CITY OF PRESCOTT

Everybody's Hometown

ANNUAL BUDGET

For Fiscal Year 2008 - 2009

CITY OF PRESCOTT, ARIZONA

City of Prescott, Arizona
Annual Budget

for fiscal year
July 1, 2008 – June 30, 2009

City Council

Jack D Wilson, Mayor

Robert Bell

Jim Lamerson

Lora Lopas

Robert Luzius

Robert Roecker

Mary Ann Suttles

Administrative Staff

Steve Norwood
City Manager

Laurie Hadley
Deputy City Manager

Craig McConnell
Deputy City Manager

Mark Woodfill
Finance Director

Jodi Fisher
Budget Manager

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Prescott, Arizona for its annual budget for the fiscal year beginning July 1, 2007. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

PRESCOTT VISION 2020

Prescott is a beautiful, growing city that has a vibrant historic downtown, is the regional economic center for the Tri-Cities and is a 1st class tourist destination.

Prescott is a livable, dynamic community where there is a range of housing choices for all, where residents and guests enjoy an active lifestyle with great recreation and leisure amenities, where people have quality living, where the community acts as a responsible environmental steward and where there is pride in our hometown.

The Gem of Arizona

CITY OF PRESCOTT MISSION STATEMENT

The mission of the City of Prescott is to provide superior city services, to create a financially sustainable city and serve as the leader of the region.

CITY OF PRESCOTT CORE BELIEFS

We believe in:

- Acting with integrity
- Having personal commitment and loyalty
- Working as a team
- Solving problems
- Taking pride in excellent results
- High level of productivity
- Being nice

City of Prescott Organizational Chart – FY2009

Citizens Boards & Commissions

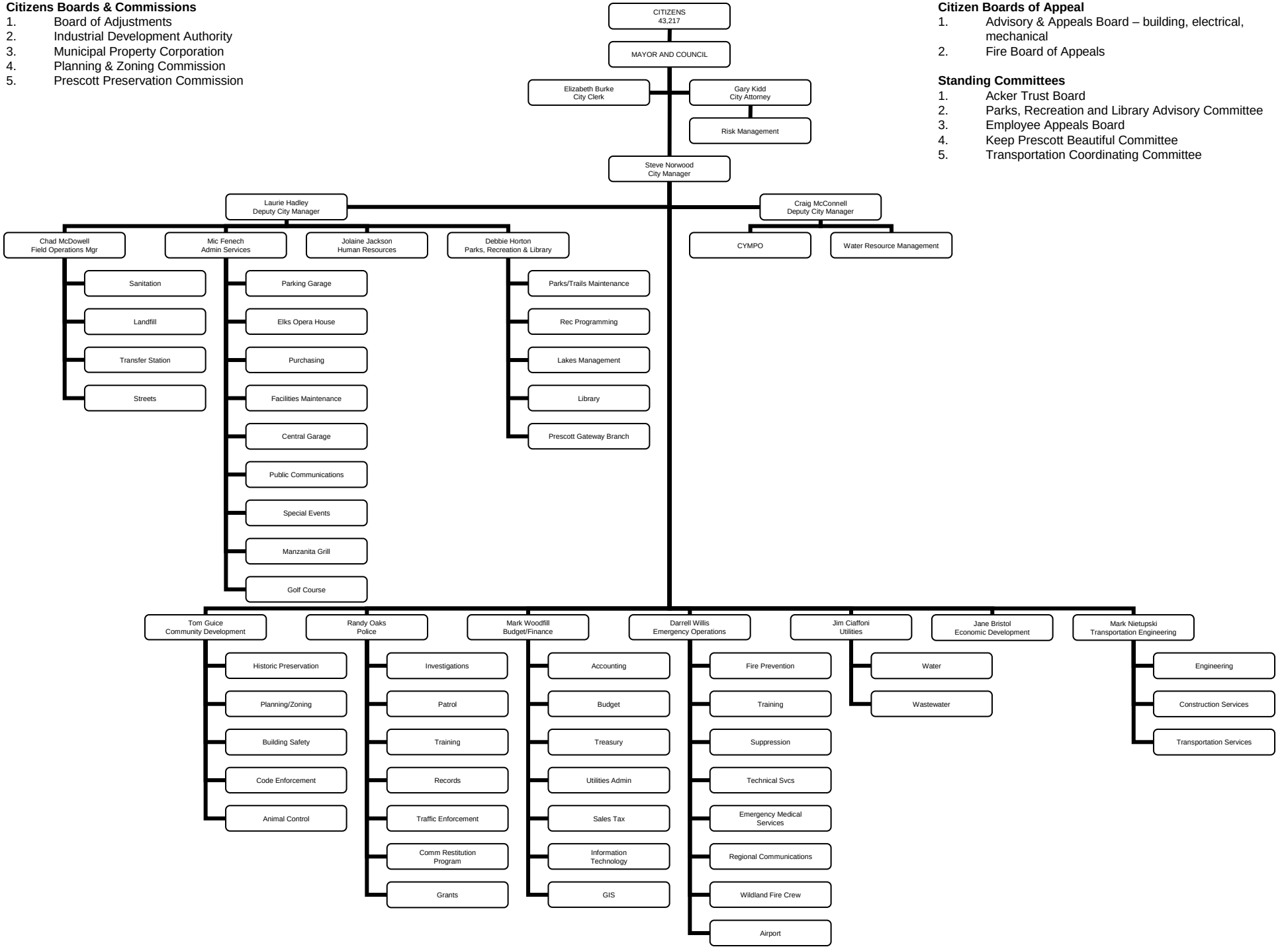
1. Board of Adjustments
2. Industrial Development Authority
3. Municipal Property Corporation
4. Planning & Zoning Commission
5. Prescott Preservation Commission

Citizen Boards of Appeal

1. Advisory & Appeals Board – building, electrical, mechanical
2. Fire Board of Appeals

Standing Committees

1. Acker Trust Board
2. Parks, Recreation and Library Advisory Committee
3. Employee Appeals Board
4. Keep Prescott Beautiful Committee
5. Transportation Coordinating Committee



Mayor and Council

Mayor Jack Wilson

The Mayor serves as the chair of the City Council and presides over Council meetings. He or she is recognized as the head of the city government for all ceremonial purposes and is responsible for governing the city during times of crisis, such as natural disasters.

Mayor Jack D. Wilson was elected to a two-year term in November 2007. Jack moved to Prescott from Chicago in December 2000, after a 37-year career in Information Technology, the last thirty with Amoco Corporation primarily in supervisory and managerial positions. In Chicago, he lived in an 1889 Queen Ann Victorian individually listed on the National Register of Historic Places. He and his wife Liz spent 18 years restoring that historic home. Jack was the founder of two historic societies in the Old Irving Park area of Chicago. He brought his passion for history with him to Prescott and was instrumental in bringing "Bill" the Elk back atop the Elks Opera House. Jack is also a passionate antique collector and a published antique book author.

In 2005 Jack was one of the eight members of the Citizens for Reasonable Growth Steering committee that successfully passed Proposition 400, the Reasonable Growth Initiative. He has also been active in the Citizens Water Advocacy Group (CWAG) and the Verde River Basin Partnership (VRBP).

During his campaign, Jack stressed several issues:
Regional cooperation
Regional Smart Growth planning
Regional sustainable water supply planning
A new model for economic development focused on the attraction of sustainable jobs
Citizen involvement in the government process coupled with government transparency
Championing open space acquisition
The need to do more to address the Affordable Housing dilemma

Jack favors a collaborative style and intends to emphasize that during his administration. He wants to encourage more citizen involvement in the government process as he feels one of the greatest assets of Prescott is our wealth of intellectual resources – we have many extremely talented people that we should try to engage to determine how Prescott will grow and prosper in the future.

Jack has two grown children. He and his wife Liz enjoy occasional travel, antiquing and good food.

Council Member Bob Bell

Bob Bell added Prescott City Councilman to his resume in November 2001. The elected position took its place alongside building contractor, Arizona Jamboree producer, police volunteer and father.

Bell produced the Jamboree, a musical review showcasing local talent, for more than a decade in Colorado and Arizona. He has been active in Prescott civic affairs since making the city his home in 1989. He is a former chairman of the City of Prescott Board of Adjustment and previously served on the boards of the Prescott Chamber of Commerce and the Prescott Downtown Partnership.

Bell enlisted with the Prescott Police Citizens on Patrol Corps in 1999. COPS

are the eyes and ears of the police department, providing traffic control, event security and other services to enable sworn officers to concentrate on law enforcement.

Staying connected with and listening to citizens is a priority for Bell as a City Council member. As the former Jamboree producer, he is keenly interested in the future of the historic Elks Opera House.

A U.S. Marine veteran, Bell and his wife, Sharon, have a combined family of five children, six grandchildren and one great-grandchild.

Council Member Jim Lamerson

With a well-worn copy of the Constitution of the United States in his shirt pocket and a personal commitment to the moral tenants of the Ten Commandments, Jim Lamerson is dedicated to his responsibility as a City Council member because, in his own words, "It's the right thing to do."

Lamerson, a long-time resident and local jeweler, was driven to serve the community in a decision-making capacity. He and his wife, Anne, have lived in Prescott since 1979. The couple have a daughter, April, who attends Prescott High School.

Serving on the Prescott City Council exemplifies Lamerson's intense desire for public service. He has served on various city boards and commissions, is a past Rotary Club of Prescott president and two-term board member. He served on the Prescott General Plan Committee, is a past chairman of the Prescott Chamber of Commerce, among other civic posts.

Lamerson's priorities include providing the basic services Prescott taxpayers pay for. He is an advocate for public safety, maintaining the infrastructure necessary for quality basic services, decreasing government involvement in private-property issues and the free-market system. Lamerson supports private-sector development of workforce housing by eliminating governmental barriers which prevent equal opportunity for a wide variety of housing to exist in Prescott. Expansion of the city limits and advancing intergovernmental relationships necessary to promote Prescott's interests are also areas of interest for Lamerson.

"I like a lot of non-essential things. My priorities, however, will always elevate those things that impacts peoples' safety and life essentials first. I don't know how I could serve this community any better than that."

Council Member Lora Lopas

I am an Arizona Native and have lived in Prescott since 1978. I am married and the mother of two young children and Prescott is my hometown by choice. I want it to continue to be "Everybody's Hometown."

I believe we can no longer use "band-aid" solutions. We need to solve problems and plan for future generations.

Our current children and grandchildren are relying on us to plan the future of Prescott. We need to implement renewable energies and a safe and plentiful water supply. We need to start maximizing our local resources and work cooperatively with out neighboring communities.

We all cherish the quality of life Prescott has to offer. I plan on maintaining this quality with smart growth and proper planning that is crucial to the future of Prescott.

I am the current Chairperson of the Prescott Open Space Advisory Committee, working to preserve Prescott land so Prescott is as beautiful tomorrow as it is today. I am also a co-owner of Long Realty located on Montezuma Street and I serve on the Primavera school board.

Top priorities I will address include growth management, land preservation, economic growth and conservation in the City of Prescott.

Council Member Robert J. Luzius

Running for Prescott City Council was a natural byproduct of Robert Luzius' progressively keener interest in the community he first fell in love with while attending Prescott High School in the late 1940s.

Luzius fell in love with Prescott all over again when he returned for good in 1993. The intervening years in Ohio and Maryland were filled with, among other things, a U.S. Navy tour, careers in firefighting and small business ownership and raising five children with his wife, Joanne.

It was his affinity for Prescott that got Luzius involved as a retiree in variety of different civic and community causes, such as grass-roots efforts to preserve Acker Park and Badger "P" Mountain. His volunteer resume also includes helping organize and annual golf tournament benefiting the Prescott High School scholarship fund, service on the City of Prescott Fire Board of Appeals, Board of Adjustment and the citizens committee that drafted Prescott's new Land Development Code. As of November 22, 2005, it also includes a seat on the Prescott City Council.

Luzius' determination to make the jump from city commissioner to Council member paid off on this third bid for a Council seat. "Winners never quit and quitters never win," he said, quoting a friend and motivator.

Since he's attended most City Council meetings and many other public city meetings in the last four years, Luzius has a good grasp of city business and how he can be of help. He said he intends to conduct mini town halls and make himself be accessible in person or on the phone to listen to residents' ideas and concerns. He said he also intends to continue attending most public meetings so that "when something comes up on the Council agenda it won't be a surprise to me."
Luzius said as a City Council member he also will prioritize growth management, historic preservation and effective transportation, including possibly a quad-city public transit system.

Luzius' less serious pursuits include big-band dancing with Joanne, participation in the Scots of Prescott and membership in organizations such as the Knights of Columbus.

Council Member Bob Roecker

Bob Roecker was elected to the Prescott City Council in November 2001 and currently serves as Mayor Pro Tem.

Bob is a former Prescott Chamber of Commerce president and helped to direct the former Prescott Area Economic Development Foundation. Roecker also served on the City of Prescott Industrial Development Authority.

As a Council member, Bob has been integrally involved in short and long-term water management initiatives. He serves both on the City of Prescott and

Yavapai County Water Advisory Committees and the Northern Arizona Municipal Water Users Association. Bob is the Prescott City Council liaison to the Mayor's Open Space Advisory Committee. He represented the City Council on the Central Yavapai County Transportation Planning Organization and is a 20-year member of the city's Municipal Property Corporation.

A University of Arizona graduate, Bob had a lengthy career in the property title business before joining Printpack Inc., as the Prescott Valley manufacturing firm's environmental and safety coordinator.

Councilman Roecker's top priority while in office is a cooperative effort by the tri-cities to attract business and industry to the region. Roecker is especially interested in creating a tri-city industrial park northeast of Prescott where the borders of the tri-cities of Prescott, Prescott Valley and Chino Valley are expected one day to merge.

Bob and his wife, Wendy, moved to Prescott in 1980. The couple have two children and five grandchildren.

Council Member Mary Ann Suttles

Once in politics, it's hard to stay away for good. Just ask Mary Ann Suttles, who managed about a two-year hiatus from the local political scene before she was talked into running for a second term on the Prescott City Council.

A 30-year resident of Prescott, Suttles first served on the Council from 1991 to 1995. She was recruited for a second term and in the fall of 2003 won election. "If you're in politics and you like it, you're back," she said.

Suttles made a downtown parking garage a priority issue on her second term and, in May 2005, the Garage on Granite – a five-story, 503-space parking structure, opened on South Granite Street. She also is focused on long-term water management, keeping close tabs on the city's acquisition of ranch lands north of the Prescott Active Management Area and plans for water importation from the ranch. She is also intent on ensuring that the city attracts businesses and jobs.

"What commercial (development) we can continue to get into town would be a plus," she said.

Suttles and her late husband, Ken, raised two sons in Prescott, Corey and Ryan, who attended Prescott schools and now live with their families in Cedar Rapids, Iowa, and Lubbock, Texas, respectively. She enjoys photographing her extended family members, including grandchildren, Max, Emily, Carter and the newest arrival, Kendall.

When she's not working, attending meetings of the Republican Women of Prescott, the Prescott Frontier Days board and a variety of other community organizations, Suttles enjoys keeping up the yard that her late husband labored in.

City Manager

Steve Norwood

Steve Norwood has served as Prescott City Manager since July 1, 2003. Prior to taking the top management post in Prescott, he was the assistant city manager in North Richland Hills, Texas, a fast-growing suburban community northeast of Fort Worth, Texas.

Steve's city management experience also included managing the communities of Lancaster and Wylie in Texas for a combined six years.

Steve earned a criminal justice degree from Sam Houston State University and a master's degree in urban affairs from the University of Texas at Arlington. He and his wife, Shelly, have three children, Zachary, Hailey and Nicklaus. Steve's late father, Charles, managed cities through the Southwest for 25 years. "I picked up some of the business from him," Steve said.

Along with eight other primary departments, the Prescott City Manager's Office directly oversees the city's economic development efforts. With Director of Economic Development Jane Bristol, Steve has prioritized maintaining and enhancing Prescott's vibrant local economy and quality jobs, quality industrial and commercial development, targeted business attraction, expansion and retention, as well as tourism support.

Readers' Guide

The City of Prescott FY2008-09 Annual Budget contains a narrative description of revenue sources, our financial policies, and programs and services planned for the upcoming fiscal year. Multi-year comparisons for each City department and fund, staffing allocations, and planned expenditures by organizational sub-unit and type are also included. To further enhance and clarify the presentation, graphs appear throughout the document. Presenting the budget in distinct levels of detail allows the user to choose the degree of specificity best suited to his/her needs.

Copies of the budget document in book form or on CD are available in the Prescott Public Library, on the City of Prescott website – www.cityofprescott.net, or by contacting the City of Prescott Budget and Finance Department at (928) 777-1242.

City Manager's Budget Transmittal and Budget Summary

The City Manager's Budget Transmittal and Budget Summary provide an in-depth look at the City Manager's priorities and outlook for the upcoming fiscal year. These priorities reflect months of working with the Mayor and City Council, City Staff, and community groups, as well as referencing many other guiding documents including the Community Strategic Plan and the 2003 General Plan.

Community Profile and Trends

This section provides a look at Prescott's major service level trends over the past several years along with a brief demographic history.

FY2008-09 Budget Process, Amendments and Basis of Presentation

This segment elaborates on our budget process as well as major assumptions included in the preparation of the FY2008-09 Annual Budget. A narrative describing each significant revenue source is presented. The planned budget accomplishments, financial policies, and a brief description of the basis of accounting are provided.

Department Program Summaries

Each City Department's/Division's missions, goals, strategies, performance measures, prior year highlights, funding, and staffing levels are contained in this section. Significant budget changes in Departments and Divisions are explained as well.

Capital Improvement Plan

In this area, projects to be completed throughout the next five years as well as outlay for new and replacement capital items are identified.

Schedules

The schedules provided in the Annual Budget consist of Resolutions, Legal Schedules required by the State of Arizona to be prepared and published, Salary and Pay Range Schedules, an Authorized Positions Schedule, and a Schedule of Outstanding Debt Principal.

Glossary

Definitions of the terms used throughout the budget document are presented in the Glossary. If you need further clarification of any of the terms used in this document, please contact the City of Prescott Budget and Finance Department.

FY09 Budget Transmittal Message

I am pleased to present the City of Prescott's FY 2009 Budget. The budget was developed in the context of a slowing economy and strives to reflect the City Council's policies and philosophy in fiscal terms, and provide a practical framework for implementing these policies throughout the year.

The proposed budget is structurally balanced, whereby all expenditures are supported by revenues. The proposed Fiscal Year 2009 (FY09) Budget totals $256.2 million, which represents a 23.3% increase from last year's budget. The Operating Budget - the amount required to run all of the day-to-day programs and services of the City - is $80.5 million, which is a decrease of 5.8% over last year. The CIP is closely aligned with Council Goals and integrates a number of specialized facility and infrastructure master plans. Looking ahead, the five-year CIP totals $340,476,686; with the Capital Budget for FY2009 totaling $175,763,110 (which includes carryover funds for some large projects currently underway). In FY 2009, the CIP places major emphasis on road building, the water and wastewater systems and the downtown fire station.

The FY 2009 Budget was developed on very conservative revenue projections. An overheated housing market was followed by a cataclysmic credit crunch. Within Arizona, the reliance on the real estate and construction sectors has taken its toll, with job growth and consumer spending lower than anytime in recent memory. These factors not only affect the overall economy, but the City's fiscal picture and Prescott's FY2009 Budget. With this in mind, the proposed FY2009 Budget has become a "reality check." The goal of this budget is to slow the spending, while maintaining basic core service levels, and maintaining essential functions.

Knowing that our budget development process was going to be difficult, the City Council adopted conservative budget goals for 2009, which provided policy direction for City departments. Additional funding was provided only in situations where overhead cost increases were unavoidable. No new capital improvement projects were put forward and funding reductions within existing CIP projects were reviewed. Departments were encouraged to explore opportunities to improve efficiency without increasing costs.

The practice of structural balance within our budget is paramount to our fiscal policies. Structural balance means that reoccurring revenues meet or exceed reoccurring expenditures. Because of structural balance, we have been able to maintain a healthy fund balance and keep our expenditures in check. Maintaining structural balance is not for the weak-willed. It takes discipline and resilience, especially during recessionary periods. Prescott has been able to maintain structural balance in our operating budget during this fiscal downturn. We have done so through ongoing readjustment of revenues and then subsequent incremental reductions in spending, as required. Fiscal Year 2009 Budget was prepared using no revenue growth in any State supplied funding. We have been able to balance our FY 09 Budget with some downsizing but no elimination of services. We have been able to pay cash for many of our capital improvement projects, saving millions of dollars in interest costs. Structural balance equates to responsible budgeting and Arizona in general struggles with this.

This is due to a number of issues, including the percentage of the State's budget that is statutorily set, the lack of structural balance in the past, the volatile make-up of revenues, and a history of lowering taxes without long-term planning. Because of this, the State may again turn to Arizona cities and counties to help solve its problem. There are several other state budget-balancing ideas that have surfaced that could cost the city hundreds of thousands. At this point, we are uncertain about how the State budget process will affect us and we are monitoring the situation and working with State leaders to try to ensure that a fair and equitable conclusion is reached in these budget discussions.

Although reducing costs while maintaining high service levels is difficult, it is possible, as are accomplishments and successes. The following provides examples of what was accomplished in FY 2008 and what issues still need to be addressed. Additional information regarding how the programs of

each City department relate to and support the City Council goals is provided in detail in the budget document.

Accomplishments

City Facilities for Better Service

- ✓ City Fleet Maintenance Facility Opening
- ✓ Regional Communication Center Radio Dispatch Upgrade
- ✓ Completion of "In House" Remodeling of Police Station, Information Technology, Elk's Opera House Concession, and Community Development.

Financial Sustainability

- ✓ Voter Approved Bed Tax Increase
- ✓ Annexation of Fann Property South of Highway 89A

Economic Expansion and Tax Base

- ✓ Lowe's Home Improvement Center
- ✓ Films, Commercials and Reality Shows Filmed in Prescott
- ✓ Focused Future II – Economic Development Strategy Completed

Road Improvements

- ✓ Iron Springs Road Completed
- ✓ Copper Basin Underway
- ✓ Eleven Projects of Unpaved Streets Paved Using Recycled Millings
- ✓ Rosser Street Reconstruction Completed Between Willow Creek and Campbell
- ✓ Summit and Marina Street Sidewalk Projects Complete

Public Safety

- ✓ 1st Municipal Hot Shot Crew in Nation
- ✓ Crime Statistics on Continued Downward Trend
- ✓ Fire Station Renovation
- ✓ Implementation of Reverse 9-1-1 System
- ✓ Addition of Second Canine Unit
- ✓ Commercial Vehicle Enforcement Unit Created and Staffed

Community Development

- ✓ Revision of Development Review Process
- ✓ Proactive Code Enforcement
- ✓ Nine Neighborhood Cleanups
- ✓ Integration of Animal Control into Code Enforcement Capacity

The City of Prescott has a responsible balanced budget for fiscal year 2008-09, despite the economy and the need to provide quality services to our citizens. We are able to continue to meet our challenges through innovative solutions, a highly motivated and skilled workforce, and through the leadership of the Prescott City Council. I want to thank the City Council for their continued fiscal leadership. I also want to thank the City's Management team, Finance team, and staff for their cooperation and understanding during this time of fiscal decline. This budget could not have been balanced without their participation, great ideas, and assistance.

Respectfully Submitted,
/s/ Steven P. Norwood
City Manager

2008-09 Budget Summary

Concepts presented in the Prescott Community Strategic Plan encourage the City to invest any available funds in projects that would return, and eventually exceed, its investment while still providing basic services during the investment period. Strategic investments, in turn, would insure the ability to provide basic services in the future. In order to fulfill that objective, we will continue to strengthen five-year planning efforts in all funds and target all available excess resources for economic investments including the downtown commercial area. Economic development incentives are in accordance with the Council adopted economic development policy while, at the same time, maintaining the flexibility to respond to unknown opportunities.

In formulating the FY2008-09 Budget, recommendations were keyed on feedback from Mayor and Council through its goals, policies, and guidelines, input from various advisory committees, 2003 General Plan, community input (from individuals, neighborhood groups or service clubs), downtown groups, as well as corridor and area plans.

Future goals identified as part of the 2003 General Plan are as follows:

Population: Achieving a Balanced Community
Balanced Mix of Land Uses
Meeting Housing Needs
Balancing Community Values
Managing Current and Projected Traffic
Preserving and Protecting the Environment
Historic Preservation
Adequate Water Resources for Future Needs
Strong Economic Base

At the Council/staff retreat of January 11-12, City Council developed their vision, mission, core beliefs, and goals for the City thereby providing clear-cut guidance to staff in the formulation of the FY2009 Budget. The goals that were defined at this retreat are listed below:

Stronger Local Economy and Expanded Tax Base

More quality jobs with family wages
More diverse economy which is less retail dependent
Development of our airport as an “economic engine”
Continue as the Regional Retail Center
Make land available for developing business/commercial sites

Better Mobility through Improved Roads and Transportation System

Improved condition and quality of city streets
All city streets and alleys paved
Air service to alternative hubs
Effective and functioning Municipal Planning Organization
Sidewalks on major arterials

Managed Growth for a Balanced Community

More affordable (workforce) housing units
Well-planned annexed areas with mixed and balanced uses
Preservation of Prescott’s historic charm and character
Growth paying for growth
Development consistent with Land Development Code

Polished City – Beautiful and Clean

Cleaner and well-maintained streets, alleys and rights-of-way
Reduced number of blighted homes and buildings
Effective solid waste collection and management

Redevelopment of aging commercial centers
Well maintained parks and recreational areas

First Class Utility System

Water supply for the next 100 years
Sewers for all residences and businesses
Well-maintained water treatment and distribution system
Well-maintained wastewater collection and treatment facility
Effective storm water management system

Alive Downtown

Cleaner downtown with improved infrastructure
More commercial offices with people working downtown
More activity venues for attracting residents and events
More people living downtown
More evening activities with businesses open beyond 5:30

Summary:

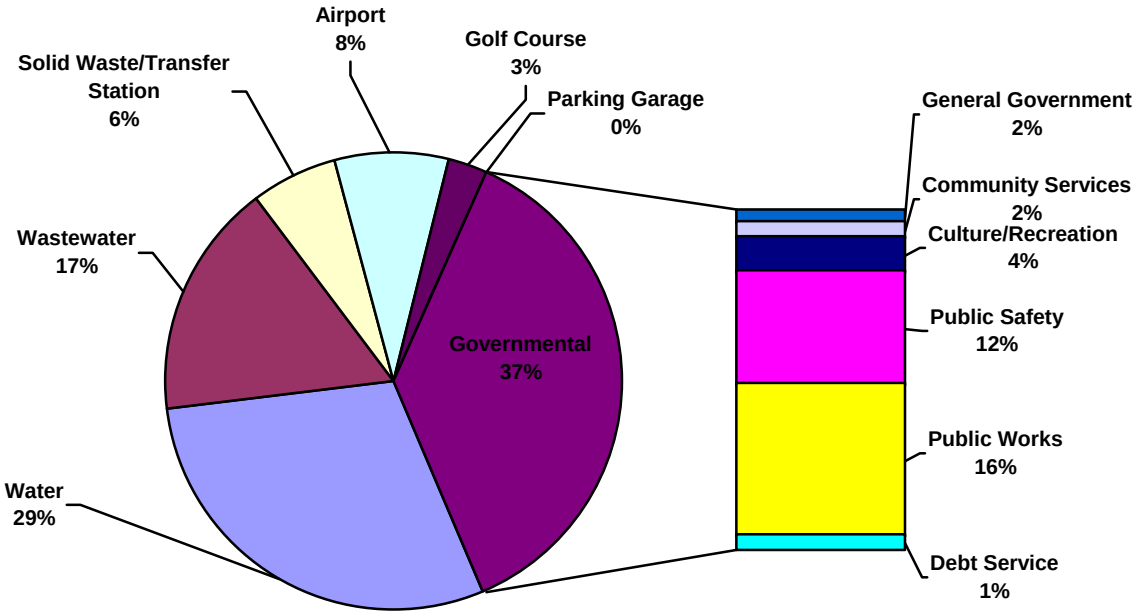
The FY2008-2009 Budget consists of two different components – the operating budget and the capital budget. The operating budget is $80,514,053 representing an 5.8% decrease from FY2007-2008. The operating budget is comprised of the costs to continue operations from year to year without any capital expenditures. It encompasses all the basic services provided to Prescott's residents: police and fire protection; parks, recreation, and library services; water; sewer; solid waste collection including recycling; streets maintenance; planning and zoning; building inspection; economic development and administrative services. The operating budget has been prepared without an increase in taxes.

The second component, the capital budget, is set at $175,763,110, a 43.6% increase over FY2007-2008. It includes projects and new programs that are included in the five-year plan and considered affordable within current revenue sources or planned debt issuance. The budget also contains several capital projects that will potentially go to the voters for approval. These projects would need to be funded through an increase in property tax or an additional sales tax. Capital budgets tend to rise and fall each year depending on the timing of projects – especially if a city, such as Prescott, is primarily on a "pay-as-you-go" program. The wide variation between the estimated ending in FY2007-2008 and the budgeted amount for FY2008-2009 is also the result of some large projects budgeted in FY2007-2008 that were not completed as planned and have been carried over to FY2008-2009.

The operational and capital components bring the total budget for FY2008-2009 to $256,277,163.

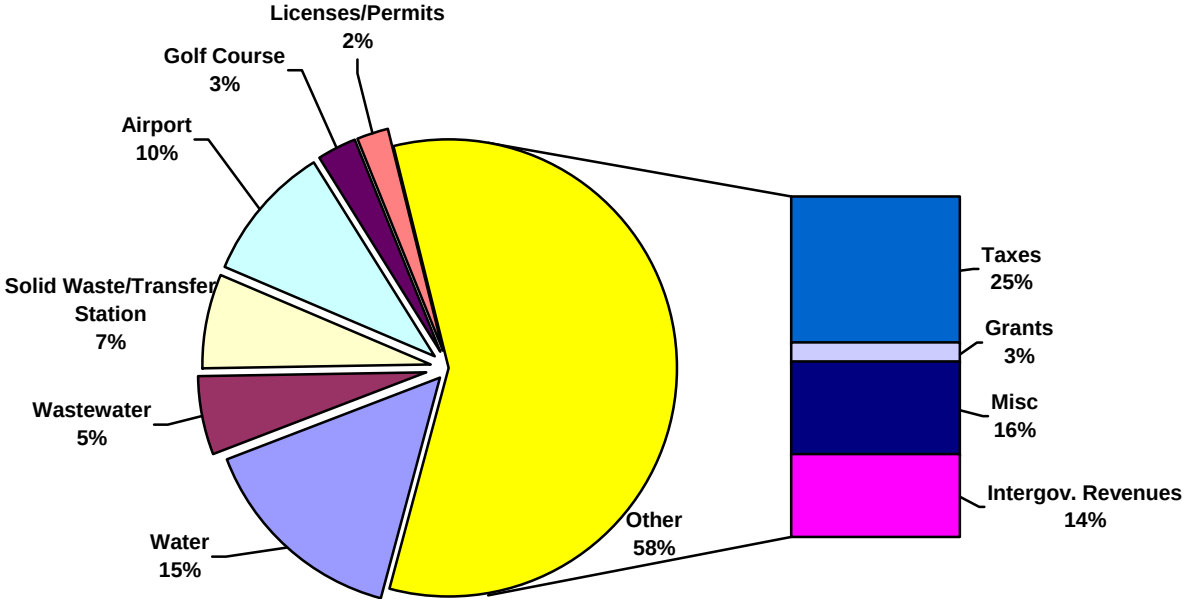
The following pie chart shows how the FY2008-2009 expenditures of $256,277,163 are spread percentage wise among the various Enterprise Funds and Governmental Funds.

City of Prescott Expenditures



FY2007-2008 revenues of $130,255,982 are shown below in the same format for your easy comparison.

City of Prescott Revenues



The ensuing tables summarize beginning fund balances, revenues, expenditures, other financing sources, transfers in and out, and ending fund balances for the City's major fund types. The fund balance levels are sufficient to maintain adequate cash flow and a reserve to cover unanticipated expenditures and revenue shortfalls.

CITY OF PRESCOTT
GENERAL FUND
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Source of Funds:						
Beginning Fund Balance						
General Fund Reserve	5,371,586	5,723,761	6,534,797	7,062,152	7,062,152	7,378,691
Long-Term Commitments	-	-	1,628,516	1,628,516	1,628,516	3,144,651
Interfund Loans	2,122,516	1,741,726	1,187,896	657,523	657,523	19,148
Unreserved Fund Balance	1,506,758	3,289,512	3,329,712	2,408,412	2,408,412	701,224
Total Beginning Fund Balance	9,000,860	10,754,999	12,680,921	11,756,603	11,756,603	11,243,714
Revenues						
Taxes						
Sales/Use Tax	13,387,444	15,223,087	15,962,034	16,372,000	15,302,764	15,121,000
Primary Property Tax	1,000,493	1,050,811	1,124,329	1,160,983	1,160,983	1,215,502
Franchise Taxes	1,235,890	1,369,307	1,488,072	1,536,865	1,518,632	1,564,191
Intergovernmental Revenues						
State Sales Tax	3,144,027	3,638,647	3,875,080	4,152,141	3,872,141	3,687,548
State Income Tax	3,119,837	3,553,288	4,628,849	5,742,025	5,742,025	6,010,096
State Vehicle License	2,228,192	2,576,593	2,595,676	2,509,633	2,509,633	2,584,922
Joint Dispatch	428,146	887,716	875,398	1,108,412	1,062,346	1,174,273
Library	447,590	495,309	676,937	670,815	696,939	696,939
Other	408,436	426,675	463,752	445,735	433,521	433,521
Licenses and Permits	1,512,748	1,366,946	1,116,462	1,322,650	787,750	895,915
Service Charges	775,281	671,594	863,181	783,750	752,253	753,529
Fines & Forfeitures	323,678	436,545	404,494	407,572	446,900	449,000
Miscellaneous	616,239	977,523	1,236,495	680,875	920,209	626,525
Subtotal	28,628,001	32,674,041	35,310,759	36,893,456	35,206,096	35,212,961
Other Funding Sources						
Lease Purchase Proceeds	-	734,000	-	-	-	250,000
Transfers In	30,000	-	-	-	-	80,000
Subtotal	30,000	734,000	-	-	-	330,000
Total Revenues & Other Funding Sources	28,658,001	33,408,041	35,310,759	36,893,456	35,206,096	35,542,961
Use of Funds:						
Departments						
General Government						
Mayor and City Council	61,344	29,894	63,739	53,168	43,840	52,853
City Clerk	29,721	110,472	21,069	119,457	78,260	125,712
City Court	431,420	478,898	511,598	553,132	500,093	521,285
City Manager	40,305	161,409	125,393	127,837	144,230	172,117
Legal	538,834	365,822	263,951	296,135	251,627	285,357
Economic Development	273,443	278,508	291,055	367,183	367,153	353,693
Human Resources	120,842	189,852	203,550	246,985	247,836	283,749
Insurance and Retirements	322,088	483,717	364,830	795,476	674,530	522,631
General Government Total	1,817,997	2,098,572	1,845,185	2,559,373	2,307,569	2,317,397

CITY OF PRESCOTT
GENERAL FUND
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Budget and Finance	1,140,488	1,096,672	1,220,662	1,414,215	1,372,113	1,366,223
Administrative Services	546,219	739,589	437,777	574,499	521,672	585,576
Community Development	1,634,020	1,955,733	2,264,883	2,643,941	2,585,174	2,410,949
Parks, Recreation and Library	4,419,299	4,843,787	5,432,172	5,992,538	5,942,380	5,740,152
Police	7,830,646	9,351,769	8,793,070	10,419,909	10,069,008	10,210,704
Fire	5,483,464	6,024,978	6,687,543	7,709,906	7,583,181	7,550,839
Regional Communications			1,855,943	2,296,237	2,240,463	2,486,667
Debt Service	-	81,007	162,014	162,014	162,014	162,014
Total Operating Budget	22,872,133	26,192,107	28,699,249	33,772,632	32,783,574	32,830,521
Capital Outlay/Projects						
General Government						
City Council			-	12,500	12,500	6,500
City Clerk	-	-	59,958	134,000	7,000	-
City Manager	19,250	-	27,500	27,500	27,500	110,000
Economic Development	50,000	53,424	-	-	-	-
Budget and Finance	(54)	632,734	157,197	174,500	115,560	544,805
Administrative Services	35,438	20,042	-	-	-	-
Community Development	10,690	499	59,915	110,000	30,505	20,000
Parks, Recreation and Library	247,178	82,843	452,262	363,984	358,984	339,183
Police	25,368	99,642	252,581	152,390	153,647	6,400
Fire	100,276	12,258	21,228	108,000	113,500	-
Regional Communications	-	-	-	35,000	35,000	-
Total Capital Outlay/Projects	488,146	901,442	1,030,641	1,117,874	854,196	1,026,888
Transfers Out						
Economic Incentives	1,280,199	1,196,388	1,315,734	1,936,266	1,936,266	1,936,266
Vehicle Replacements	330,500	-	-	-	-	-
Surplus (Revenues over Expenditures)	1,725,214	2,824,092	4,840,617	75,938	-	256,440
Grant Matches	187,368	260,630	317,466	453,635	225,438	419,957
Library Expansion	-	65,000	-	-	-	-
Facilities Maintenance	-	8,517	-	-	-	-
Parking Garage	-	33,931	7	-	-	23,579
Planned Growth Strategy	-	-	-	50,000	3,828	30,367
Gifts Fund	-	-	-	-	3,720	-
Parks Master Plan	-	-	19,281	-	-	-
One Day Hazardous Disposal Event	-	-	12,082	-	-	-
Total Transfers Out	3,523,281	4,388,558	6,505,187	2,515,839	2,169,252	2,666,609
Total Expenditures & Transfers Out	26,883,560	31,482,107	36,235,077	37,406,345	35,807,022	36,524,018
Ending Fund Balance						
General Fund Reserve	5,723,761	6,534,797	7,062,152	7,378,691	7,041,219	7,042,592
Long-Term Commitments	-	1,628,516	1,628,516	3,144,651	3,144,651	3,220,065
Interfund Loans	1,741,726	1,187,896	657,523	19,148	19,148	-
Unreserved Fund Balance	3,289,512	3,329,712	2,408,412	701,224	950,659	-
Total Ending Fund Balance	10,754,999	12,680,921	11,756,603	11,243,714	11,155,677	10,262,657

CITY OF PRESCOTT
SPECIAL REVENUE FUNDS
SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Source of Funds:						
Beginning Fund Balance						
Streets (HURF) Fund	483,024	878,611	934,465	499,134	499,134	417,591
1% Streets and Open Space Fund	9,714,857	13,251,152	21,342,271	19,406,930	19,406,930	8,565,882
Transient Occupancy Tax	497,062	484,662	270,097	68,890	68,890	155,405
Impact Fee Fund Accounts	3,937,947	4,918,043	3,758,365	3,125,796	3,125,796	1,926,382
Capital Improvement Fund	14,573,378	9,466,425	7,639,552	9,963,433	9,963,433	9,256,201
Grants Fund	11,207	27,145	20,814	29,931	29,931	29,931
Total Beginning Fund Balance	29,217,475	29,026,038	33,965,564	33,094,114	33,094,114	20,351,392
Revenues						
Taxes	13,276,824	15,107,131	15,768,865	16,385,592	15,296,740	15,383,715
Intergovernmental Revenues	6,588,086	5,256,791	6,124,206	17,664,768	3,771,567	9,359,866
Licenses and Permits	1,847,102	1,726,406	985,631	1,512,150	596,995	596,995
Interest Income	831,612	818,360	1,782,548	1,195,500	709,468	605,700
Miscellaneous	973,107	1,534,663	478,479	780,184	1,090,648	1,136,248
Subtotal	23,516,731	24,443,351	25,139,729	37,538,194	21,465,418	27,082,524
Other Funding Sources						
Transfers In	3,826,870	6,830,593	15,171,294	5,309,750	439,600	949,329
Subtotal	3,826,870	6,830,593	15,171,294	5,309,750	439,600	949,329
Total Revenues & Other Funding Sources	27,343,601	31,273,944	40,311,023	42,847,944	21,905,018	28,031,853
Use of Funds:						
Expenditures						
Streets (HURF) Fund						
Operating	3,569,303	4,304,653	4,662,588	4,254,236	3,893,198	3,876,120
Capital	230,895	181,127	231,514	309,379	264,680	289,746
1% Streets and Open Space Fund	10,320,909	6,667,009	18,256,496	39,222,070	26,545,179	23,225,513
Transient Occupancy Tax	385,531	694,410	642,100	474,500	470,993	839,122
Impact Fee Fund Accounts	733,968	2,437,580	2,015,979	1,433,125	1,554,604	223,200
Capital Improvement Fund	9,213,549	7,880,651	4,658,282	14,906,859	4,447,761	11,160,211
Grants Fund	2,066,414	1,716,615	2,409,819	5,296,031	1,445,712	5,911,082
Total Expenditures	26,520,569	23,882,045	32,876,778	65,896,200	38,622,127	45,524,994

CITY OF PRESCOTT
SPECIAL REVENUE FUNDS
SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Transfers Out						
Streets (HURF) Fund	30,000	-	-	5,600	3,349	7,527
1% Streets and Open Space Fund	359,410	839,664	490,495	864,000	864,000	1,201,270
Impact Fee Fund Accounts	274,679	1,150,000	950,376	1,286,203	365,723	783,679
Capital Improvement Fund	350,377	462,709	56,353	80,804	9,570	701,292
Total Transfers Out	1,014,466	2,452,373	1,497,224	2,236,607	1,242,642	2,693,768
Total Expenditures & Transfers Out	27,535,035	26,334,418	34,374,002	68,132,807	39,864,769	48,218,762
Ending Fund Balance						
Streets (HURF) Fund	878,611	934,465	499,134	393,638	417,591	713,091
1% Streets and Open Space Fund	13,251,152	21,342,271	19,406,930	(1,851,311)	8,565,882	349,349
Transient Occupancy Tax	484,662	270,097	68,890	37,982	155,405	36,998
Impact Fee Fund Accounts	4,918,043	3,758,365	3,125,796	1,998,336	1,926,382	1,640,416
Capital Improvement Fund	9,466,425	7,639,552	9,963,433	7,200,675	9,256,201	1,197,964
Grants Fund	27,145	20,814	29,931	29,931	29,931	29,931
Total Ending Fund Balance	29,026,038	33,965,564	33,094,114	7,809,251	20,351,392	3,967,749

CITY OF PRESCOTT
OTHER FUNDS
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Source of Funds:						
Beginning Fund Balance						
Capital Projects Funds						
Willow/Watson Lake Development	916,357	(312,803)	(540,359)	518,668	518,668	518,668
Capital Needs Projects		-	-	-	-	-
Expendable Trust Funds						
Acker Trust Fund	527,746	530,238	533,056	528,089	528,089	530,589
Miscellaneous Gifts & Donations	172,715	209,141	130,567	143,116	143,116	143,116
Employee Relations Trust	9,908	-	-	-	-	-
Internal Service Funds						
General Self-Insurance Fund	1,562,672	1,569,493	1,776,278	1,299,052	1,299,052	1,109,766
Central Garage Fund	185,905	791,800	825,526	4,455,864	4,455,864	3,587,286
Engineering Services Fund	181,727	113,275	116,220	(11,188)	(11,188)	21,580
Facilities Maintenance Fund	-	(56,713)	(20,830)	55,098	55,098	71,080
Debt Service Fund	59,112	106,951	118,420	163,692	163,692	198,056
Total Beginning Fund Balance	3,616,142	2,951,382	2,938,878	7,152,391	7,152,391	6,180,141
Revenues						
Taxes	1,713,379	1,703,150	1,705,226	1,915,789	1,915,789	1,923,785
Employee Contributions	4,060	-	-	-	-	-
Gifts and Donations	91,205	45,458	51,284	-	75,000	-
Interest	314,866	288,906	486,724	563,452	431,360	351,366
Miscellaneous	335,885	405,045	567,187	538,253	439,173	402,151
Subtotal	2,459,395	2,442,559	2,810,421	3,017,494	2,861,322	2,677,302
Other Funding Sources						
Lease/Purchase Proceeds	-	-	6,665,531	-	-	54,590,021
Cost Recovery from Other Funds	6,059,059	6,981,111	6,766,163	10,331,770	10,418,726	11,062,448
Transfers In	330,500	104,745	-	-	-	-
Subtotal	6,389,559	7,085,856	13,431,694	10,331,770	10,418,726	65,652,469
Total Revenues & Other Funding Sources	8,848,954	9,528,415	16,242,115	13,349,264	13,280,048	68,329,771
Use of Funds:						
Departments						
Internal Service Funds						
General Self-Insurance Fund	1,443,646	1,218,671	1,334,729	1,651,301	1,930,587	2,265,204
Central Garage Fund	883,967	1,183,800	1,392,865	1,942,765	1,895,419	2,058,793
Engineering Services Fund	1,655,047	2,024,895	1,962,941	2,331,933	2,331,933	2,357,610
Facilities Maintenance Fund	508,568	742,074	829,404	938,214	935,214	1,178,994
Debt Service Fund	2,191,873	2,185,675	2,188,617	2,711,630	2,361,630	2,369,675
Total Operating Budget	4,355,488	7,355,115	7,708,556	9,575,843	9,454,783	10,230,276

CITY OF PRESCOTT
OTHER FUNDS
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Capital Outlay/Projects						
Capital Projects Funds						
Willow/Watson Lake Development	1,241,395	227,556	483,291	-	-	-
Capital Needs Projects		-	-	-	-	54,590,021
Expendable Trust Funds						
Acker Trust Fund	12,705	18,070	23,135	25,000	25,000	25,000
Miscellaneous Gifts & Donations	54,920	29,770	39,098	75,000	75,000	75,000
Employee Relations Trust	15,587	-	-	-	-	-
Internal Service Funds						
General Self-Insurance Fund	-	7,920	-	-	-	-
Central Garage Fund	1,359,232	1,627,419	4,561,123	8,319,480	4,696,009	8,325,239
Engineering Services Fund	14,412	25,511	88,327	-	-	-
Facilities Maintenance Fund	7,361	29,962	19,051	-	3,000	-
Total Capital Outlay/Projects	2,705,612	1,966,208	5,214,025	8,419,480	4,799,009	63,015,260
Transfers Out						
Capital Projects Funds						
Willow/Watson Lake Development		-	-	-	-	-
Expendable Trust Funds						
Miscellaneous Gifts & Donations	-	94,595	-	-	-	-
Internal Service Funds						
General Self-Insurance Fund	125,000	125,000	1,025,000	-	-	-
Total Transfers Out	125,000	219,595	1,025,000	-	-	-
Total Expenditures & Transfers Out	7,186,100	9,540,918	13,947,581	17,995,323	14,253,792	73,245,536
Ending Fund Balance						
Capital Projects Funds						
Willow/Watson Lake Development	(312,803)	(540,359)	518,668	518,668	518,668	518,668
Capital Needs Projects		-	-	-	-	-
Expendable Trust Funds						
Acker Trust Fund	530,239	533,056	528,089	529,089	530,589	525,589
Miscellaneous Gifts & Donations	209,141	130,567	143,116	68,116	143,116	68,116
Internal Service Funds						
General Self-Insurance Fund	1,569,493	1,776,278	1,299,052	1,424,052	1,109,766	1,199,766
Central Garage Fund	791,800	825,526	4,455,864	(291,571)	3,587,286	(1,354,046)
Engineering Services Fund	113,275	116,220	(11,188)	(7,688)	21,580	21,580
Facilities Maintenance Fund	(56,713)	(20,830)	55,098	72,610	71,080	73,020
Debt Service Fund	106,951	118,420	163,692	193,056	198,056	211,683
Total Ending Fund Balance	2,951,383	2,938,878	7,152,391	2,506,332	6,180,141	1,264,376

CITY OF PRESCOTT
ENTERPRISE FUNDS
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Source of Funds:						
Beginning Fund Balance						
Water Fund	9,958,765	13,326,861	12,025,546	15,519,682	15,519,682	24,216,212
Wastewater Fund	6,099,243	5,554,893	5,273,947	3,221,174	3,221,174	388,639
Solid Waste Fund	1,383,364	1,744,602	2,508,888	3,550,070	3,550,070	4,012,479
Transfer Station/Regional Landfill	(11,386)	383,846	787,039	2,000,521	2,000,521	845,741
Airport Fund	13,354	117,434	200,824	249,559	249,559	33,331
Golf Course Fund	8,960	(186,592)	(437,255)	(841,145)	(841,145)	(1,559,959)
Parking Garage	-	-	(2,177)	62,324	62,324	28,309
Total Beginning Fund Balance	7,493,535	20,941,044	20,356,812	23,762,185	23,762,185	27,964,752
Revenues						
Water	21,636,880	12,008,356	16,707,223	19,985,028	16,792,221	22,234,953
Wastewater	6,094,054	6,021,925	5,913,709	6,132,805	5,837,545	7,949,402
Solid Waste	4,832,180	5,370,850	5,881,150	6,018,193	5,839,428	9,793,083
Transfer Station/Regional Landfill	3,774,876	4,228,561	4,117,570	4,421,377	3,478,371	-
Airport						
Operations	1,737,846	1,750,362	1,853,166	1,907,509	2,031,734	1,566,242
Grants	822,593	1,529,620	479,975	1,328,484	63,744	12,556,400
Golf Course	5,771,579	2,620,475	3,367,754	4,224,682	3,483,919	4,166,660
Parking Garage	-	100,094	158,023	78,000	65,362	75,800
Subtotal	44,670,008	33,630,243	38,478,570	44,096,078	37,592,324	58,342,540
Other Funding Sources						
Bond Proceeds	14,728,794	-	7,157,399	27,986,304	12,962,454	41,481,450
Transfers In	350,377	269,016	281,713	80,804	269,682	1,110,752
Subtotal	15,079,171	269,016	7,439,112	28,067,108	13,232,136	42,592,202
Total Revenues & Other Funding Sources	59,749,179	33,899,259	45,917,682	72,163,186	50,824,460	100,934,742
Use of Funds:						
Departments						
Water Fund	6,728,232	6,879,106	7,633,358	11,986,807	9,165,405	10,270,485
Wastewater Fund	5,133,950	4,784,878	5,334,168	6,346,291	6,743,172	6,116,728
Solid Waste Fund	4,294,833	4,508,382	4,827,886	5,623,198	5,237,129	9,668,446
Transfer Station/Regional Landfill	3,295,422	3,802,632	3,961,661	4,844,711	3,912,851	-
Airport Fund	1,615,972	1,653,416	665,076	1,933,070	2,005,478	1,477,540
Golf Course Fund	5,120,667	2,793,159	3,750,703	4,182,712	4,202,638	3,850,735
Parking Garage	-	102,271	93,522	109,240	99,377	117,858
Total Operating Budget	26,189,076	24,523,844	26,266,374	35,026,029	31,366,050	31,501,792

CITY OF PRESCOTT
ENTERPRISE FUNDS
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Capital Outlay/Projects						
Water Fund	25,524,442	6,487,097	11,587,488	33,007,864	7,368,078	38,470,271
Wastewater Fund	2,249,358	1,517,993	2,620,232	16,253,640	6,625,588	21,886,000
Solid Waste Fund	176,109	98,182	-	140,000	139,890	392,856
Transfer Station/Regional Landfill	84,222	22,736	467,427	1,053,156	720,300	-
Airport Fund	1,190,764	1,605,660	1,675,683	2,318,738	315,798	11,831,892
Golf Course Fund	846,464	8,590	20,941	814,020	227,549	620,000
Total Capital Outlay/Projects	30,071,359	9,740,258	16,371,771	53,587,418	15,397,203	73,201,019
Transfers Out						
Water Fund	-	150,000	-	265,000	4,320	75,000
Wastewater Fund	-	-	12,082	115,000	4,320	149,000
Solid Waste Fund		-	12,082	-	-	-
Golf Course Fund		69,389	-	-	-	-
Total Transfers Out	-	219,389	24,164	380,000	8,640	224,000
Total Expenditures & Transfers Out	56,260,435	34,483,491	42,662,309	88,993,447	46,771,893	104,926,811
Ending Fund Balance						
Water Fund	13,326,861	12,025,546	15,519,682	5,499,233	24,216,212	16,635,409
Wastewater Fund	5,554,893	5,273,947	3,221,174	(1,994,312)	388,639	1,186,313
Solid Waste Fund	1,744,602	2,508,888	3,550,070	3,805,065	4,012,479	4,590,001
Transfer Station/Regional Landfill	383,846	787,039	2,000,521	524,031	845,741	-
Airport Fund	117,434	200,824	249,559	175,998	33,331	2,551,033
Golf Course Fund	(186,592)	(437,255)	(841,145)	(1,109,175)	(1,559,959)	(1,244,034)
Parking Garage	-	(2,177)	62,324	31,084	28,309	-
Total Ending Fund Balance	7,614,183	20,356,812	23,762,185	6,931,924	27,964,752	23,718,722

Financial Issues:

Many financial issues are being faced by the City of Prescott in Fiscal Year 2008-2009. The economic downturn that is being felt in many communities has affected many revenue sources that contribute to the operations of the City of Prescott. The impact on these revenues is reflected below.

The City's share of the State income tax is up 4.6% over FY2008 estimated endings. State income tax is based on tax collections that were received by the State of Arizona two years ago so it does not reflect the decline in the economy. This, along with a 4.8% decrease projected in the City's share of the State sales tax, will go toward maintaining basic service levels in the general fund service areas.

Sales tax revenues are estimated to be level in FY2009 when compared to FY2008 revised estimates. A dip in consumer spending, the loss of construction jobs, and a sluggish residential resale market have slowed an otherwise robust Prescott economy. Major projects on the horizon for FY09 are expected to include the groundbreaking for a four-star quality hotel and conference center, the first office building for the Embry-Riddle Aeronautical University Business/Technology Park, an expansion for Best Buy and the announcement of a new mini-major at Prescott Gateway Mall, and the introduction of Horizon Airlines to the Prescott Municipal Airport. This new air service will temper the loss of Mesa Air and encourage new trade and commerce between the Prescott area and the West Coast. Several annexations are in process including 1,700 acres of Deep Well Ranch, various State Land parcels, 4,500 acres of property owned by Cavan Investments, 480 acres of Storm Ranch, 400 acres of Parkwest, and 690 acres of Stringfield Ranch. These newly developing residential and commercial properties will ready the north Prescott area for new growth when the current downturn begins to reverse.

Our property tax revenue is $3,154,910 (Primary $1,215,502, Secondary $1,939,408). Prescott's net assessed values for 2008 of $660,809,115 represents 22.4% of Yavapai County's net assessed values.

All fund balance reserves have been maintained at the levels required by the policy and there is not plan to reduce or utilize any of the reserves.

Employee Compensation and Related Issues:

The significant increases in costs of benefits that had to be addressed this year were:

> Health insurance increases for employees (paid by the City) and for dependents (paid by the employee) were budgeted at 13.9%.
>
> The City's share of Public Safety Personnel Retirement costs increased. Police went from 23.03% to 27.65% of gross pay for FY2009. Fire went from 21.92% to 27.72% of gross pay in FY2009. Employees' share did not increase.
>
> Both the City's and Employees' share of Arizona State Retirement costs decreased by 0.15% going from 9.60% to 9.45%.
>
> The Tuition Assistance program remained in effect for FY2009. This program continues to receive a tremendous positive response from the employees.

While there is no salary adjustment budgeted for FY2009, the City has been able to maintain funding for merit increases, the pay-for-performance awards for exemplary employees funding at .25% of salaries, and the 35.0% subsidy for employees' dependent insurance coverage. As in years past, funding has been allocated for an employee recognition breakfast, employee picnic, as well as service awards dinner. The annual Christmas party will not receive any funds from the City in FY2009.

The City continues to have a large number of major projects planned or underway which, directly and indirectly, places an increased workload on existing staff. Population growth as well has affected our ability to deliver the current level of services. Unfortunately, despite these impacts the City was unable to fund any new positions in the upcoming fiscal year. There are no new positions approved for FY2009.

The City's staffing level remains at 570.25 regular employees and 67.05 seasonal/temporary employees. This total includes the seven Mayor and Council positions. There are 15 frozen positions included in the staffing level numbers.

For an easy reference to determine which departments had changes in funded positions, please see the following chart.

	FY07	FY08	FY09
General Government	35.75	34.25	34.45
Budget/Finance	23.00	24.00	24.00
Administrative Services	5.25	5.25	5.28
Community Development	33.50	33.50	32.50
Parks, Rec & Library	60.50	59.00	57.00
Police Dept + Grants	96.75	97.00	96.25
Dispatch/Communications	32.25	33.58	34.58
Fire Dept + Grants	75.00	77.34	76.34
Total General Fund + Grants	**362.00**	**363.92**	**360.40**
Central Garage	10.25	11.25	11.10
Self Insurance	1.50	2.20	3.00
Facilities Maintenance	5.40	7.40	9.40
Engineering Fund	23.10	23.00	23.00
Total Internal Service Funds	**40.25**	**43.85**	**46.50**
Water Department	40.33	41.08	41.08
Sewer Department	29.97	33.02	33.02
Solid Waste Department	17.43	17.43	17.93
Transfer Station	7.83	8.73	8.23
Airport Operations	9.00	8.33	8.33
Golf Course	17.00	20.00	20.13
Parking Garage	0.10	0.10	0.10
Total Enterprise Funds	**121.66**	**128.69**	**128.82**
Streets (HURF)	40.14	34.54	34.54
Total Positions	**564.05**	**571.00**	**570.25**

The City has continued its partnership with Yavapai College, Yavapai County, and the Town of Chino Valley in the self-insured employee and dependent health insurance program known as the Yavapai Combined Trust. This partnership has enabled each of our organizations to keep employee benefit costs at a more affordable level compared with purchasing insurance in the private market. Nevertheless, due to rising medical costs, it was necessary to include a 13.9% increase for premiums in the FY2008-2009. Additionally, as part of its employee compensation and benefit package, the City will maintain the subsidy toward dependent insurance coverage with the Trust at 35% of the cost of dependent health insurance purchased outside the Yavapai Combined Trust for those employees enrolled as of June 30, 2002. New enrollment for this benefit was discontinued as of July 1, 2002.

Capital Investments to Maintain Quality Basic Services:

With a few modifications, the capital investments included in the FY2008-2009 budget are part of the Five-Year Capital Improvement Plan adopted during the FY2007-2008 budget process.

Water Fund
The major funding allocation in the Water Fund is $4,721,750 for the design and construction of a pipeline, reservoirs, wells and related infrastructure to deliver water from the Big Chino Ranch that was purchased during FY2005.

Other notable projects in the Water Fund include:

- An allocation in the amount of $2,268,000 for the Airport Zone 12" Main North Loop project which consists of the installation of a 12" water line from the existing Airport Pump Station northward beyond the proposed runway extension and connect to the existing 10" main on the northwest side of the runway.
- Funding for water improvements and upgrades as part of the Copper Basin Road ($1,716,875) and Williamson Valley Road ($1,500,000) street projects.
- $1,622,000 for the Surface Water Recharge Pipeline

Each year the City plans several ongoing capital projects such as replacement of undersized water service lines, the small reservoir maintenance program, meter replacement program, or fire hydrant upgrades along with miscellaneous equipment replacements.

Wastewater Fund
Within the Wastewater Fund, the largest allocations are the North Prescott Regional Force Main project ($5,371,000) and the improvements associated with the Copper Basin Road street improvement project ($1,400,000). Funding for additional wastewater main replacements/improvements necessitated by street projects is included in this fund.

Like the Water Department, the Wastewater Department each year plans several ongoing capital projects such as recharge cell cleaning at the Wastewater Treatment Plant, lift station rehabilitation, manhole rehabilitation, etc. Equipment purchases are minimal in this fund.

Solid Waste/Transfer Station Fund
Anticipated capital expenditures during FY2009 for this fund include $332,856 for the second phase of the Transfer Station Expansion and $60,000 for Hazardous Waste Disposal project. A portion of the Hazardous Waste Disposal project will be funded through grant proceeds.

Airport Fund
Infrastructure projects totaling over $10.7 million are grant funded for FY2008-2009 with the City's share of these grants being $671,042. Also budgeted is $861,450 for North Ramp T Shades. If this project is successful, additional shades will be budgeted in FY2010.

Golf Course
$620,000 has been budgeted in FY2009 for the purchase of new golf carts. The purchase of the carts is accomplished through a lease/purchase by using a five year amortization in which after three years there is a balloon payment with a guaranteed buy-back.

Parking Garage
There are no anticipated capital purchases for FY2008-2009.

Streets
Street maintenance operations continue to be funded at a level of $4.1 million. Maintenance operations include snow removal, striping (in-house and contractual), signage, signal maintenance, installation of new street lights including maintenance through Arizona Public Service, drainage improvements, trash and weed removal, crack sealing, pothole patching, unpaved road grading, and electricity for the street light system and traffic signals.

1% Tax – Streets and Open Space Fund
Included in the FY2008-2009 budget is nearly $6.0 million for potential open space purposes. Also in this fund is over $15.0 million in street projects such as construction of Copper Basin Road ($4,141,259),

Ruth/Demerse Street reconstruction project ($2,743,454), and Pavement Preservation Projects ($1,834,000).

General Fund

These are the departments/divisions providing basic services (administration, city court, legal department, parks programs and maintenance, library services, building inspection, planning and zoning, economic development, police, fire, etc.). All have been funded to provide quality service at the levels currently offered to Prescott residents.

Notable capital outlay in the General Fund for FY2008-2009 includes: $250,000 for a financial reporting system, $127,000 for a document management system and $52,000 for the remainder of the HR and Payroll software program.

Future Issues:

While the City has progressed in many areas, certain challenges still exist. As we undertook the task of developing the 2009 budget, we recognized the following issues confronting the city.

✓ Long Term Sustainable Water - With several large-scale annexations on the horizon, we must address a number of key issues pertaining to our long-term water supply. The City must determine its membership status in the Verde River Basin Partnership, work with Northern Arizona Municipal Water Users Association, evaluate our role, options, and create a long-term use policy.

✓ Northeast Prescott Area Annexations – The City must continue to build relationships with private property owners and the State Land Department in order to move forward with this process. In addition to the statutorily set guidelines, we must also ensure we have the necessary planning, water allocation and infrastructure in place. These annexations will need to work through the public process and meet with the approval of neighboring landowners. Ensuring the City has “room to grow” is essential to our economic health and vitality.

✓ Sunset on One-Cent Sales Tax - As costs for building new roads and reconstructing existing continue to rise and revenue continues to decline, the pending sunset of the one-cent sales tax becomes more of an issue. Funding from the source currently cannot cover all costs associated with our street system; in fact the City will be in a deficit in 2010 if we continue with currently scheduled programs. The Prescott Capital Needs Committee strongly encouraged the City Council to move forward with an extension of the one-cent streets and open space sales tax.

Community Profiles

History

Prescott was founded in 1863 and incorporated in 1883. During the late 1800s, Prescott twice served as the territorial capital, and the Governor's Mansion is now preserved at the Sharlot Hall Museum.

In 1864, the town site of Prescott was surveyed and laid out along Granite Creek where gold had been panned. The town was designated the capital of the new territory of Arizona after Arizona was separated from New Mexico. President Lincoln wanted the territorial capital in the northern part of the territory, far away from the Confederate sympathizing cities to the south.

Lincoln also decided to populate this new capital with Northerners and Mid-westerners and this decision resulted in Prescott being the most Mid-western looking city in Arizona. Victorian homes and peaked roof homes were built, a far cry from the adobe structures that were more common in the Southwest.

The early economy of the area centered on cattle ranching and mining. In July of 1900, a fire destroyed much of Prescott's commercial district. Within hours, make-shift shelters were erected on the Courthouse Plaza and business began rebuilding. Following the fire, most buildings in the downtown area were reconstructed of brick, providing today's rich architectural heritage.

Dubbed "Everybody's Hometown", Prescott is culturally diverse from its downtown Courthouse Plaza, famous Whiskey row, preservation emphasis with 711 buildings on the National Register of Historic Places, World's Oldest Rodeo, Prescott Fine Arts Association, Sharlot Hall Museum, Phippen Art Museum, Folk Arts Fair, Frontier Days, and Territorial Days to its official designation by the State of Arizona as "Arizona's Christmas City".

Location

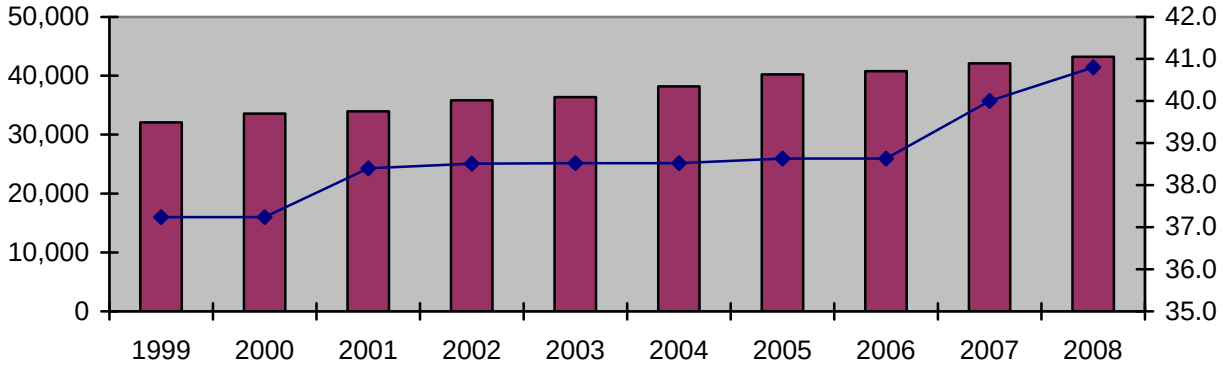
Located in the mountains of north central Arizona approximately 90 miles northwest of Phoenix and 90 miles southwest of Flagstaff, the City borders the Prescott National Forest to the south and west. The average elevation is 5,400 feet. The local climate is mild, with average high temperatures ranging from fifty degrees to ninety degrees F and the average precipitation recorded at 19.8 inches, most of which is rain. Prescott and the nearby towns of Chino Valley, Prescott Valley and the newly incorporated Dewey-Humboldt form what is known locally as the Quad-City area.

City Government

The council-manager form of government was adopted in 1958. The Mayor is elected on a nonpartisan ballot to represent the entire City for a two-year term. The six members of Council are elected at large for four year terms on a nonpartisan ballot. Three of the six positions and the Mayor's position are up for reelection at the same time. Under the provisions of the City Charter, the Council appoints a City Manager who is responsible for carrying out its established policies and administering operations.

Demographics

The City of Prescott is the largest city in Yavapai County and the base of county government operations.



Population and Area				
Year	Population	Yavapai County	Population as % of County	Land Area
1999	32,086	162,943	19.7%	37.24 square miles
2000	33,581	167,517	20.0%	37.24 square miles
2001	33,938	173,743	19.5%	38.40 square miles
2002	35,815	179,138	20.0%	38.51 square miles
2003	36,375	184,576	19.7%	38.52 square miles
2004	38,180	190,628	20.0%	38.52 square miles
2005	40,225	196,760	20.4%	38.63 square miles
2006	40,770	205,105	19.9%	38.72 square miles
2007	42,085	213,285	19.7%	40.00 square miles
2008	43,217	220,773	19.6%	40.80 square miles

Racial/Ethnic Composition, 2006 Est	
White, Non-Hispanic	85.70%
Hispanic	10.83%
Black	0.30%
Other	3.17%

Population by Sex, 2006 Est	
Male	49.13%
Female	50.87%

Population by Age, 2006 Est	
Under 5	5.39%
5-9	5.71%
10-14	6.44%
15-19	8.31%
20-24	4.77%
25-34	10.63%
35-44	11.49%
45-54	6.88%
55-59	6.97%
60-64	6.70%
65-74	6.74%
75 and Over	19.97%

Households by Income, 2006 Est	
$250,000 or more	2.36%
150,000 to 249,999	2.43%
100,000 to 149,999	7.21%
75,000 to 99,999	8.88%
50,000 to 74,999	18.14%
35,000 to 49,999	18.60%
25,000 to 34,999	14.69%
15,000 to 24,999	14.69%
under 14,999	12.90%

Average Income	$ 55,109
Median Income	$ 40,242
Per Capita Income	$ 23,203

Economy

Although small in population, 43,217, the City is not dependent on any one company or industry for economic vitality. The region is diverse in nature and benefits from the following industries who are the major employers in the City of Prescott:

Major Employers	
(Based on number of full-time equivalent positions)	
Yavapai Regional Medical Center	1,850
Yavapai County	1,800
Prescott Unified School District	700
Veteran's Administration Medical Center	700
City of Prescott	545
Wal-Mart Stores	450
State of Arizona	438
Yavapai College	415
Fann Contracting	400
Embry Riddle Aeronautical University	398

Personal Income (thousands of dollars) (Yavapai County - Calendar Year)	
1999	3,315,373
2000	3,574,050
2001	3,701,821
2002	3,853,070
2003	4,049,851
2004	4,518,554
2005	4,875,841
2006	N/A
2007	N/A

Annual Unemployment Rate (Yavapai County - Calendar Year)	
1999	3.3%
2000	3.9%
2001	4.2%
2002	5.3%
2003	5.1%
2004	4.6%
2005	4.4%
2006	3.9%
2007	3.7%

Personal Income (thousands of dollars)	
1999	20,347
2000	21,148
2001	21,308
2002	21,514
2003	21,969
2004	23,696
2005	24,521
2006	N/A
2007	N/A

School Enrollment	
1999	5,149
2000	5,046
2001	5,049
2002	5,031
2003	5,000
2004	5,113
2005	5,242
2006	5,558
2007	5,688

Financial

	FY2004	FY2005	FY2006	FY2007	FY2008	FY2009
Total Operating Budget (000s)	$ 46,694	$ 57,338	$ 66,356	$ 70,730	$ 85,720	$ 80,514
Total Regular Employees (Note 1)	485.425	509.375	530.000	564.500	573.500	572.500
Total Employees per 1000	12.94	12.91	13.18	13.86	13.63	13.25
Assessed Valuation (000s)	384,740	419,846	466,996	517,402	583,116	660,809
Property Tax Rate	0.6487	0.6146	0.5658	0.5275	0.4972	0.4233
City Prop Tax Paid Per Capita	$ 69.40	$ 68.07	$ 68.25	$ 69.56	$ 73.11	$ 73.00
City Sales Tax Rate	2%	2%	2%	2%	2%	2%
City Sales Tax Paid Per Capita	$ 304.34	$ 317.47	$ 349.32	$ 358.32	$ 374.24	$ 335.52

Note: Regular employees does not include part-time temporary or seasonal employees.

City Services

Neighborhood Resources	
Parks	17
Park Acres	1,384
Golf Courses	2
Other Recreational Facilities	11
Open Space - private (acres)	350
Open Space - public (acres)	160
Libraries	1
Circulation of Library Materials	713,700

Public Safety	
Police Employees	130.83
Calls for Services	32,943
Part 1 Crimes	1,549
Part 2 Crimes	3,429
Fire Stations	5
Fire Employees	76.34
Calls for Services	6,808
Inspections	2,374

Building Inspections	
Number of Permits Issued	2,237
Value of Permits (in millions)	133

Transportation	
Total Miles of Streets (paved miles)	224
Cold Mix Repairs (lbs)	140,155
Hot Mix Repairs (tons)	1,156

Refuse Collection	
Household Accounts	16,467
Commercial Accounts	1,414
Refuse Collected (tons)	35,564

Transfer Station	
Transactions Per Year	84,542
Tons Per Year	70,041

Airport (Calendar Year 2006)	
Passenger Aircraft Landings	1,742
Passengers	9,203
FAA Traffic Count	227,351

City of Prescott Water	
Miles of Water Mains	516.0
Number of Connections	20,468

City of Prescott Wastewater	
Miles of Wastewater Lines	350.0
Number of Connections	17,168

FY2008-09 Budget Process, Budget Amendments and Basis of Presentation

Each year, using a modified zero-based budgeting process, the City of Prescott's budget is developed by the Budget and Finance Department in conjunction with the individual departments, the City Manager, the Mayor and Council, citizen advisory groups, and general citizen input.

FY2008-09 Budget Calendar	
January 11-12	Held Council Retreat on Goals and Objectives
January	Provided Departments/Divisions with Budget Preparation Manual for FY2008-09.
April 7 - April 25	Review of base budgets, capital, new personnel, and issues by Manager, Budget Department, and each Department
May 22	Budget presented to full Council and public at a workshop.
June 10	Council adopted tentative budget and set June 24 as date for public hearing on final budget, expenditure limitation, and tax levy
June 15 and 22	Published tentative budget and public hearing notice
June 24	Public hearing on final budget, Council adoption of final budget and five year capital improvement program, and establishment of expenditure limitation
July 15	Council adopted property tax levy ordinance

The Budget and Finance Department produced a new Budget Preparation Manual in January to assist department/division heads, supervisors, and budget coordinators in developing and entering their FY2009 budgets. Along with the FY2009 budget preparation detail, forms, instructions, and information regarding the preparation of the Five-Year Capital Improvement Program (2010-2014) were provided to all department heads at this time.

Base budgets (the costs associated with providing current levels of service for the following year) were submitted by the departments electronically by March 7 to the Budget and Finance Department. The deadline for decision packages (requests for new positions, capital equipment or new programs not submitted in the Five-Year Capital Plan) was March 21. Payroll forecasts were entered by the Budget and Finance Department. Input was provided by the departments concerning temporary/seasonal employment needs as well as overtime requirements. Lists of capital outlay and projects budgeted for in FY2008 but not expected to be received or completed by June 30, 2008, were needed to determine estimated expenditures in FY2008 and the carry forward amounts for FY2009.

Meetings with each department, the City Manager, and the Budget and Finance Department for the purpose of internal review of bases, additional decision packages, and any issues that may affect the budget were held during the weeks of April 7 through April 25. During these meetings the Capital Improvement Plan issues were also discussed and any reductions or movement from year to year was determined.

After these meetings were completed, a proposed balanced budget was prepared for submittal to the full Council and public at workshops held on May 23, 2008.

Expenditure Limit Hearing: The City currently operates under the Home Rule Option which has been approved by the voters. As part of that process, a public hearing is mandatory. At the Council meeting of June 10, 2008, the hearing date was set for June 24, 2008.

Tentative Adoption: On June 10, 2008, Council adopted the tentative budget and set June 24, 2008, as the date for the public hearing on the final budget, expenditure limitation, and tax levy for fiscal year 2009. Upon tentative adoption, the budget becomes the City Council's program of services for the ensuing fiscal year. The Council may later reduce or adjust the budget; however, the total may not be increased.

Final Budget Adoption, Adoption of the Five-Year Capital Improvement Plan, and Establishment of Expenditure Limitation: On June 24, 2008, the final budget, tax levy, five-year capital improvement plan, city job roster, and identification of unfunded capital were adopted and the expenditure limitation was established (Resolution 3896-0854).

Property Tax Levy: Adoption of the property tax levy ordinance follows fourteen days later, or July 15, 2008, in accordance with State law.

AMENDING THE BUDGET

Control of each legally adopted annual budget, according to City Charter, is at the department level. The City Manager may at any time transfer any unencumbered appropriation balance or portion thereof between general classifications of expenditure (line items) within an office, department or agency. The City Manager generally gives authority to department heads to exceed one line item as long as other line items are reduced by a like amount. These arrangements are usually made directly between the requesting department and the Budget and Finance Department.

At the request of the City Manager, the Council may transfer any unencumbered appropriation balance or portion thereof between one office, department or agency to another.

Pursuant to Arizona Revised Statutes, "No expenditure shall be made for a purpose not included in such budget. . ." Thus a Council Contingency is included within the General Fund to accommodate most unplanned expenditures. The other option in amending the budget, according to state law, is for the Council to declare an emergency and then transfer the monies from one project to another. In essence, any approved Council transfers do amend the budget although the budget is never reprinted. All transfers are reflected on the following year's legal schedules as required by the Auditor General's Office.

BUDGET BASIS

The City of Prescott budget as adopted is substantially consistent with generally accepted accounting principles (GAAP) with major differences being (1) encumbrances are treated as expenditures at fiscal year end; (2) certain liabilities, such as vacation and sick pay, are not accrued at year end for budget purposes; (3) interest expense has been accrued for GAAP in some General Fund departments, but not expenses in the budget comparisons; (4) depreciation is not budgeted as an expenditure in budgetary accounting; and (5) capital outlay is an expenditure in budgetary accounting and an asset in GAAP.

BASIS OF PRESENTATION – FUND ACCOUNTING

The accounts of the City are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The City of Prescott uses the following funds in its budget process:

The **GENERAL FUND** is established for the revenue and expenditures necessary to carry out basic governmental activities of the City such as police protection, recreation, planning, legal services, administrative services, etc. General Fund expenditures are made primarily for current day-to-day operating expenses and operating equipment. Capital expenditures for large-scale public improvements, such as parks or streets, are accounted for elsewhere in the Special Revenue Funds, Capital Project Funds, Enterprise Funds or Expendable Trust Funds.

SPECIAL REVENUE FUNDS are used to account for revenues derived from specific taxes or other earmarked revenue sources. These funds are usually required by statute, charter provision or ordinance to finance particular functions or activities. The Special Revenue funds listed below are used by the City of Prescott.

Highway Users Fund – This fund is used to account for the operation of the Street Department. Financing is provided by the City's share of State gasoline taxes. State law requires these gasoline taxes to be used to maintain or construct streets.

Streets and Open Space – 1% Additional Tax – In September, 1995, the voters approved increasing the sales tax rate from 1.0% to 2.0% for the purpose of street repairs and improvements for a ten year period effective January 1, 1996. In May, 2000, the voters expanded the use of the funds to include open space acquisitions and extended the sunset to January 1, 2016. The accumulation and expenditure of these funds are accounted for in this area.

Transient Occupancy Tax Fund – In 1987 the voters established a two percent (2.0%) transient occupancy (hotel/bed) tax. By ballot provision, these revenues can only be used for tourism promotion and development of recreational facilities.

Grants Funds – This represents a group of funds which expend grant monies received for various projects. Grant funds must be used for the stated purpose of the grant and must meet grantor expenditure guidelines.

Impact Fee Fund – This fund represents a group of accounts which expend impact fees received to offset the cost of growth related projects.

Capital Improvement Fund – This fund, established by Council policy, receives revenues from the sale of unrestricted municipal property and transfers of General Fund unobligated reserves for the purpose of general capital improvements for infrastructure improvements, special capital projects as approved by Council or improvements to existing City facilities.

CAPITAL PROJECTS FUNDS are established to account for the purchase or construction of major capital facilities other than those financed by Proprietary Funds or Trust Funds.

DEBT SERVICE FUNDS are established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The City of Prescott's Debt Service Fund was established during FY1999 to pay for the principal and interest of general obligation debt for the police station construction and the Watson and Willow Lakes water rights and land purchase as well as improvement district bond payments.

ENTERPRISE FUNDS are established to account for operations that (1) are financed and operated in a manner similar to private business operations where the intent of the City is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The City of Prescott has seven enterprise funds as follows:

Water Fund – To account for the provision of water services to the residents of the City and some residents of the County. All activities necessary to provide for water services are accounted for in this fund.

Wastewater Fund – Previously this fund was combined with the Water Fund. However, beginning in FY1994 this fund accounts for the provision of wastewater services to the residents of the City. All activities necessary to provide for sewer services are accounted for in this fund.

Golf Course Fund – To account for the provision of year-around golf to the residents of the City, county and visitors to the area. Beginning in FY1994, the Golf Course was established as a separate department. Prior to FY1994 the Golf Course was under direction of Recreation Services.

Airport Fund – To account for the provision of airport services to the general aviation and commercial flying public. Services include fueling, hangar and tie down rentals, etc.

Solid Waste Fund – To account for sanitation, landfill, and recycling services provided to City and County residents. All activities necessary to provide these services are accounted for in this fund. Since April of 1994, only fill materials have been accepted at the City's landfill.

Transfer Station Fund – To account for the operations of the City's transfer station. This facility was opened in September, 1991 and all activities necessary to provide this service are accounted for in this fund.

Parking Garage Fund – To account for the operations of the City's parking garage. This facility was opened in June, 2005 and all activities necessary to maintain and operating the parking garage facility are accounted for in this fund.

EXPENDABLE TRUST FUNDS are used to account for assets held by a government unit in a trustee capacity for others. Expendable trust funds are those whose principal and income may be expended in the course of their designated operations. The City of Prescott maintains the Acker Trust Fund to account for assets willed to the City of Prescott by J.S. Acker. Revenue from investments and land sales are to be expended for cultural and recreational purposes only.

The City also maintains a Miscellaneous Gifts Trust Fund as expendable trust funds.

INTERNAL SERVICE FUNDS are used to account for services and commodities furnished by one department or agency to other departments or agencies of the City on a cost-reimbursement basis. The City's Central Garage, Engineering Services, Self-Insurance Fund, and Facilities Maintenance Fund are operated as Internal Service Funds.

General Budget, Debt & Investment Policies

Budget Policy

Background

The focus of the City of Prescott's budget policy is the process by which a budget is formulated from departmental requests to the Mayor and Council adoption, including the adoption of the Five-Year Capital Improvement Plan and other issues presented to the Mayor and Council during the budget process.

A budget policy addresses the authorization levels for the approval of the annual budget and all budget adjustments for revenues and expenditures of all funds.

Standards

Generally accepted accounting principles (GAAP)
Government Finance Officers Association's (GFOA) Criteria for Distinguished Budget Award
Constitution of the State of Arizona
Arizona Revised Statutes (ARS)
Prescott City Code
City of Prescott Charter

Fund Reserves

Sound financial policy requires the establishment of appropriate fund balance levels to maintain adequate cash flow and a reserve to cover unanticipated expenditures and revenue shortfalls.

The following General Fund balances will be maintained through the budgeting process:

- Reserve of amounts for inventories, advances to other funds, or other amounts unavailable for appropriation.
- Designation of amounts re-appropriated from unencumbered balances for the completion of projects in subsequent periods.
- An unreserved and undesignated balance equal to 20% of the Fund's operating revenues: 10% to be used for the cash flow need due to timing differences between receipts and disbursements during the fiscal year and 10% that can only be used with approval of the City Council to cover unanticipated expenditure and revenue shortfalls.

All other fund equities will be maintained to meet the objectives of the fund.

Budget Objectives

The Mayor and Council of the City of Prescott annually set priorities for the City and the budget objectives will be consistent with such priorities.

The budget objectives will provide policy direction for the formulation of the City of Prescott's proposed budget and the budget schedule will identify important dates throughout the budget preparation and adoption period.

The following issues shall be considered in the development of budget objectives:

- Adoption of budget and five-year capital improvement program
- Anticipated property tax rate levels
- Provision of employee compensation including pay for performance bonuses for City employees and market sensitive salary benchmark adjustments that will ensure that the City continues to retain and attract outstanding employees. The dependent health insurance subsidy shall be equal to thirty-five percent (35%) of the cost of the dependent health insurance of the "Preferred

Plan" if purchased within the Yavapai Combined Trust. The City will continue to provide a monthly subsidy of $45.00 towards the cost of dependent health insurance purchased outside of the Yavapai Combined Trust for those employees enrolled as of June 30, 2002. Enrollment for this benefit will be discontinued as of July 1, 2002. This subsidy shall be funded as part of the base budget.

- Compliance with financial policies and maintenance of bond ratings.

The following items will be considered in conjunction with the budget preparation and adoption process unless it has been determined that the issues must be considered in a more expeditious manner.

- Ordinance changes involving fee/rate changes
- New positions or changes involving fee/rate changes
- Requests for long-term financing

The operating budget will be balanced with current revenues along with beginning fund balances less required reserves as established by City Council, greater than or equal to current expenditures.

In order to present the full cost of providing goods and services, it is necessary that all indirect costs be allocated to the service levels. General fund internal support and administrative costs will be allocated to the Enterprise Funds, Internal Service Funds, and Special Revenue Funds that benefit from the services being provided. The City's cost allocation plan will be maintained in accordance with generally accepted accounting principles for governmental organizations. The internal support and administrative systems below will be allocated based on the following factors:

- A method that allocates costs in proportion to the support or benefit received
- A method that is clearly understood and easy to explain
- A measure that is readily available and easy to apply

General Fund Function	Allocation Basis
City Council	Total City budget
City Clerk	Total City budget
City Manager	Total City budget
City Attorney	Total City budget
Purchasing	Total City budget
Budget and Finance	Total City budget
Human Resources	Full-time equivalent employees in each fund
Information Technology	Number of computers in each division

Five-Year Capital Improvement Program (CIP)

CIP is a program for capital expenditures and a means of funding facilities, projects, equipment and vehicles with a unit cost greater than $5,000 during the next five fiscal years.

The operating impact of proposed capital projects, including personnel, operating expenditures, capital outlay and debt service, as applicable, will be identified in the CIP document and considered in preparing the Five-Year Capital Improvement Program.

Financing of capital expenditures from available funds, pay-as-you-go-funding, is the least costly and most desirable method to cover capital expenditure. Every effort will be made in the CIP to accumulate funds to allow this method of funding.

Necessary capital expenditures, which are unable to be funded from available resources, will follow financing options and methods outlined in the Debt Management Policy.

Utility projects will be primarily funded by user fees as resources are available.

The program will identify all major budget assumptions, including the anticipated collection of revenues, use of fund balance, expenditures, future operating costs of capital improvements and proposed changes in services levels and fees.

The program will clearly illustrate proposed service levels and the means to finance such service levels over the five-year period.

Compliance with debt and fund balance policies shall be maintained for each year of the program.

The funding of on-going programs with nonrecurring revenues will need to be supplanted with on-going revenues and/or corresponding decrease in another on-going expenditure as identified in the five-year capital improvement program in order for on-going programs to continue.

Budget Preparation

The Finance Department and City Manager will establish a budget schedule by December 1 that will include important dates throughout the budget preparation period.

All departments will submit their budget requests to the Finance Department in accordance with the budget preparation schedule. Budget requests will include, but not be limited to, detail as to personnel, operating and capital requests, including five-year capital improvement program requests and performance measures.

The Planning and Zoning Commission shall review the City Manager's Proposed Five-year Capital Improvement Program (CIP).

Public workshops on the budget, CIP, ordinance changes and property tax rates shall be held in accordance with the budget calendar.

A public hearing on Expenditure Limitation and tentative adoption of the budget will occur on or before the third Monday in July. Mayor and Council will convene to adopt tentative budget and Expenditure Limitation.

Tentative budget and public hearing notices along with a notice of final budget adoption meeting shall be advertised once a week for two consecutive weeks following the adoption of the tentative budget.

If the proposed primary tax levy, excluding amounts attributable to new construction, is greater than the amount levied by the City the previous year, notification of the public hearing will be published. The following requirements will be met:

- The notice has to be published twice in a newspaper of general circulation in the city. The first publication shall be at least fourteen but no more than twenty days before the date on which the proposed levy will be discussed. The second publication must be at least seven but not more than ten days before the hearing.
- The notice must be at least one-fourth page in size and shall be surrounded by a solid black border at least one-eighth inch in width.
- The headline of the notice must read "Truth in Taxation Hearing – Notification of Tax Increase" in at least 18-point type and the test must be in substantially the same form as the statute.
- In lieu of publishing the notice, the City has the option of mailing the notice to all registered voters in the city at least ten but not more than twenty days before the hearing on the proposed levy.

A public hearing on budget adoption and property tax levy will occur on or before the 7th day before the tax levy is adopted.

Adoption of property tax levy will occur on or before the third Monday in August.

Budget Adoption

Following the public hearing on final budget adoption, Mayor and Council will convene to adopt the Final Budget and Five-Year Capital Improvement Program.

The budget is legally enacted through adoption of an appropriations resolution for all governmental and proprietary fund types, which places legal restrictions on expenditures at the department level.

For all funds, the level of control is at the department level as established by the City of Prescott Charter.

Although legal limits on expenditures are established at the department level, effective administrative control over expenditures is maintained through the establishment of a more detailed line-item budget.

At all times, the City will maintain compliance with the Arizona Revised Statutes in appropriating, advertising public notices, ordinance changes, requests for bond financing and any other legal restrictions imposed upon localities.

All appropriations and encumbrances unexpended at year-end lapse and are not available in the following year. Included with the budget resolutions is approval for the reappropriation of all encumbered balances.

As part of the adopted budget, all ordinance changes and other budgetary issues requiring Mayor and Council approval will be presented to the Mayor and Council for consideration.

All new positions and reclassifications approved in the budget will be effective July 1 of the new fiscal year unless presented differently to the Mayor and Council.

The Adopted Budget Document will be forwarded to the Government Finance Officers Association (GFOA) and other interested parties within 90 days of budget adoption for the Distinguished Budget Award program.

Budget Amendments

The City Manager may transfer any unencumbered appropriation between divisions within a department. Council will be notified of this transaction. Only the Council may transfer any unencumbered appropriation balance or portion thereof from one department to another.

If fund deficits are anticipated within a fiscal year recommended spending reductions will be proposed by the City Manager and presented to the Mayor and Council during the fiscal year, in a timely manner, in order to sufficiently offset the deficit.

Budgetary Accounting

Budgets are adopted on a basis substantially consistent with generally accepted accounting principles (GAAP) with the major differences being:

- Accrued compensated absences are not recognized as expenditures for budgetary purposes.
- Capital outlays for Proprietary Funds are treated as expenditures.
- Debt service principal payments are treated as expenditures for Proprietary funds.
- Capital grants in Enterprise Funds are budgeted as revenue.
- Depreciation is not budgeted as an expenditure.

Debt Policy

Background

A debt policy addresses the level of indebtedness the City of Prescott can reasonably expect to incur without jeopardizing its existing financial position and to ensure the efficient and effective operation of the City.

The debt policy shall conform to Federal and State Regulations.

A debt policy also addresses the purposes for the types of debt that will be issued.

The debt policy is to be used in conjunction with the Adopted Budget, the Capital Improvement Program and other financial policies as directed by Mayor and Council.

Planning and Performance

The planning, issuance and review of outstanding and proposed debt issuances will ensure that compliance with the debt policy is maintained.

The City may issue debt for the purpose of acquiring or constructing capital projects including buildings, machinery, equipment, furniture and fixtures.

Debt issuances will be pooled together when feasible to minimize issuance costs.

The City will prepare and adopt annually a Five-year Capital Improvement Program to identify and establish an orderly plan to meet the City's infrastructure needs with all debt-related projects and the debt service impact upon operations identified, appropriately adjusted by inflation to properly reflect costs incurred in the applicable future fiscal year.

All issuance subject to arbitrage constraints shall be monitored by the applicable personnel and have arbitrage liability calculations performed in a timely manner.

Investment of bond proceeds shall at all times be in compliance with the City's Investment Policy and meet all requirements of bond proceeds covenants.

Debt shall be within statutory and sound financial management limits.

Types of Debt

Interfund Borrowing is the borrowing by one fund from another is an acceptable means of meeting cash flow needs.

- Short-term inferfund borrowing, defined as paid back in less than one year, will occur due to occasional cash shortages in a fund. All funds borrowing from the City's available cash pool on a short-term basis should be charged an interest rate equivalent to the State Treasurers Pool for the prior month.
- Long-term borrowing, defined as paid back in more than one year, must come from a specific fund and be established by Council action. This action would include the fund borrowing the cash, fund lending the cash, terms (length of repayment period and amount of payments) of loan, and interest rate to be paid.

Lease Purchase Financing – It is legal to use lease purchasing for any lawful or necessary short-term or long-term projects; however, it is the objective not to use lease purchase financing on future equipment replacements, additions or building acquisitions. It is recognized that future events such as new services of unfunded legal mandates may require the City to provide unanticipated services or programs and that this financing technique may have to be utilized to fund start-up capital costs of such new services or

programs. If this is the case, the City can first look to its own cash pool to ascertain if a fund would have sufficient moneys to lend, with interest, over the desired term of the needed financing.

General Obligation Bonds may be used for any lawful project approved by the voters. Pursuant to Arizona Constitution, principal outstanding may not exceed:

- 20% of net secondary assessed value for water, wastewater, lighting, parks, open spaces and recreational purposes; or
- 6% of net secondary assessed value for all other purposes.
- This type of debt issuance is generally the lowest cost financing approach since the debt repayment is backed by property taxes. However, it is the policy of this Council that if general obligation debt is issued for a project with a revenue stream (i.e., water/wastewater project), that revenues from the appropriate enterprise fund be used to pay for the debt repayment and not property taxes. Debt repayment for non-revenue supported projects such as park improvements would have to be repaid through property taxes.

Utility Revenue Bonds – These voter-approved bonds may be used for acquiring, constructing or improving "utility undertakings" including water, wastewater, gas, electric light or power, airport buildings or facilities, and garbage disposal systems. Utility revenue bonds are not a general or full faith and credit obligation of the City and are secured by revenues of the applicable utility undertaking. Debt repayment is from revenues from the appropriate enterprise. A limitation on these bonds is that the prior year's net revenues must exceed maximum annual debt service by a specific factor. These bonds would be appropriate to use if the City wanted to preserve general obligation capacity for future needs.

Municipal Property Corporation Bonds – These non-voter approved bonds are for all city-approved projects. In essence, the City makes annual payments equal to debt service under a lease-purchase or loan agreement with the Municipal Property Corporation. City payments may be guaranteed by pledge of excise taxes, enterprise revenues or annual appropriations. After the debt is retired, the City receives ownership of the financed project. The Municipal Property Corporation bonds are appropriate to use for 91) mandated projects that the City has no choice, but to complete, (2) projects that are a matter of public safety and welfare which can be backed by a sufficient revenue stream to allow retirement of the debt, or (3) projects which meet a stated economic development goal of the City. Examples of mandates include a required upgrade of a wastewater treatment plant or a landfill closure. Current City of Prescott limitations on this financing technique is that the prior year's excise tax revenues must exceed maximum annual debt service by two times. Examples of public safety and welfare projects include water storage tanks, water transmission and distribution lines, sewer plan expansions and sewer collection system.

Street and Highway Revenue Bonds (HURF Bonds) are voter-approved bonds that can be used for improving, constructing or maintaining City streets and highways as well as for acquisition of necessary rights of way for street projects. Debt repayment is through use of HURF revenues. The legal limit on the amount of bonds that can be issued is government by the amount of HURF receipts in that the maximum annual debt service may not exceed two-thirds (three times coverage) of the most recent year's receipts as long as the bonds are rated "A" or above. If the bonds are rated below "A", the maximum annual debt service may not exceed 50% of the most recent year's receipts (two times coverage). Recommendation for issuance of these bonds should be carefully considered since if the maximum allowable were issued (approximately $15 million), there would not be sufficient yearly revenues available after debt repayment to operate the streets department.

Improvement District Bonds are issued for numerous governmental purposes including financing streets, curbs, gutters, sidewalks, streetlights, wastewater systems, etc. Although the bonds are not subject to voter authorization, they may be rejected by a majority of property owners within the boundaries of the designated district. The debt repayment is through assessments levied against property located within the district and the debt is backed by a contingent liability of the City's general fund. One restriction is that the improvements to be made cannot be of general benefit to the City as a whole. These bonds are recommended to be issued to bring unpaved streets to a paved status and installing wastewater systems within neighborhoods.

Investment of Municipal Funds

City of Prescott Investment Policy

I. SCOPE OF POLICY

This investment policy shall govern the investment activities of all funds of the City of Prescott, excluding any specific funds cited hereafter. This policy serves to satisfy the state statute requirement to define and adopt a formal investment policy.

A. FUND INCLUDED:

All financial assets of all current funds of the City of Prescott, Arizona and any new funds created in the future, unless specifically exempted, will be administered in accordance with the objectives and restrictions set forth in this policy. These funds are accounted for in the City's Comprehensive Annual Financial Report.

B. POOLING OF FUNDS:

Except for cash in certain restricted and special funds, the City of Prescott will consolidate cash balances from all funds to maximize investment earnings. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

II. PRUDENCE

Investments shall be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probably safety of the capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio of funds, rather than a consideration as to the prudence of a single investment. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion to the City Manager and the City Council of the City of Prescott, and appropriate action is taken in accordance with the terms of this policy.

III. OBJECTIVES OF POLICY

The primary objectives in priority order of investment activities shall be preservation and safety of principal, liquidity, and yield:

A. SAFETY:

The foremost and primary objective of the City's investment program is the preservation and safety of capital in the overall portfolio. The objectives will be to mitigate credit risk and interest rate risk. To control credit risk, investments should be limited to the safest types of securities, financial institutions, broker/dealers intermediaries and advisers which the City will do business.

To control interest rate risk, the City will structure the investment portfolio so that securities mature to meet cash requirements for ongoing operations and monitoring credit rating of portfolio positions to assure compliance with rating requirements imposed by the Public Funds Investment Act.

B. LIQUIDITY:

The City's investment portfolio will remain sufficiently liquid to enable the City to meet operating requirements that might be reasonably anticipated. Liquidity will be achieved by matching investment maturities with forecasted cash flow funding requirements, by investing in securities with active secondary markets and by diversification of maturities and call dates. Furthermore, since all possible cash demands cannot be anticipated, a small portion of the portfolio may also be placed in money market mutual funds or local government investment pools which offer same day liquidity for short term funds.

C. YIELD:

The City's investment portfolio will be designed with the objective of regularly exceeding the average rate of return on three month U.S. Treasury Bills. The investment program will seek to augment returns above this threshold consistent with risk constraints identified herein, cash flow characteristics of the portfolio and prudent investment principles. The care of investments is limited to relatively low risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

1. A security swap that would improve the quality, yield or target duration in the portfolio.
2. Liquidity needs of the portfolio require that the security be sold.
3. If market conditions present an opportunity for the City to benefit from the sale.

