



City Manager Report

December 2018

CITY MANAGER REPORT

CITY OF KINGMAN - December 2018

The information included in this issue reflects November 2018 submissions. Finance and Municipal Court data reported is for the time period detailed on their individual reports.



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CITY MANAGER REPORT
CITY OF KINGMAN -NOVEMBER 2018
PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT

ECONOMIC DEVELOPMENT

Steve Johnston and Bennett Bratley continue to conduct on site business visits within the Industrial Park. Video and picture footage for Aviation Business were taken, and will be used in Marketing and website.

127 Acres made ready and for sale sign completed and installed

Working with our Public Works Department and Mohave County to get additional roads at the Airport and Industrial Park into the County Road Maintenance System

Sent property information to a prospective client looking for manufacturing acreage

Working on the ED website/ coordinating with GIS/ taking pictures of businesses and interviewing tenants which can be utilized on the website

Staff met with the City Manager to discuss economic development strategies for the airport business park areas. Discussions involved targeting industries and activities that would be a good fit for our available land as well as outreach and marketing strategies

Participated in conference call with interested developer and explained Opportunity Zones and how they work, and how they may be able to take advantage of them

Compiled a list of properties owned by the City at the Industrial Park, which consists of 19 properties. 7 properties are less than 2 acres, 4 properties between 5-10 acres and 4 properties between 10-20 acres. 4 properties are larger than 20 acres. Total acreage is 258.91.

Received second application to purchase property at Airport and Industrial Park

The Industrial Park is currently averaging around 115 rail cars monthly between 12 companies. 14% of Park tenants take advantage of rail on a regular basis.

Additional Training Attended by Staff November 2018

11/7	Planning staff and members of the Planning and Zoning Commission attended the Arizona Planning Conference in Flagstaff, Arizona November 7-9
11/15	Gary Kellogg & Bennett Bratley attended the Economic Outlook Conference in Flagstaff with Unisource

Tasks completed by Planning & Economic Development Staff in November

4	Commercial Building Permit Plan Reviews
20	Residential Building Permit Reviewed and approved
19	Business Licenses Reviewed & Approved
1	Special Event Permits Reviewed & Approved
4	Sign Permits
4	Commercial Building Site Inspection visits
2	Zoning Violation Reports responded to
14	Submissions from City website responded to
RZ18-0005	Request to rezone from R-1-10 to R-1-6 in Slaughterhouse Canyon
RZ18-0006	Request to rezone from R-R to C-2 to allow development of a commercial office bld
GP18-0001	Request to change land use designation at 3655 Western Avenue
CUP18-0003	Council approved request to allow recreational vehicles in a mobile home park
CUP18-0004	Council denied the request to expand mini-storage units on Hualapai Mt. Road.
Z018-0011	City initiated request to increase allowable size of detached accessory structures
Z018-0012	City initiated request to allow secondary dwellings in certain zoning districts
PP18-0002	Parcel Plat Review- Minor lot split approved
PP18-0003	Parcel Plat Review—Minor lot split, Council approved

Additional Activities Completed by PED Staff in November

Meeting on Subdivision Improvement

Proposed DES Office Building pre-application meeting

Pre-application meeting for ARC Center Project

Meeting with SunBelt properties

Staff attended the Traffic Safety Committee

Staff participated in the compensation meeting

Staff facilitated four meetings for City Commissions this month

Activity at the Airport and Industrial Park



Airport General Manager Steve Johnston met with Paul Gains, owner of Alpha-Zula Composites LLC which is located at the Industrial Park



Precision Steel workers at Industrial Park



More activity at the Industrial Park.



Property for sale or lease at our Industrial Park!

The Planning & Economic Development Department facilitated four meetings in November

AIRPORT ADVISORY COMMISSION NOVEMBER 12

Reports were presented by Steve Johnston, General Manager for the Airport and Bennett Bratley, Economic Development Manager, for the Industrial Park.

Discussion on Remote Control Aircraft Operation Site

Updates and initial recommendations regarding Avigation Easements for the Kingman Airport

Subcommittee report on Airport Rates and Charges and Lease Policies

Status report on Airport and Industrial Park

Discussion and possible research into Airport Lease Terms and Conditions

PLANNING & ZONING COMMISSION MEETING NOVEMBER 13

RZ18-0005: A request to rezone 11.18 acres west of Slaughterhouse Canyon from R-1-10 to R-1-6

Z018-0011: A City-initiated request to consider making less restrictive requirements on detached accessory structures in all residential zoning districts.

Z018-0012: A City-initiated request to consider allowing secondary dwellings in certain residential districts.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION NOVEMBER 27

Reports were heard from Gary Kellogg, the Economic Development Director, Josh Noble, Deputy Director of Tourism, and Bennett Bratley Economic Development Manager

The Funding Request Policy was presented and reviewed by Gary Kellogg

Discussion on Electric Signage at Airport and Industrial Park

Discussion on Integration of I-11 Bypass

Discussion on Lease Agreement for Route 66 Association Giftshop

HISTORIC PRESERVATION COMMISSION NOVEMBER 27

Vacant Window Improvements: Historic photo's have been installed in vacant windows downtown, as part of the Downtown Improvement Program

Calendar Project: Plans are underway to create a local calendar using photographs from the Museum archives.

Historic Property Inventory: Due to the way residential remodeling permits were being processed, this project is extensive and quite involved. Members of HPC are working with Mohave County to update the inventory and improve the record procedure.

**CITY OF KINGMAN
ENGINEERING DEPARTMENT
MONTHLY REPORT FOR
NOVEMBER 2018**

WATER AND SEWER ACTIVITIES

The Engineering staff responded to **151** 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.

ENG16-0035 An Approval of Construction was issued for approximately 835 l.f. of 8" C-900 Water line extension with (8) fire Hydrants, (31) double water services and (9) single water services for Vista Bella Ranchitas Tract 6029 Subdivision.

ENG16-0035 A Discharge Authorization was issued for approximately 3,390 l.f. of 8" PVC SDR35 sewer line extension with (13) 4' diameter sewer manholes and (71) sewer services for Vista Bella Ranchitas Tract 6029 Subdivision

ENG17-0021 An Approval of Construction was issued for approximately 577 l.f. of 8-inch C-900 water line extension with 1,307 l.f. of 6" C-900 water line extension with (3) Fire hydrants in Easy Street from Gordon Drive to Estates Drive within the boundaries of Shangri-La Estates, Tract 6046-A Subdivision.

ENG17-0021 A Discharge Authorization was issued for approximately 1,519 l.f. of 8-inch PVC SDR35 sewer line extension with (4) 4' manholes (1) sewer cleanout and (28) sewer service taps in Easy Street from Gordon Drive to Estates Drive within the boundaries of Shangri-La Estates, Tract 6046-A Subdivision

RIGHT OF WAY ACTIVITIES-2018

24	Permits to work in Public Right-of-Way
11	Sewer Connection Permits Inside City Limits (3 due to Failed septic)
8	Sewer Connection Permits Outside City Limits (0 due to Failed septic)
0	Sewer Taps
9	Utility Permits for water meters in the County
11	Utility Permits for water meters in the City
8	Sewer Availability Letters

TRAINING-2018	
	Munis Self Service Payroll Training for all employees

MEETINGS	
Nov. 7	ENG14-108 Stockton Hill Waterline replacement progress meeting
Nov. 7	Drainage issues discussion meeting
Nov. 8	Staff Meeting
Nov. 15	BLD18-602 Dairy Queen water relocation discussion
Nov. 20	03-W-0009 Pre-construction meeting Metcalf Road Waterline Replacement

CAPITAL EXPENDITURES-2018		
CONTRACTOR	PROJECT	AMOUNT
Gust Rosenfeld	ENG16-0031	\$4,471.41
Haydon Building Corp.	ENG14-108	\$537,922.33
JE Fuller	ENG17-0038	\$2,540.00
Mohave Superior Court	ENG16-0031	\$5,000.00
Sunrise Engineering	ENG17-0038	\$337.50
Sunrise Engineering	ENG18-0039	\$505.00
Sunrise Engineering	ENG17-0027	\$16,585.00
Sunrise Engineering	ENG14-108	\$1,603.00
TR Orr	ENG17-0008	\$50,342.03
Capital Expenditures processed during the month of November		\$619,306.27

