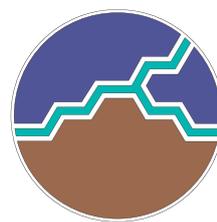




# A Plan for Recovery Adopted Annual Budget

Fiscal Year 2021



CITY OF  
*Yuma*



## OUR COMMITMENTS



ACCESSIBILITY



RESPECT  
FOR DIVERSITY



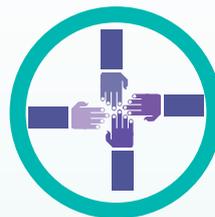
INNOVATION



EXCELLENT  
CUSTOMER SERVICE



HIGH  
PERFORMANCE



OPENNESS &  
TEAMWORK

## OUR CORE VALUES

INTEGRITY, HONESTY, PROFESSIONALISM

## OUR MISSION

TO DELIVER QUALITY PUBLIC SERVICES AND TO ADVANCE THE SOCIAL & ECONOMIC WELLBEING OF OUR PRESENT AND FUTURE RESIDENTS.



# City of Yuma Arizona

## A Plan for Recovery

### Fiscal Year 2021 Adopted Annual Budget

PRESENTED TO:

City Council

Douglas Nicholls, Mayor  
Karen Watts, Deputy Mayor  
Gary Knight  
Leslie McClendon  
Chris Morris  
Mike Shelton  
Ema Lea Shoop

#### *About the Cover*

"Greetings from Yuma" mural designed and painted by artist duo Lupoli: Josh Tripoli and Rebekah Lewis. The mural is located at 274 S. Main Street in Historic Downtown Yuma. The mural project was created in September 2018 as part of the NexGen Mural a Month Program with support from the Yuma Art Center.

Prepared and Presented By:

Philip A. Rodriguez  
City Administrator

John (Jay) Simonton  
Deputy City Administrator

Richard W. Files  
City Attorney

Lynda L. Bushong  
City Clerk

James F. Coil  
Presiding Judge, Municipal Court

Kathleen Fernandez  
Chief Information Officer

Steve Irr  
Chief, Fire Department

Jeffrey A. Kramer  
Director of Engineering

Randall D. (Randy) Crist  
Interim Director of Community Development

Lisa Marlin  
Director of Financial Services

Jeremiah (Jeremy) McCall  
Director of Utilities

Joel Olea  
Director of Public Works

Susan Smith  
Chief, Police Department

Monica Welch  
Director of Human Resources

# City of Yuma Annual Budget Fiscal Year 2021

## HOW TO USE THIS DOCUMENT

This budget is divided into five sections: Overview, Fund Information, Department Information, Capital Spending and Debt Management, and the Appendix. Throughout the document, the City of Yuma is referenced as the "City."



**The Overview** contains the City Administrator's budget message, which discusses the major changes in this year's budget. It also includes budget highlights, the City's mission, and organization chart. A flowchart depicting the budget process for both the department budgets and the Capital Improvement Program is shown. Financial policies are included in this section as well as a brief overview of the City's revenues and funds.



**The Fund Information** section is focused on the different funds the City utilizes. Fund summaries show the activity in each fund to include, beginning balance, revenues, expenditures/expenses, transfers, and ending balance. This summary is followed by a schedule of revenues for the respective fund and an expenditure summary showing what departments utilize that fund.



**Department Information** provides each department's budget message. The messages include functions of the department, goals for next year, accomplishments, and staffing level. It also displays department expenditures in two views. One table gives an overall picture of the department listed by division. The other table(s) breaks a department out by fund and then displays the information by the following categories: personal services, operating and maintenance, debt service, and capital outlay.



**The Capital Spending and Debt Management** section covers the Capital Improvement Program (CIP) budget and a discussion on how the City uses various financing tools to fund these projects. It explains the CIP process, provides information on different funding sources, lists the capital improvement projects, and summarizes the City's outstanding debt.



**The Appendix** contains a Glossary and eight schedules. Schedule 1 lists revenue information by fund. Schedule 2 lists the department's expenditures within each fund. These worksheets display FY2019 actual expenditures, FY2020 adjusted budget, FY2020 estimates, and the request for FY2021. Schedule 3 shows the Outside Agency listing. Every year the City provides support to various organizations within the city. This page displays their current year funding and the proposed funding for FY2021. Schedule 4 displays the supplemental or new positions included in the budget. Schedule 5 is the city's staffing level and lists all the full time positions within the organization. Schedule 6 contains the City's Salary Schedule. Schedule 7 is the City's Budget Resolution for FY2021 while Schedule 8 provides the FY2020 Maximum Tax Levy Worksheet. Finally, a Glossary is provided.

**City of Yuma**  
**Fiscal Year 2021 Annual Budget**  
**Table of Contents**

OVERVIEW

City Administrator's Message	1
Budget Highlights	4
Revenues	6
Expenditures	7
Financial Policies	8
Service Delivery	10
Funds	11
Organization Chart	14
Budget Process	15
City Profile	16

DEPARTMENT INFORMATION

Office of the Mayor and City Council	54
Yuma Municipal Court	57
City Administrator's Office	61
City Attorney's Office	71
Information Technology	77
Finance	83
Human Resources	87
Community Development	90
Public Works	95
Utilities	100
Engineering	105
Parks and Recreation	109
Police	119
Fire	126

FUND INFORMATION

General Fund	18
Community Investment Trust	22
Special Revenue Funds	
Highway User Revenue Fund	23
City Road Tax Fund	26
Public Safety Tax Fund	28
Two Percent Tax Fund	30
Mall Maintenance Fund	32
Grant Funds	33
Debt Service Funds	34
Capital Projects Fund	36
Enterprise Funds	
Water Funds	38
Wastewater Funds	42
Yuma Regional Communications	
System Fund	45
Solid Waste Fund	46
Desert Hills Golf Course Fund	47
Internal Service Funds	
Equipment Replacement Fund	49
Equipment Maintenance Fund	51
Insurance Reserve Fund	52
Workers Compensation Fund	53

CAPITAL SPENDING & DEBT MANAGEMENT

Capital Improvement Program	134
Capital Improvement Project Summary	137
Capital Budget Project Detail	138
Capital Improvement Projects	140
Debt Management	143
Table of Outstanding Debt	145

APPENDIX

Schedule 1 – Revenues	148
Schedule 2 – Expenditures by Fund/Department	153
Schedule 3 – Outside Agency Summary	167
Schedule 4 – Supplemental Listing	168
Schedule 5 – Authorized Staffing Level	169
Schedule 6 – Salary Schedule	185
Schedule 7 – Levy Limit Worksheet	186
Schedule 8 – Council Actions	187
Glossary	191



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Yuma  
Arizona**

For the Fiscal Year Beginning

**July 1, 2019**

*Christopher P. Morill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Yuma Arizona for its annual budget for the fiscal year beginning July 1, 2019. 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.

# Overview

## Overview

City Administrator's Message	1
Budget Highlights	4
Revenues	6
Expenditures	7
Financial Policies	8
Service Delivery	10
Funds	11
Organization Chart	14
Budget Process	15
City Profile	16

# CITY ADMINISTRATOR'S MESSAGE

## To the Honorable Mayor and City Council:

I am pleased to present the Fiscal Year 2021 Proposed Annual Budget (FY 2021). This \$249.3 Million budget is comprised of all funds, is balanced as required by law and reflects a commitment to meeting the greatest needs of our residents, businesses and visitors, while adapting to what will likely be the most difficult economic crisis in many decades.

As part of the Proposed Annual Budget, the Proposed Capital Improvement Program (CIP) anticipates increased project expenditures totaling just over \$51.4 Million. Approximately \$23.1 Million or 45% of these CIP costs are scheduled to be recovered through grants, reimbursements and/or public-private partnerships. This streamlined CIP will allow for continued investment in the community's assets, while providing a much-needed economic boost to the private market that supplies, builds, and maintains these investments.

This Proposed Annual Budget is balanced despite significant and growing revenue challenges. Known and anticipated revenue losses are offset through a combination of internal cuts, hiring freezes, efficiencies, inducements for retirees and other emergency cost-saving measures first put in place in the middle of March, 2020, when the magnitude of the COVID-19 crisis became known.

When COVID-19 began wreaking havoc on both public health and an otherwise growing economy, City staff reacted quickly by curbing expenses and preparing for financial uncertainty. As part of our organization-wide response, all members of the City's Executive Leadership Team assisted by limiting spending in the current year and in their respective departments, while providing reductions in the proposed budget anticipating reduced revenues. In most cases, and across nearly every fund, departmental spending plans submitted prior to March were significantly reduced in response to the unfolding public health emergency. These savings are reflected in this Proposed Budget as "Personnel & Operating Efficiencies" found in the Fund Summaries.

## Financial Impacts of a Worldwide Pandemic

Since the recent COVID-19 outbreak gripped our city, state and nation, unemployment numbers now exceed thirty-million, twice that of the peak of the Great Recession (during the 2007-2009 Great Recession, there were over fifteen-million people unemployed throughout the economic downturn). The newest estimates of potential job loss are predicted to be in the double digits, and at least 100% more than during the Great Recession, when the national economy shed more than 8.6 million jobs according to the U.S. Bureau of Statistics.

Currently the City of Yuma is under at least seven public health emergency declarations at the international, national, state and local level. Yet, despite these circumstances, I remain honored to present my first budget as City Administrator of Yuma, having arrived at the City just over five months ago. I must give great credit and express my sincerest appreciation to City staff who have labored over this budget with me for the past four months, having to write, re-write and plan through the most uncertain economic timeframe of our lives and careers. Most notably, I wish to acknowledge the contributions of Finance Director Lisa Marlin, Budget Manager Teresa Laurent, CIP Administrator Susan Cowey, Deputy City Administrator Jay Simonton, and all of our staff for their work in preparation of this Annual Budget. Their support, research and advice were most welcome and deeply appreciated.

## Budgeted Spending Falls by \$11.2 Million Across All Funds (Excluding Grants)

In light of these current events, the FY 2021 Proposed Annual Budget, excluding the pass-through of grant funds, represents a decrease in overall spending of \$11,190,254 from FY 2020. This \$11.2 Million proposed reduction for non-grant funded expenditures directly parallels a predicted loss of revenue in every fund of the City, and the use of previous year's fund balances in order to balance the FY 2021 Proposed Annual Budget. Such fund balances exist for extraordinary times like these, and it is to the credit of the City Council and staff that these balances were left unspent in order to protect the City in a crisis of this magnitude. Lastly, in order to not further exacerbate the local economy, all water, wastewater and property tax rates will remain unchanged. For the property tax, the City will seek an expansion of the existing tax levy for FY 2021, while maintaining the current rate of \$2.3185. As such, this plan to forego a full property tax rate increase further necessitates the decreased spending as reflected in the Proposed Budget.

## CITY ADMINISTRATOR'S MESSAGE

It is difficult to point to new activities, enhancements and improvements funded from a budget where such large decreases in spending must be made. Nonetheless, this budget was developed with a delicate balance between realism and optimism, and there are a number of great successes that have been borne during this time. The crisis that we find ourselves in has caused us to reevaluate, redirect and realign our City's budget to leverage from Yuma's greatest strengths; our residents, our leaders and our City team members. In anticipation of seeking City Council policy direction and community input, the budget focuses not on what we will lose as a result of this critical time, but rather, the budget is focused toward the future and with genuine hope for renewal over the horizon.

This Fiscal Year 2021 Proposed Annual Budget is "A Plan for Recovery," and is informed by the unprecedented realities we are now discovering.

### A PLAN FOR RECOVERY

#### Public Safety

One of the few areas of the City that will see a measurable increase in expenditures is in the Police and Fire Departments. For FY 2021, there will be twelve new positions added to the Patrol and Investigation Divisions in the Police Department in order to better meet the needs of a growing community. Within the Fire Department, the City will take responsibility for 100% of all expenditures related to nine positions that were previously grant-funded. These expenditures are found largely in personnel costs, in addition to budgeting for a pension average increase of 4.5% for the Public Safety Personnel Retirement System (now 64.10% in YPD and 69.69% in YFD). This represents significant new spending, but also underscores the City's continued commitment to prioritizing our public safety agencies and the men and women who serve honorably in these roles.

#### Street Preservation Projects

Every operator of a vehicle, motorcycle or bicycle in the City limits will benefit from a 100% increase in funding for street preservation projects in FY 2021. The City's Public Works and Engineering departments are becoming more adept at stretching the dollars for these types of projects, so a 100% increase in funding will likely go further than ever before. This has been an ongoing source of concern for the City and its residents alike, so we prioritized this specific allocation even in the midst of declining revenues.

#### Team Yuma

For all employees across the organization (Team Yuma), there is a new "Employee Market Adjustment" line item in every Fund, which will follow the previously approved step-plan and labor market survey results of previous years barring a worsened economic downturn than what is already predicted in the Proposed Budget. These line items will be authorized, if approved by City Council, and only implemented sometime in mid-January, 2021 or later, when it is fiscally responsible as determined by City staff with the concurrence of the City Administrator. The reason for a 2021 implementation date, is to provide staff and City Council an opportunity to better understand the actual revenues and expenditures in FY 2021 for at least 5-6 months, in order to ensure the long-term viability of this recommendation. In addition, an employee "Frontline Focus" group will be established comprised of two frontline employees from every department, who will serve as advisors to the City Administrator's Office and the Finance Department each month on this topic. Budget to actuals will be reviewed and monitored closely each month, beginning in August, prior to implementation in 2021. Introducing this process will strike the balance between fiscal responsibility and the need to ensure that our employees' pay is brought up to market as previously supported by City Council.

Another aspect of employee compensation that compounded this year's revenue and expenditure challenges, was an average increase of 13.1% health insurance premium hike to become effective July 1, 2020. As provided for in this budget, the City is scheduled to absorb 100% of this increase on behalf of the employees who select either the Plan B or High Deductible Health Plan (HDHP). In a similar fashion, the City is scheduled to absorb 84% of this increase for those individuals on Plan A. With the increased healthcare costs, Plan A participants will see an incremental increase to their withdrawals beginning in July.

# CITY ADMINISTRATOR'S MESSAGE

## Financial Stewardship

To ensure responsible stewardship of the public's resources and provide the City a way to address what it cannot reasonably predict today, an 18% Target Fund Reserve is allocated in the General Fund to keep critical services ongoing for at least 9 weeks, even if revenues were to drop to zero during that time. Further, and unique to this budget cycle, an additional 2% Budget Stabilization Reserve is included in the General Fund to be used as an immediate stop-gap in the event that our fiscally conservative forecasts are still inadequate to meet the impossibly unpredictable potential losses of the ongoing public health emergency. These losses, coupled with a surge in public safety demands as a top priority over the coming year, will undoubtedly result in a most difficult financial forecast to predict. If we are fortunate that the 2% Budget Stabilization Reserve remains unused by June of 2021, it will be utilized to balance the FY 2022 Annual Budget when the time comes.

Operational enhancements include additional funds allocated to purchase two new software programs. One program will provide our Department of Financial Services with a more automated process to produce financial statements, budgets, and publications, improving the timeliness of reporting and auditing functions. The other program will provide online procurement capabilities so that the Purchasing Division can process bids in an interactive and automated online environment. These enhancements are aimed at making these processes more accessible to businesses and the public while also improving staff efficiencies and capabilities.

This Fiscal Year 2021 will be unlike any in history, but we will prove our ability to adapt and become a City of the future. Much of our community will be greatly challenged by the economy this coming fiscal year; but our organization will rise to meet that challenge, and find meaningful ways to serve our community well as we recover together. This Proposed Budget, a Plan for Recovery, will aid us in in that endeavor.

Please let me know if you have any questions, and I look forward to working with you for the betterment of Yuma.

In public service,

Philip Rodriguez, MPA  
City Administrator



The 41,000 square-foot building and outdoor service areas is used to service vehicles used by the various City departments, including Fire, Police, Parks and Recreation, Utilities and Community Development.

Built to be both modern and pragmatic, the new facility replaces a nearby fleet building that was undersized and largely obsolete.



**New Fleet Services Building constructed in FY 2020**



## **PUBLIC WORKS**

### **Street Preservation Projects**

100% increase in funding over the prior fiscal year to match one of the highest priorities of the City and community.



## **PUBLIC SAFETY**

### **Police & Fire**

Addition of 12 new positions in the patrol and investigation divisions (YPD). Inclusion of 9 positions in the fire suppression division that were previously grant funded. Increase to public safety pension contributions in both departments.



## **PARKS & RECREATION**

### **Yuma Art Center, Yuma Civic Center, Golf Course and Recreation Programs**

Riverfront Regional Park Improvements Grant to expand existing infrastructure and new amenities; i.e. dog park, disc golf, exercise equipment, skate features, and public art.

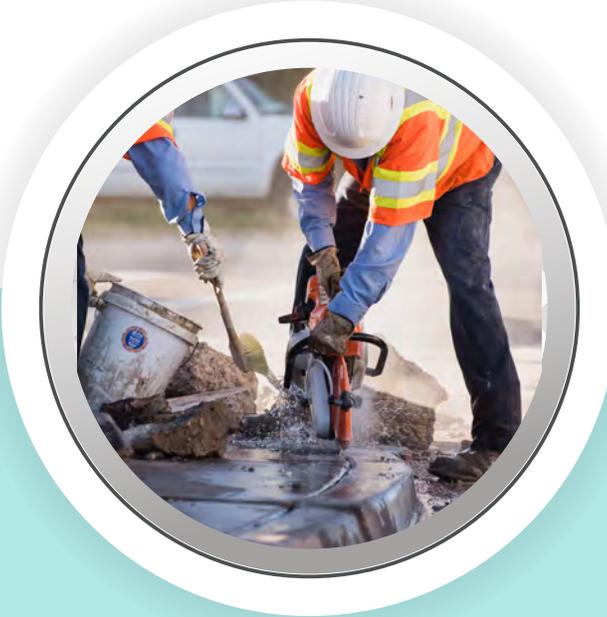
## FINANCIAL STEWARDSHIP



Allocation of an 18% Target Fund Reserve and introduction of a 2% Budget Stabilization Reserve in the General Fund in order to be responsive and prepared to provide top-notch service to our community during and after the COVID-19 pandemic.

Investment in two new software systems that will:

- 1) improve the way the City produces financial statements, budgets, and publications, and ensure the timeliness of reporting and auditing functions
- 2) provide online procurement capabilities that allow the bid process to be more accessible to businesses and the public



## UTILITIES

### Water & Wastewater



The City of Yuma will hold water and wastewater rates steady for FY 2021.

## PROPERTY TAX



The City of Yuma anticipates property tax rate will remain the same at \$2.3185 for FY 2021.

# FY 2021 REVENUES



## All Funds

Represents funds from the entire organization, including grant funds.

\$219.6  
MM



## General Fund

The general operating fund of the City, such as police, fire, park maintenance, recreation programs, community development and more.

\$73.6  
MM



## Highway User Revenue Fund (HURF)

The HURF fund accounts for gasoline taxes collected by the state and shared with cities. This revenue source is restricted to highway and street purposes, whether it be maintenance or construction.

\$7.1  
MM



## City Road Tax Fund

This fund accounts for the collection and expenditure of a local one-half percent (.5%) transaction privilege tax approved by voters in 1994 for maintenance and construction of roadways.

\$11.2  
MM



## Public Safety Tax Fund

The Public Safety Tax fund accounts for a special two-tenths of one percent (.2%) transaction privilege tax approved by qualified voters in 1994 and renewed in 2010 for 25 years. The expenditure of these funds are limited to "acquiring and maintaining public safety and criminal justice facilities; purchase public safety equipment, vehicles and communications systems and provide for other public safety capital purposes."

\$4.4  
MM



## Two-Percent Tax Fund

The Two Percent Tax fund was originally approved by voters in 1971, renewed by voters for 15 years in 1994 and again in 2009. This tax applies to a smaller tax base of bars, hotels, and restaurants. The expenditures in this fund are limited to paying the costs of acquisition and maintenance for citywide parks, recreation, arts, tourism and cultural activities.

\$5.4  
MM



## Grant Fund

A variety of federal and state grants and entitlements are recorded in this fund. The city continues to seek grant funding for a number of projects with related capital project expenditures planned in the fund.

\$42.3  
MM



## Capital Projects Fund

This fund accounts for the expenditures related to governmental capital improvement projects for which no operational governmental funds exists. Revenues include anticipated or actual bond proceeds, developer deposits and development fees.

\$1.3  
MM



## Water Fund

The water fund records the financial activity of the City's water treatment and distribution system. The system is not tax supported but relies on a combination of charges for water and capacity fees for new development to maintain and expand services to meet the needs of a growing city.

\$26.6  
MM



## Wastewater Fund

Like the Water Fund, the Wastewater Fund relies solely on charges to customers for funding. The fund provides environmentally sound wastewater services which is undergoing rapid expansion to meet the City's needs.

\$19.8  
MM



## Solid Waste Fund

Collection and disposal of residential solid waste is accounted for in this fund.

\$4.3  
MM



## Yuma Regional Communications Systems Fund (YRCS)

This system is designed to integrate and include interoperability capabilities for use by the County of Yuma and other city, local and regional emergency response agencies. The City and other emergency response agencies contribute to fund the operation of this system.

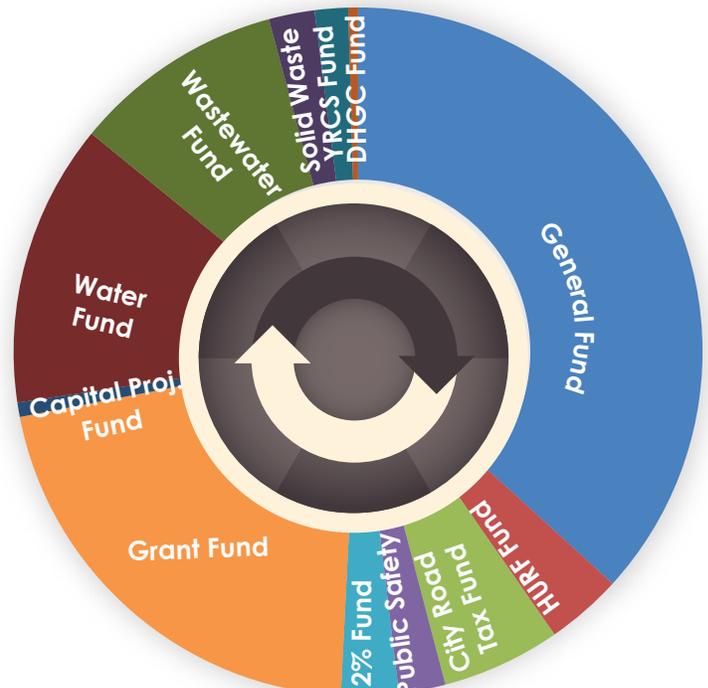
\$3.1  
MM



## Desert Hills Golf Course Fund (DHGC)

This fund records the financial activities for fees paid by golfers utilizing DHGC to maintain the course. The City leases out the operations of the restaurant and bar.

\$1.2  
MM



\*Does not include internal service funds or debt service funds.

# FY 2021 EXPENDITURES



## All Funds

Represents funds from the entire organization, including grant funds.

\$249.3  
MM



## General Fund

The general operating fund of the City, such as police, fire, park maintenance, recreation programs, community development and more.

\$78.6  
MM



## Highway User Revenue Fund (HURF)

The HURF fund accounts for gasoline taxes collected by the state and shared with cities. This revenue source is restricted to highway and street purposes, whether it be maintenance or construction.

\$10.7  
MM



## City Road Tax Fund

This fund accounts for the collection and expenditure of a local one-half percent (.5%) transaction privilege tax approved by voters in 1994 for maintenance and construction of roadways.

\$14.7  
MM



## Public Safety Tax Fund

The Public Safety Tax fund accounts for a special two-tenths of one percent (.2%) transaction privilege tax approved by qualified voters in 1994 and renewed in 2010 for 25 years. The expenditure of these funds are limited to "acquiring and maintaining public safety and criminal justice facilities; purchase public safety equipment, vehicles and communications systems and provide for other public safety capital purposes."

\$4.9  
MM



## Two-Percent Tax Fund

The Two Percent Tax fund was originally approved by voters in 1971, renewed by voters for 15 years in 1994 and again in 2009. This tax applies to a smaller tax base of bars, hotels, and restaurants. The expenditures in this fund are limited to paying the costs of acquisition and maintenance for citywide parks, recreation, arts, tourism and cultural activities.

\$6.5  
MM



## Grant Fund

A variety of federal and state grants and entitlements are recorded in this fund. The city continues to seek grant funding for a number of projects with related capital project expenditures planned in the fund.

\$42.3  
MM



## Capital Projects Fund

This fund accounts for the expenditures related to governmental capital improvement projects for which no operational governmental funds exists. Revenues include anticipated or actual bond proceeds, developer deposits and development fees.

\$1.7  
MM



## Water Fund

The water fund records the financial activity of the City's water treatment and distribution system. The system is not tax supported but relies on a combination of charges for water and capacity fees for new development to maintain and expand services to meet the needs of a growing city.

\$33.4  
MM



## Wastewater Fund

Like the Water Fund, the Wastewater Fund relies solely on charges to customers for funding. The fund provides environmentally sound wastewater services which is undergoing rapid expansion to meet the City's needs.

\$24.7  
MM



## Solid Waste Fund

Collection and disposal of residential solid waste is accounted for in this fund.

\$4.6  
MM



## Yuma Regional Communications Systems Fund (YRCS)

This system is designed to integrate and include interoperability capabilities for use by the County of Yuma and other city, local and regional emergency response agencies. The City and other emergency response agencies contribute to fund the operation of this system.

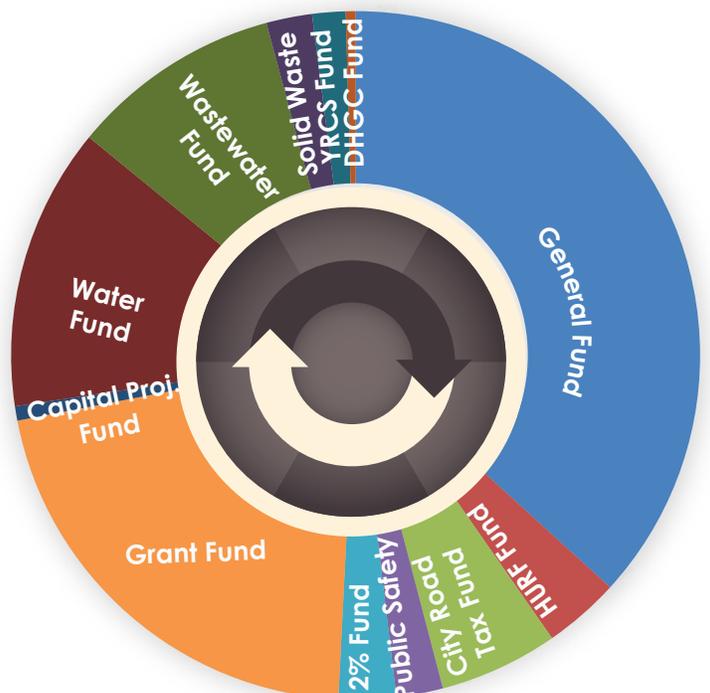
\$4.2  
MM



## Desert Hills Golf Course Fund (DHGC)

This fund records the financial activities for fees paid by golfers utilizing DHGC to maintain the course. The City leases out the operations of the restaurant and bar.

\$1.7  
MM



\*Does not include internal service funds or debt service funds.

## Financial Policies –

Financial policies provide guidance and direction while developing the operating and capital improvement project's (CIP) budget and managing the fiscal responsibilities of the City. Their framework lends to responsible long range planning. With these tools, the City continues its quality accounting practices per the Government Finance Officers' Association and Governmental Accounting Standards Board standards.

The City must follow general budget legal requirements established by Arizona law and the City Charter when preparing the annual budget. The chart to the right outlines the various actions and deadlines that must be followed. Under each category are the requirements listed by State Law and City Charter rule.

### Statutory Limitations

The primary property tax levy is limited by state law to a two percent increase over the previous year's maximum levy with adjustments for growth and annexation. Secondary taxes, if implemented, are tied to the annual debt services requirements of voter-approved general obligation bonds. Primary tax levy limits are established by the Property Tax Oversight Commission.

The Arizona Constitution mandates an expenditure limitation on the amount the City can appropriate each fiscal year.

Arizona's Constitution contains limitations on bonded debt. Please refer the debt limitation discussion in the Capital Spending and Debt Management section for a review of these limitations.

Action Required	City Charter Deadline	Arizona State Statute Deadline	Process Dates
City Administrator presents proposed operating budget to Council	On or before first Monday in June	NA	March 20
Publish CIP summary and Notice of Public Hearing	No less than two weeks prior to Public Hearing	NA	March 11
City Administrator submits Preliminary Ten-Year CIP to Council	May 1	NA	April 1
CIP Public Hearing	Prior to CIP program adoption	NA	April 19
City Administrator submits Preliminary Budget to Council	NA	NA	April 5
Preliminary Budget adoption	NA	NA	April 5
CIP program adoption	On or before first of July	NA	May 3
Publish summary of budget and Notice of Public Hearing prior to final budget adoption	NA	Once a week for two consecutive weeks following preliminary budget adoption	April 25 & May 2
Truth-In-Taxation Public Hearing; Public hearing for budget	NA	Before final budget adoption	May 3
Final budget adoption	N/A	No later than second Monday in August	May 3
Property Tax Levy adoption	No later than the third Monday in August	No sooner than seven days following final budget adoption and no later than the third Monday in August	May 17

## Basis of Budgeting and Accounting

The City prepares its annual budget and financial report using the modified accrual basis of accounting for both governmental and proprietary funds in accordance with generally accepted accounting principles (GAAP). There are differences between the basis of budgeting and the basis of accounting that are outlined below.

- Depreciation is not budgeted.
- Capital purchases of proprietary funds are budgeted as expenditures.
- Debt service payments of proprietary funds are budgeted as expenditures. Proceeds of long-term debt are budgeted as revenue-like 'Other Financing Sources.'
- For all funds, compensated absences expenditures are not recorded as earned; instead, all continuing positions are budgeted at 100% annually. Any differences relating to use of general or other accruable leave is immaterial.

### Budget Amendments

- Budget transfers between funds require City Council approval.
- The City Administrator is authorized to make transfers between departments (within the same fund).
- Budgetary transfer authority within department non-personnel line items in the same fund is delegated to the department director.
- Budget transfers are initiated internally from the department with final review and processing performed by the Finance Department.

### Operating Budget Preparation

- Current operating costs must be less than or equal to current revenues.
- Ending projected General Fund undesignated fund balance to be maintained at a minimum of 20% of that year's revenues. All other operating funds will be budgeted to retain sufficient fund balance for cash flow needs for the beginning of the following year. An exception: Mall Maintenance Fund will be subsidized by the General Fund to assure at least a zero fund balance.
- Authorized staffing level increases or personnel changes across funds must be part of the budget process.

### Revenues

- Projected property tax revenues will include estimates of uncollected prior year property taxes in addition to any revenues of current year collections that are subject to the maximum levy.
- All City rates and fees will be reviewed and adjusted if necessary each year.
- Forecasting revenues will involve a combination of a ten year analysis of past revenue history, review of economic trends, and analysis of information obtained from State agencies from which the City receives funds.

### Capital Projects

- Project must cost at least \$25,000.
- Impact on City's operating budget must be included in planning of project and incorporated within the respective department's operating budget.
- Budget fund adjustments must go before Council for approval.
- All projects must have an identified, approved funding source.
- Projects will not start until the funds have been received – bond, loan, cash flow. Exceptions will be for reimbursable projects only.

### Debt Management

- Long-term debt is not to be issued to finance current operations.

### Investments

- The City of Yuma's Investment Policy is adopted by the City Council. In accordance with that policy, public funds will be invested in a manner which will provide the maximum security of principal invested with secondary emphasis on providing the highest yield while meeting the daily cash flow needs of the City.
- All investments will conform to applicable State and City statutes governing the investment of public funds.

## Miscellaneous

- The City is self-insured for workman's compensation.
- The Community Investment Trust was established from the sale of city owned properties in 1989. These funds can be used with Council approval only. The balance of the Trust is not budgeted this year.
- The City's capitalization policy is for items that have a life of at least two years and a minimum cost of \$5,000.

## Service Delivery – our primary mission

---

City services are delivered by department units. Please refer to the department section of this document for a review of the departments' missions, accomplishments and goals. City charter, ordinance and political discourse determine the nature and extent of the services provided by these departments.

Seven major operating departments provide most services:

- Police
- Fire
- Parks and Recreation–Parks Maintenance; Recreation; Golf Courses; Recreation Complex; Arts and Culture
- Community Development–Building Safety; Community Planning
- Public Works–Street; Solid Waste; Fleet Services; Engineering
- Utilities
- Engineering

Services are also provided, both to citizens and internally to the 'line' departments by these administrative departments:

- Mayor/Council
- City Administrator–Public Affairs; Community Relations; City Clerk; Heritage Area; Economic Development
- City Attorney
- Information Technology
- Finance–Accounting; Purchasing; Customer Services
- Human Resources–Personnel

## Revenues –

---

Like a business, the city must have revenues to pay for the services it provides its citizens. Unlike the federal government, it cannot spend for services money it does not have. Accordingly, service levels depend entirely on the amount of monies the city collects. Revenues come in two broad categories: taxes and charges for services.

**Taxes** are broad-based revenues over larger tax bases to cover services for which the ultimate user is difficult to determine for fee purposes, i.e., police services. Taxes may be assessed on the basis of property valuation (property taxes) or upon the basis of a business transaction (sales taxes). The City of Yuma uses both methods; however, because of statutory limitations on the former, its reliance is higher on the latter.

**Charges and fees** are assessed directly to the ultimate beneficiary of service and may be intended to cover all or only part of the service provided, such as:

- Licenses and permits
- Utility charges
- Golf fees
- Recreation fees

In those instances in which the charge is insufficient to cover the cost of service, the city must subsidize the service with its general tax revenues.

Revenues, both taxes and charges, derive from three sources: local, state-shared and grants and entitlements. The various funding sources are discussed later in the fund section of this document.

## **Funds –**

---

Governments separate the accounting of revenue sources because of internal or external requirements and restrictions. For instance:

- The city cannot use gas taxes to pay for police services (specific statutory limitations)
- The city cannot use public safety taxes to build streets (ballot language creating the tax and its use)

For these reasons, the city follows rules promulgated by the Governmental Accounting Standards Board and uses fund accounting to record and report its financial transactions.

Each fund is a self-balancing set of accounts used to track the activity of a specific revenue or series of revenues. Fund types that involve service delivery include the General Fund, Special Revenue Funds and Enterprise Funds. These three fund types account for most of the city's service delivery. The General Fund is the largest fund and accounts for most primary services. Special Revenue Funds account for the proceeds of special revenue sources, taxes, charges or grants that are used to finance projects or activities as required by law or contractual agreements. Enterprise funds are used for those activities designated by council to operate on a self-funding basis, using accounting methods similar to business enterprises. The intent of an Enterprise Fund is to earn sufficient profit to insure the fund's continued existence without reliance on general tax revenues.

Other fund types used are Debt Service, Capital Projects and Internal Service Funds. These funds account for transactions not related to service delivery. Instead, they account for the financing, construction and inter-department services of the city.

## How It All Works –

This chart shows the interaction of revenues and how they are recorded within the major operating funds and how the related departments expend those revenues in service delivery.

Typical of the General Fund is the receipt of a number of different types of revenues, whether they are local or shared. Most departments in the city provide general services, which are paid through the General Fund. Thus, the revenue is “matched” with the expenditure or service provision.

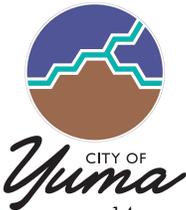
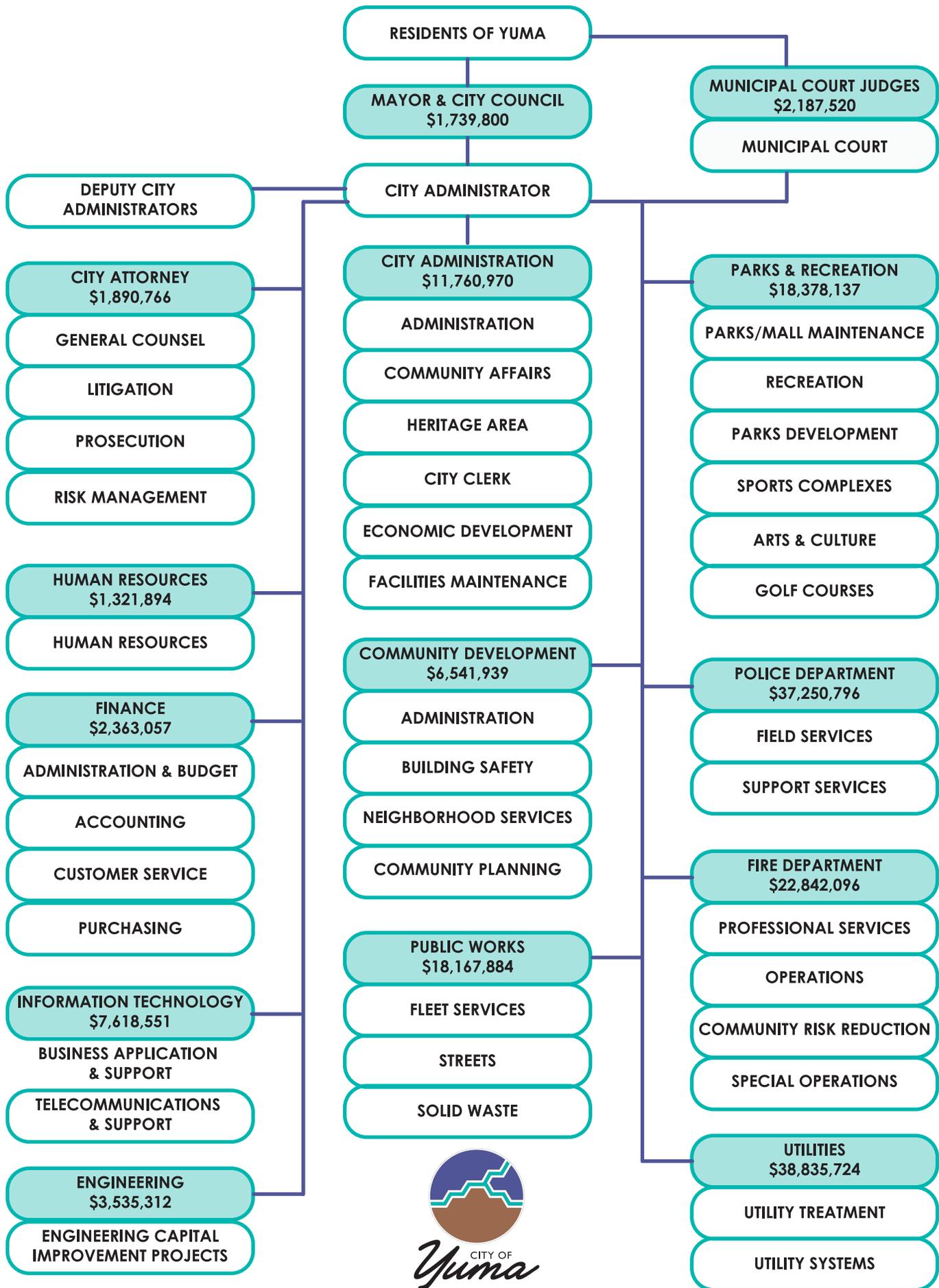
Moreover, departments may cover services that are recorded in funds other than the General Fund. These “special revenues” must be segregated from other revenues, because of legislative, regulatory or council requirements. In providing services through these special funds, expenditures are recorded in Special Revenue Funds, again to match the expenditure against its revenue.

In this manner, a given department, while a contiguous unit for management purposes, can expend various types of monies when providing certain services upon which the revenue is based. For example, as you can see in the chart at right under the Expenditure Section, the Parks Department provides services through the General Fund for parks maintenance and general recreation; through the Special Revenue Funds (specifically the Two Percent fund) for the convention center; and through the Desert Hills Golf Course Enterprise Fund for operation of the golf course. A more complete summary by fund group is presented below that includes the aforementioned General, Special Revenue and Enterprise Funds as well as the non-operating Capital Projects, Debt Service and Internal Service Funds. The fund section, following this overview, explores the city’s funds in detail.

	General	Special Revenue	Enterprise
<b>Shared Revenues</b>			
State Sales Tax	X		
State Income Tax	X		
Vehicle license Tax	X		
Gas Tax		X	
Lottery		X	
Grants/entitlements		X	
<b>Local Revenues</b>			
Property Tax	X	X	
Sales Tax:			
<i>General</i>	X		
<i>Public Safety</i>		X	
<i>Road</i>		X	
<i>2% Tax</i>		X	
Licenses/Permits	X		
Franchise Fees	X		
Fines	X		
Charges for Services:			
<i>Utility Fees</i>			X
<i>Golf Courses</i>			X
<i>Recreation Fees</i>	X	X	
<i>Rents/Concessions</i>	X	X	X
<i>Solid Waste</i>			X
<b>Expenditures</b>			
Police	X	X	
Fire	X	X	
Parks	X	X	X
Public Works	X	X	X
Utilities			X
Engineering	X	X	
Community Development	X	X	
Administrative	X	X	X

Budget Summary- Fund Group	Fiscal Year 2021							
	2019	2020	General	Special	Capital	Debt	Internal	Total
	Actual	Estimate	Fund	Revenue	Projects	Service	Service	
Balance, July 1	\$146,332,738	\$142,071,617	\$20,221,080	\$ 12,617,757	\$ 9,572,190	\$ 22,344	\$18,737,857	\$145,483,715
Sources:								
Revenues								
Property Taxes	12,839,015	13,238,612	14,442,311	115,000	-	-	-	14,557,311
Sales Taxes	44,077,074	45,064,720	21,508,400	19,921,042	-	-	-	41,429,442
Franchise taxes	3,436,591	3,417,000	3,345,900	-	-	-	-	3,345,900
Building Permits, Zoning and Development Fees	2,056,036	2,110,200	1,924,110	-	-	-	-	1,924,110
State Sales Taxes	9,626,548	9,450,000	8,075,000	-	-	-	-	8,075,000
State Revenue Sharing	11,565,281	12,640,427	14,220,248	-	-	-	-	14,220,248
Vehicle License Tax	4,139,937	4,200,000	3,400,000	-	-	-	-	3,400,000
State Gasoline Tax	8,248,413	8,300,000	-	7,055,000	-	-	-	7,055,000
Grants	3,937,514	4,857,661	-	42,336,071	-	-	-	43,336,071
Charges for Services	65,296,673	65,986,265	5,148,180	346,777	1,148,017	-	3,009,428	60,981,856
Fines, Fees, Interest and Other	13,972,984	11,895,253	1,489,095	743,106	199,450	373,578	4,026,891	9,034,510
Total Revenues	179,196,066	181,160,138	73,553,244	70,516,996	1,347,467	373,578	7,036,319	207,359,448
Transfers In	12,160,410	12,048,122	-	121,478	-	11,069,931	582,314	12,041,577
Interfund Loan Payback	193,068	-	-	-	-	-	-	193,068
Pub Safety Ret Reserve	-	-	-	-	-	-	-	-
Total Sources	191,549,544	193,401,328	73,553,244	70,638,474	1,347,467	11,443,509	7,618,633	219,594,093
Uses:								
Expenditures								
Police	32,837,862	32,293,224	31,713,823	5,119,957	-	-	-	36,833,780
Fire	20,595,021	19,999,548	18,604,580	4,191,560	-	-	-	22,796,140
Public Works	13,236,037	13,886,563	-	10,464,002	-	-	6,278,611	20,990,152
Utilities	21,740,034	21,147,274	-	-	-	-	-	23,177,880
Engineering	3,361,353	3,228,414	486,626	1,856,865	-	-	-	3,057,247
Parks and Recreation	16,074,744	15,951,030	6,949,131	8,517,371	-	-	-	16,692,648
Community Development	4,825,981	4,564,524	3,546,474	2,990,303	-	-	-	6,536,777
Administrative								
Mayor and Council	329,725	320,588	986,004	78,772	-	-	-	1,117,776
Municipal Court	1,881,085	1,929,434	2,052,520	135,000	-	-	-	2,187,520
City Administration	4,083,622	3,962,158	7,469,565	4,255,061	-	-	-	11,760,970
City Attorney	3,754,464	3,043,625	1,420,766	10,000	-	-	1,695,360	3,126,126
Information Technology	4,670,922	5,649,888	3,336,181	100,000	-	-	-	7,475,783
Finance	2,178,759	2,216,313	2,363,057	-	-	-	-	2,363,057
Human Resources	1,116,977	1,150,935	1,321,894	-	-	-	-	1,321,894
General Government	4,467,884	2,371,838	(1,091,496)	74,206	-	-	1,338,444	(148,051)
Intracity Cost Allocation	(13)	60	(5,107,254)	2,085,307	-	-	98,089	-
Debt Service	25,448,775	25,773,662	346,999	684,275	-	11,444,259	-	26,067,396
Capital Improvements	22,853,966	20,258,968	55,000	31,826,652	1,123,000	-	-	51,444,152
Total Expenditures	183,457,187	177,748,046	74,453,870	72,389,331	1,123,000	11,444,259	9,410,504	236,801,247
Interfund Loan Payback	193,068	193,068	-	-	-	-	-	193,068
Transfers Out	12,160,410	12,048,121	4,613,456	6,522,999	555,141	-	3,991	12,041,577
Total Uses	195,810,665	189,989,236	79,067,326	78,912,330	1,678,141	11,444,259	9,414,495	249,035,892
Balance, June 30	\$142,071,617	\$145,483,709	\$14,706,998	\$ 4,343,902	\$ 9,241,516	\$ 21,594	\$16,941,995	\$116,041,917

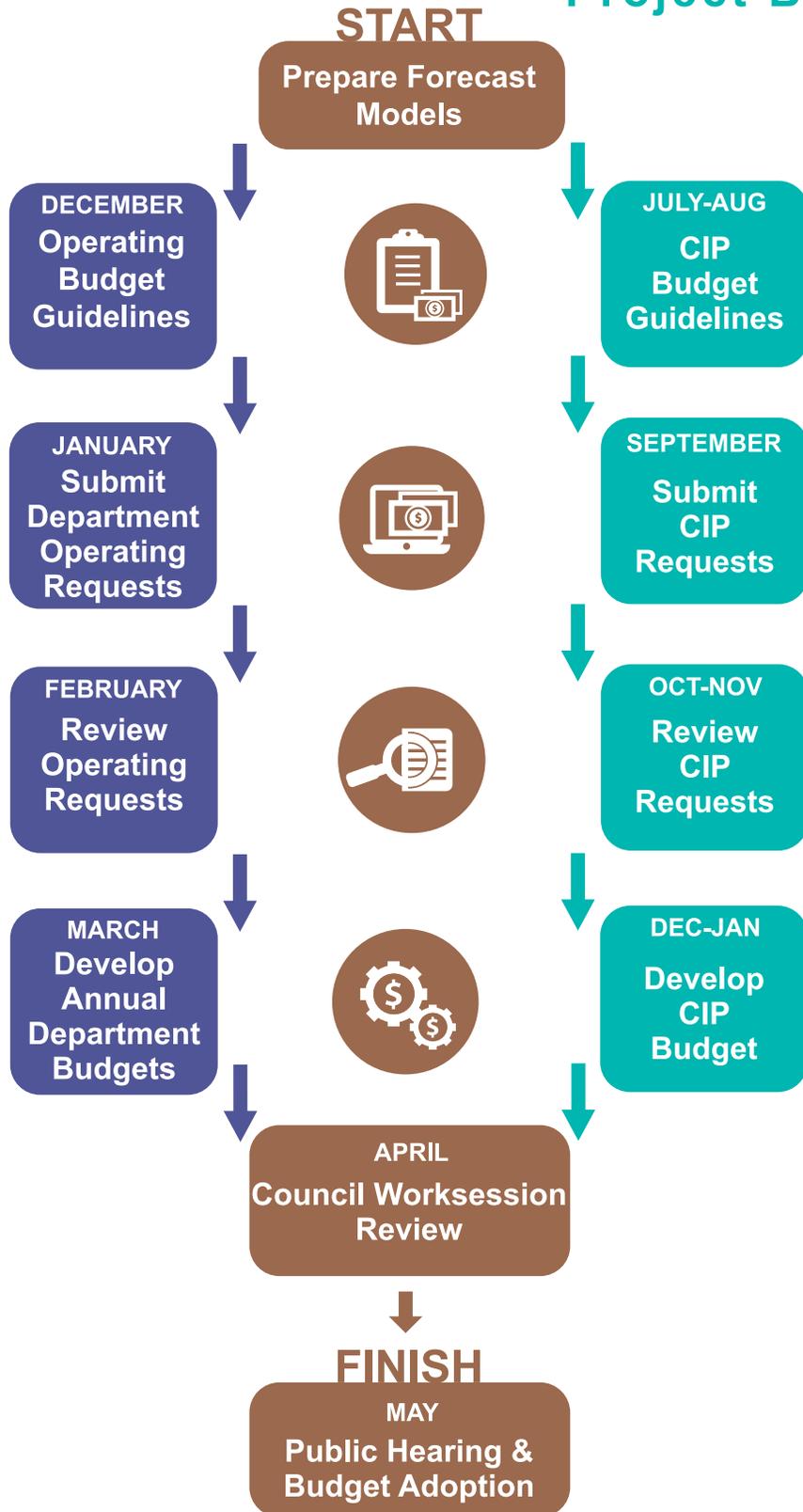
# ORGANIZATION CHART



# BUDGET PROCESS FLOW CHART

## Department Budgets

## Capitol Improvement Project Budget



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## City Profile

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Located in the Yuma and Gila valleys of Southwestern Arizona where Arizona, California, and Mexico converge is Yuma. With a climate that mixes pure desert sunshine with the cool waters of the Colorado and Gila Rivers, Yuma offers our residents a year round vista of surrounding rugged mountains and green agricultural fields.

The incorporated area of Yuma is approximately 121 square miles and houses over 105,365 full-time residents. The City of Yuma is a full service council-manager government and is governed by a charter, Arizona state statutes, and an adopted Strategic Management Plan.

The City employs approximately 1,244 full and part-time employees in fourteen departments. Public services include police, fire, water and wastewater utilities, solid waste services, parks, recreation, and arts & culture services.



### History

Yuma's history dates to 1540 when Hernando de Alarcon, the Spanish explorer, became the first European to see the site of the present day City of Yuma. From 1540 to 1854, Yuma was under the flags of Spain and Mexico, but in 1854 became a territorial possession of the United States through the Gadsden Purchase. In the 1850's, Yuma became the major river crossing of the California gold seekers. From the 1850s to the 1870s, steamboats on the Colorado River transported passengers and goods to mines, ranches and military outposts in the area, serving the ports of Yuma, Laguna, Castle Dome, and others.

In the early 1900's, the Yuma Project was completed by the US Bureau of Reclamation. This project established or expanded an irrigation canal system that has since used the Yuma area's senior water rights for Colorado River water to make Yuma a prime agricultural center.

### Economic Base

Today, agriculture remains the largest segment of Yuma's economic triad of agriculture, military and tourism.

Agribusiness now contributes over \$3.1 billion to Yuma's economy each year. The Yuma area agriculture is unique due to a combination of factors, including geographic location, fertile soils, agricultural efficiency, technological innovation, high priority use water, an available workforce and environmental stewardship have transformed the Yuma area into one of the most productive agricultural centers in the United States.

Yuma is home to two military bases that are critical to the nation's defense. The Marine Corps Air Station (MCAS) conducts pilot tactical training using the adjacent Barry M. Goldwater Range. Along with several attack squadrons, including the famous 'Black Sheep' squadron, the base is home to the Marine Aviation Weapons and Tactics Squadron One (MAWTS-1), which is the host of the graduate level, Weapons and Tactics Instructor Course (WTI). WTI is the Marine Corps version of 'Top Gun'. MCAS is now home to the first operational squadrons of the new F-35 Joint Strike Fighter program. The total economic impact to the local economy in 2018 from MCAS was \$692,073,410.