D. RISK OF LOSS:

All participants in the investment process will seek to act responsibly as custodians of the public trust. Investment officials will avoid any transactions that might impair public confidence in the City's ability to govern effectively. The governing body recognizes that in a diversified portfolio, occasional measured losses due to market volatility are inevitable, and must be considered within the context of the overall portfolio's investment return, provided that adequate diversification has been implemented.

IV. INVESTMENT STRATEGY

The City of Prescott intends to pursue an active vs. passive portfolio management philosophy. Active management means that the financial markets will be monitored by investment officials and investments will be purchased and sold based on the City's parameters for liquidity and based on market conditions. All marketable securities purchased by the City shall have active secondary markets, unless a specific cash outflow is being matched with and investment that will be held to maturity to meet that obligation. Securities may be purchased as a new issue or in the secondary markets. Securities may be sold before they mature if market conditions present an opportunity for the city to benefit from the trade or if changes in the market warrant the sale of securities to avoid future losses. Securities may be purchased with the intent from the beginning, to sell them prior to maturity or with the expectation that the security would likely be called prior to maturity under the analyzed market scenario. Market and credit risk shall be minimized by diversification. Diversification by market sector and security types, as well as maturity will be used to protect the city from credit and market risk in order to meet liquidity requirements.

The portfolio will be structured to benefit from anticipated market conditions and to achieve a reasonable return. Relative value between asset groups shall be analyzed and pursued as part of the active investment program within the restrictions set forth by this policy.

V. RESPONSIBILITY AND CONTROL

A. DELEGATION:

Oversight management responsibility for the investment program has been delegated to the Chief Financial Officer, to establish written procedures and controls for the operation of the investment program, consistent with this investment policy. Such procedures shall include explicit delegation of

authority to persons responsible for the daily cash management operation, the execution of investment transactions, overall portfolio management and investment reporting.

B. SUBORDINATES:

All persons involved in investment activities shall be referred to as “investment officials”. No person shall engage in an investment transaction except as provided under the terms of this policy, the procedures established by the Chief Financial Officer and the explicit authorization by the City Manager to withdraw, transfer, deposit and invest the City’s funds. The City Council, by resolution, has authorized the City Manager to appoint these individuals. The Chief Financial Officer shall be responsible for all transactions undertaken, and shall establish a system of controls to regulate the activities of subordinate investment officials.

C. CONFLICTS OF INTEREST:

Investment officials and employees involved in the investment process will refrains from personal business activity that could conflict with proper execution and management of the investment program, or which could impair their ability to make impartial investment decisions. Investment officials and employees shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the City. THIS POLICY EXPRESSLY INCORPORATES THE PROVISIONS OF TITLE 38, CHAPTER 3, ARTICLE 8, ARIZONA REVISED STATUTES.

D. DISCLOSURE:

Investment officials and employees shall disclose to the City Manager any material financial interest in financial institutions that conduct business with the City of Prescott. Investment officials and employees shall further disclose any material, personal investment positions that could be related to the performance of the City’s investment portfolio. Investment officials and employees shall subordinate their personal investment transactions to those of this jurisdiction, particularly with regard to the timing of purchases and sales. An investment official who is related within the second degree by affinity or consanguinity to individuals seeking to sell an investment to the city shall file a statement disclosing that relationship.

E. INVESTMENT TRAINING:

Investment officials shall have a finance, account or related degree and knowledge of treasury functions. Investment training must take place not less than once in a two year period and receive no less than ten hours of instruction relating to investment responsibilities from an independent source such as Government Finance Officers Association, Municipal Treasurers Association, American Institute of Certified Public Accountants, Arizona Finance Officers Association, Arizona Society of Public Accounting or other professional organizations. The Chief Financial Officer and all investment officials of the City shall attend at least one training session relating to their cash management and investment responsibilities within 12 months after assuming these duties for the City. Training must include education in investment controls, security risks, strategy risks, market risks, and compliance with State investment statutes.

VI. AUTHORIZED INVESTMENTS

Funds of the City of Prescott, Arizona may be invested in the following investments. Investments not specifically listed below are not authorized:

1. Obligations of the United States or its agencies and instrumentalities;
2. Direct obligations of this state or its agencies;
3. Collateralized Mortgage Obligations and pass-through securities directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;

4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, the State of Arizona or the United States or its instrumentalities;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state, rated as to investment quality by a nationally recognized investments rating firm not less than A or its equivalent;
6. Certificates of deposit that are issued by a state or national bank or savings and loan domiciled in the State of Arizona and that are guaranteed or insured by the Federal Deposit Insurance Corporation or are secured as to principal by obligations described in the preceding clauses or in any other manner and amount provided by law for City deposits.
7. Fully collateralized Repurchase or Reverse Repurchase Agreements that have a defined termination date and are fully secured by obligations described in the preceding paragraphs (1) through (5) of this section of the policy;
8. The pooled investment funds established by the state treasurer pursuant to ARS 35-326;
9. Money Market Mutual Funds investing exclusively in obligations authorized by the preceding paragraphs (1) through (5) of this section of the policy.

VII. INVESTMENT REPORTS

The Chief Financial Officer shall submit quarterly an investment report including a management summary that provides and analysis of the status of the current investment portfolio with comparison to the average three-month US Treasury Bill.

VIII. PORTFOLIO AND INVESTMENT ASSET PARAMETERS

A. BIDDING PROCESS FOR INVESTMENTS:

Investment officials for the City may accept bids for certificates of deposit and for all marketable securities either orally, in writing, electronically, or in any combination of these methods. The investment official will strive to receive two to three price quotes on marketable securities being sold, but may allow one broker/dealer to sell at a predetermined price under certain market conditions. Investments purchased shall be shopped competitively between approved financial institution and broker/dealers. Security swaps are allowed as long as maturity extensions, credit quality changes and profits or losses taken are within the other guidelines set forth in this policy.

B. MAXIMUM MATURITIES:

The City of Prescott will manage its investments to meet anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than seven years from the date of purchase. The City shall adopt weighted average maturity limitations consistent with the investment objectives.

C. MAXIMUM DOLLAR-WEIGHTED AVERAGE MATURITY:

Under most market conditions, the composite portfolio will be managed to achieve a two year dollar-weighted average maturity. However, under certain market conditions, investments officials may need to shorten or lengthen the average life or duration of the portfolio to protect the city. The maximum-dollar weighted average maturity based on the stated final maturity, authorized by this investment policy for the composite portfolio of the City shall be three years.

D. PRICING:

Market price for investments acquired for the City's Investment Portfolio shall be priced using independent pricing sources and market value monitor at least monthly.

IX. SELECTION OF DEPOSITORY, FINANCIAL INSTITUTIONS AND BROKER/DEALERS

A. BIDDING PROCESS:

Depositories shall be selected through the City's banking services procurement process, which shall include a formal request for proposal (RFP) issued at least every five years with a typical contract being for two (2) years with an option to extend the contract for three (3) additional one (1) year terms. In selecting depositories, the credit worthiness of institutions shall be considered, and the Chief Financial Officers shall conduct a comprehensive review of prospective depositories credit characteristics and financial history. No public deposit shall be made except in a qualified public depository as established by state depository laws. The depository bank bid will not include bids for investment rates on certificates of deposit. Certificate of deposit rates will be shopped competitively between qualified financial institutions in accordance with the manner in which all other types of investment assets are purchased.

B. INSURABILITY:

Banks and Savings and Loan Associations seeking to establish eligibility for the City's competitive certificate of deposit purchase program, shall submit financial statements, evidence of federal insurance and other information as required by the investment officials of the City of Prescott.

C. AUTHORIZED DEPOSITORY, FINANCIAL INSTITUTIONS AND BROKER/DEALERS:

The Chief Financial Officer will maintain a list of financial institutions authorized to provide investment services. All financial institutions and broker/dealers or bank/dealers who desire to become a qualified bidder for investment transactions must supply the Chief Financial Officer with the following:

1. Audited financial statements.
2. Proof of National Association of Security Dealers certification where applicable.
3. Proof of state registration where applicable.
4. Completed broker/dealer questionnaire.
5. Certification of having read the City of Prescott's investment policy.

A current audited financial statement is required to be on file for each financial institution and broker/dealer which the City of Prescott uses.

X. COLLATERALIZATION OF CITY'S DEPOSITS

A. INSURANCE OR COLLATERAL PLEDGED:

Collateralization shall be required on depository bank deposits, certificates of deposit, and repurchase (and reverse) agreements in accordance with the "Public Funds Collateral Act" and depository laws (see Appendix B). In order to anticipate market changes and provide a level of security for all funds, the collateralization level will not be less than 102% of market value of principal and accrued interest, less an amount of $100,000, which represents insurance by the FDIC or FSLIC on certain types of bank deposits. Evidence of the pledged collateral shall be documented by a safekeeping agreement or a master repurchase agreement with the collateral pledged clearly listed in the agreement and safekeeping confirmations. The master repurchase agreement must be executed and in place prior to the investment of funds. Collateral shall be monitored daily to ensure that the market value of the securities pledged equals or exceeds the related deposit or investment balance.

B. COLLATERAL DEFINED:

The City of Prescott shall accept only the following insurance and securities as collateral for cash deposits, certificates of deposit, and repurchase agreements:

1. FDIC insurance coverage

2. Obligations of the United States of America, its agencies and instrumentalities, including agency and instrumentality issued mortgage backed collateral.
3. Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the State of Arizona or the United States of America or its agencies and instrumentalities.
4. Obligations of states, agencies thereof, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investments rating firm and having received a rating of no less than A or its equivalent.

C. COLLATERAL SAFEKEEPING AGREEMENT:

The City shall not accept, as depository collateral, any security that is not specifically allowed to be held as a direct investment by the City's portfolio and that the maximum maturity of the collateral securities may not be greater than five years. Collateral will always be held by an independent third party with whom the entity has a current custodial agreement. A clearly marked evidence of ownership (safekeeping receipt) must be supplied to the City and retained. The safekeeping agreement must clearly define the responsibility of the safekeeping bank. The safekeeping institution shall be the Federal Reserve Bank or an institution not affiliated with the financial institution or broker/dealer that is pledging the collateral. The safekeeping agreement shall include the authorized signatures of the City and the firm pledging collateral.

D. AUDIT OF PLEDGED COLLATERAL:

All collateral shall be subject to verification and audit by the Chief Financial Officer or the City's independent auditors.

XI. SAFEKEEPING AND CUSTODY OF INVESTMENT ASSETS

All security transactions, including collateral for repurchase (reverse) agreements, entered into by the City shall be conducted using the delivery vs. payment (DVP) basis. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the safekeeping bank. The safekeeping or custody bank is responsible for matching up instructions from the City's investment officials on an investment settlement with what is wired from the broker/dealer, prior to releasing the City's designated funds for a given purchase. The security shall be held in the name of the City or held on behalf of the City in a bank nominee name. Securities will be held by a third party custodian designated by the Chief financial Office and evidenced by safekeeping receipts. The safekeeping bank's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City. A safekeeping agreement must be in place which clearly defines the responsibilities of the safekeeping bank.

GENERAL FUND

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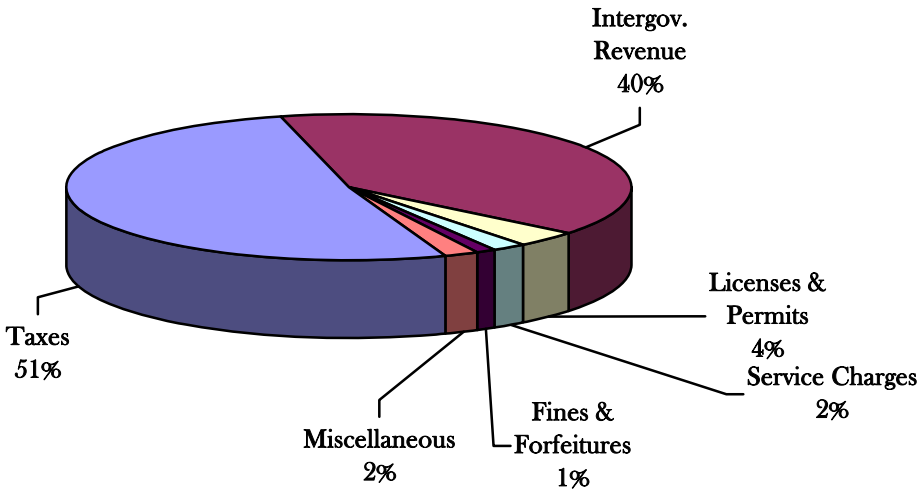
General Fund Summary

General Fund pays for basic governmental services including legal, manager, council, finance and administrative services, police, fire, library, parks and recreation, and community development. Revenues are from the local city sales tax, intergovernmental state shared revenues, primary property tax, franchise taxes, licenses and permits, service charges, and fines and forfeitures.



The General fund budget for FY2009 totals $33,857,409. Current year projected revenues total $35,212,961, which is level with the revised estimates for FY2008 projected at $35,206,096.

Cash available as of July 1, 2008 is estimated at $11,155,677. As per the Budget Policy, $7,041,219, or 20% of operating revenues, of the available cash will continue to be held as a reserve. An additional $3,220,065 is reserved to meet long-term commitments along with $19,148 for an interfund loan. The remaining $950,659 is to assist in the funding for capital projects and equipment budgeted in FY2008 including carryovers for items not completed or received during FY2009.

Necessary transfers for FY2009 include the General Fund's portion of certain grant matches totaling $419,957, rebates per Economic Development agreements for $1,936,266, a contribution toward the Smart Growth Plan in the amount of $25,000 (total project cost $250,000), CYMPO projects match in the amount of $5,367, and a transfer to the Parking Garage in the amount of $23,579. Also, according to Council policy, all excess General Fund revenues over expenditures at the end of the fiscal year will be transferred to the Capital Improvement Fund. That amount is estimated at $84,901. Total transfers for FY2009 are $2,495,070.

Total General Fund revenue and expenditure activity for the past four years and projections for FY2009 are as follows:

CITY OF PRESCOTT
GENERAL FUND
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Source of Funds:						
Beginning Fund Balance						
General Fund Reserve	5,371,586	5,723,761	6,534,797	7,062,152	7,062,152	7,378,691
Long-Term Commitments	-	-	1,628,516	1,628,516	1,628,516	3,144,651
Interfund Loans	2,122,516	1,741,726	1,187,896	657,523	657,523	19,148
Unreserved Fund Balance	1,506,758	3,289,512	3,329,712	2,408,412	2,408,412	701,224
Total Beginning Fund Balance	9,000,860	10,754,999	12,680,921	11,756,603	11,756,603	11,243,714
Revenues						
Taxes						
Sales/Use Tax	13,387,444	15,223,087	15,962,034	16,372,000	15,302,764	15,121,000
Primary Property Tax	1,000,493	1,050,811	1,124,329	1,160,983	1,160,983	1,215,502
Franchise Taxes	1,235,890	1,369,307	1,488,072	1,536,865	1,518,632	1,564,191
Intergovernmental Revenues						
State Sales Tax	3,144,027	3,638,647	3,875,080	4,152,141	3,872,141	3,687,548
State Income Tax	3,119,837	3,553,288	4,628,849	5,742,025	5,742,025	6,010,096
State Vehicle License	2,228,192	2,576,593	2,595,676	2,509,633	2,509,633	2,584,922
Joint Dispatch	428,146	887,716	875,398	1,108,412	1,062,346	1,174,273
Library	447,590	495,309	676,937	670,815	696,939	696,939
Other	408,436	426,675	463,752	445,735	433,521	433,521
Licenses and Permits	1,512,748	1,366,946	1,116,462	1,322,650	787,750	895,915
Service Charges	775,281	671,594	863,181	783,750	752,253	753,529
Fines & Forfeitures	323,678	436,545	404,494	407,572	446,900	449,000
Miscellaneous	616,239	977,523	1,236,495	680,875	920,209	626,525
Subtotal	28,628,001	32,674,041	35,310,759	36,893,456	35,206,096	35,212,961
Other Funding Sources						
Lease Purchase Proceeds	-	734,000	-	-	-	250,000
Transfers In	30,000	-	-	-	-	80,000
Subtotal	30,000	734,000	-	-	-	330,000
Total Revenues & Other Funding Sources	28,658,001	33,408,041	35,310,759	36,893,456	35,206,096	35,542,961
Use of Funds:						
Departments						
General Government						
Mayor and City Council	61,344	29,894	63,739	53,168	43,840	52,853
City Clerk	29,721	110,472	21,069	119,457	78,260	125,712
City Court	431,420	478,898	511,598	553,132	500,093	521,285
City Manager	40,305	161,409	125,393	127,837	144,230	172,117
Legal	538,834	365,822	263,951	296,135	251,627	285,357
Economic Development	273,443	278,508	291,055	367,183	367,153	353,693
Human Resources	120,842	189,852	203,550	246,985	247,836	283,749
Insurance and Retirements	322,088	483,717	364,830	795,476	674,530	522,631
General Government Total	1,817,997	2,098,572	1,845,185	2,559,373	2,307,569	2,317,397

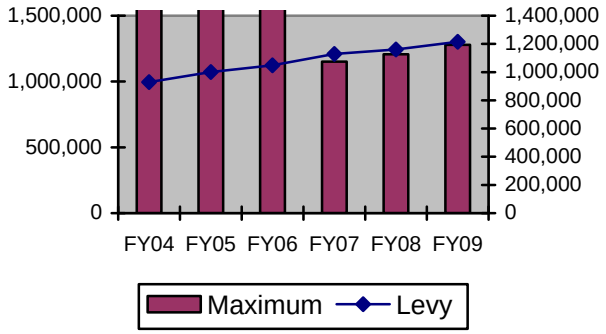
CITY OF PRESCOTT
GENERAL FUND
FUND SUMMARY

	Actual FY2005	Actual FY2006	Actual FY2007	Budget FY2008	Est End FY2008	Adopted FY2009
Budget and Finance	1,140,488	1,096,672	1,220,662	1,414,215	1,372,113	1,366,223
Administrative Services	546,219	739,589	437,777	574,499	521,672	585,576
Community Development	1,634,020	1,955,733	2,264,883	2,643,941	2,585,174	2,410,949
Parks, Recreation and Library	4,419,299	4,843,787	5,432,172	5,992,538	5,942,380	5,740,152
Police	7,830,646	9,351,769	8,793,070	10,419,909	10,069,008	10,210,704
Fire	5,483,464	6,024,978	6,687,543	7,709,906	7,583,181	7,550,839
Regional Communications			1,855,943	2,296,237	2,240,463	2,486,667
Debt Service	-	81,007	162,014	162,014	162,014	162,014
Total Operating Budget	22,872,133	26,192,107	28,699,249	33,772,632	32,783,574	32,830,521
Capital Outlay/Projects						
General Government						
City Council			-	12,500	12,500	6,500
City Clerk	-	-	59,958	134,000	7,000	-
City Manager	19,250	-	27,500	27,500	27,500	110,000
Economic Development	50,000	53,424	-	-	-	-
Budget and Finance	(54)	632,734	157,197	174,500	115,560	544,805
Administrative Services	35,438	20,042	-	-	-	-
Community Development	10,690	499	59,915	110,000	30,505	20,000
Parks, Recreation and Library	247,178	82,843	452,262	363,984	358,984	339,183
Police	25,368	99,642	252,581	152,390	153,647	6,400
Fire	100,276	12,258	21,228	108,000	113,500	-
Regional Communications	-	-	-	35,000	35,000	-
Total Capital Outlay/Projects	488,146	901,442	1,030,641	1,117,874	854,196	1,026,888
Transfers Out						
Economic Incentives	1,280,199	1,196,388	1,315,734	1,936,266	1,936,266	1,936,266
Vehicle Replacements	330,500	-	-	-	-	-
Surplus (Revenues over Expenditures)	1,725,214	2,824,092	4,840,617	75,938	-	256,440
Grant Matches	187,368	260,630	317,466	453,635	225,438	419,957
Library Expansion	-	65,000	-	-	-	-
Facilities Maintenance	-	8,517	-	-	-	-
Parking Garage	-	33,931	7	-	-	23,579
Planned Growth Strategy	-	-	-	50,000	3,828	30,367
Gifts Fund	-	-	-	-	3,720	-
Parks Master Plan	-	-	19,281	-	-	-
One Day Hazardous Disposal Event	-	-	12,082	-	-	-
Total Transfers Out	3,523,281	4,388,558	6,505,187	2,515,839	2,169,252	2,666,609
Total Expenditures & Transfers Out	26,883,560	31,482,107	36,235,077	37,406,345	35,807,022	36,524,018
Ending Fund Balance						
General Fund Reserve	5,723,761	6,534,797	7,062,152	7,378,691	7,041,219	7,042,592
Long-Term Commitments	-	1,628,516	1,628,516	3,144,651	3,144,651	3,220,065
Interfund Loans	1,741,726	1,187,896	657,523	19,148	19,148	-
Unreserved Fund Balance	3,289,512	3,329,712	2,408,412	701,224	950,659	-
Total Ending Fund Balance	10,754,999	12,680,921	11,756,603	11,243,714	11,155,677	10,262,657

Property Tax: The primary property tax levy for FY2008-2009 is $1,215,502. This increase is caused by new construction not increased property valuations and the inclusion of a Qwest settlement that was charged back to each City or County in which Qwest pays property tax. The primary property tax levy remaining fairly constant and the property values increasing have the effect of a reduction in the tax rate. The current financial policy of the City Council calls for a slight reduction of the primary property tax rate each year. The FY2009 estimated primary rate is $0.1839 per $100 assessed valuation. As depicted in the graph below, the maximum allowable tax levy was reduced in FY2007. This change was dictated by Arizona State law.

Annual Primary Property Tax Levies

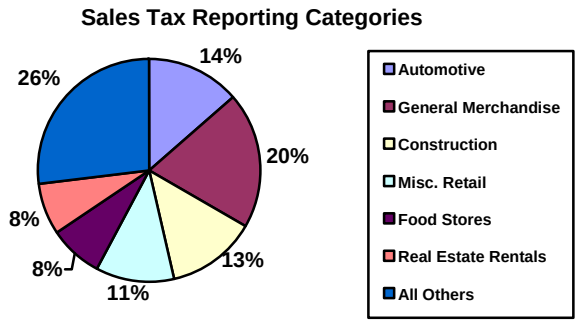
Fiscal Year	Primary Levy	% Change from Prev. Year	Primary Tax Rate
2003-04	929,147	8.3%	0.2415
2004-05	1,000,493	7.7%	0.2383
2005-06	1,048,406	4.8%	0.2245
2006-07	1,128,971	7.7%	0.2182
2007-08	1,160,983	2.8%	0.1991
2008-09	1,215,502	4.7%	0.1839



Transaction Privilege Tax (Sales Tax): All Arizona cities and towns have a transaction privilege tax which is commonly referred to as a sales tax. However, the transaction privilege tax is far more extensive than retail sales. It includes taxation of residential and commercial rentals; taxation of utilities and communications; taxation of retail sales; construction activities; and auto dealerships to mention a few. Thus, even if retail sales do not increase due to a competing regional environment, this revenue category can still increase. Sales tax is projected to be level with FY2008 revised estimates which should yield $14,500,000. This estimate is lower than previous year collections and is reflective of the downturn in the economy.

City Sales Tax (Without Use Tax or Audits)

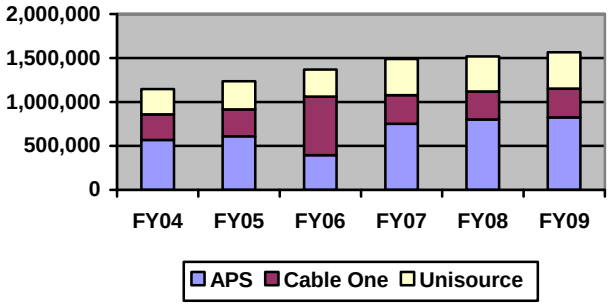
Fiscal Year	Revenues	% Change from Prev. Year
2003-04	11,418,890	17.5%
2004-05	12,743,801	11.6%
2005-06	14,436,346	13.3%
2006-07	14,968,648	3.7%
2007-08 (est.)	14,500,000	-3.1%
2008-09 (est.)	14,500,000	0.0%



Franchise Taxes: Franchise taxes are from Cable One, Unisource Gas and Arizona Public Service. Franchise rates for Unisource Gas and Arizona Public Service are set (by the voters) at 2.0% of gross revenues while the negotiated rate for the cable company is 4.0% of gross revenues. From the ensuing table it can be observed the projection for FY2008 is 3.0% over FY2007 revised estimates.

Franchise Taxes

Fiscal Year	Revenues	% Change from Prev. Year
2003-04	1,147,098	12.4%
2004-05	1,235,890	7.7%
2005-06	1,369,307	10.8%
2006-07	1,488,072	8.7%
2007-08 (est.)	1,518,632	2.1%
2008-09 (est.)	1,564,191	3.0%



State Sales Tax (Transaction Privilege Tax): Through May 31st, 2001, citizens of Prescott, through collection by local businesses, pay the State 5.0% on retail purchases and varying rates on other transactions. State sales tax was increased to 5.6% on June 1, 2001. A portion of that sales tax is returned to the City based on Prescott's population compared to the incorporated population of the State. Cities and towns share in 25.0% of two percent of the State's 5.6 percent.

State Shared Sales Tax

Fiscal Year	Prescott's Share of Total Distributed to Cities	Prescott's $ Share of Total Distributed to Cities	% Change from Prev. Year
2003-04	0.84%	2,855,210	7.6%
2004-05	0.84%	3,144,027	10.1%
2005-06	0.84%	3,638,647	15.7%
2006-07	0.84%	3,875,080	6.5%
2007-08 (est.)	0.84%	3,872,141	-0.1%
2008-09 (est.)	0.84%	3,687,548	-4.8%

State Income Tax: The State of Arizona collects income taxes and shares that revenue with incorporated cities and towns based on population.

The City of Prescott's share of State income tax is estimated to be $6,010,096 which is an increase of $268,071 or 4.7%. The State has estimated state income tax 24.0% higher than last year's estimate. This is the only one of the state shared revenues which can be accurately forecast since it is drawn from collections two years ago. From 1973 through FY1992, cities in Arizona shared in 15% of the State personal and corporate income tax collected two years prior and distributed in proportion to the cities' share of State population. Beginning in FY1993, the cities' share was lowered to 12.8%. This change was enacted by the State, along with revisions to the individual and corporate State income tax in 1990, and was designed to keep the cities' share revenue neutral. The portion of the State tax which will be distributed to cities and towns in FY2009 is estimated at $717.0 million and represents individual and corporate income tax collections by the State in the 2006-07 fiscal year.

The following table shows the City of Prescott's % allocation, $ share and % change since 2003-04.

State Income Tax

Fiscal Year	Prescott's % of State Collection	Prescott's $ Share of State Collection	% Change from Prev. Year
2003-04	0.84%	3,060,168	-15.3%
2004-05	0.84%	3,119,837	1.9%
2005-06	0.84%	3,553,288	13.9%
2006-07	0.84%	4,628,849	30.3%
2007-08 (est.)	0.84%	5,742,025	24.0%
2008-09 (est.)	0.84%	6,010,096	4.7%

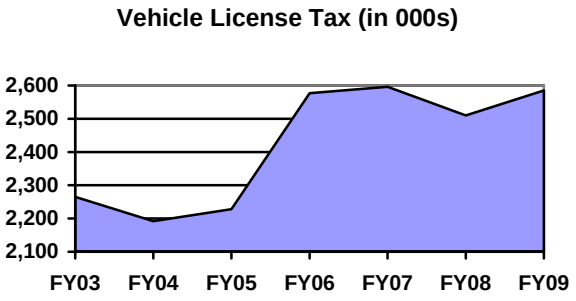
Vehicle License Tax (Auto Lieu Tax): Prescott's share of the vehicle tax for 2008-09 is estimated at a higher level than the FY2008 revised estimate. Twenty-five percent of the net revenues collected for the licensing of motor vehicles by a particular county is distributed back to incorporated cities and towns within that county. License fees are collected by the State and distributed to counties, cities and towns. A city or town receives its share of the vehicle license tax collections based on its population in relation to the total incorporated population of the county. The only stipulation on the use of this revenue is that it must be expended for a public purpose.

A factor in the decrease of revenue in this category for FY2004 is the repayment to Yavapai County for previous years' Vehicle License Tax revenue received by the City of Prescott from Yavapai County. These revenue payments were made in error.

The following chart illustrates the City's actual collections and percentage change since FY2004.

Vehicle License Tax

Fiscal Year	Revenues	% Change from Prev. Year
2003-04	2,191,848	-3.2%
2004-05	2,228,192	1.7%
2005-06	2,576,593	15.6%
2006-07	2,595,676	0.7%
2007-08 (est.)	2,509,633	-3.3%
2008-09 (est.)	2,584,922	3.0%



Joint Dispatch: Revenues for this category are received from other governmental agencies participating in the Regional Communications Center. The Regional Communications Center became fully functional during fiscal year 2006. At that time seven and one-half dispatchers were transferred to the City from Central Yavapai Fire District. FY2009 revenues are projected to be 10.5% higher than the FY2008 revised estimates. This is the result of the staffing level not being at 100% during FY2008. It is anticipated that the division will be at full staffing level during FY2009.

Library: Intergovernmental revenues for the Library consist of contributions from Yavapai County and percentage share of costs from other governmental members participating as part of the Library Network.

Other Intergovernmental Revenues: This category is primarily made up of the Fire contract with Yavapai Prescott Indian Tribe for the city to provide fire protection for homes and businesses located on the reservation. It also consists of monies received by the Fire Department for a portion of the reimbursements received from Arizona State Land Department for fire assistance on state lands. The remaining components of this category are for contributions towards Animal Control and City Court.

Licenses and Permits: This revenue category consists mainly of Building Permit fees and Plan Check fees. Other revenues in this area are Dog Licenses, Liquor Licenses, Blasting Permits, and Film Permits.

Service Charges: Recreation fees for sports and programs are the main element of the Service Charges grouping. Revenues are expected to remain level when comparing FY2008 estimated endings to FY2009 budget.

Fines and Forfeitures: This category covers monies paid to the City of Prescott for fines and forfeitures assessed by the Police Department, City Court, Legal Department, Library and Animal Control. Staff projects that this revenue source will remain constant.

Miscellaneous: The largest revenue source in this area is Interest Earned. Typically staff is conservative when projecting interest earnings. This is evident when comparing the FY2008 estimated ending to the FY2009 budget. Another large revenue source listed under Miscellaneous is rents received by the City of Prescott. A majority of the rent received is for wireless sites located on City owned property. Other minor revenues in this category are Administrative Fees for Hassayampa Community Facilities District and Sale of Property.

GENERAL GOVERNMENT

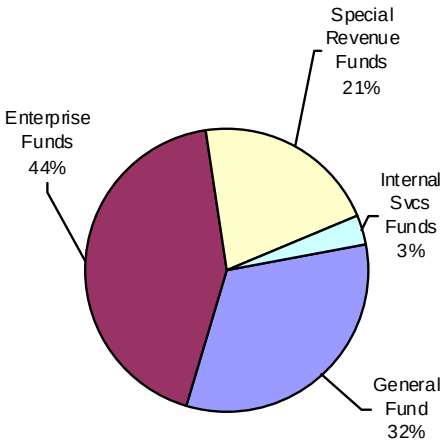
Mayor and Council

Division Mission: The Mayor and Council serve as the legislative and policy-making body of the municipal government and have responsibility for enacting City ordinances, appropriating funds to conduct City business, and providing policy direction to the administrative staff.

Mayor and Council
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 48,618	$ 49,253	$ 49,217
Supplies	6,893	4,150	4,800
Other Services & Charges	111,026	113,676	123,202
Capital Outlay/Projects	-	12,500	6,500
Total	$ 166,537	$ 179,579	$ 183,719
Cost Recovery	$ (102,798)	$ (123,239)	$ (124,366)
Capital Outlay/Projects			
Prescott Creeks Match			6,500
Total Capital Outlay/Projects			6,500

Mayor and Council
Funding Sources



Mayor and Council
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	7.00	7.00	7.00
Mayor	1.00	1.00	1.00
Councilmembers	6.00	6.00	6.00

Significant Expenditures Changes: The Personnel and Supplies categories remained fairly constant in the Mayor and Council's FY2009 budget. Slight increases can be found in the Supplies and the Other Services & Charges categories. These increases are a result of monies not being expended in FY2008, but are anticipated to be spent in FY2009. Overall, this division had a minimal increase when comparing the FY2008 estimated endings to the FY2009 budget.

City Manager

Division Mission: The City Manager provides professional administration of the policies and objectives established by the City Council; develops alternative solutions to community problems for Council consideration; and plans programs that meet the future public needs of the City. The City Manager also oversees the City economic development efforts, which provides resources for businesses looking to open a new location, expand an existing business or learn of networking groups and business services.

Prior Year Results and Outcomes: See Budget Transmittal Letter

City Manager
Expenditure Summary

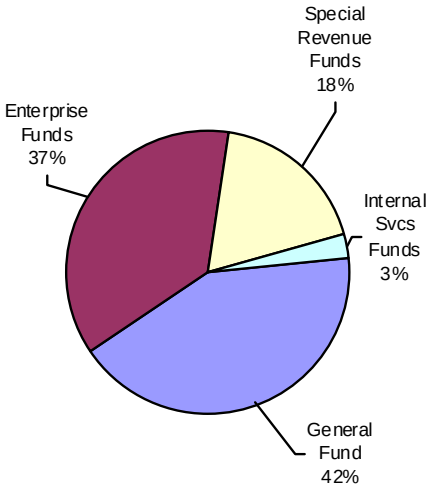
	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 409,184	$ 446,940	$ 508,472
Supplies	10,976	5,413	3,400
Other Services & Charges	46,989	52,210	56,188
Capital Outlay/Projects	27,500	27,500	110,000
Total	$ 494,649	$ 532,063	$ 678,060
Cost Recovery	$ (341,756)	$ (360,333)	$ (395,943)
Capital Outlay/Projects			
Technical Energy Audit			$ 90,000
Youth County			20,000
Total Capital Outlay/Projects			$ 110,000

City Manager
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.25	3.45	3.45
City Manager	1.00	1.00	1.00
Asst. City Manager	1.00	0.00	0.00
Deputy City Manager*	0.00	1.20	1.20
Asst. to City Manager	0.70	0.00	0.00
Management Analyst**	0.30	0.00	0.00
Executive Assistant	1.00	1.00	1.00
Administrative Specialist***	0.25	0.25	0.25

*30% of one Deputy City Manager is charged to the Solid Waste Fund and remainder of second Deputy City Manager is charged to Water Fund (25%) and Wastewater Fund (25%).
***The remaining 75% of Administrative Specialist is charged to Economic Development.

City Manager
Funding Sources



Significant Expenditure Changes: The large increase in the Personnel category is the result of a reorganization that added a second Deputy City Manager in the last quarter of FY2008. The existing Public Works Director was promoted to a Deputy City Manager and the Public Works Director position was eliminated as part of the reorganization.

There are no other significant expenditure changes in this area. Information regarding the Capital Outlay/Projects can be located in the Capital Improvement Program section of this book.

City Clerk

Division Mission: The mission of the City Clerk's Office is to maintain integrity in the governing process by processing, maintaining and preserving the official records of the City of Prescott; overseeing all municipal elections in an efficient and effective manner, and in accordance with State Statutes; and providing courteous and responsive customer service to internal and external customers.

Goal: Provide excellent customer service to customers, by making available more information electronically.			
Strategy: Expand use of scanner to provide legislative documents on-line and/or internally on the City's Portal			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Scanning legislative documents within one week from when they become available (Ordinances, Resolutions, Minutes, Contracts/Agreements)	42/80%	520/100%	600/100%
Scanning of old legislative documents/# of pages	42/420	10,000/60,000	15,000/90,000

Goal: Maintain and preserve the official records of the City.			
Strategy: Develop and implement a citywide Records Management Program.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Develop program	N/A	Complete by Summer 2008	N/A
Implement program	N/A	N/A	Complete by Fall 2008
Number of Citywide Training Sessions Provided	N/A	N/A	2
Strategy: Develop and implement a citywide Records Disaster Recovery Plan.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Develop program	N/A	N/A	Complete by Spring 2009
Implement program	N/A	N/A	Complete by Summer 2009
Strategy: Complete set up and implement use of Records Center for storage of all City inactive records.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Complete center	N/A	N/A	Complete by Spring 2008
Implement use of center by all departments	N/A	N/A	Begin by Fall 2008

Goal: Prepare and make available legislative documents in a timely manner.			
Strategy: Streamline minutes process so that unofficial minutes of all meetings, regardless of type, may be available to the public within three days after meetings.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number/Percentage of Special/Regular Council Meetings requiring minutes	80/85%	90/80%	90/90%
Number of hours spent preparing minutes	200	190	180

Goal: Maintain, preserve and make available legislative documents in a timely manner.			
Strategy: Complete all documentation and actions from Council meetings within three days of meeting.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
# of Ordinances/% processed within three days	53/100%	90/100%	75/100%
# of Resolutions/% processed within three days	55/100%	80/100%	80/100%
# of Liquor Licenses/% processed within three days	60/100%	40/100%	40/100%
# of Contracts, Leases and Agreements/% processed within three days	315/90%	350/90%	350/95%

Prior Year Results and Outcomes

Fiscal Year 2008 has been a year of transition, incorporating new staff and technology to address the current and future needs of the department, primarily addressing the issues of Records Management, Imaging, Boards/Commissions, Agendas/Public Records, Digital Recording, and Liquor Licenses, while continuing with everyday activities.

At the beginning of FY2008 a new Deputy City Clerk came on board with a wealth of information and knowledge of records management, and efforts are underway to move this program forward. Ten of the departments' retention schedules have been approved by the State and the staff continues to work with the other departments to assist with having their schedules approved as well. Additionally, a new Records Center has been developed in an old building off Virginia Street in the Public Works complex. This Center includes a new interior with shelving, fire alarm, and computer system for input and retrieval/destruction of inactive records for all City departments. Currently there are four departments utilizing the Records Center, and others will be added as time/training permits.

At City Hall, the old City Clerk files were cleaned out, condensing the contents of four offices into two, and purging the equivalent of 30 boxes of non-records from valuable space at City Hall. Additionally, staff is beginning to sift through the multitude of old records downstairs in order to destroy those no longer needed and incorporating the others into the Records Center system. As part of this process, an electronic inventory of 50 boxes of City Clerk files has been developed.

As part of the Records Management Program, imaging has been occurring since October of 2007 on a full-time basis. With the addition of a temporary employee, staff has been able to scan all ordinances, resolutions and minutes, removing them from the old storage books and placing them in permanent material files/boxes for archival purposes. Additionally, the current year's contracts/agreements have been scanned and older ones which are still active are scanned as needed. All of these documents will eventually be available for access by both internal and external customers.

As part of the imaging program, staff has been able to begin scanning Council meeting packets and posting all packet materials on the Internet for use by everyone. This has enabled the City Clerk's office to reduce the number of meeting packets each week from 42 copies to 17. Additionally, staff has been working with the imaging vendor to develop an agenda process through their Workflow module, to provide for electronic submittal/approval of agenda items, with a tentative start date will be October 2008. Also, both a Water Service Agreement and Development Agreement identification system has been introduced through the scanning process.

With recent changes in state statutes, the duties of those involved with posting of agendas and preparation of minutes have increased significantly. In order to comply with these regulations, the City Clerk's Office has provided training for staff liaisons on the process needed as well as an overview of the Open Meeting Law and Conflict of Interest (which was provided by the Legal Office). A process has been developed for staff liaisons to forward agendas and approved minutes to the Clerk's Office for scanning and placement in archival facilities. Additionally, Open Meeting Law training/review has been provided to several of the City's Boards/Committees.

The Department has been preparing a Handbook for all Board/Committee members, and also plans to hold bi-annual training for Board/Committee members in conjunction with the Legal Department.

This fiscal year we also began using a digital recording system at Council meetings, which has provided a great technical tool at a reasonable cost, and allows us to work from a laptop to streamline the minute process.

Another issue which has impacted our department this year more than past is public records requests. These requests take a great deal of time to administer and we are hopeful that proposed legislation may provide some monetary assistance for those large requests that require additional manpower. Although not all requests are "public records requests" the City Clerk's Office has provided information to internal and external customers totaling in the area of 1,000. As the imaging system is expanded, many of these requests will be available for requestors to access themselves online.

Finally, the annual liquor license billing information has been transferred from a Word document to an Excel Spreadsheet. Staff created an application process checklist and was trained in MapView to allow staff to prepare liquor license maps for new applications, thereby freeing up IT's time.

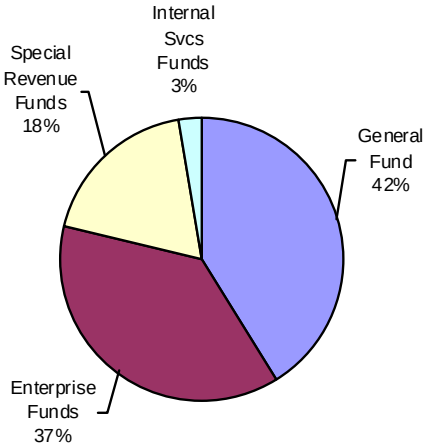
City Clerk
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 155,313	$ 173,030	$ 178,481
Supplies	4,173	14,980	2,500
Other Services & Charges	39,517	97,654	121,989
Capital Outlay/Projects	59,958	7,000	-
Total	$ 258,961	$ 292,664	$ 302,970
Cost Recovery	$ (177,934)	$ (207,404)	$ (177,258)

City Clerk
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	2.00	2.00	2.00
City Clerk	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00

City Clerk
Funding Sources



Significant Expenditure Changes: The significant decrease in Supplies can be attributed to several storage boxes being purchased by the Clerk's Office to be used by City departments. The goal was to have standardized storage boxes for the storage of official documents.

The significant increase in the Other Services and Charges category can be attributed to the budgeting of three elections for FY2009. There were two City elections held in FY2008 – primary and general. Funding is available should the need for a special election arise in the upcoming fiscal year.

City Court

Division Mission: The Municipal Court provides prompt and effective judicial services, adjudicating violations of the Arizona Revised Statutes and Prescott City Code occurring within the city limits.

Goal: Utilize aggressive, court-driven case management to decrease litigant time and costs.			
Strategy: Manage the processing of cases from inception to completion and monitor case progress to assume control of scheduling specific events from filing to disposition.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Case Closure Rates (Cases both filed and paid in full during FY)	76%	80%	85%
Strategy: Utilize case management system to identify problems and monitor caseload status.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Case Disposition Rate (Calendar Year)	94%	96%	98%
Strategy: Conduct trial management conferences on each jury trial to minimize last-minute delays.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Trial Rate (3-10% rate nationwide)	1%	1%	1%

Goal: Emphasize enforcement of court orders and collection efforts.			
Strategy: Serve victims through court-ordered restitution.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Restitution $ collected by the Court for crime victims	$32,155	$25,604	$29,500
Strategy: Use a collection agency on previously uncollectible accounts.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
$ Collected by collection agency for consolidated court on old and uncollectible accounts.	$144,394	$185,500	$190,000

Goal: Continue project to reconnect court to local community			
Strategy: Expand restorative justice concept by aggressive assignment of community restitution in lieu of jail.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Defendant's assigned	1,896	2,000	2,100
Hours completed	19,719	20,447	21,147
Minimum wage value	$133,103	$138,017	$142,742
Incarceration savings @ $60 per day	$169,020	$175,260	$181,260

Prior Year Results and Outcomes:

Arranged to have volunteer Hearing Officers trained and set up procedures to hear civil traffic cases in anticipation of a photo radar program in Prescott. Currently we have four trained volunteer Hearing Officers.

Updated new bond and fine schedules for traffic violations as well as misdemeanor violations; reached consensus with other judges in Yavapai County to have uniform schedules. Particular attention was paid to the violations that are safety related.

As a pilot Court authorized by the Arizona Supreme Court, implemented policies regarding DUI case management to achieve timely resolution of DUI cases while maintaining due process of the law. The project was such a huge success it is now being rolled out statewide.

Continued effective methods of dealing with substance abuse or aggressive behavior by using education-based programs and jail where appropriate.
Continued to emphasize community service.

Continued to make the court more efficient and user friendly. The Prescott Consolidated Court received very high marks in a recent citizen satisfaction survey conducted by the Administrative Office of the Courts.

Conducted regular training for the clerks in various areas such as ethics, domestic violence/orders of protection, criminal and civil procedure.

Continued to enforce the payment of fines and completion of court imposed sanctions such as community restitution. Programmed our system to submit past due fines and restitutions to the Arizona Tax Intercept Program.

Continued to foster good relations and mutual benefit between the City of Prescott and Yavapai County concerning the consolidation of the Prescott City Court and the Prescott Justice Court.

Continued aggressive court-driven case management resulting in decreased time and costs.

City Court
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 365,001	$ 326,456	$ 338,460
Supplies	7,963	8,520	9,000
Other Services & Charges	154,151	183,117	191,825
Total	$ 527,115	$ 518,093	$ 539,285
Cost Recovery	$ (15,517)	$ (18,000)	$ (18,000)

City Court
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	7.75	5.75	5.75
Magistrate	1.00	0.00	0.00
Court Administrator	1.00	0.00	0.00
Senior Court Clerk	1.00	1.00	1.00
Court Clerk	4.75	4.75	4.75

Significant Expenditure Changes: There are no significant expenditure changes in this area when comparing FY2008 estimated endings to the budget for FY2009.

Legal Department

Division Mission: To provide quality legal services, representation and counsel to all departments of the City of Prescott and City officials; to successfully prosecute criminal and traffic cases occurring within the City limits, keeping in mind societal concerns and the rights of (and harm caused to) victims.

To continue to provide quality legal services, representation and counsel to the City of Prescott government, its elected and appointed officials, City departments and City employees in civil matters.

To maintain active enforcement of the City Codes and regulations.

To be pro-active in Risk Management and loss prevention in order to prevent or minimize potential claims and losses.

Goal: To successfully prosecute violations of misdemeanors, traffic violations and City code violations; to provide ongoing training to the Police Department; to pursue restitution in criminal cases; to pursue community service in criminal cases.

Strategy: To provide, either in person or via memo, advice to Police Department personnel advising of new laws, tactics and procedures, or suggested changes to same; to maintain a current law library concerning criminal matters.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Restitution ordered	$174,565	$180,000	$185,000
Community service days ordered	2,007	2,100	2,200
Conviction rate	99.74%	95%	95%
Fines ordered	$922,721	$975,000	$1,000,000
Jail days ordered	3,197	3,350	3,500
Hours of Specialized training/attorney attendance at Continuing Legal Education seminars	13	16	16

Goal: To provide quality legal services, representation and counsel to the City of Prescott government, it's elected appointed officials and employees in civil matters.

Strategy: To maintain an adequate law library, research and resource materials, and maintain continuing legal education for the departmental staff. To attend and advise the City Council, employees, Boards and Commissions on legal matters; to prepare and/or review all ordinances, resolutions, contracts, and other legal documents prior to consideration by the Council or City staff. To educate City staff and actively advise them in areas of loss prevention, potential claims. To assist them in risk management.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Civil cases resolved	95 cases 88 wins 2 settled 0 losses 7 dismissed	60 cases 75% resolved	75 cases 80% resolved
Restitution obtained for the City	$66,696	$74,000	$80,000
Hearing/depositions conducted	111	120	125
Percentage of Council meetings, Board of Adjustment meetings and P & Z Commission Hearings attended by legal counsel	99.8%	99%	99%
Number of other scheduled meetings attended (does not include council or Board meetings)	200+	250+	275+
Percentage of contracts, ordinances, resolutions reviewed prior to action by Council or staff	95%	95%	95%
Hours of specialized training/attorney attendance at Continuing Legal Education seminars	52.25	65	75

Hours of Legal Support Staff Training	178	185	195

Prior Year Results and Outcomes

Accomplished victories on the following lawsuits:

- Fisher – This was a lawsuit claiming police officers used excessive force on them during a dog at large incident at their residence. It was won after the City's police expert agreed that the officers used reasonable force and followed common law-enforcement safety practices in detaining Mr. Fisher. The City filed a Motion for Summary Judgment and was successful and subsequently, the case was dismissed by the Court.
- Delgrolice – This was a lawsuit alleging the City Police officers conducted a warrantless jailhouse blood draw and injured Plaintiff's arm as a result. After the City hired an expert specializing in blood draw techniques to address plaintiff's claims, counsel for plaintiff agreed to dismiss the case against the City.
- Howell v. Hodap – (State Case) Howell jury returned verdict in favor of the City on 9 out of 10 claims on the one remaining claim, only $10,000 was awarded plaintiff which is being appealed.
- Howell v. Hodap – (Federal District Court case) This federal case arises from the same facts as the Howell state case but involves federal claims only. Many of Plaintiff's claims were disposed of in favor of the officers and the supervisors prior to trial. At trial, a federal jury returned verdicts in favor of all the officers including all officers of the Prescott Police Dept. fully disposing of all the claims. Plaintiffs filed an appeal with the 9th Circuit from the judge's prior rulings and the jury's verdict. The 9th Circuit's opinion was just received by our office reaffirming the lower court's ruling in favor of the City.
- Marder – This lawsuit was brought alleging the City should be spending more money on Open Space and separately accounting open space acquisition funds from streets projects. The City argued that setting the budget is a discretionary act by City Officials and thus not subject to a writ of mandamus. Judge Douglas Rayes of the Maricopa County Superior Court ruled in the City's favor and the City prevailed.
- Mayer Unified School District – City secured a dismissal from this action wherein dozens of Arizona governmental entities were sued for allegedly receiving free easements in violation of the Arizona Constitution and the Arizona-New Mexico Enabling Act.
- Philadelphia Indemnity – This was a subrogation claim for its insured Mountain Oak School in the amount of $25,000. Philadelphia paid their insured, Mountain Oak Charter School $25,000 under their policy for a water damage issue when the sewer lines were being worked on and they attribute the loss to the City. After being referred to arbitration, Philadelphia Ins. decided not to pursue the claim and entered into a stipulation to dismiss all claims against the City.
- Hunt – Plaintiff filed a complaint against the Prescott Police Dept. and alleged that during a foot chase by the police, a second officer responded in a vehicle and allegedly struck Plaintiff with the right headlight of the police vehicle causing him injury. The City responded by filing a Motion to Dismiss the complaint and the Court granted our Motion to Dismiss on the grounds that the Prescott Police Dept. is a non-jural entity and not subject to suit and that the statute of limitations had expired.
- Joiner – This was a lawsuit alleging that plaintiff suffered a laundry list of unspecified wrongs at the hands of City Police, and Animal Control but offered no supporting facts. The case was dismissed after the City filed its Motion to Dismiss.

Favorable settlement of the following cases:

- Florence Hill - Settled for $15,000, an amount less than half of the plaintiff's medical bills in a slip and fall at the Adult Center.
- Mendoza – Wrongful death claim settled for $25,000 after plaintiff alleged the City was negligent by not taking Jose Mendoza into custody at the time the Prescott officers stopped him for speeding.
- Franz – Settled for $7,500, a good result after mediation when plaintiff requested $75,000 to settle a claim regarding an undeveloped lot on Rush Street which Plaintiffs alleged the City blocked access to when it constructed drainage improvements and a sidewalk with a handrail.
- Mapes – The City won this lawsuit which alleged a violation of the Americans with Disabilities Act asserting several other claims because the City Board of Adjustment refused to grant variance to build an elevated walkway over their side yard. After the City filed a Motion for Summary judgment on the issue of immunity and the Mapes filed a Motion for Summary Judgment on the issue of the Fair

Housing Act. Had the plaintiffs been successful in court, an award of attorney's fees would have been awarded to the successful party. Prior to trial, the parties settled the case for $75,000 which was less than half of the estimated attorney's fees.

Highly successful prosecution of over 2,149 criminal and traffic cases.

- $957,141 in fines, $218,093 restitution for victims of crimes; over 99.95% conviction rate establishes crime doesn't pay in Prescott!

Civil cases (collection) initiated by legal department - successful collections totaling $69,948 (during final year).

- Obtained sales tax, fee, and other funds due to the City which supports City's tax and fee ordinances.

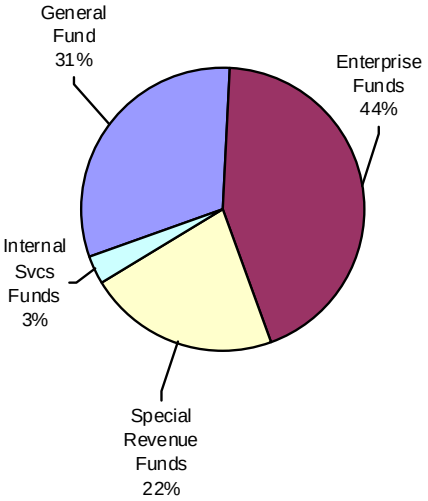
Handling of five in-house appeals (Howell & Sandtrap) including one to U.S. Ninth Circuit Court of Appeals.

- Other entities involved in the Howell case used insurance defense attorneys. One estimated the cost of just one appeal to be in excess of $70,000. For appeals alone, we have provided equivalent value in excess of $350,000 for legal services.

Legal
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 767,307	$ 831,901	$ 762,017
Supplies	9,319	10,159	9,650
Other Services & Charges	74,172	96,214	140,407
Total	$ 850,798	$ 938,274	$ 912,074
Cost Recovery	$ (586,847)	$ (686,647)	$ (626,717)

Legal Department



Legal
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	8.50	9.30	8.50
City Attorney	1.00	1.00	1.00
Chief Asst City Attorney*	1.00	0.80	0.50
Sr Asst City Attorney*	1.00	1.00	0.50
Prosecutor	1.00	1.00	1.00
Investigator	1.00	1.00	1.00
Office Manager	0.00	1.00	1.00
Business Manager	1.00	0.00	0.00
Legal Assistant	1.00	1.00	1.00
Legal Secretary	1.50	1.50	1.50
Paralegal	0.00	1.00	1.00

*50% charged to Self Insurance in the Internal Service Funds.

Significant Expenditure Changes: The large decrease affecting the Personnel category is beginning in FY09 50% of the Chief Assistant City Attorney and the Senior Assistant City Attorney will be charged the Self Insurance Fund. In FY2008 only 20% of the Chief Assistant City Attorney was charged to the Self Insurance Fund.

Other Services & Charges show a significant increase in FY2009 over FY2008 estimated endings. This is the result of budgeting for lobbyists, consultants, expert witnesses and specialized legal counsel should the need arise during the budget year.

Economic Development

Division Mission: To lead in building a stronger and more diversified economy by promoting increased public/private sector collaboration, delivering business development initiatives focused on new investment and quality job growth, enhancing the competitiveness of Prescott's business climate, and driving regional initiatives.

Goal: Continue to pursue retail and eco-friendly industrial prospects.

Strategy: Utilize the Arizona Department of Commerce, trade shows, and local development companies to put Prescott's best foot forward in the pursuit of future businesses for the City. Work to assist businesses through the process with the City to ensure quality and on-time projects.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Meetings with clients and property owners	27	29	32
New transaction privilege tax licenses issued	1,131	950	980
Retail square footage built	255,465	195,000	273,000

Goal: Monitor and participate in the revitalization of the downtown district.

Strategy: Take an active role in the relationships of downtown businesses. Look for ways to encourage more private investment, events, and shopping in the downtown.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Taxable sales downtown	$160M	$168M	$175M
Transaction privilege tax licenses issued for downtown	120	170	210
New downtown events	3	2	2

Goal: Assist in the formation of Embry-Riddle Aeronautical University Technology Park, future annexations, and associated business development.

Strategy: Work with appropriate state and regional agencies, property owners, prospective tenants, and city staff to facilitate development of initial phases and create new jobs.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Meetings with federal, state and regional officials	6	9	9
Meetings with property owners and developers	12	19	10
Apply for federal and state grants to assist development	0	2	2
Meetings with prospective employers for relocation or expansion	3	5	5

Goal: Increase outreach efforts to local employers and regional economic development professionals to foster improved mutual understanding of issues or challenges facing the employer, the city, and the region.

Strategy: Schedule meetings with employers at neutral locations to discuss issues and use the information gained to better assist business community. Schedule meetings with regional interests.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Meetings with local business owners	27	35	35
Meetings with regional interests	5	7	7

Goal: Aggressively market Prescott region and "the" place to do business in central Arizona.			
Strategy: Advertise, send mailings to targeted industries, attend trade shows, maintain Economic Development web site and address real estate and business groups throughout the Prescott region.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Formal information requests fulfilled	67	83	89
Trade shows attended	5	4	5
Unique web site visitors	141	122	175
Speeches to real estate and business groups	12	10	10
New non-residential square footage built (non-retail)	703,023	450,000	575,000

Prior Year Results and Outcomes

Successfully completed five-year Economic Development Strategic Plan called Focus Future II and held a Community Roll Out Event.

Successfully negotiated economic development agreement with Horizon Airlines to initiate non-stop air passenger service to Los Angeles, CA from Prescott starting September 8, 2008. Also negotiated agreement with Town of Prescott Valley to participate in incentives for Horizon Air. Successfully formed regional marketing group to promote new air service. Total cost savings for City: $172,000.

New stores opened at Prescott Gateway Mall include The Room Store, Celtic Crossings Irish Pub, Coldwater Creek, Hibbett Sports, and Texas Roadhouse.

Lowe's Home Improvement Warehouse opened at Highway 69 and Holiday Drive.

Old Firehouse Plaza on Goodwin Street downtown completed renovation and expansion of their retail complex including a new restaurant, piano bar, and retail boutique.

New restaurant openings in downtown Prescott included Porky's Barbecue and Esoji Japanese. LaFonda's Mexican Restaurant was attracted to the old El Chaparral restaurant on Miller Valley Road.

The Residence Inn by Marriott opened 93 extended-stay rooms at Lee Circle.

Successfully negotiated economic development agreement with Ponderosa Hotel Management Company to construct a four-star hotel and conference center at SR69 and Lee Boulevard.

Prescott Film Commission attracted 3 commercials, 3 still shoots, 3 student films, and 1 television segment to Prescott.

Director elected President of the Board of Directors for the Arizona Association for Economic Development, a 600+ member statewide professional organization.

Administered a REDI grant for $5,692.05 to begin a Shop Prescott print and cable TV campaign. The department designed, produced and distributed posters, designed the TV spots with Cable One, and developed print ads for the Daily Courier. The campaign was so successful, the Prescott Downtown Partnership continued the cable TV ad idea for several months.

Initiated Gold Plate Luncheon for Mayor Wilson, a quarterly lunch program bringing speakers for new technologies or innovations to Prescott, bringing regional interests together.

Economic Development
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 205,806	$ 220,715	$ 234,994
Supplies	1,672	1,900	1,900
Other Services & Charges	83,577	144,538	116,799
Total	$ 291,055	$ 367,153	$ 353,693

Economic Development
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	2.75	2.75	2.75
Economic Dev Director	1.00	1.00	1.00
Business Dev Manager	1.00	1.00	1.00
Secretary	0.75	0.75	0.75

Note: Remainder of Secretary is charged to the City Manager.

Significant Expenditure Changes: Personnel costs reflect the annual salary adjustment and the increase in costs relating to Arizona State retirement contributions and health insurance.

The most significant change can be viewed in Other Services & Charges. This area shows a 19.2% decrease from FY2008 estimated endings to the FY2009 budget. Economic Development employees will be reducing expenditures for participation in committees, trade shows, and tourism events. They will also lessen costs to cover new marketing items, travel, and brochures.

Human Resources

Division Mission: Human Resources Division provides services which are responsive to the individual employee and the City's mission, vision and core values. The division facilitates and helps foster a culture, which encourage the development of the City's most valuable asset, its employees.

Goal: To maintain sustainable employment levels to ensure consistent delivery of services for the citizens of Prescott.

Strategy: To ensure a fair and equitable workplace that views employees as our most valuable asset.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
# of grievances	1	1	1
Turnover rate (FT turnover/# of FT budgeted employees)	14%	13%	13%
# of job descriptions evaluated/reviewed/re-written	N/A	10	50

Prior Year Results and Outcomes

Continued to sponsor four blood drives annually with overwhelming community and employee support.

Continued partnership with Yavapai College, Yavapai County and the Town of Chino Valley to provide fiscally responsible and appropriate health/dental/life insurance options through the Yavapai Combined Trust for employees. Human Resources Director also assumed the Plan Administrator responsibility for

the Trust. YCT again sponsored wellness screenings, flu shots and mammograms free to employees and covered dependents to assist in employee wellness.

Sponsored one supervisory academy. The course trains City supervisors on "The Role of the Supervisor at the City of Prescott", "Employment Law Basics", "Discipline and Corrective Action", "Coaching Conversations", "Workforce of the Future", and "The Challenge of Leadership". Also sponsored one business writing academy focusing on improving presentation, grammar and letter writing skills. Various in house trainings by HR staff on performance evaluations and sexual harassment were also delivered to employees and supervisors.

Continued updating policies and procedures to ensure legal compliance and in line with modern management practices. Updated policy and provided onsite training for CDL drivers and supervisors. Policies are hosted on the employee portal for easy access.

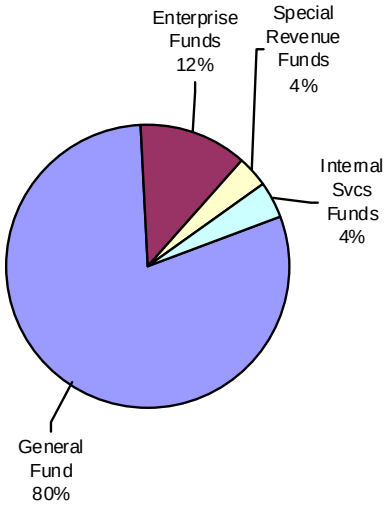
Revived OSHA compliant hepatitis screening and innoculation program (bloodborne pathogen) to protect employees who's job exposes them to hazards.

To guard against liability, began various levels of background screening and drug testing for all employees, including temporary and seasonal employees.

Human Resources
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 251,385	$ 290,457	$ 297,210
Supplies	7,644	7,093	6,775
Other Services & Charges	137,377	172,041	149,236
Debt Service	162,014	162,014	162,014
Tuition Assistance	36,925	50,000	75,000
Insurance & Retirements	364,857	674,530	522,631
Total	$ 960,202	$ 1,356,135	$ 1,212,866
Cost Recovery	$(229,781)	$ (271,755)	$ (244,472)

Human Resources



Human Resources
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	3.50	4.00	4.00
Human Resources Director	0.00	1.00	1.00
Human Resources Mgr	1.00	0.00	0.00
Human Resources Analyst	1.00	1.00	1.00
Human Resources Asst	0.00	1.00	1.00
Benefits Specialist	0.50	1.00	1.00
Administrative Assistant	1.00	0.00	0.00

Significant Expenditures Changes: Significant expenditure changes can be observed in Other Services & Charges. This can be attributed to a lower general training budget for citywide issues such as supervisory academies, business writing academies, and supervisor training sessions. With the downturn in the economy it was felt that this area could be cut back. There is also a reduction in the Employee and Volunteer Recognition line item. This is the area that pays for the employee picnic, employee breakfast, years of service awards and dinner, retirement baskets, and raving fan awards. The annual Christmas Party contribution from the City was eliminated for FY2009.

Insurance & Retirements is another area that shows a significant decrease in the FY2009 budget over the FY2008 estimated endings. This budget covers all retirements that are anticipated to occur during FY2009 for employees that are funded out of the General Fund. During the upcoming budget year it is anticipated that there will be nine employees from the General Fund that will retire.

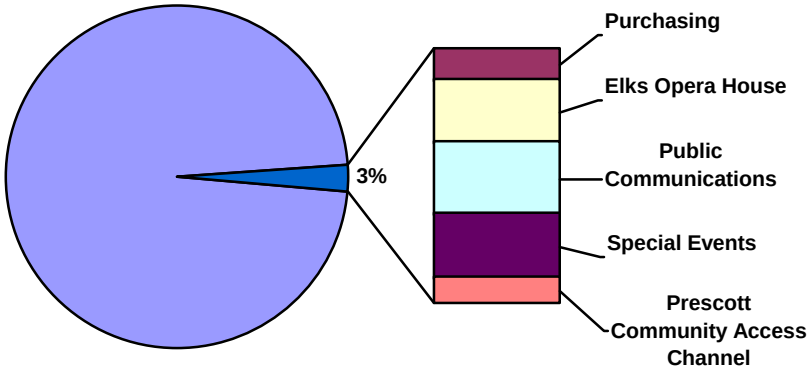
ADMINISTRATIVE SERVICES

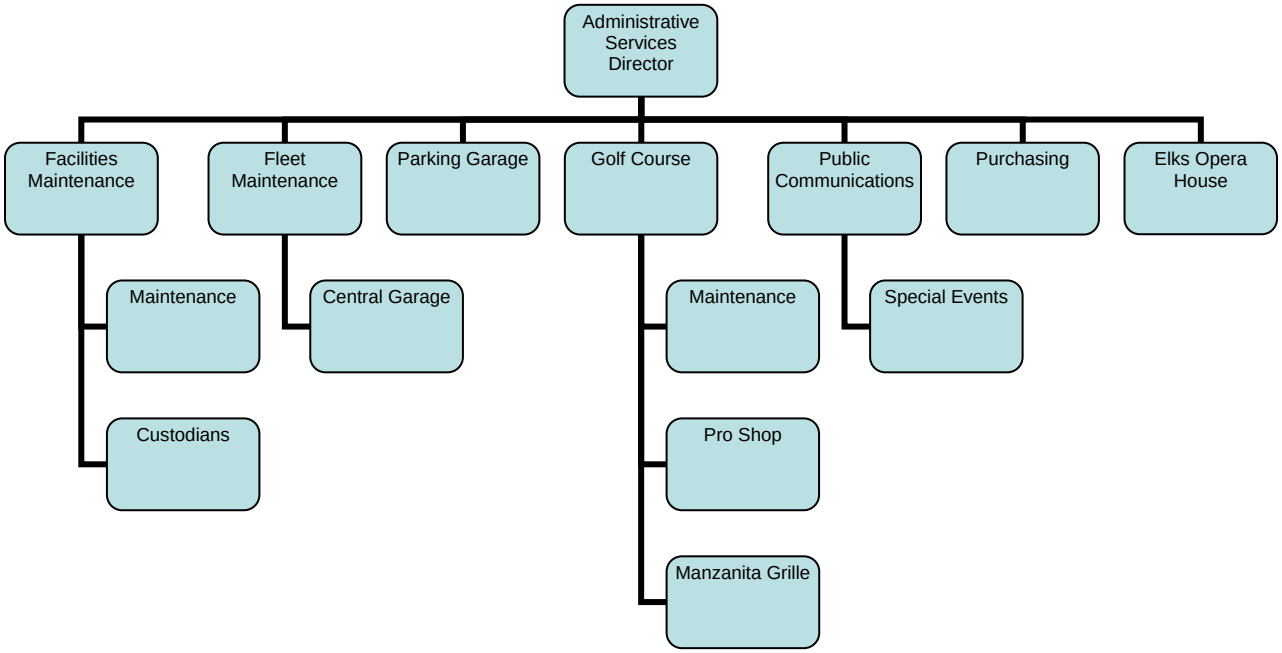
During FY2005, the Administrative Services Department was reorganized to include Central Purchasing, Elks Opera House, Parking Garage, Public Communications, Fleet Maintenance and Facilities Maintenance. Human Resources and Risk Management are no longer a function of this department. In FY2006, the responsibility for the Manzanita Grille was assigned to the Administrative Services Director. Previously the restaurant was privately owned and operated. Finally, in FY2007 the Golf Course was added to the Administrative Services Director's responsibilities.

For additional information on Facilities Maintenance and Fleet Maintenance, see the Internal Services Funds section of this document. The Parking Garage, Golf Course and Manzanita Grille information can be located in the Enterprise Funds section.

DEPARTMENT MISSION: The delivery of internal services to the organization in order to facilitate and enhance the City's overall mission of providing superior customer service to our citizens and visitors.

% of General Fund Operating Budget





Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 342,856	$ 403,389	$ 448,102
Supplies	51,903	84,019	82,275
Other Services & Charges	245,941	264,724	310,446
Cost Recovery	(202,961)	(230,460)	(255,247)
Total	$ 437,739	$ 521,672	$ 585,576
Authorized Staffing Level	6.850	6.980	6.905
Purchasing	1.350	1.100	1.100
Public Communications	1.350	2.200	2.100
Elks Opera House	2.275	2.225	2.225
Special Events	1.875	1.455	1.455
Rodeo	0.000	0.000	0.025

Purchasing

Division Mission: To obtain the right materials or services (meeting quality requirements) in the right quantity for delivery at the right time to the right place from the right source (a responsive and responsible supplier) with the right service at the right price in compliance with State law, the City Charter and Procurement Code, and all applicable ordinances, rules and policies, and promote environmental stewardship practices where practical.

To supply internal customers with an uninterrupted flow of goods and services.

To place emphasis on quality and best value, not simply on the lowest price and to purchase competitively by keeping ahead of the marketplace.

Goal: All employees responsible for purchasing within their department shall have quarterly purchasing training.

Strategy: Develop and market quarterly training sessions focusing on various aspects of purchasing. Class focus shall be determined by the Purchasing Customer Service Survey dated November 2007.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Average number of employees attending each quarterly training session	0	10	12

Goal: Establish and maintain excellence in customer service.

Strategy: Process properly completed requisitions within forty-eight (48) hours of receipt and formal solicitations (greater than $10,000) within two (2) weeks of receiving complete specifications.

Performance Measures:	FY06 Actual	FY07 Estimate	FY08 Forecast
% of properly completed requisitions processed into purchase orders within 48 hours of receipt.	90%	92%	94%
% of formal solicitation requests processed within two (2) weeks of receiving complete specifications	90%	92%	94%

Prior Year Results and Outcomes

Issued 459 purchase orders

Administered 31 formal solicitations

Assisted employees citywide in the new cellular phone reimbursement program

Created 24 City contracts

Elected Officer of the charter Grand Canyon Chapter of the National Institute of Governmental Purchasing (NIGP)

Purchasing
Expenditure Summary

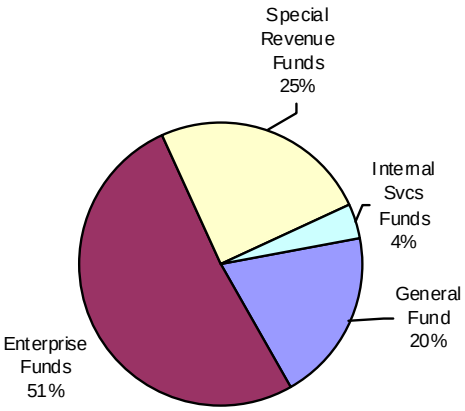
	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 95,226	$ 99,929	$ 94,275
Supplies	8,200	6,407	5,700
Other Services & Charges	12,760	13,931	9,082
Total	$ 116,186	$ 120,267	$ 109,057
Cost Recovery	$ (102,695)	$ (103,819)	$ (87,655)

Purchasing
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	1.35	1.10	1.10
Administrative Svcs Dir*	0.10	0.10	0.10
Purchasing Manager	1.00	1.00	1.00
Administrative Assistant**	0.25	0.00	0.00

*Administrative Services Director is also charged 40% Facilities Maintenance; 10% Public Communications; 10% Central Garage; 10% Parking Garage; 10% Pro Shop; 2.5% Special Events; 2.5% Rodeo; 2.5% Elks; and 2.5% Manzanita Grille.

Purchasing
Funding Sources



Significant Expenditures Changes: As in other divisions, the Purchasing Division Personnel category reflects the annual salary adjustment and increased cost of retirement contributions and health insurance coverage.

Other Services & Charges exhibits a decrease in the Facilities Maintenance charges category. Purchasing moved into a smaller office; therefore, their contribution is less.

Public Communications

Division Mission: To provide effective communication between the City of Prescott and its employees, residents, businesses and visitors; to maintain the city's website by frequently updating and improving its content; and to increase production values and promote public interest in City of Prescott government television programming.

Prior Year Results and Outcomes:

Posted nearly 300 articles on website homepage

Ran over 600 30-second PSA/Commercial spots on Cable One & Access 13

Designed and initiated video bulletin board messages touting City news/achievements for broadcast on Access 13

Produced in conjunction with Cable One, new commercial spots for Shop Local (3), No More Homeless Pets/Spay/Neuter (2), Elks Opera House, Manzanita Grille, Airport, Golf Course, Fleet Maintenance, July 4th Celebration, Egg-Stravaganza

Captured approx. 50 hours of video for archives; captured thousands of high resolution still frames from City Events for archives

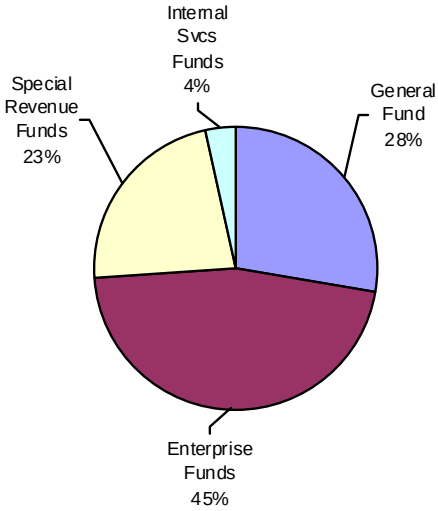
Executed dozens of creative service requests internally and externally

Initiated relationship with ActiveNet with goal of "raising revenue without raising taxes"; produced City Council Biography series for television broadcast; provided spokesperson activity on behalf of City for print, radio, and television.

Public Communications Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 84,197	$ 106,181	$ 163,257
Supplies	23,599	26,720	25,800
Other Services & Charges	33,157	40,812	43,124
Total	$ 140,953	$ 173,713	$ 232,181
Cost Recovery	$ (100,266)	$ (126,641)	$ (167,592)

Public Communications Funding Sources



Public Communications
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	1.35	2.20	2.10
Administrative Svcs Dir*	0.10	0.10	0.10
Administrative Svcs Mgr**	0.25	0.00	0.00
Public Affairs Manager	1.00	1.00	1.00
Public Affairs Coordinator	0.00	1.00	1.00
Temporary Employees	0.00	0.10	0.00

*Administrative Services Director is also charged 40% Facilities Maintenance; 10% Purchasing; 10% Central Garage; 10% Parking Garage; 10% Pro Shop; 2.5% Special Events; 2.5% Rodeo; 2.5% Elks; and 2.5% Manzanita Grille.

Significant Expenditure Changes: A 53.8% increase can be observed in the Personnel section for this division during FY2009. This is partially a result of the annual salary adjustment along with increased costs for retirement contributions and health insurance coverage. The other reason is the addition of a Public Affairs Coordinator in the later part of FY2008. This is not a new authorized position for the City of Prescott, but the conversion of a vacant position in the Building Division.

There are not other significant expenditure changes in this division.

Elks Opera House

Division Mission: Enhance and preserve the historic nature of the Elks Opera House Theater while simultaneously making it a technologically competitive option for users. Promote the Elks Theater as a contributing factor in the vibrancy of the historic downtown area and enhance its status as a source of pride for all Prescottonians.

Goal: Continue to bring first class entertainment to the Elks while simultaneously raising the number of bookings for private and public events, thereby increasing the annual revenues of the theater. Create programming that will keep the Elks in the public eye and generate excitement and loyalty among patrons.

Strategy: Substantially increase publicity of Elks events and our mission by saturating publications and media. Present a minimum of 30 Elks Opera House produced events to increase revenue and public awareness. Continue to upgrade our collateral and professional viability by gradually upgrading lighting instruments and renting and/or purchasing risers, scenery and special effects for our productions.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Revenue from rental, tickets and concessions	$62,005	$85,752	$105,541
Number of events booked	94	130	160
Economic Impact – Elks Theater & Audiences	$626,974	$825,265	$1,001,339
Total Expense	$137,281	$148,030	$167,819
*Theater closed 10/1/07 – 11/15/07 for renovations			

Prior Year Results and Outcomes

Obtained liquor license to sell wine and spirits

Started the “Elks Opera House Presents” productions.

A volunteer based production staff.

Received a generous donation of theatre equipment from the Wheeler Opera House in Aspen, CO

Hired professional, experienced theater manager

Completed sound system renovations

Completed theatre lobby restoration

Introduced the “Open Lobby” to increase theatre interest and enable ticket pre-sales

Elks Opera House
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 80,017	$ 103,269	$ 101,605
Supplies	16,600	14,550	16,750
Other Services & Charges	38,119	50,711	84,070
Total	$ 134,736	$ 168,530	$ 202,425

Elks Opera House
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	2.275	2.225	2.225
Administrative Svcs Dir*	0.025	0.025	0.025
Administrative Svcs Mgr**	0.250	0.000	0.000
Elks Opera House Coord.	1.000	1.000	1.000
Maintenance Worker (temp)	1.000	1.200	1.200

*Administrative Services Director also charged 40% Facilities Maintenance; 10% Central Garage; 10% Purchasing; 10% Public Communications; 10% Parking Garage; 10% Pro Shop; Special Events 2.5%; Manzanita Grille 2.5%; and Rodeo 2.5%.

Significant Expenditure Changes: The primary reason for the 65.8% increase Other Services & Charges from FY2008 estimated endings to FY2009 budget is the inclusion of the Elks Opera House when factoring the Facilities Cost Recovery charges. Beginning in FY2009, costs for maintaining the Elks Opera House will be covered by the Facilities Maintenance Fund.

Special Events

Division Mission: To create an "Everybody's Hometown Destination" for locals and visitors.

The development, presentation, support and promotion of special events which entertain, enhance quality of life, encourage community pride and participation, aid in developing a greater cross cultural community and assist all special event sponsors throughout the community.

Goal: With tax revenue down and a recession looming, the department needs to create incentives for maintaining and increasing sponsorship dollars.

Strategy: Attend and events/fair conference to bring back new ideas for creating signature events, which will keep Prescott the leader of the region. Research special events other City's are putting on. Visit other City's special events and analyze how they're put on.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Create and implement new City special event promotional packets.	N/A	Complete new promotional packet	Well received feed back and sponsors for City events

Goal: Restructure the "once a year" sponsorship promotional marketing package to reflect the new incentives – for both fiscal and calendar year.

Strategy: Restructure promotional marketing package by including in-kind services from the city (City advertizing efforts). Promotional packets will go out to possible sponsors at the beginning of the calendar year. This will include all City run special events.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
New revised Special events marketing sponsorship packet sent out to all possible sponsors in time for yearly fiscal and budget planning.	N/A	80% complete	100% complete

Goal: Increase sponsorship revenue and value of in-kind service.

Strategy: Special Events marketing packages out before fiscal and calendar year giving sponsors more lead time to consider participation.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Donations of sponsorship dollars and in-kind service - % of event costs covered	30%	30% - 40%	30% - 50%

Goal: Increase promotional efforts with the goal of growing attendance (local and tourists) for positive economic impact.

Strategy: Promoting of events through print advertising, radio, television (public and closed circuit), and billboard signage.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Increase attendance with superior events and advertisement.	N/A	10% increase	15% increase

Goal: Create a City Special Events website featuring sponsorship, vendor, and volunteer and event information.

Strategy: Work with Public Communications Coordinator/Webmaster to develop Special Events web page.

Performance Measures:	FY07	FY08	FY09

	Actual	Estimate	Forecast
Web page completed	N/A	50%	100%

Prior Year Results and Outcomes:

Sponsorship and event coordination for July 4th Celebration at Pioneer Park, Dogtoberfest, Dickens of a Holiday, and Easter Egg-Stravaganza

Logistical as well as food and beverage support for internal City events such as management meetings and departmental meetings plus facility openings

Special Events generated estimated $110,000 in combined revenue and sponsorship dollars against approximately $87,000 in costs

Promoted goodwill within the community, creating $63,000 in "in-kind" agreements

Attendance was strong at all events, with an estimated all-time high of 12,000 at the July 4th Celebration

Estimated total attendance for the fiscal year's events, 30,000

Special Events
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 83,416	$ 94,010	$ 82,008
Supplies	3,504	36,342	31,025
Other Services & Charges	76,290	83,801	93,939
Total	$ 163,210	$ 214,153	$ 206,972

Special Events
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	1.875	1.455	1.455
Administrative Svc Dir*	0.025	0.025	0.025
Administrative Svcs Mgr	0.250	0.000	0.000
Special Events Coord.	1.000	1.000	1.000
Temp Employees	0.600	0.430	0.430

*Administrative Services Director is also charged 40% to Facilities Maintenance; 10% to Central Garage, Pro Shop, Public Communications, Purchasing and Parking Garage; and 2.5% to Elks Theatre and Manzanita Grille.

Significant Expenditure Changes: Overall this division had a decrease of 3.4% when comparing the FY2008 estimated endings to the FY2009 budget. This is the result of cutting back on funding for temporary employees and supplies to provide special events to the public. In a time where the economy is dim, it was felt this was an area that could be cut back without affecting basic services levels for the City of Prescott.

Building Maintenance

Division Mission: To provide safe, clean and well-maintained buildings and facilities for use by employees and the general public.

Special Events
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services & Charges	105	-	-
Total	$ 105	$ -	$ -

Significant Expenditure Changes: This account previously tracked custodial and building maintenance services costs associated with the General Fund. Effective FY2007, these costs were charged directly to the requesting division.

Prescott Community Access Channel

Division Mission: Through the Prescott Community Access Channel, all City Council study sessions and regular meetings are televised on a weekly basis. Special programs concerning City issues are televised as well. Funding is provided primarily by an agreement to pay the Access Channel one percent of cable franchise fees received by the City of Prescott.

Prescott Community Access Channel
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Contractual Services	$ 85,510	$ 75,269	$ 77,531

Significant Expenditures Changes: The City receives 4% of the cable company's gross revenues and 25% of this amount is allocated to the Prescott Community Access Channel. This expenditure remains fairly level from year to year.

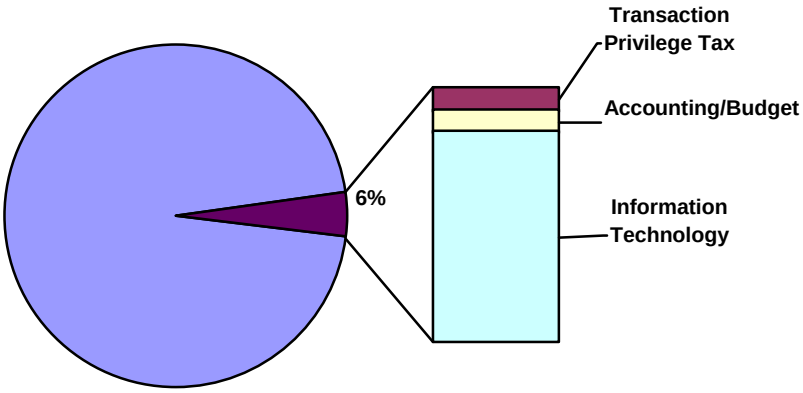
BUDGET AND FINANCE

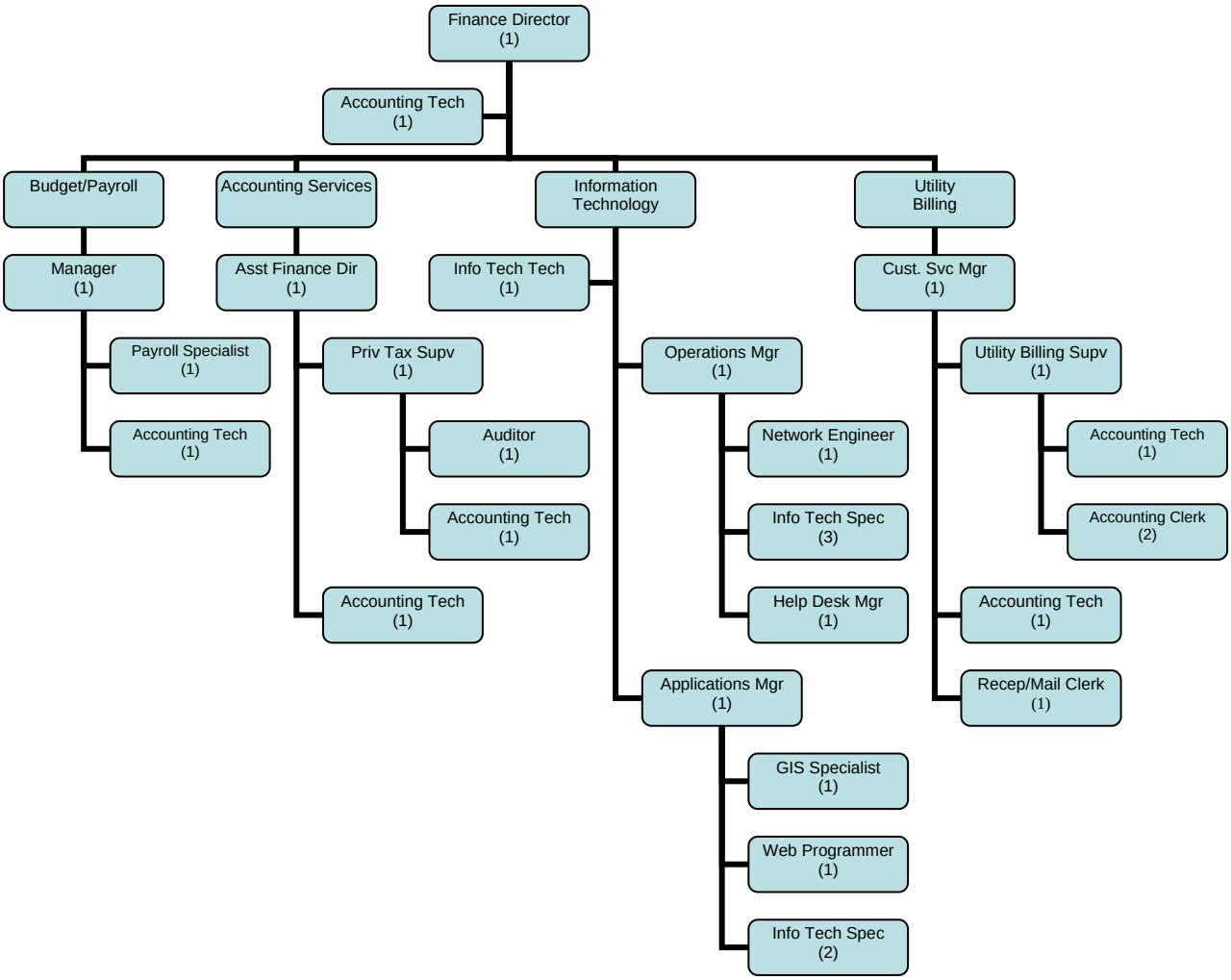
The Budget and Finance Department is accountable for all major financial management functions of the City. In addition to facilitating overall financial management and reporting for the City Manager, City Council, and the general public, this department has the responsibility for budget preparation and management, accounting, transaction privilege tax, utility billing, project management accounting, grants accounting, investments, payroll, and information technology.

For additional information on Utility Billing, see the Water Fund in the Enterprise Funds section of this book.

DEPARTMENT MISSION: The Finance Department will continue to lead in government accountability, providing creative solutions to problems while efficiently managing city resources.

% of General Fund Operating Budget





Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,488,554	$ 1,715,478	$ 1,863,806
Supplies	315,181	291,533	290,700
Other Services & Charges	411,216	433,258	446,056
Cost Recovery	(982,927)	(1,068,156)	(1,289,339)
Debt Service	459	-	55,000
Capital Outlay/Projects	145,391	115,560	544,805
Total	$ 1,377,874	$ 1,487,673	$ 1,911,028
Authorized Staffing Level	23.30	24.00	24.00
Transaction Privilege Tax	3.00	3.00	3.00
Accounting	8.90	8.90	8.90
Information Technology	11.40	12.10	12.10

Transaction Privilege Tax and Licensing Division

Division Mission: To enforce the tax code by educating the public, providing clear interpretation of the tax code, and performing compliance audits; to administer the collection of privilege tax; to issue transaction privilege tax licenses as well as nonprofit and transient merchant/peddler/solicitor licenses; to maintain the privilege tax and licensing records; to keep the Budget and Finance Director apprised of proposed legislation that may affect the City's tax revenues; and to provide technical support to the director of Budget and Finance for special financial projects.

Goal: Efficiently provide taxpayer forms and information.			
Strategy: All information requests will be handled within 3 working days.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
% compliance with promised response time to taxpayer inquiries	100%	100%	100%

Goal: Promote accurate privilege tax self-assessments through compliance audits and educations			
Strategy: Conduct education seminars for the various taxable activities.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of information handouts available for selected areas of taxation, business related matters	28	28	28
Number of Privilege Tax Audits (Desk & Field)	266	233	220

Goal: Collect delinquent privilege tax accounts and minimize write-offs.			
Strategy: Maximize collection effort by phone calls and timely follow-up			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Audit assessments which have gone to hearing	0	0	0

Prior Year Results and Outcomes

Successfully completed 67 field and desk reviews for a total of $406,300.

Completed and collected 108 Use Tax desk reviews on out of state vehicle purchases in the amount of $45,700.

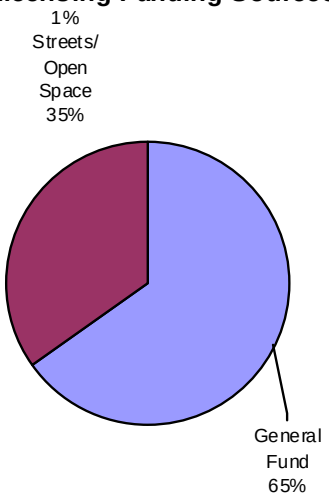
Maintained the service level of getting privilege tax forms out in three days or less after the close of the reporting period.

Issued 1,131 new privilege tax licenses; of which 91 were commercial rental and 198 were residential rentals. The balance of 842 new licenses is a compilation of the various taxable classifications such as retail sales and construction contracting.

Transaction Privilege Tax & Licensing
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 179,280	$ 196,420	$ 206,426
Supplies	1,755	3,533	2,700
Other Services & Charges	49,913	42,749	53,999
Capital Outlay/Projects	-	-	108,865
Total	$ 230,948	$ 242,702	$ 371,990
Cost Recovery	$ (110,748)	$ (124,200)	$ (130,537)
Capital Outlay/Projects			
Business License Program			108,865
Total Capital Outlay/Projects			$ 108,865

Transaction Privilege Tax & Licensing Funding Sources



Transaction Privilege Tax & Licensing
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	3.00	3.00	3.00
Privilege Tax Supervisor	1.00	1.00	1.00
Privilege Tax Auditor	1.00	1.00	1.00
Accounting Technician	1.00	1.00	1.00

Significant Expenditures Changes: As in other divisions, the Transaction Privilege Tax and Licensing Division personnel category reflects the annual salary adjustment and increased cost of health insurance.

Other Services & Charges shows a 26.3% increase for FY2009. A majority of the growth can be tied to the anticipated increase in postage rates. This division is responsible for mailing of the privilege tax bills monthly; thus the rise in postage costs will have an effect.

Accounting/Budget

Division Mission: To provide accurate and meaningful financial solutions and information that meets our customer's expectations.

Goal: Leverage technology to deliver efficient, economic and innovative financial solutions.

Strategy: Provide effective and efficient accounting and financial support through the use of innovative and creative approaches.

Performance Measures:	FY06 Actual	FY07 Estimate	FY08 Forecast
Cost to deliver financial services as a percentage of total City operating budget	2.61%	1.82%	1.85%
Payroll checks processed per FTE payroll staff	15,864	19,016	20,000
City credit card purchases			
• Volume	1,744	1,950	2,180
• Dollars	$497,092	$788,650	$1,150,000
Checks issued per FTE accounts payable staff	13,003	11,866	12,000

Goal: Produce a comprehensive, user-friendly budget document that meets the criteria prescribed by the Government Finance Officers Association (GFOA).			
Strategy: Follow the guidelines established by the GFOA.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Receive the GFOA award	Yes	Yes	Yes

Goal: Encourage involvement and distinction in reporting.			
Strategy: Coordinate the annual financial audit maintaining accuracy, consistency and integrity.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Unqualified opinion on the annual financial audit and single audit from external auditors, which are completed by November 30th.	Yes	Yes	Yes
Comprehensive annual Financial Report in conformance with GAAP and GFOA financial reporting benchmarks	Yes	Yes	Yes

Goal: Safeguard the City's cash and maximize yields.			
Strategy: Manage the City's investments in accordance with the investment policy and while obtaining high yields.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Average yield on investments (that exceeds the benchmarks below)	4.10%	3.70%	3.25%
Three month U.S. Treasury Bill average	4.50%	1.75%	2.00%

Prior Year Results and Outcomes:

Received the Distinguished Budget Presentation Award (highest form of recognition) for the sixth year in a row.

Received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) of the United States and Canada for the City's Comprehensive Annual Financial Report.

The new Munis Payroll/Human Resource software package is nearing full implementation; once this occurs the system will provide greater efficiency and additional tools to manage our growing workforce.

By actively managing the City's idle cash we earned an average of 3.7%.

Accounting/Budget
Expenditure Summary

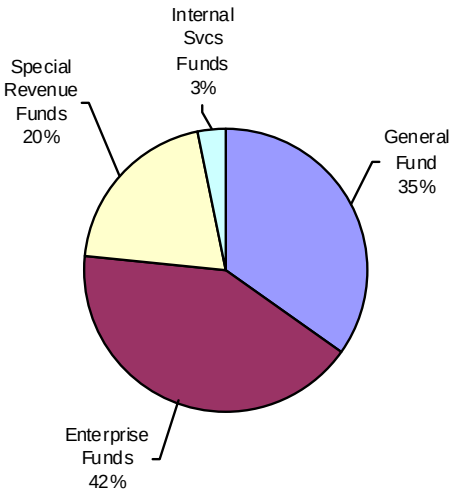
	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 628,832	$ 683,868	$ 716,363
Supplies	12,081	7,000	7,000
Other Services & Charges	80,067	101,919	116,000
Debt Service	459	-	55,000
Capital Outlay/Projects	73,910	21,000	302,000
Total	$ 795,349	$ 813,787	$ 1,196,363
Cost Recovery	$ (521,916)	$ (567,000)	$ (779,220)
Capital Outlay/Projects			
Financial Reporting System			250,000
HR & Payroll Software (carryover)			52,000
Total Capital Outlay/Projects			$ 302,000

Accounting/Budget
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	8.90	8.90	8.90
Finance Director*	0.90	0.90	0.90
Asst Finance Director	1.00	1.00	1.00
Customer Services Mgr	1.00	1.00	1.00
Budget Manager	0.00	1.00	1.00
Budget Analyst	1.00	0.00	0.00
Payroll Specialist	1.00	1.00	1.00
Accounting Technician	2.00	2.00	3.00
Account Clerk	2.00	2.00	1.00

*The remainder of the Finance Director is charged to the Information Technology Division.

Accounting/Budget
Funding Sources



Significant Expenditure Changes: The Personnel category shows a 4.8% increase due to the annual salary adjustment and the increased costs relating to health insurance coverage.

Other Services & Charges reflect a 13.8% increase largely due to the increased cost for outside auditing services. The City of Prescott solicits outside auditors every three years and FY2009 will be the first year for the new auditors.

Information regarding the HR & Payroll Software and the Financial Reporting System can be located in the Capital Improvement Plan at the end of this book.

Information Technology

Division Mission: The Information Technology Division will provide and deliver quality and innovative information solutions and services in a timely manner through the appropriate use of technology within a long-range plan that enables departments within the City to meet their goals in the most cost-effective and efficient manner possible.

Goal: Provide the City a stable, secure, and accessible network.			
Strategy: To maintain the city network up time at 100% during the fiscal year.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
% of up time	99.9%	100%	100%

Goal: Provide user training and support to maximize user productivity.			
Strategy: To train 15% of users during the fiscal year.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
% of users trained	20%	25%	25%

Goal: Assist the departments in cost effective automation solutions.			
Strategy: Implement 100% of approved projects successfully.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
% of approved projects	100%	100%	100%

Goal: Provide an up-to-date technology road map for the City.			
Strategy: Review and update the technology plan annually.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Reviewed and updated plan.	Yes	Yes	Yes

Prior Year Results and Outcomes

Kbox implementation – automated computer management system for City desktops and notebooks

Provisioning of new email firewall to provide more effective email security measures at a significantly lower cost per mailbox

Design and activation of DS-3 pipe for Internet on-ramp services. This item provides 15 times more Internet service capacity for the same cost as the previous system

Munis Payroll Project - provided core assistance in implementation of the City's new Payroll and HR software system. This includes serving as the primary vendor liaison for work tickets, database support, and training for City staff

OnBase Document Imaging System - initiated the conversion of the City's digital documents into the web-based OnBase document management system. Developing tools for City Clerks, Tax & Licensing, and Utility Billing as part of this implementation. This system replaces a more costly and management intensive system

GBA Utilities Work Order System - provided core assistance in implementing the City's new work order system used by the Water and Wastewater divisions. This included close ties to the existing GIS datasets used by the City

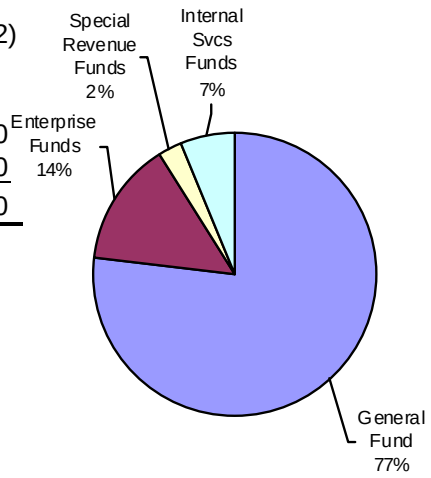
Archaeology Dataset and Reporting Tools - developed a new geographic dataset tracking archaeology sites and surveys inside of City boundaries by working closely with a local archaeology consultant. Created reporting tools for use in the required assessment of archaeology sites within a one-mile radius for property development

Google Maps Mashup on City Website - Developed the web-based Pothole Reporting Map tools for citizens to help the City staff know where to focus their efforts in street maintenance

Information Technology Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 680,442	$ 835,190	$ 941,017
Supplies	301,345	281,000	281,000
Other Services & Charges	281,226	288,590	276,057
Capital Outlay/Projects	71,481	94,560	133,940
Total	$ 1,334,494	$ 1,499,340	$ 1,632,014
Cost Recovery	$ (350,263)	$ (376,956)	$ (379,582)
Capital Outlay/Projects			
Document Imaging System			$ 127,000
Geodesy			6,940
Total Capital Outlay/Projects			$ 133,940

Information Technology Funding Sources



Information Technology Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	11.40	12.10	12.10
Finance Director*	0.10	0.10	0.10
Operations Manager	1.00	1.00	1.00
Applications Manager	1.00	1.00	1.00
Network Engineer	1.00	1.00	1.00
Web/Program Designer	0.00	1.00	1.00
Info Tech Specialists	6.00	5.00	5.00
GIS Specialist	1.00	1.00	1.00
Info Technology Tech	1.00	1.00	1.00
Help Desk Manager	0.00	1.00	1.00
Temp Employees	0.30	0.00	0.00

*The remainder of the Finance Director is charged to the Accounting/Budget Division.

