,664	0	0	0
56-40-99085	TRANSFERS TO DEBT SERVICE	0	0	21,800	16,350	0
56-40-99099	TRANSFERS TO CAPITAL PROJECTS	0	0	0	0	0
56-40-99975	TRANSFERS TO PW ADMIN	8,644	18,590	0	0	0
56-40-99998	GF INTERNAL SERVICES	0	0	125,616	94,212	82,830
<b>TOTAL SANITATION EXPENSE:</b>		<b>974,078</b>	<b>941,793</b>	<b>1,079,903</b>	<b>665,722</b>	<b>959,650</b>

# 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	2016-17 Actual	2017-18 Actual	2018-19 Budget	Mar 2019 YTD Actual	2019-20 Proposed
59-31-25000	TAX CREDITS TAKEN	448	464	0	317	0
59-34-15001	MERCHANDISE SALES	328,385	335,711	300,000	263,688	320,000
59-34-15010	MAIL ORDER SALES	2,523	485	0	11	0
59-34-17500	MINE TOURS	473,420	483,872	400,000	367,325	420,000
59-36-11600	OVER/SHORT	43	108	0	-290	0
59-36-15003	VENDING MACHINE SALES	3,427	4,066	3,000	1,363	0
59-38-51000	USE OF FUND BALANCE	0	0	381,384	0	330,777
<b>TOTAL QUEEN MINE REVENUE:</b>		<b>808,246</b>	<b>824,707</b>	<b>1,084,384</b>	<b>632,414</b>	<b>1,070,777</b>
59-40-11000	SALARIES - GENERAL	170,790	151,445	157,089	126,619	190,528
59-40-11001	OVERTIME - GENERAL	149	821	1,000	378	1,000
59-40-11050	SALARIES - PART TIME	99,358	97,150	162,748	63,406	133,848
59-40-11100	F.I.C.A.	16,489	15,130	19,830	11,616	20,173
59-40-11200	MEDICARE	3,856	3,539	4,638	2,717	4,825
59-40-11300	A.S.R.S.	15,944	18,741	24,290	16,198	24,923
59-40-11301	A.S.R.S - ALT CONTRIBUTION	6,871	5,649	6,264	2,482	6,378
59-40-11302	A.S.R.S. PENSION EXPENSE	-2,482	8,950	0	0	0
59-40-11500	MEDICAL INSURANCE	21,812	25,411	29,929	21,407	33,791
59-40-11501	STANDARD DISABILITY INSURANCE	849	841	1,208	767	1,384
59-40-11502	MEDICAL INS DEPENDENT SUPPL.	0	0	0	0	1,487
59-40-11505	DEFERRED COMP	4,057	3,990	4,057	3,178	4,869
59-40-11510	DENTAL INSURANCE	2,392	2,754	3,075	2,261	3,838
59-40-11600	LIFE INSURANCE	432	596	643	494	756
59-40-11700	WORKERS COMPENSATION	6,371	8,324	11,897	7,681	11,424
59-40-11800	STATE UNEMPLOYMENT	0	0	0	0	0
<b>QUEEN MINE PERSONNEL:</b>		<b>346,889</b>	<b>343,340</b>	<b>426,668</b>	<b>259,204</b>	<b>439,224</b>

