

CITY COUNCIL BUDGET RETREAT – FY2015



APRIL 23-25,
2014

WELCOME AND COUNCIL'S EXPECTATIONS



AGENDA

- Overview and orientation
- FY15 goals
- Fixed costs and expenditure outlook
- Compensation and benefits
- Revenue outlook
- EAC
- Fund presentations
- Division presentations
- Capital improvement program
- QIC - Facilities and Fleet update
- Service partner contracts
- Revenue discussion

OVERVIEW

Retreat Orientation:

- 5 Year Plan – How We Budget
- Fund Level Presentations
- Significant Expenditures
- Budget Priority Investments
- Parking Lot and Adds/Deletes

FY2015 GOALS AND PRIORITIES



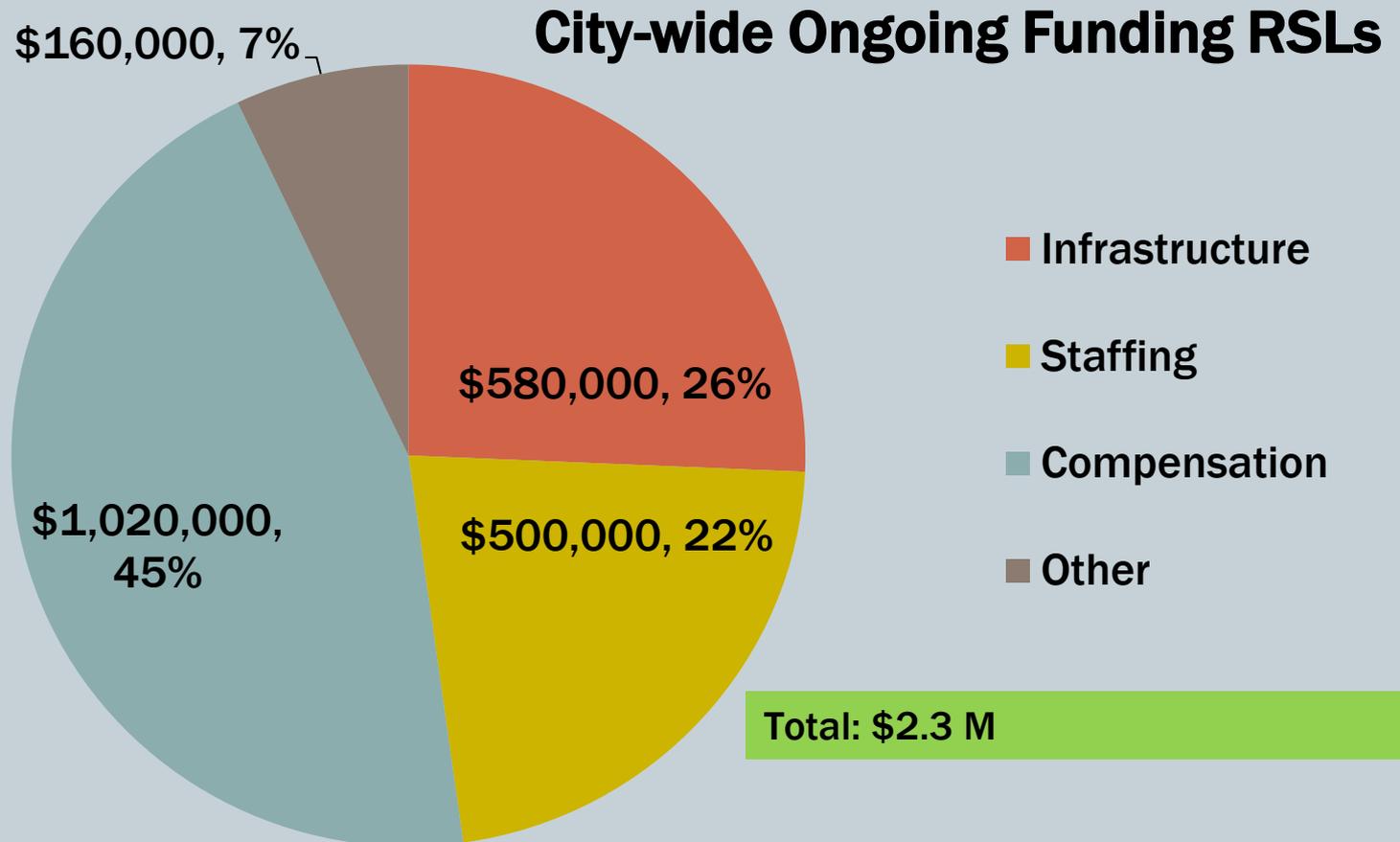
FY2015 GOALS – COUNCIL GOALS

1. Repair, replace and maintain infrastructure (streets & utilities)
2. Fund existing and consider expanded recreational services
3. Address Core Services Maintenance Facility
4. Complete Rio de Flag
5. Retain, expand, and diversify economic base
6. Complete Water Policy
7. Review financial viability of pensions
8. Review all Commissions
9. Zoning Code check in and analysis of the process and implementation
10. Develop an ongoing budget process

FY2015 GOALS – COUNCIL BUDGET PRIORITIES

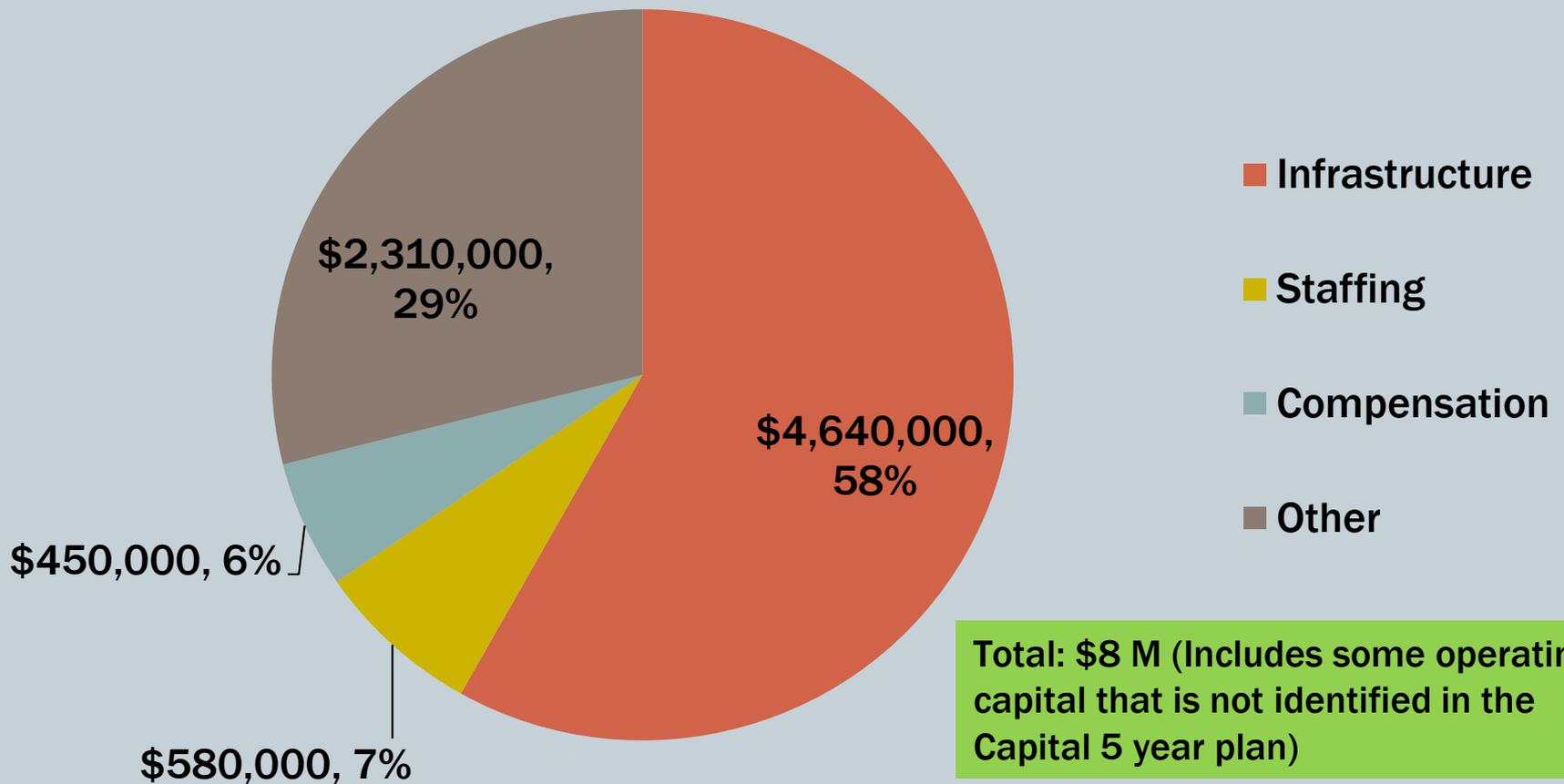
1. Employee Compensation
2. Staffing
3. Infrastructure

FY2015 GOALS – COUNCIL BUDGET PRIORITIES CITY-WIDE NEW ONGOING FUNDING



FY2015 GOALS – COUNCIL BUDGET PRIORITIES CITY-WIDE NEW 1X FUNDING

City-wide 1x Funding RSLs



GENERAL FUND – 1% BUDGET REDUCTION

- \$60.2 M General Fund Budget – FY14
 - \$49 M Operations
 - \$42 M Personnel
 - \$7 M Contractual and Commodities
 - \$8.4 M Capital
 - \$1.2 M Debt Service
 - \$1.6 M Reserve
- 1% of Total General Fund Budget = \$600,000

GENERAL FUND – 1% BUDGET REDUCTION

■ Possible Reductions: (\$500,000 Recommended)

Reduction	Amount	Recommended
\$100,000	Additional Vacancy Savings	Yes
\$350,000	Workers Comp/ General Liability Savings	Yes
\$50,000	Community Development	Yes
\$100,000	<i>Recreation</i>	No

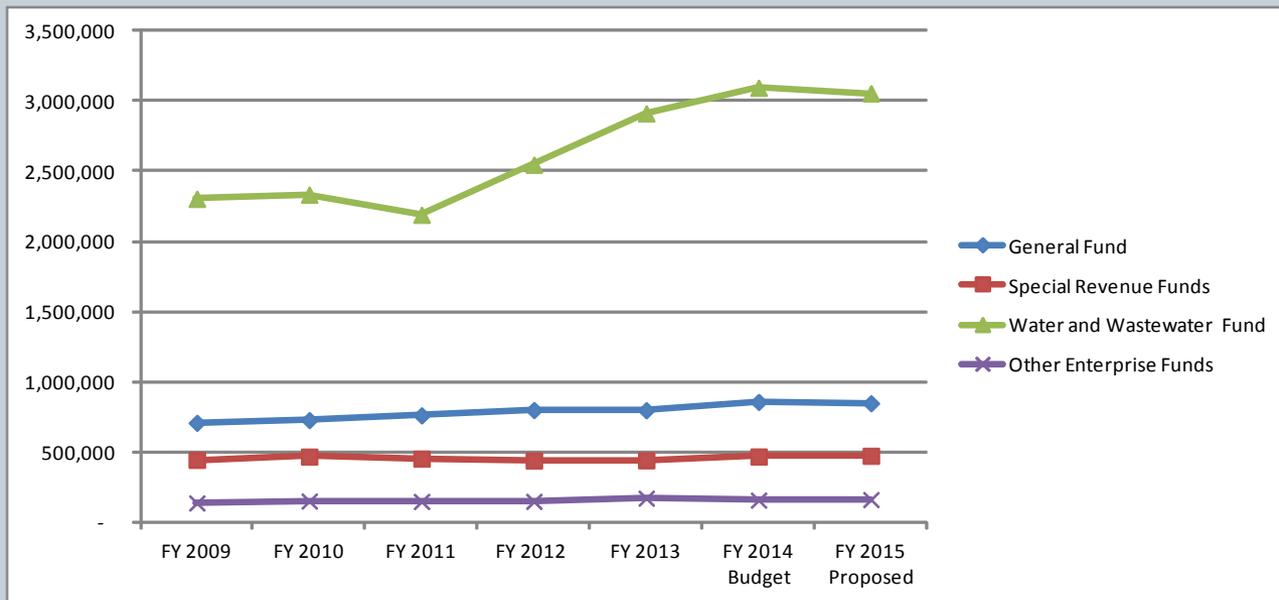
FIXED COSTS AND EXPENDITURE OUTLOOK



FIXED COSTS AND EXPENDITURE OUTLOOK

ELECTRIC EXPENSE

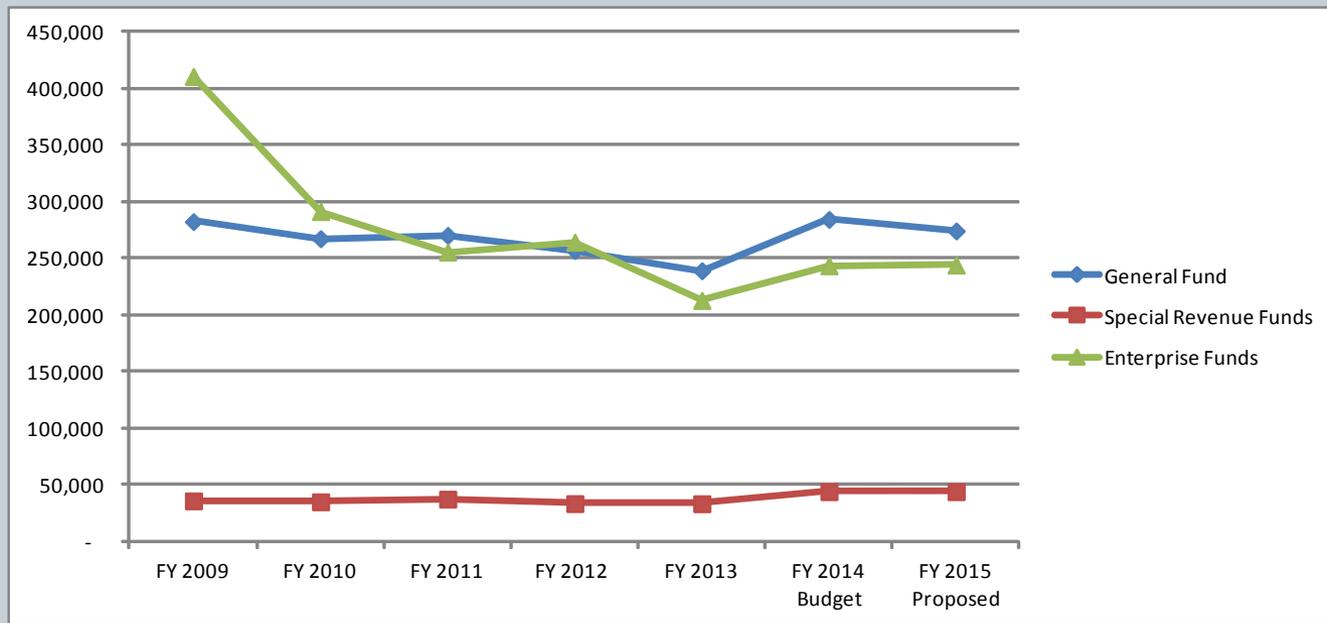
UTILITIES-LIGHT & POWER	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014 Budget	FY 2015 Proposed
General Fund	708,729	728,680	761,813	800,023	798,516	857,506	848,289
Special Revenue Funds	444,845	468,438	454,243	440,485	441,980	468,971	474,471
Water and Wastewater Fund	2,303,578	2,333,314	2,190,164	2,547,268	2,912,123	3,094,456	3,055,556
Other Enterprise Funds	138,254	151,941	148,639	149,425	172,033	158,390	162,415
	3,595,406	3,682,373	3,554,859	3,937,201	4,324,652	4,579,323	4,540,731



FIXED COSTS AND EXPENDITURE OUTLOOK

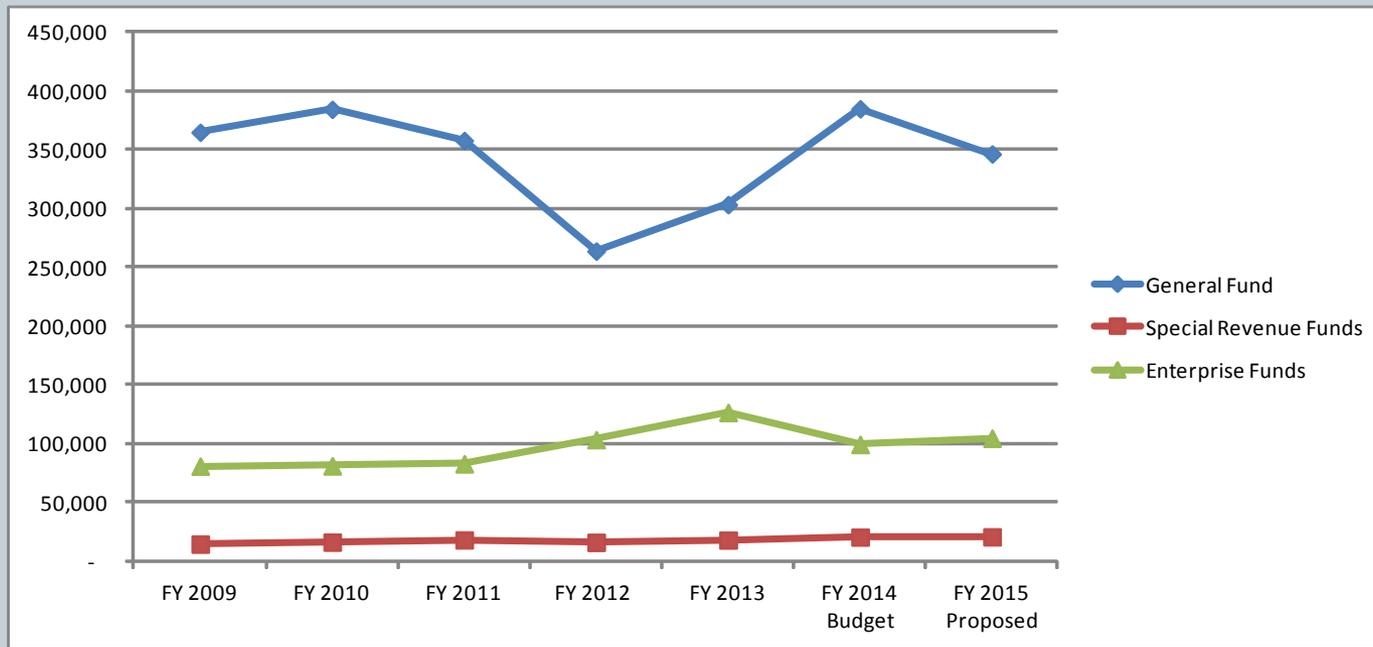
NATURAL GAS EXPENSE

UTILITIES-NATURAL GAS	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014 Budget	FY 2015 Proposed
General Fund	282,558	267,480	270,401	257,039	239,189	284,499	274,344
Special Revenue Funds	36,002	35,159	37,452	33,528	33,442	44,052	44,052
Enterprise Funds	410,776	291,384	255,566	264,276	212,923	243,563	244,060
	729,336	594,023	563,419	554,843	485,554	572,114	562,456



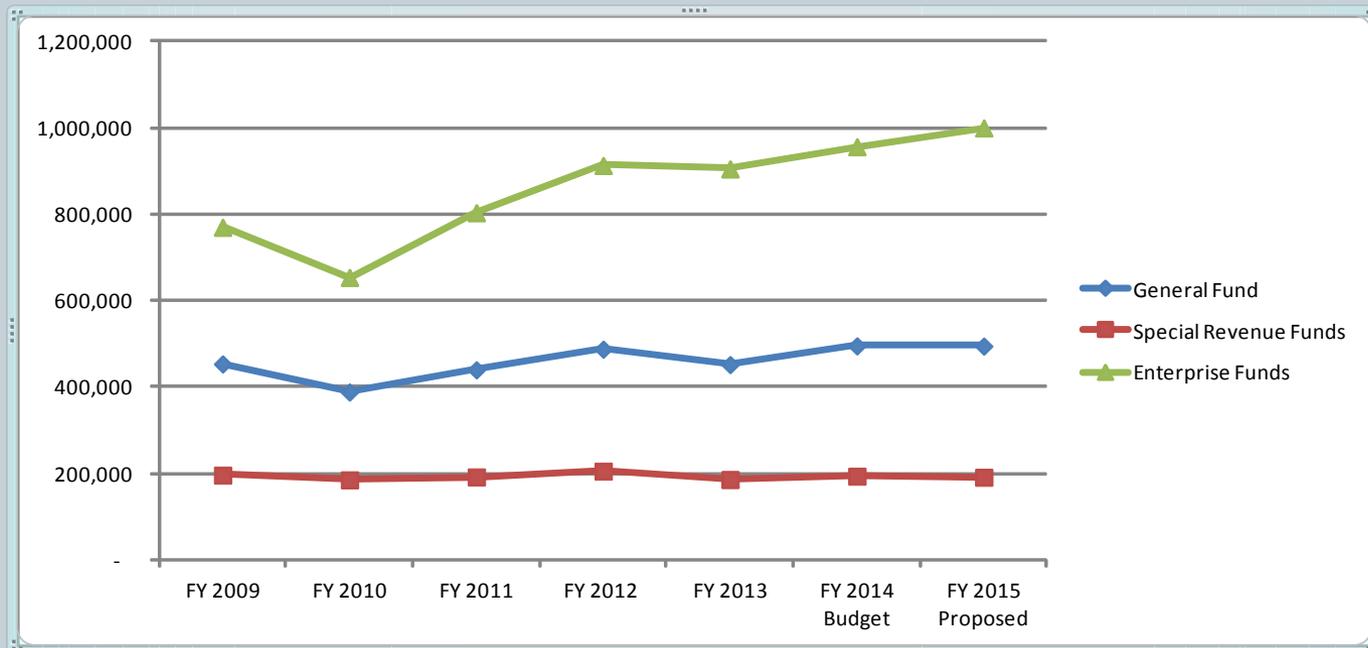
FIXED COSTS AND EXPENDITURE OUTLOOK WATER/SEWER/TRASH/STORMWATER

UTILITIES-WTR-SWR-REFUSE	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014 Budget	FY 2015 Proposed
General Fund	365,023	384,497	357,981	263,953	303,489	384,972	346,567
Special Revenue Funds	14,752	16,380	18,222	16,232	18,123	20,660	20,835
Enterprise Funds	80,996	81,232	83,024	103,489	126,681	99,426	104,721
	460,771	482,109	459,227	383,674	448,293	505,058	472,123



FIXED COSTS AND EXPENDITURE OUTLOOK GAS AND OIL

GAS AND OIL	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014 Budget	FY 2015 Proposed
General Fund	453,754	388,721	440,187	487,851	452,215	495,560	495,028
Special Revenue Funds	196,398	185,530	192,195	205,734	186,185	193,878	191,388
Enterprise Funds	769,786	653,896	803,678	913,005	904,947	956,347	999,747
	1,419,938	1,228,147	1,436,060	1,606,590	1,543,347	1,645,785	1,686,163

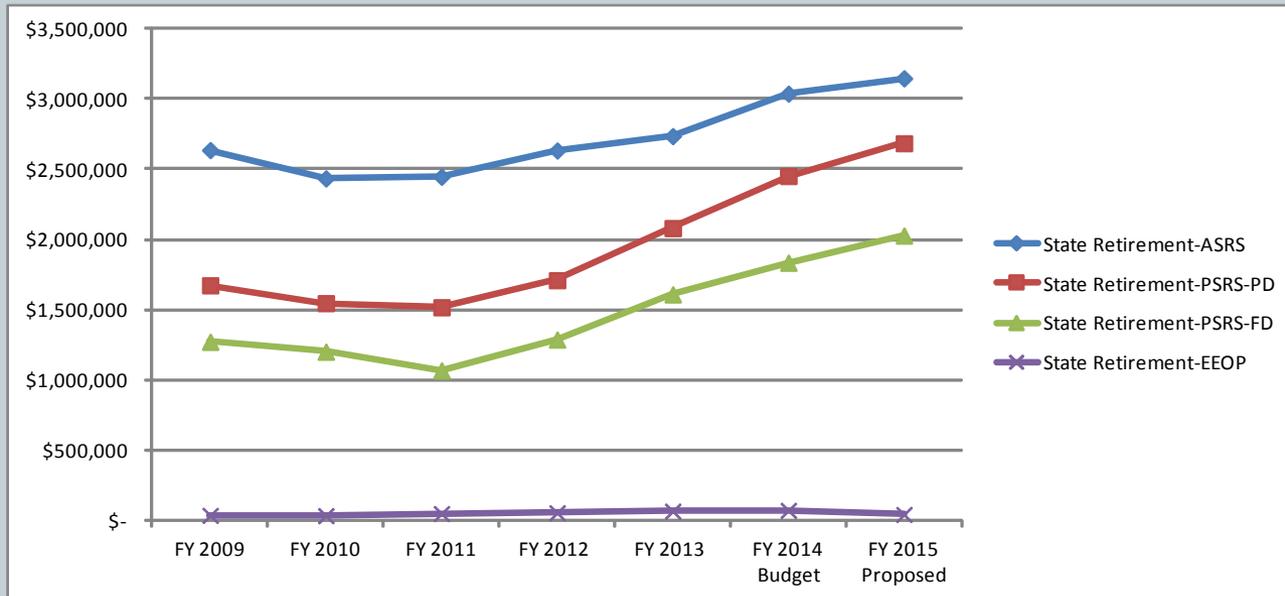


FIXED COSTS AND EXPENDITURE OUTLOOK

PENSION EXPENSE

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014 Budget	FY 2015 Proposed
State Retirement-ASRS	2,637,137	2,435,790	2,447,568	2,634,123	2,737,048	3,039,153	3,148,734
State Retirement-PSRS-PD	1,674,365	1,547,200	1,517,911	1,710,445	2,081,724	2,452,868	2,686,160
State Retirement-PSRS-FD	1,271,824	1,201,360	1,067,592	1,287,623	1,609,719	1,835,149	2,028,236
State Retirement-EEOP	35,837	33,859	48,694	54,254	65,703	71,512	42,416
	5,619,163	5,218,209	5,081,765	5,686,445	6,494,194	7,398,682	7,905,546

(Does not include potential impact to Arport retirement.)

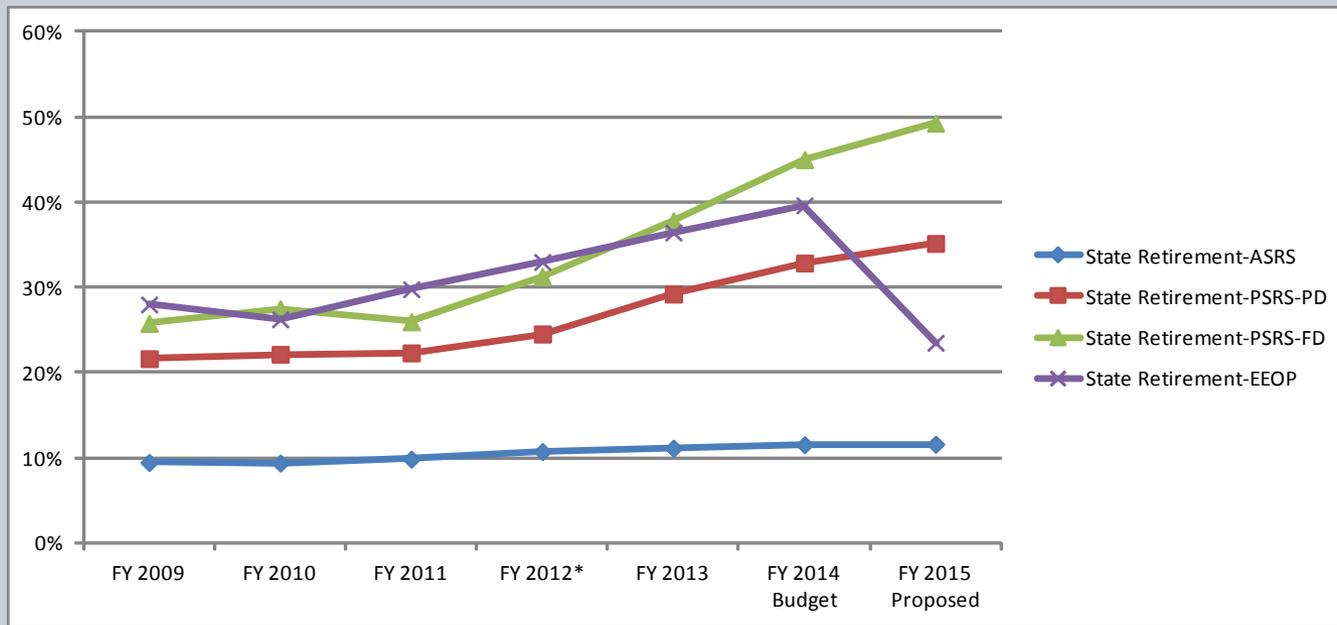


FIXED COSTS AND EXPENDITURE OUTLOOK

PENSION RATES

	FY 2009	FY 2010	FY 2011	FY 2012*	FY 2013	FY 2014 Budget	FY 2015 Proposed
State Retirement-ASRS	9.45%	9.40%	9.85%	10.74%	11.14%	11.54%	11.60%
State Retirement-PSRS-PD	21.63%	22.15%	22.32%	24.54%	29.22%	32.87%	35.16%
State Retirement-PSRS-FD	25.78%	27.48%	25.97%	31.28%	37.80%	44.99%	49.26%
State Retirement-EEOP	28.00%	26.25%	29.79%	32.99%	36.44%	39.62%	23.50%

* FY 2012 shown at ASRS 50/50 split.

