



City Manager Report

January 2019

CITY MANAGER REPORT *CITY OF KINGMAN - January 2019*

The information included in this issue reflects December 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 - DECEMBER 2018
PLANNING & ECONOMIC DEVELOPMENT DEPARTMENT

ECONOMIC DEVELOPMENT

The Henry Company, Potters Industries, ICSO Pipe, and Valencia Pipe are all companies located in the **Industrial Park that Economic Development Manager Bennett Bratley has met with this month. Photo's** and testimonials from these manufacturing companies will be included on the new Economic Development website that Mr. Bratley has been working on. The new website is scheduled to be live in March.

Economic Development staff is meeting with owners and managers of area hotels to develop corresponding visitor information and available activities to promote Kingman

Economic Development Management Staff reviewed the Strategic Development Plan by Chabin Concepts and will have the Economic Development Advisory Commission assist with review

City ED staff was on the interview panel for the Mohave County ED Director selection.

Kellogg and Bratley were guests on Speak Out 2.0 with Paul LaVoie, a local radio station

Proposals to Branding Services were submitted for Kingman

Additional Activities Completed by Economic Development Staff in December

Grant Administrator Bill Shilling is pursuing a sidewalk improvement program with grant monies. The project will add ADA compliant sidewalks from Fifth Street to Hall Street.

ED staff met with BNSF and discussed their support of a potential second exit out of the Industrial Park.

Mr. Bratley worked with Patriot Rail to obtain LED solar flashing rail crossing signage in an effort to get the traffic to slow down coming up on the rail crossing at Mohave Drive. The signage should be installed some time in January.

Mr. Bratley is working on the repair and maintenance of the roads in the Industrial Park with Mohave County Public Works and is working with Interstate Trailers, Shelves, and Chromoscape for completion of the petition to get the County to maintain the roads these business utilize.

Staff obtained traffic counts for areas of the Airport and Industrial Park

Kingman Municipal Airport Master Plan PAC Meeting attended by staff

Shilling provided new street maps and aerial photos to the Mohave Museum for their help on our historic properties, photos and other historic research

Economic Development

Employees with the Valencia Pipe Company at the Industrial Park getting a pallet of their yellow pipe ready for shipment



ISCO Company loading pipe at the Industrial Park



Valencia Pipe Company employee working on their black pipe production



Traffic Control Radio Tower at Airport decorated with Christmas lights

9	Commercial Building Permit Plan Reviews for Flying J, KRMC, MIKID remodel
23	Residential Building Permit Reviewed and approved
15	Business Licenses Reviewed & Approved
2	Special Event Permits Reviewed & Approved
4	Sign permits Reviewed & Approved
3	Commercial site inspection visits
4	Residential site inspection visits
5	Zoning Violation cases initiated
7	Submissions from City website responded to
Z018-0013	Exempting roof requirements for metal buildings
Z018-0012	Secondary Residences to be allowed in certain zoning districts
Z018-0011	Accessory Structures
RZ18-0005	Proposed rezone from R-1-10 to R-1-6
RZ18-0007	Proposed rezone from R-1-10 to C-2-HMR for 25 duplex units for Veterans
GP18-0001	Project was withdrawn
RZ18-0006	Project was withdrawn
PP18-0003	Parcel Plat recorded for 1030 Gates Avenue
1	Partial release of assurances request for Southern Vista IV Tract 6023

Additional Activities Completed by Planning & Zoning Staff in December

Staff met with local homebuilders to encourage design deviation in subdivisions
Staff had a pre-application meeting for Langford Apartments
Staff had a pre-application meeting for Sycamore Villiage
Staff met with Chabin Concepts and discussed Strategic Development Plan for the City
Staff attended the Traffic Safety Committee
Road Name Change proposal from Angle Homes- Win-Win to Pronghorn Avenue, Amazing Regina to Roadrunner Avenue, Worthy Rd to Rattlesnake Road, Golden Eagle Circle to White Tail Circle
Planning & Zoning Commission meeting
Staff submitted request for proposals to update the City Zoning Ordinance
Staff met with the State DES on a possible project which was withdrawn
Staff responded to several complaints and questions regarding ordinances
Staff responded to numerous zoning/development inquiries

PLANNING & ZONING COMMISSION MEETING DECEMBER 10

MINOR GENERAL PLAN AMENDMENT CASE GP18-0001:

This request was withdrawn by the applicant.

REZONING CASE RZ18-0006:

This request was withdrawn by the applicant.

Z018-0013: A City-initiated request for a Text Amendment to the Appearance Criteria of the Zoning Ordinance to consider exempting metal buildings from meeting the 3.5:12 roof pitch standard and allowing alternative roof materials.

The commission voted unanimously to recommend approval of the Text Amendment

Single Family Residence design discussion: Staff met with local home builders to encourage them to **vary the designs of their homes within the same subdivision in order to avoid the 'cookie cutter' look.**

Commission members directed staff to bring back additional research for discussion, and possible rewording of the language in the current ordinance. All were in favor of being proactive rather than reactive.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION

The Economic Development Advisory Commission did not meet in December.

HISTORIC PRESERVATION COMMISSION

The Historic Preservation Commission did not meet in December.

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

WATER AND SEWER ACTIVITIES

The Engineering staff responded to **126** 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.

ENG18-0044 An Approval of Construction was issued for approximately 481 l.f. of 8-inch C-900 water line extension with (1) fire hydrant, (1) fire service line and (1) single water service in Castle Rock Road between E. John L and E. Shaeffer Avenue.

ENG18-0037 An Approval to Construct was issued for approximately 358 l.f. of 8-inch PVC water line extension with (1) fire hydrant and (1) water service tap across frontage of site 2604 Hualapai Mountain Road.