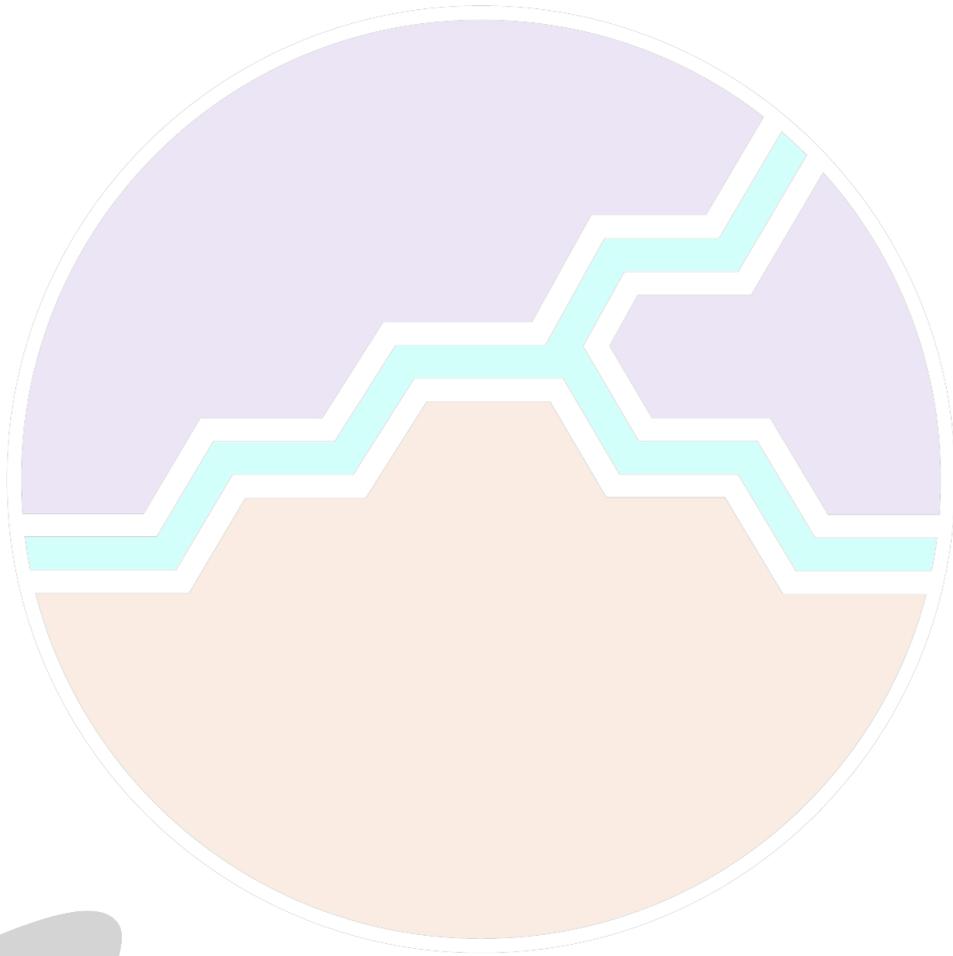
Another critical installation is the US Army Yuma Proving Ground, one of the largest military installations in the world. The proving ground is the Army's center for desert natural environment testing and evaluation. This includes testing of all types of materiel; including prototype combat vehicles, artillery, conventional munitions, aircraft and other items critical to the Army's mission. The proving ground also contracts with other nations for testing of specialized equipment from around the globe.

The third major segment is tourism. Yuma's abundant sunshine and unbeatable weather drew an estimated 95,000 winter visitors last year. The average visitor stays three months and adds significantly to the economy. Adding to this segment is the Yuma Crossing National Heritage Area. Established in 2000 by Congress, it is the first and one

of only two national heritage areas west of the Mississippi River. The city's long-planned riverfront development is now in progress and will serve to make Yuma a travel destination throughout the year.

## Yuma Demographics

Form of Government	Council/Manager
Mayor's Term	4 Years - Elected at large
Council Term (6 Councilmembers)	4 Years - Elected at large (staggered terms)
Current Area in Square Miles	121
Area in Square Miles as of 2017	106.7
Current (2010 Census est.) City of Yuma Population	93,064
2019 (2019 AZ Office Of Econ. Opp.) City of Yuma Population	105,365
Growth % 2010 – 2019 for City of Yuma	13.22%
Current (2019 AZ Office Of Econ. Opp.) Population of Yuma County	229,957
2010 Population of Yuma County	195,751
Growth % 2000 - 2018 for Yuma County	17.47%
Area in Square Miles for Marine Corp Air Station (MCAS)Yuma	1820
# of Military Personnel	3,681
# of Civilian Employees	924
MCAS Yuma Total Flight Hours (2018 Statistical Summary)	30,561
# of Winter Visitors to Yuma Area	90,000
Population within 1 hour driving time	2 Million (approximately)
Village of Yuma Incorporated	July 11, 1876 - A.F. Finlay, Mayor
Town of Yuma Incorporated	April 6, 1902 - R.S. Patterson, Mayor
City of Yuma Incorporated	April 7, 1914 - John H. Shanssey, Mayor
# of Employees (Full & Part Time)	1,244
Average Daily Maximum Temperature	95° Fahrenheit
Average Daily Minimum Temperature	58° Fahrenheit
Monthly Average Temperature (based on last 50 yrs)	75.2° Fahrenheit
Average Yearly Rainfall in Inches	3 inches
% of Sunshine Overall (Year = 4,456 hours)	90% (4,050 hours)
Average Relative Humidity	32%
Elevation above Sea Level	138 feet
# Golf Courses	10
# of School Districts	9
# of Schools	56
# of Students Enrolled in Public Schools	34,791
Average Enrollment per School District	3,866
National Average Enrollment per School District	3,659
# of Colleges/Universities	4
2018 Limited Property Value for County of Yuma (State of AZ Dept. of Revenue)	\$1,347,386,159
2018 Limited Property Value for City of Yuma (State of AZ Dept. of Revenue)	\$636,609,089
2019 Limited Property Value for County of Yuma (State of AZ Dept. of Revenue)	\$1,412,854,011
2019 Limited Property Value for City of Yuma (State of AZ Dept. of Revenue)	\$675,151,565
Average Median Income (2017 DataUSA)	\$46,151
Average Median Home Value (Zillow)	\$172,525



CITY OF  
*Yuma*

# Fund Information

# Fund Information

General Fund	18
Community Investment Trust	22
Special Revenue Funds	
Highway User Revenue Fund	23
City Road Tax Fund	26
Public Safety Tax Fund	28
Two Percent Tax Fund	30
Mall Maintenance Fund	32
Grant Funds	33
Debt Service Funds	34
Capital Projects Fund	36
Enterprise Funds	
Water Fund	38
Wastewater Fund	42
Yuma Regional Communications System Fund	45
Solid Waste Fund	46
Desert Hills Golf Course Fund	47
Internal Service Funds	
Equipment Replacement Fund	49
Equipment Maintenance Fund	51
Insurance Reserve Fund	52
Workers Compensation Fund	53

The following pages list each of the city's funds including a description of the fund's major sources of revenue and a recap of the changes in budget for the fiscal year.

## GENERAL FUND

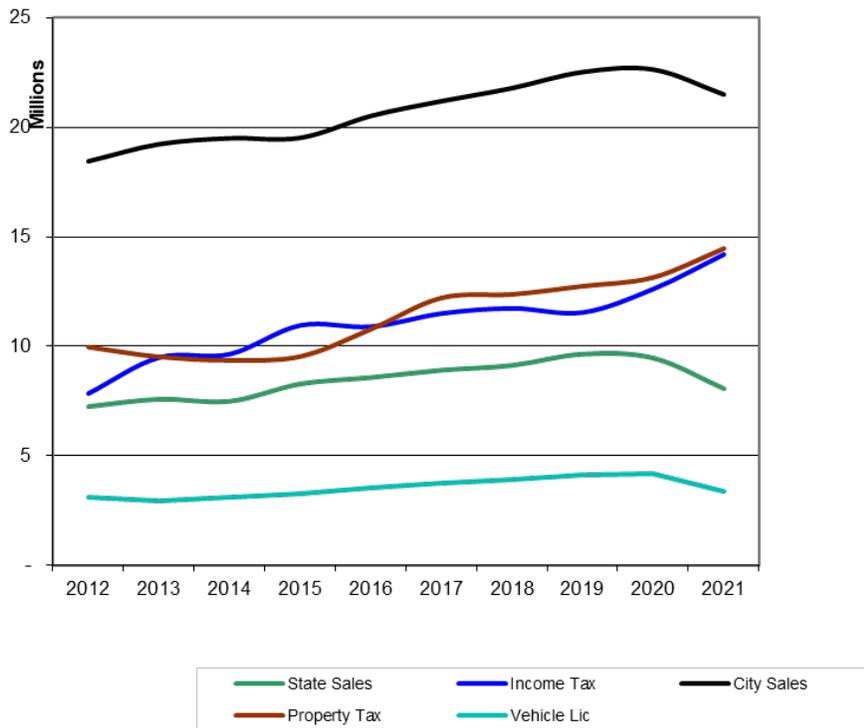
The General Fund is the main operating fund of the city. It accounts for all or a portion of nearly every department. Its main revenue sources are general-purpose taxes such as property taxes, the 1% city sales tax and state-shared revenues. Other revenues include unrestricted charges such as business licenses, building permits and zoning fees.

**Local taxes:** These taxes are general purpose taxes applying to all services in the General Fund.

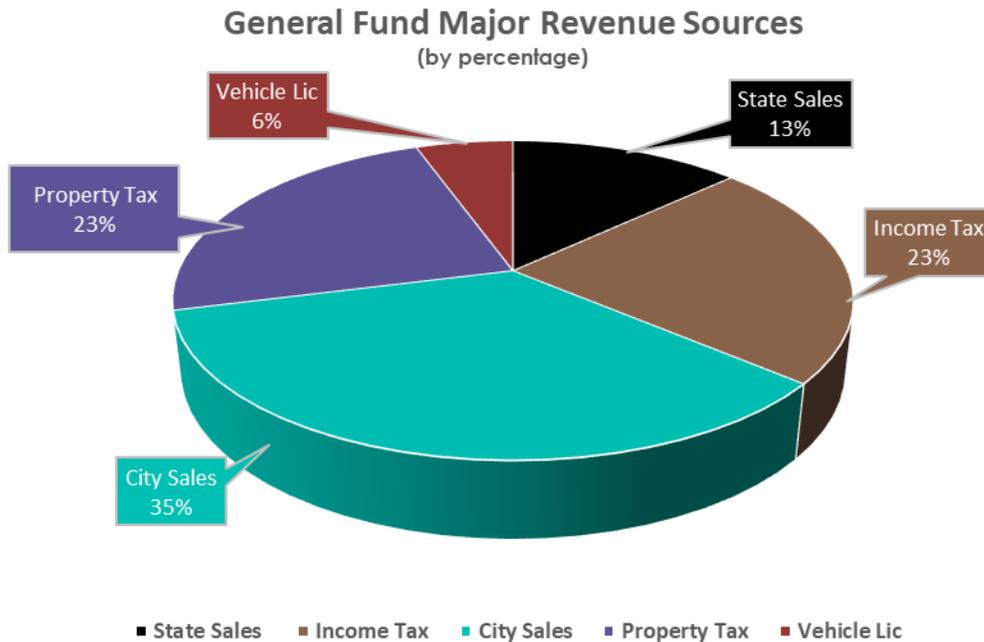
**General sales tax:** This is the largest single source of revenues for the General Fund and averages around one-third of general revenues. This one-percent transaction privilege tax is levied on business conducted within the city. The program is administered by the Arizona Department of Revenue for the city. Typically, annual projections of revenue are based on a variety of trend factors. Sales tax records for previous years and a review of monthly receipts for major taxpayers help staff determine an appropriate projection. Other factors include reviews of building permits and other local economic indicators to set a figure, which remains conservative to avoid the attendant problems during the year that would occur with overestimated revenues. Unfortunately, due to the COVID-19 pandemic, which has led to an overall economic decline throughout the country, staff has projected a 15% decrease in sales tax for FY 2021.

**Property tax:** The Arizona Constitution limits property taxes. The formula allows for a two-percent increase in the actual levy of the previous year with an additional adjustment to reflect growth (new construction) in the tax base. Higher growth in total assessed valuation lowers the tax rate and conversely, declining assessed valuation increases the tax rate. This year the tax rate for tax year 2020 remains flat at \$2.3185 while the levy will increase to \$14.2 million. The tax levy calculation worksheet is included in the Appendix.

The graph below illustrates the major revenue trends over ten years, to include FY 2021 projections:



This chart shows the percentage of major revenue totaling the General Fund:



**Shared revenues** include state sales tax, urban revenue sharing (income tax) and vehicle license tax.

**State sales tax:** Twenty-five percent of the total state sales tax collection base (less certain classifications) is distributed to cities and towns based on the relative percentage of their population to the total population of all incorporated cities and towns in the state using the last decennial or special census (Yuma is roughly 1.72% in that calculation). This revenue is unrestricted other than for municipal purposes. Initial projections are set by reviewing historical trends since staff has little statewide information. Typically, projections provided by the state and the Arizona League of Cities and Towns are used. However, due to the uncertainty surrounding state-wide economic issues due to COVID-19, the City opted to project a 15% decrease in projected collections.

**Income taxes:** Established by voter initiative in 1972 at 15% of total personal and corporate income tax (collected two years earlier), this tax is distributed to cities and towns by the same basis as state sales tax. This revenue is also unrestricted other than to municipal purposes. After declining income tax receipts for the state for several years, this revenue source continues to rebound. As noted in the line graph on the previous page and the table above, this revenue is projected to increase 9.3% for next year. Because the amount to be distributed is based upon actual tax collections from a previous fiscal year, the state provides a near-exact figure for projection purposes.

**Vehicle license tax:** Of the license taxes paid at new or renewal vehicle registrations statewide, 25% is shared with cities and distributed on same basis as sales tax. Again, it is unrestricted other

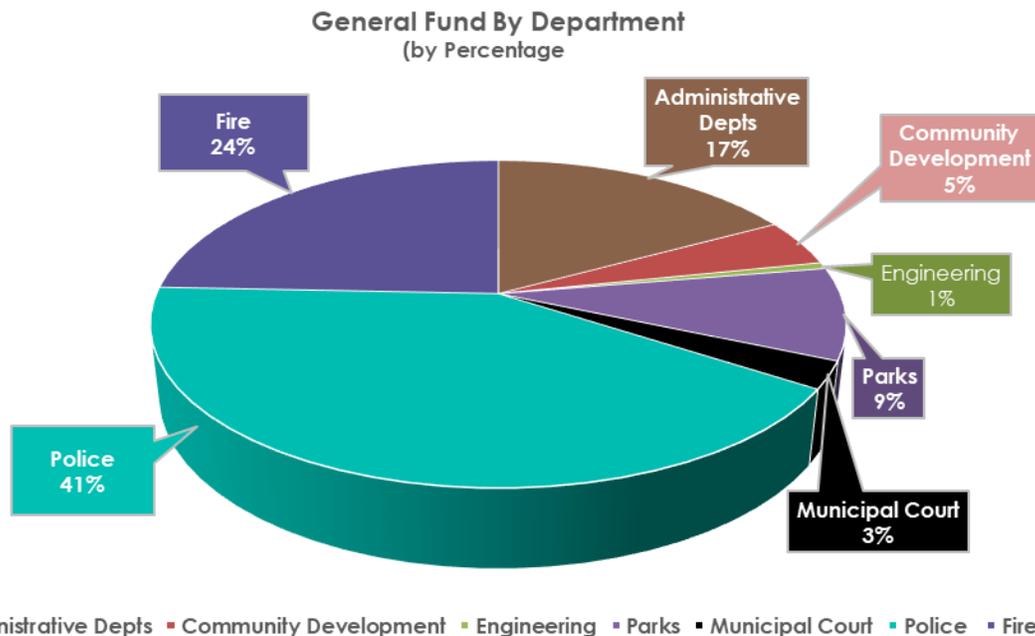
than to municipal purposes. With collections of this tax performed by the state, historical trends and information from the Arizona League of Cities and Towns are the only data available to determine projections for a given fiscal year.

Ten-year History of General Fund - Major Revenues					
	State Sales	Income Tax	City Sales	Prop Tax	Vehicle Lic
2012	\$7,272,049	\$ 7,854,670	\$18,470,938	\$ 9,944,517	\$3,108,562
2013	7,600,328	9,506,288	19,248,864	9,495,271	2,948,529
2014	7,507,882	9,656,745	19,517,306	9,339,855	3,111,124
2015	8,285,303	10,974,954	19,536,924	9,508,914	3,271,810
2016	8,576,180	10,915,452	20,531,463	10,757,040	3,558,978
2017	8,902,249	11,517,228	21,207,119	12,188,601	3,759,665
2018	9,121,308	11,755,011	21,798,752	12,351,625	3,940,686
2019	9,626,548	11,565,281	22,528,499	12,723,949	4,139,937
2020 <i>estimated</i>	9,450,000	12,640,427	22,643,230	13,123,612	4,200,000
2021 <i>budgeted</i>	\$8,075,000	\$ 14,220,248	\$21,508,400	\$14,442,311	\$3,400,000

**Expenditures**

The table on the next page and its related graph display the impact of the several departments on the General Fund. A quick review shows the large majority of General fund expenditures are related to public safety in the Police and Fire Departments, respectively. The third largest group is the Administrative Departments that provide support to the operating departments. Parks and Recreation Department follows closely behind with its recreational opportunities and many parks enjoyed by our populace.

The chart below illustrates the percentage of General Fund usage by department:



General revenues not only support the services provided by the departments listed, but, as shown in the fund recap on the next page, help pay a portion of the city's debt service (attributable to General Fund services) and a portion of the cost of maintaining the Mall Maintenance Fund.

<b>GENERAL FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unassigned Fund Balance July 1,</b>	<b>20,317,406</b>	<b>18,005,394</b>	<b>20,108,772</b>	<b>20,221,080</b>
Sources:				
Estimated Revenues				
Estimated Revenues	74,419,105	77,027,754	74,858,788	73,553,244
<b>Total Sources</b>	<b>74,419,105</b>	<b>77,027,754</b>	<b>74,858,788</b>	<b>73,553,244</b>
Uses:				
Expenditures				
Personnel	60,513,959	63,723,684	59,587,414	64,664,700
Employee Market Adjustments	-	-	-	905,306
Operating	9,142,186	11,217,614	9,988,529	11,134,648
Personnel & Operating Efficiencies	-	-	-	(3,233,235)
Capital Outlay	343,157	22,761	66,502	272,332
Capital Improvements	-	198,392	176,733	55,000
Debt Service	33,717	310,375	308,533	346,999
<b>Total Expenditures</b>	<b>70,033,019</b>	<b>75,472,826</b>	<b>70,127,711</b>	<b>74,145,750</b>
Transfers Out:				
Yuma Mall Maintenance Fund	104,969	125,671	131,477	121,478
Debt Service Fund	4,107,828	4,105,294	4,105,369	4,110,055
Equipment Replacement Fund	381,923	381,923	381,923	381,923
<b>Total Transfers Out</b>	<b>4,594,720</b>	<b>4,612,888</b>	<b>4,618,769</b>	<b>4,613,456</b>
<b>Total Uses</b>	<b>74,627,739</b>	<b>80,085,714</b>	<b>74,746,480</b>	<b>78,759,206</b>
<b>Unassigned Fund Balance June 30,</b>	<b>20,108,772</b>	<b>14,947,434</b>	<b>20,221,080</b>	<b>15,015,118</b>

This table shows the dollar amount budgeted in General Fund by department

<b>General Fund Expenditures by Department</b>	<b>Actual FY 2019</b>	<b>Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
MAYOR AND COUNCIL	\$ 329,725	\$ 350,286	\$ 310,452	\$ 986,004
MUNICIPAL COURTS	1,881,085	1,955,185	1,888,033	2,052,520
CITY ADMINISTRATOR'S OFFICE	3,557,347	3,652,197	3,428,886	7,573,020
CITY ATTORNEY'S OFFICE	1,446,132	1,649,091	1,597,185	1,420,766
INFORMATION TECH SERVICES	2,889,712	3,217,187	3,010,829	3,336,181
FINANCE	2,178,759	2,396,001	2,247,248	2,363,057
HUMAN RESOURCES	1,114,002	1,195,801	1,150,981	1,321,894
GENERAL GOVERNMENT	969,653	1,882,379	721,899	1,270,150
COMMUNITY DEVELOPMENT	3,146,951	3,552,302	3,328,860	3,551,636
ENGINEERING	366,678	394,538	374,773	486,626
PARKS AND RECREATION	8,313,208	8,909,447	8,799,850	6,949,131
POLICE DEPARTMENT	29,360,684	31,444,851	29,104,082	31,713,823
FIRE DEPARTMENT	18,417,515	18,613,602	17,760,707	18,604,580
INTRACITY COST ALLOCATION	(3,938,436)	(3,938,433)	(3,938,433)	(5,210,709)
	<u>\$ 70,033,015</u>	<u>\$ 75,274,434</u>	<u>\$ 69,785,352</u>	<u>\$ 76,418,679</u>
		total excludes capital improvements		

Fund balances approximating 20% of total revenues are targeted for retention each year. This policy maintains sufficient cash flow within the fund as sales tax revenue collections are skewed to the winter season in the agriculture and tourism industries. Additionally, collection of the first half of the property tax does not occur until November, further compounding the need for adequate cash flow in the beginning months of the fiscal year.

Combined with the General Fund within the City's financial statements, but shown separately in the budget, is the Community Investment Trust. Previously, revenues from sales of surplus real property were recorded within these accounts. Expenditure of the monies is at the discretion of the council. Generally each year, all of the available balances of the accounts are budgeted for expenditure should the council desire to fund critical projects that arise during the fiscal year. However, no expenditures are budgeted in the Community Investment Trust this year.

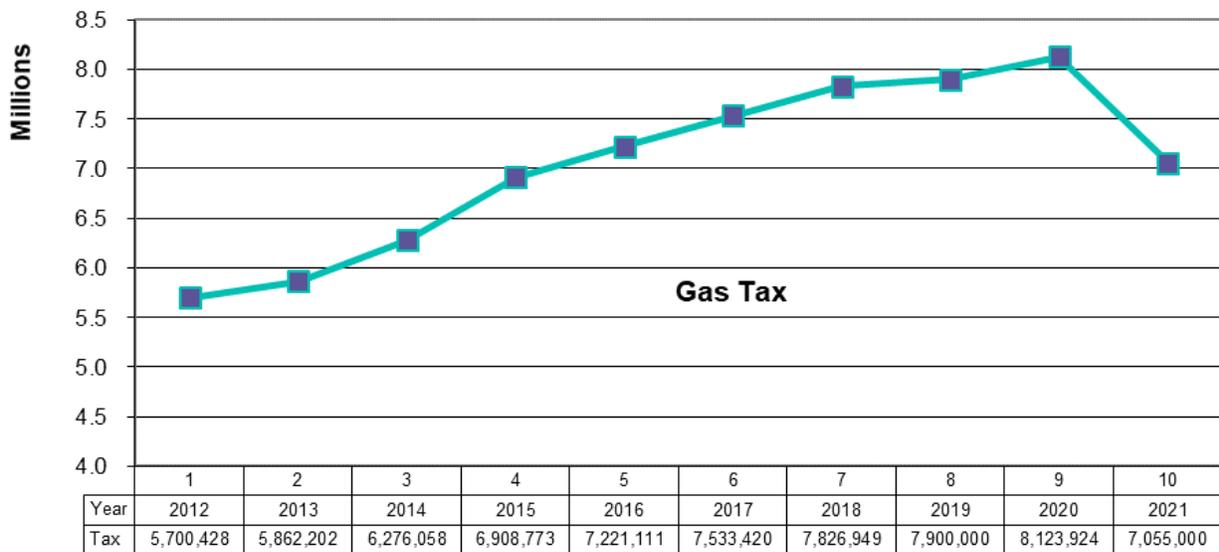
<b>COMMUNITY INVESTMENT TRUST</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unassigned Fund Balance July 1,</b>	<b>27,024</b>	<b>26,839</b>	<b>27,788</b>	<b>27,788</b>
Sources:				
Estimated Revenues	764	-	-	-
<b>Total Sources</b>	<b>764</b>	<b>-</b>	<b>-</b>	<b>-</b>
Uses:				
Expenditures				
Operating	-	-	-	-
<b>Total Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Unassigned Fund Balance June 30,</b>	<b>27,788</b>	<b>26,839</b>	<b>27,788</b>	<b>27,788</b>

## SPECIAL REVENUE FUNDS

### HIGHWAY USER REVENUE FUND

The Highway User Revenue Fund accounts for gasoline taxes collected by the state and shared with cities. Of the tax collected statewide, 27.5% is allocated to cities and towns, one-half of which is based on the same proportion as state sales tax and one half on the percentage of sales in “county of origin” and distributed based on city’s population to total city and town population in the county. This revenue source is restricted to highway and street purposes, whether it be maintenance or construction. The State and the Arizona League of Cities and Towns provide projections for this revenue, however, due to the COVID-19 pandemic, the City has reduced this projection by 10%.

The graph below shows the trend in gas tax collection over ten years, including the projection for FY 2021.



The table below shows the expenditures by department in the HURF fund.

<b>HURF Fund Expenditures by Division</b>	<b>Actual FY 2019</b>	<b>Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
General Government	\$ 13,714	\$ -	\$ -	\$ (103,838)
Mayor and Council	-	-	-	78,772
Curbs, Gutters, Sidewalks	399,135	460,812	387,962	548,489
Code Enforcement	75,030	79,243	77,583	111,121
Storm Drain Maintenance	263,491	346,413	344,993	294,811
Street Lighting	922,858	983,837	668,195	1,073,185
Street Maintenance	1,676,328	1,901,879	1,821,388	1,997,955
Pavement Preservation	1,305,565	1,413,230	1,310,975	2,833,885
Street Sweeping	566,579	594,425	587,475	616,219
Retention Basin Maintenance	941,972	1,095,377	998,559	1,384,822
Traffic Signs and Striping	435,074	552,418	450,740	523,074
<b>Total (excluding Capital Impr</b>	<b>\$ 6,599,746</b>	<b>\$ 7,427,634</b>	<b>\$ 6,647,870</b>	<b>\$ 9,358,495</b>

The Public Works Department records operational expenditures in this fund for road maintenance efforts. Due to the extreme need to preserve and extend the life of the City's streets, the operating budget for maintenance of roads has been doubled to \$2.8 Million. This will allow the Public Works Department to ensure more roads receive the repair and preservation they require. Transfers are made to the Debt Service fund for debt related to capital assets constructed to benefit streets, including a portion of the Public Works building.

The State Legislature reduced its sweep of HURF revenues the over the past few years, allowing the fund balance to return to a healthier level. Since fiscal year 2017, the City is able to use HURF funds for Capital projects. A list of Capital Improvement Projects is in the Capital Spending and Debt Management Section. Whether the fund will support continued capital projects into the future will depend upon the State Legislature's appetite for other government's money.

There is no specific target for retention of fund balance; however, because this fund supports personnel service and other expenditures devoted to streets, a fund balance is budgeted for retention at year-end to begin the next year's operations.

HIGHWAY USERS REVENUE FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	<b>5,795,439</b>	<b>5,221,619</b>	<b>6,321,912</b>	<b>4,935,336</b>
Sources:				
Estimated Revenues	8,543,934	8,173,924	8,741,141	7,148,430
<b>Total Sources</b>	<b>8,543,934</b>	<b>8,173,924</b>	<b>8,741,141</b>	<b>7,148,430</b>
Uses:				
Expenditures				
Personnel	2,602,985	3,011,280	2,536,238	2,884,404
Employee Market Adjustments	-	-	-	40,382
Operating	3,983,034	4,406,354	4,102,923	6,162,329
Personnel & Operating Efficiencies	-	-	-	(144,220)
Capital Outlay	13,714	10,000	10,200	415,600
Capital Improvements	1,289,332	5,530,000	3,349,701	1,299,864
Total Expenditures	7,889,065	12,957,634	9,999,062	10,658,359
Transfers Out:				
Debt Service Fund	116,604	116,863	116,863	116,692
Equipment Replacement Fund	11,792	11,792	11,792	11,792
Total Transfers Out	128,396	128,655	128,655	128,484
<b>Total Uses</b>	<b>8,017,461</b>	<b>13,086,289</b>	<b>10,127,717</b>	<b>10,786,843</b>
<b>Unassigned Fund Balance June 30,</b>	<b>6,321,912</b>	<b>309,254</b>	<b>4,935,336</b>	<b>1,296,923</b>

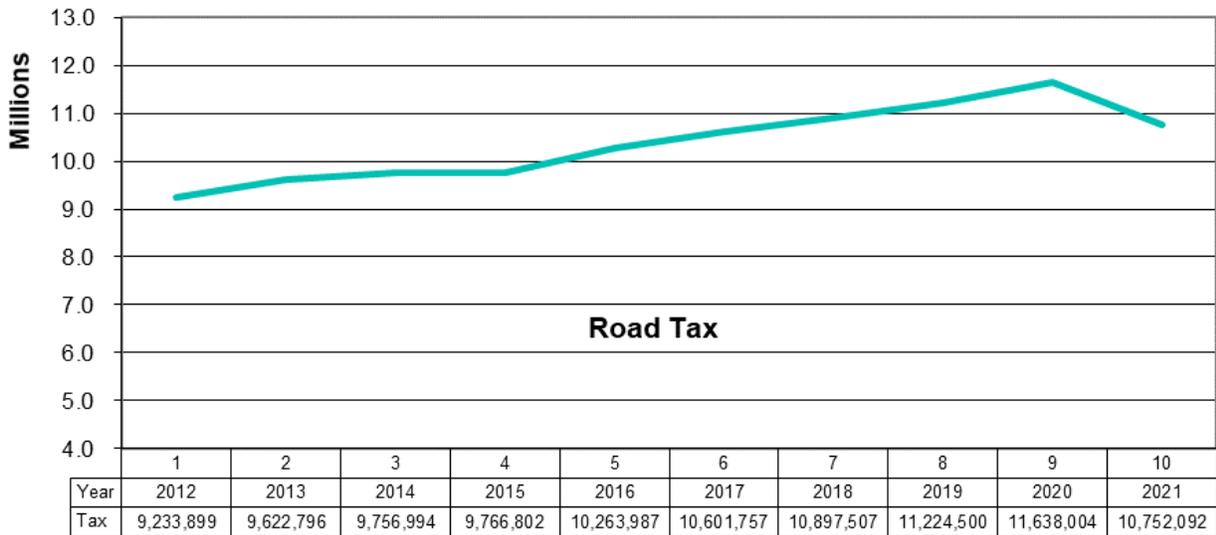
## CITY ROAD TAX FUND

The City Road Tax fund accounts for the collection and expenditure of a local one-half percent (.5%) transaction privilege tax approved by voters in 1994 for maintenance and construction of roadways. Pursuant to ballot language, expenditure in this fund is limited to “street and roadway improvements, including but not limited to widening, constructing, paving, repaving and reconstructing such streets and roadways and all appurtenances.”

While some operating expenditures related to roadway maintenance, including but not limited to slurry seal, surface repair, and storm water retention basins, are recorded within the fund, the majority of the funds are used for major construction projects. A portion of these project expenditures pay debt payments related to the 2015 Series Refunded Bond Issue, the proceeds of which were already used for extremely large construction projects. The Capital Improvement Program also uses the fund for current or ongoing roadway construction projects.

The tax base for the Road Tax is the same as the one percent general tax. Its trends and method of projection are the same as that revenue.

The graph below shows ten years of City Road Tax collected while the chart below reflects City Road Tax with other sources of revenue included, as well as all expenditures.



CITY ROAD TAX FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	<b>12,834,597</b>	<b>6,071,894</b>	<b>6,522,073</b>	<b>4,888,590</b>
Sources:				
Estimated Revenues	11,929,742	12,031,680	12,651,340	11,163,048
<b>Total Sources</b>	<b>11,929,742</b>	<b>12,031,680</b>	<b>12,651,340</b>	<b>11,163,048</b>
Uses:				
Expenditures				
Personnel	1,810,479	2,102,459	1,945,090	1,825,314
Employee Market Adjustments	-	-	-	25,554
Operating	1,821,007	1,468,584	1,336,788	1,772,292
Personnel & Operating Efficiencies	-	-	-	(91,266)
Capital Outlay	393,389	107,500	11,500	-
Capital Improvements	9,674,703	7,606,000	6,457,545	6,646,500
Debt Service	33,717	34,375	29,200	52,717
Total Expenditures	13,733,295	11,318,918	9,780,123	10,231,111
Transfers Out:				
Debt Service Fund	4,497,179	4,492,908	4,492,908	4,477,387
Equipment Replacement Fund	11,792	11,792	11,792	11,792
Total Transfers Out	4,508,971	4,504,700	4,504,700	4,489,179
<b>Total Uses</b>	<b>18,242,266</b>	<b>15,823,618</b>	<b>14,284,823</b>	<b>14,720,290</b>
<b>Unassigned Fund Balance June 30,</b>	<b>6,522,073</b>	<b>2,279,956</b>	<b>4,888,590</b>	<b>1,331,348</b>

## PUBLIC SAFETY TAX FUND

The Public Safety Tax fund accounts for a special two-tenths of one percent (.2%) transaction privilege tax approved by qualified voters in 1994 and renewed in 2010 for 25 years. The expenditure of these funds are limited to "acquire land for, and design, construct, renovate, improve, repair and equip public safety and criminal justice facilities; purchase public safety equipment, vehicles and communications systems and provide for other public safety capital purposes." Because it also shares the same tax base as the general sales tax of 1%, and due to the COVID-19 pandemic, the Public Safety Tax revenue projections have been decreased by approximately 15%.

The graph below shows the ten-year trend in Public Safety Tax revenues, including FY 2021 projections.



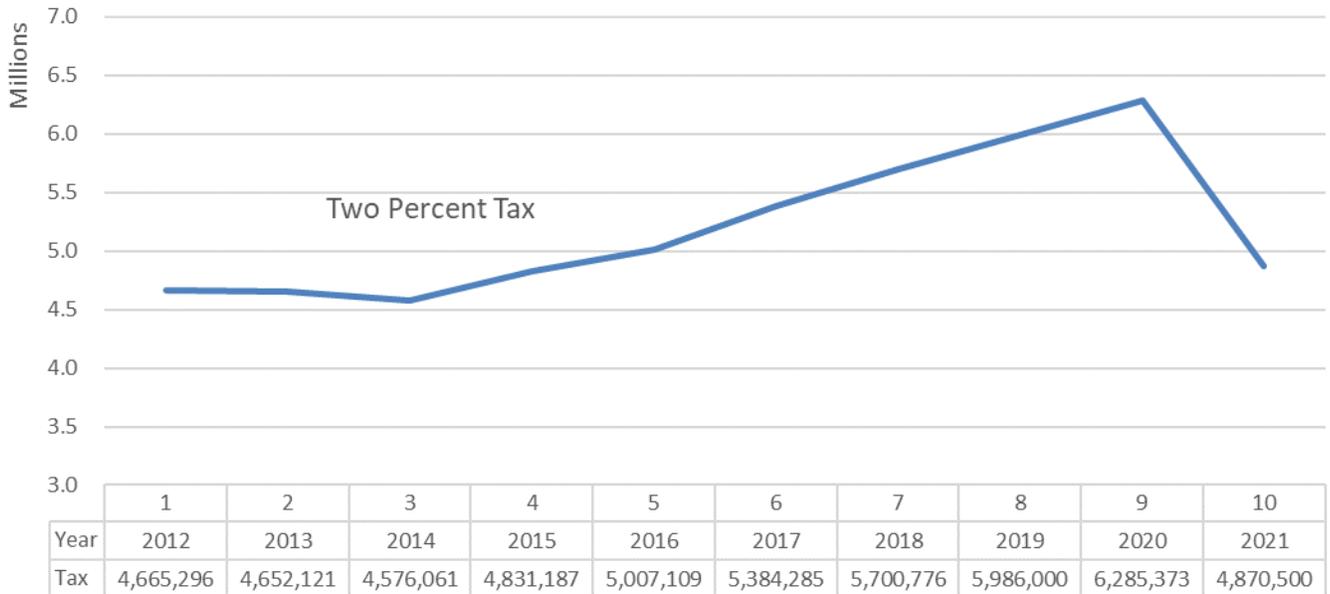
For 2021, the Public Safety Tax Fund will continue to pay the debt incurred for the construction of the police station as well as the debt issued in 2007 (refunded 2015) for various public safety projects. The Police and Fire departments continue to budget for various capital items, facility improvements, and public safety equipment in FY 2021. The graph below illustrates the revenues from all sources for the Public Safety Tax Fund, along with the expenditures.

<b>PUBLIC SAFETY TAX FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unassigned Fund Balance July 1,</b>	<b>3,240,560</b>	<b>3,778,721</b>	<b>3,750,589</b>	<b>1,606,543</b>
Sources:				
Estimated Revenues	5,338,590	4,752,060	4,849,320	4,368,850
<b>Total Sources</b>	<b>5,338,590</b>	<b>4,752,060</b>	<b>4,849,320</b>	<b>4,368,850</b>
Uses:				
Expenditures				
Operating	1,941,510	2,261,042	2,150,985	2,085,627
Capital Outlay	1,511,760	788,641	1,085,042	545,501
Capital Improvements	146,360	2,675,000	2,467,426	751,000
Debt Service	282,273	181,500	341,153	597,841
Total Expenditures	3,881,903	5,906,183	6,044,606	3,979,969
Transfers Out:				
Debt Service Fund	946,658	948,760	948,760	947,371
Total Transfers Out	946,658	948,760	948,760	947,371
<b>Total Uses</b>	<b>4,828,561</b>	<b>6,854,943</b>	<b>6,993,366</b>	<b>4,927,340</b>
<b>Unassigned Fund Balance June 30,</b>	<b>3,750,589</b>	<b>1,675,839</b>	<b>1,606,543</b>	<b>1,048,054</b>

## TWO PERCENT TAX FUND

The Two Percent Tax fund accounts for its namesake revenue source. Originally approved by voters in 1971, renewed by voters for 15 years in 1994 and in 2009, this transaction privilege tax applies to a smaller tax base of bars, hotels, and restaurants. Pursuant to the ballot language, the expenditures in this fund are limited to “pay the costs of acquisition, construction, operation, maintenance, promotion, administration, repair and reconstruction for citywide parks, recreation, arts and cultural activities, Yuma Art Center, City golf courses, the City’s baseball/recreation complex, existing Yuma Civic Center and necessary and appropriate service and administrative facilities appurtenant thereto.” In addition to these activities, the Two Percent Tax fund requires expenditure of “\$600,000 to the historic Yuma Crossing area (Heritage Area) located within the city limits; and \$400,000 to conventions and tourism.”

The graph below presents ten years of 2% sales tax only, including FY 2021 projections, and illustrates steady growth experienced in the past six years. Unfortunately, the revenue in this fund is expected to decrease due to the limited services provided by local bars, restaurants and hotels under the Governor’s emergency declaration surrounding the COVID-19 pandemic. Accordingly, revenue projections have been reduced by 28% for this fund.

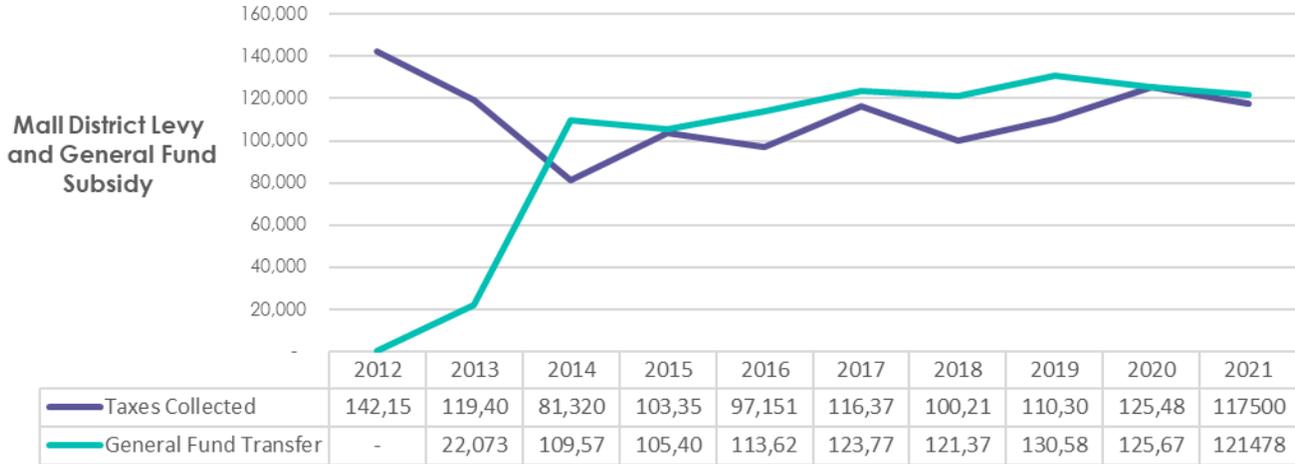


The graph below illustrates the revenues from all sources within the Two Percent Tax Fund, which includes the 2% Sales Tax as well as revenues generated from within the fund, and its expenditures.

<b>TWO PERCENT TAX FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unassigned Fund Balance July 1,</b>	<b>2,724,714</b>	<b>1,454,199</b>	<b>1,772,660</b>	<b>1,187,276</b>
Sources:				
Estimated Revenues	6,985,624	7,170,286	6,628,986	5,385,527
<b>Total Sources</b>	<b>6,985,624</b>	<b>7,170,286</b>	<b>6,628,986</b>	<b>5,385,527</b>
Uses:				
Expenditures				
Personnel	3,043,552	3,156,633	2,886,440	2,630,777
Employee Market Adjustments	-	-	-	36,831
Operating	3,536,851	3,841,580	3,182,412	2,879,226
Personnel & Operating Efficiencies	-	-	-	(131,539)
Capital Outlay	229,052	215,000	103,000	23,855
Capital Improvements	-	285,000	25,000	75,000
Debt Service	33,717	40,375	58,717	33,717
<b>Total Expenditures</b>	<b>6,843,172</b>	<b>7,538,588</b>	<b>6,255,569</b>	<b>5,547,867</b>
Transfers Out:				
Debt Service Fund	569,508	571,302	571,303	570,467
Desert Hills Golf Course Fund	250,000	250,000	250,000	250,000
Equipment Replacement Fund	274,998	137,499	137,499	137,499
<b>Total Transfers Out</b>	<b>1,094,506</b>	<b>958,801</b>	<b>958,802</b>	<b>957,966</b>
<b>Total Uses</b>	<b>7,937,678</b>	<b>8,497,389</b>	<b>7,214,371</b>	<b>6,505,833</b>
<b>Unassigned Fund Balance June 30,</b>	<b>1,772,660</b>	<b>127,096</b>	<b>1,187,276</b>	<b>66,970</b>

## MALL MAINTENANCE FUND

The Mall Maintenance Fund accounts for the collection and expenditure of a special property tax levied on properties located in the downtown mall. The district maintains the common areas of the downtown mall. The Parks Department is responsible for the maintenance. The district was originally created in 1969 to finance improvements to the downtown business area in an effort to retain retail business as the city grew to the south.



The plan failed to retain the larger retail outlets that eventually did move south in the city and the downtown area declined. To maintain the mall maintenance activities, the general fund subsidized the fund with a transfer in. In more recent years, however, new smaller retail developments have flourished. To help spur continued growth, the council reduced the tax rate of the district. Since then, assessed values have increased leading to the improving tax collections as shown in the above chart.

MALL MAINTENANCE FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	-	-	-	-
Sources:				
Estimated Revenues	125,740	125,480	117,500	117,500
Transfers In:				
General Fund	104,969	125,671	131,477	121,478
Total Transfers In	104,969	125,671	131,477	121,478
<b>Total Sources</b>	<b>230,709</b>	<b>251,151</b>	<b>248,977</b>	<b>238,978</b>
Uses:				
Expenditures				
Personnel	104,557	109,488	108,291	104,099
Employee Market Adjustments	-	-	-	1,457
Operating	126,152	141,663	140,686	138,627
Personnel & Operating Efficiencies	-	-	-	(5,205)
Total Expenditures	230,709	251,151	248,977	238,978
<b>Total Uses</b>	<b>230,709</b>	<b>251,151</b>	<b>248,977</b>	<b>238,978</b>
<b>Unassigned Fund Balance June 30,</b>	-	-	-	-

## GRANT FUNDS

A variety of federal and state grants and entitlements are recorded in this fund. Individual grant funds included here are the HUD CDBG Entitlement, Community Redevelopment, and the Appropriated Grants Fund. The largest continuing grant is the Community Development Block Grant (CDBG). The city continues to seek grant funding for a number of transportation, communication and parks projects with related capital projects expenditures planned in the fund.

All grant funds are restricted to the purposes for which the grants were authorized. Those purposes range from parks improvements to overtime compensation for police officers.

This fund's budget will vary significantly from year to year as the city budgets for all grants for which staff believes it has a reasonable chance of award. This often causes a distinct variance between the budget of a given year and its actual revenues and expenditures.

GRANT FUNDS	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	-	-	(163,704)	-
Sources:				
Estimated Revenues	3,937,514	18,798,917	4,161,064	42,336,071
<b>Total Sources</b>	<b>3,937,514</b>	<b>18,798,917</b>	<b>4,161,064</b>	<b>42,336,071</b>
Uses:				
Expenditures				
Personnel	1,884,768	2,750,437	2,057,187	4,838,547
Operating	1,882,025	10,059,161	1,436,000	14,443,236
Capital Outlay	335,627	1,264,871	97,092	-
Capital Improvements	(1,202)	4,724,448	407,081	23,054,288
Total Expenditures	4,101,218	18,798,917	3,997,360	42,336,071
<b>Total Uses</b>	<b>4,101,218</b>	<b>18,798,917</b>	<b>3,997,360</b>	<b>42,336,071</b>
<b>Unassigned Fund Balance June 30,</b>	<b>(163,704)</b>	<b>-</b>	<b>-</b>	<b>-</b>

## DEBT SERVICE FUNDS

Debt Service Funds are used to account for payment of principal and interest on bonded debt paid from governmental fund resources. Long-term bonded debt of Enterprise Funds is recorded and paid directly from the fund. A discussion of debt activity is included in the Debt Management section.

The City has two types of long-term governmental debt. First is debt of the Yuma Municipal Property Corporation (MPC); these bond issues are represented below. Transfers from the operating funds benefiting from the infrastructure provided by the debt are made each year. Individual Debt Service Funds included here are the 2010 Refunding MPC Debt Service Fund, 2015 MPC Senior Lien Excise Tax Revenue and Revenue Refunding Debt Service Fund, and the 2015 MPC Senior Lien Road Tax and Subordinate Lien Excise Tax Revenue Refunding Debt Service Fund.

DEBT SERVICE FUNDS	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	<b>2,680</b>	<b>3,827</b>	<b>3,378</b>	<b>6,478</b>
Sources:				
Estimated Revenues	10,302	-	-	-
Transfers In:				
General Fund	4,107,828	4,105,294	4,105,369	4,110,055
Desert Hills Golf Course Fund	2,099	2,104	2,104	2,100
Highway Users Revenue Fund	116,604	116,863	116,863	116,692
Road Tax Fund	4,497,179	4,492,908	4,492,908	4,477,387
Solid Waste Fund	165,034	165,400	165,400	165,158
Capital Projects Fund	555,252	555,955	555,955	555,141
Water Fund	59,546	59,678	59,603	59,591
Wastewater Fund	65,920	66,067	66,067	65,970
Two Percent Fund	569,508	571,302	571,303	570,467
Public Safety Tax	946,658	948,760	948,760	947,371
Total Transfers In	11,085,628	11,084,331	11,084,331	11,069,931
<b>Total Sources</b>	<b>11,095,930</b>	<b>11,084,331</b>	<b>11,084,331</b>	<b>11,069,931</b>
Uses:				
Expenditures				
Debt Service	11,095,232	11,084,331	11,081,231	11,069,931
<b>Total Uses</b>	<b>11,095,232</b>	<b>11,084,331</b>	<b>11,081,231</b>	<b>11,069,931</b>
<b>Unassigned Fund Balance June 30,</b>	<b>3,378</b>	<b>3,827</b>	<b>6,478</b>	<b>6,478</b>

In addition to governmental debt, the City also records the activity of one Improvement District. Improvement District 68 was created to construct public improvements around the Las Palmillas Shopping Center. The developer of this project, originally the sole property owner within the district, pays most of the debt service. The activity of that agreement and related debt activity is included below. For financial statement presentation, the two fund types are combined in the Comprehensive Annual Financial Report, but presented separately herein for the sake of clarity.

<b>IMPR DISTRICT #68 DEBT SERVICE</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unassigned Fund Balance July 1,</b>	<b>2,363</b>	<b>465</b>	<b>1,616</b>	<b>15,866</b>
Sources:				
Estimated Revenues	376,480	375,380	375,380	373,578
<b>Total Sources</b>	<b>376,480</b>	<b>375,380</b>	<b>375,380</b>	<b>373,578</b>
Uses:				
Expenditures				
Debt Service	377,227	376,130	361,130	374,328
<b>Total Uses</b>	<b>377,227</b>	<b>376,130</b>	<b>361,130</b>	<b>374,328</b>
<b>Unassigned Fund Balance June 30,</b>	<b>1,616</b>	<b>(285)</b>	<b>15,866</b>	<b>15,116</b>

## CAPITAL PROJECTS FUND

The Capital Projects Fund accounts for the expenditures related to governmental capital improvement projects for which no operational governmental funds exists. Revenues include anticipated or actual bond proceeds, developer deposits and development fees. Expenditures for capital projects of Enterprise Funds are recorded within those respective funds and displayed later in that section. A list of capital projects is included within the Capital Improvement Section of this document. Only projects funded through the aforementioned revenues are recorded within this fund. All other governmental capital projects are recorded directly within the operating fund that pays for the project.

A series of public meetings and presentations to Council occur with this portion of the budget (all funds inclusive). By charter, the Capital Improvement Program is developed separately from the operating budget; however, this budget is not independent, as capital projects rely on available revenues from the operating funds for its capital sources. Accordingly, operational needs of the departments come first in determining use of expendable resources. Fund balance at the end of a fiscal year represents unspent bond proceeds or other capital-directed revenues of the fund.

CAPITAL PROJECTS FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	<b>16,488,464</b>	<b>8,847,288</b>	<b>11,325,792</b>	<b>9,572,190</b>
Sources:				
Estimated Revenues	1,616,854	1,435,475	1,337,525	1,347,467
<b>Total Sources</b>	<b>1,616,854</b>	<b>1,435,475</b>	<b>1,337,525</b>	<b>1,347,467</b>
Uses:				
Capital Improvements	6,224,274	3,038,000	2,535,173	1,123,000
Transfers Out:				
Debt Service Fund	555,252	555,955	555,955	555,141
<b>Total Transfers Out</b>	<b>555,252</b>	<b>555,955</b>	<b>555,955</b>	<b>555,141</b>
<b>Total Uses</b>	<b>6,779,526</b>	<b>3,593,955</b>	<b>3,091,128</b>	<b>1,678,141</b>
<b>Unassigned Fund Balance June 30,</b>	<b>11,325,792</b>	<b>6,688,808</b>	<b>9,572,190</b>	<b>9,241,516</b>

## ENTERPRISE FUNDS

Enterprise funds are used by governments to account for business-like operations in which user charges are the main source of revenue. Taxes and other governmental revenues are generally not used to finance these operations for a number of reasons (although subsidy of enterprise operations by governmental revenues is not unusual):

- The beneficiary of services of an enterprise-related activity can be readily identified and the service provision can be measured to determine charges.
- General revenues have legal, statutory or charter-related limitations in amount and cannot cover all the services required by its citizens.
- General revenues are historically used to finance expenditures for services in which the ultimate beneficiary cannot be readily determined.