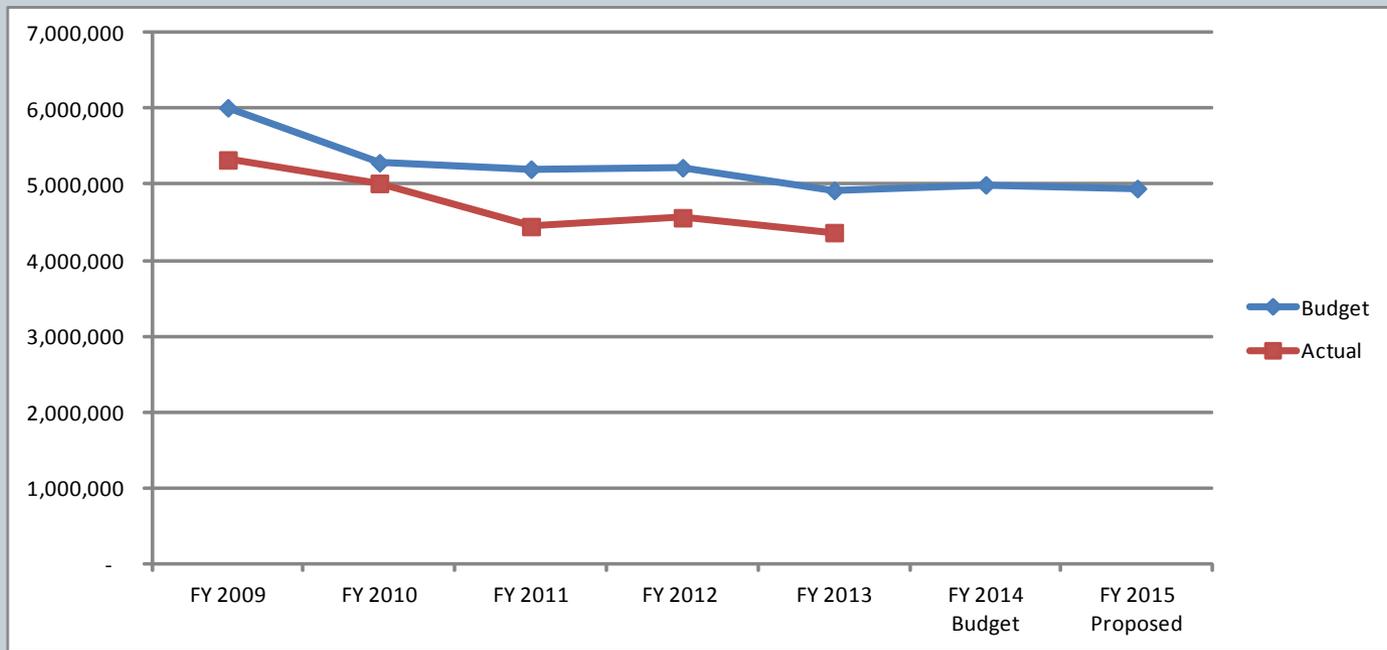


FIXED COSTS AND EXPENDITURE OUTLOOK

HEATH INSURANCE EXPENSE-CITY

HEALTH BENEFITS	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014 Budget	FY 2015 Proposed
Budget	6,013,093	5,289,188	5,204,107	5,223,160	4,924,110	4,997,744	4,949,780
Actual	5,326,246	5,016,468	4,448,898	4,564,108	4,368,837		

(Includes: Employee Health Insurance, Dependent Insurance, Dental, Vision, and HSA)



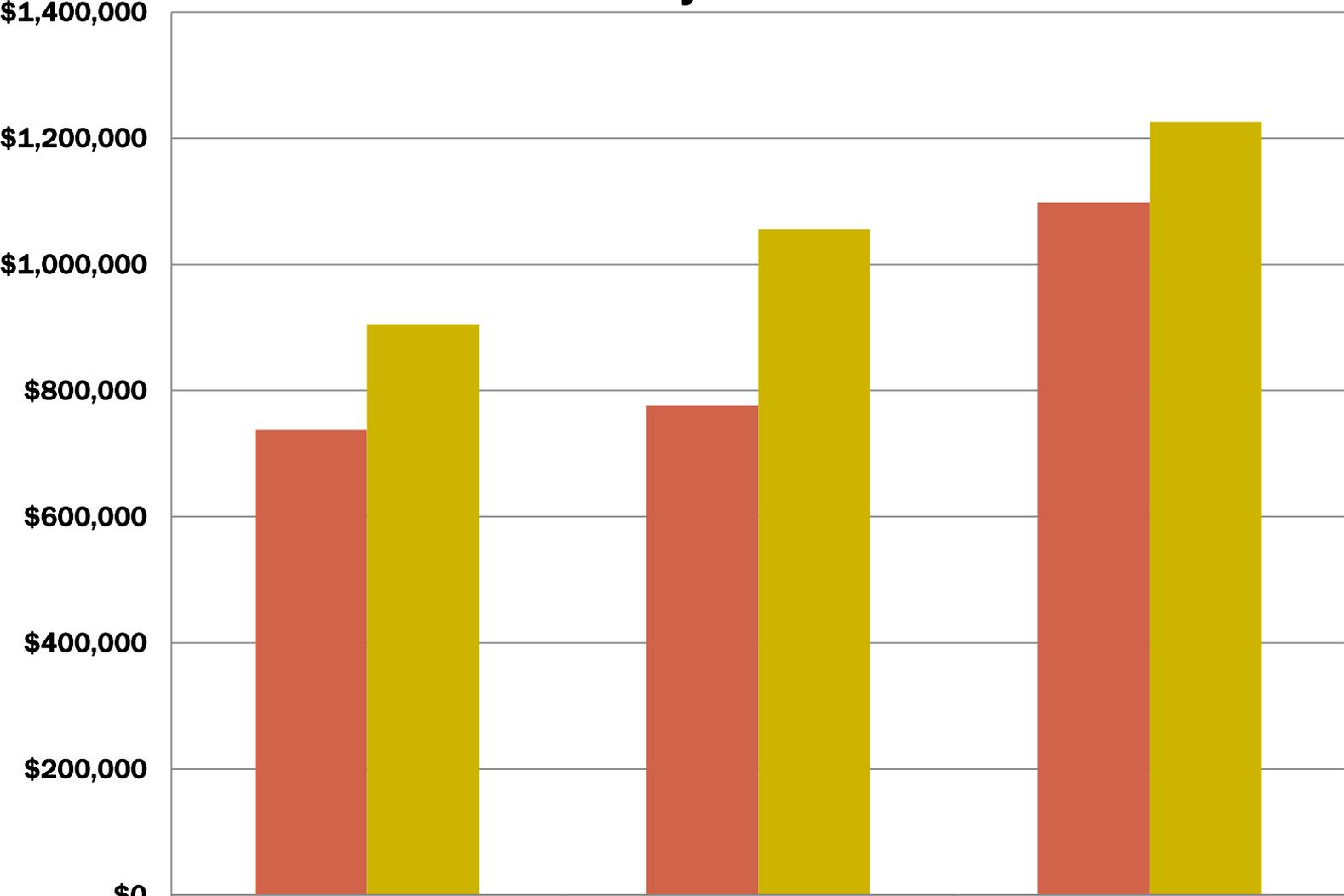
Workers' Compensation & General Liability Insurance Renewals



WHERE WE ARE TODAY

- We insure our Workers' Compensation coverage with CopperPoint Mutual Insurance formally SCF of Arizona
- We insure our Property & Casualty coverage with Travelers Insurance
- Last year we did not receive competing quotes and did not receive pricing until May

Premiums by Year



Workers' Compensation

General Liability

2012

737,479

905,340

2013

775,665

1,055,485

2014

1,098,382

1,226,093

WHAT WE DID ABOUT IT?

- Began renewal discussions in October
- Negotiated a favorable renewal with CopperPoint, our Workers' Compensation Carrier, in March
- Marketed our Property & Casualty Insurance in February, (Receiving the "Rapid Renewal Response Award"), securing competing quotes in March and early April
- Reviewed all coverage for value verses risk and the amounts of insurance
- Weighed the Risk of increased deductibles to offset premiums to meet long term strategic goals of controlling premium costs

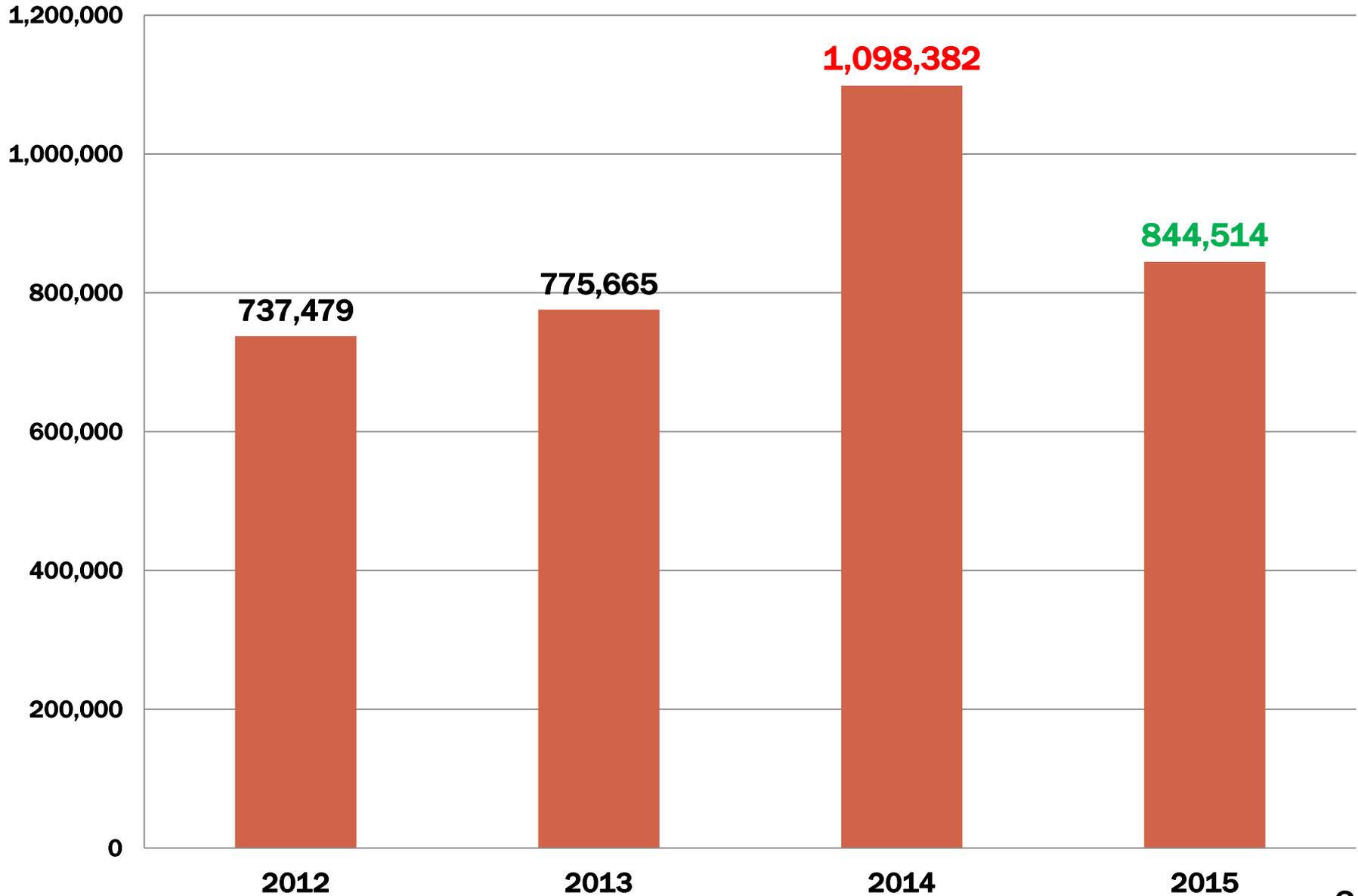
Workers' Compensation Renewal Results



THE RESULTS

- Same Carrier
- Same Coverage
- Different Expectations

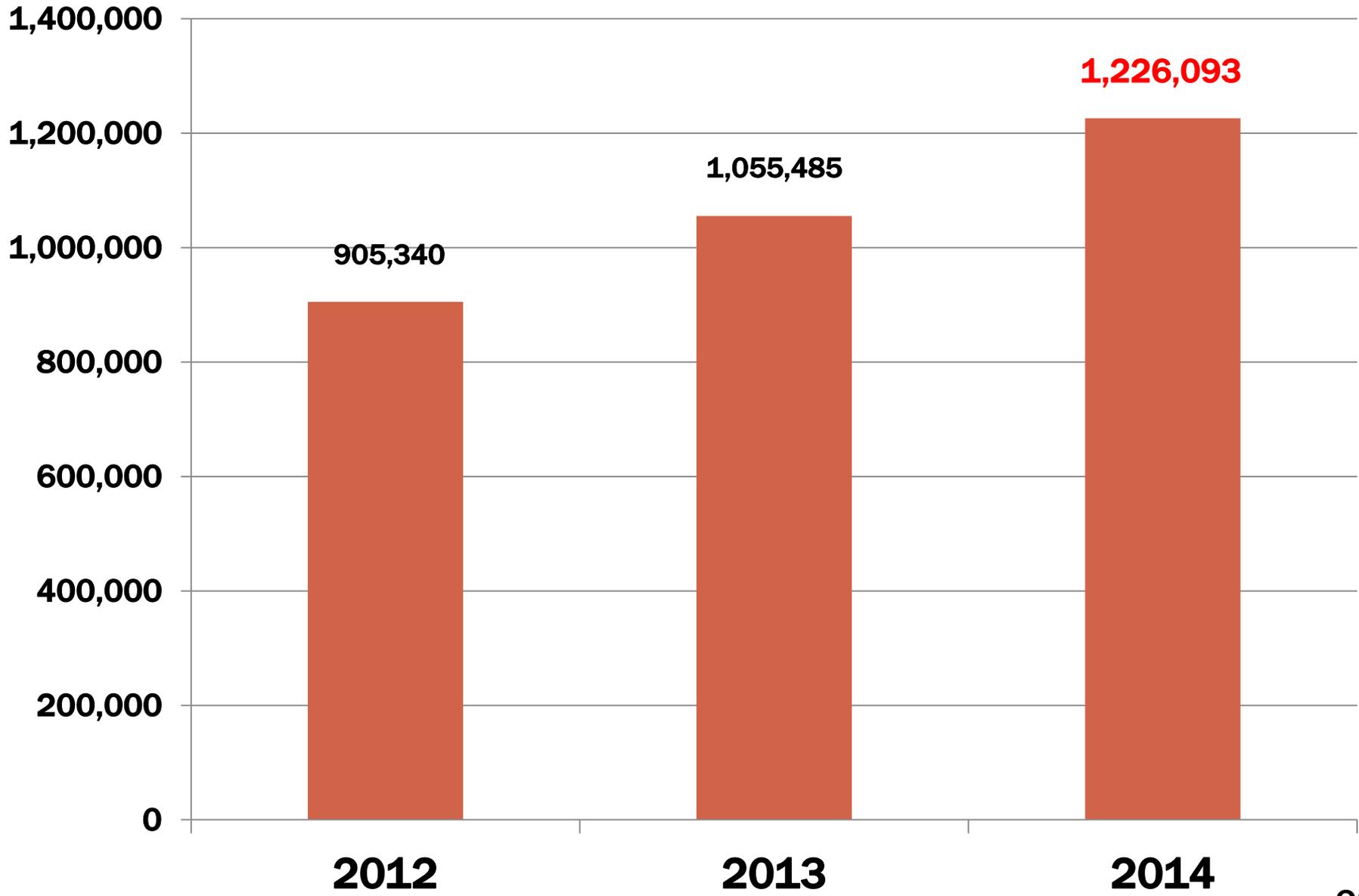
Workers' Compensation Estimated Annual Premium



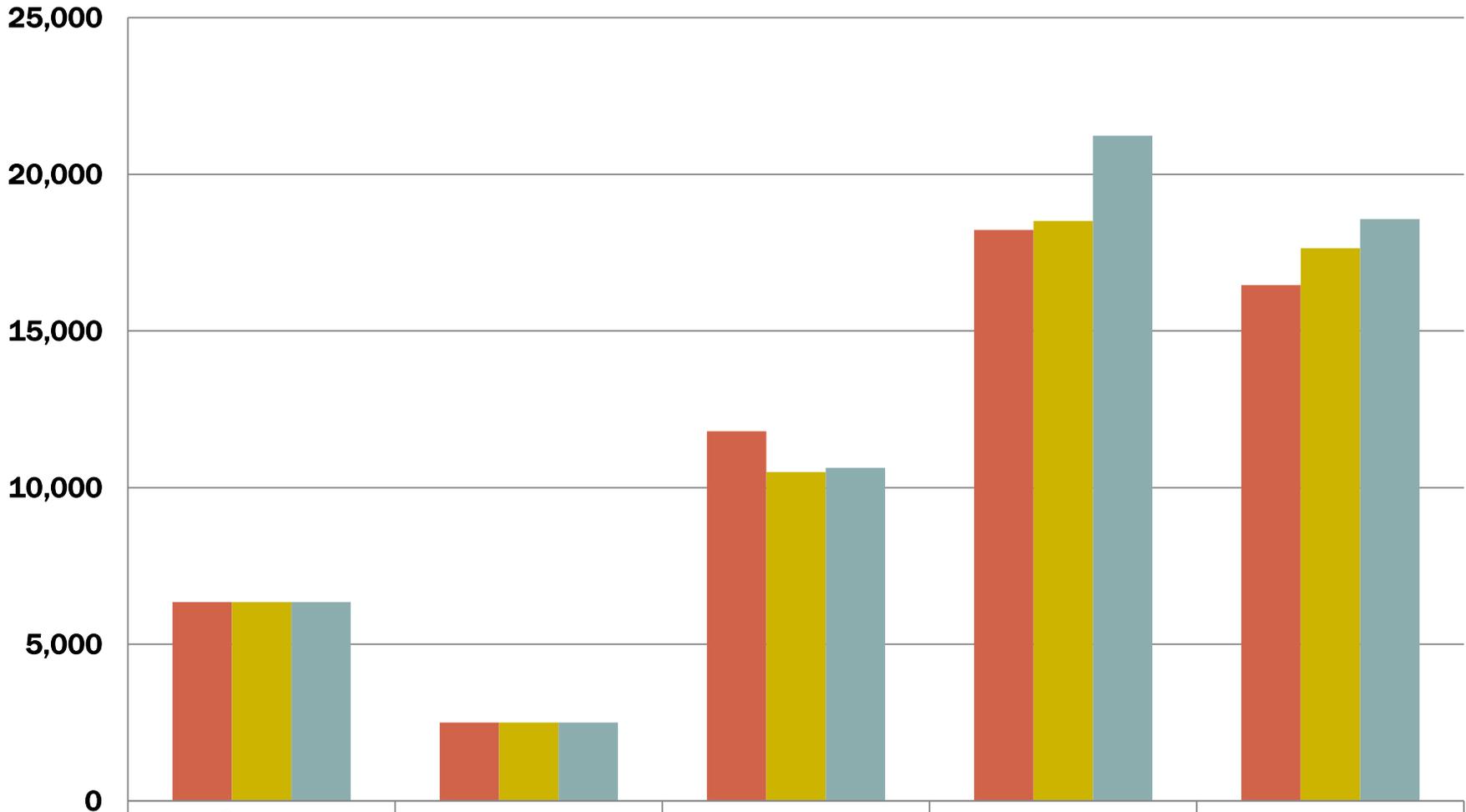
Property and Casualty Renewal



General Liability

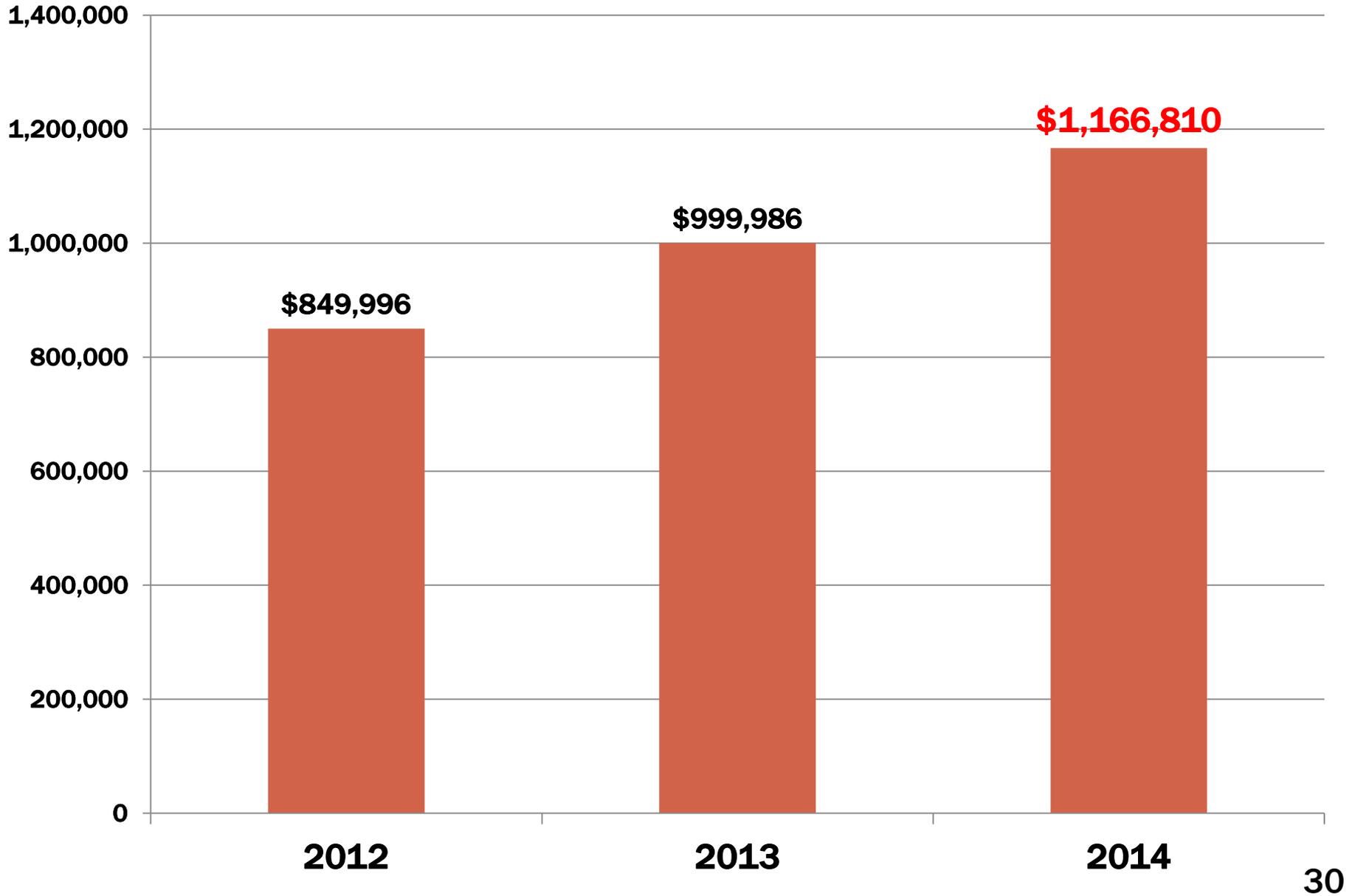


Other Coverage Premiums



	Crime	International	Airport	Flood	Umbrella
2012	6,348	2,500	11,800	18,227	16,469
2013	6,348	2,500	10,500	18,510	17,641
2014	6,348	2,500	10,631	21,235	18,569

Travelers



WHAT DROVE THE INCREASE?

- Property in 2010
- \$3.1 million loss of roof at Ice Rink
- \$0.5 million loss when digester failed at wastewater treatment plant

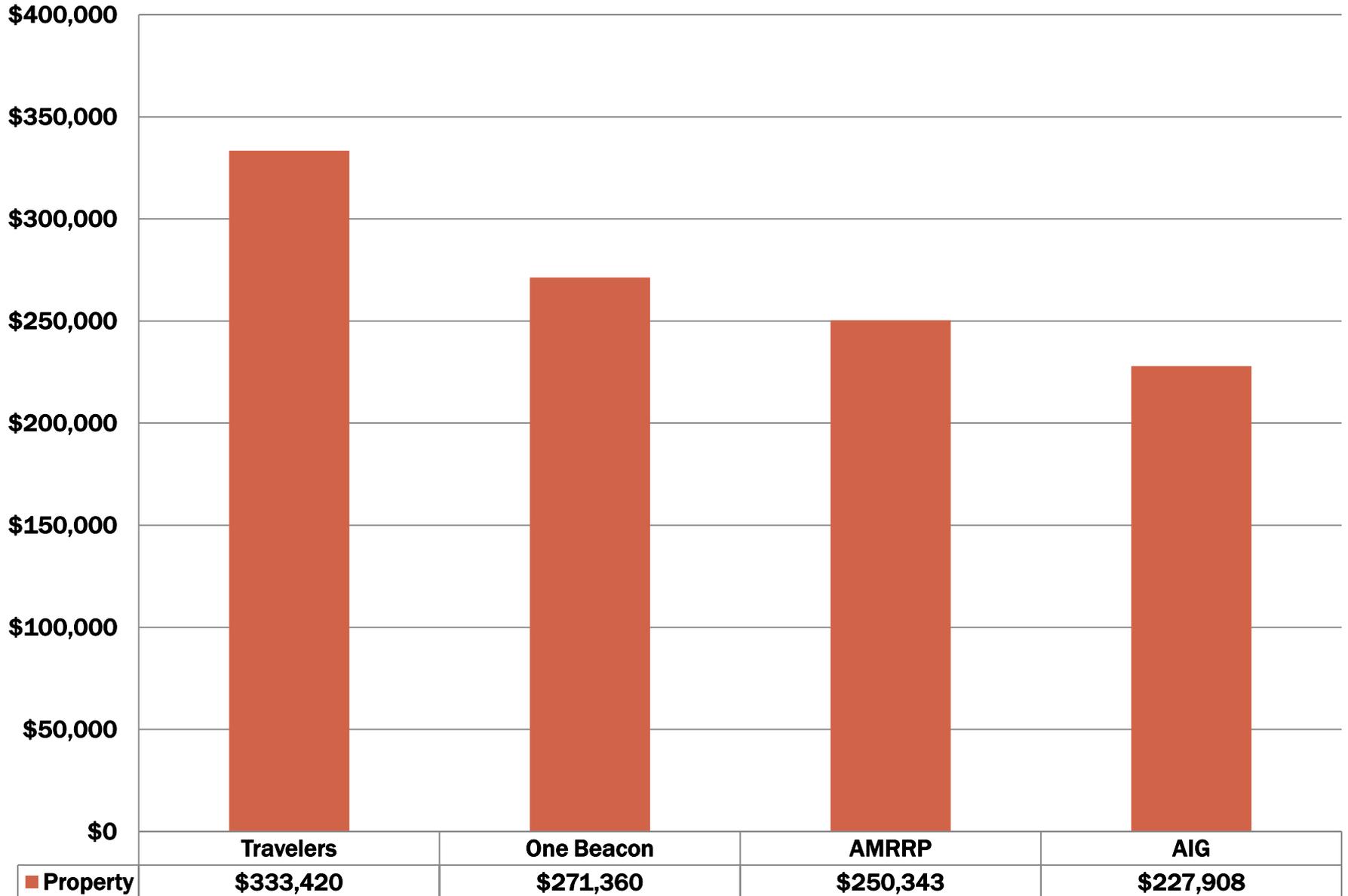
WHAT DROVE THE INCREASE?

