

# Lake Havasu City Arizona



**Fiscal Year 2021- 22 Budget**



LAKE HAVASU CITY



# Home of the London Bridge



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# Introduction

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## **HOW TO MAKE THE MOST OF THIS DOCUMENT**

This document presents the vision and goals of the City Council for this organization, provides City management with a financial and operating plan to meet the desired goals, and offers a clear picture of City services that are available to the community. The following guide is provided to assist the reader in achieving the most benefit from this document:

### **INTRODUCTION**

This section starts off with the budget message from the City Manager and Administrative Services Director which gives an overview of positive trends and current challenges that the City is facing. It introduces key members in the community including the Mayor, City Council, City Manager, and Department Heads. It goes over the City Council's Vision-Mission-Core Businesses and the Organization's Strategic Plan to achieve community results. It also gives interesting facts about the community including the history of developing Lake Havasu City, an overview of attractions, amenities, services offered, and demographics of the community.

### **BUDGET OVERVIEW**

This section goes over the budget process including the budget calendar, budget basis of accounting, budgetary laws, and all the fund descriptions.

### **FINANCIAL HIGHLIGHTS**

This section shows big picture financial data for the City including the ten-year budget history, a four-year all funds financial summary, and projections for year-end available resources and five-year projections for major funds.

### **REVENUE SUMMARY**

This section includes historical data and future revenue assumptions. It gives detailed information and easy to read charts for major revenue sources.

### **EXPENDITURE SUMMARY**

This section includes a summary of estimated expenditures by department for FY 20-21 and budgeted for FY 21-22. It gives detailed information regarding the budgeted operating transfers. It also provides history of City debt and outstanding amounts for both bonded and leased debt.

### **PERSONNEL BUDGETS**

This section provides personnel information including positions budgeted, population to employee ratio, and salary structure.

### **DEPARTMENT BUDGETS**

This section goes over all the Departments within the City. Each Department has a mission statement, description, performance measures and budget history to give the reader a sense of the services provided by the City.

### **CAPITAL BUDGET**

This section explains the relationship between the operating budget and capital budgets, outlines the capital budget process, depicts the total capital budget by program, and summarizes capital outlay items by funds.

A schedule of the Five- Year Capital Improvement Plan is summarized by program and funding sources, followed by project detail sheets which include a description and justification for each project, associated community result, an estimated cost of the project, the year it is proposed to occur, and the proposed funding source. Operating impacts, if applicable, are also identified.

### **LEGAL DOCUMENTS**

This section has the legal documents that were adopted by our City Council as required by Arizona Revised Statutes.

### **APPENDIX**

The Appendix is comprised of a list of acronyms found throughout the document.



# BUDGET MESSAGE

## **Introduction**

Dear Mayor and City Council Members: We are pleased to present the Budget for Fiscal Year (FY) 21-22. Preparing the budget is our most important task of the year, and for elected officials, adopting the coming year's budget supports the City's core services and communicates and establishes the City's priorities and policy direction for another year.

## **Accomplishments in Fiscal Year 20-21**

While adjusting to the potential negative economic impacts of the COVID-19 pandemic, the City was able to maintain City services and implement measures to help keep our employees and our citizens reasonably safe. With the additional receipt of AZ Cares funding for public safety, the City was able to use available General Fund revenues to purchase a property for a courthouse, implement the Position Analysis Study during the fiscal year, and purchase needed public safety vehicles and equipment.

Other noteworthy accomplishments in FY 20-21 include:

- A fully-funded Capital Improvement Plan (CIP).
- Government Finance Officers Association Distinguished Budget Presentation Award.
- Implementation of the NorthStar Utility Software System
- Infrastructure Improvements: Facilities Assessment for the Police Department Building, Influent Pump Station Improvements, Water Tank Improvements and Replacements.

## **Positive Trends for Fiscal Year 21-22**

The economy in Lake Havasu City remains strong. Sales tax revenues were 27.6% higher in FY 20-21 than FY 19-20 and are projected to continue increasing in FY 21-22. The last month of FY 20-21 reflect sales tax revenues 20.7% above the same month of the prior year. City's primary assessed property values increased 6.3% in FY 21-22. New construction accounted for \$10 million of this \$48.8 million assessed valuation increase. Additionally, building permit revenues are up 28% in FY 20-21.

## **Challenges in Fiscal Year 21-22**

### **Reasonable Growth in Revenues**

With the onset of the COVID-19 pandemic during FY 19-20, the City estimated a downturn in revenues from City Sales Tax and State Shared revenues for FY 20-21. The resulting revenues, however, reflected an increase in the General Fund overall. The projections for continued growth of revenues into FY 21-22 remains unknown; however, the estimated revenues were adjusted for the pandemic effects and then projected to have an increase over the amounts budgeted for FY 20-21.

## BUDGET MESSAGE

After conducting a Utility Rate Study in FY 20-21, the City Council adopted a new rate structure beginning July 1, 2021. This new structure eliminated the winter quarter averaging related to sewer bill calculations and added a structure that does not primarily use water usage in calculating the amount due for sewer. Users are charged for their use of the water and sewer utilities with an incentive to conserve water. This new rate structure will generate water and sewer revenues that support the utility system without the need for an assessment. As a result, the Irrigation and Drainage District (IDD) assessment will expire as of July 1, 2022 which also eliminates the assessment on the property tax bill.

The primary property tax levy amount is increasing by \$328,000 due to an increase in primary assessed property values, holding the tax levy rate, and \$10 million in new construction. This is the 4th year the Council has committed to holding the levy rate, instead of holding the levy amount which was done for multiple years prior to FY 18-19. Even with the increase, the City still has a little over \$1.7 million in additional revenue capacity available for Council to levy in future years.

### **Employee Pensions and OPEB**

The City's contribution to the Public Safety Personnel Retirement System (PSPRS) and Arizona State Retirement System (ASRS) equals \$10.1 million this budget year. The City's unfunded PSPRS and ASRS pension and OPEB liability as of the fiscal year 2020 Comprehensive Annual Financial Report is approximately \$105.3 million. This pension problem is not unique to Lake Havasu City and will continue to be a challenge for our City and other Arizona cities and towns.

### **Employee Healthcare**

The City through the Northwest Arizona Employee Benefit Trust (NAEBT) has managed the cost of healthcare very effectively since 2012 and is performing better than the healthcare coverage market. Adjustments to benefits and plans have kept the City and the employees' cost of healthcare affordable; but over the last few years, the NAEBT was unable to avoid increases. The rates charged to the City increased on average by 3.9% per year over the past three years.

### **Balancing the Budget for 21-22**

Excluding grant requests, the City had \$10.9 million or approximately 226 items in supplemental departmental budget requests. Supplemental items are those items requested that were not part of the prior year base budget. Out of the \$10.9 million, 86% of the requests were approved for funding; of these requests, 71% are one-time purchases. The remaining 14% were not funded so as to stay within the City's available funding. The budget was balanced based on ongoing revenues being used for ongoing expenditures and one-time revenues or fund balance being used for one-time expenditures. The Departments went through the process of prioritizing their supplemental requests and then reviewing them with the City Manager before decisions were made regarding the requests.

# BUDGET MESSAGE

## Estimated Results for Fiscal Year 20-21

Overall, year-end estimates for FY 20-21 performed better than budget. During the budget process a year ago, we estimated ending this year with total available resources (also referred to as fund balance) of \$68 million. Current projections estimate ending available resources of \$125.8 million. These amounts do not include the Budget Stabilization Reserve (BSR) set aside in the General Fund, Wastewater Fund, Irrigation and Drainage District (Water) Fund, and the Highway User Revenue Fund. If the BSR remained part of available resources, then we would have an ending estimate of \$147.2 million in ending available resources.

Much of the result can be attributed to estimating that revenues would decrease significantly due to the COVID-19 pandemic. However, the City's revenues increased and overall expenditures were less than budgeted. Also, much of the City's Capital Improvement Plan (CIP) projects that were budgeted in FY 20-21 had been delayed, revised or carried forward to FY 21-22, or later. Of the \$17.5 million budgeted, only \$7.2 million is expected to be expensed in FY 20-21. Total annual revenues for FY 20-21 are estimated to be higher than budget by \$11.3 million. This is due to sales tax and state shared revenues coming in significantly higher than projected during the COVID-19 pandemic.

## Adopted FY 21-22 Operating Budget Highlights

Operating Expenditures/Expenses (in millions)				
Total Financial Program	FY 20-21 Adopted Budget	FY 21-22 Adopted Budget	Variance \$	Variance %
Personnel Services	\$ 51.3	\$ 56.4	\$ 5.1	9.9%
Supplies & Services	\$ 60.8	\$ 55.3	\$ (5.5)	-9.0%
Total Operating Expenditures	\$ 112.1	\$ 111.7	\$ (0.4)	-0.4%

The Adopted FY 21-22 operating budget for all funds is \$111.7 million, which is a .4% decrease over the prior year operating budget. The decrease in services and supplies is due to the City decreasing the potential additional grant revenues for the COVID-19 pandemic from \$18.3 million in FY 20-21 to \$13.6 million for FY 21-22. The following are recommended policy decisions and considerations contained in the adopted FY 21-22 operating budget:

- Eligible employees receive a merit step increase on their annual evaluation date.
- 467 full-time positions are budgeted, which include 22 newly added positions. Part-time positions equivalent to 68.2 full-time-equivalents (FTEs) are also included in the budget.
- The contributions to the Public Safety Personnel Retirement System (PSPRS) and Arizona State Retirement System (ASRS) are budgeted at the actuarially required rates.
- Additional funding for Information Technology Network Infrastructure in the amount of \$300,000.



## BUDGET MESSAGE

- Additional funding for Contractual Street Repair Services in the amount of \$900,000.
- Additional funding for Outside Professional Services in the amount of \$1 million (\$345,000 is grant funded).

Expenditures/Expenses (in millions)						
Total Financial Program	FY 20-21 Estimated Actuals	% of Total	FY 20-21 Adopted Budget	% of Budget	FY 21-22 Adopted Budget	% of Budget
Personnel Services	\$ 50.0	39%	\$ 51.3	31%	\$ 56.4	29%
Supplies & Services	36.1	28%	37.3	23%	41.8	21%
CIP & Capital Outlay	13.2	10%	21.4	13%	51.0	26%
Debt & Contingency	15.3	12%	41.1	25%	32.1	16%
Depreciation	14.4	11%	14.4	9%	14.5	7%
<b>Total All Funds</b>	<b>\$ 129.0</b>		<b>\$ 165.5</b>		<b>\$ 195.8</b>	

The total expenditure budget for FY 21-22 is \$195.8 million. This is an increase of \$30.8 million or 18.3% over the FY 20-21 Adopted Budget. Unavailable appropriations and contingency funds of \$16.2 million are included-- \$2.6 million are standard contingency and \$13.6 million has been included in case the City's revenues are higher and/or the City receives additional grant funding due to the pandemic. As always, these expenditures are subject to City Council review and approval prior to spending.

### Adopted FY 21-22 Revenue Highlights

City-Wide Revenues (in millions)					
Revenue Source	Estimated FY 20-21	Adopted FY 20-21	Adopted FY 21-22	% Total	
Utility Revenues	\$ 42.9	\$ 39.2	\$ 46.3	30.6%	
Local Taxes	45.3	33.7	42.9	28.3%	
Intergovernmental Revenues	25.9	21.3	26.4	17.4%	
Federal & State Grants	14.0	25.6	27.2	18.0%	
Licenses & Permits	2.9	2.5	3.0	2.0%	
Charges for Service	1.4	1.9	1.8	1.2%	
Investment Earnings & Misc.	4.5	1.5	2.3	1.5%	
Fines & Forfeitures	1.5	1.4	1.6	1.1%	
<b>Total</b>	<b>\$ 138.4</b>	<b>\$ 127.1</b>	<b>\$ 151.5</b>	<b>100%</b>	

# BUDGET MESSAGE

The overall FY 21-22 revenue projections for all funds are \$24.4 million more than the prior year's budget. The City has projected that tax revenues may decrease due to receiving higher than projected revenues during the pandemic. However, included is a \$13.6 million dollar increase in case revenues do not decrease as projected and for the potential receipt of additional grant funding due to the pandemic.

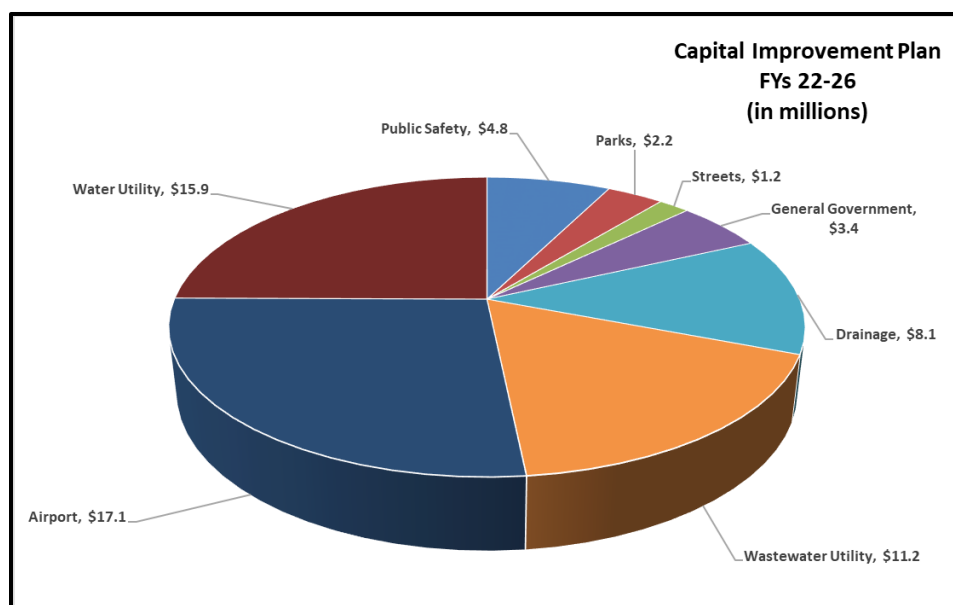
The General Fund is where the City's revenues will potentially have the most fluctuation. There is a projected decrease in City Sales Tax and State Shared revenues of up to 5.3% over FY 20-21 estimates. This is due to these revenues being significantly higher during the COVID-19 pandemic. Property taxes are estimated to increase, for new construction and holding the tax levy rate, by about 4.9% over the prior year's levy. Licenses, permits and other user fees are estimated to increase slightly over the FY 20-21 estimated amount.

Water and Wastewater rates are increasing in FY 21-22, so revenues are budgeted to increase 6.5% in comparison to the FY 20-21 year-end estimates. Revenues in the Refuse Fund are budgeted to remain flat for FY 21-22. These revenues offset the cost of an outside service for a trash and recycling provider.

## **Capital Improvement Plan (CIP) Highlights**

The 5-Year CIP includes a \$63.4 million investment in our community. The FY 21-22 portion of this budget includes \$34.8 million in capital projects. Notable projects in the total 5-Year CIP: \$2.3 million for upgrading the Aquatic Center HVAC system; \$4.4 million for Fire Station 5 Rebuild; \$1.7 million for the new Municipal Courthouse; \$17 million in airport improvements; \$1.2 million in streets; and \$35.1 million in the City's utilities infrastructure (water, wastewater and storm drainage).

Most of the funding designated in the CIP will come from existing balances (funds accumulated from operating and CIP savings in prior years). Starting in FY 19-20, construction sales tax was dedicated as an ongoing General Fund funding source for General Government projects.



# BUDGET MESSAGE

## **Summary**

The budget is an important financial plan for City Council and staff. It provides a roadmap for accomplishing many of the City's goals for the next fiscal year. Yet, like any plan, it must be monitored and adjusted when necessary because as always, the budget is contingent upon available resources and revenue.

We take pride in our community. We also pride ourselves in providing transparency and excellence in our local government. This is only possible through the talented, dedicated staff acting under the guidance of a thoughtful and visionary Mayor and City Council. By working together, we create a positive impact on this great community.

Respectfully submitted,

Jess Knudson  
City Manager

Jill Olsen  
Administrative Services Director

Angie Bakken  
Senior Budget Analyst



# CITY COUNCIL



**MAYOR CAL SHEEHY**



**JENI COKE**  
Vice Mayor



**DAVID LANE**  
Council Member



**JIM DOLAN**  
Council Member



**NANCY CAMPBELL**  
Council Member

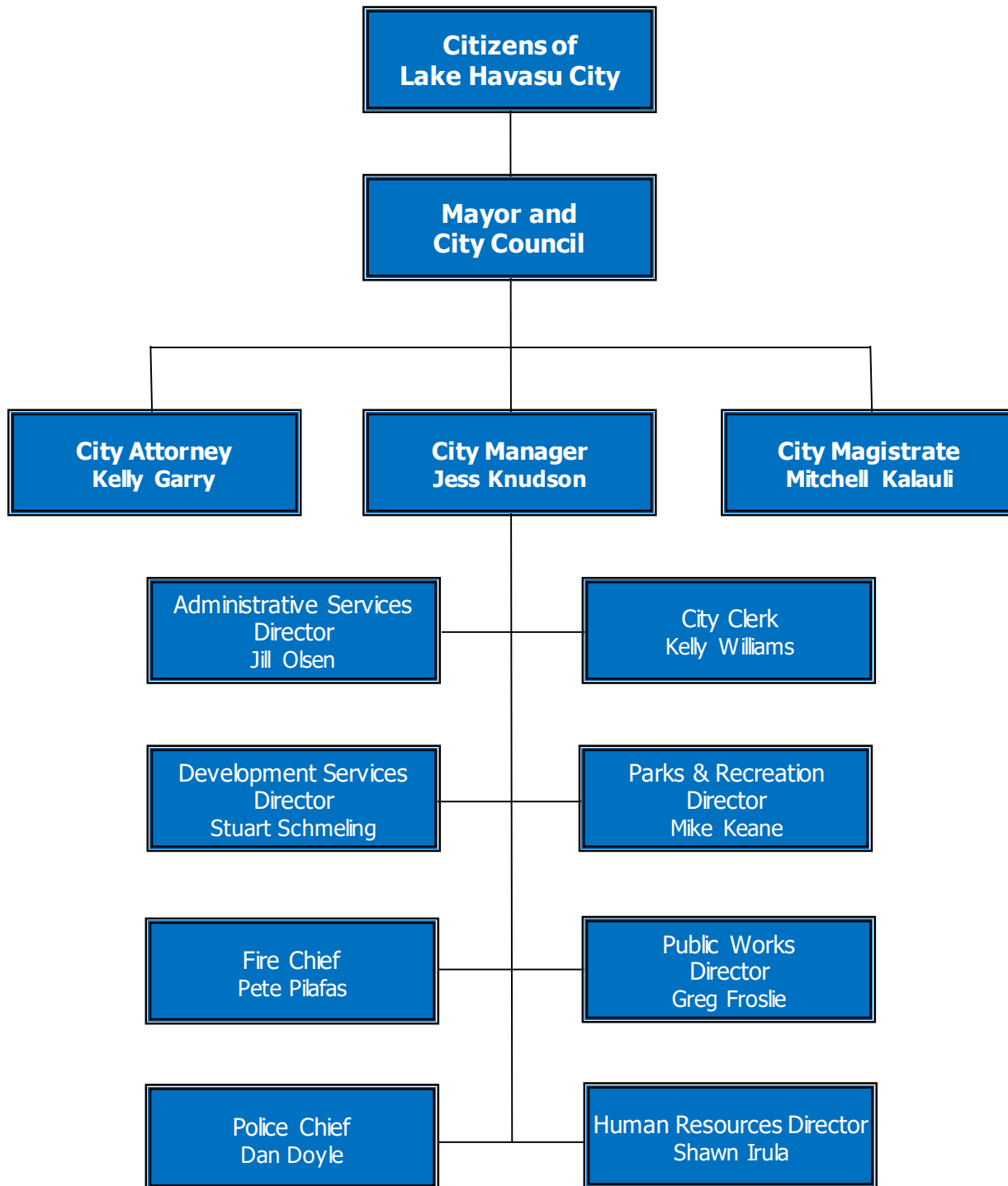


**MICHELE LIN**  
Council Member



**CAMERON MOSES**  
Council Member

## ORGANIZATIONAL CHART



# COMMUNITY

## PROFILE

### GOVERNMENT

Lake Havasu City, home of the historic London Bridge, is situated on the eastern shore of Lake Havasu on the Colorado River border of California and Arizona. The City was established in 1963 by Robert P. McCulloch as a self-sufficient, planned community.

Mr. McCulloch purchased the London Bridge for \$2,460,000. Moving the bridge to Lake Havasu City and reconstructing it in the middle of the desert cost an additional \$7 million. The bridge was dismantled and shipped by boat from England to the United States and rebuilt on a peninsula on Lake Havasu. A channel was excavated under the bridge and an English Village replication was built next to it. The opening of the London Bridge in October 1971 brought a unique attraction to Lake Havasu City, which was incorporated in 1978.

The City operates under a council-manager form of government. The Mayor and six Councilmembers are elected to staggered four-year terms. The City Council sets the City's policy and direction, and appoints the City Manager who is responsible for carrying out Council policies and administering the day-to-day operations. Per the City Code, the Department Directors are appointed by the City Manager.

### HIGHWAY MILES TO MAJOR CITIES

Lake Havasu City is located in Mohave County, Arizona, and encompasses 44 square miles with 435 miles of streets. Situated off of Arizona Highway 95, an 18-mile drive north leads to Interstate 40, and a 65-mile drive south leads to Interstate 10.

Albuquerque, NM	530
Flagstaff, AZ	200
Las Vegas, NV	150
Los Angeles, CA	320
Phoenix, AZ	200
San Diego, CA	375
San Francisco, CA	600
Tucson, AZ	320

### SCENIC ATTRACTIONS

Visitors are attracted to Lake Havasu City each year for its calm waters and beautiful beaches. The 45-mile long Lake Havasu, formed by Parker Dam on the Colorado River, offers abundant attractions. The deep blue water with its coves and inlets makes the lake a good fishing spot for blue gill and crappie. Early mines and mining towns are scattered in the desert to the north and east of the City. For those interested in geological phenomena, within a ten-mile radius of Lake Havasu City, specimens such as volcanic rock, geodes, jaspers, obsidian, turquoise, and agate can be uncovered.

Lake Havasu is home to more lighthouses than any other city in the U.S. These 1/3 scale replicas are actual functioning navigational aids built to the specifications of famous east and west coast lighthouses. A total of twenty-eight lighthouses can be seen on the shores of the lake.



# COMMUNITY PROFILE

## COMMUNITY FACILITIES

Lake Havasu City offers a broad range of community facilities including an airport, regional parks and amenities, two movie theater complexes, a library, and historical museum. The City is proud to be the home of a shopping mall, The Shops at Lake Havasu, which opened in 2008 with over 720,000 square feet of commercial space available.

The mall is anchored by Dillard's, J.C. Penney's, and Super Walmart. Additional shopping can be found in the Channel Riverwalk District and the Uptown McCulloch Main Street District which also is host to many special events throughout the year. Unique boutiques, salons, night clubs, restaurants, and performing arts facilities can be found throughout the community.

There are city, state, and commercially operated recreational facilities that include:

BMX Track	Trailer Parks
Horseshoe Pits	Picnic Grounds
Boat & Watercraft Rentals	Dog Parks
Marinas & Launch Ramps	Shooting Range
Boat Repair	Fishing Areas
Model Airplane Field	Skate Park
Boat Tours	Fitness Centers
Motocross Track	Swimming Beaches
Bocce Ball	Hiking & Nature Trails
Motor Raceway	Golf Courses
Campgrounds	Volleyball Courts

A municipally-owned and operated aquatics complex combines leisure, competitive swimming, therapeutic pools, a water lagoon for youngsters, wave action, a spray park, a water slide, a large indoor community center with a gymnasium, and meeting rooms used for a variety of events.

A 4-mile pedestrian/bike path is situated on the Island which is accessed by the London Bridge. A second pedestrian/bike path spans 8.5 miles along Highway 95, from North Palo Verde Boulevard to South McCulloch Boulevard. A third pedestrian/bike path connects the Aquatic Center and Rotary Park at the lake with the Uptown Main Street area and totals 1.5 miles.

## VOTER REGISTRATION

At the time of incorporation in 1978, Lake Havasu City had 6,053 registered voters. Registered voters currently number 36,991 as of the August 2020 primary election.

## EDUCATION

Lake Havasu City has six elementary schools, one middle school, one high school, charter schools, and private schools.

Mohave Community College (MCC) was established in 1971, became part of the Arizona Community College system in 1974, and was first accredited by the North Central Association of Schools and Colleges in 1981. The College has a total of five campuses in Mohave County. The Lake Havasu City campus houses a library and student learning center that are open to the public. Various events are offered each semester and are open to the public. In partnership with more than 15 colleges and universities, MCC offers advanced degrees without leaving the area.

Arizona State University opened a campus in the fall of 2012 and offers a wide variety of Degree Programs including Business, Science and Psychology. ASU Colleges at Lake Havasu City is the realization of some of the most innovative thinking in higher education. ASU is offering a curriculum that connects disciplines resulting in a more holistic view of the world. It is an important part of the ASU model to create the New American University, and Lake Havasu students will be part of a new generation prepared to create a more sustainable culture and enjoy a unique collegiate experience in the process.



## COMMUNITY PROFILE

### BUSINESS LICENSE

The City's Business License office reports 4,866 active business licenses.

### MEDICAL

Havasu Regional Medical Center is a TJC accredited, licensed 171-bed acute care facility providing health care services for the region. Over 100 physicians and allied health professionals represent a broad range of medical specialties to provide care in all of the major medical disciplines, including open heart and neurosurgery.

Havasu Surgery Center is a multi-specialty surgery center for out-patient surgical procedures.

### LODGING AND RESTAURANTS

Lake Havasu City is home to 20 hotels/motels and over 100 restaurants and bars with a wide variety of food options.

### MAJOR EMPLOYERS

1. Havasu Regional Medical Center
2. Lake Havasu City
3. Lake Havasu School District
4. Sterilite Corporation
5. Shugrues Restaurants
6. Walmart
7. London Bridge Resort
8. Anderson Auto Group
9. Basha's/Food City
10. River Medical

### CLIMATE

Lake Havasu City, Arizona, is located at the foothills of the Mohave Mountains in an area described as "lowland desert." Lake Havasu City and the surrounding area are part of the northern and western limits of the Sonoran Desert. Lake Havasu City's elevation ranges from 450' above sea level at the lake shoreline to 1,500' above sea level at the foothills. The Mohave Mountains rise to over 5,000' in elevation just a few miles to the east of the community.



## VISION | MISSION | CORE BUSINESSES



### VISION

#### A RESIDENTIAL AND RESORT COMMUNITY

- BLUE LAKE, BEAUTIFUL MOUNTAINS
- ACTIVE LIFESTYLE
- OPPORTUNITIES TO MAKE A LIVING
- A GREAT PLACE TO LIVE AND WORK

### MISSION

#### LAKE HAVASU CITY STRIVES TO...

- PROVIDE FIRST CLASS SERVICES FOR OUR CITIZENS, BUSINESSES, AND FACILITIES
- DEVELOP AND MAINTAIN A STRONG PARTNERSHIP BETWEEN CITY GOVERNMENT AND THE COMMUNITY
- MAINTAIN A FINANCIALLY HEALTHY AND SUSTAINABLE CITY GOVERNMENT

### CORE BUSINESSES

#### OUR CORE BUSINESSES INCLUDE...

- PROTECT CITIZEN SAFETY AND SECURITY
- OPERATE WATER AND SEWER SYSTEMS
- PROVIDE QUALITY OF LIFE FACILITIES AND PROGRAMS FOR ALL CITIZENS
- SUPPORT DIVERSIFIED ECONOMIC EXPANSION AND VITALITY



## COMMUNITY RESULTS

### SAFE AND SECURE COMMUNITY



Provides services, supplies, and equipment to reduce harm and save lives and property within and around the community

Supports a secure, healthy, and well-maintained community

Provides a visible and approachable public safety presence which supports proactive prevention measures and education

Ensures access to a reliable utility infrastructure that delivers safe, clean water and effectively manages wastewater treatment and flood control to protect the health of the City

Enhances the quality, life and safety of municipal infrastructure and facilities

Supports the enforcement of laws and regulations in a fair, just and timely manner

Prevents crime and supports the prevention of crime

### WELL-PLANNED SUSTAINABLE GROWTH AND DEVELOPMENT



Encourages strategic, sustainable and practical development through good planning and review processes

Engages in long-term comprehensive and land use planning that strengthens partnerships and offers a community-driven vision

Supports reliable and affordable city services

Creates development standards that promote high quality development and proactive infrastructure planning

### RELIABLE INFRASTRUCTURE AND EFFECTIVE MOBILITY



Provides a safe transportation network, enhances traffic flow and offers safe mobility to motorists, cyclists and pedestrians

Proactively maintain reliable infrastructure through Asset Management

Invests, manages, operates, and continually evaluates the effectiveness and efficiencies of its public infrastructure and facilities

## COMMUNITY RESULTS

### CLEAN, SUSTAINABLE ENVIRONMENT AND PRESERVATION OF THE NATURAL RESOURCES



Supports and sustains resource conservation and engages the community on waste reduction, alternative and renewable energy, and energy conservation efforts

Preserves, protects, and conserves natural resources and the environment

Promotes environmental stewardship of the Lower Colorado River in a manner that advances community sustainability goals

Ensures effective regulation and enforcement for a well maintained and healthy environment

### GREAT COMMUNITY TO LIVE, WORK AND PLAY



Supports educational opportunities for life-long learning and workforce development

Offers and supports a variety of recreational programs and activities that promote a healthy and active lifestyle

Develops, maintains and enhances beaches, parks, trails, and open spaces ensuring they are vibrant, attractive and safe

Fosters and attracts sustainable, diverse, and economically sound business that promotes a higher quality of life

Engages the community in events and activities that promote recreation, culture, education and social interaction

### GOOD GOVERNANCE



Attracts, develops, motivates and retains a high quality, engaged, productive and dedicated workforce focused on service excellence

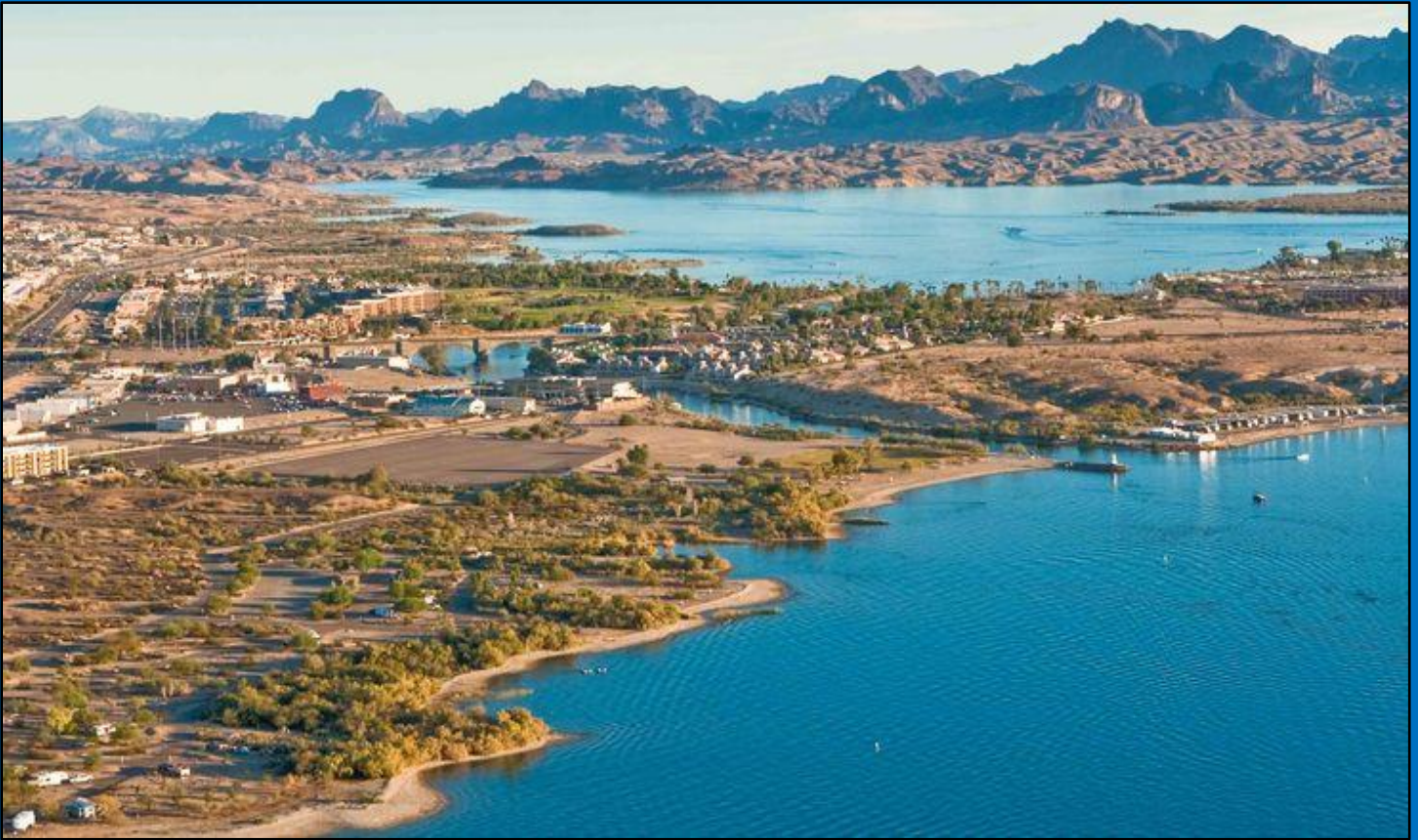
Manages regulatory and policy compliance to minimize and mitigate risk

Ensures fiscal sustainability, promotes continuous improvement and fosters trust and transparency through accountability, efficiency, effectiveness, innovation and creativity

Develops and implements short and long-term solutions that benefit the community through timely, accurate, responsible decision-making processes

Provides timely, accurate and relevant information to stakeholders and promotes civility leadership and cooperation

Provides responsive and accessible leadership, facilitates timely and effective two-way communication and utilizes input from all stakeholders



# **Budget** **Overview**

- ❖ Budget Process Overview
- ❖ Budget and CIP Calendar
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## **BUDGET PROCESS**

### **OVERVIEW**

Budget preparation allows departments the opportunity to reassess goals and objectives and the means for accomplishing them. Even though the budget may be heard by the Mayor and City Council in May and adopted in June, its preparation begins at least ten months prior, with the Capital Improvement Plan and projections of City reserves, revenues, expenditures, and financial capacity. Forecasting is an integral part of the decision making process. Both long and short-range projections are prepared. A five-year financial forecast is prepared for each major fund projecting both revenues and expenditures. As a part of this phase, alternative scenarios are examined for their fiscal impact on the respective funds.

The City Council sets the tone for the development of the budget. The City Council identifies key policy issues that provide the direction and framework for the budget. In addition to the City Council's overall objectives, the departments identify and discuss policy issues with the City Manager.

The first step in the process is to prepare the requested Five-Year Capital Improvement Plan (CIP) due to the potential impact on the operating budgets. The capital budget process begins with requests for new CIP projects being submitted by the Departments. They are then prioritized by critical need while maintaining sustainable levels over the next five years as set forth in a five-year forecast developed by the Administrative Services Department. The proposed CIP is prepared for review and discussion in City Council work sessions.

Departments then begin to prepare operating budget requests based on experience, plans for the upcoming year, and guidelines received from the City Manager. Departments then submit their operating budget requests to the City Manager.

After the Administrative Services Department completes the revenue estimates during the first part of January, the City Manager and Administrative Services Director review all the budget requests with the department directors and a preliminary budget takes shape. Prior to the budget work sessions, the City Manager submits to the City Council a proposed budget for the fiscal year commencing July 1. The preliminary budget includes estimated beginning available resources, proposed revenues and expenditures, and estimated available resources at the end of the fiscal year. City Council budget work sessions are held in April and May to discuss and make necessary changes to the preliminary budget.

In June, the City Council adopts the five-year CIP and the tentative budget. Arizona state law requires that, on or before the third Monday in July of each fiscal year, the City Council adopt a tentative budget. Once the tentative budget has been adopted, the expenditures may not be increased upon final adoption, but may be decreased. There is no specific date set by state law for adoption of the final budget, however, for cities with a property tax levy, there is a deadline for adoption of the levy, which is the third Monday in August. Adoption of the final budget occurs at the last Council meeting in June. Public hearings are conducted to obtain citizen comments. The property tax levy may be adopted at any time, but state law requires it be not less than fourteen days following the final budget adoption. Adoption of the property tax levies occurs at the first Council meeting in July, which is on the fourteenth day after adoption of the final budget.

## **BUDGET AND CIP CALENDAR**

### ***Actions and Deadlines***

<b>2020</b>	October	26	CIP Budget process meeting
	November	3	Admin Services distributes CIP request form to the Departments (no later than this date)
	November	30	Departments submit all new CIP requests to the Public Works Director with a copy to Admin Services (Sr. Budget Analyst and Director)
	December	10	Admin Services analyzes City's ability to fund/support major expenditures
<b>2021</b>	January	14	CIP Working Group meets to discuss CIP requests
	January	19	Budget entry training provided; Departments receive budget instructions
	January	21	<b>City Council Retreat w/ Financial Overview</b>
	February	16	Departments submit operating budget requests, carry forwards, and supplemental requests to Administrative Services
	February	22-26	Administrative Services reviews budget submittals; confers with Departments as needed
	March	9	City Manager and Department Directors receive first draft of Preliminary Budget
		15-18	Departments review Preliminary Budget with City Manager and Administrative Services (refer to separate schedule for meeting time)
		22-26	Administrative Services makes adjustments discussed in Department budget meetings
		23	Engineering submits CIP project adjustments to Administrative Services
	April	1	Departments carry forward adjustments due to Administrative Services
		22	<b>City Council Budget/CIP Overview Work Session (9:00 a.m.)</b>
	May	11	CIP final carry forward adjustments due to Administrative Services
		13	<b>City Council 2nd Budget/CIP Work Session (9:00 a.m.)</b>
	June	2	City Council receives Proposed Tentative Budget from Clerk's Office
		8	<b>City Council adopts CIP and Tentative Budget</b>
		22	<b>City Council adopts Final Budget</b>
	July	1	Begin new fiscal year
		13	<b>City Council adopts Property Tax Levy</b>

## **BUDGET BASIS AND AMENDMENTS**

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**Basis of Accounting** refers to the recognition of revenues and expenditures/expenses in the accounts and the reporting of them in the financial statements. All general government type funds (for example, the General Fund) are prepared on a modified accrual basis. Revenues are recognized when they are both measurable and available. Expenditures, however, are recorded on a full accrual basis because they are always measurable when they are incurred.

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**The Enterprise Funds** (Airport, Refuse, Wastewater, and Water) are budgeted using the accrual basis of accounting. This means that not only are expenditures recognized when a commitment is made, but revenues are also recognized when they are obligated to the City.

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**The City's Comprehensive Annual Financial Report** presents the status of the City's finances on the basis of Generally Accepted Accounting Principles (GAAP). Generally Accepted Accounting Principles are the rules or standards to which accountants abide by when preparing financial statements. Lake Havasu City prepares the annual budget utilizing the GAAP standards.

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**Budget Amendments** as specified in Arizona Revised Statutes 42-17106: the City Council may authorize the transfer of monies between budget items if the monies are available, the transfer is in the public interest and based on a demonstrated need, the transfer does not result in a violation of the limitations prescribed in article I, sections 19 and 20, Constitution of Arizona, and the majority of the members of the governing body vote affirmatively on the transfer at a public meeting. Under City policy, the Administrative Services Director or designee may transfer unencumbered appropriation balances within a Department. These budget transfers are allowed by City policy. All administrative budget transfers are documented by the Administrative Services Department and tracked in the City's financial system.

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# **FINANCIAL POLICIES**

## **I. INTRODUCTION**

This policy document establishes guidelines for the City's overall fiscal planning and management. The City has an important responsibility to its citizens to account for public funds, to manage its finances, and to plan for the funding of core City services, including the provision and maintenance of public facilities.

Financial goals were developed to foster the financial strength, financial stability, bond rating, and credibility with the citizens of Lake Havasu City:

- A. Deliver quality services in an affordable, efficient, and cost-effective way.
- B. Maintain an adequate financial base to sustain a sufficient level of municipal services, thereby preserving the quality of life in Lake Havasu City.
- C. Provide essential public facilities and prevent deterioration of the City's public facilities and its capital assets.
- D. Respond to impacts of local and regional economic fluctuations, to adjust to changes in the service requirements of our community, and to respond to changes in Federal and State priorities and funding.
- E. Protect and enhance the City's credit rating in the financial community.
- F. Ensure the legal use of all City funds through adherence to the highest accounting and management practices as set by the Government Finance Officers Association (GFOA) standards for financial reporting and budgeting, by the Governmental Accounting Standards Board (GASB), as well as other professional standards, and by adherence to State Law.

## **II. BUDGET ADMINISTRATION AND CONTROLS**

Every year during the budget preparation process, the City reassess our goals and objectives and the means to accomplish our short-term and long-term goals and objectives.

- A. The City Manager shall submit to the City Council a proposed annual budget, with recommendations, and shall execute the budget as finally adopted, pursuant to ARS §42.17101 through §42.17105.
- B. The adopted budget shall not exceed the expenditure limitation imposed by the Arizona Constitution.
- C. The adopted budget shall be a balanced budget, meaning estimated expenditures do not exceed estimated revenues plus current available resources.
- D. The City budgets revenues and expenditures on the basis of a fiscal year, which begins July 1 and ends the following June 30.
- E. The City Council adopt the budget no later than the third Monday in July or as set forth in state law.

## **FINANCIAL POLICIES – (Continued)**

- F. The City prepares a budget based on the guidelines established by the GFOA, which contains the following:
  - 1. Revenue estimates by major category and by major fund;
  - 2. Expenditure estimates by fund, department, and major expenditure category;
  - 3. Estimated current available resources by major fund;
  - 4. Debt service by issue detailing principal and interest amounts by fund;
  - 5. Proposed personnel staffing levels;
  - 6. A detailed schedule of capital projects.
- G. The Administrative Services Department, in consultation with the City Manager, shall annually provide a budget preparation schedule outlining the preparation timelines for the proposed budget. Budget documents for the preparation of the budget, including forms and instructions, shall be distributed to City departments in a timely manner for the departments' completion. Department officials shall prepare and return the budget requests to the Administrative Services Department, by the end of February, or as required in the budget preparation schedule.
- H. The City uses one-time monies or current available resources for one-time costs and capital expenditures and not ongoing current expenditures. If financial circumstances require the use of one-time monies or the Budget Stabilization Reserve (BSR) for current expenditures, the City Manager will present a plan for balancing the structural deficit in the long-term and a plan for replenishing the BSR.
- I. The City's annual budget includes contingency appropriations in each major fund sufficient to provide for unanticipated costs and needs that may arise throughout the fiscal year. Expenditures from these contingency appropriations may only be expended with approval of the City Manager (up to \$50,000) and ratified by Council action (if over \$50,000). The amount of contingency budgeted per fiscal year is based on historical use and adjusted annually to protect against unknown risks and uncertainty.
- J. The budget is adopted by Council at the fund or department level.
- K. Department Directors cannot approve expenditures that exceed the total departmental expenditure budget, by category.
- L. Budgetary transfers are granted only with proper approval level, as outlined in the Operating Policies and Procedures (OPP).

## **FINANCIAL POLICIES – (Continued)**

- M. Administrative Services staff regularly monitors and updates projected annual revenues. If a deficit is projected during any fiscal year, the City will take steps to reduce expenditures, or increase revenues. The City may also use contingency appropriations, BSR, or current available resources to the extent necessary to ensure a balanced budget at the close of the fiscal year.
- N. The City Manager may institute a cessation during the fiscal year on hiring, promotions, transfers, travel, capital equipment purchases, wage adjustments, and other similar actions to ensure the proper use of City resources.

### **III. FUND BALANCE AND NET POSITION OBJECTIVES**

- A. Fund balance (Governmental Funds) and Net Position (used to represent Enterprise Fund Net Resources) are important indicators of the City's financial position. Adequate fund balances and Net Position allow the City to continue providing services to the community in case of economic downturns and/or unexpected emergencies or requirements.
- B. Government Accounting, Auditing, and Financial Reporting (GAAFR) standards provide that Fund Balance is comprised of Non-spendable, Restricted, Committed, Assigned, and Unassigned (most to least restricted) funding categories. These categories reflect the extent to which fund balance is available for appropriation and the constraints placed on how funds may be spent.
- C. Lake Havasu City General Fund's Fund Balance shall be maintained to provide the City with sufficient working capital and a comfortable margin of safety to address emergencies and unexpected declines in revenue.
- D. Lake Havasu City's Irrigation & Drainage District (Water) Fund and Wastewater Fund shall maintain sufficient Unrestricted Net Position to provide those utilities with sufficient working capital, a comfortable margin to address emergencies, and reserves to provide for capital replacement, as needed.

### **IV. BUDGET STABILIZATION RESERVE**

The BSR is a tool used to stabilize a budget when impacted by a shortfall in revenues and/or an unanticipated emergency expense. It is used as a revenue source of last resort to avoid a budget deficit.

- A. The City maintains a BSR in the General Fund of twenty-five percent (25%) of the average actual fund revenues for the preceding five fiscal years. By action of the City Council, the BSR is Committed Funds for the purpose of maintaining a reserve balance. The BSR is only used if specific action is taken by the City Council and appropriated Contingency Funds and Unassigned Fund Balance are depleted.

Ongoing funding and, if necessary, replenishment of the BSR occurs under the following circumstances:

## **FINANCIAL POLICIES – (Continued)**

1. If General Fund revenues increase 0-5% above budgeted revenues for any year, 25% of the increase in revenues is transferred from Unassigned Fund Balance to the BSR as Committed Fund Balance in the next fiscal year.
  2. If General Fund revenues increase greater than 5% above budgeted revenues for any year, 50% of the increase in revenues is transferred from Unassigned Fund Balance to the BSR as Committed Fund Balance in the next fiscal year.
  3. If General Fund revenues decrease 0-5% from budgeted revenues for any year, then no transfer is made to or from the BSR in the next fiscal year.
  4. If General Fund revenues decrease more than 5% from budgeted revenues for any year, then with the approval of the City Council, a transfer is made from the BSR to the General Fund Unassigned Fund Balance to be included in the Adopted Budget in the next fiscal year.
  5. The balance of the BSR is capped at 25% of the average actual General Fund revenues for the preceding five fiscal years. If the balance of the BSR reaches 25% of the average actual revenues for the preceding five fiscal years, no transfers from Unassigned Fund Balance to the BSR occurs until the balance of the BSR dips below the 25% cap.
- B. Funds in excess of the BSR cap are retained in the Unassigned General Fund balance and may be considered to supplement "pay as you go" capital outlay expenditures, or may be used to prepay existing City debt. As a general policy, these funds should not be used to establish or support costs that are recurring in nature.
- C. The City maintains a BSR balance in the Irrigation and Drainage District (Water) Fund and Wastewater Fund of fifteen percent (15%) of the average actual revenues for the preceding five fiscal years. The BSR is only used if specific action is taken by the City Council and used to cover emergencies and unplanned capital or infrastructure repairs. If these reserves are expended, the City will increase its revenues or decrease its expenses to the extent necessary to prevent the continued use of these reserves and to restore the funds for future years. Additional funds necessary to restore the fifteen percent (15%) reserve are provided in at least approximately equal contributions during the three fiscal years following the fiscal year in which the event occurred. The BSR is in addition to any and all reserves or funds required by bond or financing resolutions.
- D. Interfund loans may be made from one fund to another with approval of the City Council. Loans to Special Revenue Funds for negative cash does not require approval of the City Council. Factors considered when evaluating an interfund loan may include the purpose of the loan, the repayment terms, and the financial condition of the borrowing fund.

## **FINANCIAL POLICIES – (Continued)**

### **V. LONG-TERM FINANCIAL PLANNING**

Long-term financial planning is a projection of future revenues and expenditures over a period of at least five years used to avoid a future financial pitfall due to an imbalance of revenues and expenditures. The long-term financial projections are based on assumptions derived from population, economic indicators, information received from the other governmental entities, anticipated operational needs, scheduled Capital Improvement Plan (CIP) projects, and debt amortization schedules.

- A. The Administrative Services Department shall annually prepare five-year financial projections for all major funds and present it to the City Council during the budget process.
- B. If financial projections indicate a deficit in any of the major funds within the next five years, corrective action shall be taken to address the deficit before the adoption of the annual final budget by the City Council.

### **VI. REVENUES AND COLLECTIONS**

#### **A. Governmental Funds.**

The City must have reliable revenue sources to provide funding for consistent service delivery. Diverse revenues must be collected equitably, timely, and efficiently.

1. The City's goal is a General Fund revenue base balanced between taxes, intergovernmental shared revenues, and other revenue sources such as licenses and permits, user fees, and other miscellaneous revenues.
2. The City strives to maintain a diversified and stable revenue base to shelter it from economic changes or short-term fluctuations in any one revenue source by doing the following:
  - i. Evaluate the need for new charges and fees, as permitted by law.
  - ii. Pursue legislative change to enhance the City's financial health.
  - iii. Collect all revenues, late penalties and related interest as authorized by the Arizona Revised Statutes.
3. The City monitors all tax collections to ensure they are equitably administered, timely and accurate. Fees and charges shall be recovered at the listed percentage of reasonable cost necessary to provide the listed services, products, or regulations as specified by City Code.
4. The City should pursue intergovernmental aid for those programs and activities that address a recognized need and are consistent with the City's long-range objectives. Any decision to pursue intergovernmental aid should include consideration of the following:
  - i. Present and future funding requirements;
  - ii. Cost of administering the funds;
  - iii. Costs associated with special conditions or regulations attached to a grant award.

## **FINANCIAL POLICIES – (Continued)**

5. The City will attempt to recover all allowable costs both direct and indirect associated with the administration and implementation of programs funded through intergovernmental aid. In the case of other governmental entities and school districts, Council may determine to recover less than full cost of services provided. In the case of state and federally mandated programs, the City will attempt to obtain full funding for the service from the governmental entity requiring the service be provided.

### **B. Enterprise Funds**

Government enterprises generate revenue to offset the cost of providing certain services including water, wastewater, and airport. User charges are established to offset the cost of providing these services in accordance with the City Code.

1. Separate funds are established and maintained to properly account for each enterprise operation. Enterprise Funds are not used to subsidize the operations of other funds. However, operating transfers are acceptable with proper justification and approval from the City Council. Interfund charges are assessed for the administrative support of the enterprise activity.
2. The City establishes rates and fees at levels that fully cover the total direct and indirect costs, including operations, capital outlay, debt service, and bonded debt coverage requirements for water and wastewater services.
3. All existing water and sewer rates and charges are reviewed annually to recommend changes in order to maintain a minimum bonded debt coverage of at least 1.2 times. The target debt coverage ratio is 1.5 times.
4. Non-major Enterprise Funds, such as the Airport, may be subsidized by the General Fund with approval from Council through the budget adoption process.

## **VII. EXPENDITURE CONTROL**

Expenditure control ensure expenditures are approved and utilized for the intended purpose. Purchases and expenditures must comply with legal requirements, policies, and procedures set forth by the City.

- A. The City Council shall establish appropriations through the budget process. The Council may transfer these appropriations as necessary through the budget amendment process.
- B. Administrative approval and processing of certain budget transfers within departments is governed by the City OPPs.
- C. The City shall maintain a purchasing system that provides needed materials in a timely manner to avoid interruptions in the delivery of services. All purchases shall be made in accordance with the City's purchasing policies, guidelines and procedures, and state and federal laws. The City obtains supplies, equipment, and services as economically as possible.



## **FINANCIAL POLICIES – (Continued)**

- D. Expenditures shall be controlled through appropriate internal controls and procedures in processing invoices for payment.
- E. The City shall pay applicable contractor invoices in accordance with the requirements of Arizona Revised Statutes (ARS) §34-221.
- F. The State of Arizona sets a limit on the expenditures of local jurisdictions. The City remains in compliance and submits all required reports in a timely manner.

### **VIII. ACCOUNTING, AUDITING, AND FINANCIAL REPORTING**

Accounting, auditing, and financial reporting establishes and maintains high standards of accounting practices, provides full transparency to the citizens of the community and provides important information to the City Council, management, citizens, investors, and creditors.

- A. The City complies with generally accepted accounting principles (GAAP) in its accounting and financial reporting, as contained in the following publications:
  - 1. Codification of Governmental Accounting and Financial Reporting Standards, issued by the Governmental Accounting Standard Board (GASB).
  - 2. Governmental Accounting, Auditing, and Financial Reporting (GAAFR), issued by the Government Finance Officers Association (GFOA) of the United States and Canada.
  - 3. Municipal Budget and Finance Manual, prepared by the League of Arizona Cities and Towns.
  - 4. Audits of State and Local Governmental Units, an industry audit guide published by the American Institute of Certified Public Accounts (AICPA).
  - 5. Government Accounting Standards, issued by the Controller General of the United States.
  - 6. U.S. Office of Management and Budget (OMB) Circular A-133, issued by the U.S. Office of Management and Budget.
- B. Monthly financial reports are prepared summarizing financial activity comparing actual revenues and expenditures with budgeted amounts.
- C. A system of internal accounting controls and procedures is maintained to provide reasonable assurance of the safeguarding of assets and proper recording of financial transactions of the City and compliance with applicable laws and regulations.

## **FINANCIAL POLICIES – (Continued)**

- D. In accordance with State law, a comprehensive financial audit, including an audit of federal grants according to the Single Audit Act of 1984, as amended, and the OMB Circular A-133, will be performed annually by an independent public accounting firm, with the objective of expressing an opinion on the City's financial statements. The City prepares its financial statements in accordance with applicable standards and will account for its operations in a manner consistent with the goal of obtaining an unmodified opinion from its auditors.
- E. The City prepares a Comprehensive Annual Financial Report in accordance with the principles and guidelines established by the GFOA "Certificate of Achievement for Excellence in Financial Reporting" program. The Comprehensive Annual Financial Report is issued by December 31 of each year for the preceding fiscal year or as required by the Arizona Revised Statutes.
- F. All departments provide notice of any and all significant events and financial and related matters to the Administrative Services Director for the City's annual disclosures, as required by the SEC Regulation 15-C-2-12, to the municipal markets, financial statements and bond representations. The Administrative Services Director will notify all Nationally Recognized Municipal Securities Information Repositories of these significant events.
- G. The City's Comprehensive Annual Financial Report includes the bond-related on-going disclosure requirements and fully discloses all significant events and financial-related issues as provided by the departments to the Administrative Services Director.
- H. The City makes the Comprehensive Annual Financial Report available to the appropriate agencies and posts it to the City's website.

## **BUDGETARY LAWS**

### **ARIZONA REVISED STATUTES**

#### **42-17101. Annual county and municipal financial statement and estimate of expenses**

On or before the third Monday in July each year the governing body of each county and incorporated city or town shall prepare:

1. A full and complete statement of the political subdivision's financial affairs for the preceding fiscal year.
2. An estimate of the different amounts that will be required to meet the political subdivision's public expense for the current fiscal year entered in the minutes of the governing body and containing the items prescribed by section 42-17102.
3. A summary schedule of estimated expenditures and revenues that shall be:
  - (a) Entered in the minutes of the governing body.
  - (b) Prepared according to forms supplied by the auditor general.

#### **42-17102. Contents of estimate of expenses**

A. The annual estimate of expenses of each county, city and town shall include:

1. An estimate of the amount of money required for each item of expenditure necessary for county, city or town purposes, which must include, by fund:
  - (a) Beginning in fiscal year 2013-2014, the estimated number of full-time employees.
  - (b) Beginning in fiscal year 2013-2014, the total estimated personnel compensation, which shall separately include the employee salaries and employee related expenses for retirement costs and health care costs.
2. The amounts necessary to pay the interest and principal of outstanding bonds.
3. The items and amounts of each special levy provided by law.
4. An amount for unanticipated contingencies or emergencies.
5. A statement of the receipts for the preceding fiscal year from sources other than direct property taxes.
6. The amounts that are estimated to be received during the current fiscal year from sources other than direct property taxes and voluntary contributions.
7. The amounts that were actually levied and the amounts that were actually collected for county, city or town purposes on the primary and secondary property tax rolls of the preceding fiscal year.
8. The amounts that were collected through primary property taxes and secondary property taxes levied for the years before the preceding fiscal year.
9. The amount that is proposed to be raised by direct property taxation for the current fiscal year for the general fund, bonds, special assessments and district levies.
10. The separate amounts to be raised by primary property tax levies and by secondary property tax levies for the current fiscal year.
11. The amount of voluntary contributions estimated to be received pursuant to section 48-242, based on the information transmitted to the governing body by the department of revenue.
12. The maximum amount that can be raised by primary property tax levies by the county, city or town pursuant to article 2 of this chapter for the current fiscal year.
13. The amount that the county, city or town proposes to raise by secondary property tax levies and the additional amounts, if any, that the county, city or town will levy pursuant to the authority given to the governing body by the voters at an election called pursuant to article 5 of this chapter.

## **BUDGETARY LAWS**

### **ARIZONA REVISED STATUTES**

14. The property tax rate for county, city or town purposes for the preceding fiscal year for the primary property tax and the secondary property tax.

15. The estimated property tax rate for county, city or town purposes for the current fiscal year for the primary property tax and the secondary property tax.

16. The expenditure limitation for the preceding fiscal year and the total amount that was proposed to be spent for the preceding fiscal year.

17. The total expenditure limitation for the current fiscal year.

18. The amount of monies received from primary property taxation in the preceding fiscal year in excess of the maximum allowable amount as computed pursuant to article 2 of this chapter.

B. The estimate shall be fully itemized according to forms supplied by the auditor general showing under separate headings:

1. The amounts that are estimated as required for each department, public office or official.

2. A complete disclosure and statement of the contemplated expenditures for the current fiscal year, showing the amount proposed to be spent from each fund and the total amount of proposed public expense.

C. The total of amounts proposed in the estimates to be spent shall not exceed the expenditure limitation established for the county, city or town.

#### **42-17103. Public access to estimates of revenues and expenses; notice of public hearing; access to adopted budget**

A. The governing body of each county, city or town shall publish the estimates of revenues and expenses, or a summary of the estimates of revenues and expenses, and a notice of a public hearing of the governing body to hear taxpayers and make tax levies at designated times and places. The summary shall set forth the total estimated revenues and expenditures by fund type, truth in taxation calculations and primary and secondary property tax levies for all districts. A complete copy of the estimates of revenues and expenses shall be made available at the city, town or county libraries and city, town or county administrative offices and shall be posted in a prominent location on the official website of the city, town or county no later than seven business days after the estimates of revenues and expenses are initially presented before the governing body. A complete copy of the budget finally adopted under section 42-17105 shall be posted in a prominent location on the official websites no later than seven business days after final adoption.

B. Beginning with fiscal year 2011-2012, both the estimates of revenues and expenses initially presented before the governing body and the budget finally adopted under section 42-17105 shall be retained and accessible in a prominent location on the official website of the city, town or county for at least sixty months.

C. The summary of estimates and notice, together with the library addresses and websites where the complete copy of estimates may be found, shall be published once a week for at least two consecutive weeks after the estimates are tentatively adopted in the official newspaper of the county, city or town, if there is one, and, if not, in a newspaper of general circulation in the county, city or town.

D. If a truth in taxation notice and hearing is required under section 42-17107, the governing body may combine the notice under this section with the truth in taxation notice.

## **BUDGETARY LAWS**

### **ARIZONA REVISED STATUTES**

#### **42-17104. Public hearing on expenditures and tax levy**

A. The governing body of each county, city or town shall hold a public hearing on or before the fourteenth day before the day on which it levies taxes as stated in the notice under section 42-17103.

Any taxpayer may appear and be heard in favor of or against any proposed expenditure or tax levy.

B. If a truth in taxation notice and hearing is required under section 42-17107, the governing body may combine the hearing under this section with the truth in taxation hearing.

#### **42-17105. Adoption of budget**

A. After the hearing on estimates under section 42-17104 is concluded, the governing body shall convene in a special meeting and finally determine and adopt estimates of proposed expenditures for the purposes stated in the published proposal.

B. The adopted estimates constitute the budget of the county, city or town for the current fiscal year.

C. The total amounts that are proposed to be spent in the budget shall not exceed the total of amounts that were proposed for expenditure in the published estimates.