Enterprise funds account for activities using accounting principles similar to commercial businesses. For financial reporting purposes, each fund records transactions on an accrual basis in which long-lived assets are not recorded as expenses when purchased but as assets. The costs of these assets are then amortized over their useful lives as depreciation. Similarly, any debt of an enterprise fund is recorded as a long-term liability within the fund with the only expense recognition related to interest on the debt.

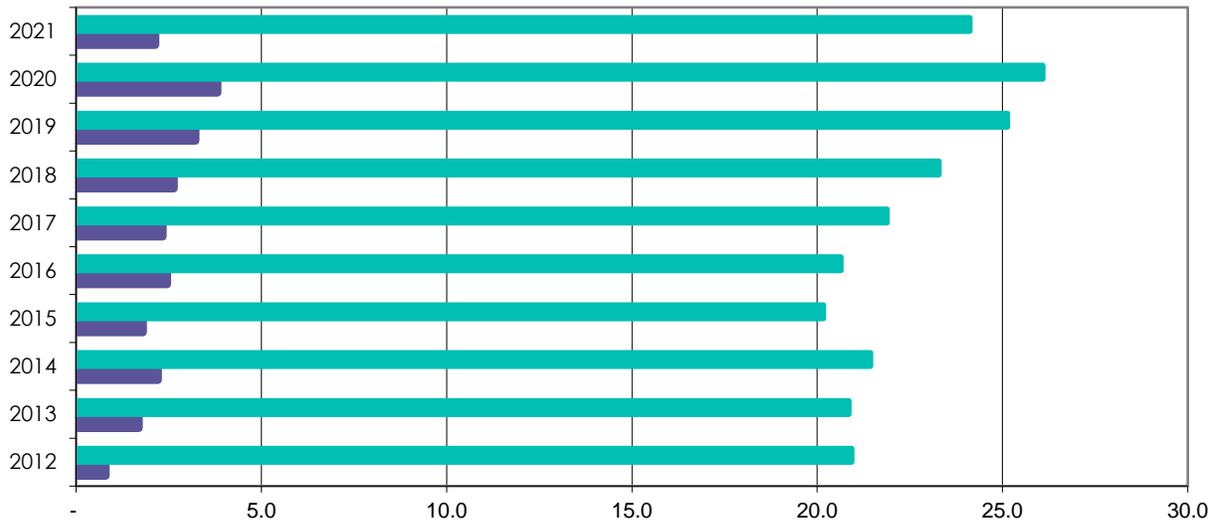
For budget purposes, however, the expenditure of monies related to these activities must be accounted for like those of governmental funds. As such, expenditure of funds is generally reported when expended, irrespective of the long-term use of the underlying asset. Moreover, state law requires the budgeting of all funds that are to be expended in a fiscal year. This leads to a budget basis of reporting that is not in accordance with generally accepted accounting principles (GAAP). This "budget basis" results in two types of reporting for Enterprise Funds on the city's financial statements. That basis shows operating budgets that are similar to GAAP and capital budgets that report in a more traditional governmental display. This display does not include budgets for depreciation.

## WATER FUND

The Water Fund records the financial activity of the City's water treatment and distribution system. The system is not tax supported but relies on a combination of charges for water and capacity fees for new development to maintain and expand its services to meet the needs of a growing city. This growth has come with the price of investing in water system infrastructure and plant capacity.

The following chart provides ten years of metered water sales versus capacity charges, including FY 2021 projections. The term 'capacity charges' includes system development fees. Revenues for 2021 are projected on the basis of recent historical growth in the customer combined with assumptions for changes in consumption, along with a 10% overall reduction due to uncertainty surrounding the COVID-19 pandemic.

**Metered Water Sales vs. Capacity Charges**



	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Water Sales	20,936,133	20,855,574	21,443,625	20,168,352	20,638,425	21,885,931	23,283,360	25,138,060	26,086,798	24,120,775
Capacity	794,772	1,694,288	2,206,590	1,807,661	2,457,143	2,336,328	2,635,465	3,221,400	3,812,200	2,137,500

The operating portion of the budget is presented below. Debt service appears as both expenditure and a transfer because debt is recorded in the Water Fund and because the fund pays a portion of the debt used to construct the Fleet Maintenance Facility. The latter is part of governmental debt not recorded in this fund.

<b>WATER FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>21,839,371</b>	<b>29,545,015</b>	<b>28,399,618</b>	<b>33,834,900</b>
Sources:				
Estimated Revenues	26,412,732	28,636,822	26,438,844	24,120,775
<b>Total Sources</b>	<b>26,412,732</b>	<b>28,636,822</b>	<b>26,438,844</b>	<b>24,120,775</b>
Uses:				
Expenditures				
Personnel	5,762,941	6,271,467	5,667,136	5,752,088
Employee Market Adjustments	-	-	-	80,529
Operating	6,618,006	7,694,793	6,890,250	7,537,646
Personnel & Operating Efficiencies	-	-	-	(287,604)
Capital Outlay	544,651	672,043	126,600	1,003,500
Debt Service	6,513,866	6,498,629	6,481,441	6,486,944
Capital Improvements	318,860	9,782,200	1,778,532	10,246,500
Total Expenditures	19,758,324	30,919,132	20,943,959	30,819,603
Transfers Out:				
Debt Service Fund	59,546	59,678	59,603	59,591
Water Transfer Fund	34,615	10,000	-	17,854
Total Transfers Out	94,161	69,678	59,603	77,445
<b>Total Uses</b>	<b>19,852,485</b>	<b>30,988,810</b>	<b>21,003,562</b>	<b>30,897,048</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>28,399,618</b>	<b>27,193,027</b>	<b>33,834,900</b>	<b>27,058,627</b>

There are five restricted water funds that do not rely on water rates, but on capacity and system charges, bond proceeds, and federal grant funds for new development. A comparison of capacity charges and metered sales is shown above. The use of these funds is primarily for capital projects and debt service payments.

The Water Transfer Fund accounts for a short-term water rate charged in the late 1980's to accumulate resources to lead campaigns for the preservation of Yuma's water rights. A portion of the budget was moved to the Water Fund-Administration to continue the fight. In FY 2021, the fund will be re-absorbed into the Water Fund and any further expenses for water rights issues will be funded therein.

<b>WATER TRANSFER FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>50,436</b>	<b>28,390</b>	<b>59,796</b>	<b>24,896</b>
Sources:				
Estimated Revenues	10,115	-	600	-
Transfers In:				
Water Fund	34,615	10,000	-	17,854
Total Transfers In	34,615	10,000	-	17,854
<b>Total Sources</b>	<b>44,730</b>	<b>10,000</b>	<b>600</b>	<b>17,854</b>
Total Sources Available	95,166	38,390	60,396	42,750
Uses:				
Expenditures				
Operating	35,370	34,637	35,500	42,750
<b>Total Uses</b>	<b>35,370</b>	<b>34,637</b>	<b>35,500</b>	<b>42,750</b>
Sources Less Uses	59,796	3,753	24,896	-
<b>Unrestricted Fund Balance June 30,</b>	<b>59,796</b>	<b>3,753</b>	<b>24,896</b>	<b>-</b>

The Water Capacity Fund and Water System Development Fund are used primarily for the debt service on the 2015 and 2016 Series Utility Bonds.

<b>WATER CAPACITY FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>4,867,859</b>	<b>5,918,666</b>	<b>4,935,922</b>	<b>5,111,232</b>
Sources:				
Estimated Revenues	2,367,656	3,962,200	2,475,000	2,272,500
<b>Total Sources</b>	<b>2,367,656</b>	<b>3,962,200</b>	<b>2,475,000</b>	<b>2,272,500</b>
Uses:				
Expenditures				
Debt Service	2,299,593	2,299,690	2,299,690	2,299,688
<b>Total Uses</b>	<b>2,299,593</b>	<b>2,299,690</b>	<b>2,299,690</b>	<b>2,299,688</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>4,935,922</b>	<b>7,581,176</b>	<b>5,111,232</b>	<b>5,084,044</b>

<b>WATER SYSTEM DEVELOPMENT</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>90,415</b>	<b>107,276</b>	<b>112,727</b>	<b>140,014</b>
Sources:				
Estimated Revenues	142,022	154,040	147,000	165,150
<b>Total Sources</b>	<b>142,022</b>	<b>154,040</b>	<b>147,000</b>	<b>165,150</b>
Uses:				
Expenditures				
Debt Service	119,710	119,713	119,713	119,713
<b>Total Uses</b>	<b>119,710</b>	<b>119,713</b>	<b>119,713</b>	<b>119,713</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>112,727</b>	<b>141,603</b>	<b>140,014</b>	<b>185,451</b>

The Water Revenue Bond Fund was established to account for the MPC2007 Utility Series bond funds. The majority of the water portion of the bond's proceeds were used for the Agua Viva Water Treatment Facility. The Water Fund services this debt.

<b>WATER REVENUE BOND FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>1,363,743</b>	<b>894,605</b>	<b>919,353</b>	<b>-</b>
Sources:				
Estimated Revenues	31,746	25,395	25,000	-
<b>Total Sources</b>	<b>31,746</b>	<b>25,395</b>	<b>25,000</b>	<b>-</b>
Uses:				
Expenditures				
Capital Improvements	476,136	920,000	944,353	-
<b>Total Uses</b>	<b>476,136</b>	<b>920,000</b>	<b>944,353</b>	<b>-</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>919,353</b>	<b>-</b>	<b>-</b>	<b>-</b>

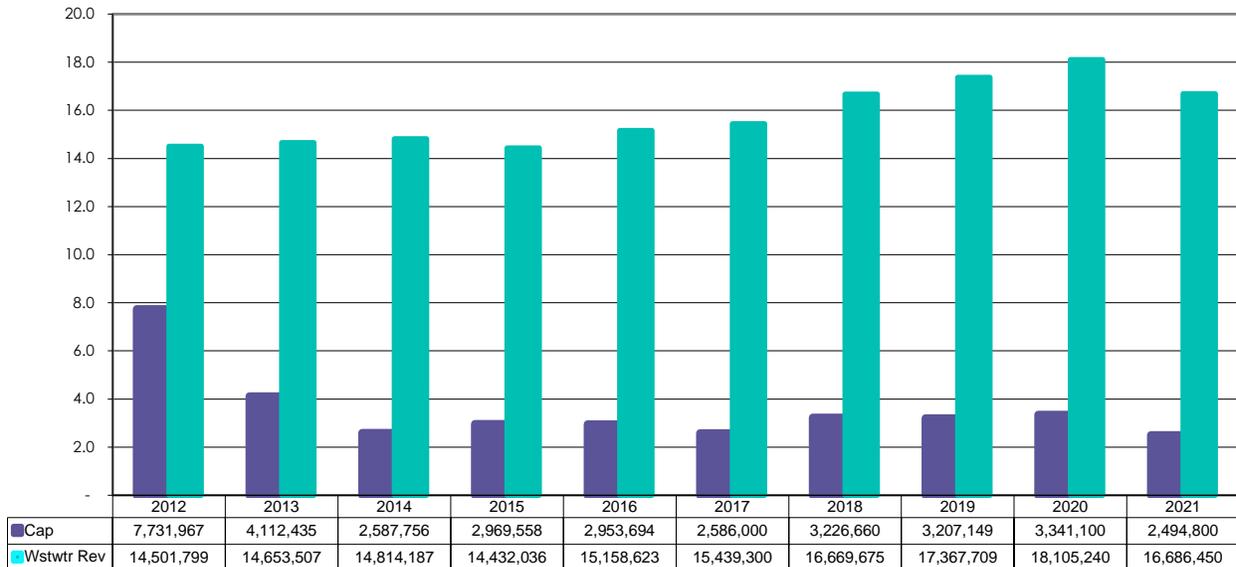
## WASTEWATER FUND

The Utilities Department also operates the Wastewater Collection and Treatment System and accounts for same in the Wastewater Fund. Like the Water Fund, this fund is an enterprise fund relying solely on charges to customers for funding. Through a series of rate charges and capacity fees, the system provides environmentally sound wastewater services. This system is also undergoing rapid expansion to meet the City's needs.

The increase in customer base for wastewater is similar to that of the Water Fund. Overall, there are fewer wastewater customers compared to water, as a number of water customers, particularly those outside the city limits, are not served by the wastewater system. Instead, they rely on septic systems. Over time, many of those customers are being brought into the system. The expansion of the system is not being caused by this type of customer, however, but by new population and the increasing numbers of new subdivisions. Like water, system rates are increasing to finance the expansion of capacity, both in the collection system as well as the treatment plant capacity. The revenue projections in this fund has been reduced by 10% to allow for a decrease in wastewater service usage.

The operations portion of the Wastewater Fund is presented first. As in the Water Fund, this fund transfers monies to the debt service funds to pay its portion of the debt recorded in governmental funds that benefit wastewater operations. For capital projects, both operational revenues and capacity charges pay for.

**Wastewater Operational Revenues and Capacity Charges**  
(Graph does not include other wastewater revenues)



<b>WASTEWATER FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>24,243,131</b>	<b>25,051,642</b>	<b>25,725,562</b>	<b>28,864,140</b>
Sources:				
Estimated Revenues	18,329,218	18,748,910	18,349,780	16,686,450
<b>Total Sources</b>	<b>18,329,218</b>	<b>18,748,910</b>	<b>18,349,780</b>	<b>16,686,450</b>
Uses:				
Expenditures				
Personnel	4,425,759	4,909,262	4,541,845	4,741,688
Employee Market Adjustments	-	-	-	66,384
Operating	5,961,124	6,760,517	6,203,367	6,669,973
Personnel & Operating Efficiencies	-	-	-	(237,084)
Capital Outlay	339,805	220,722	250,272	329,000
Debt Service	2,032,932	2,028,614	2,032,227	2,024,894
Capital Improvements	4,021,247	7,675,000	2,117,424	8,193,000
Total Expenditures	16,780,867	21,594,115	15,145,135	21,787,855
Transfers Out:				
Debt Service Fund	65,920	66,067	66,067	65,970
Total Transfers Out	65,920	66,067	66,067	65,970
<b>Total Uses</b>	<b>16,846,787</b>	<b>21,660,182</b>	<b>15,211,202</b>	<b>21,853,825</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>25,725,562</b>	<b>22,140,370</b>	<b>28,864,140</b>	<b>23,696,765</b>

There are four restricted wastewater funds that are for various capacity charges for system expansion. The Wastewater Capacity Fund and Wastewater Sanitary Sewer Interceptor Charge Fund (SSIC) are primarily responsible for the debt service on the 2016 Utilities Series Bond.

<b>WASTEWATER CAPACITY FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>11,066,322</b>	<b>12,999,424</b>	<b>11,539,165</b>	<b>12,119,591</b>
Sources:				
Estimated Revenues	2,934,301	3,626,100	3,042,000	2,744,800
Loan payback fr WW SSIC	193,068	193,068	193,068	193,068
<b>Total Sources</b>	<b>3,127,369</b>	<b>3,819,168</b>	<b>3,235,068</b>	<b>2,937,868</b>
Uses:				
Expenditures				
Debt Service	2,654,526	2,654,642	2,654,642	2,654,639
<b>Total Uses</b>	<b>2,654,526</b>	<b>2,654,642</b>	<b>2,654,642</b>	<b>2,654,639</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>11,539,165</b>	<b>14,163,950</b>	<b>12,119,591</b>	<b>12,402,821</b>

<b>WASTEWATER SSIC</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>274,948</b>	<b>362,164</b>	<b>281,841</b>	<b>295,837</b>
Sources:				
Estimated Revenues	205,945	272,209	213,050	191,745
<b>Total Sources</b>	<b>205,945</b>	<b>272,209</b>	<b>213,050</b>	<b>191,745</b>
Uses:				
Expenditures				
Loan payback to WW Capacity	193,068	193,068	193,068	193,068
Debt Service	5,984	5,986	5,986	5,986
Total Expenditures	199,052	199,054	199,054	199,054
<b>Total Uses</b>	<b>199,052</b>	<b>199,054</b>	<b>199,054</b>	<b>199,054</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>281,841</b>	<b>435,319</b>	<b>295,837</b>	<b>288,528</b>

There are two wastewater trunk sewer funds that are for the collection of fees for future sanitary trunk sewer improvements in these established areas as defined by the Metropolitan Sanitary Sewer Collection System Master Plan. These two funds are shown below: Wastewater Area A & B and Wastewater 26<sup>th</sup> PI Trunk.

<b>WASTEWATER AREA A&amp;B</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>926,236</b>	<b>955,965</b>	<b>948,934</b>	<b>968,934</b>
Sources:				
Estimated Revenues	22,698	20,400	20,000	10,000
<b>Total Sources</b>	<b>22,698</b>	<b>20,400</b>	<b>20,000</b>	<b>10,000</b>
Uses:				
Expenditures				
<b>Total Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>948,934</b>	<b>976,365</b>	<b>968,934</b>	<b>978,934</b>

<b>WASTEWATER 26TH PL TRUNK</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>144,891</b>	<b>149,493</b>	<b>148,410</b>	<b>151,910</b>
Sources:				
Estimated Revenues	3,519	3,500	3,500	3,150
<b>Total Sources</b>	<b>3,519</b>	<b>3,500</b>	<b>3,500</b>	<b>3,150</b>
Uses:				
Expenditures				
<b>Total Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>148,410</b>	<b>152,993</b>	<b>151,910</b>	<b>155,060</b>

## YUMA REGIONAL COMMUNICATIONS SYSTEM FUND

The Yuma Regional Communications System Fund was created to account for the activities of the regional radio communication system, which includes the 800/700 MHz digital trunked radio system for use by the city's public safety agencies.

The system is designed to integrate and include interoperability capabilities for use by the County of Yuma and other city, local and regional emergency response agencies. The city and other emergency response agencies contribute to fund the operation of this system. Accordingly the fund is split between operational and funding from external sources.

YUMA REGIONAL COMM. SYSTEM FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	<b>1,734,500</b>	<b>2,149,857</b>	<b>2,001,266</b>	<b>1,903,838</b>
Sources:				
Estimated Revenues	1,994,090	1,959,081	2,135,969	2,126,114
<b>Total Sources</b>	<b>1,994,090</b>	<b>1,959,081</b>	<b>2,135,969</b>	<b>2,126,114</b>
Uses:				
Expenditures				
Personnel	553,204	723,324	573,969	642,948
Employee Market Adjustments	-	-	-	9,001
Operating	1,165,511	1,373,893	1,653,828	1,629,447
Personnel & Operating Efficiencies	-	-	-	(32,147)
Capital Outlay	8,609	259,975	5,600	909,975
<b>Total Expenditures</b>	<b>1,727,324</b>	<b>2,357,192</b>	<b>2,233,397</b>	<b>3,159,224</b>
<b>Total Uses</b>	<b>1,727,324</b>	<b>2,357,192</b>	<b>2,233,397</b>	<b>3,159,224</b>
<b>Unassigned Fund Balance June 30,</b>	<b>2,001,266</b>	<b>1,751,746</b>	<b>1,903,838</b>	<b>870,728</b>

YUMA REG COMM. SYSTEM GRANT FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unassigned Fund Balance July 1,</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Sources:				
Estimated Revenues	-	1,000,000	696,597	1,000,000
<b>Total Sources</b>	<b>-</b>	<b>1,000,000</b>	<b>696,597</b>	<b>1,000,000</b>
Uses:				
Expenditures				
Operating	-	1,000,000	696,597	1,000,000
<b>Total Expenditures</b>	<b>-</b>	<b>1,000,000</b>	<b>696,597</b>	<b>1,000,000</b>
<b>Total Uses</b>	<b>-</b>	<b>1,000,000</b>	<b>696,597</b>	<b>1,000,000</b>
<b>Unassigned Fund Balance June 30,</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## SOLID WASTE FUND

Collection and disposal of residential solid waste is accounted for in this fund. Until fiscal 2000, residential fees were limited to disposal of solid waste and other related expenses. A permanent solid waste collection fee was created in 2011, changing what was classified as a Special Revenue Fund (with General Fund subsidy) into an Enterprise Fund.

In 2000, the Environmental Solid Waste Fee was created to offset the ever-increasing costs of landfill disposal and to cover the city's neighborhood cleanup program, its recycling efforts and its household hazardous waste collection efforts. This fee pays for pass through costs for landfill services and extra sanitation services such as the household hazardous waste days and spring cleanups.

The residential collection fee of \$7.00 per month, along with an environmental fee of \$7.25, supports the operations of the fund. Each year, revenue projections are based on the number of solid waste accounts in the program. As these rates are fixed per household, only a slight 5% decrease in revenue projections is expected.

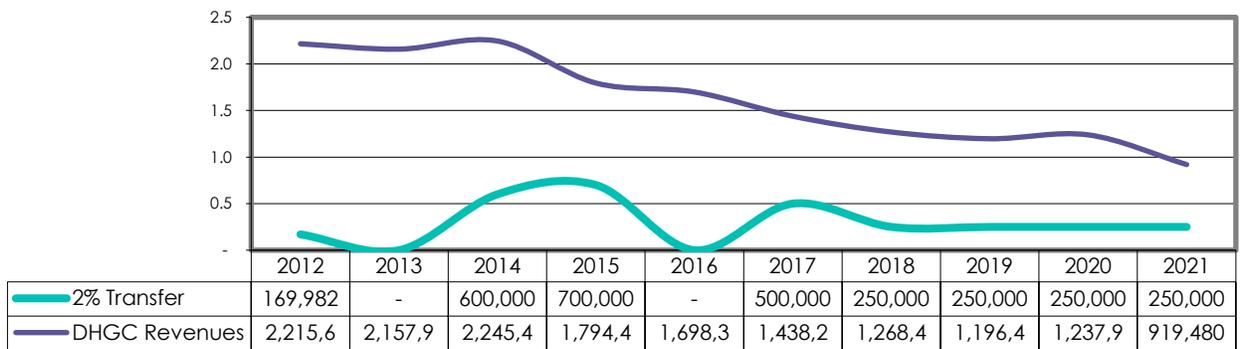
SOLID WASTE FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unrestricted Fund Balance July 1,</b>	<b>1,179,616</b>	<b>1,436,279</b>	<b>1,553,691</b>	<b>1,805,039</b>
Sources:				
Estimated Revenues	4,275,711	4,271,618	4,435,500	4,291,680
Total Sources	4,275,711	4,271,618	4,435,500	4,291,680
Uses:				
Expenditures				
Personnel	966,951	1,070,107	1,077,434	1,161,910
Employee Market Adjustments	-	-	-	16,267
Operating	2,757,859	2,926,791	2,929,526	3,220,267
Personnel & Operating Efficiencies	-	-	-	(58,096)
Capital Outlay	-	100,000	-	100,383
Total Expenditures	3,724,810	4,096,898	4,006,960	4,440,731
Transfers Out:				
Debt Service Fund	165,034	165,400	165,400	165,158
Equipment Replacement Fund	11,792	11,792	11,792	11,792
Total Transfers Out	176,826	177,192	177,192	176,950
Total Uses	3,901,636	4,274,090	4,184,152	4,617,681
<b>Unrestricted Fund Balance June 30,</b>	<b>1,553,691</b>	<b>1,433,807</b>	<b>1,805,039</b>	<b>1,479,038</b>

## DESERT HILLS GOLF COURSE FUND

The Parks and Recreation Department operates the Desert Hills Golf Course, Desert Hills Par 3 and leases out the operations of The Patio Restaurant and Bar at The Hills restaurant.

The Two Percent Tax was used to construct the course in the 1970's and later to reconstruct the main clubhouse using bonds sold in 1995. The tax has also been used to subsidize course operations from time to time, but Council has long intended that golf revenues wholly support these operations. To this end, the transfer from the tax has been reduced over the years. The tax transfer for debt service related to the clubhouse reconstruction ended in fiscal 2010. In FY12 and FY14, new transfers from the Two Percent Tax fund were used to fund capital improvements to the golf courses and their clubhouses. For FY15, an additional transfer was budgeted to support operations. Also in FY15, the operation of the restaurant was outsourced, thus the reduction in revenues. Due to the continued decline in projected revenues in FY21, mirroring a national trend in golf, a transfer from 2% is needed.

**Desert Hills Golf Course Revenues and 2% Tax Transfer**



DESERT HILLS GOLF COURSE FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unrestricted Fund Balance July 1,</b>	<b>(381,995)</b>	<b>(699,402)</b>	<b>(688,153)</b>	<b>(969,341)</b>
Sources:				
Estimated Revenues	1,172,674	1,237,900	1,148,176	919,480
Transfers In:				
Two Percent Tax Fund	250,000	250,000	250,000	250,000
Total Transfers In	250,000	250,000	250,000	250,000
<b>Total Sources</b>	<b>1,422,674</b>	<b>1,487,900</b>	<b>1,398,176</b>	<b>1,169,480</b>
Uses:				
Expenditures				
Personnel	783,562	843,791	752,483	734,853
Employee Market Adjustments	-	-	-	10,288
Operating	919,646	960,533	901,252	933,697
Personnel & Operating Efficiencies	-	-	-	(36,743)
Capital Outlay	-	-	-	8,000
Total Expenditures	1,703,208	1,804,324	1,653,735	1,650,095
Transfers Out:				
Debt Service Fund	2,099	2,104	2,104	2,100
Equipment Replacement Fund	23,525	23,525	23,525	23,525
Total Transfers Out	25,624	25,629	25,629	25,625
<b>Total Uses</b>	<b>1,728,832</b>	<b>1,829,953</b>	<b>1,679,364</b>	<b>1,675,720</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>(688,153)</b>	<b>(1,041,455)</b>	<b>(969,341)</b>	<b>(1,475,581)</b>

## INTERNAL SERVICE FUNDS

Internal service funds are used to account for activities that serve internal operations of other departments rather than to make sales or services available to the general public. Revenues in the funds are from other funds of the City where the charges from the internal funds are recorded as expenditures in the fund that receives the service or product. Internal service funds are reported on the same full accrual basis as enterprise funds; however, operational budgets are designed more like governmental funds for ease of use by department managers receiving the product or service. Accordingly, internal service funds are on a "budget basis" for ease of understanding much like the enterprise funds.

## EQUIPMENT REPLACEMENT FUND

The Equipment Replacement Fund accounts for the accumulation of resources from each department for the replacement of equipment. After initial purchase by the operating fund, the asset is recorded in this fund and "rented" by the operating department. This rent is determined by, and accumulates over, the life of the asset. Along with interest earnings, monies will be available for the purchase of new equipment when the older item is no longer serviceable economically. Between 2009 and 2013, the activities of the fund were suspended except for emergency situations. All replacements were on hold during this time as well as the rents charged to the City departments. In FY13, the Equipment Replacement Program was re-activated but modified to include only rolling stock equipment in excess of \$50,000.

In fiscal years 2015 and 2016, the Equipment Replacement Fund loaned funds to the Capital Projects Fund for the Citywide Solar Savings Project. Transfers in from the various funds participating in the project are budgeted to repay this five-year loan.

<b>EQUIPMENT REPLACEMENT FUND</b>	<b>ACTUAL FY 2019</b>	<b>ADJ BUDGET FY 2020</b>	<b>ESTIMATE FY 2020</b>	<b>BUDGET FY 2021</b>
<b>Unrestricted Fund Balance July 1,</b>	<b>11,090,031</b>	<b>8,123,527</b>	<b>10,673,776</b>	<b>11,850,788</b>
Sources:				
Estimated Revenues	2,051,362	1,789,897	2,189,897	2,071,900
Transfers In:				
General Fund	381,923	381,923	381,923	381,923
Highway Users Revenue Fund	11,792	11,792	11,792	11,792
Road Tax Fund	11,792	11,792	11,792	11,792
Two Percent Tax Fund	274,998	137,499	137,499	137,499
Desert Hills Golf Course Fund	23,525	23,525	23,525	23,525
Solid Waste Fund	11,792	11,792	11,792	11,792
Equipment Maintenance Fund	3,991	3,991	3,991	3,991
Total Transfers In	719,813	582,314	582,314	582,314
<b>Total Sources</b>	<b>2,771,175</b>	<b>2,372,211</b>	<b>2,772,211</b>	<b>2,654,214</b>
Uses:				
Expenditures				
Operating	24,851	23,499	23,499	23,499
Capital Outlay	3,162,579	3,956,084	1,571,700	3,500,000
Total Expenditures	3,187,430	3,979,583	1,595,199	3,523,499
<b>Total Uses</b>	<b>3,187,430</b>	<b>3,979,583</b>	<b>1,595,199</b>	<b>3,523,499</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>10,673,776</b>	<b>6,516,155</b>	<b>11,850,788</b>	<b>10,981,503</b>

## EQUIPMENT MAINTENANCE FUND

The Equipment Maintenance Fund accounts for the operations of fleet maintenance in the city and is managed within the Public Works Department. All governmental and enterprise funds that benefit from these services are charged accordingly.

EQUIPMENT MAINTENANCE FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unrestricted Fund Balance July 1,</b>	<b>(577,134)</b>	<b>(669,467)</b>	<b>(726,827)</b>	<b>(746,792)</b>
Sources:				
Estimated Revenues	2,318,585	2,681,661	2,573,368	3,009,428
<b>Total Sources</b>	<b>2,318,585</b>	<b>2,681,661</b>	<b>2,573,368</b>	<b>3,009,428</b>
Uses:				
Expenditures				
Personnel	1,008,284	1,182,436	1,002,332	1,171,173
Employee Market Adjustments	-	-	-	16,396
Operating	1,456,003	1,557,440	1,587,010	1,682,028
Personnel & Operating Efficiencies	-	-	-	(58,559)
Total Expenditures	2,464,287	2,739,876	2,589,342	2,811,038
Transfers Out:				
Equipment Replacement Fund	3,991	3,991	3,991	3,991
Total Transfers Out	3,991	3,991	3,991	3,991
<b>Total Uses</b>	<b>2,468,278</b>	<b>2,743,867</b>	<b>2,593,333</b>	<b>2,815,029</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>(726,827)</b>	<b>(731,673)</b>	<b>(746,792)</b>	<b>(552,393)</b>

## INSURANCE RESERVE FUND

The Insurance Reserve Fund accounts for the insurance activity and risk retention of the city for liability and casualty issues. Until 2004, these expenditures were accounted for within the General Fund. In 2005, an internal service fund was created for this activity. Use of such a fund makes administration of the city's risk management easier. Premiums are charged to each fund based on liability exposure, infrastructure and other parameters.

INSURANCE RESERVE FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unrestricted Fund Balance July 1,</b>	<b>3,205,513</b>	<b>3,223,607</b>	<b>2,605,537</b>	<b>3,156,951</b>
Sources:				
Estimated Revenues	2,004,828	1,937,973	1,943,011	1,937,973
<b>Total Sources</b>	<b>2,004,828</b>	<b>1,937,973</b>	<b>1,943,011</b>	<b>1,937,973</b>
Uses:				
Expenditures				
Personnel	90,402	94,948	37,416	-
Operating	2,514,401	1,994,557	1,354,181	1,840,607
Total Expenditures	2,604,803	2,089,505	1,391,597	1,840,607
<b>Total Uses</b>	<b>2,604,804</b>	<b>2,089,505</b>	<b>1,391,597</b>	<b>1,840,607</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>2,605,537</b>	<b>3,072,075</b>	<b>3,156,951</b>	<b>3,254,317</b>

## WORKERS COMPENSATION FUND

The Workers Compensation Fund accounts for the workers compensation claims of its employees. Charges to operating funds are very similar to insurance charges paid to an external insurance company.

WORKERS COMP FUND	ACTUAL FY 2019	ADJ BUDGET FY 2020	ESTIMATE FY 2020	BUDGET FY 2021
<b>Unrestricted Fund Balance July 1,</b>	<b>3,781,608</b>	<b>4,073,534</b>	<b>3,876,406</b>	<b>4,476,908</b>
Sources:				
Estimated Revenues	1,634,222	1,590,900	1,601,802	17,018
<b>Total Sources</b>	<b>1,634,222</b>	<b>1,590,900</b>	<b>1,601,802</b>	<b>17,018</b>
Uses:				
Expenditures				
Operating	1,539,424	1,229,000	1,001,300	1,235,360
<b>Total Uses</b>	<b>1,539,424</b>	<b>1,229,000</b>	<b>1,001,300</b>	<b>1,235,360</b>
<b>Unrestricted Fund Balance June 30,</b>	<b>3,876,406</b>	<b>4,435,434</b>	<b>4,476,908</b>	<b>3,258,566</b>

# Department Information

# Department Information

Office of the Mayor and City Council	54
Yuma Municipal Court	57
City Administrator's Office	61
City Attorney's Office	71
Information Technology	77
Finance	83
Human Resources	87
Community Development	90
Public Works	95
Utilities	100
Engineering	105
Parks and Recreation	109
Police	119
Fire	126

# Office of the Mayor and City Council

The Yuma City government exists to sustain the quality of life for those who live, work and visit our City. The City provides services and resources to ensure public safety and economic opportunities for every person in Yuma.

The Mayor and City Council serve the residents of Yuma. The Mayor and City Council appoint a City Administrator to execute the policies adopted at public meetings. Appointment of residents to the City's Boards and Commissions are solicited through outreach to the community and service organizations.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Mayor and City Council*	1	1	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>
*does not reflect elected positions			



Listed are the Goal Action Items developed to guide our organization for the year ending June 30, 2021.

## Commitment – Integrity

- Monitor and ensure fiscal accountability across the City including all City-funded agencies.
- Facilitate economic development within the City and within the region via GYEDC and 4FrontED.
- Encourage and maintain a business-friendly environment to facilitate private investments and development projects, while protecting the existing taxpayer's interests.
- Participate in community wide organizations to facilitate open and honest problem solving discussion.
- Make City government open and accessible to all residents, equally.
- Encourage community leadership and participation in City government.
- Continue to work with all area local elected and appointed officials on issues related to, the greater Yuma region, which are beneficial to the City and community.
- Provide clear policy directions to City staff through the City Administrator.

- Support and fund the City's core services, while ensuring the safety and health of all Yumans.
- Support quality of life services, consistent with the City's commitment to the wellbeing of all residents and visitors.

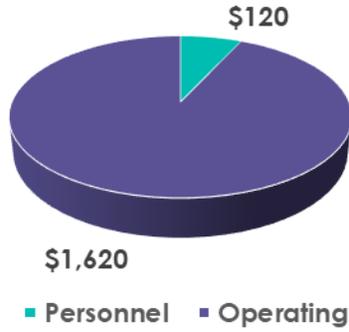
**MAYOR AND CITY COUNCIL**

	<b>Actual FY 2019</b>	<b>Adjusted Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
Personnel	198,194	205,428	169,506	120,178
Operating	131,531	144,858	151,082	1,619,622
	<b>329,725</b>	<b>350,286</b>	<b>320,588</b>	<b>1,739,800</b>

Key Mayor and City Council highlights in the Fiscal Year 2021 Budget:

- Outside Agency Agreements that are entered into at the direction of City Council via ordinance, resolution or policy direction have been moved to Mayor and Council budget to better align and track these expenditures and outcomes.
- An existing Executive Administrative Assistant will be represented in City Administration instead of Mayor and City Council to better track expenditures and workflow.

FY 2021 Budget  
(in thousands)



MAYOR AND CITY COUNCIL

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2020
General Fund	329,725	350,286	320,588	986,004
Highway Users Revenue Fund	-	-	-	78,772
Two Percent Tax Fund	-	-	-	622,024
Water Fund	-	-	-	53,000
	<b>329,725</b>	<b>350,286</b>	<b>320,588</b>	<b>1,739,800</b>

# Yuma Municipal Court

The Mission of the Yuma Municipal Court is to enhance the quality of life in the City of Yuma by providing all people that appear in the Court with a responsive and professional judicial branch of government.

The Yuma Municipal Court is part of the integrated judicial system for Arizona, pursuant to the Charter of the City of Yuma, Arizona, the Constitution of the State of Arizona and the Constitution of the United States of America.

The judicial system is predicated on the belief that all citizens coming before the courts are entitled to equal justice, regardless of race, ethnicity, gender, age, or economic circumstance. The courts must resolve cases swiftly, fairly and impartially. Courts must ensure that litigants and victims fully understand their rights and that those rights are protected. Courts must provide meaningful access to all, ensuring that no litigant is denied justice due to the lack of affording counsel or the inability to understand legal proceedings.

The Yuma Municipal Court consist of two full time elected Judges. The chief judicial officer of the Municipal Court is the Presiding Judge. The Presiding Judge is an attorney and member of the Arizona Bar Association. The Presiding Judge oversees the full time elected Associate Judge who must meet all requirements set forth by law, AZ Supreme Court rules, and the Charter of the City of Yuma. The court utilizes Pro Tem Judges, who are not city or court employees that serve in an on-call and as needed basis, to serve in place of a full time Judge during planned absences. All Pro-Tem Judges are required to meet state and other requirements prior to approval by both the Presiding Judge and City Council. The Court's administration is delegated to the court's full time Court Administrator who serves as the department director for all operational functions of the court and management of non-judicial court personnel. The appointed Court Administrator also serves concurrently as a commissioner for the court, performing limited judicial duties as directed by the Presiding Judge to ensure legal time standards for appearances and responsiveness of the court to the citizens of the City of Yuma are met.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Municipal Court*	19	19	21
<b>Total</b>	<b>19</b>	<b>19</b>	<b>21</b>
*does not reflect elected positions			

## FUNCTIONS

The Yuma Municipal Court is a limited jurisdiction court. It is the third branch of government (judicial) and is a non-political entity. It has jurisdiction over misdemeanor criminal, criminal traffic, civil traffic cases, and other civil cases and criminal cases pursuant to city ordinances that occur within the city limits of Yuma including, but not limited to:

- DUIs (driving under the influence)
- Driving on suspended licenses
- Reckless driving
- Possession of marijuana and/or drug paraphernalia
- Domestic Violence cases such as: Assaults, Disorderly Conduct, Threats, Criminal Damage, etc.
- Non-domestic Violence cases
- Shoplifting and theft
- Underage liquor violations
- City Ordinance violations
- Petitions for Protective Orders, Injunctions Against Harassment and Injunctions Against Workplace Harassment
- 24 hour search warrant and emergency orders (duty shared with other County Judges)

The court's judicial enforcement unit (JEU) is responsible for maximizing collections of fines, fees and restitution owed by defendants, and enforcing compliance for court ordered counseling.



## Case Management

The court processed 12,717 new case filings and completed 16,760 cases during FY 2016. Cases are received from the City of Yuma Police Department, Arizona Western College, Department of Public Safety.

## Case Trends

The court consistently processes in excess of 12,000 new case filings each year. Cases are received from all law enforcement agencies operating within the jurisdiction of the City of Yuma. The majority of all cases are brought before the court by the City of Yuma Police Department, however the court consistently receives cases from multiple local and State law enforcement agencies for alleged crimes and violations that occur within the jurisdiction of the court.



## 2020 Accomplishments

- Court Officers responded to over 600+ cases where YPD patrol officers had arrested subjects with outstanding warrants out of our court, transporting those defendants directly before the Judge for immediate appearance. This resulted in not only alleviating a large number of unnecessary overnight incarcerations in some of those cases, it allowed YPD patrol officers to be immediately available for other calls for service.
- The Court successfully completed security enhancements by obtaining state grant funding which included video surveillance system upgrades as well as security barriers and fencing.
- A complete restructuring of court personnel into sections was completed as of February 01, 2020. This much needed restructuring established designated supervision for staff, specific assignments for caseloads, and will allow for assignment based training specific to each individual staff member, which will bolster professional standards and ensure timely disposition of caseloads.
- The Court implemented a streamlined 'on-line' payment system and web based process for order of protection and harassment injunction petitions, and also provided a secure direct access computer in the lobby for citizens with no internet access to use to obtain these orders.
- Through exceptional teamwork, modification of procedures, and utilization of technology, the court maintained a fully staffed and uninterrupted operational capability, as required by the AZ Supreme Court, while complying with the guidelines set forth by the CDC in response to the Covid-19 health crisis with all modifications and safety measures in place a week prior to any other court.

## 2021 Goals

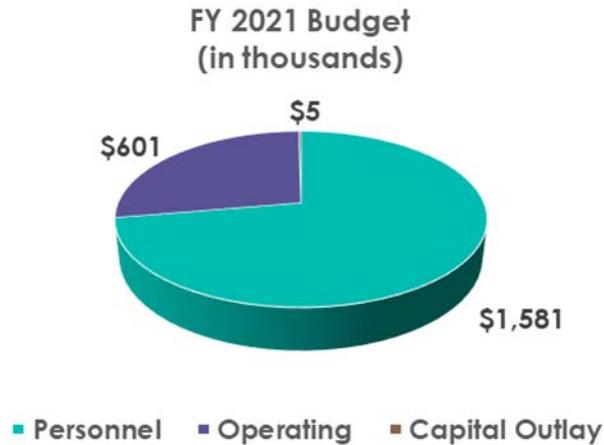
- Improvement of the Court website to increase on-line digital access to the court
- Develop a strategy to enable a long term goal of becoming a fully digital and paperless operation as a cost saving measure as well as allowing for remote accessibility and streamlining operations
- Implement an increase in specific training targeting each group task to bolster capabilities of each section of the court to support the restructuring plan
- Complete the updating of security measures as required by the supreme court strategic agenda

**MUNICIPAL COURT**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	1,460,820	1,526,627	1,460,877	1,581,312
Operating	397,676	585,398	447,763	601,208
Capital Outlay	22,589	8,092	20,794	5,000
	<b>1,881,085</b>	<b>2,120,117</b>	<b>1,929,434</b>	<b>2,187,520</b>

Key Municipal Court highlights in the Fiscal Year 2021 Budget:

- Personnel and Operating costs see a slight increase due to additional State Supreme Court guidelines for training and software system requirements.
- One part time court clerk position will be upgraded to full time to better meet the needs of the Court.



**MUNICIPAL COURT**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	1,881,085	1,955,185	1,898,002	2,052,520
Grant Funds	-	164,932	31,432	135,000
	<b>1,881,085</b>	<b>2,120,117</b>	<b>1,929,434</b>	<b>2,187,520</b>

# City Administrator's Office

Under the Council-Manager form of government, the City Administrator serves as the chief administrative officer, appointed by the Mayor and City Council. The City Administrator is City Council's chief policy-making advisor, and is charged with overseeing everything the City does for the residents and visitors of the community. All employees serve under the direction of the City Administrator and assist him in implementing the policies, programs and budgets adopted by the City Council

The 60 staff members within the City Administrator's Office manages the City's resources to implement City Council policies, goals and objectives, to meet the needs of City of Yuma residents and visitors, and to ensure the integrity of the municipal governing process across every part of the City organization.

## The City Administrator's Office encompasses eight divisions:

The **Administration** team manages the overall resources of the City, ensures the implementation of Council policy, guides citywide organizational development, monitors progress toward objectives, ensures outcomes and oversees the city's expenditures and programs.

The **City Clerk's Office** manages and stores all official records of the City of Yuma. The City Clerk conducts all elections of the City.

**Community Affairs** exists to provide information to the residents of Yuma and the various international, national, regional and local media outlets about City and community initiatives, projects and events.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
City Administrator's Office	8	11	13
Community Affairs	5	4	4
Heritage Area Development	3	3	3
City Clerk's Office	4	4	4
Economic Development	1	1	1
Facilities Maintenance	15	34	35
<b>TOTAL</b>	<b>36</b>	<b>57</b>	<b>60</b>

The City of Yuma's **Capital Improvement Program (CIP)** staff develop and implement the City's financial plan for the improvement and/or construction of municipal infrastructure. The purpose of the City's CIP is to identify and address infrastructure needs while adopting the goals and policies set forth by City Council and the City of Yuma General Plan.

The City of Yuma's **Office of Economic Development** is taking a proactive approach to better address the increased demands and challenges facing our local businesses by shifting resources and time in order to enhance outreach and ombudsman services.

The focus of **Yuma Festivals** team members is to organize and host festivals in collaboration with our Downtown Merchants working to meet our community needs and enhance our shared quality of life in Yuma's Historic Downtown District.

The **Heritage Area Division** provides City staff and operational support by contract to the Yuma Crossing National Heritage Area Corporation, a non-profit local management entity established in accordance with the federal law creating the Heritage Area. This funding is part of the local match required for the Heritage Area.

The **Facilities Maintenance Division** is responsible for the 150,000 square foot City Hall building and the maintenance of Public Works, Yuma Police Department and Municipal Court House.

## 2020 Accomplishments

### Administration

- Worked extensively with local stakeholders and community organizations to improve communication between Administration and the community.
- Started the process to annex more than 1200 acres of State Trust Land to provide for future economic growth opportunities for the community.
- Successfully transitioned in the new City Administrator and provided ongoing leadership to the organization during the interim period.
- Completed construction of new Fleet Maintenance facility.
- Hosted a Council Retreat to align the organization to City Council priorities.
- Provided leadership to City staff and the community throughout the COVID-19 crisis.
- Re-organized and created a new Executive Leadership Team (ELT).
- Initiated "Administrative Redirection" across the organization including new spending limits at the onset of the pandemic to ensure expenditures did not exceed anticipated reduction revenues.
- Developed and delivered a balanced budget that enhanced public safety and street maintenance while reducing expenditures across the organization by over \$11.2 million.
- Pursued and received over \$11.3 million in AZCares funding from the U.S. CARES Act.
- Developed and oversaw 71 City Council meeting agendas.
- Provided interim support and leadership to both DCD and Parks and Recreation.

### Community Affairs

- Maintained partnerships with local media by collaborating with local TV news and radio stations on City-sponsored events such as the annual [Back to School Rodeo](#) and public service announcements.
- Continued to expand number of social media followers and the amount of content shared on social media.
- Broadcast weekly live radio programs in morning drive time on one of the area's top six commercial radio stations.
- Along with Community Development, executed communications outreach efforts for the 2020 Census.
- Actively participated in the regional Joint Information System formed to streamline and unify area communications concerning the COVID-19 virus outbreak and related measures to mitigate.

- Increased Spanish-language outreach on social media and maintained recurring segment on a local Spanish TV news program to share City news, events, updates and activities.
- Collaborated on plans for future enhancements to City website.
- Aided City leadership in maintaining communication with government counterparts in the U.S.-Mexico region, hosting related events for partnerships in the megaregion amongst public/private sector leaders, and engaged additional cities and towns in Baja California and the Imperial Valley.
- Managed press conferences, media coverage and communications in English and in Spanish for dignitaries at numerous "[4FrontED](#)" events led by Mayor Nicholls.

#### City Clerk

- Conducted the 2018 Special Election of Proposition 411, in conjunction with the Arizona Governor election, with a 73.9% voter turnout.
- Coordinated and prepared the City Essential Records list, per statutory requirement, for submission to the Arizona State Library Archives and Public Records.
- Assisted IT in creating a centralized location for City Boards & Commission agendas and minutes.
- Created online forms for election documents, campaign finance and other forms for added customer convenience.
- Processed 342 public records requests.
- Published 49 legal notices.
- Prepared minutes for 71 Council meetings.
- Attended 71 Council meetings.
- Processed 221 resolutions/ordinances/contracts.
- Accepted and processed 83 liquor license applications.
- Posted over 300 Council/Boards & Commission/other agendas.

#### Yuma Crossing National Heritage Area

- Continued working with the Alliance of National Heritage Areas and U.S. legislators to advance national program legislation to unify authorization extensions and increase funding across heritage areas nationwide. Both the House and Senate have legislative bills supporting this initiative with support from several AZ US senators and representatives – at the last count, HR 1049, the House bill, has 209 bi-partisan co-sponsors, and Senate bill S 3217, has 13 co-sponsors, all democrats at this point. Additionally, Senator McSally introduced legislation to renew the individual congressional authorization for the YCNHA an additional 15 years.
- YCNHA team and city leaders hosted state senators and representatives to show off Yuma's entertainment offerings and historic treasures.
- Continued working with Arizona State Parks and Trails (ASPT) and AZ legislators to solidify funding for infrastructure restoration work at the Yuma Territorial Prison (YTP) and Colorado River State Historic Park (CRSHP); successfully gained ASPT approval on the master plan for both parks; and, received historical architectural expertise from the National Park Service who performed an historic asset architectural assessment report for both state parks.
- Continued supporting the plan to develop a multiversity center in downtown Yuma by coordinating with the City on a \$50,000 grant awarded to YCNHA from APS Foundation

to support establishment of a new non-profit corporation to head up the multiversity project.

- Maintained operational self-sufficiency at the YTP and hosted several ghost tour events to capitalize on the YTP being named as the best haunted destination in the U.S. by USA Today readers for 2019.
- Undertook several projects to enhance the visitor experience at the CRSHP featuring a self-guided tour app; computer enhanced map; a kid's interactive exhibit featuring a telegraph display and interactive US Army artifacts (funded by an AZ Community Foundation grant); and trail improvements at the new xeriscape garden ( funded by an ASPT grant).
- Mayor Nichol's November 2019 Giving Tuesday proclamation kicked off YCNHA's initial fund development efforts to raise funds from private and corporate donors.
- Continued to raise awareness and gain support for transforming historic downtown Yuma, and the surrounding area into an entertainment center and tourism attraction by messaging through radio programs, newspaper articles, social media, rotary club and chamber of commerce meetings, advertising, pamphlet distribution, key-note and public speaking engagements, and partnership building with local civic and community members.
- Successfully completed a 2 ½ year, \$600,000 (\$300,000 grant/\$300,000 COY cash & in-kind match) project at West Wetlands Park which restored 3,200 linear feet of bank line, established over 34 acres of riparian habitat restoration, developed 1,500 linear feet of riverfront trails, as well as developed environmental education offerings including interpretive signage, improvements to the education grove, and creation of a series of 11 educational videos and accompanying brochure. YCNHA led this collaborative effort between AZ Department of Forestry & Fire Management (DFFM), COY Parks & Recreation, Gowan Company, and hundreds of community volunteers. This project resulted in being awarded the Ponderosa Pine Partnership award from DFFM for exceptional urban forestry projects involving multiple organizations.
- Awarded over \$486,000 in grant funding from Bureau of Reclamation, Multi-Species Conservation Program, DFFM, and ASPT for projects at Yuma East Wetlands (YEW) including ongoing maintenance and operations of the YEW; a new irrigation pump and pump overhaul; riparian habitat restoration within 7 acres and 1,040 linear feet of bank line that was destroyed in a wildfire; 17.2 acres of invasive species removal and riparian habitat restoration; and, future trail improvements and construction of a wildlife viewing overlook.

## Economic Development

- Fiscal Year 2020 saw economic development projects swing into high gear. Several project commitments moved to construction with the promise of new capital investment, new City revenues and new job creation. Specifically, four projects initiated construction or were scheduled for completion in FY 2020.
- The long-awaited Veterans Home started construction. The 80-bed, \$16 million facility is being constructed on 11 acres contributed by the City. Upon completion, the assisted living facility will employ a 125 person staff. Residents are slated to move into the facility in early 2021.
- Swire Coca Cola announced a new Yuma warehouse/distribution facility in mid-2019. The 56,000 sq. ft. structure is under construction in Yuma Commerce Center. The \$6 million facility will house over 60 people upon completion.

- Two new hotels (Home2 Suites and Sheraton Four Points) are both under construction. The hotels will add 224 rooms to Yuma's hospitality inventory. Collectively, the two hotels will employ over 100 people and represent a capital investment of nearly \$20 million.
- The four referenced projects deliver a total economic impact of over \$78 million and are projected to generate more than \$590,000 in direct City revenues over three years.
- Economic development staff assisted in the preparation and submittal of an EDA grant request to construct approximately 1,450 lineal feet of new 10" sewer line in Yuma Commerce Center to facilitate future business attraction and expansion opportunities. Grant has been awarded.
- The Office of Economic Development planned and executed a direct mail campaign to nearly 225 S. California advanced manufacturing companies using a newly acquired Comparative Operating Cost Analysis highlighting the cost savings of a Yuma location versus California.
- Hosted four visits of companies evaluating Yuma as a site for future expansion. The companies represent more than 225 new jobs. Siting decision are expected in FY 2021.
- Updated and expanded the City's economic development webpages.
- Worked with regional partners to develop and promote a web portal to provide federal, state and local program information to assist small businesses in recovering from the COVID-19 pandemic.