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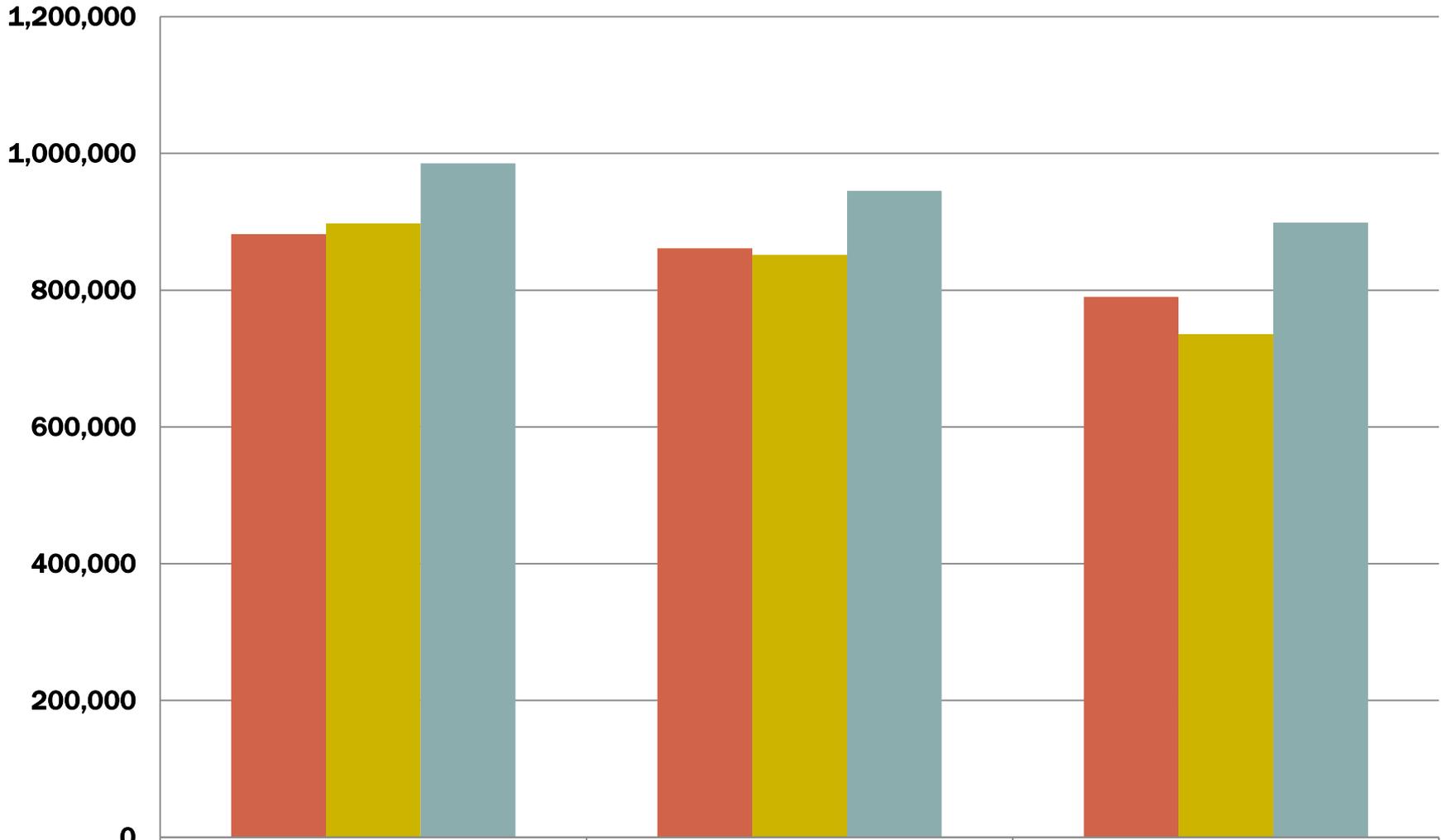
Unbundle our Property Insurance Coverage



Property Insurance Quotes

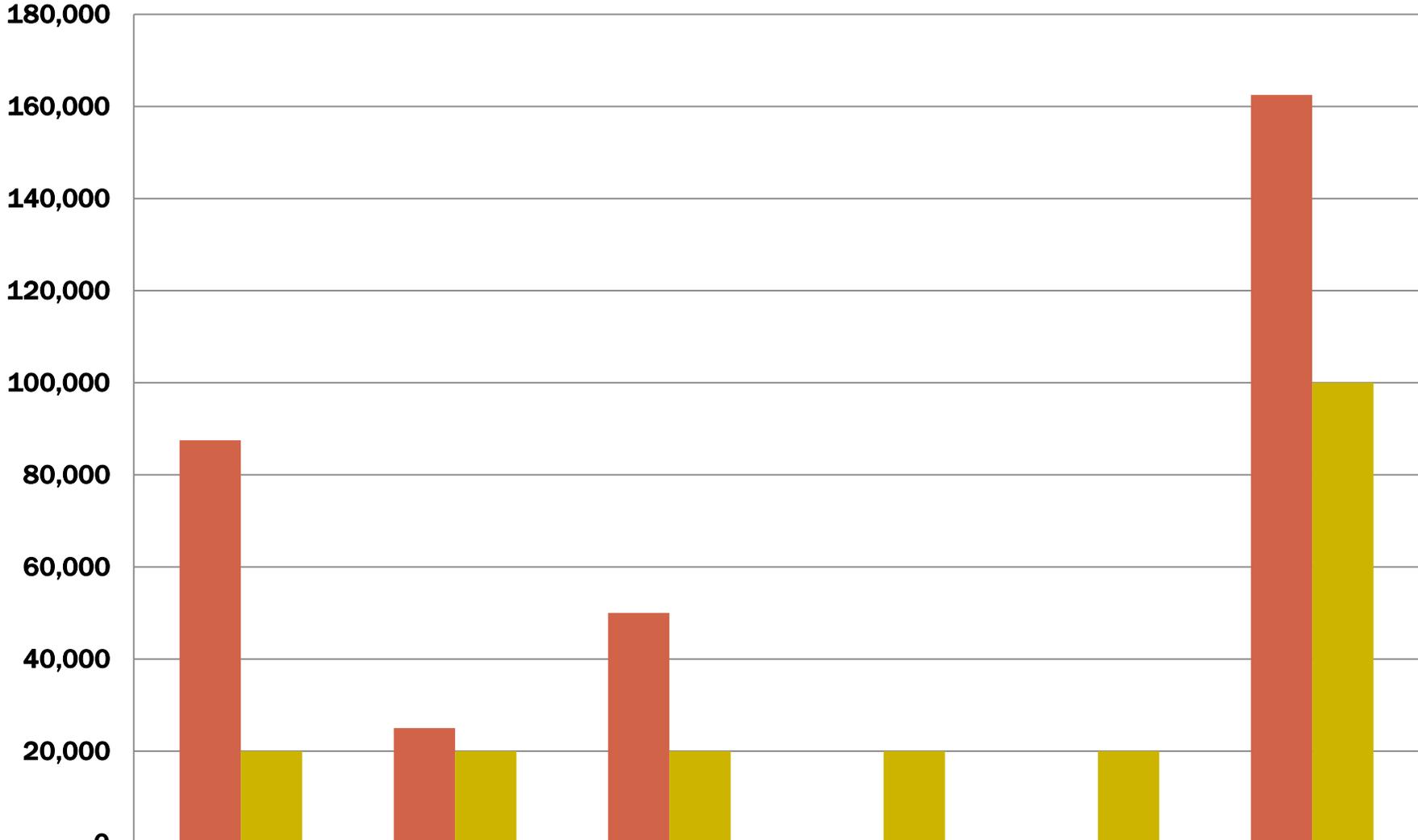


Carrier Pricing Comparisons



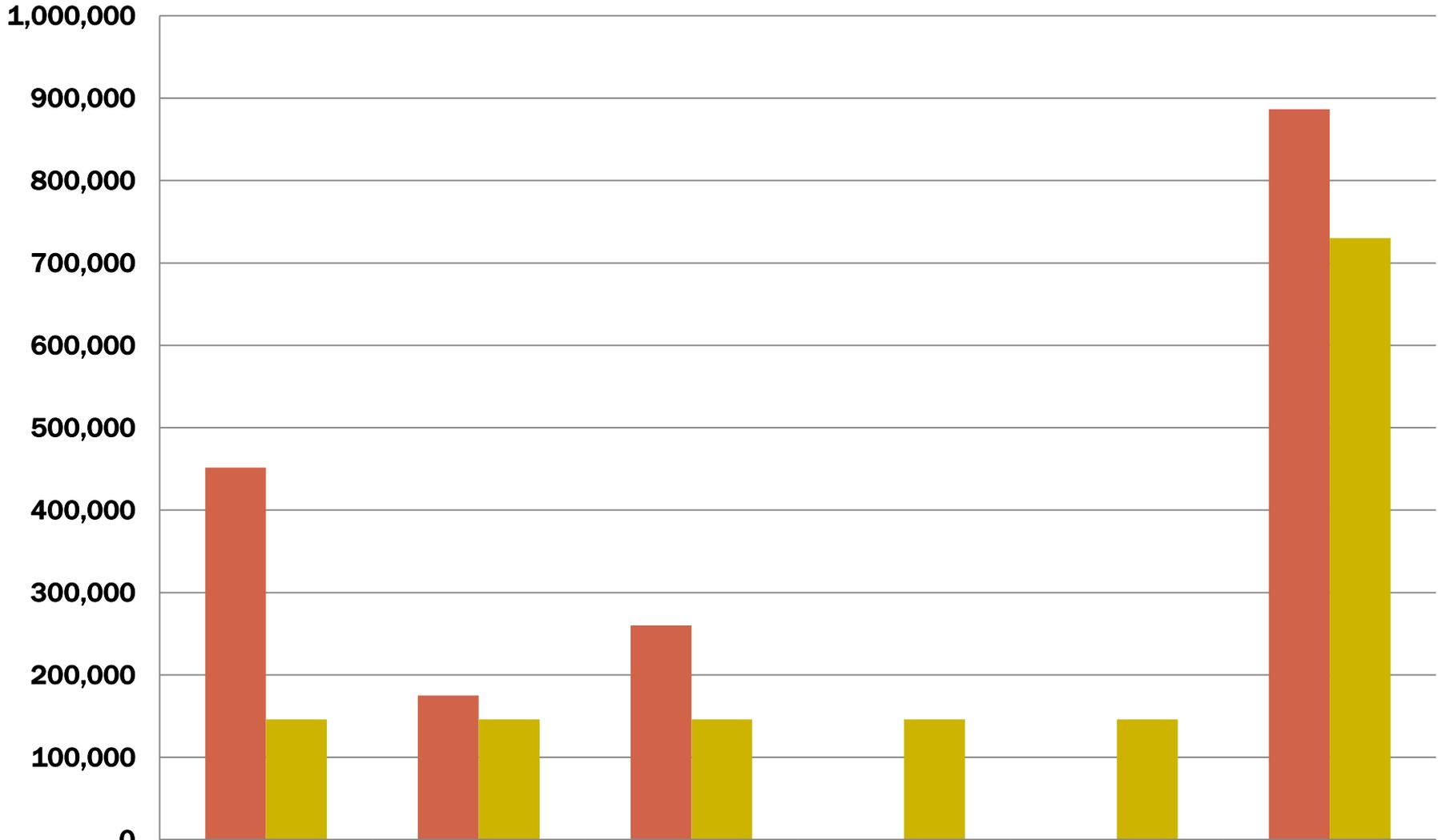
	\$75,000	\$100,000	\$250,000
Travelers	881,831	861,435	790,308
One Beacon	897,631	851,701	735,701
AMRRP	985,727	945,100	898,669

Cost Benefit of a \$100,000 Self Insured Retention



Cost	87,460	25,000	50,000	0	0	162,460
Savings	20,000	20,000	20,000	20,000	20,000	100,000

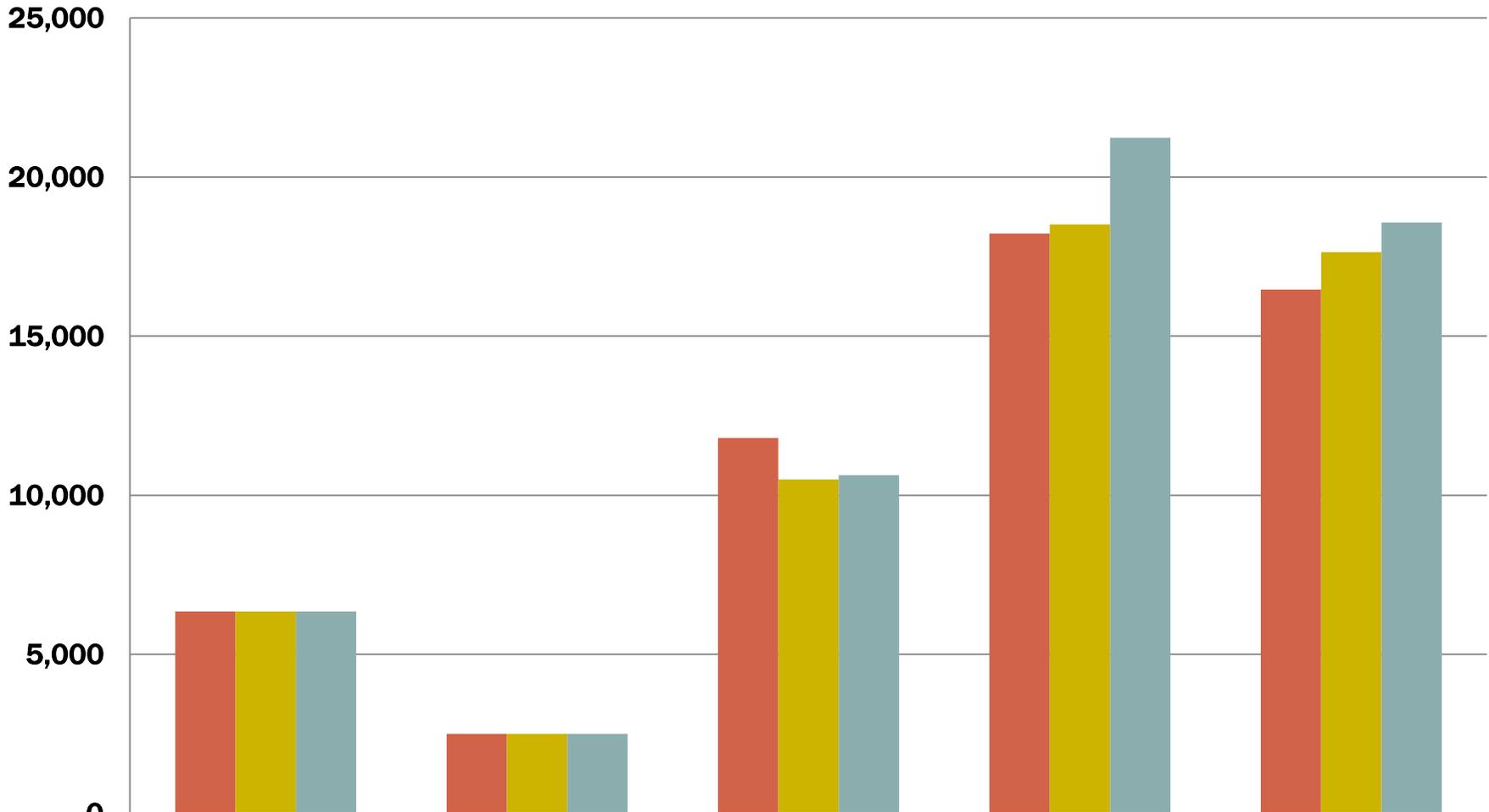
Cost Benefit of a \$250,000 Self Insured Retention



Cost	451,497	175,000	260,000	0	0	886,497
Savings	146,000	146,000	146,000	146,000	146,000	730,000

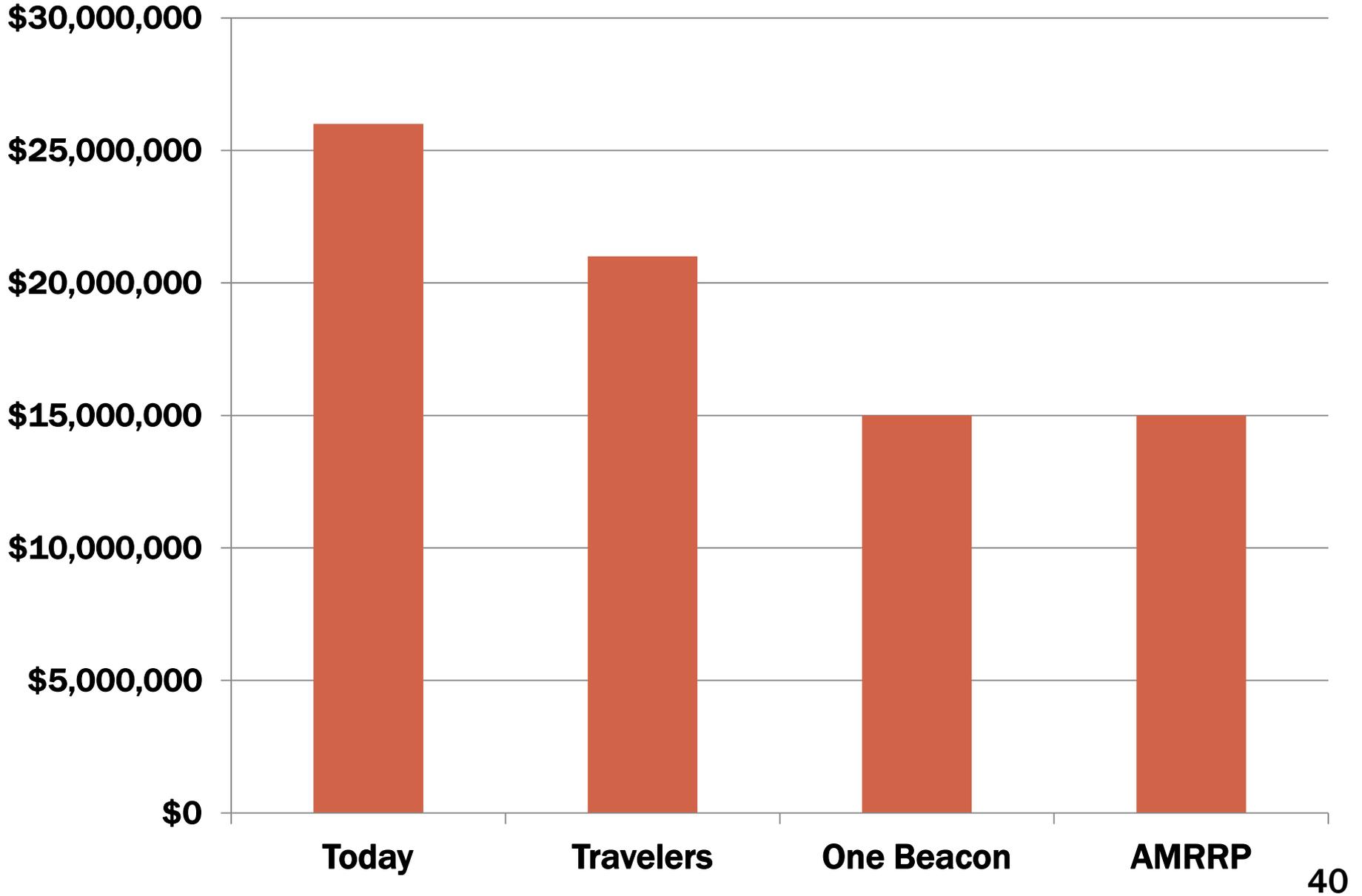
Other Insurance Coverage

Other Coverage Premiums

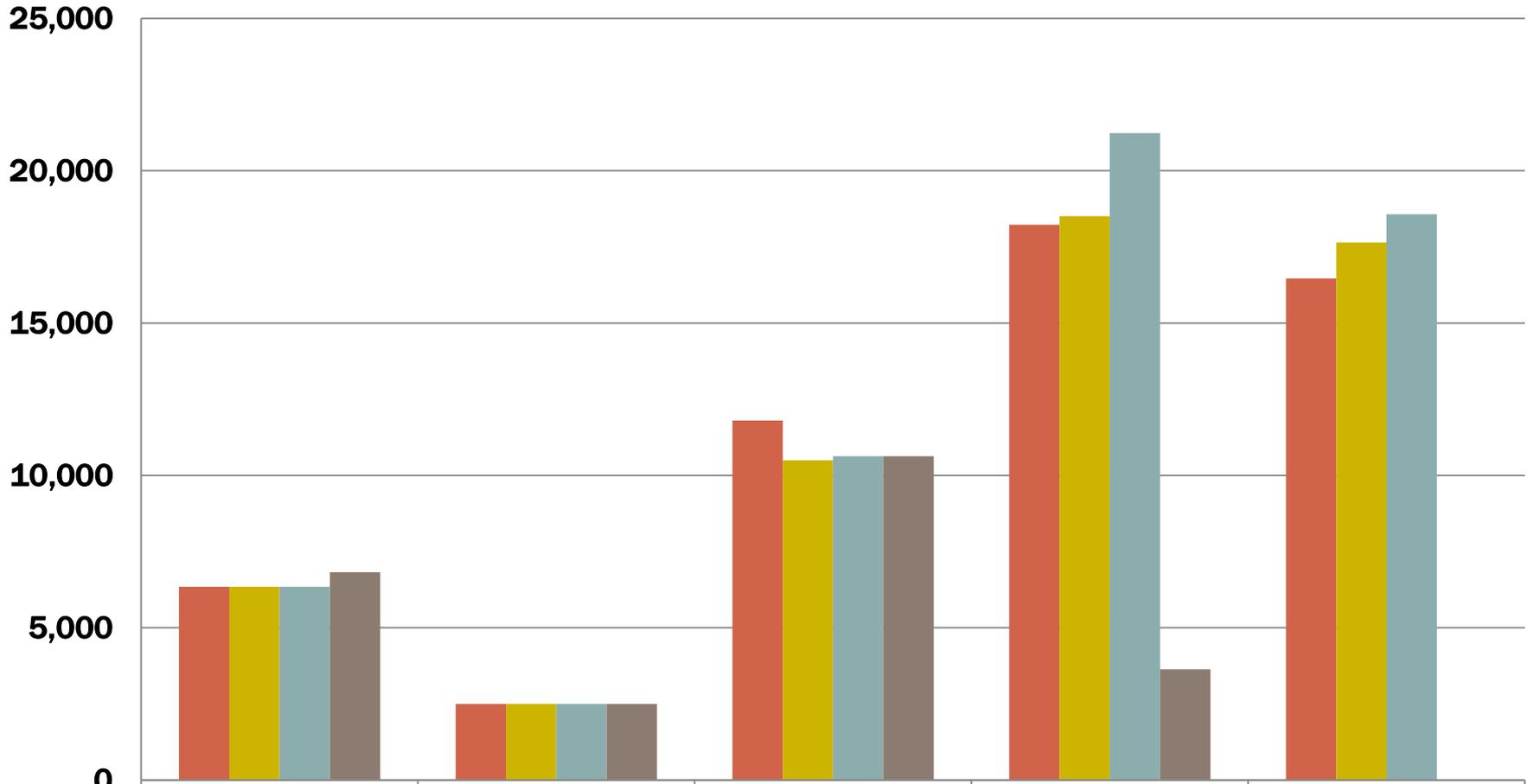


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Umbrella Coverage



Other Coverage Premiums

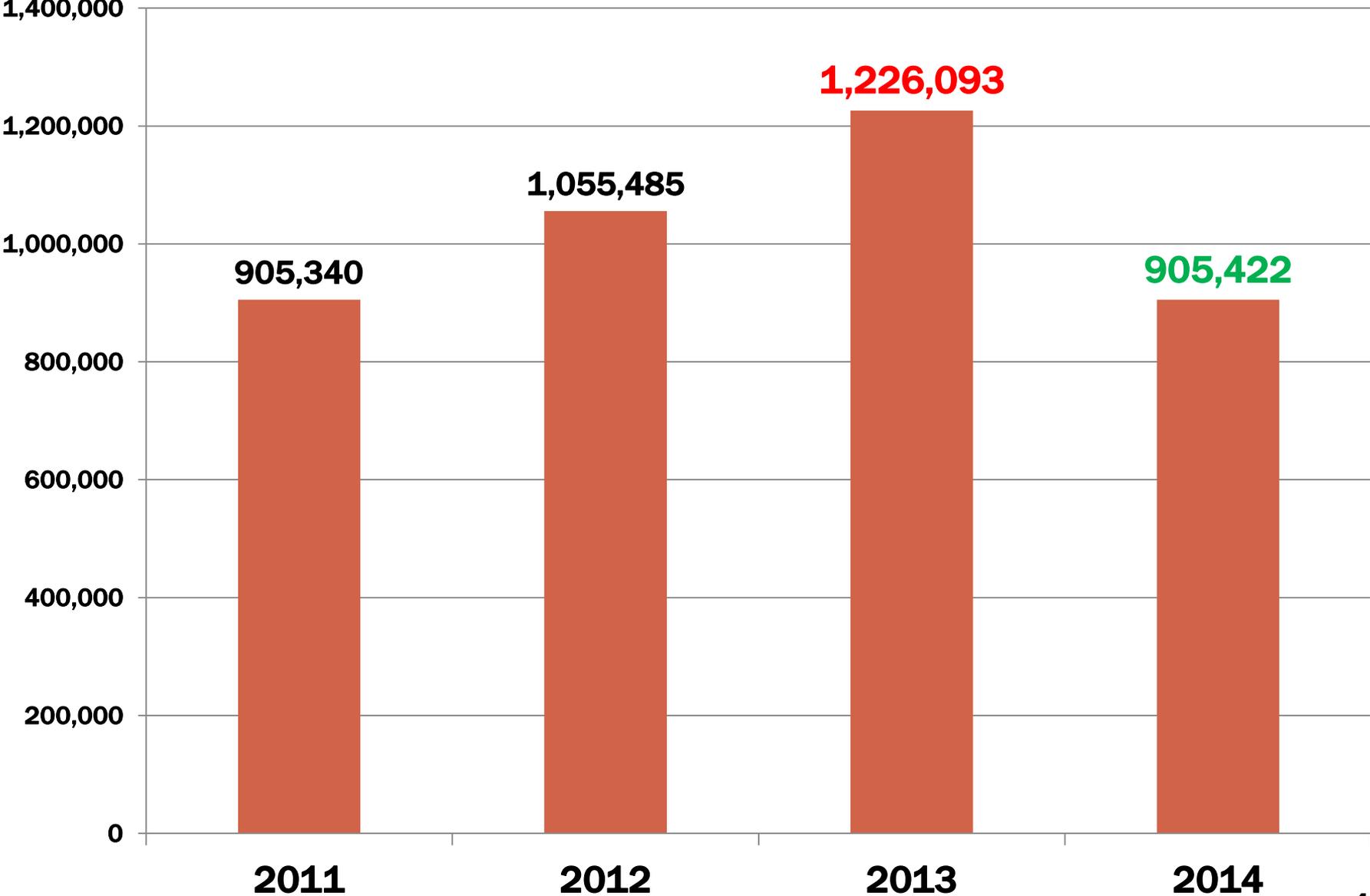


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2014	6,348	2,500	10,631	21,235	18,569
2015	6,825	2,500	10,631	3,635	0

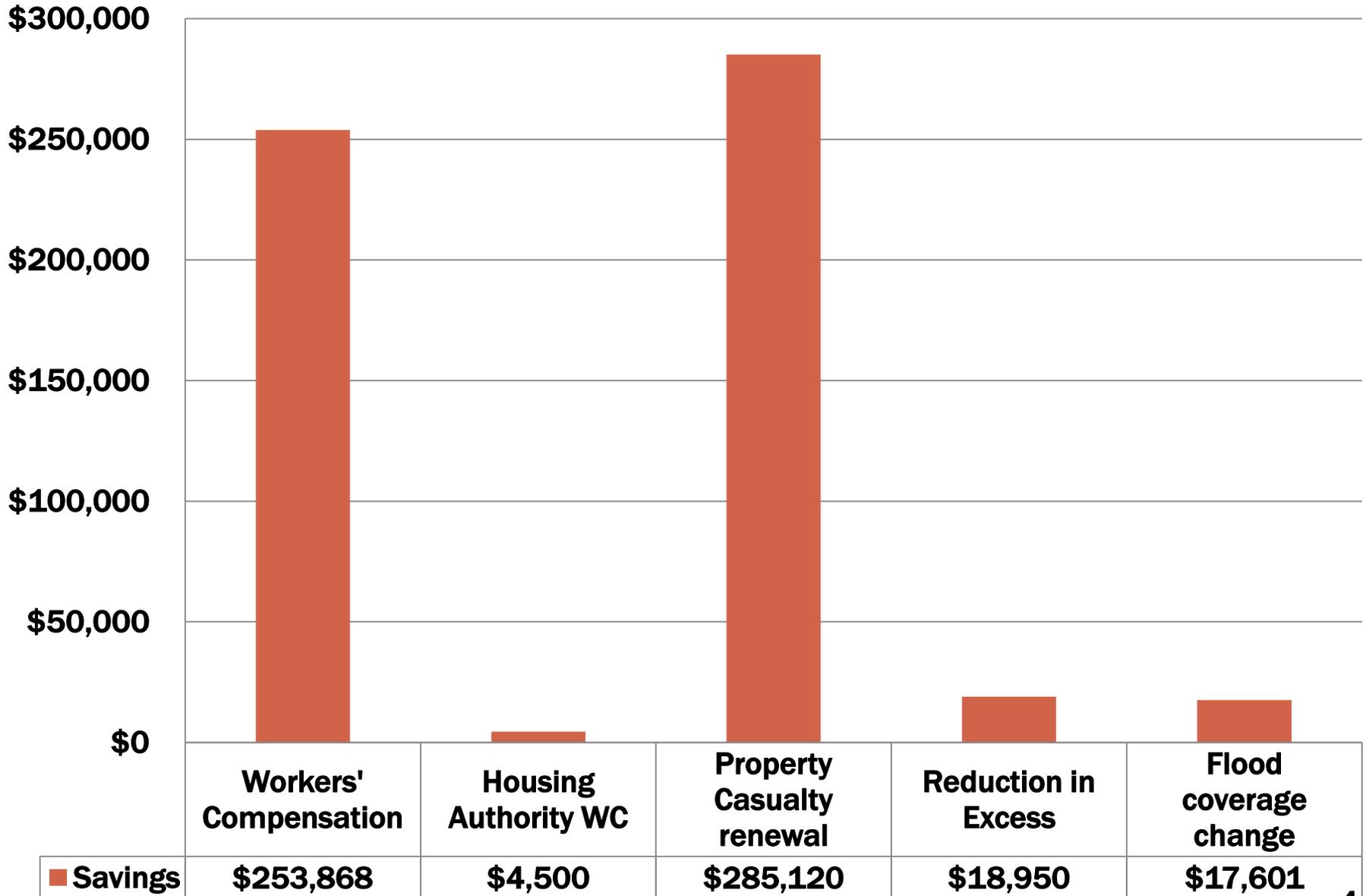
THE RESULTS

- Same Insurance Coverage
- Same Self Insured Retention
- Different Expectation

General Liability



Total Ongoing Annual Savings of **(\$580,039)**



COMPENSATION AND BENEFITS



COMPENSATION AND BENEFITS – HUMAN RESOURCES PRESENTATION

Single Biggest Challenge and/or Goal for Division:

Constant changes in the Federal and State regulations and its impact on Human Resources policies and procedures.