#### **42-17106. Expenditures limited to budgeted purposes; transfer of monies**

A. Except as provided in subsection B, a county, city or town shall not:

1. Spend money for a purpose that is not included in its budget.
2. Spend money or incur or create a debt, obligation or liability in a fiscal year in excess of the amount stated for each purpose in the finally adopted budget for that year, except as provided by law, regardless of whether the county, city or town has received at any time, or has on hand, monies or revenue in excess of the amount required to meet expenditures, debts, obligations and liabilities that are incurred under the budget.

B. A governing body may transfer monies between budget items if all of the following apply:

1. The monies are available.
2. The transfer is in the public interest and based on a demonstrated need.
3. The transfer does not result in a violation of the limitations prescribed in article IX, sections 19 and 20, Constitution of Arizona.
4. A majority of the members of the governing body votes affirmatively on the transfer at a public meeting.

## **FUND DESCRIPTIONS**

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The financial operations of the City are organized into funds, each of which are a separate fiscal and accounting entity. Every revenue received or expenditure made by the City is accounted for through one of the funds listed below. Funds are classified as being governmental, fiduciary, or proprietary. Different fund types are also found within each classification. Although the majority of the City's department will fall within the General Fund, each fund will have at least one department that is responsible for managing these funds.

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### GOVERNMENTAL FUNDS

Most City functions are financed through what are called governmental funds. The City has three types of governmental funds: the General Fund, Capital Projects Funds, and Special Revenue Funds.

#### GENERAL FUND

The General Fund is the primary operating fund of the City. It exists to account for the resources devoted to finance the services traditionally associated with local government. Included in these services are police and fire protection, parks and recreation, community development, and general City administration and any other activity for which a special fund has not been created.

#### CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditures for capital outlay items including the acquisition or replacement of land, buildings, and equipment for public safety, parks & recreation, and general government.

#### SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects.

- **Community Development Block Grant (CDBG) Fund** This fund includes state and federal CDBG funds. These funds must be used to benefit low income persons, aid in the prevention or elimination of slums or blight or address an urgent need.
- **Grant Funds (Federal and State)** Most grants that are awarded to the City are required to be accounted for separately from all other City activities. The grants budgeted are a combination of grants which have already been awarded to the City, grants which have been applied for and are pending notification of award, and grants that the City may possibly apply for if the opportunity becomes available.



## **FUND DESCRIPTIONS – (Continued)**

- **Highway User Revenue Fund (HURF)** The major revenues of this fund are provided by the City's share of state gasoline taxes. These revenues are restricted by the state constitution to be used solely for street and highway purposes.
- **Improvement District Funds** These funds are financed through the assessment of property taxes. The City currently has two active improvement districts:
  - **Improvement District No. 2 Fund** Maintenance and improvements to the London Bridge Plaza.
  - **Improvement District No. 4 Fund** Maintenance and improvements to the electric street lights at Wheeler Park and the median landscaping on the lower McCulloch Boulevard.
- **Special Programs Funds** These funds account for the activities of various City programs funded with program generated revenues and outside agency contributions.
  - **Court Enhancement Fund** This fund consists of administrative fees collected to defray costs associated with issuing and processing warrants, suspension of driving privileges, enhancing court operations, collecting delinquent fines and restitution, and recovering actual costs of incarceration.
  - **Fill the Gap Fund** This fund allows for the allocation of funds from the state to counties for the purpose of planning and implementing collaborative projects that are designed to improve the processing of criminal cases. Revenue for this fund is derived from a 7% surcharge on court fines.
  - **Judicial Collection Enhancement Fund (JCEF)** This fund receives revenue from a surcharge assessed for defensive driving school programs, all filing, appearance, and clerk fees collected by all Arizona courts, and from a time payment fee that is charged to all persons who do not pay any penalty, fine, or sanction in full on the date the court imposes it. It is used for improving administrative processes such as court automation services.
  - **WALETA (Western Arizona Law Enforcement Training Academy) Fund** This fund accounts for receiving and expending funds associated with the Western Arizona Law Enforcement Training Academy. WALETA funds are received from AZPOST, WALEA, and other law enforcement agencies participating in the program.
  - **Racketeer Influenced and Corrupt Organizations Act Fund (RICO)** This fund accounts for RICO funds which are generated by law enforcement activities that result in asset forfeiture proceedings. Once forfeited, proceeds are deposited into the County RICO fund and are expended in accordance with state and federal laws and guidelines.

## **FUND DESCRIPTIONS – (Continued)**

### **FIDUCIARY FUNDS**

Fiduciary funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, or others.

#### **METROPOLITAN PLANNING ORGANIZATION FUND**

This fund was established to account for funding derived from the area's status as a designated Metropolitan Planning Organization (MPO). The MPO receives Federal funding administered through the Arizona Department of Transportation and has an IGA with the City to provide support services.

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### **PROPRIETARY FUNDS**

Proprietary funds are used to account for the City's activities that are similar to those found in the private sector. These activities are not financed primarily by taxes, but rather by fees charged to the users of the service.

The accounting principles for proprietary funds are the same as those applicable to similar businesses in the private sector. There are two types of proprietary funds - enterprise funds and internal service funds. Lake Havasu City has four proprietary funds which are all enterprise funds; there are currently no internal service funds.

#### **ENTERPRISE FUNDS**

Enterprise funds are used to account for operations, including debt service, which are financed and operated similarly to those of a private business, and are considered or proposed to be self-sufficient. User fees are established and revised to ensure that revenues are adequate to meet expenditures.

**Airport Fund** This fund accounts for revenues received from fees for services such as hangar rentals, tie downs, terminal space rent, and fuel flowage. These revenues are proposed to cover the operating expenses incurred; however, a subsidy from the General Fund has historically been necessary.

**Irrigation & Drainage District (Water) Fund** The main revenue sources in this fund are user charges for water services and a property tax. Other miscellaneous water fee revenues are collected in this fund. Sufficient revenues are received to cover the expenses for operating the City's water system.

**Refuse Fund** This fund accounts for the operation of the City's waste hauling services and landfill. Fees collected in this fund are received from solid waste disposal services, including landfill fees, administration fees, and recycling income.

**Wastewater Utility Fund** This fund reflects activity related to wastewater collection and treatment. User charges are the primary revenue source to fund operating expenses and repayment of debt associated with the sewer expansion.

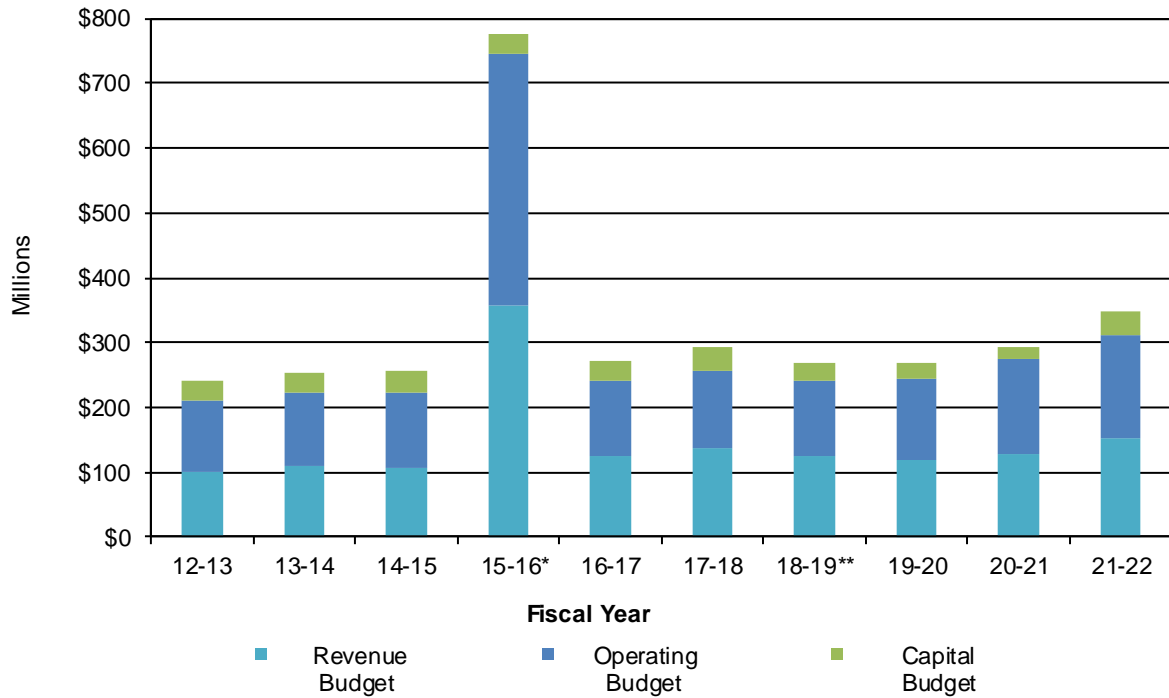
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## Financial Projections

- ❖ Ten-Year Budget History
- ❖ Four-Year Financial Summary
  - All Funds
- ❖ Projected Year-End Available Resources
- ❖ Five-Year Financial Projections

## TEN-YEAR BUDGET HISTORY – ALL FUNDS



Fiscal Year	Revenue Budget	Operating Budget	Capital Budget	Total Budget
12-13	101,377,971	109,967,311	29,898,370	\$139,865,681
13-14	109,024,482	114,715,640	29,569,291	\$144,284,931
14-15	107,039,375	116,007,817	33,157,470	\$149,165,287
15-16*	356,330,855	388,092,854	30,583,577	\$418,676,431
16-17	125,640,411	114,234,585	30,781,731	\$145,016,316
17-18	137,035,521	119,997,385	35,207,876	\$155,205,261
18-19**	124,216,164	115,571,880	29,013,723	\$144,585,603
19-20	119,595,846	124,487,786	24,123,602	\$148,611,388
20-21	127,109,185	147,626,478	18,676,758	\$166,303,236
21-22	151,408,397	160,903,698	34,825,415	\$195,729,113

\* Fiscal Year 15-16 includes the \$249.6 million Wastewater debt restructuring.

\*\* Depreciation was excluded in Fiscal Year 18-19.

## FOUR-YEAR FINANCIAL SUMMARY

### ALL FUNDS

	Actual FY 18-19	Actual FY 19-20	Estimate FY 20-21	Adopted FY 21-22
<b>Revenues by Fund</b>				
General	\$ 56,994,401	\$ 58,182,505	\$ 75,905,466	\$ 72,769,454
Airport	877,857	1,153,362	1,641,194	9,780,981
CDBG Grant **	336,324	-	-	-
Capital Projects	350,846	653,379	1,094,071	5,944
Grants: Various	535,928	1,031,046	1,565,837	7,607,040
Highway User Revenue (HURF)	5,621,713	7,139,593	5,866,129	5,610,211
Irrigation and Drainage District	20,367,063	20,565,498	20,869,971	22,755,693
LHC Improvement Districts	75,827	74,894	76,891	78,957
Refuse	7,013,366	6,847,295	6,977,990	7,331,073
Special Programs	452,374	382,500	400,941	667,254
Wastewater Utility	24,800,334	24,736,534	23,885,653	24,801,790
<b>Total Revenues</b>	<b>\$ 117,426,033</b>	<b>\$ 120,766,606</b>	<b>\$ 138,284,143</b>	<b>\$ 151,408,397</b>
<b>Expenditures by Fund</b>				
General	\$ 56,806,934	\$ 56,174,151	\$ 55,480,695	\$ 77,497,123
Airport	1,866,031	2,160,821	2,885,201	11,789,261
CDBG Grant**	336,323	-	-	-
Capital Projects	5,807,594	306,767	3,698,019	7,701,396
Grants: Various	535,926	1,031,046	1,556,007	7,607,040
Highway User Revenue (HURF)	7,160,326	3,899,566	4,983,557	10,729,508
Irrigation and Drainage District	15,700,452	19,197,911	17,552,848	27,701,740
LHC Improvement Districts	73,422	73,471	74,941	76,911
Special Programs	451,902	292,219	287,830	537,441
Refuse	6,397,110	6,722,386	6,955,226	7,290,666
Wastewater Utility	32,108,347	33,654,319	35,212,108	44,798,027
	\$ 127,244,367	\$ 123,512,657	\$ 128,686,432	\$ 195,729,113
Non-Cash Depreciation & Adjustments	(16,426,683)	(11,599,960)	(15,580,129)	(14,465,000)
<b>Total Expenditures</b>	<b>\$ 110,817,684</b>	<b>\$ 111,912,697</b>	<b>\$ 113,106,303</b>	<b>\$ 181,264,113</b>
<b>AVAILABLE RESOURCES</b>	<b>\$ 6,608,349</b>	<b>\$ 8,853,909</b>	<b>\$ 25,177,840</b>	<b>\$ (29,855,716)</b>
<b>Operating Transfers In/(Out)</b>				
General	\$ 1,500,010	\$ 1,488,504	\$ 283,300	\$ (380,000)
Airport	45,774	43,574	225,000	935,000
Irrigation and Drainage District	(3,000,000)	(1,500,000)	(500,000)	(540,000)
Special Programs	(45,784)	(32,078)	(8,300)	(15,000)
Wastewater Utility	1,500,000	-	-	-
<b>Total Operating Transfers In/(Out)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>SUBTOTAL</b>	<b>\$ 6,608,349</b>	<b>\$ 8,853,909</b>	<b>\$ 25,177,840</b>	<b>\$ (29,855,716)</b>



## FOUR-YEAR FINANCIAL SUMMARY – (Continued)

### ALL FUNDS

	Actual FY 18-19	Actual FY 19-20	Estimate FY 20-21	Adopted FY 21-22
<b>Beginning Balance</b>	<b>\$ 85,460,258</b>	<b>\$ 92,068,607</b>	<b>\$ 100,922,516</b>	<b>\$ 126,100,356</b>
<b>CIP Transfers In/(Out)</b>				
CIP - Capital Improvement Projects	5,055,296	2,357,013	2,971,451	5,536,679
CIP - General	(1,995,256)	(2,200,000)	(2,971,451)	(3,536,679)
CIP - Irrigation and Drainage District	(619,600)	(55,013)	-	
CIP - Property Acquisition Fund			-	(2,000,000)
CIP - Refuse	(1,842,000)	-	-	
CIP - Wastewater Utility	(598,440)	(102,000)	-	
<b>Total CIP Transfers In/(Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING AVAILABLE RESOURCES</b>	<b>\$ 92,068,607</b>	<b>\$ 100,922,516</b>	<b>\$ 126,100,356</b>	<b>\$ 96,244,640</b>

\* Available resources exclude Budget Stabilization Reserve (BSR) starting in FY 17-18

\*\* Grants have been combined into one fund starting FY20.



## FY 21-22 PROJECTED YEAR END AVAILABLE RESOURCES

FUND	Estimated Beginning Available Resources*  7/1/2021	PLUS	LESS	LESS	PLUS	LESS	PLUS (LESS)	FY 21-22 Projected Ending Available Resources*  6/30/2022
		FY 21-22 Estimated Revenues	FY 21-22 Estimated Expenditures	FY 21-22 Community Investment Expenditures	Estimated Operating Transfers		Non-Cash Included in Expenditures & Adjustments	
					To	From		
Governmental Funds								
General	\$ 42,638,163	\$ 72,769,454	\$ 77,497,123	\$ -	\$ 555,000	\$ 4,471,679		\$ 33,993,815
Capital Projects	5,041,544	5,944	2,000,000	5,701,396	5,536,679	2,000,000		882,771
Special Revenue Funds								
Grant Funds: Various	-	7,607,040	7,607,040	-	-	-	-	-
Highway User Revenue (HURF)	6,744,447	5,610,211	6,529,508	4,200,000	-	-	-	1,625,150
LHC Improvement District 2	11,745	16,127	15,964	-	-	-	-	11,908
LHC Improvement District 4	19,838	62,830	60,947	-	-	-	-	21,721
Special Programs	919,584	667,254	537,441	-	-	15,000	-	1,034,397
Proprietary Funds								
Enterprise Funds								
Airport	52,982	9,780,981	1,939,819	9,849,442	935,000	-	1,040,000	19,702
Irrigation & Drainage District	49,340,765	22,755,693	22,431,309	5,270,431	-	540,000	2,925,000	46,779,718
Refuse	968,430	7,331,073	7,290,666	-	-	-	-	1,008,837
Wastewater Utility	20,362,858	24,801,790	36,573,027	8,225,000	-	-	10,500,000	10,866,621
TOTAL ALL FUNDS	\$ 126,100,356	\$ 151,408,397	\$ 162,482,844	\$ 33,246,269	\$ 7,026,679	\$ 7,026,679	\$ 14,465,000	\$ 96,244,640

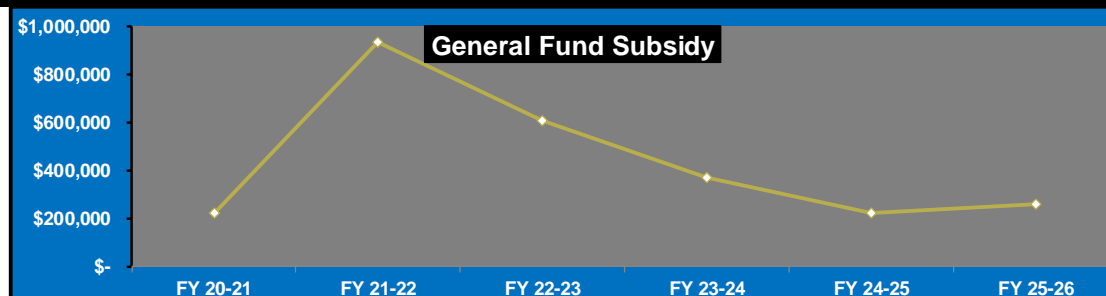
\*Beginning and ending available resources are calculated to remove the reserved portions of the fund and are calculated as follows:

- » Governmental Funds: Total current assets, less inventories and prepaid items, less total current liabilities, less budget stabilization reserve.
- » Proprietary Funds: Total current assets, less net restricted cash, less inventories and prepaid items, less total current liabilities, less budget stabilization reserve.

# FINANCIAL PROJECTIONS

## AIRPORT FUND

Financial Projections	Projections						
	Adopted FY 20-21	Estimate FY 20-21	Adopted FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>Revenues</b>							
City Sales Tax - Jet Fuel	\$ 21,000	\$ 19,200	\$ 23,000	\$ 25,000	\$ 27,000	\$ 29,000	\$ 31,500
Grants & Contributions	1,438,500	1,036,280	9,157,900	3,105,000	3,241,500	-	310,000
Airport User Revenue	498,000	530,850	541,950	552,300	568,900	585,900	603,500
Investment Earnings & Miscellaneous	1,000	2,864	2,131	1,000	1,000	1,000	1,000
Rents and Leases	39,000	52,000	56,000	58,000	60,000	62,000	63,000
<b>Total Revenues</b>	<b>\$ 1,997,500</b>	<b>\$ 1,641,194</b>	<b>\$ 9,780,981</b>	<b>\$ 3,741,300</b>	<b>\$ 3,898,400</b>	<b>\$ 677,900</b>	<b>\$ 1,009,000</b>
<b>Expenditures</b>							
Personnel	\$ 343,000	\$ 335,175	\$ 360,198	\$ 378,200	\$ 397,100	\$ 417,000	\$ 437,800
Operation & Maintenance (O&M)	197,000	134,326	292,971	224,000	229,000	229,000	229,000
Capital Improvement Plan	1,533,000	1,161,690	9,849,442	3,500,000	3,393,000	-	345,000
Unavailable Budget Appropriation	27,000	-	-	-	-	-	-
Contingency	7,000	-	7,000	7,000	7,000	7,000	7,000
Depreciation	1,020,000	1,020,000	1,040,000	1,061,000	1,082,000	1,082,000	1,082,000
Interfund Cost Allocation - Support Svcs	234,000	234,010	239,650	238,000	240,000	242,000	242,000
	3,361,000	2,885,201	11,789,261	5,408,200	5,348,100	1,977,000	2,342,800
Non-Cash Depreciation & Adjustments	(1,020,000)	(1,020,000)	(1,040,000)	(1,061,000)	(1,082,000)	(1,082,000)	(1,082,000)
<b>Total Expenditures</b>	<b>\$ 2,341,000</b>	<b>\$ 1,865,201</b>	<b>\$ 10,749,261</b>	<b>\$ 4,347,200</b>	<b>\$ 4,266,100</b>	<b>\$ 895,000</b>	<b>\$ 1,260,800</b>
<b>CURRENT YEAR RESOURCES</b>	<b>\$ (343,500)</b>	<b>\$ (224,007)</b>	<b>\$ (968,280)</b>	<b>\$ (605,900)</b>	<b>\$ (367,700)</b>	<b>\$ (217,100)</b>	<b>\$ (251,800)</b>
<b>Operating Transfers In/(Out)</b>							
General Fund	\$ 325,000	\$ 225,000	\$ 935,000	\$ 605,000	\$ 370,000	\$ 225,000	\$ 260,000
<b>Total Operating Transfers In/(Out)</b>	<b>\$ 325,000</b>	<b>\$ 225,000</b>	<b>\$ 935,000</b>	<b>\$ 605,000</b>	<b>\$ 370,000</b>	<b>\$ 225,000</b>	<b>\$ 260,000</b>
<b>SUBTOTAL</b>	<b>\$ (18,500)</b>	<b>\$ 993</b>	<b>\$ (33,280)</b>	<b>\$ (900)</b>	<b>\$ 2,300</b>	<b>\$ 7,900</b>	<b>\$ 8,200</b>
<b>Beginning Available Resources</b>	<b>\$ 41,013</b>	<b>\$ 51,989</b>	<b>\$ 52,982</b>	<b>\$ 19,702</b>	<b>\$ 18,802</b>	<b>\$ 21,102</b>	<b>\$ 29,002</b>
<b>ENDING AVAILABLE RESOURCES</b>	<b>\$ 22,513</b>	<b>\$ 52,982</b>	<b>\$ 19,702</b>	<b>\$ 18,802</b>	<b>\$ 21,102</b>	<b>\$ 29,002</b>	<b>\$ 37,202</b>

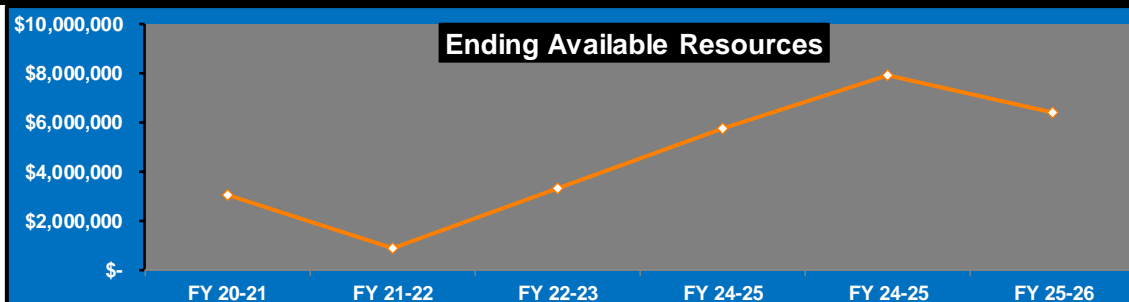


Since the Airport Fund is subsidized by the General Fund, the ending available resource balance is budgeted to be a low amount (under \$50,000). Fluctuation in General Fund subsidy is due to CIP.

# FINANCIAL PROJECTIONS

## CAPITAL PROJECTS FUNDS

Financial Projections	Projections						
	Adopted FY 20-21	Estimate FY 20-21	Adopted FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>Revenues</b>							
Capital Lease Proceeds	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Interest & Miscellaneous	15,400	94,071	5,944	5,500	5,600	5,700	5,800
<b>Total Revenues</b>	\$ 15,400	\$ 1,094,071	\$ 5,944	\$ 5,500	\$ 5,600	\$ 5,700	\$ 5,800
<b>Expenditures</b>							
Capital Outlay	-	2,991,019	2,000,000	-	-	-	-
Capital Improvement Plan	450,298	707,000	5,701,396	50,000	75,000	350,000	4,025,000
	450,298	3,698,019	7,701,396	50,000	75,000	350,000	4,025,000
Non-Cash Depreciation & Adjustments							
<b>Total Expenditures</b>	\$ 450,298	\$ 3,698,019	\$ 7,701,396	\$ 50,000	\$ 75,000	\$ 350,000	\$ 4,025,000
<b>CURRENT YEAR RESOURCES</b>	\$ (434,898)	\$ (2,603,948)	\$ (7,695,452)	\$ (44,500)	\$ (69,400)	\$ (344,300)	\$ (4,019,200)
<b>Beginning Available Resources</b>	\$ 884,062	\$ 2,674,040	\$ 3,041,543	\$ 882,770	\$ 3,338,270	\$ 5,768,870	\$ 7,924,570
<b>CIP Transfers In/(Out)</b>							
CIP - General Fund	\$ 450,298	\$ 2,971,451	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
CIP - Property Acquisition Fund	-		2,000,000	-	-	-	-
CIP - America's Best Cities			1,000,000				
CIP - Transit			36,679				
<b>Total CIP Transfers In/(Out)</b>	\$ 450,298	\$ 2,971,451	\$ 5,536,679	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
<b>ENDING AVAILABLE RESOURCE:</b>	\$ 899,462	\$ 3,041,543	\$ 882,770	\$ 3,338,270	\$ 5,768,870	\$ 7,924,570	\$ 6,405,370



# FINANCIAL PROJECTIONS

## GENERAL FUND

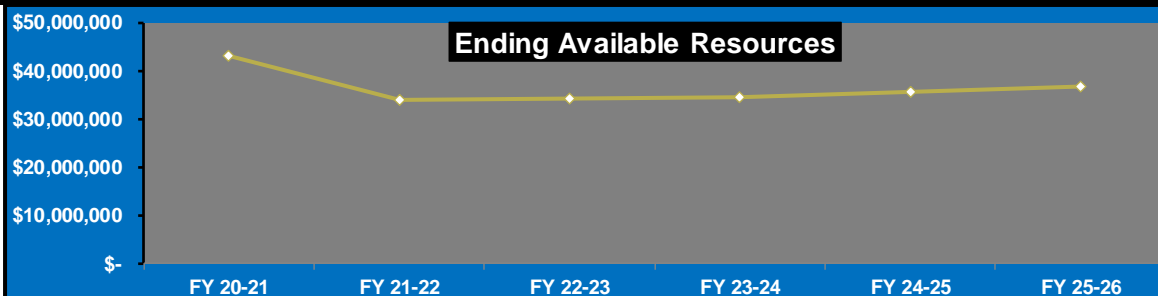
Financial Projections	Adopted FY 20-21	Estimate FY 20-21	Adopted FY 21-22	Projections			
				FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>Revenues</b>							
Property Tax Levy	\$ 5,319,500	\$ 5,304,553	\$ 5,637,695	\$ 5,806,800	\$ 5,981,000	\$ 6,160,500	\$ 6,345,300
Franchise Fees	1,766,000	2,100,000	2,184,000	2,227,000	2,272,000	2,317,000	2,364,000
City Sales Tax	18,645,000	27,844,400	26,102,900	26,885,900	27,692,500	28,523,300	29,379,000
City Sales Tax - R&B and Bed Tax	1,980,000	4,062,900	2,954,000	3,042,600	3,133,900	3,227,900	3,324,800
Other Taxes	234,000	252,000	260,000	265,000	270,500	275,900	281,500
Grants	18,330,000	11,362,822	10,397,265	-	-	-	-
License & Permits-Other	429,000	426,000	436,000	449,100	462,500	476,500	490,700
License & Permits - Building	2,053,000	2,439,123	2,552,041	2,628,600	2,707,500	2,788,700	2,872,300
State Shared - Auto	2,995,000	4,159,000	4,283,770	4,412,300	4,544,600	4,681,000	4,821,500
State Shared - Sales Tax	4,711,500	5,850,000	6,559,000	6,690,200	6,824,000	6,960,500	7,099,700
State Shared - Income Tax	6,482,000	7,983,000	7,289,000	7,434,800	7,583,500	7,735,100	7,889,900
Legislative Offset	-	-	-	-	(290,000)	(578,200)	(867,300)
Transit Revenue	14,000	7,850	10,000	10,500	11,025	11,600	12,200
Public Safety Revenue	301,000	322,049	285,100	293,600	302,500	311,500	320,900
Recreation Revenue	942,000	505,753	936,600	964,700	993,600	1,023,500	1,054,200
Fines & Forfeitures	1,194,500	1,399,480	1,412,500	1,454,900	1,498,500	1,543,500	1,589,800
Investment Earnings	344,000	432,738	238,183	242,900	247,800	252,800	257,800
Miscellaneous	256,000	1,453,798	1,231,400	238,300	245,500	252,900	260,500
<b>Total Revenues</b>	<b>\$ 65,996,500</b>	<b>\$ 75,905,466</b>	<b>\$ 72,769,454</b>	<b>\$ 63,047,200</b>	<b>\$ 64,480,925</b>	<b>\$ 65,964,000</b>	<b>\$ 67,496,800</b>
<b>Expenditures</b>							
<b>Personnel Services:</b>							
Salaries & Wages	\$ 25,372,500	\$ 24,447,380	\$ 27,805,071	\$ 28,775,661	\$ 29,782,809	\$ 30,825,207	\$ 31,904,090
Overtime	1,545,000	2,083,002	2,065,482	2,127,446	2,191,270	2,257,008	2,324,718
Healthcare Costs	7,150,500	6,492,926	7,288,077	7,506,719	7,731,921	7,963,879	8,202,795
Payroll Taxes	1,224,500	1,167,166	1,366,883	1,407,889	1,450,126	1,493,630	1,538,439
Retirement - ASRS	1,698,000	1,519,452	1,808,107	1,862,350	1,918,221	1,975,767	2,035,040
Retirement - PSPRS	6,394,500	6,532,491	7,279,564	7,497,951	7,722,889	7,954,576	8,193,213
<b>Supplies &amp; Services:</b>							
Utility Services	1,837,000	1,701,091	1,807,272	2,101,000	2,147,000	2,147,000	2,147,000
Operating Services	5,170,500	5,182,706	6,063,607	5,286,000	5,392,000	5,499,000	5,609,000
Insurance & Claims	396,500	543,984	540,000	545,000	550,000	555,000	560,000
Meeting, Training & Travel	310,000	176,797	343,460	350,000	355,000	360,000	365,000
Operating & Maintenance Supplies	2,124,500	2,400,366	3,891,805	2,448,000	2,497,000	2,547,000	2,598,000
Bad Debt Expense	17,000	18,517	21,100	23,000	25,000	26,000	27,000
Outside Agency Contracts	937,000	867,362	875,737	1,040,000	1,066,000	1,066,000	1,066,000
Development Agreements	437,000	1,357,000	1,125,000	850,000	850,000	50,000	-
CVB & PED Payouts	1,980,000	3,196,240	2,100,000	2,100,000	2,100,000	2,100,000	2,100,000
<b>Capital:</b>							
Capital Outlay	492,000	1,729,246	3,386,563	1,095,000	1,150,000	1,150,000	1,150,000
<b>Contingency:</b>							
Unavailable Budget Appropriation (Plan B)	20,581,500	-	-	-	-	-	-
Unavailable Budget Appropriation ARP/Grant	-	-	13,528,306	-	-	-	-
Contingency	1,000,000	241,800	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
<b>Capital Leases &amp; Bonds/Loans</b>							
Principal & interest	754,000	849,803	1,674,180	519,000	300,000	300,000	300,000
<b>Interfund Cost Allocation:</b>							
Interfund Cost Allocations - Labor Attrition	(501,000)	-	(543,800)	(560,100)	(576,900)	(594,200)	(612,050)
Interfund Cost Allocations - Support Svcs	(4,778,500)	(5,026,634)	(5,929,291)	(6,150,000)	(6,350,000)	(6,555,000)	(6,755,000)
	74,142,500	55,480,695	77,497,123	59,824,916	61,302,336	62,120,867	63,753,245
Non-Cash Depreciation & Adjustments	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 74,142,500</b>	<b>\$ 55,480,695</b>	<b>\$ 77,497,123</b>	<b>\$ 59,824,916</b>	<b>\$ 61,302,336</b>	<b>\$ 62,120,867</b>	<b>\$ 63,753,245</b>

# FINANCIAL PROJECTIONS

## GENERAL FUND

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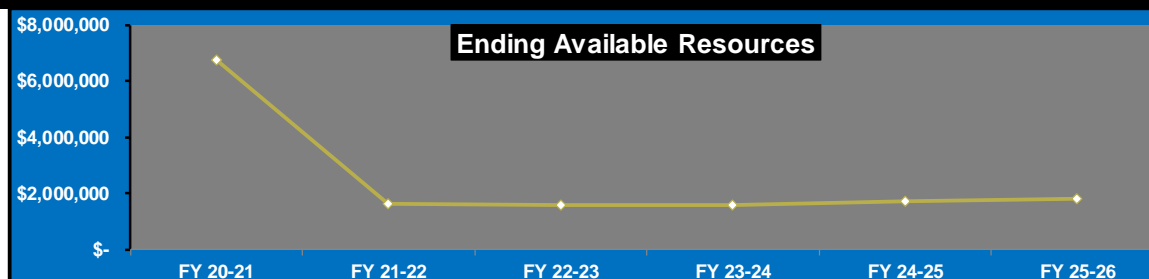
Financial Projections	Adopted FY 20-21	Estimate FY 20-21	Adopted FY 21-22	Projections			
				FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>CURRENT YEAR RESOURCES</b>	\$ (8,146,000)	\$ 20,424,771	\$ (4,727,669)	\$ 3,222,284	\$ 3,178,589	\$ 3,843,133	\$ 3,743,555
Airport Fund	\$ (325,000)	\$ (225,000)	\$ (935,000)	\$ (605,000)	\$ (370,000)	\$ (225,000)	\$ (260,000)
Court Enhancement Fund	-	8,300	15,000	15,000	15,000	15,000	15,000
Flood Control	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Water Fund - MCWA Dues	-	-	40,000	40,000	40,000	40,000	40,000
<b>Total Operating Transfers In/(Out)</b>	\$ 175,000	\$ 283,300	\$ (380,000)	\$ (50,000)	\$ 185,000	\$ 330,000	\$ 295,000
<b>SUBTOTAL</b>	\$ (7,971,000)	\$ 20,708,071	\$ (5,107,669)	\$ 3,172,284	\$ 3,363,589	\$ 4,173,133	\$ 4,038,555
<b>Beginning Balance</b>	\$ 33,161,025	\$ 38,772,583	\$ 56,509,203	\$ 47,864,855	\$ 48,537,139	\$ 49,400,728	\$ 51,073,861
<b>CIP Transfers In/(Out)</b>							
CIP - Other	(450,500)	(2,971,451)	(3,536,679)	(2,500,000)	(2,500,000)	(2,500,000)	(2,500,000)
<b>Total CIP Transfers In/(Out)</b>	\$ (450,500)	\$ (2,971,451)	\$ (3,536,679)	\$ (2,500,000)	\$ (2,500,000)	\$ (2,500,000)	\$ (2,500,000)
<b>RESOURCES AVAILABLE BEFORE BSR</b>	\$ 24,739,525	\$ 56,509,203	\$ 47,864,855	\$ 48,537,139	\$ 49,400,728	\$ 51,073,861	\$ 52,612,416
<b>BUDGET STABILIZATION RESERVE (BSR)</b>	\$ (8,946,000)	\$ (13,307,000)	\$ (13,871,040)	\$ (14,415,165)	\$ (14,932,150)	\$ (15,481,620)	\$ (15,901,510)
<b>RESOURCES AVAILABLE AFTER BSR</b>	\$ 15,793,525	\$ 43,202,203	\$ 33,993,815	\$ 34,121,974	\$ 34,468,578	\$ 35,592,241	\$ 36,710,906



# FINANCIAL PROJECTIONS

## HIGHWAY USER REVENUE FUND

Financial Projections	Adopted FY 20-21	Estimate FY 20-21	Adopted FY 21-22	Projections			
				FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>Revenues</b>							
Gasoline Tax	\$ 4,455,000	\$ 5,406,000	\$ 5,568,046	\$ 5,735,200	\$ 5,907,300	\$ 6,084,500	\$ 6,267,000
Interest & Miscellaneous	43,500	460,129	42,165	44,000	46,000	48,000	50,000
<b>Total Revenues</b>	<b>\$ 4,498,500</b>	<b>\$ 5,866,129</b>	<b>\$ 5,610,211</b>	<b>\$ 5,779,200</b>	<b>\$ 5,953,300</b>	<b>\$ 6,132,500</b>	<b>\$ 6,317,000</b>
<b>Expenditures</b>							
Personnel	\$ 1,509,000	\$ 1,511,328	\$ 1,661,610	\$ 1,723,700	\$ 1,809,900	\$ 1,900,400	\$ 1,995,400
Operation & Maintenance (O&M)	1,163,055	1,005,830	1,211,855	1,260,300	1,310,700	1,363,200	1,417,700
Capital Outlay	-	-	329,000	300,000	300,000	300,000	300,000
Capital Improvement Plan	875,000	-	4,200,000	-	-	-	-
Unavailable Budget Appropriation	1,559,000	-	-	-	-	-	-
Contingency	50,000	-	50,000	50,000	50,000	50,000	50,000
Interfund Cost Allocation - Support Svcs	76,500	76,400	107,043	81,500	83,500	85,500	87,500
Interfund Cost Allocation - Labor Attrition	(20,000)	-	(20,000)	(23,500)	(24,000)	(24,500)	(25,000)
Other Expenses:							
Street Maintenance Program	2,390,000	2,390,000	3,190,000	2,390,000	2,390,000	2,390,000	2,390,000
<b>Total Expenditures</b>	<b>\$ 7,602,555</b>	<b>\$ 4,983,558</b>	<b>\$ 10,729,508</b>	<b>\$ 5,782,000</b>	<b>\$ 5,920,100</b>	<b>\$ 6,064,600</b>	<b>\$ 6,215,600</b>
<b>SUBTOTAL</b>	<b>\$ (3,104,055)</b>	<b>\$ 882,571</b>	<b>\$ (5,119,297)</b>	<b>\$ (2,800)</b>	<b>\$ 33,200</b>	<b>\$ 67,900</b>	<b>\$ 101,400</b>
<b>Beginning Available Resources</b>	<b>\$ 4,403,848</b>	<b>\$ 6,702,876</b>	<b>\$ 7,585,447</b>	<b>\$ 2,466,150</b>	<b>\$ 2,463,350</b>	<b>\$ 2,496,550</b>	<b>\$ 2,564,450</b>
<b>AVAILABLE RESOURCES BEFORE BSR</b>	<b>\$ 1,299,793</b>	<b>\$ 7,585,447</b>	<b>\$ 2,466,150</b>	<b>\$ 2,463,350</b>	<b>\$ 2,496,550</b>	<b>\$ 2,564,450</b>	<b>\$ 2,665,850</b>
RESERVE FUND 15%	(660,577)	(825,000)	(841,000)	(860,700)	(897,700)	(859,000)	(862,000)
<b>AVAILABLE RESOURCES AFTER BSR</b>	<b>\$ 639,216</b>	<b>\$ 6,760,447</b>	<b>\$ 1,625,150</b>	<b>\$ 1,602,650</b>	<b>\$ 1,598,850</b>	<b>\$ 1,705,450</b>	<b>\$ 1,803,850</b>



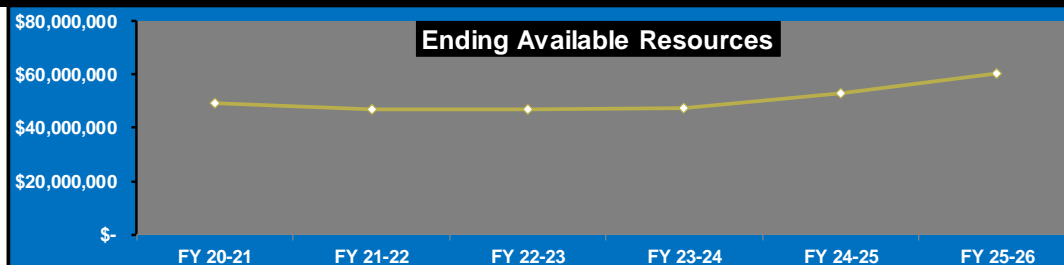
Available Resources are budgeted to decrease in FY 21-22 by \$5m. This includes a \$4.5m streets project.



# FINANCIAL PROJECTIONS

## IRRIGATION AND DRAINAGE DISTRICT FUND

Financial Projections	Projections						
	Adopted FY 20-21	Estimate FY 20-21	Adopted FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>Revenues</b>							
IGA-Flood Control Funding	\$ 2,163,000	\$ 2,163,000	\$ 2,225,000	\$ 2,266,000	\$ 2,334,000	\$ 2,404,000	\$ 2,476,200
Interest & Miscellaneous	683,000	564,326	486,777	376,724	355,195	319,500	295,961
Grants	1,500,000	-	-	-	-	-	-
Property Tax Levy	5,684,000	5,684,000	5,684,000	-	-	-	-
Water Use Fees/Charges	10,058,500	12,458,645	14,359,352	16,476,500	17,794,700	19,218,300	20,755,700
<b>Total Revenues</b>	<b>\$ 20,088,500</b>	<b>\$ 20,869,971</b>	<b>\$ 22,755,129</b>	<b>\$ 19,119,224</b>	<b>\$ 20,483,895</b>	<b>\$ 21,941,800</b>	<b>\$ 23,527,861</b>
<b>Expenditures</b>							
Personnel	\$ 3,328,500	\$ 3,006,947	\$ 3,352,598	\$ 3,737,500	\$ 3,924,500	\$ 4,120,500	\$ 4,327,000
Operation & Maintenance (O&M)	4,611,000	4,489,271	5,270,431	4,527,000	4,572,000	4,618,000	4,664,000
Capital Outlay	1,853,000	110,000	1,928,000	500,000	500,000	500,000	500,000
Capital Improvement Plan	9,349,500	3,817,704	9,849,577	5,295,000	6,164,000	2,190,000	1,890,000
Unavailable Budget Appropriation	793,000	-	-	-	-	-	-
Contingency	500,000	-	500,000	500,000	500,000	500,000	500,000
Depreciation	2,862,000	2,862,000	2,925,000	2,970,000	3,000,000	3,050,000	3,100,000
Water Allocation	165,000	165,000	165,000	165,000	165,000	165,000	165,000
Interfund Cost Allocation - Labor Attrition	(46,000)	-	(47,000)	(48,500)	(51,000)	(52,500)	(54,000)
Interfund Cost Allocation - Support Svcs	2,799,000	2,492,318	3,149,682	2,950,000	3,050,000	3,150,000	3,250,000
Other Expenses:							
Debt Service	609,500	609,608	608,452	607,000	605,500	603,000	600,000
	26,824,500	17,552,848	27,701,740	21,203,000	22,430,000	18,844,000	18,942,000
Non-Cash Depreciation & Adjustments	(2,932,000)	(2,862,000)	(2,925,000)	(2,970,000)	(3,000,000)	(3,050,000)	(3,100,000)
<b>Total Expenditures</b>	<b>\$ 23,892,500</b>	<b>\$ 14,690,848</b>	<b>\$ 24,776,740</b>	<b>\$ 18,233,000</b>	<b>\$ 19,430,000</b>	<b>\$ 15,794,000</b>	<b>\$ 15,842,000</b>
<b>CURRENT YEAR RESOURCES</b>	<b>\$ (3,804,000)</b>	<b>\$ 6,179,123</b>	<b>\$ (2,021,611)</b>	<b>\$ 886,224</b>	<b>\$ 1,053,895</b>	<b>\$ 6,147,800</b>	<b>\$ 7,685,861</b>
<b>Operating Transfers In/(Out)</b>							
General Fund - Wash Crew	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (500,000)
General Fund - Mohave Co Water Authority	-	-	(40,000)	(40,000)	(40,000)	(40,000)	(40,000)
<b>Total Operating Transfers In/(Out)</b>	<b>\$ (500,000)</b>	<b>\$ (500,000)</b>	<b>\$ (540,000)</b>	<b>\$ (540,000)</b>	<b>\$ (540,000)</b>	<b>\$ (540,000)</b>	<b>\$ (540,000)</b>
<b>SUBTOTAL</b>	<b>\$ (4,304,000)</b>	<b>\$ 5,679,123</b>	<b>\$ (2,561,611)</b>	<b>\$ 346,224</b>	<b>\$ 513,895</b>	<b>\$ 5,607,800</b>	<b>\$ 7,145,861</b>
<b>Beginning Available Resources</b>	<b>\$ 47,327,902</b>	<b>\$ 46,668,942</b>	<b>\$ 52,348,065</b>	<b>\$ 49,786,454</b>	<b>\$ 50,132,678</b>	<b>\$ 50,646,573</b>	<b>\$ 56,254,373</b>
<b>AVAILABLE RESOURCES BEFORE BSR</b>	<b>\$ 43,023,902</b>	<b>\$ 52,348,065</b>	<b>\$ 49,786,454</b>	<b>\$ 50,132,678</b>	<b>\$ 50,646,573</b>	<b>\$ 56,254,373</b>	<b>\$ 63,400,234</b>
RESERVE FUND 15%	(2,893,201)	(2,893,201)	(3,007,300)	(3,183,600)	(3,125,600)	(3,129,000)	(3,152,700)
<b>AVAILABLE RESOURCES AFTER BSR</b>	<b>\$ 40,130,701</b>	<b>\$ 49,454,864</b>	<b>\$ 46,779,154</b>	<b>\$ 46,949,078</b>	<b>\$ 47,520,973</b>	<b>\$ 53,125,373</b>	<b>\$ 60,247,534</b>

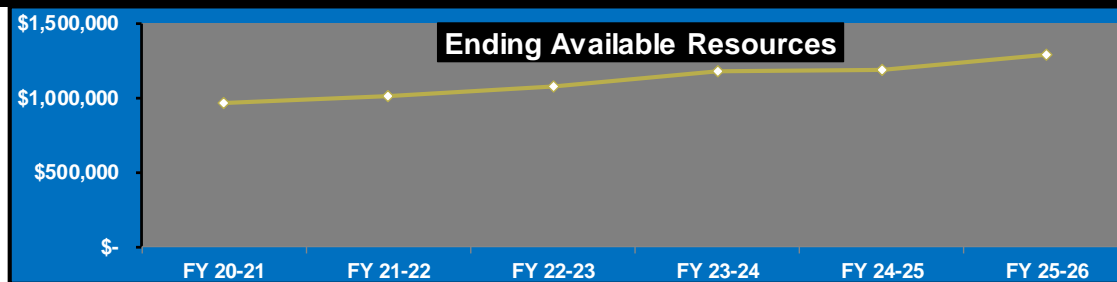


Available Resources are budgeted to decrease in FY 21-22 due to the funding of CIP projects.

# FINANCIAL PROJECTIONS

## REFUSE FUND

Financial Projections	Adopted FY20-21	Estimate FY20-21	Adopted FY 21-22	Projections			
				FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>Revenues</b>							
Administration Fee	\$ 6,864,000	\$ 6,456,000	\$ 6,791,712	\$ 6,995,450	\$ 7,205,300	\$ 7,349,400	\$ 7,496,400
Interest & Miscellaneous	48,000	52,230	39,361	38,000	40,000	42,000	44,000
Landfill Disposal Fees	423,000	469,760	500,000	530,000	550,000	560,000	575,000
<b>Total Revenues</b>	<b>\$ 7,335,000</b>	<b>\$ 6,977,990</b>	<b>\$ 7,331,073</b>	<b>\$ 7,563,450</b>	<b>\$ 7,795,300</b>	<b>\$ 7,951,400</b>	<b>\$ 8,115,400</b>
<b>Expenditures</b>							
Operation & Maintenance (O&M)	\$ 6,640,500	\$ 6,424,265	\$ 6,652,450	\$ 6,853,000	\$ 7,053,000	\$ 7,200,000	\$ 7,350,000
Contingency	100,000	-	100,000	100,000	100,000	100,000	100,000
Interfund Cost Allocation	387,000	386,961	389,716	392,000	394,000	396,000	398,000
Landfill Closure Reserve	144,000	144,000	148,500	149,500	150,500	151,500	153,000
	7,271,500	6,955,226	7,290,666	7,494,500	7,697,500	7,847,500	8,001,000
Non-Cash Depreciation & Adjustments	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 7,271,500</b>	<b>\$ 6,955,226</b>	<b>\$ 7,290,666</b>	<b>\$ 7,494,500</b>	<b>\$ 7,697,500</b>	<b>\$ 7,847,500</b>	<b>\$ 8,001,000</b>
<b>CURRENT YEAR RESOURCES</b>	<b>\$ 63,500</b>	<b>\$ 22,764</b>	<b>\$ 40,407</b>	<b>\$ 68,950</b>	<b>\$ 97,800</b>	<b>\$ 103,900</b>	<b>\$ 114,400</b>
<b>Beginning Available Resources*</b>	<b>\$ 945,667</b>	<b>\$ 945,667</b>	<b>\$ 968,431</b>	<b>\$ 1,008,838</b>	<b>\$ 1,077,788</b>	<b>\$ 1,077,788</b>	<b>\$ 1,175,588</b>
<b>ENDING AVAILABLE RESOURCES</b>	<b>\$ 1,009,167</b>	<b>\$ 968,431</b>	<b>\$ 1,008,838</b>	<b>\$1,077,788</b>	<b>\$ 1,175,588</b>	<b>\$1,181,688</b>	<b>\$ 1,289,988</b>

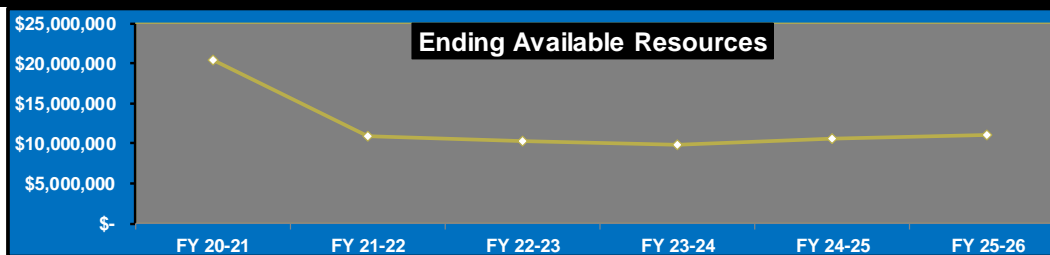


\*Beginning Available Resources excludes the Landfill closure reserve of \$3.3 million

# FINANCIAL PROJECTIONS

## WASTEWATER UTILITY FUND

Financial Projections	Projections						
	Adopted FY 20-21	Estimate FY 20-21	Adopted FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
<b>Revenues</b>							
Interest & Miscellaneous	\$ 337,000	\$ 378,256	\$ 175,880	\$ 139,530	\$ 122,227	\$ 112,238	\$ 108,921
Misc. Sewer Fees / Connection Fee	693,500	882,557	681,500	614,000	614,000	508,000	508,000
User Fees / Charges	21,022,500	22,624,840	23,944,410	24,662,750	25,402,600	26,164,700	26,949,600
<b>Total Revenues</b>	<b>\$ 22,053,000</b>	<b>\$ 23,885,653</b>	<b>\$ 24,801,790</b>	<b>\$ 25,416,280</b>	<b>\$ 26,138,827</b>	<b>\$ 26,784,938</b>	<b>\$ 27,566,521</b>
<b>Expenditures</b>							
Personnel	\$ 2,850,000	\$ 2,525,919	\$ 2,906,845	\$ 3,052,200	\$ 3,204,800	\$ 3,365,000	\$ 3,533,300
Operation & Maintenance (O&M)	4,365,500	4,181,493	4,487,970	4,980,000	5,088,000	5,199,000	5,299,000
Capital Outlay	1,107,000	1,085,000	2,118,671	750,000	750,000	750,000	750,000
Capital Improvement Plan	5,269,000	1,531,610	8,225,000	1,200,000	1,500,000	775,000	1,500,000
Unavailable Budget Appropriation	557,500	-	-	-	-	-	-
Contingency	1,000,000	-	1,000,000	500,000	500,000	500,000	500,000
Depreciation	10,500,000	10,500,000	10,500,000	10,731,000	10,967,000	11,208,000	11,455,000
Interfund Cost Allocation - Labor Attrition	(37,500)	-	(47,000)	(52,000)	(57,000)	(63,000)	(68,000)
Interfund Cost Allocation - Support Svcs	1,972,000	1,794,874	2,019,811	2,030,000	2,050,000	2,070,000	2,090,000
Other Expenses:							
Debt Service	13,593,000	13,593,212	13,586,730	13,500,000	13,490,000	13,480,000	13,470,000
	41,176,500	35,212,108	44,798,027	36,691,200	37,492,800	37,284,000	38,529,300
Non-Cash Depreciation & Adjustments	(10,500,000)	(10,500,000)	(10,500,000)	(10,731,000)	(10,967,000)	(11,208,000)	(11,455,000)
<b>Total Expenditures</b>	<b>\$ 30,676,500</b>	<b>\$ 24,712,108</b>	<b>\$ 34,298,027</b>	<b>\$ 25,960,200</b>	<b>\$ 26,525,800</b>	<b>\$ 26,076,000</b>	<b>\$ 27,074,300</b>
<b>CURRENT YEAR RESOURCES</b>	<b>\$ (8,623,500)</b>	<b>\$ (826,455)</b>	<b>\$ (9,496,237)</b>	<b>\$ (543,920)</b>	<b>\$ (386,973)</b>	<b>\$ 708,938</b>	<b>\$ 492,221</b>
<b>Beginning Available Resources*</b>	<b>\$ 20,043,974</b>	<b>\$ 24,785,214</b>	<b>\$ 23,958,759</b>	<b>\$ 14,462,522</b>	<b>\$ 13,918,602</b>	<b>\$ 13,531,629</b>	<b>\$ 14,240,567</b>
<b>AVAILABLE RESOURCES BEFORE BSR</b>	<b>\$ 11,420,474</b>	<b>\$ 23,958,759</b>	<b>\$ 14,462,522</b>	<b>\$ 13,918,602</b>	<b>\$ 13,531,629</b>	<b>\$ 14,240,567</b>	<b>\$ 14,732,788</b>
RESERVE FUND 15%	(3,498,000)	(3,498,000)	(3,595,900)	(3,619,000)	(3,669,000)	(3,688,800)	(3,729,200)
<b>AVAILABLE RESOURCES AFTER BSR</b>	<b>\$ 7,922,474</b>	<b>\$ 20,460,759</b>	<b>\$ 10,866,622</b>	<b>\$ 10,299,602</b>	<b>\$ 9,862,629</b>	<b>\$ 10,551,767</b>	<b>\$ 11,003,588</b>



Available Resources are budgeted to decrease in FY 21-22 due to the funding of CIP projects and capital outlay.



