



City Manager Report

January 2018

CITY MANAGER REPORT

CITY OF KINGMAN - January 2018

The information included in this issue reflects December 2017 submissions. Finance and Municipal Court data reported is for the time period detailed on their individual reports.



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Engineering/Planning & Zoning—Greg Henry

Planning & Zoning Commission Meeting December 12

ZONING ORDINANCE TEXT AMENDMENT CASE Z017-0003 : A request for a text amendment to Section 16.000 Light Industry (I-1) of the *Zoning Ordinance of the City of Kingman*. The request is to allow a tattoo shop to be added to the list of uses which may be permitted by Conditional Use Permit in the I-1 zoning district.

Motion to recommend approval of a Text Amendment to allow tattoo shops to be added to the list of uses which may be permitted by Conditional Use Permit in the I-1 Zoning District carried with unanimous (7-0) APPROVAL.

ZONING ORDINANCE TEXT AMENDMENT CASE Z017-0004 : A request from Ventura Hotels dba Home2Suites by Hilton, for a text amendment to Section 25.000 Sign Code of the *Zoning Ordinance of the City of Kingman*. The request is to remove the requirement that double faced signs not be less than thirty (30) inches apart for purposes of calculating the sign area. Also the request is increase the allowable height of signs located in the Interstate Corridor from 40-feet to 60-feet above the finished grade of the interstate.

Motion to recommend a Text Amendment to Section 25.000 Sign Code of the *Zoning Ordinance of the City of Kingman* in regards to the double faced sign and adding a definition and regulations for signs in commercial subdivisions and carried with unanimous (7-0) APPROVAL.

SUBDIVISION CASE SB17-0009 : A request for a text amendment to Section 4.15 Subdivisions of Airspace (Condominiums) of the City of Kingman Subdivision Ordinance. The request is to remove this section from the Subdivision Ordinance and instead process requests for condominiums as a site plan during the building permit review process.

Motion to recommend approval of Text Amendment removing Section 4.15 Subdivisions of Airspace of the Kingman Subdivision Ordinance carried with unanimous (7-0) APPROVAL.

DISCUSSION ON ALLOWABLE FENCING OR SCREENING MATERIALS WITHIN THE KINGMAN ZONING ORDINANCE: There is some concern over the use of landscaping fabric as a screening material on fencing where there is permitted outdoor storage.

Planning staff was instructed to research what other Arizona communities, including Williams and Flagstaff allow for screening material on fencing where outdoor storage is permitted. No motions were made.

Clean City Commission Meeting December 21

COMMUNITY CLEAN-UP'S DISCONTINUED: The Clean City Commission recommended to approve quarterly \$3.00 trash hauls for City residents, and discontinue the Community Clean-Ups they have been sponsoring at the Mohave County Fairgrounds for a number of years. The Sanitation Department has been working overtime to accommodate the community events. Due to cost, and health and safety concerns with rubbish contaminated with rodents and insects it was decided that the more frequent trash hauls would be a better benefit to City residents than providing Clean-Ups for the entire community.

UPDATE ON CURBSIDE RECYCLING PROGRAM: Eddie Tapia and the City Sanitation Department began a pilot program for curbside recycling at Walleck Ranch and Legacy subdivisions in November. There are 550 homes and there was an average participation rate of 38% the first month. Some of the obstacles encountered were scheduling confusion due to the two holiday weeks, lack of other markets for commodities, and lack of a local Material Recovery Facility which requires trucks and personnel to transport the recyclables to Las Vegas or Phoenix.

Historical Preservation Commission: Did not meet in December

Allen Mossberg receives his well deserved plaque of Appreciation from Planning Administrator Rich Ruggles during the December 12 Planning and Zoning Commission meeting .

Allen began serving on the Commission in 2008, and served as Vice-Chair from 2011 through 2013. He has served as Chair of the Planning and Zoning Commission from 2014 through 2017.



Other Meetings & Activities Planning Staff Attended in December

Dec 04	Main Street Placemaking Group meeting on downtown improvements
Dec 21	Staff Meeting and Christmas Potluck for Engineering
Dec 28	Safety Committee meeting

Planning and Zoning Staff Reviewed:

SB18-0001	Kingman Crossing South Tract 6050
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Planning and Zoning Staff responded to:

3	Requests for information from City Website
75	'Requests for Zoning information & Permits
6	Requests regarding Ordinances / Code Enforcement complaints received
40	General Customer Service Calls
1	Notarial Act
19	Residential Building Permit Reviews
1	Residential Duplex Reviewed
2	Commercial Permit Reviews & Inspections
10	Business License's Reviewed & Approved
1	Special Event Permits Reviewed & Approved
3	On Premise and Free Standing Sign Permits reviewed and approved
1	Parcel Combine/Uncombine created

Water and Sewer Activities

The Engineering staff responded to 111 requests for Information on the availability of water and/or sewer to specific properties and the existence of paybacks and assessments relative to those properties.

A Construction Authorization was issued for approximately 534 l.f. of 8-inch PVC SDR-35 sewer line extension in Roma Road.

Meetings – December 2017

Dec. 1	Discussion on Sewer Assistance Program
Dec. 4	ENG16-0014 Discussion on Sycamore Avenue Storm Drain price proposal
Dec. 7	ENG17-0033 Pre-construction meeting on Byrd Ave Sewer line extension
Dec. 13	ENG14-108 Stockton Hill water line design kick-off meeting
Dec. 21	Staff Meeting

Right of Way Activities – December 2017

31	Permits to work in Public Right-of-Way
19	Sewer Connection Permits
2	Sewer Tap (1 inside)
5	Utility Permits for water meters in the County
23	Utility Permits for water meters in the City
5	Sewer Availability Letters

Training – December 2017

Dec. 5-6	Public Works Inspections attended ADEQ Workshop
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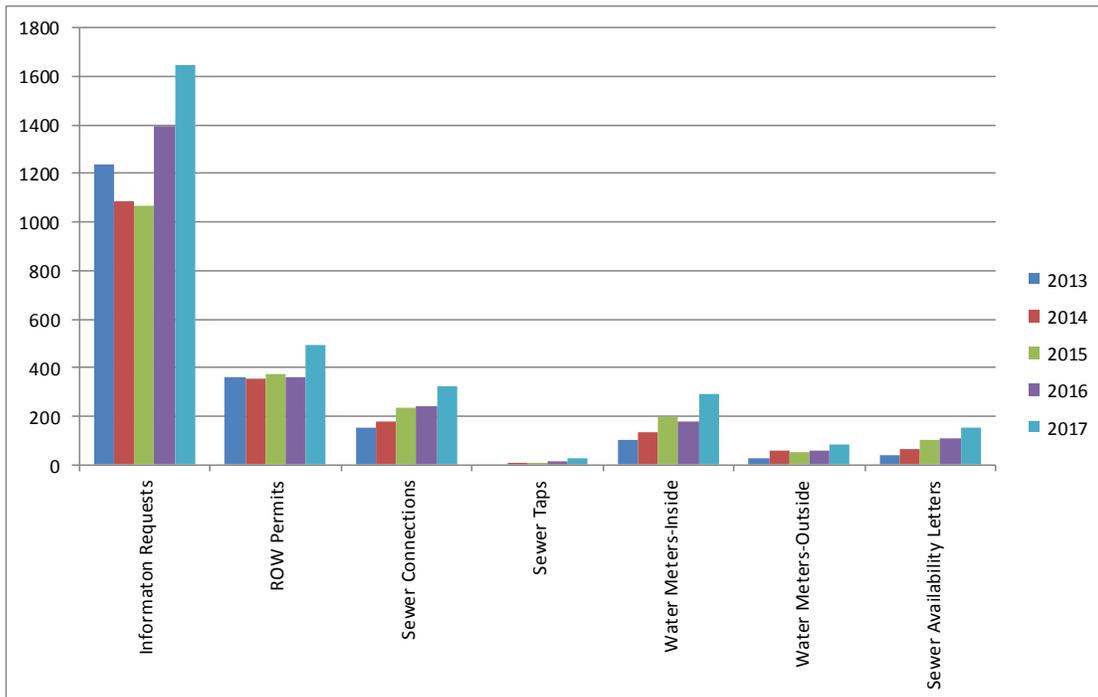
Construction Activities Update – December 2017

PROJECT	PURPOSE	STATUS
ENG14-084	This contract includes several water and sewer projects at various locations throughout the City.	Work on the design of water lines in the area is ongoing. Installation of various water and sewer projects is ongoing.

Capital Expenditures – December 2017

CONTRACTOR	PROJECT	AMOUNT
AECOM	ENG16-0025	\$24,709.84
DENNIS LOPEZ & ASSOCIATES	ENG15-048	\$4,000.00
SUNRISE ENGINEERING	ENG17-0028	\$3,512.58
YESCO	ENG15-072	\$21,244.00
Capital Expenditures processed during the month of December		\$53,466.42

Yearly Comparison					
	2013	2014	2015	2016	2017
Information Requests	1235	1086	1066	1393	1650
ROW Permits	361	355	373	363	494
Sewer Connections	153	176	234	239	325
Sewer Taps	0	8	5	15	26
Water Meters-Inside	104	137	198	178	289
Water Meters-Outside	28	56	51	59	85
Sewer Availability Letters	39	65	100	110	154

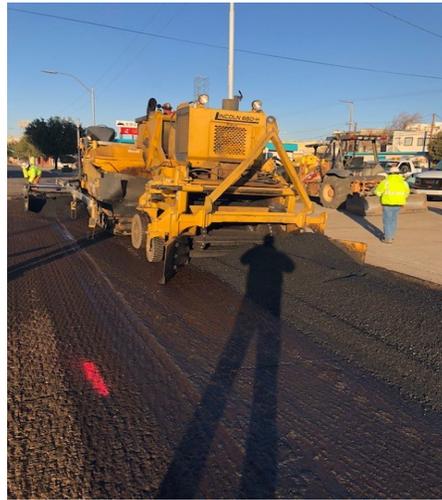


Design Activities Update – December 2017			
PROJECT	PURPOSE	CONSULTANT	STATUS
ENG15-048	This project includes the design of Eastern Street between Pasadena Avenue and Airway Avenue.	Ritoch-Powell and Associates for the preparation of project plans and reports	Design is complete. Right of way acquisition is under way.
ENG15-046	This project will update the City's Water Master Plan.	Sunrise Engineering for the preparation of the report and water system modeling	Project is complete. A council presentation is planned for October 3
ENG16-0025	This project includes the design of Kingman Crossing Boulevard between Southern Avenue and Interstate 40.	AECOM Technical Services for the preparation of project plans and specifications	Project is expected to be complete by December 2017
ENG17-0028	This project is Year 2 of a 3 year plan to implement GIS technology for the City.	Sunrise Engineering	Project is underway and is expected to be complete in June 2018.