COMPENSATION AND BENEFITS – HUMAN RESOURCES PRESENTATION

Current Areas of Outsourcing:

- Advertising
- Wellness Program (partial)

COMPENSATION AND BENEFITS – BENCHMARK DATA HISTORY

- FY 2008-2009 7.98% below market
- FY 2009-2010 19.00% below market
- FY 2010-2011 19.00% below market
- FY 2011-2012 11.10% below market
- FY 2012-2013 approx 7.9% below market

COMPENSATION AND BENEFITS – PAY ADJUSTMENT HISTORY

- FY 2008-2009 1% market & merit increases, then 1.2% decrease in May 2009
- FY 2009-2010 no increases
- FY 2010-2011 no increases
- FY 2011-2012 1.2% decrease restored
- FY 2012-2013 0.6% market increase, reclass of positions 25% or more below market
- FY 2013-2014 3.2% market increase and trigger for Maintenance Worker/Equipment Operator

COMPENSATION AND BENEFITS – COMPENSATION OUTLOOK

- Average market movement for FY15 1.83%
- 5 benchmark organizations providing merits
- 2 benchmark organizations providing merits to Police and Fire only
- 1 benchmark organization targeting next year for merit increases
- Merit increases range from 1.7% to 5%
- No change to Assignment Pay rates

COMPENSATION AND BENEFITS – BENEFIT RENEWALS

Benefit	Increase/Decrease	Cost
Medical	(36,466)	3,983,082
Dental	1,142	292,654
Vision	49	12,466
Life and AD&D	2,324	90,769
Dependent Subsidy	(27,514)	803,919

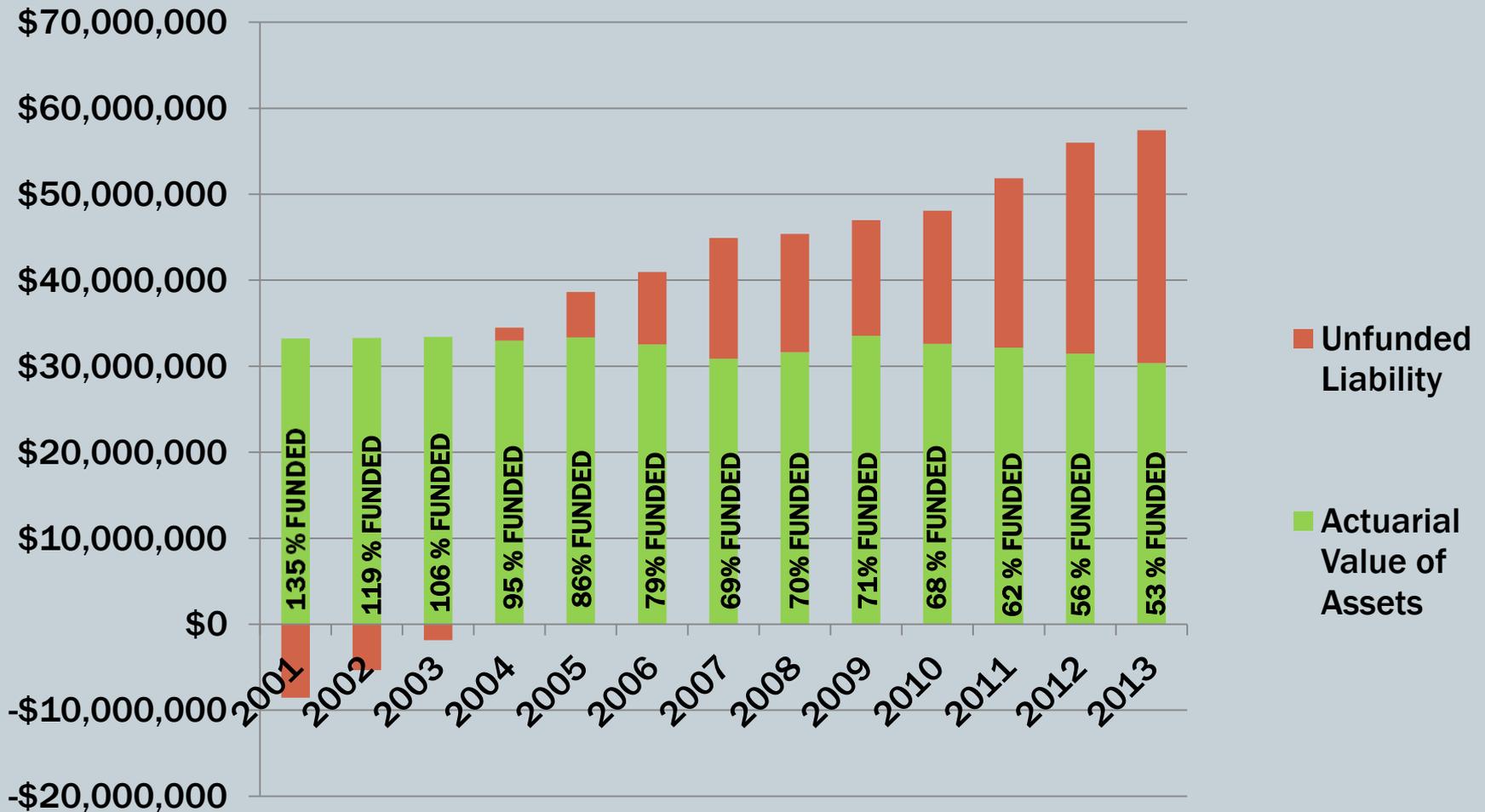
COMPENSATION AND BENEFITS – FUTURE RETIREMENT COSTS

- 8.7% rate increase PSPRS - Police
- 5.4% rate increase PSPRS – Fire
- 2.9% rate increase ASRS pension & health insurance
- No Change ASRS long term disability
- \$4,714,396 PSPRS Cost (increase of \$326,379)
- \$3,279,561 ASRS Cost (increase of \$93,803)

COMPENSATION AND BENEFITS – FUTURE RETIREMENT COSTS



COMPENSATION AND BENEFITS – FUTURE RETIREMENT COSTS



REVENUE OUTLOOK

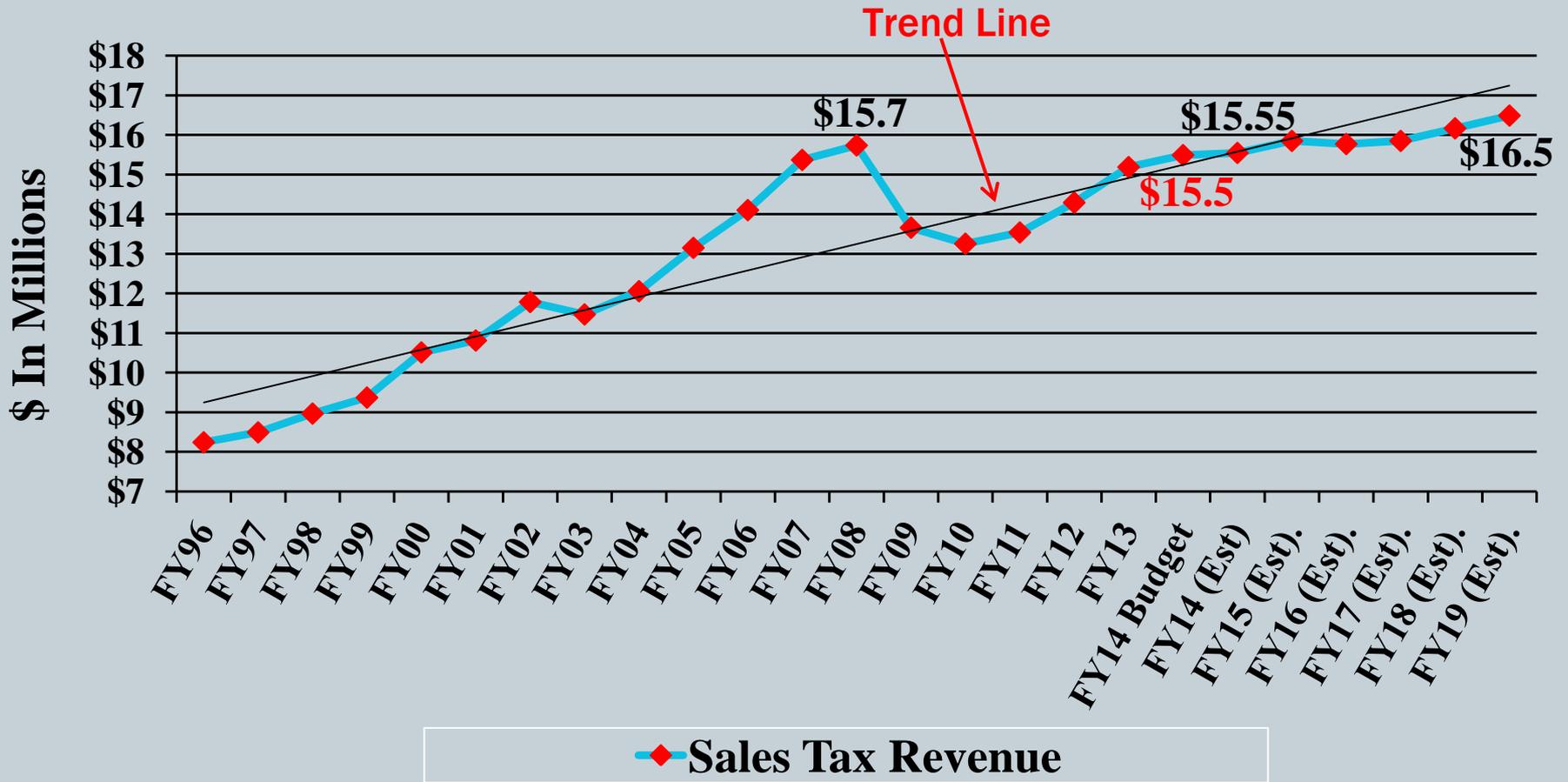


REVENUE OUTLOOK

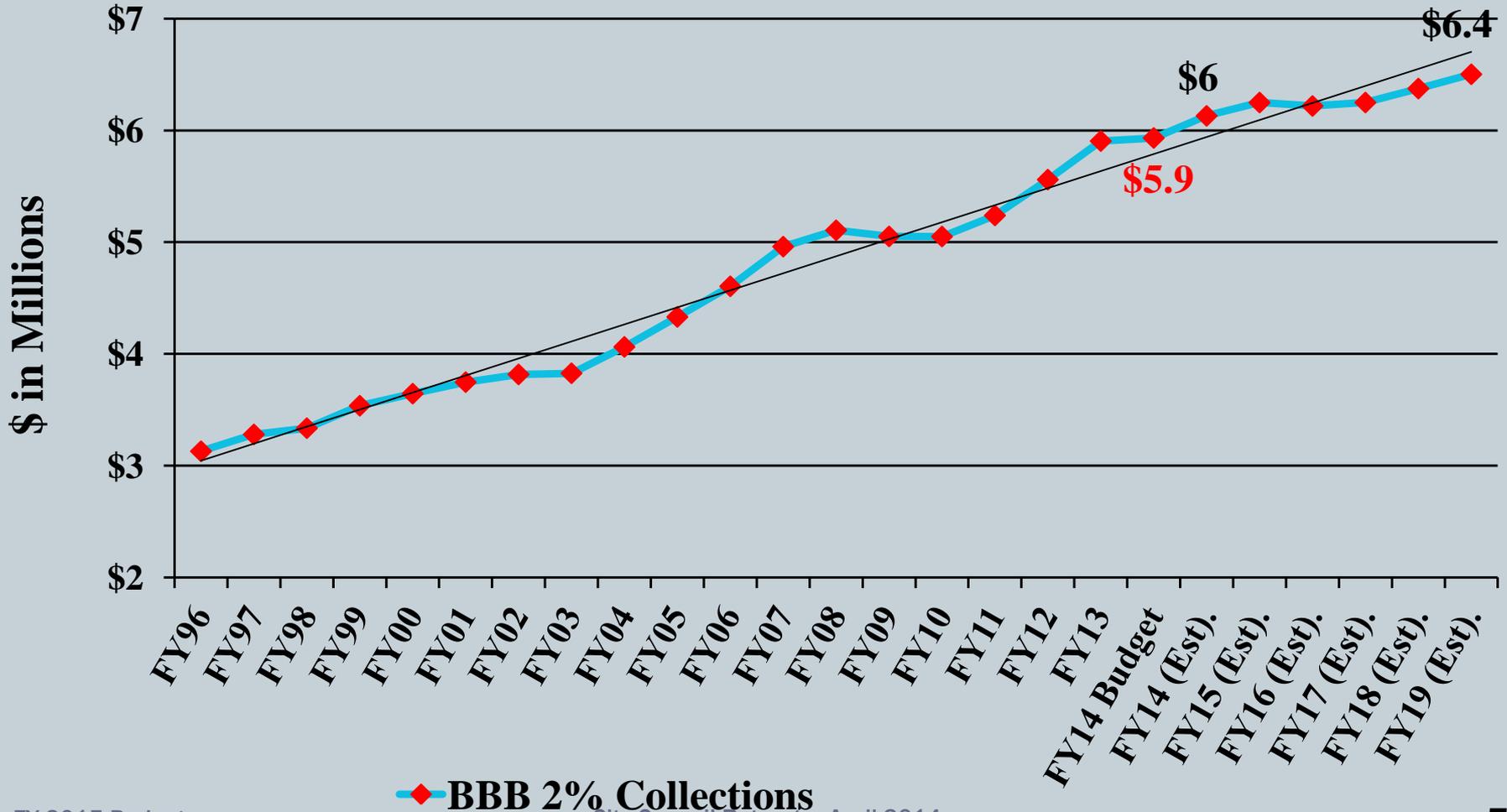
- **Local Projections**
 - 20 year look back.
 - Sales Tax/BBB Tax/Assessed Valuations
 - Establish Trend Line

- **State Projections**

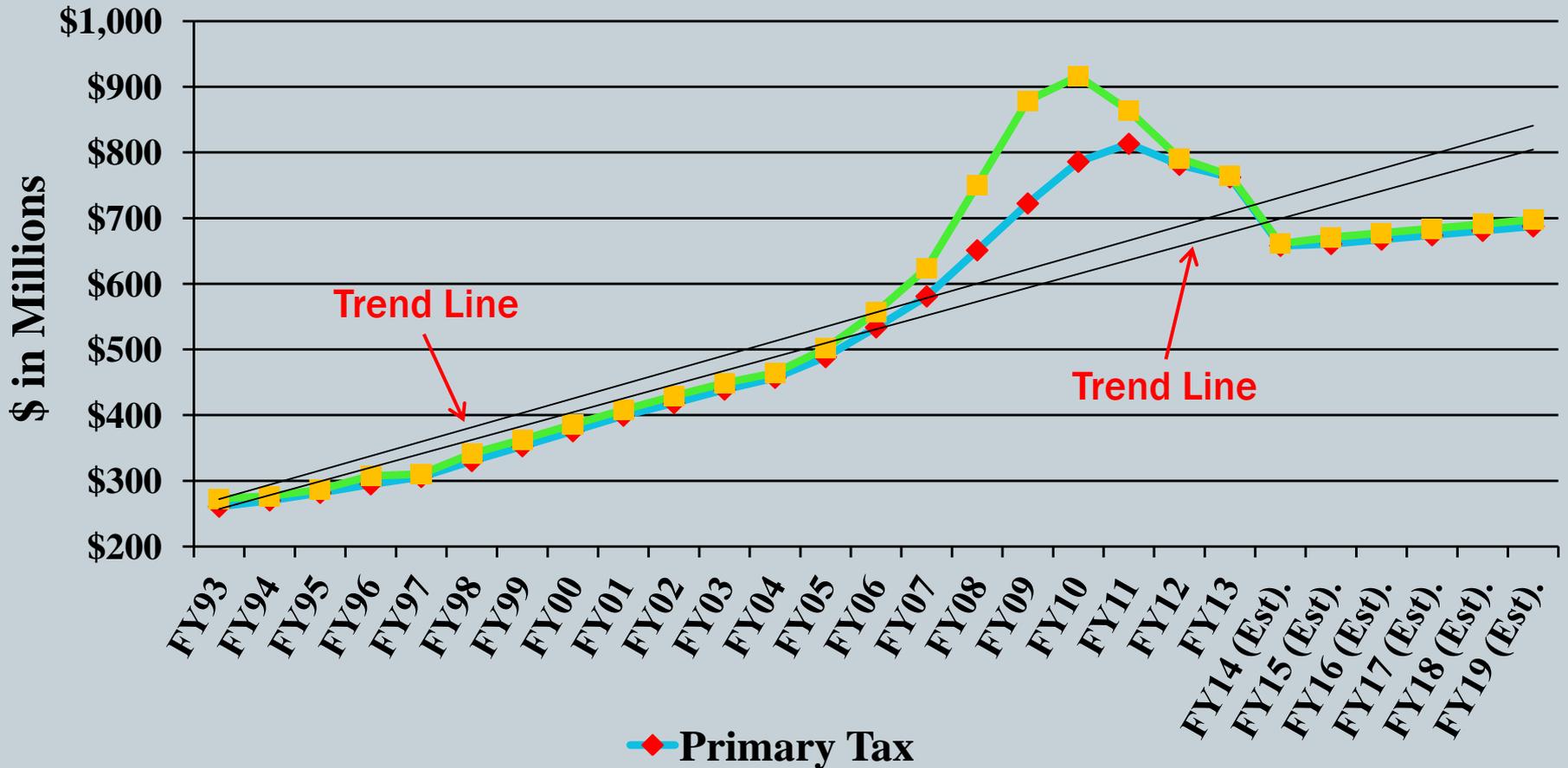
CITY SALES TAX REVENUE (TOTAL 1% COLLECTIONS- GENERAL FUND)



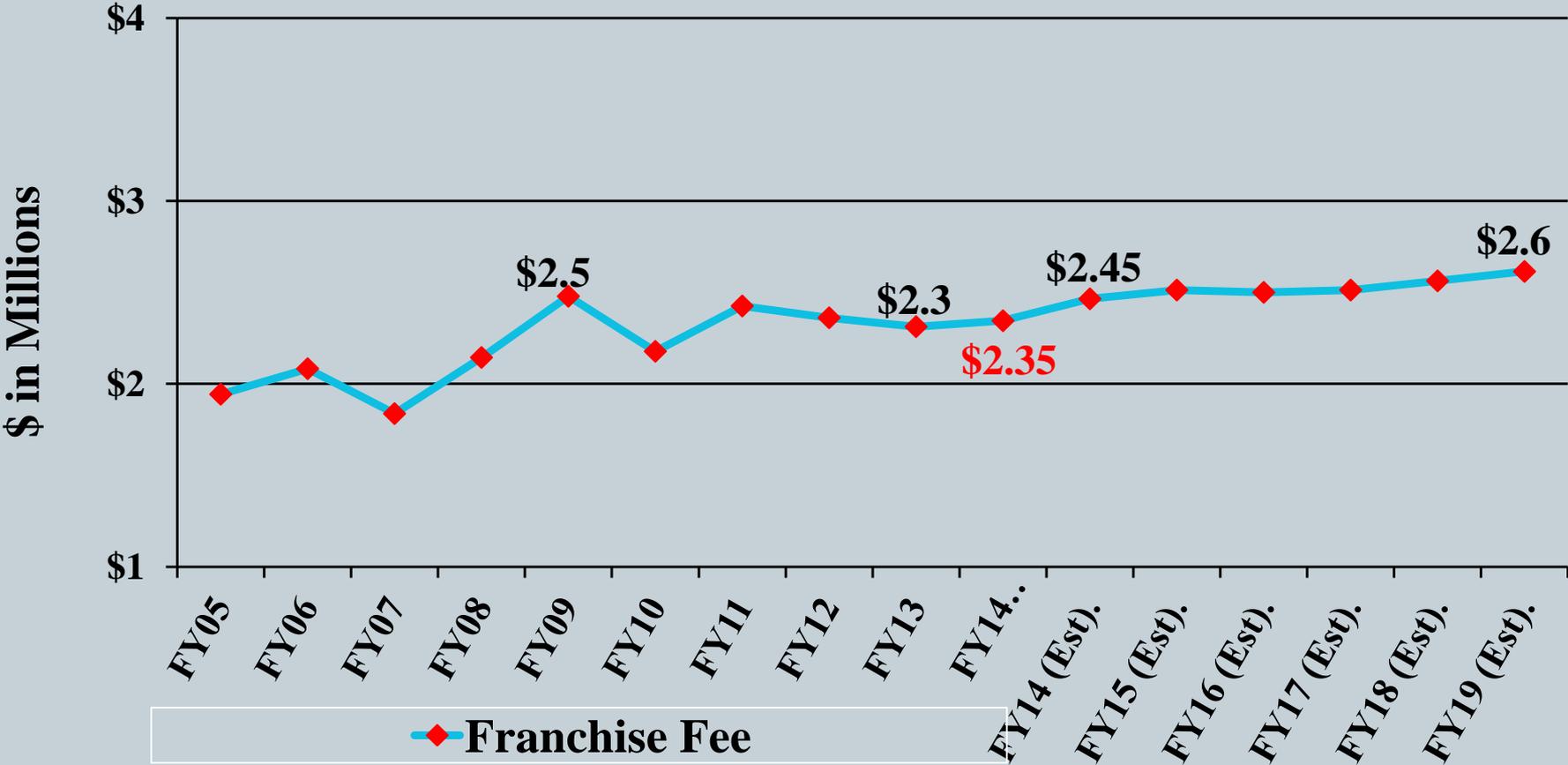
CITY SALES TAX REVENUE (BBB COLLECTIONS)



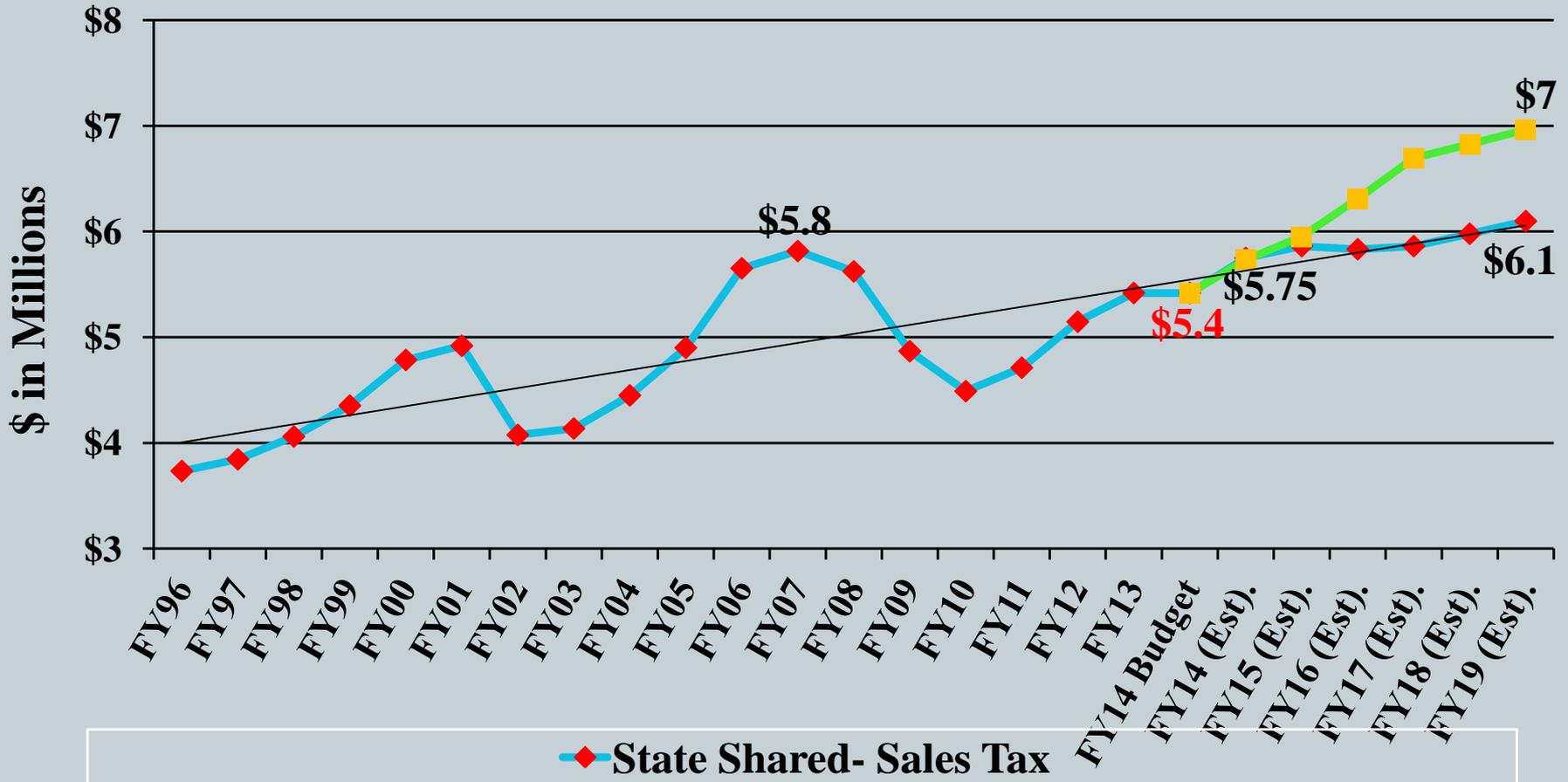
ASSESSED VALUATIONS- PROPERTY TAX (PRIMARY AND SECONDARY)