Significant Expenditure Changes: The increase in Personnel costs in the Information Technology Division is a result of the annual payroll adjustment along with higher costs for health insurance.

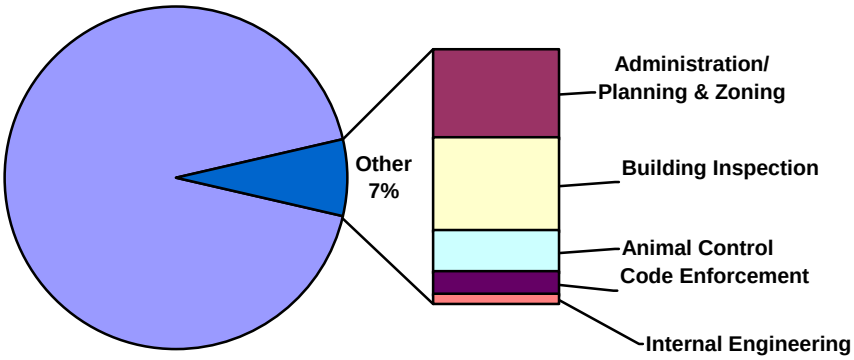
There are no other significant expenditure changes in this division when comparing FY2008 estimated endings to FY2009 budget. The two capital outlay/projects budgeted in this area are the Document Imaging and Geodesy. More information can be found relating to these items in the Capital Improvement Plan section of this book.

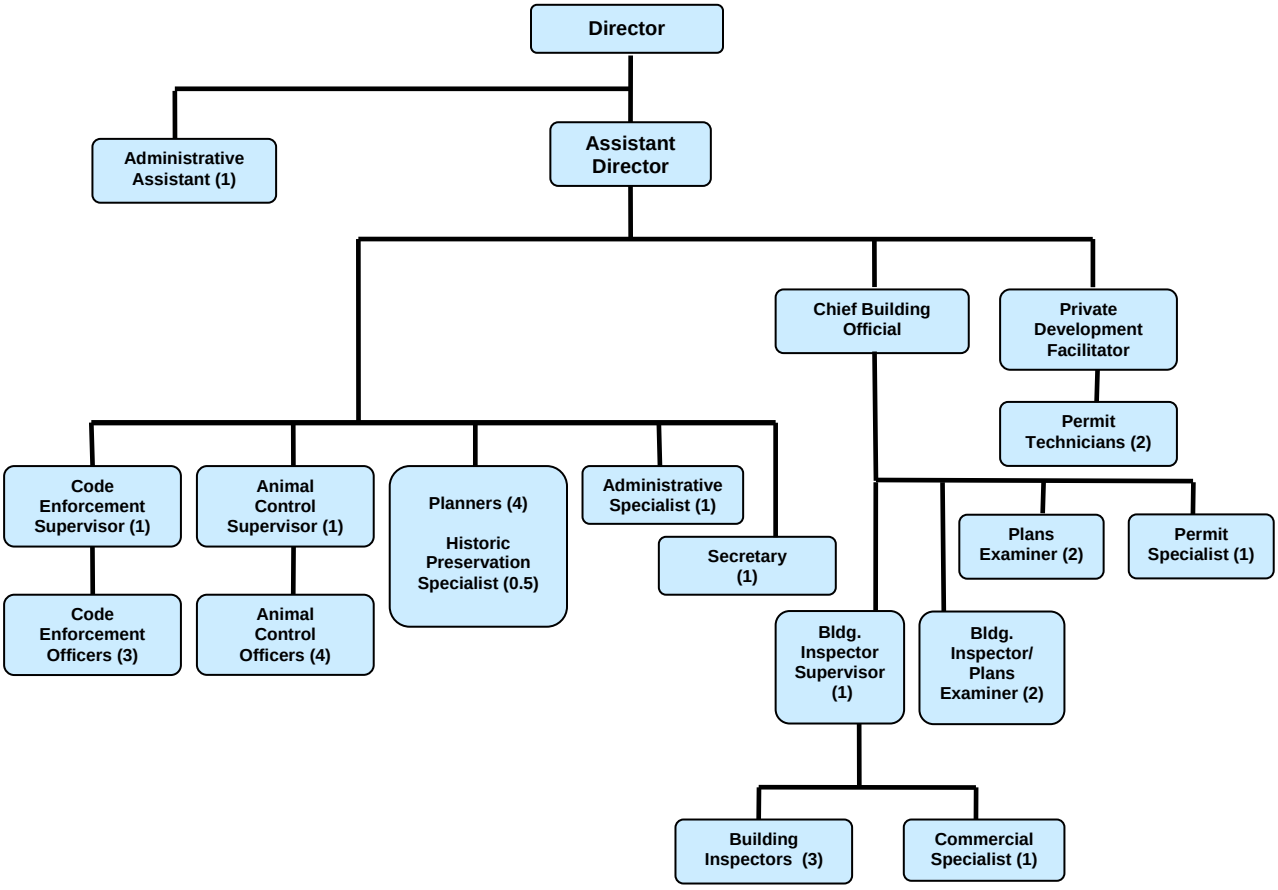
COMMUNITY DEVELOPMENT

The Community Development Department consists of the divisions of administration (incorporating the functions of planning and zoning and community development), building inspection, code enforcement and animal control.

DEPARTMENT MISSION: The mission of the Community Development Department is to promote orderly and planned growth through land use regulations designed to protect and enhance the community and its environmental, cultural, economic and aesthetic resources. Staff strives to accomplish this through high levels of productivity, responsiveness, efficiency and professionalism.

% of General Fund Operating Budget





Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,896,696	$ 2,175,176	$ 1,949,450
Supplies	74,531	70,141	68,300
Other Services & Charges	293,656	339,857	393,199
Capital Outlay/Projects	59,915	30,505	20,000
Total	$ 2,324,798	$ 2,615,679	$ 2,430,949
Authorized Staffing Level	32.50	32.76	32.71
Administration/P&Z	13.30	9.30	9.25
Building Inspections	14.20	14.26	14.26
Animal Control	5.00	5.10	5.10
Code Enforcement	0.00	4.10	4.10

Administration/Planning & Zoning

Division Mission: To serve the citizens of Prescott and the development community efficiently, as directed by the City Council, guided by the 2003 General Plan and the Land Development Code. The division's goal is to provide superior customer service.

Goal: Further improve public notification and participation in planning processes.			
Strategy: Provide timely notifications to interested parties through mailings to surrounding property owners and posting of properties.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of public notices	37	43	50
Number of neighborhood mailings	42	46	51
Number of property postings	37	40	44
Number of newspaper display ads	28	30	33

Prior Year Results and Outcomes

The Planning & Zoning Division was also impacted by the economic changes with a significant reduction in new home projects. However, the number and complexity of other applications remained constant. Additions and remodels picked up and somewhat off-set the lower number of new home applications. At the same time the department received and processed the first Proposition 400 annexation with the annexation of 1,140 acres of mixed uses in the airport area (Fann). Along with this annexation, came the zoning of the property and the incorporation of 228 acres of new open space for the city. Planning & Zoning Division staff continues to work with the Open Space Committee and the City's Parks Department to add more emphasis on this important element in future annexations.

Overall, the Department experienced both negative and positive impacts this past year. The necessity to react to the negative impacts provided opportunity to reorganize parts of the department and some divisions and even though lay-offs occurred, improvements to customer service have resulted. This adversity gave the department incentive to make improvements to the permitting process, and the pre-application procedures as well as helped shorten response times in processing projects and helped enhance intra & inter-departmental communications.

Administration/Planning & Zoning
Expenditure Summary

	FY07 Actual	**FY08 Estimate**	**FY09 Budget**
Personnel	$ 790,620	$ 666,505	$ 701,578
Supplies	24,676	17,850	20,350
Other Services & Charges	98,519	106,204	135,294
Capital Outlay/Projects	33,397	373	20,000
Total	$ 947,212	$ 790,932	$ 877,222
Capital Outlay/Projects			
Repair and Demolition Fund			$ 10,000
Neighborhood Cleanup			10,000
Total Capital Outlay/Projects			$ 20,000

Administration/Planning & Zoning
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	13.30	9.30	9.25
Director	0.80	0.60	0.60
Asst Comm Dev Director	1.00	1.00	1.00
Planner	4.00	4.00	4.00
Administrative Assistant	1.00	1.00	1.00
Historic Preservation Spec	0.50	0.50	0.50
Administrative Specialist	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Code Enforcement Supv	1.00	0.00	0.00
Code Enforcement Officer	3.00	0.00	0.00
Temp Employees	0.00	0.20	0.15

Note: 20% of Community Development Director's position charged to Building Department, 10% to Animal Control and 10% Code Enforcement.

Significant Expenditures Changes: The annual salary adjustment along with the increased cost in health insurance coverage is reflected in this division.

Other Services & Charges is an area that exhibits a substantial increase. This can be linked to the TrakIt Software that is used by many departments to track building permits and projects for the City. The costs associated with TrakIt in FY2009 are for the conversion to the new "dot net" version. This conversion will make it necessary to upgrade the Interactive Voice Response (IVR) System.

More detail regarding the capital outlay/projects can be found in the Capital Improvement Plan area of the budget book.

Building Inspections

Division Mission: Provide the community with the best possible plan review and inspection services by applying nationally recognized construction codes, in a timely and cost effective manner and to promote a better built community through working partnerships with the construction community and our neighboring jurisdictions.

Goal: Reduce the amount of re-inspections by providing training for and sharing information with the local contractors.

Strategy: To provide quality handouts concerning code related items. To provide bi-monthly contractors meetings to provide training and listen to the contractor's concerns with field issues.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Percentage of reinspections	19	18	17

Goal: Review 90% of all plans submitted to the Building Safety Division within the published turnaround times and maintain published turnaround times throughout the year.

Strategy: Assign residential and commercial plan submittals to the plans examiners when logging in the plan. Instituting a weekly workload quota to ensure workflow. Assigning the small residential plan

reviews to the Permit Specialist.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Weekly workflow sheets indicating plan review performed	72	90	90

Prior Year Results and Outcomes:

Economic changes adversely impacted the Building Safety Division and resulted in some positions being eliminated or left vacant. However, despite the difficulties the Building Safety Division took a lead role in getting all regional jurisdictions on the same interpretation of the building codes and accomplished the adoption of the 2006 International Building Codes.

The Building Safety Division also hosted seven contractor meetings for the purpose of enhancing communication with contractors regarding building safety issues. Contractor's concerns with field issues were addressed and quality handouts concerning code related items were provided. At these meetings the division shares information and educates local contractors on nationally-recognized construction codes. The division promotes a better built community through working partnerships with the construction community and neighboring jurisdictions.

The plan review process time has continually decreased as 90% of all plans submitted to the Building Safety Division are reviewed within the prescribed turnaround times. This process continues to be refined as the staff participated in the formation of the local chapter of the US Green Building Council. Staff continues to take a lead role in providing services at the beginning of the building process. This is reflected in the percentage of reinspections that has decreased from 20% in FY2007 to 18% in FY2008 thus improving inspection services. The Building Safety Division continues to provide timely and cost-effective inspection services.

Building Inspections
Expenditure Summary

	FY07 Actual	**FY08 Estimate**	**FY09 Budget**
Personnel	$ 873,576	$ 1,023,405	$ 777,240
Supplies	24,834	21,711	18,000
Other Services & Charges	79,138	84,208	82,730
Capital Outlay/Projects	26,518	-	-
Total	$1,004,066	$ 1,129,324	$ 877,970

Building Inspections
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	14.20	14.26	14.26
Comm. Devel. Director*	0.20	0.20	0.20
Chief Building Official	1.00	1.00	1.00
Private Devel Facilitator	0.00	1.00	1.00
Plans Examiner Supv.**	1.00	1.00	1.00
Building Insp. Supv.	1.00	1.00	1.00
Bldg Insp/Plans Examiner	2.00	2.00	2.00
Commerical Specialist	1.00	1.00	1.00
Plans Examiner	1.00	1.00	1.00
Building Inspector**	3.00	2.00	3.00
Secretary	1.00	0.00	0.00
Permit Specialist	1.00	1.00	1.00
Permit Tech	2.00	3.00	2.00
Temp Employees	0.00	0.06	0.06

*Community Development Director is also charged 60% to Administration/Planning & Zoning; 10% to Code Enforcement and 10% to Animal Control.

**Plans Examiner Supervisor, Chief Building Official and one Building Inspector position is frozen during FY09.

Significant Expenditure Changes: The only area that shows a significant expenditure change in the Building Inspections Division is Personnel. This is a result of the positions of Plans Examiner Supervisor, Chief Building Official and one Building Inspector that were frozen in FY2009

Animal Control

Division Mission: To promote and protect the health, safety and welfare of both people and animals by providing high levels of responsiveness, efficiency and professionalism.

Goal: Reduce the number of animals that enter the Animal Control and Yavapai Humane Services (YHS) facilities through unwanted or irresponsible breeding.

Strategy: Contract with YHS utilizing their spay/neuter clinic to alter all Animal Control adoptable animals prior to their release to new owners.

Offer low cost spay/neuter by YHS to the general public utilizing grant monies awarded by AZ Companion Animal Spay and Neuter Committee.

Public education utilizing local media consisting of radio and television broadcasts of Public Service Announcements (PSA), regularly scheduled programming on the local access television channel (Rescue Me) and radio shows featuring local political personalities.

Education of young people thru field trips to the Animal Control facility and classroom lectures featuring Animal Control officers with adoptable dogs.

Maintain and foster relationships with YHS, UAF and other animal groups that regularly educate the public and rescue animals from the Animal Control facility and YHS for later adoption.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of sterilizations performed under the spay/neuter program	560	680	700
Number of unwanted dogs entering Animal Control and YHS	2,842	2,800	2,800

Goal: Education of the public and our officers concerning laws about animals to include maintenance of a clean and humane atmosphere for impounded animals, our employees, and the public, returning as many animals as possible to owners.			
Strategy: Work closely with Yavapai Humane Society, United Animal Friends and other support groups to promote safety for citizens and increased number of adoptions.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of dogs adopted from the City of Prescott (includes Yavapai County and Prescott Valley)	632	650	700
Number of animals returned to owners (includes Yavapai County and Prescott Valley)	1361	1400	1500
Number of animals euthanized (includes Yavapai County and Prescott Valley)	729	700	600

Prior Year Results and Outcomes

The Animal Control Division took great strides in FY2008. Many of their overall goals were achieved with the creation of two public service announcements regarding the importance of spay/neutering of animals.

The division successfully applied for and administered a $5,000 Spay/Neuter Grant received from the "Arizona Companion Animal Spay/Neuter Committee" funded from the sale of "Pet-Friendly License Plates". This grant will help to educate the public concerning laws about animals. By working closely with Yavapai Humane Society, United Animal Friends and other support groups we were able to promote adoption and reduce euthanasias. FY2007 reported 729 animals were euthanized where the number was reduced to 630 animals in FY2008. There was also a reduction of impounded dogs entering Animal Control in FY2008, totaling only 2,698. This number is 200 less than the reported 2,842 dogs in FY2007.

By developing a positive working relationship and rapport with animal rights groups a "partnership" was created. "No More Homeless Pets Prescott, 2010" was formed with Animal Control, United Animal Friends and Yavapai Humane Society. The Animal Control Division works hard to maintain a clean and humane atmosphere for impounded animals and with the help of 10 new volunteers, bringing the total to 12, it will be easier to return as many animals as possible back to their owners.

Animal Control
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 232,500	$ 271,693	$ 287,393
Supplies	25,021	22,850	23,900
Other Services & Charges	42,170	65,495	74,566
Capital Outlay/Projects	-	30,132	-
Total	$ 299,691	$ 390,170	$ 385,859

Animal Control
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	5.00	5.10	5.10
Director	0.00	0.10	0.10
Supervisor	1.00	1.00	1.00
Animal Control Officer	4.00	4.00	4.00

Note: 60% of Community Development Director's position charged to Administration/P&Z, 20% to Building Inspections and 10% Code Enforcement.

Significant Expenditures Changes: The FY2009 budget in the Personnel area reflects a 5.8% increase over FY2008 estimated endings. This is tied to the annual salary adjustments along with increased costs relating to health insurance.

Other Services & Charges shows an increase due to this division being added to the Facilities Maintenance program beginning FY2009. As a result, the Facilities Maintenance crew for the City will be responsible for any maintenance items at the Animal Control facility.

Code Enforcement

Division Mission: The mission of Code Enforcement is to uphold and enforce codes and standards established by the City of Prescott, to protect the public health, safety and welfare, ensuring every citizen the right to a clean, enjoyable neighborhood.

Goal: Continue to maintain high level of public participation in land use matters through improved public notification process.

Strategy: Provide timely and meaningful notifications of impending projects to interested and affected parties through mailings, postings and publications.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of regular mailings	3,882	4,000	4,200
Number of certified mailings	360	400	450
Neighborhood cleanup notices	3,200	3,600	4,000
Property postings	23	30	40

Goal: Provide receptacles and disposal services for public use.

Strategy: Removal of trash during neighborhood clean ups.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Tons of material removed	111.04	125	150

Goal: Increase the number of neighborhood clean-ups and expand the services provided as a means of more pro-active code enforcement.

Strategy: Partner the Neighborhood Clean-up Program with the Volunteer Program to assist residents with the removal of accumulated debris in their neighborhood. Provide two free services to residents who organize clean-ups in their neighborhood, i.e., a 40-yard roll off trash container and utility trailer loaded

with landscape tools.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of neighborhood cleanups	9	11	12
Utilization of Prescott Toolbox (available for public use).	0	11	12

Goal: Improve Code enforcement response times and closure rates.			
Strategy: Amend the City code to expand Code Enforcement authority and allow the issuance of a citation sooner in the investigation process; and, use the Hearing Officer process to expedite cases against repeat offenders thereby avoiding lengthy court proceedings.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of cases opened	1,641	1,800	2,000
Number of cases closed	1,534	1,750	1,925
Number of cases presented to Hearing Officer	18	25	35

Goal: Create a volunteer-based neighborhood clean-up crew to utilize two free neighborhood cleanup services.			
Strategy: Utilize volunteers to assist residents with the removal of accumulated debris in their neighborhhod.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of volunteers	25	75	150

Prior Year Results and Outcomes

The Code Enforcement Division has continued to Increase the number of neighborhood clean-ups as a means of more pro-active code enforcement. The Dameron/Hillside neighborhood was visited again as part of the proactive neighborhood clean-up and netted 13.46 tons of waste in FY2008. This was just a fraction of the astonishing total of 98.51 tons of waste removed from the nine neighborhood cleanups that were provided throughout the city. In January of 2008 Code Enforcement worked with United Christian Youth Camp again this year to provide a neighborhood cleanup in the Hassayampa South neighborhood. Over 250 kids participated in the cleanup and a four square block radius was cleaned netting 11.60 tons of waste. Proactive efforts continually increase awareness of the community that Code Enforcement isn't such a bad thing.

Efforts to maintain a healthy safe community are ever present for the Code Enforcement staff while they continue to maintain a high level of public participation in land use matters. In FY2008, 1,503 code compliance cases were opened through the public notification process. This is an increase of almost 50% than the reported amount of 949 in FY2007. As the Code Enforcement staff works with the community they serve they strive to respond quickly and close cases with compliance thus reflected with the 1,418 cases closed in FY2008.

Code Enforcement
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ -	$ 213,573	$ 183,239
Supplies	-	7,730	6,050
Other Services & Charges	-	18,797	25,447
Total	$ -	$ 240,100	$ 214,736

Code Enforcement
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	0.00	4.10	4.10
Comm. Development Dir*	0.00	0.10	0.10
Code Enforcement Supv	0.00	1.00	1.00
Code Enforcement Officer**	0.00	3.00	3.00

*The remainder of the Community Development Director is charged to Administration/Planning & Zoning (60%), Animal Control (10%), and Building Inspections (20%).

**One Code Enforcement Officer position is frozen during FY09.

Significant Expenditures Changes: The large decrease in Personnel costs when comparing the estimated endings for FY2008 to the FY2009 budget can be tied to one Code Enforcement Officer that was frozen for FY2009. This was done as a cost savings for the City until the economy rebounds.

Other Services & Charges also reflects a 35.4% increase. Beginning in this fiscal year, the Code Enforcement division was included in the cost recovery for standard liability coverage. The methodology for this charge is based on the number of vehicles in the division, loss history and the previous year's budget compared to the whole.

Internal Engineering

This division provides an account within the General Fund for the Engineering Services Division to bill its charges.

Internal Engineering
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services & Charges	$ 67,287	$ 65,159	$ 75,154

Significant Expenditure Changes: This amount includes $55,279 for 30% of 80% of the Development Services Manager's and Engineering Tech's salaries. The remainder is budgeted for other Internal Engineering charges billed to the General Fund on an as used basis.

PARKS, RECREATION AND LIBRARY

The Parks, Recreation and Library Department strives to provide a leisure services system to meet the needs of all Prescott residents and visitors. By involving the public in the planning and evaluation of leisure services through user surveys and citizen boards and committees, the Department has developed facilities and activities to provide maximum recreational opportunities for all ages.

This department offers organized recreation space for softball, football, soccer, jogging, fishing, boating, picnicking, camping, tennis, volleyball, basketball, hiking, bird watching and myriad benefits of the outdoor experience for approximately 150,000 citizens and visitors. They provide turf, trees, trails, open space, lakes, tables, benches, ramadas, restrooms, campgrounds, ball fields, children's play areas, and a public library with a circulation of over 500,000 books per year.

DEPARTMENT MISSION: To preserve, protect, and enhance the parklands, trails, lakes and public open spaces of the City of Prescott for the benefit of citizens and visitors, acting as conscientious stewards of the environment.

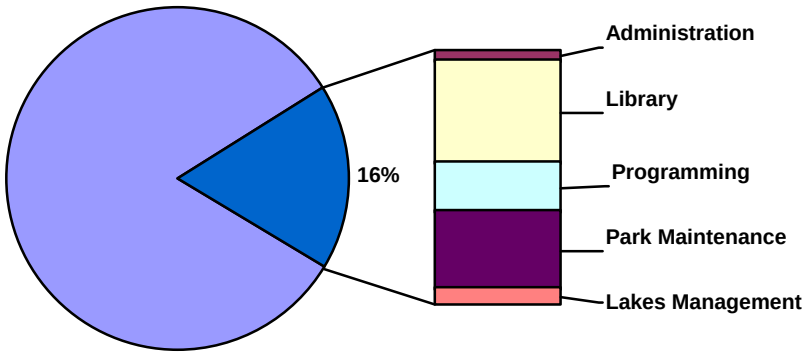
To provide leisure services system that is responsive to and directed by the diverse and changing needs of our patrons.

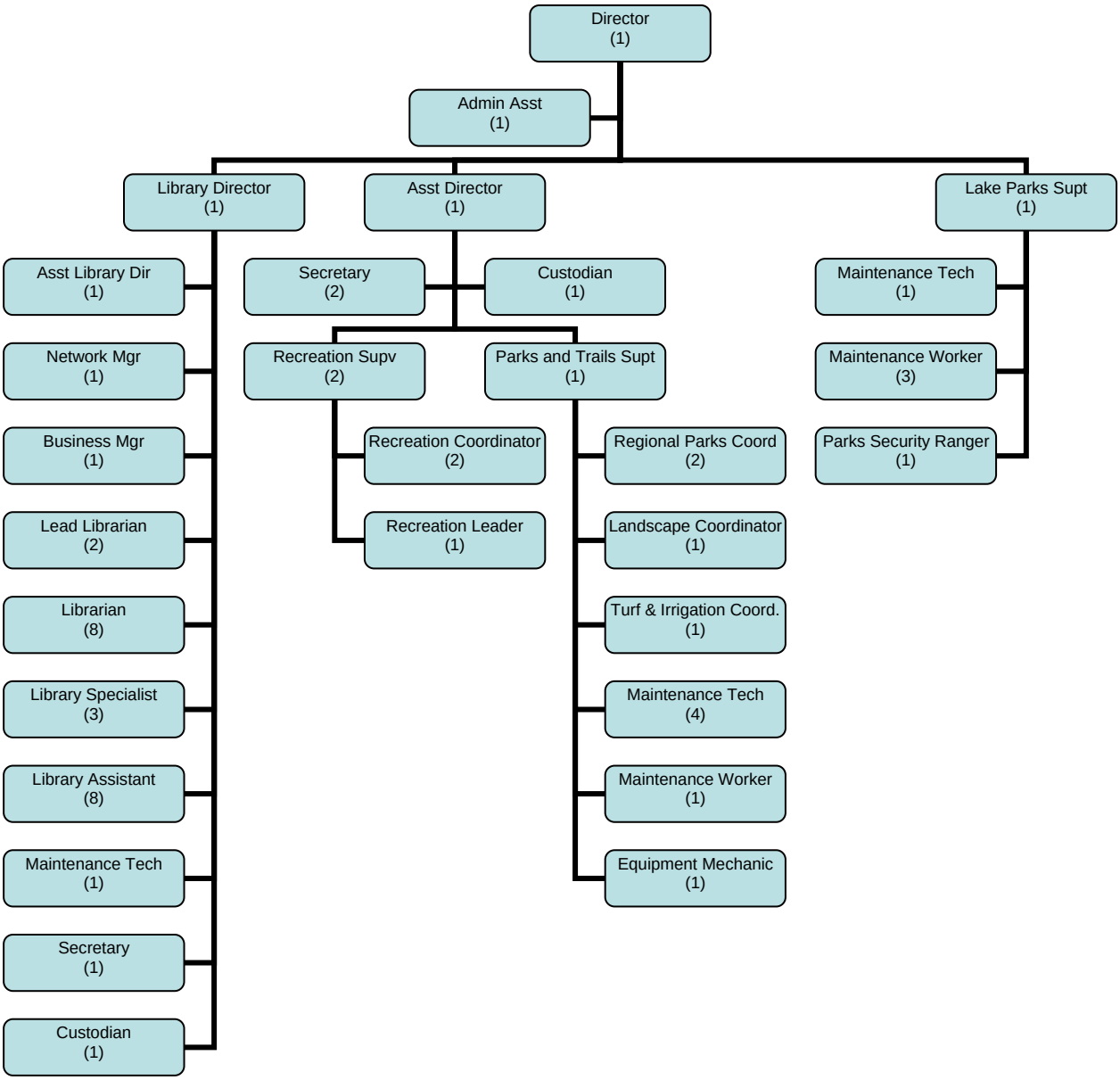
To plan for future growth and expansion of park facilities, lake properties, open spaces, trails, activity centers, and library services.

To operate well-maintained facilities including parks, recreation centers, and library facilities, supporting our image of a polished city – beautiful and clean.

To promote Prescott's reputation as a first class tourist destination by offering great recreation and leisure amenities.

% of General Fund Operating Budget




Director
(1)
Admin Asst
(1)
Library Director
(1)
Asst Director
(1)
Lake Parks Supt
(1)
Asst Library Dir
(1)
Network Mgr
(1)
Business Mgr
(1)
Lead Librarian
(2)
Librarian
(8)
Library Specialist
(3)
Library Assistant
(8)
Maintenance Tech
(1)
Secretary
(1)
Custodian
(1)
Secretary
(2)
Custodian
(1)
Recreation Supv
(2)
Parks and Trails Supt
(1)
Recreation Coordinator
(2)
Recreation Leader
(1)
Regional Parks Coord
(2)
Landscape Coordinator
(1)
Turf & Irrigation Coord.
(1)
Maintenance Tech
(4)
Maintenance Worker
(1)
Equipment Mechanic
(1)
Maintenance Tech
(1)
Maintenance Worker
(3)
Parks Security Ranger
(1)

Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 3,509,408	$ 3,792,742	$ 3,539,973
Supplies	556,520	543,093	500,093
Other Services & Charges	1,366,251	1,606,545	1,700,086
Capital Outlay/Projects	452,262	358,984	339,183
Total	$ 5,884,441	$ 6,301,364	$ 6,079,335
Authorized Staffing Level	80.60	78.50	72.78
Administration	3.20	4.20	4.20
Library/Library Network	28.47	29.00	29.00
Prescott Gateway Branch	4.33	3.30	3.30
Programming	19.50	17.50	13.50
Park Maintenance	19.70	18.20	17.70
Lakes Management	5.40	6.30	5.08

Administration

Division Mission: To facilitate improved maintenance of park facilities through improved communications between staff members.

To promote Prescott's reputation as a first class tourist destination.

To manage a well-trained, professional staff.

To provide a wide variety of recreational opportunities to our diverse group of park patrons.

To establish plans and goals for future community needs.

Goal: To oversee, enable the department staff to meet and exceed goals and priorities set by Council, as well as, individual goals set by divisions consistent with the City's Core Beliefs.			
Strategy: Hold bi-weekly Team Leader meetings to establish and follow through with all capital improvement projects for the department.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Completion of capital improvement projects	70%	100%	100%
Strategy: To oversee, enable the department staff to meet and exceed goals and priorities set by Council, as well as, individual goals set by divisions consistent with the City's Core Beliefs.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Holding departmental meetings	10	12	12
Strategy: Encourage and promote good team chemistry to better provide quality service to our customers.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of informal employee gatherings held	0	2	2

Prior Year Results and Outcomes

The Parks & Recreation Master Plan was approved by unanimous vote of City Council on September 25, 2007. This was the culmination of a year of intensive public interaction, including a series of public meetings with user groups and stakeholders, compilation of data through a randomly selected survey of Prescott residents, obtaining benchmarking information from other communities in the Western United States, and ultimately direction from the Advisory Board and City Council. The Master Plan provides a set of goals to guide the Parks & Recreation Department through the year 2020.

Immediately after the approval of the Master Plan, the Department witnessed the retirement of Jim McCasland, who had served as Recreation Services Director since the mid-1980s. Mr. McCasland's first workplace assignment, Willow Creek Park, was renamed "Jim McCasland Willow Creek Park" to commemorate his many years of service to the community.

Administration
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 265,714	$ 276,316	$ 242,915
Supplies	3,512	6,500	4,800
Other Services & Charges	21,177	36,419	29,098
Total	$ 290,403	$ 319,235	$ 276,813

Administration
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	3.20	4.20	4.20
Deputy Admin Svcs Dir	0.00	1.00	1.00
Director*	1.00	1.00	1.00
Lake Parks Supt**	0.20	0.20	0.20
Parks Security Ranger	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00

*Parks & Recreation Director position is frozen in FY2009.

**Remainder of Lake Parks Superintendent is charged to Lakes Management

Significant Expenditures Changes: Personnel shows a significant decrease from FY2008 estimated endings to FY2009 budget. The Parks, Recreation and Library Director position was frozen in FY2009.

Both Supplies and Other Services & Charges exhibit reductions in FY2009. Departments and divisions throughout the City were asked to tighten their budgets while the City is in tougher economic times.

Library and Library Network

Division Mission: The Prescott Public Library mission is to be the learning center of our community and the place people turn to for the discovery of ideas, the joy of reading and the power of information. Community needs drive our service and we take a personal interest in ensuring that they are delivered in a welcoming, convenient and responsive manner. To be a destination of choice for area residents and visitors, a keystone of Prescott's Alive Downtown.

The Yavapai Library Network mission is to provide efficient, convenient, responsive and cost-effective library services to the region via centralized hardware, software, and system administration. To lead Yavapai county and Arizona libraries by demonstrating appropriate and innovative use of technology to meet community needs. To maintain Prescott Public Library's leadership of a nationally known consortium of school, academic, museum and public libraries. To increase access to information for all Yavapai County libraries, schools, offices and homes.

Goal: Be the learning center of our community and the place people turn to for the discovery of ideas, the joy of reading and the power of information.

Strategy: To remain responsive to community needs as demonstrated by the number of items (books, videos, CDs, & magazines) checked out as well as by the number of active library cardholders.

FY07 service area population is estimated at 41,571, FY08 population at 42,818, and FY09 at 43,217.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Maintain high circulation per capita	17.2	17.0	17.2
Maintain high number of active borrowers as a percentage of Service Area Population	96%	95%	97%

Goal: To be a destination of choice of area residents and visitors, a keystone of Prescott's Alive Downtown.

Strategy: Enhance and maintain library programs and services to meet community needs for comfortable leisure space, meeting room space and evening activity, while maintaining volunteer opportunities like the Friends of the Library Book Sale.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Book sales	$63,027	$69,670	$71,063
Volunteers	116	119	121
Volunteer hours	13,024	14,804	15,100

Strategy: Maintain high service levels to library visitors, despite reduced resources.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Gate Count (Downtown & PGB)	420,776	481,620	491,252
Checkout Sessions (Downtown, Community Center & PGB)	184,401	205,354	209,461
Meeting Room Use (# of bookings)	1,931	3,154	3,217
Total Attendance at Library Programs (Downtown & PGB)	10,255	16,930	17,269
Service Desk Transactions other than Checkout (Downtown & PGB)	N/A	88,750	90,525

Goal: Increase access to information for all Yavapai County libraries, schools, offices and homes.

Strategy: Promote use of resources and facilities of the Networks 40+ libraries, as well as of library services available 24/7.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast

Uses of Remote Patron Authentication (includes PPL)	50,067	52,070	54,152
Number of Intra-Network Requests (items loaned to each other by member libraries)	234,959	244,357	254,132
Circulation of materials by Network member libraries (includes PPL)	2,025,040	2,089,120	2,130,902
Checkout Sessions at Network Libraries (includes PPL)	567,778	628,512	641,082

Goal: Maintain Prescott Public Library's leadership of the Yavapai Library Network, a nationally known consortium of school, academic, museum and public libraries.			
Strategy: Encourage new members and retain old, despite reduced resources county-wide. Network stability preserves regional resource sharing and protects the City of Prescott from significant increases to ILS operating and maintenance costs.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Prescott's share of Network costs	16.93%	16.05%	15.73%
Yavapai Library Network Members	41	41	41
Special collections	6	7	7
Titles in iPAC with Accelerated Reader (AR) information for area schools	15,689	16,000	16,320
PPL as Net Borrower from YLN Libraries	PPL Loan To-54,692 PPL Borrow From – 80,102	PPL Loan To-55,786 PPL Borrow From – 81,704	PPL Loan To-56,902 PPL Borrow From – 83,338

Goal: Lead Yavapai County and Arizona libraries by demonstrating appropriate and innovative use of technology to meet community needs.			
Strategy: Reduce lines and busy signals for Prescott Public Library borrowers via use of self-service technology.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Increase calls to the automated library clerk (TeleCirc)	5,206	5,250	5,355
Increase self-placed holds as a percentage of holds placed	73% (78,190 self-placed, 107,716 total)	70% (86,009 self-placed, 122,218 total)	71% (94,610 self-placed, 131,995 total)
Increase self-renewal of library materials	81,557 items renewed	92,402 items renewed	94,250 items renewed
Increase use of self-checkout as % of total checkout	10% 69,583 items checked out (2 units)	6% 46,454 items checked out (1 unit)	13% 92,908 items checked out (3 units)
Maintain or increase # of patron computer uses	Downtown – 109,502 PGB – N/A	Downtown – 115,624 PGB – 26,222	Downtown – 117,936 PGB – 26,746

Prior Year Results and Outcomes

Business is booming at Prescott Public Library. In FY2008 420,776 people visited the library in person, a 14% increase over FY2007. Check-out sessions were up 30%, with library visitors checking out 758,787 items in 240,109 checkout sessions.

With library use up, staff is bullish on self-service. 89,993 items went out via self-checkout, a 29% increase over FY2007, and staff hopes to further increase use of self-checkout as a percentage of total checkouts.

On May 1 overdue fines for Prescott Public Library materials increased from $0.10 to $0.25 per item per day. Fines collected in FY2008 were up 36% ($28,302).

Prescott Downtown Library

Since the Prescott Public Library Downtown reopened in 2006, demand for meeting rooms by citizens has been high. In FY2008 library meeting rooms were booked 3,471 times.

Youth Services reestablished programs for teens, including an active Teen Advisory Board, a grant-supported book club at the Yavapai County Youth Probation and Detention Center, and a Teen Summer Reading Program for 2008. Youth Services also introduced a successful Winter Reading Program, which enrolled more than 250 children from 0-12, and greatly expanded participation in the annual Summer Reading Program (from enrollment of 447 in 2007 to more than 700 on June 30, 2008).

Library Network

In FY2008 patrons of the 40+ Yavapai Library Network libraries checked out 2,136,291 items. All those items are eventually checked in, and often placed on hold for another patron or in transit to another library. Library Network staff used automation to streamline the check-in, transit and hold processes, reducing repetitive motion and saving countless hours of staff and volunteer time.

Library/Library Network
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,311,949	$ 1,474,606	$ 1,504,392
Supplies	212,473	197,787	191,348
Other Services & Charges	335,164	359,859	475,123
Capital Outlay/Projects	342,474	303,984	319,183
Total	$ 2,202,060	$ 2,336,236	$ 2,490,046
Capital Outlay/Projects			
County Automation Project			319,183
Total Capital Outlay/Projects			$ 319,183

Library/Library Network
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	28.47	29.00	29.00
Director	1.00	1.00	1.00
Assistant Director	1.00	1.00	1.00
Lead Librarian	2.00	2.00	2.00
Librarian	7.00	7.00	7.00
Business Manager	0.67	1.00	1.00
Library Specialist	3.00	3.00	3.00
Library Assistant	5.00	6.00	6.00
Library Clerk	1.00	0.00	0.00
Maintenance Technician	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Custodian	1.00	1.00	1.00
Library Network Manager	1.00	1.00	1.00
Clerks (Temporary)	3.80	4.00	4.00

Significant Expenditure Changes: The increase in the Personnel budget for this division can be linked to the annual salary adjustment and increased health insurance costs.

Inclusion in the Facilities Maintenance Program in FY2009 is the reason that Other Services & Charges FY2009 budget is 32.0% higher than the FY2008 estimated endings. The Facilities Maintenance crew will no be responsible for maintaining the Library building.

Information regarding the capital outlay and projects for the Library can be located in the Capital Improvement Plan section of this book.

Prescott Gateway Branch

Division Mission: To provide a dynamic popular reading, video and recorded books collection, and a convenient pickup and drop-off point for materials from other Network libraries.

To provide convenient passport application acceptance services to the region.

To provide popular services, such as public Internet access, to citizens and visitors.

To provide meeting, event, display and brochure spaces that can be used by citizens and City officials for various purposes.

Goal: Provide a dynamic popular reading, video and recorded books collection, as well as public Internet access and passport services, to citizens and visitors.

Strategy: Maintain high levels of service despite reductions in resources.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Checkout sessions	12,579	10,180	10,384
Passport applications accepted	659	546	557
Visitors	76,626	87,500	89,250
Circulation of materials	61,090	37,758	38,513

Prior Year Results and Outcomes

Prescott Gateway Branch staff processed 485 passports, generating $13,615 in revenue for the General Fund.

FY2008 visits to Prescott Gateway Branch were down 15%, due to reductions in hours open per week necessitated by a reduction to staff.

Prescott Gateway Branch
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 148,308	$ 139,013	$ 104,048
Supplies	3,829	2,126	1,905
Other Services & Charges	15,382	16,488	17,780
Total	$ 167,519	$ 157,627	$ 123,733

Prescott Gateway Branch
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.33	3.30	3.30
Business Manager	0.33	0.00	0.00
Librarian	2.00	1.00	1.00
Library Assistant	2.00	2.00	2.00
Clerks (Temporary)	0.00	0.30	0.30

Note: One Library Assistant position is frozen in FY2009.

Significant Expenditure Changes: The only significant change in this area when comparing the FY2009 budget to the FY2008 estimated endings is in the category of Personnel. This can be linked to the Library Assistant position that has been frozen for FY2009.

Recreation Programming

Division Mission: Develop and provide recreation opportunities serving the recreational and leisure needs of the citizens of Prescott in a sustainable and cost-effective manner. In vertical alignment with the City of Prescott mission we will provide superior customer service for our programs, classes, leagues and special events. These activities will be planned, implemented and evaluated to satisfy the recreational, social and cultural needs of the community and its welcomed guests.

The division will continue to promote and attract tourism, community and private partnerships and co-sponsorships.

Continuous improvement of staff and volunteers developing the Recreation Programming Division to be a model of excellence in the State of Arizona enhancing the City of Prescott image as a dynamic and exciting community.

Goal: Expand programs for citizens to increase service opportunities and utilization of the City's recreational facilities creating an environment where Prescott citizens view park and recreation as a very positive and valuable asset.			
Strategy: With the introduction of our new web based program registration software and utilizing the city web site and more effective use of City "Quality Time" publication to create a greater public awareness and interest in our recreational facilities.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Compare rental revenue annually	$30,529	$31,750	$33,020
Develop customer satisfaction survey cards	N/A	N/A	Evaluate a statistical report comparing users, user feedback and follow through
Number of website contacts per month	N/A	3,000	5,000

Goal: Develop Late Winter & Early Spring Adult Basketball & Volleyball Tournaments to boost local tourism and improve our year-round relations with local lodging institutions.			
Strategy: Gather state-wide data bases relative to City-sponsored adult volleyball and basketball leagues. Reserve local High School, Middle School, and Junior College gyms during the late winter and early spring on two separate weekends. Promote one adult basketball and one adult indoor volleyball tournament during this timeframe. Obtain one major co-sponsor for each event to assist in having each event be self-supportive. Have sufficient team representation in each sporting event to validate local hotel lodging benefit along with local economical benefit. Have the end result help our Sports Division gain more leverage in securing adequate and affordable local lodging during the summer prime time season.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of Adult Basketball Tournaments	0	0	1
Number of Adult Volleyball Tournaments	0	0	1
Percentage of Direct Cost Recovery for administering tournaments	N/A	N/A	100%
Evaluating staff performance by providing team satisfaction surveys and processing results	N/A	N/A	One survey completed for each tournament conducted

Goal: Involvement with other organizations to increase the economic impact on the community.			
Strategy: Promote Prescott through active participation in the Amateur Softball Association National Convention to be held in Oklahoma, OK in the fall of 2008. Assist State ASA Commissioner with convention hospitality and administration of state wide operations. Actively participate in the tournament bid process through bid presentations and lobbying national ASA board members on behalf of the City of Prescott.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Statistical review and analysis of annual impact study results	$6.7 million community impact	Economical impact study will be performed July of 2008	Increase economical for FY09 by 4%

Goal: Involve the Special Needs Activities Program group in more community programs, increasing awareness of the special needs population, and allowing the group to give back to the community that is so supportive.			
Strategy: Seek opportunities to perform community services through Habitat for Humanity, Granite Creek Clean-up, Crisis Pregnancy Center, etc.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of community service projects worker annually	N/A	2	4
Number of Social Nights Out (minimum five – attending movies, dinners and special events)	1	5	8

Goal: Transition Annual Hershey's Track & Field meet into a school-wide event.			
Strategy: Meet with local school districts to gain approval to allow students interested in event to be released during school day to one location. Have students bussed from their school to the event location to participate in the event. Involve Elementary/Middle School P.E. Teachers as part of their curriculum to encourage students to participate in event. Meet with Middle School Athletic Director's Quad-City league to obtain support for the event. Involve High School Track & Field Coach/Athletes to be volunteers for event.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of participants in Local Hershey's meet	39	75	300
Number of schools approving event	0	0	10
Post event evaluations returned by participants	0	35	200
Number of event winners participating in State event	5	10	30

Goal: Continue to increase the Public Tennis Club Membership base to develop youth and adult tennis programs.			
Strategy: Offer Free Clinics/Socials to encourage residents interested in tennis to come out and learn the game through fun activities. Give residents the opportunity to be part of a club without annual dues. Establish on-line database to give members list of players of their age, gender and abilities to meet and play. Obtain grants through United States Tennis Association (USTA) to help support free programs or purchase necessary equipment. Once participant numbers are established, transition them into low cost fee based programs, tournaments and activities.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of club members registered in Free Public Tennis Club	0	125	250
Dollar amount of USTA grants to help support club	N/A	$500	$1,000
Revenues produced through Public Tennis Club programs	N/A	$500	$2,500
Direct cost to create club and programs	N/A	$500	$2,000

Prior Year Results and Outcomes:

Summer sports continue to flourish in the City of Prescott. Softball games for City League play take place Monday through Friday evenings in summer months at 8 ball fields in Prescott. In summer of 2007 there were 75 Co-Rec slow pitch, 70 Men's slow-pitch, 9 Women's slow-pitch, 8 Men's Senior slow-pitch and 9 Men's fast-pitch teams. A Women's fast-pitch league was organized as well. In all, nearly 3,000 individuals were on City league softball rosters.

Other sports organized by the Recreation Division include basketball, adult soccer, flag football, and volleyball. The division also sponsors Youth Tennis throughout the year, in addition to partnering with Prescott Little League Baseball, Prescott Girls Softball Association, AYSO Soccer, and Prescott Youth Football, providing facilities and assisting with league administration.

A memorable highlight of FY2008 was the exhibition game played at Ken Lindley Stadium on May 25, 2008, between a team of ASA Regional All Stars and the U.S. Women's Olympic Softball team. The event was attended by over 3,200 enthusiastic fans who stayed late into the night to obtain autographs from the gracious Olympic athletes. Prescott was one stop on a 45-city "Bound 4 Beijing" tour throughout the United States.

The Recreation Programming Division also serves as the Reservation desk for park ramada and meeting room rentals. Staff processed over 1,300 reservation requests this year, serving the recreational needs of over 80,000 participants.

This year marked the fourth annual Tiny Tot Olympics, which was held once again at Granite Creek Park. There were 64 Tiny Tot Olympians ranging in age from two to four years old. The event began with a parade of athletes followed by events such as Football Throw, Soccer Ball Kick, Long Jump, High Jump, Basketball Hoop Shoot, Baseball Pitch and Running (40 feet for 2 yr olds, 60 feet for 3 yr olds and 80 feet for 4 yr olds).

The Recreation Division also provides programming for youth and teenagers aged 6 to 17 during Prescott Unified School District (PUSD) school breaks. Participants visit area lakes and parks each day within Prescott, Prescott Valley and Chino Valley vicinity, and some field trips around Northern Arizona and the Phoenix area. Activities include archery, kayaking, hiking, arts & crafts, horseshoe pitching, cooking, outdoor skills and games, as well as camp songs and skits. 520 youngsters participated in summer sessions in FY2008.

This year Prescott played host to over 1,000 Senior Olympics athletes, ranging from 50 to 96 years of age. About 50% of the athletes traveled to Prescott from outside Yavapai County to participate. It is estimated that the Senor Olympic teams generated over $375,000 in Prescott over a two week period. Senor Olympians participated in over 30 events such as softball, volleyball, basketball, mountain biking, running, tennis, badminton, bocce, and scrabble.

Recreation Programming
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 724,224	$ 786,923	$ 637,001
Supplies	76,480	93,980	75,665
Other Services & Charges	257,542	364,681	386,723
Capital Outlay/Projects	-	-	20,000
Total	$ 1,058,246	$ 1,245,584	$ 1,119,389
Capital Outlay/Projects			
Meals-On-Wheels Contribution			20,000
Total Capital Outlay/Projects			$ 20,000

Recreation Programming
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	19.50	17.50	13.50
Assistant Director*	0.00	0.50	0.50
Adult Center Coordinator	1.00	0.00	0.00
Recreation Supervisor	2.00	2.00	2.00
Recreation Coordinator	2.00	2.00	2.00
Recreation Leader	1.00	1.00	1.00
Secretary	2.00	2.00	2.00
Maintenance Technician**	1.50	1.00	0.00
Maintenance Worker	1.00	0.00	0.00
Custodian	1.00	1.00	1.00
Summer Inst. (temp)	8.00	8.00	5.00

*Remaining 50% is charged to Parks Maintenance

Significant Expenditure Changes: Parks and Recreation Programming Division exhibited a lot of changes when comparing the FY2008 estimated endings to the FY2009 budget. Personnel showed a 19.1% decrease for two reasons. First, the Maintenance Technician position was moved to the Facilities Maintenance crew beginning in FY2009. The payment of scorekeepers, referees and umpires was reallocated in FY2009. Typically these employees were paid out of the temporary salary line item, but they will now be paid as contract employees. The funding for contract employees comes out in the area of Other Services & Charges.

Supplies display the tightening of the budget during tougher economic times. It was decided to cutback on spending in the area of education and recreational supplies. Division will only purchase what is absolutely necessary to provide basic service levels.

Other Services & Charges has many changes that have occurred. Issues such as the payment of contract employees and the addition of the Grace Sparks Activity Center to the Facilities Maintenance crew have forced an increase in this area. The aforementioned issue is offset by decreases in several line items such as other professional services and grants and subsidies. This is the result of transferring the Special Olympics and ASA tournament expenses to the Transient Occupancy Tax Fund.

Parks, Trails and Landscape Maintenance

Division Mission: Our mission is to continually expand, and adequately maintain and manage existing park facilities, athletic fields, the Mile-High Trail System, streetscapes and planters, and open space preserves in a safe, aesthetically pleasing, and efficient manner. We strive to encourage pride and a sense of personal ownership by staff in the appearance and function of our Parks and Recreation facilities. Furthermore, our secondary mission is to provide high quality special events and bandwagon services to residents and visitors of the quad-cities area.

Prior Year Results and Outcomes

The Department gained two new parks in FY2008:

- Vista Park, a 10 acre park located between Sarafina and Samaritan Way in the Willow Lake area. Amenities include a large picnic ramada, children's play area, restroom and drinking fountains,

synthetic turf areas suitable for croquet or bocce ball use, benches & shade structures, and a scenic trail to the top of a nearby butte which offers spectacular views of Willow Lake.

- Enchanted Canyon Petroglyph Park, a three acre parcel of open space featuring a distinctive rock outcropping with hundreds of rock carvings.

Parks Maintenance Division assisted in the planning and set-up of many large special events, including the Fourth of July all-day carnival and fireworks show, which drew an estimated 10,000 participants in FY2008. Another major City-sponsored event was Dickens of a Holiday at the downtown Courthouse Plaza, which included setting up a unique outdoor ice-free skating rink and featuring a sunset fireworks display of its own. The division delivers and sets up the City's "Bandwagon" portable stage to dozens of events throughout the year, including the Christmas Parade, the Bluegrass Festival, and several events in neighboring communities within the Quad-City area.

Maintenance staff maintains Prescott's exceptional ball fields for dozens of softball and baseball tournaments, soccer tournaments, Yavapai College soccer games, City league play, and, this year, the U.S. Olympic Softball Team. Sports usage of the City's athletic fields is at an all-time high.

Additional sections of the Prescott Circle Trail are being readied for use. A 1.5 mile section skirting the lakeshore at Watson Lake Park was completed this year.

Staff continues to work with a dedicated citizens' committee on further expansion of the City's downtown Greenways Multi-Use Trail System. This involves the task of securing public access to private properties located along Prescott's creeks.

An additional 42 acres of Open Space has been added to the City's portfolio in FY 08. Staff and the Open Space Acquisition Advisory Committee continue to negotiate purchases of land within Granite Dells for future acquisition.

Parks, Trails and Landscape Maintenance
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 872,712	$ 886,238	$ 846,180
Supplies	220,686	203,050	187,575
Other Services & Charges	664,947	719,909	697,330
Capital Outlay/Projects	109,788	55,000	-
Total	$ 1,868,133	$ 1,864,197	$ 1,731,085

Parks, Trails and Landscape Maintenance
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	19.70	18.20	17.70
Asst Parks & Rec Dir.*	1.00	0.50	0.50
Parks Maintenance Supt.	0.00	1.00	1.00
Trails/Parks Supt.	1.00	0.00	0.00
Park Regional Coordinator	0.00	2.00	2.00
Maintenance Worker	3.00	1.00	1.00
Turf & Irrigation Coordinator	1.00	1.00	1.00
Landscape Coordinator	1.00	1.00	1.00
Parks Coordinator	2.00	0.00	0.00
Equipment Mechanic	1.00	1.00	1.00
Maintenance Technician	3.00	4.00	4.00
Seasonal Maintenance	6.70	6.70	6.20

*Remainder of Asst Parks & Recreation Director is charged to Recreation Programming.

Significant Expenditure Changes: The annual salary adjustment and the increase in costs relating to health insurance are reflected in the Personnel section. Also, this area reflects the reduction in funding for temporary employees.

As in other division within Parks, Recreation and Library, Supplies and Other Services & Charges exhibit decreases when comparing the FY2008 estimated endings to the FY2009 budget. Parks Maintenance was another area that received reduced funding because of the slowing economy. It is the goal of this division to continue maintaining all park facilities while being prudent with the funding.

Lakes Management

Division Mission: To contribute to Prescott's reputation as a first class tourist destination.

To provide a variety of great recreation and leisure amenities and events.

To protect and enhance the unique ecosystems of Goldwater Lake, Willow Lake and Watson Lake.

Goal: To provide a variety of great recreation and leisure amenities and events.

Strategy: Encourage and develop partnerships and support systems with community groups who plan public events.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of guided tours of Willow Lake Archaeological Interpretive Center	6	12	15
"Starry Nights at Watson Lake" astronomy programs – with Prescott Astronomy Club & local schools	8	10	12
Number of Community fishing clinic – "Take Me Fishing" at Goldwater Lake	0	1	3
"Prescott Pow-Wow" at Watson Lake Event	0	1	1

Goal: To restore the health of the Ponderosa Pine forest surrounding Goldwater Lake.			
Strategy: Continue partnerships with other organizations concerned with fire safety and forest health – Prescott Area Wildland Urban Interface Committee, Prescott Fire Department Wildland Crew, and Arizona Public Service arborists.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Acreage of forest thinned and restored to natural state	10	15	15

Prior Year Results and Outcomes

Goldwater Lake Park

Restoration of forest health continues to be a primary focus at Goldwater Lake Park. The reason for this need was emphasized in FY2008 as Goldwater Lake Park was closed for a week in November to provide water to Wildland fire crews fighting the "August Fire." Hotshot crews were allowed to camp at Goldwater Lake Park for the first week in November as well. Our partnerships with Prescott National Forest and the Groom Creek Fire District have continued to be mutually beneficial.

Arizona Game & Fish biologists enjoyed hosting the first Community Fishing Day at Goldwater Lake, and quickly followed with another "First Fish" children's fishing clinic within the next month. Goldwater Lake is particularly pleasant as a host location for these clinics, in which a small cove of the lake is netted off and stocked immediately prior to the clinic, increasing each child's chance of catching their first fish! They have expressed an interest in holding several clinics throughout the year. All equipment is provided and the events are free to the public.

Goldwater Lake parking fee revenue in FY2008 increased to $38,053, a 10% increase over FY2007. Ramada rental fees increased to $10,575, an 11% increase over FY2007.

Willow & Watson Lakes

In addition to numerous weddings, company picnics, memorial services, and family parties, Watson Lake Park was the site for several large events, such as the Prescott Highland Games. This was the fourth annual Scottish cultural celebration, attended by over 3,000 participants and spectators. The organizing committee is considering extending this to a two-day event in coming years.

The Antique Auto Club Show in August of each year also draws large crowds. This year's two-day event drew crowds estimated at 10,000 people.

An additional large event was added in FY2008 and is expected to become an annual affair: the Prescott Intertribal Pow-wow. Native Americans from all over the Western United States traveled to Prescott for three days of dancing and singing in traditional costumes. Over two dozen drummers and singers provided accompaniment for some world champion dancers of various native styles. The Prescott Pow-wow Committee was completely satisfied with the suitability of Watson Lake Park for a large event of this type.

Nationally sanctioned horseshoe tournaments and casual weekend horseshoe pitchers can be found each weekend at Watson Lake Park. The Mile-Hi Horseshoe Club schedules league play on Thursday evenings during the summer months.

Watson Lake Park was the site of seven "Star Parties" in FY2008, presented by the Prescott Astronomy Club. The annual May weekend campout attracted a couple hundred "happy campers," including elementary school students and their teachers, family groups, homeschoolers, Boy Scouts, Girl Scouts and Cub Scouts from Prescott and other communities in Arizona. The scouts had an opportunity to earn badges in astronomy with materials presented by club members and professional astronomers from all over Arizona. The educational resources available in an outdoor setting take many forms, and stargazing is finding a home at Watson Lake.

The rain gauge at Watson Lake Park recorded over 13 inches of precipitation in the past twelve months. The lakes are full and people are enjoying water based recreation. Parking fees collected at Willow and Watson Lakes total $31,165 in FY2008. These fees are voluntary contributions – we have no attendants on duty collecting parking fees. In addition, we have collected over $4,700 through sales of an Annual Parking Pass.

Lakes Management
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 186,501	$ 229,646	$ 205,437
Supplies	39,540	39,650	38,800
Other Services & Charges	72,039	109,189	94,032
Total	$ 298,080	$ 378,485	$ 338,269

Lakes Management
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	5.40	6.30	5.08
Lake Parks Supt*	0.80	0.80	0.80
Maintenance Tech	1.00	1.00	1.00
Maintenance Worker**	2.00	3.00	3.00
Maint. Worker - temp	1.60	1.50	0.28

*Lake Superintendent also charged .2 to Administration

**One Maintenance Worker position frozen.

Significant Expenditure Changes: The main reason for the decrease in Personnel is the fact that there was one Maintenance Worker position that was frozen in FY2009. This issue combined with the reduction in temporary salary money available makes up the 10.5% decrease.

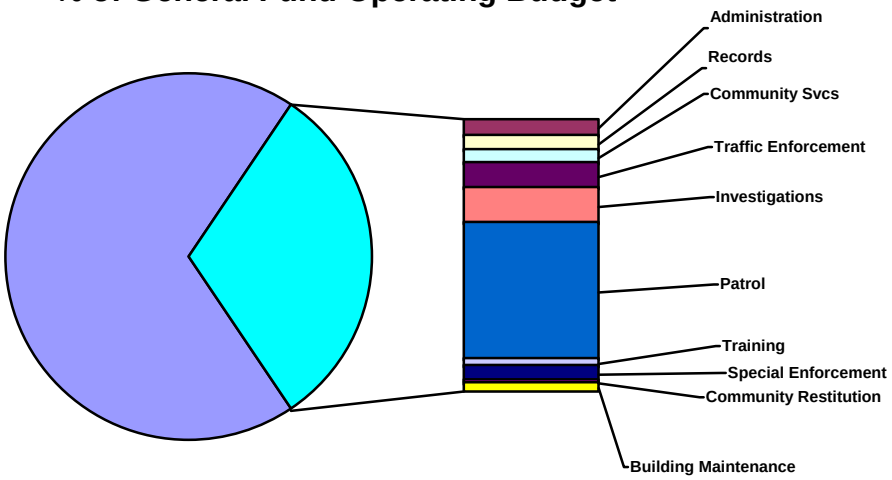
Other Services & Charges is the other category that showed significant change. As in the Parks Maintenance Division, this division has made several cutbacks to reduce their budget. Changes were made to their fleet that reduced their vehicle replacement charges and there will be reductions in their water and electric usage.

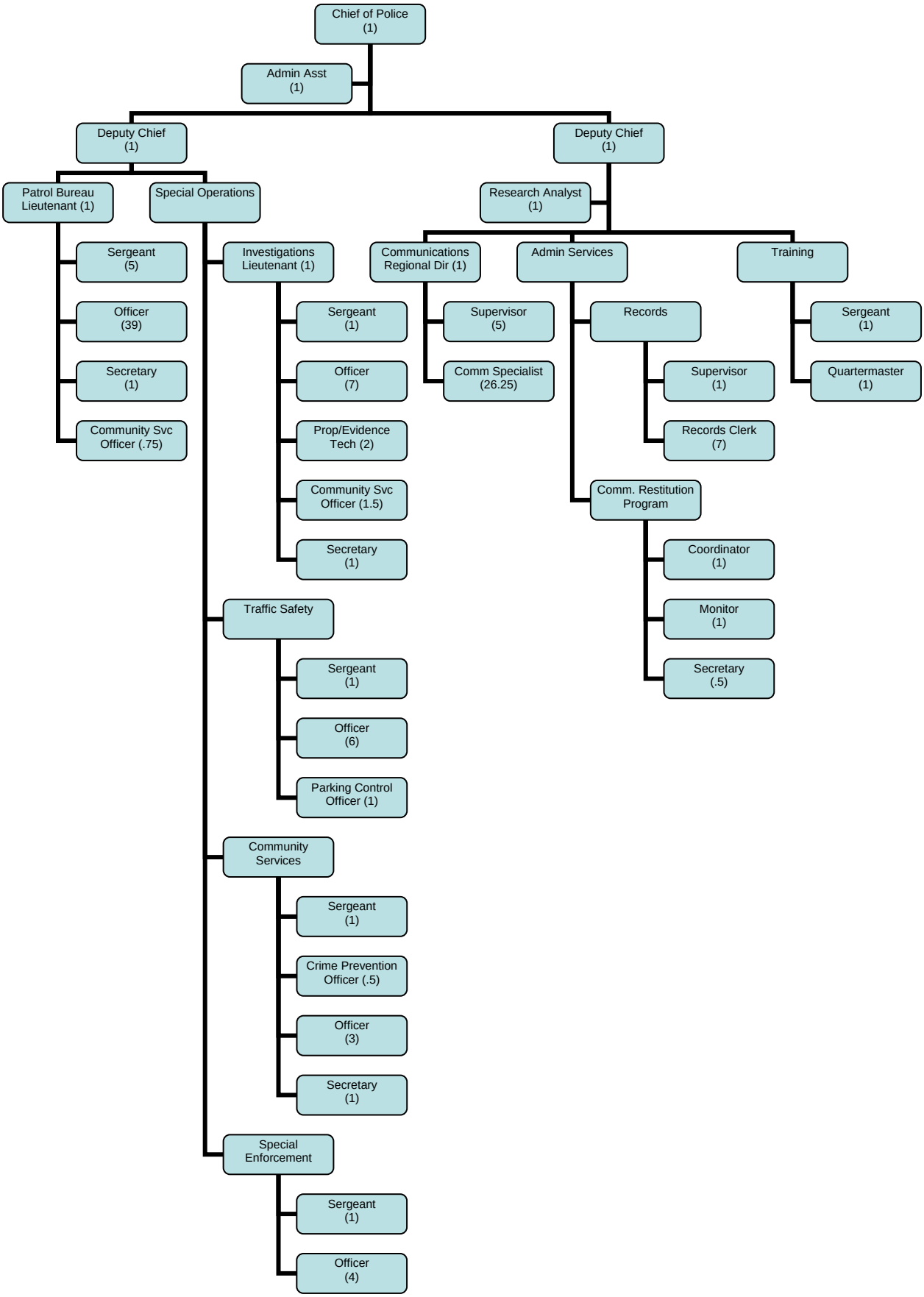
POLICE DEPARTMENT

The Prescott Police Department is dedicated to providing our community with the best professional services available within our resources. The department is committed to establishing close working relationships with our citizens and visitors to resolve problems and issues. This department is committed to an aggressive response to criminal activity throughout the City of Prescott in a manner consistent with safeguarding the rights of all citizens.

DEPARTMENT MISSION: The mission of the Prescott Police Department is to protect people, property and rights in our community.

% of General Fund Operating Budget




Chief of Police (1)
Admin Asst (1)
Deputy Chief (1)
Deputy Chief (1)
Patrol Bureau Lieutenant (1)
Special Operations
Research Analyst (1)
Sergeant (5)
Officer (39)
Secretary (1)
Community Svc Officer (.75)
Investigations Lieutenant (1)
Sergeant (1)
Officer (7)
Prop/Evidence Tech (2)
Community Svc Officer (1.5)
Secretary (1)
Traffic Safety
Sergeant (1)
Officer (6)
Parking Control Officer (1)
Community Services
Sergeant (1)
Crime Prevention Officer (.5)
Officer (3)
Secretary (1)
Special Enforcement
Sergeant (1)
Officer (4)
Communications Regional Dir (1)
Supervisor (5)
Comm Specialist (26.25)
Admin Services
Records
Supervisor (1)
Records Clerk (7)
Comm. Restitution Program
Coordinator (1)
Monitor (1)
Secretary (.5)
Training
Sergeant (1)
Quartermaster (1)

Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 7,065,012	$ 7,974,306	$ 8,424,373
Supplies	306,055	315,125	346,870
Other Services & Charges	1,422,017	1,779,577	1,439,461
Capital Outlay/Projects	252,581	153,647	6,400
Total	$ 9,045,665	$ 10,222,655	$ 10,217,104
Authorized Staffing Level	96.40	94.90	95.65
Administration	4.00	5.00	5.00
Records	9.00	9.00	8.00
Community Services	10.00	6.00	5.50
Traffic Enforcement	8.00	8.00	8.00
Investigations	11.90	12.40	13.15
Special Enforcement	0.00	5.00	5.00
Patrol	49.00	45.00	46.50
Training	2.00	2.00	2.00
Comm Restitution Prog	2.50	2.50	2.50

Administration

Division Mission: The mission of the Police Administration is to manage and support the divisions within the Prescott Police Department to insure all divisions are working toward the accomplishment of their goals and the Department's mission.

Goal: Create a strategic plan for the Prescott Police Department.

Strategy: Through a cooperative effort of all divisions and bureaus within the Prescott Police Department, build a living document that offers vision and direction for our employees.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Completed Document	N/A	Yes	Yes

Goal: Attract and develop the best members for the Prescott Police Department. Maintain a 95% level of employed personnel within our authorized positions.

Strategy: The Police Administration will insure the community receives efficient public safety responses to reduce loss and injury in a fiscally responsible way.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
UCR Part I	1,695	1,700	1,800
UCR Part II	3,655	3,700	3,900
Calls for Service	34,132	35,000	35,500

Goal: Provide public safety support to local area agencies and organizations.

Strategy: Supply manpower to assist in cooperative efforts in public safety, training, and community policing

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
NARTA Advisors	2	2	1

NARTA Instructor Hours	580	590	590
PANT Detective	1	1	1
PUSD/Sacred Heart DARE/School Resource Officers	3	3	3
Big Brothers/Big Sisters Board Members	2	2	2
YMCA Board Member	1	1	1
TIP Board Member	1	1	1
MATForce	2	2	1

Prior Year Results and Outcomes

In an effort to maintain a level of understanding and awareness of the realities of the basic mission of the Prescott Police Department, every certified member of Command Staff continues to ride with a Patrol Officer each quarter.

The Prescott Police Honor Guard participated in approximately 20 events, including four Fallen Officer funerals, 11 flag postings, one flag raising and two parades.

The Department remains organized under two major divisions under Chief Randy Oaks, Operations Division, and Deputy Chief Mike Kabbel, Support Division.

One rotating officer remains in Investigations and an additional rotating officer was added to the Traffic Safety Section. A patrol officer is selected for the 6 month rotating assignment.

Aggressive processing continues for lateral and new police officers.

The Prescott Police Department continues to participate in the Northern Arizona Regional Training Academy (NARTA) and the Chief serves as Chairperson on the Board of Directors. Our department personnel continues to contribute a significant number of hours to provide quality class instruction, as well as a full time class advisor to each of the classes held during the year.

During this fiscal year, five officer recruits graduated from NARTA and the FTO (Field Training Officer) portion of training and are currently solo. Three lateral officers have also been added to our department, for a total of eight officers.

Continued to serve as a member of the Board of Directors for the Partners Against Narcotics Trafficking (PANT). Also continued operational support of PANT through our assignment of one Detective to assist in this special investigative and enforcement unit.

Continued our involvement in the *National Night Out* crime prevention neighborhood event to coordinate various crime prevention events with other agencies.

The administration and supervision of graffiti removal formerly assigned to the Tri-City Gang Task Force, is now under the auspices of the Administrative Services Bureau, attached to the Community Restitution Unit.

To better serve the entire County of Yavapai, Yavapai Silent Witness has relocated to the Yavapai County Sheriff's Office.

Continued expansion efforts in the Neighborhood Watch, Multi-housing, Business Block Watch, Crime Watch and Bicycle Safety crime prevention events with other agencies.

Continued our Community Restitution Program in which court assigned violators perform a wide range of community service work projects for numerous community organizations and groups.

Continued to enhance our presence on the World Wide Web through our Police Department by providing resources and crime stat information for our citizens and site visitors. The direct link to the Prescott Police Department is www.prescottpolice.org.

Strengthened our extremely active volunteer program that consists of Citizens on Patrol (COP), who assist patrol officers with support activities and Volunteers in Policing (VIP) who assist department personnel in Records, Investigations audio/visual operations. The Cold Case Unit, also comprised of volunteers, continues to actively investigate unsolved, high profile cases. Aggressively conducted Citizens' Academies to provide interested citizens the knowledge of law enforcement services.

The Public Safety Step Plan continues to ensure quality employment and incentives for new and existing law enforcement officer.

Successfully pursued grants that have allowed us to continue participating in DUI saturation patrols, partnering with the Prescott Valley Police Department for education and enforcement of auto thefts, seatbelt and child restraint safety and providing body armor to our officers. Our Department has also been awarded additional grant funding in support of police services to our community and officers.

Deputy Chief Mike Kabbel serves on the YMCA Board of Directors.

Chief Randy Oaks serves on the Executive Committee for MATForce, a county-wide methamphetamine task force.

Chief Randy Oaks serves on the Big Brothers/Big Sisters Board of Directors.

The Prescott Police Department continues to utilize the Federal 1122 program to purchase new and replacement vehicles and equipment, realizing a 10-30% saving on cost.

Due to a retirement within the Department, a Lieutenant was hired to oversee the Administrative Services Bureau.

Administration
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 579,579	$ 620,080	$ 579,631
Supplies	48,807	11,025	11,275
Other Services & Charges	74,531	77,412	78,358
Total	$ 702,917	$ 708,517	$ 669,264

Administration
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.00	5.00	5.00
Police Chief	1.00	1.00	1.00
Deputy Police Chief	1.00	2.00	2.00
Police Research Analyst	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00

Note: One Deputy Police Chief position is frozen.

Significant Expenditures Changes: The 6.5% decrease in Personnel is the result of freezing one of the Deputy Police Chief positions. This position was vacated in the third quarter of FY2008 and will remain vacant throughout FY2009.

There are no other significant expenditures changes in this division when comparing FY2008 estimated endings to FY2009 budget.

Records

Division Mission: To maintain a Records Management System and account for the collection, dissemination and retention of police records.

Goal: Improve accuracy and completeness of criminal history records on arrests through the Arizona Automated Fingerprint identification System (AZAFIS).			
Strategy: Report to Yavapai County Sheriff Office and the courts corrections made.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Corrections reported to YCSO and courts	875	700	500

Goal: Maintain the high level of accuracy we obtained on Federal, State and Associated press audits.			
Strategy: The Records Division will be responsible for the timely, accurate and completeness of data collection, dissemination and retention of police-related information.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
State ACJIS audit results	100% compliance	100% compliance	100% compliance
FBI audit results	Model Agency Classification	Model Agency Classification	Model Agency Classification
Associated Press Audit results	Compliant on Records Release Laws	Compliant on Records Release Laws	Compliant on Records Release Laws

Goal: To maintain an accurate and complete records management system.			
Strategy: The Records Division will be responsible for the timely, accurate and completeness of data collection, dissemination and retention of police-related information.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of part one crimes processed	1,695	1,700	1,800
Number of part two crimes processed	3,655	3,700	3,900
Number of accidents processed	1,540	1,600	1,650
Number of citations and warnings processed	22,885	25,000	25,500
Number of warrants validated	1,564	1,650	1,750

Prior Year Results and Outcomes:

100% of Records Staff became Terminal Operator Certified with ACJIS Network.

Coordinated the transition of the Mobile Data Computers in Patrol vehicles to co-exist and interact with the department's existing software.

Implemented and fine tuned the policy and procedures for ARS 28-3511 Vehicle Impounds and provided hearings and information to citizens on a daily basis regarding this law.

Transitioned to the new ADSi software.

Assisted the Yavapai Silent Witness Program by answering numerous silent witness calls which led to a number of successes.

Several Records Section members completed Department of Homeland Security Incident Command System (ICS) courses to bring our department to a higher compliance level.

Records
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 451,342	$ 513,139	$ 438,269
Supplies	10,392	12,300	16,400
Other Services & Charges	64,007	81,544	84,727
Total	$ 525,741	$ 606,983	$ 539,396

Records
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	9.00	9.00	8.00
Lieutenant	1.00	1.00	0.00
Records Supervisor	1.00	1.00	1.00
Records Clerk	7.00	7.00	7.00

Significant Expenditure Changes: Personnel decreased 14.6% due to the transfer of one Lieutenant to another division.

A 33.3% increase can be observed in the Supplies category. A replacement fax machine and laser jet printer has been budgeted for in FY2009.

Traffic Enforcement

Division Mission: To provide safe and efficient travel on the roadways within the city through a well trained, professional and motivated team that will be responsive to our citizens and visitors traffic concerns.

Goal: To provide education to our community regarding traffic safety and laws.			
Strategy: Education will be provided through speaking engagements and demonstrations to neighborhood watch groups, homeowners associations, public interest groups, radio, newspaper and TV.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of public education events	55	60	65

Goal: To be responsive to special event activities.			
Strategy: Build effective working relationships with our community by working with the Special Events committee in planning and providing assistance for numerous Special Events throughout the year.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of special events	35	36	36

Goal: To provide access to parking spaces in the downtown business area.			
Strategy: A Parking Enforcement Officer will enforce the City and State parking regulations in the downtown area to ensure parking space turnover.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**

Parking citations	5,310	5,800	6,000

Goal: To provide accurate and complete motor vehicle crash investigations.			
Strategy: Respond and investigate motor vehicle crashes.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of crash investigations	1,023	1,100	1,175

Goal: To enhance safety, reduce death/serious injury and damage within the City of Prescott.			
Strategy: Proactively enforce traffic laws by the use of radar, saturation patrol, DUI Task Force, directed patrol and enforcement in high frequency accident locations.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of citations/warnings issued	9,548	13,900	14,000
Commercial vehicle inspections performed	48	58	80

Prior Year Results and Outcomes:

Traffic Enforcement was provided at 23 different races, parades and various community special events.

15 DUI Saturation Patrols and Checkpoints were conducted with the Tri-City DUI Task Force.

The Traffic Safety Section provided Child Safety Seat Inspections at 7 different events as well as walk-in traffic for individuals at the Police Department.

The Traffic Safety Section installed 57 Child Safety Seats.

The Traffic Safety Section provided 226 hours of instruction at the NARTA Facility.

The Traffic Safety Section provided Radar training to all new Prescott Police Trainees.

The Traffic Safety Section:

Wrote 12,907 traffic tickets and warnings
Investigated 990 traffic crashes
Made 141 DUI arrests
Tagged 252 abandoned vehicles
Towed 76 abandoned vehicles

Traffic Enforcement
Expenditure Summary

	FY07 Actual	**FY08 Estimate**	**FY09 Budget**
Personnel	$ 648,331	$ 706,374	$ 764,302
Supplies	25,891	28,050	29,850
Other Services & Charges	123,041	160,471	119,999
Total	$ 797,263	$ 894,895	$ 914,151

Traffic Enforcement
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	8.00	8.00	8.00
Sergeant	1.00	1.00	1.00
Police Officer	6.00	6.00	6.00
Parking Control Officer	1.00	1.00	1.00

Significant Expenditure Changes: The large increase in Personnel relates to the change in Public Safety Retirements. Police retirement system costs or contributions increased from 23.03% in FY2008 to 27.65% in FY2009. This factor combined with the increase in health insurance costs contributed to the 8.2% increase in Personnel.

Other Services & Charges displays a 25.5% decrease when comparing FY2008 estimated endings to FY2009 budget. This is a result of the department's "clean up" of its fleet and eliminating any unnecessary vehicles and re-evaluating the expected life of each vehicle. Also, the vehicle replacement funding is at 75% in FY2009 compared to 100% in FY2008.

Building Maintenance

Division Mission: To maintain the Police Department facility in the most efficient manner possible within available financial means, through scheduled inspections, servicing and repairs; to provide a clean, safe working environment for all employees.

Prior Year Results and Outcomes

Continued to provide a clean, safe working environment for all employees by scheduling regular maintenance services, safety and operational inspections and repairs as needed.

Building Maintenance
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ -	$ 104	$ -
Supplies	66	-	-
Other Services & Charges	251,532	308,580	262,405
Capital Outlay/Projects	57,300	16,616	-
Total	$ 308,898	$ 325,300	$ 262,405

Significant Expenditure Changes: This budget area represents the cost of maintaining the Police Department facilities. The costs decreased in FY2009 due to the inclusion of several more buildings in the Facilities Maintenance Fund which in turn reduced the cost per square footage to maintain City buildings.

Investigations

Division Mission: The Investigations Section mission is to investigate and clear felony and other specifically assigned crimes.

Goal: Maintain a computer data entry on pawned property which pawn shops are required, by law, to provide to the police department.			
Strategy: Utilize the VIP program to enter the pawned property from information received via pawn shops.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Pawn items reviewed, entered and evaluated	10,000	11,000	11,000

Goal: The Investigations Division will focus on serious crimes involving threats to personal safety and substantial financial loss.			
Strategy: Assign follow up on Part I and Part II crimes. Assign follow up on misdemeanor cases as they relate to Part I crimes.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of cases assigned	921	1,000	1,100
Percentage cases cleared to cases assigned	87%	85%	85%
Number of Part I cases cleared	67%	70%	70%

Goal: To continue the use of the CVSA for investigative and hiring purposes.			
Strategy: Utilize the CVSA (Computer Voice Stress Analyzer), truth verification equipment, as an investigative tool to verify suspect's and victim's statements in criminal cases. Additionally, the CVSA is used in the police department hiring process (civilian and volunteers) an in internal investigations.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of CVSA usages for criminal investigations	28	30	40
Number of CVSA usages for hiring purposes	52	50	40

Prior Year Results and Outcomes

Conducted the following services:

- 49 Computer Stress Analyzer Tests
- Sex Offender Notifications

The Investigations Section continues to assist neighboring law enforcement agencies with forensic interviews and computer related evidence gathering.

Continued training in many areas of Investigations – including Basic Forensic, Child Abuse Class, Sex Crimes, Digital Crime Scene Photography, Negotiator Certification, Crime Scene Processing, Assist Buried Body Class, In Custody Deaths, IAFCI Seminar, Reid Investigations and Interrogation, Basic Investigations, Arizona Homicide Investigators Association, AIMS and Violent Crime Scenes.

Department assigned 734 cases, completed 233 cases and closed 313 cases.

Volunteers for department logged the following hours:

- Cold Case - 100 hours
- Investigations - 650 hours

Investigations
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,049,225	$ 1,089,310	$ 1,181,091
Supplies	27,690	27,600	31,050
Other Services & Charges	72,879	108,623	103,754
Total	$ 1,149,794	$ 1,225,533	$ 1,315,895

Investigations
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	11.90	12.40	13.15
Lieutenant	1.00	1.00	1.00
Sergeant	0.00	2.00	1.00
Police Officer	6.00	6.00	7.00
Secretary	1.00	1.00	1.00
Property/Evidence Tech	2.00	2.00	2.00
Community Svcs Officer	1.50	0.00	0.75
Temp Admin Staff	0.40	0.40	0.40

Significant Expenditure Changes: This division is also seeing the impact of increased costs associated with health insurance coverage and retirement contributions. These two factors were the lead causes of the 8.4% increase in Personnel when comparing FY2008 estimated endings to FY2009 Budget.

Supplies experienced a 12.5% increase as the result of the anticipated purchase of a replacement digital camera, binoculars and various pieces of office equipment.

Patrol

Division Mission: The mission of the Patrol Division is to protect life and property while responding to calls for police service. The Prescott Police Department's Special Weapons & Tactics (SWAT) Team preserves life in high risk, dangerous situations.

Goal: To provide a specialized K-9 resource to enhance law enforcement tactics and community relations.

Strategy: Utilizing the K-9 for specialized police functions, community contacts and special engagements.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of community contacts and special engagements	108	20	80
Number of building searches	49	110	120
Number of vehicle searches	28	350	350
Number of drug seizures/finds	2	15	20

Goal: Utilize the Citizen on Patrol Program to augment community based policing and patrol functions.			
Strategy: To use Citizen on Patrol volunteers to assist with specialty functions.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Traffic control	265	230	245
Evidence transports	18	20	19
Property watches	916	900	900
Citizen patrol volunteer hours	6,681	6,000	6,000
Number of handicap citations issued	45	75	60
Crime scene security	15	4	10
Transport of city funds	868	775	800
Abandoned vehicles	37	140	90

Goal: Risk management – To reduce/Eliminate liability exposure to our city, department, and patrol officers and establish prevention measures to maintain a low level of industrial injuries.			
Strategy: Implement standards and requirements that would assist officers to effectively perform their assigned tasks in a safe manner while reducing liability exposure.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Perform one hour of risk management training on a quarterly basis to patrol officers	N/A	4	4
Number of industrial claims filed	9	6	8
Dollar amount paid for industrial injuries	$10,212	$4,000	$7,000

Goal: Increase the Community Based Policing concept in an effort to promote public awareness and community involvement in crime prevention and detection.			
Strategy: Develop partnerships and networks with the business community and citizens to be proactive in community problem solving through interaction with clubs, organizations, and citizen groups.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of neighborhood contacts	3,994	1,600	2,000
Number of business contacts	5,234	5,100	4,800
Problem solving	17	12	15
Number of meetings attended	14	10	20
Number of community service projects	2	2	4

Goal: The Special Weapons and Tactics team will respond to assist patrol officers in high risk tactical situations. SWAT will also respond to assist neighboring agencies when requested.			
Strategy: Assist in the resolution of high risk, dangerous situations.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of SWAT Team callouts	4	7	10

Goal: To maintain a well trained professional team available for immediate response to high, life threatening situations.			
Strategy: Focus on a set standard of hours of training per month.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Standard training per month for all team members (hours)	12	12	16
Additional tactical training (outside team training) for individual members (hours)	140	160	200

Prior Year Results and Outcomes

Eight officers were trained this past year and assigned to the Patrol Bureau. With the addition of these personnel, the Patrol Bureau has only 3 vacancies.

The Citizens on Patrol logged 4,265 hours of volunteer work this year. This amounts to approximately $28,789 in labor savings to the city.

The Patrol Bureau outfitted all the patrol cars with digital cameras and supplied officers with crime scene processing training. All officers will now have access to camera equipment making the unit more efficient rather than waiting for a unit to be available.

Patrol Implemented the ACTION Program (Attacking Crime Trends In Our Neighborhoods). Crime data is used with a computer database to map out crime trends and assists personnel in being proactive in an attempt to reduce crime throughout the city.

Patrol
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 3,682,750	$ 4,122,168	$4,211,714
Supplies	153,758	188,400	197,345
Other Services & Charges	760,018	984,193	708,653
Capital Outlay/Projects	195,281	116,521	6,400
Total	$ 4,791,807	$ 5,411,282	$5,124,112
Capital Outlay/Projects			
X26 Tasers (8)			6,400
Total Capital Outlay/Projects			$ 6,400

Patrol
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	49.00	45.00	46.50
Lieutenant	1.00	1.00	1.00
Sergeant	7.00	4.00	5.00
Officer	40.00	39.00	39.00
Community Service Officer	0.00	0.00	0.50
Secretary	1.00	1.00	1.00

Significant Expenditures Changes: As in other Police Divisions, the major factor for the decrease in Other Services & Charges can be linked to the vehicle replacement charges. Police Department re-evaluated its fleet needs and eliminated any unnecessary or unused vehicles. In addition, the vehicle replacement fund is being funded at 75% in FY2009 as opposed to 100% funded in FY2008.

Special Enforcement

Division Mission: The mission of the Special Enforcement Section of the Prescott Police Department is to seek out and investigate high crime areas within the City of Prescott.

Goal: To reduce crime within the City of Prescott by specializing on reoccurring crimes and crime trends through assisting the Patrol Bureau and Investigations Section.			
Strategy: Using a versatile team of officers designed to fit any specific need that can address crimes in progress, actively survey and work reoccurring crime trends and locate and identify key leads or suspects for both patrol and investigations.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of self initiated investigations conducted per officer	N/A	100	225
Number of Investigations Section assists	N/A	25	50
Number of Patrol Bureau assists	N/A	25	50
Number of arrests made by the Special Enforcement Section	N/A	60	120

Prior Year Results and Outcomes

The Prescott Police Department Special Enforcement Section was formed and began on January 13th of 2008. The section is now comprised of two K-9 handlers, two police officers and a sergeant.

In October of 2007, Officer Tom Sudol was assigned as a K-9 handler for the Prescott Police Department, and in January of 2008 Officer Sudol was assigned to the Special Enforcement Section.

On January 22, 2008 Sgt. Kevin Perlak and K-9 handler, Officer Tyler Ellsworth were working in conjunction with the Partners Against Narcotic Trafficking, a drug force to apprehend a suspect in regards to a drug investigation. The suspect, once stopped by Sgt. Perlak and Officer Ellsworth fled the area and fired a gun at the two officers. Sgt. Perlak was struck once in the chest area and sustained non-life threatening injuries. Both officers returned fire, striking the suspect Daniel Brumley. Brumley was later sentenced for the attempted homicide to 22 years in prison. Both Sgt. Perlak and Officer Ellsworth were awarded Medals of Merit for their heroic actions.

In April of 2008 in partnership with the Yavapai County Sheriff's Office conducted security for the visiting Republican Presidential candidate Senator John McCain.

In April of 2008 members of the Special Enforcement Section conducted saturation foot patrol of the downtown area per the request of downtown business and bar owners who were experiencing aggressive and intimidating behavior by reported white supremacist in the area.

In May of 2008 Sgt. Kevin Perlak was deployed to Iraq for duties related to his enlistment in the US Air Force. He will serve there for approximately 10 months. During his absence, Sgt. Amy Bonney temporarily assumed his responsibilities with the Special Enforcement Section.

Members of the Special Enforcement Section provided approximately 208 hours of training to recruits at the Northern Arizona Regional Training Academy. An additional approximate 110 hours of training were provided to the State of Arizona through the Arizona Peace Officers Standards and Training (AZPOST).

A set of binoculars as well as an extra set of red and blue lights was purchased for use by members of the Special Enforcement Section.

Members of the Special Enforcement Section coordinated the security for the US Women's Olympic Softball team who visited and played a demonstration game in May of 2008.

From its inception in January of 2008, members of the Special Enforcement Section affected 245 misdemeanor and felony arrests including arrests for warrants, public consumption, assault, prostitution, theft, trespassing, burglary, robbery, narcotics possession and use and attempted homicide.

The Special Enforcement Section continued work in the area of Lincoln and Grove as a matter of public concern to enforce city and state code violations which were occurring at that location.

Members of the Special Enforcement Section coordinated and participated in a two-day nationwide task force with the US Marshals office, and various local law enforcement entities to round-up felony fugitives. This task force resulted in the successful service of approximately 28 felony warrants and bond recovery near $275,000.00.

Members of the Special Enforcement Section began implementation of the Eddie Eagle gun safety program in partnership with the Prescott Unified School district and various local businesses in anticipation and preparation for the 2008/2009 school year.

Special Enforcement
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ -	$ 215,582	$ 503,391
Supplies	-	11,150	19,100
Other Services & Charges	-	2,700	5,772
Total	$ -	$ 229,432	$ 528,263

Special Enforcement
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	0.00	5.00	5.00
Sergeant	0.00	1.00	1.00
Officer	0.00	4.00	4.00

Significant Expenditures Changes: This area was created in FY2008 to track the costs to the City for Special Enforcement. Monies have previously been budgeted in different divisions throughout the Police Department. This significant change in all areas of this budget when comparing the FY2008 estimated endings to the FY2009 budget is the result of this division not being active until the second half of FY2008. Money has been budgeted for this division for the full year of FY2009.

Training

Division Mission: To maintain 95% staffing levels while providing quality training opportunities and equipment to our employees.

Goal: To provide a centralized location for all department employees to acquire law enforcement related equipment and uniforms.

Strategy: Maintain accountability in ordering, issuing, receiving, tracking and maintaining equipment and uniforms.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of department vehicles maintained	59	58	58
Number of employees acquiring equipment	N/A	192	102

Goal: To provide and insure that all training conforms to Federal, State and Department requirements.			
Strategy: Schedule and coordinate approved training.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
AZPOST/OSHA continuing and proficiency training hours	1,680	2,240	1,536
Department and AZPOST required firearms training hours.	500	616	616

Goal: To maintain a 95% staffing level for sworn and civilian employees.			
Strategy: Actively recruit and evaluate the best applicants for employment.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Sworn applications processed	112	60	30
Civilian applications processed	420	232	80
Background investigations completed	56	55	55
New employees hired	34	15	5

Prior Year Results and Outcomes

Managed events for the recruiting and selection of police officer candidates. Completed testing of 10 applicants.

Completed background investigations of 10 police officer candidates.

Completed background investigations of 25 other City personnel working within the Police Department.

Coordinated instruction required by OSHA for Department personnel

Coordinated instruction required by FEMA Emergency Management Institute of all necessary ICS courses for the entire Department.

Coordinated instruction required to sustain AZPOST certification of 75 sworn police personnel.

Participated in organizational meetings and provided direct instruction in support of the Northern Arizona Regional Training Academy. (NARTA)

Assisted and supported the Field Training Officer program by creating and tracking all paperwork related to training for the Patrol Bureau.

Identified fiscally effective sources and coordinated the purchase of munitions, equipment and uniforms required for the functions of the Department.

Facilitated acquisition and maintenance of equipment for Department gym and firearms range.

Facilitated and coordinated over 1720 man hours of AZPOST continuing education and proficiency training. (Including mandated firearms training)

Created new departmental flag design

Assisted with the following program:

- Trading cards
- New departmental ID cards
- Database creation and update
- Web Page update

AZPOST Background Investigator

Volunteer coordinator to include

- Citizens' Academy – 21 participants
- COP Academy
- VIPs and Volunteers

Responded to 86 requests for vehicle service

Training
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 149,239	$ 168,291	$ 191,239
Supplies	25,527	20,250	20,250
Other Services & Charges	51,093	25,043	30,781
Capital Outlay/Projects	-	20,510	-
Total	$ 225,859	$ 234,094	$ 242,270

Training
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	2.00	2.00	2.00
Police Sergeant	1.00	1.00	1.00
Quartermaster	1.00	1.00	1.00

Significant Expenditures Changes: Personnel costs reflect increased overtime for potential unfunded Federal, State or Department mandated training that comes up in FY09.

Other Services & Charges increase of 22.9% can be contributed to the user fee for the NARTA Regional Driving Track. This track will become available to the City of Prescott for use during FY09.

Community Services

Division Mission: To be a resource to the community and police department for special enforcement, education and training.

Goal: To provide a stronger Law Enforcement presence in both public middle schools.

Strategy: DARE Officer will assume more active roll as School Resource Officer in schools.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of character and law related education classes taught at the middle school.	36	71	80
Number of students in character and law related education classes at the middle schools	594	848	911
Number of investigations conducted by SRO's at middle schools	89	225	225

Goal: To provide DARE instruction to a target age group of students; focusing on a particular grade level.			
Strategy: Concentrate DARE education at both of the Middle School's 6th grade classes with periodic visits to lower elementary grades.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Total number of DARE classes taught at 6th grade level	153	180	182
Total number of elementary school classes visited	21	24	28
Total number of students in DARE classes	1,006	1,145	1,235

Goal: To provide law enforcement educational classes at the high school.			
Strategy: Supply a school resource officer to conduct educational classes and a law enforcement presence at the high school.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of character and law related education classes taught at the high school.	180	280	280
Number of students in character and law related education classes at the high schools	270	360	360
Number of investigations conducted by SRO's at high schools	130	140	140

Goal: Provide a proactive approach to solving crime and addressing community problems.			
Strategy: Utilizing various forms of enforcement to assist the Patrol Bureau, the Special Enforcement Section and Investigations Section with ongoing investigations.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of Investigation Section assists	7	10	10
Number of Patrol Bureau assists	20	40	45
Number of Special Enforcement Section assists	0	5	10

Goal: Provide excellent service to criminal justice practitioners and participants in the area of property and evidence.			
Strategy: Store evidence with appropriate safeguards to maintain its value and the chain of custody.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of property items impounded	5,925	4,590	4,650
Number of property items released	828	750	750
Copies made of digital, audio & video evidence for criminal justice practitioners	456	380	400

Prior Year Results and Outcomes

The Community Services Section coordinated and participated in the 10th annual "Shop with a Cop" program, which afforded 77 children the opportunity to shop for Christmas.

A new Crime Prevention Specialist was hired to replace Steve Skurja who retired.

The Crime Prevention Specialist coordinated the annual National Night Out event which brings Block Watch members together in their neighborhoods. This year we had over 20 Block Watch groups participate in this event.

The Crime Prevention Specialist was certified as a member of the Arizona Crime Prevention Association.

The Crime Prevention Specialist appeared on two radio talk shows with other local law enforcement members to promote National Night Out and Crime Prevention.

The Crime Prevention Specialist implemented the department in the Project 365 Program in conjunction with the National Association of Town Watch. This program identifies a problem within the community and documents the team effort made to resolve or improve the problem over the course of a year.

The Crime Prevention Specialist has implemented an Elder Abuse Program to assist our large elderly population.

The Community Services Section was responsible for handling approximately 38 requests for speaker presentations. This does not include the classes taught by our DARE and School Resource Officers. DARE 6th grade curriculum was taught at the two middle schools and Sacred Heart. DARE instruction was received by over 500 children at these three schools.

Three 6th grade DARE graduations took place this school year.

DARE was combined with the duties of School Resource Officer at two middle schools to better serve the community. The DARE Officers taught law related classes at both middle schools.

The School Resource Officer program continues to provide full time coverage at Prescott High School.

The High School SRO teaches Government and law related classes on a weekly basis at the High School.

Community Services
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 438,857	$ 460,190	$ 455,667
Supplies	9,867	9,500	12,800
Other Services & Charges	17,554	22,494	32,908
Total	$ 466,278	$ 492,184	$ 501,375

Community Services
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	10.00	6.00	5.50
Sergeant	1.00	1.00	1.00
Police Officer	7.00	3.00	3.00
Crime Prevention Officer	1.00	1.00	0.50
Secretary	1.00	1.00	1.00

Significant Expenditures Changes: Supplies category is up 34.7% due to the inclusion in the budget to purchase a new gun safe for rifle storage. This area is also used for the purchase of bike repair materials, tasers, and vehicle mounted storage equipment for rifles.

An increase can also be observed in Other Services & Charges. This is the result of vehicles not previously charged to this division that have been moved here for FY2009 charges. The move comes about from the review of the vehicle list for each department/division.

Community Restitution Program

Division Mission: To provide monitored labor services of individuals as assigned by the court.

Goal: Use the court orders restitution program to benefit the community.			
Strategy: Account for the number defendants and hours worked of participants assigned to the program.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Total hours completed	18,690	20,688	22,088
Number of defendants assigned	1,960	1,842	2,000
Strategy: Conduct work with court assigned community restitution workers saving the City at a rate of $6.75/hour.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
City savings	$46,301	$75,420	$97,990
Non profit savings	$64,568	$64,233	$45,368
Strategy: Wash city vehicles with court ordered community restitution workers in lieu of commercial washing.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of city vehicles washed	138	860	900
Savings @ $5.75 per vehicle	$794	$4,945	$5,175

Prior Year Results and Outcomes

A total of 1,252 city vehicles were washed at a savings of $12,457.00 ($9.95 each) to the City of Prescott.

Work Crews assisted with the following events:

- Frontier Days Rodeo
- USA Gold Medal Women's Softball Team Tournament
- American Cancer Society Relay For Life
- Weed Abatement and Litter Lifting at the Hwy 89/69 Interchange.
- Antelope Hills Golf Course Maintenance
- 4th of July Holiday
- 29th Annual Prescott YMCA Whiskey Row Marathon
- Adopt-A-Highway (1 mile section of Highway 69)

A total of 19,999 manpower hours were expended on city and community organization projects.

Approximately 63,790 pounds of debris/trash were disposed of at the Transfer Station.

1,082 defendants performed community restitution.

Defendants served 2,857 days of community restitution.