Construction Photos – December 2017



Andy Devine Milling



Andy Devine Milling



ENG17-0050 Southern Vista –
Amanda Street



ENG17-0050 Southern Vista –
Amanda Street



ENG17-0032 Legacy at Walleck
Ranch-Curb



ENG17-0032 Legacy at Walleck
Ranch-Paving

City Attorney—Carl Cooper

The City Attorney's office oversees victim notification and advocacy for victims rights in criminal cases. Also they provide legal advice and contract review for City departments, drafting and review of City ordinances and codes and prosecution of misdemeanor crimes within the City of Kingman including domestic violence and drunk driving offenses.

To your right is a side-by-side collective comparison of criminal activity between 2016 and 2017.



	November, 2017	November, 2016
Domestic Violence	21	37
DUI	22	30
Theft/Shoplifting	27	23
Criminal Traffic (non DUI)	14	16
Code Enforcement	10	23
Miscellaneous Misdemeanors	80	61
Total Charges	174	190
Number of Files Opened	104	126
Pretrial Conferences	125	115
Change of Pleas	72	82
Status Hearings	12	16
Trials	12	10
Other Court Events	255	128

City Clerk—Sydney Muhle

As of December 31, 2017 there were 1,599 Active City of Kingman business license accounts. During the month of November the Clerk's Office assembled City Council agendas and packets for two regular meetings and three City Council Work Session meetings as well. Minutes were taken and transcribed for meetings held. The City Clerk's Office also facilitated TDC, EDMC and HPC meetings during the month of December.

All City Council meeting agendas, agenda packets and minutes as well as agendas and minutes for all City of Kingman boards, commissions and subcommittees are available on the City website www.cityofkingman.gov.

Upcoming Community Events	
EVENT	DATE
Havasu Balloon Festival	01/19-20/2018
KRMC Senior Health Expo	01/27/2018
Pioneer Country Events Gun Show	01/27-28/2018
Cerbat Moto X Madness	02/10/2018
Winter Blast Pyrotechnics	02/15-18/2018
Kingman Turtles Live Parody	02/17/2018

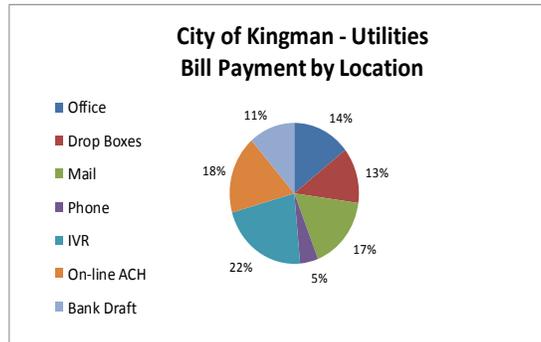
Clerk Activity – December 2017		
	VOLUME	REVENUE
New Business Licenses Issued	20	\$2,000.00
Special Event Permits Issued	2	\$100.00
Business License Renewals Generated	33	
Public Notary Requests	1	\$2.00
Special Event Vendor Permits	1	\$682.00
Special Event Liquor License	1	\$25.00
TOTAL REVENUE - December 2017		\$2,809.00



Finance—Tina Moline

City of Kingman — Utility Payment Services

The primary source of payment for utility customers continues to be checks; close to 35% of customers use this method. Debit and credit card payments come in 2nd at 30%. Of the 30%, 71% of the payments received are through the IVR telephone payment system. This system continues to attract interest from utility customers, and electronic payments overall (such as bank draft, online bill payments through customer banks, and the IVR system) account for more than 59% of customer payments.



Customer Service Statistical Summary — November 2017

	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Phone Calls Answered	4,289	4,199	4,008	4,371	4,132	2,883
IVR - Payments	3,870	3,941	3,652	4,228	3,901	3,878
Water Service Orders	1,534	1,529	1,486	1,667	1,667	1,075
Sanitation Service Orders	299	376	418	307	251	218
Sewer Service Orders	0	0	0	1	1	0
Number of Total Payments Processed	18,159	18,635	16,560	18,724	16,310	16,037
Number of Sanitation Customers	11,815	11,903	11,884	11,925	11,900	11,975
Number of Sewer Customers	10,217	10,281	10,295	10,316	10,334	10,396
Number of Water Customers	19,681	19,614	19,795	19,819	19,417	19,688

Payment Options Available:

Mail or Drop Box—Please write account number on Check or Money Orders and include the payment coupon from the top of the bill. Make payable to City of Kingman.

Courtesy Drop Box locations are:

City of Kingman - 310 N 4th Street

Unisource - 2498 Airway Avenue

Credit Cards—The City of Kingman accepts Visa, Master Card, Discover and American Express. Payment by credit card can be made by IVR phone or in the office.

Bank Drafting—Automatic Bank Drafting

Once you have established bank drafting you will continue to receive your bill in the mail but you won't have to remember to pay it. It will be paid automatically on the date listed on your statement from your bank account.

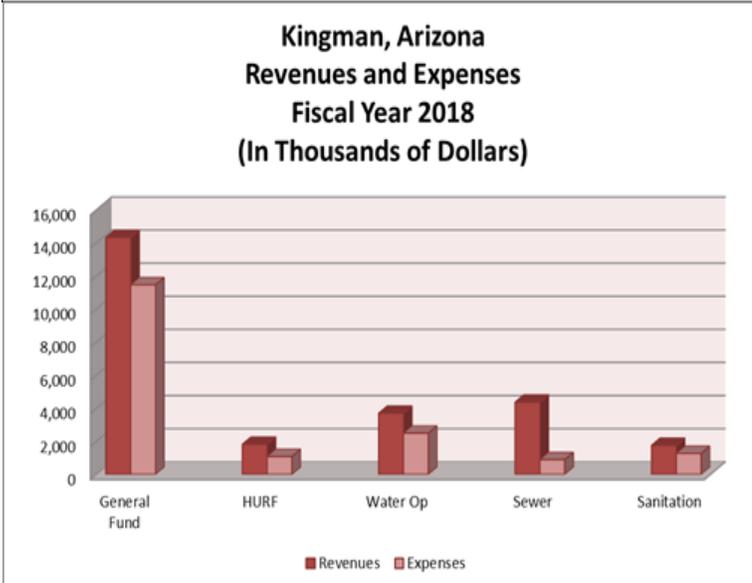
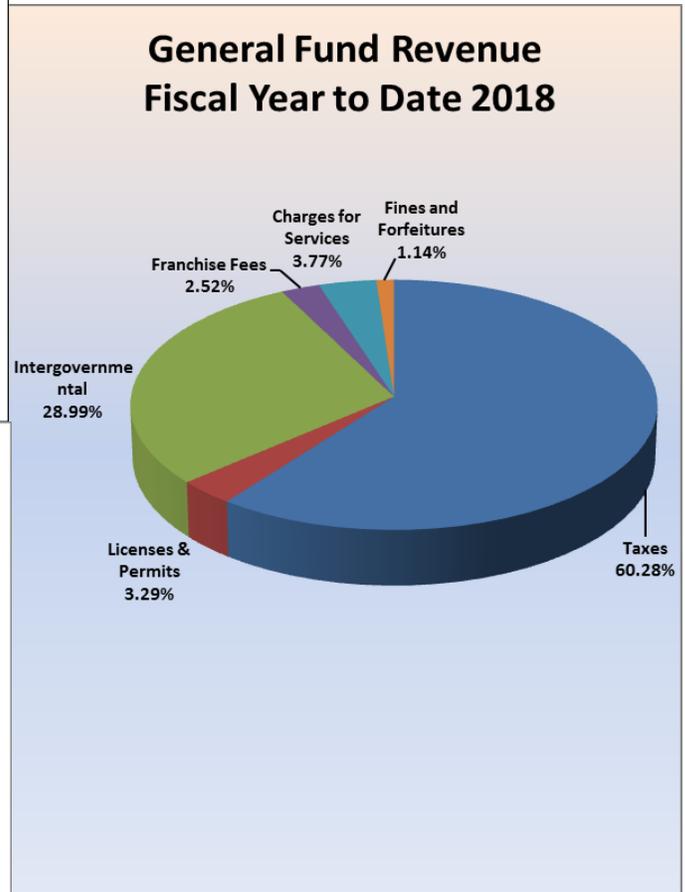
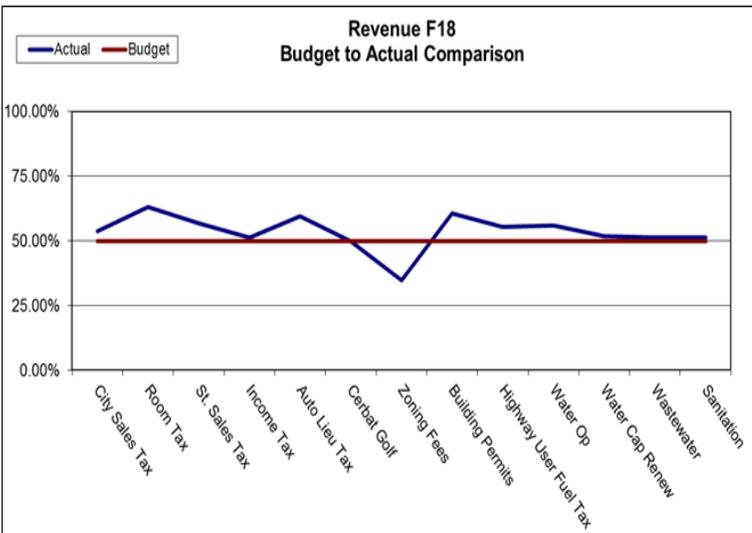
Please contact our office to setup automatic bank drafting. Forms can also be found on our website at:

http://www.cityofkingman.gov/pages/depts/finance/ub_forms.asp

Revenue by Source – December 2017

General Fund

Description	Original Budget	Revenues	Revenues	Percentage Collected
Taxes	16,470,000	1,440,631	8,600,725	52.22%
Licenses & Permits	807,500	94,083	469,128	58.10%
Intergovernmental	7,550,000	676,922	4,136,214	54.78%
Franchise Fees	725,000	-	360,253	49.69%
Charges for Services	1,142,000	50,635	538,555	47.16%
Fines and Forfeitures	272,000	26,714	162,813	59.86%
Miscellaneous	98,000	6,973	45,979	46.92%
Total Revenues General Fund	27,064,500	2,295,958	14,313,667	52.89%