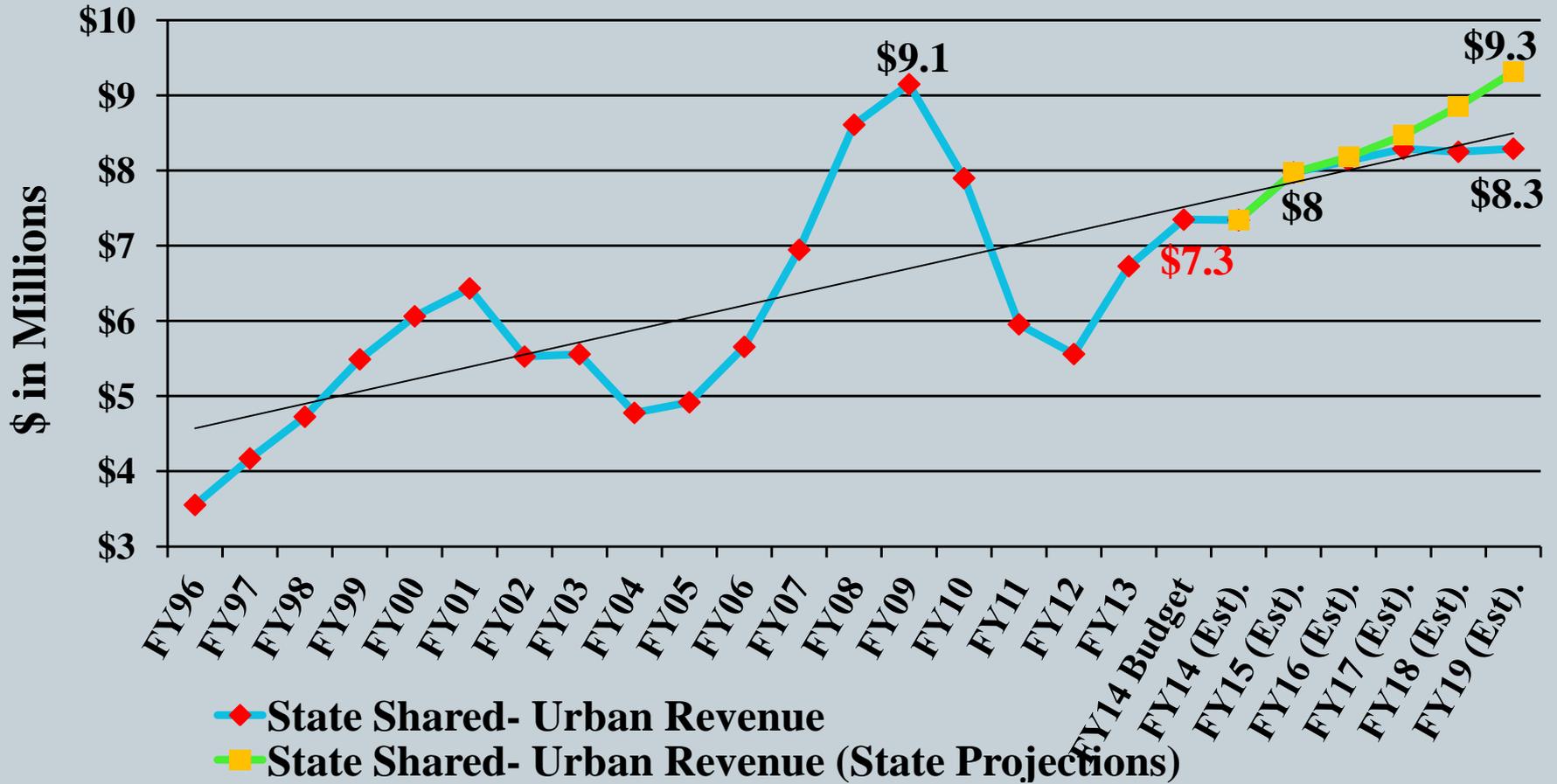
FRANCHISE FEE REVENUE



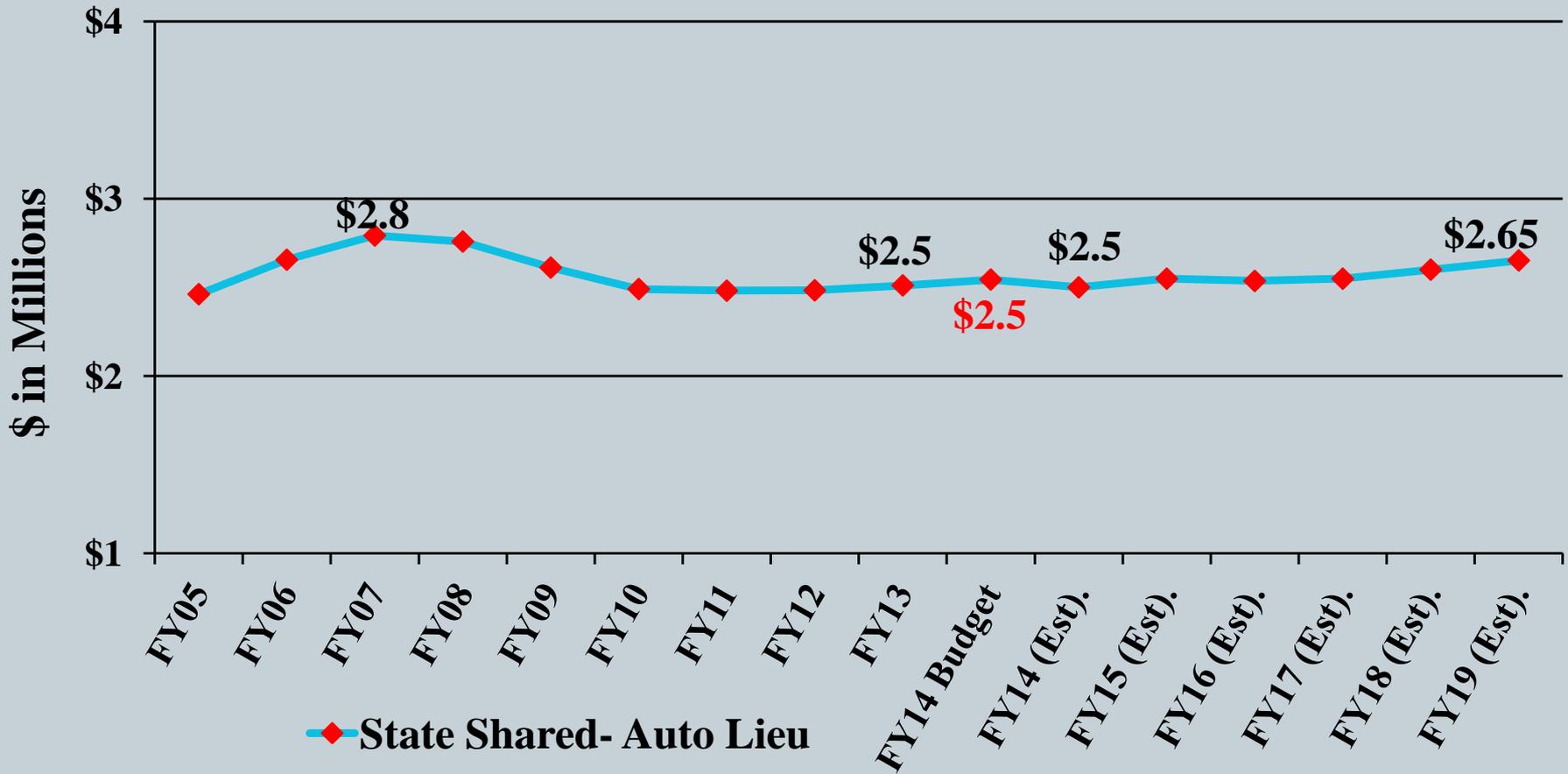
STATE SHARED- SALES TAX



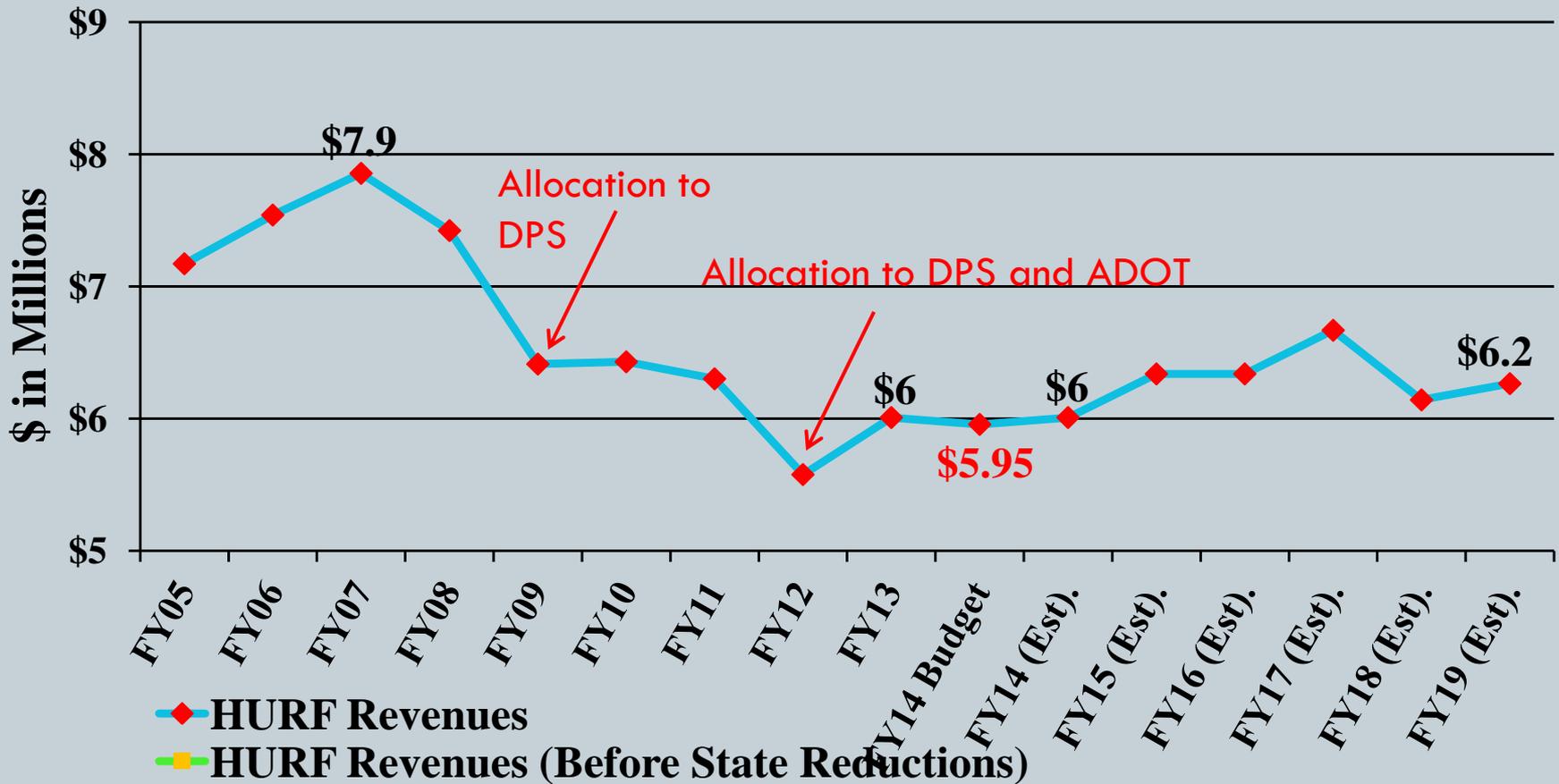
STATE SHARED- URBAN REVENUE (INCOME TAX COLLECTIONS)



STATE SHARED- AUTO LIEU (VEHICLE REGISTRATION FEES)



HIGHWAY USER REVENUE FUND (HURF)



Employee Advisory Committee



EMPLOYEE ADVISORY COMMITTEE

The Exercise

- \$500,000 Ongoing
- \$250,000 One time

How do you allocate?

- Market Increase
- Merit Increase
- Compaction

EMPLOYEE ADVISORY COMMITTEE

Market Increase

- Moves entire pay plan up
- Disbursed on July 1st
- All employees regardless of position in range
- 1% market increase would cost \$385,000
- \$500,000 equals 1.3% market increase

EMPLOYEE ADVISORY COMMITTEE

Merit Increase

- Moves employee through range
- Disbursed on anniversary based on performance
- Recurring traditionally at 3.2%
- Does not include topped out employees
- Stops compaction
- 1% merit increase would cost \$350,000
- \$500,000 equals 1.4% merit increase
- No more steps

EMPLOYEE ADVISORY COMMITTEE

Compaction

- Result of merit freeze for 5 years
- Increase based on years of service

EMPLOYEE ADVISORY COMMITTEE

Recommendation for Ongoing Dollars

- Apply all \$500,000 in form of a weighted merit increase
- Break merits into .4% for each year of service

Years of Service	Percentage
1	0.4%
2	0.8%
3	1.2%
4	1.6%
5+	2.0%
Total Cost	\$544K – General Fund \$211K – Other Funds

EMPLOYEE ADVISORY COMMITTEE

Recommendation for One-time Dollars

- Longevity award disbursed December 1st
- Split among all employees based on years of service

Years of Service	Amount
1	\$100
2	\$150
3	\$250
4	\$350
5+	\$450
Total	\$210K – General Fund \$90K – Other Funds

EMPLOYEE ADVISORY COMMITTEE

What does this accomplish?

- Reinstates merit increases
- Addresses compaction
- Boosts morale
- Easily replicated

EMPLOYEE ADVISORY COMMITTEE

Thank you

General Fund Overview



GENERAL FUND OVERVIEW

NEW REVENUE – ONGOING

Sources/Revenues (Ongoing)	Amount
Sales Tax-City	\$ 105,000
State Shared Sales Tax	240,000
State Shared Income Tax	485,000
Franchise/ Auto Lieu	30,000
Miscellaneous Revenue Growth	55,000
TOTAL	915,000

GENERAL FUND OVERVIEW REALLOCATIONS – ONGOING

Reallocations (Ongoing)	Amount
Transfer to HURF (RSL, Reclasses, Triggers)	(83,500)
Transfer to Airport (Merit)	(19,870)
Transfer to FHA (Merit, Triggers)	(33,000)
Transfer to Library (Reorg & Merits)	(161,000)
Transfer from Utilities (Meter Tech)	45,000
TOTAL	(252,370)

GENERAL FUND OVERVIEW – 1% (\$600,000 SAVINGS/REALLOCATIONS)

1%	Amount
30 Day Vacancies (From \$200,000 to \$300,000)	\$100,000
Reduction in Property, Liability & Workers Comp. Insurance	\$350,000
Comm. Dev. Plan Review in-house staffing	\$50,000
TOTAL	\$500,000

GENERAL FUND OVERVIEW

REVISED SERVICE LEVELS (RSL)

RSL – Ongoing	Amount	Council Budget Priority
Retirement Increases	140,000	Fixed Cost
Merits	544,000	Compensation
Reclass/Rezoning	115,000	Fixed Cost
PD Reorg	32,000	Fixed Cost
Trigger #1	47,000	Fixed Cost
Fire Overtime	\$115,000	Compensation
TOTAL	Continued	

GENERAL FUND OVERVIEW

REVISED SERVICE LEVELS (RSL)

RSL – Ongoing	Amount	Council Budget Priority
New Personnel	164,000	Staffing/ Infrastructure
Utilities	19,100	Infrastructure
Comm Dev. Contracted Services	110,000	Staffing
Other Misc Contractual Increases	19,700	Other
Revenue/Funding Offsets	(149,000)	
TOTAL	1,156,800	

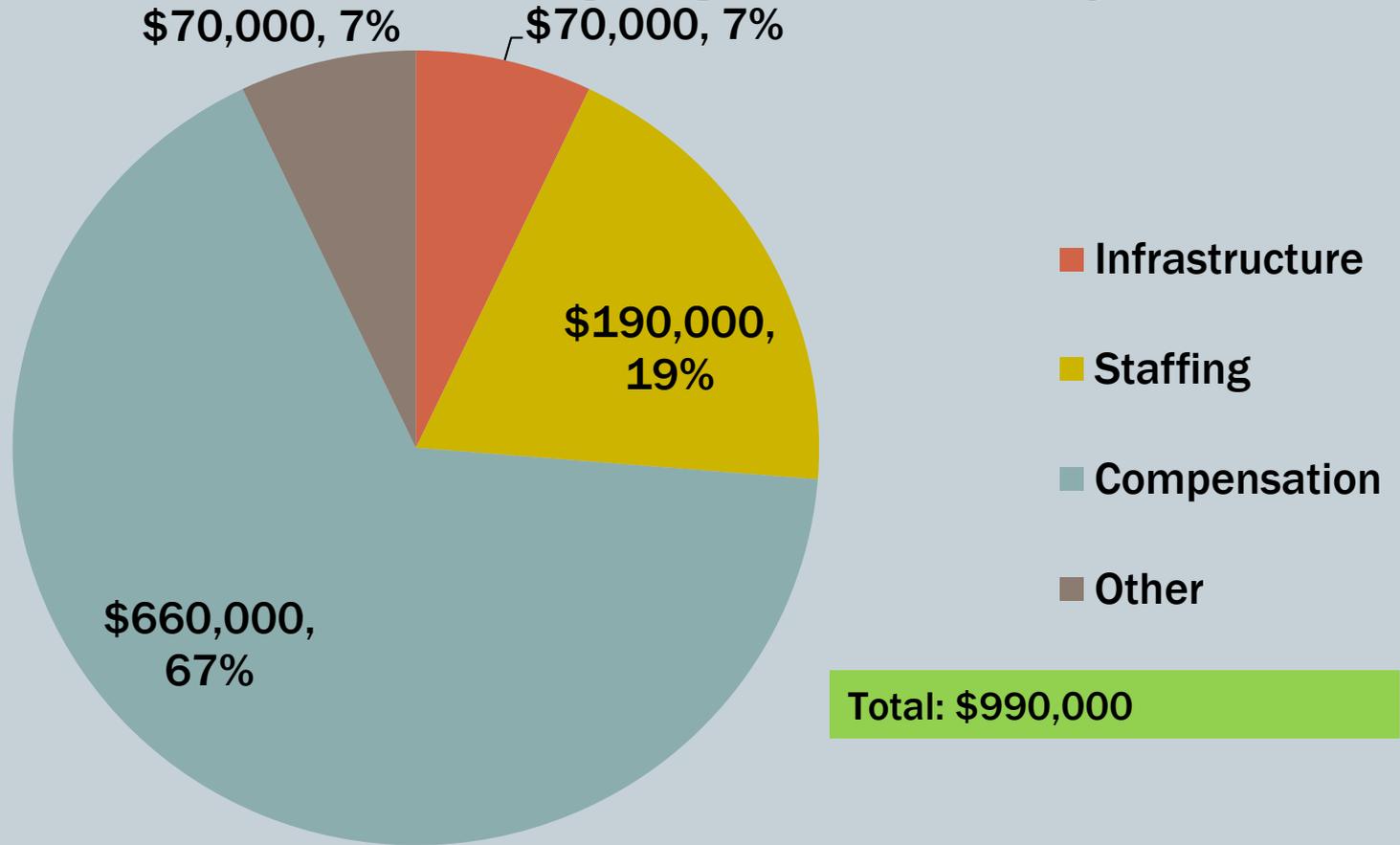
GENERAL FUND OVERVIEW SUMMARY – ONGOING

Ongoing Balance - Summary	Amount
Sources/Revenues	915,000
Reallocations	(252,370)
Savings/Reallocations (1%)	500,000
Uses/Expenditures	(1,156,800)
Available Balance	5,830

GENERAL FUND OVERVIEW

ONGOING RSL SUMMARY

General Fund – Ongoing RSL Summary



GENERAL FUND OVERVIEW

REVENUE – 1X

Sources/Revenues (1x)	Amount
Sales Tax	\$760,000
State Shared Sales Tax	230,000
State Shared Urban Revenue	50,000
Auto Lieu/Franchise	70,000
FY2013 Final Balance Capacity	1,000,000
TOTAL	\$2,100,000

GENERAL FUND OVERVIEW

REALLOCATIONS – 1X

Reallocations (1X)		Amount
Transfer to Library	\$	(277,000)
Transfer to Airport		(71,000)
Transfer from BBB		12,000
TOTAL	\$	(336,000)

GENERAL FUND OVERVIEW

REVISED SERVICE LEVELS (RSL)

RSL – 1x		Amount	Council Budget Priority
One-time Pay	\$	210,000	Compensation
New Personnel/Temps		117,500	Staffing
Retirement Payouts		147,500	Compensation
Overtime		51,000	Staffing
Uniform (PD New Hire)		15,000	Staffing
Continued			

GENERAL FUND OVERVIEW

REVISED SERVICE LEVELS (RSL)

RSL – 1x	Amount	Council Budget Priority
Contracted Services	\$107,000	Staffing and Plan Review
EDMS/Court Scanning	125,000	Infrastructure
Facility Improvements/Repairs	173,300	Infrastructure
Employee Rewards, Training & Travel	45,000	Staffing
Service Partner Contracts	95,000	Other
Continued		

GENERAL FUND OVERVIEW

REVISED SERVICE LEVELS (RSL)

RSL – 1x		Amount	Council Budget Priority
Computer Equip. Replacements	\$	222,900	Infrastructure
Other Small Equip. Replace.		66,500	Infrastructure
Downtown District Fees		16,000	Other
Other Miscellaneous		22,300	Other
Contingency – ADOR Sales Tax		150,000	Other
Continued			

GENERAL FUND OVERVIEW

REVISED SERVICE LEVELS (RSL)

RSL – 1x	Amount	Council Budget Priority
Election	286,000	Other
Revenue/Funding Offsets	(365,100)	
TOTAL	1,484,500	

GENERAL FUND OVERVIEW

OPERATING CAPITAL

Operating Capital	Amount
Police / Fire	
Fire Engine	495,000
Thermal Imaging Cameras	18,000
Police Cruisers (4)	114,500
Community Dev	
FHA Office Remodel	50,000
Fleet	
Setaside for Catastrophic/Vehicle Replacement	35,000
Recreation	
Zamboni	100,900
Annual Recreation Capital	\$37,000

GENERAL FUND OVERVIEW

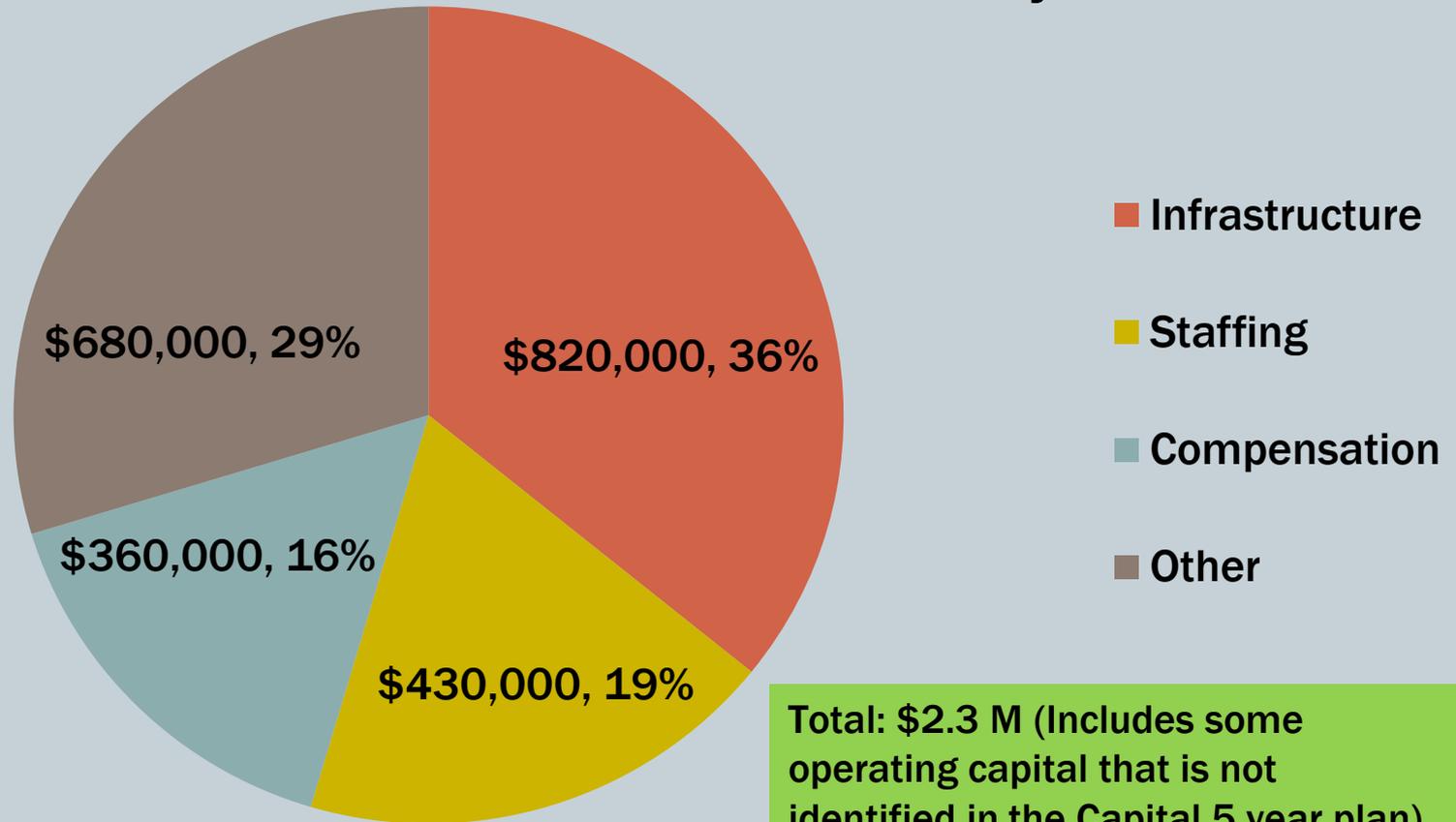
OPERATING CAPITAL

Operating Capital	Amount
Parks	
Park Repairs/Improvements	255,000
BBB Setaside for Fleet Replacements	40,900
Information Technology	
Network Core Switches	70,000
Video Camera	10,000
Non-Departmental	
City Hall Quadrant Remodel	\$200,000

GENERAL FUND OVERVIEW

1X RSL SUMMARY

General Fund – 1x RSL Summary



GENERAL FUND OVERVIEW – MAJOR EXPENDITURES

Major Expenditures in Base Budget	Amount
Annual Software Maintenance	101,300
Microsoft Enterprise Agreement	135,000
County Sherriff's Department – Warrants	183,000
Fleet Parts	121,000
Custodial	273,657
Gas and Oil for Patrol Vehicles	249,400
<u>Regular Maintenance of Patrol Vehicles</u>	<u>108,481</u>

GENERAL FUND OVERVIEW – MAJOR EXPENDITURES

Major Expenditures in Base Budget	Amount
LEAF (PD)	475,243
Credit Card fees and utility bill making fees	213,270
APS Electric Power for City Hall	106,213
Basic Services for Ice Rink and McPherson Center	108,740
Misc. Outside Legal Services	114,035

GENERAL FUND OVERVIEW

Contingency Funding Discussion

Police Department



DIVISION PRESENTATIONS – POLICE

Single Biggest Challenge and/or Goal for Division:

Turnover and vacancies in the police and dispatch positions, and the related problems it creates (excessive recruitment cost to the city, loss of officer experience, long work days, leads to a reactive versus proactive department, excessive overtime, and burnout).