Approximate total savings at minimum wage: $134,727.75

Community Restitution Program
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 65,689	$ 79,068	$ 99,069
Supplies	4,057	6,850	8,800
Other Services & Charges	7,362	8,517	12,104
Total	$ 77,108	$ 94,435	$ 119,973

Community Restitution Program
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	2.50	2.50	2.50
Coordinator	1.00	1.00	1.00
Monitor	1.00	1.00	1.00
Secretary	0.50	0.50	0.50

Significant Expenditures Changes: Two factors account for the 25.3% increase in the Personnel category from FY2008 estimated endings to FY2009. The first is that there was a vacant position in this division for most of FY2008. This position has now been filled and it is anticipated that it will remain filled all of FY2009. Secondly, was the annual market adjustment along with the increased costs of health insurance coverage.

Supplies showed an increase of 28.5% due to many reasons, the largest of which is the rising cost of fuel. Another reason would be the necessity of budgeting extra money in FY2009 for replacement tools as the need arises.

Finally, the Other Services & Charges displays a 42.1% increase when comparing FY2008 estimated endings to FY2009 budget. This can be attributed to the inclusion of tipping fee charges in FY2009. Previously, these costs were being charged elsewhere.

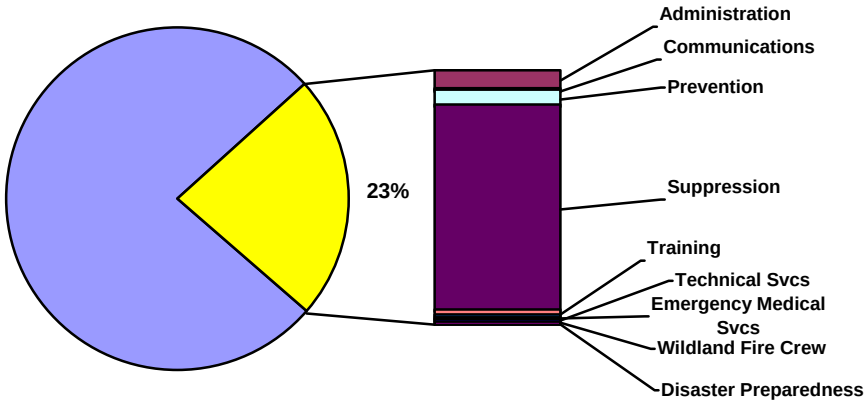
FIRE DEPARTMENT

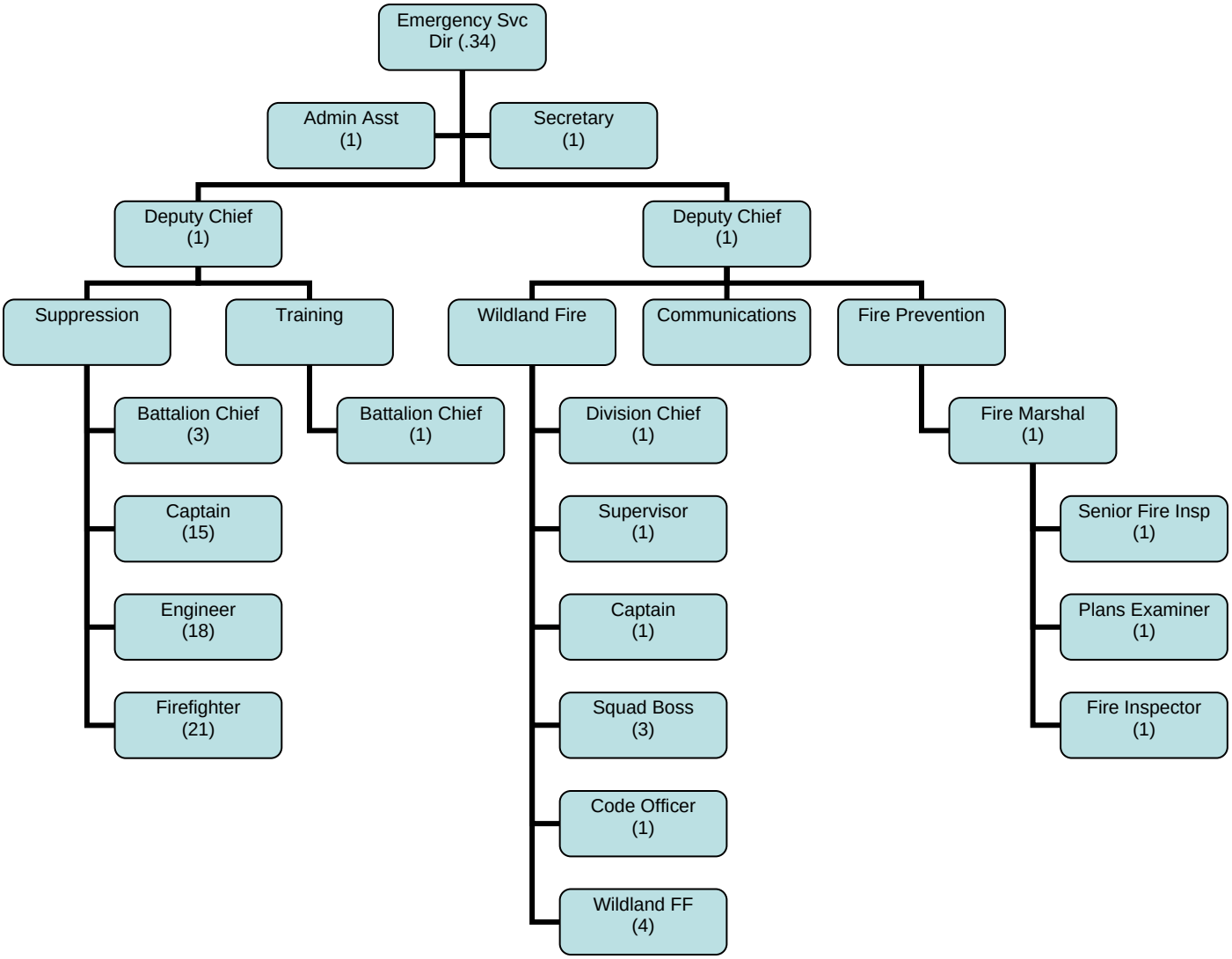
The Prescott Fire Department is the oldest fire department in the state of Arizona. It was established in 1885 and is today a modern and highly professional career fire department. The department has a wonderful history full of firefighting traditions and past times.

The department is dedicated to providing the highest level of service in the prevention and mitigation of emergency incidents in a growing community and treating our citizens and employees in a fair and considerate manner while remaining financially responsible. The Prescott Fire Department values a creative and proactive work place, and is involved in numerous joint partnerships to include automatic aid with the Central Yavapai Fire District, United States Forest Service, and Yavapai-Prescott Indian Tribe.

DEPARTMENT MISSION: The Prescott Fire Department is dedicated to "Excellence in Service" by providing the most efficient and effective services to our community by responding fast, solving the problem, being nice and going home safe. Prescott Fire Department is committed to preserving the quality of life, protecting lives, property, and the environment with compassion, vigilance, and dedication to excellence.

% of General Fund Operating Budget




Emergency Svc Dir (.34)
Admin Asst (1)
Secretary (1)
Deputy Chief (1)
Deputy Chief (1)
Suppression
Training
Wildland Fire
Communications
Fire Prevention
Battalion Chief (3)
Battalion Chief (1)
Division Chief (1)
Fire Marshal (1)
Captain (15)
Supervisor (1)
Senior Fire Insp (1)
Engineer (18)
Captain (1)
Plans Examiner (1)
Firefighter (21)
Squad Boss (3)
Fire Inspector (1)
Code Officer (1)
Wildland FF (4)

Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 6,348,100	$ 7,327,905	$ 7,359,323
Supplies	248,634	305,790	319,155
Other Services & Charges	1,060,984	1,171,627	1,036,631
Cost Recovery	(970,171)	(1,222,141)	(1,164,270)
Capital Outlay/Projects	21,228	113,500	-
Total	$ 6,708,775	$ 7,696,681	$ 7,550,839
Authorized Staffing Level	77.67	80.51	79.11
Administration	4.00	4.34	4.34
Communications	1.00	1.00	0.00
Prevention	4.00	4.00	4.00
Suppression	55.00	57.00	57.00
Training	1.00	1.00	1.00
Fire Vegetation Crew	12.67	13.17	12.77

A portion of the Fire Vegetation Crew is charged to the Vegetation Grant.

Administration

Division Mission: To administer and ensure the essential functions of the Fire Department are accomplished, and to support the organization in carrying out its mission.

Goal: To provide leadership, guidance and administrative services that support a superior customer service oriented, all-risk emergency management department.

Strategy: Fire administration will ensure the prompt delivery of emergency services and fire related services, as well as the mitigation of emergencies, while maintaining financial responsibility.

Performance Measures:	FY06 Actual	FY07 Estimate	FY08 Forecast
$ amount of structural fire loss within the City of Prescott	$2,000,000	$2,000,000	$2,000,000
Number of vehicles, equipment and apparatus replaced in accordance with long range plan	4	5	5
Number of strategic planning meetings/critical issues forums held	2	2	2
% design complete of new downtown fire station/ administrative office building	10%	90%	100%
% construction complete of new downtown fire station/ administrative office building	0%	20%	100%

Prior Year Results and Outcomes

Implemented the new Deputy Chief of Operations position.

Presented the Public Safety needs for the Capital Needs Committee's consideration.

Completed land purchase for Station 76 Montezuma and Sheldon.
25% completion of the design of Station 76.

Continuing to construct communications infrastructure project.

Renovation of Station 74 dormitory to meet co-ed needs.

Repainted Station 74 exterior.

Renovation of Station 72 dormitory to meet co-ed needs.

Renovation of Station 73 dormitory to meet co-ed needs.

Resurfaced Station 72 parking lot and driveways.

Resurfaced Station 71 living quarter's roof.

Resurfaced Station 72 apparatus room roof.

Remodeled Station 71 fitness center.

Purchased industrial washing machine with accessories for decontamination of turnouts.

Conducted Recruit, Engineer and Captain testing.

Replaced 1 staff vehicle.

Granite Mountain wildland crew became a Type 1 Hot Shot crew.

10 Honor Guard public appearances.

Administration
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 352,745	$ 440,052	$ 489,379
Supplies	15,679	13,125	13,800
Other Services & Charges	98,769	99,572	99,306
Total	$ 467,193	$ 552,749	$ 602,485

Administration
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.00	4.34	4.34
Emergency Services Dir	0.00	0.34	0.34
Fire Chief	1.00	0.00	0.00
Deputy Chief	1.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00
Secretary	1.00	1.00	1.00

Significant Expenditures Changes: The only significant expenditure change in this division is in the Personnel category. This is due to the annual salary adjustment and increase in health insurance and retirement costs.

There are no other significant expenditure changes in this division.

Communications

Division Mission: To provide current and state of the art equipment, training, and personnel that support the communications, data, and interoperability needed to carry out the Fire Department's mission.

Goal: To sustain all fire department communications equipment to include, but not limited to, portable and mobile radios, pagers, cell phones, a complete landline phone system, as well as maintaining the records management system for use by all fire department personnel for the mitigation of all risk emergencies and daily operations.

Strategy: The communications division will maintain existing communications equipment, records management systems, with their respective contractual agreements, and continue to upgrade to state of the art, communications equipment and improved records management programs.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
# of Fire stations equipment with communications equipment and phone systems	6	6	7
# of vehicles equipped with portable and mobile radios	25	28	28
# of tone pagers maintained for suppression personnel	64	72	72
# of cellular phones	17	21	21
# of records management programs maintained	3	3	3

Prior Year Results and Outcomes:

Telestaff support throughout 2007 with additional training for fire employees on use of Telestaff call out support and FLSA rules.

Implemented applications to MDT/AVL for fire and police.

Completed conversion of Fire Prevention personnel, hydrant, and fire prevention records to ADSi.

Web-based (PHP) applications to ADSi.

Connection of ADSi Police/Dispatch and the state ACJIS System

The Telestaff software was upgraded twice and the server rebuilt once.

ADSi fire applications training conducted for Groom Creek FD and new captains and battalion chiefs.

Police Department call sign re-designation and support of new personnel reporting system set up in dispatch.

New Crime-view queries and connections were run and transfer of information completed.

New Fire-view software for Central Yavapai FD was connected to our servers with data transfer being completed in December.

In Dispatch, new software Reverse 911 was implemented and trained. Yavapai College added to database.

Updated and installed ADSi's Map-force at the ten dispatch consoles.
Chino Valley FD jurisdictional boundaries verified and implemented.

Dispatch call recorder updated twice.

Laptop connections uploaded for Mobile Data with ADSi Software.

Cut over ADSi CAD application from the old Sun Servers (Colima) to new IBM server.

Communications
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 76,032	$ 80,912	$ -
Supplies	1,919	20,450	21,400
Other Services & Charges	45,776	56,563	32,385
Capital Outlay/Projects	-	12,000	-
Total	$ 123,727	$ 169,925	$ 53,785

Communications
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	1.00	1.00	0.00
Info Technology Tech	1.00	1.00	0.00

Significant Expenditure Changes: The Information Technology Technician position was transferred to Regional Communications effective July 1, 2008. Personnel and Other Services & Charges areas reflect the transfer of this position and all related expenses.

Prevention

Division Mission: To provide enhanced life safety and property conservation through public education, code enforcement, plan review, and fire investigative services to maintain a livable and dynamic community.

Goal: To provide risk mitigation services in the areas of public education, code enforcement, fire investigation, plan reviews and complaint investigation.

Strategy: Using the most current codes and work policies, conduct a full service risk mitigation program that is customer friendly and reduces the threat of fire and other emergencies.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of service requests/complaints	97	182	227
Number of existing business inspections conducted	1,326	1,132	1,415
Number of plan reviews completed • Commercial	1,107 total 133	1,070 total 189	1,162 total 208

• Subdivision	90	37	40
• Suppression systems	324	252	277
• Residential	235	293	307
• Miscellaneous	325	299	329
Number of students trained in life-safety	2,500 total	3,215 total	4,010 total
• 1st grade	875	1,375	1,720
• 7th grade firetrap	800	900	1,125
• Engine public-education	100	150	185
• Miscellaneous	725	790	980
Number of new construction inspections	1,031 total	842 total	842 total
• Certificate of occupancy	45	119	119
• Vegetation	206	86	86
• Suppression systems	780	637	637
Number of miscellaneous inspections	84	266	319

Prior Year Results and Outcomes

Reviewed 1,179 plans for new subdivisions and buildings.

Trained 3,000 students in fire and life safety.

Received and cleared 309 life safety complaints and customer service requests.

Conducted 2,483 fire inspections.

Conducted 31 fire investigations.

Received $5,000 in grant money for public education and child safety seats.

Two commercial buildings saved by fire sprinkler systems.

Currently in the process of adopting 2006 International Fire Code and Wildland Urban Interface Code, as well as written amendments for both.

Fire Prevention
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 309,414	$ 391,198	$ 387,950
Supplies	17,399	13,102	11,380
Other Services & Charges	30,944	32,120	40,252
Total	$ 357,757	$ 436,420	$ 439,582

Fire Prevention
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.00	4.00	4.00
Fire Marshall/Division Chief	1.00	1.00	1.00
Senior Fire Inspector	1.00	1.00	1.00
Plans Examiner	0.00	1.00	1.00
Fire Inspector	2.00	1.00	1.00

Significant Expenditure Changes: The only category with a significant expenditure change is Other Services & Charges. This 25.3% increase when comparing FY2008 estimated endings to FY2009 budget is the result of monies budgeted for an upgrade to the TrakIt system. The TrakIt system is used by many departments to track building permits and projects for the City. The costs associated with TrakIt in FY2009 are for the conversion to the new "dot net" version. This conversion will make it necessary to upgrade the Interactive Voice Response (IVR) System.

Suppression

Division Mission: To provide the most efficient and effective services to our community through fire protection, emergency medical services, and specialized response to technical rescues, aircraft emergencies, hazardous materials, and other all-risk incidents.

Goal: To provide a highly motivated, rapid response force to all-risk emergency incidents, limiting damage and injuries in the most effective way possible.

Strategy: To be strategically located and respond to emergencies efficiently, as well as providing for community services and excellent customer service.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
To respond to all emergencies within 50 seconds of notification, 90% of the time.	75%	80%	85%
Travel time to incidents will not exceed 5 minutes, 90% of the time for the first due unit on code 3 calls.	40%	75%	70%
Number of emergency incidents responded to	7,578	7,800	8,000

Prior Year Results and Outcomes:

Personnel and equipment responded to 7,977 emergency calls for service.

Serviced 2,985 hydrants

Conducted 2,483 fire safety business inspections

Took delivery and placed new Deputy Chief's vehicle in service.

Purchased 8 Motorola portable radios.

Purchased 1 new "Zoll" cardiac monitor.

Suppression
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 4,592,969	$ 5,120,017	$ 5,247,970
Supplies	130,355	181,157	197,150
Other Services & Charges	675,069	717,239	630,853
Capital Outlay/Projects	-	93,750	-
Total	$ 5,398,393	$ 6,112,163	$ 6,075,973

Suppression
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	55.00	57.00	57.00
Battalion Chief	3.00	3.00	3.00
Captain	15.00	15.00	15.00
Engineer	15.00	18.00	18.00
Firefighter	22.00	21.00	21.00

Significant Expenditure Changes: This division exhibits the increase in Personnel caused by rising health insurance and retirement contribution costs along with the annual salary adjustment.

Supplies are up in FY2009 when comparing it to FY2008 estimated endings. This is due to the increased costs of gas and oil. The Suppression division is a high user of gasoline products and is greatly affected by the fluctuating gas prices.

The main reason for the 12.0% decrease in Other Services & Charges in the Fire Suppression Division for the FY2009 fiscal year is vehicle replacement charges. FY2009 funding level for the City's vehicle replacement fund was at 75% compared to 100% in FY2008. This creates a dramatic change in areas that maintain high dollar vehicles such as fire trucks.

Training

Division Mission: To provide for the educational needs of a well-trained, professional and motivated work force that acts with integrity, solves customers' problems, and works safely and effectively as a team.

Goal: To provide a comprehensive all-risk training program that improves services and provides for maximum safety of both the Prescott Fire personnel and the personnel of cooperating agencies.

Strategy: To provide for regularly scheduled in-service training that meets NFPA, OSHA, NWCG, State Emergency Service, and FEMA/Home Land Security Training.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of man-hours of training	26,188	26,500	26,500
% of proficiency drills complete and passed	100%	100%	100%
Number of Multi-company/Multi-agency drills	75	78	78
Number of Multi-company/Multi-agency Night Hot Drills	24	25	25

Prior Year Results and Outcomes

Conducted 27,575 man-hours of in-service training.

Conducted proficiency testing of all personnel with 100% passing.

Received specialized training in: National Incident Management System, Incident Command System, IS-700 (Independent Study, National Incident Management System An Introduction), IS-800 (Independent Study, A National Response Plan), I-200 (Incident Command for Single Resource and Initial Attack incidents), I-300 (Extended Attack Incident Commander), I-400 Advanced Incident Command, S-420 (Command and General Staff), Arizona Public Service, Unisource, Airport Driving, Airport Crash Fire Rescue (Live Fire, Technical Rescue, Confined Space Rescue, High Angle Rescue, Swift Water Rescue,

5 Week Hazardous Materials Technician, Emergency Medical System, Wildland Firefighting, Incident Simulations, Infectious Control, Truck Company Operations, Save Your Own Rescue, Search and Rescue, Water Tender/Water Shuttle Operations, Leadership and Fire Service Management Training, Helicopter Operations.

Established week long PFD Captains Academy for 3 newly promoted Captains. Invited Acting captains to attend portions of the academy.

Established a 4 hour monthly acting engineer/engineer class.

Sent personnel to the following schools: Arizona Wildfire Academy, Arizona State Fire School, Aircraft Fire Rescue Training (Live Fire), Technical Rescue Technician Training "Train the Trainer (Phoenix), Fire Inspector III, Code Enforcement, Arson Investigation II & III, Fire Protection Equipment, Yavapai College, National Fire Academy "EFO Program" (2 personnel) Command and Control (2 personnel), Arizona State University "Fire Service Leadership.

Sponsored and conducted 10 classes open to other agencies.

Conducted 8 months of multi-agency multi-engine company drills (22 engine companies per month).

Conducted 2 months of multi-agency live fire drills.

Conducted 2 months of multi-agency Hazardous Materials Drills.

Conducted 2 months of Multi-agency Incident Command "Simulation" Classes.

Conducted 2 months of Wildland Fire Refresher Training.

Conducted 7 Acting Engineer Written Tests.

Conducted 4 Acting Captain Written Tests.

Conducted 5 Driving Written Tests.

Conducted 5 Acting Engineer Pump Tests.

Conducted 3 Firefighter Recruit Academies.

Conducted First Responder Rope Training for all companies.

Hosted and coordinated 5 Yavapai College classes.

Coordinated the Arizona Wildfire Academy.

Assist with Coordination of Arizona State Fire School.

Conducted promotional tests for Deputy Chief, Battalion Chief, Captain, and Engineer.

Conducted Firefighter entrance exam.

Published 7 bi-monthly training packets.

All personnel participated in National Stand Down for Safety.

Participated in and helped coordinate 4 multi-company/multi-agency disaster drills.

Implemented Acting Battalion Chief/Battalion Chief ICS Simulation Testing.

Implemented Prescott Area Fire Training Group (Members include area Fire Departments and Yavapai College).

Secured SCBA Compressor, Fill Station and Cascade System for the Training Center from Yavapai College.

Training
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 108,614	$ 123,523	$ 126,157
Supplies	5,555	6,050	6,975
Other Services & Charges	10,277	13,230	13,124
Cost Recovery	(740)	-	-
Total	$ 123,706	$ 142,803	$ 146,256

Training
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	1.00	1.00	1.00
Training Division Chief	1.00	1.00	1.00

Significant Expenditure Changes: There are no significant expenditure changes in this division.

Emergency Medical Services

Division Mission: To provide coordination, training, and support services to facilitate professional pre-hospital care from the Prescott Fire Department.

Goal: To provide Basic and Advanced Life Support to those in need of medical care.

Strategy: To provide rapid Emergency Medical Services and community based training programs in CPR and First Aid.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of citizens trained in CPR and First Aid	1,300	1,300	1,400
Number of Basic and Advance Life Support responses	3,882	4,000	4,100

Prior Year Results and Outcomes

Responded to 4,443 emergency medical calls

Enrolled 2 personnel into the Certified Emergency Paramedic (CEP) program at YCC.

Enrolled 3 personnel in the CEP upgrade program.

New EMS training and tracking program.

Partnered with YRMC to teach two run reviews to local EMS providers.

Trained all fire personnel on advanced capnography interpretation.

Recertified 14 CEPs

Recertified 15 basic EMTs.

Instructed 75 CPR/First Aid classes to area professionals and residents for a total of 1,725 students.

Emergency Medical Services
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 44,302	$ 44,945	$ 33,113
Supplies	21,322	18,200	20,900
Other Services & Charges	20,908	18,354	32,418
Total	$ 86,532	$ 81,499	$ 86,431

Significant Expenditure Changes: Personnel displays a 26.3% decrease when comparing FY2008 estimated endings to FY2009 budget due to the reduction in the overtime budget. In FY2009 efforts are in place to reduce the amount of overtime necessary to provide CPR and other related classes to the citizens of Prescott.

Another significant expenditure change in the Emergency Medical Services Division is in Other Services & Charges and relates to training. Course costs have increased in relation to the recertification requirements for paramedics. It is necessary for them to obtain this training in order to meet National requirements.

Technical Services

Division Mission: To provide regional leadership, training, and specialized equipment to facilitate well-trained, professional, and safe specialty teams that respond to hazardous materials incidents, high and low angle rope rescue, confined space, structural collapse, swift water and lake rescue, and aircraft rescue firefighting.

Goal: To ensure the preparedness of response with respect to Technical Services which includes Regional Hazardous Materials Team (Haz-Mat), Regional Technical Rescue Team (TRT) and Aircraft Rescue Firefighting (ARFF).

Strategy: To meet OSHA, NFPA and PFD standards as it relates to safe Haz-Mat operations; evaluate current equipment, identify deficiencies and act on needs identified; maintain personnel staffing levels who meet the qualifications of Haz-Mat Technician; and ensure personnel meet annual training requirements and documentation.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of monthly Haz-Mat Team drills/meetings	12	12	12
Preparation of annual report on Haz-Mat personal protective equipment and serviceability of all equipment and vehicles	0	1	1
% of time minimum staffing level of 1 Haz-Mat qualified technician is assigned to Station 75	100%	100%	100%
Number of personnel attending technician training to maintain minimum Haz-Mat staffing level	0	3	3

Strategy: To meet FAA, NFPA and PFD standards as it relates to safe ARFF operations; evaluate

current equipment, identify deficiencies and act on needs identified; maintain personnel staffing levels to meet the qualifications of CFR 139; and ensure personnel meet annual training requirements and documentation.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of local airport operations class/drill for all crews at the airport	1	1	1
Preparation of annual report on ARFF personal protective equipment and serviceability of all equipment and vehicles	0	1	1
% of time minimum staffing level of 1 ARFF qualified technician is assigned to Foam #73 at Station 73	100%	100%	100%
Number of FAA documentation review/annual drill	1	1	1
Strategy: To meet OSHA, NFPA and PFD standards as it relates to safe TRT operations; evaluate current equipment, identify deficiencies and act on needs identified; maintain personnel staffing levels who meet the qualifications of TRT Technician; and ensure personnel meet annual training requirements and documentation.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of quarterly technician drills (two disciplines per drill) and annual technician proficiency test	4/1	4/1	4/1
Preparation of annual report on TRT personal protective equipment and serviceability of all equipment and vehicles	0	1	1
% of time minimum staffing level of 1 TRT qualified technician is assigned to Station 74	100%	100%	100%
Number of regional training classes conducted by PFD certified TRT technician instructors	0	4	4

Prior Year Results and Outcomes

Hazardous Materials Response Team

- Certified three new Hazardous Materials Technicians.
- Secured $7,000 in Homeland Security grants to purchase four gas detection meters.
- Participated in the regional EOC drill at Tim's Toyota Center
- Conducted 375 hours of technician level training.
- Conducted monthly team training.
- Maintained a seat on the Local Emergency Planning Committee (LEPC)
- Responded to 155 hazardous condition or materials calls.

Aircraft Rescue Fire Fighting (ARFF)

- A total of 700 hours of ARRF training was completed.
- Nine Engineers certified in ARFF.
- Sent personnel to Boeing-Mesa for annual live fire training.
- ARFF Engineer's completed an ARFF 40 hour training class.
- Eight ARFF Engineers completed an airport familiarization, driving and communications class.
- Federal Aviation Administration, Embry Riddle Aeronautical University and ARFF Personnel combined together for several live training drills.
- ARFF personnel have trained numerous airport employees and Embry Riddle Aeronautical University students in fire extinguisher safety.

Technical Rescue

- Seven certified TRT personnel.
- Three certified TRT instructors.
- TRT personnel completed swift water training at the Salt River and Kern River and self-rescue Training on the Animas River.

- Confined space drills and structural collapse training in Sedona.
- Preparing to instruct regional technical rescue team technicians.

Technical Services
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Supplies	$ 7,981	$ 5,406	$ 5,500
Other Services & Charges	29,724	43,439	38,032
Total	$ 37,705	$ 48,845	$ 43,532

Significant Expenditures Changes: Vehicle replacement charges in Other Services & Charges caused the decrease in the FY2009 budget in comparison to FY2008 estimated endings. This is a result of this cost center being funded at 75% as opposed to 100% in the previous budget year.

Wildland Fire Crew

Division Mission: To provide regional leadership in wildland fire mitigation and protection through a well-trained, professional, and safe work force that acts as a responsible environmental steward.

Goal: To provide wild land fire mitigation services to the Community.

Strategy: To reduce the threat from wildland fire through education, risk assessments, fuel reduction and response to wildland fire.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of interagency training simulations conducted	3	3	3
Number of residential risk assessments conducted	1,561	2,296	1,340
Number of homes on private property treated with defensible space treatments	286	357	250
Tons of flammable vegetation removed	4,800	4,374	4,200
Number of acres treated	480	377.5	300

Prior Year Results and Outcomes

2,193 detailed home assessments using the “Red Zone” program were performed.

325 existing homes were assessed for vegetation removal.

141 (85.5 acres) new home inspections were performed for compliance with IWUI code.

63 (41 acres) homes were treated for fuels reduction by “Crew 7”.

181 chipping jobs were completed by “Crew 7”, for a total of 68 acres.

An estimated 383 tons of material was chipped by “Crew 7”.

The COP Transfer Station took in 2,475 tons of brush from the general public.

“Crew 7” completed 1 mile of fuel-break on Mt. Francis

“Crew 7” felled 47 full-sized trees.

Granite Mountain Hot Shots (T) spent 98 days fighting off-district fires.

Suppression personnel responded to 8 out of district assignments.

Wild Land Fire Crew
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 864,024	$ 1,127,258	$1,074,754
Supplies	48,424	48,300	42,050
Other Services & Charges	134,419	176,225	135,524
Cost Recovery	(969,431)	(1,222,141)	(1,164,270)
Capital Outlay/Projects	21,228	7,750	-
Total	$ 98,664	$ 137,392	$ 88,058

Wild Land Fire Crew
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	12.67	13.17	12.77
Wildland Division Chief	0.17	0.17	0.17
Wildland Captain	0.00	1.00	1.00
Wildland Crew Supervisor	1.00	1.00	1.00
Squad Boss	3.00	3.00	3.00
Code Enforcement Officer	1.00	1.00	1.00
Fuels Tech/Wild Land FF	4.00	3.00	3.00
Wildland Crew (Seasonal)	3.50	4.00	3.60

Significant Expenditures Changes: The only significant change in this area is correlated to the annual salary adjustment along with the increase in retirement contributions and health care coverage costs. This increase is reflected in Personnel.

Disaster Preparedness

Division Mission: To provide local and regional leadership in disaster preparedness and emergency management services during any disaster.

Goal: To participate with Yavapai Division of Emergency Management as a unified emergency management partner to mitigate and train for potential disasters.

Strategy: To prepare for and conduct annual disaster management training sessions and to maintain an updated disaster management operation manual.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of disaster preparedness exercises conducted **(Goal: at least two)**	2	4	3
Update disaster operations manual	Complete	Complete	Complete
Number of annual disaster preparedness training programs conducted	4	4	6

Maintain current FEMA NIMS requirements for disaster preparedness	N/A	Complete	Complete

Prior Year Results and Outcomes

Conducted 2 months of multi-agency Hazardous Materials Drills.

Conducted 2 months of Multi-agency Incident Command "Simulation" Classes.

Secured $7,000 in Homeland Security grants to purchase four gas detection meters.

Participated in the regional EOC drill at Tim's Toyota Center

Maintained a seat on the Local Emergency Planning Committee (LEPC)

Received specialized training in: National Incident Management System, Incident Command System, IS-700 (Independent Study, National Incident Management System An Introduction), IS-800 (Independent Study, A National Response Plan)

As part of the Arizona Fire Chiefs Association completed a Fire Mutual Aid Plan (Countywide) and a Arizona Mutual Aid Compact (Statewide).

Disaster Preparedness
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services & Charges	$ 15,098	$ 14,885	$ 14,737

Significant Expenditures Changes: This charge, which is based on population, is in accordance with an agreement with Yavapai County. There is no significant expenditure change for FY2009.

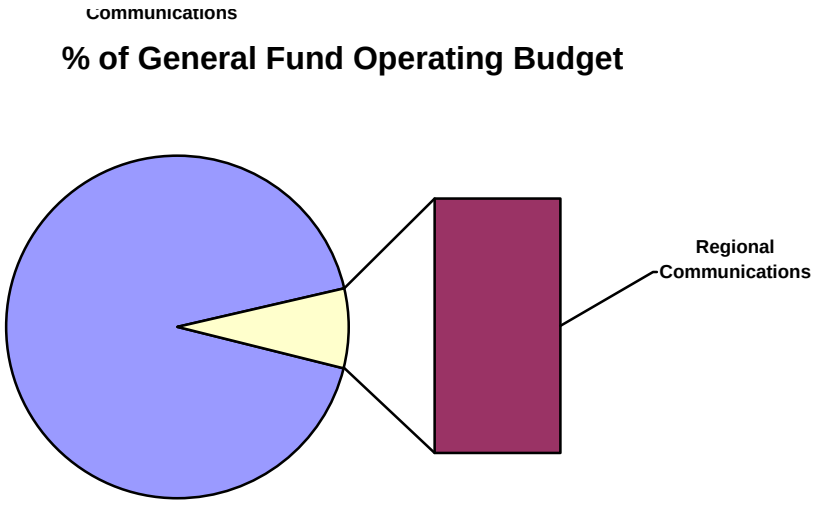
REGIONAL COMMUNICATIONS

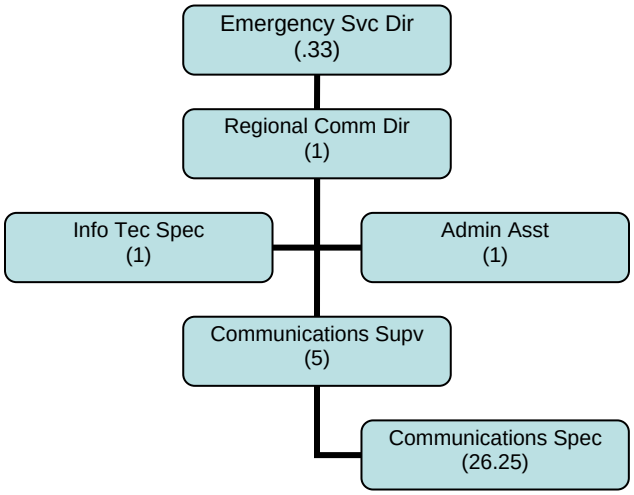
The Prescott Regional Public Safety Communication Center is the emergency answering point for three police agencies and five fire agencies. The regional center concept has the advantage of real time communications between partnering agencies.

The Center answers over 20,000 telephone calls per month. Over 7,000 calls for service are dispatched per month. In November of 2007 the Center was moved from the Prescott Police Department to the newly created Emergency Services Department of the City of Prescott along with Airport Operations and the Prescott Fire Department.

Prescott Regional Public Safety Communications Center includes the following partners: Prescott Police Department, Prescott Fire Department, Prescott Valley Police Department, Central Yavapai Fire District, Yavapai College Police Department, Chino Valley Fire District, Groom Creek Fire District, and Williamson Valley Fire District. The Communication Center is a 24 hour operation staffed by 30 civilian employees who are cross trained to handle Police, Fire and EMS emergency calls.

DEPARTMENT MISSION: The mission of the Prescott Regional Communications Center is to provide superior Public Safety services to citizens, firefighters and officers through life saving techniques, accurate receipt and relay of critical information and expedient dispatch of Fire and Police personnel.





Goal: 95% of all 911 calls arriving at the PRCC will be answered within ten seconds; and 90% of all 7/10 digit emergency lines will be answered within ten seconds.			
Strategy: Provide training, equipment and staffing to adequately comply with this National Standard. Implement quality assurance guidelines to ensure that goals are met and track, chart and distribute Standard data on a monthly basis to partners and key personnel.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
% of 911 calls answered within ten seconds (Goal 95%)	94.2%	95%	96%
% of all 7/10 digit emergency calls within ten seconds (Goal 90%)	88.5%	90%	92%

Goal: Dispatch 80% of high priority, emergency Police, Fire and EMS calls within sixty seconds of the 911 call for service.			
Strategy: Provide training and staffing to adequately comply with this National Standard. Implement quality assurance guidelines to meet the 60 second goal and track, chart and distribute data on a monthly basis to partnered agencies and key personnel.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
% of Fire/EMS calls dispatched within 60 seconds (Goal 80%)	56.23%	70.0%	80.%
% of Police calls dispatched within 60 seconds	10.6%	30.0%	50.0%

Goal: Complete the necessary projects to allow our partnered agencies to utilize MDC/AVL equipment and technology.			
Strategy: Complete ACJIS network certification. Complete PRCC hardware and software upgrades in preparation of MDC/AVL implementation. Complete dispatcher training for the required CAD changes relating to MDCs and AVLs.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Complete ACJIS network certification	N/A	N/A	July 08
Complete hardware/software upgrade	N/A	N/A	July 08
Complete CAD training for dispatchers	N/A	N/A	Aug 08

Prior Year Results and Outcomes

In compliance with Phase II wireless 911 addressing standards

Underwent a smooth transition from the Police Department to the Emergency Services Department with no degradation in Customer Service

Completed 600 page Policy and Procedure manual

Upgraded Computer and Radio system in preparation for MDCs and AVLs

Implemented Certified training programs for new dispatchers and Trainers

Graduated six APCO certified trainers

Improved dispatch procedures with United States Fire Service for wildland fires in the Prescott area.

Upgraded IGA with 3 Police Departments and 5 Fire Agencies

Upgraded our Computer Aided Dispatch and Records Management Systems

Dispatchers answered and worked 34,193 911 calls for service

Dispatchers also handled 233,272 other emergency and non-emergency calls for service.

Prescott Regional Communication Center dispatched 58,236 Police calls and 16,180 Fire calls for service.

Regional Communications
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,697,364	$ 2,025,716	$ 2,275,524
Supplies	22,202	16,350	16,200
Other Services & Charges	136,377	198,397	194,943
Capital Outlay/Projects	-	35,000	-
Total	$ 1,855,943	$ 2,275,463	$ 2,486,667

Regional Communications
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	33.45	34.48	35.44
Emergency Services Dir	0.00	0.33	0.33
Regional Comm. Director	1.00	1.00	1.00
Info Technology Specialist	0.00	0.00	1.00
Communication Supv.	5.00	5.00	5.00
Communications Spec.	26.25	26.25	26.25
Administrative Assistant	0.00	1.00	1.00
Comm. Spec - Temp	1.20	0.90	0.86

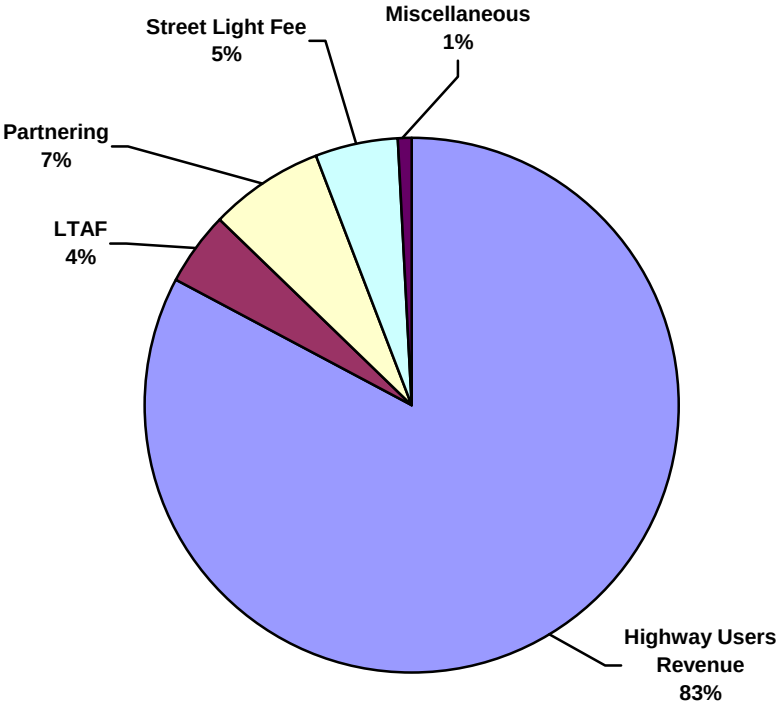
Significant Expenditure Changes: The Personnel category reflects the transfer of the Information Technology Specialist from Fire Communications to the Regional Communications Center. The transfer of this position along with the annual salary adjustment and increased health care costs makes up the 12.3% increase.

SPECIAL REVENUE FUNDS

STREETS (HURF)	153
STREETS AND OPEN SPACE – ADDITIONAL 1% TAX	161
TRANSIENT OCCUPANCY TAX	164
IMPACT FEE FUND	165
CAPITAL IMPROVEMENT FUND	168
GRANTS	171

STREETS (HURF) FUND

Revenues from this fund are from Highway Users, Local Transportation Assistance (lottery) funds, street light fee established during FY1995, County partnering money, and State partnering money. State statutes limit the uses of Highway Users funds and Local Transportation funds to street and transportation purposes. The County partnering money is specific to the uses of the required intergovernmental agreements with the County as is the State partnering money to the uses of the required intergovernmental agreements with the State. The street light fee revenues are used to offset the cost of paying for the electricity and maintenance of the street light system as well as paying for installation of new street lights.



The following table illustrates the activity of this fund for FY2007, Revised Estimates for FY2008 and FY2009 Budget Projections.

	FY07 Actual	FY08 Rev. Est.	FY09 Budget
Beginning Unrestricted Cash Balance, 7/1	$ 934,464	$ 499,132	$ 417,589
Revenues	4,458,770	4,079,684	4,468,893
Expenditures	(4,894,102)	(4,157,878)	(4,165,866)
Transfers In/Out (Net)	-	(3,349)	(7,527)
Ending Unrestricted Cash Balance, 6/30	$ 499,132	$ 417,589	$ 713,089

Cash available as of July 1, 2008 is estimated at $417,589. This amount along with the anticipated revenues of $4,468,893 is available to fund operating costs for street operations, capital outlay and projects that may be deemed necessary for this fund. The estimated expenditures for FY2009 total $4,165,866. This is addition to an anticipated transfer to the Streets and Open Space Tax Fund in the amount of $7,527 will leave an estimated ending balance of $713,089.

Total Streets (HURF) Fund revenue activity for the past two years and projections for FY2009 are as follows:

Revenue Source	FY07 Actual	FY08 Rev. Est.	FY09 Budget
Highway Users Revenue	$ 3,680,279	$ 3,331,327	$ 3,703,311
Street Light Fee	215,524	218,578	222,950
Intergovernmental Partnering	156,606	247,050	294,264
Local Transportation Assistance (LTAF)	195,572	193,190	192,368
Developer Reimbursements/Partnering	72,400	15,000	15,000
Engineering Inspection Fees	59,385	30,000	30,000
Interest Earnings	26,805	13,000	10,000
Miscellaneous	52,200	31,539	1,000
Total	$ 4,458,770	$ 4,079,684	$ 4,468,893

Arizona Highways Users Revenue: The 2008-09 revenue estimate of $3,703,311 is provided by the State and is higher than the FY2008 revised estimate by $371,984. The distribution formula provides for 50.0% of the Highway Users Revenue to go to the Arizona Department of Transportation, 20.0% to the counties and 30.0% to the cities and towns. Revenue allocated from the 30.0% share to incorporated cities is distributed on the basis of (a) one-half based on the city's population relative to statewide population of incorporated cities and towns and (b) one-half, first, on the basis of county origin of sales of motor vehicle fuel, and secondly, on the basis of the city's population relative to county-wide population of incorporated cities.

Street Light Fee: This fee, which was implemented during FY1995, is projected to bring in $222,950. The fee is based on $.75 per residence or commercial unit and $.75 per unit for multi-family structures. The purpose of this fee is to help offset electrical costs for street lights located throughout the City of Prescott.

Intergovernmental Partnering: Intergovernmental Partnering revenues included in this fund relate to the Central Yavapai Municipal Planning Organization monies that will be reimbursed to the City of Prescott by the participating governmental entities. These participants include – Prescott Valley, Chino Valley and Yavapai County.

Local Transportation Assistance (LTAF): The State anticipates the City will receive $192,368 from lottery funds during FY2009. This is a $822 decrease from FY2008 estimates. LTA Funds are disbursed based on estimates developed by the Department of Economic Security population figures. The LTA Funds are distributed to incorporated cities and towns in proportion to the population of each city to the total population of all cities and towns with the minimum distribution being $10,000. The funds may be used for any transportation purpose. The law also provides that up to 10.0% of the City's lottery funds can be used for cultural, historical, educational and other programs as prescribed by state law.

Developer Reimbursement/Partnering: This fee is a $200.00 per lot fee assessed to all residential subdivisions and some commercial depending on the configuration. The fee is for the on-going and perpetual maintenance of streets. Additionally, there may be reimbursement costs associated with traffic signals or other capital items needed due to the additional burden created by the subdivision or commercial development.

Engineering Inspection Fees: Engineering Inspection Fees are to cover the costs for the Inspectors to inspect the infrastructure to ensure the work is in compliance with the approved plans and specifications and codes.

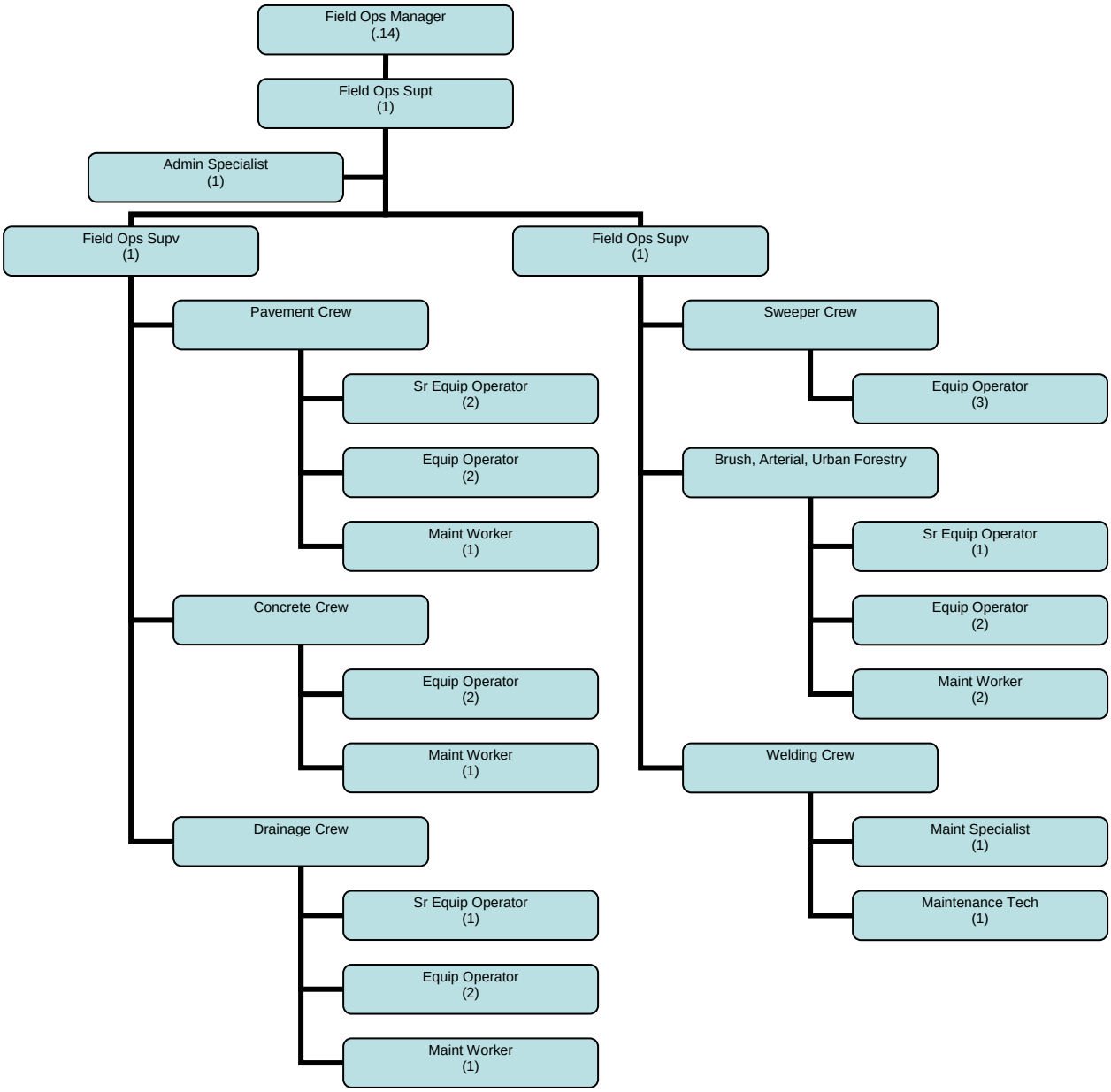
Interest Earnings: This amount is interest earned on the cash balance in the fund. It is a difficult estimate to make due to the fluctuation of cash balances and the interest rates.

Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 2,089,269	$ 2,423,014	$ 2,278,744
Supplies	567,093	406,250	388,750
Other Services & Charges	2,006,226	1,063,934	1,208,626
Capital Outlay/Projects	231,514	264,680	289,746
Total	$ 4,894,102	$ 4,157,878	$ 4,165,866
Authorized Staffing Level	38.14	34.54	34.54
Street Operations	29.44	26.14	29.14
Transportation Services	8.70	8.40	5.40

Street Operations

Division Mission: To maintain City streets and related drainage infrastructure effectively and efficiently with a community customer service orientation; to respond to natural events and emergencies, applying resources as necessary to expedite the return to normal operating conditions; to cooperate with other City Divisions in achieving the mission and goals of the entire City.


Field Ops Manager
(.14)
Field Ops Supt
(1)
Admin Specialist
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Field Ops Supv
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Field Ops Supv
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Pavement Crew
Sr Equip Operator
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Maint Worker
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Concrete Crew
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Maint Worker
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Drainage Crew
Sr Equip Operator
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Maint Worker
(1)
Sweeper Crew
Equip Operator
(3)
Brush, Arterial, Urban Forestry
Sr Equip Operator
(1)
Equip Operator
(2)
Maint Worker
(2)
Welding Crew
Maint Specialist
(1)
Maintenance Tech
(1)

Goal: Deliver maintenance of City streets and related infrastructure effectively and efficiently, at budgeted levels of service.			
Strategy: Continue utilizing maintenance management system and being integration with other automated systems within the City, to achieve maximum value for effort expended.			
Workload Indicators:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Lane-miles of paved streets maintained	496	501	501
Miles of unpaved streets graded	19	14	14
Miles of unpaved alleys graded	9.5	9.5	9.5
Lineal feet of piped drainage ways	54,560	55,000	55,750
Lineal feet of open drainage ways	927,000	927,000	927,000
Number of drainage structures	2,250	2,450	2,550
Number of work requests from public	1,263	1,400	1,400
Performance Measures:	**FY07 Actual**	**FY0 Estimate**	**FY09 Forecast**
Ratio of [scheduled: total work] accomplished Target: 75%	70%	75%	75%
Pavement condition index (PCI) of major thoroughfare system Target: 8.0	6.8	6.6	6.8
Average response time for all minor work requests from public Target: 5 working days	7	6	6

Prior Year Results and Outcomes:

Millings paving program, 11 streets completed this year. Introduced the first low-cost, semi-permanent dust abatement program – a way to address the unpaved street issue until the paving program can catch up.

Relocation of the Streets Division – Centrally located all equipment to one area, opening up some much-needed office space for Engineering Services. Allows equipment to be shared between the two most equipment-intense departments.

Developed weekly downtown cleaning program focused on courthouse area – includes Sheldon Street to Goodwin Street and Marina Street to Summit Avenue.

Streets
Expenditure Summary

	FY07 Actual	**FY08 Estimate**	**FY09 Budget**
Personnel	$ 1,560,263	$ 1,773,258	$ 1,838,309
Supplies	470,949	296,515	369,000
Other Services & Charges	1,713,200	797,630	847,729
Capital Outlay/Projects	231,514	247,050	289,746
Total	$ 3,975,926	$ 3,114,453	$ 3,344,784

Capital Outlay/Projects	
Central Yavapai Municipal Planning Organization	289,746
Total Capital Outlay/Projects	$ 289,746

Streets
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	29.44	26.14	29.14
Public Works Director	0.20	0.00	0.00
Field Operations Mgr*	0.14	0.14	0.14
Field Operations Supt	0.00	1.00	1.00
Field Operations Supv	0.00	2.00	2.00
Street Maint. Supervisor	2.00	0.00	0.00
Drainage/Maint. Supervisor	1.00	0.00	0.00
Traffic Control Supervisor	0.00	0.00	1.00
Maintenance Specialist	1.00	1.00	1.00
Senior Equip Operator	4.00	4.00	4.00
Traffic Control Worker	0.00	0.00	2.00
Equipment Operator	11.00	11.00	11.00
Maintenance Technician	0.00	1.00	1.00
Maintenance Worker	9.00	5.00	5.00
Administrative Assistant	0.00	0.00	1.00
Administration Specialist	0.00	1.00	0.00
Secretary	1.00	0.00	0.00
Contract Specialist	0.10	0.00	0.00

*Field Operations Manager is also charged to Sanitation (43%) and Transfer Station (43%).

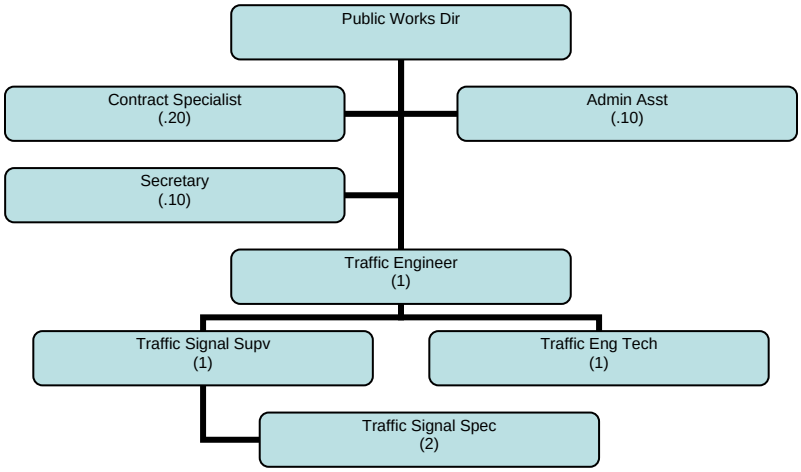
Significant Expenditures Changes: Changes in Personnel costs can be tied to the annual salary adjustment plus the increased costs of health care coverage. Also, a reorganization that included this division occurred within the City during FY2008. These changes are reflected in the Staffing Level Summary.

Supplies increased significantly in FY2009. This 24.4% increase over FY2008 estimated endings is due to the shift of the street sign materials budget from the Transportation Services Division to the Streets budget.

The significant increase in Supplies and Other Services & Charges is the result of anticipated higher internal engineering charges related to private development in FY2009 compared to FY2008 estimated endings.

Transportation Services

Division Mission: Facilitate safe and efficient vehicular and alternate mode traffic circulation within the City street system through transportation planning, traffic engineering, and traffic operations including traffic signals, signing, and marking.



Goal: To provide for the safe, efficient and convenient movement of persons and goods by coordination of planning, geometric design and traffic operation of roads, streets, abutting lands and other modes of transportation.			
Strategy: Install and maintain traffic signs, traffic signals and pavement markings in order to improve traffic safety, minimize delay and City liability. Evaluate existing traffic control facilities for adequacy. Review roadway construction and development plans for conformance with current national, state and local traffic engineering and highway design policies and guidelines.			
Performance Measures	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Traffic signals maintained (intersections)	50	52	54
Traffic signs maintained	31,500	32,500	33,000
Service requests	147	145	150
Traffic volume counts (each)	106	140	116

Prior Year Results and Outcomes

Maintenance/Infrastructure Projects:

Rebuilt and improved two traffic signal intersections.
Maintained 49 traffic signals and 3 roundabouts
Maintained roadway marking by painting 185,550 feet of striping.

Project Design:

Rosser Street Traffic Calming – (PS&E Completed in June 2008)
Gurley Street & Summit Enhanced Crosswalk – (design completed in June 2008)
6th Street re-striping project – approved and re-striped (April 2008)

Traffic Analysis/Studies/Plan Review:

South Side Traffic Circulation Enhancement Study – Study completed Feb. 08
Roundabout Feasibility Study (City Wide) – Study completed (April 08)
Safe Route to School partnership with PAT - completed school grant application
FY07 Annual Traffic Count Contract work completed.
Reviewed and processed 13 traffic impact analysis reports for new developments.
Reviewed and approved 385 construction traffic control plans.
Oversaw and provided traffic control plans for over 50 special events.
Responded to 115 traffic requests.

Transportation Services
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 529,006	$ 649,756	$ 440,435
Supplies	96,144	109,735	19,750
Other Services & Charges	293,026	266,304	360,897
Capital Outlay/Projects	-	17,630	-
Total	$ 918,176	$ 1,043,425	$ 821,082

Transportation Services
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	8.70	8.40	5.40
Public Works Director	0.20	0.00	0.00
Asst Public Works Dir	0.20	0.00	0.00
Traffic Engineer	1.00	1.00	1.00
Traffic Signal Supervisor	1.00	1.00	1.00
Traffic Control Supervisor	0.00	1.00	0.00
Contract Specialist*	0.10	0.20	0.20
Traffic Engineering Tech	1.00	1.00	1.00
Traffic Signal Specialist	2.00	2.00	2.00
Administrative Assistant**	0.10	0.10	0.10
Traffic Control Technician	1.00	0.00	0.00
Traffic Control Worker	2.00	2.00	0.00
Secretary***	0.10	0.10	0.10

*The remainder of the Contract Specialist is charged .30 to Water Administration, .20 to Alt Water Sources, and .30 to Wastewater Administration.

**Administrative Assistant also charged to Water Admin (40%), Alt Water (10%), and Wastewater Administration (40%).

***Remainder of Secretary charged .40 to Water Administration, .10 to Alt Water, and .40 to Wastewater Administration.

Significant Expenditure Changes: This division was also affected by the reorganization during FY08. Changes to the Staffing Level can be viewed in the table above. The annual salary adjustment along with the increased costs of health coverage also had an impact.

Supplies budget is lower in FY2009 when comparing it to FY2008 estimated endings. This is due to the transferring of street sign materials to the Streets Operations division.

Elevated utilities costs had an impact on the Other Services & Charges category in Transportation Service. This can be tied to electrical usage for the street lights and traffic signals.

STREETS AND OPEN SPACE FUND

On September 26, 1995 the voters of Prescott approved increasing the sales tax rate from 1.0% to 2.0% for the purpose of street repairs and improvements for a ten year period effective January 1, 1996.

Total revenue from the 1% sales tax increase was initially projected at $54.5 million for the ten-year authorization, assuming no growth in collections, or about $5.5 million per year. Collections have outpaced the initial forecast – by FY2007, the annual revenue had increased to $16.9 million.

Revenue collected through FY2007 totaled approximately $122.1 million, funding expenditures for right-of-way acquisition, engineering road construction and rehabilitation, inspection and testing, and program administration of about $95.3 million. Projected revenue/expenditures for the ten-year program are now anticipated to total over $160 million.

In May 2000 voters approved extension of the 1% sales tax through December 2015, with the use of proceeds expanded to include acquisition of open space. A schedule for acquisition of specific properties and associated financing plan, has not yet been adopted.

	Beginning Cash, 7/1	Revenues	Open Space	Streets	Ending Cash, 6/30
FY1996	97,722	2,030,042	-	(286,857)	1,840,907
FY1997	1,840,907	6,111,953	-	(4,914,692)	3,038,168
FY1998	3,038,168	7,403,428	-	(5,277,019)	5,164,577
FY1999	5,164,577	7,494,722	-	(4,349,310)	8,309,989
FY2000	8,309,989	8,519,686	-	(5,654,361)	11,175,314
FY2001	11,175,314	10,371,737	(2,027,186)	(18,363,434)	1,156,431
FY2002	1,156,431	11,686,530	(13,047)	(11,680,504)	1,149,410
FY2003	1,149,410	10,256,404	(31,997)	(3,421,868)	7,951,949
FY2004	7,951,949	11,946,704	(1,518,267)	(8,665,529)	9,714,857
FY2005	9,714,857	14,216,614	-	(10,680,319)	13,251,152
FY2006	13,251,152	15,197,792	(190,114)	(6,916,559)	21,342,271
FY2007	21,342,271	16,561,650	(1,813,521)	(16,683,470)	19,406,930
FY2008	19,406,930	16,128,531	(3,900,000)	(23,069,579)	8,565,882

Summary of Fund

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ 21,342,271	$ 19,406,930	$ 8,565,882
Revenues			
1% Tax	15,333,864	14,746,000	14,703,000
Partnering	34,075	733,591	799,080
Interest Income	1,193,711	600,000	500,000
Miscellaneous	-	48,940	-
Total Revenues	$ 16,561,650	$ 16,128,531	$ 16,002,080
Adjustments/Other Revenue Sources			
Transers In/Out (Net)	(240,495)	(424,400)	(993,100)
Total Adjustments/Other Sources	$ (240,495)	$ (424,400)	$ (993,100)
Expenditures	(18,256,496)	(26,545,179)	(23,225,513)
Ending Cash, 6/30	$ 19,406,930	$ 8,565,882	$ 349,349

Streets Projects and Open Space - 1% Sales Tax
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 3,656	$ 25,913	$ 56,828
Supplies	94,138	260,000	320,000
Other Services	527,908	1,719,271	1,670,405
Capital Outlay/Projects	17,630,794	24,539,995	21,178,280
Total	$ 18,256,496	$ 26,545,179	$ 23,225,513

Streets Projects and Open Space - 1% Sales Tax
Capital Outlay/Projects

Open Space	$ 6,096,365
Copper Basin Road	4,141,259
Ruth St & Demerse St	2,743,454
Pavement Preservation	1,834,000
SR89A/Side Road	1,120,000
Rosser St Traffic Reconstruction	1,015,000
Williamson Valley	900,000
Pavement Reconstruction Project	890,000
Embry Riddle Improvement District	500,000
Transit Implementation	330,000
CYMPO Projects	213,552
Country Club Pavement Replacement	210,000
Iron Springs Road Widening	150,000
2030 Transportation Study	150,000
Airport Area Transportation Plan	150,000
Sidewalks	110,000
SR89 & Side Rd Connector	99,165
Senator Highway Reconstruction	94,485
NPDES PH II	91,000
Unpaved Streets	80,000
Prescott Lakes Median	75,000
Smart Growth Plan	50,000
Iron Springs Road Right-of-Way	40,000
Pavement Management Program	40,000
Marina Street Parking Improvements	30,000
Signal Replacement Equipment	25,000
Total Capital Outlay/Projects	$ 21,178,280

Significant Expenditure Changes: Personnel shows a large increase due to the budget of temporary salaries for Project Managers for some of the larger projects. It is often necessary to bring on temporary employees to assist in the management of these projects because they are time intensive.

Supplies exhibit a significant increase because of increased costs for street maintenance materials. This area has a 23.1% increase when comparing FY2008 estimated endings to FY2009 budget.

This allocation includes, but is not limited to, $6,096,365 for open space purchases, Iron Springs Road widening project, Copper Basin Road construction, Ruth Street and Demerse Street reconstruction, Williamson Valley Road construction, Rosser Street Traffic Construction and $890,000 for the Pavement Preservation Projects. Details on these projects and others in this fund are included in the Capital Improvement Plan section of the FY2009 budget book.

TRANSIENT OCCUPANCY TAX

The Transient Occupancy Tax (Bed Tax) Fund is limited by ballot language to tourism promotion and recreational development.

Traditionally the portion of revenues allocated towards recreation development has been used to improve or expand parks, which serve tourists.

Bed tax revenue for FY2009 is estimated to produce $680,715. Additionally, $37,000 is anticipated in the form of donations and contributions for Senior Olympics. Interest earnings, audits and penalties are projected to yield $3,000 during FY2009.

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 270,099	$ 68,892	$ 155,407
Revenues			
Transient Occupancy Tax	435,001	550,740	680,715
Senior Olympics Donations	-	-	37,000
Audits, Penalties and Interest	5,892	6,768	3,000
Total	$ 440,893	$ 557,508	$ 720,715
Expenditures/Transfers	(642,100)	(470,993)	(839,122)
Ending Cash Balance, 6/30	$ 68,892	$ 155,407	$ 37,000

Expenditures:

The City is again entering into contractual arrangements for tourism promotion and $272,286 has been allocated from Transient Occupancy Tax revenues for this purpose.

Also, the following items have been budgeted in FY2009:

PHS Tennis Courts	136,589
Contingency	60,090
Senior Olympics	52,975
Support for the Arts	51,054
Frontier Days Marketing	51,054
Manzanita Grille Patio Furniture	42,951
Courthouse Lighting	34,036
Open Spacement Management	30,000
Rodeo Grounds Electrical Study	28,000
Special Events Overtime	20,000
ASA Tournaments	20,000
Fireworks Display	17,000
Elks Sound System	12,087
Rodeo Grounds Structural Analysis	6,000
Elks Marketing	5,000

IMPACT FEES FUND

The City currently has nine impact fee accounts; however, water and wastewater buy-in fees are included within the Water and Wastewater Funds. The remaining seven impact fees cover the areas of Park Development, Recreational Development, Library, Police, Fire, Streets and Public Buildings.

During FY2009 impact fees are based on 185 building permits for residential units. A basis of 185 building permits was used for the FY2008 revised estimates. The current policy is that if the residential growth does not produce the required revenues to fund the planned projects, the projects will have to be delayed.

Park Development Impact Fee. This fund was originally the Neighborhood Parks Fund and was changed to Park Development Fund at the time the overall impact fee system was developed. Primarily, it has been used to expand the use of existing facilities for growth related purposes.

Park Development Impact Fee	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 2,034,241	$ 2,191,974	$ 761,094
Revenues/Transfers In	826,025	187,775	187,775
Expenditures/Transfers Out	(668,292)	(1,618,655)	(67,750)
Ending Cash Balance, 6/30	$ 2,191,974	$ 761,094	$ 881,119

Effective March 1, 2002 the fee charged on every residential unit building permit was increased from $500 to $715. Projected FY2009 revenues are based on 185 residential building permits at $715 each. Combining that revenue with the beginning cash balance of $761,094 and estimated interest earnings of $55,500 provide a total available for FY2009 of $948,869.

FY2009 commitments total $67,750 which includes grant matches of $40,932 for the Greenways Multi-Use Trail System and Phase II of Rails to Trails. The remaining allocations are as follows:

$20,318 has been budgeted for the Impact Fee Study. The total budget for the Impact Fee Study is $91,700 and is divided among the different impact fees.

Another $6,500 has been carried over for the design and construction of a ten acre park site in Prescott Lakes Subdivision.

Recreational Development Impact Fee. Effective March 1, 2002 the fee charged on every residential unit building permit was increased from $400 to $401. All fees collected (except those prior to July 1, 1996, and interest earnings) were dedicated toward the commitment to the YMCA for the new community center partnership arrangement. During FY2001, the City fulfilled its obligation towards the $1,000,000 commitment.

The other large commitment for this impact fee source was the construction of the new Adult Center building that was completed in FY2007.

Recreational Development Impact Fee	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 241,602	$ (594,233)	$ (532,874)
Revenues/Transfers	148,201	74,185	74,185
Expenditures/Transfers	(984,036)	(12,826)	(11,395)
Ending Cash Balance, 6/30	$ (594,233)	$ (532,874)	$ (470,084)

Revenues for FY09 include impact fees in the amount of $74,185.

The Recreation Development Impact Fee portion of the Impact Fee Study is budgeted here at $11,395.

Fire Impact Fee. Effective March 1, 2002 the fee increased from $167 to $525. Revenues in this area consist of fire impact fees ($97,125), rent from Life Line Ambulance ($21,218), and interest earned ($15,000).

Fire Impact Fee	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 653,118	$ 457,151	$ 446,071
Revenues	144,435	133,343	133,343
Expenditures/Transfers	(340,402)	(144,423)	(386,293)
Ending Cash Balance, 6/30	$ 457,151	$ 446,071	$ 193,121

Budgeted expenditures planned for FY2009 include a transfer to the Capital Improvement Fund for the growth related portion for Fire of the Radio Infrastructure. $371,374 has been allocated for this transfer. Also, part of the Impact Fee Study is budgeted here at $16,737.

Library Impact Fee. Effective March 1, 2002 the Library Impact fee increased from $208 to $253. FY2009 expected revenues include impact fees in the amount of $46,805 along with interest earned in the amount of $1,000.

Library Impact Fee	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 43,046	$ 117,878	$ 165,683
Revenues	98,455	47,805	47,805
Expenditures/Transfers	(23,623)	-	(7,189)
Ending Cash Balance, 6/30	$ 117,878	$ 165,683	$ 206,299

The only planned expenditures for FY2009 is the Library Impact Fee portion of the Impact Fee Study in the amount of $7,189.

Police Impact Fee. Effective March 1, 2002 the fee charged on every residential unit building permit was increased from $84 to $589. At the end of FY2007, it is estimated that $543,185 will be available for growth related expenditures. Anticipated revenues for FY2009 encompass impact fees totaling $108,965 and interest earnings of $18,000.

Police Impact Fee	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 445,414	$ 560,643	$ 543,185
Revenues	115,229	126,965	126,965
Expenditures/Transfers	-	(144,423)	(388,110)
Ending Cash Balance, 6/30	$ 560,643	$ 543,185	$ 282,040

A transfer is planned in FY2009 in the amount of $371,373 to cover the Police growth related portion of the Radio Infrastructure that is budgeted in the Capital Improvement Fund. Additionally, $16,737 is anticipated for the Police Impact Fee contribution to the Impact Fee Study.

Street Impact Fee. This impact fee increased from $456 to $469 per residential unit effective March 1, 2002. Forecasted revenues for FY2008 are made up of street impact fees ($86,765) and interest earnings ($1,700).

Street Impact Fee	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 96,435	$ 30,427	$ 118,892
Revenues	183,992	88,465	88,465
Expenditures/Transfers	(250,000)	-	(138,327)
Ending Cash Balance, 6/30	$ 30,427	$ 118,892	$ 69,030

$125,000 is to be budgeted in FY2009 for a traffic impact fee analysis. The Street Impact Fee of the Impact Fee Study is $13,327.

Public Buildings Impact Fee. This impact fee was the latest to be adopted by the City Council and has been set at the rate of $275 per residential unit. The Public Buildings Impact Fee was implemented to provide funding for adequate public buildings to support the expanding population. Revenues projected for FY2009 include impact fees in the amount of $50,875 and interest earnings in the amount of $11,500.

Public Buildings Impact Fee	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 244,507	$ 361,956	$ 424,331
Revenues	117,449	62,375	62,375
Expenditures/Transfers	-	-	(7,815)
Ending Cash Balance, 6/30	$ 361,956	$ 424,331	$ 478,891

FY2009 planned expenditures includes $7,815 as part of the Impact Fee Study.

CAPITAL IMPROVEMENT FUND

The Capital Improvement Fund was originally created by Resolution 2620 during FY1994. This Resolution was rescinded and a new policy was adopted to define the purpose of this fund. Proceeds from the sale of unneeded real estate are deposited in this fund unless the sale of property is Acker Trust or enterprise fund related. The primary source of funding has been the transfer of excess revenues over expenditures from the General Fund. The funding of the account is considered "non-renewable" so it is understood by Council that once all the money has been spent, it will take time to rebuild the balance in this account.

CAPITAL IMPROVEMENT FUND			
	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Fund Balance, 7/1	$ 7,639,553	$ 9,963,434	$ 9,256,202
Funding Sources			
Sale of Property	$ -	$ 500,000	$ -
Miscellaneous	18,090	1,000	1,000
Interest Earned	373,580	300,000	176,389
Transfer In	6,646,846	2,949,099	3,625,877
Total Sources of Income	$ 7,038,516	$ 3,750,099	$ 3,803,266
Expenditures/Transfers Out			
Conference Center	$ -	$ -	$ 5,000,000
Economic Development and Projects	2,426,172	2,800,266	2,800,266
Radio Frequency Infrastructure	384,755	379,535	2,158,179
Transfer to Airport for Grants	56,353	9,570	559,292
City Hall Heating/Cooling	-	-	300,000
ERAU - Business Park	-	-	250,000
Fire Station Refurbishment	136,972	125,000	175,000
Airport Improvement/Horizon Air	-	-	142,000
Mobile Data Computers/AVL (Police)	-	-	107,400
Training Center Design	2,463	1,494	99,266
Grace Sparks Roof Repair	-	-	65,000
Airport Management Software	-	-	65,000
Community Center AV/Security	-	-	55,100
Miscellaneous Economic Encentives	9,200	30,000	45,000
Breathing Air Compressor (Fire)	-	-	40,000
Library Expansion	1,017,187	-	-
Lowes	-	378,026	-
Dispatch Center Bldg Improvements	5,951	-	-
Downtown Fire Station	12,115	650,000	-
DES Property	535,819	-	-
City/County Property Exchange	-	13,690	-
Mitel	127,648	-	
Sidewalk Scrubber	-	60,000	-
Miscellaneous	-	9,750	-
Total Expenditures/Transfers Out	$ 4,714,635	$ 4,457,331	$ 11,861,503
Ending Fund Balance, 6/30	$ 9,963,434	$ 9,256,202	$ 1,197,965

Sources of Income:

The beginning cash balance of slightly over $9.2 million has been the result of previous year's transfers from the General Fund of excess revenues over expenditures. These transfers were made in accordance with Council policy.

Current year sources of income include estimated interest income of $176,389. Also included are transfers in from the General Fund and 1% Streets and Open Space Fund totaling $2,880,266 for rebate payments of Westcor, Wal-Mart, Villages at the Boulders, Ehert Car Dealership and various economic incentive agreements as defined in council approved agreements. $742,747 is being transferred from the Police and Fire Impact fees for the growth related portion of the Radio Infrastructure project. Miscellaneous income in the amount of $1,000 is for book sales.

Expenditures:

The list of FY2009 expenditures appears on the preceding page.

$5,000,000 is set aside for a commitment by City Council for a Conference Center located on Highway 69 near the Ranch at Prescott.

The $2,845,266 allocation for Economic Development and Projects is comprised of economic development incentives and reimbursements as well as potential opportunities that may arise.

A carry over allocation of $2,158,179 for Radio Frequency Infrastructure is for placement of buildings and utilities on five to seven sites on City-owned property. These locations will be identified as capable of supporting Public Safety radio transmission needs. The purpose of this project is to eliminate voice "dead spots" from which Police and Fire currently cannot communicate, and to provide for the use of data transmissions that Public Safety is not currently capable of using. The data transmissions may be for uses such as car computers and automatic vehicle locators.

Two transfers to the Airport Fund are planned in FY2009. By Council policy, staff has been directed to provide funding for Airport grant matches to be allocated from the Capital Improvement Fund. Those matches total $559,292 for FY2009. Additionally, $142,000 will be transferred to contribute to the improvements necessary to accommodate Horizon Airlines at Ernest A Love Field.

The $300,000 budgeted in FY2009 for City Hall Heating/Cooling will cover the replacement or upgrade of the current boiler/chiller system to improve the heating and cooling capabilities at City Hall so that there is no lag time between heating and cooling. Currently, there is a one day lag time whenever you wish to go from heating to cooling (or vice versa) for the Council Chambers and main administrative areas of the building. It is also intended to provide more "zones" of heating and cooling in those areas.

An agreement with Embry Riddle Aeronautical University for a $250,000 contribution toward the Business Park is budgeted in FY2009 in this fund.

$175,000 is allocated to continue the refurbishment of the various existing fire stations.

Mobile Data Computers/Automated Vehicle Locators for the Police Department have been budgeted in this fund in the amount of $107,400.

FY2009 budget includes a $99,266 carryover for the design of a joint training center for Police and Fire. It is anticipated that the training center will include a multi-use classroom, live fire room, flashover chamber, storage building, wildland fire crew quarters, indoor shooting house/fire training prop and driving simulator.

$65,000 is identified in this fiscal year's budget for the purchase of Airport Management Software. This funding will be for the research, design and implementation of a network based software system.

Another $65,000 has been budgeted for the repair of the Grace Sparks Activity Center roof. This building is on the National Historic Register and repairs need to be completed as soon as possible to prevent and deter further damage.

A reimbursement request was received and approved from the Adult Center of Prescott, Inc. for 50% of costs associated with the purchase and installation of the audio-visual system and for 1/3 of the costs associated with purchase and installation of a new security system. The total of these requests is $55,100.

Finally, $40,000 is allocated in the FY2009 budget for the purchase of a breathing air compressor for the Fire Department. The existing equipment has exceeded its useful life and cannot be repaired any more as it is obsolete and parts cannot be found.

GRANT FUNDS

The total Grant Funds, excluding Airport grants, is funded at $5,911,082 of which total matches are anticipated at a level of $741,159. The General Fund transfer is estimated at $487,957, 1% Streets and Open Space Fund is contributing $212,270 with the Park Development Impact Fee providing the remaining $40,932.

GRANT AND PURPOSE	TOTAL PROJECT	CITY'S SHARE
Judicial Collection Enhancement Fund – Provides funding for court collection efforts.	20,000	-0-
Rural Economic Development Grant – Provides funding for rural economic development projects	18,000	5,000
Economic Strengths Projects – Arizona Department of Commerce reimbursement grant. This will provide funds for improvements on: ERAU – Business Park	225,000	25,000
APS Economic Development Grant – Provides funding for economic development projects.	2,000	-0-
Arizona Office of Tourism – Provides funding for tourism related projects.	50,000	12,500
Community Development Block Grant (CDBG) – Provides funding for the following:		
Habitat for Humanity	50,000	-0-
Entitlement – Administration	58,074	-0-
Entitlement – Dexter Revitalization **(City share from 1% Tax Fund)**	457,298	175,000
West Yavapai Guidance Clinic	50,000	-0-
Public Transit – Money will be used as pass through funds to qualified non-profit agencies to subsidize capital costs to provide public transit services such as vehicle purchases and for new sidewalk construction.	120,000	30,000
State Historic Office of Preservation – Funding will provide for maps, books and scholarships	9,000	3,600
Tribal Gaming Compact Grant - Compact funds provided to city for distribution to other organizations.	84,000	-0-
State Library Grants in Aid – LSTA Training, Lifespan Learning, Centennial Digitization Grants	53,000	-0-
Greenways Multi-Use Trail System – Provides funding to continue development of the trail system and to provide enhancements to existing trails. **City share is from Park Development Fees.**	508,895	29,007
Rails to Trails Phase II – Grant will fund physical improvements to the rail-trail system. **City share is from Park Development Fees.**	209,209	11,925
Prescott Circle Trail – Provides funding for land acquisition. **City share is from 1% Streets and Open Space.**	101,840	37,270
Governor's Office of Highway Safety – Traffic Enforcement – Provides funding for overtime involving traffic safety and related equipment.	5,000	-0-
Seatbelt Enforcement Grant – Provides funding to offset officers overtime costs associated with special seatbelt enforcement assignments.	12,000	-0-
DUI Enforcement Tri City Grant – Provides funding for officers' overtime costs and equipment associated with special DUI traffic enforcement assignments and underage youth liquor enforcement.	157,000	-0-
Arizona Department of Administration – Local Network Management – Provides funding for emergency telecommunications.	10,000	-0-

Yavapai County Community Foundation Canine Grant – Provides funding for canine equipment.	3,800	-0-
STU/Rico Reimbursement – Provides funding to support the Prescott Area Narcotics Task Force in its operations making high risk entries by special tactical units.	3,000	-0-
Federal Emergency Management Grants – Homeland Security grant provides funding for a wide range of activities aimed to increase security and prepare for emergencies. Will be used for the regional communications center.	492,035	-0-
Mobile Data Computer/AVL – Provides the funding for mobile computes to locate vehicles.	27,085	8,594
Bureau of Justice Assistance Equipment Grant – Provides funding for a police car, bullet proof vests, and other operational equipment. Bullet Proof Vests	30,525	15,263
Miscellaneous Police Department Grants – Budget to enable the Police Department to take advantage of grant opportunities that may arise during the fiscal year.	250,000	-0-
Federal Emergency Management Grants – Homeland Security grant provides funding for a wide range of activities aimed to increase security and prepare for emergencies. FY08 Various Equipment Grants – Fire	2,493,000	233,000
Fire Department Vegetation Management Crew – provides staffing for a ten-month, 13-member community wide vegetation management plan to prevent and suppress wildfires. Also includes equipment, supplies and services.	300,000	150,000
Arizona Department of Transportation – Vehicle Impound Reimb – Accounts for impound fees and related expenses.	17,500	-0-
Department of Justice – Office of Justice Programs – First Responder Funding	16,000	-0-
Prescott Area Narcotics Task Force – Provides funding for potential drug task force operation support by SWAT	5,000	-0-
Yavapai Community Foundation – Training grant	1,021	-0-
American Library Association – American dream grant	10,000	5,000
Miscellaneous Library Grants – Budget to enable the Library to take advantage of grant opportunities that may arise during the fiscal year.	50,000	-0-
Animal Control Grant – Spay/Neuter program	11,800	-0-

OTHER FUNDS

CAPITAL PROJECTS FUNDS	173
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CAPITAL PROJECTS FUNDS

Capital Projects Funds are established to account for the purchase or construction of major capital facilities other than those financed by Enterprise Funds or Trust Funds.

Willow/Watson Lakes Development

Division Mission: Continue commitments of Intergovernmental Agreement with Chino Valley Irrigation District.

Continue implementation of the master plan for development of recreational facilities at Willow and Watson Lakes.

Summary of Fund

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ (540,358)	$ 518,669	$ 518,669
Revenues			
Bond Proceeds	$ 1,524,974	$ -	$ -
Interest Income	17,344	-	-
Total Revenues	$ 1,542,318	$ -	$ -
Expenditures	(483,291)	-	-
Ending Cash, 6/30	$ 518,669	$ 518,669	$ 518,669

Significant Expenditure Changes: Funds from the remainder of the bonds that were issued in 1998 was received during FY2007. It is anticipated that the balance will be expended during FY2010.

Capital Needs Projects

Division Mission: To meet the needs of the City of Prescott to provide quality basic service levels to the citizens of Prescott.

Summary of Fund

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ -	$ -	$ -
Revenues			
Debt Issue/Sales Tax	-	-	54,590,021
Total Revenues	$ -	$ -	$ 54,590,021
Expenditures			
Police Headquarters	$ -	$ -	$ 19,000,000
Downtown Fire Station	-	-	8,500,000
Fire Training Center	-	-	6,900,000
Runway 3R-21L Land	-	-	4,575,000
Park Upgrades	-	-	4,000,000
Willow/Watson Fire Station	-	-	3,800,000
Rodeo Upgrades	-	-	3,196,981
Range Upgrade	-	-	2,811,370
Police & Fire Storage	-	-	1,806,670
Total Expenditures	-	-	54,590,021
Ending Cash, 6/30	$ -	$ -	$ -

Significant Expenditure Changes: A Capital Needs Committee was appointed by the Mayor and Council to identify projects that were necessary for the City of Prescott to complete, but lacked funding. The foregoing box lists the projects that were identified. While the funding source is still undetermined, the projects have been placed in the FY2009 budget should the funding become available.

EXPENDABLE TRUST FUNDS

Expendable Trust Funds are used to account for assets held by the City of Prescott in a trustee capacity for others. The City will use three trust funds during FY2009: Acker Trust Fund, Miscellaneous Gifts Trust Fund, and Employee Relations Trust.

Acker Trust Fund

Division Mission: Account for assets willed to the City of Prescott by J.S. Acker. Revenue from investments and land sales are to be expended for cultural and recreation purposes only.

Prior Year Results and Outcomes:

Continued scholarship program for music at Prescott High School.

Continued support for the Artists in Residence program with Yavapai College.

Visited local schools and conducted workshops with music students.

Provided Prescott Fine Arts scholarships for attendance at music camps and continuing music education.

Summary of Fund

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ 533,056	$ 528,089	$ 530,589
Revenues			
Interest Income	18,168	27,500	20,000
Total Revenues	$ 18,168	$ 27,500	$ 20,000
Expenditures	(23,135)	(25,000)	(25,000)
Ending Cash, 6/30	$ 528,089	$ 530,589	$ 525,589

Significant Expenditures Changes: The Acker Trust's goal is to always maintain a balance and to spend only the interest earnings off the principal. For FY2009, an expenditure allowance in the amount of $25,000 will be made to cover annual scholarships and bequests.

Miscellaneous Gifts & Donations

Division Mission: Provide an account to track any contributions for miscellaneous gifts which the City may receive as well as the expenditures made.

Prior Year Results and Outcomes:

Shop-with-a-Cop (Police Gift Fund) – Coordinated and participated in the tenth annual Shop-with-a-Cop program which provides an opportunity for disadvantaged children to shop for Christmas gifts. This year's project resulted in financial aid in the amount of $21,089.

Summary of Fund

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ 130,567	$ 143,116	$ 143,116
Revenues			
Gifts and Donations	51,284	75,000	-
Interest Income	363	-	-
Total Revenues	$ 51,647	$ 75,000	$ -
Expenditures	(39,098)	(75,000)	(75,000)
Ending Cash, 6/30	$ 143,116	$ 143,116	$ 68,116

Significant Expenditure Changes: Throughout the year, the City receives gifts and donations. Some of them are for a specific purpose such as the DARE program and library bequests, and some are unspecified.

The City is budgeting $75,000 this year to provide spending authority for any donations/bequests that may be received.

INTERNAL SERVICE FUNDS

Internal Service Funds are established to account for services and commodities furnished by one department to other departments of the City on a cost reimbursement basis. The City has the following Internal Service Funds: General Self-Insurance Fund, Central Garage, Engineering Services and Facilities Maintenance.

Risk Management

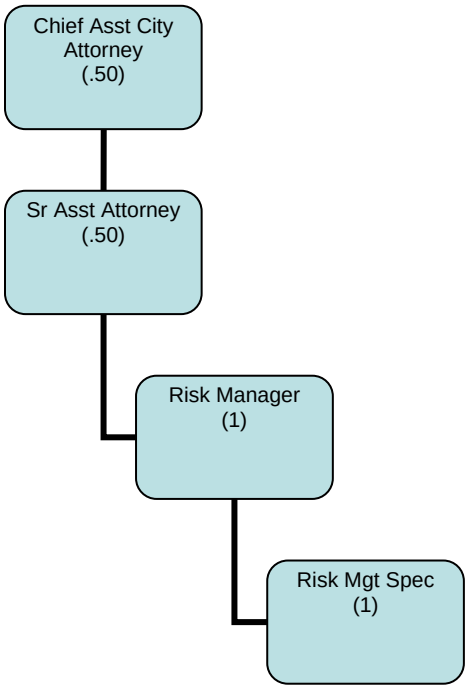
The Risk Management program is designed to reduce, eliminate or transfer liability for loss exposures associated with city operations, and to manage and properly dispose of liability claims against the City. Risk Management assesses and purchases appropriate insurance coverage with adequate self-insured retention levels. Additionally, the division strives to improve City operations through an internal review function and employee training.

From August 17, 1986, through June 20, 1992, the City of Prescott was totally self-insured. For the period of July 1, 1992, through September 30, 1993, the City was insured with the Arizona Municipal Risk Retention Pool. Effective October 1, 1993, the City again became totally self insured except for property insurance and airport liability insurance.

During FY1995 the City settled an extraordinary claim in the amount of $3.5 million. In order to pay for the claim, the City used $1.0 million of cash available from the Self Insurance Fund and borrowed $2.5 internally from the Alternative Water Sources Fund. The Self Insurance Fund will pay back the Alternative Water Sources Fund the $2.5 million over 20 years at no interest. As a result of this settlement, the City decided to re-enter the insurance market, purchase excess insurance above an approximate level of $.5 million and keep the cash balance of the Self Insurance Fund at approximately $1 million.

On July 1, 1996, it was decided that this fund would be used to pay workers' compensation claims against the City. After a self-insurance feasibility study was performed by an independent actuarial, it was decided to leave State Compensation Fund. The goal of this division is twofold: to provide an increasingly safe work environment and to provide adequate self-insurance and purchase insurance to cover work related injuries to City employees. The workers' compensation funds are appropriated from the employee related workers' compensation expense.

Division Mission: The Risk Management Division provides pro-active leadership, direction and education in promoting, developing and maintaining sound safety practices, risk assessment and risk mitigation strategies to protect the City of Prescott's human, financial and property assets from the adverse impact of loss.



Goal: Establish comprehensive safety/risk management programs.			
Strategy: Review existing policies and procedures in conjunction with Legal Department; prepare and implement new procedures where appropriate to enhance safety, i.e., cell phone policy, driving policy; Implement safety review team providing accident investigation training and education; partner with Police and Fire departments for internal safety and risk training; provide departments and divisions with loss information semi-annually and conduct follow-ups where indicated to reduce further claims and safety hazards. Update MSDS sheets throughout the City.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Safety Training Tapes acquired	0	2	0
Police Department partner: driving awareness school	1 session 13 participants	2 sessions 18 participants	4 sessions 15 participants

Goal: Administer the city's self-insurance (umbrella coverage) programs; oversee the City's re-insurance programs.			
Strategy: Provide complete and accurate underwriting information to broker to ensure appropriate insurance coverage with adequate self-insured retention levels. Manage liability claims to resolution with a minimum of assistance from independent adjusters and aggressively pursue restitution to the City.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Premiums for all coverages (except Workers' Comp) with $.25 million retention	$433,138	$479,700	$556,000
Total liability claims	87	95	95
Total liability claims with outside adjuster assistance	3	6	8
Total restitution collected	$16,119	$15,000	$15,000
Total liability claims resulting in litigation	5	8	9

Goal: Increase in-house administration of workers' compensation claims to reduce reliance on outside third-party administration. Emphasize the return to work program.
Strategy: Revise policies and procedures; train employees to respond to Risk Management on all injuries as soon as possible; Risk Management to take employees statement; pro-actively and aggressively work with doctors and supervisors for return-to-work program; assign nurse case manager at

very beginning of cases involving more than primary medical care; follow-up by Risk Management; supervisory training on awareness, reporting and hazard assessment.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Average lost time (days) in two years	21	15	15
Claims with nurse	3	4	4
Premiums	$70,637 Includes bond	$77,700 Includes bond	$71,599 Without bond

Goal: Encourage and assist in attaining workplace safety.			
Strategy: Provide specific departmental training as indicated by trends from reported injuries. Continue safety presentations, safety meetings and making written programs available to departments. Encourage senior management involvement to promote overall safety culture.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Average cost per claim	$2,181	$3,000	$3,000
Lost time claims	17	18	18
Average number of claims	85	68	70
Claims costs due to low back strains and ankle/foot injuries	25%	30%	30%

Prior Year Results and Outcomes:

Hired a Risk Manager.

Instituted an updated Bloodborne Pathogens Exposure Control Plan.

Received approval from the Industrial Commission to establish an LPIG account which eliminated the requirement of the surety bond, saving the City $10,992 in annual premium.

Recovered $31,000 from other parties that caused damage to City property.

Self Insurance Fund
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 1,776,278	$ 1,299,052	$ 1,109,766
Revenues			
Interest Income and Misc	188,123	90,000	90,000
Total Revenues	$ 188,123	$ 90,000	$ 90,000
Expenditures			
Personnel Supplies	$ 126,837	$ 122,021	$ 268,706
Supplies	4,352	2,258	2,725
Other Services & Charges	1,203,540	1,806,308	1,993,773
Cost Recovery	(1,694,380)	(1,651,301)	(2,265,204)
Loan Payments	1,025,000	-	-
Total Expenditures	$ 665,349	$ 279,286	$ -
Ending Cash Balance, 6/30	$ 1,299,052	$ 1,109,766	$ 1,199,766

Self Insurance Fund
Staffing Level Summary

	FY06 Actual	FY07 Estimate	FY08 Budget
Authorized Staffing Level	1.50	2.20	3.00
Chief Asst City Attorney*	0.00	0.20	0.50
Senior Assistant Attorney*	0.00	0.00	0.50
Risk Manager	1.00	1.00	1.00
Benefits Specialist	0.50	0.00	0.00
Risk Management Specialist	0.00	1.00	1.00

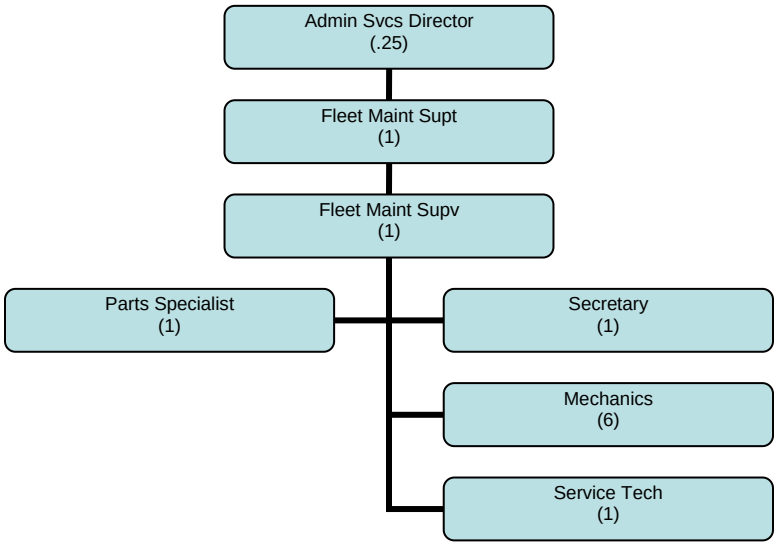
*Remainder is charged to Legal Department

Significant Expenditure Changes: FY2009 Personnel costs reflect an 120.2% increase over FY2008 estimated endings. There are several reasons for this increase. The position of Risk Manager was not filled until the later part of FY2008; thus reducing the amount spent in FY08. Secondly, the percentage of the Chief Assistant City Attorney was reduced from 80% to 50% in FY2009, but 50% of the Senior Assistant City Attorney has been included. The foregoing along with the salary adjustment and increased health care costs contribute to the significant increase in this area.

The FY2009 budget when compared to the FY2008 estimated endings exhibits a 10.4% larger Other Services & Charges category due to higher anticipated insurance costs along with the addition of an environmental policy in FY2009.

Central Garage

Division Mission: To provide effective and efficient fleet maintenance/repair and acquisition services to maximize equipment availability and serviceability for internal customer departments.



Goal: Maximize equipment availability and serviceability.			
Strategy: (1) Use fleet management software integrated with Streets Division maintenance management system (MMS) and City's cost accounting/financial management system; (2) Balance in-house mechanic and parts activities with vendor sublet services to achieve competitive, cost effective operation; (3) Monitor equipment utilization, cumulative operating and repair costs, and market value of units to be disposed of; and (4) Performing truck & equipment inspections on Field Operations & Solid Waste Divisions to minimize breakdowns and cost which benefit the city as a whole.			
Workload Indicators:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of pieces of rolling stock including mobile off road equipment	515	544	550
Number of light vehicle preventive maintenance services	470	483	490
Number of heavy duty preventive maintenance services	143	189	192
Number of off-road equipment preventive maintenance services	40	49	52
Number of emergency road service calls	48	48	50
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Average equipment availability (%) Target: 95% minimum	96%	97%	98%
Ratio of [sublet/vendor services costs: total expenditures] Target: 6%	6%	6%	7%
Warranty Claims Submitted	129	116	112
Warranty Claims Resolved Target: 95% minimum	98%	98%	98%

Prior Year Results and Outcomes:

Continued to provide maintenance services for an increasing fleet in accordance with O.E.M. recommendations resulting in a 95% availability of vehicles/equipment:

- 817 scheduled preventative maintenance repair orders
- 1,929 Non-PM repair orders completed
- 312 repair orders contracted to outside vendors

Completed construction and relocation of staff and equipment to new Fleet Maintenance Facility.

Central Garage
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ (232,120)	$ 3,332,095	$ (945,253)
Beginning Designated Cash Balance, 7/1	$ 1,057,646	$ 1,123,769	$ 4,532,539
Revenues			
Proceeds from Sale of Assets	230,318	117,022	80,000
Interest Income and Misc	62,080	150,000	100,000
Total Revenues	$ 292,398	$ 267,022	$ 180,000
Other Funding Sources			
Lease/Purchase Proceeds	5,140,557	-	-
Total Other Funding Sources	$ 5,140,557	$ -	$ -
Total Revenues and Other Funding Sources	$ 5,432,955	$ 267,022	$ 180,000
Expenditures			
Personnel Supplies	$ 598,472	$ 701,492	$ 697,193
Supplies	565,316	592,650	636,950
Other Services & Charges	225,663	212,363	333,689
Cost Recovery	(4,151,371)	(5,455,828)	(5,262,700)
Debt Service	3,414	388,914	390,961
Capital Outlay/Projects	4,561,123	4,696,009	8,325,239
Total Expenditures	$ 1,802,617	$ 1,135,600	$ 5,121,332
Ending Cash Balance, 6/30	$ 3,332,095	$ (945,253)	$ (1,454,046)
Ending Designated Cash Balance, 6/30	$ 1,123,769	$ 4,532,539	$ 100,000
Capital Outlay/Projects			
Vehicle Replacements (as approved by Fleet Mnt Manager)			8,325,239
Total Capital Outlay/Projects			$ 8,325,239

Central Garage Fund
Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	10.25	11.85	12.05
Administrative Services Director	0.25	0.25	0.25
Fleet Maintenance Supt	1.00	1.00	1.00
Fleet Maintenance Supv	1.00	1.00	1.00
Equipment Mechanic	5.00	6.00	6.00
Parts Specialist	1.00	1.00	1.00
Service Technician	1.00	1.00	1.00
Secretary	1.00	1.00	1.00
Temp Employees	0.00	0.60	0.80

Note: Administrative Services Director is also charged to Facilities Maintenance (40%), Parking Garage (10%), Purchasing (10%), Public Communications (10%), Special Events (2.5%) and Elks (2.5%).

Note: Service Technician is frozen in FY08 and FY09.

Significant Expenditure Changes: The Supplies budget is 7.5% higher when comparing the FY2009 budget to the FY2008 estimated endings. This can be directly linked to revolving inventory. The increase in this line item is due to cost increases for inventory items and supplies used in fleet maintenance operations on a daily basis and additional inventory for the fire fleet.

Other Services & Charges is 57.1% more in FY2009 compared to FY2008 estimated endings. This change occurred because of the methodology used when figuring the facilities maintenance charges. This charge is based on square footage of the buildings occupied by each department and with the completion of the Central Garage Expansion additional footage has been figured for Central Garage.