LAKE HAVASU CITY



## Revenue Highlights

- ❖ Revenue History & Projections
- ❖ Fund Revenue Summary
- ❖ Property Tax Levies

## REVENUE HISTORY AND PROJECTIONS

General Fund	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>TAXES</b>					
Property	\$ 4,960,237	\$ 5,011,545	\$ 5,304,553	\$ 5,319,553	\$ 5,637,695
City Sales	25,730,472	23,306,000	27,844,400	18,644,800	26,102,900
Restaurant & Bar / Bed	2,540,034	2,475,000	4,062,900	1,980,000	2,954,000
Fire Insurance Premium Tax	238,876	229,000	252,000	234,000	260,000
<i>Total Taxes</i>	33,469,619	31,021,545	37,463,853	26,178,353	34,954,595
<b>LICENSES &amp; PERMITS</b>	2,610,733	2,657,000	2,865,123	2,482,000	2,988,041
<b>INTERGOVERNMENTAL REVENUES</b>					
Auto Lieu	3,638,920	3,784,738	4,159,000	2,995,201	4,283,770
State Sales	5,696,977	5,717,940	5,850,000	4,711,632	6,559,000
Urban Revenue Sharing	7,123,935	7,201,716	7,983,000	6,481,800	7,289,000
Court IGA with Mohave County	92,592	535,000	-	-	-
<i>Total Intergovernmental Revenues</i>	16,552,424	17,239,394	17,992,000	14,188,633	18,131,770
<b>CHARGES FOR SERVICES</b>					
Fire / Police Department	296,820	296,000	322,049	300,900	285,100
Transit Services	13,734	19,000	7,850	14,000	10,000
Recreation / Aquatics	703,623	966,000	505,753	972,000	936,600
General Government	118,399	104,000	115,000	107,000	110,000
<i>Total Charges for Services</i>	1,132,576	1,385,000	950,652	1,393,900	1,341,700
<b>FINES &amp; FORFEITURES</b>	1,264,447	1,244,000	1,399,480	1,194,500	1,412,500
<b>OTHER REVENUES</b>					
Interest	1,106,966	193,000	432,738	343,959	238,183
Sale of Assets			66,800	30,000	30,000
Grants			11,362,822	18,329,937	10,397,265
Franchise Fees	1,899,082	2,023,000	2,100,000	1,766,000	2,184,000
Miscellaneous	146,658	160,000	1,271,998	89,000	1,091,400
<i>Total Other Revenues</i>	3,152,706	2,376,000	15,234,358	20,558,896	13,940,848
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 58,182,505</b>	<b>\$ 55,922,939</b>	<b>\$ 75,905,466</b>	<b>\$ 65,996,282</b>	<b>\$ 72,769,454</b>
<b>Special Revenue Funds</b>					
<b>HIGHWAY USER REVENUE FUND</b>					
Gasoline Tax	\$ 5,578,845	\$ 5,460,306	\$ 5,406,000	\$ 4,455,200	\$ 5,568,046
Interest & Miscellaneous	1,560,748	89,000	460,129	43,509	42,165
<i>Total HURF</i>	7,139,593	5,549,306	5,866,129	4,498,709	5,610,211
<b>COURT ENHANCEMENT (COURTS)</b>	41,215	48,000	27,454	39,765	32,243
<b>FILL THE GAP (COURTS)</b>	16,522	12,000	11,197	10,114	11,897
<b>JCEF (COURTS)</b>	23,631	21,000	14,142	16,626	16,234



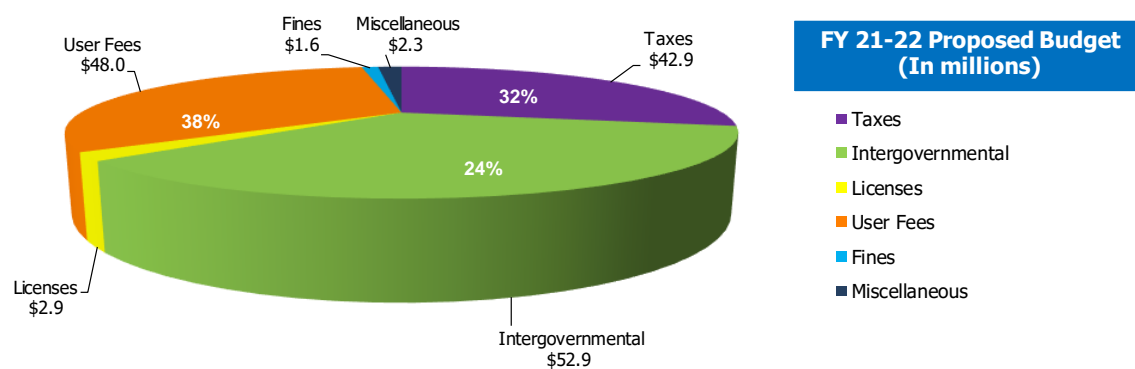
## REVENUE HISTORY AND PROJECTIONS

Special Revenue Funds (cont'd)	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
RICO	32,545	100,000	45,455	150,000	140,000
WALETA	268,587	368,840	302,693	475,120	466,880
GRANT - ACJC (PD)	4,320				
GRANT - JCRF (COURT)				250,000	
GRANT - DEA TASK FORCE (PD)	5,740		13,000	19,000	27,000
GRANT - AZ GOHS (PD)	46,042	87,000	28,400	101,246	128,588
GRANT - AZ POST (PD)	1,035				
GRANT - BULLET PROOF VEST (PD)	6,285	7,603	13,253	42,530	8,012
GRANT - HOMELAND SECURITY (PD)	50,075				
GRANT - ICAC (PHXPD) (PD)					5,000
GRANT - STATE LAKE IMPROVEMENT (PD)				300,000	200,000
GRANT - HAZ MATERIALS EMERG PREP (FIRE)					39,000
GRANT - SCBA (FIRE)			418,654	490,554	
GRANT - HSIP (STREETS)		875,000			
GRANT - HOMELAND SECURITY (FIRE)					120,000
GRANT - AZDOHS (PD)					104,895
GRANT - MAGNET (PD)	286,895	292,122	198,985	300,000	300,000
GRANT - BJA (COURT)					125,000
GRANT - NON-SPECIFIC GRANTS		1,294,511			50,000
GRANT - ADOT (MOBILITY)		38,083			
GRANT - SAFER (FIRE)					594,320
GRANT - CDBG (ADMIN SVCS)	383,511	1,380,760	685,673	2,307,778	2,303,224
GRANT - CONGRESSIONAL DIRECT (PD)					3,000,000
GRANT - VETERANS TREATMENT COURT	224,932	329,251	163,997	517,543	548,078
GRANT - VOCA (ATTORNEY)	22,211	20,812	43,875	28,351	53,923
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 8,553,139</b>	<b>\$ 10,424,288</b>	<b>\$ 7,832,907</b>	<b>\$ 9,547,336</b>	<b>\$ 13,884,505</b>
<b>Enterprise Funds</b>					
<b>AIRPORT O&amp;M FUND</b>					
User Fees	\$ 530,109	\$ 490,000	\$ 530,850	\$ 498,000	\$ 541,950
Grants - Capital	546,830	1,796,973	1,036,280	1,438,484	9,157,900
City Sales Tax	22,675	9,000	19,200	21,000	23,000
Miscellaneous	53,748	38,000	54,864	40,021	58,131
<i>Total Airport O&amp;M Fund</i>	1,153,362	2,333,973	1,641,194	1,997,505	9,780,981
<b>IDD FUND (Water)</b>					
Property Taxes	5,694,267	5,684,000	5,684,000	5,684,000	5,684,564
User Fees	11,020,390	11,017,000	12,396,245	10,189,280	14,299,352
Flood Control Funding	2,340,481	2,142,000	2,163,000	2,163,000	2,225,000
Interest & Miscellaneous	1,421,648	388,000	626,726	552,192	546,777
Sale of Other Assets		25,000			
Grants - Operating & CIP	88,712	95,000	-	1,500,000	-
<i>Total IDD Fund (Water)</i>	20,565,498	19,351,000	20,869,971	20,088,472	22,755,693

## REVENUE HISTORY AND PROJECTIONS

	Budget				
	Actual	Budget	Estimate		
Enterprise Funds (cont'd)	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
REFUSE FUND					
Administration Fees	6,246,827	6,282,000	6,456,000	6,864,000	6,791,712
Landfill Disposal	482,451	800,000	469,760	423,000	500,000
Interest & Miscellaneous	118,017	15,000	52,230	47,857	39,361
Total Refuse Fund	6,847,295	7,097,000	6,977,990	7,334,857	7,331,073
WASTEWATER					
User Fees	22,621,646	22,600,000	22,014,850	20,640,000	23,444,410
Effluent Charges	357,115	425,000	609,990	693,500	500,000
Treatment Capacity Fees	701,456	755,000	811,472	382,500	614,000
Interest & Miscellaneous	1,056,317	228,000	449,341	337,024	243,380
Total Wastewater Utility Fund	24,736,534	24,008,000	23,885,653	22,053,024	24,801,790
TOTAL ENTERPRISE FUNDS REVENUES	\$ 53,302,689	\$ 52,789,973	\$ 53,374,808	\$ 51,473,858	\$ 64,669,537
Other Funds					
LHC Improvement Districts #2 & #4	\$ 74,894	\$ 75,376	\$ 76,891	\$ 76,309	\$ 78,957
TOTAL OTHER FUNDS REVENUES	\$ 74,894	\$ 75,376	\$ 76,891	\$ 76,309	\$ 78,957
Capital Projects Funds					
CIP Fund - General City					
Long Term Debt			\$ 1,000,000		
Donations, Interest & Miscellaneous	\$ 653,379	\$ 383,270	\$ 94,071	\$ 15,400	\$ 5,944
Total CIP Fund - General City	653,379	383,270	1,094,071	15,400	5,944
TOTAL CAPITAL PROJECTS REVENUES	\$ 653,379	\$ 383,270	\$ 1,094,071	\$ 15,400	\$ 5,944

<b>Total Revenues</b>	<b>\$ 120,766,606</b>	<b>\$ 119,595,846</b>	<b>\$ 138,284,143</b>	<b>\$ 127,109,185</b>	<b>\$ 151,408,397</b>
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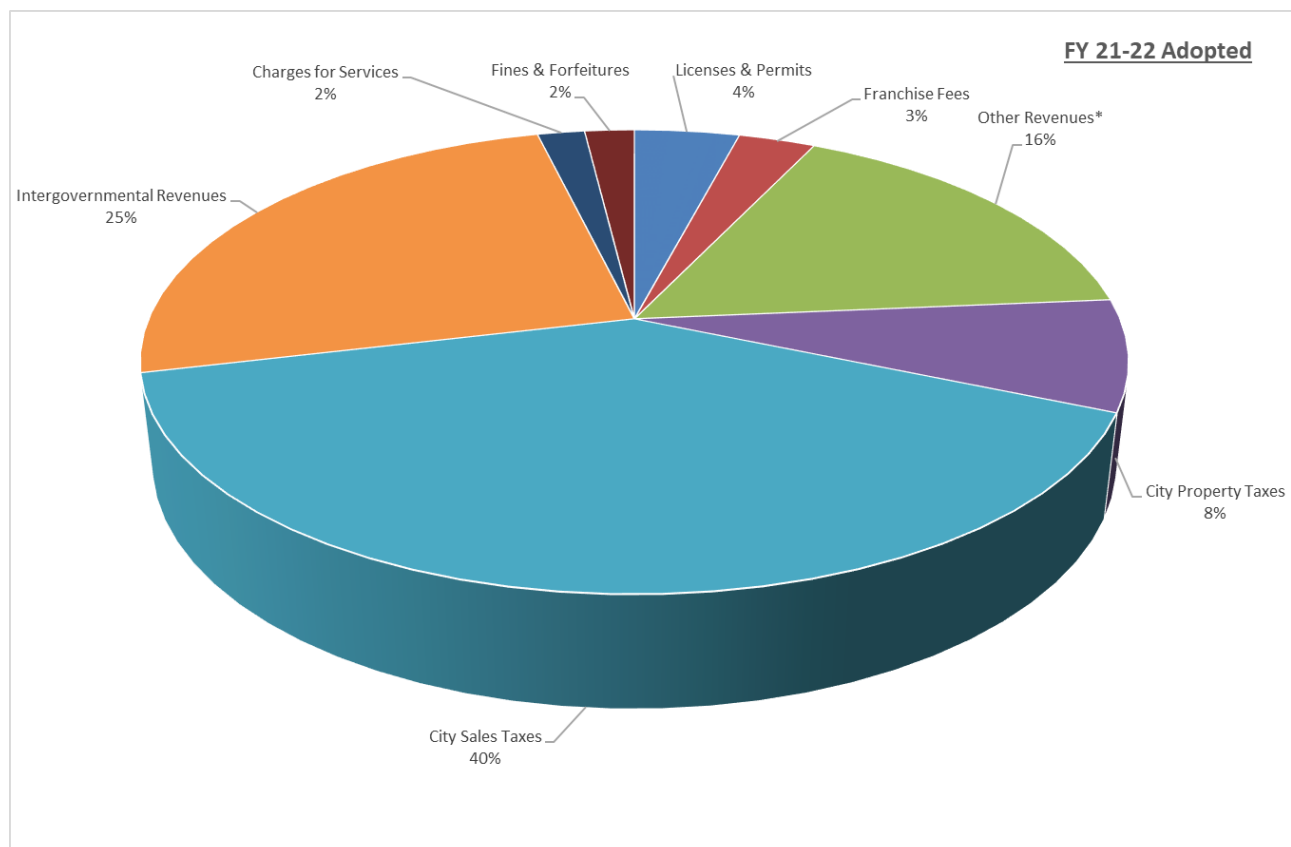


## REVENUE HISTORY

### GENERAL FUND

The General Fund, being the largest, is comprised of revenue sources including sales and property tax, intergovernmental revenues, franchise fees, license and permit fees, and other revenues received from fines, charges for services, and investment earnings. The General Fund revenues for FY 20-21 are projected at \$75.9 million and \$72.7 million for FY 21-22.

Revenue Source	Estimated FY 20-21	Adopted FY 21-22
City Sales Taxes	\$31,907,300	\$29,056,900
City Property Taxes	5,304,553	5,637,695
Charges for Services	950,652	1,341,700
Intergovernmental Revenues	17,992,000	18,131,770
Licenses & Permits	2,865,123	2,988,041
Fines & Forfeitures	1,399,480	1,412,500
Franchise Fees	2,100,000	2,184,000
Other Revenues*	13,386,358	12,016,848
Total	\$75,905,466	\$72,769,454



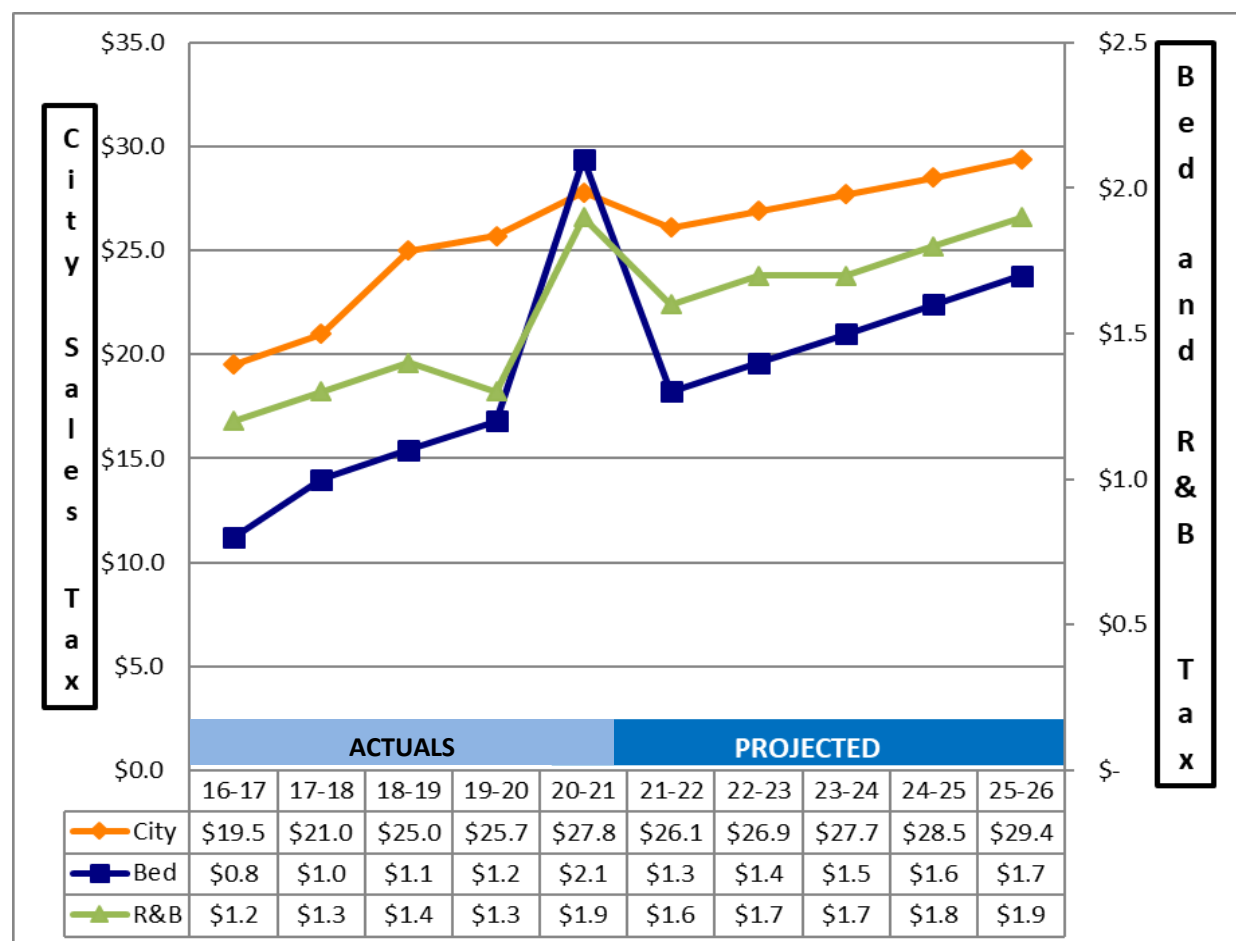
\*Other Revenues are higher due to potential grant and federal funding for COVID19 Pandemic.

## REVENUE SUMMARY

### CITY SALES TAX

Lake Havasu City's sales tax originated July 1, 1984, at a rate of 1%. In October 1990, the sales tax rate was increased to 2% when the City reduced the property tax. City sales tax is the largest single revenue source in the General Fund. In FY 21-22, we are projecting a 5.6% decrease in revenues. The assumption is there will be a slight decline in tax revenues as COVID-19 has artificially inflated revenues for FY 20-21.

The City also has an additional 3% transient lodging tax (bed tax) and a 1% restaurant and bar tax (R&B tax). In 1996, the City Council mandated that all proceeds be dedicated to the promotion, development, and enhancement of tourism and economic development. In 2021, the City Council revised the mandate to these investments, to set amount regardless of the revenues generated by these additional taxes. The revenues are distributed, via contract, with a flat monthly payment of \$133,333 to the Lake Havasu Convention and Visitors Bureau (Go Lake Havasu) and a flat quarterly amount of \$125,000 to the Partnership for Economic Development.



## REVENUE SUMMARY

### CITY PROPERTY TAX

The property tax is levied each year on or before the third Monday in August based on the assessed property value as determined by the Mohave County Assessor's Office. Starting in FY 15-16, the tax calculation was changed from using full cash property value to limited property value.

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#### General Fund

The General Fund property tax levy helps support City services such as Police, Fire, and Parks & Recreation. The levy adopted for the General Fund for FY 21-22 reflects holding the tax rate from the prior year. A rate of \$0.6718 per \$100 of assessed value increases the levy from approximately \$5.3 million in FY 20-21 to \$5.6 million in FY 21-22. The City had the opportunity to levy a higher amount while complying with the state statute, but opted to hold the levy rate in an effort to provide tax relief to citizens. Per state statute the maximum levy amount cannot exceed the prior year maximum levy amount by more than 2%, plus any amounts attributable to new construction. The City has accumulated capacity of just over \$1.7 million, should a future Council decide to increase the levy rate to the legally allowable amount.

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#### Irrigation and Drainage District

The Irrigation and Drainage District property tax levy is tied to refunding bonds issued in February 1993. The bonds are payable solely from tax assessments on the property owners. This levy pays for the principal and interest payments on the bonds along with partially funding the Irrigation and Drainage District operations, resulting in lower water user charges for citizens. The bonded debt is scheduled to be paid off on July 1, 2022 at which time the levy will end.

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#### Improvement District #2

The Improvement District #2 property tax levy is for the London Bridge Plaza and includes electric lights, water service, and landscaping service for the betterment and beautification of the plaza. Only properties within this district are charged this property tax.

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#### Improvement District #4

The Improvement District #4 property tax levy is for the McCulloch Median. It includes electricity, water, and grounds maintenance in the McCulloch Median from Smoketree Avenue to Lake Havasu Avenue. It also includes the maintenance of Wheeler Park. Only properties within this district are charged this property tax.

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## PROPERTY TAX LEVIES AND RATES

GENERAL FUND	PROPERTY TAX LEVY			TAX RATE
	Primary	Secondary	Total	(per \$100 A V)
<b>2021-22 Adopted</b>	<b>5,607,695</b>		5,607,695	0.6718
2020-21	5,279,553		5,279,553	0.6718
2019-20	4,964,545		4,964,545	0.6718
2018-19	4,661,841		4,661,841	0.6718
2017-18	4,405,892		4,405,892	0.6718
2016-17	4,338,921		4,338,921	0.7000
2015-16	4,282,670		4,282,670	0.7235
2014-15	4,232,725		4,232,725	0.7408
2013-14	4,178,275		4,178,275	0.7381
2012-13	4,134,174		4,134,174	0.7332
2011-12	4,096,228		4,096,228	0.7264

IRRIGATION & DRAINAGE DISTRICT	PROPERTY TAX LEVY			TAX RATE
	Primary	Secondary	Total	(per acre)
<b>2021-22 Adopted</b>	<b>5,673,901</b>	10,663	5,684,564	268.85
2020-21	5,673,239	11,325	5,684,564	268.85
2019-20	5,672,576	11,988	5,684,564	268.85
2018-19	5,671,914	12,650	5,684,564	268.85
2017-18	5,671,251	13,313	5,684,564	268.85
2016-17	5,670,589	13,975	5,684,564	268.85
2015-16	5,669,926	14,638	5,684,564	268.85
2014-15	5,669,264	15,300	5,684,564	268.85
2013-14	5,668,601	15,963	5,684,564	268.85
2012-13	5,667,939	16,625	5,684,564	268.85
2011-12	5,667,276	17,288	5,684,564	268.85



## ASSESSED VALUATION AND PROPERTY TAX RATE COMPARISONS

		Adopted		% of
		FY 20-21	FY 21-22	Change
<b>General Fund</b>				
	Primary Assessed Value	785,881,634	834,726,780	6.2%
	Tax Levy	5,279,553	5,607,695	6.2%
	Rate Per \$100	0.6718	0.6718	0.0%
<b>Irrigation &amp; Drainage District</b>				
	Basis for Levy-Estimated Acres	21,144.00	21,144.00	0.0%
	Tax Levy	5,684,564	5,684,564	0.0%
	Rate Per Acre:			
	IDD Equipment, CIP, Depr.	268.31	268.35	0.0%
	Debt Service	<u>0.54</u>	<u>0.50</u>	(5.8%)
	Total Rate Per Acre	268.85	268.85	0.0%
	Ley Amount Collected for:			
	IDD Equipment, CIP, Depr.	5,673,239	5,673,901	0.0%
	Debt Service	<u>11,325</u>	<u>10,663</u>	(5.8%)
	Total	5,684,564	5,684,564	0.0%
<b>Improvement Districts</b>				
Dist. #2:	Primary Assessed Value	1,957,840	2,113,119	7.9%
	Tax Levy	14,429	15,574	7.9%
	Tax Rate Per \$100	0.7370	0.7370	0.0%
Dist. #4:	Primary Assessed Value	12,213,123	12,437,890	1.8%
	Tax Levy	61,554	62,687	1.8%
	Tax Rate Per \$100	0.5040	0.5040	0.0%

#2=London Bridge Plaza; #4=McCulloch Median

## REVENUE SUMMARY

### INTERGOVERNMENTAL REVENUES

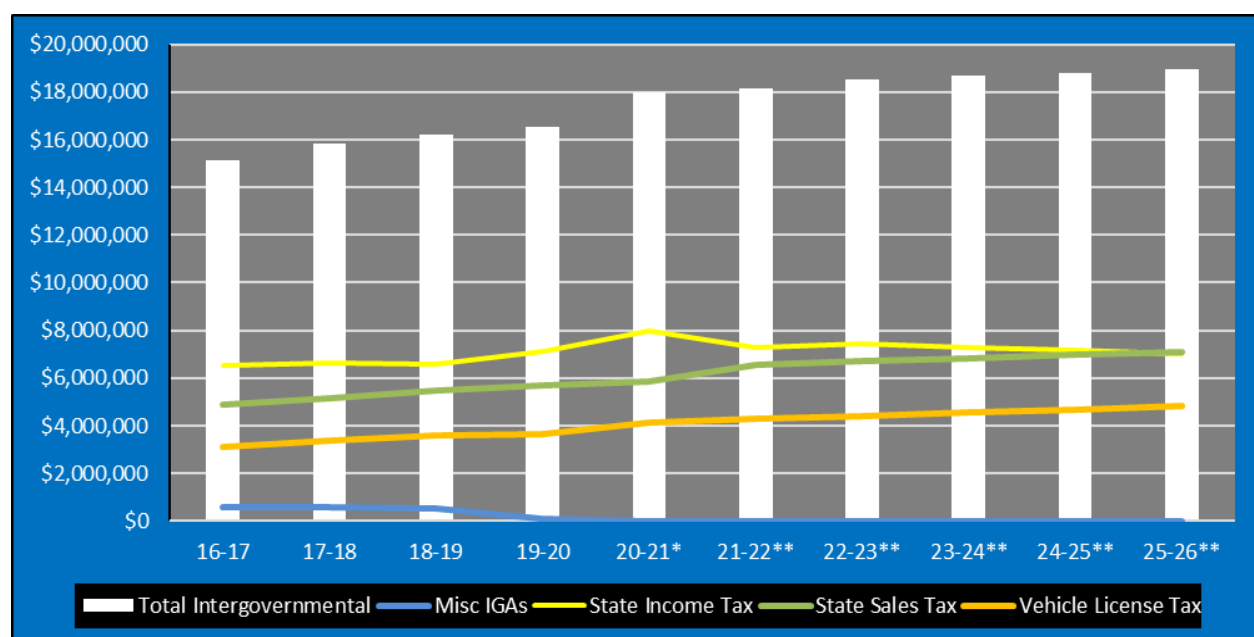
Cities in Arizona are part of a state-shared revenue program which distributes funds to Arizona municipalities from four different state revenue sources: vehicle license tax, state sales tax, state income tax, and highway user revenues. The first three of these are General Fund revenues and must be expended for a public purpose. Highway user revenues are considered special revenue funds and are restricted in use. Each year the state provides cities with an estimate of the amount of state-shared revenues they will be receiving, based on the population estimates for that fiscal year.

The vehicle license tax (VLT) revenues are based on the population in relation to the total incorporated population of the County.

The current state sales tax rate is 5.6% in which Lake Havasu City receives a portion based on the relation of the municipality's population to the total population of all incorporated cities and towns in the state, according to the decennial census.

State income tax, more commonly referred to as urban revenue sharing, was established by a citizen's initiative in 1972 and granted the cities and towns a 15% share of state income tax collections in exchange for cities and towns agreeing not to charge a local income tax within their jurisdictions. The distribution of this revenue source is calculated using the same method as the State Sales Tax, and is based on income tax collections from two years prior to the fiscal year in which the city or town receives the funds.

The Miscellaneous Intergovernmental Agreements (IGAs) category is comprised of an agreement between the City and Mohave County for the City to administer and operate a consolidated Municipal Court and Justice Court. The County reimburses the City for a percentage of the total Court expenditures for the City administering the Justice Court cases. The courts were deconsolidated in FY20, so this agreement ended in October of 2019.



\*Estimated

\*\*Projected

## REVENUE SUMMARY

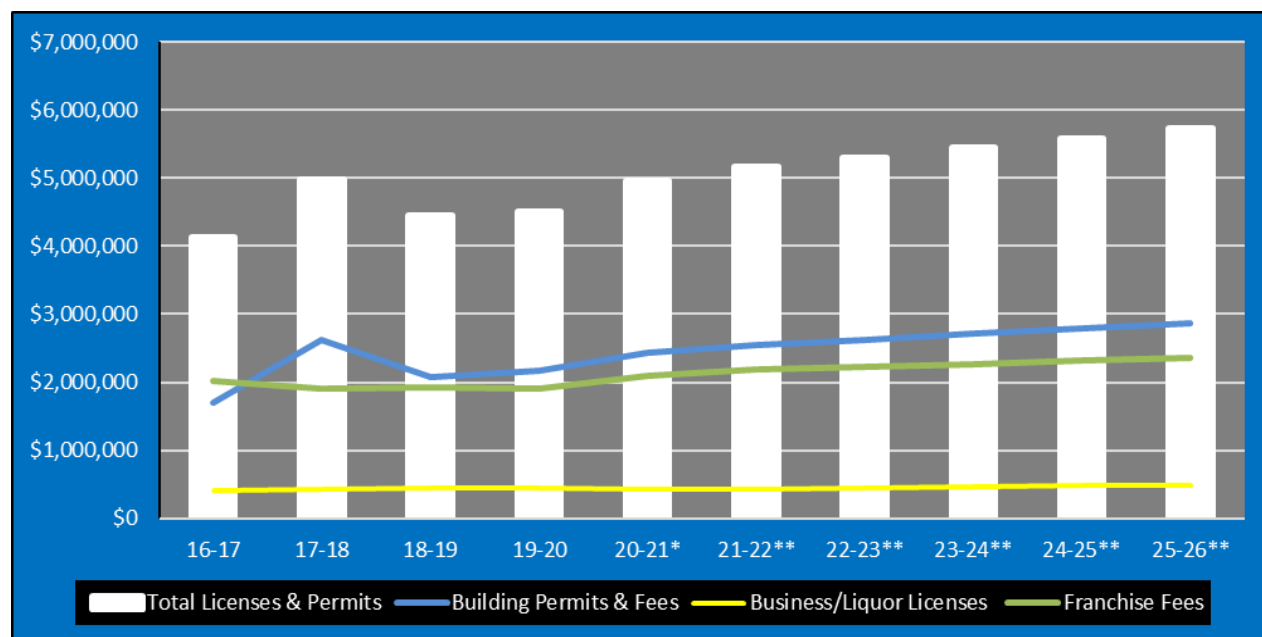
### FRANCHISE FEE, LICENSES, AND PERMITS

Franchise fees, business / liquor licenses, and building related permits and fees are included in this revenue classification.

Franchise fees are generated from agreements with utility companies, including electric, gas, and cable, for their use of City-owned public rights-of-way. This revenue is based on a percentage of the utility company's gross revenue.

Business license fees are primarily used to regulate the types of businesses within the City and are an annual fee. The fee for a business license is \$112 per new license issued. The annual renewal fee is \$85. Also included in this category, liquor license fees are collected when a new request is processed to sell liquor in the City, either through an established business or for a special event. The fee for a liquor license is \$514 for posting & application fee, plus a \$22 state fingerprinting fee.

Building permits and fees are issued for new construction associated with both residential and commercial development. The permit fees vary depending on the type of permit.



\*Estimated

\*\*Projected

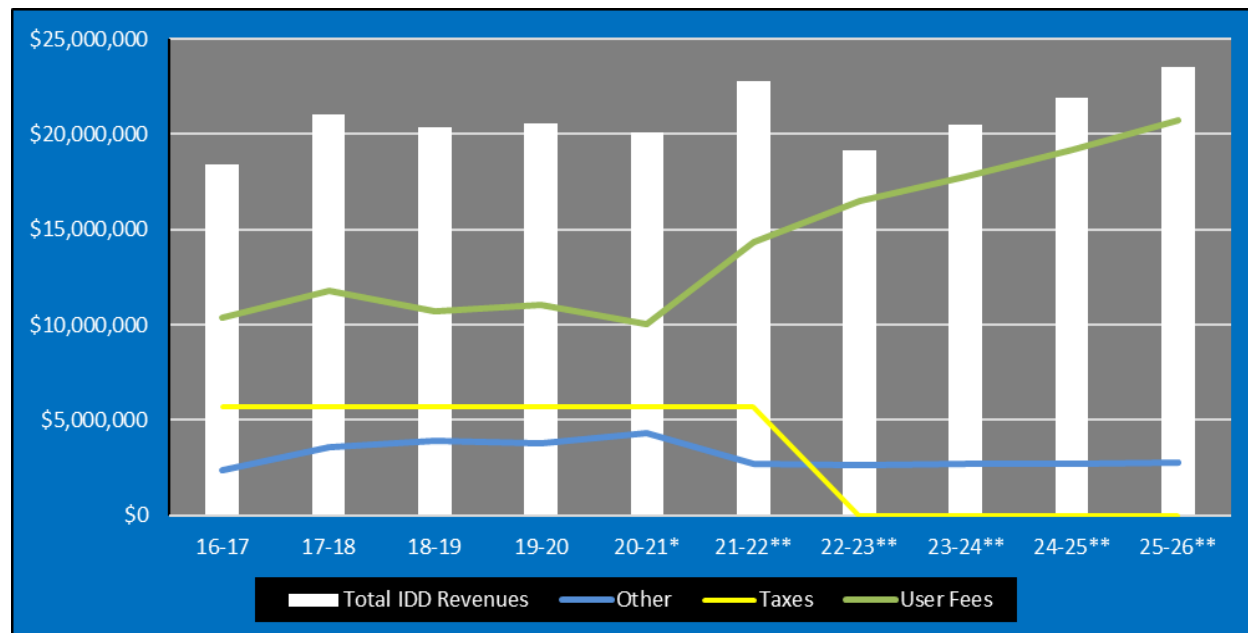
## REVENUE SUMMARY

### IRRIGATION AND DRAINAGE DISTRICT

The principal revenue for operating and managing the City's water system is derived from a combination of user fees for water services and the Irrigation and Drainage District property tax.

User fees include water charges and backflow permit fees, as well as various other meter related fees. A rate study was performed in FY 07-08, which identified the need for a 9% rate increase for the residential customer class. This increase was implemented in FY 08-09. Another rate study was completed in FY 15-16 in conjunction with the Wastewater debt restructuring, but no immediate increases were anticipated. In FY 20-21 a rate study was performed in order to determine the new rates needed to sustain the water system after the Irrigation and Drainage District tax ends. It was determined that a rate increase of 15% would be needed in FY 21-22 and additional increases will be needed going forward.

The property tax levy adopted for the Irrigation and Drainage District in FY 21-22 maintains the rate that was approved by the City Council in FY 11-12. The per-acre tax of \$268.86, which is equivalent to the rate that was adopted in Fiscal Year 1997, is expected to realize \$5,684,564 in revenue annually. This reinstatement of the property tax levy to the Fiscal Year 1997 level assisted with offsetting the need for an increase in the user fees for the foreseeable future. This property tax levy will sunset in FY 21-22 with the last principal payment of the 1993 Bond Series.



\*Estimated

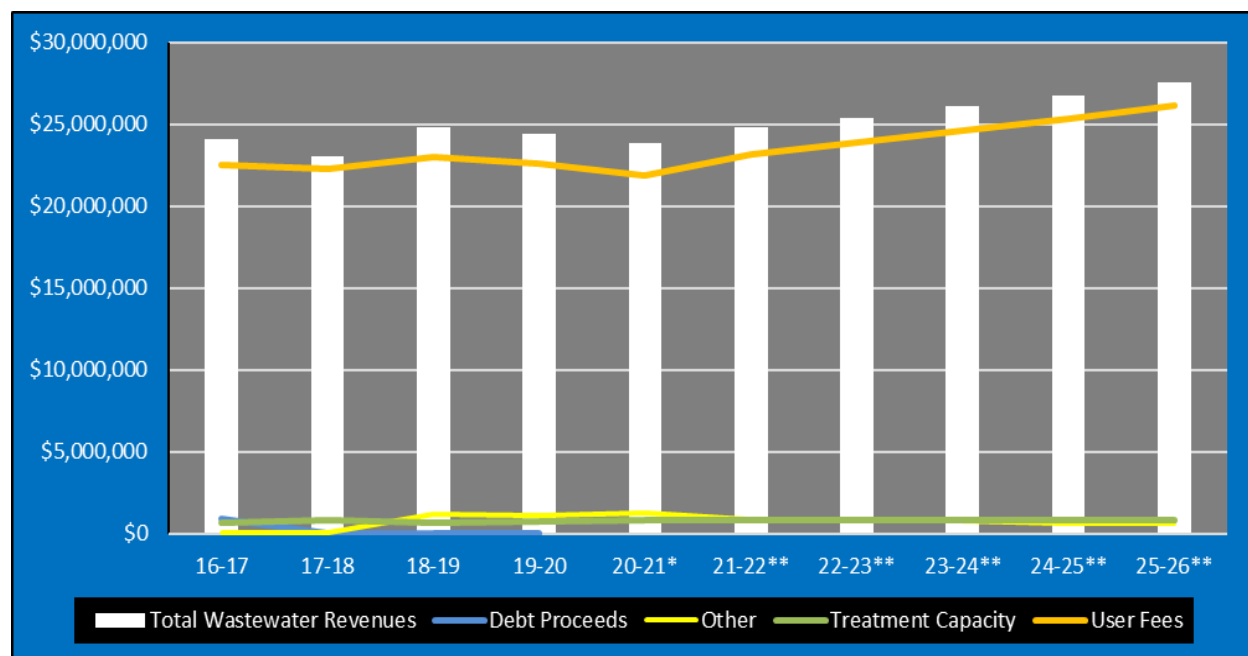
\*\*Projected

## REVENUE SUMMARY

### WASTEWATER UTILITY FUND

The principal revenue for operating and managing the City's wastewater system is derived from user fees. Sewer user fees for residential and commercial customers include a minimum monthly base charge, plus a rate per 100 cubic feet which is calculated and charged on the basis of water consumption. Starting in FY 21-22 all customers are billed based on actual monthly water usage (the City will no longer do a winter averaging), unless they can measurably separate the quantity of water that does not reach the wastewater system. An increase in sewer user fee rates of 12% occurred in FY 09-10. Using the results from an extensive review of the Wastewater Rate Model, rate increases were deferred for several years. The deferment of rate increases was accomplished by a restructuring of the debt. In FY 20-21, a rate study was completed to help determine future rates. Based on that study a 3% rate increase will begin in FY 21-22.

The treatment capacity fee is charged to all property owners upon connection of their property to the wastewater system. The purpose of the per-connection fee is for the property owner to pay for a portion of future treatment plant capacity. The City completed the final customer connections of a massive wastewater system expansion program in FY 11-12 resulting in nearly 23,500 new sewer customers. When homeowners were connected to the sewer system, they were given the option to pay the \$2,000 connection fee in full or over a 10-year loan at 4% interest.



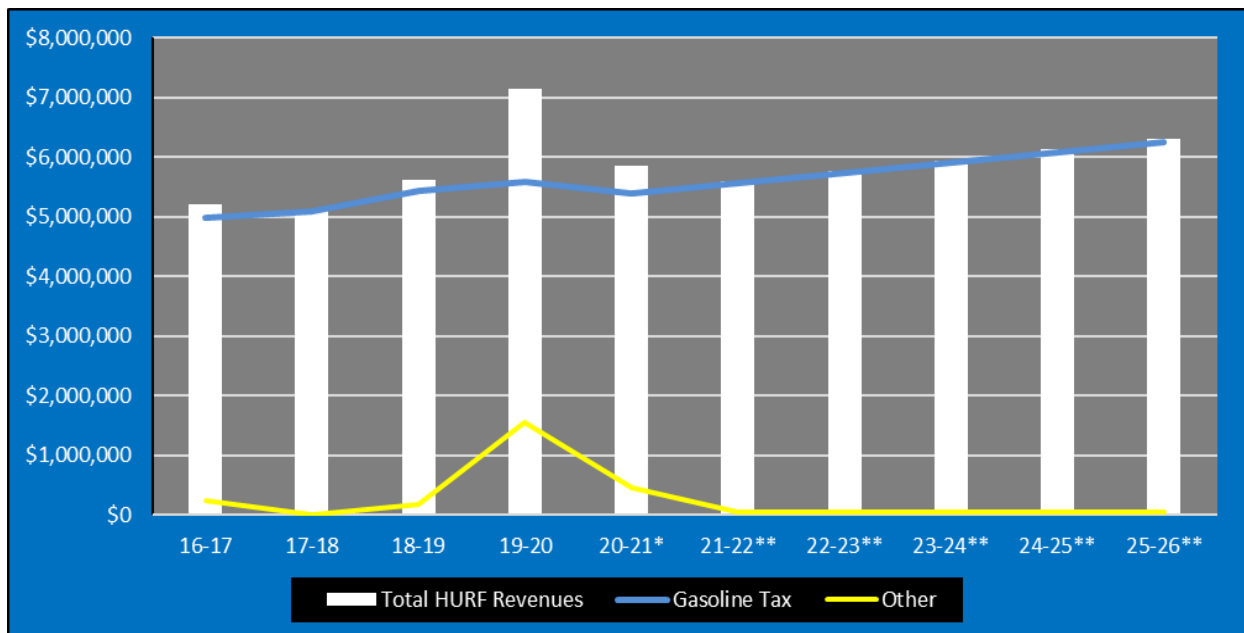
\*Estimated

\*\*Projected

## REVENUE SUMMARY

### HIGHWAY USER REVENUE FUND (HURF)

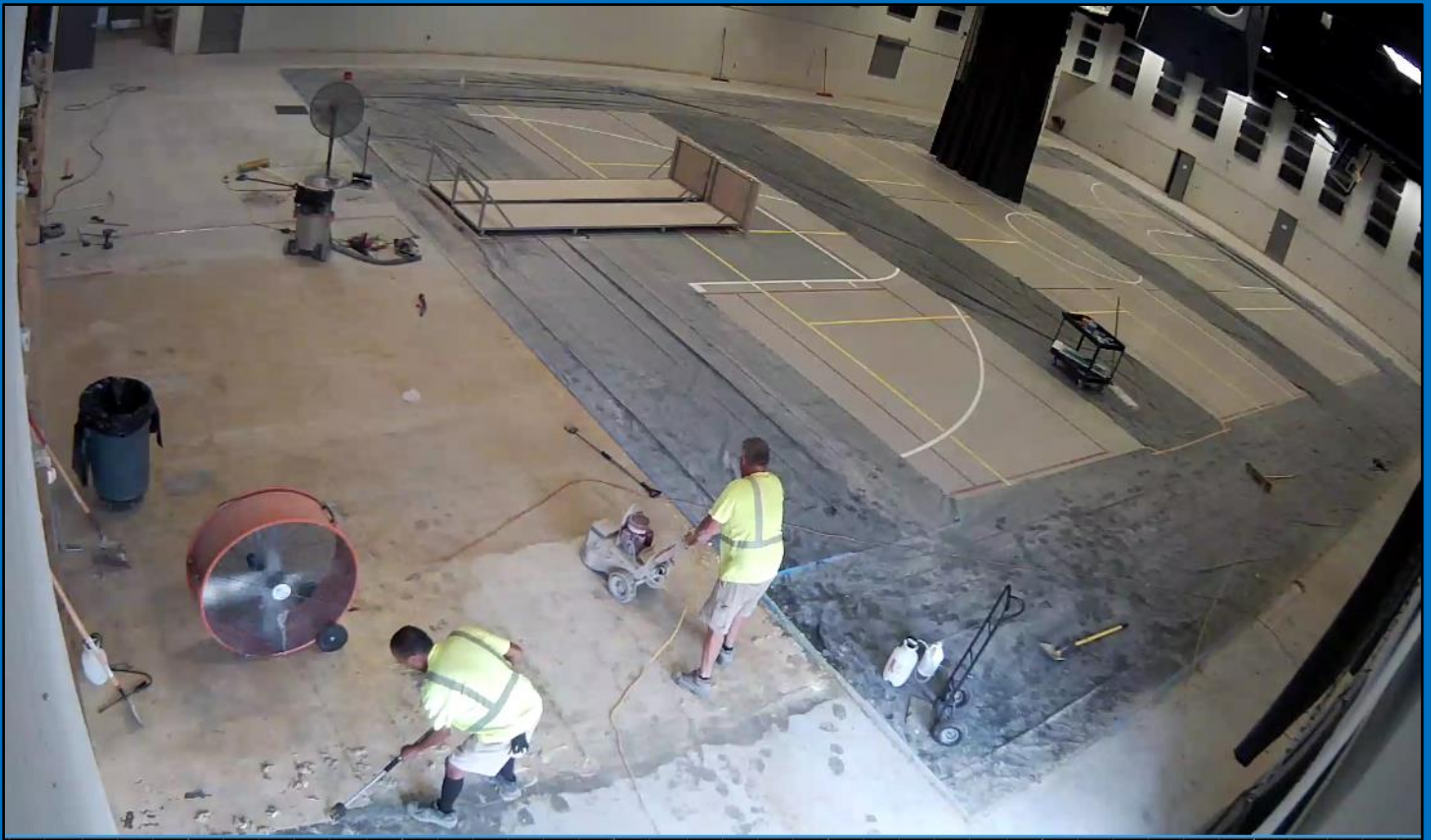
The proceeds from the state-shared motor vehicle tax are distributed by the state to cities based on a formula, using population and the county of origin of gasoline sales. The state has placed a constitutional restriction on the use of these revenues and requires they be used solely for street and highway purposes. Lake Havasu City's street maintenance and improvements are funded with HURF revenues.



\*Estimated

\*\*Projected

**NOTE:** The increase in FY 19-20 is from Traffic Development fees from construction in the Havasu Riviera Development.



## Expenditure Highlights

- ❖ Expenditures by Department
- ❖ Operating Transfers
- ❖ Capital Lease Schedule
- ❖ Debt Service Summary
- ❖ Debt Service Schedule
- ❖ Total Indebtedness
- ❖ General Obligation Debt  
Limitation



# EXPENDITURES BY DEPARTMENT-BY-FUND

## FY 20-21 ESTIMATED

Department	Salaries and Wages	Benefits	Utilities	Services	Supplies	Miscellaneous	Outside Contracts	Debt	Capital Outlay	Capital Improvement Program	Depreciation	Contingency Expenditures	Intercost	FY 20-21 Total
<b>General Fund</b>														
Administrative Services	2,421,691	1,012,854	1,825	2,604,365	321,545	-	4,000	-	852,383	-	-	-	(3,143,783)	4,074,880
City Attorney	635,201	294,610	475	69,078	10,768	-	-	-	-	-	-	-	(105,959)	904,174
City Clerk	206,479	81,759	-	76,415	2,900	-	-	-	-	-	-	-	(73,358)	294,195
City Council	95,815	102,893	-	36,191	2,537	1,500	2,000	-	-	-	-	-	(45,337)	195,599
CM Administration	268,117	91,832	-	49,460	6,693	-	-	-	-	-	-	-	(71,298)	344,804
CM HR and Risk Management	316,343	154,724	-	165,330	3,100	8,700	-	-	-	-	-	-	(147,752)	500,445
CM Community Affairs	80,190	36,399	-	10,210	5,958	-	-	-	1,800	-	-	-	(23,149)	111,408
Development Services	1,031,262	447,467	50	127,220	16,785	-	-	-	-	-	-	-	(89,250)	1,533,534
Fire Department	7,196,748	5,322,512	94,000	460,850	619,690	500	-	291,057	264,970	-	-	-	-	14,250,328
General Operations	-	-	57,918	917,450	21,282	18,417	1,607,000	95,984	-	-	-	241,800	(74,837)	2,885,014
Tourism and Promotion	-	-	-	-	-	-	3,196,240	-	-	-	-	-	-	3,196,240
Court	838,769	328,421	17,450	406,945	20,450	-	47,112	-	-	-	-	-	-	1,659,147
Culture and Recreation	2,796,537	1,013,749	1,288,250	314,481	550,191	3,100	40,250	-	40,000	-	-	-	(51,400)	5,995,158
PW Administration	577,854	274,287	56,422	50,795	8,950	-	50,000	-	-	-	-	-	(420,339)	597,969
Vehicle Maintenance	465,334	226,289	8,900	29,539	18,050	-	-	-	-	-	-	-	(202,258)	545,854
Transit	215,605	77,889	5,367	16,505	261,192	-	-	-	280,970	-	-	-	-	857,528
Maintenance Services	491,455	254,629	350	61,825	120,400	-	-	-	-	-	-	-	(148,576)	780,083
PW Engineering	314,822	124,674	-	12,410	4,350	-	-	-	-	-	-	-	(429,338)	26,918
Police Department	8,576,682	5,868,525	170,084	494,417	389,203	2,622	474,000	462,761	289,123	-	-	-	-	16,727,417
General Fund Total	26,528,904	15,713,513	1,701,091	5,903,486	2,384,044	34,839	5,420,602	849,802	1,729,246	-	-	241,800	(5,026,634)	55,480,695
<b>Special Revenue Funds</b>														
Capital Projects CIP	-	-	-	-	-	-	-	-	2,991,019	707,000	-	-	-	3,698,019
Street Maintenance	1,015,739	495,589	64,800	2,683,530	647,500	-	-	-	-	-	-	-	76,399	4,983,557
Improvement Districts	-	-	11,500	8,116	-	-	-	-	-	-	-	-	55,325	74,941
RICO	-	-	-	-	20,633	-	-	-	24,822	-	-	-	-	45,455
WALETA	-	-	22,784	190,987	27,154	1,450	-	-	-	-	-	-	-	242,375
Grants	274,471	105,629	-	75,000	525,823	-	588,337	-	-	-	-	-	(13,253)	1,556,007
Special Revenue Total	1,290,210	601,218	99,084	2,957,633	1,221,110	1,450	588,337	-	3,015,841	707,000	-	-	118,471	10,600,354
<b>Enterprise Funds</b>														
Airport	235,620	99,555	52,275	47,931	34,020	100	-	-	-	1,161,690	1,020,000	-	234,010	2,885,201
Water	1,974,658	1,032,289	1,817,477	1,226,894	1,590,900	13,500	5,500	609,608	110,000	3,817,704	2,862,000	-	2,492,318	17,552,848
Refuse	-	-	20,895	246,470	-	4,400	6,296,500	-	-	-	-	-	386,961	6,955,226
Wastewater	1,624,398	901,521	1,412,400	1,130,182	1,598,911	40,000	-	13,593,212	1,085,000	1,531,610	10,500,000	-	1,794,874	35,212,108
Business Type Activities	3,834,676	2,033,365	3,303,047	2,651,477	3,223,831	58,000	6,302,000	14,202,820	1,195,000	6,511,004	14,382,000	-	4,908,163	62,605,383
Total All Funds	31,653,790	18,348,096	5,103,222	11,512,596	6,828,985	94,289	12,310,939	15,052,622	5,940,087	7,218,004	14,382,000	241,800	-	128,686,432

# EXPENDITURES BY DEPARTMENT-BY-FUND

## FY 21-22 BUDGETED

Department	Salaries and Wages	Benefits	Utilities	Services	Supplies	Miscellaneous	Outside Contracts	Debt	Capital Outlay	Capital Improvement Program	Depreciation	Contingency Expenditures	Intercost	FY 21-22 Total
<b>General Fund</b>														
Administrative Services	2,873,508	1,235,559	4,560	3,137,819	963,680	-	4,000	-	218,000	-	-	-	(3,327,424)	5,109,702
City Attorney	768,386	355,309	475	100,630	20,400	-	-	-	-	-	-	-	(121,545)	1,123,655
City Clerk	214,100	85,683	-	26,515	2,900	-	-	-	-	-	-	-	(55,966)	273,232
City Council	97,789	108,684	-	91,198	15,500	5,000	4,600	-	-	-	-	-	(48,060)	274,711
CM Administration	331,132	131,362	1,280	80,074	26,950	-	-	-	-	-	-	-	(76,115)	494,683
CM HR and Risk Management	330,715	157,217	-	163,400	3,800	30,000	-	-	-	-	-	-	(158,949)	526,183
CM Community Affairs	82,495	39,363	-	13,110	600	-	-	-	-	-	-	-	(23,049)	112,519
Development Services	1,206,043	511,009	50	138,363	23,700	-	-	-	-	-	-	-	(106,080)	1,773,085
Fire Department	7,824,749	6,014,519	94,000	557,700	696,365	1,000	-	291,057	1,404,216	-	-	-	-	16,883,607
General Operations	(543,800)	-	62,000	940,594	25,450	45,000	1,125,000	918,373	-	-	-	14,528,306	(96,103)	17,004,820
Tourism and Promotion	-	-	-	-	-	-	2,100,000	-	-	-	-	-	-	2,100,000
Court	921,250	340,979	30,000	434,911	524,341	-	47,112	-	18,100	-	-	-	-	2,316,693
Culture and Recreation	3,238,394	1,241,983	1,369,200	355,190	567,674	3,100	80,025	-	387,000	-	-	-	(51,400)	7,191,166
PW Administration	555,686	284,866	59,000	14,600	8,950	-	50,000	-	-	-	-	-	(878,710)	94,392
Vehicle Maintenance	562,417	252,687	8,900	43,350	28,050	-	-	-	-	-	-	-	(265,746)	629,658
Transit	334,226	105,484	6,091	143,624	169,853	-	-	-	493,500	-	-	-	-	1,252,778
Maintenance Services	557,979	285,309	350	62,625	129,300	-	-	-	35,000	-	-	-	(101,226)	969,337
PW Engineering	433,653	172,644	-	70,080	6,850	-	-	-	-	-	-	-	(642,918)	40,309
Police Department	9,535,531	6,422,474	171,366	573,284	635,642	2,800	690,000	464,749	830,747	-	-	-	-	19,326,593
General Fund Total	29,324,253	17,745,131	1,807,272	6,947,067	3,850,005	86,900	4,100,737	1,674,179	3,386,563	-	-	14,528,306	(5,953,291)	77,497,123
<b>Special Revenue Funds</b>														
Capital Projects CIP	-	-	-	-	-	-	-	-	2,000,000	5,701,396	-	-	-	7,701,396
Street Maintenance	1,099,949	541,661	69,800	3,682,030	649,500	525	-	-	329,000	4,200,000	-	50,000	107,043	10,729,508
Improvement Districts	-	-	12,675	8,835	-	-	-	-	-	-	-	-	55,401	76,911
RICO	-	-	-	-	90,000	-	-	-	50,000	-	-	-	-	140,000
WALETA	-	-	26,614	346,527	23,000	1,300	-	-	-	-	-	-	-	397,441
Grants	677,207	455,440	-	606,630	272,857	-	2,224,573	-	3,378,345	-	-	-	(8,012)	7,607,040
Special Revenue Total	1,777,156	997,101	109,089	4,644,022	1,035,357	1,825	2,224,573	-	5,757,345	9,901,396	-	50,000	154,432	26,652,296
<b>Enterprise Funds</b>														
Airport	249,519	110,679	52,775	116,776	123,020	400	-	-	-	9,849,442	1,040,000	7,000	239,650	11,789,261
Water	2,178,357	1,127,241	1,819,450	1,832,081	1,758,400	20,000	5,500	608,452	1,928,000	9,849,577	2,925,000	500,000	3,149,682	27,701,740
Refuse	-	-	21,600	274,750	-	4,600	6,500,000	-	-	-	-	100,000	389,716	7,290,666
Wastewater	1,853,045	1,006,800	1,412,400	1,209,670	1,825,900	40,000	-	13,586,730	2,118,671	8,225,000	10,500,000	1,000,000	2,019,811	44,798,027
Business Type Activities	4,280,921	2,244,720	3,306,225	3,433,277	3,707,320	65,000	6,505,500	14,195,182	4,046,671	27,924,019	14,465,000	1,607,000	5,798,859	91,579,694
Total All Funds	35,382,330	20,986,952	5,222,586	15,024,366	8,592,682	153,725	12,830,810	15,869,361	13,190,579	37,825,415	14,465,000	16,185,306	-	195,729,113

## OPERATING TRANSFERS

**FY 21-22**

TRANSFERS IN	TRANSFERS OUT				
	General (A)	IDD Flood (B)	Special Programs (C)	Property Acquisitions (D)	
Airport (1)	935,000				\$ 935,000
CIP (2)	3,536,679			2,000,000	\$ 5,536,679
General (3)		540,000	15,000		\$ 555,000
	\$ 4,471,679	\$ 540,000	\$ 15,000	\$ 2,000,000	\$ 7,026,679

Monthly (Budget)
Actuals
Monthly Trued up @ Yr End

- A1: Operating Subsidy  
A2: Construction Sales Tax to Fund CIP  
B3: Flood Control - Washcrew  
C3: Court Special Revenue Fund Transfers  
D2: Property Sales to Fund CIP

## CAPITAL LEASE SCHEDULE

Description of Borrowing	Date Authorized	Amount	Rate of Issue %	Final Maturity Date	Amount Outstanding As of 6-30-21	FY 21-22		
						Principal	Interest	Total
Capital Lease General Government								
Fire Apparatus Lease	2014	2,550,000	2.59%	7/11/23	700,227	274,701	16,357	291,058
Radio Lease	2015	3,046,010	1.78%	9/25/22	684,894	454,571	10,178	464,749
Total General Government Leases		\$ 5,596,010			\$ 1,385,121	\$ 729,272	\$ 26,535	\$ 755,807

**Total Outstanding Leases** **\$ 1,385,121**

**Total Fiscal Year 21-22 Leases** **\$ 729,272** **\$ 26,535** **\$ 755,807**

## **DEBT SERVICES SUMMARY**

### **General Government**

#### **2020 Courthouse**

The City purchased the building at 92 Acoma Boulevard. This will be the new location of the Lake Havasu City Municipal Courthouse. The building was acquired for a total of \$3,000,000, this consists of a \$2,000,000 down payment and a promissory note of \$1,000,000 payable to Jack Bailey and Dale Anne Bailey.

### **Irrigation and Drainage District (IDD)**

#### **1993 IDD Refunding Bonds**

Issued \$4,120,000 in Refunding Bonds.

#### **2007 Senior Drinking Water**

Received \$5,700,000 in borrowing authority from Water Infrastructure Financing Authority (WIFA) to replace plastic water service lines with copper lines in conjunction with the wastewater system expansion project.

#### **2010 Senior Drinking Water**

Received \$11,400,000 in borrowing authority from WIFA of Arizona to replace plastic water service lines with copper lines in conjunction with the wastewater system expansion project, replace water main pipes, and construct a new booster station to replace an existing pump station. Of this amount, \$8,177,700 of the principal amount was forgiven through a federal grant from Arizona Department of Environmental Quality (ADEQ), resulting in a total principal repayment amount of \$3,222,300.

### **Wastewater Utility**

#### **2015 A General Obligation Bonds \$71.2 million**

#### **2015 B Revenue Bonds \$98.3 million**

#### **2015 WIFA Loan A-1 & A-2 \$60.3 million**

On September 15, 2015, the City refinanced the remaining WIFA Wastewater Loans and the Greater Arizona Development Authority (GADA) Bonds totaling \$245.2 million by issuing \$71.2 million in general obligation bonds, \$98.3 million of Wastewater revenue debt and \$60.3 million as a general obligation loan. As a result of the restructuring, the City reduced its average annual debt service requirement for Wastewater by \$4 million and extended the average life from 11.8 years to 18.1 years. The Wastewater debt restructuring alleviates pressure on rate increase for future years.

## DEBT SERVICES SCHEDULE

Description of Issue	Date Authorized	Amount	Rate of Issue %	Final Maturity Date	Amount Outstanding As of 6-30-21	FY 21-22		
						Principal	Interest	Total
Long Term Debt General Government								
Courthouse	2020	1,000,000	2.50	8/28/30	925,870	91,015	22,109	113,124
Total General Government Debt		\$ 1,000,000			\$ 925,870	\$ 91,015	\$ 22,109	\$ 113,124
Irrigation & Drainage District								
Bond Series	1993	\$ 4,120,000	6.00 - 6.625	7/1/22	\$ 20,000	\$ 10,000	\$ 663	\$ 10,663
WIFA Senior	2007	5,700,000	3.504	7/1/27	2,452,809	315,257	74,900	390,157
WIFA Senior	2010	3,222,300	2.775	7/1/30	1,830,284	161,318	46,314	207,632
Total IDD Debt		\$ 13,042,300			\$ 4,303,093	\$ 486,575	\$ 121,877	\$ 608,452
Wastewater Utility								
2015 A GO Bonds	2015	\$ 71,775,000	3.00 - 5.00	7/1/37	\$ 59,070,000	\$ 2,395,000	\$ 2,667,575	\$ 5,062,575
2015 B Revenue Bonds	2015	98,300,000	4.00 - 5.00	7/1/45	98,300,000	-	4,656,850	4,656,850
2015 WIFA Loan A-1 & A-2	2015	60,269,432	2.368	7/1/35	48,522,039	2,731,997	1,084,308	3,816,305
Premium - 2015 A GO Bonds	2015					-	(401,427)	(401,427)
Premium - 2015 B Revenue Bonc	2015					-	(200,932)	(200,932)
Premium - Prior Debt GADA	2006					-	(95,258)	(95,258)
Total Wastewater Utility Debt		\$ 230,344,432			\$ 205,892,039	\$ 5,126,997	\$ 7,711,116	\$ 12,838,113

**Total Outstanding Debt** \$ 211,121,002

**Total FY 21-22 Debt Service** \$ 5,704,587 \$ 7,855,102 \$ 13,559,689

## TOTAL INDEBTEDNESS

This table illustrates the total actual indebtedness throughout the life of the debt for all current outstanding debt including leases by fiscal year.

	GENERAL GOVERNMENT		IDD (WATER)		WASTEWATER		TOTAL	
Fiscal Year	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2022	820,286	43,065	486,575	121,876	5,126,997	7,711,115	6,433,859	7,876,057
2023	605,497	26,386	502,098	105,179	5,311,691	7,519,140	6,419,287	7,650,705
2024	239,347	17,447	508,133	88,616	5,502,917	7,319,346	6,250,396	7,425,410
2025	98,096	15,028	524,696	71,508	5,705,711	7,166,696	6,328,502	7,253,232
2026	100,577	12,547	541,804	53,835	5,855,110	6,995,729	6,497,491	7,062,111
2027	103,120	10,003	559,477	35,579	6,026,153	6,804,804	6,688,750	6,850,387
2028	105,728	7,396	577,733	16,722	6,218,877	6,607,357	6,902,338	6,631,475
2029	108,402	4,722	195,387	11,300	6,418,324	6,371,147	6,722,114	6,387,169
2030	111,143	1,981	200,809	5,727	6,649,534	6,125,382	6,961,487	6,133,091
2031	18,795	59	206,382	-	6,897,549	5,869,270	7,122,726	5,869,329
2032	-	-	-	-	7,152,411	5,602,517	7,152,411	5,602,517
2033	-	-	-	-	7,419,164	5,324,578	7,419,164	5,324,578
2034	-	-	-	-	7,697,853	5,034,908	7,697,853	5,034,908
2035	-	-	-	-	7,988,524	4,732,958	7,988,524	4,732,958
2036	-	-	-	-	8,291,223	4,418,182	8,291,223	4,418,182
2037	-	-	-	-	8,575,000	3,989,432	8,575,000	3,989,432
2038	-	-	-	-	9,000,000	3,642,240	9,000,000	3,642,240
2039	-	-	-	-	9,445,000	3,571,417	9,445,000	3,571,417
2040	-	-	-	-	9,915,000	3,075,667	9,915,000	3,075,667
2041	-	-	-	-	10,410,000	2,555,167	10,410,000	2,555,167
2042	-	-	-	-	10,935,000	2,008,417	10,935,000	2,008,417
2043	-	-	-	-	11,480,000	1,434,417	11,480,000	1,434,417
2044	-	-	-	-	12,055,000	831,667	12,055,000	831,667
2045	-	-	-	-	12,655,000	325,467	12,655,000	325,467
2046	-	-	-	-	13,160,000	(200,933)	13,160,000	(200,933)
Total	\$ 2,310,991	\$ 138,634	\$ 4,303,094	\$ 510,342	\$ 205,892,039	\$ 114,836,096	\$ 212,506,124	\$ 115,485,072

**TOTAL PRINCIPAL AND INTEREST FOR ALL FUNDS**

**\$ 327,991,195**



## STATUTORY GENERAL OBLIGATION DEBT LIMITATION

<b>TAX YEAR 2021 SECONDARY ASSESSED VALUE</b>	<b>\$ 834,726,780</b>
(1) Debt limit 6% of assessed value	\$ 50,083,607
Bonds Outstanding at June 30, 2021	<u>-</u>
Excess available at June 30, 2021	<b>\$ 50,083,607</b>
(2) Debt limit 20% of assessed value	\$ 166,945,356
Bonds Outstanding at June 30, 2021	<u>112,719,036 *</u>
Excess available at June 30, 2021	<b>\$ 54,226,320</b>
Total Bonding Capacity	<b><u>\$ 104,309,927</u></b>

(1) The Arizona Constitution states that for general municipal purposes a municipality cannot incur a debt exceeding 6% of the assessed valuation of taxable property.

(2) Additional bonds amounting to 20% of the assessed valuation of taxable property can be issued for supplying such services as water, artificial light, sewers, and for the acquisition and development of land for open space preserves, parks, playgrounds, and recreational facilities.

\* Reflects reduction of July 1, 2021, principal payments.