## QUEEN MINE

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016-17 Actual	2017-18 Actual	2018-19 Budget	Mar 2019 YTD Actual	2019-20 Proposed
59-40-12300	UNIFORMS & CLOTHING	173	956	0	488	1,500
59-40-12500	RECRUITMENT/EMPLOYEE TESTING	0	0	0	0	200
59-40-13100	BUSINESS TRAVEL	233	955	2,000	804	2,000
59-40-13400	EDUCATION & TRAINING	565	0	1,000	0	1,000
59-40-21000	ELECTRIC	15,635	11,583	18,000	9,643	16,000
59-40-22000	WATER	1,674	1,142	2,000	845	2,000
59-40-22550	SEWER AND GARBAGE SERV.	4,552	4,801	4,900	3,216	4,900
59-40-23000	GAS/WOOD	350	1,050	2,000	600	2,000
59-40-24000	TELEPHONE & FAX	1,745	1,769	2,000	1,328	2,000
59-40-24001	INTERNET ACCESS FEE	825	840	800	635	850
59-40-24110	RENTS/LEASES	0	10	1,200	10	1,200
59-40-31000	PROFESSIONAL FEES	0	1,675	0	0	0
59-40-34000	CONTRACT SERVICES	1,697	589	1,600	1,137	1,600
59-40-34100	DOC WORKERS	3,536	2,097	3,700	1,971	3,700
59-40-36000	MAINTENANCE & SUPPORT AGREEMNT	0	0	800	0	800
59-40-37000	PROPERTY, CASUALTY, LIABILITY	30,232	28,582	36,000	0	36,000
59-40-37100	INSURANCE CLAIMS & DEDUCTIBLES	0	0	500	0	500
59-40-41000	DISPOSABLE EQUIPMENT/TOOLS	242	298	1,200	204	1,200
59-40-41500	OFFICE SUPPLIES	3,887	2,262	2,000	1,819	2,300
59-40-42040	ADVERTISING	27,770	27,485	25,000	22,354	25,000
59-40-42050	NON CAP ADMIN EQUIP/FURN	1,731	2,234	1,900	5,444	1,900
59-40-43110	CREDIT CARD FEES	20,900	19,755	20,000	13,526	20,000
59-40-43500	POSTAGE	153	23	400	3	149
59-40-45100	DISPOSABLE EQUIP & TOOLS	862	1,384	0	420	800
59-40-45200	SAFETY EQUP & SUPPLIES	5,041	3,195	6,000	2,483	6,000
59-40-45300	CUSTODIAL SUPPLIES	3,402	1,490	3,400	1,458	3,000
59-40-46000	OPERATIONAL EXPENSES	2,910	1,179	5,000	1,290	3,000
59-40-46030	CONCESSION SUPPLIES	1,318	490	800	1,229	1,500
59-40-46591	MERCHANDISE	122,832	135,270	150,000	110,791	150,000
59-40-55000	EQUIPMENT REPAIR & MAINT	5,191	3,120	7,000	418	7,000
59-40-55100	REPAIR & MAINT - OTHER	17,022	10,365	25,000	13,306	25,000
59-40-61000	VEHICLE PARTS & LABOR	642	250	1,000	4,133	1,000
59-40-62003	GASOLINE	810	398	800	436	800
59-40-62004	DIESEL	20	0	0	0	200
59-40-63000	USE OF EMERGENCY RESERVES	0	0	100,000	0	100,000
59-40-89000	DEPRECIATION EXPENSE	13,027	10,108	13,100	9,825	10,200
59-40-91000	CAPITAL EXPENDITURES	0	0	77,000	0	103,000
59-40-99010	TRANSFER TO ADMIN & GEN	15,338	1,800	0	0	0
59-40-99020	TRANSFER BED TAX	16,000	16,000	16,000	12,000	0
59-40-99051	TRANSFERS TO CITY MANAGER	0	8,044	0	0	0
59-40-99052	TRANSFERS TO FINANCE	25,122	34,462	0	0	0
59-40-99056	TRANSFERS TO PERSONNEL	0	4,219	0	0	0
59-40-99057	TRANSFERS TO LEGAL SVCS	6,000	6,000	0	0	0
59-40-99059	TRANSFERS TO IT	0	4,939	0	0	0
59-40-99099	TRANSFERS TO CAPITAL PROJECTS	0	0	0	0	0
59-40-99929	TRANSFERS TO FUND BALANCE	0	0	0	0	0
59-40-99998	GF INTERNAL SERVICES	0	0	125,616	94,212	93,254
<b>TOTAL QUEEN MINE EXPENSES:</b>		<b>698,324</b>	<b>694,157</b>	<b>1,084,384</b>	<b>575,231</b>	<b>1,070,777</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