DIVISION PRESENTATIONS – POLICE

Current Areas of Outsourcing:

- City court security
- Civilianized training position
- Police policy (Lexipol)
- Custodial, facility maintenance, warrants, IT services (CCSO)
- Police volunteers

Opportunities to Outsource:

- Dictation of police reports (recommended, feasibility study underway)
- Civilianize criminal analyst position (recommended)
- City court transports (not-recommended no funding)

DIVISION PRESENTATIONS – POLICE

Revised Service Levels Approved by Budget Team:

1X

- New MDC's for patrol (24) (Infrastructure)
- Flashlights for officers (115) (Staffing)
- Digital audio recorders for interviews(70) (Staffing)
- Increase uniform allowance for new recruits (Staffing)
- Send five dispatchers to dispatch academy (Staffing)
- Replace carpet in the LEAF (Infrastructure)
- New blinds for dispatch (Infrastructure)
- Chip seal parking lot (Infrastructure)

DIVISION PRESENTATIONS – POLICE

Revised Service Levels Approved by Budget Team:

Ongoing

- Forensics lab software (Infrastructure)
- Phase II 911 coordinator (Staffing)
- 8 Squad Structure (Staffing)

Fire Department



DIVISION PRESENTATIONS – FIRE DEPARTMENT

Single Biggest Challenge and/or Goal for Division:

■ Employee Compensation

- Matching Compensation Plans to Departmental Mission and Priorities
 - Paramedic Pay
 - Skill Pay Allotments
- Uniform Allowance
- Pension Costs

■ Maintaining Infrastructure

- Recruit Academy
- Professional Development
 - Regional Training Coordinator

Goal: Maintain Service Levels

DIVISION PRESENTATIONS – FIRE DEPARTMENT

Current Areas of Outsourcing:

- Self-Contained Breathing Apparatus Maintenance
- Fit Testing
- Ladder Testing
- Medical and Fitness Assessments

Opportunities to Outsource:

- Regional Training
- Hazard Tree Program
- Wildland Administrative

DIVISION PRESENTATIONS – FIRE DEPARTMENT

Revised Service Levels Approved by Budget Team

One-Time

- Regional Training Officer (Staffing)
- Arc Hazard Survey (Infrastructure)
- Mobile Data Terminal Replacement (Infrastructure)
- Recruit Firefighter Training Academy (Staffing)
- Emergency Medical Technician (Staffing)
- Thermal Imaging Cameras Replacement (Infrastructure)

Ongoing

- Increased overtime budget (Compensation)

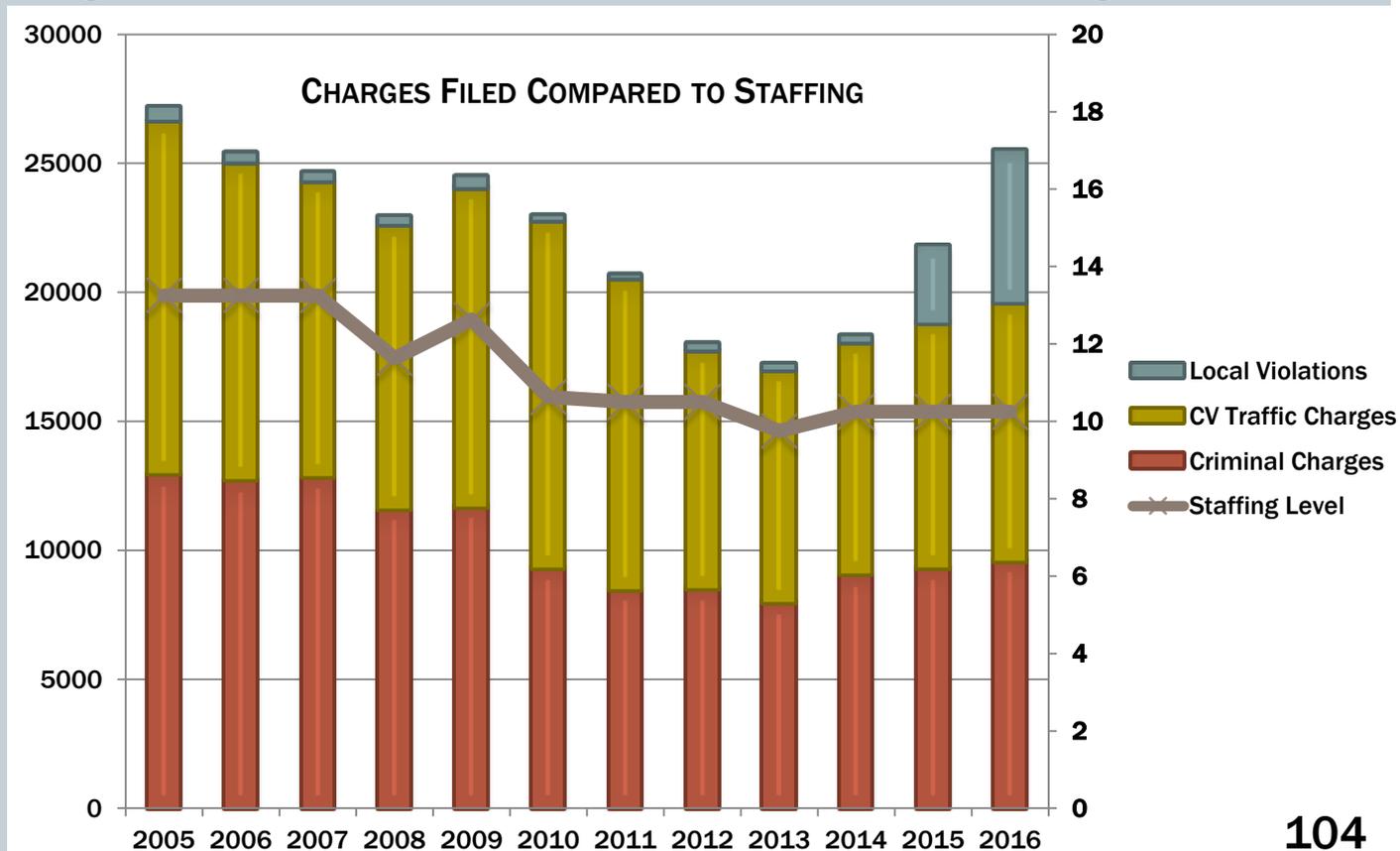
Flagstaff Municipal Court



DIVISION PRESENTATIONS – MUNICIPAL COURT

Single Biggest Challenge and/or Goal for Division:
Maintaining service levels with current staffing.

Issues with:
Workload
Staff burnout
Absenteeism
Cross-training



DIVISION PRESENTATIONS – MUNICIPAL COURT

Current Areas of Outsourcing:

- Electronic Document Management System.
- Court Security (IGA with Coconino County Superior Court).
- Criminal Justice Integration Project.
- Public Defender Services.
- Information Technology infrastructure and services provided by the Arizona Supreme Court.
- Use of temporary service employees.

DIVISION PRESENTATIONS – MUNICIPAL COURT

Revised Service Levels Approved by Budget Team:

1X

- Computer System Upgrade replacements – \$10,177 (Infrastructure)
- Arc Flash Hazard mitigation – \$1,717 (Infrastructure)
- EDMS/Scanning – \$120,000

Ongoing

- Electronic Document Management System – \$39,000 (Staffing)

City Manager Division



DIVISION PRESENTATIONS – CITY MANAGER’S OFFICE

Single Biggest Challenge and/or Goal for Division:

The most significant challenge is accomplishing the City Council’s ambitious goals and priorities with limited resources.

DIVISION PRESENTATIONS – CITY MANAGER’S OFFICE

Current Areas of Outsourcing:

- Cityscape – design, distribution, advertisement
- Streaming Services
- Website – hosting and maintenance
- Lobbying Services – Federal and State
- Codification Services
- Elections
- Title, appraisal, survey and legal descriptions for Real Estate

DIVISION PRESENTATIONS – CITY MANAGER’S OFFICE

Revised Service Levels Approved by Budget Team:

1X

- Charter Election for Spring \$125,000
- Customer Service Initiative - Employee Trainings, Rewards and Recognition - \$10,000 (Staffing)
- City Manager Office: Road Repair and Street Safety Initiative – \$15,000 (Outreach and Consulting) (Infrastructure)
- Council: Office Supplies and Equipment – \$2,000
 - \$1,500 – Office equipment for potential new members
 - \$500 – Office supplies for new Councilmembers

Ongoing

- Real Estate - Travel for Certifications, Training and Education \$3,000 (Staffing)
- Real Estate Appraisal Fees, Surveys and Title Work - \$15,000
- Annual State/Federal Lobbying Services Contract (3% increase) - \$3,700

City Attorney's Office



DIVISION PRESENTATIONS – CITY ATTORNEY’S OFFICE

Single Biggest Challenge and/or Goal for Division:

Civil Section:

training to allow lawyers to provide good advice in specialized areas, keep lawyers up-to-date, and establish networks

Prosecution Section:

increased staffing of attorneys to make case-loads manageable to ensure prosecution decisions are not driven to an unreasonable degree by time constraints

DIVISION PRESENTATIONS – CITY ATTORNEY’S OFFICE

Current Areas of Outsourcing:

- Contract with outside attorneys for almost all litigation other than some administrative hearings
- Contract with outside attorneys for legal advice in specialized areas such as water law or municipal bonds

Opportunity to Outsource:

- Contract with outside attorneys for prosecution services (“recommend to consider”)

DIVISION PRESENTATIONS – CITY ATTORNEY’S OFFICE

Revised Service Levels Approved by Budget Team:

1X

- Increased training and travel budget (Staffing)
- Contract prosecution services (Staffing)
- Fund established for paying ex-officers for travel to DUI hearings so that cases do not need to be dismissed

Division of Information Technology



DIVISION PRESENTATIONS – INFORMATION TECHNOLOGY

Single Biggest Challenge and/or Goal for Division:

Staffing levels.

City staff seeks out technology to increase productivity which is increasing the workload on existing IT staff

DIVISION PRESENTATIONS – INFORMATION TECHNOLOGY

Current Areas of Outsourcing:

- Outsource Dfast (Miscellaneous Billing)
- Outsource spam filtering to Microsoft

Opportunities to Outsource:

- Outsource Firehouse
- Possible cloud based server
- Research additional applications that may utilize a hosted (cloud) model
- Outsource printer maintenance

DIVISION PRESENTATIONS – INFORMATION TECHNOLOGY

Revised Service Levels Approved by Budget Team:

1X

- \$70k – network core switches (Infrastructure)
- \$70k – additional replacement PCs (Infrastructure)
- \$10k – additional video streaming camera (Infrastructure)

Ongoing

- \$52k – additional FTE *partially funded by municipal courts* (Staffing)

Library Fund Overview



LIBRARY FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	-
Merits	(36,000)
Trigger 2-Library Reorganization	(125,000)
Transfer from General Fund (Reallocation)	161,000
New Personnel (funding with other cuts)	-
TOTAL	0

LIBRARY FUND – CITY OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance-City	89,000
City District Funds	195,000
One Time Pay	(20,000)
1X RSL's Approved	(387,000)
Operating Capital Approved	(154,000)
<u>General Fund Transfer (Reallocation)</u>	<u>277,000</u>
TOTAL	0

LIBRARY FUND OVERVIEW – CITY REVISED SERVICE LEVELS (RSL)

RSLs	Amount	Council Budget Priority
1X – Circulation Materials & Other Supplies	170,000	Other
1X – Boiler Maintenance	12,000	Infrastructure
1X – Roof Repairs/Replacement	180,000	Infrastructure
1X – Supplies/Programming/Tires	25,000	Infrastructure/Other
TOTAL	387,000	

LIBRARY FUND OVERVIEW – CITY OPERATING CAPITAL

Operating Capital	Amount
ADA Compliant Restrooms	30,000
ADA Compliant Access Ramp	65,000
Fleet Replacement Fund	29,000
Annual Building Improvements	30,000

LIBRARY FUND – DISTRICT LIBRARIES OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
District Fund Balance-Restricted	204,000
1X – Circulated Materials	(46,000)
1X – Misc Supplies, Equipment, Programming	(18,000)
1X – County Library Funds	(140,000)
TOTAL	0

Management Services Division



DIVISION PRESENTATIONS – MANAGEMENT SERVICES

Single Biggest Challenge:

Staffing Levels/Compensation

DIVISION PRESENTATIONS – MANAGEMENT SERVICES

Current Areas of Outsourcing:

- Library – Preprocessing of circulation materials
- Finance – Cost allocation, user fee/rate studies
- Customer Service- Bill print/mail and Copy Center
- Sales Tax – AZ Dept of Revenue Sales Tax Admin

Opportunities to Outsource:

- Recommended to consider:
 - Customer Service – Lock box, Meter Reading
 - Library – Volunteers
- Not recommended
 - Finance- Payroll, Accounts Payable
 - Purchasing - Warehouse operations

DIVISION PRESENTATIONS – MANAGEMENT SERVICES

Revised Service Levels Approved by Budget Team:

1X

- Sales Tax – ADOR Initiative - \$150,000
- Temporary Help – ADOR initiative, Innoprise Phases 2 and 3 (Staffing - \$20,000) / Fire Billing (Staffing -\$20,000)
- Meter Technician – 2 year funding then move to ongoing (Staffing - \$84,000 for both years)
- New handhelds/toughbooks – Meter Technicians (Infrastructure - \$28,000)
- Library boiler (\$12,000); Library roof (\$180,000); ADA ramp/bathroom set-a-side (\$95,000) – (Infrastructure)
- Management Services Misc - (\$9,200 – Training, software, hardware)
- Library Misc – (\$195,091 – Miscellaneous District funding)
- Quadrant Remodel – IT and Management Services (\$200,000)

Ongoing

- Library reorganization (\$125,000 – Compensation)

Flagstaff Metropolitan Planning Organization Fund Overview



FMPO FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	0
Merits	(4,000)
Grant Funding	4,000
TOTAL	0

FMPO FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	0
One-Time Pay	(1,200)
Grant Funding	1,200
TOTAL	0

Transportation Fund Overview



TRANSPORTATION FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	0
Merits	n/a
TOTAL	0

TRANSPORTATION FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance-Safety Improvements	270,000
Fourth Street Safety Improvements	(270,000)
Fund Balance-Street Improvements	250,000
Fourth Street Improvements	(250,000)
TOTAL	0

Housing and Community Services Fund Overview



HOUSING AND COMMUNITY SERVICES FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	0
Merits	n/a
TOTAL	0

HOUSING AND COMMUNITY SERVICES FUND OVERVIEW – ONGOING

Sources/Uses (1x)	Amount
Reallocation (Izabel)	\$225,000
Fund Balance	90,000
PD Housing Incentives	(90,000)
Transfer to Flagstaff Housing Authority	(22,500)
TOTAL	0

HOUSING AND COMM SVCS FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSLs	Amount	Council Budget Priority
1X – PD Housing Incentives	90,000	Staffing
TOTAL	81,000	

Flagstaff Housing Authority Fund Overview



FLAGSTAFF HOUSING AUTHORITY FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	0
Merits	(20,000)
Trigger 1-Maintenance/Equipment Operators	(13,000)
Transfer from General Fund	33,000
TOTAL	0

FLAGSTAFF HOUSING AUTHORITY FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	(14,500)
One time pay	(8,000)
Transfer from Housing & Comm Svcs Fund	22,500
TOTAL	0

FLAGSTAFF HOUSING AUTHORITY

FUND OVERVIEW –

OPERATING CAPITAL

Operating Capital	Amount
Public Housing Infrastructure	240,000

FLAGSTAFF HOUSING AUTHORITY FUND OVERVIEW – MAJOR EXPENDITURES

Major Expenditures	Amount
Housing Assistance Payments	\$3,200,000

Community Development Division



DIVISION PRESENTATIONS – COMMUNITY DEVELOPMENT

Single Biggest Challenge and/or Goal for Division:
PROVIDING EXCELLENT CUSTOMER SERVICE

- **FHA Financial Situation**
- **Pace/ Complexity of Development Applications**
- **Innoprise Conversion from KIVA Permit Tracking System**
- **Capital Projects Delivery – Major Buildings & RRSSI**

DIVISION PRESENTATIONS – COMMUNITY DEVELOPMENT

Current Areas of Outsourcing:

- Land Surveys
- Materials Testing Lab
- Traffic Impact Analysis Reviews
- Capital Projects Design
- Building Plan Review
- Land Trust Program Administration
- FHA Legal
- FHA Public Housing Rehab (Capital Fund)

Opportunities to Outsource:

- Building Inspection for Large Scale Developments

DIVISION PRESENTATIONS – COMMUNITY DEVELOPMENT

Revised Service Levels Approved by Budget Team:

1X

- Traffic Counters Repair/Maintenance
- Survey Consultant
- Building Inspector Overtime (Staffing)
- Blue Beam Electronic Plan Review Software (Staffing)
- Community Viz Software (Infrastructure)
- Section 8 Program Administration
- Employer Assisted Housing for PD (Staffing)
- Remodel of Siler Homes For Offices (Infrastructure)

DIVISION PRESENTATIONS – COMMUNITY DEVELOPMENT

Revised Service Levels Approved by Budget Team: Ongoing

- Traffic Impact Analysis Reviews
- Materials Testing Contract Funding
- Building Plans Reviewer (Staffing)
- Smart Phones for Building Inspectors
- Offset of FHA Maintenance Worker Trigger (Compensation)
- FHA Employee Compensation Above 1% Budgeted (Compensation)

Sustainability and Environmental Management (SEMS) Fund Overview



SEMS FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	20,000
Merits	(7,500)
Ongoing RSL's Approved	(12,500)
TOTAL	0

SEMS FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	28,540
One-Time Pay	(2,000)
1X RSL's Approved	(86,540)
Reduce Transfer to General Fund (move to SW)	60,000
TOTAL	0

SEMS FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSL s	Amount	Council Budget Priority
Ongoing – Open Space Maintenance	12,500	Infrastructure
1X – Open Space Maintenance	60,000	Infrastructure
1X – Energy Rebates	26,540	Other
TOTAL	99,040	

Solid Waste Fund Overview



SOLID WASTE FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	96,000
Merits	(38,500)
Trigger 1-Maintenance/Equipment Operators	(77,000)
Bulky Trash Changes	30,000
TOTAL	10,500

SOLID WASTE FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	780,000
One-Time Pay	(18,500)
1X RSL's Approved	(139,111)
Transfer to General Fund-Code Enforcement	(60,000)
TOTAL	562,389

SOLID WASTE FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSL's	Amount	Council Budget Priority
1X – SW Customer Tipping Fee Adjust	124,111	Other
1X – Inert Pit Expenses	15,000	Other
TOTAL	139,111	

SOLID WASTE FUND OVERVIEW – OPERATING CAPITAL

Operating Capital	Amount
Landfill Closure Set Aside	160,000
Fleet Purchases	1,257,320

SOLID WASTE FUND OVERVIEW – MAJOR EXPENDITURES

Major Expenditures	Amount
Fuel – all operations	498,142
Fleet Maintenance and Equipment	433,438
Utilities - Landfill	725,000
MRF Additional Expense and Tipping Fees	530,000

Highway User Revenue Fund Overview



HURF FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	26,000
Merits	(26,000)
Trigger 1-Maintenance/Equipment Operators	(60,000)
Reclass/Rezoning	(8,500)
Ongoing RSL's Approved	(15,000)
<u>Transfer from General Fund (Reallocation)</u>	<u>83,500</u>
TOTAL	0

HURF FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	795,200
One-Time Pay	(10,200)
1X RSLs Approved	(108,000)
Additional Operating Capital	(677,000)
TOTAL	0

HURF FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSL – Ongoing	Amount	Council Budget Priority
Ongoing-Electricity Increase	15,000	Infrastructure
1X-Streetlight Maintenance Contract	108,000	Infrastructure
TOTAL	123,000	

HURF FUND OVERVIEW – OPERATING CAPITAL

Operating Capital	Amount
3 All Wheel Drive Motorgraders	1,119,500
Less: Trade 3 Motorgraders, 3 Loaders	(442,500)
Replace 2 Street Sweepers	560,000

HURF FUND OVERVIEW – MAJOR EXPENDITURES

Major Expenditures	Amount
Parts for Snow Operations (24 pieces)	134,726
Cinders for Snow Operations	223,100
Machinery Parts-Street Equipment (37 total)	122,000
Budget (asphalt, asphalt concrete, guardrail supply and dust abatement)	136,224
Landfill Fees for Drainage and Construction	153,000
<u>Electricity for Streetlights (3500 total)</u>	<u>300,932</u>

HURF FUND OVERVIEW – TEMPORARY RESTORATION

Temporary Restoration of HURF:

- \$330,000 in FY15
- \$330,000 in FY16
- \$660,000 in FY17

Recommendation:

- Streetlighting \$108,000
- Pavement Preservation \$222,000

Public Works Division



DIVISION PRESENTATIONS – PUBLIC WORKS

Single Biggest Challenge and/or Goal for Division:

- Challenge – Staffing (quantity and keeping good staff, also compensation related)
- Goal – Core Services Maintenance Facility

DIVISION PRESENTATIONS – PUBLIC WORKS

Current Areas of Outsourcing:

- Streetlight maintenance
- Tire repair
- Landfill consulting (gas mitigation, etc.)
- Cogdill Recreation Center (Boys and Girls Club)
- Facilities Maintenance projects (HVAC, electrical, etc.)

Opportunities to Outsource:

- Loader equipment and operators for snow operations (Recommended)
- Mowing of athletic fields (Not recommended)
- Light duty PM for Fleet (Not recommended)
- Ice skating lessons (Recommended)

DIVISION PRESENTATIONS – PUBLIC WORKS

Revised Service Levels Approved by Budget Team:

1X (infrastructure and staffing)

- BBB Recreation Facilities Projects: \$1,760,000
- Facilities catastrophic fund: \$100,000
- Streets equipment/capital: \$677,000
- Training: \$2,000; Janitorial: \$3,000; Chemicals: \$2,000
- Leased Facilities: \$15,000; Solid waste: \$139,111
- SEMS: open space: \$60,000; Rebates: \$26,540

Ongoing (infrastructure)

- Streetlight maintenance contract \$108,000
- Open space maintenance \$12,500

BBB Funds Fund Overview



BBB-BEAUTIFICATION FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	0
Merits	(2,000)
Program Adjustments	2,000
TOTAL	0

BBB-BEAUTIFICATION FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	120,000
One-Time Pay	(500)
1X RSL's Approved	(2,885)
Added to Fourth Street CIP	(112,100)
Transfer to General Fund-Downtown District	(4,000)
TOTAL	515

BBB-BEAUTIFICATION FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSLs	Amount	Council Budget Priority
1X – Training	2,650	Staffing
1X – Web Hosting-VisionFlagstaff	235	Other
TOTAL	2,885	

BBB-ECONOMIC DEVELOPMENT FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	10,000
Merits	(3,000)
Ongoing RSL's Approved	(1,070)
Lease Proceeds	112,570
Contingency-Innovation Mesa O&M	(112,570)
TOTAL	5,930

BBB-ECONOMIC DEVELOPMENT FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	15,700
One-Time Pay	(700)
1X RSL's Approved	(15,000)
TOTAL	0

BBB-ECONOMIC DEVELOPMENT FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSLs	Amount	Council Budget Priority
Ongoing - Alarm System	1,070	Infrastructure
1X - Furnishings-Business Accelerator	12,500	Infrastructure
1X - Workforce Training	2,500	Other
TOTAL	16,070	

BBB-TOURISM FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	86,000
Merits	(11,000)
New Personnel	(75,000)
TOTAL	0

BBB-TOURISM FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	96,600
One-Time Pay	(4,600)
1X RSLs Approved	(127,805)
Cool Zone Advertising	40,000
Transfer to General Fund-Downtown District	(4,000)
TOTAL	195

BBB-TOURISM FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSL s	Amount	Council Budget Priority
1X - Cool Zone	90,500	Other
1X - Visitor Center Repairs	24,500	Infrastructure
1X - Staff Training	1,600	Staffing
1X - Photo Library/Shoots/Videos	8,005	Other
1X - Webcam	3,200	Other
** Tourism Commission requested additional \$40,000 for Marketing Purposes		
TOTAL	127,805	

BBB-ARTS AND SCIENCE FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	29,000
Merits	n/a
Ongoing RSLs Approved	29,000
TOTAL	0

BBB-ARTS AND SCIENCE FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	4,000
1X RSLs Approved	0
TOTAL	4,000

BBB-ARTS AND SCIENCE FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSL – Ongoing	Amount	Council Budget Priority
Ongoing - FCP Adm/Grants Increase	29,000	Other
TOTAL	29,000	

BBB-RECREATION FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	0
Merits	0
TOTAL	0

BBB-RECREATION FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	1,585,000
Transfer to General Fund-Downtown District	(4,000)
Additional Operating Capital	(1,579,460)
TOTAL	(1,540)

BBB-RECREATION FUND OVERVIEW – OPERATING CAPITAL

Operating Capital	Amount
Ice Rink Second Chiller	250,000
Bushmaster Park Ph 2	581,460
Aquaplex Tile Repair	31,000
Ice Rink Consultant	145,000
Flag Recreation Center HVAC	15,000
Flag Recreation Center Tennis Courts	480,000
Ice Rink Lobby Seating	13,000
Ice Rink Locker Room Flooring	20,000
Aquaplex Chemical Storage Room	15,000
Aquaplex Security Cameras	10,000
Aquaplex Controlled Access Point	14,000
Cash Register at J Lively	5,000

BBB FUND OVERVIEW – MAJOR EXPENDITURES

Major Expenditures in Base Budget	Amount
NACET Annual Contract	\$220,000
All CVB Advertising	\$427,500

Airport Fund Overview



AIRPORT FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	0
Merits	(9,500)
Reclass/Rezoning	(8,300)
Ongoing RSL's Approved	(2,070)
Transfer From General Fund (Reallocation)	19,870
TOTAL	0

AIRPORT FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	83,300
One-Time Pay	(3,300)
1X RSL's Approved	(151,000)
Transfer from General Fund (Reallocation)	71,000
TOTAL	0

AIRPORT FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSLs	Amount	Council Budget Priority
Ongoing - Utilities-Water	2,070	Infrastructure
1X - Security Gate Replacement (1)	40,000	Infrastructure
1X - Terminal Repairs	45,000	Infrastructure
1X - DPS Hangar Repairs	66,000	Infrastructure
TOTAL	153,070	

AIRPORT FUND OVERVIEW – MAJOR EXPENDITURES

Major Expenditures in Base Budget	Amount
Utilities-Electric	\$127,622

Economic Vitality Division



DIVISION PRESENTATIONS – ECONOMIC VITALITY

Single Biggest Challenge and/or Goal for Division:

■ Primary Challenge

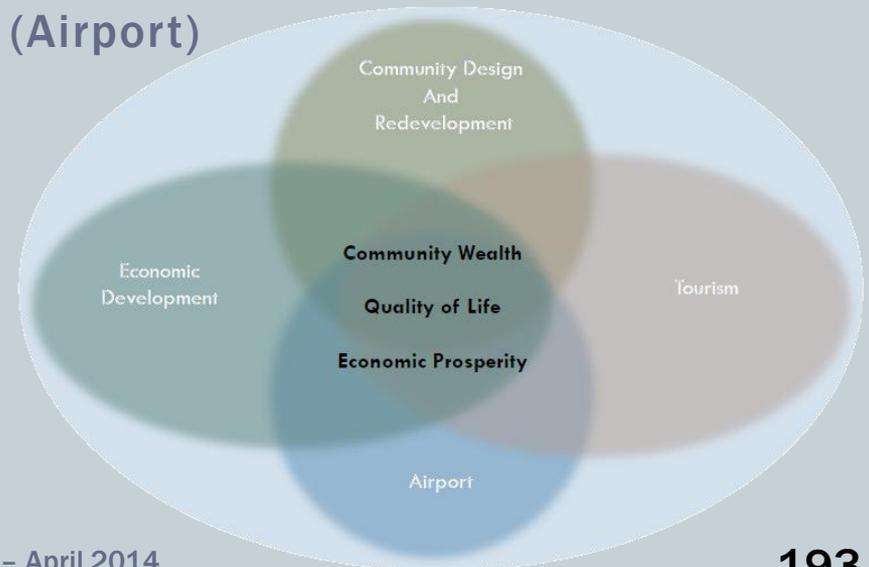
- Staffing (Tourism, Airport, Economic Development, CD&R)

■ Secondary Challenges

- Funding Source 1X vs ONG (Tourism and CD&R)
- Non-grant Funded Capital Projects (Airport)