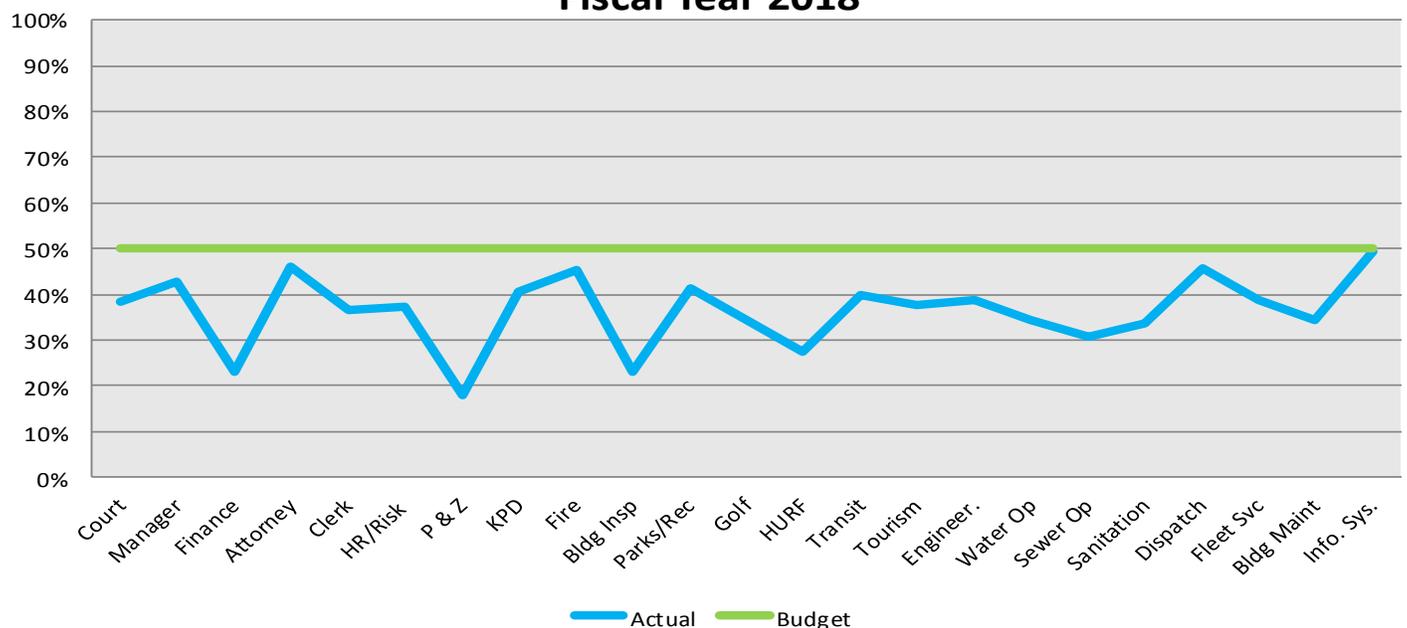


Expenditures by Department – December 2017

General Fund

Description	Budget	Expenditures This Period	Expenditures Year-to-Date	Budget Availability	Available Percentage
Court	1,661,912	97,641	636,507	1,025,405	61.70%
City Council	169,455	6,212	89,232	80,223	47.34%
Manager	306,483	47,232	130,557	175,926	57.40%
Finance	932,756	63,507	429,277	503,479	53.98%
Attorney	755,147	79,087	348,769	406,378	53.81%
City Clerk	326,165	21,524	119,457	206,708	63.38%
Human Rsc/Risk Mgmt	793,085	48,327	296,972	496,113	62.55%
Planning & Zoning	416,941	33,033	177,413	239,528	57.45%
Police Department	10,378,128	699,248	4,205,093	6,173,035	59.48%
Fire Department	6,899,586	555,609	3,120,062	3,779,524	54.78%
Building Inspection	996,503	59,724	229,355	767,148	76.98%
Parks & Recreation	4,274,149	262,720	1,670,641	2,603,508	60.91%
Total Expenses	27,910,310	1,973,863	11,453,334	16,456,976	58.96%

Kingman, Arizona Budget to Actual Expenditures Fiscal Year 2018



Revenue by Source – December 2017

General Fund

REVENUE SOURCE		7/1/13 Thru 11/30/13	7/1/14 Thru 11/30/14	7/1/15 Thru 11/30/15	7/1/16 Thru 11/30/16	7/1/17 Thru 11/30/17	Percent Change FY17-FY18	Fiscal 2018 BUDGET	FY18 Percent of BUDGET
GENERAL FUND (101)									
Local	Sales Tax (2.5%)	6,684,845	7,189,065	7,353,337	7,725,455	8,600,725	11.33%	16,000,000	53.75%
	Room Tax (2%)	180,914	235,407	246,470	271,497	296,903	9.36%	470,000	63.17%
	Rest/Bar Tax (1%)	104,966	0	0	0	0	0	---	---
State	Sales Tax	1,160,315	1,208,062	1,284,386	1,267,740	1,444,817	13.97%	2,550,000	56.66%
	Income Tax	1,565,706	1,698,903	1,689,692	1,769,718	1,797,759	1.58%	3,500,000	51.36%
	Auto Lieu Tax	595,182	692,779	678,497	824,879	893,638	8.34%	1,500,000	59.58%
Golf	Green Fees (9 holes)	51,057	52,424	50,328	45,823	44,871	-2.08%	89,000	50.42%
	Green Fees (18 holes)	87,287	90,248	80,228	77,289	84,955	9.92%	160,000	53.10%
	Annual Golf Fees	50,125	52,567	57,250	49,603	45,697	-7.87%	117,000	39.06%
	Cart Rentals	131,534	137,523	129,643	122,699	126,340	2.97%	254,000	49.74%
	Driving Range Fees	17,879	14,758	15,038	11,536	10,572	-8.36%	21,000	50.34%
	Restaurant and Bar	99,996	101,766	93,066	83,193	81,183	-2.42%	150,000	54.12%
	Subtotal Golf Course	437,878	449,286	425,553	390,143	393,619	0.89%	791,000	49.76%
Other	Zoning Fees	12,361	8,221	14,010	10,650	7,618	-28.47%	22,000	34.63%
	Building Permits	258,270	248,609	285,563	288,602	400,639	38.82%	660,000	60.70%
HIGHWAY USERS REVENUE FUND (201)									
	Rest/Bar Tax (1%)	338,956	363,439	379,775	420,208	414,176	-1.44%	824,783	50.22%
	Highway User Fuel Tax	1,089,000	1,169,875	1,228,581	1,267,305	1,403,053	10.71%	2,535,912	55.33%
POWERHOUSE TOURISM (215)		0	0	0	74,986	87,988	17.34%	186,900	47.08%
WATER FUND (501)		3,621,419	3,535,645	3,626,605	3,668,071	3,693,417	0.69%	6,610,000	55.88%
WATER CAPITAL RENEWAL (510)		416,225	421,909	427,150	433,093	439,211	1.41%	850,000	51.67%
WASTEWATER (521)		4,220,377	4,284,404	4,213,449	4,332,430	4,363,305	0.71%	8,515,228	51.24%
WASTEWATER CAPITAL RENEWAL (530)		0	0	57,645	59,080	61,073	3.37%	120,000	50.89%
SANITATION (541)		1,667,579	1,693,088	1,718,658	1,752,502	1,771,411	1.08%	3,457,050	51.24%



Kingman Fire Department

Fire Chief—Jake Rhoades

The month of December brings 2017 to a close and the department begins to finalize all the data from the year and begins analysis of performance for the year. In the month of December, the Kingman Fire Department received 661 calls for service. Squad 2 handled 97 of these calls and another 104 were sent directly to AMR for response bringing the totals to 447 and 1279 for the year respectively. This is reflective of the increase in service requirements for the city Of Kingman as this totals 862 total calls for the month and well exceeding 8782 calls for the year as a whole. The Kingman Fire Department totaled 7503 total calls for the year which will be broken down within the annual report. However, the department continues to respond to a large majority of EMS calls in 2017 as 6256 of 7503, or 83% of calls were EMS responses. Overall baseline measurements for the month include a dispatch time of 67% while turnout time was at 83% for the month as compared to established benchmarks.

With other combined factors Fire Station 22 remains the busiest in the city but this is an example of the increase in service area and growth that we are confronted as a department. The calls within this district have a 6:28 and 7:08 total response times. However, the necessity for Fire Station 5 becomes more apparent when looking at the eastern side of Fire Station 22 District which will be the responsibility of fire station 25 as total response times in these areas were 9:26 and 14:38 respectively, well over acceptable response times for the community. Total response times is the combination of dispatch time, benchmark of 90 seconds, turnout time, 60 seconds, and travel time, 240 seconds. Given this information and earlier stated information, travel times are the largest factor for these extensive travel times.

Public education and outreach continues to be a primary focus for the department as proactive efforts are just as vital to the departments overall success as those reactive measures necessary for mitigation of emergencies. The month of December allowed for numerous opportunities for department members to volunteer and serve the community in numerous ways including events with the Salvation Army, Route 66 Rotary Club, and the Kingman Food Bank.