LAKE HAVASU CITY



## Personnel Budgets

- ❖ Authorized Full-Time Positions
- ❖ Authorized Part-Time Positions
- ❖ Percentage of Personnel Costs
- ❖ Position to Population Ratio

# SCHEDULE OF AUTHORIZED FULL-TIME POSITIONS BY DEPARTMENT

Department (Fund)	Position Title	FY 19-20		FY 20-21		FY 21-22
		Authorized	Budgeted	Authorized	Budgeted	Budgeted
<b>Administrative Services Department</b>	Director of Administrative Services	1.0	1.0	1.0	1.0	1.0
	Division Manager	2.0	2.0	2.0	2.0	
	Finance Division Manager					1.0
	IT Division Manager					1.0
	Customer Service Manager					1.0
	Network Administrator, Senior	1.0	1.0	1.0	1.0	1.0
	Customer Service Supervisor	1.0	1.0	1.0	1.0	
	Accountant, Senior	1.0	1.0	1.0	1.0	2.0
	Budget Analyst, Senior	1.0	1.0	1.0	1.0	1.0
	Programmer Analyst, Senior					1.0
	GIS Administrator	1.0	1.0	1.0	1.0	
	GIS Coordinator					1.0
	Management Analyst	1.0	1.0	1.0	1.0	1.0
	Network Administrator	2.0	2.0	2.0	2.0	2.0
	Programmer Analyst	1.0	1.0	2.0	2.0	1.0
	Oracle Application Support Analyst					1.0
	Computer Ops Supervisor	1.0	1.0	1.0	1.0	1.0
	Accountant	2.0	2.0	2.0	2.0	2.0
	Grants Administrator	1.0	1.0	1.0	1.0	1.0
	Management Specialist	1.0	1.0	1.0	1.0	1.0
	Revenue Specialist	1.0	1.0	1.0	1.0	
	Computer Ops Spec. I	3.0	3.0	3.0	3.0	
	Computer Operations Specialist					5.0
	Accounting Specialist	2.0	2.0	2.0	2.0	3.0
	Customer Service Specialist	6.0	6.0	6.0	6.0	6.0
	Administrative Technician	3.0	3.0	3.0	3.0	
	Finance Specialist					1.0
	Customer Service Technician	1.0	1.0	2.0	2.0	4.0
	Procurement Official			1.0	1.0	1.0
	Procurement Specialist			1.0	1.0	2.0
	Administrative Assistant					1.0
	<b>TOTAL POSITIONS</b>	<b>33.0</b>	<b>33.0</b>	<b>37.0</b>	<b>37.0</b>	<b>43.0</b>
<b>City Attorney</b>	City Attorney	1.0	1.0	1.0	1.0	1.0
	City Prosecutor	1.0	1.0	1.0	1.0	1.0
	Assistant City Prosecutor	1.0	1.0	1.0	1.0	2.0
	Legal Supervisor					1.0
	Contract Specialist	1.0	1.0	1.0	1.0	1.0
	Legal Specialist Lead					1.0
	Victim Services Specialist	1.0	1.0	1.0	1.0	1.0
	Legal Specialist	3.0	3.0	3.0	3.0	2.0
	Administrative Technician	1.0	1.0			
	Legal Technician			1.0	1.0	1.0
	<b>TOTAL POSITIONS</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>11.0</b>
<b>City Clerk</b>	City Clerk	1.0	1.0	1.0	1.0	1.0
	City Clerk Assistant	1.0	1.0	1.0	1.0	1.0
	Administrative Technician	1.0	1.0	1.0	1.0	
	Administrative Assistant					1.0
	<b>TOTAL POSITIONS</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
<b>City Manager - Administration</b>	City Manager	1.0	1.0	1.0	1.0	1.0
	Assistant to the City Manager	1.0	1.0	1.0	1.0	1.0
	Executive Assistant	1.0	1.0	1.0	1.0	
	Executive Management Assistant					1.0
	<b>TOTAL POSITIONS</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>

## SCHEDULE OF AUTHORIZED FULL-TIME POSITIONS BY DEPARTMENT

Department (Fund)	Position Title	FY 19-20		FY 20-21		FY 21-22
		Authorized	Budgeted	Authorized	Budgeted	Budgeted
City Manager - Community Affairs Division	Digital Media Coordinator Web Services/Media Coord. Public Information Officer	1.0	1.0	1.0	1.0	1.0
	<b>TOTAL POSITIONS</b>	1.0	1.0	1.0	1.0	1.0
Development Services Department	Director of Development Services	1.0	1.0	1.0	1.0	1.0
	Assistant City Engineer	1.0	1.0			
	Division Manager	1.0	1.0	1.0	1.0	
	Building Official					1.0
	Planning Division Manager					1.0
	Executive Assistant					1.0
	Procurement Official	1.0	1.0			
	Zoning Administrator	1.0	1.0	1.0	1.0	
	Project Manager	3.0	3.0			
	Capital Asset Administrator	1.0	1.0			
	City Planner	1.0	1.0	1.0	1.0	1.0
	Management Specialist	1.0	1.0	1.0	1.0	
	Plans Examiner II	1.0	1.0	1.0	1.0	1.0
	Plans Examiner I	2.0	2.0	2.0	2.0	3.0
	Stormwater Specialist	1.0	1.0			
	Engineering Tech Coordinator	2.0	2.0	1.0	1.0	1.0
	Building Inspector II	2.0	2.0	2.0	2.0	
	Building Inspector					3.0
	Development Specialist	1.0	1.0	1.0	1.0	
	Administrative Specialist II	1.0	1.0			1.0
	Code Enforcement Specialist	1.0	1.0	1.0	1.0	1.0
	Administrative Specialist I	1.0	1.0	1.0	1.0	
	Customer Service Specialist	3.0	3.0	3.0	3.0	
	Permit Technician					3.0
	<b>TOTAL POSITIONS</b>	26.0	26.0	17.0	17.0	18.0
Fire Department  5 Positions contingent on SAFER Grant	Fire Chief	1.0	1.0	1.0	1.0	1.0
	Deputy Fire Chief					2.0
	Fire Division Chief	2.0	2.0	2.0	2.0	
	Executive Assistant					1.0
	Battalion Commander	4.0	4.0	5.0	5.0	
	Battalion Chief					5.0
	Fire Captain/Paramedic	11.0	11.0	11.0	11.0	11.0
	Fire Captain	7.0	7.0	6.0	6.0	6.0
	Fire Engineer/Paramedic	11.0	11.0	12.0	12.0	12.0
	Fire Engineer	7.0	7.0	6.0	6.0	6.0
	Firefighter/Paramedic*	20.0	20.0	19.0	19.0	24.0
	Firefighter	16.0	16.0	16.0	16.0	16.0
	Fire Prevention Officer	1.0	1.0	1.0	1.0	1.0
	Management Specialist	2.0	2.0	2.0	2.0	1.0
	Fire Inspector	1.0	1.0	1.0	1.0	1.0
	Administrative Specialist I	1.0	1.0	1.0	1.0	2.0
	Public Education Specialist	1.0	1.0	1.0	1.0	1.0
	Administrative Technician	1.0	1.0	1.0	1.0	
	<b>TOTAL POSITIONS</b>	86.0	86.0	85.0	85.0	90.0

## SCHEDULE OF AUTHORIZED FULL-TIME POSITIONS BY DEPARTMENT

Department (Fund)	Position Title	FY 19-20		FY 20-21		FY 21-22
		Authorized	Budgeted	Authorized	Budgeted	Budgeted
Human Resources Department	Director of Human Resources					1.0
	HR/Risk Manager	1.0	1.0	1.0	1.0	
	HR/RM Supervisor	1.0	1.0			
	Human Resources Specialist					2.0
	Risk Management Specialist					1.0
	Administrative Specialist I	2.0	2.0	3.0	3.0	
	Administrative Technician	2.0	2.0	2.0	2.0	
	Administrative Assistant					2.0
	<b>TOTAL POSITIONS</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>
Municipal Court	City Magistrate	1.0	1.0	1.0	1.0	1.0
	Court Supervisor	1.0	1.0	1.0	1.0	1.0
	Probation Officer					
	Court Clerk Lead	2.0	2.0			
	Court Clerk IV	1.0	1.0			
	Court Clerk III	1.0	1.0			
	Court Clerk II	7.0	7.0			
	Court Clerk I	5.0	5.0			
	Case Management Clerk			4.0	4.0	4.0
	Civil Traffic Clerk			1.0	1.0	1.0
	Compliance Clerk			1.0	1.0	
	Counter Clerk			1.0	1.0	2.0
	Courtroom Clerk			1.0	1.0	1.0
	Court Operations Lead			1.0	1.0	1.0
	Specialty Court Lead			1.0	1.0	1.0
	Accounting Specialist			1.0	1.0	
	Management Specialist					1.0
	<b>TOTAL POSITIONS</b>	<b>18.0</b>	<b>18.0</b>	<b>13.0</b>	<b>13.0</b>	<b>13.0</b>
Parks & Recreation Department	Director of Parks and Recreation			1.0	1.0	1.0
	Parks & Recreation Manager	1.0	1.0			
	Parks Maintenance Superintendent					1.0
	Aquatics Supervisor	1.0	1.0	1.0	1.0	1.0
	Recreation Supervisor	1.0	1.0	1.0	1.0	1.0
	Field Supervisor	2.0	2.0	3.0	3.0	3.0
	Administrative Supervisor	1.0	1.0	1.0	1.0	1.0
	Maintenance Lead	4.0	4.0	7.0	7.0	7.0
	Program Coordinator	3.0	3.0	3.0	3.0	3.0
	Maintenance Specialist	3.0	3.0	6.0	6.0	6.0
	Administrative Specialist II					1.0
	Administrative Specialist I	2.0	2.0	2.0	2.0	1.0
	Administrative Technician	1.0	1.0	1.0	1.0	
	Maintenance Technician	8.0	8.0	9.0	9.0	9.0
	Administrative Assistant					1.0
	<b>TOTAL POSITIONS</b>	<b>27.0</b>	<b>27.0</b>	<b>35.0</b>	<b>35.0</b>	<b>36.0</b>



## SCHEDULE OF AUTHORIZED FULL-TIME POSITIONS BY DEPARTMENT

Department (Fund)	Position Title	FY 19-20		FY 20-21		FY 21-22
		Authorized	Budgeted	Authorized	Budgeted	Budgeted
Police Department	Police Chief	1.0	1.0	1.0	1.0	1.0
	Police Captain	2.0	2.0	2.0	2.0	2.0
	Management Analyst					1.0
	Executive Assistant					1.0
	Management Specialist	1.0	1.0	1.0	1.0	
	Police Support Services Manager					1.0
	Communications Supervisor	1.0	1.0	1.0	1.0	
	Police Lieutenant	4.0	4.0	4.0	4.0	4.0
	Police Sergeant	11.0	11.0	11.0	11.0	11.0
	Police Officer, Senior	11.0	11.0	11.0	11.0	
	Police Officer	51.0	51.0	51.0	51.0	62.0
	Detention Supervisor	1.0	1.0	1.0	1.0	1.0
	Records Supervisor	1.0	1.0	1.0	1.0	1.0
	Public Safety Dispatch Spvr.	1.0	1.0	1.0	1.0	1.0
	Administrative Specialist II	2.0	2.0	2.0	2.0	1.0
	Property/Evidence Technician	1.0	1.0	1.0	1.0	1.0
	Administrative Specialist I	1.0	1.0	1.0	1.0	1.0
	Public Safety Dispatcher	13.0	13.0	13.0	13.0	15.0
	Crime Scene Specialist					1.0
	Crime Scene Technician	1.0	1.0	1.0	1.0	
	Animal Control Officer	2.0	2.0	2.0	2.0	2.0
	Detention Officer	9.0	9.0	9.0	9.0	9.0
	Administrative Technician	3.0	3.0	3.0	3.0	
	Records Clerk					3.0
	Police Service Technician	1.0	1.0	1.0	1.0	1.0
	<b>TOTAL POSITIONS</b>	<b>118.0</b>	<b>118.0</b>	<b>118.0</b>	<b>118.0</b>	<b>120.0</b>
Public Works - Administration	Director of Public Works			1.0	1.0	1.0
	Public Works Manager	1.0	1.0	1.0	1.0	1.0
	Management Analyst					1.0
	Management Specialist			1.0	1.0	
	Capital Asset Coordinator			1.0	1.0	
	Administrative Specialist II			1.0	1.0	
	<b>TOTAL POSITIONS</b>	<b>1.0</b>	<b>1.0</b>	<b>5.0</b>	<b>5.0</b>	<b>3.0</b>
Public Works - Airport Division	Airport Manager					1.0
	Airport Supervisor	1.0	1.0	1.0	1.0	
	Maintenance Lead	1.0	1.0	1.0	1.0	1.0
	Administrative Specialist II	1.0	1.0	1.0	1.0	1.0
	Maintenance Specialist	1.0	1.0	1.0	1.0	1.0
	<b>TOTAL POSITIONS</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>
Public Works - Engineering	Assistant City Engineer	1.0	1.0	1.0	1.0	1.0
	Civil Engineer					1.0
	Project Manager	3.0	3.0	3.0	3.0	3.0
	Capital Asset Administrator					1.0
	Engineering Tech/Coordinator	1.0	1.0	1.0	1.0	1.0
	<b>TOTAL POSITIONS</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>5.0</b>	<b>7.0</b>
Public Works - Transit	Transit Manager					1.0
	Mobility Program Supervisor	1.0	1.0	1.0	1.0	
	Administrative Specialist II					1.0
	Dispatcher					1.0
	<b>TOTAL POSITIONS</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>	<b>3.0</b>



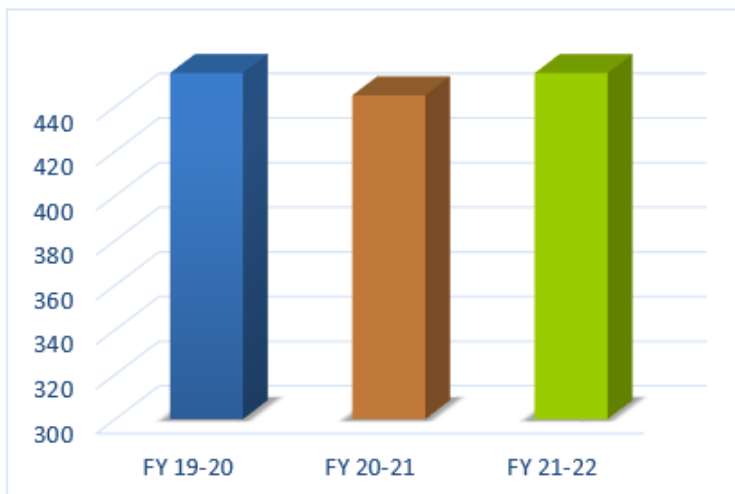
## SCHEDULE OF AUTHORIZED FULL-TIME POSITIONS BY DEPARTMENT

Department (Fund)	Position Title	FY 19-20		FY 20-21		FY 21-22
		Authorized	Budgeted	Authorized	Budgeted	Budgeted
<b>Public Works - Maintenance Services Division</b>	Transp. & Maint. Superintendent	1.0	1.0	1.0	1.0	1.0
	Management Specialist	1.0	1.0	1.0	1.0	
	Maintenance Supervisor	1.0	1.0	1.0	1.0	2.0
	Transportation Specialist	3.0	3.0	3.0	3.0	3.0
	Field Supervisor	3.0	3.0	2.0	2.0	1.0
	Maintenance Lead	7.0	7.0	4.0	4.0	4.0
	Administrative Specialist II	1.0	1.0			1.0
	Maintenance Specialist	14.0	14.0	11.0	11.0	11.0
	Maintenance Technician	4.0	4.0	3.0	3.0	3.0
	Custodian II	1.0	1.0	1.0	1.0	1.0
	Custodian I	2.0	2.0	2.0	2.0	2.0
	<b>TOTAL POSITIONS</b>	<b>38.0</b>	<b>38.0</b>	<b>29.0</b>	<b>29.0</b>	<b>29.0</b>
<b>Public Works - Maintenance Services Division: Vehicle Maintenance</b>	Fleet Maintenance Supervisor					1.0
	Maintenance Supervisor	1.0	1.0	1.0	1.0	
	Equipment Mechanic II	3.0	3.0	3.0	3.0	4.0
	Equipment Mechanic I	4.0	4.0	4.0	4.0	4.0
	Administrative Technician	1.0	1.0	1.0	1.0	
	Administrative Assistant					1.0
	<b>TOTAL POSITIONS</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>9.0</b>	<b>10.0</b>
<b>Public Works - Wastewater Division</b>	Wastewater Superintendent	1.0	1.0	1.0	1.0	1.0
	Chemist	1.0	1.0	1.0	1.0	
	Laboratory Supervisor					1.0
	Scada Supervisor	1.0	1.0	1.0	1.0	1.0
	Management Specialist	1.0	1.0			1.0
	Utility Supervisor	2.0	2.0	2.0	2.0	2.0
	Field Supervisor	1.0	1.0	1.0	1.0	1.0
	Utility Lead	4.0	4.0	4.0	4.0	4.0
	Instrumentation and Control Spec					1.0
	Scada Communication Spec	1.0	1.0	1.0	1.0	1.0
	Utility Worker II	9.0	9.0	9.0	9.0	8.0
	Plant Operator	2.0	2.0	2.0	2.0	
	Plant Operator II					2.0
	Plant Operator III					2.0
	Industrial Waste Inspector					1.0
	Administrative Specialist I	1.0	1.0	1.0	1.0	
	Laboratory Technician	2.0	2.0	2.0	2.0	
	Laboratory Technician I					1.0
	Laboratory Technician II					1.0
	Utility Worker I	7.0	7.0	7.0	7.0	5.0
	<b>TOTAL POSITIONS</b>	<b>33.0</b>	<b>33.0</b>	<b>32.0</b>	<b>32.0</b>	<b>33.0</b>

## SCHEDULE OF AUTHORIZED FULL-TIME POSITIONS BY DEPARTMENT

Department (Fund)	Position Title	FY 19-20		FY 20-21		FY 21-22
		Authorized	Budgeted	Authorized	Budgeted	Budgeted
Public Works - Water Division	Water Superintendent	1.0	1.0	1.0	1.0	1.0
	Water Resources Coordinator	1.0	1.0			
	Utility Supervisor	2.0	2.0	2.0	2.0	2.0
	Field Supervisor	1.0	1.0	1.0	1.0	2.0
	Utility Lead	3.0	3.0	3.0	3.0	3.0
	Plant Operator Lead					1.0
	Utility Worker II	12.0	11.0	12.0	12.0	11.0
	Cross Connection Control Spec					1.0
	Administrative Specialist II	1.0	1.0	1.0	1.0	1.0
	Plant Operator	3.0	3.0	3.0	3.0	2.0
	Water Conservation Specialist	1.0	1.0	1.0	1.0	1.0
	Utility Mechanic	2.0	2.0	2.0	2.0	2.0
	Administrative Technician	1.0	1.0	1.0	1.0	
	Utility Worker I	6.0	7.0	6.0	6.0	6.0
	Administrative Assistant					1.0
	<b>TOTAL POSITIONS</b>	<b>34.0</b>	<b>34.0</b>	<b>33.0</b>	<b>33.0</b>	<b>34.0</b>
<b>TOTAL BUDGETED POSITIONS</b>		<b>455.0</b>	<b>455.0</b>	<b>445.0</b>	<b>445.0</b>	<b>467.0</b>

### Total Number of Budgeted Positions

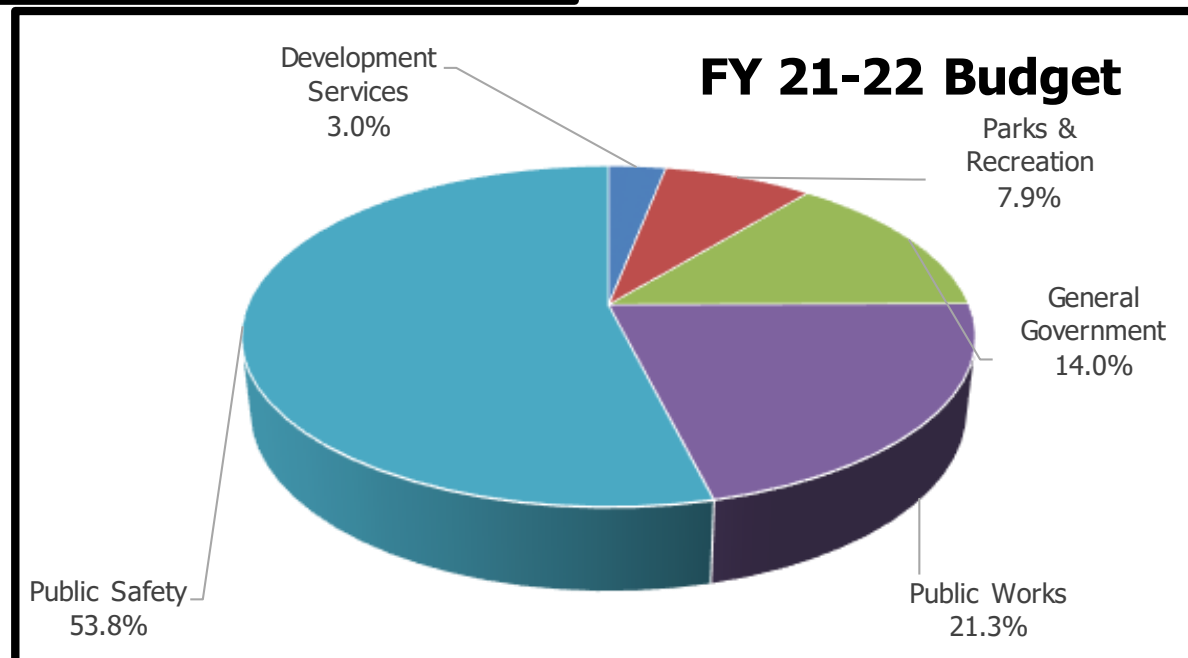
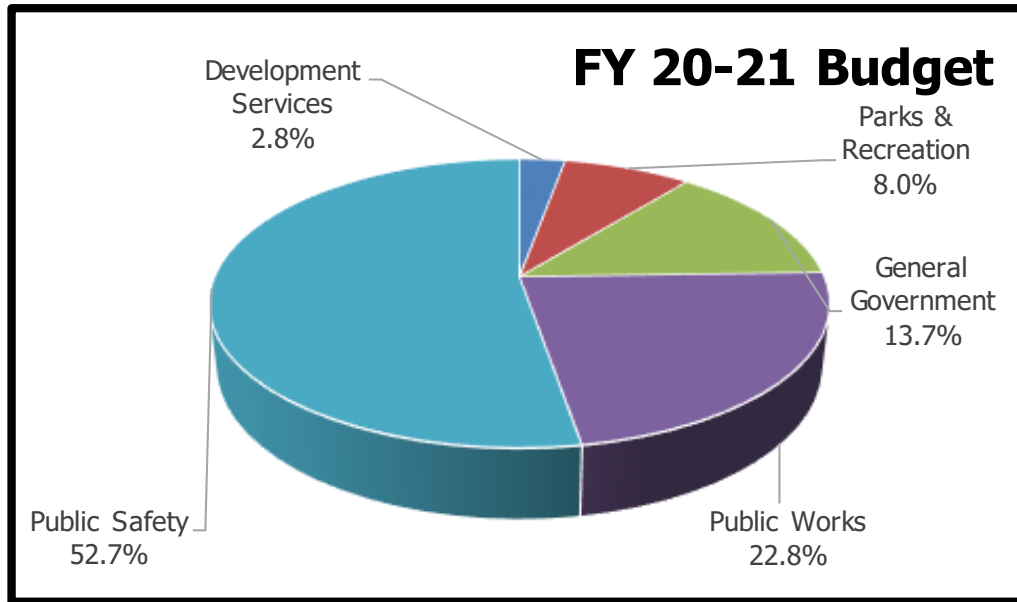


In FY 21-22, twenty two full-time positions were added. Five of these positions are for firefighter/paramedics which will only be added if grant dollars are received. There are six new positions for Administrative Services, two for the City Attorney, two for Police, five for Public Works, one for Development Services, and one for Parks and Recreation. A portion of the funding for these positions will come from converting part-time positions into full-time positions.

## SCHEDULE OF AUTHORIZED PART-TIME POSITIONS BY DEPARTMENT

Department	Position Title	FY 20-21	FY 21-22
Administrative Services Department	Meter Readers	4.6	1.0
	<b>TOTAL POSITIONS</b>	<b>4.6</b>	<b>1.0</b>
City Manager - Administration	Clerical Office Aide	0.0	0.5
	<b>TOTAL POSITIONS</b>	<b>0.0</b>	<b>0.5</b>
Development Services Department	Engineering Aide	0.8	0.8
	Plan Review Aide	0.5	0.5
	<b>TOTAL POSITIONS</b>	<b>1.3</b>	<b>1.3</b>
Fire Department	Clerical Office Aide	0.6	0.6
	Service Aide	0.6	0.6
	<b>TOTAL POSITIONS</b>	<b>1.2</b>	<b>1.2</b>
Municipal Court	Associate Magistrate	1.0	1.0
	Clerical Office Aide	1.0	1.0
	<b>TOTAL POSITIONS</b>	<b>2.0</b>	<b>2.0</b>
Parks & Recreation Department	Cashier	3.3	2.0
	Exercise Instructor	0.7	0.7
	Laborer	5.4	5.4
	Lifeguard Apprentice	0.4	0.4
	Lifeguard I	3.0	3.0
	Lifeguard II	3.8	3.8
	Lifeguard III	2.2	2.2
	Program Instructor	0.5	0.5
	Recreation Leader I	7.8	7.8
	Recreation Leader II	7.7	7.7
	Recreation Leader III	7.5	7.5
	Recreation Leader IV	1.4	1.4
	Service Aide	0.4	0.4
	<b>TOTAL POSITIONS</b>	<b>44.1</b>	<b>42.8</b>
Police Department	Background Investigator	0.7	0.7
	Clerical Office Aide	3.5	3.5
	Police Project Analyst	0.7	0.7
	Police Service Assistant	3.6	3.6
	<b>TOTAL POSITIONS</b>	<b>8.5</b>	<b>8.5</b>
Public Works - Havasu Mobility	Mobility Prg Driver/Dispatch	4.4	5.4
	<b>TOTAL POSITIONS</b>	<b>4.4</b>	<b>5.4</b>
Public Works - Maintenance Services Division	Laborer	2.9	2.9
	Transportation Aide	0.8	0.8
	<b>TOTAL POSITIONS</b>	<b>3.7</b>	<b>3.7</b>
Public Works - Vehicle Maintenance	Laborer	0.5	0.5
	<b>TOTAL POSITIONS</b>	<b>0.5</b>	<b>0.5</b>
Public Works - Water Division (IDD Fund)	Laborer	1.8	1.8
	<b>TOTAL POSITIONS</b>	<b>1.8</b>	<b>1.8</b>
<b>TOTAL AUTHORIZED FULL-TIME EQUIVALENT (FTE) POSITIONS</b>		<b>72.1</b>	<b>68.2</b>

## PERCENT OF PERSONNEL COSTS



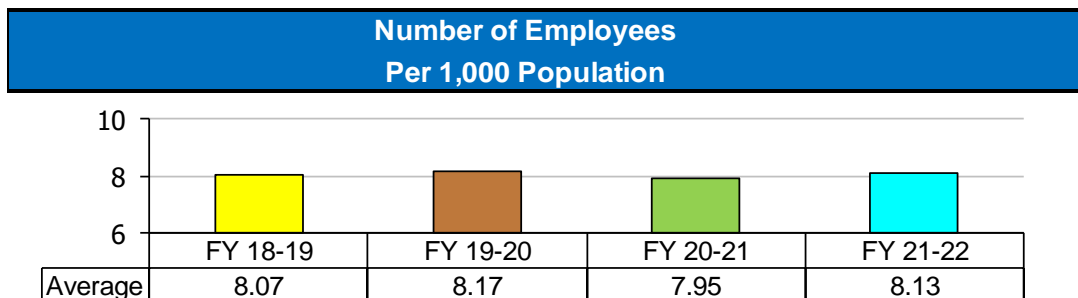
## POSITIONS TO POPULATION RATIO

Lake Havasu City	Population Estimates				Percent Change FY 20-21 to FY 21-22
	FY 18-19	FY 19-20	FY 20-21	FY 21-22	
Estimated Population*	54,411	55,090	55,865	57,464	2.86 %
Positions Per 1,000 Population	8.07	8.17	7.95	8.13	2.25 %

\*Source: League of Arizona Cities and Towns

Program	Positions Per 1,000 Population				Percent Change FY 20-21 to FY 21-22
	FY 18-19	FY 19-20	FY 20-21	FY 21-22	
Development Services	0.48	0.47	0.30	0.31	0.03
Parks & Recreation	0.20	0.49	0.63	0.63	0.00
General Government	1.29	1.33	1.27	1.39	0.10
Public Works	2.35	2.18	2.11	2.14	0.01
Public Safety	3.75	3.70	3.63	3.65	0.01
Positions Per 1,000 Population	8.07	8.17	7.95	8.13	2.25 %

Program	Full-Time Budgeted Positions				Percent Change FY 20-21 to FY 21-22
	FY 18-19	FY 19-20	FY 20-21	FY 21-22	
Development Services	26	26	17	18	5.88
Parks & Recreation	11	27	35	36	2.86
General Government	70	73	71	80	12.68
Public Works	128	120	118	123	4.24
Public Safety	204	204	203	210	3.45
Total Authorized Positions	439	450	444	467	5.18 %





## Department Budgets

- ❖ Administrative Services
- ❖ City Attorney
- ❖ City Clerk
- ❖ City Council
- ❖ City Manager
- ❖ Community Affairs
- ❖ Human Resources
- ❖ Development Services
- ❖ Fire
- ❖ General Government
- ❖ Municipal Court
- ❖ Parks & Recreation
- ❖ Police
- ❖ Public Works
- ❖ Improvement Districts
- ❖ Refuse
- ❖ Grants



## **ADMINISTRATIVE SERVICES DEPARTMENT**

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### **MISSION STATEMENT**

The Administrative Services Department ensures that the City is fiscally responsible in the management and safeguarding of the City's assets by maintaining reasonable policies, systems and internal controls that ensure legal compliance and fiscal stability, as well as providing consistent support to our business partners through the use of technology innovations. Administrative Services provides customer service to citizens and vendors along with providing support for the operations of City departments. Administrative Services provides advice to the City's elected officials and senior management on items affecting the current and future financial affairs of the City and continues the commitment to obtain cost-effective technologies that will increase efficiencies for the City.

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### **DESCRIPTION**

Functions of the Administrative Services Department include Administration, Budgeting, Customer Service, Finance, and Information Technology. The Administration function is also responsible for management of all grants applied for and/or awarded Citywide. Other responsibilities include City Hall switchboard services, City mail services and general clerical support and management functions.

The Budget function provides revenue and expenditure analyses, forecasting, and compilation of the Annual City Budget, including the Capital Improvement Plan.

Customer Service provides meter reading, billing, and payment service to all water, trash, and sewer customers, as well as the processing of business licenses and other payments received for the City. Other responsibilities include billing and collection of amounts due to the City for sewer connection accounts and providing delinquency notices to customers.

The Finance function provides accounting and financial support to Council, City management, and departments. The services provided include City payroll, financial analysis, capital asset tracking, grants accounting, cash and investment management, debt service management, billing for services including collections, annual audit coordination, and training on administration of the Citywide financial software system. Other responsibilities include tax reporting and collections, review and audit of taxpayers for compliance with the Model City Tax Code, and response to taxpayer questions. The division is responsible for preparing monthly financial reports, including the Comprehensive Annual Financial Report.

The Information Technology (IT) function provides services to include the installation and maintenance of all software and hardware, technical support for all desktops, mobile devices and telephones, as well as the City's network and server environments. This division also enforces IT security and disaster recovery policies.



## ADMINISTRATIVE SERVICES

### ACCOMPLISHMENTS | PERSONNEL

#### ACCOMPLISHMENTS FY20-21

- Acquisition of 92 Acoma for future courthouse operations. Established fiber optics for network communications and auctioned equipment inventory after coordinating upgrades for appropriate City facilities.
- Implementation of new utility billing system--Northstar software installation, which will improve the overall experience for staff and customers.
- Received the GFOA Distinguished Budget Presentation Award for the City's budget document for fiscal year ending June 30, 2020.
- Redesigned vacation rental registration process and selected a third party for short-term rental compliance assistance.
- System and software improvements and enhancements:
  - New Mitel call recording software
  - CAD software and equipment upgrade for Police Department mobile units
  - Implemented a live CAD monitoring pilot program for the Fire Department
  - Provided setup and support for COVID 19 remote workers

Position Title	FY 19-20	FY 20-21	FY 21-22
Director of Administrative Services	1	1	1
Division Manager	2	2	
Finance Manager			1
IT Division Manager			1
Customer Service Manager			1
Network Administrator, Sr.	1	1	1
Customer Svc. Supervisor	1	1	
Accountant, Sr.	1	1	2
Budget Analyst, Sr.	1	1	1
Programmer Analyst, Sr.			1
GIS Administrator	1	1	
GIS Coordinator			1
Management Analyst	1	1	1
Network Administrator	2	2	2
Program Analyst	1	2	1
Oracle Application Support Analyst			1
Computer Ops Supervisor	1	1	1
Accountant	2	2	2
Grants Administrator	1	1	1
Management Specialist	1	1	1
Revenue Specialist	1	1	
Computer Ops Specialist I	3	3	
Computer Operations Specialist			5
Accounting Specialist	2	2	3
Customer Service Specialist	6	6	6
Administrative Technician	3	3	
Finance Specialist			1
Customer Service Technician	1	2	4
Procurement Official	0	1	1
Procurement Specialist	0	1	2
Administrative Assistant			1
Meter Readers	4.6	2.6	1
<b>Total Positions</b>	<b>37.6</b>	<b>39.6</b>	<b>44</b>

## ADMINISTRATIVE SERVICES

### GOALS AND PERFORMANCE MEASURES

#### Goal: Well-Planned, Sustainable Growth and Development

**Objective:** Encourages strategic, sustainable and practical development through good planning and review processes

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide effective information to City Council, management, and the community</b>			
Develop, adopt, and approve the City's budget prior to June 30th of the preceding fiscal year	Yes	Yes	Yes
Provide monthly Sales Tax reports by the last day of the month or sooner	90%	85%	100%
Issue quarterly financial summary report by the end of the month following close of the quarters books *	100%	75%	100%

**Objective:** Supports reliable and affordable City services

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Protect the City's financial resources</b>			
Number of audit findings, reportable conditions, and/or violation notices	0	0	0
City investments comply with the City's Investment Policy	100%	100%	100%
City investments perform at or above a standard index or similar investment pool	42%	50%	60%

#### Goal: Good Governance

**Objective:** Provides timely, accurate and relevant information to Stakeholders

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Utilize best practices when preparing a communication device, policy document, financial plan, and operations guide</b>			
Achievement of GFOA Budget Award	Yes	Yes	Yes
Achievement of GFOA Comprehensive Annual Financial Report Award	Yes	Yes	Yes
Single Audit Report with no findings (no material weakness)	Yes	Yes	Yes
Expenditure limitation requirement met	Yes	Yes	Yes

## ADMINISTRATIVE SERVICES

### DEPARTMENT BUDGET

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 1,969,309	\$ 2,164,993	\$ 2,346,702	\$ 2,233,313	\$ 2,844,050
Salaries - Part-Time	101,870	-	71,597	-	14,338
OT, Standby & Shift Differential	9,942	4,927	2,108	5,000	13,840
Benefits & Taxes	878,390	949,646	998,854	989,954	1,218,559
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	19,207	19,396	15,284	20,306	18,280
	2,978,718	3,138,962	3,434,545	3,248,573	4,109,067
<b>Operation &amp; Maintenance</b>					
Professional Services	2,029,429	2,083,090	2,367,976	2,440,236	2,753,159
Utilities	2,845	4,560	1,825	4,560	4,560
Equipment Leases	205,204	245,148	175,352	200,114	286,771
Repairs & Maintenance (including cleaning)	5,789	3,194	5,504	2,010	3,110
Meetings, Training & Travel	3,725	59,110	17,937	45,140	44,640
Supplies	367,951	315,319	321,545	289,400	963,680
Outside Contracts	4,000	4,000	4,000	4,000	4,000
Other	37,668	43,727	37,596	600,427	50,139
	2,656,611	2,758,148	2,931,735	3,585,887	4,110,059
<b>Capital Outlay</b>	163,686	193,547	852,383	-	218,000
<b>Subtotal Expenditures</b>	\$ 5,799,015	\$ 6,090,657	\$ 7,218,663	\$ 6,834,460	\$ 8,437,126
Interfund Cost Allocation	(2,696,638)	(2,698,863)	(3,143,783)	(2,934,550)	(3,327,424)
<b>TOTAL EXPENDITURES</b>	\$ 3,102,377	\$ 3,391,794	\$ 4,074,880	\$ 3,899,910	\$ 5,109,702

Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Personnel	3 fulltime positions for IT and 2 fulltime positions for Meter Reading (Meter Reader positions are partially offset by reduction of part-time.)
Professional Services	IT maintenance agreement cost increases
Equipment Leases	IT device lease increases and support for ERP system
Supplies	Increase for one-time purchases
Other	FY21 includes \$558,000 for Plan B budget planning



## **CITY ATTORNEY**

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### **MISSION STATEMENT**

Provide sound legal guidance and representation, effective prosecution, and support to victims of crime to serve the needs of the community.

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### **DESCRIPTION**

The Office of the City Attorney is comprised of four divisions.

**Civil.** The Civil Division provides legal representation and advice to the Mayor and City Council, City staff, boards, and commissions. The City Attorney is responsible for drafting, reviewing, and approving as to form all proposed ordinances, agreements, and resolutions considered for adoption by the City Council. The City Attorney is also the legal advisor to the City Manager with respect to all administrative matters associated with the duties and responsibilities of the administration or any legal matter pertaining to the affairs of the City. The City Attorney, in consultation with the City Council, may represent the City in any and all litigations or legal proceedings involving the City.

**Criminal.** The Criminal Division is responsible for the efficient disposition of criminal cases prosecuted in the Municipal Court. This includes revoking probation of convicted defendants, as necessary, and obtaining restitution not only for crime victims, but also for the Police Department for the investigation of DUI accidents. The City Prosecutor also provides legal advice and assistance to the Police Department, Code Enforcement, and the Registrar of Contractors (regarding advertising and contracting without a license cases) as well as reviews cases for screening of potential criminal charges. The Criminal Division also assists with cases processed through Veteran's Court.

**Victim Assistance.** The Victim Assistance Program provides direct services to assist misdemeanor crime victims in understanding and participating in the criminal justice system, recovering restitution, and obtaining agency referral information, as needed. The Victim Services Specialist interacts with crime victims by providing frequent case statuses; answering questions; and assisting with obtaining Orders of Protection, restitution, Victim Compensation Claims, and Victim Impact Statements. The Victim Services Specialist also attends a variety of court hearings either with victims or on their behalf, and acts as a liaison between the victims and the City Prosecutor, court, law enforcement, and social service agencies, as needed.

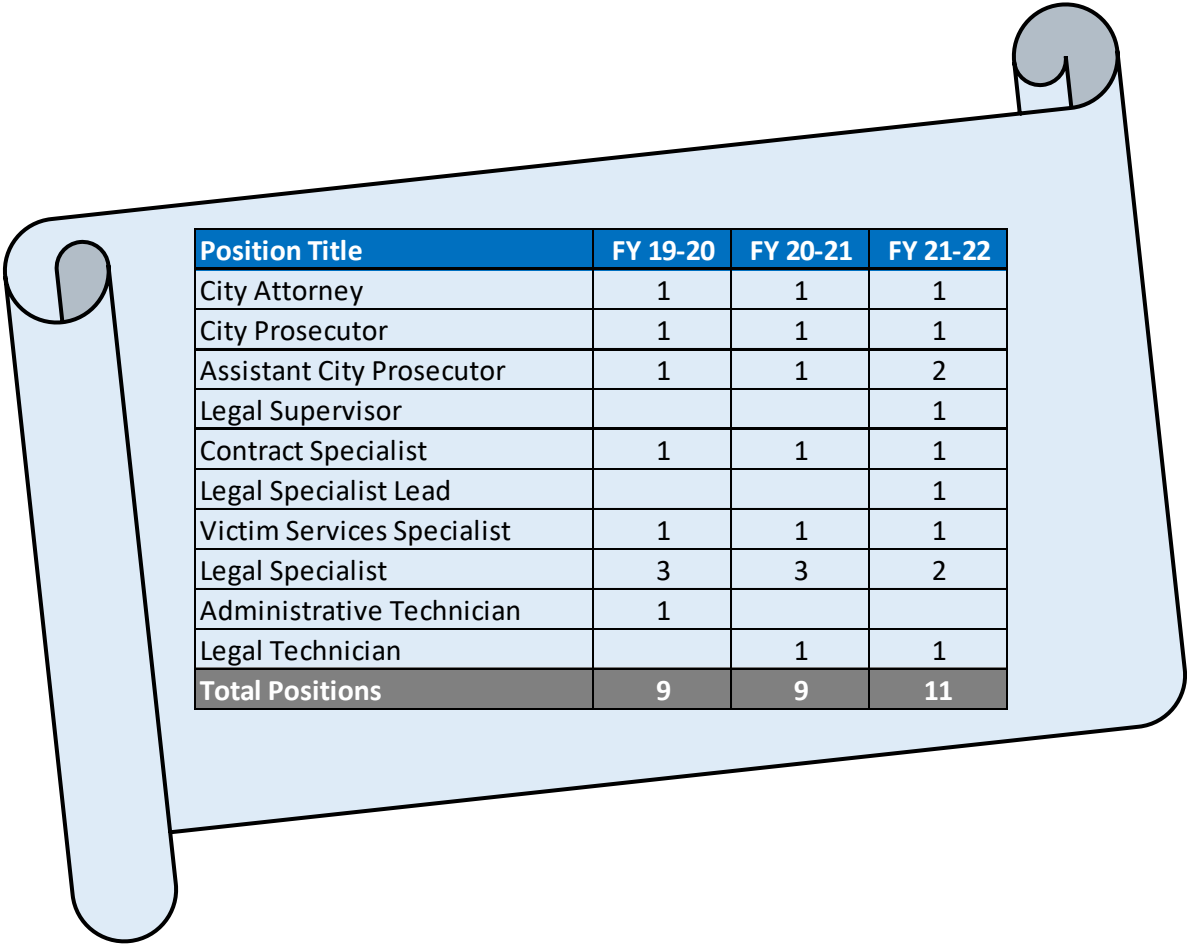
**Contract Management.** The Contract Management Division is responsible for managing agreements for the City, including reviewing and verifying certificates of insurance, coordinating renewal, and monitoring expiration and cancellation of insurance. This Division performs special project activities such as preparing complex reports, utilizing and maintaining specialized computer databases and software, conducting surveys, performing research, and preparing documents. This Division also assists with researching contract issues and provides recommendations for resolution and helps ensure that agreements are on file with the City Clerk's Office.

## CITY ATTORNEY

### ACCOMPLISHMENTS | PERSONNEL

#### ACCOMPLISHMENTS FY20-21

- Continued efforts to limit the City's exposure to potential claims and liabilities by revising City documents and encouraging proper legal accountability in all areas of municipal activity by all departments and officials.
- Continued to assist in the resolution of cases heard in Veterans Court and assisted in organizing and attending Veteran group events.
- Participated on the Mohave County Victim Compensation Board, reviewing and making determinations on applications submitted.
- Implemented new case management software – Prosecutor by Karpel



Position Title	FY 19-20	FY 20-21	FY 21-22
City Attorney	1	1	1
City Prosecutor	1	1	1
Assistant City Prosecutor	1	1	2
Legal Supervisor			1
Contract Specialist	1	1	1
Legal Specialist Lead			1
Victim Services Specialist	1	1	1
Legal Specialist	3	3	2
Administrative Technician	1		
Legal Technician		1	1
<b>Total Positions</b>	<b>9</b>	<b>9</b>	<b>11</b>

## CITY ATTORNEY

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community

**Objective:** Prevents crime and supports the prevention of crime

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Prosecute and adjudicate criminal cases by zealously representing the State in all misdemeanor criminal matters			
Criminal cases received and processed	1351	1260	1325
Veterans Court cases received and processed	51	52	54
Jury & bench trials conducted	28	25	30

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provide direct services to victims of crime by having an advocate personally assist crime victims through all phases of the criminal justice process			
Number of victim cases receiving direct services	509	400	410

#### Goal: Good Governance

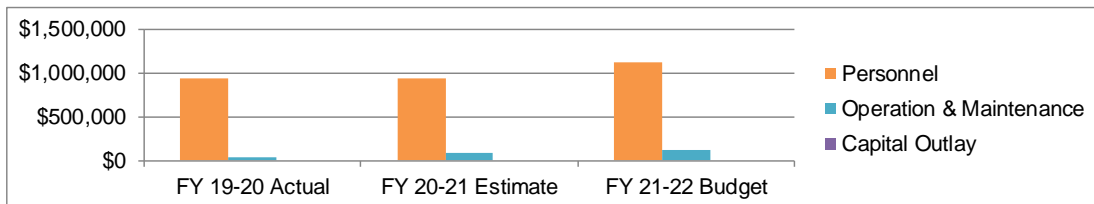
**Objective:** Manages regulatory and policy compliance to minimize and mitigate risk

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provides legal representation and advice to City Officials and Departments in a timely manner			
Respond to Requests for Legal Services within the requested time frame	604	715	725

# CITY ATTORNEY

## DEPARTMENT BUDGET

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 621,089	\$ 636,417	\$ 634,801	\$ 665,510	\$ 767,586
Benefits & Taxes	296,377	285,250	287,610	296,105	348,309
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb.	10,370	10,002	7,400	7,400	7,800
	927,836	931,669	929,811	969,015	1,123,695
<b>Operation &amp; Maintenance</b>					
Professional Services	10,502	85,000	60,000	85,000	85,000
Utilities	220	475	475	475	475
Repairs & Maintenance (including cleaning)	1,309	2,580	2,300	2,580	2,580
Meetings, Training & Travel	1,618	8,000	2,500	8,000	8,000
Supplies	9,671	15,400	10,768	15,400	20,400
Other	3,372	4,850	4,279	5,050	5,050
	26,691	116,305	80,322	116,505	121,505
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 954,527	\$ 1,047,974	\$ 1,010,133	\$ 1,085,520	\$ 1,245,200
Interfund Cost Allocation	(102,292)	(102,292)	(105,959)	(105,959)	(121,545)
<b>TOTAL EXPENDITURES</b>	\$ 852,235	\$ 945,682	\$ 904,174	\$ 979,561	\$ 1,123,655



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Personnel	Adding 1 Fulltime Assistant City Prosecutor and 1 Fulltime Legal Technician





## **CITY CLERK**

### **MISSION STATEMENT**

The City Clerk's office is committed to accurately recording and preserving the actions of the legislative bodies; safeguarding vital, historic and permanent records of the City; providing information and support to the City Council, City staff, and the general public in a timely, courteous and fiscally responsible manner; and administering open and free elections in accordance with statutory requirements.

### **DESCRIPTION**

The City Clerk's office provides administrative and support services to the Mayor and City Council; organizes, disseminates, archives, maintains, stores, and secures all official city records/documents in a systematic and easily accessible manner to preserve and protect the City's history; prepares agendas, posts notices, publishes, and records all City Council actions; files and maintains ordinances and resolutions adopted by Council; maintains the Lake Havasu City Code; conducts and oversees municipal election processes; provides support systems for those functions; serves as the Public Safety Personnel Retirement System Local Police and Fire Board Secretary, and performs all functions necessary to issue liquor licenses, and other licenses and permits for recommended approval/disapproval to the State.

### **ACCOMPLISHMENTS FY20-21**

- Received and processed over 5,800 Lake Havasu City Public Records Requests.
- Processed 25 new Liquor License, Permanent/Temporary Extension of Premise, and Acquisition/Agent Change Applications.
- Assisted with the implementation of the Lake Havasu City Public Meeting Action Plan for facilitating remote attendance and participation in meetings by members of the City's public bodies and members of the public.
- Conducted the 2020 Lake Havasu City Primary Election with assistance from the Mohave County Elections Department for the election of three (3) Councilmembers.
- Conducted internal staff trainings on public records requests and records management.

## CITY CLERK

### GOALS AND PERFORMANCE MEASURES

#### Goal: Good Governance

**Objective:** Provides timely accurate and relevant information to Stakeholders

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide courteous, efficient and responsive customer services to the community</b>			
Percentage of Public Record Requests received, processed, completed, and recorded within 10-business days of request	95%	90%	95%
Number of records scanned, microfilmed and indexed for permanent archiving in accordance with Arizona State Library Archives and Public Records retention schedules	16,200	8,500	10,000

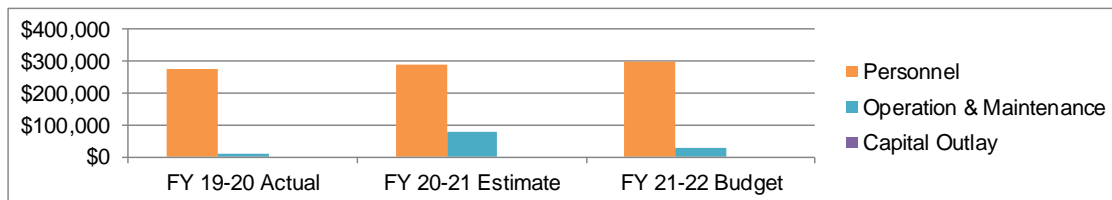
Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Administer all City Council meetings and related responsibilities effectively while efficiently serving as the citizen's link to local government</b>			
Percentage of Council agendas and supporting documentation distributed to the City Council and the public 4-days prior to the Council meeting	100%	100%	100%
Percentage of minutes posted to the City website within 48-hours of City Council approval	100%	100%	100%
Percentage of City Council synopses completed and posted online within 24-hours of a Council meeting	100%	100%	100%
Percentage of videos posted to the City website within 24-hours of City Council meeting	100%	100%	100%

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Process all liquor license applications in an efficient and timely manner, and in accordance with Arizona Revised Statutes</b>			
Percentage of liquor license applications brought before the City Council for recommended approval/disapproval within 60-days of initial receipt of application	78%	90%	95%
Percentage of temporary/permanent extension liquor license applications received and processed within 10-business days of initial receipt of application	95%	95%	95%

# CITY CLERK

## DEPARTMENT BUDGET | PERSONNEL

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 197,423	\$ 197,702	\$ 206,379	\$ 204,235	\$ 214,100
Benefits & Taxes	76,091	75,521	79,759	78,382	83,683
Other: Retiree Health Savings, PTO Payout	2,000	2,000	2,100	2,100	2,000
	275,514	275,223	288,238	284,717	299,783
<b>Operation &amp; Maintenance</b>					
Professional Services	3,086	16,150	67,650	134,124	16,750
Repairs & Maintenance (including cleaning)	480	600	600	600	600
Meetings, Training & Travel	1,245	3,300	2,800	3,800	3,800
Supplies	1,267	2,900	2,900	2,900	2,900
Other	2,405	5,365	5,365	5,365	5,365
	8,482	28,315	79,315	146,789	29,415
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 283,997	\$ 303,538	\$ 367,553	\$ 431,506	\$ 329,198
Interfund Cost Allocation	(51,925)	(51,600)	(73,358)	(73,358)	(55,966)
<b>TOTAL EXPENDITURES</b>	\$ 232,072	\$ 251,938	\$ 294,195	\$ 358,148	\$ 273,232



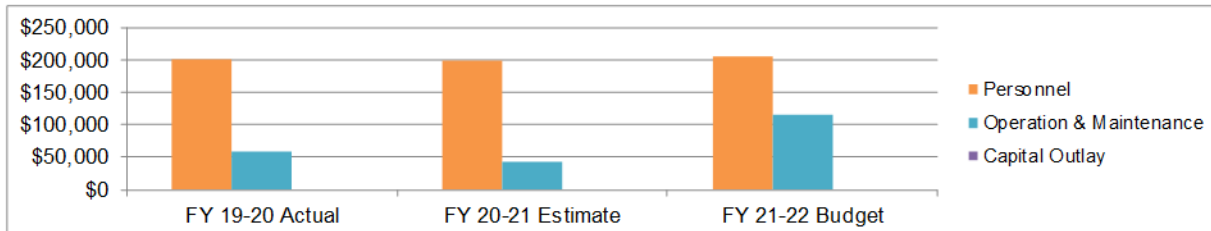
Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Professional Services	Change in election costs every other year

Position Title	FY 19-20	FY 20-21	FY 21-22
City Clerk	1	1	1
City Clerk Assistant	1	1	1
Administrative Technician	1	1	
Administrative Assistant			1
<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>

# CITY COUNCIL

## DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 96,485	\$ 95,135	\$ 95,815	\$ 96,233	\$ 97,789
Benefits & Taxes	104,744	103,206	102,893	105,966	108,684
	201,229	198,341	198,708	202,199	206,473
<b>Operation &amp; Maintenance</b>					
Utilities	719	-	-	-	-
Repairs & Maintenance (including cleaning)	2,734	3,944	3,500	3,500	3,500
Meetings, Training & Travel	7,304	14,000	4,000	14,000	13,590
Supplies	8,930	6,000	2,537	3,500	15,500
Other	39,804	43,138	32,191	43,498	83,708
	59,490	67,082	42,228	64,498	116,298
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 260,719	\$ 265,423	\$ 240,936	\$ 266,697	\$ 322,771
Interfund Cost Allocation	(45,121)	(45,122)	(45,337)	(45,337)	(48,060)
<b>TOTAL EXPENDITURES</b>	\$ 215,599	\$ 220,301	\$ 195,599	\$ 221,360	\$ 274,711



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Other	Annual Dues for the Mohave County Water Authority



## **CITY MANAGER**

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### **MISSION STATEMENT**

Carry out the policies of the City Council, provide leadership and direction to City departments, and ensure responsive local government services are provided to the residents.

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### **DESCRIPTION**

The City Manager is the chief administrative officer of the City. The City Manager assists the Mayor and City Council in prioritizing the strategic goals of the City. The City Manager ensures that the City's daily operations are performed effectively, efficiently, economically, and equitably, and delivered in a manner that meets the expectations of the City Council and our residents.

### **ACCOMPLISHMENTS FY20-21**

- Fully funded CIP and fiscally conservative budget presented to City Council.
- Implemented Positional Analysis.
- Completed Utility Rate Study; Energy Audit; 2020 Census.
- Expedited repayment to the City from Havasu Riviera.
- Negotiated new contracts with PED and GoLakeHavas u .
- Purchased 92 Acoma to modify into a Court building.
- Improvements made to City Hall lobby w/new reception desk, lobby greeter, and directional signage.
- Continued development of one team approach with the Executive Team.

## CITY MANAGER

### GOALS AND PERFORMANCE MEASURES

#### Goal: Great Community to Live, Work and Play

**Objective:** Fosters and attracts sustainable, diverse and economically sound business that promotes a higher quality of life

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Open communication with key organizations within the community</b>			
Coordinate Monthly Manager Meetings with PED, CVB, LHUSD, Chamber of Commerce, Hospitality, and LH Marine Association.	8	10	10

#### Goal: Good Governance

**Objective:** Provides responsive and accessible leadership, facilitates timely and effective two-way communication and utilizes input from all stakeholders

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Open communication with the public</b>			
Respond to every citizen call or contact within 24 hours	98%	98%	98%
Monthly Coffee with the Mayor and City Manager Public Meetings	11	9	10

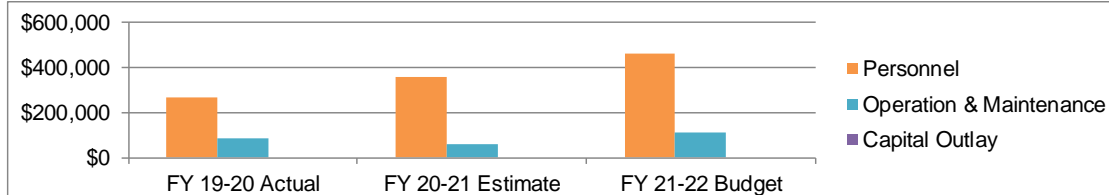
**Objective:** Provides timely, accurate and relevant information to stakeholders

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Transparency: Provides public with timely and accurate info</b>			
Current Press Releases on City events activities	110	120	150
Bi-Weekly KNTR Speakout Radio Shows	15	12	12

# CITY MANAGER

## DEPARTMENT BUDGET | PERSONNEL

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 200,799	\$ 239,897	\$ 268,117	\$ 280,010	\$ 316,795
Salaries - Part-Time					14,338
Benefits & Taxes	68,418	113,138	91,832	120,234	131,362
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	485	515	-	-	-
	269,702	353,550	359,949	400,244	462,495
<b>Operation &amp; Maintenance</b>					
Professional Services	66,294	101,000	36,900	-	31,800
Utilities	356	640	-	1,280	1,280
Repairs & Maintenance (including cleaning)	1,371	972	2,750	1,464	32,964
Meetings, Training & Travel	3,647	5,500	5,500	5,500	11,000
Supplies	7,930	4,400	6,693	2,950	26,950
Other	3,116	2,425	4,310	70,310	4,310
	82,714	114,937	56,153	81,504	108,304
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 352,416	\$ 468,487	\$ 416,102	\$ 481,748	\$ 570,799
Interfund Cost Allocation	(69,336)	(69,336)	(71,298)	(71,298)	(76,115)
<b>TOTAL EXPENDITURES</b>	\$ 283,080	\$ 399,151	\$ 344,804	\$ 410,450	\$ 494,684



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Personnel	Added part-time receptionist for front lobby
Professional Services	Citizens survey \$27k
Other	FY21 Includes \$66k for Plan B budget planning

Position Title	FY 19-20	FY 20-21	FY 21-22
City Manager	1	1	1
Assistant to the City Manager	1	1	1
Executive Assistant	1	1	
Executive Management Assistant			1
Clerical Office Aide			0.5
<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3.5</b>



## **COMMUNITY AFFAIRS**

### **MISSION STATEMENT**

To create and share content that educates and informs the citizens of Lake Havasu City.

### **DESCRIPTION**

The use of web technology, video, and social media is used to provide fast, up-to-date, and accurate information; to provide the public with easy-to-use online services; and maximize transparency and citizen outreach.

### **ACCOMPLISHMENTS FY20-21**

- Increased Community Engagement:
  - Created and launched Census 2020 Social Media Outreach Campaign (Between Facebook and NextDoor apps 482,190 people saw our census messaging and Census videos had 107,627 views.)
  - Created and launched Mayor's Newsletter and added zoom to Facebook Live for Mayor and Manager Coffee meetings
- Increased video production (75 videos) to include COVID education, Mayor PSAs, recruitment advertising, showcasing employees and departments, and proclamation presentations.
- Upgrades to the Council Chambers-added Zoom functionality and replaced microphones.
- Awarded Walmart Community Grant for PA system equipment.
- Total social media followers increased by 62%
  - Email subscribers increased by 123%
  - YouTube subscribers increased by 707%
  - Total video views across all platforms increased by nearly 400,000.
  - Number of pages viewed on our city website eclipsed 1 million.
  - Reached over 2 million on Facebook
  - HavasuNow app increased by 93%

## COMMUNITY AFFAIRS

### GOALS AND PERFORMANCE MEASURES

#### Goal: Good Governance

**Objective:** Provides responsive and accessible leadership, facilitates timely and effective two-way communication and utilizes input from all stakeholders

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide excellent customer service</b>			
Emails/Questions/Feedback from Website	551	510	450
Social Media Comments/Messages	4,606	8,200	8,500
HavasunOW Requests	373	340	340
Website Requests	373	350	350

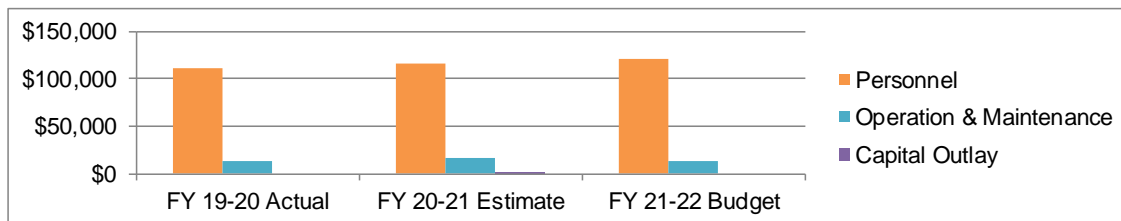
Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 20-21
<b>Provide communications for public viewing</b>			
Record city meetings and other Channel 4 content	54	67	70
Social media outreach - Social Media Posts (Facebook Only)	667	750	800
Social media outreach - Total Engagement (likes, shares, retweets, etc.)	103,946	125,000	125,000
Maintain and expand city website - Website Views (Sessions)	527,021	610,000	600,000
Total website email subscribers	3,525	4,413	5,000



# COMMUNITY AFFAIRS

## DEPARTMENT BUDGET | PERSONNEL

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 76,965	\$ 84,328	\$ 79,839	\$ 82,430	\$ 82,135
Benefits & Taxes	32,762	31,632	35,399	32,871	38,363
Other: Retiree Health Savings, Cell Phone Reimb., PTO Payout	1,339	1,364	1,351	1,360	1,360
	111,066	117,324	116,589	116,661	121,858
<b>Operation &amp; Maintenance</b>					
Meetings, Training & Travel	2,022	1,800	300	4,300	1,800
Supplies	3,102	100	5,958	100	600
Other	8,672	13,145	9,910	15,110	11,310
	13,796	15,045	16,168	19,510	13,710
<b>Capital Outlay</b>	-	-	1,800	-	-
<b>Subtotal Expenditures</b>	\$ 124,862	\$ 132,369	\$ 134,557	\$ 136,171	\$ 135,568
Interfund Cost Allocation	(22,501)	(22,501)	(23,149)	(23,149)	(23,049)
<b>TOTAL EXPENDITURES</b>	\$ 102,361	\$ 109,868	\$ 111,408	\$ 113,022	\$ 112,519



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Meetings, Travel & Training	TCU Certified Public Communicator Program

Position Title	FY 19-20	FY 20-21	FY 21-22
Web Services/Media Coord.	1	1	
Digital Media Coordinator			1
<b>Total Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>

## **HUMAN RESOURCES / RISK MANAGEMENT**

### **MISSION STATEMENT**

Attract, select, and retain highly qualified employees in support of providing high quality service and programs to the public through effective and innovative human resources policies and practices. Provide a competitive, cost-effective benefit program focusing on prevention and wellness. Provide a comprehensive, cost-effective safety and loss control program that protects employees, the citizens of Lake Havasu City, and the City's assets and operations.