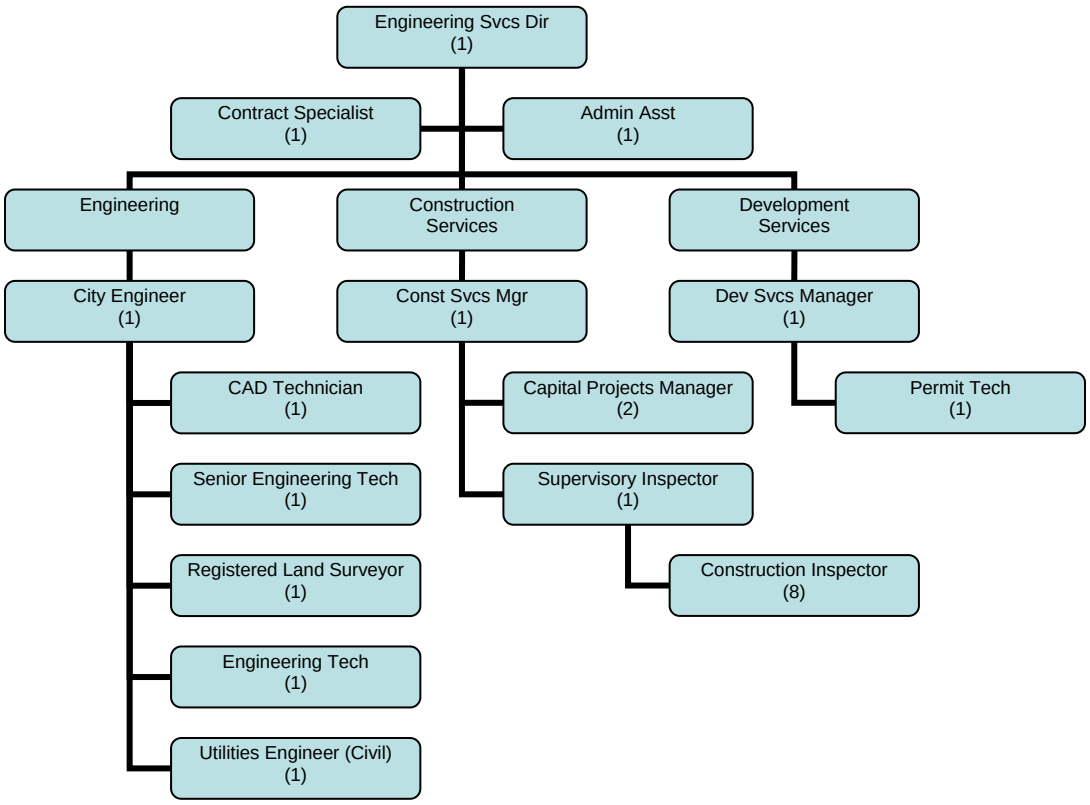
Information regarding the capital outlay and projects can be found in the Capital Improvement Program section of this year's budget book.

Engineering Services

Division Mission: To deliver superior engineering services in project design, review, and construction to provide enhanced mobility implementing a safe and effective transportation system for the citizens of Prescott and visitors.

To provide or procure professional engineering and other associated services for City street improvement and stormwater management projects, to include surveying, design, contracting and quality assurance; and to implement provisions of the City Development Code pertaining to engineering and quality assurance.

To provide timely and effective construction management and inspection of new and reconstructed City public infrastructure (streets, drainage and utilities) including permitted work in right-of-way, private development and capital improvement projects; and to attain quality cost effective construction products through the consistent and accurate interpretation and application of City Standards.



Goal: Provide quality design and construction phase technical support services for capital improvement and private development projects (e.g., roadway, sidewalk, curb & gutter, drainage, traffic control, etc.). Provide quality review of private development project plans for compliance with the City's Development Code.

Strategy: Prepare complete sets of design bid documents in-house for capital improvement projects to utilize design staff to the fullest. Manage preparation of design bid documents by outside engineering firms for capital improvement projects.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Ratio of actual number of in-house designs completed vs. total number planned. Target: 80%	22/25 =84%	8/9 = 89%	4/5 = 80%

Ratio of actual number of designs completed by outside services vs. total number planned Target: 66%	6/9 = 67%	7/10 =70%	4/6 = 67%

Goal: To attain quality construction of public infrastructure.			
Strategy: Deploy competent inspection and management forces to oversee public project construction and actively participate in the resolution of construction issues; encourage continuing education in construction technologies and interpersonal communication skills to promote capable performance in the development of effective working relationships with City departments, design engineers, contractors and the public.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of capital projects managed and inspected	16	15	15
Number of private projects inspected	64	73	75
Number of right-of-way permits issued and inspected	358	350	350

Prior Year Results and Outcomes:

PAVEMENT RECONSTRUCTION

- Iron Springs Road – ROW – 95-percent complete in June 08
- Williamson Valley Road Widening -- Completed Design in June 08
- Demerse Ave Utility Relocation – Completed Plans (June ’08)
- Rosser St Reconstruction & Utility Upgrades -- Started Design Jan. ’08 (Completed 30-percent PS&E in June 08.)
- Robinson Drive – Started Design (Completed plans June ‘08)
- Senator Hwy. -- Started Design (30% plans completed)
- Side Road & SR89A (TI - Interchange) – Started Design in April 08. 30-percent plans submitted in June 08.)
- Brush Street – Pavement Reconstruction and Sewer & Water Rehabilitation – Design Complete (February 08) - In-House Design

PAVEMENT REHABILITATION

- Yavapai Hills -- Design Started (Completed 90-percent PS&E in June 08)

PAVEMENT PRESERVATION

- ARACFC – (Asphalt Rubber Asphalt Concrete Friction Course) – Completed Design (PS&E Completed in June 2008) – In-House Design
- Annual Chip Seal – Completed Design (PS&E Completed in June 2008) – In-House Design

UNPAVED STREETS
- Idylwild/Lingberg/Ring Dr. – Started Design (Completed 30-percent plans June ’08)

SIDEWALKS
- Dexter Sidewalk, Merritt Street – Construction Complete (May ‘08)

DOWNTOWN PARKING IMPROVEMENTS
- Marina Street Parking Improvements - Completed Design

DRAINAGE PROJECTS/PROGRAMS
- NPDES Permit – submitted annual report in December ’07 and received confirmation in Jan. ’08.
- Illicit Discharge, Erosion & Sediment Control and Post Construction Ordinances adopted in Dec. ’08.
- Levee Certification Project – Project approximately 60-percent complete (June 08)

TRAFFIC PROJECTS/PROGRAMS
- Rosser St Traffic Calming Ph III – Design Completed (PS&E June 08)
- Round-about Feasibility Study (City Wide) – Study Completed (April 08)

MISCELLENOUS PROJECTS
- Virginia Street – Engineering Bldg Rehab – Design Complete
- Lowes Retaining Wall Project – City completed review of 30-percent remedial design and approved interim unloading plan (June 08)

Engineering
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ 116,220	$ (11,188)	$ 21,580
Revenues			
Interest Income and Misc	4,881	4,500	2,500
Total Revenues	$ 4,881	$ 4,500	$ 2,500
Expenditures			
Personnel Supplies	$ 1,568,402	$ 1,950,832	$ 1,959,212
Supplies	65,351	56,940	58,250
Other Services & Charges	329,188	324,161	340,148
Cost Recovery	(1,918,979)	(2,360,201)	(2,355,110)
Capital Outlay/Projects	88,327	-	-
Total Expenditures	$ 132,289	$ (28,268)	$ 2,500
Ending Cash Balance, 6/30	$ (11,188)	$ 21,580	$ 21,580

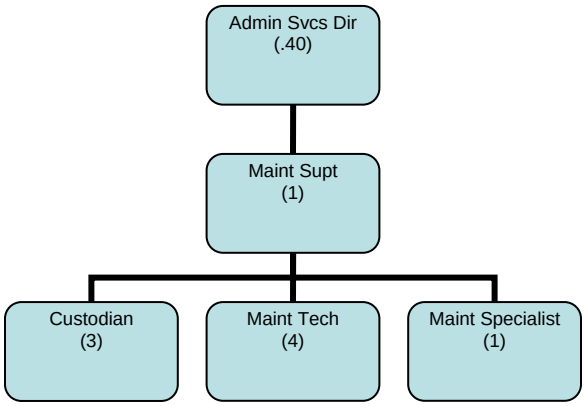
Engineering Fund
Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	23.10	23.00	23.00
Engineering Services Director	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00
Construction Services Manager	1.00	1.00	1.00
Utilities Engineer (Civil)	1.00	1.00	1.00
Development Services Manager	1.00	1.00	1.00
Management Analyst	0.10	0.00	0.00
Supervisory Inspector	1.00	1.00	1.00
Senior Engineering Technician	1.00	1.00	1.00
Capital Projects Manager	0.00	2.00	2.00
Construction Project Manager	3.00	0.00	0.00
Construction Contracts Specialist	1.00	1.00	1.00
CAD Technician	1.00	1.00	1.00
Registered Land Surveyor	1.00	1.00	1.00
Construction Inspector	7.00	8.00	8.00
Engineering Technician	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00
Permit Technician	1.00	1.00	1.00

Significant Expenditure Changes: There are no significant expenditure changes in this Department when comparing FY2008 estimated endings to FY2009 budget.

Facilities Maintenance

Division Mission: To provide safe, clean and well maintained buildings and facilities, using division personnel and assets whenever possible. To reduce dependence on service providers thereby reducing expense to the City.



Prior Year Results and Outcomes:

Completed 421 work orders

Remodeled City Hall downstairs conference room

Remodeled Manzanita Grille

Re-did Annex Signage

Remodeled Mark Nietupski's office

Completed rodeo fairground preliminary inspections

Completed new entry doors at City Hall

Installed ADA remote controls at new Adult Center

Rehabilitated 2 offices due to flooding

Rehabilitated flooring in Water Resources office due to long-term water damage

Remodeled concession area in Elks Theatre

Assisted in replacement of sound system at Elks Theatre

Facilities Maintenance
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash Balance, 7/1	$ (20,830)	$ 55,098	$ 71,080
Revenues			
Interest and Miscellaneous	3,971	2,800	1,500
Total Revenues	$ 3,971	$ 2,800	$ 1,500
Total Funding Sources	$ 3,971	$ 2,800	$ 1,500
Expenditures			
Personnel Supplies	$ 284,741	$ 340,870	$ 529,238
Supplies	82,800	81,700	85,500
Other Services & Charges	461,863	512,644	564,256
Cost Recovery	(920,412)	(951,396)	(1,179,434)
Capital Outlay/Projects	19,051	3,000	-
Total Expenditures	$ (71,957)	$ (13,182)	$ (440)
Ending Cash Balance, 6/30	$ 55,098	$ 71,080	$ 73,020

Facilities Maintenance Fund
Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	6.40	7.40	9.40
Administrative Services Director*	0.40	0.40	0.40
Maintenance Superintendent	0.00	1.00	1.00
Maintenance Supervisor	1.00	0.00	0.00
Maintenance Specialist	0.00	1.00	1.00
Maintenance Technician	2.00	2.00	4.00
Custodian	3.00	3.00	3.00

*10% of Admin Svcs Director is charged to Central Garage; 10% to Parking Garage; 10% to Purchasing; 10% to Public Communications; 10% to Pro Shop; 2.5% to Special Events; 2.5% to Rodeo; 2.5% to Manzanita Grill and 2.5% to Elks.

Significant Expenditure Changes: One area, when comparing the FY2008 budget to the FY2007 estimated endings, which showed a significant expenditure change in the Facilities Maintenance division, is Personnel. This 55.3% increase can be tied to the transfer of two maintenance technician positions from Parks, Recreation & Library to the Facilities Maintenance division. Additional buildings have been included in the Facilities Maintenance program and it is necessary for the transfer of the positions.

Other Services & Charges also shows a significant increase in FY2009. The result of including additional buildings to the Facilities Maintenance Fund is an increase in utility costs in this area.

DEBT SERVICE FUND

The Debt Service Fund was created during FY1999 primarily as the result of the voter-approved general obligation issue for the purchase of Watson and Willow Lakes in September, 1998. Added to the debt service payments for the aforementioned project are the debt service for the Police Station building approved by the voters in 1989 and special assessment payments for Improvement Districts previously issued and to be issued in the future.

As part of the issuance of the bonds for the purchase of Watson and Willow Lakes, the remainder of the debt for the Police Station was also refunded without extending the life of the debt service (final payment still to be made in FY2009). There was a savings by the reissuance due to a lower interest rate being available than when the bonds were originally issued in FY1989.

Total principal and interest payments for FY2009 will be $2,367,425 to be offset by property tax revenues for the two general obligation issues and assessments paid by property owners for Improvement Districts. Fiscal agents' fees amount to $2,250. Also included in the payment is the Qwest settlement that is due by the City of Prescott. The settlement is in regards to a Tax Court case involving Qwest Communications, the Department of Revenue and 15 counties. This was litigated for many years and involved multiple tax years and complex valuation issues with the risk of taxing jurisdictions in the state having to refund more than $300 million.

Debt Service
Expenditure Summary

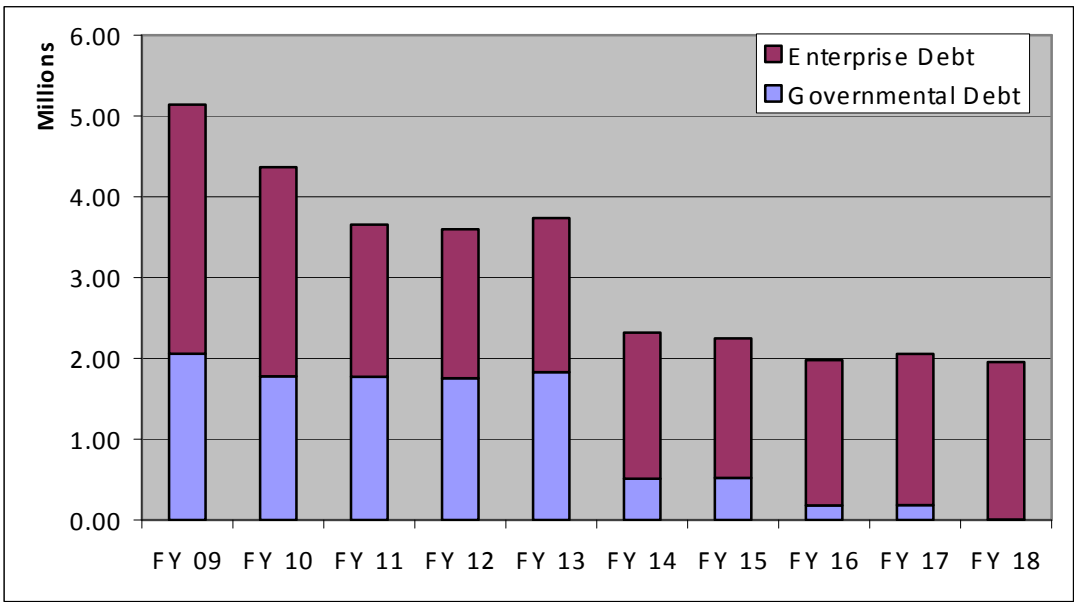
	FY07 Actual	FY08 Estimate	FY09 Budget
Qwest Settlement	$ -	$ -	$ 15,623
Principal	1,657,151	1,832,151	1,907,151
Interest	530,317	527,330	444,651
Fiscal Agents Fee	1,149	2,149	2,250
Total	$ 2,188,617	$ 2,361,630	$ 2,369,675

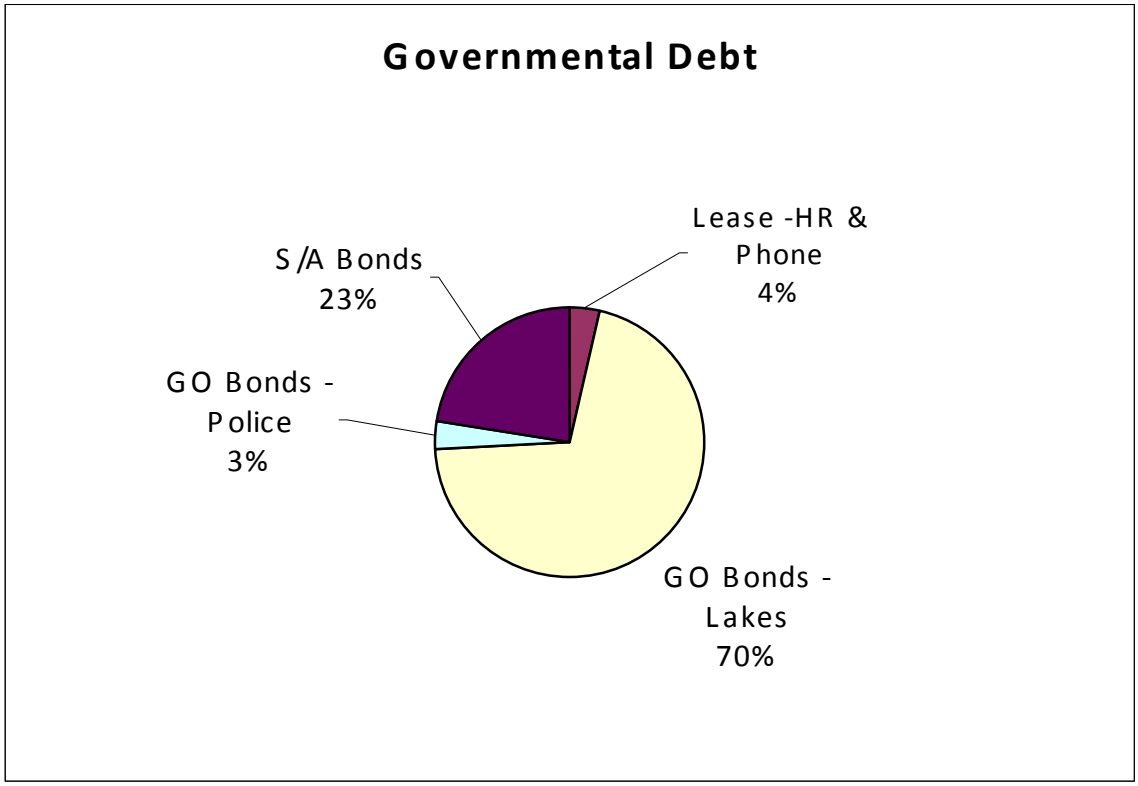
Legal Debt Margins:

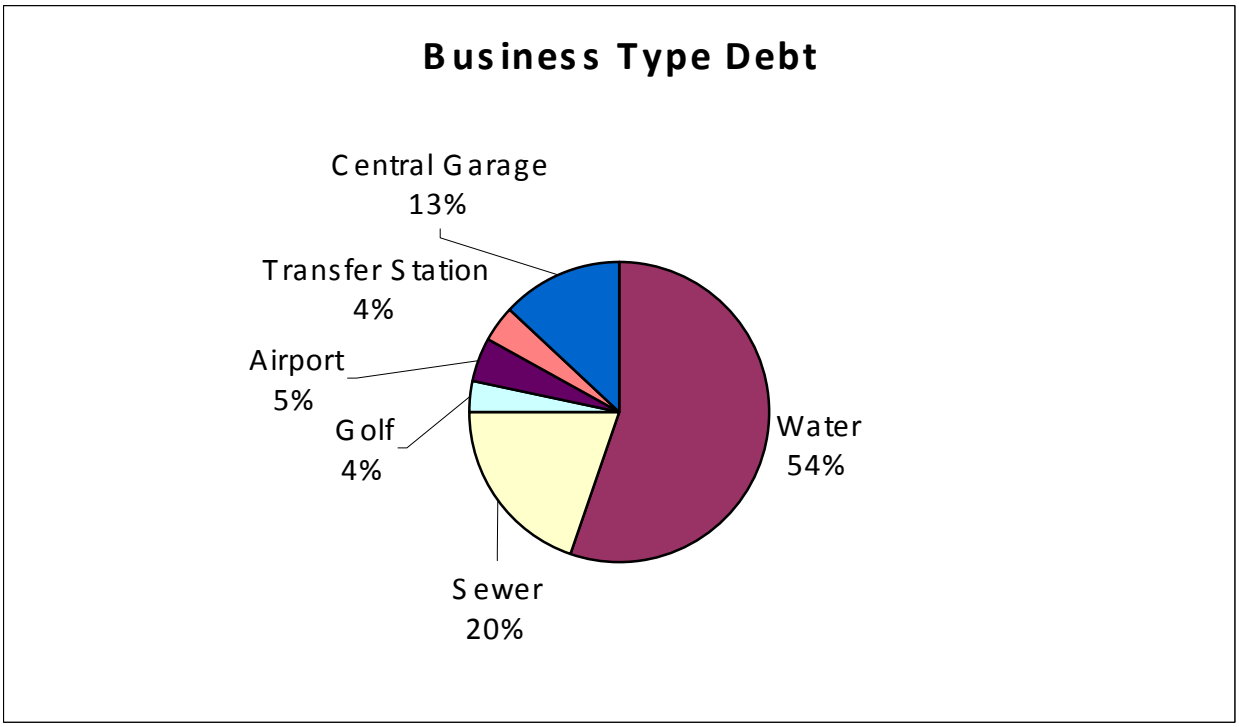
Under the provisions of the Arizona Constitution, outstanding general obligation bonded debt for combined water, sewer, lighting, parks, open space and recreational purposes may not exceed 20% of a city's net secondary assessed valuation. Outstanding general obligation bonded debt for other general municipal purposes may not exceed 6% of a city's net secondary assessed valuation. As of June 30, 2007, the City is well within its debt limits, having $121.0 million in borrowing capacity in the 20% category, and $38.2 million in borrowing capacity in the 6% category. Calculations for these figures are included in the following chart:

	General Obligation Bonds	
	All Others 6%	Water & Sewer 20%
Legal Debt Limitation		
Secondary Assessed Valuation - $642,466,094	$ 38,547,966	$ 128,493,219
Outstanding Debt		
Municipal facilities & refunding bond series 1998	350,000	7,475,000
Total outstanding debt	350,000	7,475,000
Total margin available	38,197,966	121,018,219
Total debt applicable to the limit as a percentage	0.9%	5.8%

The break down of outstanding debt principal can be observed in the charts below.




Governmental Debt
Lease -HR & Phone 4%
S/A Bonds 23%
GO Bonds - Police 3%
GO Bonds - Lakes 70%

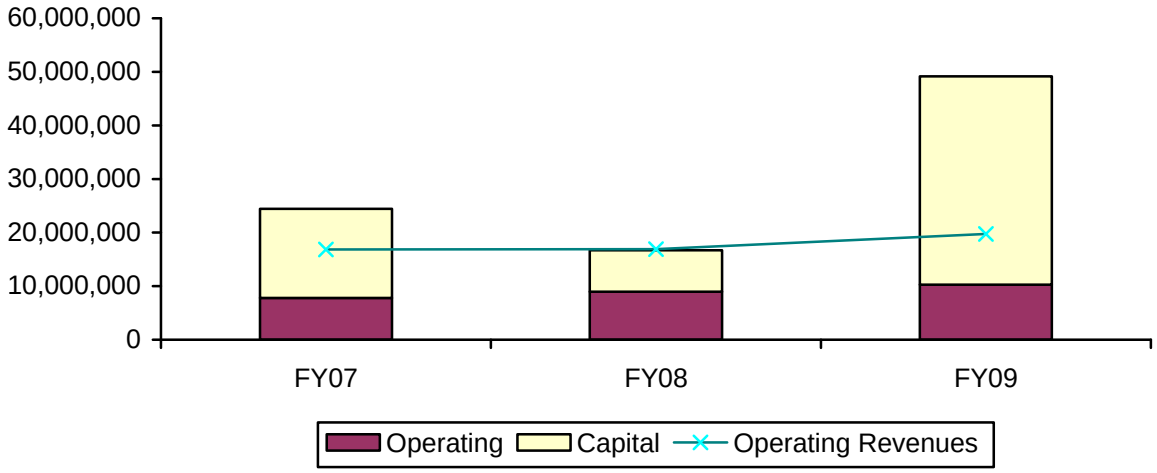

Business Type Debt
Central Garage 13%
Transfer Station 4%
Airport 5%
Golf 4%
Water 54%
Sewer 20%

ENTERPRISE FUNDS

WATER FUNDS	193
WASTEWATER FUND	219
SOLID WASTE/TRANSFER STATION FUND	237
AIRPORT FUND	246
GOLF COURSE FUND	252
PARKING GARAGE FUND	263

WATER FUND

The purpose of the Water Fund is to insure a safe and reliable supply of water to our customer base through the protection of existing supplies, the acquisition of new supplies, and the continued maintenance and upgrade of the existing water delivery infrastructure. All activities necessary to provide this service are accounted for in this fund. Emphasis will continue to be placed on upgrading the City's water system during FY2009 through replacement of various undersized water lines as part of our regular maintenance program plus an expanded program to keep up with replacing water lines prior to streets being repaired and/or replaced, routine maintenance projects such as small reservoir maintenance, pressure reducing valve upgrades and fire hydrant upgrades.



The water fund budget for FY2009 totals $48,266,557 including $928,095 in Alternative Water Sources, $16,460,808 in Water System Impact, and $4,721,750 in Water Resource Development. Current year revenues are estimated at $41,264,953 (Alternative Water Sources - $1,227,486, Water System Impact - $16,551,162, and Water Resource Development - $9,070,451).

Combined Water Historical Activity

	FY07 Actual	FY08 Estimate	FY09 Budget
Water Utilities Beginning Cash, 7/1	$ 5,810,326	$ 10,194,444	$ 21,253,072
Alt Water Sources Beginning Cash, 7/1	$ 452,930	$ 583,525	$ 472,779
Water System Impact Beginning Cash, 7/1	$ 2,094,524	$ 3,326,003	$ 5,272,740
Water Resource Development Beginning Cash, 7/1	$ 3,667,766	$ 1,415,710	$ (2,782,379)
Water Utilities Revenues	15,025,186	16,202,228	14,415,854
Water Utilities Expenditures	(10,641,068)	(5,143,600)	(25,747,443)
Alt Water Revenues	1,115,388	948,660	1,227,486
Alt Water Expenditures	(824,500)	(1,059,406)	(928,095)
Transfers In/(Out)	(160,293)	-	-
Water System Impact Revenues	2,077,551	5,050,606	16,521,162
Water System Impact Expenditures	(846,072)	(3,099,549)	(16,460,808)
Transfers In/(Out)	-	(4,320)	(75,000)
Water Resource Development Revenues	4,271,497	2,772,727	9,070,451
Water Resource Development Expenditures	(6,683,846)	(6,970,816)	(5,604,410)
Transfers In/(Out)	160,293	-	-
Water Utilities Ending Cash, 6/30	$ 10,194,444	$ 21,253,072	$ 9,921,483
Alt Water Sources Ending Cash, 6/30	$ 583,525	$ 472,779	$ 772,170
Water System Impact Ending Cash, 6/30	$ 3,326,003	$ 5,272,740	$ 5,258,094
Water Resource Development Ending Cash, 6/30	$ 1,415,710	$ (2,782,379)	$ 683,662

Combined Water Fund Revenues

Revenue Source	FY07 Actual	FY08 Rev. Est.	FY09 Budget
Water Utilities			
Bond Proceeds	$ 5,632,399	$ 4,309,500	$ -
Water Sales	8,095,182	11,022,668	13,648,791
Water Connection Fees	466,646	270,000	509,850
Interest Income	699,249	470,000	186,300
Miscellaneous	131,710	130,060	70,913
Rechargeable Effluent Fee	(150,000)	(150,000)	(154,500)
Total Water Utilities	14,875,186	16,052,228	14,261,354
Alternative Water Sources			
Alternative Water Source Fees	877,401	848,660	1,177,486
Interest Income	237,987	100,000	50,000
Total Alternative Water Sources	1,115,388	948,660	1,227,486
Water System Impact			
Water System Impact Fee	2,007,174	1,178,106	2,471,162
Bond Proceeds	-	3,722,500	14,000,000
Interest Income	70,377	150,000	50,000
Total Water System Impact	2,077,551	5,050,606	16,521,162
Water Resource Development			
Bond Proceeds	-	-	5,000,000
Water Resource Development Fee	2,054,695	1,110,063	1,828,412
Intergovernmental Contributions	2,211,801	1,592,664	2,192,039
Interest Income	5,001	70,000	50,000
Total Water Resource Development	4,271,497	2,772,727	9,070,451
Total Revenues	$ 22,339,622	$ 24,824,221	$ 41,080,453

Explanation of Water Fund Revenues:

Water Sales. During FY2006 the City of Prescott staff worked with Red Oak Consulting on a water rate and development fee review. Water rates had not been adjusted since September 1995. The new rates have been restructured to strongly encourage conservation so the percentage increase depends on the customer's usage. At the January 31, 2006 workshop Council directed staff to reduce the consumption portion of the proposed rates by 15% which results in an 18% increase for a residential account using 5,000 gallons a month effective July 1, 2006 and another 25.6% increase for the same account effective July 1, 2007. Water sales are projected at $13,648,791 in FY2009 compared to $11,022,668 for FY2008 representing a 23.8% change. This revenue is very weather sensitive.

The following chart represents the water sales revenues received since FY1999.

Water Sales

Fiscal Year	Revenues	% Change from Previous Year
1998-99	5,042,781	3.6%
1999-2000	5,277,371	4.7%
2000-01	5,540,084	5.0%
2001-02	5,982,575	8.0%
2002-03	6,219,200	4.0%
2003-04	6,303,294	1.4%
2004-05	7,139,120	13.3%
2005-06	6,345,783	-11.1%
2006-07	8,095,182	27.6%
2007-08 (est)	11,022,668	36.2%
2008-09 (est)	13,648,791	23.8%

Water System Impact Fee (formerly Water Buy-In Fees). Buy-in fees were adjusted during FY2006. Previously this charge was based on the number of fixture units ($63 per fixture unit). As a result of the water rate and development fee review by Red Oak Consulting, this fee is now determined by the water meter size ranging from $4,888 for a ¾ inch meter to $26,053 for a 2" meter. This adjustment was predicated upon growth related projects needed in future years. The increase shown when comparing FY2008 estimated endings to FY2009 budget is due to a potential increase in FY2009.

Bond Proceeds. Proceeds from a bond issue that will fund capital improvements on water infrastructure. During FY2009 the major funding need is for miscellaneous water projects such as the Prescott Resort Pump Station #1 Upgrade and the Airport Zone 18" Feed that are necessary, but do not have funding available. The monies to repay this debt issue come from existing water fees.

Water Connection Fees. These fees are for costs involved with the City installing new water meters and administrative fees for setting up the account. The installation fee is based on a cost plus 10% fee with a minimum charge at $420 for a 5/8" meter. This fee did not change during the rate study.

Interest Income. This is monies earned on the available cash in the Water fund. It is a difficult estimate to make due to the fluctuation of cash balances and the interest rates.

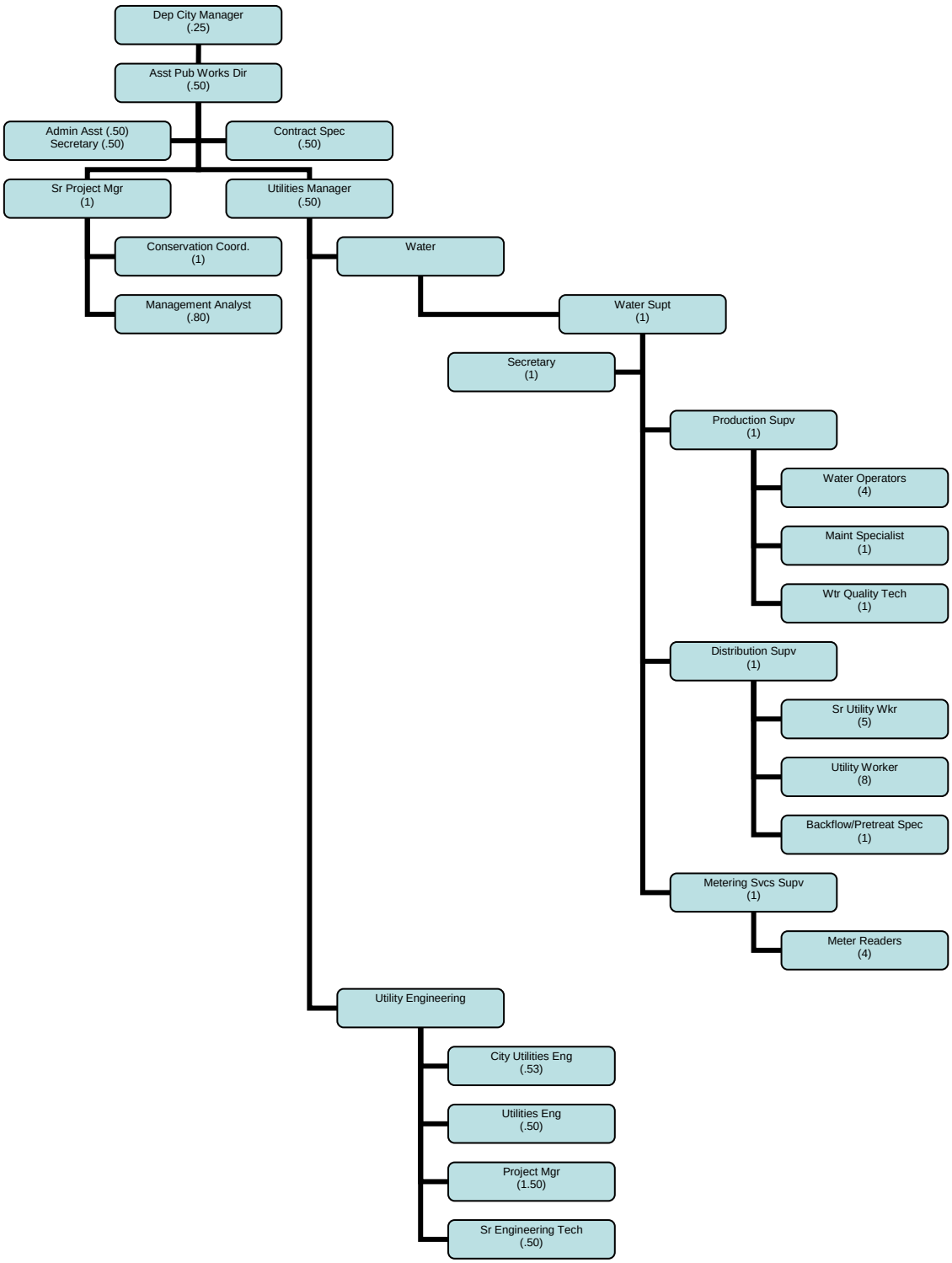
Miscellaneous. Miscellaneous income encompasses NSF charges, sales tax accounting allowance and other minor fees that may be collected by this fund throughout the year.

Rechargeable Effluent Fee. This is the fee charged by the Wastewater Fund to the Water Fund for treating effluent which is eventually discharged into the recharge ponds providing the Water Fund with recharge credits. The charge was increased to $154,500 in FY2009 because the City is entering into an effluent delivery business and will be selling a portion of previously recharged effluent.

Alternative Water Sources. This is a surcharge fee based on water consumption. During FY2004, a study was conducted by Rick Giardina and Associates on City of Prescott's fees to cover the research and implementation costs of alternative water sources. As a result of this study the Alternative Water Sources Fee was increased. This increase from a sliding scale ranging from $.10/1000 gallons to $.16/1000 gallons to a scale of $.21/1000 gallons to $.33/1000 gallons was phased in over the four fiscal years with the final phase occurring FY2008.

Water Resource Development Fee (formerly Alternative Water Impact Fee). Effective July 12, 2004, the City of Prescott instituted the Alternative Water Impact Fee to help cover new development impact on the City's water system. The fee will go toward the recovery of costs related to the research and implementation of alternative water sources. This fee is based on the customer's meter size ranging from $4,485 for a ¾" meter to $23,905 for a 2 inch meter. It is anticipated that the City will receive $1,828,412 in revenues during FY2009. This increase includes a potential increase in FY2009.

Intergovernmental Contributions. This category is for reimbursements made to the City of Prescott by the Town of Prescott Valley for expenditures made regarding the Big Chino Ranch that was purchased during FY2006. As per an intergovernmental agreement, the Town of Prescott Valley is responsible for 45.9% of the costs involved with the water ranch.



Note: Utility Billing personnel report to the Finance Director; therefore, these personnel are not reflected on the Water Department organizational chart.

Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 2,291,554	$ 2,679,860	$ 2,740,713
Supplies	557,851	633,467	639,480
Other Services & Charges	3,501,786	4,245,821	5,491,172
Cost Recovery	(225,360)	(260,112)	(253,961)
Debt Service	1,282,167	1,606,257	1,653,081
Capital Outlay/Projects	11,587,488	7,368,078	38,470,271
Total	$ 18,995,486	$ 16,273,371	$ 48,740,756
Authorized Staffing Level	40.33	41.08	41.08
Utility Billing*	4.00	4.00	4.00
Meter Reading	5.00	5.20	5.20
Water Utilities Admin.	4.48	5.53	5.53
Water Production	7.50	7.90	7.90
Water Distribution	15.00	15.40	15.40
Alternative Water	4.35	3.05	3.05

*Utility Billing personnel report to the Budget and Finance Director.

Legal

Division Mission: To account for the Legal Department charges for water related matters.

Legal - Water Fund Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services & Charges	219,937	227,948	181,960
Total	$ 219,937	$ 227,948	$ 181,960

Significant Expenditures Changes: Effective FY2006, the methodology for cost recovering legal services was altered. It is now based on the percentage of a department's budget in comparison to the total city budget. This accounts for the fluctuation in this division's budget on an annual basis.

Utility Billing

Division Mission: To accurately and efficiently process all monies received by the City including revenues generated by other departments such as the golf course, recreational services and transfer station as well as receive all payments for utility billing, sales tax and license fees, building permits and impact fees. To generate all billing for water, sewer and sanitation services in a timely manner. To provide good customer service in response to customer requests for new service, transfer of service and explanation of charges and complaints.

Goal: Continue to provide good customer service to the rapidly growing number of customers.			
Strategy: Utilize modern technology by providing services on-line such as applications, rate schedules and sure-pay forms. Offer payments by phone to customers and explore the availability of electronic payment via the internet.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of utility accounts per month per employee	5,880	6,000	6,100
Number of phone calls received per month per employee	3,800	3,800	3,700
Number of walk-in customer contacts per month per employee	5,700	5,700	5,700

Goal: Continue to increase customer usage of surepay automatic payment system by 10 sign-ups per week.			
Strategy: Offer sign-up forms to customers through the City's newsletter, Quality Time, and also to new customers when they sign up for service.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of surepay customers	4,749	4,850	4,950

Goal: To maintain consistent monthly billing cycles for utility customers.			
Strategy: Initiate program for meter readers that will enable them to know by what date meter should be read.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Utility bills sent	246,842	250,545	254,303

Prior Year Results and Outcomes:

Continued to provide same level of good customer service even though the number of our customers continues to increase.

Processed a total of 246,842 utility bills in routine monthly billing cycles.

Increased the number of surepay customers by almost 5%.

Utility Billing
Expenditure Summary

	FY07 Actual	**FY08 Estimate**	**FY09 Budget**
Personnel	$ 168,123	$ 176,963	$ 190,576
Supplies	4,449	4,550	5,050
Other Services & Charges	171,518	208,552	216,229
Cost Recovery	(225,360)	(260,112)	(253,961)
Debt Service	-	-	51,000
Capital Outlay/Projects	-	-	240,000
Total	$ 118,730	$ 129,953	$ 208,894
Capital Outlay/Projects			
Financial Reporting System			240,000
Total Capital Outlay/Projects			$ 240,000

Utility Billing
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.00	4.00	4.00
Utility Billing Supervisor	0.00	1.00	1.00
Sr Utility Billing Clerk	1.00	0.00	0.00
Accounting Clerk	3.00	2.00	2.00
Accounting Technician	0.00	1.00	1.00

Significant Expenditure Changes: The increase in Personnel is the result of the rise in health care coverage and the annual salary adjustment.

The Financial Reporting System that is listed under Capital Outlay/Projects is the cause for debt service in FY2009. More information can be found regarding this capital item in the Capital Improvement Plan section in this book.

Meter Reading

Division Mission: To provide exceptional customer service while efficiently and effectively performing monthly reading, turning services on/off, installing and replacing meters.

Goal: Read all city water meters accurately on a monthly basis.			
Strategy: Provide an average of 99.9% accurate reads on a monthly basis.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of meters read per meter reader per month	4,375	4,396	4,418
Percentage of accurate reads	99.9%	99.9%	99.9%

Goal: Provide exceptional customer service.			
Strategy: Respond to customer requests quickly and safely.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Average response times for emergency offs	15 min.	15 min.	15 min.
Respond to customer service requests within one day	95%	95%	95%

Goal: Safely read all large meters in vaults and meters located in remote or difficult access areas. Assure that all meters are accurate and meet AWWA standards.			
Strategy: Continue to implement the conversion to remote-read, including existing large meters in vaults and small meters included in the meter replacement program. Meters are to be changed out based upon age and use analysis.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Replace 4000 meters per year	4,719	4,000	3,700
Percentage replaced	117%	100%	93%

Prior Year Results and Outcomes

298 new meters were added to the system in FY 2008.

A total of 21,838 meters are currently read on a monthly basis.

Reviewed and replaced 369 “dead” meters (non-recording) identified by Utility Billing as having a zero read.

Customer service requests were completed by the Meter Readers for over 7,150 calls.

Meter Reading
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 225,024	$ 255,371	$ 269,637
Supplies	54,611	79,308	76,500
Other Services & Charges	73,944	56,266	61,563
Capital Outlay/Projects	856,791	200,000	1,800,000
Total	$ 1,210,370	$ 590,945	$ 2,207,700
Capital Outlay/Projects			
Water Meter Changeout Program			1,800,000
Total Capital Outlay/Projects			$ 1,800,000

Meter Reading
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	5.00	5.20	5.20
Customer Service Rep	1.00	1.00	1.00
Meter Reader	4.00	4.00	4.00
Secretary	0.00	0.20	0.20

Note: Secretary is also charged .40 to Water Distribution and .40 to Water Production.

Significant Expenditure Changes: The expenditure change in Personnel relates to the annual salary market adjustment and increased health insurance costs.

There are no significant expenditure changes in this area.

Details on the Water Meter Change-out Program can be found in the Capital Improvement Plan in the back of this book.

Water Utilities Administration

Division Mission: To provide exceptional customer service to the citizens and business community, and operate and maintain the City’s water system in full compliance with all local, state and federal standards.

Goal: To attain quality design and construction of public water utilities infrastructure, in full compliance with all applicable state and federal standards relative to design, implementation, and operations.

Strategy: Manage preparation of design plans and bid documents by in-house and external engineering firms for capital improvement, rehabilitation/repair and other projects. Respond to customer requests while providing accurate answers to the requests. Review private development in a timely manner while providing accurate information and comments relative to the proposed development.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of Residential Development Plans Percentage Reviewed	170 80%	168 90%	120 90%
Number of Commercial Development Plans Percentage Reviewed	150 75%	144 90%	120 90%
Capital Projects Managed or Designed	20	20	25
Utility Improvements Managed & reviewed w/Streets Capital Improvement Plans	7	7	7
Review and coordinate with other divisions/department (fleet, parks)	4	4	4
DRC (now PAC) includes meeting, attendance and written comments	130	72/130	130
Site Plan Reviews	90	80	80
P&Z Plats, Lot Splits, Rezones	90	80	80
Utility Extensions & Firelines	50	40	40

Prior Year Results and Outcomes:

Qualifications Based Selection Process – Formalized the method of design consultant procurement to provide consistency, legal justification, enhance the value for monies expended, and take into account the desirability of local participation.

Water and Sewer 10-year Capital Improvement Programs – On the basis of the results of the Carollo Water (2005) and Sewer (2008) Master Plan Models, and the necessary inclusion of other projects to reflect the currently degraded or problematic condition of some existing facilities, very extensive 10-year Capital Improvement Programs with approximately 170 separately-defined projects with associated costs were developed, forming the basis for the Rate and Impact Fee Analysis.

Rate and Impact Fee Analysis – The services of a rate and fee consultant were procured to establish sewer and impact fees, last updated in 1991, that are necessary to support the proposed 10-year Wastewater Capital Improvement Program.

SCADA Systems - Preliminary scoping of SCADA technology has been an ongoing activity involving the Utilities engineering function, operations personnel, and qualified consultants and equipment vendors, notably with the participation of Black and Veatch owing to their proposed inclusion of SCADA into the Big Chino Water Ranch Project.

Maintenance Management – Operations personnel have worked throughout the year with LA Consulting to implement a sewer and water system, computer software-based maintenance management system to track time spent and work performed, automatically build two-week work schedules for field workers, and ensure that the useful life of City assets are extended to the most economically-optimal future date.

Brush Street – Plans were prepared internally for new water and sewer mains in Brush St., to be coordinated with a Streets one-cent sales tax project.

Williamson Valley Road – Plans for new water and sewer mains within Williamson Valley Road have been completed by Kimley-Horn, to be coordinated with a joint County and City one-cent sales tax project in the near future.

Downer Trail – Coordinated with the road improvements to upgrade undersized water and sewer mains and to also abandon and remove an existing sewage lift station that would have soon required reconstruction.

Copper Basin Road – Provided in-house redesign for water and sewer portions of the project to facilitate construction and to also adapt the plans to field conditions as discovered. The in-house designs also included piping provisions to facilitate a planned future upgrade to a water booster station within the project limits. The project includes new 12” water mains, upgraded connections to side streets, new water services, new 15”, 12” and 8” sewer mains and services. Two sewage lift stations will be abandoned and removed with this project.

Water Utilities Administration
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 312,478	$ 511,844	$ 524,283
Supplies	21,754	9,850	13,750
Other Services & Charges	591,627	642,940	665,626
Capital Outlay/Projects	677,081	319,816	622,901
Total	$ 1,602,940	$ 1,484,450	$ 1,826,560
Capital Outlay/Projects			
Arsenic Treatment Plant			$ 193,500
West Airport Master Plan			125,000
East Airport Master Plan			125,000
Production/Distribution Warehouse			94,401
Maintenance Management			40,000
Building and Siding Replacement			38,000
Rate and Fee Update			7,000
Total Capital Outlay/Projects			$ 622,901

Water Utilities Administration
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.48	5.53	5.53
Deputy City Manager*	0.00	0.25	0.25
Utilities Director**	0.00	0.50	0.50
Public Works Director	0.20	0.00	0.00
Asst Public Works Dir	0.20	0.00	0.00
Utilities Manager**	0.40	0.50	0.50
City Utilities Engineer***	0.48	0.48	0.48
Utilities Engineer (Civil)**	0.50	0.50	0.50
Project Manager****	1.50	1.50	1.50
Water Mgmt Analyst*****	0.00	0.20	0.20
Senior Engineering Tech**	0.00	0.50	0.50
Engineering Technician	0.25	0.00	0.00
Contract Specialist******	0.30	0.30	0.30
Administrative Asst.*******	0.35	0.40	0.40
Secretary********	0.30	0.40	0.40

*Deputy City Manager also charged .50 to City Manager and .25 to Wastewater Treatment Plant

**Remainder charged to Wastewater Administration

***Remainder of City Utilities Engineer is charged to Alt Water Sources (5%) and Wastewater Administration (47%).

****50% of Project Manager is charged to Wastewater Administration.

*****Balance of Water Management Analyst is charged to Alt Water Resources (60%) and Wastewater Administration (20%).

******Contract Specialist is also charged .30 to Wastewater Admin, .20 to Alt Water Resources, and .20 to Transportation Services.

*******Remainder is charged to Alt Water Resources (.10), Wastewater Administration (.40), and Transportation Services (.10).

Significant Expenditure Changes: There are no significant expenditure changes in this division.

Information on the capital outlay/projects can be located in the Capital Improvement Plan section of this book.

Water Fund Improvements

Division Mission: To track expenses for water projects not necessarily related to a specific division.

Prior Year Results and Outcomes:

Interim Arsenic Treatment – A lengthy process of securing Conditional Use Permits from Chino Valley to construct wellhead arsenic treatment for each of five (5) well sites was concluded, enabling the application for building permits for each site, of which one application has been submitted with the

remaining to be submitted in the near future. An application for extension of the Compliance Date to January 23, 2009 is being processed at this time.

14" Willow Creek Transmission Main – The design to replace the existing 12" water main in a creek crossing vulnerable to storm flows was contracted out and is now 30% complete.

Water Well No. 6 Rehabilitation – This well, although it is the lowest producer of the six (6) Chino Valley area wells, has produced the highest arsenic concentrations in the past. Portions of the well casing were sealed to prevent the introduction of arsenic-laden water from specifically-identified vertical sections of the casing. There was a modest but measurable improvement in the arsenic concentration of the well's output.

Copper Basin Reservoir – There was some reconnaissance work performed to secure a location in the Mullen Way area of Copper Basin Road for a 1.0 MG water tank. A purchase offer was made for one parcel in the area, but the offer was refused and the seller took the parcel off the market. Discussions have taken place with a second parcel owner who is not currently interested in selling. A third appropriate location has been identified, but no contacts have been made to date to determine the position of the owner or the feasibility of the location with respect to neighborhood acceptance.

Surface Water Recharge Pipeline Replacement – This pipeline would replace a current conveyance system that directs water from Willow and Watson Lakes through a combination of pipes and open channels to the Airport recharge cells, so that the City can receive effluent credits toward its Assured Water Supply for future water allocations to new development. Statements of Qualification have been received from eight (8) engineering consultants for the pipeline design and the preferred consultant will be chosen in the very near future.

Production/Distribution Warehouse – This warehouse for water system parts on Sundog Road was constructed through the job order contracting procurement method. An architectural services contract was awarded to Stroh Rogers for tenant improvement recently and the design is well under way.

Painted Water Operations Building – Painted to match new warehouse and other Sundog facilities, formerly blue and visually offensive.

Water Meter Change-Out Program – This program is on hold to further identify source of water-use accounting errors

Production Well Maintenance - Replaced Well #4 pump and motor, Well #3 pump, and Well #2 motor and power cable.

Booster Station Upgrade – Electrical and mechanical improvements were made to several water booster stations.

Small Water Mains Replacement Project – Small-diameter mains were replaced in a number of streets, paved and unpaved, within the downtown and surrounding neighborhoods.

Peregrine Pump Station – This pump station was put into operation to serve the Peregrine Townhomes Subdivision, and modifications were made to provide pressure and flow improvements to some of the surrounding areas.

Zone 39 Project – A design contract was awarded to PBS&J for the replacement of key water mains within Aubrey St, Pioneer Dr., South Hassayampa Drive, Park Avenue, and Country Club Drive. The project also includes a new pump station on Pioneer Drive and the replacement of the existing two 200,000 gallon tanks on Indian Hill with a single 1.33MG tank in its place. The water main and pump station design is 80% complete, and the tank is 30% complete with input from an extensive public process.

Airport Zone 12” North and South Loop Mains – A contract was awarded to Dava & Associates for the design of these two water mains in the northwest area of the airport to facilitate important future commercial growth in this area. The plans and specifications are approximately 50% complete.

Airport Zone 18” and 12” Mains Project – The design of these mains along Pioneer Parkway from Pinon Oaks eastward to the intersection of SR89 and 89A were the obligation of the City in the Fann Development Agreement, to be completed by June 30, 2008. The design was completed on time, and is being passed to Fann to be bid and constructed per the provisions of that same agreement.

Granite Creek Dam Structural Analysis- Completed the structural analysis required by ADWR to determine safety and stability of this dam. The analysis determined that the structure is safe under a multitude of earthquake, seasonal temperature and lake level/flow conditions. The report was presented to ADWR, who had minor comments, and the dam is now removed from the hazard category.

Dam Safety Emergency Action Plans – ADWR has required an update to the City’s EAP for all 3 dams that it owns and operates. The draft EAP is in the final stages of completion with submittal expected by the end of July.

Airport Area Water Master Plan Update – Coordination between the Big Chino Ranch Project and increased development in this area necessitated an update and reconfiguration of the CIP projects for this pressure zone. The single large zone was separated into 3 new zones, the update was completed and utilized for the new CIP budgets and coordination with private development.

Airport Recovery Wells – Completed design and began construction of Well #2 site grading, discharge piping and building.

Prescott Canyon Reservoir & Piping – Continued design for new 1.25 MG tank on State land between Prescott Lakes Parkway and Lowes site. Final site selection made and survey for application to State Land Department underway.

PRV Station Upgrades – Heritage Park PRV upgraded to 10” from 6” and installation coordinated with private development construction of new 12” main.

SR 69 Corridor Phase 1 – Coordinated design and permitting process for first phase of water main improvements to upgrade the existing 8” with the Lowes design engineer and contractor. Installation included 16” main fronting the property and also crossing 25% of the adjacent State Land to the east. Additionally, a 10” and 12” loop around the store was included.

Chino Valley 12” Transmission Main Relocation – Coordinated with ADOT and project designer for relocation and upgrading of City’s existing 12” main to 18”. Utilized Water Model to determine the upgrade was needed to supply the City with sufficient water in the event the 36” transmission main was out of service for maintenance. Reviewed and corrected project plans and material submittals.

SR 69/89 Traffic Interchange - Coordinated with ADOT and project designer for relocation of City’s existing 12” and 8” mains that are in conflict or will be deeply buried with new fill. Reviewed and corrected designer’s plans.

Water Model – Coordinated with and reviewed work of engineering technician correcting minor discrepancies within GIS and water model to improve accuracy. Also performed modeling and reviewed technician’s fire flow model runs for PAC private development service capacities.

Water Improvements
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Capital Outlay/Projects	2,630,601	1,593,090	9,595,623
Total	$ 2,630,601	$ 1,593,090	$ 9,595,623

Capital Outlay/Projects	
Copper Basin Road	$ 858,437
20" Main - Aubrey Street	451,500
Williamson Valley Road	1,350,000
Unpaved Streets	790,000
Ruth/Demerse	775,836
Pinnacle Cir New Reservoir	260,000
Mt Club System Cross Connection	500,000
Granite Creek & Willow Creek Dam	150,000
Rosser Street	250,000
Capital Contingencies	250,000
Upper Thumb Butte Tank	225,000
Prescott Canyon Reservoir	405,000
New Thumb Butte Reservoir	378,000
Willow Creek 14" Transmission Main	345,000
Robinson Drive	295,000
Lower Thumb Butte Pump Station	50,400
Peregrine Pump Station	180,000
Haisley New Reservoir	160,000
12" Chino Trans Main Relocation	450,000
Alley Paving Project	150,000
Brush Street	110,000
A/P Zone 12" Main North	567,000
A/P Zone 12" Main South	341,250
12" Line - White Spar Rd	303,200
Total Capital Outlay/Projects	$ 9,595,623

Significant Expenditure Changes: Please see the preceding box for the list of projects comprising this $9,595,623 allocation. More information on these projects can be found in the Capital Improvement Program in this book.

Water Production

Division Mission: To produce potable water efficiently and effectively to meet all applicable local, state and federal drinking water standards.

Goal: To meet all U.S. EPA and Arizona Department of Environmental Quality drinking water standards and requirements.			
Strategy: Monitor water quality by sampling as required by the Arizona Department of Environmental Quality and taking any action required to meet standards.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of water quality samples collected (calendar year)	1,233	1,000	1,000
Percentage of samples meeting requirements	100%	100%	100%

Goal: To maintain an adequate water supply to meet peak demands with reserve capacity.			
Strategy: Manage reservoir and tank levels throughout the City and maintain adequate storage of existing pumps.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Total acre feet pumped (calendar year)	8,053.76	8,600	8,800
Peak day gallons	11,442,000	12,422,000	12,795,000
Maximum storage levels maintained % of the time	95%	95%	95%

Goal: To produce potable water efficiently and effectively.			
Strategy: Monitor performance of existing pumps and explore new technologies to maximize pumping effectiveness and efficiency.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Pump stations improved	29	8	8
Pressure reducing stations improved	11	12	12

Goal: To comply with all U.S. EPA and Arizona Department of Environmental Quality drinking water regulations.			
Strategy: Install interim Arsenic wellhead treatment.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Compliance with ADEQ	100%	100%	100%
10 monthly samples for tracking arsenic levels and blending trends	100%	100%	100%

Prior Year Results and Outcomes:

Completed exterior building repairs and painted 38 pump stations.

Improved automatic operations at 12 pump stations to reduce manual labor requirements, and power consumption.

Enhanced the appearance and security of the Chino Water Production Facilities through property maintenance and fencing.

Produced 7,028 acre-feet of water in FY 2008, a 12% reduction in overall demand from FY 2007.

Collected and submitted 1,320 water quality samples, monitoring 113 constituents to meet State and Federal regulations.

Completed major repair projects on Wells #2, #3, and #4, and Booster Pump #5.

Managed and assisted in the completion of two water tank renovations and performed comprehensive inspections of three tanks.

Water Production
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 511,429	$ 576,257	$ 586,936
Supplies	151,923	215,722	225,600
Other Services & Charges	1,866,048	1,854,000	3,238,025
Capital Outlay/Projects	174,238	516,194	2,653,509
Total	$ 2,703,638	$ 3,162,173	$ 6,704,070
Capital Outlay/Projects			
Indian Hills Reservoir			$ 670,000
Copper Basin Reservoir			436,500
Storage Tank Maintenance			403,009
Old North Tank Reservoir Replacement			390,000
Telemetry/SCADA Program			130,000
Chino Wells Auxiliary Power			130,000
Booster Station Upgrade			125,000
A/P Recovery Wells			116,000
Production Well Maintenance			80,000
PRV Upgrade Program			66,000
Chino Chlorine Storage Building			65,000
Chino Booster Station Replacement			42,000
Total Capital Outlay/Projects			$ 2,653,509

Water Production
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	7.50	7.90	7.90
Water Superintendent*	0.50	0.50	0.50
Water Production Supv	1.00	1.00	1.00
Water Operator	4.00	4.00	4.00
Water Quality Technician	1.00	1.00	1.00
Maintenance Specialist	1.00	1.00	1.00
Secretary	0.00	0.40	0.40

*Also charged 50% to Water Distribution.

**Remainder is charged to Meter Reading (20%) and Water Distribution (40%).

Significant Expenditure Changes: As in other divisions, Personnel costs have increased due to the annual salary adjustment and increased cost of health care coverage.

Other Services & Charges exhibits a dramatic increase in FY2009. The FY2009 budget displays a 74.7% increase over the FY2008 estimated endings. This is due to the anticipated rental of Arsenic Removal Equipment during FY2009. The equipment will be used during the interim while it is decided the appropriate direction to take while dealing with the arsenic issue.

Details on the capital outlay and projects for this division can be located at the back of the budget book in the Capital Improvement Plan.

Water Distribution

Division Mission: To deliver reliable and superior customer service through the maintenance and operation of the City's water distribution system.

Goal: Provide exceptional customer service for requests and emergencies.			
Strategy: Respond to emergencies within 20 minutes during working hours and 40 minutes after hours.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Respond to emergencies within 20 minutes during working hours and 40 minutes after hours.	95%	95%	95%
Percentage of customer service requests that were served same day.	98%	98%	98%

Goal: Ensure adequate fire protection.			
Strategy: Replace or install a total of 30 new fire hydrants per year.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of fire hydrants replaced	100%	100%	100%

Goal: To reduce water losses to achieve state requirements of 10% or less.			
Strategy: Replace a minimum of 100 services and 10 broken main line valves per year.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Services repaired or replaced	281	275	275
Mainline valves repaired or replaced	62	55	55

Goal: To enhance and maintain accurate water system maps.			
Strategy: Assist GIs personnel with mapping of distribution components.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of water system components surveyed and information provided to Information Technology and the Maintenance Management System	10%	10%	10%

Prior Year Results and Outcomes

Responded to over 1,649 customer service calls, i.e. no water, leaks, frozen meters, etc.; 582 of these being after hours calls.

Responded to and performed 5,355 Blue Stakes (marking of water facilities).

Installed and/or repaired 255 water service lines to improve or establish service.

Repaired or replaced 112 fire hydrants to maintain fire protection.

Repaired over 129 water main line leaks.

Performed 66 live water taps on mains.

Repaired/replaced 46 water system main line valves.

Performed 117 flow tests for the Fire Department and external parties for fire flow determination.

Water Distribution
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 757,292	$ 838,052	$ 863,010
Supplies	321,107	309,987	307,680
Other Services & Charges	194,771	353,409	299,183
Capital Outlay/Projects	349,415	982,500	2,535,700
Total	$ 1,622,585	$ 2,483,948	$ 4,005,573
Capital Outlay/Projects			
Small Water Main Upgrades			$ 850,000
12" Main - Pioneer Pump Station			603,500
Pioneer Pump Station			235,000
Prescott Resort Pump Station Upgrade			250,000
A/P Zone Pump Station Upgrade			178,200
A/P Zone 18" Second Feed			150,000
A/P Zone 12" Main - Side Road			125,000
Copper Basin Reservoir Piping			54,000
Fire Hydrant Program			40,000
Foothills Pump Station Bypass			25,000
Leak Detection Program			15,000
Shoring Equipment			10,000
Total Capital Outlay/Projects			$ 2,535,700

Water Distribution
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	15.00	15.40	15.40
Water Superintendent*	0.50	0.50	0.50
Water Distribution Supv	1.00	1.00	1.00
Senior Utility Worker	5.00	5.00	5.00
Water Protection Spec**	0.00	0.50	0.50
Utility Worker	8.00	8.00	8.00
Secretary***	0.50	0.40	0.40

*Also charged 50% to Water Distribution

**Remainder charged to Wastewater Treatment Plant

***40% of Secretary is charged to Water Production and 20% to Meter Reading.

Significant Expenditure Changes: Other Services & Charges was impacted by the vehicle replacement charges. As mentioned earlier, the vehicle replacement fund is being funded at 75% in FY2009 as opposed to 100% in FY2008. Divisions with a larger number of vehicles and vehicles with a higher base cost felt the change more siginificantly.

More information regarding the capital outlay and projects can be found at the end of this book in the Capital Improvement Program.

Private Development

Division Mission: To provide an account in which to charge plan reviews of water infrastructure installations for new private developments. These plan reviews are performed by the Development Services Manager and Permit Technician; a proportionate share of their salaries is charged here in the Internal Engineering Services line item.

Private Development
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services	56,055	115	104
Total	$ 56,055	$ 115	$ 104

Significant Expenditure Changes: This division was restructured in FY2004 and provides for an account in which to charge plan reviews of water infrastructure installations for new private development. Plans are reviewed by the Development Services Manager and Permit Technician whose time is charged at 80% of 25% of their salaries. This item is paid out of Water System Impact Fee in FY2008 and FY2009.

Insurance/Retirements

Division Mission: To provide an account to pay for costs of retirement bonuses for Water Department retirees.

Water - Insurance/Retirements
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	46,739	38,142	36,209
Total	$ 46,739	$ 38,142	$ 36,209

Significant Expenditures Changes: There are two anticipated retirements in the Water Fund during FY2009.

Debt Service

Division Mission: This division provides an account in which to charge the water fund debt service.

Debt Service
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services & Charges	$ -	$ 30,281	$ -
Debt Service	429,473	613,101	625,750
Total	$ 429,473	$ 643,382	$ 625,750

Significant Expenditures Changes: The significant increase in debt service is due to the potential issuance of debt for several water projects.

Alternative Water Sources

Division Mission: To develop and implement water conservation programs and plan, develop and utilize alternative water sources to reduce or offset groundwater pumping from within the Prescott Active Management Area.

Goal: To promote water resource conservation through improved public education and accountability.

Strategy: Collaborate with the City's Water Conservation Committee to develop a comprehensive water conservation program.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of Incentive Program Retrofit & Rebate Participants	404	400	480
Number of Water Conservation Education Media Campaign Advertisements & Announcements	766	750	750
Number of Water Conservation Education Presentations	20	18	20
Number of Water Conservation Education Workshops	10	10	10
Number of Water Conservation Education Newsletter and Billing inserts.	8	12	15

Goal: To achieve safe yield by 2025.

Strategy: Develop short and long-term water strategies.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Modify Assured Water Supply Designation to include BCWR imported water	N/A	Application submitted 10/07	Approval by 10/08
Develop Long Term Water Policy	N/A	Established by Council as 2008 Top Priority	Continue Development of Policy to include BCWR and other future importation

Prior Year Results and Outcomes

Chino Valley Irrigation District

- Purchased and used 1067 Ac-Ft of recovered credits from the City of Prescott

City of Prescott Annual Water Withdrawal & Use Report

- CY 2007 Total Water Production 8,396 Ac-Ft

- CY 2007 Total Water Deliveries to Other Water Providers Areas 44.1 Acre Feet

- CY 2007 Lost & Unaccounted for Water 8.36 %

Water Conservation

The following Water Conservation projects and programs were initiated, continued or completed in FY2008:

Water Smart Branding
- Created a community presence at City Hall through a landscape renovation and piloting an eco friendly restroom low water use maintenance project.
- Supported a Xeriscape project at Acker Park, which included education for harvesting rainwater.
- Supported the exchange of information to remove lawn at the City golf course, Antelope Hills.
- All municipal facilities and management continue to support best practices for water conservation. Several displays have been installed for distributing Water Smart cards and educational resources and are made available at City Hall, Public Library, Parks and Recreation, Armory, Water and Public Works and extended resources including information on the City website and Access - Channel 13. Radio advertising and program guest opportunity also promote the program.

Customer Service and Incentive Program
- More than110 water audits were completed for residential and commercial accounts.
- More than 400 customer phone contacts offering "Water Smart" solution to reducing water use.
- Conservation incentive applications increased 22% over FY2007.
- 512 applications processed at a cost of $89,356, for an estimated 25 acre feet annual water savings. Compared to FY 2007: 404 applications at a cost of $63,437, with an estimated 14 acre feet of annual water saved. Additional water savings is attributed to a 170 % increase in lawn area removed.

United States Bureau of Reclamation Grant Award of $48,500
- The City of Prescott is managing the projects designed to support regional water conservation public education and training. Significant progress toward fulfilling the grant contract requirements include:
  - A regional survey on views of conservation distributed in the fall of 2007. A total of 2,925 completed surveys were received, 1,215 of which were from City of Prescott residents comprising 41 percent of all respondents.
  - A guidebook to regional water conservation is in the graphic design process. Distribution slated for November 2008, with potential outreach to 80,000 households.
  - An irrigation water conservation certification course is in the design stage and classes will be made available in Fall 08 and Spring 09.

Partnerships Developed
- National EPA WaterSense campaign (www.epa.gov/watersense) designed to provide national support, consistency, branding and education on water efficient practices and products. WaterSense program includes product labeling similar to the Energy Star appliance identifiers.
- Partner program with the Green Industry that is designed to educate and support outdoor water conservation is underway. Partners include members of the Yavapai Landscape and Nursery Association.

Alternative Water Sources
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 270,469	$ 283,231	$ 270,062
Supplies	4,007	14,050	10,900
Other Services & Charges	327,886	509,170	433,482
Debt Service	211,524	212,455	185,651
Capital Outlay/Projects	10,614	40,500	28,000
Total	$ 824,500	$ 1,059,406	$ 928,095
Capital Outlay/Projects			
Water Buy-In Rebate Program			28,000
Total Capital Outlay/Projects			$ 28,000

Alternative Water Sources
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	4.35	3.05	3.05
Public Works Director	0.20	0.00	0.00
Asst Public Works Dir	0.20	0.00	0.00
Utilities Manager	0.20	0.00	0.00
City Utilities Engineer*	0.05	0.05	0.05
Senior Project Manager	1.00	1.00	1.00
Management Analyst**	0.50	0.60	0.60
Water Conservation Coord.	1.00	1.00	1.00
Engineering Tech	0.50	0.00	0.00
Contract Specialist***	0.20	0.20	0.20
Admin Assistant****	0.20	0.10	0.10
Secretary*****	0.30	0.10	0.10

*City Utilities Engineer balance is charged to Wastewater Admin (47%) and Alt Water Sources

**Balance of Management Analyst is charged to Water Administration and Wastewater Administration at 20% each.

***Contract Specialist is also charged .30 to Wastewater Admin, .30 to Water Administration, and .20 to Transportation Services.

****Remainder is charged to Water Administration (.10), Wastewater Administration (.40), and Transportation Services (.10).

Significant Expenditures Changes: Personnel is down slightly in FY2009 due to the transfer of a portion of the Public Works Director in the second half of FY2008.

The decrease in Supplies is a result of less money being budgeted for presentation supplies. Other Services & Charges is down because of the methodology used for different cost recovery accounts. The budget for this division is lower so the share of administrative costs is lower.

Water System Impact

Division Mission: To provide an account to charge costs for water improvement projects that are related to growth.

Water System Impact
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services and Charges	$ -	$ 228,140	$ 155,000
Debt Service	-	136,431	148,020
Capital Outlay/Projects	846,072	2,734,978	16,157,788
Total	$ 846,072	$ 3,099,549	$ 16,460,808

Capital Outlay/Projects	
Surface Water Recharge Pipeline	$ 1,822,000
A/P Zone 12" Main North	1,701,000
A/P Zone 18" Second Feed	1,350,000
Recovery Wells at Airport Recharge	1,290,000
Prescott Canyon Reservoir/Piping	1,281,000
A/P Zone 12" Main	1,055,000
A/P Zone 12" Main South	1,023,750
Copper Basin Road	858,438
Prescott Resort Pump Station Upgrade	750,000
Indian Hills Reservoir	690,000
12" Main - Pioneer Pump Station	518,500
A/P Zone 12 Tank Res Trans	585,000
A/P Zone New Reservoir	450,000
20" Line Aubrey Street	443,500
Willow Creek 14" Transmission Main	345,000
Pioneer Pump Station	280,000
Pinnacle Circle Reservoir	260,000
SR69 Corridor Phase I	260,000
A/P Zone Water Infrastructure	200,000
Haisley New Reservoir	160,000
12" Line Sundog Connector	157,000
Williamson Valley Road	150,000
12" Chino Transmission Main Relocation	150,000
12" Line - White Spar	75,800
Telemetry (SCADA)	70,000
Copper Basin Reservoir	48,500
Peregrine Pump Station	45,000
New Thumb Butte Reservoir	42,000
Robinson Drive	34,900
Upper Thumb Butte Tank	25,000
A/P Zone Pump Station Upgrade	19,800
Copper Basin Reservoir Piping	6,000
Lower Thumb Butte Pump Station	5,600
Rate and Fee Update	5,000
Total Capital Outlay/Projects	$ 16,157,788

Significant Expenditures Changes: This cost center was created in FY2007 to separate and track funding for projects that are needed due to growth impacts. Information on the individual projects can be located in the Capital Improvement Plan of this budget book.

Water Resource Development

Division Mission: To provide an area to charge projects related to providing alternative sources of water to the citizens of Prescott.

Big Chino Water Ranch (BCWR) Project

The following BCWR projects and programs were initiated, continued or completed in FY2008:

- BCWR Hydrological Groundwater Model Revised, Modified and Updated. The BCWR Groundwater Model is an essential element supporting Assured Water Supply Application for Modification.

- Application for Modification of the City's Assured Water Supply Designation completed and filed with ADWR. The Modification will Quantify and Recognize Imported Water Supply from Big Chino Water Ranch in City's Water Portfolio for Future Use. The City has responded to one Request for Clarification and Additional Information from ADWR and is preparing a final response to a second request, to be submitted by 7/20/2008.

- City of Prescott and Town of Prescott Valley established Big Chino Water Ranch Project Administrative Framework to organize, prioritize, plan, communicate and accomplish key tasks to assure timely Big Chino project implementation.

- BCWR Pipeline Alignment modified and finalized.

- Title reports, mapping and final acquisition documents prepared for all easements required for BCWR Pipeline Alignment

- Appraisals conducted for 1/3 of BCWR Pipeline Easements; cost estimates established for remainder.

- BCWR Easement Acquisition Teams presented 90% of the offers to property owners, with nearly 25% of offers presented accepted.

- All BCWR Project Engineering & Design for Reservoirs, Pump Stations, and Pipeline 95% complete.

- On-site BCWR Environmental Remediation continued.

- Discussions between Prescott, Prescott Valley and Chino Valley initiated regarding potential Regional Pipeline. Discussions include prospective modifications to pipeline engineering and alignment, location of well field and funding for project costs.

- Discussions between Prescott, Prescott Valley, Chino Valley, ADWR, Salt River Project and US Geological Survey initiated regarding the development of a Big Chino Sub-Basin Wide Monitoring Plan. Plan might include: early warning system for Upper Verde Springs; method to distinguish communities' groundwater pumping from groundwater pumping by others; ability to tie observations of regional water table to future groundwater model calibration & verification; and, recognition of the need for additional data collection which might include precipitation, surface water flows and groundwater withdrawals.

- Discussions between Prescott and Prescott Valley initiated regarding the privatization of the BCWR Project through the use of Public Private Partnerships (P3s). Prescott and Prescott Valley seeking input from interested parties on forming partnership to privately finance, design, permit, construct, operate, maintain, manage, and possible own facilities to pump, convey and deliver water from the Big Chino Sub-Basin to the Prescott Active Management Area.

Water Resource Development
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Legal	$ -	$ 135,000	$ 240,000
Debt Service	641,170	644,270	642,660
Capital Outlay/Projects	6,042,676	6,191,546	4,721,750
Total	$ 6,683,846	$ 6,970,816	$5,604,410
Capital Outlay/Projects			
Big Chino Water Ranch			4,721,750
Total Capital Outlay/Projects			$4,721,750

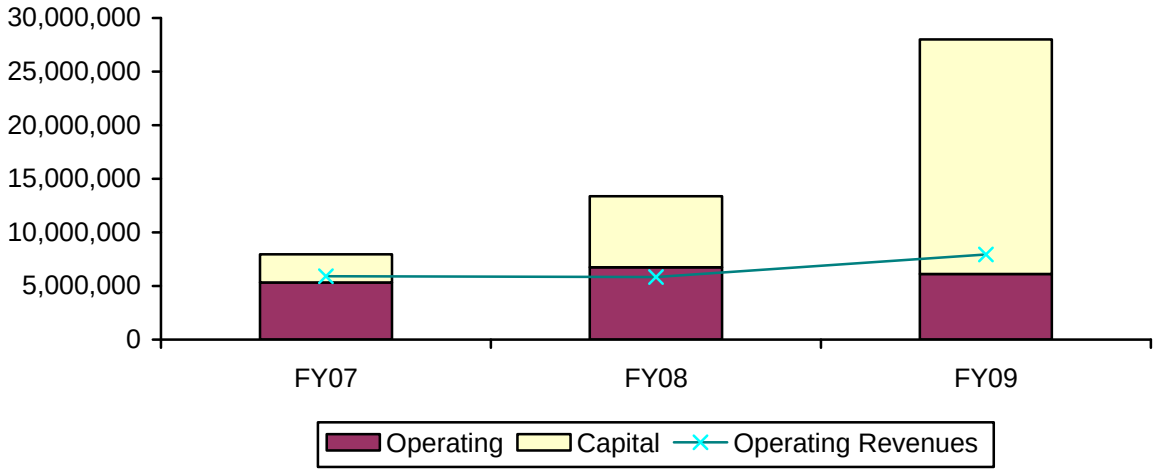
Significant Expenditures Changes: This cost center was created in FY2007 to separate and monitor projects that are needed for providing alternative water sources to the citizens of Prescott. Additional information on the Big Chino Water Ranch project can be located in the Capital Improvement Plan.

WASTEWATER FUND

The purpose of the Wastewater Fund is to account for the provision of wastewater services to the residents of the City of Prescott and some residents of the County. Wastewater Collections is responsible for the operation and maintenance of the City wastewater system. The system requires cleaning of 400+ miles of main line, 8,200+ manholes and 64 lift stations. System maintenance includes main line repairs, manhole rehabilitation, pump replacement/repairs and response to customer services requests.

Wastewater collected by the City wastewater system flows to the Wastewater Treatment Plant, where it undergoes a multi-faceted biological process to separate out the solids and treat the water for reuse and recharge. The Wastewater Fund operates and maintains two wastewater treatment plants: Sundog – 6.5 million gallons and Airport – 2.2 million gallons. All plants are operated in accordance with Environmental Protection Agency and State Health Department standards. The treated water, called effluent, is sold for use in watering golf courses and construction to reduce potable water demand. The solids are used in land application and/or hauled off to a landfill for cover.

All activities necessary to provide wastewater services are accounted for in the fund.



Current year revenues are estimated at $28,949,402 while current year expenditures are estimated at $28,002,728.

Combined Wastewater Fund Historical Activity

	FY07 Actual	FY08 Estimate	FY09 Budget
Wastewater Utilities Beginning Cash, 7/1	$ 5,273,947	$ 3,221,174	$ 388,639
Wastewater System Impact Beginning Cash, 7/1	$ -	$ -	$ -
Wastewater Utilities Revenues	5,913,709	10,540,545	18,841,462
Wastewater Utilities Expenditures	(7,954,400)	(13,368,760)	(19,087,228)
Transfers In/(Out)	(12,082)	(4,320)	(149,000)
Wastewater System Impact Revenues	-	-	10,107,940
Wastewater System Impact Expenditures	-	-	(8,915,500)
Wastewater Utilities Ending Cash, 6/30	$ 3,221,174	$ 388,639	$ (6,127)
Wastewater System Impact Ending Cash, 6/30	$ -	$ -	$ 1,192,440

Wastewater Fund Revenues

Revenue Source	FY07 Actual	FY08 Rev. Est.	FY09 Budget
Wastewater Utilities			
Bond Proceeds	-	4,703,000	12,000,000
Wastewater User Charges	4,148,814	4,471,496	5,897,982
Wastewater Buy-In Fees	760,485	450,049	-
Effluent Sales	232,007	208,033	216,300
Effluent Sales to Other Funds	182,134	192,500	206,000
Rechargeable Effluent Fee	150,000	150,000	154,500
Interest Earned	248,594	110,000	180,250
Septage Disposal Fees	98,380	90,000	90,000
Miscellaneous	23,773	146,967	73,255
Plan Reviews and Inspection Fees	59,922	12,500	12,875
Wastewater Connections	9,600	6,000	10,300
Total Wastewater Utilities	5,913,709	10,540,545	18,841,462
Wastewater System Impact			
Bond Proceeds	-	-	9,000,000
Wastewater Impact Fees	-	-	1,107,940
Total Wastewater System Impact	-	-	10,107,940
Total Revenues	$ 5,913,709	$ 10,540,545	$ 28,949,402

Explanation of Wastewater Fund Revenue Sources:

Bond Proceeds: If several of the capital projects planned for this fund are completed during the fiscal year, it may become necessary for the City to borrow monies necessary to pay for the projects. Should the projects not come to fruition; the City will not proceed with the process of borrowing money.

Wastewater User Charges: Wastewater fees are projected to increase significantly over FY2008 revised estimates. Budget estimates are based on the wastewater study completed by Economists.com. A rate increase is anticipated for August 1, 2008. This increase is reflected in the FY2009 budget numbers.

Revenues from Wastewater User Charges

Fiscal Year	Revenues	% Change
1998-99	3,195,239	3.33%
1999-00	3,430,830	7.37%
2000-01	3,553,223	3.57%
2001-02	3,553,662	0.01%
2002-03	3,656,594	2.90%
2003-04	3,662,948	0.17%
2004-05	3,914,983	6.88%
2005-06	3,887,777	-0.69%
2006-07	4,148,814	6.71%
2007-08 (est)	4,471,496	7.78%
2008-09 (est)	5,897,982	31.90%

Wastewater Impact Fees (formerly Wastewater Buy-In Fees): Buy-in fees were increased from $37.00 to $56.00 per fixture unit during FY1995. As part of an overall analysis of the wastewater fund, it was decided to place more emphasis on new connections to the wastewater system paying for growth related capital projects rather than to increase the rates placing the burden on existing wastewater customers. The FY2008 Wastewater Buy-in Fees projected revenues are a 2.0% increase over FY2007 estimated revenues. The City serves a smaller area with its wastewater system than its water system and, therefore, does not have as many connections each year. An impact fee increase is currently being proposed to the Mayor and City Council.

Effluent Sales: The City of Prescott charges for the sale of effluent. This revenue category reflects the sale of effluent to private golf courses such as Hassayampa and Prescott Lakes. It is also used by vendors in the construction field such as Hansen Concrete. The fees for the effluent are based on existing contract agreements with these users.

Effluent Sales to Other Funds: This is the charge to the Golf Course for effluent used for watering the two golf courses. The estimated annual charge for FY2009 to the Golf Course Fund is $206,000.

Rechargeable Effluent Fee: This is the 13th year of this revenue source to the Wastewater Fund. This is the charge to the Water Fund for treating effluent which is being discharged into the water table for recharge credit.

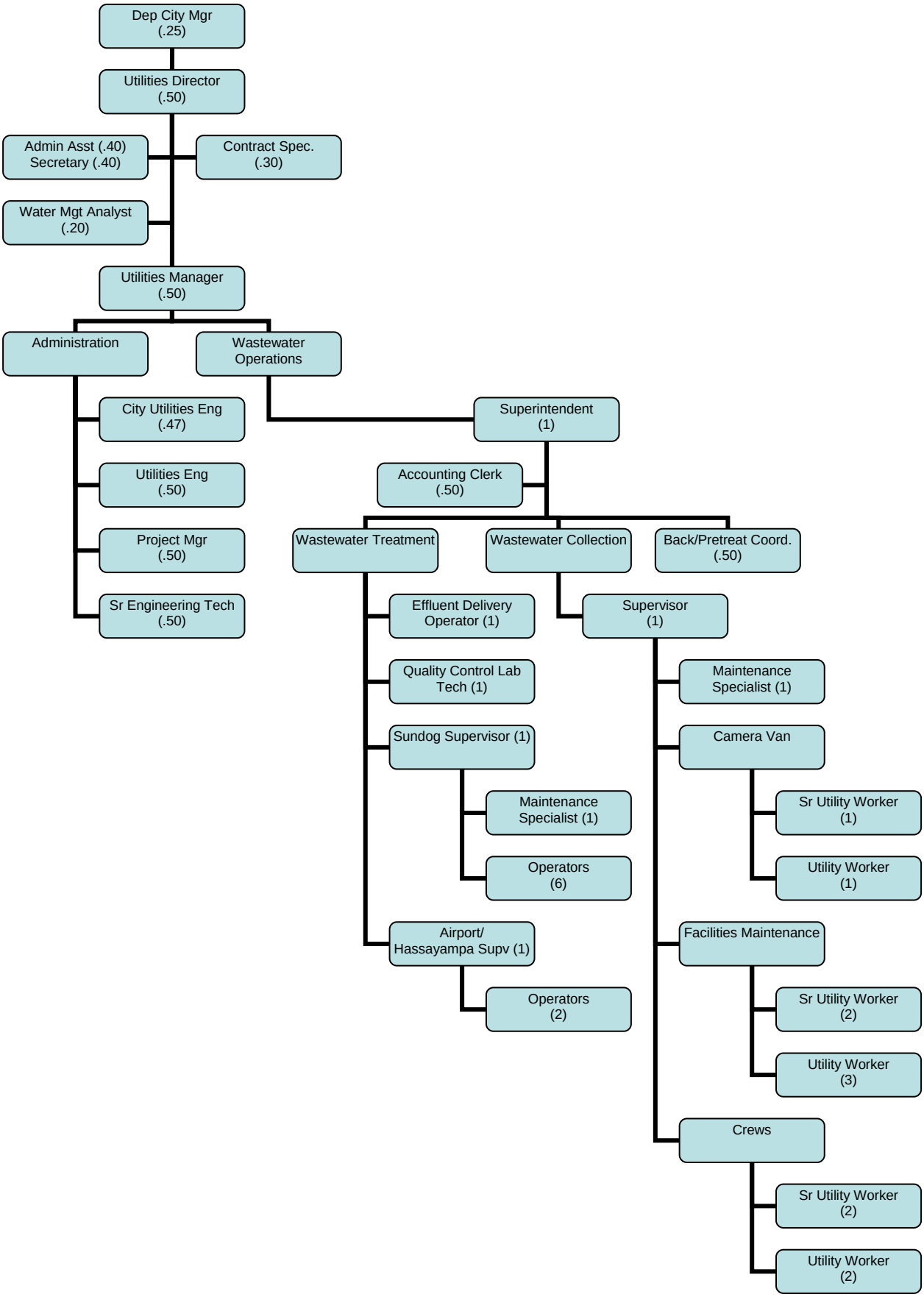
Interest Earned: This is monies earned on the available cash in the Wastewater Fund. It is a difficult estimate to make due to the fluctuation of cash balances and the interest rates.

Septage Disposal Fees: These are fees collected at the wastewater treatment plant from septic pumpers and private recreational vehicles.

Miscellaneous: Miscellaneous revenues are items that are not expected to occur on a yearly basis.

Plan Reviews and Inspection Fees: Engineering Plan Check Fees are to cover costs for Engineering and Public Works staff to review infrastructure plans to ensure compliance with codes. Inspection Fees are to cover the costs for the Inspectors to inspect the infrastructure to ensure the work is in compliance with the approved plans and specifications and codes.

Wastewater Connections: This is the charge for customers hooking on to the existing wastewater mains. The budget for this line item is based on historical data and the reasonable expectation that this trend will continue.


Dep City Mgr (.25)
Utilities Director (.50)
Admin Asst (.40) Secretary (.40)
Contract Spec. (.30)
Water Mgt Analyst (.20)
Utilities Manager (.50)
Administration
Wastewater Operations
City Utilities Eng (.47)
Utilities Eng (.50)
Project Mgr (.50)
Sr Engineering Tech (.50)
Superintendent (1)
Accounting Clerk (.50)
Wastewater Treatment
Wastewater Collection
Back/Pretreat Coord. (.50)
Effluent Delivery Operator (1)
Quality Control Lab Tech (1)
Sundog Supervisor (1)
Maintenance Specialist (1)
Operators (6)
Airport/ Hassayampa Supv (1)
Operators (2)
Supervisor (1)
Maintenance Specialist (1)
Camera Van
Sr Utility Worker (1)
Utility Worker (1)
Facilities Maintenance
Sr Utility Worker (2)
Utility Worker (3)
Crews
Sr Utility Worker (2)
Utility Worker (2)

Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,894,777	$ 2,196,214	$ 2,249,497
Supplies	479,259	534,271	509,910
Other Services & Charges	1,912,049	2,311,388	2,179,939
Debt Service	1,048,083	1,701,299	1,177,382
Capital Outlay/Projects	2,620,232	6,625,588	21,886,000
Total	$ 7,954,400	$ 13,368,760	$ 28,002,728
Authorized Staffing Level	30.97	33.02	33.12
Administration	3.47	4.27	4.37
WWTP	11.00	13.75	13.75
Wastewater Collection	15.50	14.00	14.00
Effluent Delivery	1.00	1.00	1.00

Wastewater Utilities Administration

Division Mission: To provide exceptional customer service to the citizens and business community, managing and accounting for effluent and surface water resources while maintaining full compliance with all local, state and federal standards.

Goal: To attain quality design and construction of public wastewater utilities infrastructure, in full compliance with all applicable state and federal standards relative to design, implementation, and operations.

Strategy: Manage preparation of design plans and bid documents by in-house and external engineering firms for capital improvement, rehabilitation/repair and other projects. Respond to customer requests while providing accurate answers to the requests. Review private development in a timely manner while providing accurate information and comments relative to the proposed development.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of Residential Development Plans	170	168	120
Percentage Reviewed	80%	90%	90%
Number of Commercial Development Plans	150	144	120
Percentage Reviewed	75%	90%	90%
Capital Projects Managed or Designed	12	12	20
Utility Improvements Managed & reviewed w/Streets Capital Improvement Plans	7	7	7
Review and coordinate with other divisions/department (fleet, parks)	4	4	4
DRC (now PAC) includes meeting, attendance and written comments	130	72/130	130
Site Plan Reviews	90	80	80
P&Z Plats, Lot Splits, Rezones	90	80	80
Utility Extensions & Firelines	50	40	40

Prior Year Results and Outcomes:

Qualifications Based Selection Process – Formalized the method of design consultant procurement to provide consistency, legal justification, enhance the value for monies expended, and take into account the desirability of local participation.

Water and Sewer 10-year Capital Improvement Programs – On the basis of the results of the Carollo Water (2005) and Sewer (2008) Master Plan Models, and the necessary inclusion of other projects to reflect the currently degraded or problematic condition of some existing facilities, very extensive 10-year Capital Improvement Programs with approximately 170 separately-defined projects with associated costs were developed, forming the basis for the Rate and Impact Fee Analysis.

Rate and Impact Fee Analysis – The services of a rate and fee consultant were procured to establish sewer and impact fees, last updated in 1991, that are necessary to support the proposed 10-year Wastewater Capital Improvement Program.

SCADA Systems - Preliminary scoping of SCADA technology has been an ongoing activity involving the Utilities engineering function, operations personnel, and qualified consultants and equipment vendors, notably with the participation of Black and Veatch owing to their proposed inclusion of SCADA into the Big Chino Water Ranch Project.

Maintenance Management – Operations personnel have worked throughout the year with LA Consulting to implement a sewer and water system, computer software-based maintenance management system to track time spent and work performed, automatically build two-week work schedules for field workers, and ensure that the useful life of City assets are extended to the most economically-optimal future date.

Brush Street – Plans were prepared internally for new water and sewer mains in Brush St., to be coordinated with a Streets one-cent sales tax project.

Williamson Valley Road – Plans for new water and sewer mains within Williamson Valley Road have been completed by Kimley-Horn, to be coordinated with a joint County and City one-cent sales tax project in the near future.

Downer Trail – Coordinated with the road improvements to upgrade undersized water and sewer mains and to also abandon and remove an existing sewage lift station that would have soon required reconstruction.

Copper Basin Road – Provided in-house redesign for water and sewer portions of the project to facilitate construction and to also adapt the plans to field conditions as discovered. The in-house designs also included piping provisions to facilitate a planned future upgrade to a water booster station within the project limits. The project includes new 12” water mains, upgraded connections to side streets, new water services, new 15”, 12” and 8” sewer mains and services. Two sewage lift stations will be abandoned and removed with this project.

Wastewater Utilities Administration
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 237,611	$ 410,097	$ 383,115
Supplies	11,487	11,250	13,650
Other Services & Charges	399,575	483,374	541,032
Capital Outlay/Projects	128,370	181,938	17,000
Total	$ 777,043	$ 1,086,659	$ 954,797
Capital Outlay/Projects			
Maintenance Management System			$ 12,000
Rate Analysis			5,000
Total Capital Outlay/Projects			$ 17,000

Wastewater Utilities Administration
Staffing Summary

	FY06 Actual	FY07 Estimate	FY08 Budget
Authorized Staffing Level	3.47	4.27	4.27
Utilities Director*	0.00	0.50	0.50
Public Works Dir	0.20	0.00	0.00
Asst Public Works Dir	0.20	0.00	0.00
Utilities Manager*	0.40	0.50	0.50
City Utilities Engineer**	0.47	0.47	0.47
Utilities Engineer (Civil)*	0.50	0.50	0.50
Capital Project Manager***	0.50	0.50	0.50
Water Mgmt Analyst****	0.00	0.20	0.20
Sr Engineering Technician*	0.00	0.50	0.50
Engineering Technician	0.25	0.00	0.00
Contract Specialist*****	0.30	0.30	0.30
Admin. Assistant******	0.35	0.40	0.40
Secretary******	0.30	0.40	0.40

*Remainder is charged to Water Administration.
**City Utilities Engineer balance is charged to Water Administration (48%) and Alt Water Sources (5%).
***1.5 of Capital Project Manager is charged to Water Administration.
****Balance of Water Management Analyst is charged to Alt Water Resources (60%) and Water Administration (20%).
*****Contract Specialist is also charged .30 to Water Admin, .20 to Alt Water Resources, and .20 to Transportation Services.
******Remainder is charged to Alt Water Resources (.10), Water Administration (.40), and Transportation Services (.10).

Significant Expenditures Changes: The 6.6% decrease in the FY2009 Personnel budget over the FY2008 estimated endings can be directly correlated to the reorganization that occurred involving this department during FY2008.

Other Services & Charges displayed an 11.9% increase over the FY08 estimated endings. This can be linked to the cost recovery charges for computer services, administration, facilities maintenance and insurance. Because of the methodology used for these charges, they have a tendency to fluctuate yearly.

Details on the capital items budgeted in this division can be located in the back of this book in the Capital Improvement Plan.

Legal - Wastewater

Division Mission: To provide an account for Legal Department time spent on wastewater related activities.

Legal
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services and Charges	91,533	109,537	101,697
Total	$ 91,533	$ 109,537	$ 101,697

Significant Expenditure Changes: Effective FY2006, the methodology for cost recovering legal services was altered. It is now based on the percentage of a department's budget in comparison to the total city budget. This accounts for the fluctuation in this division's budget on an annual basis.

Wastewater Improvements

Division Mission: To monitor the expenses associated with wastewater projects not necessarily related to a specific division.

Prior Year Results and Outcomes:

North Prescott Sewer Improvement District and other "Unsewered Areas" - Preliminary plans and cost estimates (30% level) were prepared for five alternative sewer designs for North Prescott for consideration by Council and affected residents. The North Prescott and three other unsewered areas were considered for the creation of improvement districts, with the proposals serving as the basis of a policy discussion by the Council as facilitated by Deputy City Manager, Craig McConnell. The issue has been transferred to a Mayor-appointed Citizen's Task Force for a 60-day period for additional policy recommendations.

Mission Way Sewer Lift Station Abandonment - This project was designed and constructed this year, and involved the addition of three residences to the sewer system formerly served by onsite septic systems, as well as the elimination of one maintenance-intensive lift station.

Airport Centrifuge – The centrifuge equipment was procured under a direct purchase arrangement from the manufacturer with the assistance of Brown & Caldwell Engineers, who provided the contract performance specifications. Brown & Caldwell then prepared plans and specifications for the host building, which have been approved and are being currently advertised.

North Prescott Regional Force Main – SR89 - This project will replace a very important main sewer conduit along SR89 from the Willow Creek roundabout through the Dells to north of the Pinon Pines

restaurant/bar. The design by Brown & Caldwell is complete and the City is working with ADOT to clarify environmental and legal access issues associated with the encroachment permitting process in order to allow the submission of bids for construction.

Yavapai Hills Sewer Rehabilitation – Portions of the sewer collection system within Yavapai Hills were re-lined using methods that avoided actual trenching, restoring the original design capacity of the system and avoiding the need to patch streets for trench cuts.

Sundog Plant Paving – Correction of subsurface softness and the placement of new asphalt, the addition of concrete surfaces in areas near the solids handling building, and the removal of obsolete sludge drying beds for the Sundog Plant were designed this year by Civiltec Engineering. The construction contract was recently awarded to APS and construction will begin in July 2008.

Sundog Digester Cleaning – The cleaning of all accumulated, settled and floating debris was removed from one digester, followed by recoating of all interior surfaces to arrest corrosion. Fann Environmental was awarded the service contract, and was completed successfully.

Chemical Root Control – A service contract was awarded to Duke's Root Control for the application of root control agents to the sanitary sewer collection system.

Wastewater Fund Improvements
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Capital Outlay/Projects	2,255,211	4,445,640	7,501,000
Total	$ 2,255,211	$ 4,445,640	$ 7,501,000
Capital Outlay/Projects			
N Prescott Regional Force Main			$ 4,296,800
Copper Basin Road			840,000
Rosser Street			810,000
Unpaved Streets			670,000
Robinson Drive			368,200
Capital Contingencies			225,000
Unpaved Alleys			100,000
Williamson Valley Road			100,000
Brush Street			71,000
Downer Trail			20,000
Total Capital Outlay/Projects			$ 7,501,000

Significant Expenditure Changes: As noted in the Wastewater Fund Expenditure Summary, there are 10 projects budgeted in this area – several of them large-scale. The most costly is the North Prescott Regional Force Main ($4,296,800).

Information regarding all wastewater improvement projects listed above can be found in the Capital Improvement Program section of the budget book.

Wastewater Treatment Plants

Division Mission: To provide the community with high quality treated wastewater effluent effectively and efficiently through operation and maintenance of the Sundog and Airport Wastewater Treatment Facilities while maintaining full compliance with state and federal requirements.

Goal: To treat all wastewater to ADEQ Aquifer Protection Permit standards to maintain full regulatory compliance.			
Strategy: To utilize the expertise of the facility personnel to execute the best operational practices.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage compliance results that meet permit limitations	99.8%	99.9%	100%

Goal: To treat all wastewater received to the best quality for reuse & recharge.			
Strategy: To treat all wastewater received for reuse & recharge.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Acre-feet of effluent produced at Sundog WWTP	2,710	3,200	3,100
Acre-feet of effluent produced at Airport WWTP	930	1,100	1,000

Goal: To treat all wastewater solids removed during treatment process.			
Strategy: Operate digesters and solids dewatering equipment to produce land applicable bio-solids.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Tons of bio-solids removed from the treatment plants	5,626	5,676	5,757

Goal: To reduce emergency repairs on treatment facility equipment.			
Strategy: To maintain an inventory of replacement parts and equipment.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of key equipment with parts or replacements in stock.	75%	80%	90%

Goal: To reduce gas purchases by utilizing methane gas.			
Strategy: To utilize methane gas produced at the Sundog WWTP for heating demands of the digester facility.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Natural gas purchase savings thru use of methane produced on site	$0	$36,000	$60,000

Prior Year Results and Outcomes:

Airport Facility

Produced 397,769,000 gallons (1,220.71 ac/ft) of treated effluent for reuse and recharge.

Performed wet well modifications and installed new return sludge pump at the facility for redundancy.

Painted interiors and outside trim on all structures.