■ Division Goal

- Providing quality services to residents and visitors that preserve and enhance Flagstaff's economic prosperity



DIVISION PRESENTATIONS – ECONOMIC VITALITY

Current Areas of Outsourcing

- Tourism – online buys, search engine marketing, landscaping, custodial
- Airport – custodial and landscaping
- Economic Development – business incubation and acceleration programming (NACET)
- CD&R – Flagstaff Arts Council

Opportunities to Outsource

- None additional that are financially advantageous

Capital Improvement Program



CAPITAL IMPROVEMENT PROGRAM

- Overview of Carry-forward Process
 - Planning & Programming (October)
 - Finalize Year End Estimates (April)
 - Fiscal year falls in middle of typical Flagstaff construction season
 - Estimates typically conservative to be sure there is adequate budget authority

CAPITAL IMPROVEMENT PROGRAM GENERAL GOVERNMENT

- FY 2015 Budget
- GENERAL FUND: \$45.5 Million
- Brownfields Assessment*
- FUTS/Open Space Land Acquisition
- Innovation Mesa
- Rose Avenue*
- Parks and Recreation (Bushmaster)*
- Watershed Protection Project
- Court Facility (Unfunded)
- Core Services Maintenance Facility*

- * Carry-forward Project

CAPITAL IMPROVEMENT PROGRAM GENERAL GOVERNMENT

- FIVE YEAR CAPITAL PROGRAM
- GENERAL FUND: \$102.4 Million
- FY 2015 Projects (Previous Slide)
- FUTS/Open Space Land Acquisition
- USGS Misc. Buildings (On Hold)
- Innovation Mesa
- Watershed Protection Project

CAPITAL IMPROVEMENT PROGRAM STREETS/TRANSPORTATION

- FY 2015 BUDGET
- STREETS: \$2.5 Million
- Street Improvement Program
- Sunnyside*
- Minor Transportation Improvements
- Reserve for Improvements
- Sidewalk Replacement Program
- FR 40 Overlay

CAPITAL IMPROVEMENT PROGRAM STREETS/TRANSPORTATION

- FY 2015 Budget
- TRANSPORTATION: \$4.8 Million
- West/Arrowhead*
- Reserve for Transportation Improvements
- Bike/Ped & Safety Improvements
- Transportation Planning & Programming
- Beulah Blvd/University Drive
- Industrial Drive – Huntington to Purina
- HSIP Program (ADOT)
- Soliere Avenue – Fanning Wash Crossing
- Franklin Safety Improvements
- 4th Street Safety Improvements

CAPITAL IMPROVEMENT PROGRAM STREETS/TRANSPORTATION

- FIVE YEAR CAPITAL PROGRAM
- STREETS: \$17.3 Million
- Street Improvement Program
- Minor Transportation Improvements
- Reserve for Improvements
- Sidewalk Replacement Program
- FR 40 Overlay (ADOT)

CAPITAL IMPROVEMENT PROGRAM STREETS/TRANSPORTATION

- FIVE YEAR CAPITAL PROGRAM
- TRANSPORTATION: \$26.8 Million
- FY 2015 Projects
 - Traffic Signal Program
 - Reserve for Transportation Improvements
 - Bike/Ped & Safety Improvements
 - Transportation Planning & Programming
 - Beulah Blvd/University Drive
 - Industrial Drive – Huntington to Purina
 - Butler/4th Intersection Reconstruction
 - HSIP Program (ADOT)
 - Country Club/Oakmont
 - Beulah Blvd/University Drive Public Infrastructure Contribution

CAPITAL IMPROVEMENT PROGRAM FUTS

■ FY 2015 BUDGET

■ FUTS FUND: \$555,000

- Special Projects & Unprogrammed Work
- FUTS Signage Program*
- Arizona Trail*
- Country Club FUTS Trail (ADOT)*
- BNSF Walnut/Florence Underpass (ADOT)*

- Mall Transfer Center Trail Realignment*
- Fourth Street Trail (ADOT)*
- Pine Knoll Trail (ADOT)*
- Hospital Rim FUTS Trail*
- Brannen Connector*
- High Country Trail
- Sheep Crossing Trail
- Lonetree Trail

CAPITAL IMPROVEMENT PROGRAM FUTS

- FIVE YEAR CAPITAL PROGRAM
- FUTS FUND; \$6.2 Million
- FY 2015 Projects (Previous Slide)
- Special Projects & Unprogrammed Work
- Sheep Crossing Trail
- Lonetree Trail
- Switzer Canyon Trail
- Shultz Pass Trail
- Lake Mary Road Trail
- Little America Trail
- Marshall Trail
- Walnut Canyon West Trail

CAPITAL IMPROVEMENT PROGRAM

BBB FUNDS

- FY 2015 BUDGET
- Arts and Science: \$200,000
- Kings House Mural
- Fort Valley Wall
- Art in the Alley
- West Route 66 – North Edge
- Utility Box Art
- Airport Murals

CAPITAL IMPROVEMENT PROGRAM

BBB FUNDS

- FY 2015 BUDGET
- Recreation Projects: \$1.5 Million
- Bushmaster Park
- Four (4) Tennis Courts
- Second Chiller
- Aquaplex Improvements
- Ice Rink Improvements

CAPITAL IMPROVEMENT PROGRAM

BBB FUNDS

- FY 2015 BUDGET

- STREETSCAPE: \$2.4 Million

- Special Projects & Unprogrammed Work

- Historic Facades

- 4th Street Neighborhood Gateway*(Partial)

- Neighborhood Gardens

- 4th Street Corridor Improvements

- Beautification in Action

- Butler Avenue – North Edge*(Partial)

- Lockett Avenue – North Edge

- Milton Avenue – North Edge

- Capital Repair Project

- Train Station Platform

- City Gateways

- Non-Conforming Sign Program

- Gutter Diversions – Sustainable Streets

CAPITAL IMPROVEMENT PROGRAM

BBB FUNDS

- FIVE YEAR CAPITAL PROGRAM
- Arts and Science: \$700,000
- FY 2015 Projects
 - Rendezvous Sculpture
 - East Flagstaff Gateway
 - Vision Flagstaff
 - Route 66 FUTS Rest Area

CAPITAL IMPROVEMENT PROGRAM

BBB FUNDS

- FIVE YEAR CAPITAL PROGRAM
- STREETSCAPE: \$6.2 Million
- FY 2015 Projects
 - Special Projects & Unprogrammed Work
 - Historic Facades
 - 4th Street Corridor Improvements
 - Beautification in Action
 - City Gateways
 - Non-Conforming Sign Program
 - Gutter Diversions – Sustainable Streets
 - Urban Forest
 - US 89 Medians
 - South Edge - East Route 66
 - VisionFlagstaff.com

CAPITAL IMPROVEMENT PROGRAM

WATER

- FY 2015 BUDGET
- WATER: \$3.3 Million
- Reserve for Improvements
- Aging Water Infrastructure Replacements
- Radio Read Meter Replacement
- Water Meter Vault Replacement Program*
- San Francisco Alley Waterline*
- McCallister Ranch Pump House
- Lake Mary Well #2 – 12” Pipeline*
- Switzer Canyon Transmission Line*
- West/Arrowhead Waterline*
- Water Rate Study*
- Cheshire Tank Repairs*
- Walapai Drive Alley Waterline*
- SCADA Communication Towers

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER

- FY 2015 BUDGET
- WASTEWATER: \$3.2 Million
- WWTP Energy Efficiency Program*
- Wildcat - Barscreens*
- Wildcat - Solids Disposals*
- Aging Sewer Infrastructure Replacements
- WWTP Energy Efficiency Program
- Wildcat - Septage & Grease Station
- Wildcat - Centrate
- Cogen Gas Improvements
- Reserve for Improvements

CAPITAL IMPROVEMENT PROGRAM RECLAIMED WATER

- FY 2015 BUDGET
- RECLAIMED WATER: \$1.3 Million
- Wildcat – RW Pump Station
- Bushmaster – RWP Pump Station

CAPITAL IMPROVEMENT PROGRAM

WATER

- FIVE YEAR CAPITAL PROGRAM
- WATER: \$27.7 Million
- FY 2015 Projects
 - Reserve for Improvements
 - Aging Water Infrastructure Replacements
 - Radio Read Meter Replacement
 - RDF Waterline Relocations
 - Lake Mary Land Acquisition
 - LM Electrical Service Upgrades
 - Water System Master Plan
 - Water Rate Study
 - Railroad Springs Reservoir #1 Repaint
 - New Well and Pumphouse

CAPITAL IMPROVEMENT PROGRAM

WASTEWATER

- FIVE YEAR CAPITAL PROGRAM
- WASTEWATER: \$19.6 Million
- FY 2015 Projects
 - Westside Interceptor Improvements
 - Sewer Master Plan
 - Rio Plant – Replace UV System
 - WWTP Energy Efficiency Program
 - Wildcat – Replacement Grit Pumps
 - Wildcat – Primary Pump Station
 - Aging Sewer Infrastructure Replacements
 - RDF Sewer Relocates
 - Reserve for Improvements

CAPITAL IMPROVEMENT PROGRAM RECLAIMED WATER

- FIVE YEAR CAPITAL PROGRAM
- RECLAIMED WATER: \$1.6 Million
- FY 2015 Projects
 - Juniper Point 12" Reclaim Line Connection
 - Reclaimed Water Master Plan

CAPITAL IMPROVEMENT PROGRAM AIRPORT

- FY 2015 BUDGET

- AIRPORT: \$3.8 Million

- Westplex Taxiway – Rehab Phase II*

- ADOT Runway Rehab

- Sustainability Master Plan*

- Rehab Airport Access/Public Circulation Road (Contigent)

CAPITAL IMPROVEMENT PROGRAM AIRPORT

- FIVE YEAR CAPITAL PROGRAM
- AIRPORT: \$31 Million
- FY 2015 Projects (Previous Slide)
- Non-Revenue Parking
- Runway Rehab/Reconstruction
- Airport Heliport
- Pavement Marking
- Update Master Plan
- Land Acquisition

CAPITAL IMPROVEMENT PROGRAM

SOLID WASTE

- FY 2015 BUDGET
- Solid Waste: \$735,000 Million
- Maintenance Building
- Stormwater Infrastructure
- Alternative Liner Test Plots
- Paper Sludge Storage

CAPITAL IMPROVEMENT PROGRAM

SOLID WASTE

- FIVE YEAR CAPITAL PROGRAM
- SOLID WASTE: \$8 Million
- FY 2015 Projects (Previous Slide)
- Stormwater Infrastructure
- Cell Preparation Fees
- South Borrow Pit Design/Roads/Scales

CAPITAL IMPROVEMENT PROGRAM

STORMWATER

- FY 2015 BUDGET

- STORMWATER: \$700,000 Million

- Spot Improvement – Misc Improvements
- Spot Improvement – Clay Avenue Wash and Box Culvert Extension
- Spot Improvement – Structural Culvert Evaluation at Phoenix
- Spot Improvement – Steve’s Blvd Crossing to address undersized wash
- Spot Improvement – Columbia Circle Drainage Improvements
- Spot Improvement – City Property 116 Butler Drainage Improvements
- Spot Improvement – Schultz Creek Design Phase I

CAPITAL IMPROVEMENT PROGRAM

STORMWATER

- FIVE YEAR CAPITAL PROGRAM
- STORMWATER: \$6.8 Million
- FY 2015 Projects (Previous Slide)
- Spot Improvement - Misc Improvements
- Spot Improvement – Schultz Creek Design Phase I
- Spot Improvement – Cottage and Elden Drainage Study
- Spot Improvement – Spruce Ave Wash/Linda Vista Drainage Improvements
- Spot Improvement – Spruce Ave Wash/Dortha Inlet Drainage Improvements

Quality Infrastructure Cabinet (QIC) – Facilities



QIC FACILITIES

QIC Facilities:

- QIC funding for Facilities in FY14 was ~\$100,000 recurring
- FY15 proposed Facility Infrastructure investment above base budgets (RSLs) ~\$2,500,000
 - ~\$400,000 of this is in the general fund

QIC FACILITIES

Facilities Section:

- \$100,000 one-time (1X) to increase the catastrophic fund to \$128,000
- New line item to establish a fund for leased/vacant facilities, 1X \$15,000 to fund repairs as needed
 - Hunter house, McAllister Ranch, Fresquez property, Head Start buildings

Base budget \$258,000 (includes \$14,000 QIC) remains the same for ongoing capital repairs such as:

- Roof repairs, Carpet replacement, Boiler replacement, Door replacement
- Fire annunciation systems

QIC FACILITIES

Library:

- Roof 1X \$180,000; options (need Council direction):
 - Replace with metal - this will be first phase (\$330,000 total needed)
 - Replace with shingles – this will complete the entire roof including skylights
 - Hybrid of metal and shingles – come back in FY16 to complete roofing and skylights (\$240,000 total needed)
- Boiler replacement 1X \$12,000
- Set aside funding for future ADA projects
 - Restrooms 1X \$30,000
 - Entry ramp 1X \$65,000

QIC FACILITIES

J. Lively Ice Arena:

- Install second chiller 1X \$250,000
- Locker room flooring replacement 1X \$20,000
- Lobby seating and cubby storage 1X \$13,000
- Add cashier lane 1X \$5,000
- Reserve to implement consultant recommendations 1X \$145,000

QIC FACILITIES

Flagstaff Recreation Center:

- Replace HVAC serving the game room 1X \$15,000

Aquaplex:

- Remove/replace fake stone in pool 1X \$31,000
- Construct chemical storage shed 1X \$15,000
- Install controlled access point 1X \$14,000
- Additional security cameras 1X \$10,000

QIC FACILITIES

Utilities:

- East Flagstaff Shop roof repair 1X \$25,000

Airport:

- Terminal repairs (e.g. structural, metal roofing, cabinetry, and concrete repairs) 1X \$45,000
- Security gate replacement (1 of 4 gates) 1X \$40,000
- DPS hangar repairs (e.g. roof emulsion, windows) 1X \$8,000

QIC FACILITIES

City Hall:

- Carpet cleaning and window cleaning 1X \$3,000
- Chemicals for cooling tower 1X \$2,000
- Second floor northeast quadrant remodel 1X \$200,000

Visitor's Center:

- Additional maintenance needs (e.g. painting, carpet, equipment needs) 1X \$22,000
- Add concrete pathway from sidewalk to platform 1X \$2,500

QIC FACILITIES

Housing / FHA:

- Remodel of FHA offices to accommodate Housing Section staff 1X \$50,000

City Court

- Flood door 1X \$5,000

Police Department (LEAF)

- Carpet replacement 1X \$25,000
- Replace blinds in dispatch area 1X \$2,000

Quality Infrastructure Cabinet (QIC) – Fleet



QIC FLEET

Fleet Overview

- Continue to adjust vehicle/equipment useful life
- Downsizing the Fleet by eliminating underutilized vehicles/equipment
- Right sizing fleet to fit operational needs
- New replacement criteria to include miles/hours as well as years

With proposed FY15 replacements and fleet reductions, we will reduce both the cost to maintain current condition (stop the bleeding) and the cost to bring the fleet up to target condition by 8% and 13% respectively.

QIC FLEET

General Fund fleet replacements = \$744,883

- Police – replace 4 Cruisers \$114,500
- Fire – replace 1 engine \$495,000
- Recreation – replace Zamboni \$100,900
- Catastrophic Fund addition \$ 35,383

Utilities fleet replacements = \$577,000

- 2 – 4x4 utility trucks
- 1 – sludge dredge
- 1 – waste injection dozer

QIC FLEET

HURF fleet replacements = \$1,237,000

- 3 - motor graders
- 2 - street sweepers
- Reduce fleet by 3 loaders

Solid Waste fleet replacements = \$1,247,320

- 1 - dozer (landfill)
- 2 - garbage/recycling trucks
- 1 - bin maintenance truck

Stormwater Fund Overview



STORMWATER FUND OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	36,150
Merits	(7,500)
Ongoing RSL's Approved	(650)
Transfer $\frac{3}{4}$ Stormwater Position to Utilities	64,000
Ongoing transferred to 1X Use	(74,400)
TOTAL	17,600

STORMWATER FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	375,000
Transferred to CIP Projects	(375,000)
One-Time Pay	(2,400)
1X RSLs Approved	(72,000)
Ongoing transferred to 1X Use	74,400
TOTAL	0

STORMWATER FUND OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSLs	Amount	Council Budget Priority
Ongoing – Training	650	Staffing
1X – Training	2,000	Staffing
1X – Floodplain Map Corrections	20,000	Infrastructure
1X – Master Plan	50,000	Other
TOTAL		

Water and Wastewater Fund Overview



WATER AND WASTEWATER OVERVIEW – ONGOING

Sources/Uses (Ongoing)	Amount
5-Year Plan Capacity	730,000
Merits	(61,000)
Staffing-Regulatory Compliance and Wildcat MSW	(157,856)
Reclasses/Rezoning	(25,629)
Transfer ³ / ₄ of Position From Stormwater (Reallocation)	(64,000)
<u>Ongoing RSL's Approved</u>	<u>(413,900)</u>
TOTAL	7,615

WATER AND WASTEWATER OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSL – Ongoing	Amount	Council Budget Priority
Maintenance	185,000	Infrastructure
Other Contractuals	25,000	Other
Geo Bags and Polymer	150,000	Infrastructure
Chlorine	40,000	Other
Other Misc	13,900	Other
TOTAL	413,900	

WATER AND WASTEWATER FUND OVERVIEW – ONE TIME

Sources/Uses (1x)	Amount
Fund Balance	1,500,000
Temp Staff-Water Conservation and IB Maintenance	(48,000)
1X RSL's Approved	(933,100)
Transfer to General Fund-Meter Reader/2 Years (Reallocation)	(84,000)
Additional Operating Capital	(428,000)
TOTAL	6,900

WATER AND WASTEWATER OVERVIEW – REVISED SERVICE LEVELS (RSL)

RSL – 1x	Amount	Council Budget Priority
Legal Fees	80,000	Other
Consultants/Feasibility Study	219,000	Other
Maintenance/Parts-Buildings and Equipment	59,100	Infrastructure
Electricity-Cogen	100,000	Infrastructure
POC Well	110,000	Infrastructure
SCADA Improvements	245,000	Infrastructure
CMMS	120,000	Other
TOTAL	933,100	

WATER AND WASTEWATER OVERVIEW – OPERATING CAPITAL

Operating Capital	Amount
BACK-UP GENERATOR	400,000
SCADA IMPROVEMENTS	50,000
METER READING DEVICES	28,000
FLATBED TRUCK	19,000
BACKHOE TRAILER	19,000
KEYSCAN ENTRY SYSTEM	10,000
TAPPING MACHINE	35,000
FACILITIES REPAIR	30,000
WCH SUMP PUMP REPLACEMENT	20,000
4X4 ONE TON PICK UP TRUCK WITH PLOW	45,000

WATER AND WASTEWATER OVERVIEW – OPERATING CAPITAL

Operating Capital	Amount
SLUDGE DREDGE	275,000
DOZER	177,000
CRANE REPAIRS	12,000
FACILITIES REPAIR	23,500
DISCHARGE FLOW MONITORING	20,000
4X4 ONE TON PICK UP TRUCK	80,000
CRANE REPAIRS	7,500
WATER VAULT / COMPOUND METERS	32,000

WATER AND WASTEWATER OVERVIEW – MAJOR EXPENDITURES

Major Expenditures in Base Budget	Amount
Legal Fees	150,000
Utilities – Gas and Electric at LMWTP	516,242
Treatment Chemicals	318,200
Electric for Local Wells	767,295
Electric for Lake Mary wells	175,527
Major pump and motor repairs	380,000
Electric for Woody Mountain well field, clarifier and pump building	511,670
Water meters, water meter repair parts, meter boxes, etc.	187,718
Electrical Power and Natural Gas for facilities	1,068,000

Utilities Division



DIVISION PRESENTATIONS – UTILITIES

Goals for the Division:

- Complete treatment upgrades and operational efficiencies at Wildcat Hill WWTP
- Continue SCADA related technology upgrades across entire Division (*process control & monitoring*)
- Complete implementation of Water Quality & Maintenance Management database programs for consistency across Division
- Continue energy efficiency implementations and begin to implement power redundancy options
- Complete increased Stormwater Capital projects

DIVISION PRESENTATIONS – UTILITIES

Current areas of Outsourcing:

- Water-Sewer Impact Analysis (engineering firms)
- On-call engineering services for CIP (water & sewer treatment)
- Project Mgt services for treatment plant & water production related Capital projects (engineering firms)
- Project Mgt services to CD for water & sewer Capital projects within R-O-W
- Leak detection services – water conservation

Opportunities to Outsource:

- SCADA programming & systems integration
- Manhole & valve maintenance or replacement

DIVISION PRESENTATIONS – UTILITIES

Revised Service Levels Approved by Budget Team:

1X (infrastructure)

- Point of compliance well – Wildcat Hill
- Rio WRF pumps, mechanical, etc. condition assessment
- Back-up generator – Ft Tuthill Well
- Project Mgt – WSIA engineering services (staffing)
- Stormwater projects (Columbia Circle, 5-Points (Clay Ave wash))

Ongoing (staffing)

- Regulatory Compliance Manager
- Temp staff - Conserv enforcement/ IB Road maintenance
- Reclass - GIS & Database Admin / Collection & Dist Lead
- Laboratory Specialists (Water & Wastewater)

SERVICE PARTNER CONTRACTS



Agency/Partner Name	FY 14 Funding Amount	Additional Funding Request Amount	Amount in Proposed Budget
Victim Witness	\$41,304	\$-	\$41,304
NACASA - Northern Arizona Center Against Sexual Assault	\$15,627	\$-	\$15,627
The Guidance Center	\$74,250	\$24,500	\$74,250
Science Foundation of Arizona	\$50,000	\$-	\$50,000
United Way of Northern Arizona	\$222,750 ONG \$71,000 1X	\$ 71,000	\$293,750
Humane Society	\$161,985	\$78,015	\$161,985
SEDI - Sustainable Economic Development Initiative	\$10,000 ONG \$10,000 1X	\$10,000	\$10,000
FACTS	\$247,319	\$ -	\$247,319
Boys and Girls Club	\$50,000	\$-	\$25,000
CCC&Y - Coconino Coalition for Children and Youth	\$19,669	\$-	\$19,669
GFFP	\$19,725	\$200	\$19,725
ECONA	\$40,000	\$-	\$40,000
Sunnyside Weed and Seed	\$5,503	\$-	\$5,503
Flagstaff Cultural Partners	\$65,000	\$29,000	\$94,000 252

NEW REVENUE DISCUSSION



REVENUE DISCUSSION

- Use Tax
- Jet Fuel
- Recreation Fees

NEW REVENUE POSSIBILITIES – USE TAX

- Use Tax definition
 - Charge imposed on items that are used within a jurisdiction but were bought elsewhere, and which are thus not subject to its sales tax.¹
 - Equitability tax
- Important Note
 - State of Arizona collects use tax
 - 52% of all Arizona Cities collect a use tax
 - Cities over 20,000 population, 73% collect a use tax
 - Cities larger than Flagstaff, 83% collect a use tax

NEW REVENUE POSSIBILITIES – JET FUEL

- Currently no jet fuel tax in Flagstaff
- 11 “Commercial” airports in Arizona
 - 5 levy jet fuel tax
 - 4 do not levy jet fuel tax (including Flagstaff)
 - 2 cannot (unincorporated areas)
- 4 out of 8 largest charge jet fuel tax
 - Tucson and Grand Canyon West cannot- unincorporated
 - Yuma does not- airport authority, shared with Marine Corps
- Average price per gallon: \$.025
- Recommended price per gallon: \$.03
- Estimated revenue: \$11,000

NEW REVENUE POSSIBILITIES – REC FEES

Recreation Fees

- 7% increase
- Estimated revenue: \$70,000

PROJECTED/POSSIBLE GENERAL FUND REVENUE INCREASES IN FY15

Possible Future Sources (Ongoing)	Amount
Use Tax	\$100,000 (Up to \$250,000 in future)
Jet Fuel (\$0.03 per gallon)	\$11,000
Recreation Fees	\$70,000

ADDS/DELETES



ADDS/DELETES

To be completed throughout the retreat.