### **DESCRIPTION**

The Human Resources/Risk Management Division is responsible for general human resources administration, classification/compensation, recruitment/retention, risk management, and employee benefits. The division directly and indirectly serves all City departments and their respective employees by administering and maintaining:

- Policies and practices consistent with federal, state, and local laws and fair and equitable human resources standards.
- Recruitment activities.
- Performance evaluation processes.
- Health Coverage Benefit programs.
- Liability and workers' compensation insurance including developing programs to protect the City's assets and managing claims and injuries.
- Grievance and discipline procedures.
- Employee development and training.
- Citizen claims and lawsuits.
- Incident reporting to identify trends and track damage to City assets.
- Programs dealing with safety, OSHA regulations, FLSA regulations, etc.

### **ACCOMPLISHMENTS FY20-21**

- Successfully implemented positional analysis.
- Successfully navigated the COVID pandemic and implemented a fully remote hiring process.
- Successfully negotiated renewal of health care benefits with Northwest Arizona Employee Benefit Trust (NAEBT.)
- Successfully streamlined performance evaluation process to provide more meaningful feedback to employees.

## HUMAN RESOURCES / RISK MANAGEMENT

### GOALS AND PERFORMANCE MEASURES | PERSONNEL

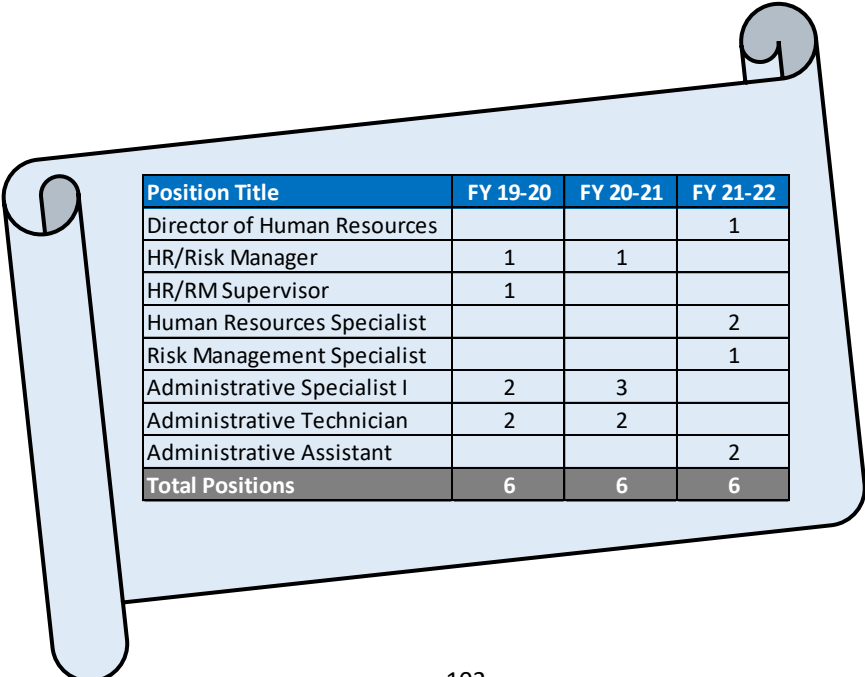
#### Goal: Good Governance

**Objective:** Manages regulatory and policy compliance to minimize and mitigate risk

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY21-22
Review and provide active case management for Workers' Compensation and Leave Administration			
Workers' Compensation - Medical Only	33	46	37
Time Lost Claims	6	33	15

**Objective:** Attracts, develops, motivates and retains a high quality, engaged, productive and dedicated workforce focused on service excellence

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY21-22
Review and improve recruitment process to ensure diverse pools of qualified applicants			
Number of Recruitments	68	97	101
Number of Applicants	1,703	2,231	2,350
Average days to fill competitive recruitments	62	60	60
Turnover	9.15%	10.00%	10.00%

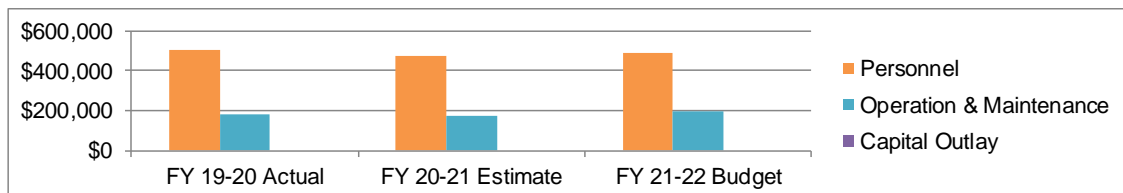


Position Title	FY 19-20	FY 20-21	FY 21-22
Director of Human Resources			1
HR/Risk Manager	1	1	
HR/RM Supervisor	1		
Human Resources Specialist			2
Risk Management Specialist			1
Administrative Specialist I	2	3	
Administrative Technician	2	2	
Administrative Assistant			2
<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>

# HUMAN RESOURCES / RISK MANAGEMENT

## DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 353,616	\$ 377,235	\$ 315,592	\$ 327,650	\$ 330,155
Benefits & Taxes	148,850	158,350	150,724	161,754	153,217
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	1,369	10,293	4,751	4,760	4,560
	503,835	545,878	471,067	494,164	487,932
<b>Operation &amp; Maintenance</b>					
Professional Services	114,303	160,000	103,500	53,000	103,000
Repairs & Maintenance (including cleaning)	943	1,641	930	1,000	1,000
Meetings, Training & Travel	4,746	5,000	5,000	5,000	7,500
Supplies	9,171	35,000	11,800	29,000	33,800
Other	54,633	52,580	55,900	54,700	51,900
	183,796	254,221	177,130	142,700	197,200
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 687,631	\$ 800,099	\$ 648,197	\$ 636,864	\$ 685,132
Interfund Cost Allocation	(185,623)	(185,625)	(147,752)	(147,752)	(158,949)
<b>TOTAL EXPENDITURES</b>	\$ 502,008	\$ 614,474	\$ 500,445	\$ 489,112	\$ 526,183



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Professional Services	Adding annual manager/supervisor trainings



## **DEVELOPMENT SERVICES DEPARTMENT**

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### **MISSION STATEMENT**

The Development Services Department is committed to providing excellent customer service to those with a desire to invest in our community by developing commercial and residential properties with the common goal of improving our community and growth.

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### **DESCRIPTION**

The Development Services Department is comprised of the following divisions, which provides those involved in residential and commercial projects a central point of contact.

- Building (residential and commercial)
- Planning & Zoning
- Code Enforcement

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### **ACCOMPLISHMENTS FY20-21**

- Staff was part of the City's Census committee that was formed to educate the public and promote citywide participation in the 2020 Census.
- Staff headed the refresh of City Hall's lobby, as well as the renovation of the lobby conference room.
- Code Enforcement received 660 new cases and closed 615 cases, while working on an average of 55 active cases.
- The most notable Planning and Zoning Division items were:
  - Multiple Subdivisions:
    - Arroyos – Phases II and III
    - Havasu Villas – Phase II
    - Marina View (Riviera)
    - Wren Cove (Riviera)
  - Nug Smasher TI
  - PED Co-work Building
- The Building Division performed plan review, building inspections, and/or issued Certificate of Occupancies for the several commercial projects including:
  - Depot Storage
  - Elite Storage Clubhouse
  - Havasu Riviera Guard Shack
  - Lake Havasu Golf Course Maintenance Building
  - LHUSD Renovations:
  - Mockingbird Storage
  - Sunset Storage Lofts



## DEVELOPMENT SERVICES DEPARTMENT

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community

**Objective:** Supports a secure, healthy, and well-maintained community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Code Enforcement - Promote and preserve the integrity and safety of the Community</b>			
Provide prompt response time; respond to all complaints within 72 hours	98%	98%	98%
Resolve cases in a timely manner; resolve cases within 45 days	82%	78%	82%
Obtain voluntary compliance; settle cases without requiring prosecution	99%	99%	99%

#### Goal: Well-Planned, Sustainable Growth and Development

**Objective:** Creates development standards that promote high quality development and proactive infrastructure

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide Timely processing of planning applications and planning permits</b>			
Route all pre-application submittals seven days prior to pre-application meeting	95%	95%	95%
All pre-application meetings held within one week of submittal	99%	100%	100%
Inspect all requesting commercial projects for issuance of Certificate of Occupancy within two days of request	100%	100%	100%
Design review for compliance with approved site plan within two weeks of receipt	99%	99%	99%
Review residential plans within 30 business days (first review)	95%	95%	95%
Review commercial plans within 35 business days (first review)	95%	95%	95%
Review of grading, standard detail retaining walls, and established standard plans within 10 business days (first review)	88%	93%	93%

**Objective:** Engages in long-term comprehensive and land-use planning that strengthens partnerships and offers a community-driven vision

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Maintenance and updating the General Plan as necessary</b>			
Number of major general plan amendments processed	0	0	0
* Number of required General Plan updates performed	0	0	0

\*Adopted/Ratified 11/2016 and is performed every 10 yrs.

## DEVELOPMENT SERVICES DEPARTMENT

### PERSONNEL

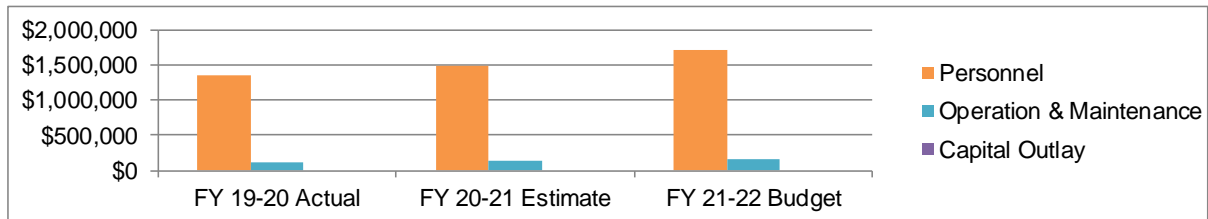
Position Title	FY 19-20	FY 20-21	FY 21-22
Director of Development Services	1	1	1
Assistant City Engineer	1		
Division Manager	1	1	
Building Official			1
Planning Division Manager			1
Executive Assistant			1
Procurement Official	1		
Zoning Administrator	1	1	
Project Manager	3		
Capital Asset Administrator	1		
City Planner	1	1	1
Management Specialist	1	1	
Plans Examiner II	1	1	1
Plans Examiner I	2	3	3
Stormwater Specialist	1		
Engineering Tech Coordinator	2	1	1
Building Inspector II	2	2	
Building Inspector			3
Development Specialist	1		
Administrative Specialist II	1		1
Code Enforcement Specialist	1	1	1
Administrative Specialist I	1	1	
Customer Service Specialist	3	3	
Permit Technician			3
Engineering Aide	0.8	0.8	0.8
Plan Review Aide	0.5	0.5	0.5
<b>Total Positions</b>	<b>27.3</b>	<b>18.3</b>	<b>19.3</b>



## DEVELOPMENT SERVICES DEPARTMENT

### DEPARTMENT BUDGET

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 927,847	\$ 1,143,684	\$ 1,010,700	\$ 988,633	\$ 1,175,843
Salaries - Part-Time	15,397	17,705	14,678	18,236	25,100
OT, Standby & Shift Differential	560	16,401	4,984	5,000	5,000
Benefits & Taxes	400,449	524,041	436,450	456,287	501,009
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	10,534	12,085	11,917	5,900	10,100
	1,354,787	1,713,916	1,478,729	1,474,056	1,717,052
<b>Operation &amp; Maintenance</b>					
Professional Services	1,875	9,200	36,000	29,200	39,200
Utilities	7,631	11,350	50	12,550	50
Repairs & Maintenance (including cleaning)	8,862	7,987	12,367	8,567	13,367
Meetings, Training & Travel	8,582	10,900	4,600	10,200	11,000
Supplies	29,231	20,750	16,785	17,700	23,700
Other	48,356	49,881	74,253	165,572	74,796
	104,537	110,068	144,055	243,789	162,113
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 1,459,324	\$ 1,823,984	\$ 1,622,784	\$ 1,717,845	\$ 1,879,165
Interfund Cost Allocation	(143,624)	(143,622)	(89,250)	(89,250)	(106,080)
<b>TOTAL EXPENDITURES</b>	\$ 1,315,700	\$ 1,680,362	\$ 1,533,534	\$ 1,628,595	\$ 1,773,085



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Other	FY21 Includes \$115,000 for Plan B Budget Planning

## **FIRE DEPARTMENT**

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### **MISSION STATEMENT**

The Lake Havasu City Fire Department will safely protect life, property, and the environment by providing professional, efficient, and cost-effective service to those in need.

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### **DESCRIPTION**

The Lake Havasu City Fire Department is an all-hazard department, responsible for responding to and mitigating incidents involving fire, medical emergencies, hazardous materials, aircraft emergencies, technical, water and desert rescues. The Department consists of seven divisions, which include Fire Administration, Fire Operations, Fire Prevention/Community Risk Reduction, Support Services, Emergency Medical Service, Training, and Special Operations.

The Department operates six fire stations from which it deploys one Battalion Chief, five paramedic engine companies, one paramedic truck company, and one paramedic alternative response unit. The department also has specialized equipment consisting of two desert rescue units, two rescue units for technical rescue, fireboat, one unstaffed aerial vehicle, hazardous material unit, and aircraft rescue and firefighting unit. Engine and Truck companies are staffed with a minimum of three personnel.

### **FIRE ADMINISTRATION**

The Fire Administration Division is to provide the department with leadership and direction that is consistent with the City Council's goals and community expectations; support the success of our personnel by budgeting for training and development opportunities and state-of-the-art equipment; and maintain a safe community by improving the quality of life of all residents and visitors through innovative and progressive fire, rescue and emergency medical services.

Fire Administration's responsibilities include management of budget, payroll, procurement, grants, personnel actions, strategic planning, setting policies & procedures, and information technology management. Fire Administration also aims to maintain relationships and partnerships with other City departments, community groups, professional organizations, and other government entities in ways that lead to the best possible service delivery to our customers.

### **FIRE OPERATIONS**

The Operations Division is responsible for the daily activities of all non-emergency/emergency response and incident mitigation for fires, medical emergencies, hazardous materials incidents, search and rescue, and other emergencies throughout the city. They are also responsible for developing pre-fire plans of target hazard occupancies, businesses and apartment complexes; participating in continuing education and skills training; maintaining their equipment and station; presenting public education messages at schools, community events, and station tours.

## **FIRE PREVENTION/COMMUNITY RISK REDUCTION**

The Fire Prevention/Community Risk Reduction (CRR) Division's primary responsibilities are the enforcement of all applicable Arizona State and local fire codes and standards, fire investigations and public education. This is accomplished through the review/approval of building and facility plans, and inspection of completed work. This division also oversees business/commercial/school inspections, plan reviews, special events inspections, and handling of hazardous materials and substances. The Fire Prevention/CRR Division also provides public education to the community in various formats. Through community outreach and risk reduction efforts we strive to provide effective fire and life safety education to the community.

## **SUPPORT SERVICES**

The Fire Support Services Division is responsible for budgeting, maintenance, and repair of all vehicles, tools/equipment, and department facilities. Also, for the procurement of all equipment, materials, and supplies for fire operations, emergency medical services, training and special operations.

## **EMERGENCY MEDICAL SERVICES**

The Emergency Medical Services (EMS) Division is responsible to provide the highest quality of advanced life support pre-hospital care to the residents and visitors of Lake Havasu City. All EMS personnel operate under a medical director and are authorized to perform state-of-the-art advanced medical procedures in the field through a comprehensive medical protocol system. This is accomplished by equipping five engine companies, one truck, and one alternative response unit with advanced life support equipment and firefighter/paramedics 24 hours a day for our community. The EMS Coordinator ensures that all continuing education, meets the state mandated minimum requirements for all of the Emergency Medical Technicians and Paramedics on the Department. The EMS Coordinator is the department's liaison to the transport service and base hospital.

## **TRAINING**

The Training Division is charged with ensuring that all members of the department meet established training guidelines so the Department is capable of meeting any emergency response challenge, e.g., emergency medical services, fire suppression, technical rescue, hazardous materials, etc. The Training Division provides the support, oversight, and coordination of training plans, exercises, curriculum and delivery methods, by conducting regular exercises, live fire drills, and specialized training to ensure consistent and effective emergency services continue.

## **SPECIAL OPERATIONS**

The Special Operations Division ensures that LHCFD's specialty teams maintain their certification and training levels. Special Operations has encompassed the following: technical rescue team, hazardous materials team, SWAT medics, fireboat/water rescue, unmanned aerial unit, aircraft rescue & firefighting, and community emergency response team (CERT).

The Lake Havasu City Community Emergency Response Team (CERT) is an all-volunteer organization that provides thousands of hours each year and whose members receive training to prepare them to assist in the event of a disaster. These unsung heroes also provide assistance to the Fire Department at large emergencies and aid the Police Department during SWAT incidents. As a community service, CERT provides first aid stations for various special events throughout the year and manages the residential Lock Box (Knox) program.

# FIRE DEPARTMENT

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## ACCOMPLISHMENTS FY20-21

### FIRE ADMINISTRATION

Managing the COVID-19 pandemic through the appropriate use of personal protective equipment (PPE) and patient care protocols. The Fire Department continues to maintain an essential level of service and continuity of operations through COVID-19.

Implemented the Fire Continuum Data Analysis Tool to improve operations and reduce firefighter risks through data driven decisions.

### FIRE OPERATIONS

Implemented a pilot program at Station 1 with Live CAD monitors to improve the turn-out times (Dispatch to Enroute time) for frontline apparatus.

Implemented a Hiker Awareness Program-installed two signs at Sara Park to provide safety information on extreme heat and hiking trails.

### TRAINING

Implemented a Leadership Development Pilot Program for Command Staff and E Board Members.

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## FIRE DEPARTMENT

### GOALS AND PERFORMANCE MEASURES

Note: Calendar year stats are used to consistently align with annual state and federal reporting.

#### Goal: Safe and Secure Community

**Objective:** Provide services, supplies, and equipment to reduce harm, and save lives and property within and around the community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provide quality emergency services to the citizens and visitors of Lake Havasu City			
Property Protection Classification (ISO Rate)	2	2	2
Average response time (min:sec)	6:11	6:15	6:00

**Objective:** Support a secure, healthy, and well-maintained community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provide basic and advanced patient care			
Number of paramedics employed by Lake Havasu City	42	42	47
ARV (community paramedic) responses	1,205	2,076	2125
Lives improved by Medic intervention	437	574	650

**Objective:** Provide a visible and approachable public safety presence, which supports proactive prevention measures and education

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Community interaction			
Public education classes	367	11	300
Public education students	7,440	32	7,250

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Improve the physical appearance and uniform look of personnel			
Improvements to work and duty uniforms	30%	40%	60%



## FIRE DEPARTMENT

### GOALS AND PERFORMANCE MEASURES | PERSONNEL

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Reduce the threat of fire by providing fire prevention services</b>			
Permits issued	1,045	1,055	1087
Plan reviews	363	491	550
Fire Inspections	2,449	2,734	2,937

Position Title	FY 19-20	FY 20-21	FY 21-22
Fire Chief	1	1	1
Deputy Fire Chief			2
Fire Division Chief	2	2	
Executive Assistance			1
Battalion Commander	4	5	
Battalion Chief			5
Fire Captain/Paramedic	11	11	11
Fire Captain	7	6	6
Fire Engineer/Paramedic	11	12	12
Fire Engineer	7	6	6
Firefighter/Paramedic *	20	19	24
Firefighter	16	16	16
Fire Prevention Officer	1	1	1
Management Specialist	2	2	1
Fire Inspector	1	1	1
Administrative Specialist I	1	1	2
Public Education Specialist	1	1	1
Administrative Technician	1	1	
Clerical Office Aide	0.6	0.6	0.6
Service Aide	0.6	0.6	0.6
<b>Total Positions</b>	<b>87.2</b>	<b>86.2</b>	<b>91.2</b>

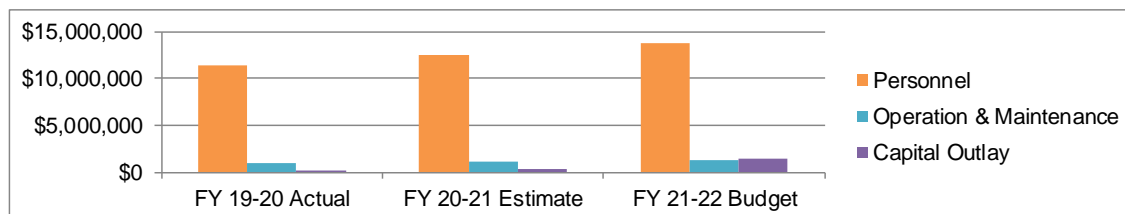
\*5 position are contingent receiving the SAFER Grant.

# FIRE DEPARTMENT

## DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 5,570,658	\$ 5,622,348	\$ 5,900,016	\$ 5,789,669	\$ 6,396,081
Salaries - Part-Time	16,439	30,552	18,016	31,262	35,398
OT, Holiday, Standby & Shift Differential	1,035,086	1,139,101	1,273,162	1,173,273	1,383,960
Benefits & Taxes	4,785,671	5,307,563	5,280,416	5,555,138	5,968,519
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb..					
Longevity Pay	60,580	58,624	47,650	46,611	55,310
	11,468,434	12,158,188	12,519,260	12,595,953	13,839,268
<b>Operation &amp; Maintenance</b>					
Professional Services	30,041	35,600	36,800	38,200	145,800
Utilities	91,474	115,000	94,000	90,000	94,000
Equipment/Land Leases	-	-	1,100	1,100	1,100
Repairs & Maintenance (including cleaning)	363,168	236,200	309,200	264,200	295,200
Meetings, Training & Travel	35,444	47,000	57,000	47,000	57,000
Supplies	396,821	474,800	619,690	476,125	696,365
Other	46,957	56,000	56,150	585,640	59,600
	963,905	964,600	1,173,940	1,502,265	1,349,065
<b>Capital Outlay</b>	199,052	183,000	264,970	-	1,404,216
<b>Subtotal Expenditures</b>	\$ 12,631,391	\$ 13,305,788	\$ 13,958,170	\$ 14,098,218	\$ 16,592,549
<b>Debt Service</b>	3,332,702	3,332,209	292,158	291,058	291,058
<b>TOTAL EXPENDITURES</b>	\$ 15,964,093	\$ 16,637,997	\$ 14,250,328	\$ 14,389,276	\$ 16,883,607

Capital Outlay Budget	Quantity	Unit Price	Total FY 21-22
<b>Carry Forward</b>			
CERT Vehicle	1	\$ 130,000	\$ 130,000
Chief Command Vehicle	1	58,216	58,216
<b>Replacement</b>			
Command Pickup	1	\$ 68,000	\$ 68,000
Support Vehicle	1	55,000	55,000
Fire Engine	1	720,000	720,000
Refurbish Fire Engine	1	300,000	300,000
Cardiac Monitors	1	73,000	73,000
<b>TOTAL CAPITAL OUTLAY</b>			\$ 1,404,216

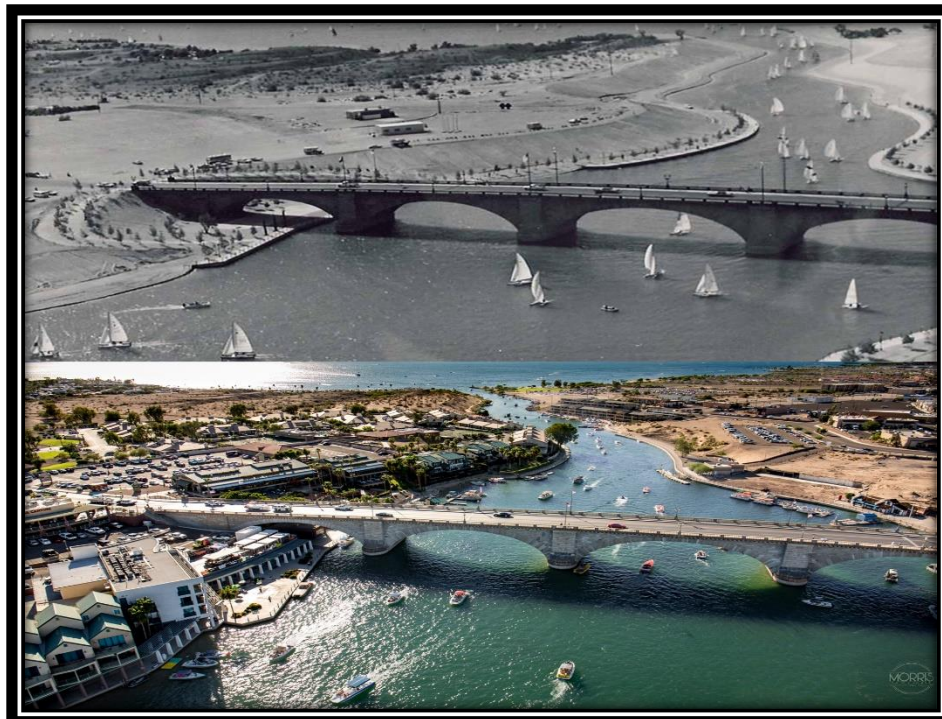


Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Other	FY21 Includes \$530k for Plan B budget planning
Professional Services	Property assessment, fire station location and emergency service analysis
Capital Outlay	Purchase of one new fire engine and refurbish one existing fire engine

## GENERAL GOVERNMENT NON-DEPARTMENTAL BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Operation &amp; Maintenance</b>					
Labor Attrition		\$ (498,000)		\$ (501,000)	\$ (543,800)
Professional Services	136,132	142,165	90,094	73,265	109,777
Utilities	69,581	89,200	57,918	89,200	62,000
Repairs & Maintenance (including cleaning)	24,244	42,070	24,177	15,570	17,900
Vehicle/Equip. Replacement Prog: Lease	15,462	15,065	13,025	15,065	15,065
Insurance & Claims	617,534	375,000	543,984	396,555	540,000
Supplies	18,985	33,650	21,282	40,150	25,450
Outside Grants	-	-	-	-	-
Other	262,514	245,662	514,587	16,750,665	13,807,158
Developer Agreements	418,388	1,349,574	1,357,000	437,000	1,125,000
CVB/PED Payments	2,405,166	2,460,719	3,196,240	1,980,000	2,100,000
Interfund Cost Allocation	(88,351)	36,709	(74,837)	117,519	(72,103)
	3,879,655	4,291,814	5,743,470	19,413,989	17,186,447
<b>Capital Outlay</b>		-	-	-	-
<b>Subtotal Expenditures</b>	\$ 3,879,655	\$ 4,291,814	\$ 5,743,470	\$ 19,413,989	\$ 17,186,447
<b>Contingency</b>	202,862	500,000	241,800	1,000,000	1,000,000
<b>Debt Service</b>	1,500	-	95,984	-	918,373
<b>TOTAL EXPENDITURES</b>	\$ 4,084,017	\$ 4,791,814	\$ 6,081,254	\$20,413,989	\$ 19,104,820

Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Insurance & Claim	Increase in claims paid
Developer Agreements	Budget for potential payout
Other	Includes \$18.6M for budget planning (ARPA and other Grant Funding)
Debt Service	Agreement for Courthouse



## **MUNICIPAL COURT**

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### **MISSION STATEMENT**

As the judicial branch of government, our mission is to administer fair and impartial justice. The Municipal Court is committed to providing efficient, accurate, and accessible services.

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### **DESCRIPTION**

The Lake Havasu City Municipal Court operates as the independent judicial branch of government established by the constitution of the State of Arizona under the direct supervision of the Arizona Supreme Court for Lake Havasu City.

The Lake Havasu City Municipal Court deconsolidated from the Consolidated Courts in September 2019. The Municipal Court is co-located with the Lake Havasu City Justice Court and Mohave County Superior Court. The Lake Havasu City Municipal Court handles cases that range from minor traffic violations to class one misdemeanors.

The Court provides two specialty courts: Youth Court and Veterans Treatment Court. The Youth and Veterans Treatment Courts have made significant and measurable differences in their participants' lives by assisting with treatment and peer support programs that promote sobriety, recovery, and stability. The Youth and Veterans Treatment Court has been proven to reduce recidivism among its participants, which has benefited the Lake Havasu City community and the criminal justice system.

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### **ACCOMPLISHMENTS FY20-21**

- Lake Havasu City Consolidated Courts deconsolidated into the Lake Havasu City Municipal Court (City) and the Lake Havasu City Justice Court (County).
  - Complete deconsolidation of files, financials, and operations.
  - Continuous sharing/coordinating resources, space, and physical courtrooms.
- Implementation of new state-wide case management system - AJACS
  - Identified many errors, issues, and corrections.
  - Worked with the AOC to implement changes state-wide.
- Implemented COVID-19 restrictions in accordance with Arizona Supreme Court Administrative Orders.
  - Utilizing video conferencing for court hearings.
  - Opening alternative payment options.

## MUNICIPAL COURT

### ACCOMPLISHMENTS | PERSONNEL

#### ACCOMPLISHMENTS FY20-21

- Lake Havasu City Youth Court
  - Admitted – 16 Juveniles
  - Successfully Completed – 17 Juveniles
  - Coordinating with Superior Court to better serve Juveniles in Both Youth Court, Juvenile Drug Court and Probation
  - Referring Juveniles to Arizona@work to receive assistance in employment skills and job placement. Arizona@work is also assisting with GED referrals when a high school diploma is no longer an option.
- Lake Havasu City Veterans Treatment Court
  - Admitted – 21 Veterans
  - Successfully Completed – 13 Veterans
  - 7.5% recidivism rate
  - Successfully operated Year 3 of the SAMHSA grant with Kingman Municipal Court serving 222 Veterans total
  - Received a no cost extension of funding for an additional year
  - Received a \$20,000 DAV grant
  - Received a \$74,400 VDF grant
  - Coordinating services with the VA, Vet Center and Southwest Behavioral Health Services to address all treatment and social service needs

Position Title	FY 19-20	FY 20-21	FY 21-22
City Magistrate	1	1	1
Court Supervisor	1	1	1
Probation Officer			
Court Clerk Lead	2		
Court Clerk IV	1		
Court Clerk III	1		
Court Clerk II	7		
Court Clerk I	5		
Case Management Clerk		4	4
Civil Traffic Clerk		1	1
Compliance Clerk		1	
Counter Clerk		1	2
Courtroom Clerk		1	1
Court Operations Lead		1	1
Specialty Court Lead		1	1
Accounting Specialist		1	
Management Specialist			1
Associate Magistrate	1	1	1
Clerical Office Aide	2.2	1	1
<b>Total Positions</b>	<b>21.2</b>	<b>15</b>	<b>15</b>

## MUNICIPAL COURT

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community

**Objective:** Supports the enforcement of laws and regulations in a fair, just and timely manner

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Continue to execute cases in a timely manner as required to use resources effectively in delivering desired outcomes			
Total Number of Open Court Cases	26,408	30,720	35,463
Total number of Closed Court cases	5,314	4,312	4,743
Average arraignment processing time w/in 60 days	85%	83%	90%

**Objective:** Supports a secure, healthy and well-maintained community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provide better customer service to all litigants entering the courthouse			
Number of payments made by mail or counter or phone payment line	12,656	17,844	19,628
Number of payments made online	9,348	12,376	13,614
Percentage of new hires receiving on-boarding training within 30 days of hire date	100%	100%	100%

**Objective:** Prevents crime and supports the prevention of crime

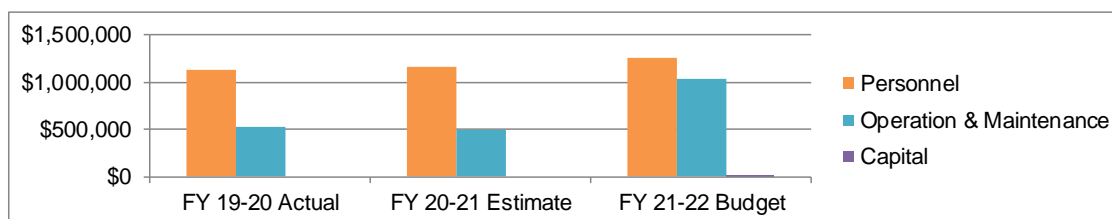
Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Offers programs to help prevent future criminal acts			
Number of Veterans Court cases	80	50	70
Number of Youth Court cases	72	45	60



# MUNICIPAL COURT

## DEPARTMENT BUDGET

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 678,833	\$ 921,295	\$ 709,114	\$ 726,150	\$ 752,400
Salaries - Part-Time	93,632	161,544	111,520	135,750	145,750
OT, Standby & Shift Differential	32,919	16,209	16,381	21,840	21,840
Benefits & Taxes	318,526	445,902	322,421	343,393	334,979
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	7,956	15,792	7,754	7,689	7,260
	1,131,866	1,560,742	1,167,190	1,234,822	1,262,229
<b>Operation &amp; Maintenance</b>					
Professional Services	394,941	274,400	355,481	274,400	361,081
Utilities	17,454	23,000	17,450	18,400	30,000
Repairs & Maintenance (including cleaning)	2,369	8,650	9,044	8,700	9,060
Meetings, Training & Travel	6,573	22,300	11,500	21,900	20,500
Supplies	20,639	25,700	20,450	22,000	524,341
Outside Contracts	51,920	34,620	47,112	35,000	47,112
Other	29,999	128,210	30,920	134,539	44,270
	523,895	516,880	491,957	514,939	1,036,364
<b>Capital Outlay</b>	-	-	-	-	18,100
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,655,761</b>	<b>\$ 2,077,622</b>	<b>\$ 1,659,147</b>	<b>\$ 1,749,761</b>	<b>\$ 2,316,693</b>



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Professional Services	Additional one-time services for new Courthouse
Utilities	New Courthouse
Supplies	Additional one-time purchases for new Courthouse



## **PARKS & RECREATION DEPARTMENT**

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### **MISSION STATEMENT**

To enrich the quality of life for Lake Havasu City residents and visitors by providing a variety of high quality programs, facilities and parks that promote health and wellness, learning, and fun for all ages, cultures, and abilities.

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### **DESCRIPTION**

The Parks and Recreation Department consists of four divisions: Aquatics, Parks, Administration, and Recreation. The Parks and Recreation Department offices are located inside the Aquatic/Community Center. This is where you can register for offered activities and programs, reserve park Ramada's, and facility meeting rooms.

The Aquatic side of the Aquatic/Community Center features an indoor wave and lap pool, a whirl pool, a therapy pool, an outdoor splash pad, slide and fun shore features. The Aquatic division is responsible for overseeing the pools, slide and splash pad which are used regularly during open swim, lap swim, exercise classes and swim lessons in addition to summer youth activities like the junior lifeguard program and summer swim league. The Community Center houses a variety of rooms both large and small, which are available for use in a multitude of ways. Room offerings range from a full commercial kitchen, four meeting rooms, to a gym capable of seating 1,000 people.

The Recreation division oversees a variety of activities and programs which include the after school program, seasonal camps, sports, and events with schools, clubs and outside organizations as well as several community events throughout the year.

Our Parks division maintains 17 parks throughout the city each with family-friendly amenities. These amenities include play structures, water features, outdoor pickleball and bocce ball courts, and horseshoe pits. Three of the parks have reservable Ramada's. Throughout these parks, 15 lit multi-use fields are used by both adult and youth leagues for baseball, football, soccer and softball. The Patrick Tinnell Memorial Sports complex is a 40,000 square foot lakefront multi-use skate park located in Rotary Community Park. The Site Six launch ramp, located on the island, is the only free public launch ramp within Lake Havasu City. It offers courtesy docks as well as a popular fishing pier and fish cleaning station. The Parks division maintains three dog parks located at Avalon Park, London Bridge Beach, and S.A.R.A. Park. These dog parks allow owners and dogs to socialize while enjoying the outdoors.

## PARKS & RECREATION

### ACCOMPLISHMENTS | PERSONNEL

#### ACCOMPLISHMENTS FY20-21

- Recipient of Tree City USA for the 18<sup>th</sup> consecutive year
- Assisted Public Works with converting London Bridge Beach Park to Effluent Water
- Created two new Bocce Ball Courts at Jack Hardie Park
- Sign upgrade in Rotary Park and London Bridge Beach Park
- Implemented on-line registration
- Upgraded irrigation system at Cypress Park
- Upgraded Basketball Court at London Bridge Beach
- Resurface Tennis Courts at High School
- Conducted Virtual Programming during COVID Pandemic

Position Title	FY 19-20	FY 20-21	FY 21-22
Director of Parks and Recreation		1	1
Parks & Recreation Manager	1		
Parks Maintenance Superintendent			1
Aquatics Supervisor	1	1	1
Recreation Supervisor	1	1	1
Field Supervisor	2	3	3
Administrative Supervisor	1	1	1
Maintenance Lead	4	7	7
Program Coordinator	3	3	3
Maintenance Specialist	3	6	6
Administrative Specialist II			1
Administrative Specialist I	2	2	1
Administrative Technician	1	1	
Maintenance Technician	8	9	9
Administrative Assistant			1
Cashier	3.3	3.3	2
Exercise Instructor	0.7	0.7	0.7
Laborer	5.4	5.4	5.4
Lifeguard Apprentice	0.4	0.4	0.4
Lifeguard I	3	3	3
Lifeguard II	3.8	3.8	3.8
Lifeguard III	2.2	2.2	2.2
Program Instructor	0.5	0.5	0.5
Recreation Leader I	7.8	7.8	7.8
Recreation Leader II	7.7	7.7	7.7
Recreation Leader III	7.5	7.5	7.5
Recreation Leader IV	1.4	1.4	1.4
Service Aide	0.4	0.4	0.4
<b>Total Positions</b>	<b>71.1</b>	<b>79.1</b>	<b>78.8</b>

## PARKS & RECREATION

### GOALS AND PERFORMANCE MEASURES

#### Goal: Great Community to Live, Work and Play

**Objective:** Offers and supports a variety of recreational programs and activities that promote a healthy and active lifestyle

Measures	Actual FY 19-20	Estimated FY20-21	Projected FY 21-22
<b>Offer a variety of exercise and enrichment programs for all ages</b>			
Number of Community Center rentals	1,191	850	1,000
Number of special activity participants	22	0	0
Number of sport program registered participants	786	605	750
Number of open gym session participants	3,607	3,000	3,800
Number of exercise class participants	15,418	10,500	20,000
Number of lap swim session participants	3,825	3,200	4,500
Number of open swim session participants	9,983	5,000	150,000
Number of swim lesson participants	1,216	120	500
Hours of private pool rental	502	481	520

**Objective:** Engages the community in events and activities that promote recreation, culture, education and social interaction

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide special events that give families, residents, and visitors an opportunity to participate in a variety of activities</b>			
Number of special events conducted	3	1	4
Number of special events assisted	3	1	3

**Objective:** Supports educational opportunities for life-long learning and workforce development

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Offer affordable after school program (ASP) and summer camp child care to help working parents</b>			
Average after school program daily attendance	360	204	300
Average number of households in ASP	466	258	400
Average number of households per session receiving assistance	100	50	50
Average summer camp daily attendance	96	100	480

## PARKS & RECREATION

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community

**Objective:** Enhances the quality, life and safety of municipal infrastructure and facilities

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Utilize cost effective procedures in maintaining and repairing the facilities for safe use</b>			
Annual cost per acre Parks Maintenance Measured. (951 Acres Not including ROW Landscape)	\$3,420	\$3,579	\$3,785

**Objective:** Supports a secure, healthy and well-maintained community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide safe, clean, and aesthetically pleasing parks, rights-of-way, and municipal landscapes for citizens and visitors in Lake Havasu City</b>			
Monthly playground inspections are 100% completed; and grade B or better.	90%	90%	90%
Monthly sports field inspections are 75% completed and grade C or better.	90%	90%	90%

#### Goal: Clean, Sustainable Environment and Preservation of the Natural Resources

**Objective:** Preserves, protects and conserves natural resources and the environment

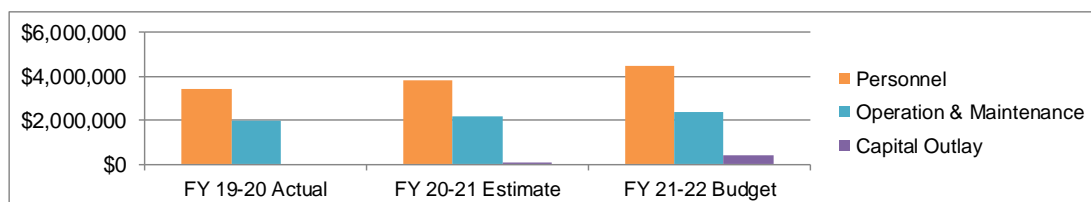
Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Maintain and develop irrigation systems to deliver optimum water to each plant type at the lowest cost with maximum resource conservation</b>			
Annually increase percent of system on updated Motorola controllers with goal of 100% in 2025.	87%	85%	86%
Record and analyze annual water usage (per 1,000 cubic feet) through regular water audits with goal of 70% efficiency and completing 2 water audits per quarter.	0%	38%	100%



## PARKS & RECREATION DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 1,608,088	\$ 1,433,189	\$ 1,885,144	\$ 1,829,292	\$ 2,085,349
Salaries - Part-Time	916,454	1,111,271	873,407	1,143,345	1,115,406
OT, Standby & Shift Differential	23,548	10,409	33,727	20,739	35,019
Benefits & Taxes	874,769	939,377	994,188	1,101,943	1,219,983
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	24,352	29,573	23,008	34,099	24,620
	3,447,211	3,523,819	3,809,474	4,129,418	4,480,377
<b>Operation &amp; Maintenance</b>					
Professional Services	22,550	5,650	26,400	28,050	25,650
Utilities	1,109,822	744,510	1,288,250	1,370,260	1,369,200
Equipment Leases	25,780	-	30,000	23,940	28,690
Repairs & Maintenance (including cleaning)	312,466	227,855	231,125	272,545	255,345
Meetings, Training & Travel	10,977	10,647	6,000	13,150	16,150
Supplies	446,216	409,503	550,191	563,169	567,674
Programs	60,468	89,195	40,250	84,610	80,025
Other	20,549	42,022	24,868	96,813	32,455
	2,008,828	1,529,382	2,197,084	2,452,537	2,375,189
<b>Capital Outlay</b>	-	160,000	40,000	150,000	387,000
<b>Subtotal Expenditures</b>	\$ 5,456,039	\$ 5,213,201	\$ 6,046,558	\$ 6,731,955	\$ 7,242,566
Interfund Cost Allocation	(25,700)	-	(51,400)	-	(51,400)
<b>TOTAL EXPENDITURES</b>	\$ 5,430,339	\$ 5,213,201	\$ 5,995,158	\$ 6,731,955	\$ 7,191,166

Capital Outlay Budget	Quantity	Unit Price	Total FY 21-22
<b>Improvement</b>			
Building Improvements	1	\$ 150,000	\$ 150,000
Toro Mower	1	80,000	80,000
Bobcat	1	56,000	56,000
<b>Replacement</b>			
Regular Cab Truck	2	31,000	62,000
<b>New</b>			
4x4 Truck	1	39,000	39,000
<b>TOTAL CAPITAL OUTLAY</b>			\$ 387,000



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Personnel	One new position - Parks Superintendent
Utilities	Moved Parks telephone, electricity, and hydrant meters from Maintenance Service
Other	FY21 Includes \$86k for Plan B budget planning

## **POLICE DEPARTMENT**

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### **MISSION STATEMENT**

The Ensure a safe and secure community with the vision of being recognized as a leader in the law enforcement profession.

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### **DESCRIPTION**

The Lake Havasu City Police Department provides a wide range of public safety services to the community. Services include the preservation of public order, emergency police services, and a prompt response to citizen calls for service. Members of the department are focused on the delivery of high quality police service while maintaining concern for the quality of life for those who reside in our community. Police employees work to suppress criminal activity and the fear of crime through proactive crime prevention programs and the relentless pursuit of the criminal element.

The Lake Havasu City Police Department is committed to the concept of Community Oriented Policing and has incorporated this concept into every facet of operation. Community Oriented Policing has many varied definitions but is generally considered a philosophy that promotes proactive community partnerships to address the root cause of crime and fear as well as other community and police problems. Community policing is the responsibility of every Police Department employee. Included are Neighborhood Watch Programs, Senior Citizen Crime Prevention Programs, Youth Programs, Citizens Police Academy, Sexual Offender Website Notifications, and Volunteer Programs.

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### **ACCOMPLISHMENTS FY20-21**

- The Lake Havasu City Police Department Records Division worked diligently on the implementation of AZPOINT (Arizona Protective Order Initiation and Notification Tool). This program assists with streamlining the Protection Order process by reducing the amount of time between issuance of the order and service to the defendant. This statewide-automated program allows agencies to exchange the orders for service depending upon where the defendant is located, creating a more efficient process for plaintiff notification and tracking of the orders, alleviating the need for local departments to track manually.
- A grant was secured for the implementation and first year subscription of Justice Web Interface (JWI) in the Dispatch Center. This program allows for a more streamlined warrant process, from the time a warrant is issued by the court to until the warrant is served. The court is able to place the warrant into the JWI system and send it automatically to dispatch, where the warrant is entered directly from JWI to ACIC/NCIC, eliminating the need for manually entry.

## **POLICE DEPARTMENT ACCOMPLISHMENTS**

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### **ACCOMPLISHMENTS FY20-21**

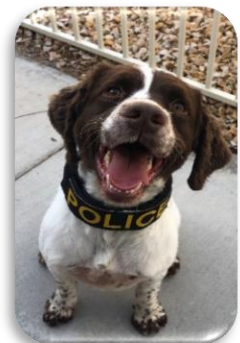
- The Lake Havasu City Police Department K-9, Rocky, has responded to over 60 deployments this year. Rocky has detected the transport of illegal drugs several times this year, resulting in the removal of more than 4 pounds of illegal drugs from the community, including cocaine, heroin, and methamphetamine.
  - The software for the patrol tablets was upgraded from Visual MCT to OSMCT to address some reoccurring complaints and provide a more user-friendly platform that added some features and capabilities. The upgrade included the ability to observe holding calls on the home screen, user customizable views and screen set-up, improved mapping system that allows for satellite view as well as a map to destination option.
  - The Lake Havasu City Police Department developed an Unmanned Aerial Systems (UAS) program to assist the department with SWAT operations, major traffic collision investigations, criminal investigations, and aerial searches for missing at-risk persons. The UAS program adds a significant amount of safety during SWAT operations and critical incidents, increases photographic evidence capabilities, and allows searches of large areas to be expeditiously completed. The UAS program has five FAA Part 107 certified pilots and four DJI drones. The UAS team deployed 19 times during 2020, primarily responding to crime scene investigations and SWAT incidents.
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## POLICE DEPARTMENT PERSONNEL

Position Title	FY 19-20	FY 20-21	FY 21-22
Police Chief	1	1	1
Police Captain	2	2	2
Management Analyst			1
Executive Assistant			1
Management Specialist	1	1	
Police Support Services Manager			1
Communications Supervisor	1	1	
Police Lieutenant	4	4	4
Police Sergeant	11	11	11
Police Officer, Senior	11	11	
Police Officer	51	51	62
Detention Supervisor	1	1	1
Records Supervisor	1	1	1
Public Safety Dispatch Supervisor	1	1	1
Administrative Specialist II	2	2	1
Property/Evidence Technician	1	1	1
Administrative Specialist I	1	1	1
Public Safety Dispatcher	13	13	15
Crime Scene Specialist			1
Crime Scene Technician	1	1	
Animal Control Officer	2	2	2
Detention Officer	9	9	9
Administrative Technician	3	3	
Records Clerk			3
Police Service Technician	1	1	1
Background Investigator	0.7	0.7	0.7
Clerical Office Aide	3.5	3.5	3.5
Police Project Analyst	0.7	0.7	0.7
Police Service Assistant	3.6	3.6	3.6
<b>Total Positions</b>	<b>126.5</b>	<b>126.5</b>	<b>128.5</b>



## POLICE DEPARTMENT

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community

**Objective:** Provides services, supplies and equipment to reduce harm and save lives and property within and around the community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Monitor the computer aided dispatch response time data for Priority 1 (Emergency) calls			
Average time call received until dispatched (min:sec)	2:02	2:02	2:01
Average time officer dispatched until on scene (min:sec)	5:15	5:15	5:10

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Perform background investigations on peddlers requesting to sell door-to door and vendors requesting to conduct business at recreation events within the community			
Number of Peddler Permit and vendor background investigations conducted	48	48	55

**Objective:** Supports a secure, healthy and well-maintained community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Market continued growth and improvements for the Neighborhood Watch Program			
Number of neighborhood groups	77	86	90
Number of members	616	670	720

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provide animal control services, ensuring animal health and protection of the citizens by reducing the number of animals impounded by increasing licensing of pets			
Number of calls for service	2,302	2,500	2,600
Number of animal licenses issued or renewed	4,289	4,200	4,400
Number of animals impounded	330	325	300
Number of animals returned to owner, not requiring impound	121	120	125



## POLICE DEPARTMENT

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community (Continued)

**Objective:** Prevents crime and supports the prevention of crime

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Maintain constant vigilance towards the apprehension of serious criminal offenders; reduce crime by supporting the exchange of intelligence information, proper crime scene investigations, and sound investigative practices			
Number of Part I offenses reported*	819	827	835
Number of Part I offenses cleared	210	216	223
Percent of Part I reported offenses cleared**	26%	26%	27%

\*Excludes Unfounded

\*\*Cases reported and cleared may cross fiscal years

**Objective:** Supports the enforcement of laws and regulations in a fair, just and timely manner

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provide safe streets with traffic enforcement as a means to reduce traffic accidents			
Accident ratio per 1,000 population	18.7	19.5	19.7
Total Accidents Reported	1,047	1,099	1,132
Traffic Enforcement Activity - Number of Traffic Stops	6,914	10,344	10,800
Total hours dedicated to traffic enforcement	2,564	3,621	3,800

**Objective:** Provides a visible and approachable public safety presence which supports proactive prevention measures and education

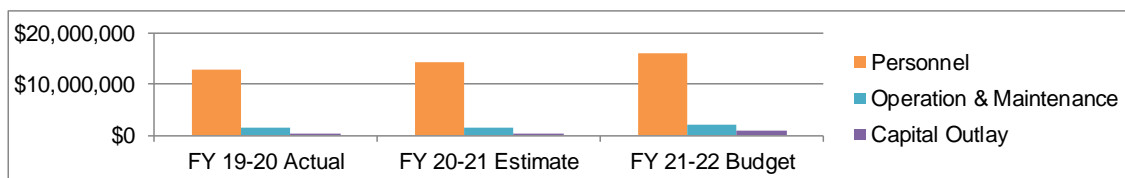
Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Continually educate the community through various means including Community Oriented Policing			
Number of 5th, 7th and 9th grade students provided NOVA Program Instruction (Nurturing, Opportunities, Values, Accountability)	1,381	1,177	1,300
Number of downloads for the Police Mobile App (launched November 2016)	918	920	930

# POLICE DEPARTMENT

## DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 4,859,617	\$ 6,982,405	\$ 5,620,929	\$ 7,186,476	\$ 8,073,387
Salaries - Part-Time	200,190	250,749	128,409	258,271	258,271
OT, Holiday, Standby & Shift Differential	2,851,001	1,051,312	2,822,745	1,078,077	1,196,923
Benefits & Taxes	4,953,829	5,602,760	5,834,334	5,834,809	6,381,474
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	81,674	66,490	38,790	56,952	47,950
	12,946,311	13,953,716	14,445,207	14,414,585	15,958,005
<b>Operation &amp; Maintenance</b>					
Professional Services	56,811	69,210	78,082	67,675	68,835
Utilities	144,065	165,836	170,084	158,216	171,366
Equipment Leases	970	-	1,000	1,000	1,000
Repairs & Maintenance (including cleaning)	271,660	278,663	296,609	282,917	313,986
Meetings, Training & Travel	72,237	105,055	57,691	105,380	127,130
Supplies	480,377	465,461	386,203	558,456	592,142
Outside Contracts	553,668	784,000	474,000	709,000	690,000
Other	44,775	66,803	66,657	302,003	108,633
	1,624,563	1,935,028	1,530,326	2,184,647	2,073,092
<b>Capital Outlay</b>	15,537	349,000	289,123	342,123	830,747
<b>Subtotal Expenditures</b>	\$ 14,586,411	\$ 16,237,744	\$ 16,264,656	\$ 16,941,355	\$ 18,861,844
<b>Debt Service</b>	3,761,034	3,761,035	462,761	462,761	464,749
<b>TOTAL EXPENDITURES</b>	\$ 18,347,445	\$ 19,998,779	\$ 16,727,417	\$ 17,404,116	\$ 19,326,593

Capital Outlay Budget	Quantity	Unit Price	Total FY 21-22
<b>New</b>			
CFU F250 (Carryforward from FY21)	1	\$ 57,435	\$ 57,435
Armored Vehicle (Carryforward from FY21)	1	300,000	300,000
<b>Replacement</b>			
Patrol Vehicles (Carryforward from FY21)	4	59,000	236,000
Patrol Vehicles	4	59,328	237,312
<b>TOTAL CAPITAL OUTLAY</b>			\$ 830,747



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Supplies	Increase in fuel and public safety supplies
Debt Services	Final PSPRS Debt payment in FY20
Other	FY21 Includes \$246k for Plan B budget planning

## **PUBLIC WORKS ADMINISTRATION**

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### **MISSION STATEMENT**

To coordinate and manage the effort to preserve and improve the quality of life, health, welfare and safety of the citizens of Lake Havasu City through the efforts of the Public Works Department Divisions and Areas (Water, Wastewater, Airport, Engineering, Transit, Maintenance Services (Facilities, Vehicles and Equipment and Streets Maintenance)).

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### **DESCRIPTION**

Public Works Administrations oversees the Department which is comprised of four divisions: Engineering, Maintenance Services (Streets, Building and Grounds, and Vehicle Maintenance), Wastewater, Water and three sections: Administration, Airport, and Transit.

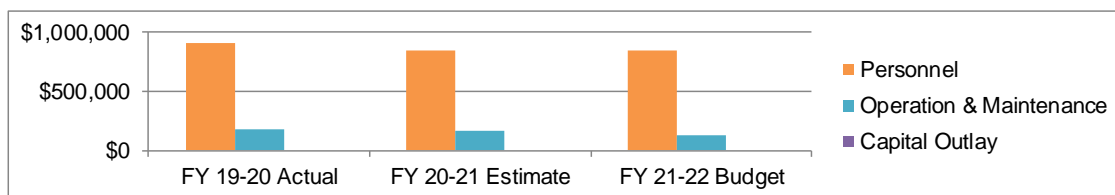
### **ACCOMPLISHMENTS FY20-21**

- Started the American Public Works Association certification process.
- Created collaborative procurement cross training amongst multiple departments and divisions.
- Centralization of public works contracts and agreements.
- Development of knowledge transfer from retirees.

# PUBLIC WORKS ADMINISTRATION

## DEPARTMENT BUDGET | PERSONNEL

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 607,530	\$ 746,648	\$ 577,494	\$ 762,000	\$ 554,106
Salaries - Part-Time	1,194	-	-	-	-
OT, Standby & Shift Differential	2,217	-	-	-	-
Benefits & Taxes	286,624	315,777	266,287	326,153	276,866
Other: Cell Phone Reimb., Longevity Pay	11,300	1,008	8,360	4,080	9,580
	908,865	1,063,433	852,141	1,092,233	840,552
<b>Operation &amp; Maintenance</b>					
Professional Services	7,584	10,000	-	-	-
Utilities	51,728	62,922	56,422	62,922	59,000
Repairs & Maintenance (including cleaning)	16,274	13,500	8,600	14,400	10,600
Meetings, Training & Travel	1,455	800	695	3,900	3,100
Supplies	12,343	8,250	8,950	9,250	8,950
Outside Contracts	90,831	50,000	50,000	100,000	50,000
Other	1,513	900	41,500	40,900	900
	181,728	146,372	166,167	231,372	132,550
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 1,090,593	\$ 1,209,805	\$ 1,018,308	\$ 1,323,605	\$ 973,102
Interfund Cost Allocation	(334,992)	(334,991)	(420,339)	(420,339)	(878,710)
<b>TOTAL EXPENDITURES</b>	\$ 755,601	\$ 874,814	\$ 597,969	\$ 903,266	\$ 94,392



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Outside Contracts	FY18-19 was not paid until the beginning of FY19-20, this pushes the payments forward
Other	FY21 Includes \$40,000 for Plan B budget planning
Interfund Cost Allocation	Moved Engineering to PW

Position Title	FY 19-20	FY 20-21	FY 21-22
Director of Public Works		1	1
Public Works Manager	1	1	1
Management Analyst			1
Management Specialist		1	
Capital Asset Coordinator		1	
Administrative Specialist II		1	
<b>Total Positions</b>	<b>1</b>	<b>5</b>	<b>3</b>

## **PUBLIC WORKS**

### **AIRPORT**

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#### **MISSION STATEMENT**

Our mission is to provide safe and efficient aviation facilities for the citizens, businesses, and visitors of Lake Havasu City. To facilitate regional economic development by providing a modern and efficiently operated aviation facility. To consider all available funding sources to aid in making the airport as self-sustaining as possible. To maintain and develop the airport in an environmentally sound manner, as a vital part of the local, state, and national economy.

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#### **DESCRIPTION**

The Airport Division is responsible for customer-friendly administration, maintenance, planning, development, public outreach, and monitoring flight operations at a medium-sized commercial/ general aviation airfield facility. Two commercial freight carriers, one international rental car agency, two multi-service fixed-base operators, and various specialty fixed-based operators are based here. The airport is a primary gateway to the City and is open to the flying public, freight carrier operators, and corporations 24 hours a day, 7 days a week, 365 days a year.

#### **ACCOMPLISHMENTS FY20-21**

- Increase in revenues through better management of long term Vehicle Parking, and increased fuel flowage fees (mainly due to increase in military traffic).
- Secured several grants through AIP, COVID Relief, ADOT, and FAA programs.
- Identified the demand for GA and Corporate Hangars, and are conducting the preliminary work to identify type, size, location, and funding for a hangar development project to move the airport closer to becoming self-sustaining, and providing a much needed service to the aviation community.
- Completed an Airport Appraisal to establish a fair market value for future developments, and/or leases.
- Implemented "Airport Talk" in the Main Terminal periodically to help keep tenants and the public informed of the things going on at the airport, and give the public a chance to discuss different topics in an informal setting.