#### Facilities Maintenance

- Complete buildout of three new offices at City Hall Finance area.
- Worked with ITS running cabling and conduit for new City wide CCTV system installation.
- Remodeled shower / restroom at the Peace Officer Training Facility located at the Ray Croc Sports Complex.
- Worked with Parks & Recreation staff to build a new maintenance building at the Desert Hills Golf Course.
- Installed new flooring at Civic Center, City Hall, Public Works, Police and Fire buildings.
- Complete remodel of the old Fleet Warehouse for FM and FD use.
- Performed significant maintenance projects in-house to reduce costs and improve quality and security of City Facilities including areas at the Police Station, Fire stations, and Municipal Court building.
- Reworked service counters at City Hall to enhance building security at DCD, Parks and Rec, and Water.
- Replaced all pool deck lighting at Marcus pool to high efficiency LED lighting.

## 2021 Goals

### Administration

- Support the Mayor and City Council's priorities and goals by working with regional community leaders and intergovernmental partners including Yuma County and the cities of San Luis and Somerton, the Town of Wellton, and with communities south of the Mexico–United States border as well as with state and federal representatives.
- Ensure planning for recovery in a post-COVID-19 environment.
- City Administrator continue to meet with the Mayor and City Council to build trust and identify issues of importance to them.
- City Administrator's Office team members to grow and foster a culture of teamwork and trust within the organization and make efforts to improve employee morale across all parts of the City.
- Build upon relationships with key stakeholders, businesses, and civic groups.
- Work with the Mayor and City Council to develop a first-ever strategic plan for the City of Yuma.
- Work with the Executive Leadership Team to establish department workplans which support the City Council's priorities.
- Align the City's budget to support and achieve the City Council's vision and highest priorities.
- Develop a community outreach and communication plan to promote transparency and openness and accessibility.
- Assess the long-term financial condition of the City. Maintain fiscal integrity and ensure financial sustainability.
- Elevate the City's budget process and identify funding needs throughout the organization; identify proactive and innovative financial strategies to accomplish the City Council's goals and priorities.
- Review, evaluate, and identify funding options for the City's Capital Improvement Program (CIP) including road maintenance, aging infrastructure, and equipment maintenance and replacement.
- Evaluate and assess the organization's current staffing and organizational structure.
- Ensure economic development and redevelopment projects remain a priority for the City, while attracting new investments and jobs.
- Support new opportunities like binational, Yuma Multiversity Campus (YMC) or spaceport projects.
- Evaluate the benefits and challenges of potential annexations and pursue at the policy-direction of the City Council.

### Community Affairs

- Expand the number of users who view our content through various electronic media.
- Continue to work with new and revolving area news reporters to enhance their understanding of the City organization and City staff roles in order to increase the accuracy of news reporting on City stories.
- Increase our Spanish language outreach on social and City-owned media.
- Monitor additional social media platforms and prepare to implement those that would help us expand our reach to residents and customers.
- Seek additional strategies and tactics for informing and engaging citizens.
- Create coordinated communication campaigns that include all City owned media assets and earned media sharing and partnerships with local news media.

## City Clerk

- Strive to better communicate election processes to the public, through internal and external media sources, with the hope of increasing City voter turnout.
- To promote trust in local government by being fair and impartial to all citizen's.
- To provide timely and accurate responses on all public record requests.
- Revisit internal processes to better our efficiencies at serving the public.
- Work towards the vision of placing approved City documents on web for public access through the document management system.
- Review current services and the associated costs to assure the City is receiving the appropriate reimbursements.

## Yuma Crossing National Heritage Area

- Continue working with the Alliance of National Heritage Areas and AZ legislators to advance national program legislation to unify authorization extensions and increase funding across heritage areas nationwide.
- Continue YCNHA fund development efforts to raise funds from private and corporate donors along with existing sources.
- Continue to lead the effort to raise awareness and gain support for transforming historic downtown Yuma and the surrounding area into an entertainment center and tourism attraction.
- Continue supporting the plan to develop a multiversity center in downtown Yuma by collaborating with soon to be established multiversity non-profit corporation.
- Leverage ASPT funding and NPS expertise, advice and training to move forward with infrastructure restoration at historic parks: YTP and CRSHP.
- Continue working with COY Parks & Recreation to complete development of West Wetlands Park.
- Continue to seek funding for restoration and maintenance of the Historic City Hall building.
- Continue capitalizing on YTP's best haunted destination designation from USA Today readers by hosting several ghost tour events and to enhance the visitor experience at the YTP & CRSHP.
- Successfully operate and maintain the YEW and successfully complete the DFFM invasive species removal and habitat restoration grant project and begin the ASPT grant project to improve trails and construct a wildlife viewing overlook.

## Economic Development

- Job creation: 125 new jobs (non-retail) generated by two advanced manufacturing operations, one back-office center, and one distribution facility.
- Wages: Average annual wages of 50 new jobs assisted by OED will meet or exceed the average county wage (\$34,420).
- Capital Investment: Total new project capital investments will exceed \$30 million.

- Plan and execute a lead generation initiative for the City utilizing a professional services firm.
- Work with GYEDC, 4FrontED, and other economic development partners to assist local businesses in their recovery from the COVID-19 emergency.

#### Facilities Maintenance

- Provide for and continuously improve the process for the delivery of building maintenance, custodial services, and skilled trades to meet the facility needs of the City of Yuma.
- During the COVID-19 crisis, continue to provide for a safe, energy efficient, clean, and well-maintained interior environment contributing to the success and wellbeing of the staff and the Citizens of Yuma.
- Facilities Management will be good stewards of all resources entrusted to their care.
- Add new Utilities Building to our cleaning and maintenance services.
- Replace roll up doors at Fire Station 4 and flooring at multiple Fire Stations.
- Replace large AC system and controls at Yuma Police Department.

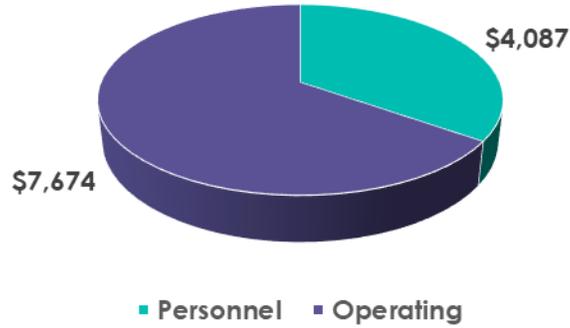
**CITY ADMINISTRATOR'S OFFICE**

	<b>Actual FY 2019</b>	<b>Adjusted Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
Personnel	2,896,557	2,777,699	2,583,258	4,086,658
Operating	1,184,765	4,110,048	1,378,900	7,674,312
Capital Outlay	2,300	-	-	-
	<b>4,083,622</b>	<b>6,887,747</b>	<b>3,962,158</b>	<b>11,760,970</b>

Key City Administration highlights in the Fiscal Year 2021 Budget:

- The Facilities Maintenance budget will be absorbed into the City Administrator's Office budget, which will increase the City Administrator's Office budget by \$1.6 million in personnel and \$3.8 million in operating. This will allow the City Administration staff to better monitor the budget and expenditures in Facilities Maintenance, and will allow more transparency of expenditures.
- Facing a 13.1% health insurance premium increase for FY 2021, the City will absorb 100% of the increases in Plan B and High Deductible Health Plan (HDHP) plan participants, while absorbing 83% of the increase for Plan A participants.
- Contract management functions will shift from City Attorney's Office to City Administrator's Office with no change in FTE's.
- Hosting a new Vision and Goal Setting Session for City Council that will focus on developing a City-wide Strategic Plan to prepare for Yuma's future.
- An additional, existing Executive Administrative Assistant will be represented in City Administration instead of Mayor and Council to better track expenditures and workflow.
- Addition of two FTE's for security professionals at City Hall.
- Reduction of one Administrative Assistant FTE.
- One FTE for Facilities Maintenance that was added summer of 2019.
- Preparation for better reorganization of duties and outcomes for Fiscal Year 2022.

**FY 2021 Budget  
(in thousands)**



**CITY ADMINISTRATOR'S OFFICE**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	3,557,347	3,652,197	3,426,732	7,469,565
City Road Tax Fund	27,798	28,937	29,006	29,078
Two Percent Tax Fund	442,698	492,457	445,721	256,408
Grant Funds	20,993	2,678,023	23,327	3,969,575
Water Fund	17,006	17,667	17,980	17,770
Wastewater Fund	13,914	14,449	14,818	14,538
Solid Waste Fund	3,866	4,017	4,574	4,036
<b>Total</b>	<b>4,083,622</b>	<b>6,887,747</b>	<b>3,962,158</b>	<b>11,760,970</b>

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# City Attorney

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The City Attorney's Office exists to provide legal and risk management services to the City Council, the City Administrator, and all City departments, offices and agencies in order to promote the health, safety, and welfare of our community.

The City Attorney's Office provides efficient, timely and professional legal advice to the City Council, City Administrator and all City departments and represents the City in all legal proceedings. The City Attorney's office is comprised of a Civil Division and a Criminal Division.

The **Civil Division** of the City Attorney's Office represents and manages all civil court proceedings in various state and federal courts, and for all areas of the law, including but not limited to zoning, contract, public bidding, personnel, bankruptcy, water, real estate, development agreements, environmental, open meeting law, and technology and communications. Additionally, the Civil Division provides a significant portion of the State legislative and lobbying support on behalf of the City and aggressively pursues legislative outcomes that enhances and enables the City of Yuma's ability to provide services to the community.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
City Attorney's Office	9	9	7
Prosecutor's Office	3	3	3
<b>Total</b>	<b>12</b>	<b>12</b>	<b>10</b>

Finally, the Civil Division handles all risk management activities for the City including the negotiation and procurement of all required and necessary City insurance coverages, active liability and loss case investigation and management and the identification of potential areas of liability exposure and loss prevention practices.

The **Criminal Division** represents the State of Arizona in the prosecution of criminal misdemeanor offenses that occur in the City of Yuma along with civil traffic cases filed in the City of Yuma municipal court. The Criminal Division is responsible for ensuring the equitable administration of justice while advocating for victim rights and crime prevention. Additionally, the Criminal Division represents the City in all City misdemeanor criminal appeals, special actions, petitions for review, and competency hearings filed in Yuma County Superior Court, Arizona Court of Appeals, and the Arizona Supreme Court.



## 2020 Accomplishments

### Civil Division

- Continued support to City Administration and other City Departments on matters involving economic development activities by providing legal advice and drafting of contracts, agreements and applications for development, economic development, redevelopment and grant opportunities.
- Assisted in the amendment of a number of City ordinances to accomplish legislative and policy goals and objectives.
- Resolved a number of significant civil litigation matters and tort claims involving various City departments and City employees.
- Staffed and provided legal advice to numerous boards and commissions of the City of Yuma.
- Drafted development agreements, leases, pre-annexation agreements and other contracts relating to economic development activity in the City.
- Provided legal advice and drafting expertise in sale and acquisition of various interests in real property including the acquisition and leasing of the Boys & Girls Club facility.
- Advised and oversaw the completion of the City's Fleet Facility and necessary experts to address construction defects and delay issues.
- Drafted contracts and agreements for the implementation of CDBG funds to improve the sewer systems for 23 residential lots for the Harvard Street Improvement project.
- Assisted Utilities and outside counsel on a renewed discharge permit with ADEQ for treated water discharge into the Colorado River.
- Continued process of creating electronic files maintained by City Attorney's Office.
- Provide timely legal analysis of proposed legislation or new jurisprudence impacting the City.

## Criminal Division/Police Legal Advisor

- Processed more than 2,650 criminal/traffic cases through the Yuma Municipal Court, including approximately 550 domestic violence cases and 680 business victim cases.
- Mailed in excess of 3,200 letters to crime victims, providing each victim with their victim's rights, court procedures and notice of hearing and trial dates.
- Reviewed for authorization/declination in excess of 850 complaint requests from the Yuma Police Department, other City of Yuma departments, and outside governmental agencies.
- Provided legal advice and direction to the Yuma Police Department Command Staff and supervisors regarding administrative and operational issues.
- Provided legal advice to police officers conducting active investigations in civil and criminal cases.
- Prepared legal opinions and directives pertaining to court opinions and legislation affecting law enforcement.
- Provided victim representation for the City/Yuma Police Department/Yuma Fire Department in criminal matters involving assaults on police officers, the arson to Castle Park, and the arson of Mesa Heights.
- Accompanied Yuma Fire and Yuma Police personnel to depositions, witness interviews, hearings, and trials in which they were witnesses.
- Provided required civil liability training to incoming Field Training Officers.
- Represented the City, or worked with outside Counsel, in civil lawsuits involving the Yuma Police Department.
- Conducted monthly reviews of newly issued court opinions, from all relevant jurisdictions, and notified YPD Command Staff of those that affect law enforcement performance.
- Worked with Animal Control to update ordinances regarding regulation of animals within the City of Yuma.
- Worked with Yuma Police Department to update ordinances regarding the possession and use of weapons within City limits.

## 2021 Goals

### City Attorney's Office

- Continue to develop strategies to provide efficient and effective business practices for internal and external customers.
- Ensure that all City operations comply with federal, state and local laws.
- Assist in negotiating and drafting transactional documents for City departments including all City contracts and real estate acquisitions and dispositions.
- Coordinate updates and insurance applications for the vetting of next fiscal year's insurance coverage.
- Continue to provide legal analysis of all new jurisprudence relating to the City.
- Provide legal advice and assist in compliance with open meeting laws, conflict of interest laws and public records laws for all City boards and commissions.
- Provide legislative updates to departments regarding significant legislative changes that impact the City.
- Continue excellent client service in the administration of justice.
- Support City staff with enhanced enforcement of city code violations.
- Continue the Pre-Arrestment Negotiation process program.

- Continue to provide legal advice and direction to the Yuma Police Department Command Staff and supervisors regarding administrative and operational issues.
- Continue to provide on demand legal advice to police officers conducting active investigations in civil and criminal cases.
- Assist with in-house trainings pertaining to the law, prosecution, civil consequences and courtroom presence.
- Respond to officer-involved-incidents, should any occur.

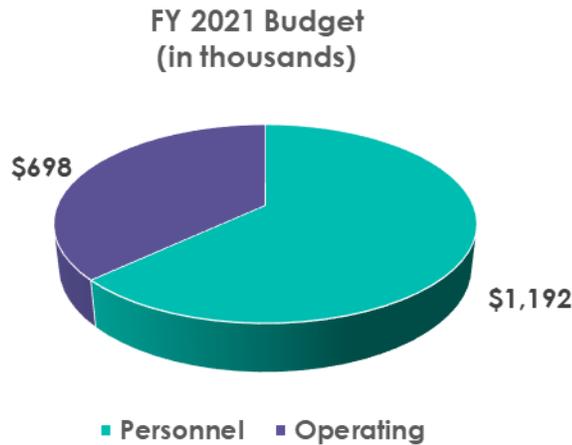


**CITY ATTORNEY**

	<b>Actual FY 2019</b>	<b>Adjusted Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
Personnel	1,271,362	1,374,466	1,282,230	1,192,278
Operating	943,678	1,215,082	760,095	698,488
	<b>2,215,040</b>	<b>2,589,548</b>	<b>2,042,325</b>	<b>1,890,766</b>

Key City Attorney's Office highlights in the Fiscal Year 2021 Budget:

- Contract management function will shift from City Attorney's Office to City Administrator's Office with no change in FTE's.
- The City Attorney's staff absorbed the risk management function upon retirement of this position.
- Previously budgeted in the City Attorney's office, lobbying expenditures will be shifted to the Office of Mayor and Council's budget.



**CITY ATTORNEY**

	<b>Actual FY 2019</b>	<b>Adjusted Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
General Fund	1,446,132	1,649,091	1,591,414	1,420,766
City Road Tax Fund	51,300	52,580	42,261	-
Grant Funds	7,002	7,010	11,420	10,000
Water Fund	3,237	3,339	2,684	-
Wastewater Fund	2,434	2,505	2,012	-
Insurance Reserve Fund	704,935	875,023	392,534	460,000
	<b>2,215,040</b>	<b>2,589,548</b>	<b>2,042,325</b>	<b>1,890,766</b>

# Information Technology

The purpose of Information Technology is to enable the City to achieve its business goals and objectives, recognize opportunities to match new technology to evolving business operations, and to promote a technology enabled community in which all residents, businesses and the governmental lines of business have secure, and easy access to high-quality, accurate, relevant information, and Information Services. We are committed to friendly, polite service, and excellence through knowledge and communication. We will provide timely, accurate and thorough assistance for all of your technology needs with efficiency and a smile.

The Information Technology Department (IT) provides centralized computer and telephony services to the City of Yuma staff, elected officials, peer agencies, and by extension, residents of the community. Our primary objectives are to provide customer services and support, system operation and maintenance, implementation and support of business applications, administrative services, and, using technology, support organizational business goals and objectives. The Department consists of 32 team members operating in three different budget Divisions.

	AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
• Administration	Administration	5	4	5
• Technical Support	Technical Services	24	22	22
• Radio Communications	Radio Communications	6	6	5
	<b>Total</b>	<b>35</b>	<b>32</b>	<b>32</b>

**The Administrative Division** provides oversight for the entire Department. The functional areas within this Division include the Management Team, and an Administrative Specialist. Collectively, this team establishes the strategic direction for enterprise technology. The team is responsible for the City's entire technology portfolio using components of industry standard technology management framework models. Project management is also performed by this team, which includes planning, coordination of resources, budget preparation and management, business analysis, tracking and reporting, and contract negotiations.

**The Technical Support Division** includes the following business units:

Business Applications Unit staff provide design, development, implementation, integration, support and management of the City's Enterprise Resource Planning (ERP) applications, e-government applications available through various web portals, Public Safety applications, and other business specific applications used throughout the City. Geographic Information Systems (GIS) team is a workgroup within this business unit.

The Infrastructure Unit staff provide design, implementation, administration, management, and support for the City's entire computing infrastructure. This includes telephony, data communications: core networking, Internet connectivity, E-mail, data management (backup and recovery), servers and workstations, printers, and mobile computing. The infrastructure team provides management, and oversight of the City's overall technology security posture. This includes developing, implementing, and maintaining technology security solutions and corresponding policies and procedures, to be used in managing the City's technology environment. The Service Unit Desk staff provide first point of contact for all technology related services and support requests. They are responsible for resolving tier one support requests at first contact and managing the escalation process to tier two and three if they are unable to do so in a timely manner.



**The Radio Communications Division** staff provides regional radio communications services to City of Yuma public safety personnel as well as many other government agencies in the Yuma area through a cooperative agreement, Yuma Regional Communications Services (YRCS). Additionally this team has recently taken on the administration of public safety Computer Aided Dispatch (CAD) and Records Management (RM) systems for the City of Yuma and several other government agencies in the Yuma area. In addition, this team has recently taken over administrative oversight for the Yuma County 911 system.

**Administration**

- Management oversight
- Project management and coordination
- Chair technology steering committee
- Strategic and operational planning
- Policy and procedure creation and management
- Budget development and administration
- Cyclical equipment replacement management
- Regulatory Compliance and security awareness training

**Technical Support**

Business Applications business unit:

- GIS Services
- Business software and applications analysis
- Business process analysis
- Application design, development,

- implementation and integration
- Tier two and three business application support
- Report writing
- User interface training

Infrastructure business unit

- Tier two (2) end user support
- Compute device configuration, installation, maintenance, and support
- User access and usability support
- Wiring infrastructure
- Tier three (3) system administration support
- Data center Management
- Data management
- Telecommunications; telephony, LAN\WAN
- Server and systems
- Collaboration tools
- Disaster recovery preparedness

Network and perimeter security  
Intrusion detection and mitigation  
Security monitoring

Service Desk business unit

Tier one and two end user support  
Asset management  
User access management  
Contract Management

**Radio Maintenance (YRCS)**

Regional Radio Communications design,  
configuration, installation, maintenance and  
support

Public Safety CAD and RMS design,  
configuration, installation, maintenance and  
support

Public Safety business software and  
applications analysis

Public Safety business process analysis

Public Safety application design,  
development, implementation, integration

Project execution and coordination

**2020 ACCOMPLISHMENTS**

Administration, Security and Compliance

- Conducted four team building exercises and one department retreat.
- Completed 22 of 51 technology projects.
- Conducted annual Technology Steering Committee session for 2021 budget planning.
- Deployed various SharePoint solutions for Departments and or Projects.
- Conducted 12 individual system health checks and business process analysis engagements.

Technical Support

- Completed PCaaS implementation, 725 desktop computer replacements.
- Completed implementation of hyper-converged infrastructure, replaced end of life server and storage systems.
- Developed design for new work order system; service catalog, escalations procedures, self-service portal, chat services and performance monitoring and alerting.
- Conducted six full version upgrades to enterprise applications.
- Decommissioned deprecated systems and platforms.
- Began master inventory for infrastructure and application systems.

Radio Maintenance

- Performed frequency updates to the regional microwave and radio systems.
- Migrated two of 10 agencies to new CAD and RMS platform.
- Procured replacement for City facility video camera system.
- Replaced network point of presence routers, increased bandwidth between City facilities and to the Internet.
- Began master inventory for telecommunications platforms.

## 2021 GOALS

### Administration, Security and Compliance

- Complete Department strategic plan, execute first year operating plan.
- Develop and implement dashboard for key performance indicators.
- Expand use of SharePoint services for collaboration and information exchange.
- Expand business relationships with all Departments, expand Liaison philosophy.
- Consolidate inventory for City-wide IT commodity and services, develop roadmap and corresponding replacement strategy, and establish new cost allocation model.

### Technical Support

- Complete migration to new work order system and decommission original.
- Complete migration of City website to new platform and decommission original.
- Complete migration of Fleet data and application to new platform and decommission original.
- Complete version upgrade and cutover for land management application.
- Complete firmware and application upgrades as prescribed by respective manufacturers.
- Complete Active Directory remediation activities and data management restructure.
- Develop and implement comprehensive adaptive cyber security master plan; proactive monitoring and alerting, enhanced perimeter security, identity management, awareness training, incident response and management.
- Develop and implement new service delivery model, subscription for commodity and services, onboarding and off boarding strategy, business continuity plans, and budget.
- Complete infrastructure and application master inventory and corresponding topology maps; on premise and hosted.
- Develop project plan and budget for licensing replacement for City-wide Microsoft products.

### Radio Maintenance

- Complete migration to new CAD and RMS platforms and decommission original.
- Complete replacement of all facility video cameras and decommission original.
- Complete installation of radio tower at 4E facility.
- Develop plan and budget for facilities access management solution.
- Develop project plan for upcoming radio system upgrades.
- Develop plan and budget for telephone system replacement.
- Complete telecommunications master inventory and corresponding topology maps.
- Complete fiber optic \ infrastructure master plan, submit for grant.

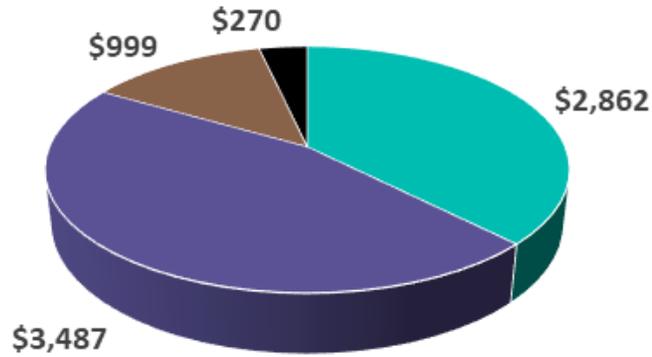
### INFORMATION TECHNOLOGY

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	2,567,053	3,057,834	2,603,339	2,862,323
Operating	1,943,969	3,145,802	3,163,717	3,487,252
Capital Outlay	159,900	314,975	25,600	998,976
Debt Service	-	270,000	243,000	270,000
	<b>4,670,922</b>	<b>6,788,611</b>	<b>6,035,656</b>	<b>7,618,551</b>

Key Information Technology highlights in the Fiscal Year 2021 Budget:

- A thorough restructuring of staff throughout the Information Technology department has resulted in a net cost savings in personnel while better aligning to today's technological resource needs.
- The Yuma Regional Communications System has increased operational and capital outlay requirements for upgrades to the current system.

**FY 2021 Budget**  
(in thousands)



■ Personnel   
 ■ Operating   
 ■ Capital Outlay   
 ■ Debt Service

**INFORMATION TECHNOLOGY**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	2,889,712	3,217,187	3,010,132	3,336,181
Grant Funds	53,886	214,232	95,530	100,000
Yuma Regional Communications System Fund	1,727,324	2,357,192	2,233,397	3,182,370
Yuma Regional Communications System Grant Fund	-	1,000,000	696,597	1,000,000
<b>Total</b>	<b>4,670,922</b>	<b>6,788,611</b>	<b>6,035,656</b>	<b>7,618,551</b>

# Finance

We, as a team, provide financial systems and operational support to assist our customers in achieving their goals.

The Finance Department consists of four divisions that serve the public and all other City departments.

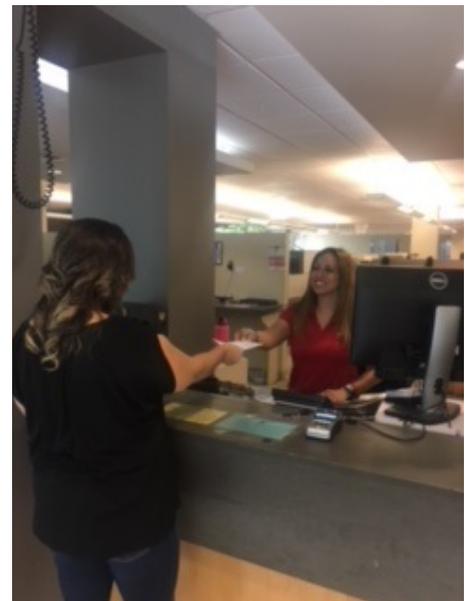
The Administration Division oversees the financial activities of the City while providing direction and policy to the Department. This division also directs the City's investment program, manages the City's treasury functions, administers the City's bond program working with the Municipal Property Corporation, and produces the Annual Budget.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Administration	3	3	3
Customer Services	8	8	9
Purchasing Division	7	7	7
Accounting	12	14	14
<b>Total</b>	<b>30</b>	<b>32</b>	<b>33</b>

The Customer Services Division primarily processes utility billings and payments and administers business licenses. Customer Services also administers the City's online utility management system myUMA. This online software allows customers to opt-in to electronic statements, set up recurring payments or process one-time payments. We strive to provide all customers with the best possible customer service both on the phone and in person at City Hall.

The Purchasing Division serves as the City's purchasing and contracting agent in order to acquire supplies, equipment and services for all city departments. The purchasing and contracting processes are facilitated by the issuance of solicitations, contracts, purchase orders and direct purchases. The division provides professional guidance, advice, and oversight to departments in acquiring goods and services related to delivering core services. They also assist in contracting for professional and construction services for capital projects. In addition, the staff provides citywide training to employees who are involved with procurement. The Purchasing Division also manages the City's mail and distribution services. When time and space permits, two live auctions are held annually and several on-line auctions take place throughout the year.

The Accounting Division handles the City's general ledger, accounts payable, accounts receivable, grant accounting and reporting, payroll and revenue collections. Staff Accountants work closely with all other City departments to ensure accurate reporting of expenditures made throughout the year. The Accounting Division prepares financial reports throughout the year to aid City management staff in financial decision-making, as well as the City's Comprehensive Annual Financial Report. Staff members of the Accounting Division prepare for and coordinate an intensive annual audit, and provide accounting-related assistance on a wide variety of citywide projects.



Click [here](#) to view the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2019.

## 2020 Accomplishments

### Administration

- Received the City's 16<sup>th</sup> GFOA Distinguished Budget Presentation Award for the 2020 Budget Year.

### Customer Service

- Opened approximately 7,000 new water accounts.
- Manually processed over 68,000 water/sewer/trash payments.
- Successfully transitioned our day-to-day office work to a "work from home" operation with little interruption to our customers, due to COVID-19.
- Kept the water on and did not charge late fees to our customers during the Global Health Crisis (COVID-19).
- Processed 388 business applications.

### Purchasing

- Continued to update solicitations and contracts to comply with most current procurement requirements.
- Continued to updated procedures manual and instructions to comply with procurement guidelines and best practices.
- Continued to reduce paper waste by filing solicitations and contracts electronically.
- Implemented electronic signature process for some documents for internal users to eliminate paper waste.
- Processed 168 contracts/solicitations for fiscal year 2020.
- Processed 740 purchase orders, excludes change orders.

### Accounting

- Received the City's 37th Certificate of Excellence in Financial Reporting from the Government Finance Officers Association.
- On-boarded two new positions allowing rebalancing of the accounting functions to create a more efficient and effective division.
- Successfully transitioned our day-to-day office work to a "work from home" operation with little to no interruptions in payroll, accounts payable, and cash receipt functions, due to COVID-19.
- Prepared and submitted City's Comprehensive Annual Financial Report (CAFR) to GFOA for consideration for the City's 38th Certificate of Achievement for Excellence in Financial Reporting.
- Researched and selected software program that will provide a more efficient process for preparing financial statements and the CAFR and prepared documentation for purchasing software at the start of the current fiscal year.

## 2021 Goals

### Administration

- Implement financial software to improve the way the City produces financial statements, budgets and publications.
- Receive the City's 17<sup>th</sup> GFOA Distinguished Budget Presentation Award for the 2021 Budget Year

### Customer Service

- Update automated payment systems for online and IVR payments.
- Redesign utility webpage with a user-friendly design.
- Implement additional electronic processes to allow additional flexibility to our residents to conduct business with the City.
- Introduce electronic Business License Applications.
- Research KIOSK options.

### Purchasing

- Purchase and implement new online software for solicitations in order to streamline process and reduce paper waste.
- Continue to provide purchasing education to end users and key personnel to ensure adherence to purchasing guidelines and best practices.
- Finalize an on-line training class for new purchasing cardholders.
- Continue to refine policies and procedures to streamline the purchasing process.

### Accounting

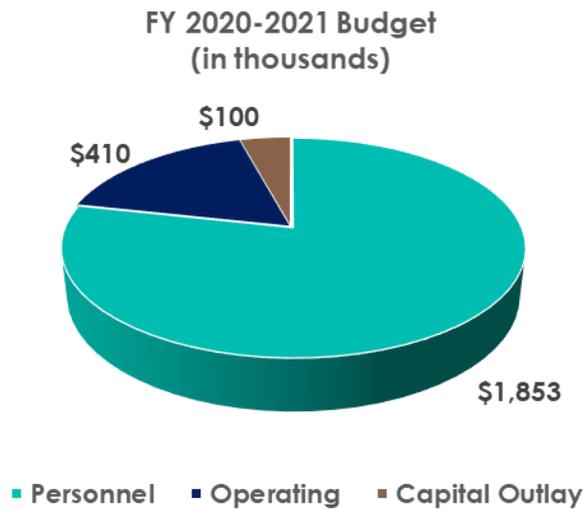
- Implement financial software to improve the way the City produces financial statements and the CAFR, as well as other publications.
- Begin utilizing several modules within the ERP system that will allow for more automated daily processes.
- Implement citywide paperless travel voucher system, which will streamline the process for the employee while saving costs and reducing printing requirements for the City.
- Implement ACH payment processing for Vendor Payments as a cost saving process for the City.

**FINANCE**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	1,771,754	1,958,696	1,818,523	1,853,297
Operating	407,005	437,305	397,790	409,760
Capital Outlay	-	-	-	100,000
	<b>2,178,759</b>	<b>2,396,001</b>	<b>2,216,313</b>	<b>2,363,057</b>

Key Finance highlights in the Fiscal Year 2021 Budget:

- New software programs will be procured in FY 2021 that will provide for increased financial reporting and online bidding capabilities.
- One FTE will be added to the Customer Services staff to handle a larger influx of new water accounts via online applications.



**FINANCE**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	2,178,759	2,396,001	2,216,313	2,363,057
	<b>2,178,759</b>	<b>2,396,001</b>	<b>2,216,313</b>	<b>2,363,057</b>

# Human Resources

Human Resources is a committed partner in providing services while supporting and empowering ourselves, our co-workers and our community.

The Human Resources Department provides a full range of Human Resource Management Services for the employees and residents of the City. These activities include recruitment, compensation and classification, compliance with employment laws, workers compensation, medical and military leave, health benefits, and other activities designed to enhance workplace fairness and the City's ability to attract and retain quality employees. Additionally, the department coordinates programs related to Environmental Health and Safety Compliance; these programs include facility and process inspections, and employee training.



AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Human Resources	12	12	12
<b>Total</b>	<b>12</b>	<b>12</b>	<b>12</b>

## 2020 Accomplishments

- Completed 76 safety inspections, and provided 53 safety related training opportunities promoting a culture of safety citywide.
- Improved overall health and wellness knowledge of employees by offering 19 wellness events and promotions.
- Achieved an approval rating of 94% customer satisfaction with the management of workers' compensation claims.
- 654 employees attended 34 different human resources training opportunities that were offered.
- Achieved a 90% approval rating for all interactions with human resources staff.
- Hired or promoted 390 candidates, while reviewing 9000+ employment applications.

## 2021 Goals

- Streamline on-boarding process to be paperless and online.
- Create a new outreach program for public safety positions using veterans hiring strategies.
- Establish new entry-level positions to train candidates to be successful through certification and apprenticeship programs.
- Build safety program and training opportunities to reduce number of industrial injury claims that are OSHA recordable by 5%.
- Continue to build upon the existing Wellness Program in an effort to reduce health insurance costs.

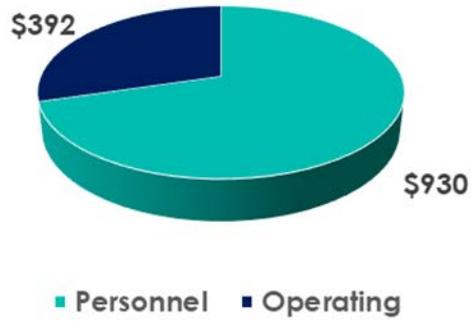
### HUMAN RESOURCES

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	895,296	925,072	881,451	929,721
Operating	221,681	274,489	269,484	392,173
	<b>1,116,977</b>	<b>1,199,561</b>	<b>1,150,935</b>	<b>1,321,894</b>

Key Human Resources highlights in the Fiscal Year 2021 Budget:

- The addition of two software modules to NEOGOV will allow the Human Resources Department to conduct much-needed training throughout the organization and collect newly hired staff member information online, thereby reducing manual entry into the system.

FY 2021 Budget  
(in thousands)



**HUMAN RESOURCES**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	1,114,002	1,195,801	1,150,935	1,321,894
Grant Funds	2,975	3,760	-	-
	<b>1,116,977</b>	<b>1,199,561</b>	<b>1,150,935</b>	<b>1,321,894</b>

# Community Development

The Department of Community Development (DCD) is committed to enriching the quality of the natural and built environment for existing and future residents, in partnership with the community, through proper planning, development and building practices. The Department strives for responsible, responsive and creative solutions to meet the current needs of customers and the City, while planning for future generations.

The Department of Community Development (DCD) promotes a culture where staff and customers work in partnership to create and sustain a better quality of life and environment in which to live, work, and play. Through the actions of its Community Planning, Building Safety and Neighborhood Services Divisions, the department plans for growth, development, and prosperity; reviews and approves development plans and building permits; responds to issues related to health and safety; and promotes attractive, diverse neighborhoods that provide a full range of housing opportunities.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Administration	2	2	2
Building Safety	20	20	20
Neighborhood Services	8	8	8
Community Planning	12	11	12
<b>Total</b>	<b>42</b>	<b>41</b>	<b>42</b>

The Administration Division provides oversight, direction and leadership to the entire department, represents and interacts with the City Council and City Administration to keep them apprised of current and proposed development activities. This division oversees the Pre-Development Meeting program, which provides an opportunity for staff and customers (property owners, developers, and business owners) to review proposed development

projects and provide invaluable feedback at the onset of the process. A representative from each department attends to provide feedback in a "One Stop Shop" approach. In addition, this division provides online application and permitting support to assist customers with electronic plan submittal, review and permitting.

The Building Safety Division provides services needed to meet the needs of all the construction activity in the City. Through a multi-faceted on-line permitting process, staff reviews building plans, issues building permits, performs construction inspections, and meets with the public to ensure compliance with the City Council-adopted codes. This last year, the Building Safety Division issued 6,300 construction permits, including 486 new single-family homes, with \$132 million in construction valuation. As part of the Building Safety Division, Code Enforcement provides enforcement of the building and zoning codes of the City through an education-focused process. Code Enforcement continues to focus on eliminating dilapidated and unsafe buildings, while utilizing Clear-Boarding (a clear polymer sheet) to secure (board up) vacant structures.



**BEFORE**

The Neighborhood Services Division creates healthy neighborhoods by improving the quality of life for residents, particularly those with low and moderate incomes. In partnership with the community, Neighborhood Services develops and implements creative strategies for attractive and diverse neighborhoods. The City receives Community Development Block Grant ([CDBG](#)) funds from the US Department of Housing and Urban Development ([HUD](#)) which are used to improve neighborhoods in the City of Yuma. Neighborhood Services also serves as the Lead Entity for the Yuma County HOME Consortium, providing administrative oversight for HOME funding from HUD. HOME funds are used to

preserve and create affordable housing throughout Yuma County.

The Community Planning Division provides comprehensive planning services to the community on issues related to land use, physical design, historic preservation, and community facilitates. Community Planning is responsible for administering the zoning code and ensuring that such codes are in keeping with the goals and priorities of our community. As a means to protect



**AFTER**

our single-family residential neighborhoods, an update to the zoning code was recently adopted which addresses the addition of Corner Markets within the Infill portion of the City. Long Range Planning staff prepares updates to the General Plan, develops new and revised policies to guide the City's growth, and adds land area to the City's jurisdiction through annexations. Current Planning staff reviews all business license applications to ensure that intended land uses are consistent with the zoning code. In addition, the Planning staff attended 289 Pre-Development Meetings (PDMs) last year. These meetings provide an opportunity for staff and property owners, developers, and business owners to discuss proposed development projects and work through potential issues before

money is spent on project design. Planners also provide staff support to the Planning and Zoning Commission, the Design and Historic Review Commission, and the Hearing Officer.

## 2020 Accomplishments

### Administration

- Successfully facilitated 331 Pre-Development Meetings
- Increased the use of technology through video and audio conferencing

### Building Safety

- Held "talk in the field" conversations with the construction and design community to promote collaboration between the city and the community.

- Developed and implemented a virtual inspection program on identified types of inspections to help minimize travel time for inspectors while also saving on fuel costs. The program saves contractors' time and money since they do not have to return to the site to meet with the inspection team.
- Developed an on-site inspection program for all properties in the Infill Overlay District to occur before or after a PDM

## Neighborhood Services

- Year 4 of the Revitalization Plan for the Mesa Heights Neighborhood. Cumulative accomplishments in Mesa Heights include:
  - 167 rental properties inspected and certified
  - 312 Code violations abated
  - 36 dumpsters were provided to residents and 42 tons of trash removed
  - One inoperable vehicle was removed
  - One severely dilapidated structure demolished
  - Four owner-occupied homes rehabbed which included two major rehabs, two minor rehabs
  - Harvard Street sewer project completed, providing service to 19 properties
  - Design underway for project to install 35 additional street lights in Mesa Heights
- Citywide: One minor rehab, two major rehabs and one reconstruction during the year. Two of these rehabilitation projects included the abatement of lead-based paint hazards.
- In association with Western Arizona Council of Governments, drafted and implemented Emergency Rental Assistance Program, using CARE Act funds, to provide rental assistance to an estimated 110 individuals who have had a financial impact due to COVID-19 and are unable to pay their rent.
- Administered the Building Safety Division's Emergency Repair Program for emergency repairs to four owner-occupied homes
- In partnership with the City of Yuma Parks & Recreation Department the park social program hosted "Touch a Truck", a family-friendly event that offers children a hands-on opportunity to see, touch, and explore the vehicles that protect, build, and serve our community. Attended Nonprofit agencies offering hands-on crafts, face-painting and other activities while providing useful information, including basic health screenings
- Implementation of HOME program county-wide with programs for:
  - down payment and closing cost assistance
  - new construction for homebuyers
  - new construction for affordable rental
  - rehab for owner-occupied single family residences, and
  - tenant-based rental assistance
  - HOME funds used to purchase land for three affordable single family housing units currently under construction on Magnolia Ave

## Community Planning

- Public outreach and engagement related to the 2020 Census
- Formation of the Tree & Shade Master Plan Task Force

- Included over 30 resident experts (i.e. local arborists, landscape professionals, garden clubs, community service organizations, health professionals, education professionals, and development professionals)
- Hosted a community meeting with over 50 attendees
- Conducted a public survey with 445 respondents
- Drafted the 2020 Tree & Shade Master Plan
- Implementation of Company Housing
- Public outreach and engagement with the users of the ordinance
- New construction of a large company housing facility utilizing the new development requirements

## 2021 Goals

### Administration

- Develop a program where the department leaders meet with the design and construction community at their place of business to further develop partnerships and relationships
- Continue the use of expanded technology; implement visual screen sharing through on line meetings for use by our out of town customers and multi city teams.

### Building Safety

- New implementation of Citizen Self-Serve (CSS) portal for better service to our online customers.
- Develop new proposals for permit technicians to streamline processes and provide better consistency.
- Complete the review of the trade codes to include IPC, IRC, IMC, IFGC, NEC and present to council for consideration.
- Enhance our "contractor inspection program" for better quality control.

### Neighborhood Services

- Nine minor/major rehabs or reconstructions in Mesa Heights, six minor/major rehabs or reconstructions citywide.
- Four compulsory demolition projects citywide.
- Complete improvements to Joe Henry Optimist Center outdoor basketball courts.
- Complete installation of 35 additional streetlights in Mesa Heights.
- Complete all Enhanced Code Enforcement and Rental Inspections at mobile home parks in Mesa Heights.
- Complete construction of three housing units on Magnolia Ave.

### Community Planning

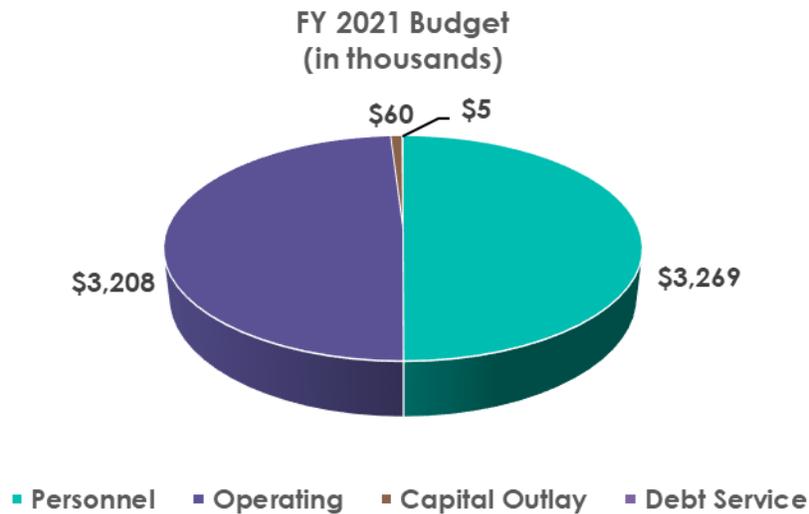
- Adopt the 2020 Tree & Shade Mater Plan
- Begin the 2022 General Plan update
  - Brief City Council about the upcoming update
  - Form working groups/committees
  - Host community meetings
  - Draft updated General Plan
- Identify, draft and propose needed amendments to the Zoning/Subdivision Code

### COMMUNITY DEVELOPMENT

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	3,049,777	3,352,319	3,042,232	3,268,719
Operating	1,776,204	2,785,303	1,522,292	3,208,058
Capital Outlay	-	-	-	60,000
Debt Service	-	6,000	8,684	5,162
	<b>4,825,981</b>	<b>6,143,622</b>	<b>4,573,208</b>	<b>6,541,939</b>

Key Community Development highlights in the Fiscal Year 2021 Budget:

- One FTE Assistant Planner will be added to address concerns regarding the recruitment of seasoned planners within the department.
- Operating expenditures are anticipated to increase due to a potential increase in grant funding.



### COMMUNITY DEVELOPMENT

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	3,146,951	3,552,302	3,305,242	3,551,636
Grant Funds	1,679,030	2,591,320	1,267,966	2,990,303
	<b>4,825,981</b>	<b>6,143,622</b>	<b>4,573,208</b>	<b>6,541,939</b>

# Public Works

The Public Works Department pledges continuous improvement through high performance, customer service, communication, innovations and teamwork for the needs and requirements of the citizens and visitors of Yuma, as well as our neighboring communities. The Department is committed to providing the highest quality, effective and environmentally sound public services to our residents.

In order to provide a wide-range of services efficiently and effectively to the citizens of Yuma, the Public Works Department is organized into the following service areas:

**Fleet Services:** manages and provides preventive maintenance and automotive repairs to a fleet of approximately 860 vehicles and equipment. To include technical repairs to City wide generators and pumps;

	AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
• Public Safety vehicle repairs (Police & Fire)	Fleet Services	16	16	16
• Solid Waste collection trucks	Solid Waste	15	16	16
• Parks & Recreation vehicles & large mowers	Street Maintenance	53	53	53
• City wide vehicle maintenance	<b>Total</b>	<b>84</b>	<b>85</b>	<b>85</b>

**Solid Waste Division:** is responsible for solid waste and recycling collections within the City. We serve approximately 24,000 residential customers. In addition, the division oversees environmental programs such as the annual Neighborhood Clean Up campaign, Christmas Tree Recycling Program, and the Yuma Area Household Hazardous Waste (HHW).

**Street Division:** is charged with maintaining a vast City infrastructure that includes approximately 400 centerline street miles, providing a safe drivable street surface, and maintaining the landscaping, storm drains and other aesthetic attributes of our street network.

- Asphalt maintenance
- Traffic signs and markings
- Street sweeping
- Right-of-way maintenance
- Signals and Street lighting
- Concrete repairs for sidewalks, curbs & gutters

- Residential collection
- Curbside recycling
- Container maintenance
- Bulk pick ups

## 2020 Accomplishments

### Streets

- Traffic signal infrastructure upgrades - three intersections along the Avenue B corridor between 16<sup>th</sup> Street and 24<sup>th</sup> Street
- Removed and replaced 80 streetlight poles per the condition audit – in progress
- “Welcome to Yuma” sign at 1<sup>st</sup> Street and 4<sup>th</sup> Avenue was completed at the Northwest corner, brought to us by a partnership between Public Works, Clean and Beautiful Commission and the welding class from Yuma High School
- Retro reflectivity inspection to over 17,000 street signs to comply with requirements of MUTCD and FHWA regulations
- Installed “Open for Business” signs at 11 locations
- Completed installation of flashing yellow arrow traffic signal concept at 4<sup>th</sup> Avenue and 8<sup>th</sup> Street
- Conducted a test with 50lbs of Fiber Slurry Seal product to Palo Verde St from Pacific Ave to Ave 2.5E – Formerly failed roads; life should be extended up to 12 years; reduced the monthly maintenance of this road by 100%
- Conducted a test with 30lbs of Slurry Seal product to 14<sup>th</sup> St and 2<sup>nd</sup> Ave – formerly failed roads and should extend the life up to 6-10 years.
- Applied a Cape Seal to Arizona Ave from 33<sup>rd</sup> St to 40<sup>th</sup> St - reduced the monthly maintenance of this road by 100%
- Completed a Xeriscape project located at 45<sup>th</sup> Ave and 16<sup>th</sup> Street
- Applied 20lbs of slurry seal to the subdivision of Hacienda Estates



### Solid Waste

- Implemented the GPS software for the solid waste/uncontained collection trucks
- MSW trash: 27,563 total tons
- Recycle: 5,695 total tons
- 10<sup>th</sup> route added for growth – restructuring and implementation of new boundaries for productivity
- Completed Work Orders in Lucity: 8,576
- Warranty settlement of 968 bodies and 112 lids - Credit Amount \$23,474



## Fleet Services

- Grand opening of new fleet facility
- Moved into the new fleet facility
- Decommissioned the old fleet facility operations and utilities
- Implement RTA Fleet software upgrade
- Implemented new vehicle lease program
- Hosted Ford factory training with several agencies (Flagstaff, Somerton and ADOT)
- Received two new Peterbilt/McNeilus refuse trucks



## 2021 Goals

### Street Division

- Schedule 80 streetlight poles to be removed and replaced
- Rehabilitate three traffic signal intersections
- PW staff will apply PMM oil product with newly purchased equipment beginning in the Fall
- Utilize innovative road sealant products such as HA5, Micro surfaces, Cape Seals, etc.
- Applying 20lbs and 30lbs of Fiber Slurry Seal/ Slurry Seal
- Tree Management Plan & Training Program
- Update and Execute new Basins Operations Calendar
- Focus on execute a managed competition plan for landscape maintenance

### Solid Waste

- Execute a new Disposal Contract – current contract ending on 05/04/2020
- Move HHW operations back to Public Works yard
- Upgrade HHW facility
- Start residential audit for active and closed accounts within the workorder system

### Fleet Services

- Prepare for a City wide motorpool
- Hire a Service Writer
- Demolish the old fleet facility and replace with asphalt
- Establish an operational equipment replacement plan
- Reduce parts cost from prior fiscal year



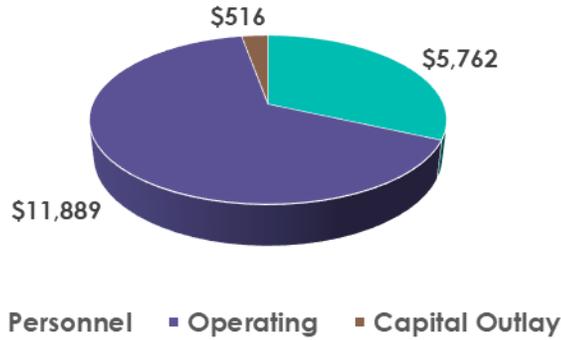
### PUBLIC WORKS

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	4,980,683	5,746,412	5,209,964	5,762,486
Operating	8,601,470	9,651,230	9,049,232	11,889,415
Capital Outlay	1,374,217	2,938,437	1,206,300	515,983
	<b>14,956,370</b>	<b>18,336,079</b>	<b>15,465,496</b>	<b>18,167,884</b>

Key Public Works highlights in the Fiscal Year 2021 Budget:

- An additional \$1.4 million has been allocated to the operating budget for street preservation projects, which represents a 100% increase from the prior year.
- Capital outlay has decreased as no large equipment is anticipated to be replaced in FY21.

**FY 2021 Budget  
(in thousands)**



**PUBLIC WORKS**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Highway Users Revenue Fund	6,586,036	7,427,634	6,649,361	9,383,561
City Road Tax	810,886	937,733	1,028,307	1,252,598
Improvement District Funds	-	109,518	-	-
Grant Funds	-	200,000	-	200,000
Solid Waste Fund	3,720,944	4,092,881	4,002,386	4,478,524
Equipment Maintenance Fund	2,464,287	2,739,876	2,589,342	2,853,201
Equipment Replacement Fund	1,374,217	2,828,437	1,196,100	-
	<b>14,956,370</b>	<b>18,336,079</b>	<b>15,465,496</b>	<b>18,167,884</b>

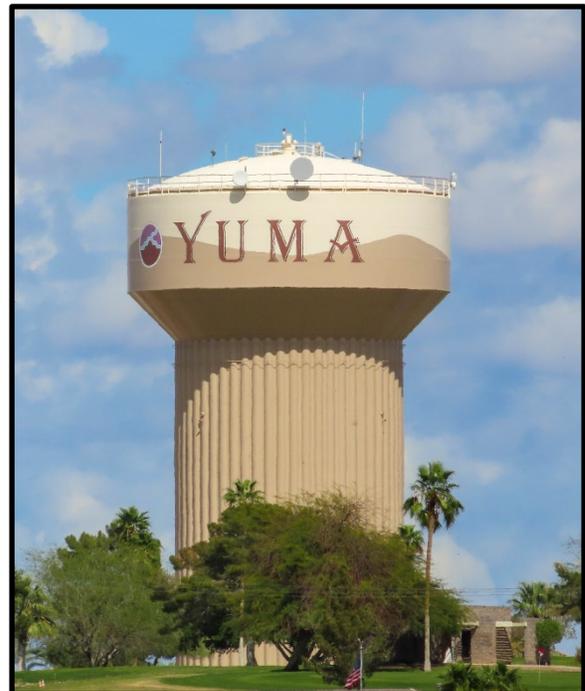
# Utilities

Our goal, and highest priority, is to ensure the delivery of a reliable drinking water supply of the highest quality, and the most efficient environmentally sound reclamation of Yuma's wastewater.