Installed three new meters to improve monitoring accuracy and documentation tracking of all effluent flows.

Completed major maintenance on the final clarifier and anoxic basin.

Sundog Facility

Produced 1,069,057,000 gallons (3,280.82 ac/ft) of treated effluent for reuse and recharge.

Completed rehabilitation project on secondary digester including cleaning, inspection, repairs and coatings. Solids removal was performed by staff, resulting in a significant cost savings to the City.

Initiated the use of on-site produced methane gas to fuel the sludge heating boilers resulting in a savings of $60,000 of natural gas purchases.

Received approval from Arizona State Laboratory Certification to perform additional laboratory sample testing internally, reducing the requirements for external sampling and shipping costs.

Wastewater Treatment Plants
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 764,181	$ 882,369	$ 936,322
Supplies	248,840	286,500	267,250
Other Services & Charges	867,770	939,470	921,202
Capital Outlay/Projects	99,060	515,258	2,582,000
Total	$ 1,979,851	$ 2,623,597	$ 4,706,774
Capital Outlay/Projects			
Sundog Plant Paving			$ 700,000
Airport WWTP Centrifuge			697,500
Replacement Emergency Generator			360,000
Digester Cleaning			300,000
Airport RAS/WAS Pump Station			175,000
Airport Plant Process Expansion			160,000
Sundog - Solids Handling Rehabilitation			72,000
Airport & Sundog WWTP SCADA System			28,500
Pretreatment Study			26,000
Sundog - Biosolids Master Plan			22,500
Airport Plant Capacity & Treatment Assess			20,000
Effluent Dispensing System			10,500
Airport - Biosolids Master Plan			10,000
Total Capital Outlay/Projects			$ 2,582,000

Wastewater Treatment Plants
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	11.00	13.75	13.75
Deputy City Manager*	0.00	0.25	0.25
Wastewater Supt**	0.00	0.50	0.50
WWTP Supervisor	1.00	2.00	2.00
WWTP Operator	8.00	8.00	8.00
Wastewater Lab Tech	1.00	1.00	1.00
Water Protection Spec.***	0.00	0.50	0.50
WWTP Maint. Spec.	1.00	1.00	1.00
Accounting Clerk**	0.00	0.50	0.50

*Deputy City Manager is also charged 50% to City Manager and 25% to Water Administration.
**Remainder charged to Wastewater Collection.
***50% of Water Protection Specialist is charged to Water Distribution.

Significant Expenditure Changes: The higher Personnel budget for FY2009 when compared to the FY2008 estimated ending reflects the annual salary adjustment and increased costs of health care coverage.

The 6.7% decrease in Supplies is reflective of the decrease in chemical and laboratory supplies. It is anticipated that there will be a lesser need for these supplies such as polymer, chlorine gas/HTH and defoamer for the digesters.

Details regarding the capital outlay/projects for the Wastewater Treatment Plants can be located in the Capital Improvement Plan.

Wastewater Collection

Division Mission: To deliver superior customer service through efficient and safe operation and maintenance of the City's wastewater collection system.

Goal: To maintain wastewater mains free of system backups and overflows.			
Strategy: Clean a minimum of 200 miles of wastewater mains per year.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of wastewater mains cleaned per year	82%	85%	90%

Goal: To operate and maintain lift stations to prevent mechanical failures.			
Strategy: Clean wastewater lift stations on a quarterly basis.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of wastewater lift stations cleaned on a quarterly basis.	100%	100%	100%

Goal: To provide emergency response for wastewater back-ups to minimize overflows and property damage.			
Strategy: Respond to emergencies within 30 minutes during working hours and 45 minutes after hours.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of emergencies responded to in 30 minutes during working hours and 45 minutes after hours.	95%	95%	95%

Goal: To provide superior customer service for all requests and daily operations.			
Strategy: Customer service requests receive next day service.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of customer service requests received next day service.	99%	99%	99%

Goal: Implement the Wastewater Model and Maintenance Management Systems as the basis for system enhancements and operational improvements.			
Strategy: Assist with the development of the long term capital program identified by the Wastewater Model and population of the Maintenance Management System.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Support technical contractors for the Wastewater Model and Maintenance Management System projects	50%	100%	100%

Prior Year Results and Outcomes:

Completed Yavapai Hills Sewer Rehabilitation Project including 7,300 feet of 8" sewer line with Cured in Place Pipe (CIPP) and epoxy coated 46 sewer manholes.

Performed emergency repairs to 130 feet of 12" sewer line in Prescott Canyon Estates that was damaged from surface water runoff. Ductile iron pipe (DIP) and concrete encasement were utilized to prevent further problems with erosion.

Crews cleaned 1,160,000 feet of sewer main line as part of the preventive maintenance structured cleaning program.

Camera van crews performed 143,000 feet of CCTV inspection on sewer main lines as part of the preventive maintenance inspection program.

Wastewater Collection
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 774,970	$ 814,156	$ 855,700
Supplies	204,809	203,441	196,100
Other Services & Charges	456,343	497,932	465,244
Capital Outlay/Projects	137,591	1,482,752	2,870,500
Total	$ 1,573,713	$ 2,998,281	$ 4,387,544

Capital Outlay/Projects	
Sewer Mainline Repl/Rehab	$ 800,000
Sundog Trunk Main	487,500
Lift Station Abandonment	400,000
Collection System Condition Assessment	250,000
Correction of Inadequate Slopes	250,000
Willow Lake Force Main Replacement	175,500
Lift Station Rehab Program	150,000
Chemical Root Control	150,000
Granite Street - Granite Crk to Leroux	122,500
Sewer Manhole Rehab/Replace/Install	50,000
Forest Trails Phase II	35,000
Total Capital Outlay/Projects	$ 2,870,500

Wastewater Collections
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	14.50	14.00	14.00
Wastewater Supt	0.00	0.50	0.50
Wastewater Coll. Supt.	1.00	0.00	0.00
Wastewater Coll. Supv.	1.00	1.00	1.00
Senior Utility Worker	5.00	5.00	5.00
Utility Worker	6.00	6.00	6.00
Secretary	0.50	0.00	0.00
Maintenance Specialist	1.00	1.00	1.00
Accounting Clerk	0.00	0.50	0.50

Note: Remainder of Wastewater Superintendent is charged to Wastewater Treatment Plant.

Significant Expenditure Changes: The increase in Personnel costs is tied to several position being vacant during FY2008 that are now filled.

Other Services & Charges decreased by 6.6% mainly due to the Vehicle Replacement Fund being funded at 75% in FY2009 as opposed to 100% in FY2008.

Please see the preceding box for the list of projects comprising this $2,870,500 allocation. More information on these projects can be found in the Capital Improvement Program in this book.

Effluent Delivery

Division Mission: To efficiently distribute and account for the City's treated wastewater effluent and surface water for recharge and reuse.

Goal: To provide effluent reuse to met required customer demand. To deliver all excess effluent to recharge facility.			
Strategy: Monitor and regulate flows to maintain effluent availability. Monitor and regulate effluent use to deliver all excess to recharge.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of time that effluent is available for immediate delivery.	99%	99%	99%
Recharge maximum amount of effluent possible.	2,211 ac ft	2,400 ac ft	2,250 ac ft

Goal: To deliver maximum amount of surface water to recharge facility.			
Strategy: Monitor and regulate effluent use to deliver all excess to recharge. Operate and maintain surface water delivery system to transport water to recharge facility.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Total acre feet surface water recharged	0	1,500	1,000

Goal: To divert surface water to meet irrigation water rights agreements.			
Strategy: Communicate with downstream users to deliver irrigation waters.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Deliver 375 acre-feet of irrigation water to meet allocations	411	375	375

Goal: Maintain and improve surface water and effluent delivery system and structures.			
Strategy: Perform inspections quarterly to prioritize maintenance and repairs items.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percent of system inspected quarterly	50%	75%	100%

Prior Year Results and Outcomes:

A record volume of surface water was delivered to the aquifer recharge facility from Watson and Willow Lakes totaling 1,811 ac/ft during the second half of FY2008.

Purchased equipment and established a general maintenance program on the recharge cells to improve water infiltration capabilities which eliminated the bi-annual $75,000 maintenance project costs.

A combined flow totaling 3,005 ac/ft in treated effluent was delivered to the aquifer recharge facility.

Treated effluent totaling 1,551.86 ac/ft was delivered to the following major users:

Antelope Hills Golf Course	854.64 ac/ft
Prescott Lakes Golf Course	492.59 ac/ft
Hansen Materials	176.54 ac/ft
Construction Use	28.09 ac/ft

Effluent Delivery
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 60,200	$ 64,495	$ 69,618
Supplies	14,123	33,080	32,910
Other Services & Charges	40,773	40,920	40,660
Total	$ 115,096	$ 138,495	$ 143,188

Effluent Delivery
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	1.00	1.00	1.00
Water Operator	1.00	1.00	1.00

Significant Expenditure Changes: As in other divisions, Personnel costs have increased due to the annual salary adjustment along with the rising costs associated with health insurance.

There are no other significant expenditure changes in this division.

Private Development

Division Mission: To provide an account in which to charge plan reviews of wastewater infrastructure installations for new private developments. These plan reviews are performed by the Development Services Manager and Permit Technician; a proportionate share of their salaries is charged here in the Internal Engineering Services line item.

Private Development
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Supplies	56,055	209,875	110,104
Total	$ 56,055	$ 209,875	$ 110,104

Significant Expenditure Changes: This division was restructured in FY2004 and provides for an account in which to charge plan reviews of wastewater infrastructure installations for new private development. Plans are reviewed by the Development Services Manager and Permit Technician whose time is charged at 80% of 25% of their salaries.

Insurance/Retirements

Division Mission: To provide an account to pay for costs of retirement bonuses for Wastewater Department retirees.

Wastewater - Insurance/Retirements
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	57,815	25,097	4,742
Total	$ 57,815	$ 25,097	$ 4,742

Significant Expenditures Changes: There are no anticipated retirements in the Wastewater Fund during FY2009. Monies budgeted in this area are for the pay-for-performance bonus for Wastewater Fund employees.

Debt Service

Division Mission: This division provides an account in which to charge the wastewater fund debt service.

Debt Service
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Other Services & Charges		$ 30,280	$ -
Debt Service	1,048,083	1,701,299	1,177,382
Total	$ 1,048,083	$ 1,731,579	$1,177,382

Significant Expenditures Changes: The decrease in debt service budgeted for FY2009 is due to debt issuance that did not occur in FY2008.

Wastewater System Impact

Division Mission: To provide an account to charge costs for wastewater improvement projects that are related to growth.

Wastewater System Impacts
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Capital Outlay/Projects	-	-	8,915,500
Total	$ -	$ -	$ 8,915,500

Capital Outlay/Projects	
Sundog Odor Control	1,175,000
Cliff Rose Lift Station Upgrade	1,142,000
N Prescott Regional Force Main Replacement	1,074,200
North Prescott Wastewater Improvements	700,000
Airport - Centrifuge	697,500
Airport - Plant Process Expansion & Improvements	640,000
Copper Basin Road	560,000
WW Infrastructure South of SR89A (Granite Dells - Fann)	550,000
Willow Lake Force Main Replacement	409,500
Sundog Trunk Main	262,500
Granite Street - Granite Creek to Leroux	227,500
Sewer Mainline Replacement/Rehabilitation	200,000
Airport - RAS/WAS Pump Station	175,000
Robinson Drive	157,800
West Airport Utilities Master Plans	150,000
Sundog - Plant Capacity & Treatment Technology Assessment	100,000
Williamson Valley Road	100,000
Sundog - Solids Handling Rehabilitation	88,000
Airport - Plant Capacity & Treatment Technology Assessment	80,000
Dewatering Beds Removals	75,000
Airport & Sundog WWTP SCADA System	66,500
Forest Trails Phase II	65,000
East Airport Utilities Master Plan	50,000
Airport - Biosolids Master Plan	40,000
Maintenance Management System	28,000
Sundog - Biosolids Master Plan	27,500
Capital Contingencies	25,000
Sundog & Airport Electronic Effluent Dispensing System	24,500
Downer Trail	20,000
Rate Analysis	5,000
Total Capital Outlay/Projects	$ 8,915,500

Significant Expenditures Changes: This cost center was created in FY2009 to separate and track funding for projects that are needed due to growth impacts. Information on the individual projects can be located in the Capital Improvement Plan of this budget book.

SOLID WASTE FUND

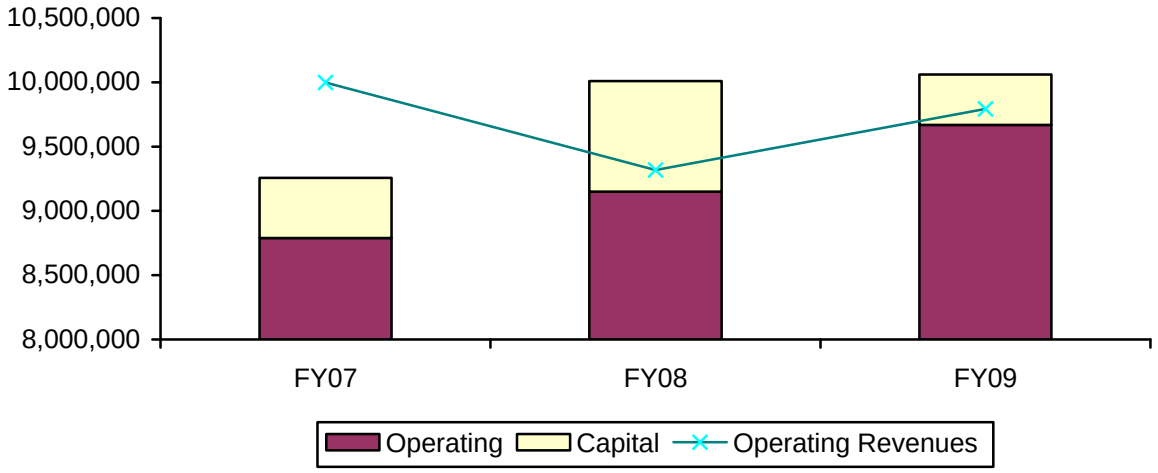
The purpose of the Solid Waste Fund is to account for the financial activities of providing refuse collection and disposal, recycling, and related services to the citizens of Prescott. The mission of the department is to protect the public and environment through legal, efficient, and effective collection, recycling and disposal of solid waste; while enhancing relationships with the community, co-workers, elected and appointed officials, and the local businesses.

The City is responsible for providing sanitation collection services to its residents according to Arizona State law. Pickup is provided weekly for residential customers and pickup for commercial customers ranges from once per week to six times per week depending on the individual commercial customer's needs.

During FY1992 the landfill was closed to residential and commercial customers with the exception of continuing to accept construction debris from City accounts and private contractors. In actuality, very few private construction firms are using the landfill because the construction debris has to be separated. The partial closing was necessary because the landfill had almost reached capacity. The collected sanitation is now taken to the City's Transfer Station and then hauled by a contracted firm to a private disposal site. Sludge is hauled to private disposal sites.

Voluntary curbside recycling began in 1992, following a very successful pilot program. Recyclables are collected on a weekly basis with the City providing the containers to the customers. In June 1996, the City added plastics to items collected for recycling purposes. During FY1999, the City mailed a survey along with the utility bills asking the public their opinions on expanding the residential recycling program. As a result of the favorable responses, Council approved expanding and automating the program to enable collection and transportation of commingled recyclable materials. The new program commenced in spring of FY2000.

During FY1992 a transfer station was constructed in partnership with Yavapai County. All vehicles, including the City's sanitation trucks, are weighed at the station and are charged accordingly. This fund accounts for the payments of tipping fees and hauling costs to private companies for the transporting and disposal of solid waste and collects tipping fees from individuals, contractors and private collection companies opting to use the transfer station. Beginning in FY2009, the Transfer Station Fund was combined with the Solid Waste Fund.



Current year revenues are estimated at $9,793,083 while current year expenditures are estimated at $10,061,302.

Solid Waste/Transfer Station Fund Historical Activity

	FY07 Actual	FY08 Estimate	FY09 Budget
Unrestricted Beginning Cash, 7/1	$ 3,091,795	$ 5,245,339	$ 4,498,116
Restricted Beginning Cash, 7/1	$ 204,132	$ 305,252	$ 360,104
Revenues	$ 11,523,720	$ 9,317,799	$ 9,793,083
Expenditures	$ (9,256,974)	$ (10,010,170)	$ (10,061,302)
Transfers Out	$ (12,082)	$ -	$ -
Unrestricted Ending Cash, 6/30	$ 5,245,339	$ 4,498,116	$ 4,251,459
Restricted Ending Cash, 6/30	$ 305,252	$ 360,104	$ 338,542

Solid Waste/Transer Station Fund Revenues

Revenue Source	FY07 Actual	FY08 Rev. Est.	FY09 Budget
Solid Waste			
Refuse Collection Charges	$ 5,272,849	$ 5,329,662	$ 5,744,826
Landfill Closure Surcharge	158,491	160,427	165,513
Interest Earned	225,922	150,000	100,000
Recycling Revenue	130,845	120,000	120,000
Tipping Fees	93,043	79,339	72,100
Grant Funds	-	-	30,000
Total Solid Waste Revenues	5,881,150	5,839,428	6,232,439
Transfer Station			
Transfer Station Fees	4,042,359	3,422,451	3,525,124
Lease/Purchase Proceeds	1,525,000	-	-
Interest Earned	57,407	50,000	30,000
County Tire Contribution	2,520	2,520	2,520
Charge Account Permits	3,156	3,400	3,000
Miscellaneous	12,128	-	-
Total Transfer Station Revenues	5,642,570	3,478,371	3,560,644
Total Revenues	$ 11,523,720	$ 9,317,799	$ 9,793,083

Explanation of Solid Waste/Transfer Station Fund Revenue Sources:

Revenue Collection Charges: FY2009 collection charges are expected to yield $5,744,826 which represents a 7.8% growth over FY2008 revised estimates. Residential rates are $14.50 per month structured as follows: $11.00 to pay for the collection and disposal of solid waste; $3.00 for the voluntary recycling program; and $.50 for a landfill closure surcharge.

The **landfill closure surcharge** became effective September 1, 1993 and is designed to help defray the long term costs of closing the City's existing landfill. The landfill closure plan has been approved by the State. The State granted the City a small landfill exemption which avoids full closure requirements. After the landfill has been closed, this fee will be reevaluated.

Interest Earned: This is monies earned on the available cash in the Solid Waste/Transfer Station Fund. It is a difficult estimate to make due to the fluctuation of cash balances and the interest rates.

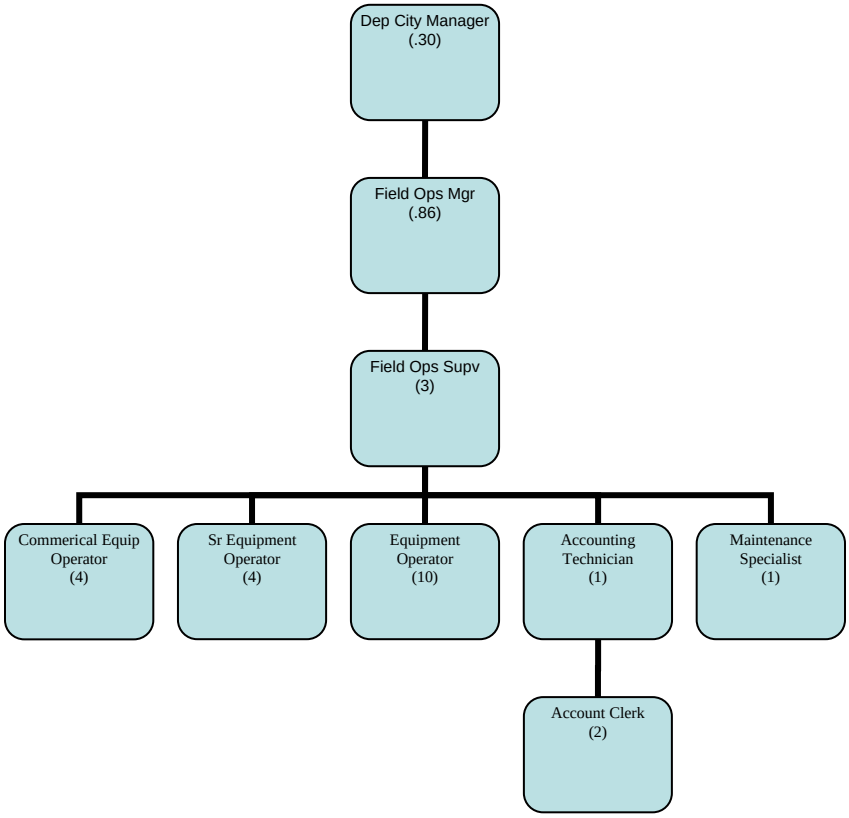
Recycling Revenue: Revenues received from the sale of recyclables obtained from residents and commercial vendors. FY2009 estimates remain conservative in comparison to FY2008 estimated endings due to this revenue being based on the market value of recyclable materials.

Tipping Fees: When City departments use the landfill to dispose of inert debris, these departments are billed for their usage. With the closure of the MSW (municipal solid waste) landfill in FY1999, the City opened a new site for inert debris disposal.

Transfer Station Fees: Effective 1/01/2005 the tipping fee rate went from $55.00 per ton to $57.25 per ton for vehicles under 10,000 pounds gross vehicle weight and $62.98 for vehicles over 10,000 pounds gross vehicle weight. It is mainly commercial vehicles that exceed the 10,000 pounds gross vehicle weight.

County Tire Contribution: This is the contribution received from Yavapai County for use of land south of the transfer station for the Yavapai County Tire Yard. Up to five passenger tires per year can be dumped by City of Prescott residents at no charge. There is a charge for additional or heavier tires.

Charge Account Permits: The City of Prescott handles approximately 350 charge accounts for users of the transfer station. Each account is charged a $12 annual fee plus $12 for every plate received by each user.



Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,336,081	$ 1,568,508	$ 1,694,379
Supplies	2,623,745	726,750	758,500
Other Services & Charges	4,829,099	6,738,422	7,098,262
Debt Service	622	116,300	117,305
Capital Outlay/Projects	467,427	860,190	392,856
Total	$ 9,256,974	$ 10,010,170	$ 10,061,302
Authorized Staffing Level	25.26	26.16	26.16
Sanitation	17.43	17.43	17.43
Transfer Station	7.83	8.73	8.73

Sanitation

Division Mission: To provide comprehensive solid waste management programs which incorporate modern technologies in order to maximize the protection of the environment and efficiently utilize the disposal system; while providing a superior level of customer service.

To continue operating an efficient customer friendly curbside recycling and drop-off recycling program that maximizes waste diversion from landfill operations.

Through educating the businesses of Prescott, enlist several more commercial recycling accounts to take full advantage of the waste diversion from the landfill.

Goal: To fix the problem before the customer knows there is a problem. Reduce the amount of customer calls regarding broken cans, wheels, lids and missed garbage; by taking care of these issues at the time of service rather than waiting for the customer to call in.

Strategy: Encourage drivers to take care of route maintenance daily.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Total number of pickups annually	2,048,867	2,075,000	2,100,000
Total number of incidents	22	5	10
Total number of carts collected per man hour	119	121	123

Goal: Increase the number of commercial recycle accounts by 25% during the fiscal year.

Strategy: Contact high volume commercial users and demonstrate the cost savings that can be associated with the diversion of recyclable materials out of their commercial waste container.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of commercial recycling accounts	105	127	150
Number of commercial recycle tons diverted	749	840	950

Goal: Provide effective and efficient weekly curbside collection of recyclables from all participating customers within the City of Prescott to reduce the volume of material sent to Grey wolf Landfill. To make the residential recycling program a profitable business that is able to sustain itself.

Strategy: Encourage participation in recycling by providing excellent customer service and providing larger recycle containers. Effectively negotiate contracts with vendors for the sale or purchase of our recyclables.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of tons diverted	2,736	2,850	3,000

Prior Year Results and Outcomes:

New recycle contracts for both commercial and residential. Estimated $100,000 cost savings for the City, Role model for the quad cities.

Sanitation
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 924,349	$ 1,032,655	$ 1,101,861
Supplies	2,518,988	610,000	640,000
Other Services & Charges	1,327,178	3,488,899	3,458,064
Capital Outlay/Projects	-	139,890	60,000
Total	$ 4,770,515	$ 5,271,444	$ 5,259,925
Capital Outlay/Projects			
Hazardous Waste Disposal			60,000
Total Capital Outlay/Projects			$ 60,000

Sanitation
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	17.43	17.43	17.43
Field Operations Mgr*	0.43	0.43	0.43
Field Operations Supv.**	0.00	1.50	1.50
Solid Waste Supv.	1.50	0.00	0.00
Senior Equip. Operator	0.00	1.00	1.00
Commercial Equip. Oper.	4.00	4.00	4.00
Sanitation Equip. Operator.	11.00	10.00	10.00
Accounting Tech**	0.50	0.50	0.50

*Field Operations Manager also charged .43 to Transfer Station and .14 to Street Operations.
**Also charged 50% Transfer Station.

Significant Expenditures Changes: The 6.9% increase in the Personnel FY2009 budget over FY2008 estimated ending is the result of the annual salary adjustment along with the rising cost of health care coverage.

Information regarding the Hazardous Waste Disposal Project can be located in the Capital Improvement Plan of the FY2008 Annual Budget Book.

Landfill

Division Mission: To ensure long-term environmental protection, comply with all ADEQ requirements and to improve the existing landfill as open space, maintaining compliance with the 30-year closure plan.

Goal: Protect human health and the environment by ensuring the landfill is in compliance with the 30-year plan and ADEQ requirements.			
Strategy: Utilize updated technology and continual monitoring to achieve our goal of compliance with the 30-year plan and ADEQ requirements.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Well Monitoring (Goal: Semiannual)	2	2	2
Physical Inspections (Goal: Monthly)	12	12	12

Prior Year Results and Outcomes:

Continued operation of an inert debris site, diverting material out of the local landfill.

Landfill
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 375	$ -	$ -
Supplies	-	18,000	18,000
Other Services & Charges	56,996	87,575	169,075
Total	$ 57,371	$ 105,575	$ 187,075

Significant Expenditure Changes: The amount budgeted in this area is for services that may become necessary for the landfill during the fiscal year as part of the landfill closure requirements.

Transfer Station/Regional Landfill

Division Mission: To operate a professional, well maintained facility in order to provide a waste disposal site for the City of Prescott and Yavapai County.

To utilize and manage the current facility and equipment in such a manner as to reduce safety issues while ongoing construction enhances the facility.

Ensure that all federal, state and local policies are enforced.

To continue operating an affordable and accessible alternative to existing disposal methods for inert debris in conformance with ADEQ and EPA regulations.

Goal: To operate and maintain the Transfer Station at its current or high level of service, especially while the Transfer Station is under construction. To divert as much recycling as possible from going into the landfill.			
Strategy: Use existing Transfer Station to handle the approximate 220 tons per day. Promote and divert as much recycling as possible using the expansion of the Transfer Station.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Number of tons per day/year	222/68,767	200/61,500	225/70,000
Number of tons brush diverted month/year	200/2,400	225/2,700	250/3,000
Number of incidents	2	2	2
Number of tons metal recycling per year	355	370	400
Inert Materials Diverted (Tons)	8,274	6,289	7,000

Prior Year Results and Outcomes:

Completion of the Transfer Station expansion. Able to handle up to 500 tons per day while providing one bay for recycling.

Transfer Station
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 411,357	$ 535,853	$ 592,518
Supplies	104,757	98,750	100,500
Other Services & Charges	3,444,925	3,161,948	3,471,123
Debt Service	622	116,300	117,305
Capital Outlay/Projects	467,427	720,300	332,856
Total	$ 4,429,088	$ 4,633,151	$ 4,614,302
Capital Outlay/Projects			
Transfer Station Construction			332,856
Total Capital Outlay/Projects			$ 332,856

Transfer Station
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	7.83	8.73	8.73
Asst. to City Manager*	0.30	0.00	0.00
Deputy City Manager	0.00	0.30	0.30
Field Operations Mgr**	0.43	0.43	0.43
Field Operations Supv.***	0.00	1.50	1.50
Solid Waste Supervisor	1.50	0.00	0.00
Management Analyst	0.10	0.00	0.00
Senior Equipment Oper.	3.00	3.00	3.00
Maintenance Specialist	1.00	1.00	1.00
Accounting Tech***	0.50	0.50	0.50
Accounting Clerk	1.00	2.00	2.00

*Remainder of Asst to City Manager is charged to the City Manager
**Field Operations Mgr is also charged .43 to Solid Waste and .14 to Streets.
***50% is charged to the Solid Waste Fund.

Significant Expenditures Changes: Personnel costs increased in this division due to the annual salary adjustment and the increased cost of health care coverage and retirement contributions.

Another area in the Transfer Station budget that has shown a jump is the Supplies category. This can be tied to materials to maintain buildings and different infrastructure owned by the Transfer Station. It is anticipated that once the expansion is complete some upgrades will have to commence on the original portion of the building. This funding will purchase materials necessary to handle these upgrades.

Other Services & Charges exhibits a 9.89% increase when comparing the FY2009 budget to the FY2008 estimated endings. Tipping fees is the cause of the rise in this area. This will account for the increased usage by customers and a CPI increase that is due.

Information regarding the capital projects for this area can be located in the Capital Improvement Plan section of this budget book.

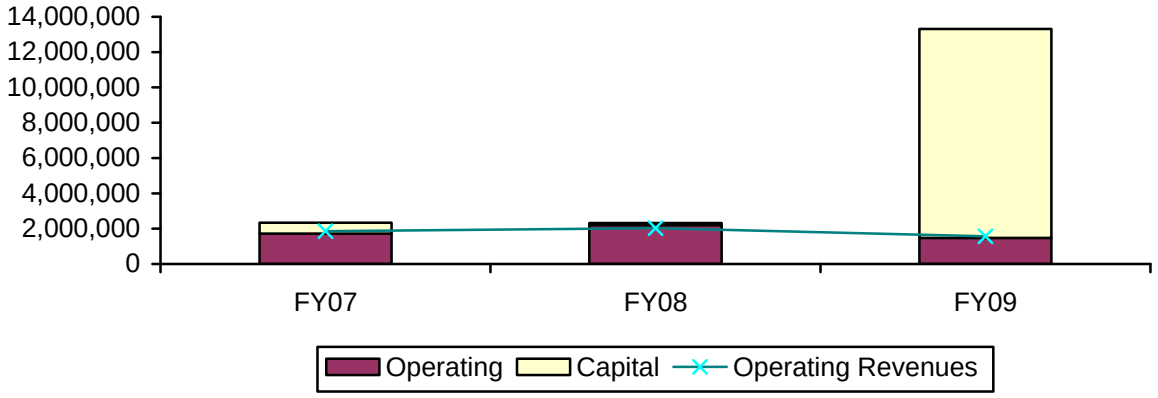
AIRPORT FUND

The Airport Fund accounts for the financial activities at Ernest A Love Field, Prescott's municipal airport. In addition to the sale of 100 octane gas and jet fuel, the terminal houses a waiting area, a restaurant, rent-a-car agencies and Great Lakes airlines.

T-hangar and tie down rentals are available to accommodate approximately 260 planes based at Love Field. Other facilities at the airport include charter flight schools, aircraft maintenance operations, and a U.S. Forest Service firefighting operations base.

Embry-Riddle Aeronautical University, the world's only accredited 100% aviation-oriented university, has established flight operations at Love Field.

Airport Fund - Revenues vs Expenditures



The total Airport budget, including grant and airport operations capital projects, is $14,984,092. Revenues are estimated to be sufficient to cover operational expenditures.

Airport Fund Historical Activity

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ 200,824	$ 249,559	$ 33,331
Revenues	$ 2,333,141	$ 2,095,478	$ 14,984,092
Transfers In	$ 56,353	$ 9,570	$ 843,042
Expenditures	$ (2,340,759)	$ (2,321,276)	$ (13,309,432)
Ending Cash, 6/30	$ 249,559	$ 33,331	$ 2,551,033

Airport Fund Revenues

Revenue Source	FY07 Actual	FY08 Rev. Est.	FY09 Budget
100 Octane Gas	$ 2,020,534	$ 1,404,574	$ -
Jet Fuel	1,106,135	940,388	-
Less: Cost of fuel sales	(2,427,729)	(1,969,167)	-
Oil Sales	11,370	10,727	10,000
Tie Down Fees	46,772	45,682	58,537
Hangar Rentals	598,544	597,624	601,107
Proceeds from Sale of Assets	-	497,671	-
Rentals/Concessions	346,079	388,316	541,901
Landing Fees	10,720	8,919	34,534
Fuel Flowage Fee	-	98,134	273,011
Interest Earnings	131,515	6,951	-
Miscellaneous	9,226	1,915	47,152
Total Operating Revenues	$ 1,853,166	$ 2,031,734	$ 1,566,242
Add: Other Sources			
FAA & ADOT Grants	479,975	63,744	12,556,400
Lease/Purchase Proceeds	-	-	861,450
Transfer In/Grants Received	56,353	9,570	843,042
Total Other Sources	$ 536,328	$ 73,314	$ 14,260,892
Total Combined Sources	$ 2,389,494	$ 2,105,048	$ 15,827,134

Explanation of Revenue Sources:

100 Octane and Jet Fuel Sales: Effective in the second half of FY2008, 100 Octane and Jet Fuel Sales have been outsourced.

Oil Sales: Projected revenues for oil sales are $10,000. This amount is less than the estimated ending for FY2008 and the actual for FY2007. It is the City's policy to be conservative on these revenue projections due to the cyclical nature of the airport business.

Tie Downs: Tie downs are projected to yield $58,537 during FY2009. There are tie downs available for rent.

Hangar Rentals, Shades and Storage Unit Fees: Based upon fair market appraisals for vacant property as well as facilities at the airport, rates were adjusted for hangars, shades and storage units during FY1997. Additionally, the rates were changed to be exclusive of tax rather than inclusive of tax.

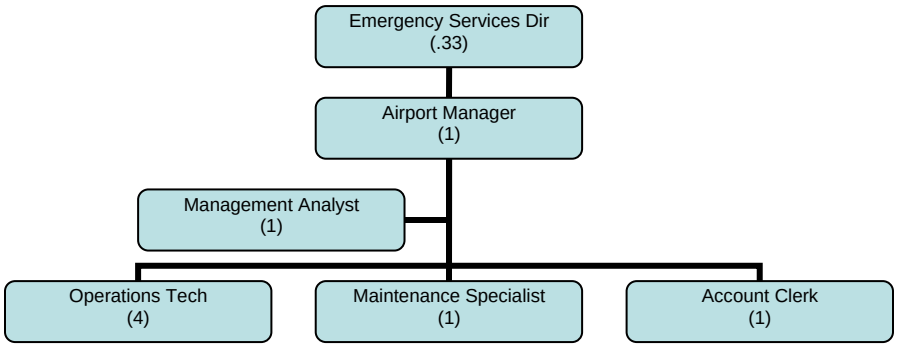
Airport Rentals/Concessions: This revenue source is anticipated to produce $541,901. The majority of the leases for the property under this category are tied to an annual adjustment based on the consumer price index.

Landing Fees: Landing fees in the amount of $5 per landing are assessed to all airlines and cargo carriers. Monies received from this fee are used to help fund maintenance and repairs of the runways.

Fuel Flowage Fees: A fuel flowage fee is a specified amount of money per gallon of fuel pumped, paid to the airport by the entity pumping the fuel, for the privilege of pumping the fuel on the airport.

Interest Earnings: This is monies earned on the available cash in the Airport fund. It is a difficult estimate to make due to the fluctuation of cash balances and the interest rates.

Miscellaneous: Miscellaneous revenues consist of airport access fees and other revenue items that do not occur on a regular basis.



Airport Operations and Capital

Division Mission: Prescott Municipal Airport, as a public facility, will meet the region's air transportation needs for corporate travel, scheduled airline service, governmental, military and general aviation. The airport will also provide citizens interested in aviation an opportunity for education, recreation and personal enrichment.

Goal: Diversify and expand the airport generated revenues with the goal of becoming self sustaining in all aspects of the operations and development of the Airport.

Strategy: Evaluate, plan and implement an update of airport rates and charges inline with industry standards.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Implementation of Minimum Operating Standards and associated aeronautical business permit fees.	0	June 2008	Effective Sept 2008
Phased increase of hangar rental rates to match Fair Market Rates	3.2%	14%	10%
Implementation and update miscellaneous rates and fees	0	June 08	N/A
Begin Development of an Airport Business Plan	0	Formation of Airport Managers Project Working Committee	Completion

Goal: Completion of the Airport Master Plan

Strategy: Work with the public and the members of the Project Management Team, the Planning Advisory committee and the Airport Manager's Aviation Working Group to ensure completion and adoption of the Airport Master Plan by the City of Prescott and the surrounding communities.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of public meetings	0	2	4
Number of presentations	0	2	4
Percentage of plans completed	0	40%	100%

Goal: Improve the overall efficiency and management of the airport administrative, operations, and maintenance functions through increased use of information systems and computer technology.

Strategy: Purchase a dedicated airport management (or functionally compatible) software program and enhance the airport computer equipment and infrastructure capabilities including better networking of information.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Product management reports on a timely basis (monthly/quarterly)	N/A	N/A	(12/4)
Computerized Operational/Maintenance record keeping and tracking	N/A	RFP and System Evaluation	Program Implementation

Goal: Develop a marketing program designed to market the airport, its facilities and services, and the land available for commercial development adjacent or near the airport to meet the council goal of development of the airport as an economic engine.

Strategy: Through partnership opportunities develop an Airport Business Plan to evaluate the financial viability of the airport and help market the airport to prospective corporate customers in conjunction with the Economic Development Department of the City.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
New or renewed leases/license agreements	2	4	2

Goal: Development and retention of a professional Airport Staff capable of meeting the demanding requirements of the applicable Federal, State, and Local regulations/standards and the needs of the City and Citizens.

Strategy: Continue development and implementation of in-house training programs. Certification of staff through attendance of advanced training opportunities.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
In house training hours	416	450	500
Number of Advanced training courses attended	3	3	3
Number of OSHA required training courses	0	2	3

Goal: Development of facilities and infrastructure to enhance the safety, capacity and services at the airport to meet the projected growth of both business aircraft and scheduled airlines including but not limited to: 1) Land Acquisition, 2) Equipment Acquisition, 3) Building/Facility improvements, 4) Airfield Construction projects.

Strategy: Seek all available funding sources. Obtain community support.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Number of Project Grant funding sought	17	12	8
Number of projects grant funding obtained	3	3	6
Letters of support received from the public	0	5	10

Goal: Ensure that positive efforts continue for management of growth within the airport influence area promoting uses which will remain compatible with existing and future airport development.

Strategy: Work with the Community Development for the update of the Airport Specific Area Plan(ASAP) and to draft an Airport Area zoning ordinance to protect the Airports viability as an economic engine.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
ASAP Update	N/A	30% complete	Completed
Airport Area Zoning Ordinance	N/A	30% complete	Completed

Goal: Continue to maintain the airport in a safe and efficient operating environment through increased preventative maintenance of airport facilities which improve visual aesthetics of the airport and response to customer's maintenance requests.

Strategy: Development and implementation of preventative maintenance programs

Performance Measures:	FY07	FY08	FY09

	Actual	Estimate	Forecast
FAA 139 Inspection discrepancies	5	0	0
Work orders issued and resolved	300	500	600
Number of cycles of complete airfield vegetation management (mowing) of approximately 300+ acres	8	10	12

Prior Year Results and Outcomes:

The Airport Department completed privatization of the Fixed Base Operations (fueling and aircraft services) which will allow for a more efficient and focused approach to managing the Airport. The Airport also signed three new ground leases for approximately nine acres of airport property as well as completed the sale and relocation of the portable T-hangars which opens up approximately six acres of for future development. The Airport also is preparing to welcome Horizon Airlines providing daily service to LAX starting September 8th.

The Prescott Air Fair air show was held in October. This annual event featured several aerobatic performances as well as static displays of unique aircraft and military jets. An estimated 20,000 persons attended the one day event.

Airport
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 628,925	$ 639,472	$ 546,764
Supplies	51,817	74,738	59,300
Other Services & Charges	507,589	546,947	478,624
Cost Recovery	-	-	(10,000)
Capital Outlay/Projects	83,579	50,862	1,104,450
Grant Projects	536,327	72,965	10,727,442
Debt Service	532,522	936,292	402,852
Total	$ 2,340,759	$ 2,321,276	$ 13,309,432

Capital Outlay/Projects	
North Ramp T-Shades (carryover)	$ 861,450
Horizon Airlines	243,000
Total Capital Outlay/Projects	$ 1,104,450
Airport Grants	
Airport RPZ Land Acq 61 Acres	$ 6,130,000
Airport Maintenance Building	3,000,000
Airport Drainage Design	450,000
Environmental Assessment	200,000
Airport Master Plan	164,584
Airport Beacon State Grant	154,159
Airport Terminal Design	150,000
Airport Security Upgrade	150,000
Airport Drainage Study	111,391
Design AARF	100,000
Airport Maintenance Facility Design	88,750
Electronic Fingerprinting Equipment	25,000
Lease Rate Analysis	3,558
Total Airport Grants	$ 10,727,442

Airport
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	11.55	8.33	8.33
Emergency Services Dir*	0.00	0.33	0.33
Airport Manager	1.00	1.00	1.00
Asst. Airport Manager	1.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00
Airport Operations Tech.	4.00	4.00	4.00
Maintenance Specialist	0.00	1.00	1.00
Management Analyst	0.00	1.00	1.00
Admin. Secretary	1.00	0.00	0.00
Accounting Clerk	1.00	1.00	1.00
Maintenance Worker	1.00	0.00	0.00
Airport Oper. Tech. (temp)	2.55	0.00	0.00

*Remainder of Emergency Services Director is charged to Fire Administration (.34) and Regional Communications (.33).

Significant Expenditure Changes: Significant decreases are seen throughout Personnel, Supplies, and Other Services & Charges. This is the result of outsourcing fueling during FY2008.

Please refer to the foregoing summary box for a complete listing of capital outlay/projects and grant projects. More information can be located in the Capital Improvement Plan section of the budget book.

GOLF COURSE FUND

The purpose of the Golf Course Fund is to account for the financial activities of Antelope North and South Golf Courses. It is the mission of the Golf Course to provide a positive golf experience and an enjoyable atmosphere for our customers while assuring revenues are more than sufficient to cover operating expenses, capital investments and debt payments.

Antelope Hills North Golf Course is a championship 18-hole course located on Highway 89 at the intersection of Highway 89 and Willow Creek Road. The PGA-sanctioned course, which surrounds the City of Prescott's municipal airport, is open to the public year-round. Antelope Hills South Golf Course was completed during FY1992. This 18 hole, par 72 course was opened for play July 1, 1992. The scenic landscaped course has views of Mingus Mountain, Granite Dells, Granite Mountain and a 100 mile view of the San Francisco Peaks, the highest point in Arizona. The South course is state of the art and includes a computerized irrigation system, multi-tees, bent grass greens and three lakes.

Seventy-seven homes sites were developed surrounding the course and all sites have been sold.

The clubhouse on Perkins Drive was built in 1993 and contains a restaurant, bar and full-line golf shop. The restaurant, Manzanita Grille, is currently operated by the City and is open daily to serve the public. Golfers are able to start on either course from the clubhouse.

Wastewater effluent from the City's wastewater treatment plant is used to irrigate the golf course turf on both courses. A well organized golf maintenance and development program is carried out including daily upkeep of golf course greens, fairways, tees and rough.

Many changes have been made over the last several years in the golf course operations. The objective to achieve financial self-sufficiency is being met. Other objectives include no further borrowing by the Golf Course Fund from the General Fund or other city funds (except for incidental cash flow purposes). In FY1998, the Golf Course completed payment to the General Fund of the approximately $2 million previously borrowed. Golf Course objectives are being accomplished by using conservative estimates of increases in play while still insuring Prescott and Yavapai County residents receive preferred golf rates.

In September 1997, Council approved a change to the rate structure which established the same rates for City and County residents while keeping a differential for outside Yavapai County residents.

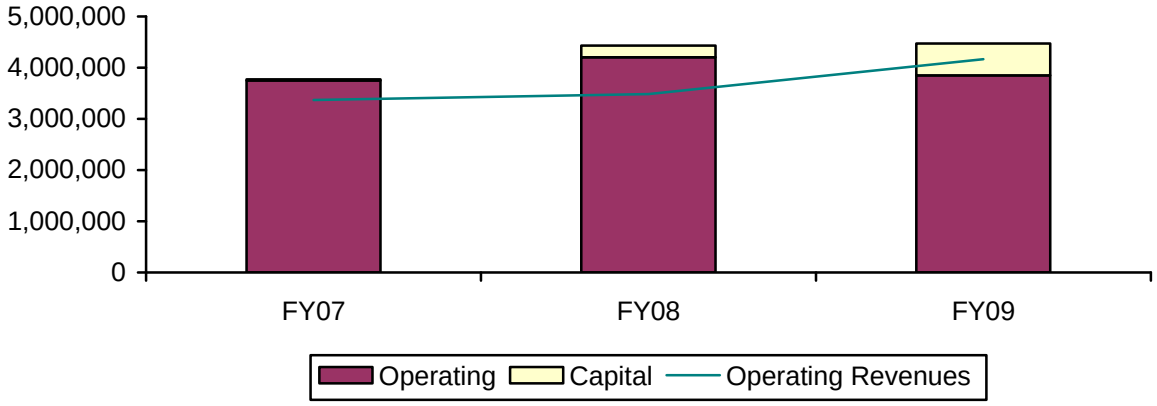
The overall cash strategy of the Golf Course Fund is to pay its operations, capital needs and debt obligations in the following order:

First, payment of the operations of the golf course;

Second, payment of bonded debt principal and interest; and

Third, use of revenues exceeding expenses for capital improvements to the course.

Golf Course Fund - Revenues vs Expenditures



Golf Course revenues and expenditure activity for the past two years and current year is as follows:

Golf Course Fund Historical Activity

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ (437,255)	$ (841,145)	$ (1,559,959)
Revenues	$ 3,367,754	$ 3,711,373	$ 4,786,660
Expenditures	$ (3,771,644)	$ (4,430,187)	$ (4,470,735)
Ending Cash, 6/30	$ (841,145)	$ (1,559,959)	$ (1,244,034)

Adopted Council financial policies require that any time an enterprise fund is in a deficit position, interest will be charged to that fund. Accordingly, interest will be charged to the Golf Course Fund as long as it is not operating in a full self-sufficient manner. Golf Course revenues are extremely reliant on weather.

At the end of each fiscal year, large debt service payments are made for the construction of the second course and the recently installed replacement irrigation system on the North course. The payments result in a negative cash balance for approximately two to three months into the next fiscal year at which time the golf course operates in a positive cash balance position until the following June.

Golf Course Fund Revenues

Revenue Source	FY07 Actual	FY08 Rev. Est.	FY09 Budget
Greens Fees	$ 1,473,364	$ 1,542,218	$ 1,750,217
Rentals	607,340	638,556	697,816
Pro Shop Sales	372,981	364,803	384,127
Concession/Restaurant	925,713	948,000	969,000
Sale of Assets	2,500	2,643	280,000
Lease/Purchase Proceeds	-	227,454	620,000
Miscellaneous	(14,291)	(12,341)	85,500
Interest Earned	147	40	-
Total Revenues	$ 3,367,754	$ 3,711,373	$ 4,786,660

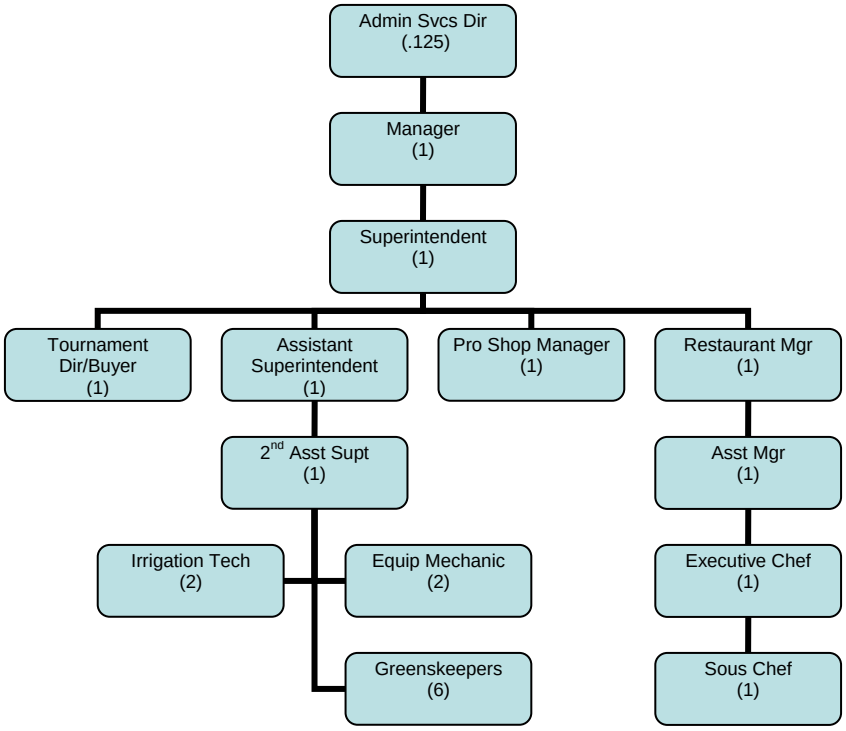
Explanation of Golf Course Fund Revenue Sources:

Greens Fees: The Golf Course Manager is projecting an increase in greens fees of 13.5% over the FY2008 revised estimates. This projected increase is based on an anticipated increase in rounds played.

Rentals: Cart rental fees are also expected to increase during FY2009 because of an anticipated increase in rounds played.

Pro Shop Sales: FY2009 merchandise sales are expected to increase 5.3% over FY2008 due to an anticipated larger volume of rounds played at the golf course.

Concession/Restaurant: This revenue source exhibits a 2.2% increase in FY2009 over FY2008 estimated endings as a result of continued popularity of the restaurant at the golf course.



Consolidated Departmental Expenditure and Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 1,398,656	$ 1,474,661	$ 1,484,515
Supplies	733,683	699,435	721,290
Other Services & Charges	686,928	854,197	742,718
Capital Outlay/Projects	20,941	227,549	620,000
Debt Service	931,436	1,174,345	902,212
Total	$ 3,771,644	$ 4,430,187	$ 4,470,735
Authorized Staffing Level	42.60	41.40	40.63
Maintenance	20.00	16.90	17.40
Pro Shop	7.00	7.00	6.40
Manzanita Grill	14.00	15.90	15.43
Golf Carts	1.60	1.60	1.40

Note: The staff of the Maintenance Division consists of 13 regular full time employees. The remainder are seasonal and are the equivalent of 4.4 full time employees.

The Pro Shop has 3.6 regular full time employees with a seasonal staff of 2.8 full time equivalent employees.

Manzanita Grill includes 3.525 regular full time employees and 11.9 seasonal employees.

Golf Cart Division employs a seasonal staff of 1.4 full time equivalent employee.

Golf Course Maintenance

Division Mission: To be the leader in municipal golf in Arizona by setting the highest agronomic standards possible and providing our customers with superior course conditions.

Goal: Attain an acceptable level of tolerance for turf grass pests, including insects, fungi, and weeds.

Strategy: Make the necessary investments in our budget to afford adequate coverage for grubs, fertilization, weeds and disease control – G/L #12-840-210. Monitor all activity prior to applications, and reduce pesticide usage whenever possible by using sound I.P.M. practices.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Grub damage	Unknown	25%	0%
Grub control costs included in agricultural supplies budget	$0	$0	$20,000
Agricultural supplies budget	$49,295	$40,000	$60,000

Goal: Increase labor force and labor efficiencies without increasing labor budget.

Strategy: Two full time individuals are planning retirement January 2009. It is planned not to fill these positions, but instead to supplement labor dollars with more seasonal help.

Take advantage of Community Services Program. We are currently using them to clear the old tree

nursery on #3 North. In the spring, we plan on using their services to help with bunker edging, weeding along property boundaries and other duties normally carried out by paid full-time and seasonal staff.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Increase in labor efficiencies	5%	10%	20%

Goal: To improve playability by providing drier and firmer conditions on tees, fairways, and tees.			
Strategy: Continue forward with our drainage repairs caused by willow root contamination. Continue to make site adjustments and repairs to the irrigation systems. Proceed with a long-term agronomic program, including light, frequent top dressing in order to reduce thatch build up.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Elimination of wet spots throughout both courses and drying out of spongy greens on the North Course.	25%	50%	90%

Prior Year Results and Outcomes:

Successful continuation of long-term agronomic program for greens. Cultural practices included deep-drilling, deep-tine aeration, top dressing and verti-cutting. Responsible use of chemicals and fertilizers. This resulted in disease-free greens, reduction of thatch, fewer poa annua seed heads, and provided faster, firmer and drier putting surfaces.

Overcame many drainage obstacles on both courses. Replaced over 1000' of drain tile during the winter months, which were contaminated by willow roots. This had a huge impact in drying up small pools of stagnant water throughout the courses, especially on the South. We now provide a much more playable condition.

Conducted numerous repairs and site adjustments to the irrigation system. Work entailed valve and head replacement, as well as wiring and communication to satellites in the field. Both courses now distribute water more efficiently and provide more uniform coverage to the turf, thus reducing the number of wet spots, dry spots, and creating a more manageable condition.

Pro Shop labor cut dramatically through more efficient operation and scheduling: FY07Actual-$337,314 FY08Budget-$352,288; FY08YTD-$283,458.

Monthly inventory taken resulting in better control.

New patio furniture approved from annual Bed Tax revenues.

Manzanita Grille breaks even and debt is paid off which will result in profits from the Grille put back in the Golf Fund to reduce deficit.

Specialty nights in The Grille are a huge success – Thursday-Sushi Night, Friday-Fish Fry, Saturday-Prime Rib

Tournament schedule increased including 2007 Arizona Women's State Senior Championship which produced the largest field in the history of the tournament.

Very low turnover of full time staff which has allowed entire department to be more consistent in the quality of product and customer service.

Golf Course Maintenance
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 632,261	$ 712,083	$ 676,068
Supplies	160,754	188,887	208,500
Other Services & Charges	401,446	350,555	461,346
Debt Service	763,375	814,254	784,057
Capital Outlay/Projects	-	227,454	-
Total	$ 1,957,836	$ 2,293,233	$ 2,129,971

Golf Course Maintenance
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	20.00	16.90	17.40
Greens Superintendent	1.00	1.00	1.00
Asst Greens Super.	1.00	1.00	1.00
2nd Asst Greens Supt	0.00	1.00	1.00
Equipment Mechanic	0.00	2.00	2.00
Maintenance Specialist	2.00	0.00	0.00
Irrigation Tech	0.00	2.00	2.00
Greenskeeper	8.00	6.00	6.00
Golf Course Maint. Tech.	1.00	0.00	0.00
Seasonal Maint. Empl.	7.00	3.90	4.40

Note: Three positions frozen for FY09 - One equipment mechanic and two greenskeeper (1 for only 1/2 year).

Significant Expenditures Changes: Personnel costs decreased 5.1% due to three positions that are frozen for the upcoming fiscal year. These positions include one equipment mechanic and two greenskeepers. One of the greenskeeper positions is frozen for half of the year.

A 10.4% increase can be observed in Supplies when comparing FY2008 estimated endings to FY2009 budget. This increase is the results of additional monies being budgeted for agricultural supplies. Items included in this line item are fertilizers and pesticides, including fungicides, herbicides and insecticides. Also included in the numbers are soil amendments and sub-contracted work such as deep-drilling and aeration.

Other Services & Charges increase is due to a contingency being budgeted in FY2009. It has been agreed that should rounds show a significant increase, this money will be used for various course improvements. If rounds do not increase, the monies will not be used.

Pro Shop

Division Mission: To maintain a high standard of customer service by maximizing our tee time reservations to insure that no customer is turned away. To provide quality apparel, equipment, and miscellaneous golf items that are value-priced while providing a profit center for the golf course.

To provide our golfing patrons with instructions concerning our course and keeping the schedule on time. To keep the pace of play desirable and to enforce course rules while meeting the concerns of patrons during their rounds.

To provide a first class facility with quality turf and balls, target areas, and professional instruction that will support the overall facility as another profit center.

Goal: To increase merchandise sales.			
Strategy: Better train the pro shop staff to improve customer service and accumulate information regarding customer needs. Credit won in outside tournaments can be redeemed for merchandise only.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Merchandise sales	3.51/round	3.12/round	3.25/round

Goal: To increase use of practice area.			
Strategy: Improve the quality of teeing area turf, improve distance marking and target areas, increase number of private and group lessons, and maintain quality of range balls.			
Performance Measures:	**FY06 Actual**	**FY07 Estimate**	**FY08 Forecast**
Driving range revenue per round	1.63/round	1.64/round	1.65/round

Prior Year Results and Outcomes

Pro Shop labor cut dramatically through more efficient operation and scheduling: FY07Actual-$337,314, FY08Budget-$352,288; FY08YTD-$283,458.

Monthly inventory taken resulting in better control.

Tournament schedule increased including 2007 Arizona Women's State Senior Championship which produced the largest field in the history of the tournament.

Very low turnover of full time staff which has allowed entire department to be more consistent in the quality of product and customer service.

Pro Shop
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 403,524	$ 348,372	$ 370,235
Supplies	179,579	113,728	120,200
Other Services and Charges	139,851	142,142	142,053
Total	$ 722,954	$ 604,242	$ 632,488

Pro Shop
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	7.00	7.00	6.40
Admin Svcs Director*	0.00	0.00	0.10
General Manager	1.00	1.00	1.00
Pro Shop Manager	0.00	1.00	1.00
Golf Professional	1.00	0.00	0.00
Tournament Dir/Buyer	1.00	1.00	1.00
Restaurant Manager	0.00	0.50	0.50
Pro Shop Assistant	1.00	0.00	0.00
Seasonal Pro Shop Emp	3.00	3.50	2.80

*Administrative Services Director is also charged 40% Facilities Maintenance; 10% Purchasing; 10% Central Garage; 10% Parking Garage; 10% Public Communications; 2.5% Special Events; 2.5% Rodeo; 2.5% Elks; and 2.5% Manzanita Grill.

Significant Expenditure Changes: Personnel FY2009 budget displays a 6.3% increase over FY2008 estimated endings. The root cause of this is the elimination of the Golf Professional position during FY2008. This authorized position was changed to an Information Technology Technician and transferred to the General Fund as part of the Information Technology staff.

Another category that exhibits a significant expenditure change in FY2008 compared to FY2009 is Supplies. This can be tied to the revolving inventory account. It is anticipated that the inventory is going to be reduced in the Pro Shop. The Manager expects to maintain an inventory of only the more popular items for golfers.

Manzanita Grill

Division Mission: To provide value-oriented food and beverage service to Antelope Hills golfers, tournament events, and the local community. To provide golf course concessions in a professional and timely manner, and to protect the golf course revenue through food and beverage service as a valued asset to the City.

Goal: To have the mix-of-sales by 70% food and 30% beverage.

Strategy: Continue to promote specialty nights such as All-you-can-eat Fish Fry, Prime Rib night, Sushi night, and Pasta night. To offer senior citizen and family discounts. To continue to promote weddings and catered events.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Mix of sales (food/beverage)	73/27	71.5/28.5	70/30

Goal: To increase banquet and special events, and tournament business.

Strategy: Advertise, use website with photos and menus, and contact last year's banquet and special events to reschedule for this year. Consider for annual events locking in price with a deposit and two year commitment.

Strong communication between Tournament Director and Restaurant Manager. Provide restaurant with

booking list and contacts so the organizer can be contacted. Emphasize the $5 discount on golf if they book food.			
Performance Measures:	**FY07 Actual**	**FY08 Estimate**	**FY09 Forecast**
Percentage of sales for banquet and special events	9%	7%	10%
Percentage of sales for tournaments	7%	7%	10%

Prior Year Results and Outcomes

New patio furniture approved from annual Bed Tax revenues.

Manzanita Grille breaks even and debt is paid off which will result in profits from the Grille put back in the Golf Fund to reduce deficit.

Specialty nights in The Grille a huge success – Thursday-Sushi Night, Friday-Fish Fry, Saturday-Prime Rib.

Manzanita Grill
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 343,645	$ 386,316	$ 392,678
Supplies	356,941	351,020	360,390
Other Services & Charges	138,341	355,576	132,895
Debt Service	57,345	1,148,448	894,118
Capital Outlay/Projects	20,941	95	-
Total	$ 917,213	$ 2,241,455	$ 1,780,081

Manzanita Grill
Staffing Level Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	14.000	15.900	15.425
Admin Services Director	0.000	0.000	0.025
Restaurant Manager	0.000	0.500	0.500
Asst Restaurant Manager	0.000	1.000	1.000
Executive Chef	0.000	1.000	1.000
Sous Chef	0.000	1.000	1.000
Temp Employees	14.000	12.400	11.900

*Administrative Services Director is also charged 40% Facilities Maintenance; 10% Purchasing; 10% Central Garage; 10% Parking Garage; 10% Public Communications; 10% Pro Shop; 2.5% Special Events; 2.5% Rodeo; and 2.5% Elks.

Significant Expenditure Changes: The City of Prescott assumed the management of the golf course restaurant in the latter part of FY2006. In FY2007 all employees involved in the operations of the restaurant were temporary employees. The increase in FY2008 includes the conversion of four employees to full-time permanent employees. These positions include the Restaurant Manager, Assistant Restaurant Manager, Executive Chef and Sous Chef.

Other Services & Charges exhibited a 62.6% decrease compared to the FY2008 estimated ending. This is the result of an settlement that was paid out of this fund in FY2008.

Golf Carts

Division Mission: To provide a sufficient number of clean, mechanically sound, and attractive golf cars, this will entice more usage and be perceived by the customer to be a value.

Golf Carts
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 14,590	$ 27,890	$ 25,338
Supplies	36,409	45,800	32,200
Other Services & Charges	7,290	5,924	6,615
Debt Service	110,716	304,555	110,000
Capital Outlay/Projects	-	-	620,000
Total	$ 169,005	$ 384,169	$ 794,153
Capital Outlay/Projects			
Golf Carts			620,000
Total Capital Outlay/Projects			$ 620,000

Golf Carts
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	1.60	1.60	1.40
Temp Golf Cart Attendant	1.60	1.60	1.40

Significant Expenditure Changes: The decrease in Supplies is due to the Golf Carts division anticipating lower gas, oil and lubricants expenditures.

Debt Service shows a significant increase. The jump in budget in this area is related to the maturation of the golf cart lease purchase in FY2009. This will be offset by revenue for the guaranteed buy-back.

Insurance/Retirements

Division Mission: To provide an account to pay for costs of retirement bonuses for Golf Course Department retirees.

Golf Course - Insurance/Retirements
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	4,636	-	20,196
Total	$ 4,636	$ -	$ 20,196

Significant Expenditures Changes: There is one anticipated retirement in the Golf Course Fund during FY2009. Monies budgeted in this area are for the pay-for-performance bonus for Golf Course Fund employees.

PARKING GARAGE FUND

The City of Prescott opened the "Garage on Granite", a five-story, downtown parking garage in June 2005. The garage is conveniently located on South Granite Street, just a block from the Courthouse Plaza and Sharlot Hall Museum. Along with ample parking, garage users will find a glass elevator to transport them from floor to floor as well as a paved pedestrian access to downtown restaurants, shops, art galleries and lodging.

Parking in the garage is free for everyone on all but certain holidays and special event periods throughout the year.

Parking Garage revenue and expenditure activity for the past two years and current year is as follows:

Parking Garage Fund Historical Activity

	FY07 Actual	FY08 Estimate	FY09 Budget
Beginning Cash, 7/1	$ (2,177)	$ 62,324	$ 28,309
Revenues	$ 158,023	$ 65,362	$ 75,800
Transfers In	$ -	$ -	$ 13,749
Expenditures	$ (93,522)	$ (99,377)	$ (117,858)
Ending Cash, 6/30	$ 62,324	$ 28,309	$ -

The following table shows the projected revenues for FY09.

Parking Garage Fund Revenues

Revenue Source	FY07 Actual	FY08 Rev. Est.	FY09 Budget
Parking Revenue	$ 26,070	$ 26,562	$ 38,800
Lease/Rental Revenue	32,457	31,800	31,800
Interest Income	3,296	2,500	1,000
Miscellaneous	96,200	4,500	4,200
Transfer In from General Fund	-	-	13,749
Total Revenues	$ 158,023	$ 65,362	$ 89,549

Explanation of Parking Garage Fund Revenue Sources:

Parking Revenue: The parking garage is free for everyone except for certain events such as Fall Fest in the Park, Oktoberfest, Holiday Light Parade, Christmas Parade, Courthouse Lighting and the Acker Music Festival. For these events a nominal fee is charged for parking in the Garage on Granite.

Lease/Rental Revenue: Lease/rental revenue is for the parking spaces that are leased out in the Parking Garage to different businesses.

Interest Earned: This is monies earned on the available cash in the Parking Garage Fund. It is a difficult estimate to make due to the fluctuation of cash balances and the interest rates.

Miscellaneous: Miscellaneous revenues consist of advertising signage fees and miscellaneous parking lot fees such as the Farmer's Market. The large amount received during FY2007 can be attributed to fees for cell towers that were placed on the parking garage and revenues received as part of a movie that was shot in the City's parking garage.

Parking Garage Operations

Division Mission: To provide downtown visitors, tourists, and workers ample convenient and safe off-street parking.

Goal: To provide a safe and well maintained parking facility while minimizing the expense to the community.

Strategy: Provide paid security during the evening hours until 1-hour after all businesses close. Ensure the facility is clean and well lit. Lease high demand parking spaces, charge a users fee for high demand dates and look for other ways to generate income to offset expenses.

Performance Measures:	FY07 Actual	FY08 Estimate	FY09 Forecast
Income	$158,024	$75,000	$78,000
Expense	$93,522	$95,000	$100,000

Prior Year Results and Outcomes

Concluded FY2008 with a positive cash balance.

Parking Garage
Expenditure Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Personnel	$ 17,210	$ 21,027	$ 24,833
Supplies	8,860	6,750	9,850
Other Services & Charges	67,448	71,600	83,175
Total	$ 93,522	$ 99,377	$ 117,858

Parking Garage
Staffing Summary

	FY07 Actual	FY08 Estimate	FY09 Budget
Authorized Staffing Level	0.10	0.10	0.10
Admin Services Director	0.10	0.10	0.10

Note: Administrative Services Director also charged 40% Facilities Maintenance; 20% Central Garage; and 10% to Purchasing, Public Communications, and Elks.

Significant Expenditures Changes: A 45.9% increase is shown in Supplies due to the purchase of parking coupons. These coupons are purchased every other year in large quantities to have some uniformity in the numbering. This is necessary for internal control purposes.

Other Services & Charges displays a 16.2% increase when comparing the FY2009 budget to the FY2008 estimated ending. This is primarily due to the higher costs involved with providing security to the “Garage on Granite”.

CAPITAL IMPROVEMENT PLAN

CAPITAL IMPROVEMENT PLAN

OVERVIEW

The City of Prescott has a significant investment in its streets, water infrastructure, wastewater infrastructure, public facilities, parks and other city infrastructure. Given existing revenue streams and the growth in demand for City services, preserving and upgrading these investments, and planning for future infrastructure needs of the community represent an unending challenge for City staff. The City's sensitivity to emerging economic challenges and its vigilant long-range planning have been key factors in Prescott's fiscal health.

Financing of capital expenditures from available funds, pay-as-you-go funding, is the least costly and most desirable method to cover capital expenditures. Every effort will be made to accumulate funds to allow this method of funding. Should the City not have sufficient funds available, it has a formal Debt Policy and issues debt for the purpose of acquiring or constructing capital projects including buildings, machinery equipment and furniture and fixtures. These needs are addressed through the budget process and the annual five-year capital improvement plan.

Long-range planning requires estimating and projecting of revenues as well as expenditures. Therefore, this is a dynamic process and will be reviewed and changed every year as the first step in the budgeting process. Organizational changes, funding uncertainties, unforeseen emergencies, project delays, or plans by other governmental units can throw off even the most carefully orchestrated capital plan.

The five-year capital improvement plan identifies projects to be completed throughout the next five years. The plan outlines project costs, funding sources, and future operating costs associated with each capital improvement. Because these projects typically span more than one fiscal year, the plan is updated annually to track existing projects and to identify new projects.

The five-year capital improvement plan is an important component of the City's budgeting process. It helps focus the budget process on a longer-term than just the next fiscal year. Here are some of the benefits from this longer-term approach:

- Facilitates long-range financial planning, allowing us to look at not only what the community wants, but also what they can afford.
- Enhances coordination of capital improvements among City departments and other governmental agencies.
- Clearly identifies the Council's goals and their capital priorities to achieve those goals.

To provide a complete capital picture, the City's plan includes all capital requests over $5,000, including replacements. Management established the funding levels through review of available resources after projecting operational costs. Revenues and operating expenditures were projected using historic trends and anticipated changes.

In developing this financial plan, current Council policies were used. The annual review and update of a long-term plan is an excellent opportunity to reexamine Council goals and policies.

The following list describes the capital projects and capital outlay that were approved in the FY2009 Annual Budget. Also included is the Five Year Capital Plan covering FY2010-2014 and the Unfunded Capital List that were approved by Council.

County Automation Project

Budget: $319,183

Total Cost: $319,183

Project Duration: FY2009

Fund: General Fund

Funding for automation needs at the Prescott Public Library.

Operating Budget Impact: None known.

County Automation Project

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	319,183	-	-	-	-	-	319,183
Total	-	319,183	-	-	-	-	-	319,183

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	-	319,183	-	-	-	-	-	319,183
Total	-	319,183	-	-	-	-	-	319,183

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Financial Reporting System

Budget: $490,000

Total Cost: $490,000

Project Duration: FY2009

Fund: General Fund

The new system would replace existing utility billing, general billing, accounts receivable/cash receipts, purchasing and fixed asset cache based systems. The City has already acquired a portion of the system when it purchased a new Human Resource/Payroll system in fiscal year 2007.

Operating Budget Impact: Annual maintenance costs in the amount of $44,000 per year.

Financial Reporting System

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	490,000	-	-	-	-	-	490,000
Total	-	490,000	-	-	-	-	-	490,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund		250,000	-	-	-	-	-	250,000
Water Fund	-	240,000	-	-	-	-	-	240,000
Total	-	490,000	-	-	-	-	-	490,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
Maintenance	-	-	44,000	44,000	44,000	44,000	44,000	220,000
Total	-	-	44,000	44,000	44,000	44,000	44,000	220,000

Document Imaging System

Budget: $127,000

Total Cost: $257,000

Project Duration: FY2009 – FY2011

Fund: General Fund

This system will be used to digitally process, store, share, and track documents throughout the City's network. It will replace and upgrade capabilities from the current Fortis Imaging System and the current Clerk's Index System used to retrieve documents and process public requests.

Operating Budget Impact: Operations and maintenance costs for this system is estimated to begin at $23,000 and escalate through the years.

Document Imaging System

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	127,000	90,000	40,000	-	-	-	257,000
Total	-	127,000	90,000	40,000	-	-	-	257,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	-	127,000	90,000	40,000	-	-	-	257,000
Total	-	127,000	90,000	40,000	-	-	-	257,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
Maintenance	-	-	23,000	25,000	27,000	29,000	29,000	133,000
Total	-	-	23,000	25,000	27,000	29,000	29,000	133,000

Budget: $108,865

Total Cost: $108,865

Project Duration: Ongoing

Fund: General Fund

Institute a business license program for all businesses physically located in the City of Prescott as well as the rental of tangible personal property and anyone conducting business in the City limits. The purpose of this program is to manage business activity within the City limits.

Operating Budget Impact: This new registration system would require the addition of one Account Clerk position to process new applications on an ongoing basis and renewal applications annually.

Business License Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	108,865	-	-	-	-	-	108,865
Total	-	108,865	-	-	-	-	-	108,865

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	-	108,865	-	-	-	-	-	108,865
Total	-	108,865	-	-	-	-	-	108,865

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
Pers/Supplies	-	-	66,308	69,624	73,105	76,760	80,598	366,395
Total	-	-	66,308	69,624	73,105	76,760	80,598	366,395

Technical Energy Audit

Budget: $90,000

Total Cost: $90,000

Project Duration: FY2009

Fund: General Fund

Contract No. 2008-109 (10/9/07) with APS Energy Services (APSES) provides for a detailed technical energy audit of all City-owned facilities and operational systems, determination of base year energy consumption, formulation of a proposed package of energy efficiency enhancement projects, cost/benefit analyses for each project and a financing plan.

Operating Budget Impact: Energy demand will be reduced as retrofit projects are implemented offsetting higher energy unit costs anticipated in the future. This reduction has not been quantified.

Technical Energy Audit

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	90,000	-	-	-	-	-	90,000
Total	-	90,000	-	-	-	-	-	90,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	-	10,000	-	-	-	-	-	10,000
Water Fund	-	40,000	-	-	-	-	-	40,000
Wastewater	-	40,000	-	-	-	-	-	40,000
Total	-	90,000	-	-	-	-	-	90,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

HR & Payroll Software

Budget: $52,000

Total Cost: $423,908

Project Duration: Purchase System FY2006 – Complete Implementation FY2009

Fund: General Fund

This capital outlay is for the purchase and implementation of an integrated software system that includes Human Resources, Payroll, Time and Attendance, and Employee self-service packages. The system should help all involved work together.

Operating Budget Impact: Operating impact is based on annual debt service for the lease/purchase proceeds necessary to purchase this product.

HR & Payroll Software

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	371,908	52,000	-	-	-	-	-	423,908
Total	371,908	52,000	-	-	-	-	-	423,908

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	371,908	52,000	-	-	-	-	-	423,908
Total	371,908	52,000	-	-	-	-	-	423,908

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
Debt Service	405,035	162,014	162,014	-	-	-	-	729,063
Total	405,035	162,014	162,014	-	-	-	-	729,063

Youth Count Program

Budget: $20,000

Total Cost: $20,000

Project Duration: Evaluate Yearly

Fund: General Fund

Partner with Youth Count of Yavapai County, which consists of the Town of Prescott Valley, Yavapai County and Yavapai College, to develop and expand resources for community organizations focused on recreation, academics and other youth serving services. Projects included in Youth Count are Youth Volunteer Corp, Americorp in conjunction with Prescott Mile High Middle School, Mayor's Youth Advisory Partnership, Juvenile Court Community Advisory Board, and MATForce, Yavapai County's Substance Abuse Coalition. Youth Count develops and expands resources for community organizations focused on recreation, academics and other youth serving services.

Operating Budget Impact: None known.

Youth Count Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	274,467	20,000	-	-	-	-	-	294,467
Total	274,467	20,000	-	-	-	-	-	294,467

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	274,467	20,000	-	-	-	-	-	294,467
Total	274,467	20,000	-	-	-	-	-	294,467

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Meals-On-Wheels

Budget: $20,000

Total Cost: $20,000

Project Duration: FY2009

Fund: General Fund

Requested by the Board of Directors of Prescott Meals-on-Wheels to cover the salary, benefits and associated personnel costs for their director.

Operating Budget Impact: None known.

Meals-on-Wheels

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Repair/Demolition Fund

Budget: $10,000

Total Cost: On-going Program

Project Duration: On-going Program

Fund: General Fund

Provides funds for emergency abatement of a public nuisance if a property owner fails to repair or demolish a safety hazard on his/her property.

Operating Budget Impact: None known

Repair/Demolition Fund

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	37,557	10,000	10,000	10,000	10,000	10,000	10,000	97,557
Total	37,557	10,000	10,000	10,000	10,000	10,000	10,000	97,557

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	37,557	10,000	10,000	10,000	10,000	10,000	10,000	97,557
Total	37,557	10,000	10,000	10,000	10,000	10,000	10,000	97,557

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Neighborhood Cleanup

Budget: $10,000

Total Cost: On-going Program

Project Duration: On-going Program

Fund: General

Funding of tipping fees associated with six neighborhood cleanup projects throughout the fiscal year.

Operating Budget Impact: None known

Neighborhood Cleanup

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	7,751	10,000	10,000	10,000	10,000	10,000	10,000	67,751
Total	7,751	10,000	10,000	10,000	10,000	10,000	10,000	67,751

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	7,751	10,000	10,000	10,000	10,000	10,000	10,000	67,751
Total	7,751	10,000	10,000	10,000	10,000	10,000	10,000	67,751

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Geodesy

Budget: $6,940

Total Cost: $19,000

Project Duration: Began in FY2007 – Completion in FY2009

Fund: General Fund

The Geodesy organizes and packages GIS graphics and related attributes and makes the data accessible to a broad audience. It makes it easy to create high quality printed maps and reports.

Operating Budget Impact: Maintenance and support costs for the software will be the operating impact for this project.

Geodesy

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	12,060	6,940	-	-	-	-	-	19,000
Total	12,060	6,940	-	-	-	-	-	19,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	12,060	6,940	-	-	-	-	-	19,000
Total	12,060	6,940	-	-	-	-	-	19,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	3,000	3,000	3,000	3,000	3,000	15,000
Total	-	-	3,000	3,000	3,000	3,000	3,000	15,000

Prescott Creeks Match

Budget: $6,500

Total Cost: $19,000

Project Duration: Evaluated Yearly

Fund: General Fund

Prescott Creeks Preservation Association has had a long-term contractual agreement to rehabilitate the riparian areas south of Watson Lake. In order for PCPA to continue the work on that section of Granite Creek, as well as other sections and other creeks, the City of Prescott will match up to $6,500 in funds annually. PCPA will match the City's $6,500, dollar for dollar, with funds raised from alternative sources.

Operating Budget Impact: None known.

Prescott Creeks Match

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	12,500	6,500	-	-	-	-	-	19,000
Total	12,500	6,500	-	-	-	-	-	19,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	12,500	6,500	-	-	-	-	-	19,000
Total	12,500	6,500	-	-	-	-	-	19,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Police X26 Tasers

Budget: $6,400

Total Cost: $6,400

Project Duration: Purchase FY2009

Fund: General Fund

This is for the purchase of eight X26 tasers. Tasers have a statistically proven track record that shows a decline in police involved shootings and a reduction in injuries to both officers and suspects and increased officer safety.

Operating Budget Impact: Operating impact would include the two training cartridges and one battery pack per taser per year.

Police Tasers

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	6,400	-	-	-	-	-	6,400
Total	-	6,400	-	-	-	-	-	6,400

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
General Fund	-	6,400	-	-	-	-	-	6,400
Total	-	6,400	-	-	-	-	-	6,400

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	880	880	880	880	880	4,400
Total	-	-	880	880	880	880	880	4,400

SPECIAL REVENUE FUNDS CAPITAL OUTLAY AND PROJECTS

Central Yavapai Municipal Planning Organization

Budget: $289,746

Total Cost: $289,746

Project Duration: FY2009 Allocation

Fund: Streets (HURF) Fund

Provision of funding to front payment for operational expenses by Central Yavapai Municipal Planning Organization and provision of the City of Prescott's share toward these expenses.

Operating Budget Impact: None known.

CYMPO

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	289,746	-	-	-	-	-	289,746
Total	-	289,746	-	-	-	-	-	289,746

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
HURF	-	289,746	-	-	-	-	-	289,746
Total	-	289,746	-	-	-	-	-	289,746

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Open Space

Budget: $6,096,365

Total Cost: $15,590,497

Project Duration: FY2009

Fund: 1% Streets and Open Space Tax

Continue to provide funding for the acquisition of open space. The budgeted amount in FY09 includes a $3,096,365 carryover from FY2008.

Operating Budget Impact: Will be determined as open space is identified. Impact will include the cost of maintaining property.

Open Space

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	9,494,132	6,096,365	-	-	-	-	-	15,590,497
Total	9,494,132	6,096,365	-	-	-	-	-	15,590,497

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	9,494,132	6,096,365	-	-	-	-	-	15,590,497
Total	9,494,132	6,096,365	-	-	-	-	-	15,590,497

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Copper Basin Road

Budget: $7,258,134

Total Cost: $19,656,795

Project Duration: FY2003-FY2009

Fund: 1% Streets and Open Space Fund

Reconstruction of Copper Basin Road including curb and gutter, sidewalk along one side, drainage improvements and left turn lanes at three intersections.

Operating Budget Impact: Not yet determined.

Copper Basin Road

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	12,398,661	7,258,134	-	-	-	-	-	19,656,795
Total	12,398,661	7,258,134	-	-	-	-	-	19,656,795

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	5,314,288	4,141,259						9,455,547
Water	3,006,836	1,716,875						4,723,711
Wastewater	4,077,537	1,400,000	-	-	-	-	-	5,477,537
Total	12,398,661	7,258,134	-	-	-	-	-	19,656,795

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $3,519,290

Total Cost: $5,287,820

Project Duration: FY2004 – FY2009

Fund: 1% Tax – Streets and Open Space Fund

Reconstruction of Ruth and Demerse Streets from Whipple Street to Montebello Lane. Project will be completed in three phases.

Operating Budget Impact: Not yet determined.

Ruth/Demerse Construction

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	1,768,530	3,519,290	-	-	-	-	-	5,287,820
Total	1,768,530	3,519,290	-	-	-	-	-	5,287,820

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	1,746,498	2,743,454	-	-	-	-	-	4,489,952
Water	22,032	775,836	-	-	-	-	-	797,868
Total	1,768,530	3,519,290	-	-	-	-	-	5,287,820

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Pavement Preservation Project

Budget: $1,834,000

Total Cost: $1,834,000

Project Duration: On-going Program

Fund: 1% Streets and Open Space Fund

Overlay segments of Willow Creek Road, Mitchell Road to Commerce Drive and Gail Gardner Way, Fair Street to Iron Springs Road with a 5/8" rubberized ACFC. Place a rubber chip-seal on residential streets near the Airport and north central Prescott.

Operating Budget Impact: Not yet determined.

Pavement Preservation

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,834,000	1,045,000	1,076,350	1,108,640	1,141,900	1,176,157	7,382,047
Total	-	1,834,000	1,045,000	1,076,350	1,108,640	1,141,900	1,176,157	7,382,047

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax		1,834,000	1,045,000	1,076,350	1,108,640	1,141,900	1,176,157	7,382,047
Total	-	1,834,000	1,045,000	1,076,350	1,108,640	1,141,900	1,176,157	7,382,047

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

SR89A/Side Road

Budget: $1,120,000

Total Cost: $20,225,000

Project Duration: FY2008 – FY2010

Fund: 1% Tax – Streets and Open Space Fund

Study, design and construct a grade separated traffic interchange at SR89A and Side Road.

Operating Budget Impact: Not yet determined.

SR89A/Side Road

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	1,105,000	1,120,000	18,000,000	-	-	-	-	20,225,000
Total	1,105,000	1,120,000	18,000,000	-	-	-	-	20,225,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	1,105,000	1,120,000	18,000,000	-	-	-	-	20,225,000
Total	1,105,000	1,120,000	18,000,000	-	-	-	-	20,225,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Rosser Street Traffic Reconstruction

Budget: $2,097,000

Total Cost: $5,247,000

Project Duration: FY2008 – FY2012

Fund: 1% Streets and Open Space Fund

Construction of traffic calming improvements on Rosser Street from Willow Creek Road to Campbell Street (Ph I) and reconstruct roadway from east of S Blooming Hills Drive to SR89 (Ph II), with the possible implementation of traffic calming measures. Upgrade water line per model and reconstruct Cliff Rose lift station and force main in Phase II.

Operating Budget Impact: Not yet determined.

Rosser Street Traffic Reconstruction

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	1,335,000	2,097,000	-	150,000	1,665,000	-	-	5,247,000
Total	1,335,000	2,097,000	-	150,000	1,665,000	-	-	5,247,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	905,000	1,035,000	-	150,000	1,500,000	-	-	3,590,000
Water	280,000	252,000	-	-	165,000	-	-	697,000
Wastewater	150,000	810,000	-	-	-	-	-	960,000
Total	1,335,000	2,097,000	-	150,000	1,665,000	-	-	5,247,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Williamson Valley Road

Budget: $2,600,000

Total Cost: $10,587,880

Project Duration: FY2008 – FY2010

Fund: 1% Tax – Streets and Open Space Fund

Yavapai County will be the lead in this project which will include the widening of Williamson Valley Road to a five-lane section from Sidewinder Road to Yakashba Drive then tapering to a four lane section from Yakashba Drive to the city limits.

Operating Budget Impact: Not yet determined.

Williamson Valley Road

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	307,783	2,600,000	-	7,680,097	-	-	-	10,587,880
Total	307,783	2,600,000	-	7,680,097	-	-	-	10,587,880

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	300,000	900,000		7,680,097				8,880,097
Water	4,049	1,500,000						1,504,049
Wastewater	3,734	200,000		-	-	-	-	203,734
Total	307,783	2,600,000	-	7,680,097	-	-	-	10,587,880

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Pavement Reconstruction Projects

Budget: $890,000

Total Cost: $9,586,203

Project Duration: On-going Program

Fund: 1% Streets and Open Space Fund

Mill and fill or reconstruction of deteriorated pavement segments as identified in the Pavement Management Program. FY09 includes pavement rehabilitation in Yavapai Hills.

Operating Budget Impact: Not yet determined.

Pavement Reconstruction Projects

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	890,000	291,000	2,000,000	2,066,000	2,134,280	2,204,923	9,586,203
Total	-	890,000	291,000	2,000,000	2,066,000	2,134,280	2,204,923	9,586,203

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	890,000	291,000	2,000,000	2,066,000	2,134,280	2,204,923	9,586,203
Total	-	890,000	291,000	2,000,000	2,066,000	2,134,280	2,204,923	9,586,203

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $500,000

Total Cost: $5,500,000

Project Duration: FY2009 – FY2010

Fund: 1% Tax – Streets and Open Space Fund

Development of new roadway and utilities infrastructure for Embry Riddle Aeronautical University Business Technology Improvement District.

Operating Budget Impact: Not yet determined.

ERAU Improvement District

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	500,000	5,000,000	-	-	-	-	5,500,000
Total	-	500,000	5,000,000	-	-	-	-	5,500,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	500,000	5,000,000	-	-	-	-	5,500,000
Total	-	500,000	5,000,000	-	-	-	-	5,500,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Transit Implementation

Budget: $330,000

Total Cost: $330,000

Project Duration: FY2009

Fund: 1% Streets and Open Space Fund

Prescott, Prescott Valley, and Yavapai County, in conjunction with the Central Yavapai Metropolitan Planning Organization (CYMPO), are working toward providing regional transit, initially in the SR 69 corridor, complemented by service within each of the two municipalities.

Operating Budget Impact: Not yet determined.

Transit Implementation

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	330,000	-	-	-	-	-	330,000
Total	-	330,000	-	-	-	-	-	330,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	330,000	-	-	-	-	-	330,000
Total	-	330,000	-	-	-	-	-	330,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

CYMPO Projects

Budget: $213,552

Total Cost: $213,552

Project Duration: FY2009

Fund: 1% Tax – Streets and Open Space Fund

Budget for expenditures for specific Central Yavapai Metropolitan Planning Organization (CYMPO) projects for which the City awards contracts on behalf of CYMPO per City CYMPO Memorandum of Understanding.

Operating Budget Impact: Not yet determined.

CYMPO Projects

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	213,552	-	-	-	-	-	213,552
Total	-	213,552	-	-	-	-	-	213,552

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	213,552	-	-	-	-	-	213,552
Total	-	213,552	-	-	-	-	-	213,552

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

12" Line Pioneer Pump Station to Indian Hill Tank

Budget: $2,957,000

Total Cost: $3,037,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

Upgrade the existing 8" water line to a 12" water line to supply the Indian Hill Reservoirs from the existing Pioneer Pump Station located at Pioneer and Aubrey Street. This project will include the reconstruction of street pavement, curb and gutter, and sidewalk.

Operating Budget Impact: Not yet determined.

12" Line Pioneer Pump Station to Indian Hill Tank

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	80,000	2,957,000	-	-	-	-	-	3,037,000
Total	80,000	2,957,000	-	-	-	-	-	3,037,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	80,000	1,207,000						1,287,000
1% Tax	-	1,750,000	-	-	-	-	-	1,750,000
Total	80,000	2,957,000	-	-	-	-	-	3,037,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Iron Springs Road Widening

Budget: $190,000

Total Cost: $19,837,556

Project Duration: FY2002 – FY2009

Fund: 1% Tax – Streets and Open Space Fund

The project provides for the widening of Iron Springs Road to a five lane section with (two through lanes in each direction with a continuous left-turn lane), curb & gutter, sidewalk on both sides, width to accommodate bicyclists and significant drainage improvements. A 1,000 LF segment of Williamson Valley Road (Iron Springs Road to Sidewinder Road) is included with the project to allow full construction of the approaches to the Williamson Valley Road/Iron Springs Road intersection.

Operating Budget Impact: Not yet determined.

Iron Springs Road

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	19,647,556	190,000	-	-	-	-	-	19,837,556
Total	19,647,556	190,000	-	-	-	-	-	19,837,556

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	16,133,846	190,000	-	-	-	-	-	16,323,846
Water	1,541,799	-	-	-	-	-	-	1,541,799
Wastewater	1,971,911	-	-	-	-	-	-	1,971,911
Total	19,647,556	190,000	-	-	-	-	-	19,837,556

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Area Transportation Plan

Budget: $150,000

Total Cost: $150,000

Project Duration: FY2009

Fund: 1% Tax – Streets and Open Space Fund

Formulation of a transportation plan for potential annexation areas to the west, east, and north of the Airport. Analysis will build on CYMPO 2030 Regional Transportation Plan, SR89A/Side Road Traffic Interchange Analysis and Airport Master Plan Update to define configuration of airport area transportation system; locations, right-of-way requirements for arterial and collector streets and highways; intersection/interchange points; and a prioritized ten-year CIP with cost estimates. Includes conceptual evaluation of a new traffic interchange in the vicinity of Pioneer Parkway and Willow Creek Road.

Operating Budget Impact: Not yet determined.

Airport Area Transportation Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	150,000	-	-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	150,000	-	-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

2030 Transportation Study

Budget: $150,000

Total Cost: $150,000

Project Duration: FY2009

Fund: 1% Tax – Streets and Open Space Fund

The 2030 Transportation Plan Update is one of the projects that is associated with the Central Yavapai Metropolitan Planning Organization (CYMPO).

Operating Budget Impact: None known.

2030 Transportation Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	150,000	-	-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	150,000	-	-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Sidewalks

Budget: $110,000

Total Cost: $811,000

Project Duration: On-going Program

Fund: 1% Tax – Streets and Open Space Fund

Annual funding provision to improve or add sidewalk along arterial roads on an as needed basis. Projects included for FY2009 include: 1) McCormick St, Gurley to Willis ($100,000) and 2) McCormick St, Goodwin to Pioneer Home ($100,000). Other segments currently under consideration are segments of Whipple St and Pleasant St.

Operating Budget Impact: Completion of this project will increase maintenance expenses where additional sidewalk is being constructed, but will decrease maintenance expenses where defective or deficient sections are replaced.

Sidewalks

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	151,000	110,000	110,000	110,000	110,000	110,000	110,000	811,000
Total	151,000	110,000	110,000	110,000	110,000	110,000	110,000	811,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	151,000	110,000	110,000	110,000	110,000	110,000	110,000	811,000
Total	151,000	110,000	110,000	110,000	110,000	110,000	110,000	811,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

SR89 & Side Road Connector

Budget: $99,165

Total Cost: $1,065,671

Project Duration: FY2009 – FY2010

Fund: 1% Tax – Streets and Open Space Fund

Construction of a new roundabout on SR89 at the intersection of a new connector road between SR89 and Side Road.

Operating Budget Impact: Construction of this improvement will expand the City's transportation system with a corresponding increase in the maintenance inventory. However, construction of this improvement will also increase system traffic capacity which will reduce traffic impacts on other streets with a corresponding reduction in maintenance needs.

SR89 & Side Road Connection

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	46,506	99,165	920,000	-	-	-	-	1,065,671
Total	46,506	99,165	920,000	-	-	-	-	1,065,671

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	46,506	99,165	920,000	-	-	-	-	1,065,671
Total	46,506	99,165	920,000	-	-	-	-	1,065,671

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Senator Highway Reconstruction

Budget: $94,485

Total Cost: $2,254,400

Project Duration: FY2008 – FY2010

Fund: 1% Tax – Streets and Open Space Fund

Reconstruct and improve Senator Highway from Mt Vernon Avenue to City Lights.

Operating Budget Impact: Completion of this project will result in a reduction in overall maintenance and operational expense, due to the improved condition and/or capacity of the system as well as the elimination or reduction of pre-existing maintenance problems.

Senator Highway Reconstruction

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	135,515	94,485	2,024,400	-	-	-	-	2,254,400
Total	135,515	94,485	2,024,400	-	-	-	-	2,254,400

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	135,515	94,485	2,024,400	-	-	-	-	2,254,400
Total	135,515	94,485	2,024,400	-	-	-	-	2,254,400

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

NPDES Ph II Implementation/Compliance

Budget: $91,000

Total Cost: $711,750

Project Duration: FY2009 – FY2014

Fund: 1% Tax – Streets and Open Space Fund

Implementation of a Federally mandated drainage protection program, including: 1) setting up and conducting a public education program; 2) establishing a steering committee and mobilizing it; 3) setting up and implementing an Illicit Discharge and Elimination program; 4) preparing and implementing Construction Storm Water controls; 5) preparing and implementing Post-Construction Controls for new developments and redevelopments; and 6) setting up and implementing a program for Pollution Prevention and Good Housekeeping for Municipal Operations.

To complete the aforementioned tasks, the following items need to be executed: a) preparation of in-house production and contract printing/mailing of new NPDES, and other drainage related public information (ongoing); b) joint effort by City staff, outside engineering assistance and ADWR staff to produce updated ADWR field survey and GPS of the City's privately and publicly held drainage courses; c) training of City Inspectors, Utility Field personnel, Fire employees, and any/all employees who maintain parking areas and/or vehicle maintenance areas, for NPDES compliance (materials to be purchased primarily through FEMA and other regulatory agencies, and industry suppliers).

This item also provides for the procurement of engineering services to produce final portions of the City's SWMP as required under NPDES regulations.

Operating Budget Impact: None known

NPDES Ph II Implementation/Compliance

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	80,000	91,000	95,000	100,500	109,500	115,000	120,750	711,750
Total	80,000	91,000	95,000	100,500	109,500	115,000	120,750	711,750

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	80,000	91,000	95,000	100,500	109,500	115,000	120,750	711,750
Total	80,000	91,000	95,000	100,500	109,500	115,000	120,750	711,750

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Unpaved Streets

Budget: $1,540,000

Total Cost: $1,540,000

Project Duration: Evaluated Annually

Fund: 1% Tax – Streets and Open Space Fund

The goal is to pave all unpaved streets throughout the City under an annual program. The program will also evaluate and upgrade City utilities as required.

Operating Budget Impact: Not yet determined.

Unpaved Streets

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,540,000	-	-	-	-	-	1,540,000
Total	-	1,540,000	-	-	-	-	-	1,540,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	80,000	-	-	-	-	-	80,000
Water		790,000						790,000
Wastewater		670,000						670,000
Total	-	1,540,000	-	-	-	-	-	1,540,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Prescott Lakes Median

Budget: $75,000

Total Cost: $150,000

Project Duration: FY2009 – FY2010

Fund: 1% Tax – Streets and Open Space Fund

Provide drainage stabilization in the median on Prescott Lakes Parkway from Sundog Road southward to the existing completed median.

Operating Budget Impact: Not yet determined.

Prescott Lakes Median

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	75,000	75,000	-	-	-	-	-	150,000
Total	75,000	75,000	-	-	-	-	-	150,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	75,000	75,000	-	-	-	-	-	150,000
Total	75,000	75,000	-	-	-	-	-	150,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Smart Growth Plan

Budget: $50,000

Total Cost: $264,000

Project Duration: FY2008 – FY2010

Fund: 1% Tax – Streets and Open Space Fund

Integrate land use, transportation, utilities, air service, and general government public services and infrastructure in master development and financing plan for Airport area.

Operating Budget Impact: None known.

Smart Growth Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	14,400	50,000	200,000	-	-	-	-	264,400
Total	14,400	50,000	200,000	-	-	-	-	264,400

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	14,400	50,000	200,000	-	-	-	-	264,400
Total	14,400	50,000	200,000	-	-	-	-	264,400

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Pavement Management Program

Budget: $40,000

Total Cost: $228,002

Project Duration: On-going Program

Fund: 1% Tax – Streets and Open Space Fund

Professional services for ongoing updating of the condition of the City's maintained street system.

Operating Budget Impact: Not yet determined.

Pavement Management Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	38,002	40,000	30,000	30,000	30,000	30,000	30,000	228,002
Total	38,002	40,000	30,000	30,000	30,000	30,000	30,000	228,002

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	38,002	40,000	30,000	30,000	30,000	30,000	30,000	228,002
Total	38,002	40,000	30,000	30,000	30,000	30,000	30,000	228,002

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Marina Street Parking Improvements

Budget: $30,000

Total Cost: $150,000

Project Duration: FY2008 – FY2009

Fund: 1% Tax – Streets and Open Space Fund

Integrate land use, transportation, utilities, air service, and general government public services and infrastructure in master development and financing plan for Airport area.

Operating Budget Impact: None known.

Marina Street Parking Improvements

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	120,000	30,000	-	-	-	-	-	150,000
Total	120,000	30,000	-	-	-	-	-	150,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	120,000	30,000	-	-	-	-	-	150,000
Total	120,000	30,000	-	-	-	-	-	150,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Signal Replacement Equipment

Budget: $25,000

Total Cost: $185,000

Project Duration: On-going Program

Fund: 1% Tax – Streets and Open Space Fund

Replacement of traffic signal equipment as needed throughout the year.