## PUBLIC WORKS AIRPORT

### GOALS AND PERFORMANCE MEASURES

#### Goal: Reliable Infrastructure and Effective Mobility

**Objective:** Provides a safe transportation network, enhances traffic flow and offers safe mobility to aeronautical users and general public

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Maintain safety and security of facility</b>			
Conduct daily airfield inspections toward Part 139 standards	261	261	261
Conduct emergency safety repairs within 24-48 hours	20	20-30	20-30
Take corrective action for deficiencies within 14 days of notification	20	24	24

#### Goal: Well-Planned, Sustainable Growth and Development

**Objective:** Invests, manages, operates, and continually evaluates the effectiveness and efficiencies of its public infrastructure and facilities

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Hosts Aero use events at the Airport</b>			
Number of events	3	0	3

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provides customer service to Fixed Based Operator's (FBO's) and private individuals</b>			
Number of FBO's	2	2	2

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Meets with FAA/ADOT to develop CIP plan and maximize grant opportunities</b>			
Number of meetings	1	1	1
Number of scheduled CIP projects	2	1	4

## PUBLIC WORKS AIRPORT

### GOALS AND PERFORMANCE MEASURES | PERSONNEL

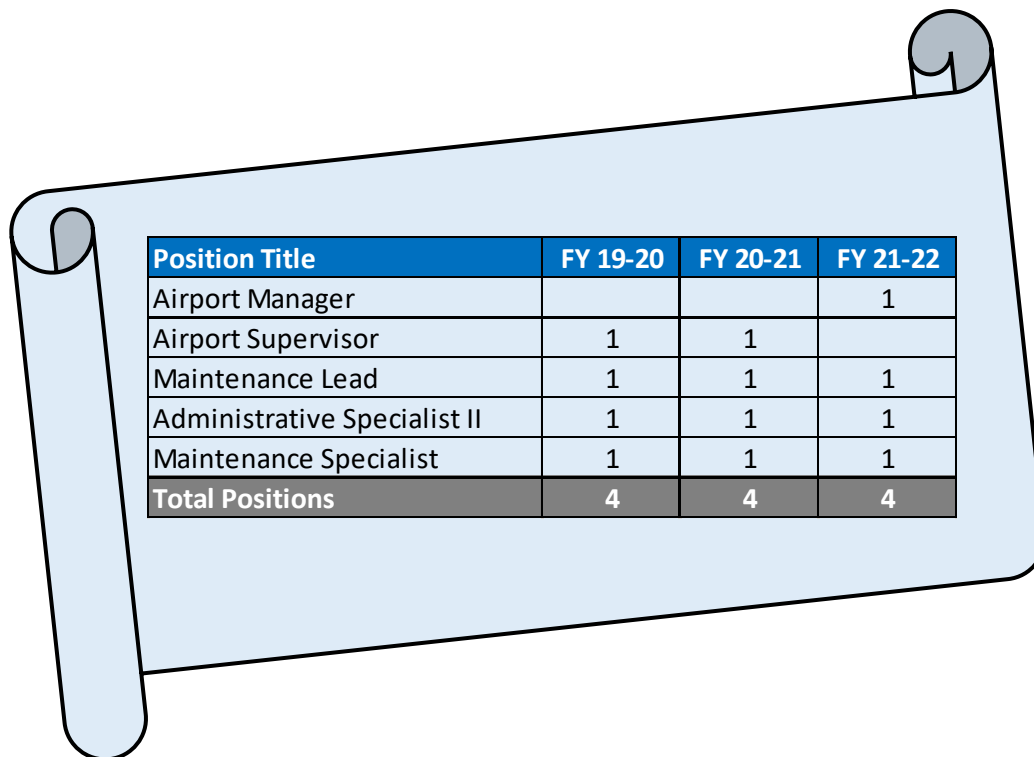
#### Goal: Good Governance

**Objective:** Ensures fiscal sustainability, promotes continuous improvement and fosters trust and transparency through accountability, efficiency, effectiveness, innovation and

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Seek Grant Funding opportunities			
Apply for build/design improvement Grants	3	4	4

**Objective:** Manages regulatory and policy compliance to minimize and mitigate risk

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Ensure Hangar Policy enforcement			
Apply Hangar policy and inspections	121	121	121

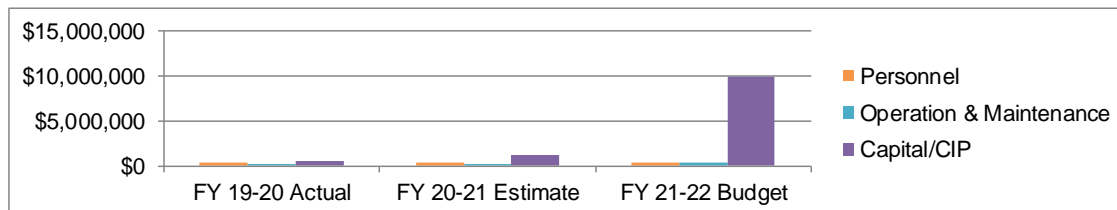


Position Title	FY 19-20	FY 20-21	FY 21-22
Airport Manager			1
Airport Supervisor	1	1	
Maintenance Lead	1	1	1
Administrative Specialist II	1	1	1
Maintenance Specialist	1	1	1
Total Positions	4	4	4

## PUBLIC WORKS AIRPORT

### DEPARTMENT BUDGET

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 213,858	\$ 218,618	\$ 235,142	\$ 225,177	\$ 249,519
OT, Standby & Shift Differential	2,357	-	478	-	-
Benefits & Taxes	88,412	106,718	94,555	110,532	103,679
Non-Cash Accrued Benefits	4,098	5,028	5,000	5,000	5,000
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb.	2,000	2,000	-	2,300	2,000
	310,724	332,364	335,175	343,009	360,198
<b>Operation &amp; Maintenance</b>					
Professional Services	31,337	30,200	10,000	30,481	59,281
Utilities	49,139	51,172	52,275	49,735	52,775
Equipment Leases	-	-	906	906	906
Repairs & Maintenance (including cleaning)	26,920	33,532	20,839	21,745	20,839
Insurance & Claims	8,206	24,000	6,200	25,400	25,400
Meetings, Training & Travel	3,219	6,123	5,100	5,100	5,100
Supplies	37,014	59,643	34,020	59,420	123,020
Other	2,843	4,970	4,986	30,998	5,650
	158,678	209,640	134,326	223,785	292,971
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 469,403	\$ 542,004	\$ 469,501	\$ 566,794	\$ 653,169
<b>Capital Improvement Plan</b>	451,840	1,910,000	1,161,690	1,533,000	9,849,442
<b>Contingency</b>	-	7,000	-	7,000	7,000
<b>Depreciation</b>	983,657	1,000,000	1,020,000	1,020,000	1,040,000
<b>Interfund Cost Allocation</b>	201,967	201,688	234,010	234,010	239,650
<b>TOTAL EXPENDITURES</b>	\$ 2,106,867	\$ 3,660,692	\$ 2,885,201	\$ 3,360,804	\$ 11,789,261



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Repairs & Maintenance	Gate replacement / move near hangar 24 in FY19-20
Other	FY21 includes \$27k for Plan B budget planning

## **PUBLIC WORKS**

### **TRANSIT**

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#### **MISSION STATEMENT**

To provide and deliver safe, professional, and accessible public transportation to Lake Havasu City's residents and visitors while maintaining the integrity of a distinctive Arizona waterfront community.

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#### **DESCRIPTION**

Operating under the Public Works Department the Transit Division delivers public transit service to the community through various forms of service delivery options. Fixed route, microtransit, paratransit, and mobility services. These services are intended to meet the expectations of the riders who will use the public transit service. Transit service will operate Monday through Friday with varying hours for each service type.

#### **ACCOMPLISHMENTS FY20-21**

- City Council approved and adopted the Regional Transit Feasibility and Implementation Plan that was provided by the LHMPPO on January 28<sup>th</sup> 2020. The Transit Division began work on the implementation plan in February 2020.
- In April 2020 Lake Havasu City began to receive notices for annual Federal Transit Administration (FTA) 5307 transit apportionments. In April 2020 Lake Havasu City received 5307 FTA apportionments for FY 2019/\$400K, FY2020/\$580K, and Transit CARES Act apportionment of \$2.3M.
- Transit Division submitted applications in the FTA proprietary web based program, Transit Asset Management System, this made it possible to drawdown funds using the CARES Act and 5307 apportioned funding through Electronic Clearing House Operation System.
- The Transit division worked with ADOT and their consultant to complete FTA required Public Transportation Safety Agency Plan. The plan is an FTA requirement to be a direct recipient of FTA 5307 apportionments. This plan was approved by ADOT, FTA, and the City Council. This plan will be reviewed and updated annually by the Transit Division.
- The Transit division created and composed the Title VI plan for the Civil Rights Division of the FTA. The plan is an FTA requirement to be a direct recipient of FTA 5307 apportionments. This plan was approved by the FTA Civil Rights Division. This plan will be reviewed and updated annually by the Transit Division.

## PUBLIC WORKS TRANSIT

### GOALS AND PERFORMANCE MEASURES | PERSONNEL

**Goal:** Is to deliver a level of public transit service that meets or exceeds expectations of the community.

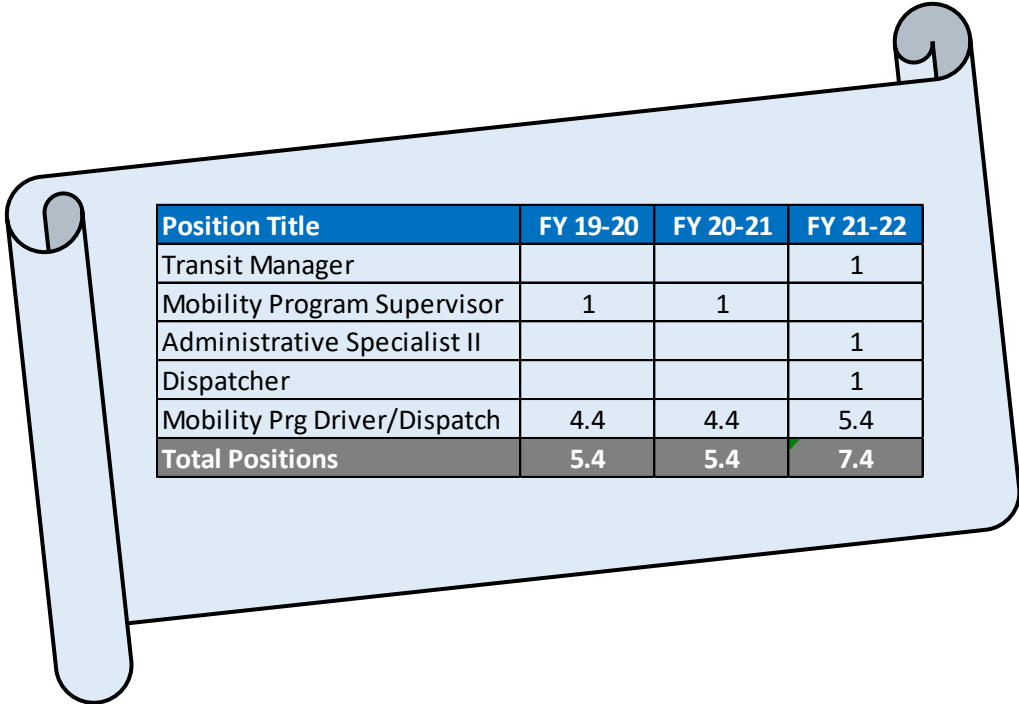
**Objective:** Deliver a multi-service type public transit system that is able to meet the unique needs of Lake Havasu City's growing community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Provide a safe, reliable public transportation service to our community			
Number of trips provided	8,000	5395*	50,000
Number of riders	4,500	2698*	75,000
Fleet Miles driven	42,000	28323*	69,975
Defensive Driver Training-Certification ADOT	7	9	10
PASS ADA-Certification ADOT	7	9	10
Service Time Average (Maintain on-time service above the National Average of 95%)	100%	100%	100%

\* Impact of Covid-19 began in March 2020

New public transit system to launch in July 2021

Defensive Driver and P.A.S.S. Training-Certification- These numbers include LHC employees as well as local Western Arizona Council of Governments (WACOG) agencies. The transit division is a certified training location for ADOT for our neighboring transit and mobility agencies.

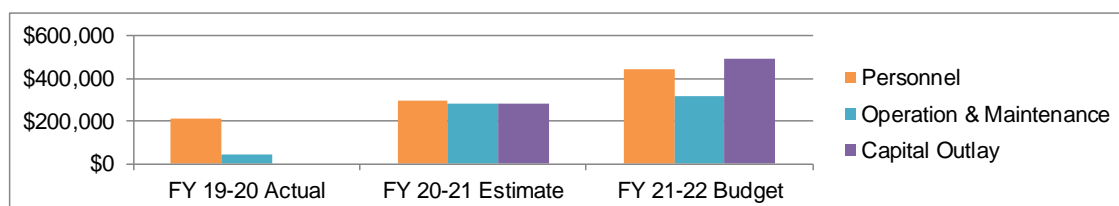


Position Title	FY 19-20	FY 20-21	FY 21-22
Transit Manager			1
Mobility Program Supervisor	1	1	
Administrative Specialist II			1
Dispatcher			1
Mobility Prg Driver/Dispatch	4.4	4.4	5.4
<b>Total Positions</b>	<b>5.4</b>	<b>5.4</b>	<b>7.4</b>

## PUBLIC WORKS TRANSIT DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 50,421	\$ 50,495	\$ 122,702	\$ 55,609	\$ 163,366
Salaries - Part-Time	108,185	126,076	92,543	126,076	170,500
Benefits & Taxes	54,985	64,927	75,889	67,520	103,484
Other: PTO Payout, Cell Phone Reimb.	339	364	2,360	1,360	2,360
	213,930	241,862	293,494	250,565	439,710
<b>Operation &amp; Maintenance</b>					
Utilities	5,205	9,146	5,367	8,676	6,091
Repairs & Maintenance (including cleaning)	9,809	6,550	10,434	3,500	20,460
Meetings, Training & Travel	1,534	5,000	285	8,000	3,000
Supplies	23,304	23,400	261,192	21,506	169,853
Other	2,109	1,050	5,786	2,331,637	120,164
	41,961	45,146	283,064	2,373,319	319,568
<b>Capital Outlay</b>	-	-	280,970	-	493,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 255,891</b>	<b>\$ 287,008</b>	<b>\$ 857,528</b>	<b>\$ 2,623,884</b>	<b>\$ 1,252,778</b>

Capital Outlay Budget	Quantity	Unit Price	Total FY 21-22
<b>New</b>			
Arboc Low Floor Transit Vehicle	1	135,000	135,000
Havasu Flex Vehicle	2	86,167	172,334
Shade Cover - Pima Transit Station	1	50,000	50,000
Shade Cover - PW Parking Lot	1	50,000	50,000
<b>Replacement</b>			
Havasu Flex Vehicle	1	86,166	86,166
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$ 493,500</b>



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Personnel	Added one fulltime position in FY21 and an additional fulltime position in FY22
Capital Outlay	Purchase of new transit vehicles (offsetting revenues from FY21 AZCARES Act)
Other	FY21 Includes \$2.3M for Plan B budget planning (offsetting revenues from AZCARES Act)



## **PUBLIC WORKS**

### **FACILITIES MAINTENANCE**

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#### **MISSION STATEMENT**

To enhance the community by managing our assets safely with long term stewardship in mind, we will improve their appeal and provide future generations with the necessary infrastructure to enjoy our community.

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#### **DESCRIPTION**

Facility Maintenance provides daily maintenance for all of the City buildings. This includes recreational buildings, City Hall, Police Department, Fire Stations, Operations buildings, other City buildings, non-HURF related special projects and events.

#### **ACCOMPLISHMENTS FY20-21**

- COVID-19 Sanitizing Stations at all City Facilities
- Council Chambers COVID-19 Sneeze Guards Installed
- Police Gun Range Remodel
- City Hall Lobby Remodel & Customer Service Counter
- Added Christmas Decorations on London Bridge and Avenues



## PUBLIC WORKS FACILITIES MAINTENANCE

### GOALS AND PERFORMANCE MEASURES | PERSONNEL

#### Goal: Safe and Secure Community

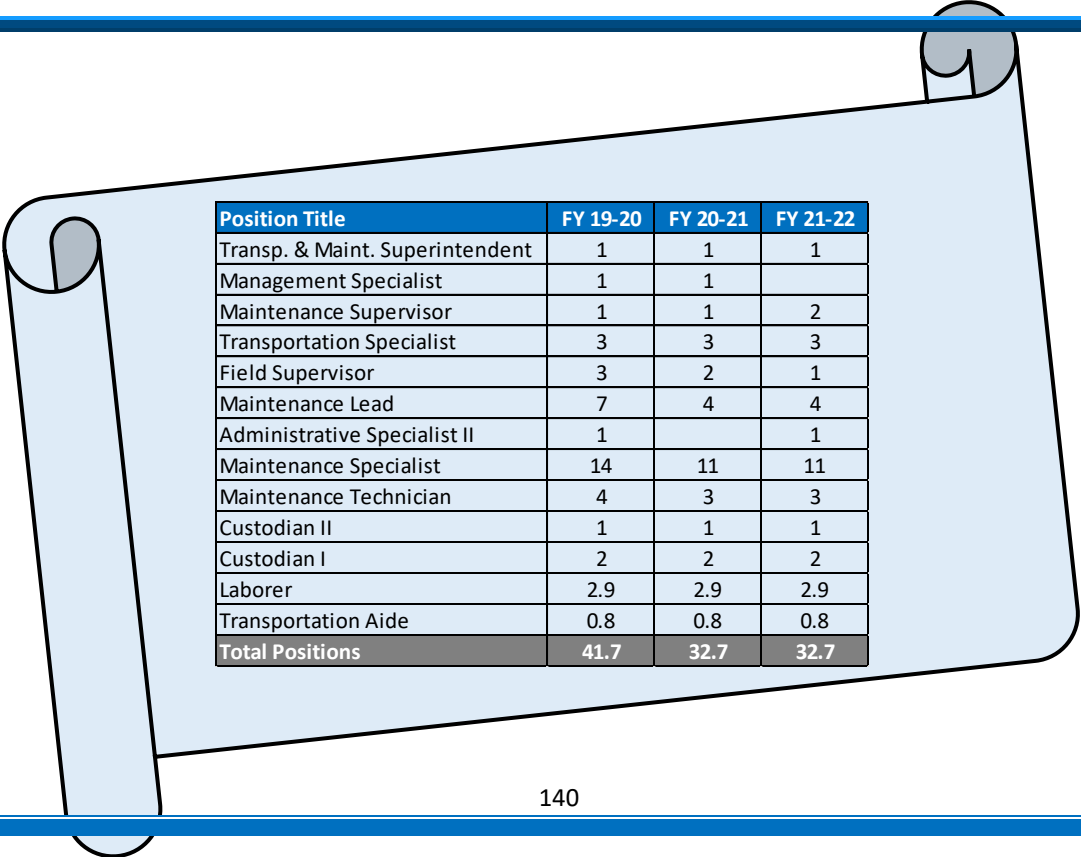
**Objective:** Enhances the quality, life and safety of municipal infrastructure and facilities

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Utilize cost effective procedures in maintaining and repairing the facilities for safe use</b>			
Annual cost per square foot of facility maintenance measured. (275,556 Sq Ft Facilities)	\$3.70	\$3.75	\$3.80
Category A Facility work orders completed within 1 day	75%	75%	80%
Category B Facility work orders completed within 5 working days (95%).	85%	85%	90%

#### Goal: Reliable Infrastructure and Effective Mobility

**Objective:** Proactively provides reliable infrastructure through a systematic approach to repair and maintain the existing assets and the well-planned construction of new assets

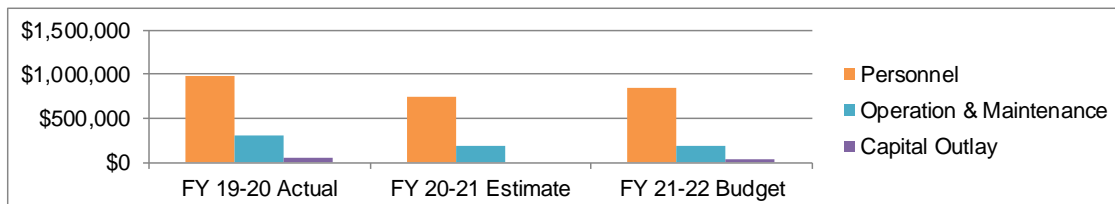
Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Asset Management Plans in place for 75% of facilities.	50%	50%	50%



Position Title	FY 19-20	FY 20-21	FY 21-22
Transp. & Maint. Superintendent	1	1	1
Management Specialist	1	1	
Maintenance Supervisor	1	1	2
Transportation Specialist	3	3	3
Field Supervisor	3	2	1
Maintenance Lead	7	4	4
Administrative Specialist II	1		1
Maintenance Specialist	14	11	11
Maintenance Technician	4	3	3
Custodian II	1	1	1
Custodian I	2	2	2
Laborer	2.9	2.9	2.9
Transportation Aide	0.8	0.8	0.8
<b>Total Positions</b>	<b>41.7</b>	<b>32.7</b>	<b>32.7</b>

## PUBLIC WORKS FACILITIES MAINTENANCE DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 623,189	\$ 483,971	\$ 471,655	\$ 672,866	\$ 479,985
Salaries - Part-Time	19,416	40,451	7,725	-	60,000
OT, Standby & Shift Differential	28,425	31,455	11,439	34,887	17,234
Benefits & Taxes	310,824	360,668	252,297	406,275	282,309
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	5,804	9,604	2,968	2,160	3,760
	987,658	926,149	746,084	1,116,188	843,288
<b>Operation &amp; Maintenance</b>					
Professional Services	593	10,000	-	-	-
Utilities	15,109	127,739	350	3,850	350
Repairs & Maintenance (including cleaning)	70,893	205,204	59,325	74,425	60,125
Meetings, Training & Travel	391	2,503	-	-	-
Supplies	212,494	303,347	120,400	60,550	129,300
Leased Equipment	-	-	2,500	2,500	2,500
Other	82	20,566	-	92,250	-
	299,562	669,359	182,575	233,575	192,275
<b>Capital Outlay</b>	50,680	60,000	-	-	35,000
<b>Subtotal Expenditures</b>	\$ 1,337,900	\$ 1,655,508	\$ 928,659	\$ 1,349,763	\$ 1,070,563
Interfund Cost Allocation	(29,489)	(51,400)	(148,576)	(199,976)	(101,226)
<b>TOTAL EXPENDITURES</b>	\$ 1,308,411	\$ 1,604,108	\$ 780,083	\$ 1,149,787	\$ 969,337



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Personnel	FY20 Move Engineering from Development Services to Public Works. Move Park Maintenance to Parks & Recreation
Supplies	Additional supplies for citywide special projects
Other	FY21 Includes \$85k for Plan B budget planning



## **PUBLIC WORKS**

### **STREETS – HURF FUNDED**

#### **MISSION STATEMENT**

To maintain, construct, and administer safe and effective Highway User Revenue Fund (HURF) eligible public right-of-way facilities (Streets), throughout the City.

#### **DESCRIPTION**

The Maintenance Services Division – HURF Funded, is responsible for the administration, maintenance, and minor construction of all related activities involving the City's roadways and HURF eligible facilities. Lake Havasu City has 435 miles of roadways, including signs, traffic signals and striping. This section also handles the signage and traffic control for many special events including marathons and the London Bridge Days parade and related activities, is responsible for conducting traffic studies, operations and maintenance of traffic signals and street lights, performs pavement condition assessments, and plans and administers the contracts for pavement repair, rehabilitation, and sealing projects.

#### **ACCOMPLISHMENTS FY20-21**

- Over 4000 Gallons of Paint Applied on City Road Striping
- 173 Asphalt Patches Completed
- 24 Wash, Drainage & Erosion Improvements
- 147 Concrete Repairs
- Two City Wide Street Sweeping Performed



## PUBLIC WORKS STREETS – HURF FUNDED

### GOALS AND PERFORMANCE MEASURES

#### Goal: Reliable Infrastructure and Effective Mobility

**Objective:** Proactively provides reliable infrastructure through a systematic approach to repair and maintain the existing assets and the well-planned construction of new assets

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Maintain Lake Havasu City roadways at a cost of less than \$1.00 per square yard for pavement while maintaining a Pavement Condition Index (PCI) greater than 75 and maintaining other measures at a greater than 90%			
Square yard cost of roadway maintenance, including Chip Seal, pavement maintenance labor for crack filing, patching, and materials for same	\$2.25	\$2.35	\$2.50
Percent of utility patches done within three days of receipt of notice from utility	30%	30%	20%
Percent of roadways cleared of large storm debris within two weeks of event	100%	100%	100%
Percent of lane striping completed annually	70%	70%	70%
A measure of the traffic signal flow actuated rather than in recall due to loop/video failure	99%	99%	99%
Pavement Condition Index	74.8	72.8	72.7

**Objective:** Invests, manages, operates and continually evaluates the effectiveness and efficiencies of its public infrastructure and facilities

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
Asset Management Plan Implementation and Maintenance	40%	40%	40%

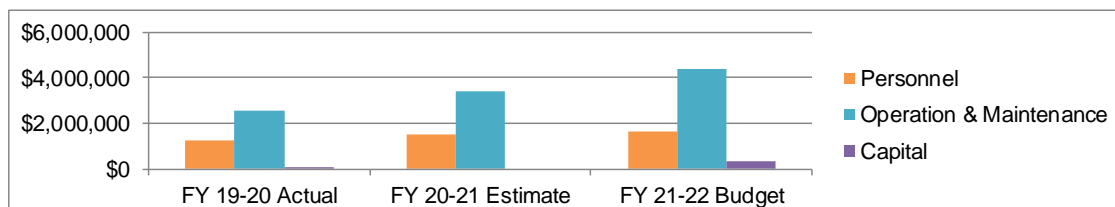


## PUBLIC WORKS – STREETS HURF FUNDED

### DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 739,578	\$ 818,420	\$ 945,001	\$ 842,972	\$ 1,015,407
Labor Attrition	-	(18,000)	-	(20,000)	(20,000)
Salaries - Part-Time	28,814	52,214	47,606	52,214	47,606
OT, Standby & Shift Differential	32,182	54,866	22,232	54,866	54,866
Benefits & Taxes	410,075	534,659	492,379	552,936	538,661
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	5,609	5,567	4,110	6,100	5,070
	1,216,258	1,447,726	1,511,328	1,489,088	1,641,610
<b>Operation &amp; Maintenance</b>					
Professional Services	3,250		2,850		2,850
Equipment Leases	29,655	-	5,000	-	10,000
Utilities	58,390	74,800	64,800	74,800	69,800
Repairs & Maintenance (including cleaning)	1,393,750	2,275,680	2,575,680	2,575,680	3,440,680
Insurance & Claims	48,125	225,000	100,000	225,000	225,000
Meetings, Training & Travel	988	3,500	-	3,500	3,500
Supplies	1,021,377	647,100	647,500	647,125	649,500
Other	658	26,950		1,585,929	525
	2,556,193	3,253,030	3,395,830	5,112,034	4,401,855
<b>Capital Outlay</b>	33,184	113,000	-	-	329,000
<b>Subtotal Expenditures</b>	\$ 3,805,635	\$ 4,813,756	\$ 4,907,158	\$ 6,601,122	\$ 6,372,465
<b>Capital Improvement Plan</b>	74,807	46,000	-	875,000	4,200,000
<b>Contingency</b>	-	92,000	-	50,000	50,000
<b>Interfund Cost Allocation</b>	19,123	983	76,399	76,399	107,043
<b>TOTAL EXPENDITURES</b>	\$ 3,899,565	\$ 4,952,739	\$ 4,983,557	\$ 7,602,521	\$ 10,729,508

Capital Outlay Budget	Quantity	Unit Price	Total FY 21-22
<b>Carry Forward</b>			
Regular Cab Truck 4x4	1	32,000	\$ 32,000
Contractor Bed with Crane	1	74,000	74,000
John Deere	1	223,000	223,000
<b>TOTAL CAPITAL OUTLAY</b>			\$ 329,000



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Repairs & Maintenance	Additional street contractual services Pavement Program, and Sidewalk Program
Other	FY21 includes \$1.5M for Plan B budget planning (\$1.2M Capital Project for McCulloch repave). This project has been carried forward to FY22

## **PUBLIC WORKS**

### **VEHICLE MAINTENANCE**

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#### **MISSION STATEMENT**

Manage, maintain and repair the City's fleet of vehicles and equipment in a safe, efficient, and effective manner, while meeting the needs of the departments in fulfilling their core missions.

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#### **DESCRIPTION**

The Vehicle Maintenance Section is responsible for purchasing and disposal, providing preventative maintenance, emergency repairs, and administrative services (including Fleet Management) for all of the City's vehicles and equipment.



#### **ACCOMPLISHMENTS FY20-21**

- Technicians anticipate completing 1500 work orders with 83% completed within 5 days
- Completed annual vehicle lift, bucket truck and crane certifications
- Ordered twelve (12) new vehicles and equipment
- Auctioning off 10 retired, replaced vehicles and equipment
- Completed facility floor cleanup and reorganization to utilize space

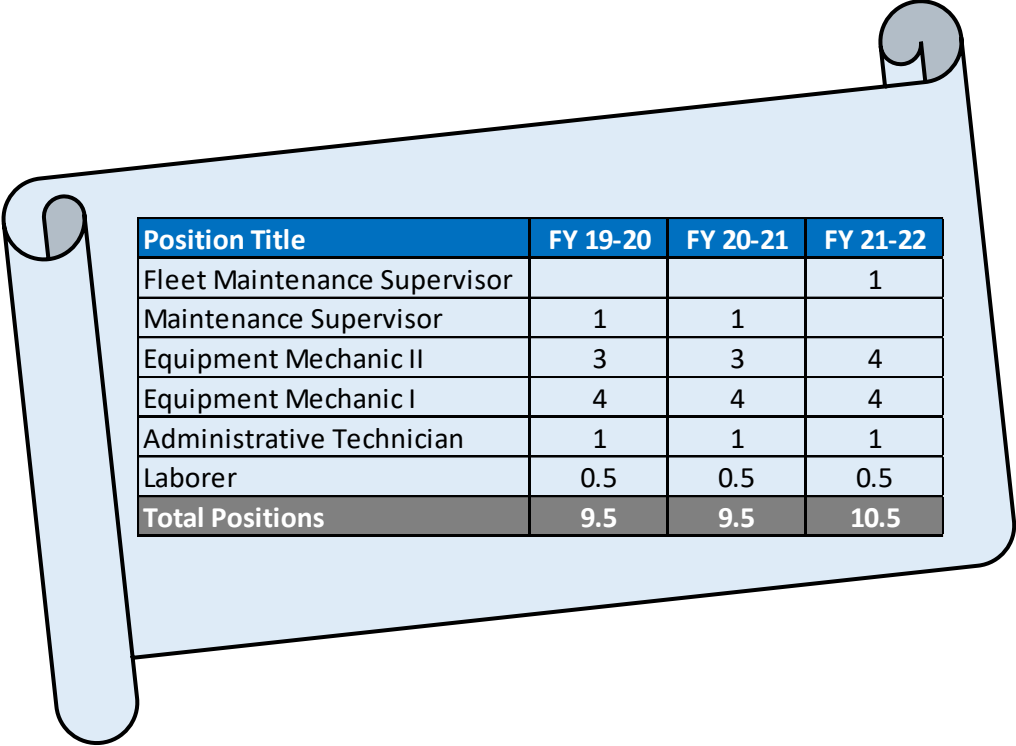
## PUBLIC WORKS VEHICLE MAINTENANCE

### GOALS AND PERFORMANCE MEASURES | PERSONNEL

#### Goal: Reliable Infrastructure and Effective Mobility

**Objective:** Proactively provides reliable infrastructure through a systematic approach to repair and maintain the existing assets and the well-planned construction of new assets

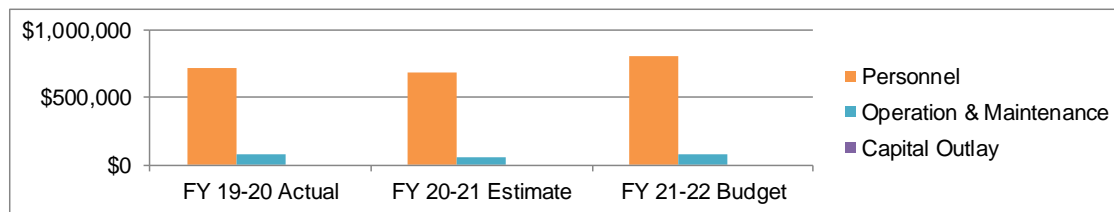
Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide vehicle maintenance service and fleet management for Lake Havasu City in the most efficient and effective manner possible</b>			
Repair vehicles within five days of work order being opened	80%	83%	83%
Preventative maintenance completed on time, within one month due	79%	75%	80%
Vehicle and equipment items available for use (%)	97%	97%	97%
Preventative maintenance versus repair	34%	37%	37%
Asset Management Implementation and Maintenance	85%	85%	85%



Position Title	FY 19-20	FY 20-21	FY 21-22
Fleet Maintenance Supervisor			1
Maintenance Supervisor	1	1	
Equipment Mechanic II	3	3	4
Equipment Mechanic I	4	4	4
Administrative Technician	1	1	1
Laborer	0.5	0.5	0.5
<b>Total Positions</b>	<b>9.5</b>	<b>9.5</b>	<b>10.5</b>

## PUBLIC WORKS VEHICLE MAINTENANCE DEPARTMENT BUDGET

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 467,778	\$ 475,946	\$ 444,299	\$ 490,224	\$ 526,467
Salaries - Part-Time	7,804	14,830	-	14,830	14,749
OT, Standby & Shift Differential	20,825	20,501	20,935	20,501	20,501
Benefits & Taxes	220,550	230,998	221,289	237,454	247,687
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	4,081	4,151	5,100	5,100	5,700
	721,038	746,426	691,623	768,109	815,104
<b>Operation &amp; Maintenance</b>					
Equipment Lease	-	-	1,000	1,000	1,000
Utilities	8,127	13,900	8,900	13,900	8,900
Repairs & Maintenance (including cleaning)	11,000	18,200	16,500	19,000	20,500
Meetings, Training & Travel	3,828	10,000	189	10,000	10,000
Supplies	51,544	18,050	18,050	18,050	28,050
Other	553	12,850	11,850	11,850	11,850
	75,052	73,000	56,489	73,800	80,300
<b>Capital Outlay</b>	-	-	-	-	-
<b>Subtotal Expenditures</b>	\$ 796,090	\$ 819,426	\$ 748,112	\$ 841,909	\$ 895,404
Interfund Cost Allocation	(225,399)	(225,399)	(202,258)	(202,258)	(265,746)
<b>TOTAL EXPENDITURES</b>	\$ 570,691	\$ 594,027	\$ 545,854	\$ 639,651	\$ 629,658



Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Personnel	Addition of full-time Equipment Mechanic





## **PUBLIC WORKS**

### **WATER**

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#### **MISSION STATEMENT**

Provide clean, safe water in ample supply while complying with Federal and State drinking water standards in an efficient, effective and sustainable manner.

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#### **DESCRIPTION**

The Water Division provides potable water to the City's residents and operates and maintains the water treatment plant and all existing wells, pump stations, storage reservoirs, transmission and distribution lines. The Water Division also provides and installs service connections and meters to every residence and business in the City.

#### **ACCOMPLISHMENTS FY20-21**

- Lead and Copper sampling completed
- Station 1C Booster Station Upgrade Completed
- Increased usable storage at water treatment plant by 1 million gallons
- Installed 915 Ultrasonic Meters partially funded by a WaterSMART Small Scale Efficiency grant
- Repaired 226 main and service leaks



## PUBLIC WORKS WATER

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community

**Objective:** Ensures access to a reliable utility infrastructure that delivers safe, clean water and effectively manages wastewater treatment and flood control to protect the health of the City

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Comply with all federal and state regulations for water quality</b>			
Percentage of samples taken within regulated timeframe	99%	100%	100%
Number of bacteriological compliance violations	0	0	0
Percentage of compliance with maximum arsenic parameters	100%	100%	100%
Percentage of manganese and iron removed	100%	100%	100%

**Objective:** Supports a secure, healthy and well-maintained community

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide clean water to the community</b>			
Billions of gallons of Treated Drinking Water annually	4,200	4,350	4,450
Percentage of water service reinstated after water main or service line failures within <u>7</u> hours of notification	100%	100%	100%

#### Goal: Reliable Infrastructure and Effective Mobility

**Objective:** Proactively provides reliable infrastructure through a systematic approach to repair and maintain the existing assets and the well-planned construction of new assets

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Maintain and repair existing assets within a reasonable time-frame</b>			
Percentage of broken service line repairs made within <u>7</u> working days: <i><b>Explanation:</b> In FY17-18, <u>169</u> leaks were recorded over a 12 month period, averaging <u>14.08</u> per month. Of the overall total, <u>23</u> were emergency leaks (which directly impact scheduled repairs).</i>	100%	100%	100%
Percentage of emergency service line and water main breaks responded to within <u>2</u> hours: <i><b>Note:</b> Emergency dispatch personnel are able to contact Water Division crews 24 hours per day, 7 days per week, by way of a three -tier cell phone system.</i>	100%	100%	100%

## PUBLIC WORKS WATER

### GOALS AND PERFORMANCE MEASURES

**Objective:** Invests, manages, operates and continually evaluates the effectiveness and efficiencies of its public infrastructure and facilities

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Prompt service installation - new water meters</b>			
Number of work orders completed on average by Water Distribution Crew, Customer Service, and			
Water Distribution	3,550	3,700	4,000
Customer Service	13,000	12,950	12,900
Bluestake Locator	5,951	6,000	6,050

#### **Goal: Clean, Sustainable Environment and Preservation of the Natural Resources**

**Objective:** Supports and sustains resource conservation and engages the community on waste reduction, alternative and renewable energy and energy conservation efforts

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide a reward for community efforts taken to reduce water demand</b>			
Number of certificate of recognition awards distributed	3	3	3

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Ensures a robust water portfolio through efficient water consumption</b>			
Evaluate high water users, and conduct water audits to reduce their annual consumption ( <i>Number of water audits conducted</i> )	45	45	45
Perform free water-pressure checks for the community ( <i>Number of pressure checks conducted</i> )	40	45	45
Rainwater harvesting systems on select buildings in the City to capture both rainwater and water used by evaporative coolers to reuse for landscaping ( <i>Water captured in gallons</i> )	500,000	500,000	500,000
Use of reclaimed water for outdoor irrigation ( <i>Percentage of reclaimed water directed to landscaping</i> )	60%	65%	65%
Ensure the proper disposal of waste water (i.e.. pool water) ( <i>Percentage of waste water disposed properly</i> )	40%	50%	60%
Injection of reclaimed water to groundwater storage to increase groundwater supply, offset our usage, and to have another source of water to rely on ( <i>Amount percolated in acre feet</i> )	375	350	325

## PUBLIC WORKS WATER

### GOALS AND PERFORMANCE MEASURES

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Preserves, protects and conserves natural resources and the environment</b>			
"Beautify Lake Havasu" program implemented to restore native vegetation that reduces water consumption for landscaping, provides aesthetically pleasing landscape in the city, and provides natural habitat for native wildlife and ecosystem preservation ( <i>Volunteer hours spent on project</i> )	20	25	30
Monitoring for nitrates in groundwater ( <i>Number of Samples</i> )	4	4	4

**Objective:** Promotes environmental stewardship of the Lower Colorado River in a manner that advances community sustainability goals

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Support the Clean Colorado River Sustainability Coalition and their main mission to protect water quality on the Lower Colorado River</b>			
Lake Havasu City Staff Time Dedicated	160 hrs	150 hrs	150 hrs

Position Title	FY 19-20	FY 20-21	FY 21-22
Water Superintendent	1	1	1
Water Resources Coordinator	1		
Utility Supervisor	2	2	2
Field Supervisor	1	1	2
Utility Lead	3	3	3
Plant Operator Lead			1
Utility Worker II	12	12	11
Cross Connection Control Specialist			1
Administrative Specialist II	1	1	1
Plant Operator	3	3	2
Water Conservation Specialist	1	1	1
Utility Mechanic	2	2	2
Administrative Technician	1	1	
Utility Worker I	6	6	6
Administrative Assistant			1
Laborer	1.8	1.8	1.8
<b>Total Positions</b>	<b>35.8</b>	<b>34.8</b>	<b>35.8</b>

# PUBLIC WORKS WATER

## DEPARTMENT BUDGET

Expenditures	Actual	Budget	Estimate	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 1,608,500	\$ 1,895,504	\$ 1,767,059	\$ 1,808,329	\$ 1,994,688
Labor Attrition	-	(45,000)	-	(46,000)	(47,000)
Salaries - Part-Time	44,498	179,409	23,574	179,409	62,069
OT, Standby & Shift Differential	218,945	224,900	183,225	150,000	167,500
Benefits & Taxes	892,596	1,116,237	947,282	1,104,027	1,042,745
Non-Cash Accrued Benefits	28,006	70,385	72,496	72,496	72,496
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	19,535	21,422	13,311	14,000	13,100
	2,812,080	3,462,857	3,006,947	3,282,261	3,305,598
<b>Operation &amp; Maintenance</b>					
Professional Services	374,905	422,900	158,700	173,400	281,000
Utilities	1,533,502	1,629,450	1,817,477	1,829,450	1,819,450
Equipment Lease	4,995	-	2,000	2,000	2,000
Repairs & Maintenance (including cleaning)	558,595	462,150	624,853	791,650	991,101
Insurance & Claims	148,718	226,050	155,500	244,800	200,000
Meetings, Training & Travel	18,096	33,900	16,900	16,900	16,900
Supplies	1,128,253	1,049,850	1,590,900	1,399,950	1,758,400
Outside Contracts	4,485	5,500	5,500	5,500	5,500
Other	411,478	461,781	282,441	1,105,603	361,080
	4,183,027	4,291,581	4,654,271	5,569,253	5,435,431
<b>Capital Outlay</b>	128,769	141,000	110,000	1,853,000	1,928,000
<b>Subtotal Expenditures</b>	\$ 7,123,876	\$ 7,895,438	\$ 7,771,218	\$ 10,704,514	\$ 10,669,029
<b>Capital Improvement Plan</b>	6,011,427	12,625,909	3,817,704	9,349,678	9,849,577
<b>Contingency</b>	24,615	500,000	-	500,000	500,000
<b>Debt Service</b>	610,750	610,751	609,608	609,608	608,452
<b>Depreciation*</b>	2,839,311	2,800,000	2,862,000	2,862,000	2,925,000
<b>Interfund Cost Allocation</b>	2,661,565	2,510,050	2,492,318	2,798,989	3,149,682
<b>TOTAL EXPENDITURES</b>	\$ 19,271,544	\$ 26,942,148	\$ 17,552,848	\$ 26,824,789	\$ 27,701,740

Capital Outlay Budget	Quantity	Unit Price	Total FY 21-22
<b>New</b>			
Chlorine Station at North Havasu Reservoir	1	35,000	\$ 35,000
<b>Replacement</b>			
Generator repair and Transfer switch 2C & 2A	1	800,000	\$ 800,000
Filter Control PLC	1	100,000	100,000
Flow Meter for WTP	1	35,000	35,000
Valve Actuator for WTP	1	15,000	15,000
High Service Pump for WTP	1	300,000	300,000
Turbid Meter for WTP	1	25,000	25,000
Flow Meter North Havasu Booster Station	1	26,000	26,000
Backhoe	1	120,000	120,000
Service Truck	3	53,000	159,000
Regular Cab Truck	2	31,000	62,000
Polaris/small truck	5	13,000	65,000
Dump Truck	1	136,000	136,000
Repairs to Water Warehouse	1	50,000	50,000
<b>TOTAL CAPITAL OUTLAY</b>			\$ 1,928,000

Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Professional Services	Leak detection survey and meter testing/repair
Supplies	Increase in cost of chemicals, increase to building ground supplies
Other	FY21 includes \$793k for Plan B budget planning

## **PUBLIC WORKS**

### **WASTEWATER**

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#### **MISSION STATEMENT**

To provide the most cost-effective wastewater collection and treatment service possible while complying with Federal and State standards for the wastewater generated in Lake Havasu City using industry-accepted performance measures.

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#### **DESCRIPTION**

The Wastewater Division is responsible for the collection and treatment of all of the sewage generated in the City, which is connected to the sewer system. Gravity sewer lines collect the sewage from the homes and drain to the lowest practical areas. More than 50 lift stations are positioned in these low areas to pump the sewage to the three (3) separate wastewater treatment plants. The collected sewage is then treated biologically. The water is reused for irrigation and the solids are processed further and then disposed of in the landfill. Service includes a laboratory for testing the performance of the wastewater plant operations and to ensure compliance with the Aquifer Protection Permits for all wastewater facilities.

#### **ACCOMPLISHMENTS FY20-21**

- Belt Filter Press replacement and rehabilitation at the Mulberry Treatment Plant and Island Treatment Plant.
- Train #3 Membrane replacement at the North Regional Plant.
- 127 miles of sewer pipe cleaned and 27 miles of pipe CCTV inspected.
- Many lift stations were upgraded, which included replacement of pumps, control panels and transfer switches.
- Considerable upgrades were made to SCADA. PLC's, Wonderware, and control panels are a few of the notable upgrades.

## PUBLIC WORKS WASTEWATER PERSONNEL

Position Title	FY 19-20	FY 20-21	FY 21-22
Wastewater Superintendent	1	1	1
Chemist	1	1	
Laboratory Supervisor			1
Scada Supervisor	1	1	1
Management Specialist	1		1
Utility Supervisor	2	2	2
Field Supervisor	1	1	1
Utility Lead	4	4	4
Instrumentation & Control Specialist			1
Scada Communication Specialist	1	1	1
Utility Worker II	9	9	8
Plant Operator	2	2	
Plant Operator II			2
Plant Operator III			2
Industrial Waste Inspector			1
Administrative Specialist I	1	1	
Laboratory Technician	2	2	
Laboratory Technician I			1
Laboratory Technician II			1
Utility Worker I	7	7	5
<b>Total Positions</b>	<b>33</b>	<b>32</b>	<b>33</b>





## PUBLIC WORKS WASTEWATER

### GOALS AND PERFORMANCE MEASURES

#### Goal: Safe and Secure Community

**Objective:** Ensures access to a reliable utility infrastructure that delivers safe, clean water and effectively manages wastewater treatment and flood control to protect the health of the City

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Provide good customer service</b>			
Response to customer service requests (Odor-Roach-Backup)	100%	100%	100%
New Service installations completed	100%	100%	100%

#### Goal: Reliable Infrastructure and Effective Mobility

**Objective:** Proactively provides reliable infrastructure through a systematic approach to repair and maintain the existing assets and the well-planned construction of new assets

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Maintain and repair existing assets</b>			
Review of asset replacements and schedules	100%	100%	100%

**Objective:** Invests, manages, operates and continually evaluates the effectiveness and efficiencies of its public infrastructure and facilities

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Reduce operating costs each year as measured by cost per 1,000 gallons of treated sewage, cost per active account, and cost per mile of sewer</b>			
Expenditure	\$9,785,776	\$10,764,353	\$11,840,788
Total treated flow, MG	1,470	1,508	1,553
Cost per 1,000 gallons	\$6.66	\$7.14	\$7.62
Active accounts	28,411	29,343	30,370
Cost per active account	\$344.44	\$366.85	\$389.88
Miles of sewer	353	359	363
Cost per mile of sewer	\$27,721.75	\$29,984.27	\$32,619.25

#### Goal: Clean, Sustainable Environment and Preservation of the Natural Resources

**Objective:** Ensures effective regulation and enforcement for a well-maintained and healthy environment

Measures	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
<b>Receive laboratory certification</b>			
Arizona Department of Health Services (ADHS) for Laboratory Proficiency Standards Certification	100%	100%	100%



# PUBLIC WORKS WASTEWATER

## DEPARTMENT BUDGET

Expenditures	Actual	Budget	Estimated	Budget	
	FY 19-20	FY 19-20	FY 20-21	FY 20-21	FY 21-22
<b>Personnel</b>					
Salaries - Full-Time	\$ 1,425,289	\$ 1,725,363	\$ 1,522,656	\$ 1,745,565	\$ 1,797,700
Labor Attrition	-	(37,000)	-	(37,500)	(47,000)
OT, Standby & Shift Differential	103,048	90,451	101,742	81,000	100,845
Benefits & Taxes	741,250	898,630	805,860	926,867	910,363
Non-Cash Accrued Benefits	12,177	85,467	85,437	85,437	85,437
Other: Retiree Health Savings, PTO Payout, Cell Phone Reimb., Longevity Pay	14,837	17,761	10,224	10,900	12,500
	2,296,601	2,780,672	2,525,919	2,812,269	2,859,845
<b>Operation &amp; Maintenance</b>					
Professional Services	103,147	120,300	98,201	120,300	84,300
Equipment Lease	-	-	7,200	-	8,000
Utilities	1,289,350	1,412,400	1,412,400	1,412,400	1,412,400
Repairs & Maintenance (including cleaning)	695,528	1,026,765	627,631	690,140	704,040
Insurance & Claims	194,139	210,900	230,600	230,600	230,600
Meetings, Training & Travel	20,933	20,300	14,300	20,300	28,800
Supplies	1,545,921	1,819,906	1,598,911	1,715,300	1,825,900
Other	168,871	147,750	192,250	734,036	193,930
	4,017,889	4,758,321	4,181,493	4,923,076	4,487,970
<b>Capital Outlay</b>	775,875	1,430,000	1,085,000	1,107,000	2,118,671
<b>Subtotal Expenditures</b>	\$ 7,090,365	\$ 8,968,993	\$ 7,792,412	\$ 8,842,345	\$ 9,466,486
<b>Capital Improvement Plan</b>	966,332	4,710,250	1,531,610	5,268,782	8,225,000
<b>Contingency</b>	24,615	1,000,000	-	1,000,000	1,000,000
<b>Debt Service</b>	13,552,439	12,893,758	13,593,212	13,593,212	13,586,730
<b>Depreciation*</b>	10,379,222	10,500,000	10,500,000	10,500,000	10,500,000
<b>Interfund Cost Allocation</b>	1,653,522	1,754,180	1,794,874	1,972,060	2,019,811
<b>TOTAL EXPENDITURES</b>	\$ 33,666,495	\$ 39,827,181	\$ 35,212,108	\$ 41,176,399	\$ 44,798,027

Capital Outlay Budget	Quantity	Unit Price	Total FY 21-22
<b>New</b>			
Pickup Truck 4x4	1	35,000	35,000
<b>Improvements</b>			
Building and Structure improvements	1	\$ 166,500	\$ 166,500
<b>Replacement</b>			
Sweetwater Lift Station Discharge Valves	3	3,667	11,000
Nautical Lift Station Control Panel	1	12,000	12,000
Riviera Lift Station Generator	1	25,000	25,000
<b>Machinery &amp; Equipment</b>			
Northern Treatment Plant		1,225,171	1,225,171
Island Treatment Plant		329,000	329,000
Mulberry Treatment Plant		315,000	315,000
<b>TOTAL CAPITAL OUTLAY</b>			\$ 2,118,671

Budget Variances	
Expenditure Type	Reason for Budget Increase or Decrease
Professional Services	Wastewater rate study \$50k
Capital Outlay	Increase for one-time purchases in FY22
Other	FY21 includes \$535k for Plan B budget planning

## MISCELLANEOUS BUDGETS

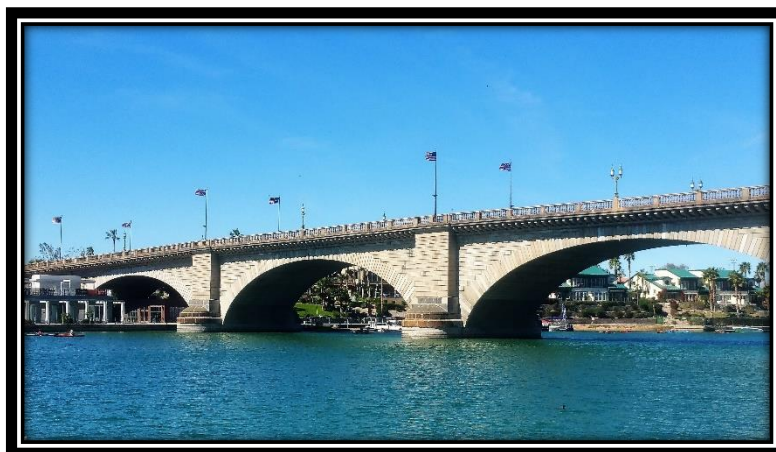
### IMPROVEMENT DISTRICTS | REFUSE

#### IMPROVEMENT DISTRICTS

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
#2 London Bridge Plaza	\$ 15,057	\$ 15,621	\$ 14,352	\$ 15,809	\$ 15,964
#4 McCulloch Median	58,414	60,454	60,589	60,601	60,947
<b>TOTAL EXPENDITURES</b>	<b>\$ 73,471</b>	<b>\$ 76,075</b>	<b>\$ 74,941</b>	<b>\$ 76,410</b>	<b>\$ 76,911</b>

#### REFUSE ENTERPRISE FUND

Expenditures	Actual FY 19-20	Budget FY 19-20	Estimate FY 20-21	Budget	
				FY 20-21	FY 21-22
<b>Operation &amp; Maintenance</b>					
Professional Services	\$ 54,675	\$ 60,800	\$ 47,600	\$ 60,800	\$ 49,500
Utilities	66,134	-	20,895	19,000	21,600
Interfund Cost Allocation	281,660	281,659	386,961	386,961	389,716
Outside Contracts	6,132,980	6,200,000	6,296,500	6,500,000	6,500,000
Other	43,284	59,500	59,270	60,700	81,350
	6,578,733	6,601,959	6,811,226	7,027,461	7,042,166
<b>Subtotal Expenditures</b>	<b>\$ 6,578,733</b>	<b>\$ 6,601,959</b>	<b>\$ 6,811,226</b>	<b>\$ 7,027,461</b>	<b>\$ 7,042,166</b>
<b>Contingency</b>	-	100,000	-	100,000	100,000
<b>Landfill Closure Reserve</b>	143,653	141,000	144,000	144,000	148,500
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,722,386</b>	<b>\$ 6,842,959</b>	<b>\$ 6,955,226</b>	<b>\$ 7,271,461</b>	<b>\$ 7,290,666</b>



## **FY 21-22 GENERAL GOVERNMENT MISCELLANEOUS GRANT FUNDS**

### **ADMINISTRATIVE SERVICES DEPARTMENT**

#### **CDBG Funds- \$855,224**

The CDBG program is funded by HUD and is distributed through the AZ Department of Housing. These funds are used for the administration and actual costs of CDBG eligible activities, including substantial housing rehabilitation.

#### **State Special Projects- \$1,000,000**

These are state-wide de-obligated CDBG funds that are placed in one fund that is opened to entities for competitive grants. These funds can be used for any CDBG eligible activities.

#### **ARPA- \$8,528,306**

American Rescue Plan Act, to provide funding to State and Local governments for Coronavirus recovery. These funds are restricted.

#### **Non-Specific City-Wide Grants- \$5,000,000**

Funding for future grant opportunities that may arise during the fiscal year.

### **CITY ATTORNEY'S OFFICE**

#### **VOCA Grant- \$53,923**

Funding to support a percentage of the Victim Services Specialist position that provides services to victims of misdemeanor crimes.

### **COURT**

#### **SAMHSA Grant- \$548,078**

Funding to expand substance abuse treatment capacity in adult treatment drug courts and enhance substance use disorder treatment services in existing courts, including recovery support services, screening, assessment, case management, and program coordination to defendants/offenders.

#### **BJA Grant- \$125,000**

The Bureau of Justice Assistance grant provides funding for Veterans substance abuse treatment and peer-support services.

### **FIRE DEPARTMENT**

#### **SAFER Grant- \$594,320**

Funding for additional staffing or Fire and Emergency Response personnel.

#### **DHS Grant- \$120,000**

Funding for the purchase of Thermal Imaging Cameras.

## **FY 21-22 GENERAL GOVERNMENT MISCELLANEOUS GRANT FUNDS**

### **FIRE DEPARTMENT – CONT.**

#### **AZ DHS- \$39,000**

Funding for Hazmat Tools and Equipment.

### **POLICE DEPARTMENT**

#### **AZ Governor's Office of Highway Safety- \$128,588**

Funding for DUI and traffic enforcement program equipment and overtime.

#### **SLIF- \$200,000**

Funding to replace current police boats.

#### **Bullet Proof Vests- \$8,012**

Funding to reimburse city 50% of the cost of compliant armored vests.

#### **DEA Task Force Grant- \$27,000**

Program-funded state and local task force to address drug trafficking in Arizona.

#### **MAGNET- \$300,000**

100% of salary, benefits, and overtime associated with the assignment of one police officer to the Mohave Area General Narcotics Enforcement Team (MAGNET) Task Force.

#### **AZ DHS- \$104,895**

Funding for modular vehicle barriers for restricting vehicle traffic to enhance citizen safety.

### **PUBLIC WORKS**

#### **ADOT Grant- \$802,418**

Funding for the Taxiway and Marker Lights at the Airport and included in the Capital Improvement Plan.

#### **FAA Grant- \$8,317,606**

Funding for Airport Taxiway included in Capital Improvement Plan.

#### **FTA Grant- \$36,679**

CARES Act funding for transit operations and capital purchases.

#### **Congressional Direct Grant- \$3,000,000**

Funding for upgrading and rehabilitation the Police Station and Jail facilities. This would include items like, HVAC system, flooring, jail cells, doors and locks, fire safety system.

**\*Grants included in the list above are awarded grants, applied for grants, and grants that the City may possibly apply for if the opportunity becomes available.**



## Capital Budgets

- ❖ Relationship Between Capital & Operating
- ❖ Capital Outlay Summary
- ❖ Capital Budget Process
- ❖ Capital Budget Categories
- ❖ Capital Improvement Plan (CIP) Summary
- ❖ Five-Year CIP Detail



## **RELATIONSHIP BETWEEN CAPITAL AND OPERATING**

The capital budget for Lake Havasu City FY 21-22 totals \$48 million. This total represents \$34.8 million for the Capital Improvement Plan and \$13.2 million for capital outlay. The Five-Year Capital Improvement Plan totals \$63.9 million.

The Relationship between Capital and Operating Budgets:

The Capital Budget includes the Capital Improvement Plan (CIP) and capital outlay. The CIP is a blueprint for planning the City's capital expenditures. It is a comprehensive five-year plan identifying capital projects to be funded during the planning period. The CIP identifies each proposed capital project to be undertaken, the year in which it will be started or acquired, the amount expected to be expended on the project each year, the proposed method of funding these expenditures, and any anticipated operating and maintenance impacts. The FY 21-22 CIP budget represents the first year of the Five-Year Capital Improvement Plan.

A capital project is defined as a physical improvement or any major non-recurring expenditure (over \$50,000), which results in a permanent addition to the City's assets or infrastructure with a useful life of five years or more. CIP projects are new or expanded physical facilities, large-scale rehabilitation or replacement of existing facilities. CIP projects may also include the acquisition of land, or cost of engineering or architectural studies and services relative to a public improvement. Capital outlay includes items that have a value greater than \$10,000 and a useful life of more than one year. Examples of capital outlay items include motor vehicles, boats, machinery, equipment, and small building improvements. The classification of items as a CIP versus capital outlay, or operational maintenance, can be determined by the following criteria: cost, frequency, engineering and construction requirements or a combination of any of the criteria.

Lake Havasu City prepares a capital budget separate from the operating budget; however, the two budgets have a direct relationship. The operating and maintenance costs of a CIP project approved for the ensuing fiscal year must be absorbed in the operating budget. Operating costs include personnel services, professional services, operational services, maintenance supplies, and debt service payments. These ongoing costs are adjusted annually to cover inflation, improve services or institute reductions when necessary. Revenues for the operating budget are generally derived from recurring taxes, intergovernmental sources, and fees.

The Capital Improvement Plan Budget, as distinguished from the Operating Budget, is a financial plan for the expenditure of monies which add to, support, or improve the physical infrastructure, capital assets, or productive capacity of City services. These programs are generally long-term in nature (over one year) and can be financed on a long-term basis. The CIP budget can experience major fluctuations from year to year due to the timing of completion of the various projects. Revenues for capital improvements are generally derived from taxes, user fees, grants, and current available resources. Starting in Fiscal Year 19-20, construction sales tax of \$2.2 million per year, updated to \$2.5 million per year in FY21-22, is being dedicated as the funding source going forward for General Government Projects.