Total Calls for Month: 661 YTD: 7,503 AMR Calls : 104 YTD: 1,279 Squad 2 Calls for Month: 97 July 1, 2017 to date: 447

DISTRICT RESPONSES—MONTH			
DISTRICT	MONTH	% FOR MONTH	YEAR-TO-DATE
District 21	59	10.44	1,002
District 22	205	37.82	2,784
District 23	167	33.28	2,290
Districts 24	62	14.22	930
Districts 25	14	3.03	234
Out of District	5	1.21	263
Total Responses	512	100	7,503

TRAINING TYPE—MONTH		
TYPE	MONTH	YEAR-TO-DATE
Administration	190	2,113.50
Career Development	78	3,366.5
Daily Training	1,123.50	14,754.00
EMS Training	149	1,943.70
Fire Training	39	3,967.50
Hazardous Materials Training	-	13.50
Rescue Training	-	54.00
Other	-	-
Total	1,580	26,213.20

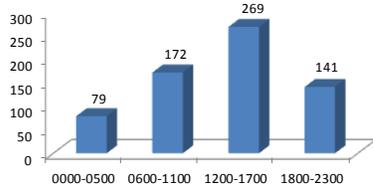
INCIDENT BREAKDOWN		
TYPE	Month	YEAR-TO-DATE
Residential Structure Fire	5	53
Commercial Structure Fire	1	15
Other Structure Fire	-	-
Vehicle Fire	-	36
Brush Fire	5	102
Dumpster Fire	1	19
Other Fires	-	-
Total Fires	12	225
Rescue/EMS Response	512	6,256
False Alarm Response	-	-
Mutual Aid Given	-	-
Hazardous Condition Response	12	83
Other Response/Admin	125	939
Total	661	7,503

INCIDENTS BY FIRE STATION				
Incidents by Fire Station	EMS Incidents	Total Incidents	% for Month	2017 YTD
Station 21	43	62	9.38	187
Station 22	187	217	32.83	318
Station 23	109	150	22.69	313
Station 24	69	103	15.58	231
Other/Admin	104	129	19.52	198

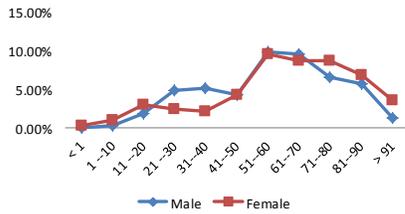
District Responses Month	EMS Incidents	% For Month	EMS Year to Date
District 21	59	11.52	860
District 22	205	40.04	2,384
District 23	167	32.62	1,943
District 24	62	12.11	740
District 25	14	2.73	182
Out of District	5	0.98	147
TOTAL	512	100	6,256

Performance by Shift Current Month	Incidents	Dispatch Time
Shift 1 - Days	251	0:39
Shift 2 - Nights	171	0:47
Shift 3 - Days	401	0:42
Shift 4 - Nights	275	0:46
TOTAL	1,098	0:43

Incidents by Time Block



Patients by Age Group and Gender



Dispatch Performance Current Month	Benchmark	Baseline	Compliance %
9-1-1 Call Answering	0:10	95%	95%
Dispatch Time	1:30	2:28	60%

Dispatch Calls for Service Current Month	2017	2016	Variance YoY	% of Total
Police	3,364	3,336	28	72.50
Fire	250	208	42	5.39
EMS	865	821	44	18.64
AMR Only	161	163	-2	3.47
TOTAL	4,640	4,528	112	100

Total Value	Total Saved	Total Losses	% Saved	% Lost
Structure Fires	9,000.00	1,406.00	86.49	13.51
Vehicle Fires	-	-	-	-
Other	-	-	-	-
TOTAL	9,000.00	1,406.00	86.49	13.51

Performance by Shift	Incidents	Turnout	Travel	Total Response
A-Shift	213	1:16	7:57	8:28
B-Shift	231	1:22	6:49	7:13
C-Shift	217	1:08	7:03	7:36

EMS by Risk	Type	Incidents	Turnout	Travel	Total Response
High	Charlie, Delta, & Echo	277	1:16	6:35	7:08
Moderate	Bravo	99	1:08	8:14	8:45
Low	Alpha & Public Assist	136	1:23	7:10	7:37

FIRE by Risk	Type	Incidents	Turnout	Travel	Total Response
High	Commercial & Residential Structure	6	1:01	4:57	5:45
Moderate	Commercial Vehicle	-	-	-	-
Low	Dumpster, Passenger Vehicle, & Brush	6	1:23	4:19	4:54

Agency	Total Calls 2017	% of Total	Total Calls Current Month	% of Total Calls for Month	Fire	EMS	AMR EMS
Kingman Police	40,949	73.06	3,364	72.50	-	-	-
Kingman Fire	7,503	13.39	661	14.25	149	408	104
No. AZ Consolidated Fire	4,127	7.36	345	7.44	62	226	57
Golden Valley Fire	2,185	3.90	182	3.92	25	157	-
Lake Mohave Ranchos	810	1.45	70	1.51	10	60	-
Pinion Pine Fire	447	0.80	14	0.30	4	10	-
Pine Lake Fire	28	0.05	4	0.09	0	4	-
Total Calls Dispatched	56,049	100	4,640	100	250	865	161

The Building & Life Safety Division experienced a significant increase in the number of permits for the month at 44 with a valuation of \$4,450,202.05 for the month of December which is a decrease for the month of November but still demonstrated an increase from the same time period in 2016 which had a valuation of \$3,512,976.16. Residential plan reviews continue to dominate the month's activities at 32 totals for new and other residential plan reviews compared to only 10 commercial plan reviews, none of which were new. The Building and Life Safety Division also completed 497 building safety inspections which is not only an important aspect of enforcement but contributes to the overall safety of occupants and responders alike. The Division has completed 6162 building and safety inspections for the year to ensure safety of occupants and responders alike. The Building and Life Safety Division also welcomed Terry Vosler as the new Building Official for the city of Kingman and also Dan Dill who serves in the role of Building and Life Safety Inspector which is the first blended job description of Building Inspector and Fire Prevention Specialist.

Commercial – New / Under Review Permit

GW Customs Paint Booth 2727 Beverly Ave

Walleck Ranch Tract 1961-J N Willow Road

Gas N Grub Hay Barn 4549 N Stockton Hill Rd

Dairy Queen 3152 Stock ton Hill Rd

Commercial Permits Ready to Issue:

Frontier Communications Facility 415 E Andy Devine Ave

Canada Mart 210 W Andy Devine Ave

Dunkin Donuts 3535 Stockton Hill Road

Kokopelli TI Surgical Center 2501 Stockton Hill Rd STE109

Commercial Permits Issued/Under Construction:

Circle K 4008 Stockton Hill Road

KIA TI 2610 Andy Devine Ave

Lowry Dentistry TI 1720 Beverly Ave

Mohave Mental Health 3505 Western Ave

UES Sunrise Substation –Sunrise

Home 2 Suites 1121 Sunrise Ave

KRMC MOB Cancer Expansion 1739 Beverly Ave

Wright Veterinary Clinic 2444 Kingman Ave

H & H Development 1816 Dawes

U-HAUL - BLDG #Q 4015 Stockton Hill Road

U-HAUL BLDG #R 4015 Stockton Hill Road

First Assembly of God 1850 Gates Ave

Kokopelli TI 2501 Stockton Hill Road

St Mary Catholic Church 302 Spring Street

West Kingman Pharmacy 3135 Stockton Hill Road

Devault Electric 3830 Bank Street

Commercial Permits Closed-Out:

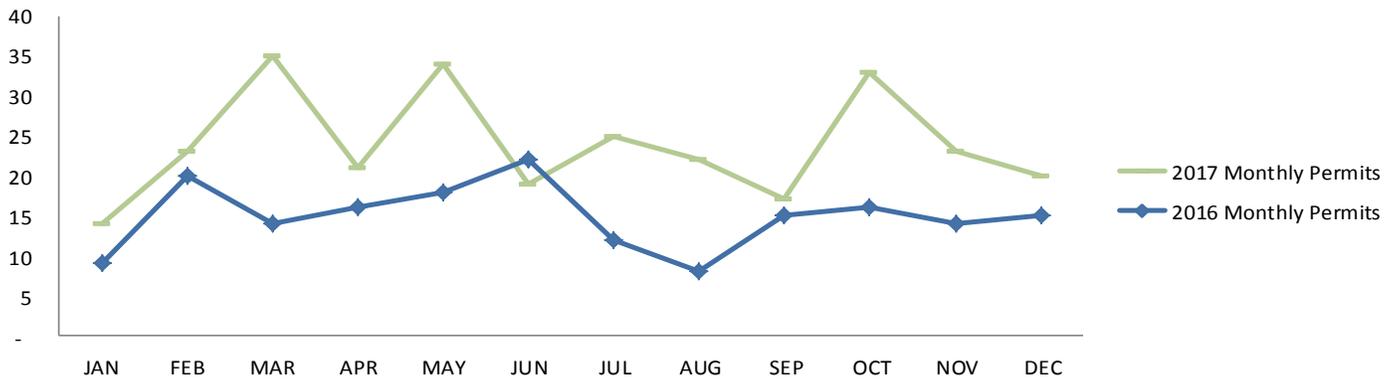
Terros-Len Price 915 Airway Ave

Building and Life Safety Activities	Incidents	2017 YTD
New Commercial Plan Review	0	4
Other Commercial Reviews	10	141
New Residential Plan Review	14	280
Other Residential Plan Reviews	18	240
Sign Review	3	42
Special Event	0	49
Other Reviews	0	187
Building Safety Inspections	497	6,162
Business License Building Inspections	2	5,667
Fire Safety Inspections	32	1,183
Fire Safety Violations	18	1,534
Station Tours	2	3
Child Safety Seat Checks	2	21
Public Education Classes	2	3,752
Public Education Outreach	25	410
TOTAL	625	19,675

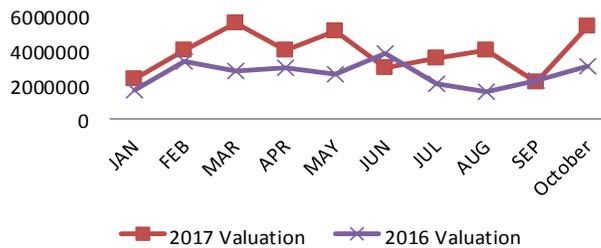
Total Permits Issued by Month	2017 Total Valuation	2016 Total Valuation
January	\$7,844,316.88	\$2,040,857.58
February	\$5,500,638.17	\$4,252,479.75
March	\$5,898,589.33	\$3,442,306.43
April	\$7,519,259.39	\$3,657,402.65
May	\$6,364,423.93	\$3,266,293.31
June	\$3,610,003.74	\$4,603,834.99
July	\$9,402,495.10	\$6,300,357.30
August	\$5,700,948.56	\$2,117,849.41
September	\$2,642,674.39	\$4,557,439.72
October	\$7,406,285.05	\$4,069,911.85
November	\$5,001,122.87	\$4,960,191.79
December	\$4,450,202.05	\$3,512,976.16

Residential Permits Issued	2017 Monthly Permits	2017 Valuation	2016 Monthly Permits	2016 Valuation	Commercial Permits Issued	2017 Monthly Permits	2017 Valuation	2016 Monthly Permits	2016 Valuation
January	14	\$2,404,558.30	9	\$1,721,157.54	January	1	\$4,937,913.03	-	\$0.00
February	23	\$4,004,289.63	20	\$3,433,499.20	February	0	\$0.00	-	\$0.00
March	35	\$5,623,669.37	14	\$2,804,692.37	March	0	\$0.00	-	\$0.00
April	21	\$4,051,906.49	16	\$3,003,223.14	April	0	\$0.00	-	\$0.00
May	34	\$5,134,127.54	18	\$2,690,245.53	May	0	\$0.00	-	\$0.00
June	19	\$3,061,423.49	22	\$3,816,399.81	June	0	\$0.00	1	\$300,000.00
July	25	\$3,575,970.61	12	\$2,060,761.33	July	0	\$0.00	-	\$0.00
August	22	\$4,030,157.68	8	\$1,588,711.44	August	0	\$0.00	-	\$0.00
September	31	2452.928.50	15	\$2,232,490.58	September	0	\$0.00	1	\$319,791.48
October	33	\$5,402,849.07	16	\$3,129,694.90	October	2	\$1,323,448.92	-	\$0.00
November	23	\$3,832,302.89	14	\$2,325,680.10	November	1	\$737,391.09	-	\$0.00
December	20	\$0.00	15	\$2,453,688.26	December	1	\$732821.02	5	\$115020.00