The Utilities Department is a customer service organization, responsible for the treatment and distribution of safe drinking water and the proper treatment and disposal of wastewater. We provide maintenance of water distribution and sewer collection lines and wastewater pump stations throughout the service area of the City of Yuma. The Department is divided into nine Divisions including: Water Treatment, Water Distribution, Water Systems Customer Services, Wastewater Treatment, Wastewater Collections, Industrial Pretreatment, Water Quality & Compliance, Instrumentation & Controls, and our Administration Division.

Consistent with its goal, the Utilities Department provides excellent customer service through trained and knowledgeable employees who possess a sense of duty to our customers. The Department has 137 authorized positions, of which more than half possess an Arizona Department of Environmental Quality issued license for the highly specialized work they perform on a daily basis. These employees are highly skilled, motivated and take great pride in their abilities to provide services at a level that consistently exceeds State and Federal requirements.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Administration	9	9	9
Water	70	71	70
Wastewater	57	55	58
<b>Total</b>	<b>136</b>	<b>135</b>	<b>137</b>



## Functions

The Utilities Department Division Managers satisfy all aspects of the City's water goals. Water Treatment, Wastewater Treatment, and the Water Quality & Compliance Divisional Managers ensure conformity with EPA's Clean Water Act, Safe Drinking Water Act, biosolids regulations via Industrial Pretreatment, Cross Connection Control and the Environmental Laboratory. The Distribution, Customer Service, and Collection Division Managers monitor the installation, maintenance, and repair of the City-owned water transmission and distribution system, wastewater collection systems, water metering and reading systems. The

Distribution Division contains the water and wastewater systems modeling applications and is responsible for all utilities Blue Stake requests to ensure they are completed in a timely manner.

The Water Treatment Division uses water from the Colorado River and water from wells to produce the continuous supply of drinking water necessary to meet the needs of Yuma's residents, businesses, and industries. Drinking water treatment occurs at two locations: The Main Street Water Treatment Facility and the Agua Viva Water Treatment Facility.

Producing drinking water for the Yuma area since 1891, the Main Street Water Treatment Facility is thought to be one of the first water plants west of the Mississippi River to filter its water. This facility uses the Colorado River as the source for two-thirds of Yuma's drinking water. With a major improvement to operations in 2009, the Department's state of the art Agua Viva Facility currently uses a combination of surface water and ground water to provide the one-third of Yuma's drinking water.

The Wastewater Treatment Division operates three treatment facilities to reclaim the wastewater produced by Yuma's residents, businesses and industries. In operation since early 1970, the Figueroa Avenue facility is the oldest and the largest of these treatment plants. Operating under very strict Federal and State permits, this facility turns over 87% of Yuma's wastewater into high quality treated effluent, which is discharged into the Colorado River. The smallest facility, Jackrabbit Mesa, and the newest facility, Desert Dunes, treat the remaining 13% of Yuma's wastewater.



The Industrial Wastewater Pretreatment Division manages a federally approved program that protects Yuma's wastewater infrastructure and resources. This section ensures that the City of Yuma meets environmental regulations set up by the State of Arizona, and the United States Environmental Protection Agency by working with commercial and industrial facilities that discharge wastewater into the City's collection system, issuing permits, and enforcing compliance.

The Cross Connection Control Section protects Yuma's drinking water from contamination by ensuring the proper steps are taken to prevent foreign material from entering the drinking water system in homes, businesses, and industries. This section investigates water quality complaints, reports cross-connection incidents, and ensures that required backflow prevention devices are properly installed and regularly tested.

The Water Quality and Compliance Division collects and analyzes a wide variety of samples of river water, well water, drinking water, and our wastewater. Results of their testing verifies the City's compliance with numerous environmental and health regulations and are reported to a variety of agencies including the United States Environmental Protection Agency and the Arizona Department of Environmental Quality. The Laboratory is the primary point of contact for customer concerns and complaints about drinking water safety and quality.

The Utilities Distribution and Collection Divisions monitors the installation, maintenance, and repair of the City owned water transmission and distribution system, wastewater collection systems, water metering and reading systems. This section houses the water and wastewater systems modeling applications and is also responsible for all utilities Blue Stake requests to ensure they are completed in a timely manner.

The Distribution Division is responsible for assuring our customers receive the potable water from our treatment, storage and pumping facilities with a reasonable pressure and the highest quality 24-hours a day. The system transmission/distribution water mains (pipes) range from 2 inches to 48 inches in diameter. The pipes are made from various materials such as concrete, ductile iron, PVC or other material. The age of the pipes and valves are from 60+ years old to newly installed. Because of the age of a majority of our infrastructure, leaks and breaks do occur. Our employees are on call 24-hours a day to make repairs and put mains back in service as quickly as possible. This division maintains a valve exercise program, a hydrant flushing program, and a water quality flushing program.



The Wastewater Collection Division is responsible for assuring the city's wastewater collection system is properly maintained and free flowing 24-hours a day. The wastewater collection infrastructure consists of 379 miles of sanitary sewer collection lines and force mains with over 5,782 sanitary sewer manholes. The wastewater collection system lines range from 6 inches to 42 inches in diameter. This division is responsible for cleaning and inspecting (utilizing specialized equipment) the wastewater collection lines and all sanitary sewer manholes. This year the Wastewater Collection Division inspected, via closed circuit TV (CCTV), over 112 miles of sanitary sewer mains. In addition, this division also assists the Distribution Division with emergency water leaks and is on call for emergency response. Customer complaints of wastewater stoppages, odors, and vermin are also resolved promptly.

The Customer Service Division is responsible for all aspects of metering, water and sewer system connections and permits, utility billing support, division inventory and warehousing, and an on-site meter shop. This division is comprised of three Sections: Field Customer Service, Meter Services, and Utility Rates Services.

The Field Customer Service group takes care of all water service connects and disconnects (scheduled, emergency, and non-pays), high bill complaints, on-site customer assistance, customer sign-ups, and thefts of service.

The Meter Services group handles meter readings, all Automated Meter Reading (AMR) applications, manual meter reading, construction roving meter reading, backflow device installations and testing for roving meters, meter repairs, meter tests and utility service history reviews. Additionally, the Meter Services and Field Customer Services group also responds to on call customer emergency turn offs, reconnects, and customer sign ups.



## 2020 Accomplishments

### Water Distribution:

- Accomplished 6,600 fire hydrant inspections
- Upgraded new Line Trucks with front winches for pulling water services

### Customer Service:

- Integration between New World and Lucity is still in the vetting process
- Over 13,000 work orders completed and 386,000 meter reads

### Water Treatment:

- Assisted with the Garrison Flag installation at the 16<sup>th</sup> Street Tanks
- Main Street Water Treatment Facility
  - Rehabilitated Zone 2 Pumps No. 1, 2 and 4
  - Installed a new fluoride residual analyzer
- Agua Viva Water Treatment Facility
  - Rebuilt Well No.3
  - Replaced three UPS systems

### Wastewater Treatment:

- Completed a JOC project to renovate and install scum wipers on Final Clarifiers at the Desert Dunes WRF
- Completed a JOC project to renovate Primary Clarifier No.4 at the Figueroa Ave WPCF
- Completed a JOC project to renovate the K-Mart liftstation
- Completed the Phase 1 Electrical Improvements CIP at the Figueroa Ave WPCF
- Replaced the Gravity Thickener pumps at the Figueroa Ave WPCF

### Water Quality and Compliance:

- Completed the Sewer Use Ordinance Enforcement Response Plan
- Assisted Building Safety on adoption of the 2018 International Plumbing Code

## 2021 Goals

### Administration:

- Support the Utilities Operations Building Project and see it through construction
- Support the State Land Annex
- Review and Update the Utility Regulations (Water, Wastewater, and Backflow)
- Work with ADEQ and support contractors to preserve the Figueroa Ave Wastewater Treatment Facilities discharge permit renewal conditions

### Water Distribution:

- Have the Water Distribution warehouse functional on a mobile platform
- Begin preparations to move into a new building

### Customer Service:

- Have the ability for all Customer Service work orders to be paperless

### Wastewater Collection:

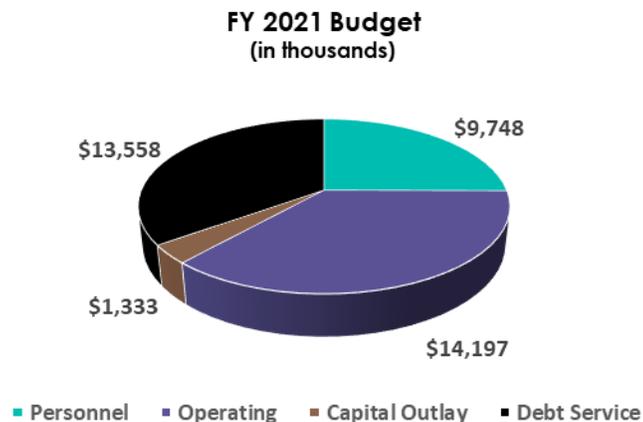
- Develop a proactive approach to notify customers that their sewer lateral may be having future issues
- Evaluate Levee interceptor line manholes and develop a replacement plan

### UTILITIES

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	9,507,188	10,432,593	9,516,916	9,747,712
Operating	12,599,339	14,477,297	13,129,117	14,197,369
Capital Outlay	1,509,071	1,609,547	376,872	1,332,500
Debt Service	13,592,892	13,572,898	13,593,698	13,558,143
	<b>37,208,490</b>	<b>40,092,335</b>	<b>36,616,603</b>	<b>38,835,724</b>

Key Utilities highlights in the Fiscal Year 2021 Budget:

- Due to efficiencies in the Utilities department including freezing of vacancies, personnel costs will see a substantial decrease.



### UTILITIES

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Water Fund	18,924,292	20,683,386	18,760,775	20,277,318
Water Restricted Funds	2,454,672	2,454,040	2,454,903	2,462,151
Wastewater Fund	12,375,815	13,590,150	12,740,298	13,435,631
Wastewater Restricted Funds	2,660,510	2,660,627	2,660,627	2,660,624
Equipment Replacement Fund	793,201	704,132	-	-
	<b>37,208,490</b>	<b>40,092,335</b>	<b>36,616,603</b>	<b>38,835,724</b>

# Engineering

The Engineering Department is committed to enhancing the quality of life in the City of Yuma by delivering a quality built environment; being responsible stewards of public resources; effectively managing the City's transportation system; and providing project management, design, permitting and inspection services for all infrastructure constructed in the public right-of-way.

The Engineering Department (Engineering) is comprised of professional and para-professional personnel, including Registered Engineers and Land Surveyors, Project Managers, Construction Inspectors, and Engineering Technicians. This highly qualified staff holds 13 professional licenses and over two dozen industry professional certifications. Engineering relies on both City staff and private professional service firms to perform design, construction management, materials testing, and inspection of City projects, and work done in the public right-of-way by private developers, to ensure that all infrastructure is built to City standards. Engineering provides these services through four sections: Development Engineering, Traffic Engineering, Design & Construction Management, and Engineering Support Services.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Engineering	28	27	27
<b>Total</b>	<b>28</b>	<b>27</b>	<b>27</b>

The Development Engineering Section takes a proactive approach to private development within the City of Yuma by engaging with developers early in the process. Development Engineering provides plan review services to ensure that infrastructure constructed in City rights-of-way will be done according to City, state, and federal standards, and in accordance with City policies. Development Engineering is also responsible for the implementation and collection of the City's adopted development fees as well as providing storm water and flood zone management within City limits. Our Development Engineering staff includes registered engineers who also hold certifications from the American Floodplain Managers Association.

The Traffic Engineering Section is responsible for ensuring the safe and efficient movement of all modes of transportation. Their primary responsibilities include transportation planning, traffic impact study review for proposed development projects, investigation and resolution of traffic related complaints, and management of the City's traffic signal system. The Traffic Engineering Division also provides specialized plan review, design services and technical recommendations to address safety concerns. Our Traffic Engineering staff includes registered engineers who also hold certifications from the International Municipal Signals Association and the American Traffic Safety Services Association.



The Design & Construction Management Section is responsible for delivery of the city's capital Improvement Program. This section provides professional planning, design, and project and construction management services for the City's CIP projects. Project Managers are responsible for managing the scope, schedule and budget throughout all phases of a project; from planning and design during preconstruction through construction, close-out and warranty. Our in-house design team provides design services for water, wastewater, storm drain, non-motorized travel, and roadway projects, as well as providing cost estimating support for CIP planning and in support of other departments. The Design & Construction Management team includes registered engineers who also hold certifications from the Construction Management Association of America, the Center for Job Order Contracting Excellence, the National Consortium of Certified Public Managers, and the American Traffic Safety Services Association.

The Engineering Support Services Section provides a wide variety of support services to both the Engineering department and other departments throughout the city. This section provides utility mapping services, maintains historical records of construction projects, oversees the updating and implementation of construction specifications and standard details for the City, oversee special districts, and maintain our bridge records program. In addition, this section prepares and reviews legal descriptions for the acquisition and sale of property and easements and maintains a system of survey benchmarks throughout the City to provide accurate horizontal and vertical reference points for use by City staff as well as consulting engineers and surveyors. The Inspections group within this section provides construction observation, quality assurance and plan review services to ensure that any public improvements in City rights-of-way are constructed to City standards. Inspectors provide oversight on all CIP projects as well as infrastructure built by private developers. Our Engineering Support Services Section is staffed with highly credentialed professionals including a registered engineer and land surveyor, and inspectors certified by the Arizona Technical Testing Institute, the American Concrete Institute, the Arizona Department of Environmental Quality, the American Public Works Association, and the American Traffic Safety Services Association.



The Engineering Support Services Section provides a wide variety of support services to both the Engineering department and other departments throughout the city. This section provides utility mapping services, maintains historical records of construction projects, oversees the updating and implementation of construction specifications and standard details for the City, oversee special districts, and maintain our bridge records program. In addition, this section prepares and reviews legal descriptions for the acquisition and sale of property and easements and maintains a system of survey benchmarks throughout the City to provide accurate horizontal and vertical reference points for use by City staff as well as consulting engineers and surveyors. The Inspections group within this section provides construction observation, quality assurance and plan review services to ensure that any public improvements in City rights-of-way are constructed to City standards. Inspectors provide oversight on all CIP projects as well as infrastructure built by private developers. Our Engineering Support Services Section is staffed with highly credentialed professionals including a registered engineer and land surveyor, and inspectors certified by the Arizona Technical Testing Institute, the American Concrete Institute, the Arizona Department of Environmental Quality, the American Public Works Association, and the American Traffic Safety Services Association.

## 2020 Accomplishments

- Delivered over 30 CIP projects
- Reviewed over 450 Traffic Control Plan submittals
- Completed nearly 400 plan reviews
- Issued and managed over 900 encroachment permits
- Conducted over 3,200 permit related inspections
- Implemented updated design contracts and standard scopes of work
- Implemented updated construction contracts and general conditions
- Launched a storm water program management webpage
- Initiated the process for implementing a regional Traffic Management System
- Updated traffic signal timing plans for all signals in the city

## 2021 Goals

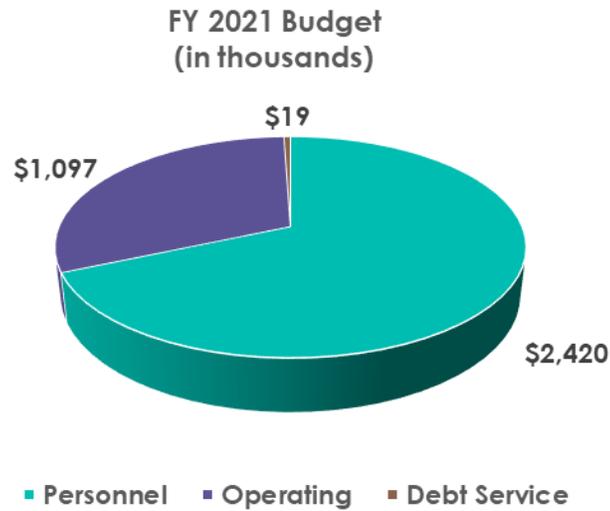
- Update City's supplement to the MAG Standard Specifications for Construction
- Complete ITS Strategic Plan, including a regional traffic management system
- Update City Code related to subdivision and development construction
- Complete and implement a neighborhood traffic calming policy
- Develop and implement a Department Strategic Plan
- Develop Design Standards and Project Management Procedures manuals
- Add staff credentials including: Professional Engineer, Registered Land Surveyor, American Concrete Institute, APWA Certified Infrastructure Inspector, Traffic Control Technician/Supervisor, Certified Construction Manager, and Certified Job Order Contracting Professional

### ENGINEERING

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	2,340,076	2,629,184	2,298,370	2,419,778
Operating	796,474	964,126	918,544	1,096,534
Capital Outlay	224,803	107,500	11,500	-
Debt Service	-	-	29,200	19,000
	<b>3,361,353</b>	<b>3,700,810</b>	<b>3,257,614</b>	<b>3,535,312</b>

Key City Engineering highlights in the Fiscal Year 2021 Budget:

- Through a reorganization of the Engineering Department, the overall expenditures are expected to decrease due to salary savings.



**ENGINEERING**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	366,678	394,538	376,852	486,626
City Road Tax	2,330,948	2,578,293	2,213,004	2,334,930
Two Percent Tax Fund	18,806	17,803	13,187	-
Water Fund	391,637	415,352	383,988	415,230
Wastewater Fund	253,284	294,824	270,583	298,526
	<b>3,361,353</b>	<b>3,700,810</b>	<b>3,257,614</b>	<b>3,535,312</b>

# Parks & Recreation

The Parks and Recreation Department provides opportunities for learning and life experiences that enhance the physical, social, cultural, and environmental well-being of our community. We serve a diverse cross-section of citizens and visitors through the provision of programs, services, and facilities that encourage the development of positive, lasting value systems, and self-esteem.

The Parks and Recreation Department consists of seven areas that serve the public: the Administrative Division, Arts and Culture Division, Desert Hills Golf Courses, Urban Forestry, Parks and Golf Course Maintenance Divisions, Recreation Division, and the Yuma Civic Center.

The Administrative Division oversees the various administrative functions that keep our Department

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Administration	11	11	11
Parks Maintenance	66	66	65
Urban Forestry	1	1	1
Recreation	7	7	7
Arts and Culture	8	8	8
Civic Center	9	9	9
Golf Course Maintenance	6	6	6
Golf Courses	4	3	3
Facility Maintenance*	10	-	-
<b>Total</b>	<b>122</b>	<b>111</b>	<b>110</b>

running smoothly. The customer service team offers clerical support to staff and customer service in the form of registration for programs and ramada rentals, functioning as a center of information for Parks and Recreational activities in the community. With the addition of the Parks and Recreation Website, online registration and ticket purchasing capabilities, customers now have information at their fingertips. Registration and ticketing is made easier and more convenient. Administration also oversees the development of new facilities and programs to serve the community through the City's Capital Improvement Program. The Parks, Arts, and Recreation

\*Facility Maintenance employees report to City Administration

Commission assists the department, advocating for improved quality of life experiences for our residents through the development of recreational, arts, parks, facilities, and leisure time opportunities. The group helps to gather input on public desires and to be the public face for Parks and Recreation.

The Arts and Culture Division sustains and supports local arts by providing distinct opportunities for community participation and artistic growth. The [Yuma Art Center](#) continues its role as a catalyst for artistic growth in our community. Programming and events are held in the four galleries, United Building, Historic Yuma Theatre, and the new 270 Black Box Theatre, all which make up the Center.



A separate gift shop is also on site and it has a large selection of unique art made by many of Yuma's local talented artists available for purchase. We seek to increase involvement in the arts for artists and participants through our diverse cultural programming targeting a broad audience. Support is extended to art groups and artists by creating a climate conducive for local artistic development through the priority offering of the facility for non-profit arts use at rates far below the national average. In working to continually expand our outreach, we are building community awareness

through local media partnerships in both English and Spanish. Our vision is for all members of our community to live creative lives by being a part of the arts in Yuma.

The [Desert Hills Golf Course](#) and [Desert Hills Par 3](#) (DHP3) combined is a 195 acre golf facility, which is the premier golfing facility in southwestern Arizona. Desert Hills Golf Course is a par 72 championship course with a full retail golf shop and a full service restaurant and bar. DHP3 is a Par 3 course, and is a great course for beginners and golfers who prefer a shorter course. With the new "Short Course at DHP3", golfers have another opportunity to improve their game, and residents who like soccer and golf can play on the 9 hole FootGolf course. DHP3 also has a small retail golf shop.

The Urban Forestry Division focuses on maintaining the City's urban forest. There are over 8,000 trees in the City's inventory. The team also provides outreach and education to citizens regarding proper tree care. The Tree and Landscape Expo, which occurs annually during the winter season provides valuable information to the community regarding Yuma's vegetation and plant/tree selection and they host an annual Arbor Day Celebration, working with local schools that help us plant trees throughout our park system. Yuma has earned the Tree City, USA designation for several years.

The Parks Maintenance Division oversees the operation and provides daily maintenance of over 650 acres, which consists of: 34 parks, 11 athletic complexes, two golf courses, grounds surrounding 19 City buildings, one gymnasium, four outdoor basketball courts, nine tennis courts, one dog park, five sand volleyball courts, and the Graffiti Abatement program. The Downtown Mall Maintenance District consists of: Giss Parkway north to First Street, and Madison Avenue east to Gila. Staff maintains this entire area, including the right-of-way and planters along the streets, parking lots and shade structures within these boundaries. The Division also provides support services to events that happen in the downtown area. The Baseball Complex Division is responsible for all grounds maintenance at the [Ray Kroc Sports Complex](#) and provides support services for the special events held at the facility. The division provides safe, attractive and modern places for public recreation and a cleaner, more beautiful city, which enriches the quality of life for residents and visitors alike, and preserves it for future generations.

The Recreation Division consists of eight areas: Recreation General, Senior Adult programming, Adult programming, Youth programming, Outdoor Recreation, Aquatics, Teens, and Adaptive Recreation. A special emphasis is placed on providing special family activities, that all can enjoy. Recreation General oversees the management of the entire division.



The [Pacific Avenue Athletic Complex](#) (PAAC), Yuma's new elite tournament complex, is a sprawling 50 acre, state of the art, multi-sport athletic facility. It is the home for our local adult softball leagues and tournaments, and many youth softball and baseball events. With unrivaled amenities, it's the perfect multi-sport facility, uniquely positioned to help get in front of a tremendously viable demographic.

Senior Adult programming, held at the [North End Community Center](#) and [Yuma Readiness and Community Center](#), serves adults 50 years of age and over, providing activities including arts and crafts, educational classes, fitness, dance, pool shooting, and Senior Games.

Adult programming includes volleyball, basketball, year-round softball leagues, tournaments, instructional programs, fitness, and arts and crafts programs.

Youth programming offers a variety of sports, recreational, and instructional opportunities for youth of all ages, which includes tots and teen activities. In addition to the City-run activities, a strong component of the Parks and Recreation Department is the partnership between co-sponsored youth sports organizations and the City.

Outdoor Recreation provides recreational opportunities such as canoeing, kayaking, family camping activities, archery, hiking, stargazing, and outdoor education programs for all ages. Aquatics programs include the programming of four municipal pools. Fitness and swim programs are offered, as well as Learn-to-Swim lessons, Life Guard Training classes, during the summer and open swim for all ages.

Adaptive Recreation programming for special needs participants is offered year-round and over the past year, an emphasis has been placed on providing additional activities such as sports clinics, social activities, and music based programs that participants may register for.

The Yuma Readiness and Community Center, a joint-use facility between the Arizona National Guard and the City of Yuma, is a full service recreational facility, with programs and activities scheduled there and it serves as an additional site for the community to get information, register for programs or rent park ramadas.

The Yuma Civic Center and Ray Kroc Sports Complex serves the Yuma region by providing flexible facilities for diverse events. As the only venue capable of hosting large-scale public and private events where we gather and create community, the complex excels as Yuma's premiere event venue. The facility has touched the lives of countless citizens and visitors and is the venue of choice for many of Yuma's most popular events: Arizona Antique Show, the [Home and Garden Show](#), the [Desert Lily Quilt Show](#), Prayer Breakfast, Midnight at the Oasis, American Cancer Society Relay for Life, Rotary Kammann Sausage Fry, and Heart of Yuma, Yuma Territorial Gun Show, Colorado River Balloon Glow, Ken and Betty Borland Holiday Pageant and Tower Lighting, and Anderson's Americana Indian Art and Jewelry Shows. The Civic Center is also an important venue for cultural and business exchange, internationally as well as locally, by hosting events such as the annual Fiestas Patrias, Canadian Snowbird Association, Sons of Norway Scandinavian Festival, and Earthbound Farm Orientation. Hui' O' Hawai'i Luau. The City of Yuma also hosts the award winning

[Tunes and Tacos Festival](#) and the annual [4<sup>th</sup> of July Fireworks Celebration](#). The Civic Center division provides event coordination, catering, expertise, support, implementation, equipment, refreshments, and facility maintenance for the large variety of events that occur at the Civic Center and Ray Kroc Sports Complex each year.

## 2020 Accomplishments

### Administration

- Worked with multiple departments on the development of a citywide Tree and Shade Masterplan that will help guide how we and our citizens plan, plant, maintain and preserve a tree canopy throughout the City.
- Developed the "Explore and Experience" QR Code Video Nature Trail and educational brochure. The project consisted of creating and producing a series of 11 videos highlighting different areas and aspects of the West Wetlands Park, including plant and animal life.
- Worked with the Yuma Crossing National Heritage Area, to continue to work towards completion of the updated Master Plan for the West Wetlands Park as funding becomes available.
- Bringing the Arizona Site Steward Program Annual Conference to Yuma (November 2020 or March 2021), and one of the Arizona Community Tree Council's Regional Workshop (multi-state participants) to Yuma (October 2020)
- Worked with Finance, create a new payroll process in order to facilitate and track payroll costs by specific program at the PAAC, similar to program codes that we already use in our budgeting process.
- Awarded \$500,000 from the 2020 Arizona State Land and Water Conservation Fund (AZ LWCF) Grant Program to further develop the Riverfront Regional Park's infrastructure, park facilities, and amenities.
- Assisted Finance in streamlining the revenue reconciliation process for Parks and Recreation.

### Recreation

- Partner with Arizona Western College and submitted bid to host the Women's Junior College Fast Pitch National Tournament for year 2021, 2022, 2023  
<https://www.yumaaz.gov/article/city-news/city-awc-to-host-junior-college-softball-championship>
- Increased the usage of Soccer at the Ray KROC sports Complex, to nearly daily usage, through collaborations with RSL Soccer, Yuma United Soccer and Segura Soccer
- Established weekly Adult Open Gym Volleyball and Basketball at the Joe Henry Optimist Center.
- Collaborated with Arizona Game and Fish Department on four New Outdoor Education Programs.
- Received Sponsorship from Chris Wheeler of Prison Hill Brewery and Atticus Kindness Project to provide free swim lessons for Guppy/Turtle level classes.
- Partnered with Yuma County Health Department on healthy eating and physical exercise using C.A.T.C.H. curriculum at Camp Awesome and on a fitness and healthy eating event for families at Keegan Field

- Collaborated with Yuma Fire Department, Camp Inferno, 100% registration.
- Partnered with Yuma Area Master Gardener's on Herb and vegetable growing workshops.

## Yuma Civic Center

- Purchased our 2<sup>nd</sup> Food Holding Unit to better serve our catering events for here and the Art Center.
- Reached out to Quartzsite Chamber of Commerce, Radio Station and Council Member to discuss and implement cross marketing.
- Attracted new Sponsors for our 2<sup>nd</sup> Show N Shine in October to support our event.
- Installed new carpeting in our entranceway and into our lounge.
- Painted the pillars in the Yuma Room to match the lobby.
- Closed off the inset areas (old foldable bleacher area) in the Yuma Room of the room to allow tables to be stored in the room. This allows for a faster turnover time from one event to another.
- Installed new tile flooring in the concessions area.
- The Miss Yuma County Fund Raiser was held at our facility for the first time and they plan to return next year.
- Worked with the Dean of Career & Technical Education at Arizona Western College to bring awareness to their programs at our events. AWC donated 26 custom made trophies from their Welders for our Show N Shine & Swap Meet last October, 2019.

## Arts and Culture

- Named a Finalist for the Governor's Art Award for Outstanding Community Organization.
- Awarded the highest grant allotted by the Arizona Commission on the Arts Community Investment Grant for Level 5 Organizations.
- Presented 16 gallery exhibitions and grossed over \$40,000 in artwork sales.
- Lead Team Yuma for the Arizona Creative Communities Institute and installed seven murals through the DIY murals program across Yuma County.
- Worked with Yuma Art Symposium to present their 41<sup>th</sup> annual art conference.
- Planned and executed the first ever "Let's Dance Yuma" festival through a special grant from the Flinn Foundation. The festival impacted hundreds of local dancers and had ten local dance companies participate.
- Hosted several special screenings in the Historic Yuma Theatre including live broadcasts of the Oscars and the Kentucky Derby, as well as film screenings of 3:10 to Yuma, Meow Wolf: Origin Story, Godfather Trilogy Marathon, and Breakfast at Tiffany's.
- Successfully presented several signature events including: ARTbeat, Art in the Park, Battle of the Bands, Tribute of the Muses, Holiday Art Bazaar, Rocky Horror Picture Show, YumaCon, Children's Festival of the Arts, as well as presenting the Infinite Imagination Youth Theatre program.
- Presented the 10<sup>th</sup> annual dinner theatre show for a sold out run of "Epic Proportions" which grossed over \$25,000 in ticket sales.
- Continued partnership with the Children's Museum of Yuma County, which saw over 6,500 attendees in the summer of 2019 and coordinated two Night at the Museum overnights.

## Golf Courses

- Expanded *Get Golf Ready* for adults and *Tee It Up Yuma* for youth to four annual offerings. To date, 55 people have completed *Get Golf Ready*, with over 300 graduating from *Tee It Up Yuma*.

- Visited elementary and middle schools, introducing "SNAG", Starting New At Golf, program. To date, we have taught SNAG to nearly 1,800 children.
- Heavily seeded greens with Paspalum during the August aeration as we complete the full transition from Bermuda to Paspalum.
- Returning turf to desert areas remains an on-going project with the harvested turf being used to sod worn or bare areas on both courses.
- Created new tournaments and events: Fort Yuma Rotary; Kofa Band Boosters; Cocopah Men's Golf Association tournaments; The Realty Agency; Palm Desert Estates; Child Burn Survivors; Kofa golf team.
- Changed the over seeding process which resulted in finely conditioned golf courses.
- Installed a fourth set of tees, and encouraged players to choose their set of tees based upon their average tee shot yardage.
- Created a gender-neutral scorecard there are no more "Men's", "Woman's" tees, now they are only color gold, red, white, and blue. There are posted recommendations for tee usage based on your average driving distance.
- Professional tournament golf returned to Yuma with the Sunbelt Senior Professional Tour Championship. Robin Byrd, now on the PGA Champions Tour, was crowned 2019 champion. The Sunbelt Senior Professional Golf Tour is celebrating its 25<sup>th</sup> year, and will come back to Yuma December 8-11, 2020 for the Genesis of Yuma Championship.

## Parks

- New Electrical switch gear installed at Joe Henry Athletic Fields.
- Assisted Tree and Shade Master Plan Task Force with the Arbor Day project at McGraw and Gila Vista that consisted of demonstrating how to plant trees to over 100 students and then planting 71 trees.
- Removed diseased Ficus trees JHOC and landscaped the area with decomposed granite and shrubs
- New grinder pumps installed at Gateway Park and Kennedy Park
- Designed and installed new playground feature that consist of a climbing feature and a swing and installed Shade and swing set at PAAC between the grass area and the pond.
- Installed sculpture in front of Yuma Art Center
- Upgrade landscaping around terrace at Yuma Civic Center
- Installed Zip line, Tri netting and comfort wing at West Wet Lands Bigger and Better area
- Helped with the installation and build of a 30X40 metal building at golf course
- Install electronic message board with split face black wall at 32<sup>nd</sup> Street and Avenue A.
- Continue working towards the completion of irrigation and reforestation from Centennial Beach to 4<sup>th</sup> Avenue Bridge.
- Assisted in the constructing of the new superintendent's office at the Desert Hills Golf Course Maintenance Compound.
- Built a wooden over look on the south side of Yuma Civic Center terrace for photo opportunities
- Completed the re-build of the east softball field at Cibola with two-inches of stabilizer
- Removed worn out dated skate park equipment and filled in major cracks that could have been a trip hazard
- Installed cameras over storage and equipment at the Baseball Complex for security
- Demolished the old maintenance build at Desert Hills Golf Course maintenance facility

## 2021 Goals

### Administration

- Working on assisting other departments with design work in an effort to maintain brand consistency throughout the organization. This includes designing billboards for the Water Department, posters for Finance, tweaking PowerPoints for HR, etc.
- Increase marketing efforts to attract sports and entertainment promoters to host events at the Pacific Avenue Athletic Complex.
- Expand the QR video project to other parks to encouraging people to get out and explore the parks and other amenities we offer.
- Continue fund raising efforts for a future water feature and other play elements to complete the Stewart Vincent Wolfe playground expansion.
- Implement new POS system at Yuma Civic Center for bar and concession sales.
- Complete the implementation of new box office ticketing software system.
- Expand the use of projects in New World to better assist in the tracking of actual expenses in all programming for the department.
- Generate \$800,000 in grant revenue commitments
- Build and maintain strong partnerships on local, regional, state, and national levels and to attract stakeholders to make Yuma a destination for small and large gatherings
- Manage all P&R grants and maintain them in a state of full administrative, financial, and programmatic compliance and audit-readiness

### Recreation

- Increase the usage of Adult Soccer at the Ray KROC Sports Complex by networking with local soccer organizations to provide increased opportunities.
- Increase youth sports program opportunities at the Joe Henry Optimist Center by scheduling programs during non-peak times of year primarily June – August.
- Purchase new kayak trailer for Outdoor Recreation.
- Senior Pickleball Programming, add multi-day tournament to Senior Games
- Work closely with the Yuma Crossing National Heritage Area on the completion of the Yuma West Wetlands Trail Educational Pamphlets, installation of the QR Code West Wetlands Educational Video Tour and introduction of new educational programs at West Wetlands.
- Continue to attract local, state and regional promoters to schedule tournaments and special events at the Pacific Avenue Athletic Complex.

### Yuma Civic Center

- Complete remaining 10% of the landscaping project around the Yuma Civic Center, finish painting the Lounge, the East Wing and West Wing along with the laying of the carpet in the West Wing and the Offices.
- Work with Parker Director of Chamber of Commerce & Tourism and Quartzsite. We just established relationships in the last half of 2020 and will be working further with them. Also, work more with the Yuma Visitors Bureau on marketing for us along with ideas on how we can bring Conventions back to Yuma.
- Participate in the Women's Expo sponsored by ABWA to attract local business for catering and business rental.

- Work with Parker Chamber of Commerce & Tourism and Quartzsite on promoting our events. Supply event promotional materials to display at key visitor sites in Quartzsite and Parker.
- Working on a new brochure to be cast at our Wedding Expo and that will become our new product to display, give out and distribute at all events that we participate in to showcase our Yuma Civic Center and Sunset Terrace. This is to attract more locals to our venues.
- Marketer to run two different campaigns: one for our events and one to attract promoters, conferences, meetings and entertainment to our Civic Center or Desert Sun Stadium.

## Arts and Culture

- Build programs and seek out rental business for the 270 Black Box Theatre.
- Establish a sculpture walk at the PAAC and further champion public art projects in the community.
- Continue to build partnerships with community arts organizations throughout the region.
- Further develop sponsorship packages and build relations with individual donors and corporate sponsors.
- Apply for a grant from the National Endowment of the Arts or National Endowment of the Humanities
- Continue to upgrade technical equipment in the Historic Yuma Theatre as funds become available.
- Continue to upgrade flooring and lighting in the galleries as funds become available.

## Golf Courses

- Continue SNAG (Starting New at Golf) visits at area elementary schools. Add school field trip opportunities for live range practice similar to the scheduled Desert View Academy day.
- Lower the men's Thursday Twilight League pricing and add more "Skins" options.
- Create at least one new tournament monthly. Examples are a Susan G. Komen Foundation event coinciding with the Rally For The Cure; a men's Prostate awareness event, and Ernie Els Autism Foundation event.
- Conduct monthly free family golf clinics.
- Offer Desert Hills as a championship venue choice for the Arizona Golf Association calendar.
- Market FootGolf as a condition drill to local soccer team coaches.
- Create an annual maintenance calendar that incorporates all agronomic practices including aeration, over seeding, fertilizing, etc.
- Explore a lease to own golf cart fleet, with the option of selling the current fleet to the successful bidder thereby lowering the per cart price.
- Host the four day Sunbelt Senior Tour Championship in December.
- Increase revenue by raising rates if economic conditions allow. Change the tiered rate structure to: opening tee time – 12:00; 12:00- 2:00; after 2:00.

## Parks

- Assist the Art Center in developing a sculpture walk around the PAAC.
- Provide training and certification for staff in backflow repair and build a program that allow us to efficiently maintain and test our backflows, that will result in significant savings.
- Replace sewer pumps and electrical wiring and controls at Cibola Athletic Fields have been an up and down issue leading to increase cost of porta john rentals at this facility.

- Continue to prepare staff and enforce implementation of five-year tree care & maintenance plan. This plan will be our future use by City of Yuma staff to prioritize, schedule, and financially plan for municipal trees and maintain the health of municipal trees.
- Irrigation manifold update at Yuma Civic Center
- Install Rhapsody play feature at SVW playground
- Install electronic message board with split face black wall at 32<sup>nd</sup> Street and Avenue A.
- Work on getting a staff member trained to become a Certified Playground Inspector
- Finish installation of new playground features in the open space area at the PAAC.
- Start planning out the next phase of the re-development of the river front parks
- Work with the Yuma Live Steamer group and help layout the design for irrigation and trees and shrubs for their area down at Riverside Park
- Continue working towards the completion of irrigation and reforestation from Centennial Beach to 4<sup>th</sup> Avenue Bridge.

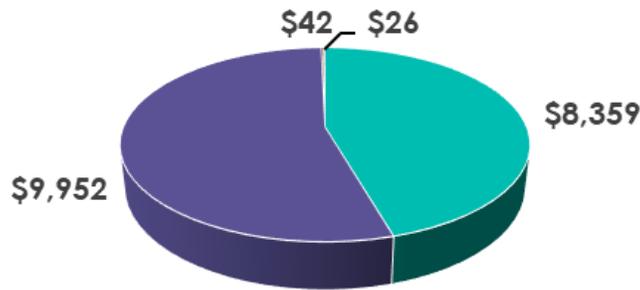
### PARKS AND RECREATION

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	9,030,721	9,615,262	8,931,956	8,358,849
Operating	7,084,587	7,795,777	6,858,136	9,951,802
Capital Outlay	277,095	644,515	478,600	41,686
Debt Service	-	6,000	38,386	25,800
	<b>16,392,403</b>	<b>18,061,554</b>	<b>16,307,078</b>	<b>18,378,137</b>

Key Parks and Recreation highlights in the Fiscal Year 2021 Budget:

- Due to efficiencies in the Parks and Recreation department including the freezing of vacancies, and in anticipation of potential suspension of summer programs, personnel costs will see a substantial decrease.
- Several grants have been awarded to the City, and more grants are being sought, to continue to improve upon our Parks and Recreational facilities, which is represented in the operating budget.

**FY 2021 Budget  
(in thousands)**



■ Personnel  
 ■ Operating  
 ■ Capital Outlay  
 ■ Debt Service

**PARKS AND RECREATION**

	<b>Actual FY 2019</b>	<b>Adjusted Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
General Fund	8,313,208	8,909,447	8,658,315	6,949,131
Two Percent Tax Fund	5,754,113	6,283,703	5,312,693	4,313,214
Mall Maintenance Fund	230,704	251,151	248,977	242,726
Grant Funds	175,141	389,414	57,758	5,196,516
Desert Hills Golf Course Fund	1,703,208	1,804,324	1,653,735	1,676,550
Equipment Replacement Fund	216,029	423,515	375,600	-
	<b>16,392,403</b>	<b>18,061,554</b>	<b>16,307,078</b>	<b>18,378,137</b>

# Police Department

The mission of the Yuma Police Department is to enhance the quality of life in the City of Yuma by providing all people with responsive and professional police service with compassion and concern. To accomplish its mission, the Yuma Police Department will work in collaboration with the citizens of Yuma and within the framework of the United States Constitution to enforce the laws, preserve the peace, reduce fear, and provide for a safe environment.

The Police Department's Administration oversees the Field Services Division, Support Services Division, and Investigations Division. The Professional Standards and Accountability Unit reports directly to the Chief of Police.

Administration is responsible for the overall management of the department. The Chief of Police, along with a Deputy Chief of Police and three Captains, provide the vision and leadership to achieve the goals and objectives of the Police Department. In addition, the Public Safety Communications Center reports directly to the Deputy Chief of Police.

The Patrol Division is the largest and most visible division in the agency. Uniformed patrol personnel are responsible for the protection of life and property, response to 9-1-1 and other calls for service, and preliminary investigation of crimes. Civilian patrol support officers and Animal Control officers are included in this division

The Patrol Division also consists of specialized units including a Traffic Unit which is staffed with traffic enforcement units and civilian accident investigators, a School Services Unit, K-9 Officers and a Combined Special Operations Group.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Administration	14	13	12
Animal Control	7	7	7
Patrol	141	145	155
Investigations	47	48	48
Support Services	60	66	64
Facility	7	-	-
Maintenance			
<b>Total</b>	<b>276</b>	<b>279</b>	<b>286</b>





The Support Services Division is comprised of Hiring and Recruitment Unit, Training Unit, Quality Assurance Unit and Records Unit, which is responsible for receiving, entering, archiving, and retrieving police reports as well as collecting data for statistical purposes.

The Investigations Division is responsible for in-depth follow up investigations as well as preparing cases for court. The Investigations Division consists of a Crimes Against Persons Unit, Sex Crimes Unit, Property Crimes Unit, Narcotics Unit, Evidence Unit, an I.D. Crime Lab Unit, as well as Crime Analysis.

## 2020 Accomplishments

### Administration

- Completed Selection and Promotion Process for the Chief and Deputy Chief
- Began the process of becoming certified in the Arizona LE Accreditation Program.
- Purchased and implemented DORS online reporting platform to reduce calls for service by officers
- Completed the Test/Evaluation portion of Body-Worn Camera Project.
- Hosted two Citizens Academies.
- Continue to Build Community Relations
- Transitioned two (2) sworn police officer positions to four (4) police recruits for innovative test program.
- Public Affairs Unit also held, attended or assisted with over 50 events last year.

### Patrol

- Purchased enhanced body armor for Special Enforcement Team.
- Purchased, upgraded and deployed CGI/FARO handheld scanner and 3D software to greatly improve mapping and diagramming of serious accidents and crime scenes while reducing person-hours needed to accomplish task compared to current system.
- Received funding from local non-profits and businesses to purchase a Patrol K9
- Received grant funding from:
  - DHS Stonegarden grant funding
  - Received two grants from the Governor's Office of Highway Safety for selective traffic enforcement and DUI/Impaired driving enforcement
  - Received Edward Byrne Memorial Justice grant funding to supplement the purchase of air cards for mobile data computers
  - Received two grants through the Arizona Department of Homeland Security. These grants are being used to put more officers in the community and provided safety equipment to the department's specialized units.
  - Received grant from Arizona Companion Animal Spay and Neuter Committee to assist with spaying and neutering of domesticated dogs and cats, and feral cats.

- Improved processes related to the Quartermaster system of equipment tracking and distribution.
- Expanded the Civilian Public Safety Technician (PST) program duties and shift coverage.
- Hired a new Quartermaster
- Hired a new Administrative Specialist
- Absorbed a part-time Administrative Assistant from Investigations
- Trained and integrated new hires throughout the Division
- Sergeant, Lieutenant, and Captain selection process completed, eligibility list developed, and promotion selections made.
- Design, construction and successful opening of new Police Substation in the 1900 block between Madison Avenue and Maple Avenue
- Leased 14 new vehicles for the Department

### Support Services

- Developed additional Subject Matter Experts (SME) across the full spectrum of proficiency skill training. Obtained three new SMEs, one in General Instruction, one in Field Training and one in Emergency Driving.
- Continued implementation and development of an improved patrol schedule to allow for dedicated training time incorporated within the officers' monthly work routine. Initially completed but placed on hold due to extenuating circumstances.
- Delivered updated and advanced "active shooter" training to all patrol officers. Completed during summer training.
- Continued to leverage partnerships with local and regional agencies to provide enhanced training opportunities. Opened new academy at Padres Complex, Constitutional Law training, multiple advance classes.
- Attempted to reach and maintain staffing levels by focusing on local recruiting and job fair events. This is an ongoing process.
- Continued to cultivate department programs such as Volunteers in Policing (VIPs), Explorers, NAU internships and Industrial Cooperative Education (ICE) as a pathway to permanent employment opportunities. Two NAU students completed an internship.
- Begin planning and preparation for the future development of a permanent regional training academy facility located in the area of the Public Safety Training Facility. Not started.
- Began to properly forecast and implement progressive expansion of the department's records section in order to meet the increasing workloads anticipated with records retention and redaction, body worn cameras, public records request, the National Incident Based Reporting System (NIBRS), crime statistics and business processes. This is an ongoing process.

### Investigations

- Fully implemented NIBIN (National Integrated Ballistic Information Network) entry and analysis program
- Filled all vacancies in Child, Family, and Sex Crimes Unit
- Hired a Law Enforcement Program Supervisor to oversee Body Worn Camera and Video Analyst Programs
- Purchased one new FRED (Forensic Recovery of Evidence Device) to start replacing a total of four aging devices in the Digital Forensics Lab
- Purchased the backup server for the Digital Forensics Lab
- Achieved a guilty verdict in the 8<sup>th</sup> Street Homicide case from July of 2017

## 2021 Goals

### Administration

- Focus on Recruitment and Retention in all areas within the department with an emphasis on Sworn Personnel and Dispatchers.
- Research and propose innovative recruitment programs.
- Review areas to reallocate civilian employees to complete duties currently given to sworn personnel.
- Complete procurement and implementation of Body-Worn Camera Program.
- Complete two Citizens Academies.
- Continue to build community relations.
- Continue to work on Arizona Law Enforcement Accreditation Program.

### Patrol

- Further exploration of Public Safety Technician program to assist sworn officers with multiple tasks that may be handled by civilian personnel.
- Continue to replace aging vehicle fleet.
- Implement Galls police equipment and uniform inventory system.
- Participate and assist local Police Academy.
- Continue updating/replacement of aging/expired equipment i.e. Mobile Data Computers (MDCs).
- Rejuvenating the YPD Dive Team with equipment and training.
- Research and purchase a program to help facilitate a smoother documentation process for new officers in training.
- Identify additional calls for service that can be handled via the department's online reporting system.
- Purchase additional MDCs to replace the department's old and outdated stock.
- Continue to research and consider purchasing a scheduling software system for the department.
- Ensure the department's field reporting software is upgraded to provide field services an improved functionality while working.
- Complete purchase of equipment awarded through grant application funding.
- Replace aging tactical rifles utilized by Special Enforcement Team.
- Upgrade core FARO hardware.
- Purchase privacy barriers to be used during crime scene processing.
- Research implementing load bearing vest for patrol officers.
- Budget for replacement of Police K9.

### Support Services

- Review, update and consolidate guidelines, directives and procedures in order to maintain an orderly and contemporary department policy.
- Begin cross-training of Emergency Communication Center supervisors and dispatchers in order to increase general efficiency and flexibility of operations.
- Provide continued operational, leadership and training support for the Arizona Western College Law Enforcement Training Academy.
- Provide increased supervisory coverage for the Emergency Communications Center in order to increase overall effectiveness.

- Begin planning for Emergency Communications Center console replacement/upgrade as stations and equipment are reaching end of serviceable life.
- Complete initial phase of reviewing, identifying, collating, and performing proper retention procedures for historical law enforcement records located in storage.
- Continue inclusive training of all records specialist so each employee can carry out the full range of essential tasks and duties in order to provide continuity and succession of operations.
- Continue with phase-in-plan of increasing records staffing levels by reclassifying our experienced and knowledgeable part-time positions into full time positions, in order to meet the continuing and growing levels of service demands from both internal and external customers.
- Certify two Subject Matter Experts in each of the AZPOST proficiency areas.
- Complete all necessary repairs and upgrades to the department's indoor firing range.
- Continue to work toward accreditation of the Communications Center.
- Continue implementation of tactical dispatching team.
- Continue implementation/Go-Live of Text to 911 in Communications Center.

## Investigations

- Fill remaining vacancies in Violent and Property Crimes Units
- Reclassify current part time Evidence Technician to Full Time
- Continue working Cold Homicide cases to develop new leads
- Continue working with LexisNexis Accurint to expand use of crime analysis
- Purchase one new FRED for the Digital Forensics Lab
- Complete expanded statistical analysis for inclusion in new Investigations Annual Report

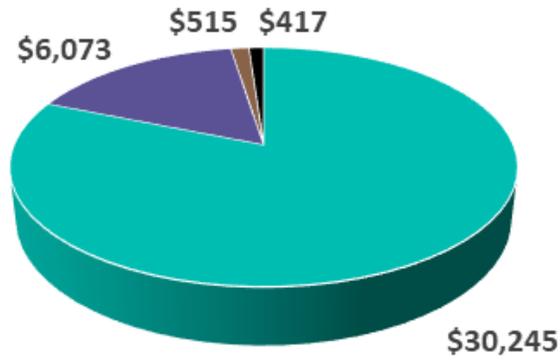
**POLICE**

	<b>Actual FY 2019</b>	<b>Adjusted Budget FY 2020</b>	<b>Estimate FY 2020</b>	<b>Budget FY 2021</b>
Personnel	26,776,035	29,407,855	26,004,809	30,245,479
Operating	4,897,246	6,105,733	5,167,001	6,073,301
Capital Outlay	1,164,581	1,756,264	1,121,414	515,000
Debt Service	102,449	-	160,153	417,016
	<b>32,940,311</b>	<b>37,269,852</b>	<b>32,453,377</b>	<b>37,250,796</b>

Key Police Department highlights in the Fiscal Year 2021 Budget:

- Police Department personnel grows with the addition of 12 full-time equivalent positions as of January 1, 2021 to provide needed additional investigative and patrol resources. In order to more effectively meet these needs while balancing the every-growing PSPRS contribution rates, a reduction of three authorized sworn personnel is included for a net increase of 9 positions overall.
- Due to the anticipated decrease in Public Safety Tax revenues, a decrease in capital outlay expenditures is necessary.
- PSPRS contributions increased from 60.06% to 64.10% for most members.

**FY 2021 Budget**  
(in thousands)



■ Personnel   
 ■ Operating   
 ■ Capital Outlay   
 ■ Debt Service

**POLICE**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	29,360,684	31,444,851	29,111,933	31,713,823
Public Safety Tax Fund	2,047,674	2,007,922	2,385,790	1,996,584
Grant Funds	1,486,156	3,817,079	955,654	3,540,389
	<b>32,940,311</b>	<b>37,269,852</b>	<b>32,453,377</b>	<b>37,250,796</b>

# FIRE DEPARTMENT

The Yuma Fire Department exists to provide professional services, protecting life and property, to its citizens. We ensure the safety and security of those we serve by delivering emergency medical transport, fire prevention, fire suppression, and education to the community.