# CAPITAL OUTLAY

## SUMMARY

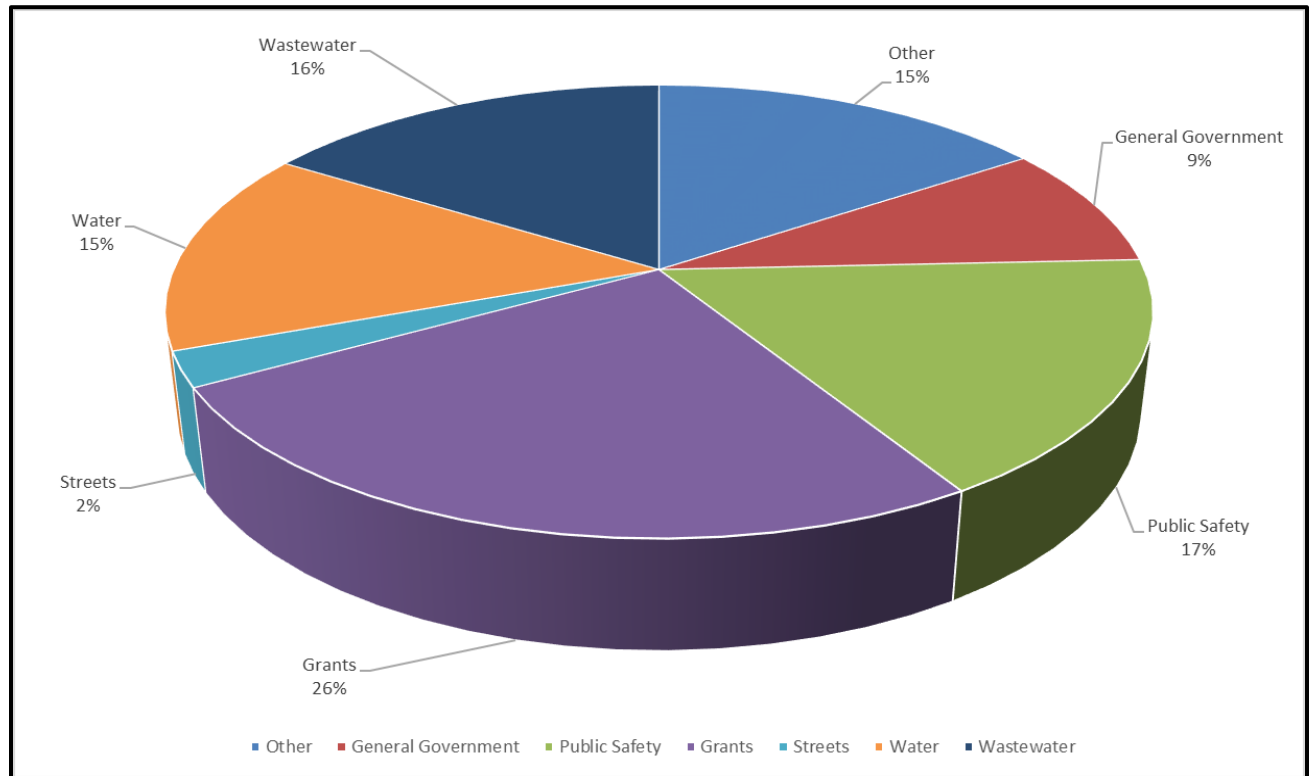
Capital Outlay Budget By Fund	Status	Qty	Unit Cost	Adopted FY 21-22
<b>GENERAL FUND</b>				
<b>Administrative Services</b>				
Fire Station 2 Disaster Recovery	Replacement	1	30,000	\$ 30,000
VM Ware Upgrades and Virtual Desktop Interface	Improvements	1	188,000	188,000
				218,000
<b>Facilities Maintenance</b>				
Utility Van	Replacement	1	35,000	35,000
<b>Fire</b>				
Cardiac Monitors	Replacement	1	73,000	73,000
Chief Command Vehicle	Replacement	1	58,216	58,216
Command Vehicle	Replacement	1	68,000	68,000
Support Vehicle	Replacement	1	55,000	55,000
New Fire Engine Vehicle	New	1	720,000	720,000
Refurbish Fire Vehicle	Improvements	1	300,000	300,000
CERT Vehicle	Replacement	1	130,000	130,000
				1,404,216
<b>Parks &amp; Recreation</b>				
Building Improvements	Improvements	1	150,000	150,000
Parks Superintendent Vehicle	New	1	39,000	39,000
Toro Mower	Replacement	1	80,000	80,000
Bobcat Toolcat	Replacement	1	56,000	56,000
Standard Cab Pickup	Replacement	1	31,000	31,000
Standard Cab Pickup	Replacement	1	31,000	31,000
				387,000
<b>Police</b>				
Patrol Vehicles (Average cost per vehicle)	Replacement	8	59,164	473,312
CSU F250 with Outfitting	Replacement	1	57,435	57,435
Armored Vehicle	New	1	300,000	300,000
				830,747
<b>Courts</b>				
X-Ray Machine	New	1	18,100	18,100
<b>Transit</b>				
Shade Cover - Pima & PW Parking Lot	New	2	50,000	100,000
Arboc Low Floor Bus	New	1	135,000	135,000
Havasu Flex Vehicles	New	3	86,167	258,500
				493,500
<b>TOTAL GENERAL FUND</b>				\$ 3,386,563
<b>OTHER FUNDS</b>				
<b>Irrigation &amp; Drainage District Fund (Water Division)</b>				
Chlorine Station at North Havasu Reservoir	New	1	35,000	\$ 35,000
Steal structure for offices and warehouse	New	1	50,000	50,000
Generator Repair and Transfer Station Switch	Replacement	1	800,000	800,000
Filter Control PLC	Replacement	1	100,000	100,000
Flow Meter 30" 36"- Water Treatment Plant	Replacement	1	35,000	35,000
Turbid Meter TUS200 Desk Top - Water Treatment Plant	Replacement	1	25,000	25,000
Flow Meter - Havasu Booster Station & Station 3A	Replacement	1	26,000	26,000
Valve Actuator for 18" Well Line - Water Treatment Plant	Replacement	1	15,000	15,000
High Service Pumps	Replacement	4	75,000	300,000
Backhoe Class4A	Replacement	1	120,000	120,000
Service Trucks	Replacement	3	53,000	159,000
Standard Cab Pickup	Replacement	2	31,000	62,000
Polaris Vehicles	Replacement	5	13,000	65,000
Dump Truck	Replacement	1	136,000	136,000
				1,928,000

## CAPITAL OUTLAY SUMMARY

Capital Outlay Budget By Fund	Status	Qty.	Unit Cost	Adopted FY21-22
<b>OTHER FUNDS (cont'd)</b>				
<b>Grants</b>				
Building Improvements	Improvements	1	3,000,000	\$ 3,000,000
Police Boat	Replacement	1	200,000	200,000
DOHS Modular Vehicle Barriers	New	1	104,895	104,895
GOHS Patrol Vehicle with mounted Radar	New	1	68,450	68,450
Case Management System	New	1	5,000	5,000
				3,378,345
<b>Capital Projects</b>				
Building Improvements - PD & Courts	Improvements	1	2,000,000	2,000,000
<b>Highway Revenue User Fund</b>				
Standard Cab Pickup	Replacement	1	32,000	32,000
Work Truck with Contractor Bed and Crane	Replacement	1	74,000	74,000
John Deere	Replacement	1	223,000	223,000
				329,000
<b>RICO</b>				
Covered Parking for Armored Vehicle	New	1	50,000	50,000
<b>Wastewater Utility Fund</b>				
Sweetwater Lift Station Discharge Check Valves	Replacement	3	3,667	11,000
Nautical Lift Station Electrical Control Panel	Replacement	1	12,000	12,000
Riviera Lift Station Generator	Replacement	1	25,000	25,000
Truck - 4WD 3/4 Ton	New	1	35,000	35,000
NRP Swamp Cooler	Replacement	1	11,500	11,500
ITP Cat Walk	Improvements	1	40,000	40,000
NRP Cat Walk & Handrail for Zeno System	Improvements	1	50,000	50,000
MTP Headwork Roof Repair	Improvements	1	65,000	65,000
NRP EQ Basin Blower	Replacement	1	51,000	51,000
NRP Chain & Rake Bars Screen System	Replacement	1	311,171	311,171
NRP Vadose Well Bleach Pumps	Replacement	2	7,500	15,000
NRP Odor Controller Blowers	Replacement	2	12,500	25,000
NRP Blower PLC Programming	Replacement	1	30,000	30,000
NRP Aeration Basin PLC	Improvements	1	30,000	30,000
NRP Aeration Mixers	Replacement	3	10,000	30,000
ITP Digester Blower	Replacement	1	34,000	34,000
MTP UV Hydraulic System Center Controller	Replacement	1	35,000	35,000
ITP/MTP Honeycomb Bridger Jack Shaft	Replacement	1	37,000	37,000
NRP Aeration Blower Motor - Spare	New	1	39,000	39,000
MTP Aeration Diffusers	Replacement	1	40,000	40,000
Motor/Blower Fuzzy Filters - Spare	New	1	45,000	45,000
MTP Digester Blower	Replacement	1	45,000	45,000
ITP Waste Pumps	Replacement	2	24,000	48,000
MTP Fuzzy Filter Plate	Replacement	2	25,000	50,000
NRP EQ Blower	Replacement	1	51,000	51,000
NRP Digester Blower	Replacement	1	56,000	56,000
NRP Reuse Pump	Replacement	1	62,000	62,000
ITP Transfer Switch	Replacement	1	65,000	65,000
ITP Digester Sludge Pump	Replacement	1	70,000	70,000
ITP Headwork Screen	Replacement	1	75,000	75,000
MTP Pump Rebuilds	Improvements	4	25,000	100,000
NRP Train Membrane	Replacement	1	525,000	525,000
				2,118,671
<b>TOTAL OTHER FUNDS</b>				<b>\$ 9,804,016</b>
<b>TOTAL CAPITAL OUTLAY</b>				<b>\$ 13,190,579</b>



## CAPITAL OUTLAY SUMMARY



## CAPITAL IMPROVEMENT PLAN BUDGET

### BUDGET PROCESS

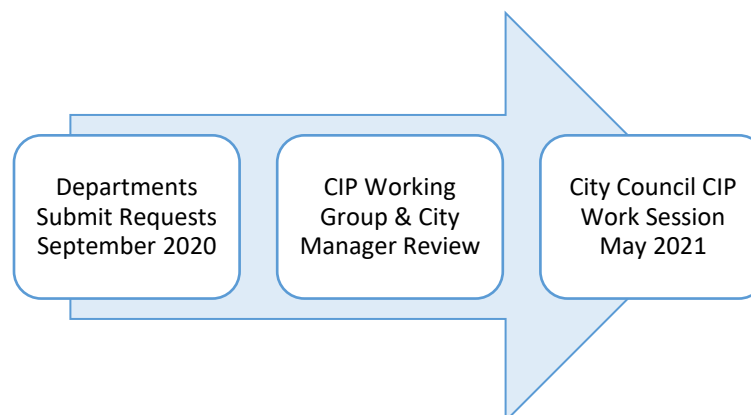
The Capital Improvement Plan budget process began with the Departments submitting new project proposals to Administrative Services and the Public Works Department. All new projects submitted plus old projects that have not started are then reviewed by the CIP working group and ranked based on the following criteria categories:

- Legal Mandate
- Public Health and Safety
- Age of Existing Asset
- Level of Maintenance of Existing Asset
- Operating Budget Impact: Cost/Benefit
- Conformity of City Goals and Plans
- Economic Impact
- Recreational, Cultural or Aesthetic Value
- Percent of Population Benefiting
- Conformity to Department Goals and Plans
- Community Support
- Environmental Impact
- Project Cost
- Funding
- Project Readiness

After projects were ranked, a review of the previous Capital Improvement Plan (CIP) was also completed, in which completion and cost estimates for the current year's projects were updated. The capital project requests were then reviewed by the Administrative Services Department and the City Manager based on available funding. The Five-Year CIP was then developed to fit within sustainable levels over the next five years as set forth in a five-year forecast based on project rankings.

The proposed Five-Year CIP was presented to the City Council for review and discussion. The Five-Year CIP was adopted by Council prior to adoption of the final budget.

CIP projects are categorized by Category or Division (see table on next page). Each CIP project is linked to a City Council Community Result and includes a description and justification, cost estimate, funding source(s), and operating and maintenance impact, if applicable. All projects included in the Five-Year CIP are reviewed and updated on an annual basis.



## **CAPITAL BUDGET CATEGORIES**

### **CITY COUNCIL COMMUNITY RESULTS**

- 1 Safe Community**
- 2 Growth and Development**
- 3 Reliable Infrastructure**
- 4 Clean Environment**
- 5 Great Community to Live**
- 6 Good Governance**

Category	Division
General Government	Non-Departmental
Parks & Recreation	Parks
Public Safety	Fire Police
Public Works	Airport Drainage Parks Streets Wastewater Water

### **Priority Ratings of Projects**

Priority 1	Essential (Start within 1 year)	Critical situation to remedy or prevent a major health/safety hazard; material or equipment has already failed; required to comply with court order or law
Priority 2	Necessary (Start 1-3 years)	Project conforms to Master plans; essential to remedy or prevents major health/safety hazard; essential to avoid a predicated material failure in the immediate future; grants at greater than 80%; project significantly improves service delivery to the community
Priority 3	Desirable (Start 3-5 years)	Deferral of project would increase significant level of hazard; necessary maintenance or replacement, deferral will result in increased cost; project conforms with a written established departmental/agency plan/policy; project is an annual program necessary to avoid predicated failure

## FY 2022-26 CAPITAL IMPROVEMENT PLAN PROJECTS AND FUNDING SOURCE SUMMARY

Project Number	Project Description	Prior	21-22	22-23	23-24	24-25	25-26	FY 22-26 CIP Total	With Prior CIP Total
<b>Airport</b>									
104006	Airfield Hazard Markings	\$ -	\$ -	\$ -	\$ 143,000	\$ -	\$ -	\$ 143,000	\$ 143,000
104007	Obstructions, Light/Mark/Remove (Safety Area)	-	450,000	-	-	-	-	450,000	450,000
104004	Rehabilitate & Reconstruct Taxiway	40,000	460,000	-	-	-	-	460,000	500,000
104008	Replace Runway 32 PAPI	-	-	-	-	-	345,000	345,000	345,000
104009	Runway Strengthening & Overlay	-	225,000	3,250,000	3,250,000	-	-	6,725,000	6,725,000
104005	Taxiway Alpha Pavement	820,000	8,464,442	-	-	-	-	8,464,442	9,284,442
104010	Airport Hangars	-	250,000	250,000	-	-	-	500,000	500,000
<b>Total Airport</b>		<b>860,000</b>	<b>9,849,442</b>	<b>3,500,000</b>	<b>3,393,000</b>	<b>-</b>	<b>345,000</b>	<b>17,087,442</b>	<b>17,947,442</b>
<b>Drainage</b>									
105001	Avalon Drain 2	150,000	1,725,000	-	-	-	-	1,725,000	1,875,000
105004	Daytona Wash 4	-	-	160,000	1,840,000	-	-	2,000,000	2,000,000
105002	Havasupai Wash 3	1,015,930	2,041,667	-	-	-	-	2,041,667	3,057,597
105005	Havasupai Wash 6	-	-	-	185,000	2,130,000	-	2,315,000	2,315,000
<b>Total Drainage</b>		<b>1,165,930</b>	<b>3,766,667</b>	<b>160,000</b>	<b>2,025,000</b>	<b>2,130,000</b>	<b>-</b>	<b>8,081,667</b>	<b>9,247,597</b>
<b>General Government</b>									
101005	Downtown Catalyst	-	1,000,000	-	-	-	-	1,000,000	1,000,000
101007	Transit Transfer Station	-	38,896	200,000	200,000	-	-	438,896	438,896
101008	London Bridge Lighting	-	300,000	-	-	-	-	300,000	300,000
101006	New Municipal Courthouse	3,095,480	1,700,000	-	-	-	-	1,700,000	4,795,480
<b>Total General Government</b>		<b>3,095,480</b>	<b>3,038,896</b>	<b>200,000</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>3,438,896</b>	<b>6,534,376</b>
<b>Parks</b>									
102011	Aquatic Center HVAC	50,000	2,200,000	-	-	-	-	2,200,000	2,250,000
102012	Aquatic / Community Center Assessment	-	-	-	25,000	-	-	25,000	25,000
<b>Total Parks</b>		<b>50,000</b>	<b>2,200,000</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>2,225,000</b>	<b>2,275,000</b>
<b>Public Safety</b>									
103004	Fire Station 5 Rebuild	-	-	-	-	350,000	4,025,000	4,375,000	4,375,000
103005	Police Fuel Facility	20,000	462,500	-	-	-	-	462,500	482,500
<b>Total Public Safety</b>		<b>20,000</b>	<b>462,500</b>	<b>-</b>	<b>-</b>	<b>350,000</b>	<b>4,025,000</b>	<b>4,837,500</b>	<b>4,857,500</b>
<b>Streets</b>									
106010	McCulloch Blvd. Pavement Rehab	-	1,200,000	-	-	-	-	1,200,000	1,200,000
<b>Total Streets</b>		<b>-</b>	<b>1,200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,200,000</b>	<b>1,200,000</b>

# FY 2022-26 CAPITAL IMPROVEMENT PLAN PROJECTS AND FUNDING SOURCE SUMMARY

Project Number	Project Description	Prior	21-22	22-23	23-24	24-25	25-26	FY 22-26 CIP Total	With Prior CIP Total
<b>Wastewater</b>									
107004	8" Ductile Iron Force Main Replacement	150,000	1,725,000	-	-	-	-	1,725,000	1,875,000
107008	Chip Drive Lift Station Upgrades	-	550,000	-	-	-	-	550,000	550,000
107009	ITP Effluent Pond Liners	-	-	-	1,500,000	-	-	1,500,000	1,500,000
107006	Influent Pump Station Surge Improvements	-	-	300,000	-	-	-	300,000	300,000
107007	Island Treatment Plant (ITP) Flow Equalization Basin (F	285,000	5,300,000	-	-	-	-	5,300,000	5,585,000
107010	MTP Odor Control Replacement	-	-	500,000	-	-	-	500,000	500,000
107011	Mulberry Treatment Plant (MTP) Aeration Basin MCC	-	150,000	-	-	-	-	150,000	150,000
107012	South Intake Influent Screen	-	-	-	-	225,000	-	225,000	225,000
107013	Vadose Well No. 4 Replacement	-	-	400,000	-	-	-	400,000	400,000
107014	Wastewater Master Plan	-	500,000	-	-	-	-	500,000	500,000
<b>Total Wastewater</b>		<b>435,000</b>	<b>8,225,000</b>	<b>1,200,000</b>	<b>1,500,000</b>	<b>225,000</b>	<b>-</b>	<b>11,150,000</b>	<b>11,585,000</b>
<b>Water</b>									
108014	Exploratory Well Drilling & Backup Water Supply	2,731,925	1,637,910	-	-	-	-	1,637,910	4,369,835
108018	2022 Water Main Replacement Project	-	1,790,000	-	-	-	-	1,790,000	1,790,000
108019	2023 Water Main Replacement Project	-	-	128,500	1,406,500	-	-	1,535,000	1,535,000
108020	Booster Station 5A Upgrades	-	155,000	620,000	-	-	-	775,000	775,000
108021	Booster Station 3C Improvements	-	-	775,000	-	-	-	775,000	775,000
108029	Booster Station 4 Improvements	-	-	620,000	-	-	-	620,000	620,000
108023	Tank N-2A-07 Improvements	111,634	2,500,000	-	-	-	-	2,500,000	2,611,634
108024	Tank N-4A-11 Improvements	111,634	-	-	950,000	-	-	950,000	1,061,634
108025	Water Treatment Plant Improvements	-	-	-	1,782,500	-	-	1,782,500	1,782,500
108026	Tank C-2-18 Replacement & Upsize	-	-	-	-	-	1,200,000	1,200,000	1,200,000
108027	Tank C-3-19 Replacement & Upsize	-	-	-	-	60,000	690,000	750,000	750,000
108028	Tank S-1C-24 Replacement	100,000	-	1,550,000	-	-	-	1,550,000	1,650,000
<b>Total Water</b>		<b>3,055,193</b>	<b>6,082,910</b>	<b>3,693,500</b>	<b>4,139,000</b>	<b>60,000</b>	<b>1,890,000</b>	<b>15,865,410</b>	<b>18,920,603</b>
<b>Total Capital Improvement Plan</b>		<b>\$ 8,681,603</b>	<b>\$ 34,825,415</b>	<b>\$ 8,753,500</b>	<b>\$ 11,282,000</b>	<b>\$ 2,765,000</b>	<b>\$ 6,260,000</b>	<b>\$ 63,885,915</b>	<b>\$ 72,567,518</b>

# **FY 2022-26 CAPITAL IMPROVEMENT PLAN PROJECTS AND FUNDING SOURCE SUMMARY**

Project Number	Project Description	Prior	21-22	22-23	23-24	24-25	25-26	FY 22-26 CIP Total	With Prior CIP Total
<b>Funding</b>									
Airport Fund		\$ 40,654	\$ 729,418	\$ 395,275	\$ 151,667	\$ -	\$ 34,500	\$ 1,310,860	\$ 1,351,514
Community Donations		-	-	-	-	-	-	-	-
Flood Control Funding		1,165,930	3,766,667	160,000	2,025,000	2,130,000	-	8,081,667	9,247,597
General Fund		3,165,480	4,664,717	50,000	75,000	350,000	4,025,000	9,164,717	12,330,197
Grant: ADOT 4.47%		36,654	388,418	145,275	151,667	-	-	685,360	722,014
Grant: ADOT 90.0%		36,000	414,000	-	-	-	310,500	724,500	760,500
Grant: FAA 91.06%		746,692	8,317,606	2,959,450	3,089,666	-	-	14,366,722	15,113,414
HURF		-	1,200,000	-	-	-	-	1,200,000	1,200,000
IDD Fund		3,055,193	6,082,910	3,693,500	4,139,000	60,000	1,890,000	15,865,410	18,920,603
ABC Funding		-	1,000,000	-	-	-	-	1,000,000	1,000,000
Federal Transit Funding		-	36,679	150,000	150,000	-	-	336,679	336,679
Wastewater Fund		435,000	8,225,000	1,200,000	1,500,000	225,000	-	11,150,000	11,585,000
<b>Total Funding</b>		<b>\$ 8,681,603</b>	<b>\$ 34,825,415</b>	<b>\$ 8,753,500</b>	<b>\$ 11,282,000</b>	<b>\$ 2,765,000</b>	<b>\$ 6,260,000</b>	<b>\$ 63,885,915</b>	<b>\$ 72,567,518</b>


# FY 2022-26 CAPITAL IMPROVEMENT PLAN

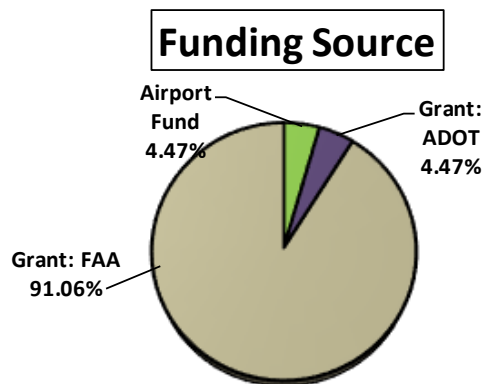
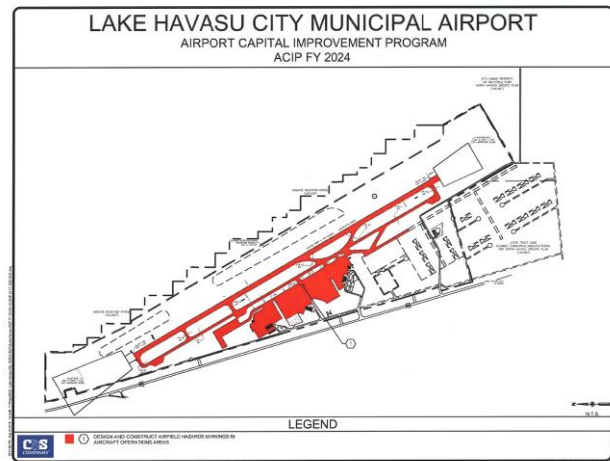
## AIRPORT

### Airfield Hazard Markings

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ 11,440	\$ -	\$ -	\$ 11,440
Construction	-	-	-	114,400	-	-	114,400
Construction Mgmt	-	-	-	17,160	-	-	17,160
Total Expenses	\$ -	\$ -	\$ -	\$ 143,000	\$ -	\$ -	\$ 143,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Airport Fund	\$ -	\$ -	\$ -	\$ 6,392	\$ -	\$ -	\$ 6,392
Grant: ADOT 4.47%	-	-	-	6,392	-	-	6,392
Grant: FAA 91.06%	-	-	-	130,216	-	-	130,216
Total Funding	\$ -	\$ -	\$ -	\$ 143,000	\$ -	\$ -	\$ 143,000

Project # 104006		Operating Budget Impact/Other:	
\$143,000		FAA and ADOT grant funding will be leveraged (95.53%) to design and construct this improvement. No operating impact is anticipated.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	2 Sustainable Growth		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Design and construct airfield hazard markings in aircraft operations areas to comply with FAA Runway Safety Action Team (RSAT) recommendations as documented in HII Runway Safety Action Plan. Paved shoulder areas need to be marked in accordance with current Advisory Circulars to meet safety standards.		<div><div>LAKE HAVASU CITY MUNICIPAL AIRPORT</div><div>AIRPORT CAPITAL IMPROVEMENT PROGRAM</div><div>ACIP FY 2024</div><div></div></div>	



Start Project  
October 2023

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
October 2024




# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## AIRPORT

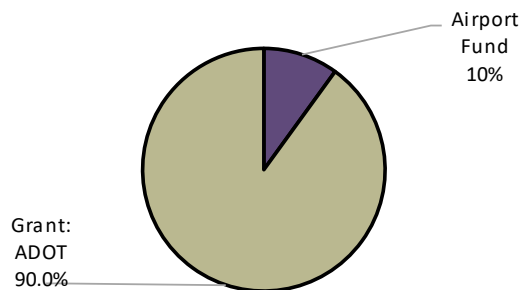
### Obstructions, Light/Mark/Remove (Safety Area)

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ 36,000	\$ -	\$ -	\$ -	\$ -	36,000
Construction	-	360,000	-	-	-	-	360,000
Construction Mgmt	-	54,000	-	-	-	-	54,000
Total Expenses	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	450,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Airport Fund	\$ -	\$ 45,000	\$ -	\$ -	\$ -	\$ -	45,000
Grant: ADOT 90.0%	-	405,000	-	-	-	-	405,000
Total Funding	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -	450,000

Project # 104007		Operating Budget Impact/Other:	
\$450,000		FAA and ADOT grant funding will be leveraged (95.53%) to design and construct this improvement. No operating impact is anticipated.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	2 Sustainable Growth		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Design and construct, remove existing hydrants, and replace with flush mounted hydrants (6 hydrants adjacent to taxiway bravo) to eliminate safety hazard and taxiway obstruction.			

Funding Source



Start Project  
July 2021

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2022

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## AIRPORT

### Rehabilitate & Reconstruct Taxiway

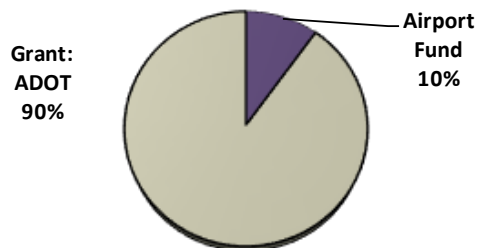
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	40,000
Construction	-	400,000	-	-	-	-	400,000
Construction Mgmt	-	60,000	-	-	-	-	60,000
Total Expenses	\$ 40,000	\$ 460,000	\$ -	\$ -	\$ -	\$ -	500,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Airport Fund	\$ 4,000	\$ 46,000	\$ -	\$ -	\$ -	\$ -	50,000
Grant: ADOT 90.0%	36,000	414,000	-	-	-	-	450,000
Total Funding	\$ 40,000	\$ 460,000	\$ -	\$ -	\$ -	\$ -	500,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	(25,000)
Total Operating Impact	\$ -	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (5,000)	(25,000)

Project # 104004		Operating Budget Impact/Other:	
\$500,000		ADOT grant funding will be leveraged (90%) to design and construct this improvement. A slight reduction in annual operating costs is anticipated.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Essential (Within 1 year)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	2 Sustainable Growth		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Design, construct and remove/replace soil cement on North Field (28,000 SQ YD). Soil cement is failing, creating foreign object debris and causing a safety hazard.			

### Funding Source



Start Project  
October 2020

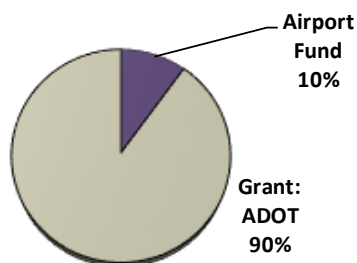
Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
October 2021

## AIRPORT

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ -	\$ -	28,000	\$ 28,000
Construction	-	-	-	-	-	275,500	275,500
Construction Mgmt	-	-	-	-	-	41,500	41,500
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	345,000	\$ 345,000

Project # 104008		Operating Budget Impact/Other:	
<b>\$345,000</b>		ADOT grant funding will be leveraged (90%) to design and construct this improvement. No operating impact is anticipated.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	2 Sustainable Growth		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Design and reconstruct replacement of runway 32 Precision Approach Path Indicators (PAPI) & Runway End Identifier Lights (REIL). PAPI's & REIL's have reached end of design life, are failing and must be replaced.			



# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## AIRPORT

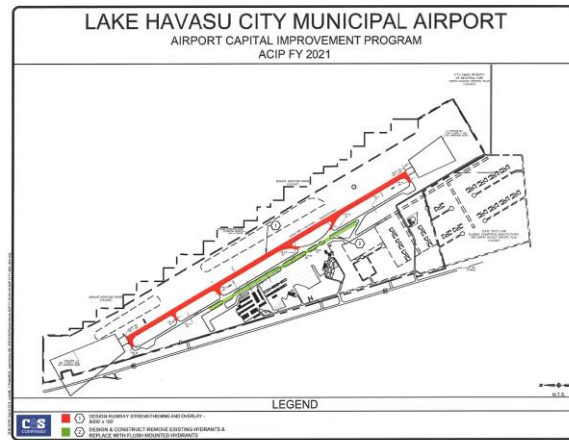
### Runway Strengthening & Overlay

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ 225,000	\$ -	\$ -	\$ -	\$ -	\$ 225,000
Construction	-	-	2,762,500	2,762,500	-	-	5,525,000
Construction Mgmt	-	-	487,500	487,500	-	-	975,000
Total Expenses	\$ -	\$ 225,000	\$ 3,250,000	\$ 3,250,000	\$ -	\$ -	\$ 6,725,000

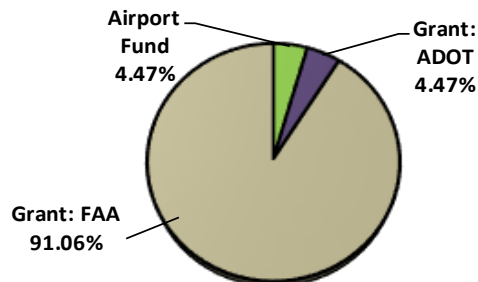
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Airport Fund	\$ -	\$ 10,058	\$ 145,275	\$ 145,275	\$ -	\$ -	\$ 300,608
Grant: ADOT 4.47%	-	10,058	145,275	145,275	-	-	300,608
Grant: FAA 91.06%	-	204,885	2,959,450	2,959,450	-	-	6,123,785
Total Funding	\$ -	\$ 225,000	\$ 3,250,000	\$ 3,250,000	\$ -	\$ -	\$ 6,725,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (50,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (50,000)

Project #104009	Operating Budget Impact/Other:
<b>\$6,725,000</b>	FAA and ADOT grant funding will be leveraged (95.53%) to design and construct this improvement. A slight reduction in annual operating costs is anticipated.
<b>Total Project Cost</b>	
Project Status	Revised Cost
Priority	Necessary (1 to 3 years)
Community Result 1	3 Reliable Infrastructure
Community Result 2	2 Sustainable Growth
Community Result 3	N/A
Managing Division	Engineering
<b>Project Description &amp; Justification</b>	
Design and construct runway strengthening and overlay (8,000 Ft x 100 Ft) to accommodate current fleet mix and extend the life of pavement (PCI = 63). Also, to design and construct replacement Distance-To-Go Signage. Distance-To-Go Signage is severely faded and beyond usable service life.	



### Funding Source



Start Project  
January 2021

Estimated  
Completion  
Time: 3 Years

Estimated  
Completion  
June 2024

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## AIRPORT

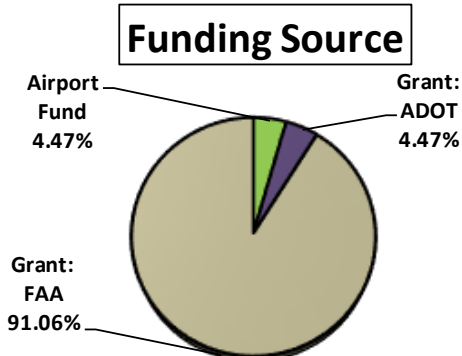
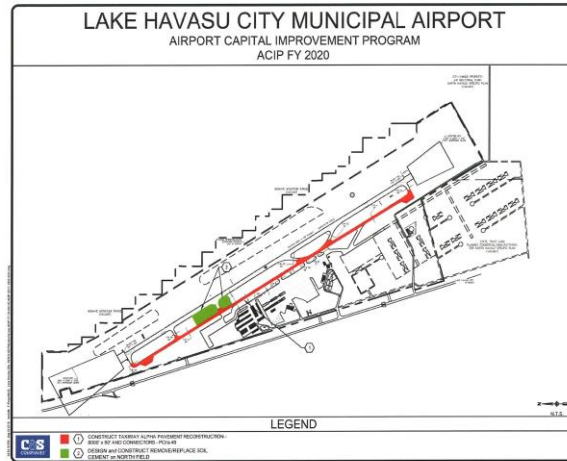
### Taxiway Alpha Pavement

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	130,000
Construction	600,000	7,966,542	-	-	-	-	8,566,542
Construction Mgmt	90,000	497,900	-	-	-	-	587,900
Total Expenses	\$ 820,000	\$ 8,464,442	\$ -	\$ -	\$ -	\$ -	9,284,442

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Airport Fund	\$ 36,654	\$ 378,361	\$ -	\$ -	\$ -	\$ -	415,015
Grant: ADOT 4.47%	36,654	378,361	-	-	-	-	415,015
Grant: FAA 91.06%	746,692	7,707,721	-	-	-	-	8,454,413
Total Funding	\$ 820,000	\$ 8,464,442	\$ -	\$ -	\$ -	\$ -	9,284,442

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)	(40,000)
Total Operating Impact	\$ -	\$ -	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (10,000)	(40,000)

Project #104005	Operating Budget Impact/Other:
<b>\$9,284,442</b>	FAA and ADOT grant funding will be leveraged (95.53%) to design and construct this improvement. A slight reduction in annual operating costs is anticipated.
<b>Total Project Cost</b>	
Project Status	
Priority	
Community Result 1	
Community Result 2	
Community Result 3	
Managing Division	
<b>Project Description &amp; Justification</b>	
Design and construct Taxiway Alpha Pavement (8,000 Ft x 50 Ft and associated connectors) PCI = 49. Reconstruction is needed to accommodate current fleet mix.	



Start Project  
July 2019

Estimated  
Completion  
Time: 3 Years

Estimated  
Completion  
June 2022

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## AIRPORT

### Airport Hangars

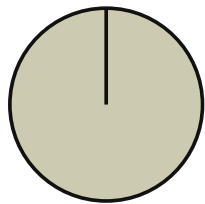
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
Construction	-	200,000	250,000	-	-	-	450,000
Total Expenses	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	500,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Airport Fund	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	500,000
Total Funding	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	500,000

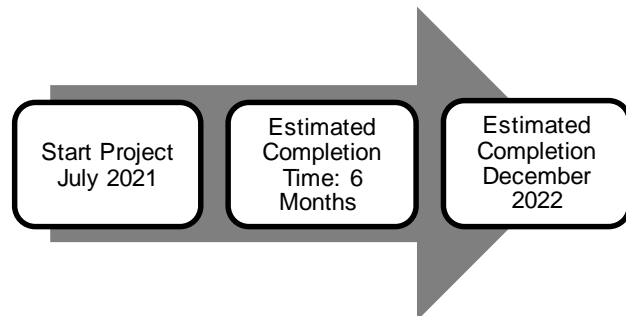
Project # 104010		Operating Budget Impact/Other:
<b>\$500,000</b>		Minor Impacts.
Total Project Cost		
Project Status	New	
Priority	Desirable (3 to 5 years)	
Community Result 1	2 Sustainable Growth	
Community Result 2	3 Reliable Infrastructure	
Community Result 3	N/A	
Project Manager	Engineering	
Project Description & Justification		
Hangar Construction that would have a ROI in roughly 12 years, and then would be a positive revenue stream, as well as providing a service and need to the flying community.		



### Funding Source



Airport Fund,  
100%





# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## DRAINAGE

### Avalon Drain 2

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	150,000
Construction	-	1,500,000	-	-	-	-	1,500,000
Construction Mgmt	-	225,000	-	-	-	-	225,000
Total Expenses	\$ 150,000	\$ 1,725,000	\$ -	\$ -	\$ -	\$ -	1,875,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Flood Control Funding	\$ 150,000	\$ 1,725,000	\$ -	\$ -	\$ -	\$ -	1,875,000
Total Funding	\$ 150,000	\$ 1,725,000	\$ -	\$ -	\$ -	\$ -	1,875,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ -	\$ (825)	\$ (850)	\$ (875)	\$ (900)	\$ (925)	(4,375)
Supplies & Services	-	(1,725)	(1,750)	(1,775)	(1,800)	(1,825)	(8,875)
Total Operating Impact	\$ -	\$ (2,550)	\$ (2,600)	\$ (2,650)	\$ (2,700)	\$ (2,750)	(13,250)

Project #105001		Operating Budget Impact/Other:	
\$1,875,000		Maintenance of the new improvements will be required; however, it is anticipated that the overall maintenance will be reduced. There will be a reduction in staff time, along with the use of heavy equipment and fuel.	
Total Project Cost			
Project Status	No Change		
Priority	Essential (Within 1 year)		
Community Result 1	1 Safe Community		
Community Result 2	3 Reliable Infrastructure		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This project will provide for wash stabilization along Avalon Drain between Avalon Ave and Angler Dr. An Engineering and Analysis report was completed by Dibble Engineering in 2014 to assess the most critical locations within the City's wash system in need of repair. A five-year implementation plan was identified based on annual funding. Ultimately, the functionality and safety of the wash system will be improved. A reduction in wash maintenance and street clean-up, after storms as a result of the improvements to the wash/drainage system, is expected.			

### Funding Source



Flood  
Control  
Funding  
100%

Start Project  
July 2019

Estimated  
Completion  
Time: 3 Years

Estimated  
Completion  
June 2022

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## DRAINAGE

### Daytona Wash 4

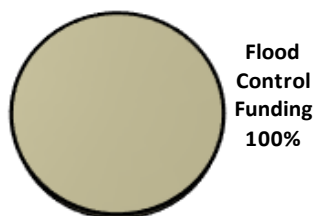
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ 160,000	\$ -	\$ -	\$ -	\$ 160,000
Construction	-	-	-	1,600,000	-	-	1,600,000
Construction Mgmt	-	-	-	240,000	-	-	240,000
Total Expenses	\$ -	\$ -	\$ 160,000	\$ 1,840,000	\$ -	\$ -	\$ 2,000,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Flood Control Funding	\$ -	\$ -	\$ 160,000	\$ 1,840,000	\$ -	\$ -	\$ 2,000,000
Total Funding	\$ -	\$ -	\$ 160,000	\$ 1,840,000	\$ -	\$ -	\$ 2,000,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ -	\$ -	\$ -	\$ -	\$ (875)	\$ (875)	\$ (1,750)
Supplies & Services	-	-	-	-	(1,775)	(1,775)	(3,550)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ (2,650)	\$ (2,650)	\$ (5,300)

Project #105004		Operating Budget Impact/Other:	
<b>\$2,000,000</b>		Maintenance of the new improvements will be required; however, it is anticipated that the overall maintenance will be reduced. There will be a reduction in staff time, along with the use of heavy equipment and fuel.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	1 Safe Community		
Community Result 2	3 Reliable Infrastructure		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This project will provide for wash stabilization along Daytona Wash between Snead Dr and Oak Dr. An Engineering and Analysis report was completed by Dibble Engineering in 2014 to assess the most critical locations within the City's wash system in need of repair. A five-year implementation plan was identified based on annual funding. Ultimately, the functionality and safety of the wash system will be improved. A reduction in wash maintenance and street clean-up, after storms as a result of the improvements to the wash/drainage system, is expected.			

### Funding Source



Start Project  
July 2022

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2024



# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## DRAINAGE

### Havasupai Wash 3

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 182,597	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 182,597
Construction	583,333	1,916,667	-	-	-	-	2,500,000
Construction Mgmt	250,000	125,000	-	-	-	-	375,000
Total Expenses	\$ 1,015,930	\$ 2,041,667	\$ -	\$ -	\$ -	\$ -	\$ 3,057,597

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Flood Control Funding	\$ 1,015,930	\$ 2,041,667	\$ -	\$ -	\$ -	\$ -	\$ 3,057,597
Total Funding	\$ 1,015,930	\$ 2,041,667	\$ -	\$ -	\$ -	\$ -	\$ 3,057,597

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ (1,700)	\$ (800)	\$ (825)	\$ (850)	\$ (875)	\$ (900)	\$ (5,950)
Supplies & Services	(3,300)	(1,700)	(1,725)	(1,750)	(1,775)	(1,800)	(12,050)
Total Operating Impact	\$ (5,000)	\$ (2,500)	\$ (2,550)	\$ (2,600)	\$ (2,650)	\$ (2,700)	\$ (18,000)

Project # 105002		Operating Budget Impact/Other:	
<b>\$3,057,597</b>		Maintenance of the new improvements will be required; however, it is anticipated that the overall maintenance will be reduced. There will be a reduction in staff time, along with the use of heavy equipment and fuel.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Essential (Within 1 year)		
Community Result 1	1 Safe Community		
Community Result 2	3 Reliable Infrastructure		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This project will provide for wash stabilization along Havasupai Wash between SR95 and Aviation Dr. An Engineering and Analysis report was completed by Dibble Engineering in 2014 to assess the most critical locations within the City's wash system in need of repair. A five-year implementation plan was identified based on annual funding. Ultimately, the functionality and safety of the wash system will be improved. A reduction in wash maintenance and street clean-up, after storms as a result of the improvements to the wash/drainage system, is expected.			

### Funding Source



Start Project  
July 2019

Estimated  
Completion  
Time: 3 Years

Estimated  
Completion  
June 2022

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## DRAINAGE

### Havasupai Wash 6

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ 185,000	\$ -	\$ -	\$ 185,000
Construction	-	-	-	-	1,850,000	-	1,850,000
Construction Mgmt	-	-	-	-	280,000	-	280,000
Total Expenses	\$ -	\$ -	\$ -	\$ 185,000	\$ 2,130,000	\$ -	\$ 2,315,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Flood Control Funding	\$ -	\$ -	\$ -	\$ 185,000	\$ 2,130,000	\$ -	\$ 2,315,000
Total Funding	\$ -	\$ -	\$ -	\$ 185,000	\$ 2,130,000	\$ -	\$ 2,315,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ -	\$ -	\$ -	\$ -	\$ (850)	\$ (875)	\$ (1,725)
Supplies & Services	-	-	-	-	(1,750)	(1,775)	(3,525)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ (2,600)	\$ (2,650)	\$ (5,250)

Project # 105005		Operating Budget Impact/Other:
<b>\$2,315,000</b>		Maintenance of the new improvements will be required; however, it is anticipated that the overall maintenance will be reduced. There will be a reduction in staff time, along with the use of heavy equipment and fuel.
Total Project Cost		
Project Status	No Change	
Priority	Necessary (1 to 3 years)	
Community Result 1	1 Safe Community	
Community Result 2	3 Reliable Infrastructure	
Community Result 3	N/A	
Managing Division	Engineering	
Project Description & Justification		
This project will provide for wash stabilization along Havasupai Wash between Sandwood Dr and Avalon Drain. An Engineering and Analysis report was completed by Dibble Engineering in 2014 to assess the most critical locations within the City's wash system in need of repair. A five-year implementation plan was identified based on annual funding. Ultimately, the functionality and safety of the wash system will be improved. A reduction in wash maintenance and street clean-up, after storms as a result of the improvements to the wash/drainage system, is expected.		

### Funding Source



Flood  
Control  
Funding  
100%

Start Project  
July 2023

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2025

## FY 2022-26 CAPITAL IMPROVEMENT PLAN

### GENERAL GOVERNMENT

#### Downtown Catalyst

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Construction	-	1,000,000	-	-	-	-	1,000,000
Total Expenses	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

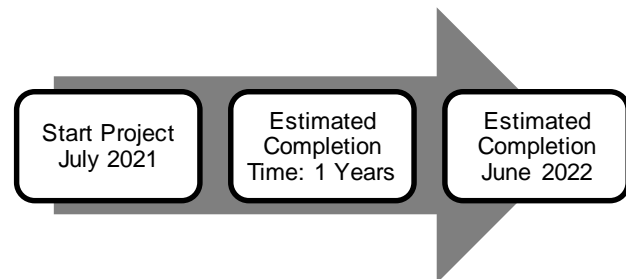
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
ABC Funding		\$ 1,000,000	\$ -		\$ -		\$ 1,000,000
Total Funding	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Project # 101005		Operating Budget Impact/Other:	
<b>\$1,000,000</b>		Operational impacts have not been evaluated and will be dependent on the commitment of partner agencies.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Necessary (1 to 3 years)		
Community Result 1	5 Great Community to Live		
Community Result 2	N/A		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This project includes the City's piece of contributing towards the downtown catalyst as part of the Vision 20/20 Plan developed by the Community. The downtown catalyst will focus on the creation of a vibrant central business district. The City's budget includes design work for the downtown catalyst for costs such as site work, amenities, a bridge and event center.			

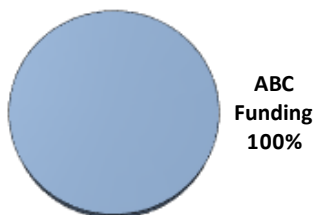
Start Project  
July 2021

Estimated Completion  
Time: 1 Years

Estimated Completion  
June 2022



#### Funding Source




# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## GENERAL GOVERNMENT

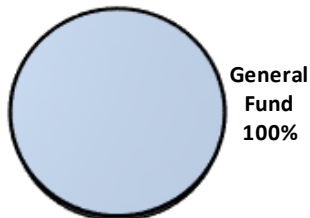
### New Municipal Courthouse

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 60,000	\$ 285,000	\$ -	\$ -	\$ -	\$ -	345,000
Construction Mgmt	-	115,000	-	-	-	-	115,000
Construction	-	1,300,000	-	-	-	-	1,300,000
Land	3,035,480	-	-	-	-	-	3,035,480
Total Expenses	\$ 3,095,480	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	4,795,480

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
General Fund	\$ 3,095,480	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	4,795,480
Total Funding	\$ 3,095,480	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	4,795,480

Project #101006		Operating Budget Impact/Other:	
<b>\$4,795,480</b>		Exact operating impact is unknown at this point. Due to the de-consolidation General Fund revenues will be reduced by approximately \$535k (County's IGA reimbursement payment). Court personnel, services, and supplies will be reduced with no longer handling the justice court cases. IT personnel, services, and supplies will increase with the transition of taking over the Court IT maintenance from the County.	
Total Project Cost			
Project Status	Revised Cost/Schedule		
Priority	Desirable (3 to 5 years)		
Community Result 1	2 Sustainable Growth		
Community Result 2	6 Good Governance		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
To build a new municipal courthouse. The City currently has an IGA with the County and uses their building for a consolidated courthouse. The building is very old and running short on space. This new building would give the City the ability to grow, but would most likely require that the Courts de-consolidate.			

### Funding Source



Start Project  
July 2021

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2022

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## GENERAL GOVERNMENT

### London Bridge Lighting

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Capital Outlay	-	300,000	-	-	-	-	300,000
Total Expenses	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	300,000

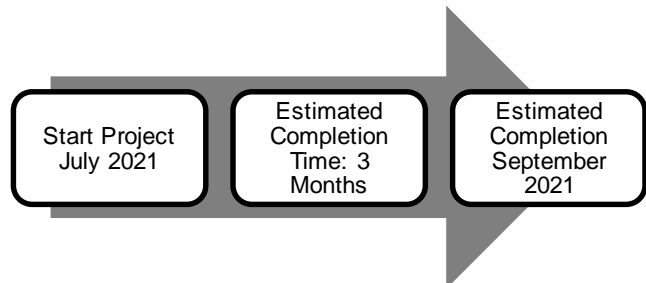
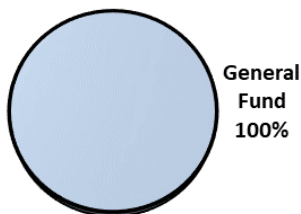
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
General Fund	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	300,000
Total Funding	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	300,000

Project # 101008	Operating Budget Impact/Other:
<b>\$300,000</b>	No operational impact anticipated.

Total Project Cost	
Project Status	New
Priority	Desirable (3 to 5 years)
Community Result 1	5 Great Community to Live
Community Result 2	N/A
Community Result 3	N/A
Managing Division	Engineering
Project Description & Justification	
Replace the existing lights on the London Bridge with new more efficient LED dynamic lighting with Smart Control Device. This will allow Staff to remotely change the color of the lights throughout the year as we celebrate holidays and events.	



### Funding Source



# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## GENERAL GOVERNMENT

### Transit Transfer Station

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	-	38,896	-	-	-	-	38,896
Construction	-	-	200,000	200,000	-	-	400,000
Total Expenses	\$ -	\$ 38,896	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 438,896

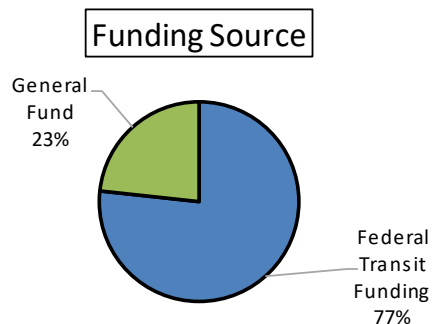
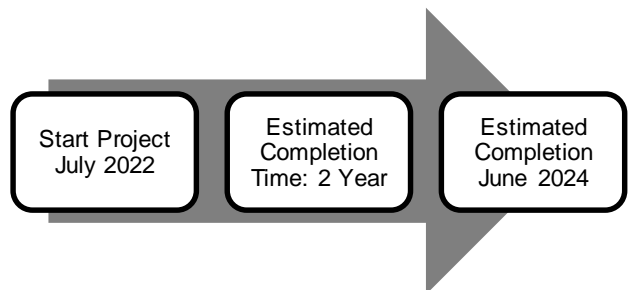
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Federal Transit Funding	\$ -	\$ 36,679	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ 336,679
General Fund	\$ -	\$ 2,217	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 102,217
Total Funding	\$ -	\$ 38,896	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 438,896

Project # 101007		Operating Budget Impact/Other:	
\$438,896		The cost to Lake Havasu City will be \$102,217 in cash match for the design and construction of this transfer station. The cash match and utilities will be coming out of the Transit operational budget. Due to the cash match this project will be split over two years.	
Total Project Cost			
Project Status	New		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	2 Sustainable Growth		
Community Result 3	5 Great Community to Live		
Project Manager	Engineering		
Project Description & Justification			
Transit Transfer Station with ADA accessible public bathroom at Pima Wash. STBG funding will be used to design this project and 5307 funding will be used for transfer station.			

Start Project  
July 2022

Estimated  
Completion  
Time: 2 Year

Estimated  
Completion  
June 2024





# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## PARKS

### Aquatic Center HVAC

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 50,000	\$ 157,000	\$ -	\$ -	\$ -	\$ -	207,000
Construction	-	1,800,000	-	-	-	-	1,800,000
Construction Mgmt	-	243,000	-	-	-	-	243,000
Total Expenses	\$ 50,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	2,250,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
General Fund	\$ 50,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	2,250,000
Total Funding	\$ 50,000	\$ 2,200,000	\$ -	\$ -	\$ -	\$ -	2,250,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Utilities	-	-	23,000	23,500	24,000	24,500	95,000
Total Operating Impact	\$ -	\$ -	\$ 23,000	\$ 23,500	\$ 24,000	\$ 24,500	\$ 95,000

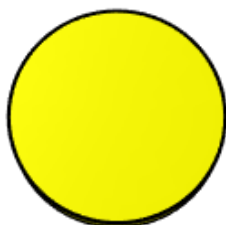
Project # 102011	Operating Budget Impact/Other:
<b>\$2,250,000</b>	Project will increase electricity by approximately 25%.

Total Project Cost	
Project Status	No Change
Priority	Necessary (1 to 3 years)
Community Result 1	3 Reliable Infrastructure
Community Result 2	5 Great Community to Live
Community Result 3	N/A
Managing Division	Engineering

**Project Description & Justification**  
A complete evaluation of the HVAC systems for the Aquatic Center was performed in FY 17/18. Based on the recommendations from the evaluation, dehumidification units will be installed, replacement of HVAC in locker rooms, installing new exhaust units in chemical and mechanical rooms, and new controls for all units. Upgrading these systems will decrease the humidity and temperature in the Aquatic Center and increase user comfort.



### Funding Source



General  
Fund 100%

Start Project  
July 2020

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2022



# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## PARKS

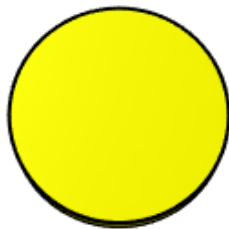
### Aquatic / Community Center Assessment

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Professional Services	-	-	-	25,000	-	-	25,000
Total Expenses	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
General Fund	-	-	-	25,000	-	-	25,000
Total Funding	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ 25,000

Project # 102012		Operating Budget Impact/Other:	
\$25,000		No operating impact.	
Total Project Cost			
Project Status	New		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	5 Great Community to Live		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This facility is 24 years old and is showing signs of age and needing improvements in various areas, such as plumbing, electrical, and roof. This project would fund an assessment of the entire facility to identify critical areas to assist in the preparation of a repair and replacement plan for future CIP project.			

### Funding Source



General  
Fund  
100%

Start Project  
July 2025

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2026


# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## PUBLIC SAFETY

### Fire Station 5 Rebuild

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ -	\$ 350,000
Construction	-	-	-	-	-	3,500,000	3,500,000
Construction Mgmt	-	-	-	-	-	525,000	525,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 4,025,000	\$ 4,375,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
General Fund	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 4,025,000	\$ 4,375,000
Total Funding	\$ -	\$ -	\$ -	\$ -	\$ 350,000	\$ 4,025,000	\$ 4,375,000

Project # 103004		Operating Budget Impact/Other:	
\$4,375,000		The operational impact is limited to utility costs, which could possibly be reduced.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	1 Safe Community		
Community Result 2	3 Reliable Infrastructure		
Community Result 3	N/A		
Project Manager	Engineering		
Project Description & Justification			
Demolish and rebuild a new station to replace the existing station on Lake Havasu Ave on the existing site. The current station is aging and limited. Rebuilding the station would allow easier apparatus access and additional apparatus storage. The incorporation of solar in this project is also preferred. Total estimated cost of project is slightly under \$4.4 million budgeted over two years (FY 24-25 and FY 25-26).			

### Funding Source

General  
Fund  
100%



Start Project  
July 2024

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2026


# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## PUBLIC SAFETY

### Police Fuel Facility

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	20,000
Construction	-	430,000	-	-	-	-	430,000
Construction Mgmt	-	32,500	-	-	-	-	32,500
Total Expenses	\$ 20,000	\$ 462,500	\$ -	\$ -	\$ -	\$ -	482,500

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
General Fund	\$ 20,000	\$ 462,500	\$ -	\$ -	\$ -	\$ -	482,500
Total Funding	\$ 20,000	\$ 462,500	\$ -	\$ -	\$ -	\$ -	482,500

Project # 103005		Operating Budget Impact/Other:	
<b>\$482,500</b>		No operating impact anticipated.	
Total Project Cost			
Project Status	Revised Cost		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	1 Safe Community		
Community Result 3	N/A		
Project Manager	Engineering		
Project Description & Justification			
Due to rising insurance costs and increased potential of future leaking, a new above ground facility is needed. This project would evaluate the existing underground storage tank for in place abandonment or removal and subsequent installation of a 12,000 gallon above ground tank with a fuel management system.			

### Funding Source



General  
Fund  
100%

Start Project  
July 2020

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2022


# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## STREETS

### McCulloch Blvd. Pavement Rehab

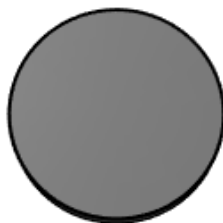
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Construction	-	1,200,000	-	-	-	-	1,200,000
Total Expenses	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
HURF	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000
Total Funding	\$ -	\$ 1,200,000	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000

Project # 106010		Operating Budget Impact/Other:
\$1,200,000		After the project is completed, routine maintenance (\$0.50 per square yard per year) will not be necessary for several years. The 2nd or 3rd year, restriping and fog sealing will be required. Maintenance savings will continue for several more years until crack filling is required. After the roadway is rehabilitated, the traveling public will have new, smooth roadway to traverse.
Total Project Cost		
Project Status	Revised Schedule	
Priority	Essential (Within 1 year)	
Community Result 1	1 Safe Community	
Community Result 2	3 Reliable Infrastructure	
Community Result 3	5 Great Community to Live	
Managing Division	Engineering	
Project Description & Justification		
This project will mill the existing pavement and repave McCulloch Blvd from Smoketree to Acoma. This stretch of road was last paved in 1997 and has reached the end of its useful life. This pavement can no longer be maintained with normal maintenance activities and still maintain the rideability expectations of the traveling public. The PCI is 43 on a scale of 0 to 100, with 100 being new.		

### Funding Source

HURF  
100%



Start Project  
August 2021

Estimated  
Completion  
Time: 3  
Months

Estimated  
Completion  
October 2021



# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WASTEWATER

### 8" Ductile Iron Force Main Replacement

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	150,000	-	-	-	-	-	150,000
Construction	-	1,500,000	-	-	-	-	1,500,000
Construction Mgmt	-	225,000	-	-	-	-	225,000
Total Expenses	\$ 150,000	\$ 1,725,000	\$ -	\$ -	\$ -	\$ -	\$ 1,875,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ 150,000	\$ 1,725,000	\$ -	\$ -	\$ -	\$ -	\$ 1,875,000
Total Funding	\$ 150,000	\$ 1,725,000	\$ -	\$ -	\$ -	\$ -	\$ 1,875,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (100,000)
Supplies & Services	-	-	(25,000)	(25,000)	(25,000)	(25,000)	(100,000)
Total Operating Impact	\$ -	\$ -	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (200,000)

Project # 107004		Operating Budget Impact/Other:	
\$1,875,000		Would reduce the failure in the system and allow labor hours to be used on other maintenance operations.	
Total Project Cost			
Project Status	No Change		
Priority	Essential (Within 1 year)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Hydraulic analysis of the forcemains and lift stations will be evaluated prior to replacing this 8" force main. 2.7 miles of 8" Ductile Iron pipe need to be replaced due to severe degradation from hydrogen sulfide. Various sections have been repaired in emergency situations over the last year. Engineering analysis will provide staff with necessary data and costs to justify the replacement of the 8" line in kind with new PVC or pursue different alternatives which may also include upgrades to some of the existing lift stations that share this force main.			

### Funding Source



Wastewater  
Fund  
100%

Start Project  
June 2019

Estimated  
Completion  
Time: 3 Year

Estimated  
Completion  
June 2022

## FY 2022-26 CAPITAL IMPROVEMENT PLAN

### WASTEWATER

#### Chip Drive Lift Station Upgrades

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	50,000
Construction	-	500,000	-	-	-	-	500,000
Total Expenses	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	550,000

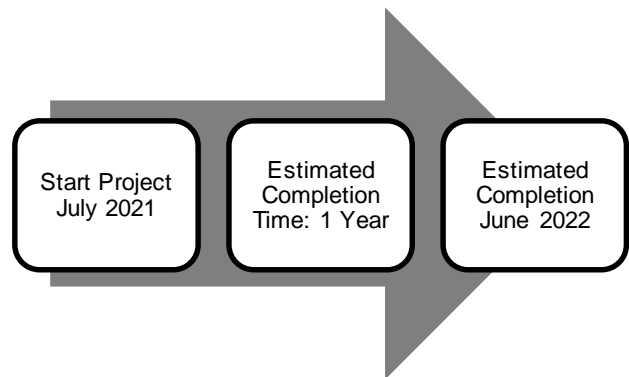
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	550,000
Total Funding	\$ -	\$ 550,000	\$ -	\$ -	\$ -	\$ -	550,000

Project # 107008		Operating Budget Impact/Other:	
\$550,000		No direct impact from Master Plan.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This lift station has been experiencing numerous maintenance issues. This project will provide for an evaluation and recommendation related to new electrical system upgrades and potentially expanding and relocating the wet well.			