Operating Budget Impact: None known.

Signal Replacement Equipment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	35,000	25,000	25,000	25,000	25,000	25,000	25,000	185,000
Total	35,000	25,000	25,000	25,000	25,000	25,000	25,000	185,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	35,000	25,000	25,000	25,000	25,000	25,000	25,000	185,000
Total	35,000	25,000	25,000	25,000	25,000	25,000	25,000	185,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Tourism Promotion

Budget: $272,286

Total Cost: $272,286

Project Duration: Evaluated Annually

Fund: Transient Occupancy Tax Fund

Annual contract for tourism promotion.

Operating Budget Impact: None known.

Tourism Promotion

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	272,286	-	-	-	-	-	272,286
Total	-	272,286	-	-	-	-	-	272,286

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	272,286	-	-	-	-	-	272,286
Total	-	272,286	-	-	-	-	-	272,286

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $136,589

Total Cost: $136,589

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

Agreement with Prescott Unified School District to contribute to the repair and restoration of the Tennis Courts located near Prescott High School.

Operating Budget Impact: None known.

PHS Tennis Courts

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	136,589	-	-	-	-	-	136,589
Total	-	136,589	-	-	-	-	-	136,589

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	136,589	-	-	-	-	-	136,589
Total	-	136,589	-	-	-	-	-	136,589

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Transient Occupancy Tax Contingency

Budget: $60,090

Total Cost: $60,090

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

Contingency to be used by Mayor and Council should the need arise.

Operating Budget Impact: None known.

Transient Occupancy Tax - Contingency

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	60,090	-	-	-	-	-	60,090
Total	-	60,090	-	-	-	-	-	60,090

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	60,090	-	-	-	-	-	60,090
Total	-	60,090	-	-	-	-	-	60,090

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Senior Olympics

Budget: $52,975

Total Cost: $52,975

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

Provide funding for the annual Senior Olympics that is held in Prescott each year.

Operating Budget Impact: None known.

Senior Olympics

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	52,975	-	-	-	-	-	52,975
Total	-	52,975	-	-	-	-	-	52,975

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	52,975	-	-	-	-	-	52,975
Total	-	52,975	-	-	-	-	-	52,975

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Frontier Days Marketing

Budget: $51,054

Total Cost: $51,054

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

Provide funding for Prescott Frontier Days Association for marketing of the annual rodeo.

Operating Budget Impact: None known.

Frontier Days Marketing

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	51,054	-	-	-	-	-	51,054
Total	-	51,054	-	-	-	-	-	51,054

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	51,054	-	-	-	-	-	51,054
Total	-	51,054	-	-	-	-	-	51,054

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Support for the Arts

Budget: $51,054

Total Cost: $51,054

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

Funds for contributions to performing arts groups.

Operating Budget Impact: None known.

Support for the Arts

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	51,054	-	-	-	-	-	51,054
Total	-	51,054	-	-	-	-	-	51,054

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	51,054	-	-	-	-	-	51,054
Total	-	51,054	-	-	-	-	-	51,054

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Manzanita Grille Patio Furniture

Budget: $42,951

Total Cost: $42,851

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

Purchase of several chairs and dining table to place on the patio of the Manzanita Grille. This will provide more seating options for golfers who choose to patronize the golf course restaurant.

Operating Budget Impact: None known.

Manzanita Grille Patio Furniture

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	42,951	-	-	-	-	-	42,951
Total	-	42,951	-	-	-	-	-	42,951

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	42,951	-	-	-	-	-	42,951
Total	-	42,951	-	-	-	-	-	42,951

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Courthouse Lighting

Budget: $34,036

Total Cost: $34,036

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

Funds will be used to contribute to either the purchase of lights or help the Prescott Downtown Partnership pay a contractor to put up lights on the Courthouse Plaza and remove and store lights at the completion of the holiday.

Operating Budget Impact: None known.

Courthouse Lighting

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	34,036	-	-	-	-	-	34,036
Total	-	34,036	-	-	-	-	-	34,036

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	34,036		-	-	-	-	34,036
Total	-	34,036	-	-	-	-	-	34,036

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Open Space Management

Budget: $30,000

Total Cost: $30,000

Project Duration: Evaluate Yearly

Fund: Transient Occupancy Tax Fund

This item is the day-to-day management and maintenance of open space that is required. Specifically, the three major parcels in the Dells that are currently being negotiated will require intensive management to curb some undesirable uses. Maintenance tasks include recreational visitor management, vegetation management, ATV closures, and fencing and boundary management.

Operating Budget Impact: None known.

Open Space Management

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	30,000	-	-	-	-	-	30,000
Total	-	30,000	-	-	-	-	-	30,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	30,000	-	-	-	-	-	30,000
Total	-	30,000	-	-	-	-	-	30,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Rodeo Grounds Electrical Study

Budget: $28,000

Total Cost: $28,000

Project Duration: FY2009

Fund: Transient Occupancy Tax Fund

With the acquisition of the Prescott Rodeo Fairgrounds, the City must determine whether the electrical components of the Fairgrounds are in compliance to current building codes. An electrical study will identify which, if any, items need to be upgraded or replaced in order to be in compliance with building codes and public safety.

Operating Budget Impact: None known.

Rodeo Grounds Electrical Study

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	28,000	-	-	-	-	-	28,000
Total	-	28,000	-	-	-	-	-	28,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	28,000	-	-	-	-	-	28,000
Total	-	28,000	-	-	-	-	-	28,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Special Events Overtime

Budget: $20,000

Total Cost: $20,000

Project Duration: Evaluate Yearly

Fund: Transient Occupancy Tax Fund

Overtime necessary to staff special events that may occur within the City of Prescott during the fiscal year.

Operating Budget Impact: None known.

Special Events Overtime

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

ASA Tournaments

Budget: $20,000

Total Cost: $20,000

Project Duration: Evaluate Annually

Fund: Transient Occupancy Tax Fund

Seed money for the City of Prescott to compete with other entities to hold certain ASA tournaments.

Operating Budget Impact: None known.

ASA Tournaments

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Fireworks Display

Budget: $17,000

Total Cost: $17,000

Project Duration: Evaluate Yearly

Fund: Transient Occupancy Tax Fund

Funds for the fireworks display during the annual Fourth of July Celebration.

Operating Budget Impact: Not yet been determined.

Fireworks Display

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	17,000	-	-	-	-	-	17,000
Total	-	17,000	-	-	-	-	-	17,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	17,000	-	-	-	-	-	17,000
Total	-	17,000	-	-	-	-	-	17,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Elks Sound System

Budget: $12,087

Total Cost: $125,000

Project Duration: FY2008 - FY2009

Fund: Transient Occupancy Tax Fund

Facility currently contracts with Sound on Site Arizona to provide quality sound at the Elks Opera House. It is essential that the theater become self-sufficient in this all-important area. Sound is unequivocally the most important component of live theater, and will enhance or detract the viewers perception of any production. To entice quality entertainment into the theater and to secure repeat bookings, the Elks must establish a reputation as a facility that offers patrons a superior entertainment experience. This is only possible with superior sound equipment. A state of the art sound system will provide the theater with the component it needs to become a desirable place to perform/attend, which in turn will enable the theater to become a revenue producing venue.

Operating Budget Impact: Anticipate annual maintenance and repair costs.

Elks Sound System

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	112,913	12,087	-	-	-	-	-	125,000
Total	112,913	12,087	-	-	-	-	-	125,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	112,913	12,087	-	-	-	-	-	125,000
Total	112,913	12,087	-	-	-	-	-	125,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Rodeo Grounds Structural Analysis

Budget: $6,000

Total Cost: $6,000

Project Duration: Evaluate Yearly

Fund: Transient Occupancy Tax Fund

With the acquisition of the Prescott Rodeo Fairgrounds, the City must determine whether the structural components of the Fairgrounds are in compliance to current building codes. A structural analysis will identify which, if any, items need to be upgraded, repaired or replaced in order to be in compliance with building codes. An asbestos and lead paint study may also be included.

Operating Budget Impact: None known.

Rodeo Grounds Structural Analysis

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	6,000	-	-	-	-	-	6,000
Total	-	6,000	-	-	-	-	-	6,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	6,000	-	-	-	-	-	6,000
Total	-	6,000	-	-	-	-	-	6,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Elks Marketing

Budget: $5,000

Total Cost: $5,000

Project Duration: Evaluate Annually

Fund: Transient Occupancy Tax Fund

This is for additional funding for the marketing of the Elks Opera House.

Operating Budget Impact: Operating impact has not yet been determined. It is anticipated that it would lead to an increase in operational revenue due to higher exposure of events occurring at the Elks Opera House.

Elks Marketing

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	5,000	-	-	-	-	-	5,000
Total	-	5,000	-	-	-	-	-	5,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Bed Tax	-	5,000	-	-	-	-	-	5,000
Total	-	5,000	-	-	-	-	-	5,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Traffic Impact Fee Analysis

Budget: $125,000

Total Cost: $125,000

Project Duration: FY2009

Fund: Impact Fee Funds

Comprehensive analysis for traffic impact fees applicable to new development and drafting of implementation ordinance and procedures.

Operating Budget Impact: None known.

Traffic Impact Fee Analysis

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	125,000	-	-	-	-	-	125,000
Total	-	125,000	-	-	-	-	-	125,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Impact Fee	-	125,000	-	-	-	-	-	125,000
Total	-	125,000	-	-	-	-	-	125,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Impact Fee Study

Budget: $91,700

Total Cost: $91,700

Project Duration: FY2009

Fund: Impact Fees Fund

Funds to hire an outside consultant to study all current City of Prescott impact fees.

Operating Budget Impact: None known.

Impact Fee Study

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	91,700	-	-	-	-	-	91,700
Total	-	91,700	-	-	-	-	-	91,700

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	91,700	-	-	-	-	-	91,700
Total	-	91,700	-	-	-	-	-	91,700

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

10 Acres Prescott Lakes Park

Budget: $6,000

Total Cost: $807,266

Project Duration: FY2007 – FY2009

Fund: Impact Fees Fund

Construction of a 10 acre park site at Sarafina Drive and Samaritan Way. This park is intended to maintain and protect the existing landscape, including vegetation, wildlife and landforms. Amenities will include site parking, trail head, turf play area, sand volleyball court, basketball court, event ramada, shade ramada, play structure, trails, security lighting, restroom, signage and miscellaneous items.

Operating Budget Impact: Costs for maintaining the park will be an impact to the operating budget.

10 Acres Prescott Lakes Park

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	800,766	6,500	-	-	-	-	-	807,266

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Impact Fee	800,766	6,500	-	-	-	-	-	807,266
Total	800,766	6,500	-	-	-	-	-	807,266

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	10,000	10,000	10,000	10,000	10,000	50,000

Budget: $5,000,000

Total Cost: $5,000,000

Project Duration: FY2009

Fund: Capital Improvement Fund

Funds to meet commitment made by the Mayor and Council to contribute to the construction of a Conference Center located within the City of Prescott city limits.

Operating Budget Impact: None known.

Conference Center

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	5,000,000	-	-	-	-	-	5,000,000
Total	-	5,000,000	-	-	-	-	-	5,000,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	5,000,000	-	-	-	-	-	5,000,000
Total	-	5,000,000	-	-	-	-	-	5,000,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Economic Developments & Projects

Budget: $2,845,266

Total Cost: $2,845,266

Project Duration: FY2009

Fund: Capital Improvement Fund

Provide funding for economic development incentives and reimbursements per existing agreements as well as potential opportunities that may arise.

Operating Budget Impact: None known.

Economic Development & Projects

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	2,845,266	-	-	-	-	-	2,845,266
Total	-	2,845,266	-	-	-	-	-	2,845,266

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	2,845,266	-	-	-	-	-	2,845,266
Total	-	2,845,266	-	-	-	-	-	2,845,266

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Radio Infrastructure

Budget: $2,158,179

Total Cost: $3,452,932

Project Duration: Completion in FY2009

Fund: Capital Improvement Fund

Improvement and construction of radio tower sites. Upgrading Glassford Hill, Badger Mountain, and Mingus Reservoir sites as needed. Create new sites with equipment buildings, towers, power and communication equipment at three new locations. The new locations are the Northwest tank site near Southview, Indian Hills tank site, and the Peavine Overlook by the old landfill site. This project will also include mobile data computers and automatic vehicle locators to about 40 public safety vehicles and include the radio frequency interface equipment needed to interface with the computer aided dispatch system currently in the Regional Communication Center.

Operating Budget Impact: This has not yet been determined. On-going maintenance will have to be evaluated as to whether local companies can provide this service or whether we will need to employ and equip our own technicians.

Radio Infrastructure

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	1,294,753	2,158,179	-	-	-	-	-	3,452,932
Total	1,294,753	2,158,179	-	-	-	-	-	3,452,932

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	1,005,907	1,415,432						2,421,339
Police Imp	144,424	371,373						515,797
Fire Imp	144,422	371,374		-	-	-	-	515,796
Total	1,294,753	2,158,179	-	-	-	-	-	515,796

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

City Hall Heating/Cooling

Budget: $300,000

Total Cost: $300,000

Project Duration: FY2009

Fund: Capital Improvement Fund

Replacement of the current heating and cooling system at Prescott City Hall.

Operating Budget Impact: Not yet determined.

City Hall Heating/Cooling

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	300,000	-	-	-	-	-	300,000
Total	-	300,000	-	-	-	-	-	300,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	300,000	-	-	-	-	-	300,000
Total	-	300,000	-	-	-	-	-	300,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $500,000

Total Cost: $500,000

Project Duration: FY2009

Fund: Capital Improvement Fund

This includes an Arizona Department of Commerce reimbursement grant. This will provide funds for improvements on the Embry Riddle Aeronautical University Business Park.

Operating Budget Impact: None known.

ERAU - Business Park

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	500,000	-	-	-	-	-	500,000
Total	-	500,000	-	-	-	-	-	500,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	250,000	-	-	-	-	-	250,000
Grant	-	225,000	-	-	-	-	-	225,000
General	-	25,000	-	-	-	-	-	25,000
Total	-	500,000	-	-	-	-	-	500,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Fire Station Refurbishment

Budget: $175,000

Total Cost: $175,000

Project Duration: Evaluate Yearly

Fund: Capital Improvement Fund

Provide funding for the refurbishment of the exiting City of Prescott fire stations.

Operating Budget Impact: None known.

Fire Station Refurbishment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	175,000	-	-	-	-	-	175,000
Total	-	175,000	-	-	-	-	-	175,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	175,000	-	-	-	-	-	175,000
Total	-	175,000	-	-	-	-	-	175,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Mobile Data Computers/AVL

Budget: $107,400

Total Cost: $107,400

Project Duration: FY2009

Fund: Capital Improvement Fund

Provides the funding for mobile computers to locate vehicles.

Operating Budget Impact: Not yet determined.

Mobile Data Computers/AVL

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	107,400	-	-	-	-	-	107,400
Total	-	107,400	-	-	-	-	-	107,400

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	107,400	-	-	-	-	-	107,400
Total	-	107,400	-	-	-	-	-	107,400

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Training Center

Budget: $99,266

Total Cost: $103,223

Project Duration: FY2008 – FY2009

Fund: Capital Improvement Fund

Funding for the design of the Police and Fire Training Center.

Operating Budget Impact: None known.

Training Center

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	3,957	99,266	-	-	-	-	-	103,223
Total	3,957	99,266	-	-	-	-	-	103,223

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	3,957	99,266		-	-	-	-	103,223
Total	3,957	99,266	-	-	-	-	-	103,223

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Management Software

Budget: $65,000

Total Cost: $65,000

Project Duration: FY2009

Fund: Capital Improvement Fund

Research, design and implementation of a network based Airport Management Software system for the Prescott Municipal airport.

Operating Budget Impact: None known.

Airport Management Software

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	65,000	-	-	-	-	-	65,000
Total	-	65,000	-	-	-	-	-	65,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	65,000		-	-	-	-	65,000
Total	-	65,000	-	-	-	-	-	65,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Grace Sparks Roof Repair

Budget: $65,000

Total Cost: $65,000

Project Duration: FY2009

Fund: Capital Improvement Fund

Due to age and deterioration, the interior walls on the buildings south and west side are incurred severe water damage in recent rains. The services of a qualified roofing contractor and a stone mason company have been engaged to evaluate the needed repairs and make recommendation for cost of repairs.

Operating Budget Impact: None known.

Grace Sparks Roof Repair

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	65,000	-	-	-	-	-	65,000
Total	-	65,000	-	-	-	-	-	65,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	65,000	-	-	-	-	-	65,000
Total	-	65,000	-	-	-	-	-	65,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $55,100

Total Cost: $55,100

Project Duration: FY2009

Fund: Capital Improvement Fund

Reimbursement request received from Adult Center of Prescott, Inc. for 50% of costs associated with purchase and installation of the audio-visual system and one-third of costs associated with purchase and installation of new security system.

Operating Budget Impact: Not yet determined.

Community Center AV/Security

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	55,100	-	-	-	-	-	55,100
Total	-	55,100	-	-	-	-	-	55,100

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	55,100	-	-	-	-	-	55,100
Total	-	55,100	-	-	-	-	-	55,100

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Breathing Air Compressor

Budget: $40,000

Total Cost: $40,000

Project Duration: FY2009

Fund: Capital Improvement Fund

Funding to replace existing emergency breathing air compressor that has exceeded its useful life, has been costly to maintain this past year, and cannot be repaired any more as it is obsolete and parts cannot be found.

Operating Budget Impact: None known.

Breathing Air Compressor

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	40,000	-	-	-	-	-	40,000
Total	-	40,000	-	-	-	-	-	40,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Cap Imp	-	40,000	-	-	-	-	-	40,000
Total	-	40,000	-	-	-	-	-	40,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport RPZ Land Acquisition 61 Acres

Budget: $6,130,000

Total Cost: $6,130,000

Project Duration: FY2009

Fund: Grant Fund

Purchase of approximately 61.3 acres of vacant ranch land to the northeast of the Prescott Airport to meet Federal Safety Requirements in Airport Design Standards for runways.

Operating Budget Impact: None known.

Airport RPZ Land Acq 61 Acres

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	6,130,000	-	-	-	-	-	6,130,000
Total	-	6,130,000	-	-	-	-	-	6,130,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	6,130,000	-	-	-	-	-	6,130,000
Total	-	6,130,000	-	-	-	-	-	6,130,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-

Airport Maintenance Building

Budget: $3,000,000

Total Cost: $3,000,000

Project Duration: FY2009

Fund: Capital Improvement Fund

Construct a new 11,300 square foot airport facility to house all functions of airport maintenance, operations, and administration plus community meeting room.

Operating Budget Impact: Operating budget impacts will be offset by the ability to lease the existing administration and maintenance facilities for approximately $3,000 per month.

Airport Maintenance Building

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	3,000,000	-	-	-	-	-	3,000,000
Total	-	3,000,000	-	-	-	-	-	3,000,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	3,000,000	-	-	-	-	-	3,000,000
Total	-	3,000,000	-	-	-	-	-	3,000,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-

FEMA Homeland Security Grants

Budget: $2,493,000

Total Cost: $2,493,000

Project Duration: FY2009

Fund: Grant

Homeland Security grant provides funding for a wide range of activities aimed to increase security and prepare for emergencies.

Operating Budget Impact: None known.

FEMA Homeland Security Grants

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	2,493,000	-	-	-	-	-	2,493,000
Total	-	2,493,000	-	-	-	-	-	2,493,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	2,493,000	-	-	-	-	-	2,493,000
Total	-	2,493,000	-	-	-	-	-	2,493,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Greenways Multi Use Trails

Budget: $508,895

Total Cost: $508,895

Project Duration: FY2009

Fund: Grant

Provides funding to continue development of the trail system and to provide enhancements to existing trails.

Operating Budget Impact: Not yet determined.

Greenways Multi Use Trails

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	508,895	-	-	-	-	-	508,895
Total	-	508,895	-	-	-	-	-	508,895

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	508,895	-	-	-	-	-	508,895
Total	-	508,895	-	-	-	-	-	508,895

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-		-	-	-	-	-

Budget: $492,035

Total Cost: $492,035

Project Duration: FY2009

Fund: Grant

Homeland Security grant provides funding for a wide range of activities aimed to increase security and prepare for emergencies. Will be used for the Regional Communications Center.

Operating Budget Impact: None known.

Homeland Security YC Emergency Management

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	492,035	-	-	-		-	492,035
Total	-	492,035	-	-	-	-	-	492,035

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	492,035	-	-	-		-	492,035
Total	-	492,035	-	-	-	-	-	492,035

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Drainage Design

Budget: $450,000

Total Cost: $11,400,000

Project Duration: FY2009 – FY2010

Fund: Grant

Design and construction of primary runway extension and the associated extensions of Taxiways D, C & A5 to include upgraded portion of the airport safety lighting and signage. Also includes design and construction of airport drainage improvements per federal runway safety requirements.

Operating Budget Impact: Not yet determined.

Airport Drainage Design

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	450,000	10,950,000	-	-	-	-	11,400,000
Total	-	450,000	10,950,000	-	-	-	-	11,400,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	450,000	10,950,000	-	-	-	-	11,400,000
Total	-	450,000	10,950,000	-	-	-	-	11,400,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Tribal Gaming Compact

Budget: $417,298

Total Cost: $417,298

Project Duration: FY2009

Fund: Grant

Compact funds provided to the City for distribution to other organizations.

Operating Budget Impact: None known.

Tribal Gaming Compact Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	417,298	-	-	-	-	-	417,298
Total	-	417,298	-	-	-	-	-	417,298

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	417,298		-	-	-	-	417,298
Total	-	417,298	-	-	-	-	-	417,298

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Fire Vegetation Crew

Budget: $300,000

Total Cost: $300,000

Project Duration: FY2009

Fund: Grant

Provides staffing for a 10-month, 13-member community wide vegetation management plan to prevent and suppress wildfires. Also includes equipment, supplies and services.

Operating Budget Impact: None known.

Fire Vegetation Crew

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	300,000	-	-	-	-	-	300,000
Total	-		-	-	-	-	-	300,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	300,000		-	-	-	-	300,000
Total	-	300,000	-	-	-	-	-	300,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Police Miscellaneous Grants

Budget: $250,000

Total Cost: $250,000

Project Duration: FY2009

Fund: Grant

Budget to enable the Police Department to take advantage of grant opportunities that may arise during the fiscal year.

Operating Budget Impact: None known.

Police Miscellaneous Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	250,000	-	-	-	-	-	250,000
Total	-	250,000	-	-	-	-	-	250,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	250,000	-	-	-	-	-	250,000
Total	-	250,000	-	-	-	-	-	250,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Rails to Trails Phase II

Budget: $209,209

Total Cost: $209,209

Project Duration: FY2009

Fund: Grant

Grant will fund physical improvements to the rail-trail system.

Operating Budget Impact: Not yet determined.

Rails to Trails Phase II

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	209,209	-	-	-	-	-	209,209
Total	-	209,209	-	-	-	-	-	209,209

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	209,209	-	-	-	-	-	209,209
Total	-	209,209	-	-	-	-	-	209,209

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Environmental Assessment

Budget: $200,000

Total Cost: $200,000

Project Duration: FY2009

Fund: Grant

Airport environmental assessment.

Operating Budget Impact: None known.

Environmental Assessment

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	200,000	-	-	-	-	-	200,000
Total	-	200,000	-	-	-	-	-	200,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	200,000	-	-	-	-	-	200,000
Total	-	200,000	-	-	-	-	-	200,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Master Plan

Budget: $164,584

Total Cost: $164,584

Project Duration: FY2009

Fund: Grant

Funding for the creation of a master plan involving Ernest A Love Field.

Operating Budget Impact: None known.

Airport Master Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	164,584	-	-	-	-	-	164,584
Total	-	164,584	-	-	-	-	-	164,584

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	164,584	-	-	-	-	-	164,584
Total	-	164,584	-	-	-	-	-	164,584

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

DUI Enforcement

Budget: $157,000

Total Cost: $157,000

Project Duration: FY2009

Fund: Grant

Provides funding for officers' overtime costs and equipment associated with special DUI traffic enforcement assignments and underage youth liquor enforcement.

Operating Budget Impact: None known.

DUI Enforcement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	157,000	-	-	-	-	-	157,000
Total	-	157,000	-	-	-	-	-	157,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	157,000	-	-	-	-	-	157,000
Total	-	157,000	-	-	-	-	-	157,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Beacon State Grant

Budget: $154,159

Total Cost: $154,159

Project Duration: FY2009

Fund: Grant

State grant to replace airport rotating beacon.

Operating Budget Impact: Not yet determined.

Airport Beacon State Grant

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	154,159	-	-	-	-	-	154,159
Total	-	154,159	-	-	-	-	-	154,159

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	154,159	-	-	-	-	-	154,159
Total	-	154,159	-	-	-	-	-	154,159

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Terminal Design

Budget: $150,000

Total Cost: $150,000

Project Duration: FY2009

Fund: Grant

Funds for the design of an airport terminal building at the Prescott Airport.

Operating Budget Impact: None known.

Airport Terminal Design

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	150,000	-	-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	150,000		-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-					-
Total	-	-	-	-	-	-	-	-

Airport Security Upgrade

Budget: $150,000

Total Cost: $150,000

Project Duration: FY2009

Fund: Grant

Design for and install cameras, access control devices and related equipment.

Operating Budget Impact: None known.

Airport Security Upgrade

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	150,000	-	-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	150,000	-	-	-	-	-	150,000
Total	-	150,000	-	-	-	-	-	150,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

LTAF Grant

Budget: $120,000

Total Cost: $120,000

Project Duration: FY2009

Fund: Grant Fund

Funds to be used as pass through funds to qualified non-profit agencies to subsidize capital costs to provide public transit service such as vehicle purchases and for new sidewalk construction.

Operating Budget Impact: None known.

LTAF Grant

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	120,000	-	-	-	-	-	120,000
Total	-	120,000	-	-	-	-	-	120,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	120,000	-	-	-	-	-	120,000
Total	-	120,000	-	-	-	-	-	120,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Drainage Study

Budget: $111,391

Total Cost: $111,391

Project Duration: FY2009

Fund: Grant

Provides funds to complete an Airport Drainage Study.

Operating Budget Impact: None known.

Airport Drainage Study

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	111,391	-	-	-	-	-	111,391
Total	-	111,391	-	-	-	-	-	111,391

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	111,391	-	-	-	-	-	111,391
Total	-	111,391	-	-	-	-	-	111,391

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Prescott Circle Trail

Budget: $101,840

Total Cost: $101,840

Project Duration: FY2009

Fund: Grant

Provides funding for land acquisition.

Operating Budget Impact: None known.

Prescott Circle Trail

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	101,840	-	-	-	-	-	101,840
Total	-	101,840	-	-	-	-	-	101,840

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	101,840	-	-	-	-	-	101,840
Total	-	101,840	-	-	-	-	-	101,840

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Design AARF

Budget: $100,000

Total Cost: $100,000

Project Duration: FY2009

Fund: Grant

Budgeted funds are for the design of a new 5,000 SF Airport Fire Station at mid-field. It is anticipated the station will be constructed in FY2010.

Operating Budget Impact: Not yet determined.

Design AARF

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	100,000	-	-	-	-	-	100,000
Total	-	100,000	-	-	-	-	-	100,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	100,000	-	-	-	-	-	100,000
Total	-	100,000	-	-	-	-	-	100,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Maintenance Facility Design

Budget: $88,750

Total Cost: $88,750

Project Duration: FY2009

Fund: Grant

Funds to be used for design of Airport Maintenance Facility.

Operating Budget Impact: None known.

Airport Maintenance Facility Design

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	88,750	-	-	-	-	-	88,750
Total	-	88,750	-	-	-	-	-	88,750

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	88,750	-	-	-	-	-	88,750
Total	-	88,750	-	-	-	-	-	88,750

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

LSTA Grants

Budget: $97,000

Total Cost: $97,000

Project Duration: FY2009

Fund: Grant

Various State Library Grants in Aid.

Operating Budget Impact: None known.

LSTA Grants

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	97,000	-	-	-	-	-	97,000
Total	-	97,000	-	-	-	-	-	97,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Training Group		84,000	-	-	-	-	-	84,000
Centennial Digitization		12,000	-	-	-	-	-	12,000
Lifespan Lea	-	1,000	-	-	-	-	-	1,000
Total	-	97,000	-	-	-	-	-	97,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

CDBG Grants

Budget: $198,074

Total Cost: $198,074

Project Duration: FY2009

Fund: Grant

Various CDBG grants.

Operating Budget Impact: None known.

CDBG Entitlement Dexter Revitilization

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	198,074	-	-	-	-	-	198,074
Total	-	198,074	-	-	-	-	-	198,074

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Administration		58,074						58,074
Habitat for Humanity		50,000						50,000
Dexter Revitilization		50,000						50,000
WYGC Renovations		40,000	-	-	-	-	-	40,000
Total	-	198,074	-	-	-	-	-	198,074

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Az Office of Tourism

Budget: $50,000

Total Cost: $50,000

Project Duration: FY2009

Fund: Grant

Provides funding for tourism related projects.

Operating Budget Impact: None known.

Arizona Office of Tourism Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	50,000	-	-	-	-	-	50,000
Total	-	50,000	-	-	-	-	-	50,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant Funds	-	50,000	-	-	-	-	-	50,000
Total	-	50,000	-	-	-	-	-	50,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

YCF Training

Budget: $40,000

Total Cost: $40,000

Project Duration: FY2009

Fund: Grant

Training grant.

Operating Budget Impact: None known.

YCF Training

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	40,000	-	-	-	-	-	40,000
Total	-	40,000	-	-	-	-	-	40,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	40,000		-	-	-	-	40,000
Total	-	40,000	-	-	-	-	-	40,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Bullet Proof Vests

Budget: $30,525

Total Cost: $30,525

Project Duration: FY2009

Fund: Grant

Provides funding for bullet proof vests.

Operating Budget Impact: None known.

Bullet Proof Vests

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	30,525	-	-	-	-	-	30,525
Total	-	30,525	-	-	-	-	-	30,525

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	30,525	-	-	-	-	-	30,525
Total	-	30,525	-	-	-	-	-	30,525

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Mobile Data Computers/AVL

Budget: $27,085

Total Cost: $27,085

Project Duration: FY2009

Fund: Grant

Provides funding for mobile computers to locate vehicles.

Operating Budget Impact: None known.

Mobile Data Computers/AVL

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	27,085	-	-	-	-	-	27,085
Total	-	27,085	-	-	-	-	-	27,085

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	27,085	-	-	-	-	-	27,085
Total	-	27,085	-	-	-	-	-	27,085

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Electronic Fingerprinting Equipment

Budget: $25,000

Total Cost: $25,000

Project Duration: FY2009

Fund: Grant

Funding to purchase electronic fingerprinting equipment for the airport.

Operating Budget Impact: None known.

Electronic Fingerprinting Equipment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	25,000	-	-	-	-	-	25,000
Total	-	25,000	-	-	-	-	-	25,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	25,000	-	-	-	-	-	25,000
Total	-	25,000	-	-	-	-	-	25,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Judicial Collection Enhancement Grant

Budget: $20,000

Total Cost: $20,000

Project Duration: FY2009

Fund: Grant

Provides funding for court collection efforts.

Operating Budget Impact: None known.

JCEF Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	20,000	-	-	-	-	-	20,000
Total	-	20,000	-	-	-	-	-	20,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Rural Economic Development Grant

Budget: $18,000

Total Cost: $18,000

Project Duration: FY2009

Fund: Grant

Provides funding for rural economic development projects.

Operating Budget Impact: None known.

REDI Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	18,000	-	-	-	-	-	18,000
Total	-	18,000	-	-	-	-	-	18,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	18,000				-	-	18,000
Total	-	18,000	-	-	-	-	-	18,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Vehicle Impound

Budget: $17,500

Total Cost: $17,500

Project Duration: FY2009

Fund: Grant

Accounts for impound fees and related expenses.

Operating Budget Impact: None known.

Vehicle Impound

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	17,500	-	-	-	-	-	17,500
Total	-	17,500	-	-	-	-	-	17,500

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	17,500	-	-	-	-	-	17,500
Total	-	17,500	-	-	-	-	-	17,500

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

First Responder Equipment

Budget: $16,000

Total Cost: $16,000

Project Duration: FY2009

Fund: Grant

Funding for First Responders.

Operating Budget Impact: None known.

First Responder Equipment

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	16,000	-	-	-	-	-	16,000
Total	-	16,000	-	-	-	-	-	16,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	16,000	-	-	-	-	-	16,000
Total	-	16,000	-	-	-	-	-	16,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Seatbelt Enforcement Grant

Budget: $12,000

Total Cost: $12,000

Project Duration: FY2009

Fund: Grant

Provides funding to offset officers' overtime costs associated with special seatbelt enforcement assignments.

Operating Budget Impact: None known.

Seatbelt Enforcement Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	12,000	-	-	-	-	-	12,000
Total	-	12,000	-	-	-	-	-	12,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	12,000	-	-	-	-	-	12,000
Total	-	12,000	-	-	-	-	-	12,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Animal Control Grant

Budget: $11,800

Total Cost: $11,800

Project Duration: FY2009

Fund: Grant

Spay/neuter program.

Operating Budget Impact: None known.

Animal Control Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	11,800	-	-	-	-	-	11,800
Total	-	11,800	-	-	-	-	-	11,800

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	11,800	-	-	-	-	-	11,800
Total	-	11,800	-	-	-	-	-	11,800

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-							-
Total	-	-	-	-	-	-	-	-

Local Network Management Contract

Budget: $10,000

Total Cost: $10,000

Project Duration: FY2009

Fund: Grant

Provides funding for emergency telecommunications.

Operating Budget Impact: None known.

Local Network Management Contract

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	10,000	-	-	-	-	-	10,000
Total	-	10,000	-	-	-	-	-	10,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	10,000	-	-	-	-	-	10,000
Total	-	10,000	-	-	-	-	-	10,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Library Miscellaneous Grants

Budget: $10,000

Total Cost: $10,000

Project Duration: FY2009

Fund: Grant

Funding for any library grants that may arise during the year.

Operating Budget Impact: None known.

Library Miscellaneous Grants

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	10,000	-	-	-	-	-	10,000
Total	-	10,000	-	-	-	-	-	10,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grants	-	10,000	-	-	-	-	-	10,000
Total	-	10,000	-	-	-	-	-	10,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

Historic Preservation maps, books

Budget: $9,000

Total Cost: $9,000

Project Duration: FY2009

Fund: Grant

Provides funding for maps, books and scholarships.

Operating Budget Impact: None known.

Historic Preservation Maps, Books

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	9,000	-	-	-	-	-	9,000
Total	-	9,000	-	-	-	-	-	9,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	9,000	-	-	-	-	-	9,000
Total	-	9,000	-	-	-	-	-	9,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

Narcotics Task Force

Budget: $5,000

Total Cost: $5,000

Project Duration: FY2009

Fund: Grant

Provides funding for potential drug task force operation support by SWAT.

Operating Budget Impact: None known.

Narcotics Task Force

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	5,000	-	-	-	-	-	5,000
Total	-	5,000	-	-	-	-	-	5,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	5,000	-	-	-	-	-	5,000
Total	-	5,000	-	-	-	-	-	5,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-							-
Total	-	-	-	-	-	-	-	-

GOHS Traffic Enforcement

Budget: $5,000

Total Cost: $5,000

Project Duration: FY2009

Fund: Grant

Provides funding for overtime involving traffic safety and related equipment.

Operating Budget Impact: None known.

GOHS Traffic Enforcement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	5,000	-	-	-	-	-	5,000
Total	-	5,000	-	-	-	-	-	5,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	5,000	-	-	-	-	-	5,000
Total	-	5,000	-	-	-	-	-	5,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

YCCF Canine Grant

Budget: $3,800

Total Cost: $3,800

Project Duration: FY2009

Fund: Grant

Provides funding for canine equipment.

Operating Budget Impact: None known.

YCCF Canine Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	3,800	-	-	-	-	-	3,800
Total	-	3,800	-	-	-	-	-	3,800

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	3,800	-	-	-	-	-	3,800
Total	-	3,800	-	-	-	-	-	3,800

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Lease Rate Analysis

Budget: $3,558

Total Cost: $3,558

Project Duration: FY2009

Fund: Grant

Provides funding for the completion of the Lease Rate analysis at the Airport.

Operating Budget Impact: None known.

Lease Rate Analysis

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	3,558	-	-	-	-	-	3,558
Total	-	3,558	-	-	-	-	-	3,558

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	3,558	-	-	-	-	-	3,558
Total	-	3,558	-	-	-	-	-	3,558

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

RICO/STU Reimbursement

Budget: $3,000

Total Cost: $3,000

Project Duration: FY2009

Fund: Grant

Provides funding to support the Prescott Area Narcotics Task Force in its operations making high risk entries by special tactical units.

Operating Budget Impact: None known.

RICO/STU Reimbursement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	3,000	-	-	-	-	-	3,000
Total	-	3,000	-	-	-	-	-	3,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	3,000	-	-	-	-	-	3,000
Total	-	3,000	-	-	-	-	-	3,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

APS Economic Development Grant

Budget: $2,000

Total Cost: $2,000

Project Duration: FY2009

Fund: Grants Fund

Provides funding for economic development projects.

Operating Budget Impact: None known.

APS Economic Development Grant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	2,000	-	-	-	-	-	2,000
Total	-	2,000	-	-	-	-	-	2,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	2,000	-	-	-	-	-	2,000
Total	-	2,000	-	-	-	-	-	2,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $1,021

Total Cost: $1,021

Project Duration: FY2009

Fund: Grant

American dream grant.

Operating Budget Impact: None known.

American Library Association American Dream

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,021	-	-	-	-	-	1,021
Total	-	1,021	-	-	-	-	-	1,021

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Grant	-	1,021	-	-	-	-	-	1,021
Total	-	1,021	-	-	-	-	-	1,021

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

OTHER FUNDS CAPITAL OUTLAY AND PROJECTS

Police Headquarters

Budget: $19,000,000

Total Cost: $19,000,000

Project Duration: FY2009

Fund: Capital Projects

Construction and furnishing of a new 40,000 sq. ft. Main Police Station aand evidence storage facility. This includes 35,000 square feet for Police Department Operations and 5,000 square feet of storage space for police property and evidence operations.

Operating Budget Impact: Current Police Department operational budget costs/expenditures will transfer to the new police facility.

Police Headquarters

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	19,000,000	-	-	-	-	-	19,000,000
Total	-	19,000,000	-	-	-	-	-	19,000,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	19,000,000	-	-	-	-	-	19,000,000
Total	-	19,000,000	-	-	-	-	-	19,000,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Downtown Fire Station

Budget: $8,500,000

Total Cost: $8,500,000

Project Duration: FY2009

Fund: Capital Projects

The location of a City fire station near the heart of the downtown area will maximize our responsiveness due to its close proximity to the City's central corridors. Administration will also be housed in this facility which will meet our needs for the next 20-25 years and will eliminate the need to lease office space.

Operating Budget Impact: When this station opens we will put the firefighters from Station 72 at this station. We will then utilize our I.G.A. with CYFD and place 12 of their firefighters at Station 72. The

general operating costs of utilities, janitorial needs, upkeep, station supplies, and administrative needs would be approximately $30,000 per year.

Downtown Fire Station

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	8,500,000	-	-	-	-	-	8,500,000
Total	-	8,500,000	-	-	-	-	-	8,500,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	8,500,000	-	-	-	-	-	8,500,000
Total	-	8,500,000	-	-	-	-	-	8,500,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	30,000	30,000	30,000	30,000	30,000	150,000
Total	-	-	30,000	30,000	30,000	30,000	30,000	150,000

Fire Training Center

Budget: $6,900,000

Total Cost: $6,900,000

Project Duration: FY2009

Fund: Capital Projects

Improvements and renovation of the Public Safety (Police & Fire) Training Center Including: Site preparation, drainage control (grading, paving, curbing and repair of roadways and parking areas), demolition and removal of old storage buildings, classroom facility (approximately 11,000 sq. ft.). Construction to include four classrooms, large conference training room, specialty training rooms and equipment, bathrooms, offices, and furniture. Construction of a new fire training tower and upgrade fire training props. Landscaping, utility upgrades, sewer system upgrades. A Firing Range building with bathroom.

Operating Budget Impact: Utility cost and general maintenance increases.

Fire Training Center

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	6,900,000	-	-	-	-	-	6,900,000
Total	-	6,900,000	-	-	-	-	-	6,900,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
1% Tax	-	6,900,000	-	-	-	-	-	6,900,000
Total	-	6,900,000	-	-	-	-	-	6,900,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Runway 3R-21L Land

Budget: $4,575,000

Total Cost: $4,575,000

Project Duration: FY2009

Fund: Capital Projects

Purchase of property and completion of runway 3R-21L Land.

Operating Budget Impact: Not yet determined.

Runway 3R-21L Land

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	4,575,000	-	-	-	-	-	4,575,000
Total	-	4,575,000	-	-	-	-	-	4,575,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	4,575,000	-	-	-	-	-	4,575,000
Total	-	4,575,000	-	-	-	-	-	4,575,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Park Upgrades

Budget: $4,000,000

Total Cost: $4,000,000

Project Duration: FY2009

Fund: Capital Projects

Provide funding for several upgrades to the various city-owned parks.

Operating Budget Impact: None known.

Park Upgrades

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	4,000,000	-	-	-	-	-	4,000,000
Total	-	4,000,000	-	-	-	-	-	4,000,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	4,000,000	-	-	-	-	-	4,000,000
Total	-	4,000,000	-	-	-	-	-	4,000,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Willow/Watson Fire Station

Budget: $3,800,000

Total Cost: $3,800,000

Project Duration: FY2009

Fund: Capital Project

Fire Station #77 will be located at Watson Lake Park. Response times have dramatically increased in the eastern portions of the city; current average response time to this area is 6:30 minutes. This does not meet the current mission of the Fire Department.

Operating Budget Impact: Staffing the station with 12 additional firefighters.

Willow/Watson Fire Station

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	3,800,000	-	-	-	-	-	3,800,000
Total	-	3,800,000	-	-	-	-	-	3,800,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	3,800,000		-	-	-	-	3,800,000
Total	-	3,800,000	-	-	-	-	-	3,800,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	675,000	675,000	675,000	675,000	675,000	3,375,000
Total	-	-	675,000	675,000	675,000	675,000	675,000	3,375,000

Rodeo Upgrades

Budget: $3,196,981

Total Cost: $3,196,981

Project Duration: FY2009

Fund: Capital Project

Provide funding for the many upgrades that are necessary at the newly purchased Rodeo grounds.

Operating Budget Impact: None known.

Rodeo Upgrades

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	3,196,981	-	-	-	-	-	3,196,981
Total	-	3,196,981	-	-	-	-	-	3,196,981

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	3,196,981	-	-	-	-	-	3,196,981
Total	-	3,196,981	-	-	-	-	-	3,196,981

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Range Upgrade

Budget: $2,811,370

Total Cost: $2,811,370

Project Duration: FY2009

Fund: Capital Project

A full 16 lane partially enclosed range facility to include sound proofing, bullet traps, air filtration, control booth and staging / safety area.

Operating Budget Impact: Normal range maintenance to include the air filtration system and lead cleanup.

Range Upgrade

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	2,811,370	-	-	-	-	-	2,811,370
Total	-	2,811,370	-	-	-	-	-	2,811,370

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	2,811,370	-	-			-	2,811,370
Total	-	2,811,370	-	-	-	-	-	2,811,370

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Police & Fire Storage

Budget: $1,806,670

Total Cost: $1,806,670

Project Duration: FY2009

Fund: Capital Project

Construction of a secured Police/Fire vehicle, equipment and law enforcement evidence storage facility system to meet the needs.

Operating Budget Impact: Utility cost and general maintenance increases.

Police & Fire Storage

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,806,670	-	-	-	-	-	1,806,670
Total	-	1,806,670		-	-	-	-	1,806,670

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Tax/Bond	-	1,806,670	-	-	-	-	-	1,806,670
Total	-	1,806,670	-	-	-	-	-	1,806,670

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Acker Trust Fund

Budget: $25,000

Total Cost: $25,000

Project Duration: FY2009

Fund: Acker Trust Fund

Revenue received off of investments and land sales are used for cultural and recreation purposes only. This money will be used to continue a scholarship program for music at Prescott High School, support for the Artists in Residence program with Yavapai College, conduct work shops with music students, and provide Prescott Fine Arts scholarships for attendance at music camps and continuing music education.

Operating Budget Impact: None known.

Acker - General Expenditures

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	25,000	-	-	-	-	-	25,000
Total	-	25,000	-	-	-	-	-	25,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Acker	-	25,000	-	-	-	-	-	25,000
Total	-	25,000	-	-	-	-	-	25,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Miscellaneous Gifts Fund

Budget: $75,000

Total Cost: $75,000

Project Duration: FY2009

Fund: Gifts Fund

Accounting for any contributions for miscellaneous gifts which the City may receive such as Shop-with-a-Cop, DARE, Library bequests, etc.

Operating Budget Impact: None known.

Gifts & Donations

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	75,000	-	-	-	-	-	75,000
Total	-	75,000	-	-	-	-	-	75,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Gifts Fund	-	75,000	-	-	-	-	-	75,000
Total	-	75,000	-	-	-	-	-	75,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Replacement Vehicles

Budget: $7,271,541

Total Cost: $7,271,541

Project Duration: FY2009

Fund: Vehicle Replacement Fund

This is for funding for the replacement of vehicles and equipment as recommended by the Fleet Maintenance Manager.

Operating Budget Impact: Not yet determined. Vehicles are replacing older vehicles so maintenance should decrease.

Vehicle Replacements

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	7,271,541	-	-	-	-	-	7,271,541
Total	-	7,271,541	-	-	-	-	-	7,271,541

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Veh Repl	-	7,271,541		-	-	-	-	7,271,541
Total	-	7,271,541	-	-	-	-	-	7,271,541

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Big Chino Water Ranch

Budget: $4,721,750

Total Cost: $154,503,046

Project Duration: FY2007 – FY2012

Fund: Water Resource Development Fund

Drill, construct, equip and connect eight new municipal water production wells at the Big Chino Water Ranch (BCWR), including construction of a reservoir, piping, arsenic treatment (if necessary) and a chlorination system. Construction includes 23 miles of 36" steel pipeline and 7 miles of 30" steel pipeline from the City's BCWR to the Chino Valley Water Production Facility CVWPF; acquisition of right of way, placement of new pipeline using both trenched and trenchless methods, connections, valves, openings and markers; a new pump station near the intersection of Highway 89 and Old Highway 89 in Chino Valley to boost the flow of water in the pipeline form the City's BCWR from the 36" gravity line to the 30" pressurized line into the CVWPF; earthwork, fencing, pump station building, pumps, connections and equipment; replacement of the existing CVWPF to provide reliable and increased capacity; installation of a new pump station and 2 each new 3.0 million gallon reservoirs northwest of the intersection of Willow Creek Rd and Pioneer Parkway to boost required system pressures into the existing distribution system from the storage reservoirs and pumps and controls for current needs and the necessary pumps to meet the needs for imported water from the City's BCWR; equipment for the supervision, control, communication and security of the various facilities and system components of the BCWR Project; and design and construction of maintenance and operational access to the BCWR pipeline.

Operating Budget Impact: Not yet determined.

Big Chino Water Ranch

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	7,172,546	4,721,750	1,407,250	70,600,750	70,600,750	-	-	154,503,046
Total	7,172,546	4,721,750	1,407,250	70,600,750	70,600,750	-	-	154,503,046

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water Res	7,172,546	4,721,750	1,407,250	70,600,750	70,600,750	-	-	154,503,046
Total	7,172,546	4,721,750	1,407,250	70,600,750	70,600,750	-	-	154,503,046

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Water Meter Change-Out Program

Budget: $1,800,000

Total Cost: $5,215,028

Project Duration: FY2004 – FY2011

Fund: Water Fund

This will continue the meter change-out program that started in FY04 in Chino Valley. In FY04, City Council approved that the City of Prescott would begin a meter change-out program to replace all meters in the system with new radio read meters. Radio read meters send a signal that contains the meter read to a handheld or mobile data collector. Currently meters in the system range from newly installed to 50 years old and manually read. This program is to bring all meters to current standards. The meters would be purchased by the City and installed by a factory authorized contractor. This program would take five years to complete resulting in all 20,000 meters being replaced.

Operating Budget Impact: None known.

Water Meter Changeout Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	1,415,028	1,800,000	1,000,000	1,000,000	-	-	-	5,215,028
Total	1,415,028	1,800,000	1,000,000	1,000,000	-	-	-	5,215,028

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	1,415,028	1,800,000	1,000,000	1,000,000	-	-	-	5,215,028
Total	1,415,028	1,800,000	1,000,000	1,000,000	-	-	-	5,215,028

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Small Water Main Upgrades

Budget: $850,000

Total Cost: $5,250,000

Project Duration: Ongoing Program

Fund: Water Fund

This project is to upgrade the existing Pioneer Pump Station to meet existing and future demands. This project would include the installation of new pumps, piping, controls and a new building enclosure.

Operating Budget Impact: None known.

Small Water Main Upgrades

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	700,000	850,000	700,000	750,000	750,000	750,000	750,000	5,250,000
Total	700,000	850,000	700,000	750,000	750,000	750,000	750,000	5,250,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	700,000	850,000	700,000	750,000	750,000	750,000	750,000	5,250,000
Total	700,000	850,000	700,000	750,000	750,000	750,000	750,000	5,250,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Indian Hill Reservoir

Budget: $1,360,000

Total Cost: $3,160,000

Project Duration: FY2008 – FY2010

Fund: Water Fund/Wastewater Fund

The project is to upgrade the Indian Hills reservoirs from the existing capacity from 450,000 gallons to 2,000,000. The first phase of the project would be to design and install a new 1 MG new water reservoir on the existing site, including demolition of one of the existing tanks. The second phase of the project would be to locate and purchase land for a second 1 MG tank, including design and installation.

Operating Budget Impact: None known.

Indian Hills Reservoir

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	140,000	1,360,000	1,660,000	-	-	-	-	3,160,000
Total	140,000	1,360,000	1,660,000	-	-	-	-	3,160,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	80,000	670,000	1,660,000	-	-	-	-	2,410,000
System Imp	60,000	690,000	-	-	-	-	-	750,000
Total	140,000	1,360,000	1,660,000	-	-	-	-	3,160,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Zone 12" Main - North

Budget: $2,268,000

Total Cost: $2,318,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

Identified in the Water Model, a 12" main is needed to provide system looping, and to replace the existing 8" line under the runway, to meet the heavy commercial and industrial fire flows north of the airport runway.

Operating Budget Impact: Not yet determined.

Airport Zone 12" Main - North Side Runway Loop

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	50,000	2,268,000	-	-	-	-	-	2,318,000
Total	50,000	2,268,000	-	-	-	-	-	2,318,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	25,000	567,000						592,000
System Imp	25,000	1,701,000	-	-	-	-	-	1,726,000
Total	50,000	2,268,000	-	-	-	-	-	2,318,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Mountain Club System Cross Connection

Budget: $500,000

Total Cost: $500,000

Project Duration: FY2009

Fund: Water Funds

This project is to design and install system upgrades to protect the City's system from potential cross connection and contamination from the Mountain Club water system.

Operating Budget Impact: Not yet determined.

Mountain Club Cross Connection

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	500,000	-	-	-	-	-	500,000
Total	-	500,000	-	-	-	-	-	500,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	500,000	-	-	-	-	-	500,000
Total	-	500,000	-	-	-	-	-	500,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

20" Main – Aubrey Street

Budget: $895,000

Total Cost: $1,007,500

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to replace the existing 14" and 12" water lines in Aubrey Street that currently supply water to the Pioneer Pump Station with a larger pipe. This line will also bring water from the South Reservoir to increase supply to the pump station. This was previously identified as segments of 16" main in the Water Model, however additional information has shown the existing 14" and 12" lines to be 50+ years old and a parallel 6" main to be even older. Based on this, an evaluation in the Model has shown a 20" will provide sufficient capacity to replace all three lines.

Operating Budget Impact: Not yet determined.

20" Main - Aubrey Street

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	112,500	895,000	-	-	-	-	-	1,007,500
Total	112,500	895,000	-	-	-	-	-	1,007,500

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	112,500	451,500						564,000
System Imp	-	443,500						443,500
Total	112,500	895,000	-	-	-	-	-	1,007,500

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
Maint/Support								-
Total	-	-	-	-	-	-	-	-

12" Chino Transmission Main

Budget: $600,000

Total Cost: $600,000

Project Duration: FY2009

Fund: Water Funds

This project is to relocate the existing 12" main concurrent with the widening of Highway 89 in Chino Valley from Center Street to Road 4 South.

Operating Budget Impact: Not yet determined.

12" Chino Transmission Main Relocation

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	600,000	-	-	-	-	-	600,000
Total	-	600,000	-	-	-	-	-	600,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	450,000						450,000
System Imp	-	150,000						150,000
Total	-	600,000	-	-	-	-	-	600,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-							-
Total	-	-	-	-	-	-	-	-

Copper Basin Reservoir

Budget: $485,000

Total Cost: $2,085,000

Project Duration: FY2009

Fund: Water Funds

This project is to locate, purchase land, design and construct a new 1.0 million gallon reservoir located near the end of Copper Basin Road. Upon the completion of copper Basin water line improvements and pump station upgrades, this reservoir can be put into operation to provide increased reserve capacity and fire flow.

Operating Budget Impact: Not yet determined.

Copper Basin Reservoir

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	485,000	1,600,000	-	-	-	-	2,085,000
Total	-	485,000	1,600,000	-	-	-	-	2,085,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	436,500	1,440,000	-	-	-	-	1,876,500
System Imp	-	48,500	160,000	-	-	-	-	208,500
Total	-	485,000	1,600,000	-	-	-	-	2,085,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Prescott Canyon Reservoir & Piping

Budget: $1,686,000

Total Cost: $1,786,394

Project Duration: FY2009

Fund: Water Funds

This project is to finalize the location, purchase land and install a new 1.25 million gallon reservoir in pressure zone 56. The location is east of Prescott Lakes Parkway and north of Highway 69.

Operating Budget Impact: None known.

Prescott Canyon Reservoir & Piping

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	100,394	1,686,000	-	-	-	-	-	1,786,394
Total	100,394	1,686,000	-	-	-	-	-	1,786,394

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	100,394	405,000			-	-	-	505,394
System Imp	-	1,281,000						1,281,000
Total	100,394	1,686,000	-	-	-	-	-	1,786,394

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Storage Tank Maintenance

Budget: $403,009

Total Cost: $1,263,009

Project Duration: On-going Program

Fund: Water Funds

Priority #1 Tanks possess a completely spent interior coating system with evidence of aggressive interior corrosion. These tanks are considered to be in need of immediate renovation to maintain their water containment capabilities and minimize existing structural deficiencies. Additionally, heavy metals have been found in the interior and/or exterior coatings of these tanks. Exterior coatings on these tanks are degraded and are beginning to fail. If these tank exteriors are over coated prior to the onset of major failure, the cost of performing complete lead abatement will be avoided.
Priority #1 tanks are:
1. Hassayampa Tank
2. Thumb Butte Tank
3. Skyline Tank

Operating Budget Impact: None known.

Storage Tank Maintenance

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	110,000	403,009	150,000	150,000	150,000	150,000	150,000	1,263,009
Total	110,000	403,009	150,000	150,000	150,000	150,000	150,000	1,263,009

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	110,000	403,009	150,000	150,000	150,000	150,000	150,000	1,263,009
Total	110,000	403,009	150,000	150,000	150,000	150,000	150,000	1,263,009

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Old North Tank Reservoir Replacement

Budget: $390,000

Total Cost: $2,190,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to design and construct a new 1.4 million gallon reservoir to replace the existing tank in same location. The water storage capacity this reservoir provides is critical to meet growing peak demands in both this (North-South) and adjacent pressure zones.

Operating Budget Impact: None known.

Old North Tank Reservoir Replacement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	390,000	1,800,000	-	-	-	-	2,190,000
Total	-	390,000	1,800,000	-	-	-	-	2,190,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	390,000	1,800,000	-	-	-	-	2,190,000
Total	-	390,000	1,800,000	-	-	-	-	2,190,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

New Thumb Butte Reservoir

Budget: $420,000

Total Cost: $2,250,000

Project Duration: FY2009 – FY2011

Fund: Water Funds

The project is to locate and purchase land and install a new 1.25 million gallon water reservoir located near the Thumb Butte Road area. The first phase of the project would be to locate and purchase land for this tank and the second phase of this project would be to design and install the new water reservoir.

Operating Budget Impact: None known.

New Thumb Butte Reservoir

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	420,000	150,000	1,680,000	-	-	-	2,250,000
Total	-	420,000	150,000	1,680,000	-	-	-	2,250,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	378,000	135,000	1,512,000	-	-	-	2,025,000
System Imp	-	42,000	15,000	168,000	-	-	-	225,000
Total	-	420,000	150,000	1,680,000	-	-	-	2,250,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Willow Creek 14" Transmission Main

Budget: $690,000

Total Cost: $2,190,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to replace and upgrade the existing 12" transmission main washed out during the January 05 floods and temporarily reconstructed with a 14" main to meet capacity requirements. This line will also be relocated out of the Willow Creek channel.

Operating Budget Impact: None known.

Willow Creek 14" Transmission Main

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	80,000	690,000	-	-	-	-	-	770,000
Total	80,000	690,000	-	-	-	-	-	770,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	40,000	345,000						385,000
System Imp	40,000	345,000		-	-	-	-	385,000
Total	80,000	690,000	-	-	-	-	-	770,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Zone 12" Main - South

Budget: $1,365,000

Total Cost: $2,190,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to replace and upgrade the existing 12" transmission main washed out during the January 05 floods and temporarily reconstructed with a 14" main to meet capacity requirements. This line will also be relocated out of the Willow Creek channel.

Operating Budget Impact: None known.

Airport Zone 12" Main - South Side Runway Loop

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	35,000	1,365,000	-	-	-	-	-	1,400,000
Total	35,000	1,365,000	-	-	-	-	-	1,400,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	25,000	341,250	-	-	-	-	-	366,250
System Imp	10,000	1,023,750	-	-	-	-	-	1,033,750
Total	35,000	1,365,000	-	-	-	-	-	1,400,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

12” Line – White Spar

Budget: $379,000

Total Cost: $2,190,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to replace and upgrade the existing 12” transmission main washed out during the January 05 floods and temporarily reconstructed with a 14” main to meet capacity requirements. This line will also be relocated out of the Willow Creek channel.

Operating Budget Impact: None known.

12" Line - White Spar

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	40,400	379,000	-	-	-	-	-	419,400
Total	40,400	379,000	-	-	-	-	-	419,400

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	40,400	303,200	-	-	-	-	-	343,600
System Imp	-	75,800	-	-	-	-	-	75,800
Total	40,400	379,000	-	-	-	-	-	419,400

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Robinson Drive

Budget: $855,900

Total Cost: $855,900

Project Duration: FY2009

Fund: Water/Wastewater Funds

This project is to complete utility work necessary for the reconstruction and the widening of Robinson Drive.

Operating Budget Impact: None known.

Robinson Drive

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	855,900	-	-	-	-	-	855,900
Total	-	855,900	-	-	-	-	-	855,900

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	295,000			-	-	-	295,000
System Imp	-	34,900						34,900
Wastewater	-	526,000						526,000
Total	-	855,900	-	-	-	-	-	855,900

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Pinnacle Circle New Reservoir

Budget: $520,000

Total Cost: $3,410,000

Project Duration: FY2009 – FY2012

Fund: Water Funds

This project is to locate, purchase land, and install a new 2 million gallon water reservoir located on Pinnacle Road. The first phase of the project is to locate and purchase the land necessary for the water tank and the second phase would be to design and install a new water reservoir. Upon the installation of the Iron Springs Road improvement and pumps station upgrades and installation of the water mains in Williamson Valley Road, this reservoir can be installed.

Operating Budget Impact: None known.

Pinnacle Circle New Reservoir

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	520,000	-	250,000	2,640,000	-	-	3,410,000
Total	-	520,000	-	250,000	2,640,000	-	-	3,410,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	260,000	-	125,000	1,320,000	-	-	1,705,000
System Imp	-	260,000	-	125,000	1,320,000	-	-	1,705,000
Total	-	520,000	-	250,000	2,640,000	-	-	3,410,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Prescott Resort Pump Station Upgrade

Budget: $1,000,000

Total Cost: $2,000,000

Project Duration: FY2008 – FY2010

Fund: Water Funds

This project is to upgrade the existing Prescott Canyon Pump Station that feeds pressure zone 56 along Highway 69 to meet existing and future demands. The location is west of Heather Heights and north of Highway 69. This project would be the second phase of required upgrades to this pressure zone.

Operating Budget Impact: None known.

Prescott Resort Pump Station Upgrade

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,000,000	1,000,000	-	-	-	-	2,000,000
Total	-	1,000,000	1,000,000	-	-	-	-	2,000,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	250,000	250,000	-	-	-	-	500,000
System Imp	-	750,000	750,000	-	-	-	-	1,500,000
Total	-	1,000,000	1,000,000	-	-	-	-	2,000,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $500,000

Total Cost: $500,000

Project Duration: FY2009

Fund: Water/Wastewater Funds

Contingency monies for any projects that may arise during the fiscal year.

Operating Budget Impact: None known.

Capital Contingencies

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	500,000	-	-	-	-	-	500,000
Total	-	500,000	-	-	-	-	-	500,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	250,000	-	-	-	-	-	250,000
Wastewater	-	250,000	-	-	-	-	-	250,000
Total	-	500,000	-	-	-	-	-	500,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Pioneer Pump Station

Budget: $515,000

Total Cost: $610,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to upgrade the existing Pioneer Pump Station to meet existing and future demands. This project would include the installation of new pumps, piping, controls and a new building enclosure.

Operating Budget Impact: None known.

Pioneer Pump Station

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	95,000	515,000	-	-	-	-	-	610,000
Total	95,000	515,000	-	-	-	-	-	610,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	95,000	235,000	-	-	-	-	-	330,000
System Imp	-	280,000	-	-	-	-	-	280,000
Total	95,000	515,000	-	-	-	-	-	610,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Upper Thumb Butte Tank

Budget: $250,000

Total Cost: $1,750,000

Project Duration: FY2009 – FY2010

Fund: Water Funds

This project is to replace the existing Upper Thumb Butte reservoir (existing capacity of 100,000 gallons) with a larger reservoir on the same site (new capacity of 500,000 gallons).

Operating Budget Impact: None known.

Upper Thumb Butte Tank

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	250,000	1,500,000	-	-	-	-	1,750,000
Total	-	250,000	1,500,000	-	-	-	-	1,750,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water		225,000	1,350,000	-	-	-	-	1,575,000
System Imp	-	25,000	150,000	-	-	-	-	175,000
Total	-	250,000	1,500,000	-	-	-	-	1,750,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Budget: $193,500

Total Cost: $245,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to provide for capital site improvements including landscaping, screening, paving of travelled surfaces and other similar improvements associated with the permit conditions of adding interim arsenic treatment equipment to five well sites (6 actual wells) in the Town of Chino Valley. This project also includes the cost of assistive engineering consulting fees encountered as a result of applying for Conditional Use Permits, attending public hearings, organizing public notification, etc.

Operating Budget Impact: Not yet determined.

Arsenic Treatment Plant

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	51,500	193,500	-	-	-	-	-	245,000
Total	51,500	193,500	-	-	-	-	-	245,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	51,500	193,500	-	-	-	-	-	245,000
Total	51,500	193,500	-	-	-	-	-	245,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Peregrine Pump Station

Budget: $225,000

Total Cost: $225,000

Project Duration: FY2009

Fund: Water Funds

This project is to fund the installation of a small booster station located at the intersection of North Lakeview and Trail Walk Drives.

Operating Budget Impact: Not yet determined.

Peregrine Pump Station

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	225,000	-	-	-	-	-	225,000
Total	-	225,000	-	-	-	-	-	225,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	180,000	-	-	-	-	-	180,000
System Imp	-	45,000	-	-	-	-	-	45,000
Total	-	225,000	-	-	-	-	-	225,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Zone Pump Station Upgrade

Budget: $198,000

Total Cost: $238,000

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to upgrade the existing pump station located in the Airport service area.

Operating Budget Impact: None known.

Airport Zone Pump Station Upgrade

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	40,000	198,000	-	-	-	-	-	238,000
Total	40,000	198,000	-	-	-	-	-	238,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	40,000	178,200						218,200
System Imp	-	19,800	-	-	-	-	-	19,800
Total	40,000	198,000	-	-	-	-	-	238,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Haisley New Reservoir

Budget: $320,000

Total Cost: $1,932,000

Project Duration: FY2009 – FY2012

Fund: Water Funds

Funding is to locate and purchase land for the installation of a new 1.25 million gallon water reservoir located near the Valley Ranch Circle area. The first phase of the project would be to locate and purchase land for this tank and the second phase of this project would be to design and install the new water reservoir.

Operating Budget Impact: None known.

Haisley New Reservoir

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	320,000	-	193,000	1,419,000	-	-	1,932,000
Total	-	320,000	-	193,000	1,419,000	-	-	1,932,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	160,000	-	96,500	709,500	-	-	966,000
System Imp	-	160,000	-	96,500	709,500	-	-	966,000
Total	-	320,000	-	193,000	1,419,000	-	-	1,932,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

Granite Creek & Willow Creek Dam

Budget: $150,000

Total Cost: $225,000

Project Duration: FY2009

Fund: Water Funds

Funding will be fore design and complete repairs and remediation measures identified by the Arizona Department of Water Resources (ADWR) Dam Safety Division during yearly inspections of Upper Goldwater, Lower Goldwater, Willow Lake and Watson Lake Dams.

Operating Budget Impact: None known.

Alley Paving Project

Budget: $250,000

Total Cost: $1,675,000

Project Duration: Evaluate Yearly

Fund: Water/Wastewater Funds

The Utilities Division has budgeted an annual amount to replace undersize and/or deteriorated water and sewer mains (and services) in conjunction with the paving projects.

Operating Budget Impact: None known.

Alley Paving Project

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	250,000	250,000	275,000	300,000	300,000	300,000	1,675,000
Total	-	250,000	250,000	275,000	300,000	300,000	300,000	1,675,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	150,000	150,000	150,000	150,000	150,000	150,000	900,000
Wastewater	-	100,000	100,000	125,000	150,000	150,000	150,000	775,000
Total	-	250,000	250,000	275,000	300,000	300,000	300,000	1,675,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Zone 18" Second Feed

Budget: $1,500,000

Total Cost: $1,500,000

Project Duration: FY2009

Fund: Water Funds

Previously identified in the Water Model as a 12" main located parallel to the existing 8" main feeding the airport, this project is to install an 18" water line from the existing 12" transmission main from Chino Valley to the existing 18" main at Hwy 89/89A intersection station. This will be a second feed to enhance the existing supply line to this system and service area.

Operating Budget Impact: None known.

Airport Zone 18" Second Feed

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,500,000	-	-	-	-	-	1,500,000
Total	-	1,500,000	-	-	-	-	-	1,500,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	150,000						150,000
System Imp	-	1,350,000	-	-	-	-	-	1,350,000
Total	-	1,500,000	-	-	-	-	-	1,500,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Telemetry/SCADA Program

Budget: $1,500,000

Total Cost: $1,500,000

Project Duration: FY2009

Fund: Water Funds

Telemetry (SCADA) Installations/Upgrades at well, booster station and storage tank sites. Engineering for a comprehensive telemetry system design to incorporate the Big Chino Water Ranch with the existing utility control systems is underway.

Operating Budget Impact: Not yet determined.

Telemetry/SCADA Program

Budget: $1,500,000

Total Cost: $1,500,000

Project Duration: FY2009

Fund: Water Funds

Telemetry (SCADA) Installations/Upgrades at well, booster station and storage tank sites. Engineering for a comprehensive telemetry system design to incorporate the Big Chino Water Ranch with the existing utility control systems is underway.

Operating Budget Impact: Not yet determined.

Telemetry/SCADA Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	10,000	200,000	-	-	-	-	-	210,000
Total	10,000	200,000	-	-	-	-	-	210,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	10,000	130,000	-	-	-	-	-	140,000
System Imp	-	70,000		-	-	-	-	70,000
Total	10,000	200,000	-	-	-	-	-	210,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Chino Wells Auxiliary Power

Budget: $130,000

Total Cost: $130,000

Project Duration: FY2009

Fund: Water Funds

As part of the emergency power back-up plan for the Chino Valley wells, transfer switches must be installed in order to be able to connect an auxiliary power source quickly. Manual transfer switches installed at the wells will give the City of Prescott the ability to disconnect APS power from the wells and connect an auxiliary source during power outage emergencies.

Operating Budget Impact: Not yet determined.

Chino Wells Auxiliary Power

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	10,000	130,000	-	-	-	-	-	140,000
Total	10,000	130,000	-	-	-	-	-	140,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	10,000	130,000	-	-	-	-	-	140,000
Total	10,000	130,000	-	-	-	-	-	140,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

West Airport Master Plan

Budget: $275,000

Total Cost: $275,000

Project Duration: FY2009

Fund: Water/Wastewater Funds

The General Plan land use currently indicated for the area north or Pioneer Parkway/Pinon Oaks and west of SR89 is ranching/agricultural, accordingly, neither the Water Model nor Wastewater Model master plans include any utilities or transportation infrastructure for serving future development in this large sector. Given active annexation/development discussion with the owners of major property holdings, creation of the infrastructure master plans is now necessary. Updating of General Plan land use, with involvement of the property owners, is anticipated during the period July-December 2008, to be followed by formulation of the water and sewer master plans.

Operating Budget Impact: None known.

West Airport Master Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	275,000	-	-	-	-	-	275,000
Total	-	275,000	-	-	-	-	-	275,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	125,000	-	-	-	-	-	125,000
Wastewater	-	150,000	-	-	-	-	-	150,000
Total	-	275,000	-	-	-	-	-	275,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

East Airport Master Plan

Budget: $175,000

Total Cost: $175,000

Project Duration: FY2009

Fund: Water/Wastewater Funds

The General Plan land use currently indicated for the area north or Pioneer Parkway/Pinon Oaks and west of SR89 is ranching/agricultural, accordingly, neither the Water Model nor Wastewater Model master plans include any utilities or transportation infrastructure for serving future development in this large sector. Given active annexation/development discussion with the owners of major property holdings,

creation of the infrastructure master plans is now necessary. Updating of General Plan land use, with involvement of the property owners, is anticipated during the period July-December 2008, to be followed by formulation of the water and sewer master plans.

Operating Budget Impact: None known.

East Airport Master Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	175,000	-	-	-	-	-	175,000
Total	-	175,000	-	-	-	-	-	175,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	125,000	-	-	-	-	-	125,000
Wastewater	-	50,000	-	-	-	-	-	50,000
Total	-	175,000	-	-	-	-	-	175,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Booster Station Upgrade

Budget: $125,000

Total Cost: $550,000

Project Duration: FY2009

Fund: Water Funds

New buildings or refurbishments of existing buildings/enclosures at wells and booster stations.

Operating Budget Impact: None known.

Booster Station Upgrade

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	50,000	125,000	125,000	125,000	125,000	-	-	550,000
Total	50,000	125,000	125,000	125,000	125,000	-	-	550,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	50,000	125,000	125,000	125,000	125,000	-	-	550,000
Total	50,000	125,000	125,000	125,000	125,000	-	-	550,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Zone 12" Main – Side Road

Budget: $1,180,000

Total Cost: $175,000

Project Duration: FY2009

Fund: Water Funds

Identified in a Water Model scenario, a 12" main is needed to provide this project is to install an 18" water line from the existing 12" transmission main from Chino Valley to the existing 18" main at Hwy 89/89A intersection station. This will be a second feed to enhance the existing supply line to this system and service area.

Operating Budget Impact: None known.

Airport Zone 12" Main - Side Road

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	120,000	1,180,000	-	-	-	-	-	1,300,000
Total	120,000	1,180,000	-	-	-	-	-	1,300,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	125,000	-	-	-	-	-	125,000
System Imp	120,000	1,055,000	-	-	-	-	-	1,175,000
Total	120,000	1,180,000	-	-	-	-	-	1,300,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Airport Recovery Wells

Budget: $1,406,000

Total Cost: $175,000

Project Duration: FY2009

Fund: Water Funds

New wells within the Airport recharge influence zone. This involves consulting, pilot well and testing, and well drilled and equipped.

Operating Budget Impact: None known.

Recovery Wells at Airport Recharge

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	410,542	1,406,000	1,600,000	400,000	1,600,000	400,000	1,600,000	7,416,542
Total	410,542	1,406,000	1,600,000	400,000	1,600,000	400,000	1,600,000	7,416,542

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	116,000	160,000	40,000	160,000	40,000	160,000	676,000
System Imp	410,542	1,290,000	1,440,000	360,000	1,440,000	360,000	1,440,000	6,740,542
Total	410,542	1,406,000	1,600,000	400,000	1,600,000	400,000	1,600,000	7,416,542

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Brush Street

Budget: $1,406,000

Total Cost: $175,000

Project Duration: FY2009

Fund: Water Funds

Utility work in conjunction with street reconstruction project on Brush Street.

Operating Budget Impact: None known.

Brush Street

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	9,590	181,000	-	-	-	-	-	190,590
Total	9,590	181,000	-	-	-	-	-	190,590

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	6,470	110,000	-	-	-	-	-	116,470
System Imp	3,120	71,000	-	-	-	-	-	74,120
Total	9,590	181,000	-	-	-	-	-	190,590

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Production/Distribution Warehouse

Budget: $94,401

Total Cost: $184,144

Project Duration: FY2009

Fund: Water Funds

Construction of a 50' X 100' steel industrial building, concrete approach aprons, pipe storage area and paving for housing of the supply warehouse for water Utilities. This building will include room to store all parts used to repair and maintain the water system. This building will be built at the location of the current Water division building located on Sundog Ranch Road across from the Wastewater Treatment plant. The project will be accomplished by Job Order Contracting. Design will include space for a training/meeting room currently lacking at the existing water building location and restroom and showers for Water Distribution personnel.

Operating Budget Impact: None known.

Production/Distribution Warehouse

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	89,743	94,401	-	-	-	-	-	184,144
Total	89,743	94,401	-	-	-	-	-	184,144

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	89,743	94,401	-	-	-	-	-	184,144
Total	89,743	94,401	-	-	-	-	-	184,144

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Production Well Maintenance

Budget: $80,000

Total Cost: $560,000

Project Duration: On-going Program

Fund: Water Funds

Maintenance/repair (as needed) of any of the six existing wells in Chino Valley that are the source of water supply for the City of Prescott. Maintenance/repair can include the removal of the pump, disassembly and inspection of all components (pump assembly, column pipe, line shaft, bearings, etc); rebuild/replace as necessary. Additionally, video Logging for inspection of outer casing condition, Gyroscopic Alignment/Plumbness of well, brushing (cleaning) of outer casing, and bailing of debris may be included.

Operating Budget Impact: None known.

Production Well Maintenance

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	80,000	80,000	80,000	80,000	80,000	80,000	80,000	560,000
Total	80,000	80,000	80,000	80,000	80,000	80,000	80,000	560,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	80,000	80,000	80,000	80,000	80,000	80,000	80,000	560,000
Total	80,000	80,000	80,000	80,000	80,000	80,000	80,000	560,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

PRV Upgrade

Budget: $66,000

Total Cost: $184,144

Project Duration: On-going Program

Fund: Water Funds

Continues the program of replacing and upgrading water pressure regulating stations throughout the City. PRV's from obsolete Bailey Valves to Standardized Cla-Val, install relief valves, and modify to above-ground application. 08/09: Change-out Robinson Dr. PRV's from obsolete Bailey Valves to Standardized Cla-Val, install relief valves, and modify to above-ground application. 2009/2010: Change-out Plaza Dr. PRV's from obsolete Balley Valves to Standardized Cla-Val, install relief valves, and modify to above-ground application.

Operating Budget Impact: None known.

PRV Upgrade

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	10,000	66,000	38,000	38,000	38,000	38,000	38,000	266,000
Total	10,000	66,000	38,000	38,000	38,000	38,000	38,000	266,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	10,000	66,000	38,000	38,000	38,000	38,000	38,000	266,000
Total	10,000	66,000	38,000	38,000	38,000	38,000	38,000	266,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Chino Chlorine Storage Building

Budget: $65,000

Total Cost: $65,000

Project Duration: On-going Program

Fund: Water Funds

Construct a two compartment block building for the storage of chlorine tablet containers. Location and construction design must agree with new Chino booster station in the Big Chino Water Ranch Project.

Operating Budget Impact: Electricity costs for installed fans for ventilation.

Chino Chlorine Storage Building

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	65,000	-	-	-	-	-	65,000
Total	-	65,000	-	-	-	-	-	65,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	65,000	-	-	-	-	-	65,000
Total	-	65,000	-	-	-	-	-	65,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	100	100	100	100	100	500
Total	-	-	100	100	100	100	100	500

Surface Water Recharge Pipeline

Budget: $1,822,000

Total Cost: $3,822,000

Project Duration: FY2009 – FY2010

Fund: Water Funds

This project is to design and replace the existing surface water recharge pipeline and related infrastructure. The project will consist of a complete design of the entire delivery system, with construction phased over two years.

Operating Budget Impact: Not yet determined.

Surface Water Recharge Pipeline

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,822,000	2,000,000	-	-	-	-	3,822,000
Total	-	1,822,000	2,000,000	-	-	-	-	3,822,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
System Imp	-	1,822,000	2,000,000	-	-	-	-	3,822,000
Total	-	1,822,000	2,000,000	-	-	-	-	3,822,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Zone 12 Tank Res Transmission

Budget: $650,000

Total Cost: $1,300,000

Project Duration: FY2009 – FY2010

Fund: Water Funds

This project is to design and construct water transmission piping along various alignments in the Centerpointe and Fann Annexation areas to connect the City's system at the corner of Centerpointe East Drive and Hwy 89A to the northwest corner of the Granite Dells (Fann) annexation area. Additionally, a transmission main will be placed along the northern boundary of the annexation approximately to the common northern corner of Sections 5 & 6 along that same boundary. This work consists of about 1,000 ft. of 18" main in the vicinity of Centerpark Way, about 2,100 ft. of 18" main along Side Road from Centerpointe East Drive to Heckthorn Dr, about 1,100 feet of 18" pipe along Heckthorn Drive, and about 3,700 ft. of 18" main from the corner of Heckthorn and Side Road heading east along the north boundary of Granite Dells.

Operating Budget Impact: Not yet determined.

Airport Zone 12 Tank Res Transmission

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	650,000	650,000	-	-	-	-	1,300,000
Total	-	650,000	650,000	-	-	-	-	1,300,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	65,000	65,000	-	-	-	-	130,000
System Imp	-	585,000	585,000	-	-	-	-	1,170,000
Total	-	650,000	650,000	-	-	-	-	1,300,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Airport Zone 12 New Tank Reservoir & Booster Station

Budget: $500,000

Total Cost: $3,450,000

Project Duration: FY2009 – FY2010

Fund: Water Funds

This project is to design and construct a new 2.0 million gallon water reservoir and 5,200 GPM booster station located south of SR89A on the northern boundary of the Granite Dells Annexation area in the Airport service area.

Operating Budget Impact: Not yet determined.

Airport Zone New Reservoir

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	500,000	2,950,000	-	-	-	-	3,450,000
Total	-	500,000	2,950,000	-	-	-	-	3,450,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	50,000	295,000	-	-	-	-	345,000
General Fun	-	450,000	2,655,000	-	-	-	-	3,105,000
Total	-	500,000	2,950,000	-	-	-	-	3,450,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

SR69 Corridor Phase I

Budget: $260,000

Total Cost: $761,300

Project Duration: FY2008 – FY2009

Fund: Water Funds

This project is to fund that portion of the construction related upgrades to the existing public water system in zone 56 along Highway 69, between Holiday Hills and across a portion of the adjacent State land, to meet existing and future demands.

Operating Budget Impact: Not yet determined.

SR69 Corridor Phase I

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	501,300	260,000	-	-	-	-	-	761,300
Total	501,300	260,000	-	-	-	-	-	761,300

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	501,300	260,000						761,300
Total	501,300	260,000	-	-	-	-	-	761,300

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

12" Line Sundog Connector

Budget: $157,000

Total Cost: $1,201,000

Project Duration: FY2009 – FY2010

Fund: Water Funds

This project is to design and construct a 12" water main connecting to the existing main on Prescott Lakes Parkway and within the proposed Sundog Connector road east of Prescott Lakes Parkway.

Operating Budget Impact: Not yet determined.

12" Line Sundog Connector

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	157,000	1,044,000	-	-	-	-	1,201,000
Total	-	157,000	1,044,000	-	-	-	-	1,201,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	157,000	1,044,000					1,201,000
Total	-	157,000	1,044,000	-	-	-	-	1,201,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Zone Water Infrastructure

Budget: $200,000

Total Cost: $19,550,000

Project Duration: FY2009 – FY2014

Fund: Water Funds

This project is to design and construct major water infrastructure components to serve the upper Airport zone service area.

Operating Budget Impact: Not yet determined.

Airport Zone Water Infrastructure

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	200,000	1,350,000	4,750,000	5,750,000	5,000,000	2,500,000	19,550,000
Total	-	200,000	1,350,000	4,750,000	5,750,000	5,000,000	2,500,000	19,550,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
System Imp	-	200,000	1,350,000	4,750,000	5,750,000	5,000,000	2,500,000	19,550,000
Total	-	200,000	1,350,000	4,750,000	5,750,000	5,000,000	2,500,000	19,550,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Copper Basin Reservoir Piping

Budget: $60,000

Total Cost: $460,000

Project Duration: FY2009 – FY2010

Fund: Water Funds

This project is to design and construct a 12” main from the end of the Copper Basin Road improvements at Sheriff’s Posse Trail to the location of the new 1.0 million gallon reservoir.

Operating Budget Impact: Not yet determined.

Copper Basin Reservoir Piping

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	60,000	400,000	-	-	-	-	460,000
Total	-	60,000	400,000	-	-	-	-	460,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	54,000	360,000	-	-	-	-	414,000
System Imp	-	6,000	40,000	-	-	-	-	46,000
Total	-	60,000	400,000	-	-	-	-	460,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Lower Thumb Butte Pump Station

Budget: $56,000

Total Cost: $336,000

Project Duration: FY2009 – FY2010

Fund: Water Funds

Funding for the upgrade to the existing Lower Thumb Butte Station to meet the existing and future demands. The project will include the installation of new pumps, piping, controls and a new building enclosure.

Operating Budget Impact: Not yet determined.

Lower Thumb Butte Pump Station

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	56,000	280,000	-	-	-	-	336,000
Total	-	56,000	280,000	-	-	-	-	336,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	50,400	252,000	-	-	-	-	302,400
System Imp	-	5,600	28,000	-	-	-	-	33,600
Total	-	56,000	280,000	-	-	-	-	336,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Chino Booster Station Replacement

Budget: $42,000

Total Cost: $42,000

Project Duration: FY2009

Fund: Water Funds

To purchase a spare interchangeable booster pump to replace Chino booster 2,3, or 4. The Chino Boosters numbers one through four were installed in the early 1980's. Booster pump number one was replaced in FY06. Upon disassembly, it was determined that the pump was worn beyond the point of rehabilitation. Boosters 2,3,&4 are expected to have approximately the same level of wear. New replacement pumps have a 22 week lead time for delivery, but with a replacement pump in stock, the downtime would be reduced to a maximum of two days. An emergency resulting from the failure of booster pumps 2,3, or 4 in peak summer demand periods without a spare at best would leave the booster station at maximum pumping capability without backup.

Operating Budget Impact: Not yet determined.

Chino Booster Station Replacement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	42,000	-	-	-	-	-	42,000
Total	-	42,000	-	-	-	-	-	42,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	42,000	-	-	-	-	-	42,000
Total	-	42,000	-	-	-	-	-	42,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Maintenance Management

Budget: $40,000

Total Cost: $42,000

Project Duration: FY2009

Fund: Water/Wastewater Funds

Carryover for the purchase of the Maintenance Management System for the purpose of establishing an automated system to plan, organize, and schedule maintenance through a network accessible database; establishing a systematic approach for continuous improvement; and training and guiding staff to fully utilize the system to plan, track and improve maintenance.

Operating Budget Impact: Not yet determined.

Maintenance Management

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	229,591	80,000	-	-	-	-	-	309,591
Total	229,591	80,000	-	-	-	-	-	309,591

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	115,643	40,000	-	-	-	-	-	155,643
Wastewater	113,948	40,000	-	-	-	-	-	153,948
Total	229,591	80,000	-	-	-	-	-	309,591

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Fire Hydrant Program

Budget: $40,000

Total Cost: $42,000

Project Duration: FY2009

Fund: Water Funds

This program is for replacing old, non-working fire hydrants where rebuilding/repair is not feasible and or cost effective and for major internal parts replacement when replacement will result in a like new condition. Additionally, this program entails installing new fire hydrants per annum to be replaced and/or installed at new locations throughout the City.

Operating Budget Impact: Not yet determined.

Fire Hydrant Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	40,000	40,000	40,000	40,000	40,000	40,000	40,000	280,000
Total	40,000	40,000	40,000	40,000	40,000	40,000	40,000	280,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	40,000	40,000	40,000	40,000	40,000	40,000	40,000	280,000
Total	40,000	40,000	40,000	40,000	40,000	40,000	40,000	280,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Building Siding Replacement

Budget: $38,000

Total Cost: $48,000

Project Duration: FY2009

Fund: Water Funds

To replace the siding on the metal water office building at the Sundog location with an acceptable color to the surrounding community.

Operating Budget Impact: Not yet determined.

Building Siding Replacement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	10,000	38,000	-	-	-	-	-	48,000
Total	10,000	38,000	-	-	-	-	-	48,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	10,000	38,000	-	-	-	-	-	48,000
Total	10,000	38,000	-	-	-	-	-	48,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Foothills Pump Station Bypass

Budget: $25,000

Total Cost: $25,000

Project Duration: FY2009

Fund: Water Funds

This project is to install a bypass valve located at the Foothills Pump Station.

Operating Budget Impact: Not yet determined.

Foothills Pump Station Bypass

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	25,000	-	-	-	-	-	25,000
Total	-	25,000	-	-	-	-	-	25,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	25,000	-	-	-	-	-	25,000
Total	-	25,000	-	-	-	-	-	25,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Leak Detection Program

Budget: $15,000

Total Cost: $105,000

Project Duration: FY2009

Fund: Water Funds

The Leak Detection Program is for improving accountability and handling of water by surveying miles of Underground water facilities and pinpointing leaks in the system that are not detectable at the surface. Upon pinpointing those leaks, repairs can be scheduled and completed. This would enable realization water losses, lower water production costs, a reduction in emergency repairs and overtime, and improve public relations.

Operating Budget Impact: Not yet determined.

Leak Detection Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	15,000	15,000	15,000	15,000	15,000	15,000	15,000	105,000
Total	15,000	15,000	15,000	15,000	15,000	15,000	15,000	105,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	15,000	15,000	15,000	15,000	15,000	15,000	15,000	105,000
Total	15,000	15,000	15,000	15,000	15,000	15,000	15,000	105,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Shoring Equipment

Budget: $10,000

Total Cost: $20,000

Project Duration: FY2009 – FY2011

Fund: Water Funds

Purchase additional shoring to bring the current equipment to a level that will be adequate for all excavations. The current equipment meets the minimum requirements for some excavations but is lacking for larger excavations and when additional crews must excavate in more than one location simultaneously.

Operating Budget Impact: Not yet determined.

Shoring Equipment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	10,000	5,000	5,000	-	-	-	20,000
Total	-	10,000	5,000	5,000	-	-	-	20,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	10,000	5,000	5,000	-	-	-	20,000
Total	-	10,000	5,000	5,000	-	-	-	20,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Rate and Fee Update

Budget: $12,000

Total Cost: $50,000

Project Duration: FY2009

Fund: Water Funds

Update of water rates and development fees adopted in February 2006 to reflect current operations and maintenance costs and revised FY09/13 Capital Improvement Program.

Operating Budget Impact: None known.

Rate and Fee Update

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	38,000	12,000	-	-	-	-	-	50,000
Total	38,000	12,000	-	-	-	-	-	50,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	18,000	7,000						25,000
System Imp	20,000	5,000			-	-	-	25,000
Total	38,000	12,000	-	-	-	-	-	50,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

N Prescott Regional Force Main Replacement

Budget: $5,371,000

Total Cost: $5,491,000

Project Duration: FY2008 - FY2009

Fund: Wastewater Fund

The North Regional Force Main is a 14 inch sewer main that collects flow from eight different sewer lift stations. These lift stations service the north Prescott area and direct the flow into the 14 inch force main. The 14 inch main is approximately 3 miles in length. Evaluation of the main is complete and has revealed that the segment that drains within Highway 89 needs replacement. This project would be to design and replace the majority of the existing sewer force main with a gravity main sized by the Sewer Model.

Operating Budget Impact: None known.

N Prescott Regional Force Main Replacement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	120,000	5,371,000	-	-	-	-	-	5,491,000
Total	120,000	5,371,000	-	-	-	-	-	5,491,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	120,000	5,371,000	-	-	-	-	-	5,491,000
Total	120,000	5,371,000	-	-	-	-	-	5,491,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport WWTP Centrifuge and Building

Budget: $1,395,000

Total Cost: $2,131,416

Project Duration: FY2008 - FY2013

Fund: Wastewater Fund

This project is to complete the design, construction and startup of a sludge dewatering centrifuge and building at the Airport Wastewater Treatment Plant.

Operating Budget Impact: Additional electrical costs are anticipated with some offset in sludge disposal costs. Minor maintenance activities are anticipated for the first two years with wear plate rebuilds on a three year cycle.

Airport WWTP Centrifuge and Building

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	236,416	1,395,000	-	-	-	500,000	-	2,131,416
Total	236,416	1,395,000	-	-	-	500,000	-	2,131,416

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	236,416	1,395,000	-	-	-	500,000	-	2,131,416
Total	236,416	1,395,000	-	-	-	500,000	-	2,131,416

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

Sundog Odor Control

Budget: $1,175,000

Total Cost: $4,475,000

Project Duration: FY2009 – FY2011

Fund: Wastewater Fund

This project will be the addition of several phases of odor control equipment and structures. Areas of the plant that will be improved are: skimmings dewatering, septage receiving, and oxidation ditches.

Operating Budget Impact: Not yet determined.

Sundog Odor Control

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,175,000	300,000	3,000,000	-	-	-	4,475,000
Total	-	1,175,000	300,000	3,000,000	-	-	-	4,475,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Water	-	1,175,000	300,000	3,000,000	-	-	-	4,475,000
Total	-	1,175,000	300,000	3,000,000	-	-	-	4,475,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Cliff Rose Lift Station Upgrade

Budget: $1,142,000

Total Cost: $50,000

Project Duration: FY2009

Fund: Wastewater Fund

This project is to design and construct a major upgrade to the Cliff Rose Lift Station located east of the SR89 and Rosser Street intersection.

Operating Budget Impact: Not yet determined.

Cliff Rose Lift Station Upgrade

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	1,142,000	-	-	-	-	-	1,142,000
Total	-	1,142,000	-	-	-	-	-	1,142,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	1,142,000	-	-	-	-	-	1,142,000
Total	-	1,142,000	-	-	-	-	-	1,142,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Sewer Mainline Replacement/Rehabilitation

Budget: $1,000,000

Total Cost: $3,470,000

Project Duration: Ongoing Program

Fund: Wastewater Fund

Replacement of failing sewer main lines identified through sewer system investigations. With work order tracking, flow monitoring and mainline camera reports, sewer mainlines that cause repeated maintenance work, continuous service calls and have large amounts of infiltration are slated for replacements. The identified sewer lines will be evaluated to determine the best method for replacement. It is planned that evaluation and design of the lines will be conducted one fiscal year and construction will be conducted the next fiscal year. Yavapai Hills Sewer Rehabilitation Phase 1 project construction has been completed. Yavapai Hills Phase 2 design is complete and in the bidding stage. The sewer model will be laying the ground work also for the formation of the long term capital program for the lines to be replaced.

Operating Budget Impact: None known.

Sewer Mainline Replacement/Rehabilitation

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	1,070,000	1,000,000	100,000	100,000	100,000	1,000,000	100,000	3,470,000
Total	1,070,000	1,000,000	100,000	100,000	100,000	1,000,000	100,000	3,470,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	1,070,000	1,000,000	100,000	100,000	100,000	1,000,000	100,000	3,470,000
Total	1,070,000	1,000,000	100,000	100,000	100,000	1,000,000	100,000	3,470,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

Airport Plant Process Expansion

Budget: $800,000

Total Cost: $4,400,000

Project Duration: FY2009 – FY2011

Fund: Wastewater Fund

This multi-phased project will construct a new 60 ft diameter secondary clarifier and a traveling bridge sand filter. The equipment and structures will duplicate the existing filter and clarifier. This project would include all excavation, piping, concrete structures and equipment installations. The second phase will include rehabilitation or reconstruction of the original plant oxidation ditch to current standards and performance criteria.

Operating Budget Impact: Not yet known.

Airport Plant Process Expansion

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	800,000	1,800,000	1,800,000	-	-	-	4,400,000
Total	-							4,400,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	800,000	1,800,000	1,800,000	-	-	-	4,400,000
Total	-	800,000	1,800,000	1,800,000	-	-	-	4,400,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Sundog Trunk Main

Budget: $750,000

Total Cost: $15,000,000

Project Duration: FY2009 – FY2014

Fund: Wastewater Fund

Replacement of existing 12 to 20 inch sewer trunk main with 16 to 42 inch mains from Miller Valley Road to the Sundog Wastewater Treatment Plant.

Operating Budget Impact: Not yet known.

Sundog Trunk Main

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	750,000	4,250,000	750,000	4,250,000	750,000	4,250,000	15,000,000
Total	-	750,000	4,250,000	750,000	4,250,000	750,000	4,250,000	15,000,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	750,000	4,250,000	750,000	4,250,000	750,000	4,250,000	15,000,000
Total	-	750,000	4,250,000	750,000	4,250,000	750,000	4,250,000	15,000,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Sundog Plant Paving

Budget: $700,000

Total Cost: $700,000

Project Duration: FY2009

Fund: Wastewater Fund

Remove and replace existing asphalt at the Sundog Wastewater Treatment Plant. This project would include all necessary adjustments to valves, manholes, and preparation work. This project would cover striping and the gate loop replacement. This project would use 4 inches of asphalt, AB rock and add some concrete paving in areas that have heavy use.

Operating Budget Impact: Not yet known.

Sundog Plant Paving

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	700,000	-	-	-	-	-	700,000
Total	-	700,000	-	-	-	-	-	700,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	700,000	-	-	-	-	-	700,000
Total	-	700,000	-	-	-	-	-	700,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Prescott North Wastewater Improvements

Budget: $700,000

Total Cost: $5,900,000

Project Duration: FY2009 – FY2011

Fund: Wastewater Fund

The North Prescott Sewer area is defined by the boundaries of Dunn Drive to the north, Shinnery Lane to the east, La Paloma Lane to the south and Nolte Drive to the west.

Operating Budget Impact: Not yet known.

Prescott North Wastewater Improvements

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	700,000	2,600,000	2,600,000	-	-	-	5,900,000
Total	-	700,000	2,600,000	2,600,000	-	-	-	5,900,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	700,000	2,600,000	2,600,000	-	-	-	5,900,000
Total	-	700,000	2,600,000	2,600,000	-	-	-	5,900,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Willow Lake Force Main Replacement

Budget: $585,000

Total Cost: $4,585,000

Project Duration: FY2009 – FY2011

Fund: Wastewater Fund

The willow Lake Force Main is a 14-inch sewer main that collects gravity flow from the Willow Creek trunk line and the adjacent development south of Willow Lake road. The line has three lift stations, including the North Regional. These lift stations service the north Prescott area and direct the flow into the North Prescott 14 inch force main. The 14 inch main is approximately 3 miles in length, and is constructed of ductile iron pipe that was installed in the 1970's. This project would be to assess the feasibility of designing and replacing the majority of the existing sewer force main and two of the lift stations with a gravity main, or alternatively, replace the existing force main and associated components, sized by the Sewer Model.

Operating Budget Impact: Not yet known.

Willow Lake Force Main Replacement

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	585,000	2,000,000	2,000,000	-	-	-	4,585,000
Total	-	585,000	2,000,000	2,000,000	-	-	-	4,585,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	585,000	2,000,000	2,000,000	-	-	-	4,585,000
Total	-	585,000	2,000,000	2,000,000	-	-	-	4,585,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Wastewater Infrastructure South of SR89A (Granite Dells – Fann)

Budget: $550,000

Total Cost: $3,665,000

Project Duration: FY2009 – FY2010

Fund: Wastewater Fund

This project would be to design and install a 12' collector main from the corner of the Side Road alignment and Old Highway 89A northward to the corner of Heckthorn Drive and Side Road, then a 8" collector to the west on Heckthorn Drive to the southern end of Centerpointe East Drive. It would also include a capacity increase of the sewage lift station at the northwest corner of the Centerpoint East subdivision.

Operating Budget Impact: Not yet known.