New Single Family Residential Permits



New Single Family Residential Valuation by Month



IT—Joe Clos

December 2017

www.cityofkingman.gov

Visits

12,608

% of Total: 100.00% (12,608)



Unique Visitors

7,938

% of Total: 100.00% (7,938)



Pageviews

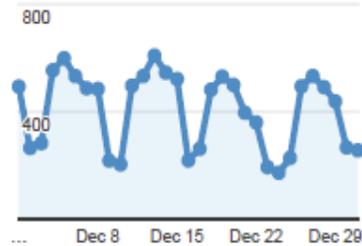
30,159

% of Total: 100.00% (30,159)



Daily Visits

Sessions



Popular Pages

Destination Page	Pageviews	Unique Pageviews
/default.aspx	9,867	7,827
/Departments/PoliceDepartment.aspx	1,666	1,156
/Departments/HumanResources/EmploymentInformation.aspx	1,145	818
/Government/AgendasMinutes/NEW!AgendasandMinutes.aspx	836	655
/Departments/ParksandRecreation.aspx	809	508
/Departments/UtilityBilling/WaterFees.aspx	726	569
/Departments/UtilityBilling/UtilityPaymentOptions.aspx	712	483
/Departments/FireDepartment.aspx	659	390
/Home.aspx	533	358
/Departments/KART/BusStops.aspx	478	277

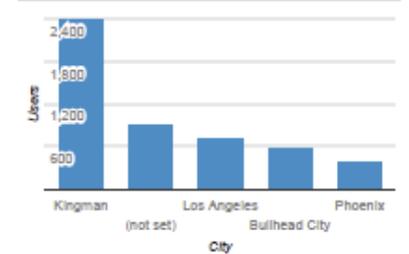
Average Pages per Visit

2.39

Avg for View: 2.39 (0.00%)

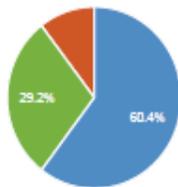


Your biggest traffic comes from



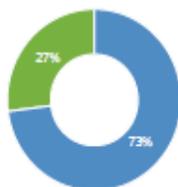
Traffic Source

organic direct referral Other



Type of Visitors

New Visitor Returning Visitor



Visits by Device

Device Category	Sessions	Bounce Rate
desktop	7,439	53.60%
mobile	4,442	57.47%
tablet	727	57.77%

Country/Territory

Country	Sessions
United States	11,770
(not set)	528
India	65
Canada	40
Philippines	31
China	17
South Korea	17
Germany	14
France	12
Czechia	11





Kingman Police Department - Robert J. DeVries



Dates to Remember

- Coffee with Cops, February 1st—location TBD

Calls for service and Officer initiated activity numbered 3,396 in the month of December, marking a 61% increase in comparison to 2016. Written reports are up 1.91% since December 2016 and officer initiated activity is up 5.88% in comparison to the year prior.

December Activity

The department assisted with the Christmas Parade of Lights and the 10th Annual Lighting of the Christmas



Tree on December 2nd. The warm weather helped to draw a very large crowd to the downtown area for both events.

* * * * *

Members of the department participated in a challenge between KPD and KFD to “ring the bell” to support the local Salvation Army on December 15th.



* * * * *

Public Safety members participated in the annual Code 3—Clothe the Kids shopping event on December 16th. Approximately 200 kids were escorted “code 3” to a Walmart shopping experience with staff from local law enforcement, fire and EMS agencies from throughout Kingman.



Members of the department attended the graduation ceremony for 21st WALETA Police

Academy on December 22nd. Twenty recruits representing 8 agencies from across the state successfully completed the 19-week academy. Class #22 begins on January 29th with 28 reservations already in place for the expanded 20-week academy.

December Highlights

****Arrests for Dangerous Drugs and Warrants****

On Sunday, December 10th, at 11:45pm, Kingman Police arrested



Larry Dean Jay, 49 of Kingman, on felony charges of Possession of Dangerous Drugs, Possession of Drug Paraphernalia and a misdemeanor warrant for an un-

related offense. Jay, who was known to have a warrant for his arrest, was contacted in the 3100blk. of Airway Ave. Jay was taken into custody on his warrant and found to be in possession of methamphetamine and the associated drug paraphernalia. Jay was booked into the Mohave County Adult Detention Facility.

On Saturday, December 9th, at 1:05am,



Kingman Police arrested **Devina Rose Cook**, 27 of Kingman, on felony charges of Possession of Dangerous Drugs, Possession of Drug Paraphernalia and a misdemeanor warrant for an un-

related offense. Cook was contacted in the 3300blk of Stockton Hill Rd., walking behind a closed business. Cook was found to have a warrant for her arrest and was taken into custody, at which time she was found to be in possession of methamphetamine and the associated drug paraphernalia. Cook was arrested and booked into the Mohave County Adult Detention Facility.

Staff Update



Three Police Candidates have been given conditional employment offers and are expected to attend WALETA beginning in January.

December Highlights cont'd

**** Numerous Reports of Package Theft ****

On Monday, December 11, the Kingman Police Department took numerous reports of packages being stolen from front doors after they had been delivered. The thefts occurred during the day time hours. Surveillance video from one of the homes shows a white female adult, with bleached blond hair, wearing a blue hoody, with “ABC” logo on the front stealing a parcel. This suspect is reported to have gotten into the front passenger seat of an older model, white in color, Ford F-250 or F-350, 4X4, 4 doors.

Most parcel delivery companies have delivery options available wherein those expecting packages can opt out of door delivery, and choose an approved delivery and pickup location. Many companies have apps that can track, in real time, the location and expected delivery date and time. Other options that could discourage and help solve package theft would include affordable and easily installed video surveillance solutions. Preemptive posting of “video surveillance in progress” and “alarm” could serve as a deterrent. At a minimum, make every effort to not leave packages unattended for an extended period of time. Contact a friend or neighbor to retrieve the package for you. Remove the temptation and increase the likelihood of detection and apprehension.

“If you see something, say something.”

Anyone with information is asked to contact the Kingman Police Department by calling (928) 753-2191; or report anonymously to Mohave Silent Witness by calling (928) 753-1234; or report tips online by going to www.kingmanpolice.com and clicking on “Give a Tip”.

December Highlights cont'd

**** Help Identify Suspect in Arson ****



Kingman Police investigators are requesting the public's assistance to identify this female subject identified in the photo. The female is suspected to have started a fire inside Walmart on Saturday, December 16, 2017. Anyone with information is asked to contact the Kingman Police Department by calling (928) 753-2191 reference; or report anonymously to Mohave Silent Witness by calling (928) 753-1234; or report tips online by going to www.kingmanpolice.com and clicking on "Give a Tip". You can also report through the KPD App, which is available free through the App Store or by scanning this QR code.



**** Felony Theft and Drugs ****

On Tuesday, December 19th, at 6:45pm, Kingman Police arrested **Donald Andrew Williams**, 47 of Kingman, on felony charges of Organized Retail Theft, Possession of Dangerous Drugs, Possession of Drug Paraphernalia, and misdemeanor Criminal Trespass. Williams was identified as the suspect in a fraudulent return of store merchandise at a store in the 3300blk of Stockton Hill Rd. After being confronted by store employees Williams fled on foot. Officers located and apprehended Williams several blocks away, where he was found to be in possession of methamphetamine and the associated drug paraphernalia. Williams, who had been previously trespassed from the store and who admitted to making the fraudulent return, was arrested and booked into the Mohave County Adult Detention Facility.

**** Stolen Vehicle, Drugs, ID Theft ****

On Monday, December 18th, at 4:00am, Kingman Police arrested **Tyler S. Leonard**, 29 of Kingman, on felony charges of Possession of Stolen Property, Possession of Narcotic Drugs and Possession of Drug Paraphernalia; and **Jessica Nichole Roberts**, 31 of Kingman, on felony charges of Theft, Possession of Narcotic Drugs, Possession of Drug Paraphernalia and Identity Theft. Leonard was the driver and Roberts the passenger of a vehicle stopped in the area of Hualapai Mountain Rd. and Rosslyn Dr. after KPD received reports of suspicious activity. During the incident the vehicle, a 2000 Dodge Durango, was found to have been reported stolen out of Phoenix. The license plate was stolen from another vehicle. Heroin and drug paraphernalia was found inside the vehicle. Both appeared to be under the influence of drugs. Roberts attempted to identify herself with another person's identification that had been reported stolen during a burglary in March. Roberts was found to have a felony warrant for her arrest out of Kingman Justice Court on an unrelated matter. Leonard and Roberts were booked into the Mohave County Adult Detention Facility on their charges. The investigation is ongoing regarding the stolen vehicle and stolen identification.

**** Possession of Drug Paraphernalia and Resisting Arrest ****

On Wednesday, December 27th **Harley Vandeman** was contacted as a passenger in a vehicle during a civil trespass call. He provided a false name and date of birth but was correctly identified from multiple prior police contacts. Vandeman was found to have a valid warrant for his arrest and began to resist when being placed in handcuffs. He was found to be in possession of drug paraphernalia and admitted to smoking pills previously. Vandeman was booked into the Mohave County Jail for the above charges.

**** Criminal Trespass ****

On Thursday, December 28th a resident found **Ronald Andrews III** in one of her homes and held him at gunpoint until officers arrived. It was believed that another subject was inside the home. Officers gave commands over the PA speaker receiving no reply. K9 Officer Sevende was released into the residence and no one was found to be inside. Ronald Andrews III was booked for Criminal Trespass in the third degree.

**** Felony Shoplift, Warrant Arrests, and Possession of Drug Paraphernalia ****



On Friday, December 29th **Shaelee Mathews** was observed by Walmart Loss Prevention shoplifting a nail kit. Mathews had 3 previous theft convictions making this a felony. A traffic stop was conducted in the Ross parking lot on the vehicle in which Mathews was a passenger. Mathews, as well as the driver, **David Karr** had outstanding warrants for their arrest. Karr was found to be in possession of two syringes and syringe caps with methamphetamine residue in them. Mathews had burnt foil in her back pocket she advised was used for heroin. She advised the foil was not hers and only had it to keep it out of the hands of children. David advised his charges will get thrown out because he has a prescription for insulin. The caps David had tested positive for methamphetamine. Both were booked into the Mohave County jail for their warrants and above charges.