Start Project  
July 2021

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2022



#### Funding Source



Wastewater  
Fund 100%


# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WASTEWATER

### ITP Effluent Pond Liners

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ 120,000
Construction	-	-	-	1,200,000	-	-	1,200,000
Construction Mgmt	-	-	-	180,000	-	-	180,000
Total Expenses	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000
Total Funding	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000

Project #107009		Operating Budget Impact/Other:	
<b>\$1,500,000</b>		No change to operational impact anticipated.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
<p>The Island Treatment Plant (ITP) has two Effluent ponds that supply reuse water to customers on the Island. With growing concerns of water shortages these ponds will be a necessity to provide reuse water consistently. Currently only one is lined, the other has some percolation similar to the two percolation ponds. Screens should be increased in size on both.</p>			

### Funding Source



Wastewater  
Fund 100%

Start Project  
July 2023

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2024




## FY 2022-26 CAPITAL IMPROVEMENT PLAN

### WASTEWATER

#### Influent Pump Station Surge Improvements

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	40,000
Construction	-	-	260,000	-	-	-	260,000
Total Expenses	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	300,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	300,000
Total Funding	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	300,000

Project # 107006		Operating Budget Impact/Other:	
\$300,000		These improvements will protect the multi-million dollar investment and the sole lift station providing wastewater flow to the North Regional WWTP. Over \$100,000 was spent in 2018 for the most recent emergency repair. 3 total repairs have been made to date over the last 10 years, related to system surges.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Essential (Within 1 year)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	N/A		
Community Result 3	N/A		
Project Manager	Engineering		
Project Description & Justification			
The IPS has had 3 major failures since it was constructed 12 years ago. Due to these failures a surge analysis was performed on the lift station in 2016 and three possible solutions were considered and evaluated. The recommendation and most cost effective scenario is to install a 600-cubic foot air chamber (surge tank) within the lift station site including a hydraulic connection to the Lift Station discharge header.			

#### Funding Source



Wastewater  
Fund  
100%

Start Project  
July 2022

Estimated  
Completion  
Time: 1 Years

Estimated  
Completion  
June 2023

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WASTEWATER

### Island Treatment Plant (ITP) Flow Equalization Basin (FEB)

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 285,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 285,000
Construction	-	5,300,000	-	-	-	-	5,300,000
Construction Mgmt	-	-	-	-	-	-	-
Total Expenses	\$ 285,000	\$ 5,300,000	\$ -	\$ -	\$ -	\$ -	\$ 5,585,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ 285,000	\$ 5,300,000	\$ -	\$ -	\$ -	\$ -	\$ 5,585,000
Total Funding	\$ 285,000	\$ 5,300,000	\$ -	\$ -	\$ -	\$ -	\$ 5,585,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ -	\$ -	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (60,000)
Supplies & Services	-	-	(23,000)	(23,000)	(23,000)	(23,000)	(92,000)
Total Operating Impact	\$ -	\$ -	\$ (38,000)	\$ (38,000)	\$ (38,000)	\$ (38,000)	\$ (152,000)

Project # 107007		Operating Budget Impact/Other:	
\$5,585,000		Utilize funds from Project originally NRWTP Effluent Storage & Distribution for this immediate needs project. The project was a placeholder from the WWSE Program, which is not needed.	
Total Project Cost			
Project Status	Revised Cost/Schedule		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	N/A		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This project is intended to provide a new flow equalization basin for the Island WWTP. The basin will include a new concrete basin, cover, new influent piping with isolation valves, and pumps, as required.			

### Funding Source



Wastewater  
Fund 100%

Start Project  
July 2019

Estimated  
Completion  
Time: 2.5  
Years

Estimated  
Completion  
December  
2021

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WASTEWATER

### MTP Odor Control Replacement

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	40,000
Construction	-	-	400,000	-	-	-	400,000
Construction Mgmt	-	-	60,000	-	-	-	60,000
Total Expenses	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	500,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	500,000
Total Funding	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	500,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ -	\$ -	\$ -	\$ (12,500)	\$ (12,500)	\$ (12,500)	(37,500)
Supplies & Services	-	-	-	(12,500)	(12,500)	(12,500)	(37,500)
Total Operating Impact	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	(75,000)

Project # 107010	Operating Budget Impact/Other:
<b>\$500,000</b>	There will be some operating cost savings, but the amount will depend on the type of bio-filter style chosen.
Total Project Cost	
Project Status	No Change
Priority	Desirable (3 to 5 years)
Community Result 1	3 Reliable Infrastructure
Community Result 2	4 Clean Environment
Community Result 3	N/A
Managing Division	Engineering
<b>Project Description &amp; Justification</b> Currently the Odor Control (O/C) was installed in 2005 and is operating effectively. However, there are needed repairs in excess of \$15K and no guarantee that these repairs will extend the life of the unit more than 2 years. This O/C is integral to the Treatment Plants location in a residential area.	



### Funding Source



Wastewater  
Fund 100%

Start Project  
July 2022

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2023

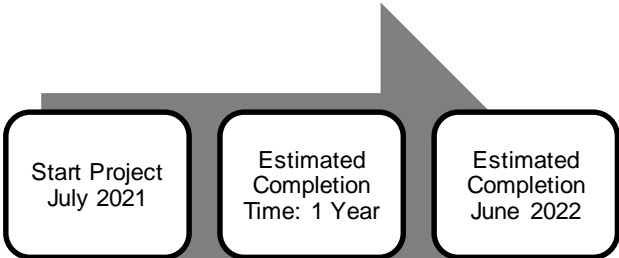
## FY 2022-26 CAPITAL IMPROVEMENT PLAN

### WASTEWATER

#### Mulberry Treatment Plant (MTP) Aeration Basin MCC

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Construction	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total Expenses	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Total Funding	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000

Project # 107011		Operating Budget Impact/Other:	
\$150,000		Possible minor savings in electrical cost to new style of electrical equipment.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
The current Motor Control Center (MCC) is out dated (purchased in 1991), difficult to obtain replacement parts, and not ARC Flash compliant. This MCC provides power for both aeration and clarification basins bridges (4), 3 tube RAS pumps, 4 Motor Operated Valves (MOV), samplers, dissolved oxygen sensors, and lighting for one of the most integral process areas of the Treatment Plant.			

Start Project  
July 2021

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2022

#### Funding Source



Wastewater  
Fund 100%

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WASTEWATER

### South Intake Influent Screen

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ 25,000
Construction	-	-	-	-	200,000	-	200,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ 225,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ 225,000
Total Funding	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ -	\$ 225,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)

Project # 107012		Operating Budget Impact/Other:
\$225,000		Only an annual inspection and possible cleaning would be needed after initial construction cost.
Total Project Cost		
Project Status	No Change	
Priority	Desirable (3 to 5 years)	
Community Result 1	3 Reliable Infrastructure	
Community Result 2	4 Clean Environment	
Community Result 3	N/A	
Managing Division	Engineering	
Project Description & Justification		
The last time the submerged South Intake influent screen structure was inspected was in 2006, at that time the screen previously installed had disintegrated. In FY 16-17, two new pumps were added to the south intake and the third was rebuilt. In order to protect the investment of the new pumps from quagga mussels, fish, and other organics, a new influent screen should be installed.		

### Funding Source



Wastewater  
Fund 100%

Start Project  
July 2024

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2025



# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WASTEWATER

### Vadose Well No. 4 Replacement

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ 32,000	\$ -	\$ -	\$ -	\$ 32,000
Construction	-	-	320,000	-	-	-	320,000
Construction Mgmt	-	-	48,000	-	-	-	48,000
Total Expenses	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
Total Funding	\$ -	\$ -	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Personnel	\$ -	\$ -	\$ -	\$ (5,000)	\$ (5,000)	\$ (5,000)	\$ (15,000)
Supplies & Services	-	-	-	(5,000)	(5,000)	(5,000)	(15,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ (10,000)	\$ (10,000)	\$ (10,000)	\$ (30,000)

Project # 107013		Operating Budget Impact/Other:	
<b>\$400,000</b>		Replacing existing well and associated cost would carry from the existing well to the new well. There will be minimal operations and maintenance savings.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Originally constructed in 2007, Vadose wells were designed for a useful life of 5-7 years. This well had lost all of its capacity in FY 14/15. We did a rehabilitation of the well in FY 17/18 to extend its life. The well has started to degrade after a vast improvement after rehab. The rehab contractor recommended replacement within 4 years of rehab.			

### Funding Source



Wastewater  
Fund 100%

Start Project  
July 2022

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2023

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WASTEWATER

### Wastewater Master Plan

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Professional Services	-	500,000	-	-	-	-	500,000
Total Expenses	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	500,000

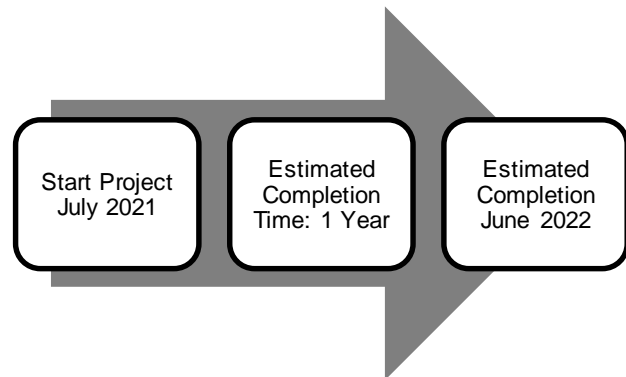
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
Wastewater Fund	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	500,000
Total Funding	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	500,000

Project # 107014		Operating Budget Impact/Other:	
\$500,000		No direct impact from the Master Plan.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Project Manager	Engineering		
Project Description & Justification			
The current Master Plan was completed in 2009 and received an oversight update in 2014. This task will develop a new comprehensive Wastewater Master Plan to serve the City for the next 10 years. The Master Plan will include updated projections based on the General Plan and system evaluations. Capacity needs and improvements from both a treatment and collection perspective. Mass balance and disposal of reclaimed water will also be incorporated into the overall plan. A prioritized 10 year capital improvement program will be developed based on future growth and development.			

Start Project  
July 2021

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2022



### Funding Source



Wastewater  
Fund  
100%



# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WATER

### Exploratory Well Drilling & Backup Water Supply

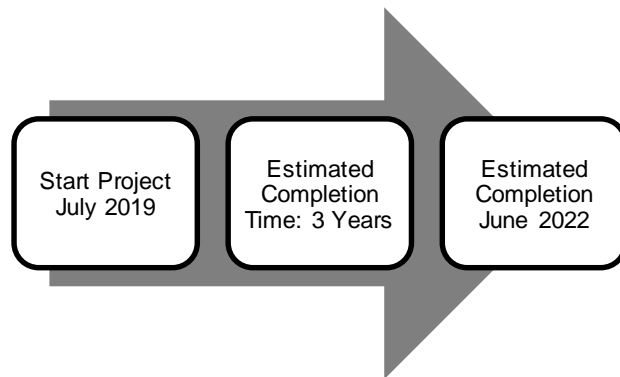
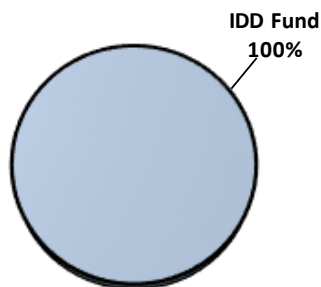
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 731,925	\$ 437,910	\$ -	\$ -	\$ -	\$ -	\$ 1,169,835
Construction	2,000,000	1,050,000	-	-	-	-	3,050,000
Construction Mgmt	-	150,000	-	-	-	-	150,000
Total Expenses	\$ 2,731,925	\$ 1,637,910	\$ -	\$ -	\$ -	\$ -	\$ 4,369,835

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ 2,731,925	\$ 1,637,910	\$ -	\$ -	\$ -	\$ -	\$ 4,369,835
Total Funding	\$ 2,731,925	\$ 1,637,910	\$ -	\$ -	\$ -	\$ -	\$ 4,369,835

Project # 108014	
<b>\$4,369,835</b>	
Total Project Cost	
Project Status	Revised Cost/Schedule
Priority	Essential (Within 1 year)
Community Result 1	3 Reliable Infrastructure
Community Result 2	4 Clean Environment
Community Result 3	N/A
Managing Division	Engineering
Project Description & Justification	
The existing North Wells (10, 11, 12, 13, 14, 15, 18) have lost approximately 70% of their combined original capacity over the years and are able to produce approximately 6.9 mgd. This reduction is due in part to the age, poor physical condition of these wells, along with the level of turbidity which pushes the limits of the WTP Filters. This project will provide for a total of 4 new production wells and associated pipeline over the next 7 years in conjunction with the second Ranney Well.	



### Funding Source



# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WATER

### 2022 Water Main Replacement Project

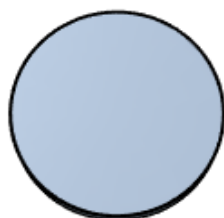
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$	- \$ 230,000	\$	- \$	- \$	- \$	230,000
Construction		- 1,450,000	-	-	-	-	1,450,000
Construction Mgmt		- 110,000	-	-	-	-	110,000
Total Expenses	\$	- \$ 1,790,000	\$	- \$	- \$	- \$	1,790,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$	- \$ 1,790,000	\$	- \$	- \$	- \$	1,790,000
Total Funding	\$	- \$ 1,790,000	\$	- \$	- \$	- \$	1,790,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$	- \$	- \$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (200,000)
Total Operating Impact	\$	- \$	- \$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (200,000)

Project # 108018		Operating Budget Impact/Other:	
\$1,790,000		A reduction in operations and maintenance costs is anticipated due to the reduction in repair work to the existing mains.	
Total Project Cost			
Project Status	Revised Cost/Schedule		
Priority	Essential (Within 1 year)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	1 Safe Community		
Managing Division	Engineering		
Project Description & Justification			
Project consists of Water Main replacement in areas of main breaks and where aged/poor pipes need replacement. An annual review process is utilized and specific locations, sizes, lengths are identified during the early design phase. This project conforms with the Lake Havasu City Water Master Plan.			

### Funding Source



IDD Fund  
100%

Start Project  
July 2021

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2022

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WATER

### 2023 Water Main Replacement Project

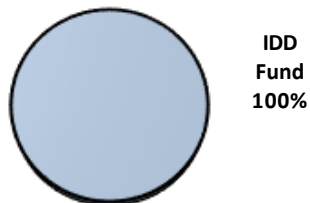
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ 128,500	\$ -	\$ -	\$ -	\$ 128,500
Construction	-	-	-	1,213,750	-	-	1,213,750
Construction Mgmt	-	-	-	192,750	-	-	192,750
Total Expenses	\$ -	\$ -	\$ 128,500	\$ 1,406,500	\$ -	\$ -	\$ 1,535,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ -	\$ -	\$ 128,500	\$ 1,406,500	\$ -	\$ -	\$ 1,535,000
Total Funding	\$ -	\$ -	\$ 128,500	\$ 1,406,500	\$ -	\$ -	\$ 1,535,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ -	\$ -	\$ (50,000)	\$ (50,000)	\$ (100,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ (50,000)	\$ (50,000)	\$ (100,000)

Project # 108019		Operating Budget Impact/Other:	
<b>\$1,535,000</b>		A reduction in operations and maintenance costs is anticipated due to the reduction in repair work to the existing mains.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Project consists of water main replacements in areas of main breaks and where aged/poor material pipes need replacement. An annual review process is utilized and the specific location(s), size(s), length(s) is identified during the early design phase. This project conforms with the Lake Havasu City master plan.			

### Funding Source



Start Project  
July 2022

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2024

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WATER

### Booster Station 5A Upgrades

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ -	110,000
Construction	-	34,000	466,000	-	-	-	500,000
Construction Mgmt	-	11,000	154,000	-	-	-	165,000
Total Expenses	\$ -	\$ 155,000	\$ 620,000	\$ -	\$ -	\$ -	775,000

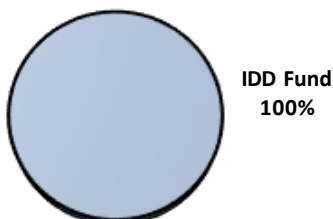
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ -	\$ 155,000	\$ 620,000	\$ -	\$ -	\$ -	775,000
Total Funding	\$ -	\$ 155,000	\$ 620,000	\$ -	\$ -	\$ -	775,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	-	-	-	-	(25,000)	(25,000)	(50,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (50,000)

Project # 108020	Operating Budget Impact/Other:
<b>\$775,000</b>	It is anticipated that improvements to these sites will reduce current operations and maintenance costs.
<b>Total Project Cost</b>	
Project Status	No Change
Priority	Necessary (1 to 3 years)
Community Result 1	3 Reliable Infrastructure
Community Result 2	4 Clean Environment
Community Result 3	N/A
Managing Division	Engineering
<b>Project Description &amp; Justification</b>	
Water booster station upgrades will be made to station 5A based on recommendations from an overall system analysis of the booster sites performed in FY 15-16. These upgrades meet the goals of the 2019 Water Master Plan Update for the enhancement of service reliability, system redundancy, and lowering of operations and maintenance.	



### Funding Source



Start Project  
July 2021

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2023



# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WATER

### Booster Station 3C Improvements

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ 110,000	\$ -	\$ -	\$ -	\$ 110,000
Construction	-	-	500,000	-	-	-	500,000
Construction Mgmt	-	-	165,000	-	-	-	165,000
Total Expenses	\$ -	\$ -	\$ 775,000	\$ -	\$ -	\$ -	\$ 775,000

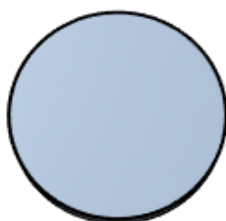
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ -	\$ -	\$ 775,000	\$ -	\$ -	\$ -	\$ 775,000
Total Funding	\$ -	\$ -	\$ 775,000	\$ -	\$ -	\$ -	\$ 775,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	-	-	-	(25,000)	(25,000)	(25,000)	(75,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (75,000)

Project # 108021	Operating Budget Impact/Other:
<b>\$775,000</b>	It is anticipated that improvements to these sites will reduce current operations and maintenance costs.
<b>Total Project Cost</b>	
Project Status	No Change
Priority	Necessary (1 to 3 years)
Community Result 1	3 Reliable Infrastructure
Community Result 2	4 Clean Environment
Community Result 3	N/A
Managing Division	Engineering
<b>Project Description &amp; Justification</b>	
Water booster station improvements will be made to station 3C based on recommendations from an overall system analysis of the booster sites performed in FY 15-16. These improvements meet the goals of the 2019 Water Master Plan Update for the enhancement of service reliability, system redundancy, and lowering of operations and maintenance.	



### Funding Source



IDD Fund  
100%

Start Project  
July 2022

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2023

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WATER

### Booster Station 4 Improvements

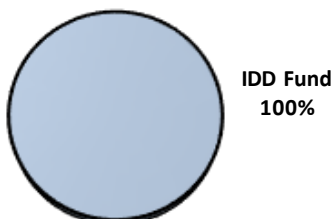
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ 88,000	\$ -	\$ -	\$ -	\$ 88,000
Construction	-	-	400,000	-	-	-	400,000
Construction Mgmt	-	-	132,000	-	-	-	132,000
Total Expenses	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ 620,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ 620,000
Total Funding	\$ -	\$ -	\$ 620,000	\$ -	\$ -	\$ -	\$ 620,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	-	-	-	(25,000)	(25,000)	(25,000)	(75,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (75,000)

Project # 108029		Operating Budget Impact/Other:	
<b>\$620,000</b>		It is anticipated that improvements to these sites will reduce current operations and maintenance costs.	
Total Project Cost			
Project Status	No Change		
Priority	Desirable (3 to 5 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Water booster station improvements will be made to station 4 based on recommendations from an overall system analysis of the booster sites performed in FY 15-16. These improvements meet the goals of the 2019 Water Master Plan Update for the enhancement of service reliability, system redundancy, and lowering of operations and maintenance.			

### Funding Source



Start Project  
July 2022

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2023

# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WATER

### Tank N-2A-07 Improvements

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 111,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,634
Construction	-	2,100,000	-	-	-	-	2,100,000
Construction Mgmt	-	400,000	-	-	-	-	400,000
Total Expenses	\$ 111,634	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,611,634

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ 111,634	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,611,634
Total Funding	\$ 111,634	\$ 2,500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,611,634

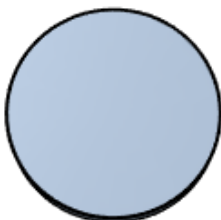
Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (100,000)
Total Operating Impact	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (100,000)

Project # 108023	Operating Budget Impact/Other:
<b>\$2,611,634</b>	It is anticipated that improvements to these sites will reduce current operations and maintenance costs.
Total Project Cost	
Project Status	Revised Cost
Priority	Necessary (1 to 3 years)
Community Result 1	3 Reliable Infrastructure
Community Result 2	4 Clean Environment
Community Result 3	N/A
Managing Division	Engineering
Project Description & Justification	
Water tank improvements will be made to tank N-2A-07 based on recommendations from an overall system analysis of the tanks performed in FY 15-16. These improvements meet the goals of the 2019 Water Master Plan Update for the enhancement of service reliability, system redundancy, and lowering of operations and maintenance.	



### Funding Source

IDD Fund  
100%



Start Project  
July 2020

Estimated  
Completion  
Time: 2 Year

Estimated  
Completion  
June 2022



# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WATER

### Tank N-4A-11 Improvements

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ 111,634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 111,634
Construction	-	-	-	800,000	-	-	800,000
Construction Mgmt	-	-	-	150,000	-	-	150,000
Total Expenses	\$ 111,634	\$ -	\$ -	\$ 950,000	\$ -	\$ -	\$ 1,061,634

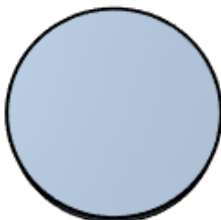
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ 111,634	\$ -	\$ -	\$ 950,000	\$ -	\$ -	\$ 1,061,634
Total Funding	\$ 111,634	\$ -	\$ -	\$ 950,000	\$ -	\$ -	\$ 1,061,634

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (50,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (50,000)

Project # 108024		Operating Budget Impact/Other:	
<b>\$1,061,634</b>		It is anticipated that improvements to these sites will reduce current operations and maintenance costs.	
Total Project Cost			
Project Status	Revised Cost/Schedule		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
Water tank improvements will be made to tank N-4A-11 based on recommendations from an overall system analysis of the tanks performed in FY 15-16. These improvements meet the goals of the 2019 Water Master Plan Update for the enhancement of service reliability, system redundancy, and lowering of operations and maintenance.			

### Funding Source

IDD Fund  
100%



Start Project  
July 2023

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2024


## FY 2022-26 CAPITAL IMPROVEMENT PLAN

### WATER

#### Water Treatment Plant Improvements

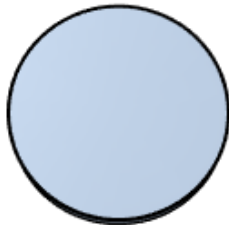
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ 253,000	\$ -	\$ -	\$ 253,000
Construction	-	-	-	1,150,000	-	-	1,150,000
Construction Mgmt	-	-	-	379,500	-	-	379,500
Total Expenses	\$ -	\$ -	\$ -	\$ 1,782,500	\$ -	\$ -	\$ 1,782,500

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ -	\$ -	\$ -	\$ 1,782,500	\$ -	\$ -	\$ 1,782,500
Total Funding	\$ -	\$ -	\$ -	\$ 1,782,500	\$ -	\$ -	\$ 1,782,500

Project # 108025		Project Description & Justification
\$1,782,500		<p>There are three main treatment plant improvements identified in the Water Master Plan that are in need of upgrades. The first is to construct enclosures over certain treatment components of the water treatment plant. These components are the Biological Filters and Cascade Aerator. Dust from the nearby concrete plant covers the exposed pipes within the aeration facility and likely is also blown into the open water. A more permanent structure would prevent dust from the neighboring facility entering the treatment process. The second improvement is to install a flow meter on the 18-inch bypass pipe within the plant footprint. This will provide more accurate flow meter data, during times of isolation or repairs. The third improvement is related to the chlorine disinfection system. The Water Master Plan also recommends that the City evaluate ways to minimize handling of the one-ton chlorine cylinders, replacement of existing shade structure with a new chlorine building and switch from gaseous chlorine to liquid sodium hypochlorite. These are related to safety as well.</p>
Total Project Cost		
Project Status	No Change	
Priority	Desirable (3 to 5 years)	
Community Result 1	3 Reliable Infrastructure	
Community Result 2	4 Clean Environment	
Community Result 3	N/A	
Managing Division	Engineering	
		



#### Funding Source



IDD Fund  
100%

Start Project  
July 2023

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2024


# FY 2022-26 CAPITAL IMPROVEMENT PLAN

## WATER

### Tank C-2-18 Replacement & Upsize

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Construction	-	-	-	-	-	1,200,000	1,200,000
Construction Mgmt	-	-	-	-	-	-	-
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000

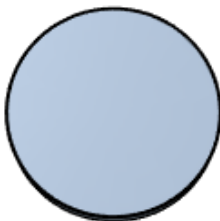
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000
Total Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,200,000	\$ 1,200,000

Project # 108026		Operating Budget Impact/Other:
<b>\$1,200,000</b>		It is anticipated that improvements to these sites will reduce current operations and maintenance costs.
Total Project Cost		
Project Status	Revised Cost/Schedule	
Priority	Necessary (1 to 3 years)	
Community Result 1	3 Reliable Infrastructure	
Community Result 2	4 Clean Environment	
Community Result 3	N/A	
Managing Division	Engineering	
Project Description & Justification		
This project will replace existing tank C-2-18, a 0.25 MG water tank built in 1965, with a new tank increased to the size 0.5 MG water tank. This project is required due to the poor condition of the existing tank and the need to replace it to increase capacity for operational enhancement.		



### Funding Source

IDD Fund  
100%



Start Project  
July 2025

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2026

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WATER

### Tank C-3-19 Replacement & Upsize

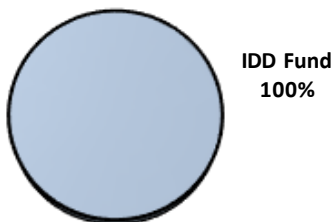
Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	-	-	-	-	60,000	-	60,000
Construction	-	-	-	-	-	600,000	600,000
Construction Mgmt	-	-	-	-	-	90,000	90,000
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 690,000	\$ 750,000

Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 690,000	\$ 750,000
Total Funding	\$ -	\$ -	\$ -	\$ -	\$ 60,000	\$ 690,000	\$ 750,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)

Project # 108027		Operating Budget Impact/Other:	
<b>\$750,000</b>		It is anticipated that improvements to these sites will reduce current operations and maintenance costs.	
Total Project Cost			
Project Status	Revised Schedule		
Priority	Essential (Within 1 year)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Managing Division	Engineering		
Project Description & Justification			
This project will replace existing tank C-3-19, 0.25 MG water tank built in 1965 , with a new tank increased to the size 0.5 MG water tank. This project is required due to the poor condition of the existing tank and the need to replace it to increase capacity for operational enhancement.			

### Funding Source



Start Project  
July 2024

Estimated  
Completion  
Time: 2 Years

Estimated  
Completion  
June 2026

# FY 2022-26 CAPITAL IMPROVEMENT PLAN


## WATER

### Tank S-1C-24 Replacement

Expenses	Prior	21-22	22-23	23-24	24-25	25-26	Total
Design	100,000	-	-	-	-	-	100,000
Construction	-	-	1,400,000	-	-	-	1,400,000
Construction Mgmt	-	-	150,000	-	-	-	150,000
Total Expenses	\$ 100,000	\$ -	\$ 1,550,000	\$ -	\$ -	\$ -	\$ 1,650,000

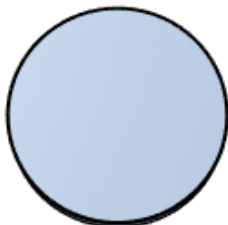
Funding Source	Prior	21-22	22-23	23-24	24-25	25-26	Total
IDD Fund	\$ 100,000	\$ -	\$ 1,550,000	\$ -	\$ -	\$ -	\$ 1,650,000
Total Funding	\$ 100,000	\$ -	\$ 1,550,000	\$ -	\$ -	\$ -	\$ 1,650,000

Operating Impact	Prior	21-22	22-23	23-24	24-25	25-26	Total
Supplies & Services	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (75,000)
Total Operating Impact	\$ -	\$ -	\$ -	\$ (25,000)	\$ (25,000)	\$ (25,000)	\$ (75,000)

Project #108028		Operating Budget Impact/Other:	
\$1,650,000		It is anticipated that improvements to these sites will reduce current operating and maintenance costs.	
Total Project Cost			
Project Status	Revised Cost/Schedule		
Priority	Necessary (1 to 3 years)		
Community Result 1	3 Reliable Infrastructure		
Community Result 2	4 Clean Environment		
Community Result 3	N/A		
Project Manager	Engineering		
Project Description & Justification			
This project will replace existing tank S-1C-24 , a 1.0 MG water tank built in 1980, with a new tank of same size. This project is required due to the poor condition of the existing tank discovered during its rehabilitation. It is needed to be replaced to maintain service reliability, system redundancy and lowering of operating and maintenance costs.			

### Funding Source

IDD Fund  
100%



Start Project  
July 2022

Estimated  
Completion  
Time: 1 Year

Estimated  
Completion  
June 2023





# Legal Documents

❖ Official Budget Forms

**Official Budget Forms**  
**City/Town of Lake Havasu City**  
**Fiscal year 2022**



**City/Town of Lake Havasu City**  
**Summary Schedule of Estimated Revenues and Expenditures/Expenses**  
**Fiscal year 2022**

Fiscal year		S c h		Funds							
				General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds
2021	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	1	70,956,235	12,703,116		4,010,432		78,633,453		166,303,236
2021	Actual Expenditures/Expenses**	E	2	55,480,695	6,902,335		3,698,019		62,605,383		128,686,432
2022	Fund Balance/Net Position at July 1***		3	56,292,084	8,536,614		3,041,544		76,844,439		144,714,681
2022	Primary Property Tax Levy	B	4	5,607,695					5,673,901		11,281,596
2022	Secondary Property Tax Levy	B	5		78,261				10,663		88,924
2022	Estimated Revenues Other than Property Taxes	C	6	67,161,759	13,885,201		5,944		58,984,973		140,037,877
2022	Other Financing Sources	D	7								0
2022	Other Financing (Uses)	D	8								0
2022	Interfund Transfers In	D	9	555,000			5,536,679		935,000		7,026,679
2022	Interfund Transfers (Out)	D	10	4,471,679	15,000		2,000,000		540,000		7,026,679
2022	Line 11: Reduction for Fund Balance Reserved for Future Budget Year Expenditures		11								
	Maintained for Future Debt Retirement										0
	Maintained for Future Capital Projects										0
	Maintained for Future Financial Stability			13,871,040	841,000			6,603,200		21,315,240	
										0	
										0	
											0
2022	Total Financial Resources Available		12	111,273,819	21,644,076	0	6,584,167	0	135,305,776	0	274,807,838
2022	Budgeted Expenditures/Expenses	E	13	77,497,123	18,950,900	0	7,701,396	0	91,579,694	0	195,729,113

**Expenditure Limitation Comparison**

	2021	2022
1 Budgeted expenditures/expenses	\$ 166,303,236	\$ 195,729,113
2 Add/subtract: estimated net reconciling items	(39,530,158)	(31,558,698)
3 Budgeted expenditures/expenses adjusted for reconciling items	126,773,078	164,170,415
4 Less: estimated exclusions	33,885,072	49,715,542
5 Amount subject to the expenditure limitation	\$ 92,888,006	\$ 114,454,873
6 EEC expenditure limitation	\$ 133,018,796	\$ 136,135,843

☐ The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

\* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

\*\* Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

\*\*\* Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

**City/Town of Lake Havasu City**  
**Tax Levy and Tax Rate Information**  
**Fiscal year 2022**

	<u>2021</u>	<u>2022</u>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ <u>6,947,511</u>	\$ <u>7,226,417</u>
2. Amount received from primary property taxation in the <b>current year</b> in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ <u>5,279,533</u>	\$ <u>5,607,695</u>
Property tax judgment	_____	_____
B. Secondary property taxes	_____	_____
Property tax judgment	_____	_____
C. Total property tax levy amounts	\$ <u>5,279,533</u>	\$ <u>5,607,695</u>
4. Property taxes collected*		
A. Primary property taxes		
(1) <b>Current</b> year's levy	\$ <u>5,279,533</u>	
(2) Prior years' levies	_____	
(3) Total primary property taxes	\$ <u>5,279,533</u>	
B. Secondary property taxes		
(1) <b>Current</b> year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ <u>5,279,533</u>	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	_____ 0.6718	_____ 0.6718
Property tax judgment	_____	_____
(2) Secondary property tax rate	_____	_____
Property tax judgment	_____	_____
(3) Total city/town tax rate	_____ 0.6718	_____ 0.6718
B. Special assessment district tax rates		
Secondary property tax rates—As of the date the proposed budget was prepared, the city/town was operating <u>3</u> special assessment districts for which secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the city/town.		

\* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

**City/Town of Lake Havasu City**  
**Revenues Other than Property Taxes**  
**Fiscal Year 2022**

Source of revenues	Estimated revenues 2021	Actual revenues* 2021	Estimated revenues 2022
<b>General Fund</b>			
<b>Local taxes</b>			
City Sales Tax	\$ 20,624,800	\$ 31,907,300	\$ 29,056,900
Personal Property Tax	40,000	25,000	30,000
<b>Licenses and permits</b>			
Licenses and Permits	2,482,000	2,865,123	2,988,041
<b>Intergovernmental</b>			
Auto Lieu	2,995,201	4,159,000	4,283,770
State Sales Tax	4,711,632	5,850,000	6,559,000
Urban Revenue Sharing	6,481,800	7,983,000	7,289,000
<b>Charges for services</b>			
Charges for Service	1,367,900	950,652	1,341,700
<b>Fines and forfeits</b>			
Fines and Forfeits	1,194,500	1,399,480	1,412,500
<b>Interest on investments</b>			
Investment Earnings	343,959	432,738	238,183
<b>Miscellaneous</b>			
Miscellaneous	379,000	1,590,798	1,381,400
Grants, IGA's and Reimbursements	20,095,937	13,462,822	12,581,265
<b>Total General Fund</b>	<b>\$ 60,716,729</b>	<b>\$ 70,625,913</b>	<b>\$ 67,161,759</b>
<b>Special Revenue Funds</b>			
Grant Fund	\$ 4,357,002	\$ 1,565,837	\$ 7,607,040
Highway User Revenue Fund	4,498,709	5,866,129	5,610,211
Improvement Districts #2 & #4	326	908	696
Court Enhancement Fund	39,765	27,454	32,243
Fill the Gap Fund	\$ 10,114	\$ 11,197	\$ 11,897
JCEF Fund	16,626	14,142	16,234
RICO Fund	150,000	45,455	140,000
WALETA Fund	475,120	302,693	466,880
<b>Total Special Revenue Funds</b>	<b>\$ 9,547,662</b>	<b>\$ 7,833,815</b>	<b>\$ 13,885,201</b>
<b>Capital Projects Funds</b>			
Capital Projects Funds	\$ 15,400	\$ 1,094,071	\$ 5,944
<b>Total Capital Projects Funds</b>	<b>\$ 15,400</b>	<b>\$ 1,094,071</b>	<b>\$ 5,944</b>
<b>Enterprise Funds</b>			
Airport Fund	\$ 1,997,505	\$ 1,641,194	\$ 9,780,981
Irrigation & Drainage District Fund	14,404,472	15,185,971	17,071,129
Refuse Fund	7,334,857	6,977,990	7,331,073
Wastewater Fund	22,053,024	23,885,653	24,801,790
	\$ 45,789,858	\$ 47,690,808	\$ 58,984,973
<b>Total Enterprise Funds</b>	<b>\$ 45,789,858</b>	<b>\$ 47,690,808</b>	<b>\$ 58,984,973</b>
<b>Total all Funds</b>	<b>\$ 116,069,649</b>	<b>\$ 127,244,607</b>	<b>\$ 140,037,877</b>

\* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**City/Town of Lake Havasu City**  
**Other Financing Sources/(Uses) and Interfund Transfers**  
**Fiscal year 2022**

<b>Fund</b>	<b>Other financing 2022</b>		<b>Interfund transfers 2022</b>	
	<b>Sources</b>	<b>(Uses)</b>	<b>In</b>	<b>(Out)</b>
<b>General Fund</b>				
General Fund	\$	\$	\$ 555,000	\$ 4,471,679
<b>Total General Fund</b>	\$	\$	\$ 555,000	\$ 4,471,679
<b>Special Revenue Funds</b>				
Court Enhancement Fund	\$	\$	\$	\$ 15,000
<b>Total Special Revenue Funds</b>	\$	\$	\$	\$ 15,000
<b>Capital Projects Funds</b>				
Capital Projects Funds	\$	\$	\$ 5,536,679	\$ 2,000,000
<b>Total Capital Projects Funds</b>	\$	\$	\$ 5,536,679	\$ 2,000,000
<b>Enterprise Funds</b>				
Airport Fund	\$	\$	\$ 935,000	\$
Irrigation and Drainage District Fund				540,000
<b>Total Enterprise Funds</b>	\$	\$	\$ 935,000	\$ 540,000
<b>Total all Funds</b>	\$	\$	\$ 7,026,679	\$ 7,026,679

**City/Town of Lake Havasu City  
Expenditures/Expenses by Fund  
Fiscal year 2022**

	Adopted Budgeted Expenditures/ Expenses	Expenditure/ Expense adjustments approved	Actual Expenditures/ Expenses*	Budgeted Expenditures/ Expenses
<b>Fund/Department</b>	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2022</b>
<b>General Fund</b>				
<b>General Government</b>				
Administrative Services	\$ 3,899,910	\$ 781,692	\$ 4,074,880	\$ 5,109,702
City Attorney	979,561		904,174	1,123,655
City Clerk	358,148	5,058	294,195	273,232
City Council	221,360		195,599	274,711
City Manager - Admin	410,450	(5,997)	344,804	494,683
City Manager - Comm Affairs	113,022	3,200	111,408	112,519
City Manager - HR/Riks Mgt	489,112	51,580	500,445	526,183
Non-Departmental	20,413,989	(6,109,171)	5,839,454	18,648,620
<b>Total General Government</b>	<b>26,885,552</b>	<b>(5,273,638)</b>	<b>12,264,959</b>	<b>26,563,305</b>
<b>Community Enhancement</b>				
Development Services	1,628,595	34,195	1,533,534	1,773,085
Parks and Recreation	6,731,955	86,223	5,995,158	7,191,166
Public Works	5,353,140		2,808,352	2,986,474
<b>Total Community Enhancement</b>	<b>13,713,690</b>	<b>120,418</b>	<b>10,337,044</b>	<b>11,950,725</b>
<b>Court</b>	<b>1,749,761</b>	<b>7,650</b>	<b>1,659,147</b>	<b>2,316,693</b>
<b>Public Safety</b>				
Fire	14,389,276	660,566	14,250,328	16,883,607
Police	17,404,116	799,844	16,727,417	19,326,593
<b>Total Public Safety</b>	<b>31,793,392</b>	<b>1,460,410</b>	<b>30,977,745</b>	<b>36,210,200</b>
General Fund Labor Attrition	(501,000)			(543,800)
Contingency	1,000,000		241,800	1,000,000
<b>Total General Fund</b>	<b>\$ 74,641,395</b>	<b>\$ (3,685,160)</b>	<b>\$ 55,480,695</b>	<b>\$ 77,497,123</b>
<b>Special Revenue Funds</b>				
<b>Highway User Revenue Fund</b>				
Operations, Maintenance, Capital	\$ 7,552,521	\$ 125,026	\$ 4,983,557	\$ 10,679,508
Contingency	50,000			50,000
<b>Total Highway Revenue Fund</b>	<b>7,602,521</b>	<b>125,026</b>	<b>4,983,557</b>	<b>10,729,508</b>
Improvement Districts #2 & #4	76,410		74,941	76,911
Miscellaneous Grant Funds	4,357,002		1,556,007	7,607,040
RICO Fund	150,000		45,455	140,000
WALETA Police Academy	392,157		242,375	397,441
<b>Total Special Revenue Funds</b>	<b>\$ 12,578,090</b>	<b>\$ 125,026</b>	<b>\$ 6,902,335</b>	<b>\$ 18,950,900</b>
<b>Capital Projects Funds</b>				
Capital Projects Funds	\$ 450,298	\$ 3,560,134	\$ 3,698,019	\$ 7,701,396
<b>Total Capital Projects Funds</b>	<b>\$ 450,298</b>	<b>\$ 3,560,134</b>	<b>\$ 3,698,019</b>	<b>\$ 7,701,396</b>
<b>Enterprise Funds</b>				
<b>Airport Fund</b>				
Operations, Maintenance, Capital	\$ 3,353,804	\$	\$ 2,885,201	\$ 11,782,261
Contingency	7,000			7,000
<b>Total Airport Fund</b>	<b>3,360,804</b>		<b>2,885,201</b>	<b>11,789,261</b>
<b>Irrigation &amp; Drainage District</b>				
Operations, Maintenance, Capital	26,324,789		17,552,848	27,201,740
Contingency	500,000			500,000
<b>Total Irrigation &amp; Drainage District</b>	<b>26,824,789</b>		<b>17,552,848</b>	<b>27,701,740</b>
<b>Refuse Fund</b>				
Operations, Maintenance, Capital	7,171,461		6,955,226	7,190,666
Contingency	100,000			100,000
<b>Total Refuse Fund</b>	<b>7,271,461</b>		<b>6,955,226</b>	<b>7,290,666</b>
<b>Wastewater Fund</b>				
Operations, Maintenance, Capital	40,176,399		35,212,108	43,798,027
Contingency	1,000,000			1,000,000
<b>Total Wastewater Fund</b>	<b>41,176,399</b>		<b>35,212,108</b>	<b>44,798,027</b>
<b>Total Enterprise Funds</b>	<b>\$ 78,633,453</b>	<b>\$</b>	<b>\$ 62,605,383</b>	<b>\$ 91,579,694</b>
<b>Total all Funds</b>	<b>\$ 166,303,236</b>	<b>\$</b>	<b>\$ 128,686,432</b>	<b>\$ 195,729,113</b>

\* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

City/Town of Lake Havasu City  
Expenditures/Expenses by Department  
Fiscal year 2022

Department/Fund	Adopted Budgeted Expenditures/ Expenses	Expenditure/ Expense adjustments approved	Actual Expenditures/ Expenses*	Budgeted Expenditures/ Expenses
	2021	2021	2021	2022
Administrative Services:				
General Fund	\$ 3,899,910	\$ 781,692	\$ 4,074,880	\$ 5,109,702
<b>Department Total</b>	<b>\$ 3,899,910</b>	<b>781,692</b>	<b>4,074,880</b>	<b>5,109,702</b>
City Attorney:				
General Fund	979,561		904,174	1,123,655
RICO Fund	20,000			20,000
<b>Department Total</b>	<b>999,561</b>		<b>904,174</b>	<b>1,143,655</b>
City Clerk:				
General Fund	358,148	5,058	294,195	273,232
<b>Department Total</b>	<b>358,148</b>	<b>5,058</b>	<b>294,195</b>	<b>273,232</b>
City Council:				
General Fund	221,360		195,599	274,711
<b>Department Total</b>	<b>221,360</b>		<b>195,599</b>	<b>274,711</b>
City Manager:				
General Fund	1,012,584	48,783	956,657	1,133,385
<b>Department Total</b>	<b>1,012,584</b>	<b>48,783</b>	<b>956,657</b>	<b>1,133,385</b>
Development Services:				
General Fund	1,628,595	34,195	1,533,534	1,773,085
Capital Projects	450,298	3,560,134	3,698,019	7,701,396
<b>Department Total</b>	<b>2,078,893</b>	<b>3,594,329</b>	<b>5,231,553</b>	<b>9,474,481</b>
Parks and Recreation:				
General Fund	6,731,955	86,223	5,995,158	7,191,166
<b>Department Total</b>	<b>6,731,955</b>	<b>86,223</b>	<b>5,995,158</b>	<b>7,191,166</b>
Court:				
General Fund	1,749,761	7,650	1,659,147	2,316,693
<b>Department Total</b>	<b>1,749,761</b>	<b>7,650</b>	<b>1,659,147</b>	<b>2,316,693</b>
Fire:				
General Fund	14,389,276	660,566	14,250,328	16,883,607
<b>Department Total</b>	<b>14,389,276</b>	<b>660,566</b>	<b>14,250,328</b>	<b>16,883,607</b>
Non-Departmental:				
General Fund	20,413,989	(6,109,171)	5,839,454	18,648,620
General Fund Labor Attrition	(501,000)			(543,800)
Miscellaneous Grant Fund	4,357,002		1,556,007	7,607,040
<b>Department Total</b>	<b>24,269,991</b>	<b>(6,109,171)</b>	<b>7,395,461</b>	<b>25,711,860</b>
Public Works:				
General Fund	5,353,140		2,808,352	2,986,474
Airport Fund	3,353,804		2,885,201	11,782,261
Highway User Revenue Fund	7,552,521	125,026	4,983,557	10,679,508
Improvement Districts #2 & #4	76,410		74,941	76,911
Irrigation & Drainage District	26,324,789		17,552,848	27,201,740
Refuse Fund	7,171,461		6,955,226	7,190,666
Wastewater Fund	40,176,399		35,212,108	43,798,027
<b>Department Total</b>	<b>90,008,524</b>	<b>125,026</b>	<b>70,472,233</b>	<b>103,715,587</b>
Police:				
General Fund	17,404,116	799,844	16,727,417	19,326,593
RICO Fund	130,000		45,455	120,000
WALETA Academy	392,157		242,375	397,441
<b>Department Total</b>	<b>17,926,273</b>	<b>799,844</b>	<b>17,015,247</b>	<b>19,844,034</b>
Contingencies:				
Airport	7,000			7,000
General Fund	1,000,000		241,800	1,000,000
Highway User Revenue Fund	50,000			50,000
Irrigation and Drainage Fund	500,000			500,000
Refuse Fund	100,000			100,000
Wastewater Fund	1,000,000			1,000,000
<b>Department Total</b>	<b>\$ 2,657,000</b>	<b>\$</b>	<b>\$ 241,800</b>	<b>\$ 2,657,000</b>

\* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

**City/Town of Lake Havasu City**  
**Full-Time Employees and Personnel Compensation**  
**Fiscal year 2022**

	Full-Time Equivalent (FTE)	Employee Salaries and Hourly Costs	Retirement Costs	Healthcare Costs	Other Benefit Costs	Total Estimated Personnel Compensation
<b>Fund</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>
<b>General Fund</b>	438.6	\$ 29,324,253	\$ 9,134,354	\$ 5,475,493	\$ 3,135,284	\$ 47,069,384
<b>Special Revenue Funds</b>						
Highway User Revenue Fund	17.0	\$ 1,099,949	\$ 136,867	\$ 208,819	\$ 195,975	\$ 1,641,610
Miscellaneous Grant Fund	6.8	677,207	298,720	115,417	41,303	1,132,647
<b>Total Special Revenue Funds</b>	<b>23.8</b>	<b>\$ 1,777,156</b>	<b>\$ 435,587</b>	<b>\$ 324,236</b>	<b>\$ 237,278</b>	<b>\$ 2,774,257</b>
<b>Enterprise Funds</b>						
Airport Fund	4.0	\$ 249,519	\$ 30,841	\$ 46,680	\$ 33,158	\$ 360,198
Irrigation and Drainage District	36.8	2,178,357	268,017	483,756	375,468	3,305,598
Wastewater Fund	32.0	1,853,045	235,431	431,550	339,819	2,859,845
<b>Total Enterprise Funds</b>	<b>72.8</b>	<b>\$ 4,280,921</b>	<b>\$ 534,289</b>	<b>\$ 961,986</b>	<b>\$ 748,445</b>	<b>\$ 6,525,641</b>
<b>Total all Funds</b>	<b>\$ 535.2</b>	<b>\$ 35,382,330</b>	<b>\$ 10,104,230</b>	<b>\$ 6,761,715</b>	<b>\$ 4,121,007</b>	<b>\$ 56,369,282</b>





LAKE HAVASU CITY



## Appendix

- ❖ Acronyms
- ❖ Glossary of Terms

## **ACRONYMS**

ACR	Alternate Contribution Rate
ADA	Americans with Disabilities Act
ADEQ	Arizona Department of Environmental Quality
ADOR	Arizona Department of Revenue
ADOT	Arizona Department of Transportation
ADT	Average Daily Traffic
AFG	Assistance to Firefighters Grant
AICPA	American Institute of Certified Public Accounts
AIU	Access Integrity Unit
AOT	Arizona Office of Tourism
APP	Aquifer Protection Permit
APWA	American Public Works Association
ARS	Arizona Revised Statutes
ARRA	American Recovery and Reinvestment Act of 2009
ASLAPR	Arizona State Library Archives and Public Records
ASP	After School Program
ASRS	Arizona State Retirement System
ASU	Arizona State University
AV	Assessed Valuation
AZPOST	Arizona Peace Officers Standards and Training
BFP	Belt Filter Press
BNI	Building News Industry
BOR	Bureau of Reclamation
BSR	Budget Stabilization Reserve
CAP	Civil Air Patrol
CDBG	Community Development Block Grant
CDC	Center for Disease Control
CE	Code Enforcement
CERT	Community Emergency Response Team
CF	Carry Forward
CIP	Capital Improvement Plan
CMMS	Computerized Mechanical Maintenance System
CO	Certificate of Occupancy
COMPSTAT	COMParative STATistics
COYOTE	COalition Youth Team
CSD	Community Services Department
CVB	Convention & Visitors Bureau
DARE	Drug Abuse Resistance Education
DEA	Drug Enforcement Administration
DES	Department of Economic Security

## **ACRONYMS**

DPS	Department of Public Safety
DUI	Driving Under the Influence
EMS	Emergency Medical Service
EMTs	Emergency Medical Technicians
EOC	Emergency Operations Center
EOD	Explosive Ordinance Disposal
EPA	Environmental Protection Agency
ERP	Enterprise Resource Planning
ESD	Essential Services District
ESP	Event Sponsorship Program
FAA	Federal Aviation Administration
FARE	Fines, Fees, and Restitution Enforcement
FASB	Financial Accounting Standards Board
FBO	Fixed Based Operation
FHWA	Federal Highway Administration
FLIR	Forward Looking Infra-Red
FLSA	Fair Labor Standards Act
FOD	Foreign Object Debris
FTA	Federal Transit Administration
FTE	Full Time Equivalents
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GADA	Greater Arizona Development Authority
GAFFR	Government Accounting, Auditing, and Financial Reporting
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographical Information Systems
GIITEM	Gang & Immigration Intelligence Team Enforcement Mission
GO	General Obligation
HAWK	High Intensity Actuated Crosswalk Beacon
HR	Human Resources
HR/RM	Human Resources/Risk Management
HSIP	Highway Safety Improvement Program
HTE	ERP System (Superion, LLC purchased Sungard in 2017)
HUD	Department of Housing and Urban Development
HURF	Highway User Revenue Fund
HVAC	Heating Ventilating and Air Conditioning
HWY	Highway
ICA	Intergovernmental/Communications Affairs
IDD	Irrigation & Drainage District
IGA	Intergovernmental Agreement

## **ACRONYMS**

INF	Influent
IP	Internet Protocol
IPS	Influent Pump Station
ISO	Insurance Service Organization
IT	Information Technology
ITP	Island Treatment Plant
JCEF	Judicial Collection Enhancement Fund
JTED	Joint Technology Education District
L/S	Lift Station
LB	London Bridge
LHC	Lake Havasu City
LHCPD	Lake Havasu City Police Department
LHMPO	Lake Havasu Metropolitan Planning Organization
LHUSD	Lake Havasu Unified School District
LOS	Level of Service
L RTP	Long Range Transportation Plan
LTAF	Local Transportation Assistance Fund (LTAF)
MAGNET	Mohave Area Group Narcotics Enforcement Team
MCC	Mohave Community College
MCFCDD	Mohave County Flood Control District
MG	Million Gallons
MGD	Million Gallons per Day
MOV	Motor Operated Values
MPC	Municipal Property Corporation
MPO	Metropolitan Planning Organization
MSD	Maintenance Service Division
MTP	Mulberry Treatment Plant
MWWTP	Mulberry Wastewater Treatment Plant
NAEBT	Northwest Arizona Employee Benefit Trust
NCHIP	National Criminal History Improvement Program
NFPA	National Fire Protection Association
NOVA	Nurturing, Opportunity, Values, Accountability
NRP	North Regional Plant
NRPA	National Recreation and Park Association
NRWWTP	North Regional Wastewater Treatment Plant
O&M	Operation & Maintenance
OC	Odor Control
OMB	Office of Management and Budget
OPEB	Other Post Employee Benefits
OPP	Operating Policies & Procedures
OSHA	Occupational Safety & Health Administration

## **ACRONYMS**

OT	Overtime
OUI	Operating Under the Influence
P&I	Principal and Interest
P&R	Parks and Recreation
PAPI	Precision Approach Path Indicator
PARA	Planning Assistance for Rural Area
PARF	Prosecution Assessment Recovery Fees
PBB	Priority Based Budgeting
PBT	Portable Breath Test
PCI	Pavement Condition Index
PD	Police Department
PED	Partnership for Economic Development
PIP	Public Involvement Plan
POC	Paid-On-Call
PRV	Pressure Reducing Valves
PSPRS	Public Safety Personnel Retirement System
PVC	Polyvinyl Chloride
PW	Public Works
R&B	Restaurant and Bar
R&PP	Recreation and Public Purpose Patent
R/UDAT	Regional Urban Design Assistance Team
RA	Residential Agricultural
RAS	Return Activated Sludge
REIL	Runway End Identifier Lights
RFP	Request for Proposal
RICO	Racketeer Influenced and Corrupt Organizations
ROW	Right of Way
RSAT	Runway Safety Action Team
SAFER	Staffing for Adequate Fire and Emergency Response
SAMHSA	Substance Abuse and Mental Health Services Administration
SARA	Special Activities Recreational Area
SATS	Small Area Transportation Study
SCBA	Self-Contained Breathing Apparatus
SCADA	Supervisory Control and Data Acquisition
SEC	Securities and Exchange Commission
SLIF	State Lake Improvement Fund
SR	State Route
SSP	State Special Projects
STSP	Strategic Transportation Safety Plan
SWAT	Special Weapons and Tactics
SY	Square Yard

## **ACRONYMS**

TAC	Technical Advisory Committee
TB	Terabyte
TCU	Transportation Communications Utilities
TEA	Transportation Equity Act
TIP	Transportation Improvement Program
TJC	The Joint Commission
TP	Treatment Plant
TraCS	Traffic and Criminal Software
UMS	Uptown McCulloch Main Street District
UPWP	Unified Planning Work Program
UV	Ultra Violet
VLТ	Vehicle License Tax
VSS	Victim Services Specialist
VTC	Veterans Treatment Court
VZ	Vadose Zone
WACOG	Western Arizona Council of Governments
WAHS	Western Arizona Humane Society
WALEA	Western Arizona Law Enforcement Association
WALETA	Western Arizona Law Enforcement Training Academy
WAPA	Western Area Power Administration
WAVE	Western Arizona Vocational Education
WIFA	Water Infrastructure Financing Authority
WTP	Water Treatment Plant
WWSE	Wastewater System Expansion
WWTP	Wastewater Treatment Plant



## **GLOSSARY OF TERMS**

The Lake Havasu City Annual Budget is structured to be understandable and meaningful to both the general public and the organization. This glossary is provided to assist those unfamiliar with budgeting terms and a few terms specific to the Lake Havasu City financial planning process.

**Accrual Basis Accounting.** The most common used accounting method, which reports income when earned and expenses when incurred, as opposed to cash basis accounting, which reports income when received and expenses when paid.

**Actual vs. Budgeted.** Difference between what was projected (budgeted) in revenues or expenditures at the beginning of the fiscal year and the actual receipts or expenses which are incurred by the end of the fiscal year.

**Adoption.** Formal action by the City Council which sets the spending limits for the fiscal year.

**Assessed Valuation.** A value that is established for real and personal property by the County Assessor and the State as a basis for levying taxes.

**Balanced Budget.** A prepared budget in which revenues plus available resources are sufficient to cover expenditures.

**Bond.** A written promise to pay a sum of money on a specific date at a specified interest rate. Bonds are primarily used to finance capital projects.

**Bond Refinancing.** The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

**Budget.** A financial plan for a specified period of time that matches planned revenues and expenditures to municipal services. Lake Havasu City prepares a budget each fiscal year.

**Budget Calendar.** The schedule of key dates or milestones which the city follows in the preparation, adoption, and administration of the budget.

**Budget Message.** The opening section of the budget which provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years, and recommendations regarding the financial policy for the coming year.

**Budgetary Control.** The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of authorized appropriations and available resources.

**Capital Budget.** The capital budget consists of the Five-Year Capital Improvement Plan (CIP) and the capital outlay needs for the current fiscal year.

## **GLOSSARY OF TERMS**

**Capital Improvement Plan (CIP).** The CIP is a comprehensive five-year plan of capital projects which identifies priorities as to need, method of financing, and project costs and revenues. The program is a guide for identifying current and future fiscal year requirements and becomes the basis for determining the annual capital budget. This capital plan for the ensuing year must be formally adopted during the budget process.

**Capital Outlay.** Expenditures which result in the acquisition of or adoption to fixed assets. These numbers reflect all appropriations for items that have a value of \$10,000 or more, have a useful life of more than one year and add to the capital assets of the city.

**Contingency.** A budgetary reserve set aside for emergency or unanticipated expenditures and/or revenue shortfalls.

**Debt Service.** The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

**Department.** The basic organizational unit of government which is functionally unique in its delivery of services.

**Depreciation.** Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. Depreciation is budgeted in most enterprise funds to set aside funding for replacement of capital assets.

**Expenditure Limitation.** The Arizona State Legislature imposed a constitutional amendment which limits the annual expenditures of all municipalities. The limit is set by the Economic Estimates Commission based on population growth and inflation.

**Expenditure/Expense.** The outflow of funds paid for an asset obtained goods and services acquired.

**Financial Policy.** A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Financial policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

**Fiscal Year.** A 12-month period designated as the operating year for accounting and budgeting purposes in an organization. Lake Havasu City has specified July 1 through June 30 as its fiscal year.

**Franchise Fees.** A fee (or tax) on utility companies such as gas and cable companies for their use of city right-of-way, based on a percentage of their gross receipts.

**Fund.** A set of interrelated accounts to record revenues and expenditures associated with a specific purpose. Fund structure consists of Governmental Funds, Fiduciary Funds, and Proprietary Funds. Detail about these can be found in the Fund Descriptions explanations in the Budget Overview section of this document.

## **GLOSSARY OF TERMS**

**Generally Accepted Accounting Principles (GAAP).**

GAAP are the uniform minimum standards and guidelines to financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define the accepted accounting practices at a particular time. They include both broad guidelines of general application and detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

**Grant.** A contribution by a government of other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

**Infrastructure.** The physical assets of a government (e.g., streets, water, sewer, public buildings, and parks).

**Interfund Cost Allocation.** An accounting method of charging other funds for goods and services provided by General Fund departments. For example, Enterprise Funds are charged (debited) for services provided by administrative departments of the General Fund is reimbursed (credited).

**Intergovernmental Revenue.** Money received from federal, state, and other local government sources in the form of shared revenues and payments in lieu of taxes.

**Levy.** To impose taxes for the support of government activities.

**Long-Term Debt.** Debt with maturity of more than one year after the date of issuance.

**Maturity Date.** The date by which long-term debt will be paid off.

**Operating Budget.** The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, maintenance costs, travel and fuel.

**Operating Transfers.** The movement of monies between funds of the same governmental entity.

**Performance Measures.** Specific quantitative and qualitative measures of work performed as an objective of the department.

**Short-Term Debt.** Debt with a maturity of one year or less.

**Unavailable Budget Appropriation.** Budgeted but deferred expenditures and potential grant funding that cannot be expensed without City Manager approval.

**User Charges.** The payment of a fee for direct receipt of a public service by the party benefiting from the services.