CITY MANAGER'S REPORT

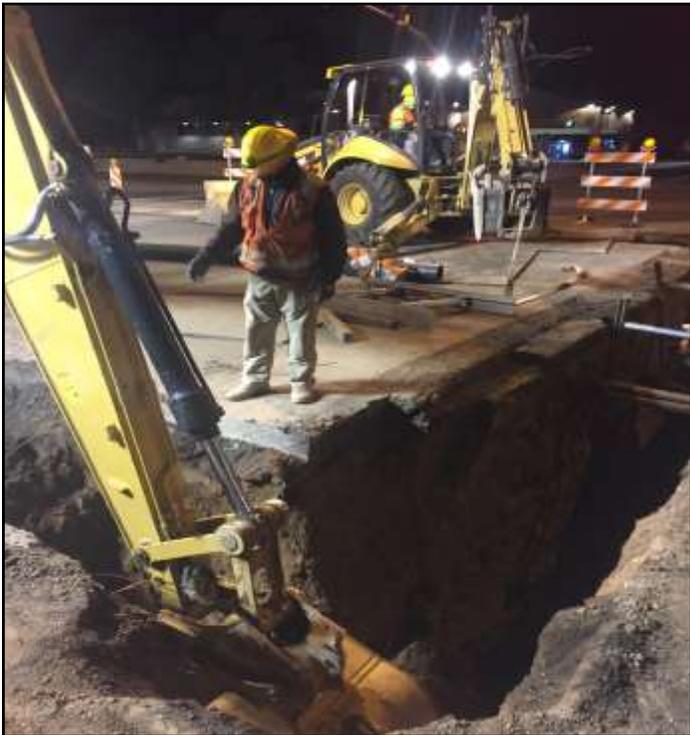
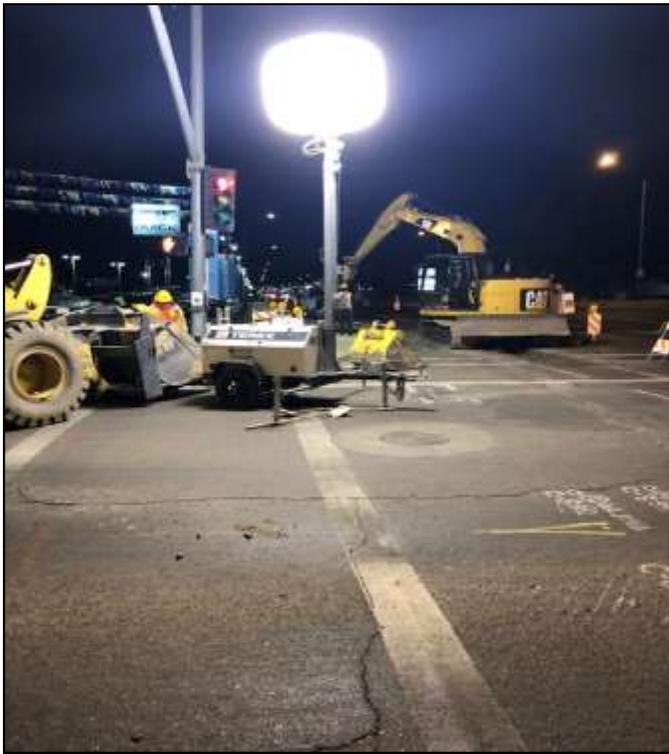
DESIGN ACTIVITIES-2018			
PROJECT	PURPOSE	CONSULTANT	STATUS
ENG16-0025	This project includes the design of Kingman Crossing Boulevard between Southern Avenue and Interstate 40.	AECOM Technical Services for the preparation of project plans and specifications	Project is expected to be complete by Spring 2019
ENG17-0035	This project is for Program manager services for the I-11 East Kingman Connection project.	Matrix Design Group	The project is proceeding with right of way acquisition and ADOT coordination.
ENG17-0027	This project includes the design of water transmission mains to the main tank site.	Sunrise Engineering	The project is approximately 60% designed.
CONSTRUCTION ACTIVITIES UPDATE-2018			
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.	
ENG14-0108	This project includes the design of water lines in Stockton Hill Road between Airway Avenue and Gordon Drive	Council approved the construction contract on September 18, 2018. Construction began on October 8 and is expected to last until April 2019.	
ENG18-0039	This project includes the removal and replacement of asphalt pavement in Stockton Hill Road between Airway Avenue and Gordon Drive	Council approved the construction contract on September 18, 2018. Construction is tentatively planned to later this year after installation of the new water mains.	
ENG17-0008	This project includes the installation of ADA compliant of concrete sidewalks in Andy Devine Avenue between Hall Street and Fifth Street.	A contract has been awarded to TR Orr, Inc. Construction began on October 2 and is expected to last until February 2019.	
ENG15-0048 & ENG16-0031	This project will widen and improve Eastern Street between Pasadena Avenue and Airway Avenue.	The design plans are complete. The budget includes money for acquisition of right of way. Staff is proceeding with acquisition.	

CONSTRUCTION PHOTOS-2018



ENG17-0008 Andy Devine ADA Project

CONSTRUCTION PHOTOS-2018



ENG14-108 Stockton Hill Water line Replacement

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



	December, 2017	December, 2018
Domestic Violence	21	33
DUI	22	49
Theft/Shoplifting	27	25
Criminal Traffic (non DUI)	14	14
Code Enforcement	10	2
Miscellaneous Misdemeanors	80	47
Total Charges	174	170
Number of Files Opened	104	94
Pretrial Conferences	125	106
Change of Pleas	72	64
Status Hearings	12	18
Trials	12	11
Other Court Events	255	203

City Clerk—Sydney Muhle

During the month of November the Clerk's Office assembled City Council agendas and packets for two regular meetings. Minutes were taken and transcribed for meetings held.

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
<ul style="list-style-type: none"> Drop in Volunteering (Mo. Co. Library) 	12/28/2018
<ul style="list-style-type: none"> Pre-New Year's w/Danny & Briana (Sundowner Saloon) 	12/29/2018
<ul style="list-style-type: none"> New Year's w/Brad Johnson (Sundowner Saloon) Cerbat Lanes New Year's Eve Party New Year's Eve Bash (Fireside Lounge) 	12/31/2018
<ul style="list-style-type: none"> Kingman Polar Bear Plunge 2019 (Centennial Pool) 	1/1/2019

Clerk Activity — November 2018

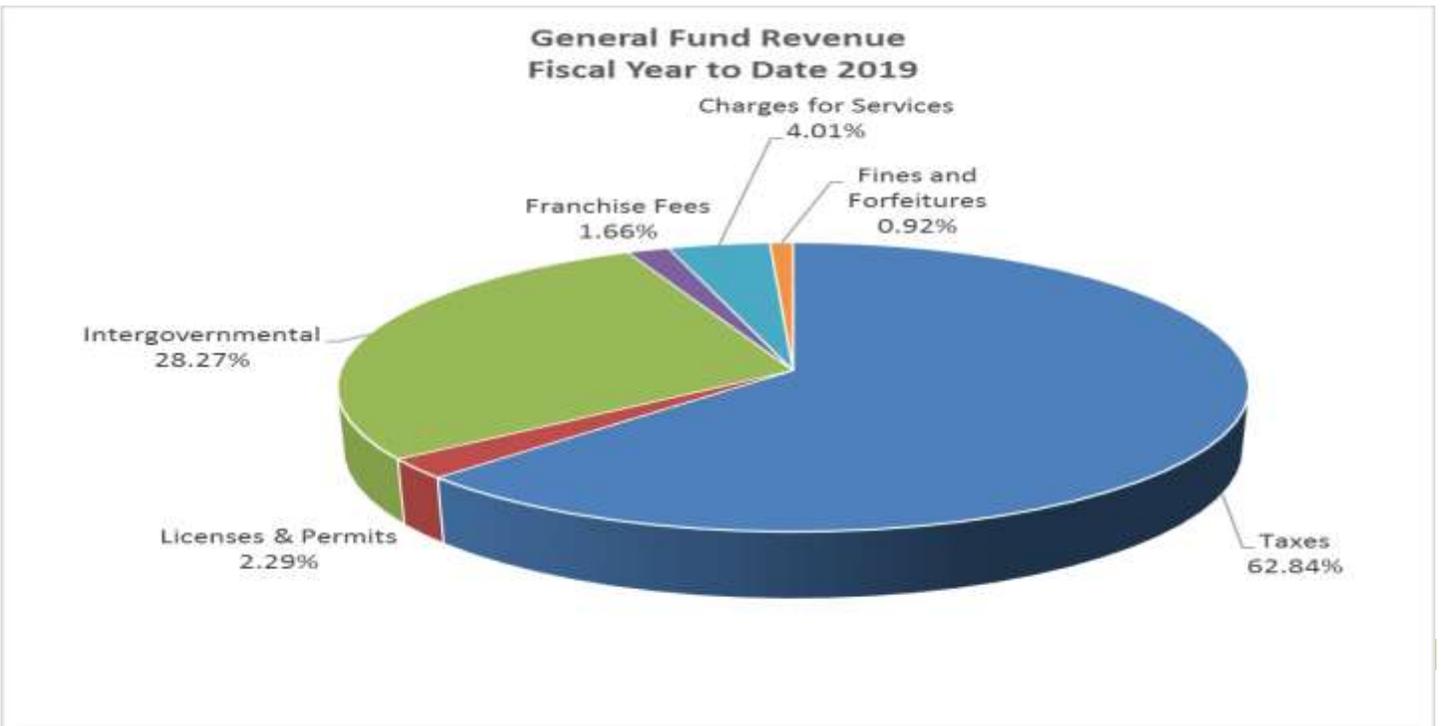
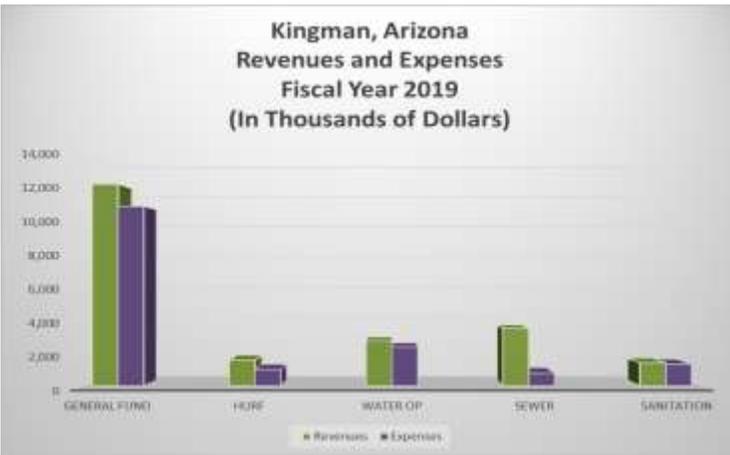
	VOLUME	REVENUE
Special Event Permits Issued	3	\$200.00
Public Notary Requests	14	\$54.00
Special Event Vendor Permits	162	\$1787.00
Special Event Liquor License	1	\$50.00
TOTAL REVENUE - November 2018		\$2,091.00