BOARDS AND COMMISSIONS – CONTINUED DISUCSSION



CITY COUNCIL RULES OF PROCEDURE



UPDATE TO RULES OF PROCEDURE AND DISCUSSION OF PUBLIC STATEMENTS

- Two recommended changes to the Rules of Procedure:
 - Update Rule 7 to conform to 9th Circuit case that requires an actual disturbance of the peace and good order before removing a citizen from a Council meeting;
 - Update Rule 9 to add a sentence indicating how the City will handle translation services.
- Stationery vs disclaimer
 - Avoid confusion by the public
 - Protect yourself from accusations
 - Disclaimer: “The views expressed here are mine and are not the views of the Flagstaff City Council.”
- Discussion on presentation from public

Supplemental Materials

ACCOUNT NUMBER (include "-"s)	DESCRIPTION	AMOUNT	Recurring	One-time	Other - ONG	Other - 1x	Compensation ONG	Compensation 1x	Staffing (increased personnel, training, tools/uniform, etc.) ONG	Staffing (increased personnel, training, tools/uniform , etc.)1x	Infrastructure ONG	Infrastructure 1x
001-01-016-0063-1-4290	ONG RSL - The court is currently modifying the basis on which its Electronic Document Management System (EDMS) is run. The IGA with Coconino County has expired and we are investigating option to keep the system functional. While the final solution is still being discussed we anticipate that we will need a significant amount of training funds to maintain it.	60,000	60,000	-							60,000	
001-02-032-0110-1-4102	1X RSL - Backfill temporary for 1/2 year to complete Innoprise and ADOR	40,000	-	40,000						40,000		
001-02-032-0110-1-4110	1X RSL - Overtime to develop Management Services Manual	1,000	-	1,000								
00102-033-124-1-4102	1X RSL - Meter Technician for two years until cost is absorbed through cost allocation process by Utilities. Amount shown is a reserve for both years.	84,000	42,000	-					42,000	-		
001-03-051	Overtime for FIRE	115,000	115,000				115,000					
001-03-051-0202-2-4101	1X-RSL -Regional Training Coordinator-funded through IGA with partner agencies. (This is our portion)	77,500	-	77,500						77,500		
001-03-051-0203-2-4101	1X-RSL- Retirement payout for Carl. Orrill and Winickie.	116,450	-	116,450				116,450				
001-03-051-0203-2-4110	1X-RSL -Recruit Academy -New employee Fire Academy	40,000	-	40,000						40,000		
001-04-061-0221-2-4101	1X RSL - One retirement estimated in FY 15	31,000	-	31,000				31,000				
001-04-061-0221-2-4101	ONG RSL - 8 Patrol squad format promote two Cpl's to Sgt. and two Ofc's to Cpl.	25,800	25,800	-					25,800			
001-04-061-0221-2-4171	ONG RSL - Increase Uniform Allowance given up front to new hires from 600 to \$1600	15,000	-	15,000						15,000		
001-04-061-0224-2-4101	ONG RSL - Position re-class from Dispatcher to 911 Project Coordinator (salary & ERE increase)	6,021	6,021	-					6,021			
001-05-104-0334-4-4101	ONG RSL-Additional Building Plans Reviewer	70,000	70,000	-					70,000			
001-05-104-0334-4-4110	1X RSL -Building Inspector Overtime	10,000	-	10,000						10,000		
001-09-402-1310-1-4101	Ong RSL - Vacancy Savings	(100,000)	(100,000)	-								
030-02-035-0140-5-4101	Library Re-org	125,000	125,000				125,000					
030-02-035-0143-5-4102	ONG RSL - New Position at East Branch Library	43,451	43,451	-					43,451			
053-	CVB - Creative Leadworker	75,282	75,282						75,282			
201-08	Regulatory Compliance Manager	117,000	117,000	-					117,000			
201-08-300-1000-0-4101	Utilities Management Analyst	5,232	5,232	-					5,232			
201-08-300-1003-0-4102	2 temp staff; water cops; water conservation	24,000	-	24,000						24,000		
201-08-300-1004-0-4101	Utilities GIS & Database Administrator	5,397	5,397	-					5,397			
201-08-301-1010-0-4102	Water Production temps IB Road Maint	24,000	-	24,000						24,000		
201-08-303-1054-0-4101	Laboratory Specialists	5,000	5,000	-					5,000			
201-08-311-1111-0-4101	Wildcat MSW 1.5 Temporary to 2 Permanent	40,856	40,856	-					40,856			
201-08-313-1130-0-4101	Distribution Collection Lead	10,000	10,000	-					10,000			
	PERSONNEL	1,066,989	646,039	378,950								
001-01-011-0010-1-4206	ONG RSL - 3% increase for Annual State Lobbying Service Contract	1,308	1,308	-	1,308							
001-01-015-0052-1-4191	alternative: 1 X RSL - Add part-time Asst. City Attorney for Prosecution by contract.	45,000	-	45,000						45,000		
001-04-061-0220-2-4202	1X RSL -Increase from 10 drug screens to 20 drug screens per quarter	5,000	-	5,000		5,000						
001-05-102-0312-4-4206	ONG RSL-Traffic Impact Analysis Reviews	25,000	25,000	-	25,000							
001-05-102-0313-4-4206	1X RSL -Survey Consultant	10,000	-	10,000		10,000						
001-05-102-0314-4-4206	ONG RSL-Additional Funds for Testing Contract	35,000	35,000	-	35,000							
001-05-104-0334-4-4206	Plan Review consultant (Brown)	50,000	50,000	-					50,000			
001-09-402	Public Finance study/panel	25,000		25,000		25,000						

ACCOUNT NUMBER (include "-"s)	DESCRIPTION	AMOUNT	Recurring	One-time	Other - ONG	Other - 1x	Compensation ONG	Compensation 1x	Staffing (increased personnel, training, tools/uniform, etc.) ONG	Staffing (increased personnel, training, tools/uniform , etc.)1x	Infrastructure ONG	Infrastructure 1x
001-06-152-0521-3-4224	1X-RSL - Leased / Vacant properties repairs and other work - e.g. Hunter House, Phoenix Bldg, McAllister, Fresquez. Right now there is no funding allocated for maintenance to deal with repairs in between tenants or for emergencies. We are requesting to establish a new program in either Facilities or Real Estate to allocate funds for use on an as-needed basis.	15,000	-	15,000								15,000
030-02-035-0140-5-4224	QIC - 1X RSL - Main Lib. - Maintenance: boiler	12,000	-	12,000								12,000
030-02-035-0140-5-4224	QIC - 1X RSL - Main Lib. - Maintenance: Roof Phase 1 (Target \$180,000)	180,000	-	180,000								180,000
040-06-161-0617-6-4225	ONG RSL - Increase in streetlight maintenance contract	108,000	-	108,000								108,000
052-07-213-0831-4-4224	Incubator Fire Alarm System	1,070	1,070	-							1,070	
053-07-215-0861-4-4224	Visitor Center: Upgrades and Repairs as noted by Kathy (VC Manager) and Sergio (Facilities) when we performed our annual walk around. (All listed on VC Priority List)	22,000	-	22,000								22,000
201-08-301-1020-0-4229	Well Maintenance - Local Wells	50,000	50,000	-							50,000	
201-08-301-1026-0-4229	Red Gap Ranch maintenance	15,000	15,000	-							15,000	
201-08-303-1050-0-4229	Hydraulic Jack Repair (7)	3,500	-	3,500								3,500
201-08-303-1051-0-4224	Building Roof Repairs Maintenance	25,000	-	25,000								25,000
201-08-311-1114-0-4229	Septage Equipment Service (labor)	5,000	-	5,000						5,000		
201-08-313-1134-0-4237	Manhole rehab	120,000	120,000	-							120,000	
221-07-221-0883-0-4224	Security Gate/Replacement (4Gates)	40,000	-	40,000								40,000
221-07-221-0883-0-4224	Terminal Repairs	45,000	-	45,000								45,000
	Maintenance	839,170	188,070	653,100								
001-01-011-0014-1-4261	1X RSL - Real Estate - Travel for Certifications, Training and Education	3,000	-	3,000						3,000		
001-01-015-0050-1-4261	1X RSL - Increase training and travel budget. The City Attorney's Office must fund a minimum of 15 hours of continuing legal education for each of its attorneys. The most useful conferences and classes occur outside of Flagstaff. In order to provide better customer service, we must stay educated and have sufficient professional networks	9,786	-	9,786						9,786		
001-01-015-0052-1-4261	1X RSL - establish a budget for paying ex-officers to travel to hearings for DUIs	1,000	-	1,000						1,000		
001-02-034-0132-1-4261	1X RSL -Payroll-Innoprise User Group Conference-Travel Exp	900	-	900						900		
001-02-034-0132-1-4262	1X RSL -Payroll-Innoprise User Group Conference-Registration	300	-	300						300		
001-02-034-0132-1-4263	1X RSL -Payroll -Online Classes for Pay Train	1,000	-	1,000						1,000		
001-02-034-0133-1-4263	1X RSL -AP -Educational Reimbursements-12 Credits	1,550	-	1,550						1,550		
001-02-034-0134-1-4263	1X RSL-Grants -Educational Reimbursements-One Class	350	-	350						350		
001-03-051-0203-2-4263	EMT Recertification's- Year 3 of 3. Additional funds for new curriculum for EMT's Cover class cost and overtime.	10,000	-	10,000						10,000		
001-04-061-0221-2-4101	1X RSL - Keep Officer position vacant to fund training \$75,201	(75,200)	-	(75,200)								
001-04-061-0221-2-4263	1X RSL - Keep Officer position vacant to fund training \$75,200	75,200	-	75,200						75,200		
001-04-061-0224-2-4261	1X RSL - Send five ECS to the three week Dispatch Training Academy	5,000	-	5,000						5,000		
001-06-152-0510-3-4261	1X RSL - Facilities Expo Annual Conference in Phoenix - travel for 6 staff	500	-	500						500		

ACCOUNT NUMBER (include "-"s)	DESCRIPTION	AMOUNT	Recurring	One-time	Other - ONG	Other - 1x	Compensation ONG	Compensation 1x	Staffing (increased personnel, training, tools/uniform, etc.) ONG	Staffing (increased personnel, training, tools/uniform , etc.)1x	Infrastructure ONG	Infrastructure 1x
001-06-152-0510-3-4263	1X RSL - Training Video Library (purchase plumbing and locksmithing)	1,000	-	1,000						1,000		
001-06-157-0600-5-4263	ONG RSL - Education/Training for 2.75 FTE's	500	-	500						500		
051-07-211-0820-5-4261	Travel: ASLA Conference (\$1,000) and Misc to Phx - Add Mark Di Lucido	1,250	-	1,250						1,250		
051-07-211-0820-5-4262	Registration: ASLA Conference - Add Mark Di Lucido	1,000	-	1,000						1,000		
051-07-211-0820-5-4263	Training: Sketch-up - Add Mark Di Lucido	400	-	400						400		
053-07-214-0851-4-4261	Tourism MKT & PROMO: Travel, Lodging & Meals for Simpleview Summit	800	-	800						800		
053-07-214-0851-4-4262	Tourism MKT & PROMO: Registration for Simpleview Summit plus additional online training	800	-	800						800		
206-08-331-1252-0-4261	Travel & Lodging to National LID conference	300	300	-					300			
206-08-331-1252-0-4262	Registration for National LID Conference	350	350	-					350			
206-08-331-1252-0-4263	Complete a course in hydraulics for 2 employees	2,000	-	2,000						2,000		
	Travel & Training	41,788	650	41,138								
001-01-011-0010-1-4290	1x RSL - Customer Service Initiative - Employee Trainings, Rewards and Recognition (including City Manager Excellence Awards)	10,000	-	10,000						10,000		
001-01-011-0010-1-4290	1x RSL - Road Repair and Street Safety Initiative Outreach and Education	15,000	-	15,000								15,000
001-01-011-0014-1-4290	1X RSL - Real Estate Appraisal Fees, Surveys and Title Work	15,000	-	15,000		15,000						
001-01-011-0015-1-4290	1x RSL - Election (Primary, General and Publicity pamphlet)	286,000	-	286,000		286,000						
001-01-016-0065-1-4290	Scanning catch up	50,000	-	50,000		50,000						
001-02-034-0132-1-4290	1X RSL-Payroll-ATS Online Check Viewing (3rd Year)	3,600	-	3,600		3,600						
001-04-061-0220-2-4290	1X RSL - PD portion to chip seal lots \$15,000 (FPD portion) (CCSO has budgeted)(QIC-Facility)	15,000	-	15,000								15,000
001-04-061-0220-2-4290	1X RSL - Replace the carpet in the LEAF \$25,000 (FPD portion) (CCSO has budgeted) (QIC-Facility)	25,000	-	25,000								25,000
001-04-061-0220-2-4290	ONG RSL - Increase cost for E-mail services IGA with County IT \$9,000 (unfunded last year) (QIC- IT)	9,000	9,000	-							9,000	-
001-04-061-0224-2-4290	ONG RSL - Increase in Employee ERE's (NAU) for Radio technician	2,504	2,504	-			2,504					
001-06-156-0583-5-4273	1X RSL - Dew Downtown Event - 100% revenue offset	68,000	-	-		-						
001-06-156-0594-5-4273	1X RSL - FY15 Contribution to Boys and Girls Club for start-up assistance at Cogdill Recreation Center. Final payment for start-up costs	25,000	-	25,000		25,000						
001-09-401-1300-1-4274	National league of cities	5,600	-	5,600		5,600						
001-09-402-1310-1-4290	Downtown district fees	16,000	-	16,000		16,000						
001-09-402-1311-1-4273	1X RSL - United Way	70,000	-	70,000		70,000						
021-05-106-0361-4-4290	1X-Employer Assisted Housing for PD	90,000	-	90,000						90,000		
030-02-035-0140-5-4290	1X RSL - Main Library programming, other services	3,000	-	3,000		3,000						
030-02-036-0152-5-4290	1X RSL - County Bookmobile Programming	4,000	-	4,000		4,000						
030-02-038-6003-5-4273	1X RSL - Ashfork Library County Funds	1,332	-	1,332								
030-02-038-6003-5-4273	1X RSL - Fredonia Library County Funds	7,696	-	7,696								
030-02-038-6003-5-4273	1X RSL - Williams Library County Funds	9,870	-	9,870								
030-02-038-6003-5-4273	1X RSL - Page Library County Funds	33,192	-	33,192								
030-02-038-6003-5-4273	1X RSL - County Automation Library Funds	43,760	-	43,760								
030-02-038-6003-5-4273	1X RSL - Sedona Library County Funds	44,114	-	44,114								
052-99-000-0000-0-4277	Innovation Mesa Business Accelerator - Other	10,000	10,000	-							10,000	
052-99-000-0000-0-4277	Innovation Mesa Business Accelerator - Personnel	22,500	22,500	-							22,500	

ACCOUNT NUMBER (include "-"s)	DESCRIPTION	AMOUNT	Recurring	One-time	Other - ONG	Other - 1x	Compensation ONG	Compensation 1x	Staffing (increased personnel, training, tools/uniform, etc.) ONG	Staffing (increased personnel, training, tools/uniform , etc.)1x	Infrastructure ONG	Infrastructure 1x
001-01-016-0063-1-4301	1X RSL - In the fall of 2014 the Flagstaff Municipal Court will be replacing all computers in the court with new boxes and operating system. This is a part of a state-wide roll-out and update. Many of the printers that the court currently utilizes are old and will not be compatible with the operating system which we will receive. In order to keep current capacity we are requesting funds to replace our old outdated printers with compatible ones.	10,177	-	10,177								10,177
001-014	Storage Area Network Equipment	70,000		70,000								70,000
001-014	Network Core Switches	70,000		70,000								70,000
001-014	Video Camera equipment	10,000		10,000								10,000
001-02-034-0134-1-4301	1X RSL-Grants -City IPAD fro Grants Manager	500	-	500								500
001-03-051-0202-2-4303	1X-RSL -MDC Replacement 4, replace 4 of 20 MDC's on a continued basis.	20,000	-	20,000								20,000
001-04-061-0220-2-4301	ONG RSL -Replace 15 desktops/monitors in FY 15 \$16,000 (we replaced 35 in FY14)(QIC-IT)	16,000	-	16,000								16,000
001-04-061-0221-2-4301	1X RSL - Purchase new file server for storage of police reports (4 Terabytes) (QIC IT)	6,200	-	6,200								6,200
001-04-061-0221-2-4303	1X RSL - Replace 24 tablets/MDC's , the XP operating system no longer supported (QIC-IT)	100,000	-	100,000								100,000
001-04-061-0222-2-4301	ONG RSL - Forensics lab software, to do search warrants on computers and electronics	4,453	4,453	-							4,453	
001-05-104-0334-4-4301	1X RSL-Blue Beam Electronic Plan Review Software & or Licenses for four computers - Request submitted to IT 12/06/13, Will provide the plans examiners to conduct plan reviews faster and easier.	2,080	-	2,080								2,080
001-05-104-0336-4-4301	1X RSL-Community Viz Software - Request submitted to IT 12/06/13, GIS Based tool to assist with Place Based Scenario Planning and Area Plan Analysis	1,000	-	1,000								1,000
030-02-036-0155-5-4302	1X RSL - Supai Library computers, software, & peripherals	5,000	-	5,000								5,000
030-02-036-0156-5-4302	1X RSL - Grand Canyon equipment budget	2,000	-	2,000								2,000
201-08-301-1015-0-4301	Switches, PLC & Fiberoptic - SCADA MP	90,000	-	90,000								90,000
201-08-311-1111-0-4301	Switches & Fiberoptic - SCADA MP	60,000	-	60,000								60,000
		467,410	4,453	462,957								
001-01-016-0065-1-4381	Arc Flash Hazards Update	1,717	-	1,717								1,717
001-04-061-0221-2-4305	1X RSL - Purchase a digital camera to assign to each squad car 30 X \$150 = \$4,500	4,500	-	4,500						4,500		
001-04-061-0221-2-4305	1X RSL - Digital audio recorders for patrol officers 70 @ \$100 = \$7,000	7,000	-	7,000						7,000		
001-04-061-0221-2-4305	1X RSL - Use court safety fees to purchase safety equipment (Tasers and SWAT helmets)	38,426	-	38,426						38,426		
001-04-061-0221-2-4354	1X RSL - Purchase patrol flashlights one per officer \$11,500	11,500	-	11,500						11,500		
001-04-061-0223-2-4305	1X RSL - New copier for Records to copy reports for victims, the public, attorneys, etc.	5,000	-	5,000								5,000
001-06-152-0513-3-4362	1X RSL - City Hall chemicals for cooling tower. This is an every-other year need. The \$2,000 request is for keeping the water inside the water cooling tower from rusting the interior pipes. This is a much needed preservation / life extender.	2,000	-	2,000		2,000						
001-09-401-1300-1-4342	1x RSL - Furniture, office supplies (business cards and headshots for new Council)	2,000	-	2,000		2,000						
030-02-035-0140-5-4321	1X RSL - Main circulated materials for collection, reference, & staff use	20,000	-	20,000		20,000						

ACCOUNT NUMBER (include "-"s)	DESCRIPTION	AMOUNT	Recurring	One-time	Other - ONG	Other - 1x	Compensation ONG	Compensation 1x	Staffing (increased personnel, training, tools/uniform, etc.) ONG	Staffing (increased personnel, training, tools/uniform , etc.)1x	Infrastructure ONG	Infrastructure 1x
BBB recreation	1X RSL - Removal of all Fake Stone Work Around Pool and Replace with Tile	31,000	-	31,000								31,000
BBB recreation	Other BBB recreation facility capital requests	1,298,460		1,298,460								1,298,460
040-06-161-0612-6-4401	ONE TIME (1X) RSL - Purchase of 3 Allwheel drive Motorgraders. Trade in of three (3) motorgraders and three (3) loaders that are to be eliminated from the Fleet. White paper will be presented for explanation.	677,000	-	677,000								677,000
001-03-051-0202-2-4402	ONG-RSL-Thermal Imaging Cameras- year 1 of 3- Replace 2 of the 6 TIC's	18,000	-	18,000						18,000		
201-08-301-1020-0-4405	Ft Tuthill back-up generator	400,000	-	400,000								400,000
201-08-303-1050-0-4410	1x RSL - New handhelds and tablet/toughbooks for meter technicians. The current handhelds will not be serviced by the vendor starting January 1, 2015. With the new Innoprise system, the meter technicians will also need some sort of field device to complete service orders and make the unit paperless. It is expected that the ongoing maintenance for these items can be absorbed in the current budget.	28,000	-	28,000								28,000
030-02-035-0140-5-4435	1X RSL - Non-routine capital: Public Restroom ADA Compliance (\$75,000)	15,000	-	15,000								15,000
030-02-035-0140-5-4435	1X RSL - Non-routine capital: Public Restroom ADA Compliance - Target \$75,000 by FY18 - see below for City Funding request	15,000	-	15,000								15,000
030-02-035-0140-5-4435	1X RSL - Non-routine capital: Ramp Access ADA Compliance - Target \$350,000 by FY20 - see below for City Funding request	15,000	-	15,000								15,000
030-02-035-0140-5-4435	1X RSL - Non-routine capital: Ramp Access ADA Compliance (\$350,000)	50,000	-	50,000								50,000
206-08-385-3238-0-4442	Schultz Creek design & construction for drainage improvements	75,000	-	75,000		75,000						
206-08-385-3238-0-4443	1681 Columbia Circle (DrIP) to mitigate flooding to structures in Country Club Estates	300,000	-	300,000		300,000						
												-
		3,422,460	-	3,422,460								

Housing Authority's chart of acc	1X RSL-Section 8 Program Administration	45,000	-	45,000		45,000						
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Housing Authority's chart of acc	ONG RSL-Offset of Maintenance Worker Trigger	25,200	25,200	-			25,200					
		70,200	25,200	45,000								

Monthly Statistical Report

December 2013

Category	Current Month and Year December 2013			Current Year-to-Date December 2013			Previous Year-to-Date December 2012		
	Units	Permits	Valuation	Units	Permits	Valuation	Units	Permits	Valuation
New Residential Housekeeping Buildings									
Single-Family (Detached)	10	10	\$2,280,620	122	122	\$24,381,050	82	82	\$17,383,205
Single-Family (Attached)	4	4	\$1,024,978	64	61	\$9,556,411	53	53	\$9,230,361
Two-Family Buildings		0		5	3	\$834,136	4	2	\$609,573
Total Single-Family Units	14	14	\$3,305,598	191	186	\$34,771,597	139	137	\$27,223,139
Three and Four Family Buildings		0		3	1	\$146,264	4	1	\$264,232
Five or More Family Buildings		0		54	16	\$7,358,199	604	48	\$36,616,353
Total Multi-Family Units		0		57	17	\$7,504,463	608	49	\$36,880,585
New Residential Non-Housekeeping Buildings									
Hotels, Motels, Tourist Cabins		0			0			0	
Other Non-Hskpg Shelters		0			0			0	
Total Non-Hskpg Buildings		0			0			0	
New Non-Residential Buildings									
Amusement, Social, Recreational		0			1	\$13,524		1	\$448,817
Churches and Other Religious		0			0			0	
Industrial		0			0			0	
Prkg Garages Open to the Public		0			0			0	
Serv Stations / Repair Garages		0			0			0	
Hospitals and Institutions		0			0			0	
Offices, Banks, Professional		0			3	\$4,025,650		3	\$2,461,061
Public Works and Utilities		0			0			0	
Schools and Other Educational		0			4			0	
Stores, Restaurants, Cust Serv		0			1	\$1,650,018		3	\$2,252,273
Other Non-Residential Buildings		0			3	\$89,530		6	\$128,594
Structures Other Than Buildings		0			6	\$960,070		11	\$1,770,549
Total Non-Residential		0			18	\$6,738,792		24	\$7,061,294
Total New Residential and Non-Residential Construction		14	\$3,305,598		221	\$49,014,852		210	\$71,165,018
Additions, Alterations, Conversions									
Residential		4	\$46,888		67	\$1,333,882		84	\$1,195,791
Non-Residential, Non-Hskpg		3	\$143,806		78	\$7,544,432		72	\$11,032,532
Garages and Carports		0			6	\$196,124		4	\$2,244,726
Total Add, Alt, Conv		7	\$190,694		151	\$9,074,438		160	\$14,473,049
Total New Construction and Add-itions, Alterations,		21	\$3,496,292		372	\$58,089,290		370	\$85,638,067

City of Flagstaff
Monthly Statistical Report
 December 2013

Category	Current Month and Year December 2013			Current Year-to-Date December 2013			Previous Year-to-Date December 2012		
	Units	Permits	Valuation	Units	Permits	Valuation	Units	Permits	Valuation
Demolitions									
Single-Family Houses		0		1	5	\$1,900		0	
Two-Family Buildings		0			0			0	
Three and Four Family Buildings		0			0			0	
Five or More Family Buildings		0			0			0	
All Other Bldgs and Structures		2	\$8,800		13	\$39,300		43	(\$2,046,400)
Grading									
Residential		0			0			0	
Mobile Homes									
Total Res Installations		1			20			5	
Total Non-Res Installations		0			3			1	
(New Residential)		0			12			0	
(Residential Replacement)		1			8			5	
(Factory-Built Residential)		0			0			0	
(Factory-Built Non-Residential)		0			0			1	
Miscellaneous									
Residential Repairs		83	\$707,522		918	\$7,570,483		1151	\$10,075,168
Non-Residential Repairs		2	\$24,000		57	\$3,590,207		78	\$3,427,834
Residential Moves		0			0			0	
Foundations/Stem Walls Only		0			2	\$11,177		1	\$2,000
Other Misc. Residential Permits		4	\$66,001		49	\$457,343		31	\$75,041
Other Misc. Commercial Permits		3	\$292,500		8	\$700,168		13	\$356,563
Other - Plumbing		17			139			145	
Other - Electrical		13			103			108	
Other - Mechanical		15			82			89	
Other - Combination		1			31			31	
Other - Lighting		0			3			4	

Planning and Development Services
 213-2611

Monthly Statistical Report

March 2014

Category	Current Month and Year March 2014			Current Year-to-Date March 2014			Previous Year-to-Date March 2013		
	Units	Permits	Valuation	Units	Permits	Valuation	Units	Permits	Valuation
New Residential Housekeeping Buildings									
Single-Family (Detached)	6	6	\$1,178,912	20	20	\$4,378,001	22	22	\$4,288,532
Single-Family (Attached)	2	2	\$302,187	15	15	\$2,980,141	15	15	\$2,456,297
Two-Family Buildings	4	2	\$669,831	4	2	\$669,831	1	1	\$288,472
Total Single-Family Units	12	10	\$2,150,930	39	37	\$8,027,973	38	38	\$7,033,301
Three and Four Family Buildings		0			0			0	
Five or More Family Buildings		0			0			0	
Total Multi-Family Units		0			0			0	
New Residential Non-Housekeeping Buildings									
Hotels, Motels, Tourist Cabins		0			0			0	
Other Non-Hskpg Shelters		0			0			0	
Total Non-Hskpg Buildings		0			0			0	
New Non-Residential Buildings									
Amusement, Social, Recreational		0			0			0	
Churches and Other Religious		0			0			0	
Industrial		0			0			0	
Prkg Garages Open to the Public		0			0			0	
Serv Stations / Repair Garages		0			0			0	
Hospitals and Institutions		0			0			0	
Offices, Banks, Professional		1	\$374,158		1	\$374,158		0	
Public Works and Utilities		0			0			0	
Schools and Other Educational		0			0			0	
Stores, Restaurants, Cust Serv		0			1	\$1,192,992		0	
Other Non-Residential Buildings		0			0			0	
Structures Other Than Buildings		0			2	\$93,548		0	
Total Non-Residential		1	\$374,158		4	\$1,660,698		0	
Total New Residential and Non-Residential Construction		11	\$2,525,088		41	\$9,688,671		38	\$7,033,301
Additions, Alterations, Conversions									
Residential		5	\$134,074		18	\$480,239		17	\$263,692
Non-Residential, Non-Hskpg		3	\$196,968		17	\$961,886		19	\$3,006,849
Garages and Carports		0			0			0	
Total Add, Alt, Conv		8	\$331,042		35	\$1,442,125		36	\$3,270,541
Total New Construction and Add-itions, Alterations,		19	\$2,856,130		76	\$11,130,796		74	\$10,303,842

City of Flagstaff
Monthly Statistical Report
 March 2014

Category	Current Month and Year March 2014			Current Year-to-Date March 2014			Previous Year-to-Date March 2013		
	Units	Permits	Valuation	Units	Permits	Valuation	Units	Permits	Valuation
Demolitions									
Single-Family Houses		0			0		1	1	\$600
Two-Family Buildings		0			0			0	
Three and Four Family Buildings		0			0			0	
Five or More Family Buildings		0			0			0	
All Other Bldgs and Structures		0			1	\$20,000		9	\$25,000
Grading									
Residential		0			0			0	
Mobile Homes									
Total Res Installations		2			4			5	
Total Non-Res Installations		1			1			0	
(New Residential)		2			2			1	
(Residential Replacement)		0			2			4	
(Factory-Built Residential)		0			0			0	
(Factory-Built Non-Residential)		0			0			0	
Miscellaneous									
Residential Repairs		66	\$600,942		162	\$1,321,784		31	\$279,115
Non-Residential Repairs		1	\$50,235		3	\$156,035		22	\$595,720
Residential Moves		0			0			0	
Foundations/Stem Walls Only		0			0			0	
Other Misc. Residential Permits		2	\$6,058		3	\$6,358		10	\$87,707
Other Misc. Commercial Permits		0			0			1	\$41,000
Other - Plumbing		12			35			31	
Other - Electrical		4			13			18	
Other - Mechanical		2			13			7	
Other - Combination		0			3			5	
Other - Lighting		0			0			1	

Planning and Development Services
 213-2611



City of Flagstaff Revenue Section MEMORANDUM

DATE: April 16, 2014

TO: Barbara Goodrich, Management Services Director

FROM: Andy Wagemaker, Revenue Director; Ranbir Cheema, Tax Manager;

SUBJECT: Jet Fuel Tax Update

SUMMARY

At the February budget retreat, Council gave direction to look deeper into the possibility of selecting Local Option LL of the Model City Tax Code, allowing the City to levy a per gallon Jet Fuel tax. This memo is a basis for the discussion, clarifying concepts and updating assumptions.

DISCUSSION POINTS

Aviation Fuel Taxation

There are two major fuels used at Arizona airports. Aviation Gas (AvGas) and Jet Fuel. AvGas is currently taxed in all jurisdictions as a retail sale. There are no exemptions for sale of this type of fuel. Jet fuel is taxed by a majority of cities with airports as well as the State of Arizona.

Jet Fuel Allocation

Per the Federal Aviation Administration (FAA), all jet fuel tax proceeds must remain with the airport within the airport fund. Most municipal airports simply reduce subsidies from the general fund at the amount the jet fuel tax brings in.

Revenue Update

Since the last review of this material during the FY12 budget process, assumptions used in the calculation of the jet fuel tax have changed. Specifically, the total gallons used for the calculation were reduced. The new estimate at \$0.03 per gallon of jet fuel is approximately \$11,000. The reduction is most likely due to the departure of the City's second major airline.

Jet Fuel Taxation

A per gallon jet fuel tax is usually paid at the point of the original sale. For example, if jet fuel for Flagstaff is purchased from a distributor in Phoenix, the Phoenix jet fuel tax is paid by the reseller. Currently, the City of Phoenix is getting the jet fuel tax versus the City of Flagstaff. If Flagstaff had its own jet fuel tax then the jet fuel purchased from a Phoenix distributor would be levied at the Flagstaff tax rate and exempt from the Phoenix tax rate. Both a Phoenix jet fuel tax and a Flagstaff jet fuel tax would not be charged. The current Phoenix jet fuel tax rate is



City of Flagstaff Revenue Section

MEMORANDUM

\$0.00732. Should the City of Flagstaff assess at the same rate as the City of Phoenix, the revenue would be \$2,684 vs. the \$11,000 estimated at a \$0.03 rate.

The proposed \$0.03 rate is based on the following information from other jurisdictions:

City	Per Gallon Rate
Bullhead City	\$0.03000
Chandler	\$0.02300
Chino Valley	\$0.01500
Gila Bend	\$0.03000
Glendale	\$0.02800
Goodyear	\$0.03000
Lake Havasu City	\$0.03000
Mesa	\$0.03000
Phoenix	\$0.00732
Prescott	\$0.01500
Scottsdale	\$0.01800
Sierra Vista	\$0.02000
Tusayan	\$0.05000
Winslow	\$0.03000
AVERAGE:	\$0.02545
# of Cities	14