*Honor
Integrity
Courage*

Statistical Summary – December		
	MONTH	Year-to-Date
Adult Arrests	236	2,670
Juvenile Arrests	22	318
911 Calls	2,306	28,496
Police Incidents	3,396	41,675
Police Cases	449	5,590
Last DR# Pulled	2017-041759	

Municipal Court– Judge Singer

Monthly Financial Report			
Kingman Municipal Court #0841		December 2017	
CITY REVENUE		Criminal Justice Enhancement Fund—47%	6182.140
Abatement Fund	0.00	Child Passenger Restraint	00.00
Address Confidentiality Fund	6.05	DNA Surcharge—3%	791.07
Attorney's Fees	2173.78	Drug Enhancement Acct (Fine)	800.23
Bond Forfeiture	0.00	DUI Abatement Fund—\$250	400.52
Copy Fees	21.39	Extra DUI Assessment	75.00
Court Costs	0.00	Domestic Violence Services Fund—\$50	270.31
Defensive Driving Diversion Fee-Local	1375.00	Fill the Gap—7%	922.17
Fines	9849.38	AZ Highways Fund	0.00
Jail Costs	8505.37	JCEF Surcharge—15%	51.30
Jury Fees	0.00	Medical Services Enhancement Fund	1710.05
Miscellaneous Fees	172.61	2011 Additional Assessment—\$8	761.12
Overpayment Forfeiture	0.00	Probation Surcharge—\$5	0.16
Suspension Fee	574.98	Prison Construction and Operations Fund	4937.81
Warrant Fee	3547.08	Public Safety Equipment Fund	3087.62
Total City Revenue	26225.64	School Zone Assessment	0.00
Local JCEF TPF Acct	408.31	State Highway Fund	0.00
Court Enhancement Fund	1197.86	State Highway Work Zone	0.00
STATE REVENUE		Technical Registration Fund	30.00
Probation Surcharge—\$10	5.08	State's JCEF TPF Acct	717.07
Probation Surcharge—\$20	1933.68	Victim's Rights Enforce Assess Fund	180.10
Address Confidentiality Fund	114.95	FARE Special Collection Fund	2808.12
Arson Detection Reward Fund	.00	FARE Delinquent Fee	777.20
Clean Election Fund—10%	1315.30	Total State Revenue	27871.26

Summary Overview – December 2017

BOND SUMMARY		RESTITUTION SUMMARY		ADULT PROBATION FEE SUMMARY	
Prior Balance	13648.00	Prior Balance	1098.89	Prior Balance	1021.63
Bonds Posted	5486.50	Payments made	1319.96	Payments made	1265.00
Bonds Forfeited	874.49	Checks written	1293.34	Checks written	1021.63
Bonds Refunded	3046.70	Balance in Restitution	1125.51	Balance in Adult Prob Fees	1265.00
Balance in Bonds	15213.31				
REIMBURSEMENT			Cases Terminated	New Cases	Juveniles
Prior Balance	274.30	Civil Traffic	108	164	4
Payments made	29.96	Criminal Traffic	28	46	0
Checks written	29.96	Criminal Misdemeanor	138	141	1
Balance in Reimbursement	274.30	Total	172	351	5
Total Revenue	165132.43	Domestic Violence Cases	12		
Mohave County Jail Costs	29216.98				
LAPAZ County Jail Costs	.00				

Municipal Court Monthly Statistical Report December 2016				
CRIMINAL TRAFFIC				
	D.U.I.	SERIOUS VIOLATIONS	ALL OTHER VIOLATIONS	TOTAL
Pending First of Month	121	22	233	376
Filed	20	4	22	46
Transferred In	0	0	0	0
SUBTOTAL	141	26	255	422
Transferred Out	0	0	0	0
Other Terminations	4	2	22	28
TOTAL TERMINATIONS	4	2	22	28
Pending End of Month	137	24	233	394
TRAFFIC FAILURE TO APPEAR				
Pending First of Month	Filed	Sub Total	Terminations	Pending EOM
123	3	126	4	122
Criminal Traffic/FTA Trials	0	Criminal Traffic/FTA Jury Trials		0
CIVIL TRAFFIC				
Pending First of Month	Filed	Sub Total	Default Judgement	Other Term
291	164	455	20	88
Total Terminations	108	Pending End of Month		347
Civil Traffic Hearings Held in MONTH				5

MISDEMEANOR				
	Misd Non Traffic	Failure to Appear Non-Traffic		TOTAL
Pending First of Month	1404	294		1698
Filed	134	7		141
Transferred In	0	0		0
SUBTOTAL	1538	301		1839
Transferred Out	0	0		0
Other Terminations	102	36		138
TOTAL TERMINATIONS	102	36		138
Pending End of Month	1436	265		1701
Misdemeanor FTA Court Trials				1
Misdemeanor FTA Jury Trials Held				1
Misdemeanor/Criminal Traffic Initial Appearances				44
DOMESTIC VIOLENCE/HARASSMENT PETITIONS				
	Filed	Issued	Denied	TOTAL TERM
Domestic Violence	2	1	0	1
Harassment	4	2	0	2
HEARINGS HELD TO REVOKE/MODIFY ORDER OF PROTECTION/INJUNCTION AGAINST HARASSMENT				
Order of Protection	0	Injunction Against Harassment	0	
SPECIAL PROCEEDINGS/ACTIVITIES				
Juvenile Hearings Held	1	Search Warrants Issued	1	
WARRANTS OUTSTANDING				
Traffic Warrants Outstanding		Criminal Warrants		
D.U.I.	122	MISDEMEANOR TOTAL		1055
Serious Violations	15			
All Other Violations	172			
TRAFFIC TOTAL	309			

Parks and Recreation—Mike Meersman

Recreation Division

While the Winter season is sometimes a slower time of year, our department remained busy with holiday programs and sports activities planning. With the holidays behind us, we are now prepared to launch into the Winter/Spring session, starting with the release of the new activity guide brochure which is now available online and is being distributed this week.

Fitness & Dance: Our Zumba, Body Shaping and Aerobic workout programs have continued to acquire more interest and participants are pleased with the programs. Youth Dance programs are filling up quickly and we anticipate another strong registration period for the 7 varieties of dance being offered.

Child Supervision Programs: There are currently no active Child Supervision programs taking place but staff will be working on the Spring Break camp in the next couple of months.

Trip & Tours: Trips schedules for the next session include the Apache Trail/Renaissance Adventure, the Le Reve Dream Show and Clark County Museum tour and the London Bridge Jet Boat Tour experience! For more information and details about any trips please look at our Winter brochure or to make recommendations, please contact Beth Matthews at 692-3109.

Sports: The Youth and Adult Basketball programs are now underway. We have seen doubt-digit growth in the youth program, prompting the need for additional staff and volunteer coaches to accommodate the registration. Due to the increase in participation, we were able to offer separate boys and girls teams. The adult program has seen steady increases in players and our returning staff are doing a great job in helping to train our new additions. We anticipate stronger-than-expected earnings in both programs due to lower-than-projected equipment replacement costs this season. The Youth Baseball clinics and camps have now started accepting registration. We hope for another great session of 4th-8th grade kids to have their skills sharpened before the start of traditional baseball season this Spring. For more sports information on becoming a volunteer in our Youth Leagues as a coach or becoming a paid referee, contact Sports Coordinator, Ryan Fruhwirth at 692-3113.

Special Events: The Recreation Department completed both the Santa Calling and the Letters to Santa Programs. Hundred of children were thrilled to received a personalized call or letter from our wonderful crew of staff and volunteers. A special thanks goes out from our department to all of our dedicated, hard working volunteers who give their time to these terrific programs every year. Staff also successfully coordinated the Breakfast with Santa program at Golden Corral. Children were able to visit and take photos with Santa and Mrs. Claus. The department also hosted the annual Polar Bear Dip at Centennial Pool. The beautiful weather made for a very enjoyable day for the dozens of people in attendance.

Aquatics: Both City pools are closed and general maintenance will take place until we open in May.

Miscellaneous: It is a tradition for this department to begin the long term planning during this time of year. Plans are being made for activities as far away as Fall 2018. The department is continuing to look for new and innovative ideas for upcoming classes or programs. If you have any suggestions or know of anyone with a talent that they can share, please encourage them to contact Yvonne at 692-3111 and apply for the Recreation Instructor Position. Our hope is to have new classes develop in the new year. The department is seeking individuals with talents in cooking, dance, craft projects, etc.

Events Headed Your Way	
Brochure release	Jan 6th
Youth Basketball	Jan 6- Mar 3
Adult Basketball	Jan 9- Mar 8
Youth Baseball Camp	Jan 16- Feb 1
Indoor Family Bingo Night	Feb 2

Park Maintenance Division

PARKS MAKE LIFE BETTER

The Parks maintenance Division completed 14 maintenance repair orders in the mechanics shop, 12 in in the parks system and 8 in pools and recreation. The Parks Department has utilized 488 hours of inmate labor. We have experienced one incident of vandalism in the parks system. To report any maintenance related issues or if you have any questions please contact Park Superintendent Guy Reynolds 757-1705.



Parks Maintenance: We have added some more material bins in the Southside Maintenance Yard. The Parks staff used donated power poles for the materials needed to build the separation dividers. This will help keep the materials separate from contamination and help keep the yard clean and organized.

Centennial Park Soccer field lighting project: The control panel concrete slabs have been poured for the North field. We are working to complete the second pour this week, however it requires a larger site as it will also include a power transformer. We have requested to meet with the project team and review any concerns or changes to the location.

Road Side Maintenance: We will start the normal rotation for the maintenance on the road side landscape areas. The Parks staff will begin at the Powerhouse and work their way up El Trovatore Hill and continue on to the public works building. We will start to work our way back from Castle Rock to Air Way and then on to the Route 93 landscape areas.



We continue to apply herbicide in the Mohave Wash landscape areas and will stay on task until complete. We will also follow up with a light weeding and clean up to complete the rotation cycle.

The Christmas decorations have been scheduled for removal starting on the Christmas tree by the complex as well as at Locomotive Park. The decorations are removed and put back in to the storage bins and returned to the maintenance yard. We have two separate crews working on the removal and it will be complete by the weeks end.

Gopher Reduction Program: We have moved back to Centennial park with the GopherX gas program. We continue to treat the new mounds every day and have a good documentation system with geographical mapping for our records.

We will move to Fire Fighters Park after a full treatment is complete in Centennial.