Finance—Tina Moline

REVENUE BY SOURCE — NOVEMBER 2018
GENERAL FUND

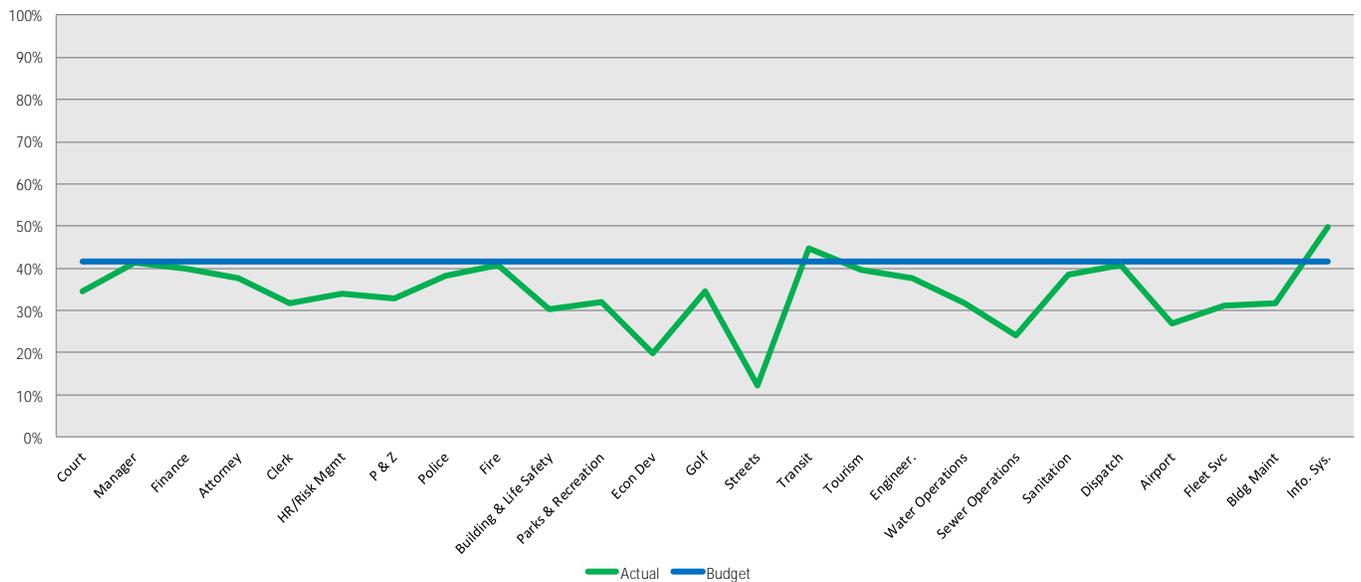
Description	Original Budget	Revenues This Period	Revenues Year-to-Date	Percentage Collected
Taxes	17,688,946	1,335,614	7,758,480	43.86%
Licenses & Permits	742,070	52,527	282,902	38.12%
Intergovernmental	8,191,653	688,818	3,490,578	42.61%
Franchise Fees	693,267	37,193	205,405	29.63%
Charges for Services	1,180,581	70,646	495,585	41.98%
Fines and Forfeitures	337,408	19,032	113,861	33.75%
Miscellaneous	90,804	2,689	38,147	42.01%
Total Revenues General Fund	28,924,729	2,206,519	12,384,958	42.82%



EXPENDITURES BY DEPARTMENT — NOVEMBER 2018
GENERAL FUND

Description	Revised Budget	Expenditures This Period	Expenditures Year-to-Date	Budget Availability	Available Percentage
Court	1,497,490	106,126	517,736	979,754	65.43%
City Council	166,155	34,487	94,139	72,016	43.34%
Manager	367,106	39,169	147,674	219,432	59.77%
Finance	1,011,985	72,240	433,575	578,410	57.16%
Attorney	834,139	72,081	314,014	520,125	62.35%
City Clerk	375,223	29,229	119,128	256,095	68.25%
Human Res/Risk Mgmt	845,446	70,945	286,767	558,679	66.08%
Planning & Zoning	270,328	22,702	92,266	178,062	65.87%
Police Department	10,684,243	985,907	4,078,367	6,605,876	61.83%
Fire Department	6,834,302	676,735	2,794,341	4,039,961	59.11%
Building & Life Safety	1,171,186	93,266	363,074	808,112	69.00%
Parks & Recreation	4,785,812	357,462	1,566,797	3,219,015	67.26%
Economic Development	685,495	65,856	204,967	480,528	70.10%
Total Expenses	29,528,910	2,626,204	11,012,846	18,516,064	62.70%

Kingman, Arizona
Budget to Actual Expenditures
Fiscal Year 2019



REVENUE BY SOURCE — NOVEMBER 2018									
GENERAL FUND									
REVENUE SOURCE	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	7/1/18 Thru 11/30/18	Percent Change FY18-FY19	Fiscal 2019 BUDGET	FY19 Percent of BUDGET	
GENERAL FUND (101)									
Local	*Sales Tax	5,886,253	5,961,505	6,469,813	7,160,095	7,499,158	4.74%	17,153,682	43.72%
	Room Tax	200,516	208,282	231,582	251,635	259,322	3.05%	535,264	48.45%
State	Sales Tax	1,008,407	1,067,172	1,058,144	1,207,262	1,173,670	-2.78%	2,823,480	41.57%
	Income Tax	1,415,752	1,408,076	1,474,765	1,498,132	1,487,093	-0.74%	3,563,625	41.73%
	Auto Lieu Tax	537,340	564,332	690,484	753,898	829,816	10.07%	1,804,548	45.98%
Golf	Green Fees (9 holes)	46,744	45,444	41,755	40,241	41,744	3.74%	94,362	44.24%
	Green Fees (18 holes)	80,285	74,430	73,198	76,382	74,158	-2.91%	177,574	41.76%
	Annual Golf Fees	40,666	50,101	45,681	40,132	49,186	22.56%	118,082	41.65%
	Cart Rentals	119,472	117,768	114,224	114,263	117,195	2.57%	272,392	43.02%
	Driving Range Fees	13,302	13,838	10,911	9,708	11,006	13.37%	23,680	46.48%
	Restaurant and Bar	89,811	84,689	76,666	73,092	72,348	-1.02%	168,803	42.86%
	Subtotal Golf Course	390,279	386,271	362,435	353,819	365,637	3.34%	854,893	42.77%
Other	Zoning Fees	7,171	14,010	9,150	6,968	6,950	-0.26%	15,000	46.33%
	Building Permits	193,126	240,782	249,558	318,496	228,879	-28.14%	606,427	37.74%
HURF FUND (201)	Rest/Bar Tax	314,346	320,062	351,517	349,316	375,380	7.46%	810,900	46.29%
	Highway User Fuel Tax	992,384	1,041,305	1,077,127	1,203,543	1,219,429	1.32%	2,693,982	45.26%
POWERHOUSE TOURISM FUND (215)	0	0	66,872	67,231	121,447	80.64%	228,359	53.18%	
PAVEMENT PRESERVATION FUND (316)	0	0	0	0	1,350,673	-	3,185,250	42.40%	
I-11 E KGMN CONN FUND (317)	0	0	0	0	1,350,673	-	3,185,250	42.40%	
WATER FUND (501) **	3,082,526	3,147,192	3,186,574	3,192,288	2,760,012	-13.54%	6,928,531	39.84%	
WATER CAPITAL RENEWAL FUND (510)**	350,701	355,909	360,563	368,599	335,363	-9.02%	892,193	37.59%	
WASTEWATER FUND (521)**	3,632,706	3,566,413	3,650,700	3,680,067	3,538,737	-3.84%	8,779,622	40.31%	
WASTEWATER CAPITAL RENEWAL FUND (530)**	0	37,879	49,173	50,845	48,677	-4.26%	120,301	40.46%	
SANITATION FUND (541)**	1,410,692	1,432,047	1,460,305	1,481,048	1,413,757	-4.54%	3,606,333	39.20%	

*General Fund 2.5% local sales tax amount reported includes construction TPT tax that will be transferred to the Capital Projects Fund 304 at fiscal year end.

City of Kingman – Utility Payment Statistics

Due to the Utility Billing software conversion from AS400 into Munis on November 5, 2018, the payment source and customer number information is not available for the month of November. This information will be reflected again on the December report.

CUSTOMER SERVICE STATISTICAL SUMMARY—November 2018						
	June-18	July-18	Aug-18	Sep- 18	Oct- 18	Nov- 18
Phone Calls Answered	2,646	2,612	2,331	2,040	2,336	1,808
IVR - Payments	5,285	4,970	5,089	4,731	5,567	n/a
Water Service Orders	1,471	1,598	1,237	1,341	1,469	627
Sanitation Service Orders	340	432	411	425	583	262
Sewer Service Orders	0	0	0	0	2	2
Number of Total Payments Processed	18,140	17,345	18,477	16,690	18,640	n/a
Number of Sanitation Customers	12,142	12,146	12,141	12,204	12,253	n/a
Number of Sewer Customers	10,608	10,614	10,616	10,698	10,751	n/a
Number of Water Customers	20,224	20,202	20,179	20,309	20,373	n/a

LICENSING STATISTICAL SUMMARY—November 2018	
New Business Licenses Issued	29
License Renewals Completed (Business & Animal	316
License Renewals Generated (Business & Animal	465

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 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

Online payments with Citizen Self Serve

Customers are now able to set up an online account to manage their utility billing preferences, update account information and make payments. There are tutorial videos available on the website to assist them with the set up process as well as support through the customer service representatives. This option can be accessed through the website at:

<https://www.cityofkingman.gov/government/departments/finance/utility-billing/utility-payment-options>



Kingman Fire Department

Fire Chief—Jake Rhoades

The month of November included response to 620 total incidents bringing the total to 7169 total responses for the year to date. This is an increase over the total responses in 2017 and continues the standard response as 138 medical responses were sent directly to AMR for response while the Rapid Response Vehicle accounted for 6 calls due to staffing limitations. District 23 accounted for 216 emergency calls while District 22 accounted for 200 calls while Fire Station 23 responded to 35% of calls and Fire Station 22 to 32% of calls. Although the predictability of call types, location, and time of occurrence, the use of data to establish level of service continues to provide valuable information for the department. Dispatch times were 95% for the month as Turnout times were very similar between 89.5%. In comparison, travel times range from 45.5% across all three shifts and demonstrate the need for location of resources to address call frequency and concurrency across the city as the total response time or effective response force was over 75%.