## Family-Integrity-Respect-Excellence

The City of Yuma Fire Department is a dynamic, professional organization that anticipates and meets the needs of our customers. Guided by the values of family, integrity, respect and excellence we provide high quality customer service through community interaction and teamwork.

The Yuma Fire Department is a full service fire department providing fire, emergency medical care and ambulance transport, hazardous materials response, technical rescue operations and fire prevention and education services to the community. This Department is one of only 239 agencies internationally accredited by the Commission on Fire Accreditation International (CFAI).

Providing leadership, direction, and strategy, the Administration Division meets the challenges facing the Department concerning management of personnel and operational resources. Creative and responsive short and long term planning is needed to meet productivity, response times, and other factors critical to the safety of our citizens.

AUTHORIZED PERSONNEL	FY 2019	FY 2020	FY 2021
Administration	5	5	5
Professional Services	2	2	2
Operations	122	125	125
Community Risk Reduction	5	5	5
<b>Total</b>	<b>134</b>	<b>137</b>	<b>137</b>

The Yuma Fire Department also recognizes that there are other community needs to which we must respond. These include our participation in events throughout the year that add value and culture to the Yuma community. We also host programs such as the Fire Prevention Week Recognition and Open House, September 11 Memorial Services, Emergency Medical Services Week Recognition and partner with Parks and Recreation to provide a fire camp for young ladies ages 14 to 18.

Throughout the fire service, mutual aid is prevalent; consequently, the Yuma Fire Department collaborates in mutual aid with the immediate surrounding communities, as well as our military bases and other Federal agencies. In addition, we have been called upon to send equipment

and personnel to participate in emergencies in other parts of Arizona and also into California. Involved for many years in various organizations at both National and State levels, the Department is recognized as a leader in the fire service. We are active in organizations such as the International Association of Fire Chiefs, the Arizona Fire Chiefs Association, the National Fire Protection Association, the Arizona State Fire Marshal's Office, the Arizona Fire Chiefs Mutual Aid Coordinating Committee, the Arizona Ambulance Association, and the Arizona Fire Service Administrative Professionals. In addition, Department personnel hold offices on the boards of the Arizona Emergency Medical Services Council, the Yuma County Fire Officers Association, the United Way of Yuma County, and the Yuma County Safe Kids.



The Professional Services Division is responsible for providing the essential tools for the Department's personnel in the areas of education, safety, succession planning, and certification levels. One of the resources available to the Division is the Public Safety Training Facility that allows for the Insurance Service Office (ISO) required training and education in the areas of fire suppression, operational strategy and tactics. Annual training required by the State of Arizona for Emergency Medical Technicians and Paramedics is provided through this Division along with specialized training for the Hazardous Materials and Technical Rescue Teams.

A critical component of the Department's goals is succession planning which states that the Department will have sufficient numbers of trained staff available for promotion or in our various specialized fields to meet operational needs and planned vacancies. Providing education, mentors and guidance for personnel to be ready to promote within the Department is essential in meeting this goal. Unique in the fire service, the Department is certified as an Accredited Agency through CFAI, as we are one of only 259 Departments throughout the world and the Professional Services Division organizes the Department's efforts to retain that certification.



The Operations Division responds to calls for service via the emergency 9-1-1 system. The Fire Department is an all-risk department, responding to emergencies concerning fire, emergency medical and ambulance transport, hazardous materials response, and technical rescue operations. In order to provide these varied lifesaving actions, our personnel must be trained in each type of skill. The minimal qualifications to become a Yuma Firefighter are to be certified as an Emergency Medical Technician, Firefighter I and II, and Hazardous Materials First Responder Operations. In order to

provide the established level of service to our community, the Department also has personnel certified as Paramedics, Hazardous Materials Technicians, and Technical Rescue Technicians.



The Community Risk Reduction Division is responsible for construction plan review, public education, fire inspections, and fire origin and cause investigations. The mission is to increase safety education and fire code compliance, while reducing the number of injuries and deaths caused by fire. Community Risk Reduction staff accomplishes this by using four elements: engineering, education, enforcement, and evaluation. Achieved through this mission is a targeted property maintenance program for commercial fire inspections, after incident investigations, focused public education programs to include all age groups, and the administration of fire protection and safety grants for the installation of smoke alarms and residential Knox Boxes in homes. This Division is also actively involved in pre-development issues, to ensure public safety is incorporated before problems occur in construction phases. Also provided is training and education to juveniles that are petitioned by Juvenile Court for fire setting behavior.

## 2020 Accomplishments

### Administration

- Continued our accreditation through the Center of Public Safety Excellence. The Yuma Fire Department (YFD) is one of just 285 accredited fire departments in the world, and one of 11 in Arizona.
- The temporary part-time Management Analyst position was changed to a regular part-time position. This position assists in data collection and reporting to meet the requirements of the National Fire Protection Association (NFPA), National Fire Incident Reporting System (NFIRS), State of Arizona Department of Health Services (AZDHS), Commission on Fire Accreditation (CFAI), and the Center for Public Safety Excellence (CPSE).
- With the addition of a Management Analyst, we have enhanced our ability to identify areas that have longer than normal response times. This will allow us to better plan for these areas as the community grows.
- Grants have been submitted for fire fighter turnout gear, washer/extractor and turnout lockers to assist with cancer prevention efforts. Other grant submittals were for hazardous materials and technical rescue response equipment, Stop the Bleed training aids, Knox boxes and fire prevention materials.
- Camp Inferno was a huge success and involved the largest number of young ladies our camp has ever had. We also received rave reviews on how well the camp was organized.
- The Fire Station 4 remodel has been completed. This remodel provides up-to-date dorm rooms, bathroom facilities and is engineered to the fire services cancer prevention standards.

## Professional Services

- Completed recruit and promotional academies for the rank of Fire Fighter, Engineer and Captain.
- Hosted regional training opportunities for the National Fire Academy's Command and Control of Target Hazards, Command and Control of Incident Operations, and enhanced Hazardous Materials Identification training.
- Two YFD Captains participated in and successfully completed the Arizona Fire Chiefs Association's Battalion Chiefs Academy.
- Active Shooter Training was completed jointly in cooperation with the Fire and Police Departments.
- Department-wide training utilizing live fire in the Class A burn building was conducted.
- Provided training to over half the Department in the Fire Ground Survival course.
- Six Fire Department employees completed their first semester of paramedic training through Arizona Western College.
- The Fire Department classroom was updated with new audio visual technology.
- Initiated a cooperative training program with Southwest Gas including the addition of gas fired props for joint use.
- Improved radio communications at the Public Safety Training Facility by installing a radio amplifier.

## Emergency Medical Services

- Successfully passed all ambulances through annual AZDHS inspections.
- Updated the EMS Premier Agency status through AZDHS.
- Added cardiac monitor mounts to all gurneys, creating a safer working environment for the patient and first responders.
- Continued to meet or exceed response times set by the State of Arizona to comply with the Certificate of Necessity for ambulance transport.
- Maintained paramedic staffing of at least one paramedic per apparatus daily.
- Began the purchase process of new cardiac monitors with the support of the Yuma City Council.
- Sent four personnel through Infection Control Officer training
- Created a Quality Assurance Committee to comply with documentation standards from Yuma Regional Medical Center

## Suppression

- Replaced five Mobile Data Computers that were 10 years old.
- Eliminated cell phones and pagers from all apparatus.
- Added incident based timers for crew safety on working incidents.
- Added specialized field decontamination equipment to facilitate the cleaning of fire gear prior to leaving the scene of a fire to assist with cancer prevention efforts.
- Added a second mobile radio to the Duty Chief 2 vehicle.
- Added two additional evaporative coolers to the Fire Department Rehab unit.
- Purchased a turn out gear washer/extractor and installed at Fire Station 5.
- Submitted for Fire Department Covid-19 related expenditures for FY20. (Overtime and Supplies).

## Community Risk Reduction

- Renewed the agreement with the State of Arizona to perform fire inspections on their behalf.
- Provided advanced fire investigation training for City of Yuma investigators as well as regional investigators.
- Conducted a needs assessment for potential annexation areas.
- Secured grant funding for the Knox Box program.
- Started a Stop the Bleed program by certifying an instructor and acquiring grant funding for the purchase of needed training equipment.
- Participation as Co-Chair, Vice Chair, and President for local committees such as the Local Emergency Planning Committee, Yuma County SafeKids, and the Yuma Area Ammonia Safety Days.
- Presentation to the Yuma City Council to limit location use for permissible consumer fireworks around the Wetlands conservation areas.

## Special Operations

- Proficiencies conducted for Hazardous Materials Technician (air monitoring) and Technical Rescue Technicians (above grade rescue).
- Purchased replacement equipment for performing palm tree rescue.
- Received grant funding for equipment and supplies for the Hazmat and Technical Rescue teams.
- Performed annual fitness testing and refresher for wildland fires.
- Purchased additional boots and other PPE required to perform tasks on wildland assignments.

## 2021 Goals

### Administration

- We will revisit the Fire Department Strategic Plan to align with the goals and plans of the City of Yuma's plan.
- Provide policy guidance on cancer prevention for our members.
- Review and update annual medical physicals for our members to include early cancer detection.
- Retain the Department's high level of employee retention as measured against other City Departments.
- Add a part-time Administrative Assistant to assist with the increasing volume of work created by having staff working with ambulance billing.
- Apply for grant opportunities to provide for Department needs that do not receive funding in the budget.

### Professional Services

- We will maintain adequate training on high risk/low frequency events.
- Maintain the continuing education program for the members' EMS certifications as required by AZDHS.
- Continue with the Department-wide training on Fire ground Survival to include an annual refresher on mayday operations.
- Provide refresher for Hostile Event Response to include personal protective equipment (PPE), and joint exercise with YPD.

- Complete Department-wide training to include: Water Rescue Operations, Fire Tactics and Strategies, Driver/Operator training, and monthly company level training.
- Conduct promotional testing for open positions within the Department.
- Provide academies for Fire Fighter, Fire Engineer, Captain and Battalion Chief.
- Complete training of six Department members in the paramedic training program through Arizona Western College.
- Train six employees to Hazardous Materials Technician certification level.

#### Emergency Medical Services

- Receive new cardiac monitors and complete in service training for all operations personnel.
- Continue to meet or exceed response times set by the State of Arizona to comply with the Certificate of Necessity for ambulance transport.
- Maintain paramedic staffing of at least one paramedic per apparatus daily.
- Update the EMS Premier Agency status through AZDHS.
- Train new fire dispatchers to the level of Emergency Medical Dispatcher (EMD).
- Successfully pass all ambulances through annual AZDHS inspections.
- Implement a new Computer Aided Dispatch interface with Image Trend that will increase accuracy and efficiency in medical care documentation.
- Contract with a medical director for required oversight of EMD and EMS certification training centers.
- Send at least one administrative assistant through medical billing and coding training.

#### Suppression

- Recruit additional Cadre personnel for Engineer, Captain, and Battalion Chief.
- Finish the implementation of the New World CAD Enterprise software.
- Look for grant opportunities that will assist with cancer protective measures for our staff.
- Begin feasibility study for iPad vs Mobile data computer program
- Continue to submit for Covid-19 Expenditures for Fiscal Year 2021. (Overtime and supplies)

#### Community Risk Reduction

- Finance and utilize a new inspection management software/program.
- Continue advanced certifications for Community Risk Reduction staff.
- Create a career development model for Community Risk Reduction to include succession planning and advancement opportunities.
- Create a Fire Protection Contractor registration program/ Certificate of Fitness.
- Conduct a needs assessment for potential annexation areas.

#### Special Operations

- Conduct bi-annual proficiencies for Hazardous Material Technicians and Technical Rescue Technicians.
- Complete the annual pack test and refresher to establish a current list of strike team members available for deployment.
- Explore the feasibility of reallocating equipment to redundancy on each apparatus.
- Apply for grants to replace aging equipment for the Hazardous Material and Technical Rescue specialty trucks.

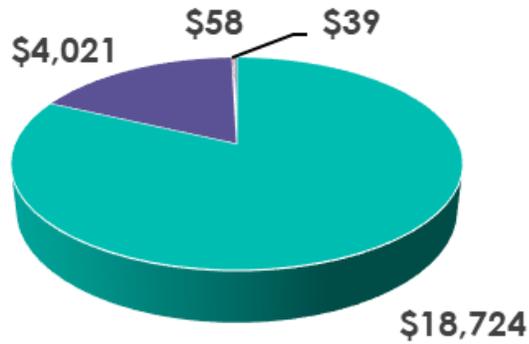
**FIRE**

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
Personnel	16,797,094	16,936,869	16,719,844	18,723,711
Operating	3,022,439	6,463,275	3,211,276	4,021,108
Capital Outlay	775,488	72,417	68,428	39,001
Debt Service	44,956	44,000	55,088	58,276
	<b>20,639,977</b>	<b>23,516,561</b>	<b>20,054,636</b>	<b>22,842,096</b>

Key Fire Department highlights in the Fiscal Year 2021 Budget:

- As of July 1, 2020, the City is responsible for 100% of the salaries and benefits of the nine positions that were brought on in 2018 with the Staffing for Adequate Fire and Emergency Response (SAFER) grant.
- PSPRS contributions increased from 66.55% to 69.69% for most members.
- Operating costs will decrease due to the absorption of Facilities Maintenance expenditure into City Administration and reduced grant opportunities for operational costs.

FY 2021 Budget  
(in thousands)



■ Personnel ■ Operating ■ Capital Outlay ■ Debt Service

FIRE

	Actual FY 2019	Adjusted Budget FY 2020	Estimate FY 2020	Budget FY 2021
General Fund	18,417,515	18,613,602	17,851,054	18,604,580
Public Safety Tax Fund	878,656	1,085,760	1,056,390	1,097,516
Grant Funds	610,471	3,817,199	1,147,192	3,140,000
Equipment Replacement Fund	733,335	-	-	-
	<b>20,639,977</b>	<b>23,516,561</b>	<b>20,054,636</b>	<b>22,842,096</b>

# Capital Spending & Debt Management

# Capital Spending & Debt Management

Capital Improvement Program	134
Capital Improvement Project Summary	137
Capital Budget Project Detail	138
Capital Improvement Projects	140
Debt Management	143
Table of Outstanding Debt	145

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# Capital Improvement Program

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The City of Yuma Capital Improvement Program (CIP) is a five-year schedule of public physical improvements to the City's infrastructure. The CIP sets forth proposed expenditures for systematically constructing, maintaining, upgrading, expanding, and replacing the community's physical plant, as required by the City Charter.

This section describes the CIP process and provides limited detail of projects included within the capital improvements area of this adopted budget. The end result of the capital program is a separately published document, which includes detailed mapping, revenue source and the complete five-year program. The reader should refer to that document to attain more descriptive detail than is included herein.

## **THE PROCESS**

Projects are typically major expenditures. They can be either infrequent projects, such as the Municipal Government Complex construction project or systematic improvements, such as street surface replacement. Regular street maintenance of city facilities is not considered a Capital Improvement. Therefore, a project such as street slurry seals, which seals minor surface cracks, would not be found in this document and is funded, scheduled and completed within the Public Works Department's Operations and Maintenance (O&M) budget.

Because the CIP identifies what City facilities will be improved it is more than a schedule of expenditures. It is a statement of budgetary policy and a planning document. Implementation of the CIP is a tool to accomplish the adopted goals and policies of the City Council.

Projects are developed through the course of the fiscal year. The process involves council, citizens, or staff proposing needed projects. Staff then coordinates the project with any related projects, reviews for compatibility with the City's goals, identifies a funding source, and develops a project schedule. Projects are reviewed by the responsible department and placed within the department's ten-year schedule.

During the annual review of the five-year CIP, completed projects are removed, new projects are proposed, and scheduled projects move forward in the schedule or out to later years. The timing of a project is dependent on the current condition of the facility and funding availability.

As the five-year CIP is fine-tuned, it is under the oversight of the CIP Review Committee, which is composed of senior staff and the City Administrator. At this time, the specific dollar amounts available for each funding source are known or reliable projections can be made and projects may be added or dropped based on the amount of funds available in the next five years. After review by staff, the next step is referral to the Planning and Zoning Commission for comments and recommendations.



The Planning and Zoning Commission's role is to review the CIP for consistency with the goals and policies of the General Plan. A Public Hearing is held at a commission meeting, which results in a formal recommendation to the City Council. The Capital Budget, which is the first year of the CIP and the five-year CIP are then brought before the City Council. The City Council will hold a public hearing on the draft CIP at a regular Council meeting. Adoption then occurs at a subsequent Council meeting.

## **CIP BUDGET**

The first year of the five-year CIP program is called the capital budget. An extensive project, such as the installation of a major waterline, will typically be a multi-year project. The first year of the project is the design stage and the second year will involve the actual construction. The capital budget is integrated with the operating budget of the City and adopted in one motion. The projects within the first year of the CIP are prioritized. Prioritization is developed within each section and is established by the responsible departments. The prioritization is based on the

need for the project and the available resources needed to complete the project.

The availability of funds is the key factor as to whether a project will be initiated and completed. There are a variety of funding sources available, but these sources are limited in both the amount available and how these funds can be used. The same funding restrictions discussed in the Funds section hold true here. Projects can be funded by city, state or federal monies and outside agencies and individuals. City funding sources typically are sales and property taxes, service and utility fees, the Road tax and the Highway Users Revenue fund (a state gasoline tax with specific amounts allotted to municipalities based on population).

### **IMPACT ON OPERATING BUDGET**

Because much of the funding for capital projects comes from the general and special revenues, the operating budget must have a clear connection to the CIP process. Those same revenues drive the daily services provided by the city. Accordingly, its operating budget often comes first when priorities for projects are set, should tax or other revenues not be sufficient to maintain current operations and to build infrastructure. This is especially important when the project will create new or expanded facilities. For example, if a new park is planned, then the Parks and Recreation Department must include

supplemental information in its budget to maintain the new park. This would include not only employees or contractors to maintain the park, but equipment and supplies for the park's upkeep.

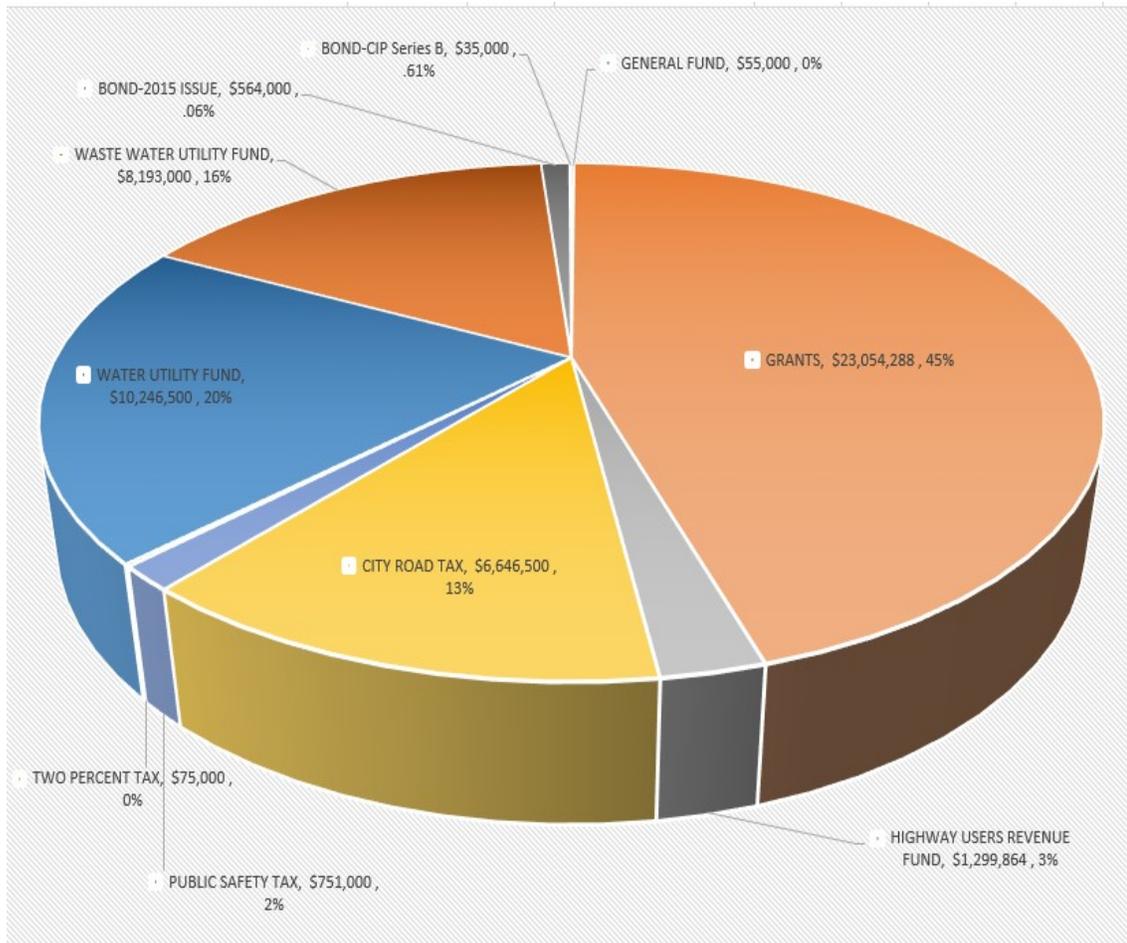
The majority of items in the 2019 capital budget have minimal impact on the operating budget since many capital items are replacement items and road improvements. Only the new Fleet Services Maintenance Shop has operating costs budgeted in FY2019 as the building will be completed and in operation.

Following this discussion are three tables related to capital projects. The first table lists the various funding source descriptions the Capital Improvement Program uses. The Fund name is the abbreviation used in the program. The second table provides a summary by funding source of capital projects while the third table lists the actual projects included in the capital portion of the adopted budget. The list is grouped by funding source and includes a brief descriptive title and the amount included in this year's adopted budget. The project title is useful in finding the detailed project information in the separately published five-year capital improvement program. Following the detail table are actual project pages from the five-year Capital Improvement program document. Please visit the City website at [www.yumaaz.gov](http://www.yumaaz.gov) to view the complete document.

FUND	DESCRIPTION
BOND	This fund can be either the voter approved bond issue for specific projects or City dollars, which are developed through a Bond financing mechanism.
CDBG	Community Development Block Grants: Non-City dollars, federal funds for redevelopment projects.
CIT	Community Investment Trust Funds: General Fund dollars, which may be used at Council's direction.
DD	Developer Deposits: Deposits paid by developers in place of completing construction on specific projects.
DEV	Development Fees
DH	Desert Hills Enterprise Fund: Collected from golf fees.
GEN	General Fund: Revenues from fees paid, sales tax, property tax, fines, etc.
GRNT	Grant: Non-City dollars, which can be federal or state grants.
HERI	Heritage Area Grant Funding: Funds allocated to the City of Yuma for specific improvements to the city's riverfront and downtown area.
HURF	Highway Users Fund: Highway Users Gasoline Tax monies the City receives based on population. Funds are used for street improvements or street related projects.
IMP	Improvement District:
LTAF	Local Transportation Assistance Fund: Lottery dollars the City receives based on population. Funds are used for street improvements or street related projects.
OTHR	Non-City dollars such as ADOT, APS funds or other agency funds.
PBSF	Public Safety Tax Fund: two-tenths percent sales tax collected for the acquisition, construction or improvements to public safety facilities.
PRO	Pro-rata: financing that has been collected and is available for development of projects. Impact: money collected from Citywide Impact Fees.
ROAD	City road tax: five-tenths percent sales tax used for specific road projects.
SANI	Sanitation funds: General Fund dollars, which are reserved for sanitation projects.
SCF	Sewer Capacity Fund: City dollars, collected from fees paid at time of sewer connection.
STP	Surface Transportation Program: Non-City dollars, federal highway funds for roads and bridges.
SUF	Sewer Utility Fund: City dollars, collected from fees paid for specific sewer utility items, such as a meter.
SYSD	System Development Charges: A separate fee paid at the time of issuance of a water permit. The fee is based on the acreage of the property.
SSIC	Sanitary Sewer Interceptor Charge: City dollars, collected from fees paid at time of issuance of a sewer permit.
TWO%	2% Tax financing: A special excise tax on hotel, motel, restaurant and bar sales, which finances the Yuma Civic and Convention Center facility, the Baseball Complex, the Arroyo Dunes and Desert Hills Golf Courses, the Yuma Crossing Park and surrounding area and convention/tourism related activities.
WCF	Water Capacity Fund: City dollars, collected from fees paid at time of water connection.
WUF	Water Utility Fund: City dollars, collected from fees paid for specific utility items, such as a meter.
YRCS	Yuma Regional Communication System Fund: City and local agency dollars for support of regional communication system.

**Capital Improvement Project Summary  
Fiscal Year 2021**

<b>FUND</b>	<b>2020-2021</b>	<b>Percentage of Budget</b>
GENERAL FUND	55,000	0.11%
GRANTS	23,054,288	44.81%
HIGHWAY USERS REVENUE FUND	1,299,864	2.53%
CITY ROAD TAX	6,646,500	12.92%
PUBLIC SAFETY TAX	751,000	1.46%
TWO PERCENT TAX	75,000	0.15%
WATER UTILITY FUND	10,246,500	19.92%
WASTE WATER UTILITY FUND	8,193,000	15.93%
RESTRICTED FUNDS		
BOND-2015 ISSUE	564,000	1.10%
BOND-CIP Series B	35,000	0.07%
BOND-CIP Series D	174,000	0.34%
DEVELOPMENT FEE	350,000	0.68%
<b>TOTAL</b>	<b><u>51,444,152</u></b>	<b><u>100%</u></b>



**Capital Improvement Projects  
Fiscal Year 2021**

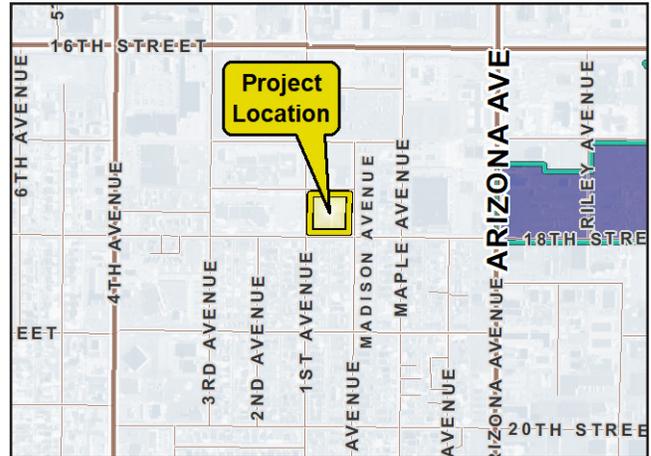
<b>Bond 2015 Issue</b>	Fleet Services Maintenance Shop	\$110,000
	Public Works Yard Improvements	\$100,000
	Water Supply - East Wetlands, PAAC	\$354,000
		<u><b>\$564,000</b></u>
<b>Bond CIP Series B</b>	CIP Software	\$35,000
		<u><b>\$35,000</b></u>
<b>Bond Series D</b>	16th Street Widening, 3rd Ave to Maple Ave	\$174,000
		<u><b>\$174,000</b></u>
<b>City Road Tax</b>	16th Street Widening, 3rd Ave to Maple Ave	\$26,000
	North Frontage Road and Ave 10E Improvements	\$2,012,500
	Catalina Dr & Palo Verde St Pavement Replacement	\$1,785,000
	Arizona Ave Paving, Palo Verde to Country Club	\$850,000
	Subdivision Material Testing	\$50,000
	Citywide Safety Improvements	\$40,000
	Spot Drainage Improvements	\$25,000
	8th Street & Pacific Avenue Corridor Improvements	\$15,000
	2nd Avenue Reonstruction - 8th St to 13th St	\$1,592,000
	Intelligent Transportation System Master Plan	\$100,000
	Mesa Heights Street Light Expansion	\$71,000
	Avenue 3 1-2 E Paving, 32nd St to 40th St	\$80,000
	<u><b>\$6,646,500</b></u>	
<b>Development Fee (Police)</b>	Police Storage Facility	\$350,000
		<u><b>\$350,000</b></u>
<b>General Fund</b>	Regional Fiber Optic Infrastructure Master Plan	\$55,000
		<u><b>\$55,000</b></u>
<b>Grant</b>	Joe Henry Optimist Center Facility Improvements	\$183,000
	Mesa Heights Street Light Expansion	\$190,000
	Yuma Multimodal Center	\$16,266,288
	Sewer Line Extension (Yuma Commerce Center)	\$852,000
	Recreational Trails Program (Non-motorized)	\$150,000
	Riverfront Regional Park Improvements	\$500,000
	Woodland Urban Interface (WUI) Fire Control	\$250,000
	Historical Parks Improvements	\$3,500,000
	Historic Parks Improvements	\$600,000
	Water Supply - East Wetlands, PAAC	\$483,000
	PACC Marquee	\$80,000
	<u><b>\$23,054,288</b></u>	

**Capital Improvement Projects  
Fiscal Year 2021**

<b>Highway Users Revenue Fund</b>	8th Street & Pacific Avenue Corridor	\$299,864
	Pavement Rehabilitation	<u>\$1,000,000</u>
		<b>\$1,299,864</b>
<b>Public Safety Tax Fund</b>	Replace Chiller #3 - PD/MC	\$350,000
	Police Department/Municipal Court HVAC Controls	\$226,000
	Repair and Maintain the Public Safety Test Track	<u>\$175,000</u>
		<b>\$751,000</b>
<b>Two Percent</b>	Riverfront Regional Park Improvements	\$50,000
	Parks and Recreation Emergency Contingency	<u>\$25,000</u>
		<b>\$75,000</b>
<b>Wastewater Utility Fund</b>	Manhole Rehabilitation/Reconstruction	\$300,000
	Sewer Line Extension (Yuma Commerce Center)	\$213,000
	Sewer Line Replacements/Improvements	\$100,000
	4E Sewer Line Extension, 36th St to N Frontage Rd	\$320,000
	Figueroa Laboratory Cooling System Replacement	\$150,000
	Figueroa Ave WPCF Electrical Upgrades II	\$2,200,000
	Figueroa Ave WPCF Colorado River Outfall	\$200,000
	Desert Dunes Headworks Improvements	\$70,000
	Desert Dunes WRF UV Disinfection System Upgrades	\$70,000
	40th Street Liftstation Replacement	\$820,000
	Thomas F. Allt Utilities Complex	\$3,500,000
	Sewer Contingency	<u>\$250,000</u>
		<b>\$8,193,000</b>
<b>Water Utility Fund</b>	Main Street WTP Filter System Upgrade Phase II	\$2,700,000
	MSWTP Basin 1 & 2 Renovations	\$150,000
	Enhanced Coagulation Bench Scale	\$20,000
	Figueroa Laboratory Cooling System Replacement	\$150,000
	Agua Viva Water Storage Tanks Isolation Valve	\$750,000
	Water Service Replacement	\$60,000
	Ave C Waterline Replacement, 16th St to 18th St	\$30,000
	Water Main Replacement Annual Project	\$1,500,000
	3rd Avenue Waterline Replacement, 4th St to 5th St	\$280,000
	Arizona Avenue Waterline Replacement	\$750,000
	Thomas F. Allt Utilities Complex	\$3,500,000
	8th Street & Pacific Avenue Corridor Improvements	\$69,000
	Water Contingency	\$250,000
AWIA Risk & Resiliency Assessment	<u>\$37,500</u>	
		<b>\$10,246,500</b>
<b>Total</b>		<b><u><u>\$51,444,152</u></u></b>

## Joe Henry Optimist Center Facility Improvements

Total Cost: \$185,500  
 City Obligation: \$ 0  
 Delivery Method: TBD  
 Cooperating Agencies: None



**Location: 1793 S 1st Avenue**

### Special Circumstances

CDBG-Grant

### Project Description

Design and construct outdoor basketball and pickle ball courts and replace the playground equipment at the Joe Henry Optimist Center.

### Project Justification

The Joe Henry Optimist Center is in the Mesa Heights Neighborhood Revitalization Strategy Area (NRSA), a strategic area of focus of the City of Yuma. Park facilities and amenities are in a dilapidated condition and in need of replacement.

### Budget Impact/Other

Statement of Impact: No additional costs for supplies, equipment, new staff, or labor costs will be incurred to the Parks & Recreation Department. Actual savings is anticipated. Constant repair to existing courts will no longer be needed, due to replacing old concrete.

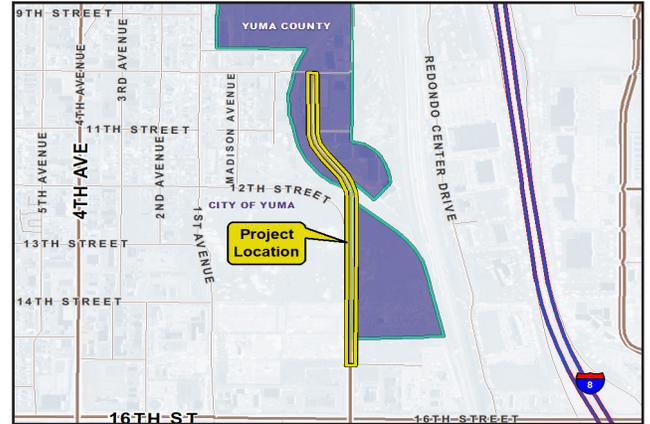
Expenditures	Previous Years	2021	2022	2023	2024	2025	Out Years	Total
Construction		\$183,000						\$183,000
Design	\$2,500							\$2,500
<b>Total</b>	<b>\$2,500</b>	<b>\$183,000</b>						<b>\$185,500</b>

Funding Sources	Previous Years	2021	2022	2023	2024	2025	Out Years	Total
Grant - CDBG	\$2,500	\$183,000						\$183,000
<b>Total</b>	<b>\$2,500</b>	<b>\$183,000</b>						<b>\$185,500</b>

**Arizona Avenue Waterline Replacement**

Total Cost: \$ 750,000  
 City Obligation: \$ 750,000  
 Delivery Method: DBB  
 Cooperating Agencies: None



**Location: Arizona Ave - 10th St to 15t**

**Special Circumstances**

None

**Project Description**

Replace an aging 16" AC waterline from 10th Street to 15th Street on Arizona Avenue with a new 16" PVC waterline. Work will include main replacement, new service lines, fire hydrants and other related appurtenances as necessary to complete the replacement work.

**Project Justification**

The existing 16" main continues to have failures due to its age (installed in 1954)

**Budget Impact/Other**

Statement of Impact: This project will have no impact on the operational budget.

Expenditures	Previous Year	2021	2022	2023	2024	2025	Out Years	Total
Design		\$50,000						\$50,000
Construction		\$700,000						\$700,000
<b>Total</b>		<b>\$750,000</b>						<b>\$750,000</b>
Funding Sources	Previous Year	2021	2022	2023	2024	2025	Out Years	Total
Water Utility Fund		\$750,000						\$750,000
<b>Total</b>		<b>\$750,000</b>						<b>\$750,000</b>

**Yuma Multimodal Center**

Total Cost: \$16,523,891  
 City Obligation: \$ 2,400,000  
 Delivery Method: Design Build  
 Cooperating Agencies: YCNHA



**Special Circumstances**

Award of Grant Funding

**Project Description**

**Location:** 3rd St between Gila St and Maiden Ln

Build a Multimodal Transportation Center at the vacant Hotel Del Sol. Two FTA grants have been awarded for design and preconstruction. The scope of work includes exterior renovation of the historic building, seismic and structural retrofit, interior upgrade to meet ADA standards, and buildout of the first floor. Second and third floor buildout will be offered as a public-private partnership.

**Project Justification**

In 2000, the Yuma Metropolitan Planning Organization developed a plan to create a Multimodal Transportation Center in the vacant Hotel Del Sol located downtown. The City of Yuma purchased the facility in 2006 utilizing Transportation Equity Act for the 21st Century (TEA-21) funds. Reclaiming this historic resource will dramatically enhance the appearance of the downtown area, while providing an important transit facility for the community. The environmental analysis and remediation is complete. Several grant opportunities are currently being pursued for the construction phase of this project, including "Better Utilizing Investments to Leverage Development" (BUILD Grant).

**Budget Impact**

Several grant opportunities are currently being pursued for the construction phase of this project, including "Better Utilizing Investments to Leverage Development" (BUILD Grant). Two FTA grants have been awarded for design and preconstruction. The estimated impact to the operational budget is \$78,000 annually. Other funding shown may come from any allowable city funding source.

Expenditures	Previous Years	2021	2022	2023	2024	2025	Out Years	Total
Design	\$254,699	\$1,890,288						\$2,144,987
Construction	2,904	\$11,976,000						\$12,333,733
Other		\$2,400,000						\$2,040,000
<b>Total</b>	<b>\$257,603</b>	<b>\$16,266,288</b>						<b>\$16,523,891</b>

Funding Sources	Previous Years	2021	2022	2023	2024	2025	Out Years	Total
Grant - FTA		\$1,890,288						\$1,890,288
Grant - Proposed		\$11,976,000						\$11,976,000
Two Percent Tax	\$257,603							\$257,603
Other		\$2,400,000						\$2,400,000
<b>Total</b>	<b>\$257,603</b>	<b>\$16,266,288</b>						<b>\$16,523,891</b>

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# Debt Management

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The last section described how the city provided for its infrastructure needs. It was noted that operating revenues were the primary source for CIP projects. This 'pay as you go' financing plan works well for smaller projects that can be paid out of current revenues. It does not work when project cost is greater than the annual collections from that source of revenue.

When more significant projects are planned which are beyond current revenues ability to spend, the City will seek financing solutions that provide the necessary resources immediately. Although a variety of forms of financing are available, the City usually turns to long-term bonds as a source of its financing.

## **LONG TERM BONDS**

Much like bank financing, the City sells bonds on the open market to secure enough proceeds to pay for a project. With a ready source of cash, the City can complete a large project without the cash-flow concerns of using 'pay-as-you-go'. Again, like bank financing, the bonds must be repaid over time, at market driven interest rates. These payback terms are spread based on the flow assumptions of the underlying revenue and can range from five to twenty years or more.

There are several reasons why bond financing is the most attractive source of capital. Because of their lower risk, with particular revenue types pledged to bond repayment, interest rates are lower. Municipal bonds are attractive to investors also because of favorable income tax treatment of bond interest payments.

Interest rates are fixed at a time of the bond sale, providing the City with a known payment schedule. Servicing this debt becomes part of the operating budget along with operational and capital needs.

As noted earlier, the City maintains a Debt Service Fund, which is used to account for payment of the debt. Into this fund are transferred monies from other operating funds that can now pay over time for a costly project rather than trying to set aside monies until sufficient resources are available.

Most governments have been active in the bond markets for years, especially with low long-term rates. The City of Yuma is no exception. This bond financing to pay for capital projects is especially prevalent in fast-growing cities, like Yuma.

## **BOND TYPES**

There are different types of bonds used depending on the type of project and its anticipated repayment funding. A description of the bond types and their use by the City follows.

**General Obligation Bonds** - This type of bond relies on secondary property tax financing rather than current operating revenue. This bonding method is subject to voter approval because it creates a new tax to support repayment. This secondary property tax is levied, when in use, by the City directly for bond repayment. The City does currently have general obligation bonds outstanding; however, the proceeds were used by the Water Fund to expand the current water plant. While the full faith and credit of the City supports the bonds and a tax levy could be generated if necessary, the bonds are paid by current revenues of the Water Fund.

**Municipal Property Corporation (MPC) Bonds** - The City issued its first MPC bonds in 1970 to finance the construction of the Convention Center, Baseball Complex and Desert Hills Golf Course. The Municipal Property Corporation was created to sell the bonds for that project. The bonds, because they

do not necessarily rely on new sources of revenue for repayment, are not subject to voter approval for each project. (With its initial bond sale, however, the City created a new sales tax, the 2% Special Tax, for bond repayment and the new tax was subject to, and won, voter approval.) This method of bond financing has been used many times to finance a variety of projects.

Improvement Districts – Improvement district financing is a special bonding arrangement for capital improvements in limited areas of the City. This debt is authorized by the property owners of the district and secured by assessments paid by those property owners. The City retains an obligation to pay should those assessments fail to meet the obligations of the bond; however, the City then retains title to the property should that unlikely failure occur. The City has used improvement district financing on a number of occasions, the most recent being Improvement District 67 which financed public improvements adjacent to the Yuma Palms Regional Center.

**DEBT LIMITATIONS**

Under Arizona's Constitution, outstanding general obligation bonded debt for combined water, sewer, artificial light, parks, open space preserves, playgrounds and recreational facilities may not exceed 20% of a City's net secondary assessed valuation. Outstanding general obligation debt for all other purposes may not exceed 6% of a City's net secondary assessed valuation. The legal borrowing capacity of the City of Yuma at June 30, 2020 follows:

<u>Water, Etc. (20%)</u>	
Legal Limit	\$141,545,017
Outstanding GO Debt	-
Available Debt Margin	\$141,545,017

<u>All Others (6%)</u>	
Legal Limit	\$ 42,463,505
Outstanding GO Debt	-
Available Debt Margin	\$ 42,463,505

These limitations apply to general obligation debt only.

Limitations other than statutory exist in many of the debt covenants associated with the bonds. These limitations include coverage requirements in which further debt is restricted if revenues related to the outstanding debt do not exceed certain percentages. In each case, the City is well within these limitations. Detailed coverage information is provided within the City's annual Comprehensive Annual Financial Report.

**IMPACT OF DEBT SERVICE ON BUDGET**

Much like the impact of capital projects, debt service payments are derived from the same general revenues that are used for operations. A balance must be achieved between operational needs, debt requirements and capital expenditures to stay within the statutory or economic limitations of annual revenues. Each year, the City Council and staff work carefully to assure this balance. The benefit of securing long- term financing to provide for timely construction of needed infrastructure can make a municipality 'debt poor' if taken to extremes.

More meaningful to this analysis is the City's bond rating. Rating agencies are instrumental in determining debt capacity of the City. The City works with these agencies closely to improve its overall rating to assurance the soundness of its ability to attain favorable interest rates in the financial markets.

**OUTSTANDING DEBT**

The following tables list the City's outstanding debt at June 30, 2020:

Authorized	MPC Bonds 2010 Refunding 2001			MPC Bonds 2015 Series Excise		
	\$29,530,000 Issued/Refunded	Rate 4.23%	2001/2010	\$48,105,000 Issued/Refunded	Rate 2% - 5%	2007/2015
	Source of Repayment	% of Annual Revenues FY21	FY21 Payment	Source of Repayment	% of Annual Revenues FY21	FY21 Payment
	General Fund	3.82%	2,807,341	General Fund	1.68%	1,234,509
				Public Safety Tax	21.36%	933,000
				City Road Tax	0.13%	14,710
				HURF	1.61%	114,922
				2% TaxFund	10.43%	561,812
				Solid Waste Fund	3.79%	162,653
				Water Fund	0.24%	58,687
				Wastewater Func	0.39%	64,969
				Desert Hills GC	0.18%	2,068
				CIP Funds	40.57%	546,720
						3,694,050
July 1	Principal	Interest	Total	Principal	Interest	Total
2021	2,305,000	502,341	2,807,341	2,210,000	1,484,050	3,694,050
2022	2,400,000	403,800	2,803,800	2,320,000	1,370,800	3,690,800
2023	2,500,000	296,550	2,796,550	1,790,000	1,268,050	3,058,050
2024	2,610,000	181,575	2,791,575	1,870,000	1,176,550	3,046,550
2025	2,730,000	61,425	2,791,425	1,960,000	1,080,800	3,040,800
2026				2,050,000	990,800	3,040,800
2027				2,120,000	918,000	3,038,000
2028				2,645,000	846,525	3,491,525
2029				2,740,000	752,050	3,492,050
2030				2,855,000	640,150	3,495,150
2031				2,960,000	534,950	3,494,950
2032				3,070,000	425,450	3,495,450
2033				3,195,000	300,150	3,495,150
2034				3,315,000	178,238	3,493,238
2035				3,435,000	60,112	3,495,112
Outstanding	\$ 12,545,000	\$ 1,445,691	\$ 13,990,691	\$ 38,535,000	\$ 12,026,675	\$ 50,561,675



Improvement District No. 68 Bonds			GRAND TOTAL			
<u>\$3,875,000</u>		Rate Issued/Refunded	<u>4.70%</u> 2006	<u>\$249,300,000</u>		
Source of Repayment	% of Annual Revenues FY21	FY21 Payment	Source of Repayment	% of Annual Revenues FY21	FY21 Payment	
Special Assmt.	100.00%	382,155	General Fund	5.50%	4,041,850	
			City Road Tax	39.36%	4,394,260	
			Public Safety Tax	21.36%	933,000	
			HURF	1.61%	114,922	
			2% Tax Fund	10.43%	561,812	
			Special Assmt.	100.00%	382,155	
			Solid Waste	3.79%	162,653	
			Desert Hills GC	0.18%	2,068	
			CIP Funds	40.57%	546,720	
			Water Fund	26.67%	6,434,166	
			Water Capacity	100.44%	2,282,480	
			Water System Dev.	71.94%	118,817	
			Wastewater Fund	12.25%	2,044,180	
			Wastewater Capacity	95.99%	2,634,774	
			Wastewater SSIC	3.10%	5,942	
					24,659,799	
<b>Principal</b>	<b>Interest</b>	<b>Total</b>	<b>Principal</b>	<b>Interest</b>	<b>Total</b>	
365,000	17,155	382,155	18,482,000	6,177,799	24,659,799	
			18,738,000	5,461,178	24,199,178	
			14,739,000	4,775,338	19,514,338	
			15,323,000	4,104,411	19,427,411	
			13,960,000	3,419,863	17,379,863	
			11,720,000	2,794,937	14,514,937	
			12,200,000	2,269,987	14,469,987	
			8,845,000	1,833,112	10,678,112	
			9,150,000	1,487,487	10,637,487	
			9,415,000	1,181,037	10,596,037	
			9,680,000	868,237	10,548,237	
			9,965,000	537,493	10,502,493	
			3,195,000	300,150	3,495,150	
			3,315,000	178,238	3,493,238	
			3,435,000	60,112	3,495,112	
<b>\$ 365,000</b>	<b>\$ 17,155</b>	<b>\$ 382,155</b>	<b>\$ 162,162,000</b>	<b>\$ 35,449,379</b>	<b>\$ 197,611,379</b>	

# Appendix

# Appendix

Schedule 1 – Revenues	148
Schedule 2 – Expenditures by Fund/Department	153
Schedule 3 – Outside Agency Summary	167
Schedule 4 – Supplemental Listing	168
Schedule 5 – Authorized Staffing Level	169
Schedule 6 – Salary Schedule	185
Schedule 7 – Levy Limit Worksheet	186
Schedule 8 – Council Actions	187
Glossary	191

**SCHEDULE 1  
REVENUES**

	<b>2019 ACTUAL</b>	<b>2020 BUDGET</b>	<b>2020 ESTIMATE</b>	<b>2021 FORECAST</b>
<b>GENERAL FUND</b>				
Local Taxes:				
Sales tax (1%)	22,528,499	23,280,408	22,643,230	21,508,400
Property Tax	12,487,207	13,724,824	12,896,610	14,215,309
Government Property Lease Excise	7,003	10,000	7,002	7,002
Delinquent Property Tax	229,739	175,000	220,000	220,000
Franchise Tax	3,436,591	3,509,327	3,417,000	3,345,900
Intergovernmental Revenues:				
State revenue sharing	11,565,281	12,640,427	12,640,427	14,220,248
State sales tax	9,626,548	9,500,000	9,450,000	8,075,000
Auto in-lieu tax	4,139,937	4,387,934	4,200,000	3,400,000
Tribal contribution	36,628	35,000	40,167	36,000
Licenses and Permits:				
Business licenses	265,995	259,000	268,500	246,150
Liquor licenses	40,299	38,100	39,700	35,460
Animal control licenses	79,478	90,000	70,000	67,500
Building permits	1,228,638	1,291,000	1,280,000	1,152,000
Electrical permits	279,041	270,000	280,000	261,000
Plumbing permits	80,621	75,000	85,000	81,000
Mechanical permits	81,964	75,000	87,000	81,000
Charges for Services:				
Zoning and subdivision fees	117,574	65,950	82,362	71,100
Plan check fees	433,427	350,000	450,000	360,000
Other development fees	4,305	2,100	3,570	2,790
Swimming fees	167,100	180,000	163,000	154,800
Recreation fees	196,754	204,500	173,325	168,750
Art Center fees	562	500	-	-
Ambulance Service fees	4,316,768	4,197,000	3,995,700	3,651,300
Other charges	113,512	94,100	71,000	64,440
Police services	725,533	756,500	710,000	675,000
Use of Money and Property:				
Investment income	518,462	230,000	250,000	225,000
Recreation facility rents	240,451	222,984	243,595	215,505
Misc Rentals	18,600	18,000	18,000	17,100
Fines, Forfeitures, Penalties:				
Vehicle code fines	596,458	655,000	576,000	527,400
Parking & other fines	411,507	530,000	392,000	364,500
Miscellaneous Revenues:				
Sale of property	38,620	20,100	7,500	9,000
Unclassified revenues	405,897	140,000	98,100	94,590
<b>Total</b>	<b>74,419,105</b>	<b>77,027,754</b>	<b>74,858,788</b>	<b>73,553,244</b>
<b>COMMUNITY INVESTMENT TRUST FUND</b>				
Use of Money and Property:				
Investment income	764	-	-	-
<b>Total</b>	<b>764</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>HIGHWAY USERS REVENUE FUND</b>				
Intergovernmental Revenues:				
State gasoline tax	8,248,413	8,123,924	8,300,000	7,055,000
Investment income	130,536	50,000	130,000	91,000
Miscellaneous Revenues:				
Unclassified revenues	164,985	-	311,141	2,430
<b>Total</b>	<b>8,543,934</b>	<b>8,173,924</b>	<b>8,741,141</b>	<b>7,148,430</b>

**SCHEDULE 1  
REVENUES**

	<b>2019 ACTUAL</b>	<b>2020 BUDGET</b>	<b>2020 ESTIMATE</b>	<b>2021 FORECAST</b>
<b>CITY ROAD TAX FUND</b>				
Local Taxes:				
Sales tax (0.5%)	11,262,335	11,638,004	11,883,650	10,752,092
Charges for Services				
Development Charges	41,832	10,000	17,698	20,000
Use of Money and Property:				
Investment income	280,343	150,000	280,000	196,000
Rental income	145,625	133,726	143,456	143,456
Sale of property	68	50,000	-	-
Miscellaneous Revenues:				
Unclassified revenues	199,539	49,950	326,536	51,500
Total	<u>11,929,742</u>	<u>12,031,680</u>	<u>12,651,340</u>	<u>11,163,048</u>
<b>LOCAL TRANSPORTATION ASSISTANCE FUND</b>				
Intergovernmental Revenues:				
Lottery tax	-	-	-	-
Use of Money and Property:				
Investment income	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>PUBLIC SAFETY TAX FUND</b>				
Local Taxes:				
Sales tax (0.2%)	4,503,402	4,653,681	4,751,320	4,298,450
Use of Money & Property:				
Misc Rentals	-	33,379	-	-
Investment income	92,395	65,000	92,000	64,400
Miscellaneous Revenues:				
Unclassified revenues	742,792	-	6,000	6,000
Total	<u>5,338,589</u>	<u>4,752,060</u>	<u>4,849,320</u>	<u>4,368,850</u>
<b>TWO PERCENT TAX FUND</b>				
Local Taxes:				
Sales tax (2%)	5,782,838	6,285,373	5,786,520	4,870,500
Charges for Services:				
Theatre revenue	108,370	45,320	90,000	67,500
Liquor sales	194,540	121,140	177,000	95,251
Concession stand sales	197,699	159,625	90,000	67,500
Other sales	171,908	292,676	174,600	52,201
Commissions & fees	63,506	44,623	59,100	44,325
Use of Money and Property:				
Investment income	53,277	47,265	35,000	26,250
Room rents	161,584	133,620	155,000	116,250
Equipment rents	37,388	36,270	57,000	42,750
Other rents	-	-	766	-
Miscellaneous Revenues:				
Unclassified revenues	214,514	4,374	4,000	3,000
Total	<u>6,985,624</u>	<u>7,170,286</u>	<u>6,628,986</u>	<u>5,385,527</u>
<b>DOWNTOWN MALL MAINTENANCE FUND</b>				
Local Taxes:				
Property Tax	110,360	120,000	110,000	110,000
Delinquent Property Tax	4,706	3,500	5,000	5,000
Miscellaneous Revenues:				
Unclassified revenues	10,674	1,980	2,500	2,500
Total	<u>125,740</u>	<u>125,480</u>	<u>117,500</u>	<u>117,500</u>
<b>IMPROVEMENT DISTRICT FUNDS</b>				
Local Taxes:				
Property Tax	-	-	-	-
Delinquent Property Tax	-	-	-	-
Miscellaneous Revenues:				
Unclassified revenues	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**SCHEDULE 1  
REVENUES**