Canyon Shadows Park: We have started a complete site clean up and trimming for Canyon Shadows park, when we have completed the maintenance we will start to repaint the Ramadas in preparation for the new season.

Cerbat Cliffs Golf Course Division

The Golf Course Crew has begun the annual winter edging of all cart paths and curbing. These tasks are being addressed on a daily basis while frost is present.

The reshaping of bunkers and edging is underway. Bringing each bunker back to the original shape and the addition of more sand will improve playability from these hazards. The inmate crew continues to be of significant help on these projects.

The leveling and expansion of the silver tee box on #10 is underway. We are using soil that has been screened and mixed with compost and sand on hand. This process includes the removal of sod, addition of soil / sand / compost mix and leveling, then the installment of the sod and seeding of new expanded area.

Due to weather conditions, the nightly irrigation has been reduced substantially.

Since the last report the Golf Course has utilized 472 hours of inmate labor.

For any information about Cerbat Cliffs Golf Course or to make a Tee time call 928-753-6593 or visit the website at www.cerbatcliffsgolf.com. Thank you.

Cerbat Cliffs Golf Course Month-Activity December 2017	
Number Nine-Hole Rounds	\$608.00
Number 18-Hole Rounds	\$959.00
Number Golf Lessons	18
Greens Fee Revenue Total	\$23,655.00
Annual Passes	\$7,297.00
Daily Green Fees	\$16,358.00
Motor Cart Revenue Total	\$14,285.00
Private Cart Trail Fees	\$1,675.00
Daily Cart Rental	\$12,610.00
Driving Range Revenue	\$1,174.35
Total Hours Ranger Activities	68
Total Hours Beverage Cart on Course	12
Number of Tournaments	0
Total Tournament Participation	0

Public Works—Rob Owen

Building Maintenance — December 2017

Square feet of buildings maintained	144,705
Square feet of buildings cleaned	85,547 by City, 6,000 cleaned by agreement with occupant , and 20,000 cleaned by contractor.
City Safety Committee recommended repairs, additions and changes	0
Building Maintenance repairs made /19. Building Maintenance Technician Stan Mills completed Phase IV of the remodel of KPD.	Public Works (-)including office supply deliveries, City Complex (), Engineering (), KFD (), Powerhouse (), 911 Center/City Attorney (), KPD (), and Court ().
Graffiti removed—3	Graffiti was removed/cleaned from three sites in December.

Fleet Maintenance — December 2017

11,123.8 gallons of unleaded gas	Cost of \$22,963.97
11,297.20 gallons of diesel fuel	Cost of \$23,628.68
Vehicle preventive maintenance	Vehicles 23
Mechanic and welder vehicle repairs	Repairs 302

Sanitation — December 2017

320 trips to the landfill—Delivery of 3,303,820 pounds of trash	Cost of \$58,642.81
New 90-gallon residential containers	27
Old, damaged, missing or found containers repaired or replaced	38
Steel containers delivered for customer clean-up	1
1) Extra steel containers emptied and 2) Containers retrieved	1) 24 and 2) 4
1) Regular extra trash hauls 2) Abatement orders 3) \$3 Special Trash Haul	1)107 2)11 3)0
Recycling—tons / Annual total— tons	85.98/1,107.69

Streets — December 2017

Square yards of asphalt	4.3 Million
Miles of unpaved roads	19.5
Street lights	900
Traffic signals	24

Available Manpower:

- Superintendent
- (1) Crew Leader
- (1) Operator A (Signing and Striping Technician)
- (5) Operator A (General Maintenance Crew)
- (3) Operator B (General Maintenance Crew)
- (1) City Electrician II (Signals Technician)

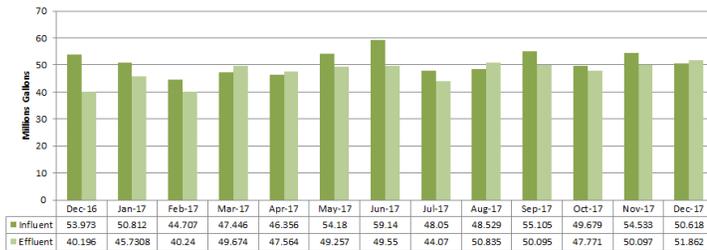
Street Department Activities:

- The month of October work consisted of grading, sweeping, asphalt patching, pavement markings and weed abatement. Normal maintenance will continue throughout the winter.
- Vacant operator positions were filled at the beginning of December. Training for these positions is underway.

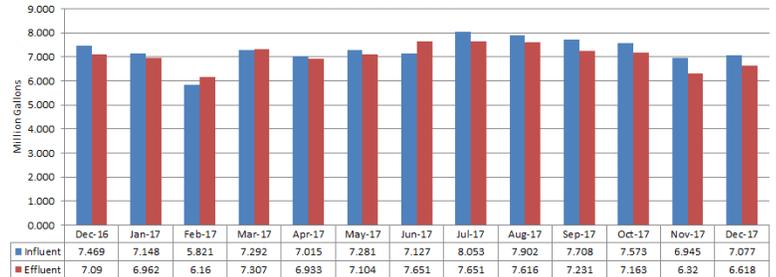
Projects:

- **Andy Devine Paving:** A mill and fill project was complete on Andy Devine from 5th Street to Stockton Hill Road was completed. This project consisted of milling and replacing 3 inches of asphalt. There are still miscellaneous items left for completion including raising manholes and the installation of 2 catch basins. This work is expected to be completed in January.
- **Millings:** The City was granted 20,000 yards of asphalt millings from ADOT. This material was stored on ADOT’s property and was subject for revocation. The Streets Division hauled 13,000 yard to the City public work yard. This ensures the asset would not be lost. 4 days were spent hauling the millings which totaled \$130,000 worth of materials if purchased. This material will be used for general maintenance and also to start plating City maintained dirt roads to reduce maintenance.

Hilltop WWTP



Downtown WWTP



Wastewater - December 2017

Wastewater Treatment—Personnel 7/ Vacant 5

Staff at Hilltop Facility:

- Treated approximately 50.618 million gallons of influent on intake and discharged approximately 51.862 million gallons of “B+” effluent
- Composted approximately 200 cubic yards of bio-solids in preparation for land application
- Completed all oil changes and general monthly, quarterly, & yearly maintenance on associated equipment .
- Completed all monthly NPDES and APP sample collection and submitted all monthly, & quarterly compliance reports to ADEQ
- Wastewater Staff completed sample analysis for Hilltop Local Limits Addendum & Wastewater Classification Study.
- Wastewater Staff is continuing to exercise & collect analytical data specific to Tertiary Treatment, blending approximately 150K gal of A+ effluent with our B+ discharge.
- Staff responded to a number of emergency call-outs.
- ADEQ Staff completed AZPDES & Exempt Methods inspection on December 21st, 2017.

Staff at Downtown Facility:

- Treated approximately 7.0771 million gallons of influent on intake and discharged approximately 6.618 million gallons of “A+” effluent
- Completed all monthly NPDES and APP sample collection and submitted all monthly & quarterly reports to ADEQ
- Dewatered approximately 60 cubic yards of sludge and prepared for transport to Hilltop Facility;
- Completed cleaning, general maintenance and troubleshooting to U.V. reactor #2;
- Completed all yearly, quarterly, & monthly maintenance related work orders.

WASTEWATER – DECEMBER/2017 (cont'd)**Wastewater Collections**—Personnel 2, 1 Vacant/1 Unfunded

Wastewater Collection crews:

- Completed CCTV inspections of 6, & 8-inch wastewater conveyance lines—An estimated 5,000 linear feet—identifying areas requiring hydro jet cleaning, mechanical root removal, potential repair, areas of inflow and infiltration or any other general maintenance associated with corresponding infrastructure
- Completed new line inspections for public works inspection
- Responded to and assisted with multiple calls for service—none of which were caused by deficiencies to City infrastructure
- Wastewater staff completed hydro-jet cleaning of 6, 8, & 10 inch wastewater conveyance lines totaling approximately 14,580 linear feet
- Continued CCTV training and integration;
- Responded to & assisted multiple customers with lateral locates, etc.
- Assisted Wastewater Treatment Staff at both facilities due to employee shortages.

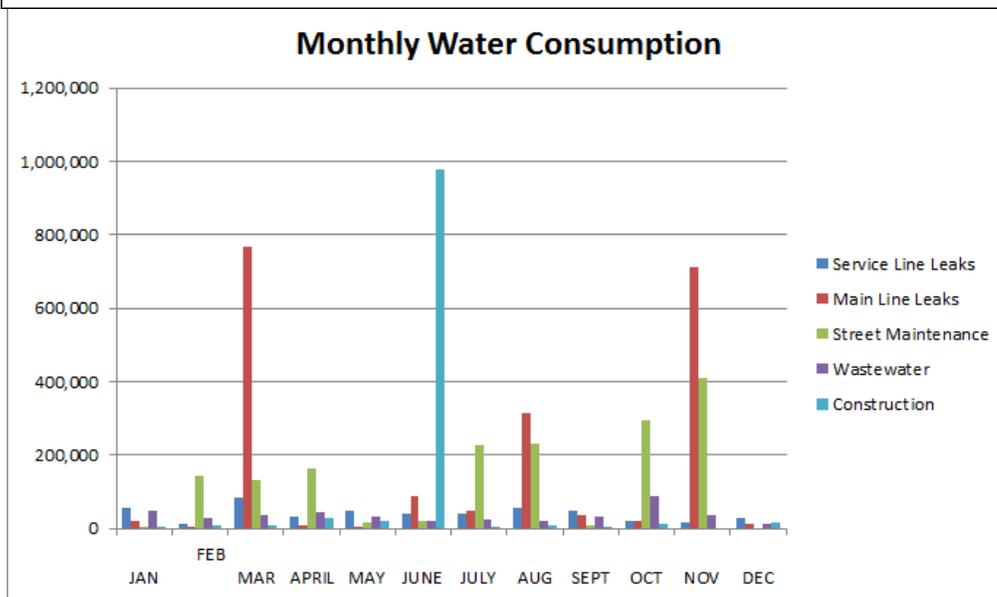
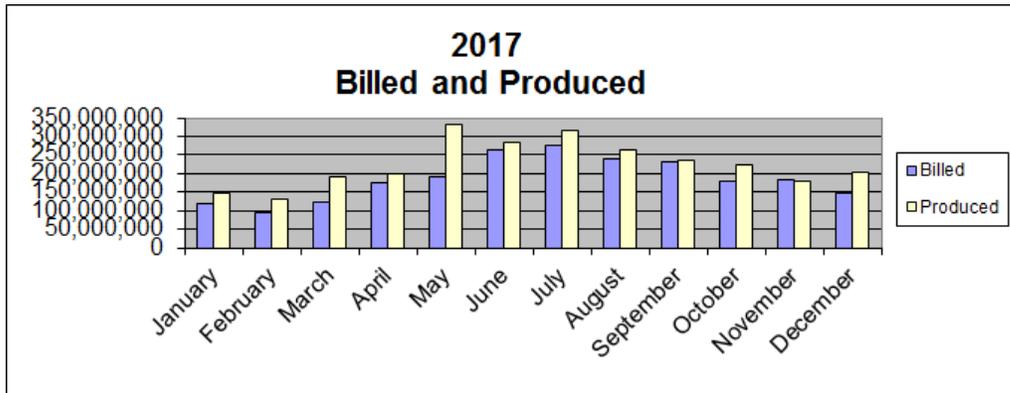
Wastewater Pre-Treatment—Personnel 1/2, 1 vacant/unfunded

- Maintain pre-treatment compliance by evaluating potential SIU/CIU's;
- Staff completed Pre-Treatment inspection reports;
- Follow-up on complaints & potential discharge violations;
- Completing compliance reporting to ADEQ and EPA;
- Staff continues sample collection for the Downtown Local Limits Study, Wastewater Classification Study and the Hilltop Addendum.