The daily staffing of the Rapid Response unit has been altered due to Overtime constraints mandating the use of Part-Time Firefighters and daily staffing to address the ability to staff this unit. Low acuity or Alpha level calls continue to be handled by AMR which all factors combined decrease the number of incidents constituting a response by Kingman Fire Department allowing the department to maintain a level of service for concurrent calls, eliminating the need for district to district response and exaggerated travel times. The low level of calls in November is due to the limitations of working hours as well as the availability of part time personnel and current staffing availability.

The month of October was busy for fire activity as there were 3 residential structure fires and 3 commercial structure fires for the month and 76 other fires which includes alarms and other fire related emergencies. The loss for the month is derived from vehicle fires in the amount of \$18,800.00 which represents total loss in most vehicles.

The department continues with a very aggressive training and personnel development program focused on the current issues facing the community but also the future of the organization totaling 1703 hours of training for the month and well over 1995 for the year which on pace to be the highest totals in the last four years! **This is a vast improvement that continues to demonstrate the department's commitment to training and professional development of its personnel.** Department members attended numerous events in the month of November across all division highlighted by both Assistant Fire Chiefs participating in site visits as assessors for Commission n Fire Accreditation International at department in Pennsylvania and Georgia. The department continues to maintain a training centric philosophy focused on an all hazards approach and must address the training facilities in the future in order to simulate real life and provide the experience to accompany the knowledge that is vital in decision making for personnel. The department also continues utilizing impromptu drills for operations personnel. Impromptu drills incorporate real world scenarios to evaluate practical application of essential skills required of emergency response personnel.

Total Calls for Month: 620 YTD: 7169 AMR Calls : 139 YTD: 1342 Squad 2 Calls for Month: 6 July 1, 2018 to date: 119

DIRECT RESPONSES—MONTH			
DISTRICT	Nov 2018	% of MO Total	YEAR-TO-DATE
District 21	87	14%	987
District 22	200	32%	2573
District 23	216	35%	2333
District 24	82	13%	884
District 25	24	4%	248
Out of District	11	2%	144
Total Responses	620	100%	7169

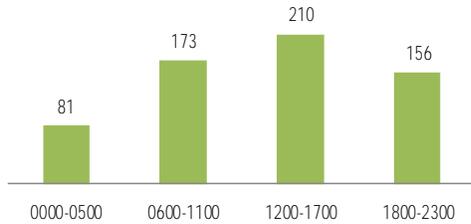
TRAINING HOURS		
TYPE	Nov 2018	YEAR-TO-DATE
Administration	146	1229
Career Development	288	3089
Daily Training	1187	13794
EMS Training	0	1518
Fire Training	64	2773
HazMat Training	0	621
Rescue Training	16	785
Physical Fitness	2	83
Total	1703	23892

INCIDENT BREAKDOWN		
TYPE	Nov 2018	YEAR-TO-DATE
Residential Structure Fire	3	45
Commercial Structure Fire	3	24
Other Structure Fire	0	0
Vehicle Fire	4	39
Brush Fire	4	78
Dumpster Fire	1	18
Other Fires	76	839
Total Fires	91	1043
EMS Response	523	6052
False Alarm Response	0	0
Mutual Aid Given	0	0
Hazardous Condition Response	6	67
Other Response/Admin	0	7
Total	620	7169

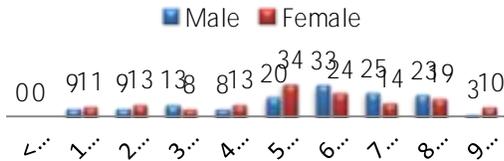
INCIDENTS BY FIRE STATION				
Station No	EMS	Nov 2018	EMS %	All Incidents YTD
Station 21	57	78	73%	884
Station 22	121	135	90%	2132
Station 23	129	159	81%	1686
Station 24	77	94	82%	1016
Other/Admin	139	154	90%	1451

District Responses	EMS Incidents	%	EMS Year to
District 21	72	83%	863
District 22	180	90%	2199
District 23	186	86%	2010
District 24	63	77%	718
District 25	19	79%	183
Out of District	3	27%	79
TOTAL	523	84%	6052

Incidents by Time Block



Patients by Age Group and Gender...



Performance by Shift		
Current Month	Incidents	Dispatch Time
Shift 1 - Days	217	0:26
Shift 2 - Nights	207	0:29
Shift 3 - Days	251	0:38
Shift 4 - Nights	262	0:37
Wed 1-3	87	0:28
Wed 2-4	84	0:29
TOTAL	1108	0:32

Communications Center Performance	Benchmark	Baseline	Compliance %
9-1-1 Call Answering	0:10	0:10	95%
Dispatch Time	1:30	1:28	91%

Dispatch Calls for Service	2018	2017	Variance YoY	% Change
Police	3217	3167	50	2%
EMS	979	698	281	29%
Fire	188	217	-29	15%
HAZMAT	12	0	12	100%
Tech Rescue	0	0	0	0%
Other	1	0	1	100%

Total Value	\$ Saved	\$ Loss	% Saved	% Lost
Structure Fires	\$0.00	\$0.00	0%	0%
Vehicle Fires	\$3,600.00	\$18,800.00	19%	81%
Other	\$250.00	\$250.00	50%	50%
TOTAL	\$3,850.00	\$19,050.00	20%	80%

Performance by Shift	Incidents	Dispatch Time		Turnout		Travel		Total Response	
A-Shift	182	1:18	95%	0:59	91%	7:13	49%	9:56	74%
B-Shift	207	1:22	93%	1:03	88%	7:07	44%	9:36	78%
C-Shift	231	1:05	98%	1:02	89%	7:31	43%	9:18	76%

EMS by Risk	Type	Incidents	Dispatch Time		Turnout		Travel		Total Response	
High	Charlie, Delta & Echo	78	1:19	94%	0:58	92%	6:07	51%	8:47	85%
Moderate	Bravo	95	0:58	99%	1:10	87%	7:59	36%	10:10	63%
Low	Alpha, Omega & Public Assist	86	1:07	99%	0:53	90%	10:50	44%	13:04	65%

FIRE by Risk	Type	Incidents	Dispatch Time		Turnout		Travel		Total Response	
High	Commercial & Residential Structure	8	1:50	63%	1:32	71%	6:17	43%	8:20	71%
Moderate	Commercial Vehicle	0	0:00	0%	0:00	83%	0:00	34%	0:00	0%
Low	Dumpster, Passenger Vehicle, Brush & Other	83	1:30	89%	1:04	83%	8:12	50%	9:59	61%

Agency	Total Calls 2018	% of Total	Police	EMS	Fire	HAZMAT	Tech Rescue	TOTAL
Kingman Police	36159	72%	3217	-	-	-	-	3217
Kingman Fire	7169	14%	-	523	91	6	-	620
No. AZ Consolidated Fire	3822	8%	-	243	45	4	-	292
Golden Valley Fire	2007	4%	-	138	36	1	-	175
Lake Mohave Ranchos	738	2%	-	53	7	-	-	60
Pinion Pine Fire	269	1%	-	22	9	1	1	33
Pine Lake Fire	24	0%	-	-	-	-	-	0
Total Calls Dispatched	50188	100%	3217	979	188	12	1	4397

The Building & Life Safety Division performed at a steady pace this month with the public education messages containing holiday safety was presented throughout the city. Initiatives such as smoke detector installation and maintenance is always an important area for us. This month 15 new smoke detectors were installed with 9 maintenance calls were attended to change and troubleshoot existing smoke detectors. With the three new child safety technicians on staff, the program is gaining speed with 3 installed this month and a donation order for 50 new seats coming in soon. We have found that a larger need exists within the area than thought; we will continue to advertise this program throughout. Public Education staff participated with several groups spreading the fire safety message; one such group was the Living Waters Hospice, staff interacted with residents and participated in a BINGO game with the. A number of grants were received for programs and the largest grant being written for additional public education props and materials. The plan review and inspection staff was busy with 53 residential and commercial reviews completed. Hydrant maintenance was performed on 290 hydrants; 443 building, business license and fire safety inspections were performed.