78-30-23008	LIBRARY LSTA GRANT,FED THRU AZ	0	4,286	0	4,000	0
78-30-23011	LIBRARY - BAC GRANT	0	0	500	0	0
78-30-23012	FREEPORT SANJOSE LIBRARY ANNEX	0	40,000	0	0	0
78-30-23013	LSTA SANJOSE LIBRARY ANNEX	0	0	0	25,422	0
78-30-23112	LIBRARY GRANTS	0	5,000	10,000	0	10,000
78-30-23113	SCIENCE CENTER GRANT	0	34,808	120,000	16,126	12,500
78-30-23202	ADOT - BISBEE BUS	0	0	0	0	0
78-30-79000	MISCELLANEOUS GRANTS	0	0	0	0	500,000
78-38-99966	TRANSFERS FROM GEN FUND	0	0	20,000	0	0
78-38-99996	TRANSFERS FROM BISBEE BUS	0	0	0	0	0
<b>TOTAL MISCELLANEOUS GRANTS REVENUE:</b>		<b>0</b>	<b>84,093</b>	<b>150,500</b>	<b>45,547</b>	<b>522,500</b>
78-40-23008	LIBRARY LSTA GRANT,FED THRU AZ	0	3,374	0	10,406	0
78-40-23011	LIBRARY - BAC GRANT	0	0	500	0	0
78-40-23012	FREEPORT SANJOSE LIBRARY ANNEX	0	8,419	20,000	10,634	0
78-40-23013	LSTA SANJOSE LIBRARY ANNEX	0	0	0	15,561	0
78-40-23112	LIBRARY GRANTS	0	4,422	10,000	0	10,000
78-40-23113	SCIENCE CENTER GRANT	0	27,808	120,000	31,520	12,500
78-40-79000	MISCELLANEOUS GRANTS	0	0	0	0	500,000
<b>TOTAL MISCELLANEOUS GRANTS EXPENSE:</b>		<b>0</b>	<b>44,022</b>	<b>150,500</b>	<b>68,120</b>	<b>522,500</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
85-38-99010	TRANSFER FROM GFUND ADMIN/GEN	16,561	0	0	-56,986	0
85-38-99054	TRANSFER FROM WASTE WATER	0	30,905	30,905	23,179	0
85-38-99056	TRANSFER FROM SANITATION	0	0	21,800	16,350	0
85-38-99062	TRANSFER FROM POLICE	0	0	17,000	-1,417	0
85-38-99999	OTHER REVENUE	0	0	0	0	0
<b>TOTAL DEBT SERVICE REVENUE:</b>		<b>16,561</b>	<b>30,905</b>	<b>69,705</b>	<b>-18,874</b>	<b>0</b>
85-60-81000	PRINCIPAL PAYMENTS, CAP LEASE	0	0	0	0	0
85-60-81500	INTEREST PAYMENTS, CAP LEASE	0	0	0	0	0
85-70-81000	PRINCIPAL PMTS, LEASE PURCHAS	16,049	22,759	52,860	23,194	0
85-70-81500	INTEREST PMTS, LEASE PURCHASE	512	8,147	16,845	7,555	0
85-80-81000	PRINCIPAL PMTS, NOTES PAYABLE	0	0	0	0	0
85-80-81500	INTEREST PMTS, NOTES PAYABLE	0	0	0	0	0
85-90-99900	TRANSFERS OUT	0	0	0	0	0
<b>TOTAL DEBT SERVICE EXPENSE:</b>		<b>16,561</b>	<b>30,905</b>	<b>69,705</b>	<b>30,749</b>	<b>0</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
86-36-21000	INTEREST INCOME	1,724	1,738	1,600	60	0
86-36-22500	GRANT REVENUE	0	0	0	0	0
86-38-99000	TRANSFERS IN - DEBT SERVICE	1,181,594	1,078,517	77,330	-1,616,173	625,275
86-38-99010	TRF IN--DEBT SERVICE RESERVES	106,518	0	24,180	57,998	16,120
<b>TOTAL DEBT SVC FUND - WWTP REVENUE:</b>		<b>1,289,836</b>	<b>1,080,255</b>	<b>103,110</b>	<b>-1,558,115</b>	<b>641,395</b>
86-40-98010	RESERVE ACCUMULATION	0	0	25,780	0	16,120
86-80-81000	PRINCIPAL PAYMENTS	827,312	856,614	48,704	48,704	310,794
86-80-81500	INTEREST PAYMENTS	338,779	117,913	28,626	162,072	314,481
<b>TOTAL DEBT SVC FUND - WWTP EXPENSE:</b>		<b>1,166,091</b>	<b>974,527</b>	<b>103,110</b>	<b>210,776</b>	<b>641,395</b>