WATER—DECEMBER/2017			
Work Orders processed	1,082	Raise Meter box	0
New customer service meters installed	27	Leaky valves	6
Customer assistance calls	32	Out of order meters repaired	59
Meters read	20,970	City of Kingman Water Usage in gallons	17,021,948
Meter readings rechecked	173	Service line leaks in gallons	29,700
Turned off services due to delinquent bills	17	Main line leaks in gallons	12,500
Meters locked due to non-payment	13	Asphalt replaced in square feet	0
Meters locked as being used at locations no customer signed for service	10	Blue Stake locate requests	183
Customer requests for pressure checks	2	PW, Fire, Eng. Usage	74,100
Raise Meters	0		

Water Billed & Produced:

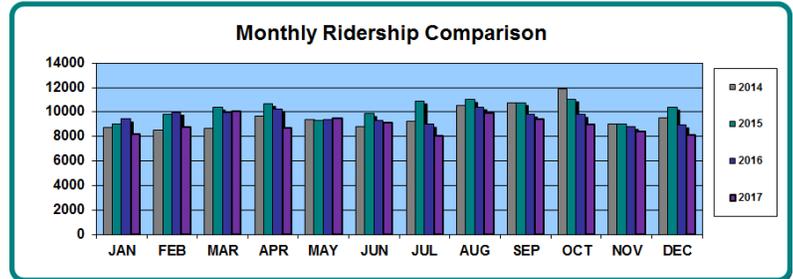
- 203,279,600 gallons of water produced in December
- 147,722,810 gallons of water (72.67%) billed





Kingman Area Regional Transit

KART – December 2017	
MONTH REVENUE	<ul style="list-style-type: none"> Fare Box Revenue—\$5,567.88 Coupon/Pass Revenue—\$5,527.00 Total Monthly Revenue—\$11,094.88
MONTH RIDERSHIP	<ul style="list-style-type: none"> Service hours—1,180 Service miles—15,575 Total passenger trips—8,141 Curb-to-Curb trips—182 (3% of total)



Projects – December 2017

<p>HIGHWAY SAFETY IMPROVEMENT PROGRAM—(HSIP)</p> <ul style="list-style-type: none"> SIGN INVENTORY SYSTEM PROJECT— Installation of the 300 Stop signs has started. ADOT will inspect these signs as they are installed. Another draft of the solicitation for procurement of the data collection will be sent to City staff for review in the near future. 	<p>Injection Well Design Concept Report (DCR)-</p> <p>Staff has received a draft of the DCR for the design of a potential injection well from Hazen and Sawyer. The current draft has been reviewed and comments sent. Another payment has been processed, more comments were addressed. The final draft is expected to be completed shortly.</p>
<p>Stockton Hill Road Safety Corridor-</p> <p>Staff submitted an application for proposed safety improvements on Stockton Hill Road. Staff has been informed that his project to improve safety on Stockton Hill Road between Detroit and Airway has been granted eligibility by this state transportation board. Award information will be forthcoming.</p>	<p>Waterline Replacement projects -</p> <p>Staff has submitted a preliminary scope of work to Hazen and Sawyer for a proposal to replace several waterlines that were identified in the Water Master plan Update. There were 5 projects in the scope that staff is looking to complete.</p> <p>Staff has reviewed the proposal and returned with comments and corrections to be addressed. Reviews are complete and staff is preparing contract documents to proceed with the design of this project. This contract will go to council in January for approval.</p>
<p>City Well 10 -</p> <p>Staff has submitted a preliminary scope of work to Hazen and Sawyer to complete the well site # 10 as identified in the Water master plan update. This will include new pumps, motors, piping, all electrical, protective structure, and fencing. Staff has reviewed the proposal and returned with comments and corrections to be addressed. Reviews are complete and staff is preparing contract documents to proceed with the design of this project. This contract will go to council in January for approval.</p>	<p>Maintank 1 Rehabilitation project -</p> <p>Maintank 1 has been identified to be in need of rehabilitation. This will include removal of existing coating, inspection to identify condition of existing floor, new coating, ladder protection equipment, new shell manhole, cathodic protection, and new water level indicator with new gauge board, floats, and cables. A preliminary scope of work for this project has been sent to Hazen and Sawyer for a proposal for the design plans. Staff has reviewed the proposal and returned with comments and corrections to be addressed. This project is still in review process. Contract documents will be prepared as soon as negotiations are complete. This should go to council for approval in January.</p>
<p>Downtown Sewer Outfall Main-</p> <p>This project is just starting. Staff is beginning to prepare RFQ documents for the project. The project will consist of taking the current above ground line and putting it underground. The exact scope of this project will be determined as consultant is obtained.</p>	<p>Water Loss Audit-</p> <p>Staff is engaged in a water loss audit through the WIFA program. Initial required data has been gathered and staff will attend a workshop January 23-24 to evaluate the data and obtain results from the audit.</p>

Economic Development & Tourism Department, Tourism Division —Josh Noble

December 2017 Advertising & Marketing

Arizona Office of Tourism Marketing Cooperative

- Madden Media Search Engine Marketing Oct 2017— June 2018, 2,500+ clicks/month
- Quantcast pre-roll video compiled, submitted. Campaign runs Nov 2017— April 2018 (Hulu, New York Times, ABC, CNN, ESPN,...)
- TravelHost Arizona winter issue (Dec-Feb), circulation of 50,000 in valley hotels, 1/2 pg advert plus 1/2 pg advertorial

Other

- Arizona Drive Guide, Winter issue (Dec-Feb), circulation of 124,000 in car rental locations; 1/2 pg with bonus cover.
- 2018 Grand Canyon Trip Planner, fulfillment piece for National Park Trips Media Grand Canyon information requests (approx. 10,000/year), Full page advert.
- 24,000 Route 66 Museum guides (4,000 in each language): CN, DE, DU, FR, JP, SP) coop with the Museum.

Leads Fulfilled by lead sources

- GoKingman.com information requests: 115 (102 additional unique packet downloads)
- GoArizona.com leads: 331
- Grand Circle Association leads: 52

December 2017 Media Assistance & Updates

- Dec 3: JR Garage hosts (YouTube channel with 725,000 subscribers) hosted at the Arizona Route 66 Museum while traveling between Las Vegas and Phoenix.

December 2017 Projects & Activities

- December: Trial Mysteries on the Mother Road Scavenger Hunt launched
- December: Compile new content for the 2018 Visitor Guide.

December Monthly & FYDT Counts

Tourism Dept Statistics	Dec-17	Dec-16	FYΔ	Dec-15	2FYΔ	FYTD	FY/FYΔ	FY/2FYΔ
Visitor Center Walk-ins:	6,221	5,732	8.5%	5,148	20.8%	63,094	4.2%	14.9%
Bus & Group Visits:	23	15	53.3%	34	-32.4%	325	8.3%	16.5%
Gift Shop Sales:	\$11,125	\$7,979	39.4%	\$6,131	81.5%	78,960	24.1%	88.8%
Visitor Packets Mailed:†	561	645	-13.0%	519	8.1%	12,059	24.7%	52.8%
Website Visitor Sessions:	12,048	15,693	-23.2%	13,779	-12.6%	95,637	-19.4%	1.7%
Hotel Occupancy: (Nov)*	60.4%	61.5%	-1.8%	60.1%	0.5%	69.4%	1.0%	-0.4%
RevPAR: (Nov)*	\$43.55	\$42.27	3.0%	\$40.43	7.7%	\$52.92	5.9%	10.4%
Guest Book US:	203	195	4.1%	245	-17.1%	Top States:		Top Countries:
US Party Size:	2.2	2.3	-4.3%	2.4	-8.3%	1. CA (102)	1. Canada	
GB International:	72	112	-35.7%	130	-44.6%	2. AZ	2. Germany	
International Party Size:	2.8	2.8	0.0%	2.8	0.0%	3. NV	3. Australia	

† Visitor Packet totals are for the calendar year. Due to unprecedented demand, requests received starting November 10 are being held until the shipment of 2018 brochures is received. NOTE: no visitor packets are being mailed out until the 2018 guides arrive as we are out of inventory. The number above reflects the requests and lead requests that have been received in December.

* Occupancy & RevPAR figures are provided by STR, Inc. and are reported by calendar year

◇ delinquencies collections negatively skewing room tax collections

- Call-ins: 2
- No packets returned undeliverable (leads received after Nov 10 will receive 2018 brochures in January due to low supplies)

Q4 (Oct-Dec) Reported Activities

	Grand Canyon	Las Vegas	Museums	Route 66	Other	reporting	Ave Party Size	US Party Size	Intern'l Party Size
2017	26%	20%	12%	32%	11%	81%	2.4	2.3	2.5
2016	27%	21%	10%	31%	11%	80%	2.5	2.4	2.6
2015	27%	20%	10%	30%	12%	80%	2.4	2.3	2.4

Annually Reported Activities

	Grand Canyon	Las Vegas	Museums	Route 66	Other	reporting	Ave Party Size	US Party Size	Intern'l Party Size
2017	25%	19%	12%	31%	12%	80%	2.5	2.4	2.7
2016	27%	20%	11%	31%	12%	80%	2.5	2.4	2.8
2015	26%	19%	11%	31%	13%	79%	2.5	2.4	2.6

Google Analytics December 2017
(December 2016 comparison in orange)