Commercial – New / Under Review Permit

Flying J / Pilot 3300 Andy Devine Ave E

Stay Bridge Suites 3443 Hotel Way

Mohave County Court House 401 Spring Street E

KFD Fire Station #22 2021 E Andy Devine Ave

Tuff Shed, Inc 4325 Stockton Hill Road

Desert King International 550 Topeka Street

Commercial Permits Ready to Issue:

Dairy Queen 3152 Stockton Hill Rd

Black Bear Diner 946 Beale Street

Starbucks 3765 Stockton Hill Rd

Commercial Permits Issued/Under Construction:

One Hour Air Conditioning 2604 Hualapai Mountain RD

KRMC Pharmacy TI 3269 Stockton Hill Road

MMHC TI 1141 Sycamore

Planet Fitness 3911 Stockton Hill Rd

Canyon Storage Kiosk 1212 E Gordon Drive

Kokopelli TI Surgical Center 2501 Stockton Hill Rd STE109

Canada Mart 210 W Andy Devine Ave

Gas N Grub Hay Barn 4549 N Stockton Hill Rd

Wendy's 920 W Beale Street

Menchie's 3535 Stockton Hill Rd

Commercial Permits Closed-Out:

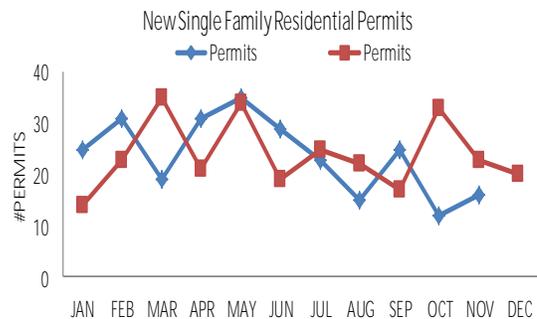
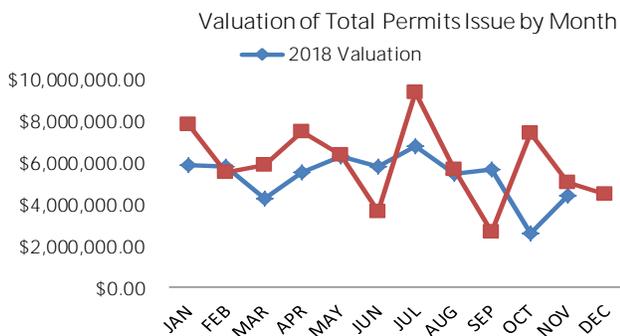
None

BUILDING & LIFE SAFETY ACTIVITIES		
ACTIVITY	Nov 2018	YEAR-TO-DATE
New Commercial Plan Review	1	21
Other Commercial Reviews	8	116
New Residential Plan Review	15	257
Other Residential Plan Reviews	19	233
Sign Review	4	37
Special Event Permits	2	80
Other Reviews	4	13
Building Safety Inspections	408	6273
Business License Bldg. Inspections	35	479
Fire Safety Inspections	98	1429
Fire Safety Violations	63	796
Knox Box	4	13
Public Education	24	64
Public Outreach	9	88
Station Tours	1	9
Smoke Alarm Maintenance	9	31
Smoke Alarm New Install	15	66
Child Safety Seat Checks	2	6
Hydrant Activity (all)	290	2249
Explorer Training	4	9
Total	1015	12269

NEW RESIDENTIAL PERMITS ISSUED BY MONTH				
MONTH	2018	2018 Valuation	2017	2017 Valuation
January	25	\$4,150,990.26	14	\$2,404,558.30
February	31	\$4,632,639.58	23	\$4,004,289.63
March	19	\$3,265,851.47	35	\$5,623,669.37
April	31	\$5,154,348.09	21	\$4,051,906.49
May	35	\$5,931,017.54	34	\$5,134,127.54
June	29	\$4,754,471.61	19	\$3,061,423.49
July	23	\$3,812,373.62	25	\$3,575,970.61
August	15	\$2,613,249.29	22	\$4,030,157.68
September	25	\$3,986,705.39	17	2,188,532.89
October	12	\$2,146,465.83	33	\$5,402,849.07
November	15	\$2,350,177.23	23	\$3,832,302.89
December			20	\$3,372,875.55

NEW COMMERCIAL PERMITS ISSUED BY MONTH				
MONTH	2018	2018 Valuation	2017	2017 Valuation
January	1	\$713,552.00	1	\$4,937,913.03
February	1	\$508,128.64	0	\$0.00
March	0	\$0.00	0	\$0.00
April	0	\$0.00	0	\$0.00
May	2	\$222,108.54	0	\$0.00
June	1	\$45,337.05	0	\$0.00
July	2	\$1,619,062.14	0	\$0.00
August	1	\$2,628,360.00	0	\$0.00
September	0	\$0.00	0	\$0.00
October	0	\$0.00	2	\$1,323,448.92
November	0	\$0.00	1	\$737,391.09
December			1	\$732,821.02

TOTAL PERMITS ISSUED BY MONTH		
Month	2018 Total Permits	2017 Total Permits
January	78	42
February	65	46
March	65	54
April	63	51
May	81	72
June	67	63
July	72	84
August	42	58
September	53	38
October	49	69
November	44	46
December		44



IT—JOE CLOS

November 2018

www.cityofkingman.gov

Visits

18,840

% of Total: 100.00% (18,840)



Unique Visitors

12,919

% of Total: 100.00% (12,919)



Pageviews

53,603

% of Total: 100.00% (53,603)



Daily Visits

Sessions



Popular Pages

Destination Page	Pageviews	Unique Pageviews
/	10,650	8,482
/government/departments/finance/utility-billing/utility-payment-options	3,156	2,125
/government/departments/human-resources/employment-information	2,950	2,392
?splash=https://selfservice.cityofkingman.gov&__isexternal=true	1,704	1,174
/government/election-information	1,658	1,384
/government/departments/finance/utility-billing	1,519	1,145
/business/airport-authority	1,227	1,049
/government/departments/police-department	1,211	901
/government/departments/parks-and-recreation	981	783
/government/contact-us	776	571

Average Pages per Visit

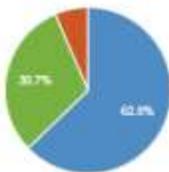
2.85

Avg for View: 2.85 (0.00%)

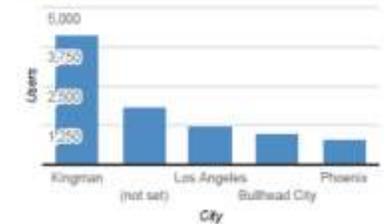


Traffic Source

organic direct referral



Your biggest traffic comes from



Type of Visitors

New Visitor Returning Visitor



Country/Territory

Country	Sessions
United States	18,240
India	99
Canada	85
Germany	50
Russia	48
United Kingdom	42
Netherlands	23
Philippines	21
Australia	19
Italy	18

Visits by Device

Device Category	Sessions	Bounce Rate
desktop	10,226	40.61%
mobile	7,531	48.67%
tablet	1,083	41.92%





Kingman Police Department-Chief Robert J. DeVries



DATES TO REMEMBER

- WALETA Graduation December 14th—Lake Havasu High School

Calls for service and Officer initiated activity numbered 3,245 in the month of November marking a 4.26% decrease in comparison to 2017. Written reports are down 6.55% since November 2017 and officer initiated activity is down 9.97% in comparison to the year prior.

November Activity



The department assisted with the Veterans parade in downtown on November 10th.



The new KPD pink and blue car debuted at the Kingman Cancer Care arts and craft fair on November 10th and 11th. The car is used to heighten cancer awareness and show support for those suffering from the disease.



Members of the department participated in the Annual Reality Day on November 15th at Kingman Middle School. Eighth graders participate in the event that provides real life scenarios for each of the students.



Members of the department attended the Annual Governor's Office of Highway Safety press conference to kick-off the holiday season. Departments from around the state were in attendance to signify their commitment for traffic safety during the holiday period.



Officers and Firefighters did a photo shoot at the White Cliffs Senior Center on November 28th for a 2019 "Shoots-n-Ladders" calendar.



Staff Update



Three applicants for police officer remain in the background phase and have been provided with conditional offers of employment.

November Highlights

****66 Auto Sales Check Presentation to Kingman Police****



On November 9th, the Kingman Police Department accepted a \$700 check from 66 Auto Sales from their "Honoring Our Heroes" campaign last month. 66 Auto Sales donated \$50 from every vehicle sold in October to our Heroes, local Veterans, Military, Police and Firefighter organizations. Donations were made to the Kingman Police Department Employee Fund, Kingman Fire Fighters Association, Jerry Ambrose Veteran's Council, Tri-State Veterans and the Mohave County Sheriff's K-9 Foundation. #Thankyou 66 Auto Sales for your generous donation!

Kingman PD for DUI & Impaired Driving Enforcement**



The Kingman Police Department has been awarded a \$20,000 by the Arizona Governor's Office of Highway Safety. The grant monies are to be used for overtime and employee related costs to enhance DUI & Impaired Driving Enforcement throughout the City of Kingman from October 1, 2018 – September 30, 2019. The goal of the Impaired Driving Program is to reduce alcohol and drug related driving fatalities and injuries through enforcement, education, and public awareness throughout the State of Arizona. The Kingman Police Department is an active participant in the Western Arizona DUI Taskforce, which includes the Mohave County Sheriff's Office, Arizona Department of Public Safety, and other area agencies along the Colorado River. The Western Arizona DUI Taskforce will conduct DUI saturation patrols throughout the year during holidays and special events.

Thanksgiving week kicked off the holiday DUI enforcement season, beginning with what is commonly referred to as "Wild Turkey Wednesday" and moving into the Thanksgiving weekend. The Kingman Police Department, along with members of the Western Arizona DUI Taskforce, will be aggressive in enforcement every weekend from Thanksgiving through New Year's Day looking for impaired drivers.



The penalties for impaired driving in Arizona are severe and include mandatory jail time, thousands of dollars in fines and court fees, suspension of driving license or privilege to drive, vehicle impoundment for 30 days, and other expenses. There are consequences to human life from those that drive impaired. According to 2017 statistics reported by the Arizona Department of Transportation, 32% of all fatalities in Arizona were alcohol related. Statewide, there were 320 people killed and 3,095 people injured. In Mohave County alone, there were 12 fatal crashes resulting in 13 killed and 137 people injured in the reported 184 alcohol related crashes. The Kingman Police Department wants to remind those that choose to drink to use a designated driver. If you suspect an impaired driver please contact your local law enforcement agency.

**** Check Presented to KPD for K9 Program ****

On Tuesday, November 20th, the **Kingman Social Club** presented a \$500 check to the Kingman Police Department for its K9 program. The funds will be used for special equipment and other supplies that might not otherwise be available. The Kingman Social Club meets the 3rd Tuesday of each month at the Dam Bar Steakhouse Restaurant in Kingman. The purpose of the club is to share friendships, to encourage personal and cultural activities and to promote and support the community along with raising money for charities.