	<b>2019 ACTUAL</b>	<b>2020 BUDGET</b>	<b>2020 ESTIMATE</b>	<b>2021 FORECAST</b>
<b>GRANT FUNDS</b>				
Intergovernmental Revenues:				
Community development grants	1,631,505	3,081,377	1,449,865	3,363,303
Law enforcement grants	1,911,588	5,225,199	2,110,772	6,036,000
Other miscellaneous grants	394,421	10,492,341	600,427	32,936,768
Total	<u>3,937,514</u>	<u>18,798,917</u>	<u>4,161,064</u>	<u>42,336,071</u>
<b>CIP FUNDS</b>				
Charges for Services:				
Impact fees	1,193,285	1,275,575	1,247,825	1,148,017
Use of Money and Property:				
Investment income	367,394	159,900	89,700	199,450
Miscellaneous Revenues:				
Unclassified Revenues	56,175	-	-	-
Total	<u>1,616,854</u>	<u>1,435,475</u>	<u>1,337,525</u>	<u>1,347,467</u>
<b>DEBT SERVICE FUNDS</b>				
Special Assessments:				
Principal	335,000	350,000	350,000	365,000
Interest	41,480	25,380	25,380	8,578
Use of Money & Property:				
Investment income	10,302	-	-	-
Total	<u>386,782</u>	<u>375,380</u>	<u>375,380</u>	<u>373,578</u>
<b>WATER FUND</b>				
Charges for Services:				
Residential water fees	14,017,519	15,468,198	14,250,000	13,050,000
Commercial water fees	9,615,352	10,618,600	9,648,000	8,777,700
Fire hydrant fees	415,086	407,650	420,140	379,485
Delinquent fees	846,806	864,300	850,000	765,000
Service establishment fees	352,543	370,312	347,000	313,200
Use of Money and Property:				
Investment income	718,224	700,000	720,000	648,000
Miscellaneous Revenues:				
Unclassified revenues	447,202	207,762	203,704	187,390
Total	<u>26,412,732</u>	<u>28,636,822</u>	<u>26,438,844</u>	<u>24,120,775</u>
<b>WATER RESTRICTED FUNDS</b>				
Charges for Services:				
Water Transfer fees	8,050	-	-	-
Water capacity fees	2,225,156	3,812,200	2,325,000	2,137,500
Water system dev. fees	138,359	150,020	143,500	133,650
Use of Money and Property:				
Investment income - Water Trfr	2,034	-	600	-
Investment income - Capacity	142,500	150,000	150,000	135,000
Investment income - System Dev	3,569	3,900	3,500	31,500
Investment income - Bonds	31,745	25,395	25,000	-
Miscellaneous Revenues:				
Unclassified revenues - Water Trf	31	-	-	-
Unclassified revenues - System Dev	94	120	-	-
Total	<u>2,551,538</u>	<u>4,141,635</u>	<u>2,647,600</u>	<u>2,437,650</u>

**SCHEDULE 1  
REVENUES**

	<b>2019 ACTUAL</b>	<b>2020 BUDGET</b>	<b>2020 ESTIMATE</b>	<b>2021 FORECAST</b>
<b>WATER GRANT FUND</b>				
Intergovernmental Revenues:				
Grants	-	-	-	-
Total	-	-	-	-
<b>WASTEWATER FUND</b>				
Charges for Services:				
Residential sewer fees	10,371,421	10,825,940	10,440,000	9,450,000
Commercial sewer fees	7,147,565	7,279,300	7,187,000	6,594,300
Use of Money and Property:				
Investment income	667,724	610,000	675,000	607,500
Miscellaneous Revenues:				
Unclassified revenues	142,508	33,670	47,780	34,650
Total	<u>18,329,218</u>	<u>18,748,910</u>	<u>18,349,780</u>	<u>16,686,450</u>
<b>WASTEWATER GRANT FUND</b>				
Intergovernmental Revenues:				
Grants	-	-	-	-
Total	-	-	-	-
<b>WASTEWATER RESTRICTED FUNDS</b>				
Charges for Services:				
Sewer capacity fees	2,617,088	3,341,100	2,722,000	2,494,800
Sewer system dev. Fees - SSIC	196,161	262,120	203,250	182,925
Sewer system dev. fees - Area A/B	200	400	-	-
Use of Money and Property:				
Investment income - Capacity	317,213	285,000	320,000	250,000
Investment income - SSIC	9,712	10,000	9,800	8,820
Investment income - Area A/B	22,498	20,000	20,000	10,000
Investment income - 26th Pl Trunk	3,519	3,500	3,500	3,150
Miscellaneous Revenues:				
Unclassified revenues - SSIC	70	89	-	-
Total	<u>3,166,461</u>	<u>3,922,209</u>	<u>3,278,550</u>	<u>2,949,695</u>
<b>YUMA REGIONAL COMMUNICATIONS SYSTEM FUND</b>				
Charges for Services:				
Radio fees	1,887,636	1,876,581	2,088,069	2,084,614
Use of Money and Property:				
Investment income	55,991	50,000	25,000	25,000
Miscellaneous Revenues:				
Sale of property	49,472	32,500	22,900	16,500
Unclassified Revenues	988	-	-	-
Total	<u>1,994,087</u>	<u>1,959,081</u>	<u>2,135,969</u>	<u>2,126,114</u>
<b>YUMA REGIONAL COMMUNICATIONS SYSTEM GRANT FUND</b>				
Intergovernmental Revenues:				
Grants	-	1,000,000	696,597	1,000,000
Total	<u>-</u>	<u>1,000,000</u>	<u>696,597</u>	<u>1,000,000</u>

**SCHEDULE 1  
REVENUES**

	<b>2019 ACTUAL</b>	<b>2020 BUDGET</b>	<b>2020 ESTIMATE</b>	<b>2021 FORECAST</b>
<b>SOLID WASTE FUND</b>				
Charges for Services:				
Collection fees	4,126,177	4,097,300	4,285,000	4,142,400
Receptacles sales	101,420	143,300	110,000	110,400
Miscellaneous Revenues:				
Unclassified revenues	<u>48,114</u>	<u>31,018</u>	<u>40,500</u>	<u>38,880</u>
Total	<u>4,275,711</u>	<u>4,271,618</u>	<u>4,435,500</u>	<u>4,291,680</u>
<b>DESERT HILLS GOLF COURSE FUND</b>				
Charges for Services:				
Green fees	687,186	699,394	711,726	569,280
Merchandise sales	139,754	155,920	129,000	103,200
Concession stand sales	1,424	273	1,250	1,000
Range fees	47,691	53,000	50,000	40,000
Use of Money and Property:				
Equipment rents	187,854	175,090	195,000	157,040
Restaurant rental	91,617	150,000	55,000	44,000
Miscellaneous Revenues:				
Unclassified revenues	<u>17,148</u>	<u>4,223</u>	<u>6,200</u>	<u>4,960</u>
Total	<u>1,172,674</u>	<u>1,237,900</u>	<u>1,148,176</u>	<u>919,480</u>
<b>EQUIPMENT REPLACEMENT FUND</b>				
Use of Money and Property:				
Equipment rentals	1,789,896	1,789,897	1,789,897	2,071,900
Investment income	261,410	-	400,000	-
Miscellaneous Revenues:				
Unclassified revenues	<u>56</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>2,051,362</u>	<u>1,789,897</u>	<u>2,189,897</u>	<u>2,071,900</u>
<b>EQUIPMENT MAINTENANCE FUND</b>				
Charges for Services:				
Guaranteed maintenance	1,922,382	2,320,151	2,320,150	2,659,428
Non-guaranteed maintenance	385,022	358,790	250,000	350,000
Miscellaneous Revenues:				
Unclassified revenues	2,713	220	-	-
Sale of property	<u>8,468</u>	<u>2,500</u>	<u>3,218</u>	<u>-</u>
Total	<u>2,318,585</u>	<u>2,681,661</u>	<u>2,573,368</u>	<u>3,009,428</u>
<b>INSURANCE RESERVE FUND</b>				
Use of Money and Property:				
Insurance Premiums	1,925,534	1,937,973	1,937,973	1,937,973
Investment income	79,246	-	5,000	-
Miscellaneous Revenues:				
Unclassified revenues	<u>48</u>	<u>-</u>	<u>38</u>	<u>-</u>
Total	<u>2,004,828</u>	<u>1,937,973</u>	<u>1,943,011</u>	<u>1,937,973</u>
<b>WORKERS COMPENSATION FUND</b>				
Use of Money and Property:				
Workman's Comp Charges	1,514,285	1,590,900	1,590,900	17,018
Investment income	117,370	-	3,000	-
Miscellaneous Revenues:				
Unclassified revenues	<u>2,567</u>	<u>-</u>	<u>7,902</u>	<u>-</u>
Total	<u>1,634,222</u>	<u>1,590,900</u>	<u>1,601,802</u>	<u>17,018</u>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>General Fund</b>				
Mayor and Council				
Payroll	198,194	205,428	169,506	120,178
Operating	131,531	144,858	151,082	865,826
	<u>329,725</u>	<u>350,286</u>	<u>320,588</u>	<u>986,004</u>
Municipal Court				
Payroll	1,460,820	1,526,627	1,460,877	1,581,312
Operating	397,676	428,558	424,423	466,208
Capital Outlay	22,589	-	12,702	5,000
	<u>1,881,085</u>	<u>1,955,185</u>	<u>1,898,002</u>	<u>2,052,520</u>
City Administration				
Payroll	2,604,623	2,430,507	2,281,817	3,709,679
Operating	950,424	1,221,690	1,144,915	3,759,886
Capital Outlay	2,300	-	-	-
	<u>3,557,347</u>	<u>3,652,197</u>	<u>3,426,732</u>	<u>7,469,565</u>
City Attorney				
Payroll	1,118,578	1,215,674	1,192,437	1,182,687
Operating	327,554	433,417	398,977	238,079
	<u>1,446,132</u>	<u>1,649,091</u>	<u>1,591,414</u>	<u>1,420,766</u>
Information Tech Services				
Payroll	2,013,849	2,334,510	2,029,370	2,219,375
Operating	778,458	612,677	737,762	757,805
Debt	-	270,000	243,000	270,000
Capital Outlay	97,405	-	-	89,001
	<u>2,889,712</u>	<u>3,217,187</u>	<u>3,010,132</u>	<u>3,336,181</u>
Finance				
Payroll	1,771,754	1,958,696	1,818,523	1,853,297
Operating	407,005	437,305	397,790	409,760
Capital Outlay	-	-	-	100,000
	<u>2,178,759</u>	<u>2,396,001</u>	<u>2,216,313</u>	<u>2,363,057</u>
Human Resources				
Payroll	895,296	925,072	881,451	929,721
Operating	218,706	270,729	269,484	392,173
	<u>1,114,002</u>	<u>1,195,801</u>	<u>1,150,935</u>	<u>1,321,894</u>
General Government				
Payroll	-	-	250,000	905,306
Operating	743,780	1,848,004	669,524	(1,996,802)
Debt	33,717	34,375	34,375	33,717
Capital Outlay	192,156	-	18,000	-
	<u>969,653</u>	<u>1,882,379</u>	<u>971,899</u>	<u>(1,057,779)</u>
Community Development				
Payroll	2,739,226	3,049,007	2,812,650	2,978,117
Operating	407,725	497,295	483,908	508,357
Debt	-	6,000	8,684	5,162
Capital Outlay	-	-	-	60,000
	<u>3,146,951</u>	<u>3,552,302</u>	<u>3,305,242</u>	<u>3,551,636</u>
Public Works				
Operating	4	-	-	-

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>General Fund</b>				
Engineering				
Payroll	351,297	366,869	355,323	458,821
Operating	15,381	27,669	21,529	27,805
	<u>366,678</u>	<u>394,538</u>	<u>376,852</u>	<u>486,626</u>
Parks and Recreation				
Payroll	5,345,658	5,798,549	5,428,133	4,559,954
Operating	2,966,950	3,104,898	3,216,796	2,353,546
Debt	-	-	13,386	25,800
Capital Outlay	600	6,000	-	9,831
	<u>8,313,208</u>	<u>8,909,447</u>	<u>8,658,315</u>	<u>6,949,131</u>
Police				
Payroll	25,809,617	27,593,075	25,306,675	28,403,165
Operating	3,523,850	3,835,015	3,769,458	3,302,158
Capital Outlay	27,217	16,761	35,800	8,500
	<u>29,360,684</u>	<u>31,444,851</u>	<u>29,111,933</u>	<u>31,713,823</u>
Fire				
Payroll	16,205,047	16,319,670	15,600,652	16,668,394
Operating	2,211,578	2,293,932	2,241,314	1,923,866
Debt	-	-	9,088	12,320
Capital Outlay	890	-	-	-
	<u>18,417,515</u>	<u>18,613,602</u>	<u>17,851,054</u>	<u>18,604,580</u>
Cost Allocation				
Operating	(3,938,436)	(3,938,433)	(3,938,433)	(5,107,254)
Capital Projects				
Capital Outlay	-	198,392	176,733	55,000
	<u>70,033,019</u>	<u>75,472,826</u>	<u>70,127,711</u>	<u>74,145,750</u>
Fund Total				
	<u>70,033,019</u>	<u>75,472,826</u>	<u>70,127,711</u>	<u>74,145,750</u>
<b>Highway User Revenue Fund</b>				
Mayor and Council				
Operating	-	-	-	78,772
General Government				
Payroll	-	-	-	40,382
Operating	-	-	-	(144,220)
Capital Outlay	13,714	-	-	-
	<u>13,714</u>	<u>-</u>	<u>-</u>	<u>(103,838)</u>
Public Works				
Payroll	2,602,985	3,011,280	2,536,238	2,884,404
Operating	3,983,047	4,406,354	4,102,923	6,083,557
Capital Outlay	-	10,000	10,200	415,600
	<u>6,586,032</u>	<u>7,427,634</u>	<u>6,649,361</u>	<u>9,383,561</u>
Capital Projects				
Capital Outlay	1,289,335	5,530,000	3,349,701	1,299,864
	<u>1,289,335</u>	<u>5,530,000</u>	<u>3,349,701</u>	<u>1,299,864</u>
Fund Total				
	<u>7,889,081</u>	<u>12,957,634</u>	<u>9,999,062</u>	<u>10,658,359</u>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>City Road Tax Fund</b>				
City Administration				
Payroll	27,798	28,937	29,006	29,078
City Attorney				
Payroll	51,300	52,580	42,261	-
General Government				
Payroll	-	-	-	25,554
Operating	-	81,000	10,000	(91,266)
Debt	33,717	34,375	-	33,717
Capital Outlay	168,585	-	-	-
	<u>202,302</u>	<u>115,375</u>	<u>10,000</u>	<u>(31,995)</u>
Public Works				
Payroll	406,329	486,606	598,534	549,035
Operating	404,557	451,127	429,773	703,563
	<u>810,886</u>	<u>937,733</u>	<u>1,028,307</u>	<u>1,252,598</u>
Engineering				
Payroll	1,325,052	1,534,336	1,275,289	1,247,201
Operating	781,093	936,457	897,015	1,068,729
Debt	-	-	29,200	19,000
Capital Outlay	224,803	107,500	11,500	-
	<u>2,330,948</u>	<u>2,578,293</u>	<u>2,213,004</u>	<u>2,334,930</u>
Capital Projects				
Operating	1,088,883	-	-	-
Capital Outlay	9,221,157	7,606,000	6,457,545	6,646,500
	<u>10,310,040</u>	<u>7,606,000</u>	<u>6,457,545</u>	<u>6,646,500</u>
Fund Total	<u><b>13,733,274</b></u>	<u><b>11,318,918</b></u>	<u><b>9,780,123</b></u>	<u><b>10,231,111</b></u>
<b>Public Safety Tax Fund</b>				
General Government				
Debt	134,868	137,500	135,000	134,869
Capital Outlay	674,341	-	-	-
	<u>809,209</u>	<u>137,500</u>	<u>135,000</u>	<u>134,869</u>
Police				
Operating	1,116,975	1,291,698	1,209,023	1,073,068
Debt	102,449	-	160,153	417,016
Capital Outlay	828,250	716,224	1,016,614	506,500
	<u>2,047,674</u>	<u>2,007,922</u>	<u>2,385,790</u>	<u>1,996,584</u>
Fire				
Operating	810,861	969,343	941,962	1,012,559
Debt	44,956	44,000	46,000	45,956
Capital Outlay	22,839	72,417	68,428	39,001
	<u>878,656</u>	<u>1,085,760</u>	<u>1,056,390</u>	<u>1,097,516</u>
Capital Projects				
Capital Outlay	146,360	2,675,000	2,467,426	751,000
Fund Total	<u><b>3,881,899</b></u>	<u><b>5,906,182</b></u>	<u><b>6,044,606</b></u>	<u><b>3,979,969</b></u>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>2% Tax Fund</b>				
Mayor and Council Operating	-	-	-	622,024
City Administration				
Payroll	229,350	279,122	232,381	256,408
Operating	213,348	213,335	213,340	-
	<u>442,698</u>	<u>492,457</u>	<u>445,721</u>	<u>256,408</u>
General Government				
Payroll	-	-	-	36,831
Operating	425,249	425,250	425,251	210,673
Debt	33,717	34,375	33,717	33,717
Capital Outlay	168,585	-	-	-
	<u>627,551</u>	<u>459,625</u>	<u>458,968</u>	<u>281,221</u>
Engineering				
Payroll	18,806	17,803	13,187	-
Parks and Recreation				
Payroll	2,795,396	2,859,708	2,640,872	2,374,369
Operating	2,898,251	3,202,995	2,543,821	1,914,990
Debt	-	6,000	25,000	-
Capital Outlay	60,466	215,000	103,000	23,855
	<u>5,754,113</u>	<u>6,283,703</u>	<u>5,312,693</u>	<u>4,313,214</u>
Capital Projects				
Capital Outlay	-	285,000	25,000	75,000
Fund Total	<u><u>6,843,168</u></u>	<u><u>7,538,588</u></u>	<u><u>6,255,569</u></u>	<u><u>5,547,867</u></u>
<b>Mall Maintenance Fund</b>				
General Government				
Payroll	-	-	-	1,457
Operating	-	-	-	(5,205)
	<u>-</u>	<u>-</u>	<u>-</u>	<u>(3,748)</u>
Parks and Recreation				
Payroll	104,556	109,488	108,291	104,099
Operating	126,148	141,663	140,686	138,627
	<u>230,704</u>	<u>251,151</u>	<u>248,977</u>	<u>242,726</u>
Fund Total	<u><u>230,704</u></u>	<u><u>251,151</u></u>	<u><u>248,977</u></u>	<u><u>238,978</u></u>
<b>Desert Sky 1 MID Fund</b>				
Public Works				
Operating	-	35,135	-	-
Fund Total	<u>-</u>	<u><u>35,135</u></u>	<u>-</u>	<u>-</u>
<b>Parkwest 4 MID Fund</b>				
Public Works				
Operating	-	11,015	-	-

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Parkwest 4 MID Fund</b>				
Fund Total	-	11,015	-	-
<b>Cielo Verde 3 MID Fund</b>				
Public Works Operating	-	10,511	-	-
Fund Total	-	10,511	-	-
<b>Driftwood Ranch 1 MID Fund</b>				
Public Works Operating	-	12,263	-	-
Fund Total	-	12,263	-	-
<b>Saguaro 3 MID Fund</b>				
Public Works Operating	-	22,127	-	-
Fund Total	-	22,127	-	-
<b>Parkwest 5</b>				
Public Works Operating	-	18,467	-	-
Fund Total	-	18,467	-	-
<b>CDBG</b>				
Community Development Payroll	213,027	230,419	176,072	226,962
Operating	610,574	560,632	392,420	697,608
	823,601	791,051	568,492	924,570
Capital Projects Capital Outlay	-	692,681	407,081	373,000
Fund Total	823,601	1,483,732	975,573	1,297,570
<b>HOME</b>				
Community Development Payroll	97,524	72,893	53,510	63,640
Operating	741,290	1,714,116	632,964	2,002,093
	838,814	1,787,009	686,474	2,065,733
Fund Total	838,814	1,787,009	686,474	2,065,733
<b>171 Donations</b>				
City Administration Operating	19,455	9,500	-	-

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>171 Donations</b>				
Human Resources				
Operating	2,975	3,760	-	-
Parks and Recreation				
Operating	129,052	330,960	-	285,091
Police				
Operating	18,804	36,109	-	-
Capital Outlay	-	12,122	-	-
	<u>18,804</u>	<u>48,231</u>	<u>-</u>	<u>-</u>
Fund Total	<u><b>170,286</b></u>	<u><b>392,451</b></u>	<u><b>-</b></u>	<u><b>285,091</b></u>
<b>DHS IT/Communications Grant</b>				
Information Tech Services				
Operating	-	-	75,530	100,000
Capital Outlay	53,886	55,000	20,000	-
	<u>53,886</u>	<u>55,000</u>	<u>95,530</u>	<u>100,000</u>
Fund Total	<u><b>53,886</b></u>	<u><b>55,000</b></u>	<u><b>95,530</b></u>	<u><b>100,000</b></u>
<b>DHS Police Grant</b>				
Police				
Payroll	791,823	1,417,075	451,006	1,429,662
Operating	203,046	(364,885)	104,815	570,338
Capital Outlay	52,330	737,200	20,000	-
	<u>1,047,199</u>	<u>1,789,390</u>	<u>575,821</u>	<u>2,000,000</u>
Fund Total	<u><b>1,047,199</b></u>	<u><b>1,789,390</b></u>	<u><b>575,821</b></u>	<u><b>2,000,000</b></u>
<b>DHS Other Grants</b>				
Fire				
Operating	-	15,000	16,000	10,000
	<u>-</u>	<u>15,000</u>	<u>16,000</u>	<u>10,000</u>
Fund Total	<u><b>-</b></u>	<u><b>15,000</b></u>	<u><b>16,000</b></u>	<u><b>10,000</b></u>
<b>DOJ Police Grants</b>				
Information Tech Services				
Operating	-	103,282	-	-
Police				
Payroll	-	-	-	119,890
Operating	15,050	235,537	20,205	280,110
Capital Outlay	-	199,975	-	-
	<u>15,050</u>	<u>435,512</u>	<u>20,205</u>	<u>400,000</u>
Fund Total	<u><b>15,050</b></u>	<u><b>538,794</b></u>	<u><b>20,205</b></u>	<u><b>400,000</b></u>
<b>Other Federal Grants</b>				
City Administration				
Operating	-	2,662,060	-	3,914,426

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Other Federal Grants</b>				
Parks and Recreation				
Payroll	1,549	3,726	2,177	585,574
Operating	-	775	775	-
	<u>1,549</u>	<u>4,501</u>	<u>2,952</u>	<u>585,574</u>
Fund Total	<u><b>1,549</b></u>	<u><b>2,666,561</b></u>	<u><b>2,952</b></u>	<u><b>4,500,000</b></u>
<b>Other Federal Police Grants</b>				
Police				
Payroll	174,595	313,505	247,128	292,762
Operating	-	648,379	14,900	323,627
Capital Outlay	210,987	73,982	49,000	-
	<u>385,582</u>	<u>1,035,866</u>	<u>311,028</u>	<u>616,389</u>
Fund Total	<u><b>385,582</b></u>	<u><b>1,035,866</b></u>	<u><b>311,028</b></u>	<u><b>616,389</b></u>
<b>Federal Fire Grants</b>				
Fire				
Payroll	592,047	617,199	1,119,192	2,055,317
Operating	-	3,090,000	-	1,074,683
Capital Outlay	18,424	-	-	-
	<u>610,471</u>	<u>3,707,199</u>	<u>1,119,192</u>	<u>3,130,000</u>
Fund Total	<u><b>610,471</b></u>	<u><b>3,707,199</b></u>	<u><b>1,119,192</b></u>	<u><b>3,130,000</b></u>
<b>Dept of Transportation</b>				
Public Works				
Operating	-	200,000	-	200,000
	<u>-</u>	<u>200,000</u>	<u>-</u>	<u>200,000</u>
Fund Total	<u><b>-</b></u>	<u><b>200,000</b></u>	<u><b>-</b></u>	<u><b>200,000</b></u>
<b>State Court Grants</b>				
Municipal Court				
Operating	-	156,840	23,340	135,000
Capital Outlay	-	8,092	8,092	-
	<u>-</u>	<u>164,932</u>	<u>31,432</u>	<u>135,000</u>
City Attorney				
Payroll	5,412	5,420	5,420	9,591
Operating	1,590	1,590	6,000	409
	<u>7,002</u>	<u>7,010</u>	<u>11,420</u>	<u>10,000</u>
Fund Total	<u><b>7,002</b></u>	<u><b>171,942</b></u>	<u><b>42,852</b></u>	<u><b>145,000</b></u>
<b>State Police Grants</b>				
Police				
Payroll	-	84,200	-	-
Operating	1,590	40,800	-	125,000
	<u>1,590</u>	<u>125,000</u>	<u>-</u>	<u>125,000</u>
Fund Total	<u><b>1,590</b></u>	<u><b>125,000</b></u>	<u><b>-</b></u>	<u><b>125,000</b></u>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Other State Grants</b>				
Community Development Operating	-	-	3,000	-
Parks and Recreation Operating	30,593	32,000	41,856	100,000
Fund Total	<u>30,593</u>	<u>32,000</u>	<u>44,856</u>	<u>100,000</u>
<b>Equitable Sharing Program</b>				
Police Operating	7,310	243,300	15,000	240,000
Fund Total	<u>7,310</u>	<u>243,300</u>	<u>15,000</u>	<u>240,000</u>
<b>CIP Grants</b>				
Community Development Operating	11,740	13,260	-	-
Capital Projects Payroll	-	3,000	-	-
Operating	66,772	20,267	-	-
Capital Outlay	(1,202)	4,200,000	-	22,681,288
Fund Total	<u>65,570</u>	<u>4,223,267</u>	<u>-</u>	<u>22,681,288</u>
<b>Privately Funded Grants</b>				
City Administration Payroll	-	3,000	2,682	55,149
Operating	1,538	3,463	20,645	-
	1,538	6,463	23,327	55,149
Information Tech Services Operating	-	55,950	-	-
Community Development Operating	4,875	-	10,000	-
Parks and Recreation Operating	13,947	21,953	12,950	4,225,851
Police Operating	10,621	139,780	33,600	159,000
Fire Operating	-	95,000	12,000	-
Fund Total	<u>30,981</u>	<u>319,146</u>	<u>91,877</u>	<u>4,440,000</u>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>2015B MPC Debt Svc Fund</b>				
Bonded Dept Debt	3,753,350	3,756,450	3,753,350	3,750,950
Fund Total	<u>3,753,350</u>	<u>3,756,450</u>	<u>3,753,350</u>	<u>3,750,950</u>
<b>2015D MPC Debt Svc Fund</b>				
Bonded Dept Debt	4,486,450	4,477,950	4,477,950	4,462,450
Fund Total	<u>4,486,450</u>	<u>4,477,950</u>	<u>4,477,950</u>	<u>4,462,450</u>
<b>2010 MPC Debt Svc Fund</b>				
Bonded Dept Debt	2,855,432	2,849,931	2,849,931	2,856,531
Fund Total	<u>2,855,432</u>	<u>2,849,931</u>	<u>2,849,931</u>	<u>2,856,531</u>
<b>Special Assmt Dist68 Fund</b>				
Special Assessments Debt	377,227	376,130	361,130	374,328
Fund Total	<u>377,227</u>	<u>376,130</u>	<u>361,130</u>	<u>374,328</u>
<b>CIP Series B 2007 Bond</b>				
Capital Projects Capital Outlay	-	890,000	851,112	35,000
Fund Total	<u>-</u>	<u>890,000</u>	<u>851,112</u>	<u>35,000</u>
<b>CIP Series D 2007 Bond</b>				
Capital Projects Capital Outlay	-	174,000	-	174,000
Fund Total	<u>-</u>	<u>174,000</u>	<u>-</u>	<u>174,000</u>
<b>CIP 2015 Excise Revenue Bond</b>				
Capital Projects Capital Outlay	6,221,364	1,854,000	1,650,794	564,000
Fund Total	<u>6,221,364</u>	<u>1,854,000</u>	<u>1,650,794</u>	<u>564,000</u>
<b>Parks &amp; Rec 2012 Dev Fee Fund</b>				
Capital Projects Operating	582	-	-	-
Fund Total	<u>582</u>	<u>-</u>	<u>-</u>	<u>-</u>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Police 2012 Dev Fee Fund</b>				
Capital Projects				
Operating	582	-	-	-
Capital Outlay	-	120,000	33,267	350,000
	<u>582</u>	<u>120,000</u>	<u>33,267</u>	<u>350,000</u>
Fund Total	<u><b>582</b></u>	<u><b>120,000</b></u>	<u><b>33,267</b></u>	<u><b>350,000</b></u>
<b>Fire 2012 Dev Fee Fund</b>				
Capital Projects				
Operating	582	-	-	-
	<u>582</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	<u><b>582</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>
<b>General Govt 2012 Dev Fee Fund</b>				
Capital Projects				
Operating	582	-	-	-
	<u>582</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	<u><b>582</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>
<b>Transportation 2012 Dev Fee Fund</b>				
Capital Projects				
Operating	582	-	-	-
	<u>582</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Total	<u><b>582</b></u>	<u><b>-</b></u>	<u><b>-</b></u>	<u><b>-</b></u>
<b>YRCS Fund</b>				
Information Tech Services				
Payroll	553,204	723,324	573,969	642,948
Operating	1,165,511	1,373,893	1,653,828	1,629,447
Capital Outlay	8,609	259,975	5,600	909,975
	<u>1,727,324</u>	<u>2,357,192</u>	<u>2,233,397</u>	<u>3,182,370</u>
General Government				
Payroll	-	-	-	9,001
Operating	-	-	-	(32,147)
	<u>-</u>	<u>-</u>	<u>-</u>	<u>(23,146)</u>
Fund Total	<u><b>1,727,324</b></u>	<u><b>2,357,192</b></u>	<u><b>2,233,397</b></u>	<u><b>3,159,224</b></u>
<b>YRCS Fund Communication Grants</b>				
Information Tech Services				
Operating	-	1,000,000	696,597	1,000,000
	<u>-</u>	<u>1,000,000</u>	<u>696,597</u>	<u>1,000,000</u>
Fund Total	<u><b>-</b></u>	<u><b>1,000,000</b></u>	<u><b>696,597</b></u>	<u><b>1,000,000</b></u>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Desert Hills Golf Course</b>				
General Government				
Payroll	-	-	-	10,288
Operating	-	-	-	(36,743)
	-	-	-	(26,455)
Parks and Recreation				
Payroll	783,562	843,791	752,483	734,853
Operating	919,646	960,533	901,252	933,697
Capital Outlay	-	-	-	8,000
	1,703,208	1,804,324	1,653,735	1,676,550
Fund Total	<b>1,703,208</b>	<b>1,804,324</b>	<b>1,653,735</b>	<b>1,650,095</b>
<b>Water Fund</b>				
Mayor and Council				
Operating	-	-	-	53,000
City Administration				
Payroll	17,006	17,667	17,980	17,770
City Attorney				
Payroll	3,237	3,339	2,684	-
General Government				
Payroll	-	-	-	80,529
Operating	-	-	-	(287,604)
Debt	16,859	17,188	-	16,860
Capital Outlay	84,293	-	-	-
	101,152	17,188	-	(190,215)
Utilities				
Payroll	5,351,061	5,835,109	5,262,484	5,319,088
Operating	6,615,866	7,694,793	6,890,250	7,484,646
Debt	6,497,007	6,481,441	6,481,441	6,470,084
Capital Outlay	460,358	672,043	126,600	1,003,500
	18,924,292	20,683,386	18,760,775	20,277,318
Engineering				
Payroll	391,637	415,352	383,988	415,230
Capital Projects				
Operating	2,144	-	-	-
Capital Outlay	318,860	9,782,200	1,778,532	10,246,500
	321,004	9,782,200	1,778,532	10,246,500
Fund Total	<b>19,758,328</b>	<b>30,919,132</b>	<b>20,943,959</b>	<b>30,819,603</b>
<b>Water Transfer Fund</b>				
Utilities				
Operating	35,370	34,637	35,500	42,750
Fund Total	<b>35,370</b>	<b>34,637</b>	<b>35,500</b>	<b>42,750</b>

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Water Capacity Fund</b>				
Utilities				
Debt	2,299,593	2,299,690	2,299,690	2,299,688
Fund Total	<u>2,299,593</u>	<u>2,299,690</u>	<u>2,299,690</u>	<u>2,299,688</u>
<b>Water System Development Fund</b>				
Utilities				
Debt	119,709	119,713	119,713	119,713
Fund Total	<u>119,709</u>	<u>119,713</u>	<u>119,713</u>	<u>119,713</u>
<b>Wastewater Fund</b>				
City Administration				
Payroll	13,914	14,449	14,818	14,538
City Attorney				
Payroll	2,434	2,505	2,012	-
General Government				
Payroll	-	-	-	66,384
Operating	13,021	-	-	(237,084)
Debt	16,859	17,187	-	16,860
Capital Outlay	84,293	-	-	-
	<u>114,173</u>	<u>17,187</u>	<u>-</u>	<u>(153,840)</u>
Utilities				
Payroll	4,156,127	4,597,484	4,254,432	4,428,624
Operating	5,948,103	6,747,867	6,203,367	6,669,973
Debt	2,016,073	2,011,427	2,032,227	2,008,034
Capital Outlay	255,512	233,372	250,272	329,000
	<u>12,375,815</u>	<u>13,590,150</u>	<u>12,740,298</u>	<u>13,435,631</u>
Engineering				
Payroll	253,284	294,824	270,583	298,526
Capital Projects				
Capital Outlay	4,021,247	7,675,000	2,117,424	8,193,000
Fund Total	<u>16,780,867</u>	<u>21,594,115</u>	<u>15,145,135</u>	<u>21,787,855</u>
<b>Wastewater Capacity Fund</b>				
Utilities				
Debt	2,654,526	2,654,641	2,654,641	2,654,638
Fund Total	<u>2,654,526</u>	<u>2,654,641</u>	<u>2,654,641</u>	<u>2,654,638</u>
<b>Wastewater Sanitary Sewer Interc</b>				
Utilities				
Debt	5,984	5,986	5,986	5,986

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Wastewater Sanitary Sewer Interc</b>				
Fund Total	<u>5,984</u>	<u>5,986</u>	<u>5,986</u>	<u>5,986</u>
<b>Water Revenue Bond Fund</b>				
Capital Projects				
Capital Outlay	476,136	920,000	944,353	-
Fund Total	<u>476,136</u>	<u>920,000</u>	<u>944,353</u>	<u>-</u>
<b>Solid Waste Fund</b>				
City Administration				
Payroll	3,866	4,017	4,574	4,036
General Government				
Payroll	-	-	-	16,267
Operating	-	-	-	(58,096)
	-	-	-	(41,829)
Public Works				
Payroll	963,085	1,066,090	1,072,860	1,157,874
Operating	2,757,859	2,926,791	2,929,526	3,220,267
Capital Outlay	-	100,000	-	100,383
	<u>3,720,944</u>	<u>4,092,881</u>	<u>4,002,386</u>	<u>4,478,524</u>
Fund Total	<u>3,724,810</u>	<u>4,096,898</u>	<u>4,006,960</u>	<u>4,440,731</u>
<b>Equipment Maintenance Fund</b>				
General Government				
Payroll	-	-	-	16,396
Operating	-	-	-	(58,559)
	-	-	-	(42,163)
Public Works				
Payroll	1,008,284	1,182,436	1,002,332	1,171,173
Operating	1,456,003	1,557,440	1,587,010	1,682,028
	<u>2,464,287</u>	<u>2,739,876</u>	<u>2,589,342</u>	<u>2,853,201</u>
Fund Total	<u>2,464,287</u>	<u>2,739,876</u>	<u>2,589,342</u>	<u>2,811,038</u>
<b>Insurance Reserve Fund</b>				
City Attorney				
Payroll	90,401	94,948	37,416	-
Operating	614,534	780,075	355,118	460,000
	704,935	875,023	392,534	460,000
General Government				
Operating	1,899,867	1,214,482	999,063	1,380,607
Fund Total	<u>2,604,802</u>	<u>2,089,505</u>	<u>1,391,597</u>	<u>1,840,607</u>
<b>Equip Replacement Fund</b>				
Public Works				
Capital Outlay	1,374,217	2,828,437	1,196,100	-

**SCHEDULE 2**  
**OPERATIONAL AND CAPITAL EXPENDITURES**

(By Fund/Dept/Classification)

	2019 Actual	2020 Budget	2020 Estimate	2021 Budget
<b>Equip Replacement Fund</b>				
Utilities				
Capital Outlay	793,201	704,132	-	-
Parks and Recreation				
Capital Outlay	216,029	423,515	375,600	-
Police				
Capital Outlay	45,797	-	-	-
Fire				
Capital Outlay	733,335	-	-	-
Equipment Replacement				
Operating	24,851	23,499	23,499	23,499
Capital Outlay	-	-	-	3,500,000
	<u>24,851</u>	<u>23,499</u>	<u>23,499</u>	<u>3,523,499</u>
Fund Total	<u><b>3,187,430</b></u>	<u><b>3,979,583</b></u>	<u><b>1,595,199</b></u>	<u><b>3,523,499</b></u>
<b>Workers Compensation</b>				
Employee Benefits				
Operating	1,539,424	1,229,000	1,001,300	1,235,360
	<u>1,539,424</u>	<u>1,229,000</u>	<u>1,001,300</u>	<u>1,235,360</u>
Fund Total	<u><b>1,539,424</b></u>	<u><b>1,229,000</b></u>	<u><b>1,001,300</b></u>	<u><b>1,235,360</b></u>
<b>Total Budget</b>	<b>183,490,900</b>	<b>224,696,487</b>	<b>177,748,046</b>	<b>237,096,151</b>

**SCHEDULE 3**  
**FY 2021 OUTSIDE AGENCY SUMMARY**  
**Listed by Function**

Fund/Cognizant Department	Outside Agency by Function	Budget FY 2020	Estimate FY 2020	Budget FY 2021
<b>Economic Development</b>				
2%/Mayor & Council	Quartermaster Depot Contract	\$ 150,000	\$ 150,000	\$ 150,000
2%/Mayor & Council	Visit Yuma	600,000	600,000	450,000
2%/Mayor & Council	Visit Yuma*	-	-	22,024
General/Mayor & Council	Lobbying	207,000	207,000	207,000
General/Mayor & Council	GYEDC	179,000	179,000	179,000
Water/Mayor & Council	GYEDC	53,000	53,000	53,000
General/Mayor & Council	Binational Coordinator	37,000	37,000	37,000
General/Mayor & Council	Intergovernmental Public Transportation Authority (IPTA)	200,000	200,000	200,000
HURF/Mayor & Council	Yuma Metropolitan Planning Organization	78,772	78,772	78,772
General/Mayor & Council	Greater Yuma Port Authority	50,000	50,000	50,000
<b>Health and Welfare</b>				
General/Gen Gov't	Catholic Services - Safe House	15,500	15,500	15,500
General/Gen Gov't	Amberly's Place	52,380	52,380	52,380
General/Gen Gov't	Crossroads Mission /Detox	27,000	27,000	27,000
<b>Totals</b>		<b>\$ 1,649,652</b>	<b>\$ 1,649,652</b>	<b>\$ 1,521,676</b>

\* In the event that revenues in the Two Percent Tax Fund exceed budgeted expectations, 25% of additional revenues will be shared with Visit Yuma up to the dollar amount listed here.

**SCHEDULE 4**  
**CITY OF YUMA**  
**2021 SUPPLEMENTALS**

<b>DIV</b>	<b>POSITION</b>	<b>#</b>	<b>PERSONNEL</b>	<b>OPERATING</b>	<b>CAPITAL</b>	<b>TOTAL</b>
<b>GENERAL FUND</b>						
MUNICIPAL COURT						
0210	Court Clerk	1.0	9,641			9,641
	SUBTOTAL	1.0	9,641			9,641
INFORMATION TECHNOLOGY						
1510	IT Procurement & Contract Admin	Dngr	(8,232)			(8,232)
1510	IT Lead Technician	1.0	2,985			2,985
	SUBTOTAL	1.0	(5,247)			(5,247)
HUMAN RESOURCES						
1910		Upgr	7,043			7,043
	SUBTOTAL	-	7,043			7,043
COMMUNITY DEVELOPMENT						
3010	Plan Review Coordinator	1.0	46,032			46,032
3010	Systems Manager	Upgr	5,092			5,092
	SUBTOTAL	1.0	51,124			51,124
ENGINEERING						
4213	Civil Engineer	Upgr	3,305			3,305
	SUBTOTAL	-	3,305			3,305
PARKS & RECREATION						
5010	Admin Support Manager	Upgr	14,248			14,248
	SUBTOTAL	-	14,248			14,248
POLICE						
6012	Civilian Investigator	3.0	122,058			122,058
6012	Public Safety Technician	5.0	179,805			179,805
	SUBTOTAL	8.0	301,863			301,863
<b>TOTAL GENERAL FUND</b>		<b>11.0</b>	<b>381,977</b>			<b>381,977</b>
<b>HIGHWAY USER REVENUE FUND</b>						
PUBLIC WORKS						
4038	Street Maintenance Worker	Upgr	7,616			7,616
4038	Senior Street Maintenance Worker	Upgr	18,422			18,422
	SUBTOTAL	-	26,038			26,038
<b>TOTAL HIGHWAY USER REVENUE FUND</b>		<b>-</b>	<b>26,038</b>			<b>26,038</b>
<b>CITY ROAD TAX</b>						
ENGINEERING						
4213	Civil Engineer	Upgr	5,508			5,508
	SUBTOTAL	-	5,508			5,508
<b>TOTAL CITY ROAD TAX</b>		<b>-</b>	<b>5,508</b>			<b>5,508</b>
<b>2% TAX FUND</b>						
PARKS AND RECREATION						
5065	Recreation Program Supervisor	Upgr	12,506			12,506
	SUBTOTAL	-	12,506			12,506
<b>TOTAL 2%TAX FUND</b>		<b>-</b>	<b>12,506</b>			<b>12,506</b>
<b>WATER FUND</b>						
Engineering						
4213	Civil Engineer	Upgr	1,102			1,102
	SUBTOTAL	-	1,102	-	-	1,102
<b>TOTAL WATER FUND</b>		<b>-</b>	<b>1,102</b>	<b>-</b>	<b>-</b>	<b>1,102</b>
<b>WASTEWATER FUND</b>						
Engineering						
4213	Civil Engineer	Upgr	1,102			1,102
	SUBTOTAL	-	1,102			1,102
UTILITIES						
4156	Laboratory Supervisor	1.0	56,086			56,086
	SUBTOTAL	1.0	56,086			56,086
<b>TOTAL WASTEWATER FUND</b>		<b>1.0</b>	<b>57,188</b>			<b>57,188</b>
<b>YRCS FUND</b>						
	System Integrator	1.0	56,250			56,250
	SUBTOTAL	1.0	56,250			56,250
<b>TOTAL YRCS FUND</b>		<b>1.0</b>	<b>56,250</b>			<b>56,250</b>
<b>TOTAL ALL FUNDS</b>		<b>13.0</b>	<b>540,569</b>			<b>540,569</b>