# YOUTH FUND

The Youth Fund was established as a permanent fund with \$103,000 in proceeds from the sale of properties known as the Old Police Station and Old Fire Station. The fund must maintain the principal of \$103,000. 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 \$25,800 available to spend on projects designated by the Youth Council. The Youth Council has expressed interest in replacing the lighting at the softball field with part of these funds.

**YOUTH FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
89-36-21000	INTEREST INCOME	886	1,743	900	1,992	1,000
89-36-50010	FUND RAISING PROCEEDS	0	0	0	0	1,000
89-36-99925	USE OF FUND BALANCE	0	0	9,100	0	8,000
<b>TOTAL YOUTH FUND REVENUE:</b>		<b>886</b>	<b>1,743</b>	<b>10,000</b>	<b>1,992</b>	<b>10,000</b>
89-40-50000	AUTHORIZED EXPENDITURES	500	111	2,000	323	2,000
89-40-90000	CAPITAL EXPENDITURES	0	0	8,000	0	8,000
89-40-99099	TRANSFER TO CAPITAL PROJECTS	0	0	0	0	0
<b>TOTAL YOUTH FUND EXPENSE:</b>		<b>500</b>	<b>111</b>	<b>10,000</b>	<b>323</b>	<b>10,000</b>

# 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**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
96-30-50000	ADOT GRANT	0	98,000	0	0	0
96-30-50045	SEAGO TRANSPORTATION	78,650	26,384	25,000	16,908	27,000
96-30-50050	BUS LOCAL SHARE	15,322	14,352	16,000	9,663	16,000
96-30-50060	FEDERAL SHARE	259,796	178,208	235,406	84,956	235,406
96-30-50999	OTHER REVENUE	0	2,500	0	0	0
96-36-11087	INSURANCE REIMBURSEMENTS	0	0	0	11,434	0
96-38-50010	GAIN/LOSS ON DISPOSAL OF ASSET	0	-15,489	0	0	0
96-38-51000	USE OF FUND BALANCE	0	0	0	0	0
96-38-99010	TRANSFERS FROM GEN FUND	9,833	0	74,430	0	42,344
96-38-99999	OTHER REVENUE & TRANSFERS	0	0	0	0	0
<b>TOTAL BISBEE BUS FUND REVENUE:</b>		<b>363,600</b>	<b>303,956</b>	<b>350,836</b>	<b>122,960</b>	<b>320,750</b>
96-40-11000	SALARIES - GENERAL	0	12,617	7,575	6,208	12,700
96-40-11050	SALARIES - PART TIME	0	14,158	20,524	11,226	20,000
96-40-11990	COMBINED ERE	0	6,685	5,687	3,567	6,000
<b>BISBEE BUS FUND PERSONNEL EXPENSE:</b>		<b>0</b>	<b>33,460</b>	<b>33,786</b>	<b>21,001</b>	<b>38,700</b>
96-40-37000	PROPERTY, CASUALTY, LIABILITY	0	0	0	1,592	0
96-40-41505	ADMIN MISC EXPENSES	1,608	1,072	2,000	646	2,000
96-40-41606	CONTRACTOR OPERATING EXPENSES	214,890	209,951	210,000	108,657	210,000
96-40-41607	CITY OPERATING EXPENSE	17,756	23,981	69,000	6,957	24,000
96-40-43500	POSTAGE	2	9	50	13	50
96-40-52500	PROPERTY, CASUALTY, LIABILITY	5,710	5,975	6,000	4,777	6,000
96-40-62000	FUEL & LUBRICANTS	23,685	22,156	30,000	16,369	30,000
96-40-70000	de minimus indirect costs	0	9,827	0	7,246	10,000
96-40-91000	CAPITAL EXPENDITURES	120,950	82,511	0	0	0
96-40-99010	TRANSFER TO GENERAL FUND	0	0	0	0	0
96-40-99078	TRANSFER GRANT MATCH	0	0	0	0	0
<b>TOTAL BISBEE BUS FUND EXPENSE:</b>		<b>384,601</b>	<b>388,943</b>	<b>350,836</b>	<b>167,259</b>	<b>320,750</b>