****Felony Arrest for Aggravated Assault on a Police Officer****

On November 26th at approximately 4:20 p.m., Kingman Police officers arrested **Javier Ivan Nunez**, 19 of El Paso, Texas, on felony charges of Aggravated Assault on a Police Officer, Resisting Arrest, Fugitive from Justice Warrant, and misdemeanor charges of Domestic Violence by Assault and Domestic Violence by Disorderly Conduct.



STATISTICAL SUMMARY—November		
	MONTH	Year-to-Date
Adult Arrests	167	2,192
Juvenile Arrests	10	197
911 Calls	2,200	25,076
Police Incidents	3,245	36,649
Police Cases	447	5,224
Last DR# Pulled	2018-36684	

*Honor
Integrity
Courage*

MONTHLY FINANCIAL REPORT			
KINGMAN MUNICIPAL COURT #0841 NOV 2018			
CITY REVENUE		Criminal Justice Enhancement Fund—47%	5558.57
Abatement Fund	00.00	Child Passenger Restraint	0.00
Address Confidentiality Fund	12.05	DNA Surcharge—3% & DPS Forensics	700.12
Attorney's Fees	2186.08	Drug Enhancement Acct (Fine)	1112.99
Bond Forfeiture	0.00	DUI Abatement Fund—\$250	366.68
Copy Fees	25.02	Extra DUI Assessment	0.00
Court Costs	0.00	Domestic Violence Services Fund—\$50	241.06
Defensive Driving Diversion Fee-Local	3125.00	Fill the Gap—7%	820.83
Fines	7526.24	AZ Highways Fund	0.00
Jail Costs	3805.80	JCEF Surcharge—15%	71.82
Jury Fees	0.00	Medical Services Enhancement Fund	1537.58
Miscellaneous Fees	246.60	2011 Additional Assessment—\$8	659.77
Overpayment Forfeiture	0.00	Probation Surcharge—\$5	0.00
Suspension Fee	720.00	Prison Construction and Operations Fund	2398.60
Warrant Fee	1620.21	Public Safety Equipment Fund	2345.37
Total City Revenue	19267.00	School Zone Assessment	0.00
Local JCEF TPF Acct	435.87	State Highway Fund	0.00
Court Enhancement Fund	970.69	State Highway Work Zone	0.00
STATE REVENUE		Technical Registration Fund	0.00
Probation Surcharge—\$10	4.18	State's JCEF TPF Acct	751.82
Probation Surcharge—\$20	1675.80	Victim's Rights Enforce Assess Fund	153.59
Address Confidentiality Fund	229.01	FARE Special Collection Fund	2106.08
Arson Detection Reward Fund	.00	FARE Delinquent Fee	706.37
Clean Election Fund—10%	1138.96	Total State Revenue	22579.20

SUMMARY OVERVIEW — NOV 2018					
BOND SUMMARY		RESTITUTION SUMMARY		ADULT PROBATION FEE SUMMARY	
Prior Balance	4500.00	Prior Balance	1124.55	Prior Balance	2371.12
Bonds Posted	5794.75	Payments made	1883.32	Payments made	1155.61
Bonds Forfeited	0.00	Checks written	2142.87	Checks written	2371.12
Bonds Refunded	1500.00	Balance in Restitution	865.00	Balance in Adult Prob Fees	1155.61
Balance in Bonds	8794.75				
REIMBURSEMENT			Cases Terminated	New Cases	Juveniles
Prior Balance	274.30	Civil Traffic	102	106	5
Payments made	50.00	Criminal Traffic	52	58	0
Checks written	50.00	Criminal Misdemeanor	114	114	0
Balance in Reimbursement	274.30	Total	268	278	5
Total Revenue	115121.67	Domestic Violence Cases	3		
Mohave County Jail Costs	24087.13				

MUNICIPAL COURT MONTHLY STATISTICAL REPORT				
NOV 18				
CRIMINAL TRAFFIC				
	D.U.I.	SERIOUS VIOLATIONS	ALL OTHER VIOLATIONS	TOTAL
Pending First of Month	148	12	215	375
Filed	40	2	16	58
Transferred In	0	0	0	0
SUBTOTAL	188	14	231	433
Transferred Out	0	0	0	0
Other Terminations	34	2	16	52
TOTAL TERMINATIONS	34	2	16	52
Pending End of Month	154	12	215	381
TRAFFIC FAILURE TO APPEAR				
Pending First of Month	Filed	Sub Total	Terminations	Pending EOM
109	0	109	3	106
Criminal Traffic/FTA Trials	0	Criminal Traffic/FTA Jury Trials		1
CIVIL TRAFFIC				
Pending First of Month	Filed	Sub Total	Default Judgement	Other Term
282	106	0	30	72
Total Terminations	102	Pending End of Month		286
Civil Traffic Hearings Held in MONTH				4

MISDEMEANOR				
	Misd Non Traffic	Failure to Appear Non-Traffic	TOTAL	
Pending First of	1422	216	1638	
Filed	108	6	114	
Transferred In	0	0	0	
SUBTOTAL	1530	222	1752	
Transferred Out	2	0	2	
Other Terminations	104	8	112	
TOTAL TERMINATIONS	106	8	114	
Pending End of Month	1424	214	1638	
Misdemeanor FTA Court Trials				1
Misdemeanor FTA Jury Trials Held				0
Misdemeanor/Criminal Traffic Initial Appearances				41
DOMESTIC VIOLENCE/HARASSMENT PETITIONS				
	Filed	Issued	Denied	TOTAL TERM
Domestic Violence	8	4	3	7
Harassment	2	0	1	1
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	0	Search Warrants Issued	0	
WARRANTS OUTSTANDING				
Traffic Warrants Outstanding		Criminal Warrants 1044		
D.U.I.	123	MISDEMEANOR TOTAL		
Serious Violations	17			
All Other Violations	172			
TRAFFIC TOTAL	312			

Parks and Recreation—Mike Meersman

RECREATION DIVISION

With the Holidays fast approaching this month, December brings us to the end of our Fall Season. Staff are now in preparation for the Winter/Spring season of classes and activities. The next brochure will be online January 5th and in the Miner on January 6th. Registrations will begin in our office on January 7th.



Fitness & Dance: The Dance Recital held on November 17th had 180 participants and 510 spectators at Kingman High School Auditorium, considered as a sold-out show. We had to turn away a few spectators due to lack of seating. Dance is currently on a hiatus until late January 2019. Zumba and Body Shaping continue to reach minimums to remain in operation. The Aerobic Step Workout class continues to struggle with registrations. The class will go down to one day a week in January when the new season begins and if minimums cannot be maintained, the class will be eliminated.

Child Supervision Programs: The Winter Camp has zero interest. We have struggled with recruiting participation for these services for some time. We have switched gears to include a 3-hour workshop over the holidays in lieu of child supervision type programs. Our program titled "Crafts, Cookies, and Caroling with Mrs. Claus" has seem to take a liking to. Although class is limited due to room space, we have 6 out of 12 registered. Students will have time to do crafts, sing carols, make cookies, and stay busy with Mrs. Claus who has created special aprons and matching hand bags for all the children.

Trips & Tours: Staff have worked on the next season of trips. The department has a sold-out trip set to Las Vegas for Disney on Ice on January 12th. Also planned is a trip to Phoenix for Cirque de Soleil with Berleen's Dinner Show and a Lake Pleasant Boat Cruise in March; to Utah for Tuacahn, River Rafting, & Train, and to Zion National Park in June. Additional trips will be added for late Summer and in the Fall. Any trip recommendations or questions can be submitted to Recreation Coordinator: Beth Matthews at 692-3109.

Sports: Adult and Youth Volleyball are now complete. The department is gearing up for Basketball season with a 3-on-3 Men's Tournament that was added to the schedule for December 8th. The department obtained a \$500 sponsorship from Kingman Honda to help offset fees and awards for the tournament. **We currently have 11 teams and pushing for 12 by Saturday. The Adult Men's Basketball League is tentatively set to begin the week of December 10th and youth league on January 12th.** There is also a Spring Coed Volleyball Season set to begin in late February. For more sports information regarding any of our sports programs or to volunteer coach in the Youth Basketball program, please contact Sports Coordinator: Ryan Fruhwirth at 692-3113.



Special Events: The department is currently working on all the holiday activities including Letters to Santa, Santa's Calling, Breakfast with Santa & Mrs. Claus, and the Holiday Workshop with Mrs. Claus. Thank you to Bill Wyatt for being our Santa in the Holiday Light Parade and Tree Lighting Ceremony. Kuddos also goes to TC Cantrell for coming through to be the big guy in the red suit for our Breakfast with Santa. An update on the number of letters and calls will follow in next month's report.

Aquatics: The Centennial Pool will be utilized for the Polar Dip on January 1, 2019. Come out and watch all the brave souls that take the plunge into the chilling waters. Past years' water temperatures varied from 32-44 degrees depending on our weather. Participants have opportunities to win prizes, and hot cholate and popcorn is available to everyone in attendance.

Miscellaneous:

The Parks & Recreation Department is always open for new class ideas and searching for new class instructors. We are excited to see a few new classes this next season. We will be offering Tatting (a form of stitchery/crocheting) and an adult cooking class. We are also continuously recruiting volunteers to help in our special events and youth sports coaches. If you know of anyone that is interested, please have them contact Yvonne at 692-3111 and she will point them in the right direction.

EVENTS HEADED YOUR WAY	
3 on 3 Basketball Tour.	December 8
Santa's Calling	December
Letters to Santa	December
Breakfast with Santa	December 8
Brochure release	January 5
Disney on Ice trip	January 12

PARKS MAKE LIFE BETTER

Park Maintenance Division November 2018

For any maintenance related issue's or problems please contact Parks Superintendent Guy Reynolds, at (928)-757-1705.