Wastewater Infrastructure South of SR89A (Granite Dells - Fann)

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	550,000	3,115,000	-	-	-	-	3,665,000
Total	-	550,000	3,115,000	-	-	-	-	3,665,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	550,000	3,115,000	-	-	-	-	3,665,000
Total	-	550,000	3,115,000	-	-	-	-	3,665,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Lift Station Abandonment

Budget: $400,000

Total Cost: $3,665,000

Project Duration: FY2009 – FY2010

Fund: Wastewater Fund

Currently the wastewater collection system contains 66 lift stations. Wastewater collections has identified up to 12 lift stations that could be abandoned and replaced with a gravity sewer system. This has been made possible due to the additional development of the area. The abandonment of these left stations will result in gravity sewer collection systems taking the place of the lift stations. This project will also require that easements be obtained to facilitate the installation of the sewer mains.

Operating Budget Impact: Not yet determined.

Lift Station Abandonment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	310,000	400,000	150,000	500,000	150,000	500,000	150,000	2,160,000
Total	310,000	400,000	150,000	500,000	150,000	500,000	150,000	2,160,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	310,000	400,000	150,000	500,000	150,000	500,000	150,000	2,160,000
Total	310,000	400,000	150,000	500,000	150,000	500,000	150,000	2,160,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Replacement Emergency Generator

Budget: $360,000

Total Cost: $360,000

Project Duration: FY2009

Fund: Wastewater Fund

Replacement of the emergency power generator at the Sundog Wastewater Treatment Plant. The project will include a new 600KW emergency generator, electrical components, automatic transfer switch, and installation.

Operating Budget Impact: Not yet determined.

Replacement Emergency Generator

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	360,000	-	-	-	-	-	360,000
Total	-	360,000	-	-	-	-	-	360,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	360,000	-	-	-	-	-	360,000
Total	-	360,000	-	-	-	-	-	360,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport RAS/WAS Pump Station

Budget: $350,000

Total Cost: $350,000

Project Duration: FY2009

Fund: Wastewater Fund

Construct new return activated sludge (RAS) and waste activated sludge (WAS) pump station, pumps and piping; install new headworks with fine screen and compactor; upgrade existing unused and undersized concrete filter tank to serve as an aerobic sludge digester and thickener.

Operating Budget Impact: Not yet determined.

RAS/WAS Pump Station

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	350,000	-	-	-	-	-	350,000
Total	-	350,000	-	-	-	-	-	350,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	350,000	-	-	-	-	-	350,000
Total	-	350,000	-	-	-	-	-	350,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Granite Street – Granite Creek to Leroux

Budget: $350,000

Total Cost: $5,000,000

Project Duration: FY2009

Fund: Wastewater Fund

This project is to design and construct a replacement sewer trunk main along Granite Street from Granite Creek southward to Leroux.

Operating Budget Impact: Not yet determined.

Granite St - Granite Creek to Leroux

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	350,000	450,000	1,400,000	1,400,000	1,400,000	-	5,000,000
Total	-	350,000	450,000	1,400,000	1,400,000	1,400,000	-	5,000,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	350,000	450,000	1,400,000	1,400,000	1,400,000	-	5,000,000
Total	-	350,000	450,000	1,400,000	1,400,000	1,400,000	-	5,000,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

Digester Cleaning

Budget: $300,000

Total Cost: $945,039

Project Duration: FY2008 – FY2012

Fund: Wastewater Fund

This project involves the periodic removal of accumulated grit and solids from the Sundog wastewater treatment plant digesters and recoating the interior to prevent corrosion.

Operating Budget Impact: None known.

Digester Cleaning

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	345,039	300,000	-	-	300,000	-	-	945,039
Total	345,039	300,000	-	-	300,000	-	-	945,039

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	345,039	300,000	-	-	300,000	-	-	945,039
Total	345,039	300,000	-	-	300,000	-	-	945,039

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Inadequate Slope Correction

Budget: $250,000

Total Cost: $2,750,000

Project Duration: FY2009 – FY2014

Fund: Wastewater Fund

Replacement of selected segments of collection mains throughout the system that have been identified as having insufficient slope to cause self-cleansing velocity of the carried sewage stream.

Operating Budget Impact: None known.

Inadequate Slope Correction

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	250,000	500,000	500,000	500,000	500,000	500,000	2,750,000
Total	-	250,000	500,000	500,000	500,000	500,000	500,000	2,750,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	250,000	500,000	500,000	500,000	500,000	500,000	2,750,000
Total	-	250,000	500,000	500,000	500,000	500,000	500,000	2,750,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Collection System Condition Assessment

Budget: $250,000

Total Cost: $450,000

Project Duration: FY2009 – FY2011

Fund: Wastewater Fund

Implementation of the collection system condition assessment project will provide a structural evaluation of the existing pipe and manhole components of the system, and plan for budgeting replacements. The evaluation will assist in organizing data, scheduling design and construction. This project will work in conjunction with the Sewer Model and the Maintenance Management system.

Operating Budget Impact: None known.

Collection System Condition Assessment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	250,000	100,000	100,000	-	-	-	450,000
Total	-	250,000	100,000	100,000	-	-	-	450,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	250,000	100,000	100,000	-	-	-	450,000
Total	-	250,000	100,000	100,000	-	-	-	450,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Sundog Solids Handling Rehab

Budget: $160,000

Total Cost: $960,000

Project Duration: FY2009 – FY2010

Fund: Wastewater Fund

This project consists of replacement of the belt press building at the Sundog Treatment Plant and future additional solids handling process equipment. This will replace the existing metal building which houses the belt press with a concrete block building. A second belt press will be added for capacity and redundancy.

Operating Budget Impact: None known.

Sundog Solids Handling Rehab

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	160,000	800,000	-	-	-	-	960,000
Total	-	160,000	800,000	-	-	-	-	960,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	160,000	800,000	-	-	-	-	960,000
Total	-	160,000	800,000	-	-	-	-	960,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Lift Station Rehab Program

Budget: $100,000

Total Cost: $600,000

Project Duration: FY2009 – FY2013

Fund: Wastewater Fund

Currently the wastewater collection system contains 66 lift stations. Wastewater collections has identified up to 12 lift stations that could be abandoned and replaced with a gravity sewer system. This has been made possible due to the additional development of the area. The abandonment of these left stations will result in gravity sewer collection systems taking the place of the lift stations. This project will also require that easements be obtained to facilitate the installation of the sewer mains.

Operating Budget Impact: Not yet determined.

Lift Station Rehab Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	100,000	100,000	100,000	100,000	100,000	100,000	-	600,000
Total	100,000	100,000	100,000	100,000	100,000	100,000	-	600,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	100,000	100,000	100,000	100,000	100,000	100,000	-	600,000
Total	100,000	100,000	100,000	100,000	100,000	100,000	-	600,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Chemical Root Control

Budget: $150,000

Total Cost: $575,000

Project Duration: On-going Program

Fund: Wastewater Fund

The purpose of this project is to apply a chemical root control agent in the sanitary sewers in order to kill root growth present in the mainlines and to inhibit regrowth, without permanently damaging the vegetation producing the roots.

Operating Budget Impact: None known.

Chemical Root Control

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	50,000	150,000	75,000	75,000	75,000	75,000	75,000	575,000
Total	50,000	150,000	75,000	75,000	75,000	75,000	75,000	575,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	50,000	150,000	75,000	75,000	75,000	75,000	75,000	575,000
Total	50,000	150,000	75,000	75,000	75,000	75,000	75,000	575,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Sundog Plant Capacity and Treatment Technology Assessment

Budget: $100,000

Total Cost: $100,000

Project Duration: FY2009

Fund: Wastewater Fund

This project will involve an engineering evaluation of the treatment capacity based on the Sewer Model and include the treatment process technology and equipment to ensure future expansions are adequately planned and sited within the available space.

Operating Budget Impact: None known.

Sundog Plant Capacity & Treatment Technology Assessment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	100,000	-	-	-	-	-	100,000
Total	-	100,000	-	-	-	-	-	100,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	100,000	-	-	-	-	-	100,000
Total	-	100,000	-	-	-	-	-	100,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Forest Trails Phase II

Budget: $100,000

Total Cost: $780,000

Project Duration: FY2009 – FY2010

Fund: Wastewater Fund

This project will complete the remainder of the capacity improvements begun with the Iron Springs Road and Gail Gardner projects. Approximately 1060 feet of 8" sewer main at three locations on Sierry Peaks Drive will be upgraded to 12" due to flatter slopes. 1400 feet of 8" and 12" sewer on Whipple between Gail Gardner and Miller Valley Road will be upgraded to 16" and 18".

Operating Budget Impact: None known.

Airport Plant Capacity & Treatment Technology Assessment

Budget: $100,000

Total Cost: $100,000

Project Duration: FY2009

Fund: Wastewater Fund

This project will involve an engineering evaluation of the treatment capacity based on the sewer model and include the treatment process technology and equipment to ensure future expansions are adequately planned and sited within the available space.

Operating Budget Impact: None known.

Airport - Plant Capacity & Treatment Technology Assessment

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	100,000	-	-	-	-	-	100,000
Total	-	100,000	-	-	-	-	-	100,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	100,000	-	-	-	-	-	100,000
Total	-	100,000	-	-	-	-	-	100,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-	-	-	-	-	-	-

WWTP SCADA System

Budget: $95,000

Total Cost: $95,000

Project Duration: FY2009

Fund: Wastewater Fund

This project is to complete the design, installation and startup of a Supervisory Control and Data Acquisition (SCADA) system for the Sundog and Airport wastewater treatment plants.

Operating Budget Impact: None known.

WWTP SCADA System

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	95,000	-	-	-	-	-	95,000
Total	-	95,000	-	-	-	-	-	95,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	95,000	-	-	-	-	-	95,000
Total	-	95,000	-	-	-	-	-	95,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Dewatering Bed Removal

Budget: $100,000

Total Cost: $100,000

Project Duration: FY2009

Fund: Wastewater Fund

Demolition and removal of abandoned sludge dewatering beds from the Sundog Treatment Plant. The project will include the removal of all concrete, area piping, and filling the area with fill dirt.

Operating Budget Impact: Not yet determined.

Dewatering Bed Removal

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	75,000	-	-	-	-	-	75,000
Total	-	75,000	-	-	-	-	-	75,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	75,000	-	-	-	-	-	75,000
Total	-	75,000	-	-	-	-	-	75,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Manhole Rehab Program

Budget: $50,000

Total Cost: $300,000

Project Duration: On-going Program

Fund: Wastewater Fund

Replacement, rehabilitation or installation of sewer manholes in the sewer collection system. Through the daily maintenance work in the system, numerous manholes have been identified that are failing due to age, construction materials, and/or location. Some of these failing manholes need to be replaced and some can be fixed through new rehabilitation technologies. In other areas of the system, new manholes need to be installed where they do not exist. These new manholes will improve the ability of operations to perform routine maintenance on the system.

Operating Budget Impact: None known.

Manhole Rehab Program

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	50,000	50,000	50,000	50,000	50,000	50,000	300,000
Total	-	50,000	50,000	50,000	50,000	50,000	50,000	300,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	50,000	50,000	50,000	50,000	50,000	50,000	300,000
Total	-	50,000	50,000	50,000	50,000	50,000	50,000	300,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Sundog Biosolids Master Plan

Budget: $50,000

Total Cost: $50,000

Project Duration: FY2009

Fund: Wastewater Fund

This project involves the evaluation of the city's existing and long term policies, costs and options to effectively, economically and safely dispose and/or utilize the biosolids generated through the wastewater treatment process.

Operating Budget Impact: None known.

Sundog Biosolids Master Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	50,000	-	-	-	-	-	50,000
Total	-	50,000	-	-	-	-	-	50,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	50,000	-	-	-	-	-	50,000
Total	-	50,000	-	-	-	-	-	50,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Airport Biosolids Master Plan

Budget: $50,000

Total Cost: $50,000

Project Duration: FY2009

Fund: Wastewater Fund

This project involves the evaluation of the city's existing and long term policies, costs and options to effectively, economically and safely dispose and/or utilize the biosolids generated through the wastewater treatment process.

Operating Budget Impact: None known.

Airport Biosolids Plan

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	50,000	-	-	-	-	-	50,000
Total	-	50,000	-	-	-	-	-	50,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	50,000	-	-	-	-	-	50,000
Total	-	50,000	-	-	-	-	-	50,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
								-
Total	-	-	-	-	-	-	-	-

Downer Trail

Budget: $40,000

Total Cost: $723,219

Project Duration: FY2008 – FY2009

Fund: Wastewater Fund

Wastewater utility work associated with the Downer Trail street project.

Operating Budget Impact: None known.

Downer Trail

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	683,219	40,000	-	-	-	-	-	723,219
Total	683,219	40,000	-	-	-	-	-	723,219

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	683,219	40,000	-	-	-	-	-	723,219
Total	683,219	40,000	-	-	-	-	-	723,219

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Effluent Dispensing System

Budget: $35,000

Total Cost: $35,000

Project Duration: FY2009

Fund: Wastewater Fund

This project consists of adding new electronic equipment to existing effluent delivery standpipes at both of the City operated treatment facilities. The system consists of magmeters, electric solenoid valves, and all controls. An electronic card reader system activates and records volumes of effluent dispensed. Customers utilize prepaid cards similar to a debit card to activate the effluent delivery stands. The charges for the amount of water received are deducted from the account based on the electronic reading.

Operating Budget Impact: None known.

Effluent Dispensing System

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	35,000	-	-	-	-	-	35,000
Total	-	35,000	-	-	-	-	-	35,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	35,000	-	-	-	-	-	35,000
Total	-	35,000	-	-	-	-	-	35,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Pretreatment Study

Budget: $26,000

Total Cost: $26,000

Project Duration: FY2009

Fund: Wastewater Fund

This project is to continue the development of a wastewater pretreatment program to ensure compliance with EPA and ADEQ requirements. It will include an analysis of businesses and sewage discharges, along with a review and an update of the City's Pretreatment Code.

Operating Budget Impact: None known.

Pretreatment Study

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	26,000	-	-	-	-	-	26,000
Total	-	26,000	-	-	-	-	-	26,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	-	26,000	-	-				26,000
Total	-	26,000	-	-	-	-	-	26,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Rate Analysis

Budget: $10,000

Total Cost: $81,660

Project Duration: FY2008 – FY2009

Fund: Wastewater Fund

Sewer rate and development fee analysis to provide basis for funding operations, maintenance, and capital infrastructure needs.

Operating Budget Impact: None known.

Rate Analysis

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	71,660	10,000	-	-	-	-	-	81,660
Total	71,660	10,000	-	-	-	-	-	81,660

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Wastewater	71,660	10,000	-	-	-	-	-	81,660
Total	71,660	10,000	-	-	-	-	-	81,660

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Transfer Station Construction

Budget: $332,856

Total Cost: $81,660

Project Duration: FY2008 – FY2009

Fund: Solid Waste/Transfer Station Fund

Construct a new, more efficient transfer station that will handle the needs of the tri-city area.

Operating Budget Impact: Not yet been determined.

Transfer Station Construction

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	1,167,145	332,856	-	-	-	-	-	1,500,001
Total	1,167,145	332,856	-	-	-	-	-	1,500,001

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Solid Waste	1,167,145	332,856	-	-	-	-	-	1,500,001
Total	1,167,145	332,856	-	-	-	-	-	1,500,001

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Hazardous Waste Disposal

Budget: $60,000

Total Cost: $60,000

Project Duration: FY2009

Fund: Solid Waste/Transfer Station Fund

Provides funds for a hazardous disposal event day at the transfer station.

Operating Budget Impact: None known.

Hazardous Waste Disposal

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	60,000	-	-	-	-	-	60,000
Total	-	60,000	-	-	-	-	-	60,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Solid Waste	-	60,000	-	-	-	-	-	60,000
Total	-	60,000	-	-	-	-	-	60,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-						-
Total	-	-		-	-	-	-	-

North Ramp T-Shades

Budget: $861,450

Total Cost: $1,722,900

Project Duration: FY2009

Fund: Airport Fund

Construct 70 shade style hangars on the north aircraft parking apron over the existing open tiedowns. This project involves constructing a large common canopy over the exposed tie down locations. This will protect aircraft from exposure to sunlight, hail and extreme weather.

Operating Budget Impact: There will be minimal increases to maintenance and electricity costs. Another operating impact will be the increase in debt service, but this will be offset by the increased rental revenue.

North Ramp T Shades

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	861,450	861,450	-	-	-	-	1,722,900
Total	-		861,450	-	-	-	-	1,722,900

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Airport	-	861,450	861,450	-	-	-	-	1,722,900
Total	-	861,450	861,450	-	-	-	-	1,722,900

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Horizon Airlines

Budget: $243,000

Total Cost: $343,000

Project Duration: FY2009

Fund: Airport Fund

This project is an agreement with Prescott City Council and Horizon Airlines to provide non-stop service to and from Los Angeles International Airport for the period 9/7/08 to 6/22/09. A first-year incentive package is tied to this agreement.

Operating Budget Impact: None known.

Horizon Airlines

Project Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	100,000	243,000	-	-	-		-	343,000
Total	100,000	243,000	-	-	-	-	-	343,000

Funding Source	Life to Date	2009	2010	2011	2012	2013	2014	Total
Airport	100,000	243,000	-	-	-		-	343,000
Total	100,000	243,000	-	-	-	-	-	343,000

Annual Operation and Maintenance Budget	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Golf Carts

Budget: $620,000

Total Cost: $620,000

Project Duration: FY2009

Fund: Golf Course Fund

Purchase of golf carts through a lease/purchase program.

Operating Budget Impact: There will be annual debt service for this lease, but it will replace the current debt service in this area.

Golf Carts

Project Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	620,000	-	-	-	-	-	620,000
Total	-	620,000	-	-	-	-	-	620,000

Funding Source

	Life to Date	2009	2010	2011	2012	2013	2014	Total
Golf Course	-	620,000	-	-	-	-	-	620,000
Total	-	620,000	-	-	-	-	-	620,000

Annual Operation and Maintenance Budget

	Life to Date	2009	2010	2011	2012	2013	2014	Total
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Five Year Capital Plan

Project Description	FY2010	FY2011	FY2012	FY2013	FY2014
1% Streets and Open Space Fund					
Open Space	3,000,000	3,000,000	3,000,000	4,000,000	4,000,000
Pavement Preservation (Rubber Chip & ARACFC)	1,045,000	1,076,350	1,108,640	1,141,900	1,176,157
SR89A- Sideroad	18,000,000				
Rosser Street Traffic Reconstuction		150,000	1,500,000		
Williamson Valley Road		7,680,097			
Pavement Rehabilitation Program	291,000	2,000,000	2,066,000	1,429,280	2,204,923
ERAU Business Technology Imp District NEW	5,000,000				
County Club Pavement Replacement NEW	1,540,000				
Senator Highway S. Mt. Vernon - City Limits	1,418,400				
Unpaved Streets (Idylwild - Lindbergh to Gurley)	1,254,000	727,250	749,068	771,539	794,685
Park Ave Gurley to Copper Basin	2,650,000				
Sundog Connector Storm Ranch DA	1,842,635				
Robinson Drive	1,450,000				
Mt Vernon Ave (Gurley - Senator Hwy)	1,200,000				
Sundog Connector Yavapai County IGA	1,200,000				
Ruger Road Realignment@SR 89 DA	49,165	1,610,000			
430 N Virgina Street Renovations	1,598,847				
TOTAL 1% STREETS AND OPEN SPACE FUND	41,539,047	16,243,697	8,423,708	7,342,719	8,175,765
Water Fund					
Big Chino Water Ranch	1,407,250	70,600,750	70,600,750		
Surface Water Recharge Pipeline	2,000,000				
Water Meter Change-Out Program	1,000,000	1,000,000			
Airport Zone Production/Recovery Wells	1,600,000	400,000	1,600,000	400,000	1,600,000
Indian Hill Reservoir	1,660,000				
Prescott Resort Pump Station #1 Upgrade	1,000,000				
Pinnacle Cir New Reservoir		250,000	2,640,000		
A/P Zone 12 New Tank Reservoir & Booster Station	2,950,000				
Copper Basin Tank Reservoir	1,600,000				
New Thumb Butte Reservoir	150,000	1,680,000			
Old North Tank Reservoir Replacement	1,800,000				
Haisley New Tank Reservoir		193,000	1,419,000		
Upper Thumb Butte Tank Reservoir Replacement	1,500,000				
Zone 113 Tank Reservoir Transmission Piping	1,275,000				
Zone 113 New Tank Reservoir & Booster Station	400,000	2,000,000			
A/P Zone New Zone 12 Pump Station - Near SR 89/89A	350,000	1,900,000			
A/P Zone SR 89A Main Crossings	300,000	1,200,000			
SR69 Corridor Phase 2 Public Water Infrastructure	150,000	1,050,000			
Zone 101 New Tank Reservoir & Transmission Piping		1,750,000			
A/P Zone Main Feed - New Intermediate Storage to Zone 12 PS		500,000	1,000,000		
18" Line Smoke Tree Lane - 30" Main at Willow Creek to Birchwood Cove		200,000	1,465,000		
12" Line Meadowbrook, Forest Hills Road - Thumb Butte Rd to Thumb But		160,000	1,100,000		
12" Line Sierry Peaks - Iron Springs to Forest View		135,000	1,050,000		
Zone 102 (Storm Ranch) Tank Reservoir				1,000,000	3,000,000
12" Line SR 89 - Copper Basin Road to Prescott Pines Pump Station				175,000	1,100,000
Street Projects:					
Future Street Projects (Capital Contingencies)	500,000	750,000	1,000,000	1,000,000	1,000,000
TOTAL WATER FUND	19,642,250	83,768,750	81,874,750	2,575,000	6,700,000

Five Year Capital Plan

Project Description	FY2010	FY2011	FY2012	FY2013	FY2014
Wastewater Fund					
Sundog Odor Control	300,000	3,000,000			
Sewer Mainline Replacement/Rehabilitation	100,000	1,000,000	100,000	1,000,000	100,000
Airport Plant Process Expansion and Improvements	1,800,000	1,800,000			
Sundog Trunk Main	4,250,000	750,000	4,250,000	750,000	4,250,000
North Prescott Wastewater Improvements	2,600,000	2,600,000			
Willow Lake Force Main Replacement	2,000,000	2,000,000			
WW Infrastructure South of SR89A (Granite Dells - Fann)	3,115,000				
Granite Street - Granite Creek to Leroux	450,000	1,400,000	1,400,000	1,400,000	
Antelope Hills Wastewater Improvements	250,000	1,500,000			
White Cloud Lane Wastewater Improvements	250,000	1,000,000			
Hassayampa		650,000	2,376,000	2,000,000	
Effluent Pipe			1,500,000	5,000,000	5,000,000
Street Projects					
Street Projects - Contingency	500,000	750,000	1,000,000	1,000,000	1,000,000
TOTAL WASTEWATER FUND	15,615,000	16,450,000	10,626,000	11,150,000	10,350,000

Unfunded Capital Requests

Project Description	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014
General Fund						
Finance/Information Technology						
E-Mail Archiving Solution	50,000					
Parks, Recreation & Library						
PCPA Watershed	30,250					
Watson Woods Riparian Preserve	25,000					
PCPA Open Space Management	25,000					
PCPA Stormwater	24,750					
Sundog Trailhead Restroom		212,000				
Play Area Surfacing		163,000				
Police						
Mobile Emergency Command Center Vehicle	492,035					
Mobile Data Computers/Automatic Vehicle Locators	322,200					
Armored Personnel Carrier	240,000					
Firearms Range Security Fencing and Lighting	50,000					
Copy Machine	21,500					
Night Vision System	20,000		20,000		20,000	
Mobile Storage Units	16,800					
Multi-Purpose Room Furniture	12,000					
Tracking Device - Vehicle	7,000					
Computerized Voice Stress Analyzer		15,000				
Wireless Surveillance Camera		12,000				
Enclosed Utility Trailer		8,500				
Commercial Vehicle Enforcement Scales		8,000				
Indoor Shooting and Prop House			250,000			
Police Gym Fitness Equipment Replacement			35,000			
Bodywire Listening Device			17,000			
Walk-in Freezer Maintenance/Replacement			14,300			
Audio Visual Recording Equipment - Interview Room					14,900	
Fire						
Automatic Vehicle Locators and Mobile Data Computers	150,000					
Heavy Extrication Equipment		20,000				
Administrative Services						
Fire Sprinkler Installation (Elks)		130,000				
Marquee Replacement (Elks)		90,000				
Loading Door Exterior Lift (Elks)		83,800				
Total Unfunded General Fund Capital Requests	1,486,535	742,300	336,300	-	34,900	-

Unfunded Capital Requests

Project Description	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014
Golf Course						
POS/Tee Time System	19,227					
Trucksters (2)		26,000				
Greens Mowers (2)		44,000				
John Deere Tractor		25,000				
Bunker Rake			12,000			
Verti-Drain			20,000			
Fairway Mower			42,500			
Restroom Building Improvement			60,000			
North Course Tee and Bunker Renovation				400,000		
Asphalt Cart Paths					750,000	
Golf Course Improvements						600,000
Total Unfunded Golf Course Capital Requests	19,227	95,000	134,500	400,000	750,000	600,000
Capital Improvement Fund						
Airport Grant Matches		764,893	3,903,047	240,171	121,162	
Public Safety Capital Outlay/Projects						
Public Safety Training Center	6,900,000					
Downtown Fire Station	4,000,000	4,500,000				
North Prescott Fire Station	300,000	3,000,000	500,000			
Main Police Station Facility		19,000,000				
Partially Enclosed Shooting Range		2,811,370				
Secured Storage Facility		1,806,670				
Fire Station Refurbishment		155,000	160,000	165,000		
Fire Station Northeast of Prescott Airport			300,000	3,000,000	560,000	
Indoor Shooting Range					6,000,000	
Parks, Recreation & Library Capital Outlay/Projects						
Aquatic Center	26,572,150					
19-Acre Park	2,500,000					
Existing Park Upgrades	4,000,000					
Recreation Center		19,112,500				
Branch Library in North Prescott				622,000	4,830,060	
Rodeo Grounds	3,196,981					
Total Unfunded Capital Improvement Fund Capital Requests	47,469,131	51,150,433	4,863,047	4,027,171	11,511,222	-

Unfunded Capital Requests

Project Description	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014
Facilities Maintenance						
Replace Police Facility Upper Floor Carpet	43,000					
Public Works Carpet Replacement	19,000					
Total Unfunded Facilities Maint Capital Requests	62,000	-	-	-	-	-
Central Garage						
Design and Construction of Vehicle Wash Bay		430,000				
New Service Truck and Equipment			190,000			
Parallelogram Truck Lift					125,000	
Total Unfunded Central Garage Capital Requests	-	430,000	190,000	-	125,000	-
Airport						
Grants:						
Runway Protection Zone Land Acquisition						
Airport Maintenance Facility						
Runway 21L and Associated Taxiway and Lighting Design and	9,450,000					
Airport Fire Station Construction	2,500,000					
Security Upgrades	1,755,000					
Airfield Drainage Improvements	1,500,000					
Airport Fingerprinting & Badging Equipment						
Fire Truck Purchase	500,000					
Air Terminal Design and Construction	450,000	13,300,000				
North Service Road	400,000					
ADOT Pavement Maintenance Program		675,476	11,411			
Lighting Upgrade Taxiway E, RWY 21L/3R, and Airfield to D-IV Standards		250,000	2,650,000			
Pave All Runway and Taxiway Shoulders		200,000	2,000,000			
Update Environmental Assessment			250,000			
Design and Construct High Speed Exit Taxiways			100,000	1,000,000		
Design and Construct Taxiway F Extension			50,000	775,000		
Design and Construct Taxiway B Extension			50,000	600,000		
Master Plan Update				300,000		
Total Unfunded Airport Capital Requests	16,555,000	14,425,476	5,111,411	2,675,000	-	-

APPENDIX

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RESOLUTION NO. 3893-0861

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, ADOPTING A TENTATIVE BUDGET, ADOPTING THE ESTIMATED AMOUNTS REQUIRED TO MEET THE PUBLIC EXPENSES FOR THE CITY OF PRESCOTT FOR THE FISCAL YEAR 2008-09, AUTHORIZING AND DIRECTING PUBLICATION OF STATEMENTS AND SCHEDULES OF THE TENTATIVE BUDGET, TOGETHER WITH NOTICE OF HEARING ON SAID BUDGET AND NOTICE OF DATE OF FINAL ADOPTION OF SAID BUDGET, AND NOTICE OF DATE OF ESTABLISHMENT OF THE EXPENDITURE LIMITATION, AND NOTICE OF THE DATE FOR FIXING A TAX LEVY

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, the statements and schedules attached are hereby adopted as the estimated amounts required to meet the public expenses for the City of Prescott and as the tentative budget for the fiscal year 2008-09. Copies of said statements and schedules have been distributed to the Council and are on file in the office of the City Manager. Said copies are attached hereto for the purpose of publication only, except that they are hereby ordered to be entered into the minutes of the City Council of the City of Prescott.

SECTION 2. THAT, the Clerk is hereby authorized and directed to publish in the manner prescribed by law, the attached statements and schedules as said tentative budget, together with a copy of this Resolution as notice of the meetings of the City Council, to wit:

A. That the City Council will meet on the 24th day of June, 2008, at 3:00 P.M., in the Council Chambers of the Municipal Offices Building, 201 South Cortez Street, Prescott, Arizona, at a Regular Meeting to hold a public hearing when and where any citizen may appear and be heard or submit written comments in favor of or against any proposed use within the budget, expenditure limitation, or the tax levy; at said time and place or after said hearing for the purpose of finally adopting the budget and establishment of the expenditure limitation for the fiscal year 2008-09 for the City of Prescott. The proposed budget may be examined on weekdays at 201 South Cortez Street, Prescott, Arizona, between 8:00 A.M. and 5:00 P.M. or on the Internet at www.cityofprescott.net.

B. That the City Council will further meet at a Regular Meeting on the 15th day of July, 2008, at 3:00 P.M. in the Council Chambers of the Municipal Building, 201 South Cortez Street, Prescott, Arizona, for the purpose of adopting the property tax levy for fiscal year 2008-09 for the City of Prescott.

SECTION 3. THAT, upon the recommendation by the City Manager and with the approval of the Council, expenditures may be made from the appropriation for contingencies. The transfers of any sums within or without any specific appropriations shall conform to Article VI, Section 11, Prescott City Charter.

SECTION 4. THAT, money from any fund may be used for any of these appropriations except money specifically restricted by State Law, City Charter, codes, ordinance, or resolution.

PASSED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, on this 10th day of June, 2008.

/s/ ROWLE SIMMONS, Mayor

ATTEST: /s/ ELIZABETH A BURKE, City Clerk
APPROVED AS TO FORM: /s/ GARY D KIDD, City Attorney

RESOLUTION NO. 3896-0854

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, FINALLY DETERMINING AND ADOPTING ESTIMATES OF PROPOSED EXPENDITURES FOR THE FISCAL YEAR 2009, AND DECLARING THAT THE SAME SHALL CONSTITUTE THE BUDGET FOR THE CITY OF PRESCOTT FOR SAID FISCAL YEAR AND ESTABLISHING THE EXPENDITURE LIMITATION AND ADOPTING THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2010 THROUGH 2014, APPROVING AND UPDATING THE JOB ROSTER FOR THE CITY OF PRESCOTT AND SETTING FORTH ITS DETERMINATION AS TO UNFUNDED CAPITAL AND OTHER UNFUNDED BUDGETARY REQUESTS.

RECITALS:

WHEREAS, in accordance with the Provisions of Title 42, Chapter 17, Articles 1-5, Arizona Revised Statutes, the City Council did, on the 10th day of June, 2008, make an estimate of the different amounts required to meet the public expenses for the ensuing year, also an estimate of revenues from sources other than direct taxation, and the amount to be raised by taxation upon real and personal property within the City of Prescott; and

WHEREAS, in accordance with said sections of said title, and following due public notice, the Council met on June 24, 2008, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures, establishing the expenditure limitation, or tax levies; and

WHEREAS, during the budgeting process for fiscal year 2009 the Council established a Capital Improvement Program for fiscal year 2010 through fiscal year 2014; and

WHEREAS, the City Job Roster is included in the accompanying exhibit and the Council wishes to update its job roster and approve the job roster as provided by the Prescott City Charter; and

WHEREAS, Unfunded Capital Projects are included in the accompanying exhibit and the Council wishes to update its job roster and approve the job roster as provided by the Prescott City Charter; and

WHEREAS, it appears that publication has been duly made as required by law, of said estimates together with a notice that the City Council would meet on July 15, 2008, in Prescott City Council Chambers at 201 South Cortez Street, Prescott, Arizona for the purpose of hearing taxpayers and making tax levies as set forth in said estimates; and

WHEREAS, it appears that the sums to be raised by primary taxation, as specified therein, do not in the aggregate amount exceed that amount as computed in Arizona Revised Statutes, Title 42, Section 17051.A.

ENACTMENTS:

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

SECTION 1. THAT, the said estimates of revenue and expenditures shown on the accompanying schedules as now increased, reduced or changed by and the same are hereby adopted as the budget of the City of Prescott for the fiscal year 2009.

SECTION 2. THAT, the expenditure limitation for the City of Prescott for fiscal year 2009 be established at $256,277,163.

SECTION 3. THAT, the Capital Improvement Program shown in the accompanying exhibit be adopted by the City of Prescott for the fiscal years 2010 through 2014.

SECTION 4. THAT, the Roster of Jobs shown in the attached accompanying exhibit and

approved by the City of Prescott and in accordance with Article IV of the Prescott City Charter.

SECTION 5. THAT the Council in its legislative discretion has reviewed the budgetary items referred to in the annual budget proposals as “Unfunded Capital,” which items are referred to in the accompanying exhibit referenced as Unfunded Capital and in the exercise of such legislative function has determined in its discretion not to spend existing resources for the purchase of equipment, personnel, construction, reconstruction or maintenance of the unfunded proposals and projects contained in or referred to in the “Unfunded Capital” exhibit. Further, the City Council has exercised its budgetary and legislative discretion with respect to its decision not to provide governmental funding or services for the Unfunded Capital items, as well as for the requested equipment, personnel, construction or maintenance of facilities or capital items requested in departmental budgetary proposals considered by the Countil in its annual budget retreat and its review of the budget proposals of each city department, (including all proposals for capital funding and that the decision not to fund, to repair, to improve, maintain, reconstruct). The Council has determined not to spend existing resources for the purchase of equipment, personnel, construction, reconstruction or maintenance of the unfunded proposals and unfunded projects requested by the City departments. This determination constitutes a decision by the City Council not to provide the resources necessary for such proposals to be funded, including specifically the decision as to which streets, sidewalks, sanitary sewer, and parking lots will be repaired, maintained, and reconstructed or otherwise funded for the ensuing fiscal year and which will not be funded.

PASSED, APPROVED and ADOPTED by the Mayor and Council of the City of Prescott, Arizona, on this 24th day of June, 2008.

/s/ ROWLE SIMMONS, Mayor

ATTEST: /s/ ELIZABETH A BURKE, City Clerk
APPROVED AS TO FORM: /s/ GARY D KIDD, City Attorney

CITY OF PRESCOTT, ARIZONA
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2009

FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES* 2008	ACTUAL EXPENDITURES/ EXPENSES ** 2008	FUND BALANCE/ NET ASSETS*** July 1, 2008**	PROPERTY TAX REVENUES 2009	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2009	OTHER FINANCING 2009		INTERFUND TRANSFERS 2009		TOTAL FINANCIAL RESOURCES AVAILABLE 2009	BUDGETED EXPENDITURES/ EXPENSES 2009
						SOURCES	<USES>	IN	<OUT>		
1. General Fund	$ 34,890,506	$ 33,637,770	$ 11,070,138	Primary: $ 1,215,502	$ 33,997,459	$ 250,000	$	$ 80,000	$ 2,495,070	$ 44,118,029	$ 33,857,409
2. Special Revenue Funds	65,596,200	38,610,040	20,860,096	Secondary:	27,259,913			4,556,967	2,693,768	49,983,208	45,524,994
3. Debt Service Funds Available	2,711,630	2,361,630	198,058	1,923,785	459,517					2,581,360	2,369,675
4. Less: Designation for Future Debt Retirement											
5. Total Debt Service Funds	2,711,630	2,361,630	198,058	1,923,785	459,517					2,581,360	2,369,675
6. Capital Projects Funds						54,590,021				54,590,021	54,590,021
7. Permanent Funds	100,000	100,000	673,705		20,000					693,705	100,000
8. Enterprise Funds Available	89,063,447	46,503,141	27,304,351		58,143,560	41,481,450		724,871	298,000	127,356,232	104,703,002
9. Less: Designation for Future Debt Retirement											
10. Total Enterprise Funds	89,063,447	46,503,141	27,304,351		58,143,560	41,481,450		724,871	298,000	127,356,232	104,703,002
11. Internal Service Funds	15,483,693	11,792,162	4,712,301		10,375,533			125,000		15,212,834	15,132,062
12. TOTAL ALL FUNDS	$ 207,845,476	$ 133,004,743	$ 64,818,649	$ 3,139,287	$ 130,255,982	$ 96,321,471	$	$ 5,486,838	$ 5,486,838	$ 294,535,389	$ 256,277,163

EXPENDITURE LIMITATION COMPARISON	2008	2009
1. Budgeted expenditures/expenses	$ 207,845,476	$ 256,277,163
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	207,845,476	256,277,163
4. Less: estimated exclusions		
5. Amount subject to the expenditure limitation	$ 207,845,476	$ 256,277,163
6. EEC or voter-approved alternative expenditure limitation	$	$

* Includes Expenditure/Expense Adjustments Approved in 2007-08 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 in this column represent Fund Balance/Net Asset amounts except for amounts invested in capital assets, net of related debt, and reserved/restricted amounts established as offsets to assets presented for informational purposes (i.e., prepaids, inventory, etc.).

CITY OF PRESCOTT, ARIZONA
Summary of Tax Levy and Tax Rate Information
Fiscal Year 2009

	2008	2009
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	$ 1,207,632	$ 1,278,666
2. Amount received from primary property taxation in the **current year** 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	$ 1,160,983	$ 1,214,192
B. Secondary property taxes	1,915,789	1,937,779
C. Total property tax levy amounts	$ 3,076,772	$ 3,151,971
4. Property taxes collected*		
A. Primary property taxes		
(1) **Current** year's levy	$ 1,139,686	
(2) Prior years' levies	21,297	
(3) Total primary property taxes	$ 1,160,983	
B. Secondary property taxes		
(1) **Current** year's levy	$ 1,882,242	
(2) Prior years' levies	33,547	
(3) Total secondary property taxes	$ 1,915,789	
C. Total property taxes collected	$ 3,076,772	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	0.1991	0.1839
(2) Secondary property tax rate	0.2981	0.2394
(3) Total city/town tax rate	0.4972	0.4233

B. Special assessment district tax rates

Secondary property tax rates - As of the date the proposed budget was prepared, the City of Prescott did not operate any special assessment districts for which secondary property taxes are levied.

* 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 OF PRESCOTT, ARIZONA
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2009

SOURCE OF REVENUES	ESTIMATED REVENUES 2008	ACTUAL REVENUES* 2008	ESTIMATED REVENUES 2009
GENERAL FUND			
Local taxes			
Privilege and Use Tax	$ 16,372,000	$ 15,302,764	$ 15,121,000
Franchise Taxes	1,536,865	1,518,632	1,564,191
Licenses and permits	1,322,650	787,750	895,915
Intergovernmental			
State	12,403,799	12,123,799	12,282,566
Local Jurisdictions	2,224,962	2,192,806	2,304,733
Charges for services	783,550	752,253	753,529
Fines and forfeits	407,572	446,900	449,000
Interest on investments	300,000	475,000	200,000
In-lieu property taxes	94,550	94,550	94,550
Miscellaneous	286,525	350,659	331,975
Total General Fund	$ 35,732,473	$ 34,045,113	$ 33,997,459
SPECIAL REVENUE FUNDS			
Highway User Revenue Fund			
Intergovernmental - State	$ 3,839,608	$ 3,524,517	$ 3,895,679
Intergovernmental - Local Jurisdictions	250,759	247,050	294,264
Miscellaneous	373,352	308,117	278,950
Total Highway User Revenue Fund	$ 4,463,719	$ 4,079,684	$ 4,468,893
Streets and Open Space Fund			
Streets and Open Space Tax	$ 15,945,000	$ 14,724,000	$ 14,684,000
Intergovernmental - County	839,615	728,961	
Interest Earned	754,000	622,000	519,000
Intergovernmental - Local Jurisdictions	452,614	53,570	799,080
Total Streets and Open Space Fund	$ 17,991,229	$ 16,128,531	$ 16,002,080
Transient Occupancy fund			
Transient Occupancy Tax	$ 440,592	$ 550,740	$ 680,715
Fees/Donations			37,000
Miscellaneous	3,000	6,768	3,000
Total Transient Occupancy Fund	$ 443,592	$ 557,508	$ 720,715
Capital Improvement Fund			
Sale of Property	$ 8,000,000	$ 500,000	$
Donations/Contributions			
Interest Earned	300,000	350,000	176,389
Miscellaneous	13,000	1,100	1,000
Total Capital Improvement Fund	$ 8,313,000	$ 851,100	$ 177,389
Impact Fees Fund			
Impact Fees	$ 1,452,150	$ 596,995	$ 596,995
Miscellaneous	139,718	123,918	123,918
Total Impact Fees Fund	$ 1,591,868	$ 720,913	$ 720,913
Grants Fund			
Miscellaneous Grants	$ 4,697,786	$ 1,165,986	$ 5,169,923
Total Grants Fund	$ 4,697,786	$ 1,165,986	$ 5,169,923
Total Special Revenue Funds	$ 37,501,194	$ 23,503,722	$ 27,259,913

* 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 OF PRESCOTT, ARIZONA
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2009

SOURCE OF REVENUES	ESTIMATED REVENUES 2008	ACTUAL REVENUES* 2008	ESTIMATED REVENUES 2009
DEBT SERVICE FUNDS			
Special Assessments	$ 458,253	$ 322,151	$ 322,151
Interest Earned	336,952	158,054	137,366
	$ 795,205	$ 480,205	$ 459,517
Total Debt Service Funds	$ 795,205	$ 480,205	$ 459,517
PERMANENT FUNDS			
Acker Trust	$ 26,000	$ 27,500	$ 20,000
Miscellaneous Gift Fund		75,000	
	$ 26,000	$ 102,500	$ 20,000
Total Permanent Funds	$ 26,000	$ 102,500	$ 20,000
ENTERPRISE FUNDS			
Water Fund	$ 19,985,028	$ 16,902,221	$ 22,030,453
Wastewater Fund	6,346,805	5,837,545	7,949,402
Solid Waste Fund	6,018,193	5,839,428	
Transfer Station Fund	5,253,241	3,478,371	
Solid Waste/Transfer Station Fund			9,798,603
Golf Course Fund	4,224,682	3,711,373	4,166,660
Airport Fund	3,309,554	2,095,478	14,122,642
Parking Garage Fund	78,000	65,362	75,800
Total Enterprise Funds	$ 45,215,503	$ 37,929,778	$ 58,143,560
INTERNAL SERVICE FUNDS			
Central Garage Fund	$ 5,514,810	$ 5,722,850	$ 4,481,785
Self-Insurance Fund	1,778,301	1,741,301	2,355,204
Facilities Maintenance Fund	955,726	954,196	1,180,934
Engineering Fund	2,335,433	2,364,701	2,357,610
Total Internal Service Funds	$ 10,584,270	$ 10,783,048	$ 10,375,533
TOTAL ALL FUNDS	$ 129,854,645	$ 106,844,366	$ 130,255,982

* 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 OF PRESCOTT, ARIZONA
Summary by Fund Type of Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2009

FUND	OTHER FINANCING 2009 SOURCES	OTHER FINANCING 2009 <USES>	INTERFUND TRANSFERS 2009 IN	INTERFUND TRANSFERS 2009 <OUT>
GENERAL FUND				
	$ 250,000	$	$ 80,000	$ 2,495,070
Total General Fund	$ 250,000	$	$ 80,000	$ 2,495,070
SPECIAL REVENUE FUNDS				
Grants Fund	$	$	$ 741,159	$
1% Streets and Open Space			187,894	1,201,270
Capital Improvement Fund			3,627,914	701,292
Impact Fees				783,679
Streets (HURF) Fund				7,527
Total Special Revenue Funds	$	$	$ 4,556,967	$ 2,693,768
CAPITAL PROJECTS FUNDS				
Public Safety Projects	$ 42,818,040	$	$	$
Park Upgrades	4,000,000			
Rodeo Grounds	3,196,981			
Runway 3R-21L Land	4,575,000			
Total Capital Projects Funds	$ 54,590,021	$	$	$
ENTERPRISE FUNDS				
Water Fund	$ 19,000,000	$	$	$ 149,000
Wastewater Fund	21,000,000			149,000
Parking Garage			23,579	
Airport/Airport Grants	861,450		701,292	
Golf Course Fund	620,000			
Total Enterprise Funds	$ 41,481,450	$	$ 724,871	$ 298,000
INTERNAL SERVICE FUNDS				
Engineering Fund	$	$	$	$
Central Garage Fund			125,000	
Total Internal Service Funds	$	$	$ 125,000	$
TOTAL ALL FUNDS	$ 96,321,471	$	$ 5,486,838	$ 5,486,838

CITY OF PRESCOTT, ARIZONA
Summary by Department of Expenditures/Expenses Within Each Fund Type
Fiscal Year 2009

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2008	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2008	ACTUAL EXPENDITURES/ EXPENSES* 2008	BUDGETED EXPENDITURES/ EXPENSES 2009
GENERAL FUND				
City Council	$ 65,668	$	$ 56,340	$ 59,353
City Clerk	253,457		85,260	125,712
City Court	553,132		500,093	521,285
City Manager	1,726,995		1,623,263	1,604,204
Legal Department	296,135		251,627	285,357
Budget & Finance	1,588,715		1,487,673	1,911,028
Administrative Services	574,499		521,672	585,576
Community Development	2,753,941		2,615,679	2,430,949
Parks, Recreation & Library	6,356,522		6,301,364	6,079,335
Police Department	12,903,536		12,498,118	10,217,104
Fire Department	7,817,906		7,696,681	7,550,839
Regional Communications				2,486,667
Total General Fund	$ 34,890,506	$	$ 33,637,770	$ 33,857,409
SPECIAL REVENUE FUNDS				
Highway User Fund	$ 4,563,615	$	$ 4,157,878	$ 4,165,866
1% Streets and Open Space	39,222,070		26,545,179	23,225,513
Transient Occupancy Tax	474,500		458,906	839,122
Capital Improvement Fund	14,906,859	(450,000)	4,447,761	11,160,211
Impact Fee Fund	1,433,125	150,000	1,554,604	223,200
Grants Fund	5,296,031		1,445,712	5,911,082
Total Special Revenue Funds	$ 65,896,200	$ (300,000)	$ 38,610,040	$ 45,524,994
DEBT SERVICE FUNDS	$ 2,711,630	$	$ 2,361,630	2,369,675
CAPITAL PROJECTS FUNDS				
Public Safety Projects				42,818,040
Park Upgrades				4,000,000
Rodeo Grounds				3,196,981
Runway 3R-21L Land				4,575,000
Total Capital Projects Funds	$	$	$	$ 54,590,021
PERMANENT FUNDS				
Trust Funds	100,000		100,000	100,000
Total Permanent Funds	$ 100,000	$	$ 100,000	$ 100,000
ENTERPRISE FUNDS				
Water Fund	$ 44,994,671	$	$ 16,273,371	$ 48,740,756
Wastewater Fund	23,049,931		13,368,760	28,002,728
Solid Waste Fund	5,763,198		5,377,019	
Transfer Station Fund	5,897,867		4,633,151	
Solid Waste/Transfer Station				10,061,302
Golf Course Fund	4,996,732		4,430,187	4,470,926
Airport Fund	4,251,808		2,321,276	13,309,432
Parking Garage Fund	109,240		99,377	117,858
Total Enterprise Funds	$ 89,063,447	$	$ 46,503,141	$ 104,703,002
INTERNAL SERVICE FUNDS				
Central Garage	$ 10,262,245	$	$ 6,591,428	$ 9,330,254
Self-Insurance Fund	1,651,301	300,000	1,930,587	2,265,204
Engineering Fund	2,331,933		2,331,933	2,357,610
Facilities Maintenance Fund	938,214		938,214	1,178,994
Total Internal Service Funds	$ 15,183,693	$ 300,000	$ 11,792,162	$ 15,132,062
TOTAL ALL FUNDS	$ 207,845,476	$	$ 133,004,743	$ 256,277,163

* 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 OF PRESCOTT, ARIZONA
Summary by Department of Expenditures/Expenses
Fiscal Year 2009

DEPARTMENT/FUND	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2008	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2008	ACTUAL EXPENDITURES/ EXPENSES * 2008	BUDGETED EXPENDITURES/ EXPENSES 2009
Public Works:				
1% Streets and Open Space	$ 39,175,570	$	$ 26,545,179	$
Streets (HURF) Fund	4,563,615		4,165,866	
Water Fund	44,994,671		16,273,371	
Wastewater Fund	22,599,931		13,368,760	
Department Total	$ 111,333,787	$	$ 60,353,176	$
Field Operations				
Streets (HURF) Fund	$	$	$	$ 3,344,784
Solid Waste/Transfer Station				10,061,302
Department Total	$	$	$	$ 13,406,086
Utilities				
Water Fund	$	$	$	$ 48,740,756
Wastewater Fund				28,002,728
Department Total	$	$	$	$ 76,743,484
Transportation Engineering				
Engineering	$	$	$	$ 2,357,610
1% Streets and Open Space				23,225,513
Streets (HURF) Fund				821,082
Department Total	$	$	$	$ 26,404,205

* 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.

Fiscal Year 2008-09 Budget Salary Ranges

Salary Range	Minimum	Midpoint	Maximum
11	11,936.04	14,323.25	16,710.46
12	12,234.45	14,681.34	17,128.23
13	12,540.31	15,048.37	17,556.43
14	12,853.82	15,424.59	17,995.35
15	13,175.16	15,810.19	18,445.22
16	13,504.53	16,205.44	18,906.34
17	13,842.14	16,610.57	19,379.00
18	14,188.21	17,025.85	19,863.49
19	14,542.91	17,451.49	20,360.07
20	14,906.48	17,887.78	20,869.07
21	15,279.15	18,334.98	21,390.81
22	15,661.13	18,793.36	21,925.58
23	16,052.66	19,263.19	22,473.72
24	16,453.97	19,744.77	23,035.56
25	16,865.32	20,238.39	23,611.45
26	17,286.95	20,744.34	24,201.73
27	17,719.12	21,262.95	24,806.77
28	18,162.11	21,794.53	25,426.95
29	18,616.16	22,339.39	26,062.62
30	19,081.56	22,897.87	26,714.18
31	19,558.60	23,470.32	27,382.04
32	20,047.57	24,057.09	28,066.60
33	20,548.77	24,658.53	28,768.28
34	21,062.48	25,274.98	29,487.47
35	21,589.03	25,906.84	30,224.64
36	22,128.77	26,554.53	30,980.28
37	22,681.98	27,218.38	31,754.77
38	23,249.04	27,898.85	32,548.66
39	23,830.26	28,596.31	33,362.36
40	24,426.01	29,311.21	34,196.41
41	25,036.67	30,044.01	35,051.34
42	25,662.58	30,795.10	35,927.61
43	26,304.14	31,564.97	36,825.80
44	26,961.75	32,354.10	37,746.45
45	27,635.79	33,162.95	38,690.11
46	28,326.68	33,992.02	39,657.35
47	29,034.85	34,841.82	40,648.79
48	29,760.71	35,712.85	41,664.99
49	30,504.73	36,605.68	42,706.62
50	31,267.36	37,520.83	43,774.30
51	32,049.04	38,458.85	44,868.66
52	32,850.26	39,420.31	45,990.36
53	33,671.53	40,405.84	47,140.14
54	34,513.31	41,415.97	48,318.63
55	35,376.14	42,451.37	49,526.60
56	36,260.54	43,512.65	50,764.76
57	37,167.06	44,600.47	52,033.88
58	38,096.22	45,715.47	53,334.71
59	39,048.63	46,858.36	54,668.08
60	40,024.84	48,029.81	56,034.78

Salary Range	Minimum	Midpoint	Maximum
61	41,025.47	49,230.57	57,435.66
62	42,051.10	50,461.32	58,871.54
63	43,102.37	51,722.85	60,343.32
64	44,179.94	53,015.93	61,851.92
65	45,284.44	54,341.33	63,398.22
66	46,416.55	55,699.86	64,983.17
67	47,576.97	57,092.37	66,607.76
68	48,766.39	58,519.67	68,272.95
69	49,985.56	59,982.67	69,979.78
70	51,235.19	61,482.23	71,729.27
71	52,516.08	63,019.30	73,522.51
72	53,828.97	64,594.77	75,360.56
73	55,174.70	66,209.64	77,244.58
74	56,554.06	67,864.87	79,175.68
75	57,967.92	69,561.51	81,155.09
76	59,417.11	71,300.53	83,183.95
77	60,902.54	73,083.05	85,263.56
78	62,425.10	74,910.12	87,395.14
79	63,985.73	76,782.88	89,580.02
80	65,585.39	78,702.47	91,819.55
81	67,225.02	80,670.03	94,115.03
82	68,905.65	82,686.78	96,467.91
83	70,628.28	84,753.94	98,879.59
84	72,393.99	86,872.79	101,351.59
85	74,203.84	89,044.61	103,885.38
86	76,058.94	91,270.73	106,482.52
87	77,960.41	93,552.49	109,144.57
88	79,909.41	95,891.29	111,873.17
89	81,907.14	98,288.57	114,670.00
90	83,954.82	100,745.79	117,536.75
91	86,053.69	103,264.43	120,475.17
92	88,205.04	105,846.05	123,487.06
93	90,410.17	108,492.21	126,574.24
94	92,670.43	111,204.52	129,738.60
95	94,987.18	113,984.62	132,982.05
96	97,361.87	116,834.25	136,306.62
97	99,795.91	119,755.09	139,714.27
98	102,290.80	122,748.96	143,207.12
99	104,848.07	125,817.69	146,787.30
100	107,469.29	128,963.15	150,457.01
101	110,156.02	132,187.23	154,218.43
102	112,909.93	135,491.92	158,073.90
103	115,732.67	138,879.21	162,025.74
104	118,625.99	142,351.19	166,076.39
105	121,591.64	145,909.97	170,228.30
106	124,631.43	149,557.72	174,484.00
107	127,747.22	153,296.67	178,846.11
108	130,940.91	157,129.09	183,317.27
109	134,214.42	161,057.31	187,900.19
110	137,569.78	165,083.74	192,597.69

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Mayor and Council						
Mayor	1.000	1.000	1.000	9,000	9,000	0
Councilman	6.000	6.000	6.000	6,000	6,000	0
Total Mayor and Council	7.000	7.000	7.000			
City Manager						
City Manager	1.000	1.000	1.000	Open		0
Deputy City Manager	-	1.200	1.200	Open		0
Assistant City Manager	1.000	-	-	Open		0
Assistant to the City Manager	0.700	-	-	88,213	123,490	92
Management Analyst	0.300	-	-	46,426	64,979	66
Executive Assistant	1.000	1.000	1.000	41,018	57,429	61
Administrative Specialist	0.250	0.250	0.250	32,843	45,989	52
Total City Manager	4.250	3.450	3.450			
City Clerk						
City Clerk	1.000	1.000	1.000	Open		0
Deputy City Clerk	1.000	1.000	1.000	38,106	53,331	58
Total City Clerk	2.000	2.000	2.000			
City Court						
City Magistrate	1.000	-	-	Contract		0
Court Administrator	1.000	-	-	57,970	81,162	75
Senior Court Clerk	1.000	1.000	1.000	28,330	39,666	46
Court Clerk	4.750	4.750	4.750	25,667	35,922	42
Total City Court	7.750	5.750	5.750			
Legal Department						
City Attorney	1.000	1.000	1.000	Open		0
City Prosecutor	1.000	1.000	1.000	79,914	111,883	88
Chief Assistant City Attorney	1.000	0.800	0.500	79,914	111,883	88
Senior Asst City Attorney	1.000	1.000	0.500	72,384	101,358	84
Investigator	1.000	1.000	1.000	42,058	58,864	62
Office Manager	-	1.000	1.000	38,106	53,331	58
Business Manager	1.000	-	-	38,106	53,331	58
Legal Assistant	1.000	1.000	1.000	37,170	52,042	57
Paralegal	-	1.000	1.000	37,170	52,042	57
Legal Secretary	1.500	1.500	1.500	32,053	44,866	51
Total Legal Department	8.500	9.300	8.500			
Economic Development						
Economic Dev Director	1.000	1.000	1.000	Open		0
Business Dev Manager	1.000	1.000	1.000	51,230	71,739	70
Administrative Specialist	-	0.750	0.750	32,843	45,989	52
Secretary	0.750	-	-	26,957	37,752	44
Total Economic Development	2.750	2.750	2.750			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Human Resources						
Human Resources Director	-	1.000	1.000	Open		0
Human Resources Manager	1.000	-	-	76,066	106,475	86
Human Resources Analyst	1.000	1.000	1.000	48,776	68,266	68
Benefits Specialist	0.500	1.000	1.000	38,106	53,331	58
Human Resource Assistant	-	1.000	1.000	33,675	47,133	53
Administrative Assistant	1.000	-	-	33,675	47,133	53
Total Human Resources	3.500	4.000	4.000			
Administrative Services						
Purchasing						
Administrative Svcs Director	0.100	0.100	0.100	Open		0
Purchasing Manager	1.000	1.000	1.000	56,555	79,186	74
Administrative Assistant	0.250	-	-	33,675	47,133	53
Total	1.350	1.100	1.100			
Public Communications						
Administrative Svcs Director	0.100	0.100	0.100	Open		0
Administrative Svcs Manager	0.250	-	-	57,970	81,162	75
Public Affairs Manager	1.000	1.000	1.000	57,970	81,162	75
Public Affairs Coordinator	-	1.000	1.000	43,098	60,341	63
Total	1.350	2.100	2.100			
Elks Opera House						
Administrative Svcs Director	0.025	0.025	0.025	Open		0
Administrative Svcs Manager	0.250	-	-	57,970	81,162	75
Elks Opera House Coordinator	1.000	1.000	1.000	43,098	60,341	63
Total	1.275	1.025	1.025			
Special Events						
Administrative Svcs Director	0.025	0.025	0.025	Open		0
Administrative Svcs Manager	0.250	-	-	57,970	81,162	75
Special Events Coordinator	1.000	1.000	1.000	43,098	60,341	63
Total	1.275	1.025	1.025			
Rodeo						
Administrative Svcs Director	-	-	0.025	Open		0
Total	-	-	0.025			
Total Administrative Services	5.250	5.250	5.275			
Finance Department						
Tax & Licensing						
Privilege Tax Supervisor	1.000	1.000	1.000	51,230	71,739	70
Privilege Tax Auditor	1.000	1.000	1.000	48,776	68,266	68
Accounting Technician	1.000	1.000	1.000	33,675	47,133	53
Total	3.000	3.000	3.000			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Accounting Services						
Finance Director	0.900	0.900	0.900	Open		0
Assistant Finance Director	1.000	1.000	1.000	72,384	101,358	84
Customer Service Manager	1.000	1.000	1.000	51,230	71,739	70
Budget Manager	-	1.000	1.000	51,230	71,739	70
Budget Analyst	1.000	-	-	48,776	68,266	68
Payroll Specialist	1.000	1.000	1.000	48,776	68,266	68
Accounting Technician	2.000	2.000	3.000	33,675	47,133	53
Accounting Clerk	2.000	2.000	1.000	26,957	37,752	44
Total	8.900	8.900	8.900			
Information Technology						
Finance Director	0.100	0.100	0.100	Open		0
Application Mgr/GIS Coordinator	1.000	1.000	1.000	57,970	81,162	75
Operations Manager	1.000	1.000	1.000	57,970	81,162	75
Network Engineer	1.000	1.000	1.000	51,230	71,739	70
Web/Program Designer	-	1.000	1.000	Open		0
Help Desk Manager	-	1.000	1.000	51,230	71,739	70
Information Technology Tech	1.000	-	1.000	33,675	47,133	53
Accounting Clerk	-	1.000	-	26,957	37,752	44
GIS Specialist	1.000	1.000	1.000	Open		0
Info Tech Specialist	6.000	5.000	5.000	Open		0
Total	11.100	12.100	12.100			
Total Finance Department	23.000	24.000	24.000			
Community Development						
Administration/Planning & Zoning						
Comm. Devel. Director	0.800	0.600	0.600	Open		0
Asst Comm. Devel. Director	1.000	1.000	1.000	72,384	101,358	84
Planner	4.000	4.000	4.000	51,230	71,739	70
Code Enforcement Supervisor	1.000	-	-	48,776	68,266	68
Historic Preservation Spec.	0.500	0.500	0.500	44,179	61,859	64
Administrative Assistant	1.000	1.000	1.000	33,675	47,133	53
Administrative Specialist	1.000	1.000	1.000	32,843	45,989	52
Code Enforcement Officer	3.000	-	-	29,037	40,643	47
Secretary	1.000	1.000	1.000	26,957	37,752	44
Total	13.300	9.100	9.100			
Building Inspections						
Comm. Devel. Director	0.200	0.200	0.200	Open		0
Chief Building Official	1.000	1.000	1.000	60,902	85,259	77
Private Develop. Facilitator	-	1.000	1.000	57,970	81,162	75
Plans Examiner Supv.	1.000	1.000	1.000	51,230	71,739	70
Building Insp. Supv.	1.000	1.000	1.000	51,230	71,739	70
Building Inspection Mgr	-	-	-	48,776	68,266	68
Commercial Specialist	1.000	1.000	1.000	48,776	68,266	68
Combo Bldg Insp/Plans Examiner	1.000	2.000	2.000	48,776	68,266	68
Building Insp. Journeyman	1.000	-	-	44,179	61,859	64

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Plans Examiner	1.000	1.000	1.000	44,179	61,859	64
Building Inspector	3.000	3.000	3.000	38,106	53,331	58
Permit Specialist	1.000	1.000	1.000	36,254	50,773	56
Permit Tech	2.000	2.000	2.000	31,262	43,784	50
Secretary	1.000	-	-	26,957	37,752	44
Total	14.200	14.200	14.200			
Animal Control						
Comm. Devel. Director	-	0.100	0.100	Open		0
Supervisor	1.000	1.000	1.000	48,776	68,266	68
Animal Control Officer	4.000	4.000	4.000	29,037	40,643	47
Total	5.000	5.100	5.100			
Code Enforcement						
Comm. Devel. Director	-	0.100	0.100	Open		0
Code Enforcement Supervisor	-	1.000	1.000	48,776	68,266	68
Code Enforcement Officer	-	3.000	3.000	29,037	40,643	47
Total	-	4.100	4.100			
CDBG Administration						
Grants Administrator	1.000	1.000	1.000	44,179	61,859	64
Total	1.000	1.000	1.000			
Total Community Development	33.500	33.500	33.500			
Parks, Recreation & Library						
Administration						
Deputy Admin Svcs Dir	-	1.000	1.000	67,226	94,120	81
Recreation Services Director	1.000	1.000	1.000	Open		0
Lake Parks Superintendent	0.200	0.200	0.200	56,555	79,186	74
Park Security Ranger	1.000	1.000	1.000	32,053	44,866	51
Administrative Asst	1.000	1.000	1.000	33,675	47,133	53
Total	3.200	4.200	4.200			
Library/Library Network						
Library Director	1.000	1.000	1.000	68,910	96,470	82
Assistant Director	1.000	1.000	1.000	56,555	79,186	74
Library Network Manager	1.000	1.000	1.000	51,230	71,739	70
Lead Librarian	2.000	2.000	2.000	45,282	63,398	65
Librarian	7.000	7.000	7.000	41,018	57,429	61
Business Manager	0.670	1.000	1.000	38,106	53,331	58
Maintenance Technician	1.000	1.000	1.000	32,843	45,989	52
Library Specialist	3.000	3.000	3.000	32,053	44,866	51
Library Assistant	5.000	6.000	6.000	27,643	38,688	45
Secretary	1.000	1.000	1.000	26,957	37,752	44
Custodian	1.000	1.000	1.000	21,590	30,222	35
Library Clerk	1.000	-	-	19,552	27,373	31
Total	24.670	25.000	25.000			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Prescott Gateway Branch						
Librarian	2.000	1.000	1.000	41,018	57,429	61
Business Manager	0.330	-		38,106	53,331	58
Library Specialist	-	-	-	32,053	44,866	51
Library Assistant	2.000	2.000	2.000	27,643	38,688	45
Total	4.330	3.000	3.000			
Recreation Programming						
Asst Parks & Rec Director	-	0.500	0.500	65,582	91,811	80
Recreation Supervisor	2.000	2.000	2.000	48,776	68,266	68
Recreation Coordinator	2.000	2.000	2.000	43,098	60,341	63
Adult Center Coordinator	1.000	-	-	40,019	56,035	60
Maintenance Technician	1.500	1.000	-	32,843	45,989	52
Secretary	2.000	2.000	2.000	26,957	37,752	44
Recreation Leader	1.000	1.000	1.000	25,043	35,048	41
Maintenance Worker	1.000	-	-	25,043	35,048	41
Custodian	1.000	1.000	1.000	21,590	30,222	35
Total	11.500	9.500	8.500			
Parks, Trails, and Landscape Maintenance						
Assistant Parks & Rec Director	1.000	0.500	0.500	65,582	91,811	80
Trails/Parks Superintendent	-	1.000	1.000	56,555	79,186	74
Parks Maintenance Supt.	1.000	-	-	56,555	79,186	74
Park Regional Coordinator	-	2.000	2.000	42,058	58,864	62
Parks Coordinator	2.000	-	-	42,058	58,864	62
Landscape Coordinator	1.000	1.000	1.000	40,019	56,035	60
Equipment Mechanic	1.000	1.000	1.000	39,042	54,662	59
Maintenance Specialist	-	-	-	39,042	54,662	59
Urban Forester	-	-	-	38,106	53,331	58
Turf & Irrigation Coordinator	1.000	1.000	1.000	37,170	52,042	57
Maintenance Technician	3.000	5.000	4.000	32,843	45,989	52
Equipment Operator	-	-	-	32,843	45,989	52
Maintenance Worker	3.000	1.000	1.000	25,043	35,048	41
Total	13.000	12.500	11.500			
Lakes Management						
Lake Parks Superintendent	0.800	0.800	0.800	56,555	79,186	74
Maintenance Technician	1.000	1.000	1.000	32,843	45,989	52
Maintenance Worker	2.000	3.000	3.000	25,043	35,048	41
Total	3.800	4.800	4.800			
Total Parks, Recreation & Library	60.500	59.000	57.000			
Police Department						
Administration						
Police Chief	1.000	1.000	1.000	Open		0
Deputy Police Chief	1.000	2.000	2.000	79,914	111,883	88
Lieutenant	-	-	1.000	76,752	93,413	Police
Police Research Analyst	1.000	1.000	1.000	42,058	58,864	62
Administrative Assistant	1.000	1.000	1.000	33,675	47,133	53
Total	4.000	5.000	6.000			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Records						
Lieutenant	1.000	1.000	-	76,752	93,413	Police
Records Supervisor	1.000	1.000	1.000	48,776	68,266	68
Records Clerk	7.000	7.000	7.000	32,053	44,866	51
Total	9.000	9.000	8.000			
Traffic						
Sergeant	1.000	1.000	1.000	61,485	74,797	Police
Police Officer	6.000	6.000	6.000	42,661	60,736	Police
Parking Control Officer	1.000	1.000	1.000	29,037	40,643	47
Total	8.000	8.000	8.000			
Investigations						
Lieutenant	1.000	1.000	1.000	76,752	93,413	Police
Sergeant	-	2.000	1.000	61,485	74,797	Police
Police Officer	6.000	6.000	7.000	42,661	60,736	Police
Property/Evidence Tech	2.000	2.000	2.000	32,053	44,866	51
Community Services Officer	1.500	0.750	0.750	30,514	42,702	49
Secretary	1.000	1.000	1.000	26,957	37,752	44
Total	11.500	12.750	12.750			
Patrol						
Lieutenant	1.000	1.000	1.000	76,752	93,413	Police
Sergeant	7.000	4.000	5.000	61,485	74,797	Police
Officer	40.000	39.000	39.000	42,661	60,736	Police
Community Services Officer	0.750	0.750	0.500	30,514	42,702	49
Secretary	1.000	1.000	1.000	26,957	37,752	44
Total	49.750	45.750	46.500			
Special Enforcement						
Sergeant	-	2.000	1.000	61,485	74,797	Police
Officer	-	4.000	4.000	42,661	60,736	Police
Total	-	6.000	5.000			
Training						
Sergeant	1.000	1.000	1.000	61,485	74,797	Police
Quartermaster	1.000	1.000	1.000	32,053	44,866	51
Total	2.000	2.000	2.000			
Community Services						
Sergeant	1.000	1.000	1.000	61,485	74,797	Police
Police Officer	7.000	3.000	3.000	42,661	60,736	Police
Crime Prevention Officer	1.000	1.000	0.500	30,513	36,608	49
Secretary	1.000	1.000	1.000	26,957	37,752	44
Total	10.000	6.000	5.500			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Community Restitution Program						
Com. Serv. Worker Coordinator	1.000	1.000	1.000	30,514	42,702	49
Com. Serv. Worker Monitor	1.000	1.000	1.000	26,957	37,752	44
Secretary	0.500	0.500	0.500	26,957	37,752	44
Total	2.500	2.500	2.500			
Total Police Department	96.750	97.000	96.250			
Fire Department						
Administration						
Emergency Services Director	-	0.340	0.340	Open		0
Fire Chief	1.000	-	-	Open		0
Deputy Chief	1.000	2.000	2.000	79,914	111,883	88
Administrative Assistant	1.000	1.000	1.000	33,675	47,133	53
Secretary	1.000	1.000	1.000	26,957	37,752	44
Total	4.000	4.340	4.340			
Communications						
Info Technology Specialist	-	-	-	Open		0
Info Technology Technician	1.000	1.000	-	33,675	47,133	53
Total	1.000	1.000	-			
Prevention						
Fire Marshal/Division Chief	1.000	1.000	1.000	80,350	93,995	Fire
Senior Fire Inspector	1.000	1.000	1.000	51,230	71,739	70
Plans Examiner	-	1.000	1.000	44,179	61,859	64
Fire Inspector	2.000	1.000	1.000	38,106	53,331	58
Total	4.000	4.000	4.000			
Suppression						
Battalion Chief	3.000	3.000	3.000	80,350	93,995	Fire
Captain	15.000	15.000	15.000	60,424	73,528	Fire
Engineer	15.000	18.000	18.000	49,670	60,424	Fire
Firefighter	22.000	21.000	21.000	39,811	56,638	Fire
Total	55.000	57.000	57.000			
Training						
Training Division Chief	1.000	1.000	1.000	80,350	93,995	Fire
Total	1.000	1.000	1.000			
Fire Vegetation Crew						
Wildland Division Chief	1.000	1.000	1.000	62,421	87,402	78
Wildland Crew Supervisor	1.000	1.000	1.000	48,776	68,266	68
Wildland Captain	-	1.000	1.000	42,058	58,864	62
Squad Boss	3.000	3.000	3.000	34,507	48,318	54
Code Enforcement Officer	1.000	1.000	1.000	29,037	40,643	47
Fuels Tech/Wildland Firefighter	4.000	3.000	3.000	27,643	38,688	45
Total	10.000	10.000	10.000			
Total Fire Department	75.000	77.340	76.340			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Regional Communications						
Communications						
Emergency Services Director	-	0.330	0.330	Open		0
Regional Communications Director	1.000	1.000	1.000	65,582	91,811	80
Lieutenant	-	-	-	76,752	93,413	Police
Info Tech Specialist	-	-	1.000	Open		0
Communications Supervisor	5.000	5.000	5.000	29,042	54,662	59
Communications Specialist	26.250	26.250	26.250	33,675	47,133	53
Administrative Assistant	-	1.000	1.000	35,675	47,133	53
Total	32.250	33.580	34.580			
Total Regional Communications	32.250	33.580	34.580			
Highway Users Revenue Fund						
Streets						
Public Works Director	0.200	-	-	Open		0
Field Operations Manager	0.140	0.140	0.140	Open		0
Field Operations Superintendent	-	1.000	1.000	60,902	85,259	77
Field Operations Supervisor	-	2.000	2.000	48,776	68,266	68
Street Maint. Supervisor	2.000	-	-	44,179	61,859	64
Drainage/Maint. Supervisor	1.000	-	-	44,179	61,859	64
Traffic Engineering Technician	1.000	-	-	43,098	60,341	63
Contract Specialist	0.100	-	-	41,018	57,429	61
Maintenance Specialist	1.000	1.000	1.000	39,042	54,662	59
Senior Equipment Operator	4.000	4.000	4.000	36,254	50,773	56
Traffic Control Supervisor	-	-	1.000	44,179	53,019	64
Traffic Control Worker	-	-	2.000	33,675	47,133	53
Maintenance Technician	-	1.000	1.000	32,843	45,989	52
Equipment Operator	11.000	11.000	11.000	32,843	45,989	52
Administration Specialist	-	1.000	-	32,843	45,989	52
Traffic Control Technician	1.000	-	-	30,514	42,702	49
Business Manager	-	-	1.000	38,106	53,331	58
Secretary	1.000	-	-	26,957	37,752	44
Maintenance Worker	9.000	5.000	5.000	25,043	35,048	41
Total	31.440	26.140	29.140			
Transportation Services						
Public Works Director	0.200	-	-	Open		0
Asst Public Works Director	0.200	-	-	90,418	126,568	93
Traffic Engineer	1.000	1.000	1.000	72,384	101,358	84
Traffic Signal Supervisor	1.000	1.000	1.000	51,230	71,739	70
Traffic Control Supervisor	-	1.000	-	44,179	61,859	64
Traffic Engineering Technician	1.000	1.000	1.000	43,098	60,341	63
Contract Specialist	0.100	0.200	0.200	41,018	57,429	61
Traffic Signal Specialist	2.000	2.000	2.000	41,018	57,429	61
Administrative Assistant	0.100	0.100	0.100	33,675	47,133	53
Traffic Control Worker	2.000	2.000	-	33,675	47,133	53
Traffic Control Technician	1.000	-	-	30,514	42,702	49
Secretary	0.100	0.100	0.100	26,957	37,752	44
Total	8.700	8.400	5.400			
Total Highway Users Fund	40.140	34.540	34.540			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Water Fund						
Utility Billing						
Utility Billing Supervisor	-	1.000	1.000	46,426	64,979	66
Senior Utility Billing Clerk	1.000	-	-	34,507	48,318	54
Accounting Technician	-	1.000	1.000	33,675	47,133	53
Accounting Clerk	3.000	2.000	2.000	26,957	37,752	44
Total	4.000	4.000	4.000			
Meter Reading						
Metering Services Supervisor	-	1.000	1.000	34,507	48,318	54
Customer Service Representative	1.000	-	-	34,507	48,318	54
Meter Reader	4.000	4.000	4.000	26,312	36,816	43
Secretary	-	0.200	0.200	26,957	37,752	44
Total	5.000	5.200	5.200			
Water Administration						
Deputy City Manager	-	0.250	0.250	Open		0
Public Works Director	0.200	-	-	Open		0
Asst Public Works Director	0.200	-	-	90,417	126,568	93
Utilities Director	-	0.500	0.500	Open		0
Water Management Analyst	-	0.200	0.200	47,970	81,162	75
City Utilities Engineer	0.480	0.480	0.480	76,066	106,475	86
Utilities Manager	0.400	0.500	0.500	72,384	101,358	84
Utilities Engineer (Civil)	0.500	0.500	0.500	68,910	96,470	82
Project Manager	1.500	1.500	1.500	67,226	94,120	81
Senior Engineering Technician	-	0.500	0.500	51,230	71,739	70
Engineering Technician	0.250	-	-	43,098	60,341	63
Contract Specialist	0.300	0.300	0.300	41,018	57,429	61
Administrative Assistant	0.350	0.400	0.400	33,675	47,133	53
Secretary	0.300	0.400	0.400	26,957	37,752	44
Total	4.480	5.530	5.530			
Water Production						
Water Superintendent	0.500	0.500	0.500	60,902	85,259	77
Water Production Supervisor	1.000	1.000	1.000	48,776	68,266	68
Water Quality Technician	1.000	1.000	1.000	26,254	40,773	56
Water Operator	4.000	4.000	4.000	26,254	40,773	56
Maintenance Specialist	1.000	1.000	1.000	39,042	54,662	59
Secretary	-	0.400	0.400	26,957	37,752	44
Total	7.500	7.900	7.900			
Water Distribution						
Water Superintendent	0.500	0.500	0.500	60,902	85,259	77
Water Distribution Supervisor	1.000	1.000	1.000	48,776	68,266	68
Water Prevention Specialist	-	0.500	0.500	39,042	54,662	59
Senior Utility Worker	5.000	5.000	5.000	32,843	45,989	52
Utility Worker	8.000	8.000	8.000	29,765	41,662	48
Secretary	0.500	0.400	0.400	26,957	37,752	44
Total	15.000	15.400	15.400			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Alternate Water Sources						
Public Works Director	0.200	-	-	Open		0
Asst Public Works Director	0.200	-	-	90,418	126,568	93
City Utilities Engineer	0.050	0.050	0.050	76,066	106,475	86
Senior Project Manager	1.000	1.000	1.000	74,194	103,875	85
Utilities Manager	0.200	-	-	72,384	101,358	84
Water Management Analyst	0.500	0.600	0.600	57,970	81,162	75
Water Conservation Coordinator	1.000	1.000	1.000	46,426	64,979	66
Engineering Technician	0.500	-	-	43,098	60,341	63
Contract Specialist	0.200	0.200	0.200	41,018	57,429	61
Administrative Assistant	0.200	0.100	0.100	33,675	47,133	53
Secretary	0.300	0.100	0.100	26,957	37,752	44
Total	4.350	3.050	3.050			
Total Water Fund	40.330	41.080	41.080			
Wastewater Fund						
Wastewater Utilities Administration						
Public Works Director	0.200	-	-	Open		0
Asst Public Works Director	0.200	-	-	90,418	126,568	93
Utilities Director	-	0.500	0.500	Open		0
City Utilities Engineer	0.470	0.470	0.470	76,066	106,475	86
Utilities Manager	0.400	0.500	0.500	72,384	101,358	84
Utilities Engineer (Civil)	0.500	0.500	0.500	68,910	96,470	82
Capital Project Manager	0.500	0.500	0.500	67,226	94,120	81
Water Management Analyst	-	0.200	0.200	57,970	81,162	75
Senior Engineering Technician	-	0.500	0.500	51,230	71,739	70
Engineering Technician	0.250	-	-	43,098	60,341	63
Contract Specialist	0.300	0.300	0.300	41,018	57,429	61
Administrative Assistant	0.350	0.400	0.400	33,675	47,133	53
Secretary	0.300	0.400	0.400	26,957	37,752	44
Total	3.470	4.270	4.270			
Wastewater Treatment Plant						
Deputy City Manager	-	0.250	0.250	Open		0
Wastewater Superintendent	-	0.500	0.500	60,903	60,902	85259
WWTP Supervisor	1.000	2.000	2.000	51,230	71,739	70
WWTP Operator	8.000	8.000	8.000	39,042	54,662	59
Water Protection Specialist	-	0.500	0.500	39,042	54,662	59
WWTP Lab Technician	1.000	1.000	1.000	39,042	54,662	59
WWTP Maintenance Specialist	1.000	1.000	1.000	39,042	54,662	59
Accounting Clerk	-	0.500	0.500	26,957	37,752	44
Total	11.000	13.750	13.750			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Wastewater Collection						
Wastewater Superintendent	-	0.500	0.500	60,902	73,091	77
Wastewater Collection Superintendent	1.000	-	-	53,830	75,358	72
Wastewater Collection Supervisor	1.000	1.000	1.000	48,776	68,266	68
Maintenance Specialist	1.000	1.000	1.000	39,042	54,662	59
Senior Utility Worker	5.000	5.000	5.000	32,843	45,989	52
Utility Worker	6.000	6.000	6.000	29,765	41,662	48
Accounting Clerk	-	0.500	0.500	26,957	37,752	44
Secretary	0.500	-	-	26,957	37,752	44
Total	14.500	14.000	14.000			
Effluent Delivery						
Water Operator	1.000	1.000	1.000	36,254	50,773	56
Total	1.000	1.000	1.000			
Total Wastewater Fund	29.970	33.020	33.020			
Solid Waste Fund						
Sanitation						
Field Operations Manager	0.430	0.430	0.430	Open		0
Field Operations Supervisor	-	1.500	1.500	48,776	68,266	68
Solid Waste Supervisor	1.500	-	-	44,179	61,859	64
Senior Equipment Operator	-	1.000	1.000	36,254	50,773	56
Commercial Equipment Operator	4.000	4.000	4.000	34,507	48,318	54
Account Technician	0.500	0.500	0.500	33,675	47,133	53
Sanitation Equipment Operator	11.000	10.000	10.000	32,843	45,989	52
Total	17.430	17.430	17.430			
Total Solid Waste Fund	17.430	17.430	17.430			
Transfer Station Fund						
Deputy City Manager	-	0.300	0.300	Open		0
Field Operations Manager	0.430	0.430	0.430	Open		0
Assistant to the City Manager	0.300	-	-	88,213	123,490	92
Field Operations Supervisor	-	1.500	1.500	48,776	68,266	68
Management Analyst	0.100	-	-	46,426	64,979	66
Solid Waste Supervisor	1.500	-	-	44,179	61,859	64
Maintenance Specialist	1.000	1.000	1.000	39,042	54,662	59
Senior Equipment Operator	3.000	3.000	3.000	36,254	50,773	56
Accounting Technician	0.500	0.500	0.500	33,675	47,133	53
Accounting Clerk	1.000	2.000	2.000	26,957	37,752	44
Total Transfer Station Fund	7.830	8.730	8.730			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Airport Fund						
Emergency Services Director	-	0.330	0.330	Open		0
Airport Manager	1.000	1.000	1.000	60,902	85,259	77
Assistant Airport Manager	1.000	-	-	56,555	79,186	74
Maintenance Specialist	-	1.000	1.000	39,042	54,662	59
Management Analyst	-	1.000	1.000			
Administrative Secretary	1.000	-	-	33,675	47,133	53
Airport Operations Technician	4.000	4.000	4.000	32,843	45,989	52
Accounting Clerk	1.000	1.000	1.000	26,957	37,752	44
Maintenance Worker	1.000	-	-	25,043	30,035	41
Total Airport Fund	9.000	8.330	8.330			
Golf Course Fund						
Maintenance						
Greens Superintendent	1.000	1.000	1.000	56,555	79,186	74
Asst Greens Superintendent	1.000	1.000	1.000	44,179	61,859	64
Equipment Mechanic	-	2.000	2.000	39,042	54,662	59
Maintenance Specialist	2.000	-	-	39,042	54,662	59
2nd Asst Greens Superintendent	-	1.000	1.000	38,106	53,331	58
Irrigation Technician	-	2.000	2.000	32,843	45,989	52
Golf Course Maintenance Tech	1.000	-	-	29,037	40,643	47
Greenskeeper	8.000	6.000	6.000	25,043	35,048	41
Total	13.000	13.000	13.000			
Pro Shop						
Administrative Services Director	-	-	0.100	Open		0
General Manager	1.000	1.000	1.000	68,910	96,470	82
Pro Shop Manager	-	1.000	1.000	25,667	30,805	42
Golf Professional	1.000	-	-	49,982	69,971	69
Restaurant Manager	-	0.500	0.500	40,019	56,035	60
Tournament Director/Buyer	1.000	1.000	1.000	40,019	56,035	60
Pro Shop Assistant	1.000	-	-	25,667	35,922	42
Total	4.000	3.500	3.600			
Manzanita Grill						
Administrative Services Director	-	-	0.025	Open		0
Executive Chef	-	1.000	1.000	48,776	68,266	68
Restaurant Manager	-	0.500	0.500	40,019	56,035	60
Asst Restaurant Manager	-	1.000	1.000	28,330	39,666	46
Sous Chef	-	1.000	1.000	28,330	39,666	46
Total	-	3.500	3.525			
Total Golf Course Fund	17.000	20.000	20.125			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Parking Garage Fund						
Administrative Services Director	0.100	0.100	0.100	Open		0
Lead Parking Ambassador	-	-	-	19,552	27,373	31
Total Parking Garage Fund	0.100	0.100	0.100			
Central Garage						
Administrative Services Director	0.250	0.250	0.100	Open		0
Fleet Maintenance Superintendent	1.000	1.000	1.000	56,555	79,186	74
Fleet Maintenance Supervisor	1.000	1.000	1.000	48,776	68,266	68
Equipment Mechanic	5.000	6.000	6.000	29,042	54,662	59
Parts Specialist	1.000	1.000	1.000	32,843	45,989	52
Service Technician	1.000	1.000	1.000	32,843	45,989	52
Secretary	1.000	1.000	1.000	26,957	37,752	44
Total Central Garage Fund	10.250	11.250	11.100			
Engineering Fund						
Engineering Services Director	1.000	1.000	1.000	Open		0
City Engineer	1.000	1.000	1.000	79,914	111,883	88
Civil Engineer	1.000	1.000	1.000	68,910	96,470	82
Construction Services Manager	1.000	1.000	1.000	76,066	106,475	86
Traffic Engineer	-	-	-	72,384	101,358	84
Capital Project Manager	-	2.000	2.000	67,226	94,120	81
Engineering Services Manager	-	-	-	65,582	91,811	80
Development Services Manager	1.000	1.000	1.000	51,230	71,739	70
Senior Engineering Technician	1.000	1.000	1.000	51,230	71,739	70
Construction Project Manager	3.000	-	-	51,230	71,739	70
Traffic Signal Supervisor	-	-	-	51,230	71,739	70
Supervisory Inspector	1.000	1.000	1.000	47,570	66,602	67
Management Analyst	0.100	-	-	46,426	64,979	66
Registered Land Surveyor	1.000	1.000	1.000	44,179	61,859	64
CAD Technician	1.000	1.000	1.000	43,098	60,341	63
Engineering Technician	1.000	1.000	1.000	43,098	60,341	63
Construction Contracts Specialist	1.000	1.000	1.000	41,018	57,429	61
Traffic Signal Specialist	-	-	-	41,018	57,429	61
Construction Inspector	7.000	8.000	8.000	38,106	53,331	58
Accounting Technician	-	-	-	33,675	47,133	53
Administrative Assistant	1.000	1.000	1.000	33,675	47,133	53
Permit Technician	1.000	1.000	1.000	31,262	43,784	50
Secretary	-	-	-	26,957	37,752	44
Total Engineering Fund	23.100	23.000	23.000			
Self-Insurance Fund						
Chief Assistant City Attorney	-	0.200	0.500	79,914	111,883	88
Senior Asst City Attorney	-	-	0.500	72,384	101,358	84
Risk Manager	1.000	1.000	1.000	56,555	79,186	74
Risk Management Technician	-	1.000	1.000	37,170	52,042	57
Benefits Specialist	0.500	-	-	35,381	49,525	55
Total Self-Insurance Fund	1.500	2.200	3.000			

Fiscal Year 2008-09 Budget
Authorized Positions by Fiscal Year

Authorized Positions	Number of FTE's			Salary Range		Range
Job Classifications	2006-07	2007-08	2008-09	Min	Max	Number
Facilities Maintenance Fund						
Administrative Services Director	0.400	0.400	0.400	Open		0
Maintenance Superintendent	-	1.000	1.000	56,555	79,186	74
Maintenance Specialist	-	1.000	1.000	39,042	54,662	59
Maintenance Technician	2.000	2.000	4.000	32,843	45,989	52
Custodian	3.000	3.000	3.000	21,590	30,222	35
Total Facilities Maint. Fund	5.400	7.400	9.400			
Total City-wide Authorized Full-Time Equivalents	**564.050**	**571.000**	**570.250**			

GLOSSARY OF TERMS

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Actual - Actual, as used in the fund summaries and department and division summaries within the budget document, represents the actual costs results of operations. This category is presented on a GAAP basis, with the exception that depreciation and amortization are not budgeted and principal payments on debt in the enterprise funds are budgeted as expenses.

Adopted Budget - Formal action made by City Council which sets the spending limits for the fiscal year.

Appropriation - An authorization granted by the City Council to make expenditures and to incur obligations for purposes specified in the Appropriation Ordinance.

ARFF – Airport Rescue Fire Fighting

Assessed Valuation - A value placed upon real estate or other property by the County Assessor and the State as a basis for levying ad valorem property taxes.

Asset - Resources owned or held by a government which have monetary value.

Authorized Positions - Employee positions, which are authorized in the adopted budget, to be filled during the year.

Balanced Budget - Arizona State law requires a "balanced" budget, which is "all-inclusive". Arizona State Revised Statute (42-17151) defines a "balanced" budget as follows:

> *"Fix, levy and assess the amount to be raised from primary property taxation and secondary property taxation. This amount, plus all other sources of revenue, as estimated, and unencumbered balances from the preceding fiscal year, shall equal the total of amounts proposed to be spent in the budget for the current fiscal year."*

Base Budget Allowances - Ongoing expense for personnel, commodities, and contractual services.

Beginning Balance - The beginning balance is the residual funds brought forward from the previous fiscal year (ending balance).

Bond Refinancing - The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Bonds - Bonds are debt instruments which require repayment of a specified principal amount on a certain date (maturity data), together with interest at a stated rate, or according to a formula for determining the interest rate.

Budget - A budget is a plan of financial operation embodying an estimate of proposed expenditures and the means of financing them.

Budget Basis - This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Calendar - The schedule of key dates which a government follows in the preparation and adoption of the budget.

Budgetary Control - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

C.Y.M.P.O. - Central Yavapai Metropolitan Planning Organization

Capital Assets - Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

Capital Improvements - Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant; sometimes referred to as infrastructure.

Capital Improvement Program (CIP) - A plan for capital outlay to be incurred each year over a fixed number of years to meet capital needs arising from the government's long-term needs.

Capital Project - Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life. Also called capital improvements.

Capital Outlay - Items costing more than $5,000 and having a useful life of more than one year are defined as capital outlay.

Carryover - Any equipment, contractual, commodity, or capital project that has been previously approved by the Mayor and Council but for various reasons has not been implemented on schedule. Under the State laws and generally accepted accounting principals only those costs relating to work actually done on or before the last day of the fiscal year can be reflected on the financial statements of that fiscal year. To avoid having to charge the project costs estimated to be incurred in a subsequent fiscal year as an unbudgeted item for that year and, therefore, a violation of State budget law, such project and the associated projected costs are included in the subsequent year's budget.

Cash Basis - A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Commodities - Expendable items used by operating or construction activities. Examples include office supplies, repair and replacement parts for equipment, fuels and lubricants, etc.

Community Development Block Grant (CDBG) - Grant funds allocated by the Federal Government to the City of Prescott to use for the prevention and removal of slum and blight, and to benefit low and moderate income persons. The City of Prescott disburses these funds via an application process open to all non-profit organizations and City of Prescott departments.

Compression - A problem that occurs when, due to market conditions, the bottom of the pay range moves up more rapidly than salaries of the incumbents.

Consumer Price Index (CPI) - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency - An appropriation of funds to cover unforeseen events that occur during the fiscal year, such as flood emergencies, Federal mandates, shortfalls in revenue and similar eventualities.

Contractual Services - Contractual Services are services provided to the City by firms, individuals, or other City departments.

Cost Center - An organizational budget/operating unit within each City division or department.

Cost-of-living Adjustment (COLA) - An increase in salaries to offset the adverse effect of inflation on compensation.

D.A.R.E. - Drug Abuse Resistance Education

Debt Service - Payment of interest and principal on an obligation resulting from the issuance of bonds and/or lease purchase contracts.

Deficit - The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department - A major administrative division of the City which indicates overall management responsibility for an operation or group of related operations within a functional area.

Development-related Fees - Those fees and charges generated by building, development and growth in a community. Included are building and street permits, development review fees, and zoning, platting and subdivision fees.

Disbursement - The expenditure of monies from an account.

Distinguished Budget Presentation Awards Program - A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Division - A functional unit within a department consisting of one or more cost centers engaged in activities supporting the unit's mission and objectives.

Employee Benefits - Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrance - A reservation of funds to cover purchase orders, contracts or other funding commitments which are yet to be fulfilled. The budget basis of accounting considers an encumbrance to be the equivalent of an expenditure.

Enterprise Funds - Funds which are accounted for in a manner similar to a private business enterprise. Usually the governmental entity intends for enterprise funds to fully recover their costs (including depreciation) through user fees. The City of Prescott has six such self-supporting funds: Airport, Water, Wastewater, Golf, Solid Waste, and Transfer Station.

Estimate - As used throughout the budget document, represents the most recent estimate for current year revenue and expenditures. The estimates used are prepared using several months of actual expenditure and revenue experience and are prepared to consider the impact of unanticipated price or other economic changes.

Expenditures - Refers to current cash operating expenses and encumbrances.

Expense - Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Expenditure Limitation - The Arizona State Legislature imposed constitutional amendment which limits the annual expenditures of all municipalities. This limit is set by the Economic Estimates Commission based on population growth and inflation.

Fiscal Year - The time period designated by the City satisfying the beginning and ending period for recording financial transactions. The City of Prescott has specified July 1 to June 30 as its fiscal year.

Fixed Assets - Assets of a long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Full-Time Equivalent Position - A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time typist working for 20 hours per week would be equivalent to .5 of a full-time position.

Fund - An independent governmental accounting entity with a self-balancing group of accounts including assets, liabilities and fund balance.

Fund Balance - The excess of the assets of a fund over its liabilities, reserves, and carryover.

GAAP - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund - A fund used to account for all general-purpose transactions of the City which do not require a special type of fund.

General Obligation Bonds (G.O. Bonds) - Bonds that require voter approval and finance a variety of public capital projects such as streets, buildings, parks and improvements. The bonds are backed by the "full faith and credit" of the issuing government.

Goal - A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given time period.

Grant - A grant is a contribution by one government unit or funding source to another. The contribution is usually made to aid in the support of a specified function, i.e., library materials, drug enforcement, but it is sometimes for general purposes.

Highway User Revenue Fund (HURF) - Highway user revenues are a gasoline tax collected by the state and distributed to counties and cities based on the county of origin and population. These revenues are to be used for highways and streets maintenance and construction.

Impact Fees - Fees charged to developers or individuals to cover, in whole or in part, the anticipated costs of improvements that will be necessary as a result of the development.

Improvement Districts - Consists of property owners desiring improvements to their property. Bonds are issued to finance these improvements, which are repaid by assessments on affected property. Improvement District debt is paid for by a compulsory levy (special assessment) made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

Indirect Cost - A cost necessary for the functioning of the organization as a whole, but which cannot be directly assigned to one service.

Infrastructure - The physical assets of a government (e.g., streets, water, sewer, public buildings and parks).

Interfund Transfers - Transfer of resources between funds that are not recorded as revenues to the fund receiving or expenditures to the fund providing.

Intergovernmental Revenue - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Charges - The charges to user departments for internal services provided by another government agency, such as data processing, or insurance funded from a central pool.

Levy - To impose taxes for the support of government activities.

Long-term Debt - Debt with a maturity of more than one year after the date of issuance.

Mandate - Legislation passed by the State or Federal government requiring action or provision of services and/or programs. Examples include the Americans With Disabilities Act which requires actions such as physical facility improvements and provision of specialized transportation services.

Municipal Property Corporation (MPC) - The Municipal Property Corporation is a non-profit corporation established to issue bonds to fund City capital improvement projects.

Net Budget - The legally adopted budget less all interfund transfers and interdepartmental charges.

Objective - Desired output oriented accomplishments which can be measured and achieved within a given time frame. Achievement of the objective advances the activity organization toward a corresponding goal.

Obligations - Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Budget - A budget for general expenditures such as salaries, utilities, and supplies.

Operating Expenses - The cost for personnel, materials and equipment required for a department to function.

Operating Funds - Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

Pay-As-You-Go Capital Projects - Pay-as-you-go capital projects are capital projects whose funding source is derived from City revenue sources other than through the use of debt.

Performance Indicators - Specific quantitative and qualitative measures of work performed as an objective of specific departments or programs.

Performance Measure - Data collected to determine how effective or efficient a program is in achieving its objectives.

Personnel - All employer's costs related to compensating employees of the City of Prescott, including employee fringe benefit costs such as City portion of retirement, social security, and health and industrial insurance.

Primary Property Tax - A limited tax levy used to support general government operations. The total levy for primary property taxes is restricted to a 2% annual increase, plus allowances for previously unassessed property (primarily new construction).

Program - A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.

Property Tax - A levy upon each $100 of assessed valuation of property within the City of Prescott. Arizona has two types of property taxes. Primary property taxes support the City of Prescott's general fund, and secondary property taxes pay general obligation debt.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution - A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources - Total amounts available for appropriation including estimated revenues, fund transfers and beginning fund balances.

Revenue - Sources of income financing the operations of government.

SCADA - Supervisory Control and Data Acquisition

Secondary Property Tax - An unlimited tax levy restricted to general bonded debt obligations.

Service Level - Services or products which comprise actual or expected output of a given program. Focus is on results, not measures of workload.

Source of Revenue - Revenues are classified according to their source or point of origin.

Special Assessment - A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

State-Shared Revenues - Revenues levied and collected by the State but shared on a predetermined basis with local governments.

Tax Levy - The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

Tax Rate - The amount of tax levied for each $100 of assessed valuation.

Taxes - Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers - Transfers are the authorized exchanges of cash or other resources between funds.

Transfers In/Out - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

U/W/I - Urban Wildland Interface

Unrestricted Fund Balance - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Workload Indicator - A unit of work to be done (e.g., number of permit applications received, the number of household receiving refuse collection service, or the number of burglaries to be investigated).

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