# 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 include transfers from the General Fund, Special Revenue Funds, Enterprise Funds, or grant funding, along with the use of reserves where appropriate.

No capital improvements are scheduled for this fiscal year.



**CAPITAL IMPROVEMENT FUND**

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>2016-17 Actual</b>	<b>2017-18 Actual</b>	<b>2018-19 Budget</b>	<b>Mar 2019 YTD Actual</b>	<b>2019-20 Proposed</b>
99-30-50999	MISC. INCOME	6,117	50,069	0	5,570	0
99-38-51000	USE OF RESERVES	0	0	0	0	0
99-38-99010	Transfers from General Fund	0	0	50,000	0	0
99-38-99020	TRANSFERS FROM VISITOR CENTER	0	0	0	0	0
99-38-99021	TRANSFER FROM STREETS	0	0	0	0	0
99-38-99054	TRANSFER FROM WASTEWATER	0	0	0	0	0
99-38-99056	TRANSFER FROM SANITATION	0	0	0	0	0
99-38-99059	TRANSFER FROM QUEEN MINE	0	0	0	0	0
99-38-99089	TRANSFER FROM YOUTH FUND	0	0	0	0	0
<b>TOTAL CAPITAL IMPROVEMENT FUND REVENUE:</b>		<b>6,117</b>	<b>50,069</b>	<b>50,000</b>	<b>5,570</b>	<b>0</b>
99-40-05408	FEMA-MULE GULCH CHANNEL DRAIN	0	39,655	0	0	0
99-40-16200	POLICE MICRO ANTENNI	0	0	50,000	0	0
99-40-90400	EQUIPMENT	0	0	0	0	0
<b>TOTAL CAPITAL IMPROVEMENT FUND EXPENSE:</b>		<b>0</b>	<b>39,655</b>	<b>50,000</b>	<b>0</b>	<b>0</b>
<b>TOTAL REVENUE ALL FUNDS:</b>		<b>14,048,314</b>	<b>16,425,184</b>	<b>16,190,742</b>	<b>8,176,063</b>	<b>18,845,130</b>
<b>TOTAL EXPENSES ALL FUNDS:</b>		<b>15,240,462</b>	<b>15,411,881</b>	<b>16,190,259</b>	<b>8,779,436</b>	<b>18,845,130</b>
<b>TOTAL REVENUE OVER EXPENSES ALL FUNDS:</b>		<b>-1,192,148</b>	<b>1,013,302</b>	<b>483</b>	<b>-603,372</b>	<b>0</b>