Parks Maintenance:

We have completed 43 maintenance repair orders this month. There were six incidents of vandalism reported, minor graffiti and one broken light fixture. The Parks Department utilized 440 hours of ADC Inmate labor this month.

We have completed the train and tree lighting at Locomotive Park. So far, the crews have installed 110-250 ft. rolls, or more than 25,000 lights.

The Roadside Maintenance Crew have completed the trimming and clean-up on 66 to 8th street. We will start at the Dam Bar and continue onto Martin Swanty for the next phase.

Centennial Park:

We have poured the new concrete curb and finished the first new fitness station on the Centennial Park walk path. The fencing installation for the New Centennial Dog Park is complete. The new ADA portable bathroom is in place as well.



Parks staff and the ADC inmate labor have been working on the Fort Beale loop trail Adding some divided lanes for the up coming Rattler Mountain Bike Race. The access roads have been repaired as to accommodate the equipment needed for the improvements.



CERBAT CLIFFS GOLF COURSE Division

Since the last report, the golf course has utilized 397 hours of inmate labor.

The golf course is really showing it's dormancy for the cool season. All of our warm season turfs have completely faded out for the Winter and we are having Frost Delay's on the course almost daily. This also means our cool season turfs have slowed way down in growth and we will be doing less mowing and more project work.

We were able to get a foliar application consisting of Manganese, Ferrous Sulfate, Ammonium Sulfate, and a wetting agent put on our Greens before the frost really set in, and another application of 0-0-50, Sulfate of Potash put down on the Greens. We were also able to get our first Winter application of 0-0-50 put on our Tee this month.

Winter projects have begun with the start of rebuilding #17 Black Tee Complex. Four rotting Poplar Trees were removed along with their stumps, approximately 10 feet of teeing surface has been added to the east side, approximately 6 feet of teeing surface has been added to the south side of the teeing surface, a new rock retention wall has been added, and it is being prepped for leveling and re-seeding.

The Golf Maintenance Crew has also started the rebuilding of the water retention area between 5 Green and 12 Green that runs along I-40. These were some of the ones damaged during the heavy rains we received in October. The dirt is being put back in place that washed out and we are adding more used concrete chunks to better secure the moved dirt. In the event that we have another real heavy rain, this should allow more water to be held, along with less damage being done.

Cart Paths are being edged in the mornings where we are experiencing frost delays and major tree trimming is continuing during these times that we cannot get out on the turf first thing in the morning.

We've added a total of six new Afghan Pine Trees to the Golf Course to replace old dead and rotting trees. We've

put four along the right side of hole #15 and two along the back of Hole 10.

A new power run to the irrigation controllers has been installed between the Putting Green and 9 Green where we were experiencing power difficulties.

Herbicide applications continue on a weekly basis and rodent control measures are taking place as well with Gopher gassing and trapping.

One major mainline leak was all we had on the course other than a couple of small lateral line leaks this month. We were able to replace about 18 feet of old blue pipe with updated piping on number 7 Fairway.

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 November 2018	
Number Nine-Hole Rounds	756
Number 18-Hole Rounds	1,421
Number Golf Lessons	17
Greens Fee Revenue Total	24,432
Annual Passes	4,650
Daily Green Fees	19,782
Motor Cart Revenue Total	17,590
Private Cart Trail Fees	850
Daily Cart Rental	16,659
Driving Range Revenue	1,919
Total Hours Ranger Activities	112
Total Hours Beverage Cart on Course	0
Number of Tournaments	0
Total Tournament Participation	0

Public Works—Rob Owen

BUILDING MAINTENANCE-NOVEMBER/2018	
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.
Building Maintenance repairs made /19	Building Maintenance staff completed 19 work orders in November.
Graffiti removed—0	There were no graffiti abatement orders in the month of November.

FLEET MAINTENANCE-NOVEMBER/2018	
11,027.7 gallons of unleaded gas	Cost of \$28,881.55
10,554.9 gallons of diesel fuel	Cost of \$27,367.31
Vehicle preventive maintenance	Vehicles 16
Mechanic and welder vehicle repairs	Repairs 372

SANITATION-NOVEMBER/2018	
310 trips to the landfill—Delivery of 3,534,120 pounds of trash	Cost of \$62,730.63
New 90-gallon residential containers	27
Old, damaged, missing or found containers repaired or replaced	37
Steel containers delivered for customer clean-up	1
1) Extra steel containers emptied and 2) Containers retrieved	1) 43 and 2) 2
1) Regular extra trash hauls 2) Abatement orders 3) \$3 Special Trash Haul	1) 111 2) 6 3) 0
Recycling—tons / Annual total— tons	111.98/1056.66

Public Works Continued

STREETS—NOVEMBER/2018	
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)
- (4) Operator A (General Maintenance Crew)
- (4) Operator B (General Maintenance Crew)
- (1) City Electrician II (Signals Technician)
- (1) Vacant Positions

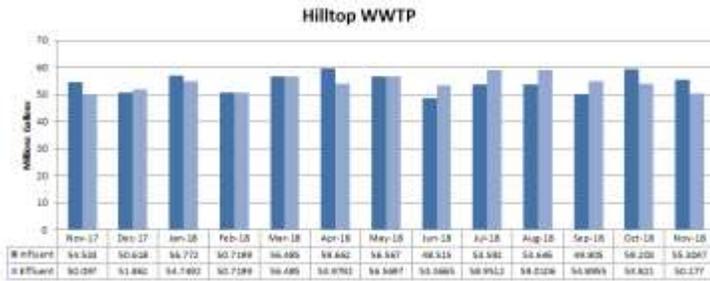
Street Department Activities:

- The month of November consisted of grading, sweeping, and asphalt patching. Most of this is due to the storm event on October 3rd. Crews are still working on repair and cleanup and work is expected to continue for the next 2 months.
- Repair of signals and lights. The signal tech position was filled and full time maintenance and repairs of signals/lighting has resumed.
- A portion of the crew has been moved from storm cleanup/repair to asphalt patching. A significant backlog of patching accumulated due to all crews being placed on storm cleanup.

Special Events

- Streets completed traffic control for the Parade of lights/Christmas Tree Lighting. A post event meeting with the event organizer was held to evaluate the new route and discuss plans for next years event.

HILLTOP WWTP



DOWNTOWN WWTP



WASTEWATER — NOVEMBER/2018

Wastewater Treatment—Personnel 10/ Vacant 2

Staff at Hilltop Facility:

- Treated approximately 55.3047 million gallons of influent on intake and discharged approximately 50.277million gallons of “B+” effluent
- Composted approximately 200 cubic yards of bio-solids in preparation for land application
- Completed all oil changes and general monthly maintenance on associated equipment .
- Completed all monthly NPDES and APP sample collection and submitted all monthly sample collection & regulatory reporting to ADEQ.
- Treatment staff is in the process of cleaning & inspecting equipment in our 3+million gallon anoxic 7 pre-aeration basin.
- Staff responded to a number of emergency call-outs.

Staff at Downtown Facility:

- Treated approximately 7.818million gallons of influent on intake and discharged approximately 7.144 million gallons of “A+” effluent
- Completed all monthly NPDES and APP sample collection & ADEQ reporting.
- 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 monthly maintenance related work orders.
- Completed all daily, weekly and monthly maintenance work orders

Wastewater Collections—Personnel 3, (1)unfunded

Wastewater Collection crews:

- Completed CCTV inspections of 6, & 8-inch wastewater conveyance lines—An estimated 800 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.
- Completed hydrojet cleaning of approximately 7,420 linear feet of conveyance mains.
- Responded to and assisted with multiple calls for service—none of which were caused by deficiencies to City infrastructure
- Wastewater Collections Staff assignments have been predominately assisting water operations staff to assist in leak mitigation.
- Completed necessary repairs to storm damaged downtown outfall support structure, preventing a large spill into the Holy Moses Wash.
- Responded to & assisted multiple customers with lateral locates, etc.
- Assisted Wastewater Treatment Staff at both facilities due to employee shortages.

Wastewater Pre-Treatment - Personnel 1.5.

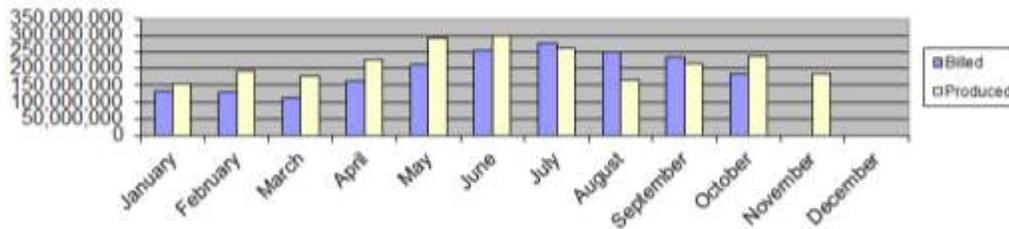
- Maintain pre-treatment compliance by evaluating potential SIU/CIU's
- Follow-up on complaints & potential discharge violations, update SIU analytical spread sheet.
- Staff completed ADEQ & EPA reporting.