**SCHEDULE 5  
2021 Authorized Staffing Level**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>MAYOR AND CITY COUNCIL</b>						
Mayor	E/O*	E/O*	1	1	1	1
Council Member	E/O*	E/O*	6	6	6	6
Executive Assistant	48	48	1	1	1	-
<b>Department Total</b>			<b>8</b>	<b>8</b>	<b>8</b>	<b>7</b>
<b>MUNICIPAL COURT</b>						
Municipal Court Judge	E/O*	E/O*	2	2	2	2
Municipal Court Administrator	71	73	1	1	1	1
Court Officer Supervisor	49	50	1	1	1	1
Municipal Court Officer	45	46	4	4	4	4
Court Clerk Supervisor	46	46	-	-	-	2
Court Interpreter	45	45	-	1	1	1
Court Clerk Specialist	44	45	1	1	1	1
Lead Court Clerk	40	41	1	1	1	-
Court Clerk	36	37	9	10	10	11
Administrative Assistant	32	34	1	-	-	-
<b>Department Total</b>			<b>18</b>	<b>19</b>	<b>19</b>	<b>21</b>
<b>CITY ADMINISTRATOR'S OFFICE</b>						
<b>Administration</b>						
City Administrator	98	100	1	1	1	1
Deputy City Administrator	89	92	1	1	1	1
Assistant City Administrator	89	92	-	-	-	1
Director of Strategic Initiatives	82	82	-	-	1	-
ITS Network Engineer	70	70	-	-	1	-
Performance and Management Specialist	73	73	-	-	-	1
Intergovernmental Affairs Coordinator	65	66	-	-	1	1
C.I.P. Administrator	61	63	1	1	1	1
Grant Administrator	63	63	-	-	-	1
Real Property Contracts Coordinator	59	60	1	-	-	-
Grant Writer	52	54	1	1	1	-
Executive Assistant	48	48	1	1	1	2
Marketing Specialist	48	49	1	1	1	1
Security Technician	45	45	-	-	-	2
Heritage Festival Coordinator	44	45	-	1	1	1
Administrative Assistant	33	34	1	1	1	-
<b>Division Total</b>			<b>8</b>	<b>8</b>	<b>11</b>	<b>13</b>
<b>Community Affairs</b>						
Public Affairs Coordinator	63	64	2	2	1	1
Television Production and Operations Manager	60	61	1	1	1	1
Video Production & Operations Specialist	47	48	2	2	2	2
<b>Division Total</b>			<b>5</b>	<b>5</b>	<b>4</b>	<b>4</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/Step</b>	<b>Proposed GRADE/STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Heritage Area Development</b>						
Senior Planner	62	63	1	1	1	-
Management Analyst	55	57	-	1	1	1
City Historian/Curator/Park Ranger	54	55	1	1	1	1
Executive Assistant	48	48	-	-	-	1
Administrative Specialist	41	42	1	-	-	-
<b>Division Total</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>City Clerk</b>						
City Clerk	77	80	1	1	1	1
Deputy City Clerk	60	61	1	1	1	1
City Clerk Specialist	47	47	1	1	1	1
Administrative Specialist	41	42	-	-	1	1
Administrative Assistant	33	34	1	1	-	-
<b>Division Total</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Economic Development</b>						
Economic Development Administrator	71	72	1	1	1	1
<b>Division Total</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Facilities Maintenance</b>						
Facilities Maintenance Manager	69	70	1	1	1	1
Facilities Maintenance Supervisor	58	60	1	1	4	4
HVAC Mechanic	52	54	1	1	1	1
Facilities Maintenance Specialist	46	48	1	2	5	5
Senior Facilities Maintenance Worker	42	44	1	2	4	4
Administrative Specialist	41	42	1	1	1	1
Facilities Maintenance Worker	39	40	2	2	3	3
Lead Custodian	30	32	1	1	1	1
Custodian	26	28	4	4	14	15
<b>Division Total</b>			<b>13</b>	<b>15</b>	<b>34</b>	<b>35</b>
<b>Department Total</b>			<b>34</b>	<b>36</b>	<b>57</b>	<b>60</b>
<b>CITY ATTORNEY</b>						
<b>City Attorney's Office</b>						
City Attorney	90	92	1	1	1	1
Deputy City Attorney	84	85	1	1	1	1
Assistant City Attorney	79	83	2	2	2	2
Risk Management Coordinator	62	66	1	1	1	-
Real Property Contracts Coordinator	59	60	-	1	1	-
Legal Assistant	41	42	3	3	3	3
<b>Division Total</b>			<b>8</b>	<b>9</b>	<b>9</b>	<b>7</b>
<b>Prosecutor's Office</b>						
City Prosecutor	83	83	1	1	1	1
Assistant City Prosecutor/Police Legal Advisor	71	73	1	1	1	1
Legal Assistant	41	42	1	1	1	1
<b>Division Total</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Department Total</b>			<b>11</b>	<b>12</b>	<b>12</b>	<b>10</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>INFORMATION TECHNOLOGY SERVICES</b>						
<b>Administration</b>						
Chief Information Officer	85	86	1	1	1	1
Asst IT Director of Services and Operations	75	76	-	-	1	1
Asst IT Director of Business Applications	75	76	1	1	-	-
Asst IT Director of Technology Services-YRCS	75	76	1	1	1	1
Asst IT Director for Telecommunication	74	74	1	1	-	-
Procurement and Contracts Administrator	53	53	-	-	-	1
Administrative Specialist	41	42	-	1	1	1
<b>Division Total</b>			<b>4</b>	<b>5</b>	<b>4</b>	<b>5</b>
<b>Technical Support</b>						
G.I.S. Administrator	72	74	1	1	1	1
Network Engineer	69	70	1	1	1	1
ITS Sr Systems Integrator	70	70	-	-	-	1
ITS Project Manager	69	69	-	-	-	1
Senior Systems Administrator	64	64	1	1	1	1
ITS Senior Business Applications Analyst	64	64	2	2	2	1
G.I.S. Analyst	63	64	3	3	2	2
Telephony Network Administrator	62	62	1	1	1	1
Systems Administrator	61	62	3	3	3	3
ITS Business Applications Analyst	60	60	2	2	2	2
Security and Compliance Analyst	60	60	1	1	1	-
Technical Service Manager	59	59	-	-	1	1
Service Desk Supervisor	56	56	1	1	-	-
Technical Services Specialist	51	52	4	4	4	4
Senior Service Desk Specialist	50	50	2	2	1	1
Service Desk Specialist	47	48	2	2	2	2
Technical Support Assistant	42	42	1	-	-	-
<b>Division Total</b>			<b>25</b>	<b>24</b>	<b>22</b>	<b>22</b>
<b>Radio Communications</b>						
Wireless Network Engineer	68	68	1	1	1	-
ITS Sr Business Applications Analyst	64	64	-	1	1	-
Network Administrator	61	61	1	-	-	-
Radio Network Administrator	61	62	1	1	1	1
Senior Systems Integrator	62	62	-	-	-	1
Wireless Communications Technician	45	46	2	2	2	2
Technical Support Assistant	42	42	1	1	1	1
<b>Division Total</b>			<b>6</b>	<b>6</b>	<b>6</b>	<b>5</b>
<b>Department Total</b>			<b>35</b>	<b>35</b>	<b>32</b>	<b>32</b>
<b>FINANCE DEPARTMENT</b>						
<b>Administration</b>						
Director of Financial Services	85	86	1	1	1	1
Budget and Revenue Manager	72	72	1	1	1	1
Administrative Specialist	41	42	1	1	1	1
<b>Division Total</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Customer Services</b>						
Customer Services Manager	64	64	1	-	-	-
Customer Account Supervisor	52	54	-	1	1	1
Senior Accounting Specialist	43	44	1	1	1	1
Senior Customer Account Specialist	39	40	1	-	-	-
Tax and License Specialist	37	38	1	1	1	1
Customer Account Specialist	35	36	4	5	5	6
<b>Division Total</b>			<b>8</b>	<b>8</b>	<b>8</b>	<b>9</b>
<b>Purchasing</b>						
Purchasing and Contracts Manager	67	68	1	1	1	1
Senior Buyer	53	54	1	1	1	1
Buyer	46	47	2	3	3	4
Purchasing Specialist	36	37	2	1	1	-
Mail Clerk	23	27	1	1	1	1
<b>Division Total</b>			<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Accounting</b>						
Accounting Manager	72	72	1	1	1	1
Accounting Supervisor	62	64	1	1	1	1
Accountant	56	58	3	3	3	3
Principal Accounting Specialist	49	50	2	2	3	3
Senior Accounting Specialist	43	44	3	3	4	4
Accounting Specialist	37	38	2	2	2	2
<b>Division Total</b>			<b>12</b>	<b>12</b>	<b>14</b>	<b>14</b>
<b>Department Total</b>			<b>30</b>	<b>30</b>	<b>32</b>	<b>33</b>
<b>HUMAN RESOURCES DEPARTMENT</b>						
<b>Human Resources</b>						
Director of Human Resources	83	86	1	1	1	1
Assistant HR Director	71	76	-	1	1	1
Human Resources Manager	67	68	2	-	-	-
Environmental & Safety Program Manager	60	60	-	-	-	1
Environmental Program Coordinator	57	58	1	1	1	-
Human Resource Analyst	57	58	-	1	1	1
Safety Specialist	57	58	1	1	1	-
Senior Human Resources Specialist	51	52	1	2	2	2
Human Resources Specialist	42	42	5	3	3	4
Administrative Specialist	41	42	-	1	1	1
Administrative Assistant	33	34	1	1	1	1
<b>Division Total</b>			<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>Department Total</b>			<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>COMMUNITY DEVELOPMENT</b>						
<b>Administration</b>						
Director Community Development	84	86	1	1	1	1
Development Project Coordinator	64	65	1	1	1	1
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Building Safety</b>						
Asst Dir of DCD/Building Safety	75	76	1	1	1	1
Deputy Building Official	60	61	1	1	1	1
Building Inspection Field Supervisor	59	60	1	1	1	1
Combination Building Inspector	55	56	3	3	3	3
Building Plans Examiner	51	52	4	4	4	4
Building Inspector	49	50	4	4	4	4
Code Enforcement Specialist	48	48	2	2	2	2
Senior Permit Technician	45	47	1	1	1	1
Permit Technician	41	43	2	2	2	2
Administrative Specialist	41	42	1	1	1	1
<b>Division Total</b>			<b>20</b>	<b>20</b>	<b>20</b>	<b>20</b>
<b>Redevelopment &amp; Neighborhood Services</b>						
Asst Dir of DCD/Neighborhood Services	75	75	-	-	-	1
Neighborhood Services Manager	57	68	1	1	1	-
NS Supervisor / Programs	56	56	-	-	-	1
NS Supervisor / Grants	56	56	-	-	-	1
Senior Neighborhood Services Specialist	54	55	2	2	2	-
Neighborhood Services Specialist	49	49	2	3	3	3
Code Enforcement Specialist	48	48	1	1	1	1
Housing Rehabilitation Specialist	42	42	1	-	-	-
Administrative Assistant	33	34	2	1	1	1
<b>Division Total</b>			<b>9</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Community Planning</b>						
Asst Dir of DCD/Zoning Administration	77	77	1	1	1	1
Principal Planner	64	65	3	3	3	3
Senior Planner	62	63	3	2	1	1
Associate Planner	55	56	1	2	3	2
Assistant Planner	50	50	2	1	-	2
Admin Support Supervisor	47	48	1	1	1	1
Administrative Assistant	33	34	2	2	2	2
<b>Division Total</b>			<b>13</b>	<b>12</b>	<b>11</b>	<b>12</b>
<b>Department Total</b>			<b>44</b>	<b>42</b>	<b>41</b>	<b>42</b>
<b>PUBLIC WORKS DEPARTMENT</b>						
<b>Fleet Services</b>						
Public Works Manager	66	68	1	1	1	1
Fleet Superintendent	55	58	-	-	-	1
Fleet Services Foreman	52	54	1	1	1	-
Senior Equipment Mechanic	49	50	4	4	4	4
Equipment Mechanic	45	46	6	6	6	6
Administrative Specialist	41	42	1	1	1	1
Fleet Service Writer	33	35	1	1	1	1
Administrative Assistant	33	34	1	1	1	1
Mechanic Assistant	25	27	1	1	1	1
<b>Division Total</b>			<b>16</b>	<b>16</b>	<b>16</b>	<b>16</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Fleet Parts</b>						
Lead Inventory Specialist	37	38	1	1	1	1
Inventory Specialist	35	36	1	1	1	1
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Solid Waste</b>						
Public Works Manager	66	68	1	1	1	1
PW Maintenance Foreman	47	48	-	-	1	1
Heavy Equipment Operator	42	44	8	8	9	9
Administrative Specialist	41	42	-	1	-	-
<b>Division Total</b>			<b>9</b>	<b>10</b>	<b>11</b>	<b>11</b>
<b>Uncontained Waste</b>						
Heavy Equipment Operator	42	44	2	2	2	2
Senior Street Maintenance Worker	40	42	1	1	1	1
Street Maintenance Worker	35	36	1	1	1	1
<b>Division Total</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Code Enforcement</b>						
Code Compliance Specialist	47	48	1	1	1	1
<b>Division Total</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Street - Administration</b>						
Director Public Works	84	86	1	1	1	1
Public Works Manager	66	68	1	1	1	1
Public Works Superintendent	56	58	1	1	1	1
Senior Engineering Technician	51	52	1	1	1	1
Engineering Technician	46	48	1	1	1	1
Administrative Specialist	41	42	1	2	2	2
Administrative Assistant	33	34	1	-	-	-
<b>Division Total</b>			<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Street - Maintenance</b>						
PW Maintenance Foreman	47	48	1	-	-	-
Engineering Technician	46	48	1	-	-	-
Heavy Equipment Operator	42	44	1	1	1	1
Senior Street Maintenance Worker	40	42	-	1	1	1
Equipment Operator	38	40	1	1	1	1
Street Maintenance Worker	35	36	1	1	1	1
<b>Division Total</b>			<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Street - Pavement Preservation</b>						
PW Maintenance Foreman	47	48	1	1	1	1
Senior Street Maintenance Worker	40	42	2	2	2	2
Equipment Operator	38	40	1	1	1	1
Street Maintenance Worker	35	36	5	5	5	5
<b>Division Total</b>			<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/Step</b>	<b>Proposed GRADE/STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Street - Street Lighting</b>						
Traffic Technician	47	48	1	1	1	1
<b>Division Total</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Street - Traffic Signals</b>						
Public Works Manager	66	68	1	1	1	1
Senior Traffic Technician	49	50	1	1	1	1
Traffic Technician	47	48	2	2	2	2
<b>Division Totals</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Street - Street Sweeping</b>						
Heavy Equipment Operator	42	44	4	5	5	5
<b>Division Total</b>			<b>4</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Street - Traffic Signs and Striping</b>						
Engineering Technician	46	48	1	1	1	1
Senior Street Maintenance Worker	40	42	2	2	2	2
Street Maintenance Worker	35	36	2	2	2	2
<b>Division Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Street - Storm Drain Maintenance</b>						
PW Maintenance Foreman	47	48	1	1	1	1
Equipment Operator	38	40	1	1	1	1
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Street - Curbs, Gutters &amp; Sidewalks</b>						
PW Maintenance Foreman	47	48	-	1	1	1
Senior Street Maintenance Worker	40	42	2	2	2	2
Equipment Operator	38	40	1	1	1	1
Street Maintenance Worker	35	36	2	2	2	2
<b>Division Total</b>			<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Street-Retention Basins</b>						
PW Maintenance Foreman	47	48	1	1	1	1
Street Maintenance Worker	35	36	-	-	2	-
PW Maintenance Specialist	29	30	2	2	2	2
PW Maintenance Worker	25	27	7	3	1	1
<b>Division Total</b>			<b>10</b>	<b>6</b>	<b>6</b>	<b>4</b>
<b>Street-Pathways and Trails</b>						
Senior Street Maintenance Worker	40	42	1	1	2	2
Equipment Operator	38	40	1	1	-	-
Street Maintenance Worker	35	36	-	-	-	2
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>4</b>
<b>Department Total</b>			<b>86</b>	<b>84</b>	<b>85</b>	<b>85</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/Step</b>	<b>Proposed GRADE/STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>UTILITIES DEPARTMENT</b>						
<b>Water - Administration</b>						
Director of Utilities	84	86	1	1	1	1
Assistant Director of Utilities	75	76	-	-	1	1
Utilities Division Manager	67	67	2	2	-	-
Utilities Asset Program Supervisor	55	56	-	1	1	1
Administrative Support Supervisor	47	48	1	1	1	1
Water/Waste Water (W/WW) Asset Mgmt Tech	45	45	-	-	1	1
Administrative Specialist	41	42	1	1	1	1
Administrative Assistant	33	34	3	3	3	3
<b>Division Total</b>			<b>8</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>Water - Main Street Treatment Plant</b>						
W/WW Treatment Plant Manager	66	68	-	-	1	1
W/WW Treatment Plant Superintendent	59	59	1	1	-	-
W/WW Treatment Operations Supervisor	57	60	1	1	1	1
W/WW Treatment Maintenance Supervisor	52	54	1	1	1	1
W/WW Treatment Plant Operator III	51	52	5	5	6	6
Electrician	48	50	1	1	1	1
Cross Connection Control Specialist	47	48	1	1	1	1
W/WW Treatment Plant Mechanic	45	45	2	2	2	2
W/WW Treatment Plant Operator II	43	44	4	4	4	2
Administrative Assistant	33	34	1	1	1	1
W/WW Treatment Plant Operator Apprentice	31	32	-	-	1	3
Groundskeeper	26	28	2	2	2	2
<b>Division Total</b>			<b>19</b>	<b>19</b>	<b>21</b>	<b>21</b>
<b>Water - Transmission/Distribution</b>						
W/WW Systems Manager	64	68	-	-	1	1
Utility Systems Superintendent	59	59	1	1	-	-
W/WW Systems Supervisor	51	56	2	2	2	2
Water Systems Quality Control Coordinator	48	50	1	1	-	-
W/WW Systems Technician II	43	44	-	-	3	1
W/WW Maintenance Technician II	43	43	3	4	-	-
W/WW Systems Technician I	38	40	10	10	9	10
W/WW Systems Tech Apprentice	31	32	-	-	2	3
<b>Division Total</b>			<b>17</b>	<b>18</b>	<b>17</b>	<b>17</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/Step</b>	<b>Proposed GRADE/STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Water - Customer Service</b>						
Meter Services Supervisor	53	56	1	1	1	1
Utility Rates Program Coord.	52	54	1	1	1	1
Customer Services Field Crew Supervisor	48	50	1	1	1	1
Senior Customer Services Field Technician	44	46	1	1	1	1
Customer Service Field Representative	42	44	4	4	4	4
Utility Rates Specialist	41	42	1	1	1	1
Meter Services Technician	40	42	1	1	1	1
Senior Customer Account Specialist	39	40	1	1	1	1
Meter Reader	38	40	2	2	2	2
Inventory Specialist	35	36	1	1	1	1
<b>Division Total</b>			<b>14</b>	<b>14</b>	<b>14</b>	<b>14</b>
<b>Water - Agua Viva Water Treatment Plant</b>						
W/WW Treatment Operations Supervisor	57	60	1	1	1	1
W/WW Treatment Maintenance Supervisor	49	54	1	1	1	1
W/WW Treatment Plant Operator III	51	52	4	5	4	4
Electrician	48	50	1	1	1	1
W/WW Treatment Plant Mechanic	45	45	2	2	2	2
W/WW Treatment Plant Operator II	43	44	1	-	1	1
Groundskeeper	26	28	2	2	2	2
<b>Division Total</b>			<b>12</b>	<b>12</b>	<b>12</b>	<b>12</b>
<b>Water - Laboratory</b>						
Water Quality and Compliance Manager	66	68	-	-	1	1
Lab Director	63	63	1	1	-	-
Lab Analyst	45	46	1	1	1	1
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Water - SCADA</b>						
Senior Instrumentation & Control Technician	53	56	1	1	1	1
Instrumentation & Control Technician	50	52	2	2	2	1
Instrumentation & Control Technician Assistant	40	42	2	2	2	2
<b>Division Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>4</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/Step</b>	<b>Proposed GRADE/STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Wastewater - Figueroa</b>						
W/WW Treatment Plant Manager	66	68	-	-	1	1
Instrumentation & Control Superintendent	61	62	-	-	1	-
W/WW Treatment Plant Superintendent	59	59	1	1	-	-
W/WW Treatment Operations Supervisor	57	60	1	1	1	1
W/WW Treatment Maintenance Supervisor	52	54	1	1	1	1
W/WW Treatment Plant Operator III	51	52	5	7	5	6
Senior W/WW Treatment Plant Mechanic	49	45	1	1	1	-
W/WW System Technician III	49	50	-	1	-	-
Electrician	48	50	2	2	2	2
Cross Connection Control Specialist	47	48	-	-	-	1
W/WW Treatment Plant Mechanic	45	45	3	4	4	3
W/WW Treatment Plant Operator II	43	44	4	4	4	1
W/WW Treatment Plant Operator I	36	38	-	-	-	1
Inventory Specialist	35	36	1	-	-	-
Administrative Assistant	33	34	1	1	1	1
W/WW Treatment Plant Operator Apprentice	31	32	-	-	2	3
Groundskeeper	26	28	2	2	3	3
<b>Division Total</b>			<b>22</b>	<b>25</b>	<b>26</b>	<b>24</b>
<b>Wastewater - Collection</b>						
Water/Wastewater Systems Manager	64	68	-	-	1	1
Utility Systems Superintendent	59	59	1	1	-	-
Water/Wastewater Systems Supervisor	47	56	2	2	2	2
Water/Wastewater System Technician II	38	44	2	2	1	1
Water/Waste Water Systems Technician I	36	40	10	12	10	11
Water/Wastewater Systems Tech Apprentice	30	32	-	-	1	1
<b>Division Total</b>			<b>15</b>	<b>17</b>	<b>15</b>	<b>16</b>
<b>Wastewater - Pretreatment</b>						
Water Quality Assurance Supervisor	58	60	1	1	1	1
Utility Asset Program Supervisor	53	53	1	-	-	-
Senior Industrial Pretreatment Inspector	53	52	-	1	1	1
Industrial Pretreatment Inspector	49	48	3	2	2	2
<b>Division Total</b>			<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>
<b>Wastewater - Desert Dunes</b>						
W/WW Treatment Operations Supervisor	57	60	1	1	1	1
W/WW Treatment Plant Operator III	51	52	2	2	2	2
Senior W/WW Treatment Plant Mechanic	45	50	-	-	-	1
W/WW Treatment Plant Mechanic	42	45	1	1	1	2
W/WW Treatment Plant Operator II	42	44	-	-	-	2
Facilities Maintenance Worker	39	40	1	1	-	-
W/WW Treatment Plant Operator I	36	38	1	1	1	-
Groundskeeper	26	28	1	1	1	1
<b>Division Total</b>			<b>7</b>	<b>7</b>	<b>6</b>	<b>9</b>
<b>Wastewater - Laboratory</b>						
Chemist	53	54	1	1	1	1
Lab Analyst	45	46	1	1	1	1
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Wastewater - SCADA</b>						
Instrumentation & Control Superintendent	61	62	-	-	1	1
Instrumentation & Control Supervisor	53	53	1	1	-	-
Instrumentation & Control Technician	50	52	1	1	1	2
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>
<b>Department Total</b>			<b>130</b>	<b>136</b>	<b>135</b>	<b>137</b>
<b>ENGINEERING DEPARTMENT</b>						
<b>Engineering Services</b>						
City Engineer/Director of Engineering	85	86	1	1	1	1
Assistant Director of Engineering	76	76	-	-	1	1
Engineering Manager	75	76	1	2	2	2
Capital Improvement Program Manager	74	75	1	1	-	-
Traffic Engineer	74	74	1	1	1	1
Principal Engineer	73	73	1	-	-	-
C.I.P. Project Manager	69	70	1	1	3	3
Engineering Project Manager	69	70	1	1	-	-
Senior Civil Engineer	67	68	1	2	2	2
Civil Engineer	65	66	-	1	1	1
Field Services Supervisor	63	63	1	-	-	-
Registered Land Surveyor	63	66	1	1	1	1
Engineering Associate	59	60	3	3	2	2
Project Management Assistant	59	60	-	1	-	-
Construction Inspection Supervisor	57	58	1	1	1	1
Survey Party Crew Chief	55	56	-	1	-	-
Senior Engineering Technician	51	52	2	3	3	3
Senior Construction Inspector	51	52	-	1	2	2
Construction Inspector	49	50	2	2	4	4
Engineering Technician	46	48	4	4	2	2
Administrative Specialist	41	42	1	1	1	1
<b>Division Total</b>			<b>23</b>	<b>28</b>	<b>27</b>	<b>27</b>
<b>Development Engineering</b>						
Engineering Manager	75	75	1	-	-	-
Senior Civil Engineer	67	67	1	-	-	-
Civil Engineer	63	63	2	-	-	-
Senior Engineering Technician	51	51	1	-	-	-
<b>Division Total</b>			<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Department Total</b>			<b>28</b>	<b>28</b>	<b>27</b>	<b>27</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/Step</b>	<b>Proposed GRADE/STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>PARKS AND RECREATION DEPARTMENT</b>						
<b>Administration</b>						
Director Parks & Recreation	83	86	1	1	1	1
Assistant Director of Parks and Recreation	75	76	1	1	1	1
Arts & Culture Program Manager	66	68	1	1	1	1
Parks Manager	65	66	1	1	1	1
Recreation Superintendent	65	66	1	1	1	1
Grant Writer	52	54	1	1	1	1
Marketing Specialist	48	49	1	1	1	1
Administrative Support Supervisor	47	48	1	1	1	1
Administrative Specialist	41	42	1	1	1	1
Administrative Assistant	33	34	2	2	2	2
<b>Division Total</b>			<b>11</b>	<b>11</b>	<b>11</b>	<b>11</b>
<b>Parks Maintenance</b>						
Grounds Maintenance Supervisor	50	52	1	1	1	1
Senior Equipment Mechanic	49	50	1	1	1	1
Equipment Mechanic	45	46	2	2	2	1
Grounds Maintenance Crew Leader	42	44	8	8	8	8
Parks Maintenance Specialist	33	34	1	1	1	1
Grounds Maintenance Specialist	31	34	16	16	16	16
Groundskeeper	26	28	25	25	25	25
<b>Division Total</b>			<b>54</b>	<b>54</b>	<b>54</b>	<b>53</b>
<b>Urban Forestry</b>						
Grounds Maintenance Supervisor	50	52	1	1	1	1
<b>Division Total</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Civic Center</b>						
Civic Center Program Manager	66	68	1	1	1	1
Civic & Conv Center Operations Supervisor	56	58	1	1	1	1
Marketing Specialist	48	49	1	1	1	1
Events Operations Leader	46	48	4	4	4	4
Events Specialist	42	44	1	1	1	1
Administrative Assistant	33	34	1	1	1	1
<b>Division Total</b>			<b>9</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>Baseball Complex</b>						
Grounds Maintenance Supervisor	50	52	1	1	1	1
Grounds Maintenance Crew Leader	42	44	1	1	1	1
Grounds Maintenance Specialist	31	34	2	2	2	2
Groundskeeper	26	28	3	3	3	3
<b>Division Total</b>			<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Downtown Mall</b>						
Grounds Maintenance Specialist	31	34	1	1	1	1
Groundskeeper	26	28	1	1	1	1
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Recreation - General</b>						
Recreation Program Supervisor	54	56	4	4	4	4
Recreation Program Coordinator	38	40	2	2	2	2
<b>Division Total</b>			<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Yuma Readiness &amp; Community Center</b>						
Recreation Program Coordinator	38	40	1	1	1	1
<b>Division Total</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Arts and Culture</b>						
Technical Production Supervisor	56	58	1	1	1	1
Marketing Specialist	48	49	1	1	1	1
Events Operations Leader	46	48	1	1	1	1
Events Specialist	42	44	1	1	1	1
Recreation Program Coordinator	38	40	1	2	2	2
Administrative Assistant	33	34	2	2	2	2
<b>Division Total</b>			<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>
<b>Heritage Festivals</b>						
Heritage Festivals Coordinator	44	45	1	-	-	-
<b>Division Total</b>			<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Pacific Avenue Athletic Complex</b>						
Grounds Maintenance Crew Leader	42	44	1	1	1	1
Grounds Maintenance Specialist	31	34	1	1	1	1
Groundskeeper	26	28	1	1	1	1
<b>Division Total</b>			<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Facility Maintenance</b>						
Facilities Maintenance Supervisor	58	60	2	2	-	-
HVAC Mechanic	52	54	1	1	-	-
Facilities Maintenance Specialist	46	48	4	3	-	-
Sr Facilities Maintenance Worker	42	44	-	1	-	-
Facilities Maintenance Worker	39	40	1	-	-	-
Custodian	26	28	3	3	-	-
<b>Division Total</b>			<b>11</b>	<b>10</b>	<b>0</b>	<b>0</b>
<b>Desert Hills Golf Course-Maintenance</b>						
Golf Course Superintendent	60	64	-	1	1	1
Grounds Maintenance Supervisor	50	52	1	-	-	-
Senior Equipment Mechanic	49	50	1	1	1	1
Grounds Maintenance Crew Leader	42	44	1	1	1	1
Grounds Maintenance Specialist	31	34	1	1	1	1
Groundskeeper	26	28	1	1	1	1
<b>Division Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Desert Hills Golf Course-Pro Shop</b>						
Golf Operations Manager	65	66	1	1	1	1
Instructor of Golf	42	46	1	1	1	1
Assistant Golf Shop Manager	42	46	1	1	1	1
Administrative Assistant	33	34	1	1	-	-
<b>Division Total</b>			<b>4</b>	<b>4</b>	<b>3</b>	<b>3</b>
<b>Desert Hills Golf Course Par 3-Maintenance</b>						
Groundskeeper	26	28	1	1	1	1
<b>Division Total</b>			<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Department Total</b>			<b>123</b>	<b>122</b>	<b>111</b>	<b>110</b>
<b>POLICE DEPARTMENT</b>						
<b>Administration</b>						
Chief of Police	89	92	1	1	1	1
Deputy Chief of Police	83	85	1	1	1	1
Police Captain - Field Services	79	80	1	1	1	1
Police Captain - Support Services	79	80	1	1	1	1
Police Captain - Investigations	79	80	1	1	1	1
Police Lieutenant	75	76	-	1	1	-
Police Sergeant	Step Plan	Step Plan	2	2	2	2
Police Officer	Step Plan	Step Plan	2	2	1	1
Professional Standards Manager	67	67	-	-	-	1
Civilian Investigator	46	47	1	1	1	-
Public Safety Technician	41	42	-	1	1	1
Administrative Specialist	41	42	1	2	2	2
Police Assistant	40	40	1	-	-	-
Administrative Assistant	33	34	1	-	-	-
<b>Division Total</b>			<b>13</b>	<b>14</b>	<b>13</b>	<b>12</b>
<b>Animal Control</b>						
Animal Control Supervisor	49	50	1	1	1	1
Animal Control Officer	41	42	5	5	5	5
Administrative Specialist	41	42	-	-	1	1
Administrative Assistant	33	34	1	1	-	-
<b>Division Total</b>			<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Patrol</b>						
Police Lieutenant	75	76	5	5	5	5
Police Sergeant	Step Plan	Step Plan	14	14	14	15
Police Corporal	Step Plan	Step Plan	3	3	2	2
Master Police Officer	Step Plan	Step Plan	3	3	4	4
Police Officer	Step Plan	Step Plan	102	99	99	96
Civilian Investigator	46	47	7	7	7	10
Public Safety Technician	41	42	8	8	12	17
Administrative Specialist	41	42	1	1	1	1
Police Quartermaster	34	35	1	1	1	1
Police Recruit	34	34	-	-	-	4
<b>Division Total</b>			<b>144</b>	<b>141</b>	<b>145</b>	<b>155</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Investigations</b>						
Police Lieutenant	75	76	2	1	1	2
Police Sergeant	Step Plan	Step Plan	4	4	4	3
Master Police Officer	Step Plan	Step Plan	4	4	3	3
Police Officer	Step Plan	Step Plan	27	27	27	27
Police Crime Analyst	55	56	1	1	1	1
Evidence/Identification Supervisor	55	56	1	1	1	1
Law Enforcement Prgm Super/Body Worn Camera	52	52	-	-	-	1
Forensic Technician	52	52	4	4	4	4
Evidence Technician	42	43	3	3	3	3
Public Safety Technician	41	42	-	1	1	1
Administrative Specialist	41	42	1	1	1	1
Video Redaction Specialist	41	41	-	-	2	1
Police Assistant	40	40	1	-	-	-
<b>Division Total</b>			<b>48</b>	<b>47</b>	<b>48</b>	<b>48</b>
<b>Quality Assurance</b>						
Police Lieutenant	75	76	-	1	-	1
Police Sergeant	Step Plan	Step Plan	2	2	1	1
Master Police Officer	Step Plan	Step Plan	1	1	1	1
Polygraph Examiner / Background Investigator	57	58	-	-	1	1
Polygraph Examiner	57	58	1	-	-	-
Hiring & Recruitment Supervisor	55	56	-	1	1	1
Law Enforcement Training Supervisor	55	56	1	1	1	1
Police Officer	Step Plan	Step Plan	1	1	2	2
Civilian Background Investigator	43	44	1	1	1	1
<b>Division Total</b>			<b>7</b>	<b>8</b>	<b>8</b>	<b>9</b>
<b>Records and Technical Ops</b>						
Police Records Manager	65	66	1	1	1	1
Police Records Supervisor	47	48	2	2	2	2
Administrative Specialist	41	42	1	1	1	1
Police Records Specialist	36	38	12	12	12	11
Administrative Assistant	33	34	2	2	2	2
<b>Division Total</b>			<b>18</b>	<b>18</b>	<b>18</b>	<b>17</b>
<b>Public Safety Communications Center</b>						
Police Lieutenant	75	76	1	1	1	-
911 Communications Manager	67	67	-	-	1	1
911 Emergency Dispatch Supervisor	51	52	5	5	5	5
911 Emergency Dispatcher	44	45	27	27	32	31
Administrative Assistant	33	34	1	1	1	1
<b>Division Total</b>			<b>34</b>	<b>34</b>	<b>40</b>	<b>38</b>
<b>Facility Maintenance</b>						
Facilities Maintenance Supervisor	58	60	1	1	-	-
Senior Facilities Maintenance Worker	42	44	1	1	-	-
Facilities Maintenance Worker	39	40	1	1	-	-
Custodian	24	28	4	4	-	-
<b>Division Total</b>			<b>7</b>	<b>7</b>	<b>0</b>	<b>0</b>
<b>Department Total</b>			<b>278</b>	<b>276</b>	<b>279</b>	<b>286</b>

**SCHEDULE 5  
2021 AUTHORIZED STAFFING LEVEL**

<b>AUTHORIZED PERSONNEL</b>	<b>Current Grade/ Step</b>	<b>Proposed GRADE/ STEP</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>FIRE DEPARTMENT</b>						
<b>Administration</b>						
Fire Chief	89	92	1	1	1	1
Assistant Fire Chief	83	85	1	1	1	1
Admin Support Supervisor	47	48	1	1	1	1
Administrative Assistant	33	34	2	2	2	2
<b>Division Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Professional Services</b>						
Fire Battalion Chief	72	74	1	1	1	1
Fire Captain-Administration	69	72	1	1	1	1
<b>Division Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Operations</b>						
Fire Battalion Chief	72	74	4	4	4	4
Fire Captain-Administration	69	72	2	2	2	1
Fire Captain	Step Plan	Step Plan	24	24	24	24
Fire Equipment Fleet Administrator	64	66	1	1	1	1
Fire Engineer	Step Plan	Step Plan	24	24	24	24
Fire Fighter/EMT	Step Plan	Step Plan	57	65	69	70
Fire Fighter/Cadet	38	44	-	1	-	-
Administrative Assistant	38	34	1	1	1	1
<b>Division Total</b>			<b>113</b>	<b>122</b>	<b>125</b>	<b>125</b>
<b>Community Risk Reduction</b>						
Fire Marshal	72	74	1	1	1	1
Fire Administrative Project Analyst	63	65	1	1	1	1
Fire Plans Examiner/Inspector	59	60	1	1	1	1
Fire Inspector	59	61	2	2	2	2
<b>Division Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>
<b>Department Total</b>			<b>125</b>	<b>134</b>	<b>137</b>	<b>137</b>
<b>CITY TOTAL</b>			<b>962</b>	<b>974</b>	<b>987</b>	<b>992</b>
* Elected Official (E/O)						
Provisional Fire Fighter - EMT						

**SCHEDULE 6  
CITY OF YUMA SALARY SCHEDULE**

Grade	Minimum	Midpoint	Maximum	Grade	Minimum	Midpoint	Maximum
23	23,056	27,668	32,280	62	60,399	72,479	84,559
24	23,633	28,360	33,087	63	61,909	74,291	86,673
25	24,223	29,068	33,913	64	63,456	76,148	88,839
26	24,829	29,795	34,761	65	65,043	78,052	91,061
27	25,450	30,541	35,631	66	66,669	80,003	93,337
28	26,086	31,303	36,521	67	68,336	82,003	95,671
29	26,738	32,086	37,433	68	70,045	84,054	98,062
30	27,407	32,888	38,370	69	71,795	86,154	100,514
31	28,092	33,710	39,329	70	73,591	88,309	103,027
32	28,794	34,553	40,312	71	75,430	90,516	105,602
33	29,515	35,418	41,321	72	77,316	92,779	108,242
34	30,252	36,303	42,353	73	79,249	95,099	110,949
35	31,008	37,210	43,412	74	81,230	97,476	113,722
36	31,784	38,141	44,498	75	83,261	99,913	116,566
37	32,578	39,094	45,610	76	85,342	102,411	119,479
38	33,393	40,072	46,751	77	87,476	104,972	122,467
39	34,228	41,073	47,919	78	89,662	107,595	125,528
40	35,083	42,100	49,116	79	91,904	110,285	128,667
41	35,961	43,153	50,345	80	94,201	113,042	131,883
42	36,859	44,231	51,603	81	96,557	115,868	135,180
43	37,781	45,337	52,894	82	98,970	118,765	138,559
44	38,726	46,471	54,216	83	101,445	121,734	142,024
45	39,694	47,633	55,572	84	103,981	124,778	145,574
46	40,686	48,824	56,961	85	106,581	127,897	149,213
47	41,703	50,044	58,385	86	109,246	131,095	152,944
48	42,746	51,295	59,844	87	111,977	134,372	156,767
49	43,814	52,577	61,340	88	114,776	137,731	160,686
50	44,910	53,892	62,874	89	117,645	141,175	164,704
51	46,032	55,239	64,445	90	120,587	144,704	168,821
52	47,183	56,619	66,056	91	123,601	148,321	173,042
53	48,363	58,035	67,708	92	126,692	152,029	177,367
54	49,572	59,487	69,401	93	129,859	155,830	181,802
55	50,811	60,974	71,136	94	133,105	159,726	186,347
56	52,082	62,498	72,914	95	136,432	163,719	191,006
57	53,384	64,061	74,737	96	139,843	167,812	195,781
58	54,718	65,662	76,605	97	143,339	172,007	200,675
59	56,086	67,303	78,521	98	146,923	176,308	205,693
60	57,488	68,986	80,484	99	150,596	180,715	210,834
61	58,925	70,711	82,496	100	154,361	185,233	216,106

New Police Officer/Sergeant Step Plan (3%/5% Hybrid)												
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Spread	Midpoint
Police Officer	52,000	53,560	55,167	56,822	58,527	60,283	63,297	66,462	69,785	73,274	34.20%	60,893
Police Sergeant	76,205	79,253	82,423	85,720	89,149	92,715					21.67%	84,460
New Firefighter/Engineer/Captain Step Plan (3% Step)												
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Spread	Midpoint
Firefighter	49,000	50,470	51,984	53,544	55,150	56,805	58,509	60,264	62,072	63,934	30.48%	56,467
Fire Engineer	57,000	58,710	60,471	62,285	64,154	66,079	68,061	70,103	72,206		26.68%	64,603
Fire Captain	72,000	74,160	76,385	78,677	81,037	83,468	85,972	88,551			22.99%	80,276

**SCHEDULE 7  
2020 LEVY LIMIT WORKSHEET**

**COUNTY OF: YUMA**

**TAX AUTHORITY: CITY OF YUMA**

Construction 10,388,934

<b>SECTION A.</b>	<b>2019 MAXIMUM LEVY</b>	
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A.1	2019 MAXIMUM ALLOWABLE PRIMARY TAX LEVY LIMIT	13,724,824
A.2	LINE A.1 MULTIPLIED BY 1.02 EQUALS	13,999,320

<b>SECTION B.</b>	<b>2020 NET ASSESSED VALUE OF ALL PROPERTY SUBJECT TO TAXATION IN 2019</b>	
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B.1	CENTRALLY ASSESSED	34,269,195
B.2	LOCALLY ASSESSED REAL	545,207,973
B.3B	LOCALLY ASSESSED PERSONAL PROPERTY	23,279,643
B.4	TOTAL OF B.1 THROUGH B.3 EQUALS	602,756,811
B.5	B.4 DIVIDED BY 100 EQUALS	6,027,568

<b>SECTION C.</b>	<b>2020 NET ASSESSED VALUES</b>	
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C.1	CENTRALLY ASSESSED	36,919,075
C.2	LOCALLY ASSESSED REAL	552,688,572
C.3B	LOCALLY ASSESSED PERSONAL PROP (PR YR)	23,538,098
C.4	TOTAL OF C.1 THROUGH C.3 EQUALS	613,145,745
C.5	C.4 DIVIDED BY 100 EQUALS	6,131,457

<b>SECTION D.</b>	<b>2020 LEVY LIMIT CALCULATION</b>	
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D.1	ENTER LINE A.2	13,999,320
D.2	ENTER LINE B.5	6,027,568
D.3	DIVIDE D.1 BY D.2 AND ENTER RESULT	2.3225
D.4	ENTER LINE C.5	6,131,457
D.5	MULTIPLY D.4 BY D.3 AND ENTER RESULT LINE D.5 EQUALS 2020 ---- MAXIMUM ALLOWABLE LEVY LIMIT	<b>14,240,309</b>
D.6	ENTER EXCESS PROPERTY TAXES COLLECTIBLE PURSUANT TO ARS 42-17051, SECTION B	-
D.7	ENTER AMOUNT IN EXCESS OF EXPENDITURE LIMITATION PURSUANT TO ARS 42-17051, SECTION C	-
D.8	LINE D.5 MINUS LINE D.6 AND LINE D.7 EQUALS 2020 ALLOWABLE LEVY	<b>14,240,309</b>
	Proposed Tax Rate	<b>\$2.3185</b>
	Proposed Levy	<b>14,215,783</b>

**SCHEDULE 8  
COUNCIL ACTION**

**RESOLUTION NO. R2020-024**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUMA, ARIZONA, ADOPTING ESTIMATES OF PROPOSED EXPENDITURES BY THE CITY OF YUMA FOR THE FISCAL YEAR 2021 BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021; AND DECLARING THAT SUCH SHALL CONSTITUTE THE ADOPTED BUDGET OF THE CITY OF YUMA FOR FISCAL YEAR 2021; AND DECLARING NECESSITY OF BOARDS AND COMMISSIONS**

WHEREAS, in accordance with the provisions of Title 42, Ch. 17, Art. 1-5 Arizona Revised Statutes (A.R.S.), the City Council did, on June 3, 2020, make and tentatively adopt an estimate (proposed Budget for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021) of the different amounts required to meet the public expenditures/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 of the City of Yuma; and,

WHEREAS, in accordance with said chapter of said title, and following due public notice, the City Council met on June 17, 2020, at which meeting any taxpayer was privileged to appear and be heard in favor of or against any of the proposed expenditures/expenses or tax levies; 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 June 17, 2020 at 5:30 pm at One City Plaza for the purpose of hearing taxpayers and making tax levies as set forth in said estimates; and,

WHEREAS, the sums to be raised by taxation, as specified therein, do not in the aggregate exceed that amount as computed in A.R.S. §42-17051(A); and,

WHEREAS, Article IX, Section 1 of the Yuma City Charter requires that the City Council annually review all current Boards and Commissions and determine whether such are necessary,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Yuma as follows:

SECTION 1: The City Council has determined the final estimates of expenditures which will be required of the City of Yuma for the Fiscal Year 2021 beginning July 1, 2020 and ending June 30, 2021.

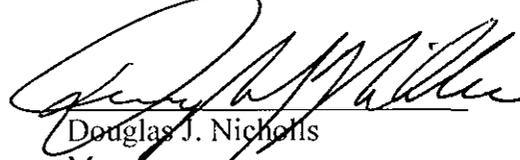
SECTION 2: The purposes of expenditure and the amount finally established for each purpose as set forth in the estimates of revenues and expenditures/expenses shown on the attached and incorporated Schedules A through H, as now increased, reduced, or changed, are hereby adopted as the official and final adopted budget of the City of Yuma and the Main Street Mall and Offstreet Parking Maintenance District No. 1 for the Fiscal Year 2021 beginning July 1, 2020 and ending June 30, 2021, as subject to State law.

SECTION 3: Money from any fund may be used for any of the purposes set forth in Section 2 of this Resolution, except money specifically restricted by State law or the City Charter, Ordinance or Resolutions.

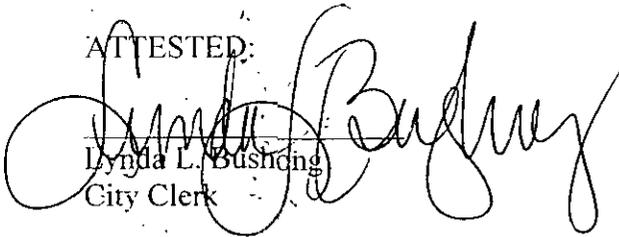
SECTION 4: All current City Boards and Commissions are necessary for the public health, safety and welfare of the City and should be continued.

Adopted this 17th day of June, 2020.

APPROVED:

  
Douglas J. Nicholls  
Mayor

ATTESTED:

  
Lynda L. Bushong  
City Clerk

APPROVED AS TO FORM:

  
Richard W. Files  
City Attorney

**SCHEDULE 8  
COUNCIL ACTION  
ORDINANCE NO. O2020-016**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF YUMA, ARIZONA, FIXING, LEVYING, AND ASSESSING PRIMARY PROPERTY TAXES UPON PROPERTY WITHIN THE CITY OF YUMA SUBJECT TO TAXATION, EACH IN A CERTAIN SUM UPON EACH ONE HUNDRED DOLLARS OF VALUATION, SUFFICIENT TO RAISE THE AMOUNT ESTIMATED TO BE REQUIRED IN THE ANNUAL BUDGET FOR THE FISCAL YEAR 2021 LESS THE AMOUNTS ESTIMATED TO BE RECEIVED FROM OTHER SOURCES OF REVENUE AND THE UNENCUMBERED BALANCES FROM THE PREVIOUS FISCAL YEAR, PROVIDING A GENERAL FUND; AND FIXING, LEVYING, AND ASSESSING UPON PROPERTY WITHIN THE BOUNDARIES OF THE MAIN STREET MALL AND OFFSTREET PARKING MAINTENANCE DISTRICT NO. 1 SUBJECT TO TAXATION, EACH IN A CERTAIN SUM UPON EACH ONE HUNDRED DOLLARS OF VALUATION, SUFFICIENT TO RAISE THE AMOUNT ESTIMATED TO BE REQUIRED FOR THE OPERATION, MAINTENANCE, REPAIR AND IMPROVEMENT OF THE FACILITIES OF SAID DISTRICT, ALL FOR THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021**

WHEREAS, pursuant to the provisions of the laws of the State of Arizona and Article XIII, Section 6 of the Charter of the City of Yuma, the City Council is required, following the public hearing and adoption of estimates of proposed revenues and expenditures for fiscal year 2021, to fix, levy, and assess a primary rate of taxation upon each one hundred dollars (\$100.00) of the assessed valuation of all real and personal property subject to taxation within the City sufficient to raise the amount estimated to be required in the annual budget, less the amounts estimated to be received from all other sources of revenue and unencumbered balances from the previous fiscal year; to pay municipal expenses during the fiscal year beginning July 1, 2020 and ending June 30, 2021; and,

WHEREAS, the public hearing for the purpose of hearing taxpayers was held on June 17, 2020 after which a meeting was duly convened in which a Budget of Estimated Revenues and Expenditures was adopted by the City Council in final form for the fiscal year 2021 beginning July 1, 2020 and ending June 30, 2021; and,

WHEREAS, the County of Yuma is the assessing and collecting authority for the City of Yuma.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Yuma as follows:

SECTION 1: There is hereby levied a primary tax rate of \$2.3185 on each one hundred dollars (\$100.00) of assessed valuation on all property, both real and personal, within the corporate limits of the City of Yuma, except such property as may be by law exempt from taxation, for the purpose of providing a General Fund for the City of Yuma, for the fiscal year 2021 beginning July 1, 2020 and ending June 30, 2021. Should such tax rate exceed the maximum allowable by law, the rate shall be reduced to such maximum allowable rate.

SECTION 2: In addition to the rates set in Section 1 hereof, there is hereby levied a tax rate of \$3.4152 on each one hundred dollars (\$100.00) of assessed valuation of all property, both real and personal, within the corporate limits of the City of Yuma and located within the boundaries of the Main Street Mall and Offstreet Parking Maintenance District No. 1, except such property as may by law be exempt from taxation, for the purpose of providing a fund for the operation, maintenance, repair and improvement of the facilities to be maintained by said district for the fiscal year 2021 beginning July 1, 2020 and ending June 30, 2021.

SECTION 3: The taxes assessed and levied in Sections 1 and 2 of this Ordinance are, and shall become, due and payable to the County Treasurer, and Ex-officio Tax Collector of Yuma County, at the Yuma County Treasurer's Office in the City of Yuma in the same manner and in the same time as provided by law for the collection and payment of State and County taxes.

SECTION 4: The City Clerk is authorized and directed to cause certified copies of this Ordinance to be forthwith personally delivered to the Yuma County Treasurer and the Chairman of the Board of Supervisors of Yuma County, Arizona, and to cause this Ordinance to be published once in the official newspaper of the City of Yuma published and circulated in the City of Yuma.

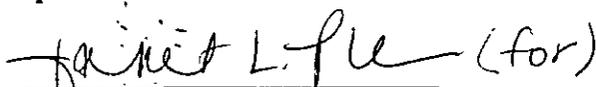
Adopted this 15th day of July, 2020.

APPROVED:



Douglas J. Nicholls  
Mayer

ATTESTED:

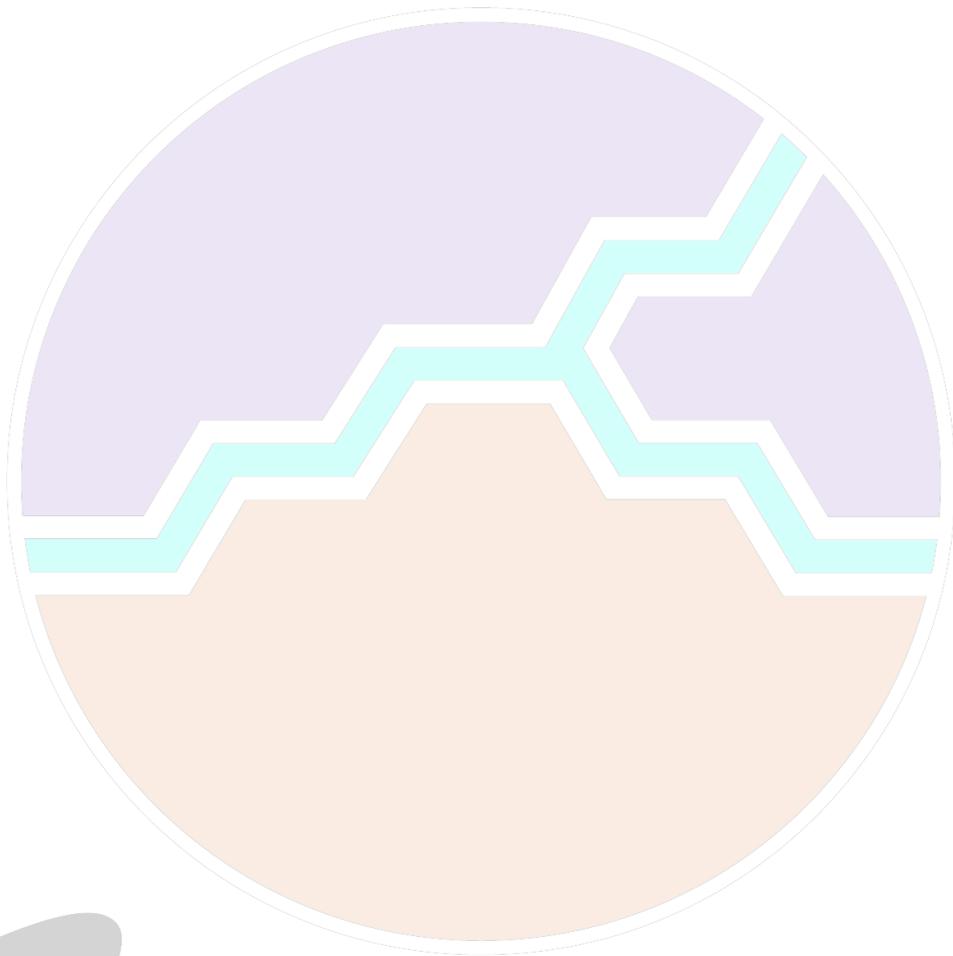


Lynda L. Bushong  
City Clerk

APPROVED AS TO FORM:



Richard W. Files  
City Attorney



CITY OF  
*Yuma*

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# Glossary

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**Actual vs. Budgeted:** Difference between the amounts projected (budgeted) in revenues or expenditures at the beginning of the fiscal year and the actual receipts or expenses, which are incurred by the end of the fiscal year.

**Assessed Value/Valuation:** Value of real and personal property determined by the County Assessor and Arizona Department of Revenue upon which property taxation is based.

**Bonds:** Debt instruments that require repayment of a specified principal amount on a certain date (maturity date), and interest at a stated rate or according to a formula for determining the interest rate.

**Bond Rating:** An evaluation of a bond issuer's credit quality and perceived ability to pay the principal and interest on time and in full.

**Budget:** A plan of financial operation for a specific time period. The budget contains the estimated expenditures needed to continue the City's operations for the year and the anticipated revenues to finance them.

**Budgetary guidelines:** Recommendations on budgeting issued by the National Advisory Council on State and Local Budgeting (NACSLB). The NACSLB's budgetary guidelines are chiefly of interest to accountants because of the emphasis they place on performance measurement in the context of the budgetary process.

**Capital Improvement Program (CIP):** A plan for capital expenditures needed to maintain and expand the public infrastructure. It projects these infrastructure needs for ten years and is updated annually to reflect the latest priorities. The first year of the CIP is adopted with the City's operating budget.

**Capital Outlay:** Items that cost more than \$5000 and have a useful life of more than two years.

**CIP:** See Capital Improvement Program.

**Contingency:** An appropriation of funds to cover unforeseen events that may occur during the fiscal year, such as natural emergencies, shortfalls in revenue and similar events.

**Debt Service:** Principal and interest payments on outstanding bonds.

**Enterprise Funds:** Funds that are accounted for in a manner similar to a private business with the intention to cover their costs through user fees. The City has four enterprise funds: Arroyo Dunes Golf Course, Desert Hills Golf Course, Water, and Wastewater.

**Estimate:** The most recent estimate of current year revenue and expenditures.

**Expenditure:** Current operating expenses.

**Fiscal Year (FY):** The period designated by the City for the beginning and ending of financial transactions.

The fiscal year for the City of Yuma begins July 1 and ends June 30.

**Full-time Equivalent Position (FTE):** A position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, an employee may be split 50% between two divisions, thus .5 in one division and .5 in the other.

**Fund:** A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources.

**Fund Balance:** A balance or carry over that occurs when actual revenues exceed budgeted revenues and/or when actual expenditures are less than budgeted expenditures. The beginning fund balance is the residual funds brought forward from the previous fiscal year.

**Generally Accepted Accounting Principles (GAAP):** Uniform minimum standards of financial accounting and reporting that govern the form and content of basic financial statements.

**Governmental Funds:** Funds that house tax-supported activities; i.e., General Fund, Special Revenue Funds, Debt Service Funds, and Capital Projects Funds.

**Grant:** A contribution by a government unit or funding source to aid in the support of a specified function.

**Infrastructure:** Facilities that support the continuance and growth of a community. Examples include roads, water lines, and sewers.

**Internal Service Funds:** Fund that provides goods or services to another department, agency or government on a cost-reimbursement basis. The City has three internal service funds: Equipment Maintenance, Equipment Replacement, and Insurance Reserve.

**Modified Accrual Basis of Accounting:** Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the liability is incurred, if measurable, except for unmaturing interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

**Operating Budget:** Day-to-day costs of delivering city services and estimates of revenues to be collected that comprise the City's financial affairs for a fiscal year.

**Operating Expenses:** The cost of personnel, materials and equipment required for a department to function.

**Operating Revenue:** Funds received as income to pay for ongoing operations. For example, taxes, user fees, interest earnings, and grants.

**Personal Services:** Expenditures for salaries and fringe benefits for employees.

**Primary Tax:** Property tax levied for government operating budgets. Arizona statutes limit the primary property tax levy amount.

**Property Tax:** A tax based on the assessed value of property, both real property (land and buildings) and personal property (equipment). The total property tax levied by a municipality. Arizona's municipal property tax system is divided into a primary and secondary rate.

**Proprietary Funds:** Funds that are focused on changes in net assets, operating income, financial position, and cash flow; i.e., Enterprise Funds and Internal Service Funds.

**Reappropriation (Rebudget):** The inclusion of a balance from the prior year's budget as part of the budget of the subsequent fiscal year. Reappropriation is common for encumbrances outstanding at the end of a fiscal year that a government intends to honor in the subsequent fiscal year.

**Reserved fund balance:** The portion of a governmental fund's net assets that is not available for appropriation.

**Revenue:** Financial resources received from taxes, user charges and other levels of government.

**Secondary Tax:** Property tax used to pay general obligation debt of the government. Arizona statute limits the overall amount of general obligation debt but, unlike primary property tax, does not limit on the tax itself, as the secondary tax is based on voter-approved debt issuance.

**Special Revenue Fund:** A fund used to account for receipts from revenue sources that have been earmarked for specific activities. For example, Highway User Revenue funds must be used for street maintenance.

**State-Shared Revenue:** Includes the City's portion of the state sales tax revenues, state income tax receipts, and Motor Vehicle In-Lieu taxes.

**Supplemental:** A request to add a position to the authorized staffing list and all associated costs with that position.

**Tax Levy:** The total amount of the general property taxes collected for purposes specified in the Tax Levy Ordinance.

**Tax Rate:** The amount of tax levied for each \$100 of assessed valuation.

**Transfer:** Movement of resources from one fund into another fund in which the resources are expended. For example, an interfund transfer would include the transfer of operating resources from the General Fund to the Capital Projects Fund, where long-term capital expenditures are recorded. Other examples include a transfer from the General Fund to the Solid Waste Fund, as user charges in Solid Waste are not sufficient to cover the cost of services and general revenues must be used (subsidy).

**Undesignated Fund Balance:** Funds remaining from prior year that are available for appropriation and expenditure in the current year.

**User Charges:** The payment of a fee in direct receipt of a public service by the party who benefits from the service.