WATER—NOVEMBER/2018			
Work Orders processed	5644	Raise Meter box	14
New customer service meters installed	120	Leaky valves	9
Customer assistance calls	59	Out of order meters repaired	189
Meters read	23185	City of Kingman Water Usage in gallons	1,723,925
Meter readings rechecked	594	Service line leaks in gallons	39,000
Turned off services due to delinquent bills	564	Main line leaks in gallons	505,000
Meters locked due to non-payment	169	Asphalt replaced in square feet	220
Meters locked as being used at locations no customer signed for service	1	Blue Stake locate requests	206
Customer requests for pressure checks	18	PW, Fire, Eng. Usage	776,891
Raise Meters	1		

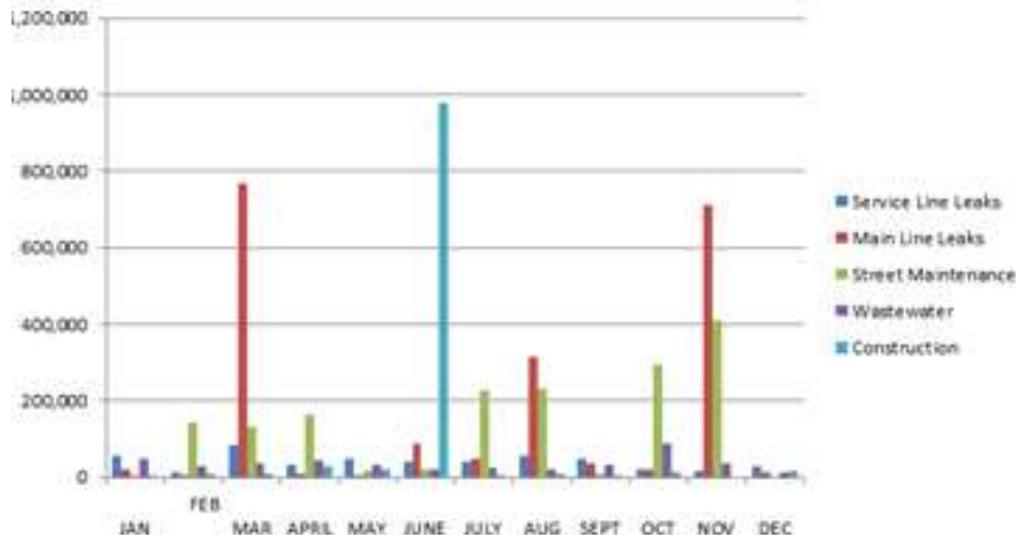
Water Billed & Produced:

- 187,324,800 gallons of water produced in November
- gallons of water (105.29%) billed

2018 Billed and Produced



Monthly Water Consumption





Kingman Area Regional Transit

KART—NOVEMBER 2018	
MONTH REVENUE	<ul style="list-style-type: none"> Fare Box Revenue—\$5,793.48 Coupon/Pass Revenue—\$9,635.00 Total Monthly Revenue—\$15,158.48
MONTH RIDERSHIP	<ul style="list-style-type: none"> Service hours—1,100 Service miles—14,419 Total passenger trips—8,979 Curb-to-Curb trips—248 (3% of total)



PROJECTS-NOVEMBER/2018	
<p>Sign Inventory system project—Final draft of the solicitation for procurement of the data collection has been approved and Data collection is currently being advertised.</p>	<p>Downtown Sewer Manhole Rehabilitation FY18 project</p> <p>Sunrise Engineering and Haydon Construction have submitted 2 preliminary cost estimate options for this project alignment. Staff is reviewing these options and has a conference call to discuss scheduled for December 7th.</p>
<p>Injection Well Design— Design has started. Staff has received and is reviewing technical specs for the drilling.</p>	<p>Maintank 1 Rehabilitation project—City team has decided to postpone this project until next year due to time constraints as to when the tank can be off-line. Demand dictates that it can only be off-line in the winter months and there is not enough time for design and con-</p>
<p>City Well 10—Final plans are expected soon for City's review.. There are some permit applications that need approval from ADEQ before they will be finalized soon. There will be one more review before final completion.</p>	<p>Waterline Replacement projects—Final plans are expected soon for City's review.. There are some permit applications that need approval from ADEQ before they will be finalized soon. There will be one more review before final completion.</p>
<p>Downtown Sewer Outfall Main—Sunrise Engineering and Haydon Construction have submitted 2 preliminary cost estimate options for this project alignment. Staff is reviewing these options and has a conference call to discuss scheduled for December 7th.</p>	
<p>Future HSIP Projects—Staff has submitted an application to ADOT for eligibility in fiscal years 21 -22 for some safety improvement projects on the following streets.</p> <p>On Beale Street, for traffic calming/curb bulbouts, at 3 intersections (3rd, 4th, 5th Streets)</p> <p>Adding speed feedback signs on these streets that either have a fatal crash or several serious injury crashes</p> <p>Stockton Hill Rd, Airway to Jagerson, Beale St, Grandview to 10th St, Hualapai Mountain Road, Virginia Ave to east of Seneca, Airway Ave, Western to Rt. 66, Gordon Dr, Shadow to Bank, Beverly Ave, Fairfax to Western. Project cost estimate is \$444,000 with a \$15,574 local match. Project eligibility was received October 24, 2018 for this project.</p>	<p>Stockton Hill Rd. Safety Corridor—JPA has been received and reviewed and will go to Council for approval in December. ADOT will administer this entire project. The estimated cost is \$602,151 in HSIP funds and a local match of \$36,397 for a total of \$638,548.</p>

Planning & Economic Development Department, Tourism Division – Josh Noble

Nov 2018 Advertising & Marketing

Arizona Office of Tourism Marketing Cooperative

- Madden Media Search Engine Marketing Oct 2017– June 2018, 2,500+ clicks/month
- TripAdvisor AOT Cooperative Marketing Campaign begins (Nov 2018 to June 2019)
- Arizona Driver Guide, 2018/2019 Winter issue 1/2 page advert
- Arizona Canadian insert added value included inserting into December WestJet Inflight Magazine and content about Kingman in October 8 VisitArizona.com newsletter at www.visitarizona.com/planning/local-word/explore-west-coast-arizona-for-outdoors-food-and-nostalgia

Other Marketing / Promotions

- Certified Grand Canyon / Route 66 Traveler Info Guide, 150,000 distribution at 855 visitor locations for 12 months. 1/2 panel.
- Weibo account 12 months management with China Tour Visit USA is in review.
- **2019 Kingman Daily Miner 'Welcome to Kingman', full back page**

Leads Fulfilled by lead sources

- GoKingman.com information requests: 35 (plus 81 direct info packet downloads)
- GoArizona.com leads: 413
- Grand Circle Association leads: 33
- MyGrandCanyonPark.com leads: 449
- Arizona Office of Tourism: none
- Call ins & Mail: 5

**3 pcs returned as undeliverable in November.*

Nov 2018 Projects & Activities

- Nov 8: Josh Attended City of Prescott Special Events Committee meeting with Jack Plaunty and Rob Owen to see how they manage event requests and assistance.
- Nov 14: 3rd Hospitality Group lunch meeting hosted at SpringHill Suites by Marriot, 14 individuals attended. Special Q&A with Chief DeVries and Michele Beggs from ADOT
- Nov 15: Josh attended the Historic Route 66 Association of Arizona board meeting in Flagstaff.
- Nov 16: Diane coordinated with Probation Officer Doughty to have probationary juveniles conduct weed and trash clean-up at the Powerhouse on a regular monthly basis
- Nov 29: AZ Media Marketplace (Travel Classics West) at Shadow Mountain Resort, Scottsdale. Distributed 2018 Kingman developments to travel writers at the conference.
- Kingman Tourism is providing give-away items for annual AOT China Mission (12/3- 12/7)

Planning & Economic Development Department, Tourism Division – Josh Noble

Nov 2018 Media Assistance & Updates

- Nov 8: Representatives for print and on-line Italian magazines visited Kingman. Articles were posted online Nov 11 at www.fuoristradaweb.com/articles/kingman-az-on-route-66
www.motorsand4x4.com/news/kingman-az-on-route-66
- Nov 11 & 12: Travel writer (photographer cancelled) on assignment for Choice Magazine (UK, circulation of 75K) visiting in Kingman, sponsored overnight and dinner secured.
- Nov 12: Lisa Kadane on assignment for Family Fun Canada visiting Arizona Route 66 Museum

Tourism Div Statistics	Nov-18	Nov-17	FYΔ	Nov-16	2FYΔ	FYTD	FY/FYΔ	FY/2FYΔ
Visitor Center Walk-ins:	9,777	6,195	57.8%	5,721	70.9%	80,932	42.3%	47.6%
Bus & Group Visits:	81	31	161.3%	36	125.0%	664	119.9%	133.0%
Gift Shop Sales:	\$14,918	\$10,834	37.7%	\$8,391	77.8%	116,409	71.6%	109.1%
Visitor Packets Mailed:†	944	960	-1.7%	588	60.5%	15,789	39.5%	67.8%
Website Visitor Sessions:*	13,008	15,765	-17.5%	14,347	-9.3%	86,450	3.4%	-16.0%
Guest Book US:	333	186	79.0%	305	9.2%	Top States:	Top Countries:	
US Party Size:	2.3	2.1	9.5%	2.3	0.0%	1. CA (102)	1. Canada	
GB International:	146	116	25.9%	166	-12.0%	2. AZ	2. China	
International Party Size:	2.4	2.5	-4.0%	2.4	0.0%	3. NV	3. UK	

† Visitor Packet totals are for the calendar year.

* GoKingman.com analytics account was spammed by an attacker at service provider 'ovh sas' in Eastern Europe between Oct 23 and Nov 9, 2018. Some of the false figures are difficult to exact out of the data, so these figures may be under-representative of the actual visitor sessions.

Nov 2018 Reported Activities & Purpose for Travel

	Kingman	Grand Canyon	Las Vegas	Museums	Route 66	other	not answered
2018	43%	39%	33%	20%	46%	16%	16%
2017	NA	36%	29%	19%	53%	29%	17%
2016	NA	37%	29%	22%	48%	25%	20%

* the option of "Kingman" as a purpose for travel wasn't added until we created a new guestbook for 2018.