ENG18-0037 A Construction Authorization was issued for approximately 540 l.f. of 8-inch PVC SDR-35 sewer line extension with (4) 4" diameter sewer manholes and (1) sewer service tap along the western boundary of site at 2604 Hualapai Mountain Road.

ENG18-0083 An Approval to Construct was issued for approximately 351 l.f. of 8-inch C-900 water line extension to service 3300 Andy Devine Avenue. (311-19-004A)

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 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.

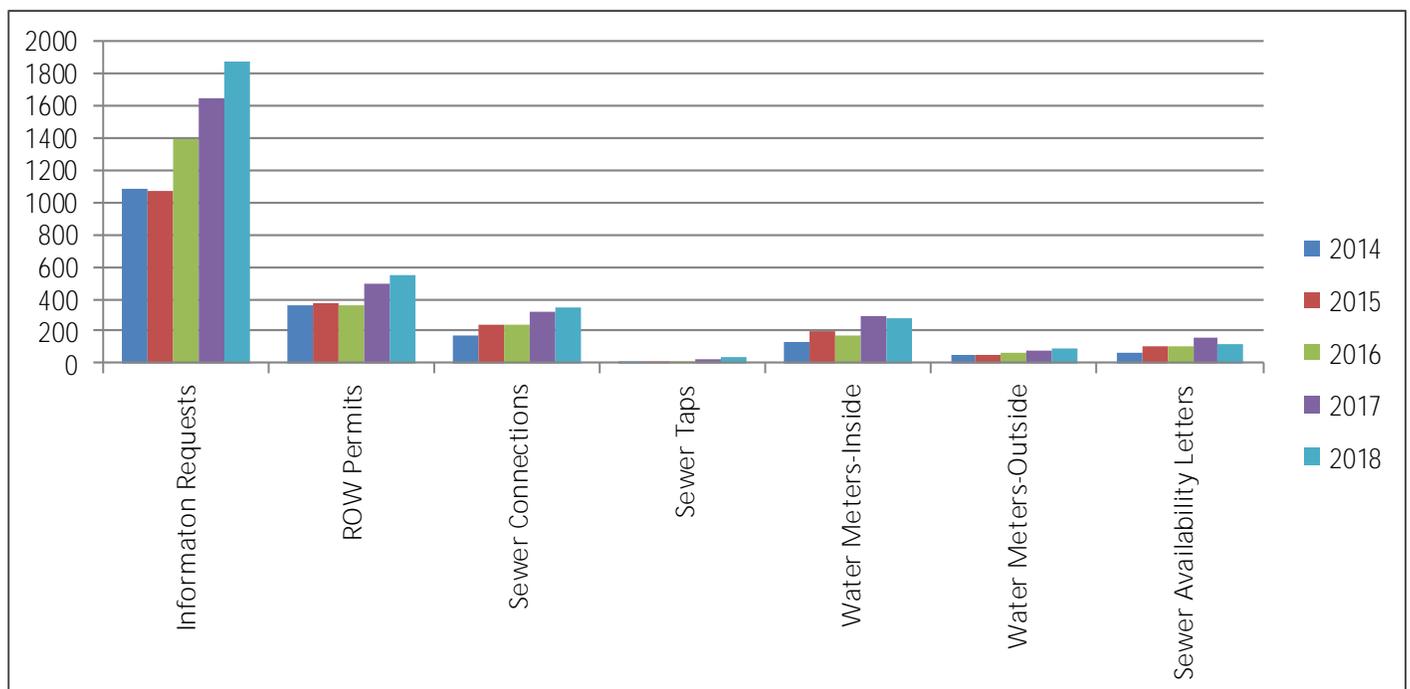
MEETINGS	
Dec. 3	ENG18-0046 Sycamore Village Tract 1955 Subdivision
Dec. 4	ENG17-0030 Pre-construction Meeting Walleck Ranch Track 1961-J
Dec. 5	ENG14-108 Stockton Hill Waterline replacement progress meeting
Dec. 5	ENG17-0027 Potholing Project meeting
Dec.. 6	Staff Meeting
Dec. 12	ENG14-108 Stockton Hill Waterline replacement progress meeting
Dec. 18	Drainage Seminar with Contech Engineering Solutions re: Storm Management & Erosion Control
Dec. 19	ENG18-0054 Jagerson Avenue Sewer Line Mohave Wash Crossing Kickoff Meeting

CITY MANAGER'S REPORT

RIGHT OF WAY ACTIVITIES-DECEMBER	
39	Permits to work in Public Right-of-Way
22	Sewer Connection Permits Inside City Limits (0 due to Failed septic)
3	Sewer Connection Permits Outside City Limits (0 due to Failed septic)
0	Sewer Taps
7	Utility Permits for water meters in the County
23	Utility Permits for water meters in the City
6	Sewer Availability Letters

5-YEAR COMPARISON-ROW ACTIVITY

	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
Information Requests	1086	1066	1393	1650	1878
ROW Permits	355	373	363	494	549
Sewer Connections	176	234	239	325	345
Sewer Taps	8	5	15	26	35
Water Meters-Inside	137	198	178	289	283
Water Meters-Outside	56	51	59	85	97
Sewer Availability Letters	65	100	110	154	115



CONSTRUCTION PHOTOS-2018



ENG17-0008 Andy Devine ADA Project

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 December 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"> • KRMC/Senior Health Expo • Dueling Pianos (Sundowner Saloon) • Tuff Trucks/Scramble Cars • Pioneer Country Events 	1/26/2019
<ul style="list-style-type: none"> • Cerbat Lanes/Youth Tournament • Indoor Family Bingo & Dinner (Palo Christi) • Downtown Kingman's First Friday 	2/1/2019
<ul style="list-style-type: none"> • Dwarfanators Wrestling • St. Jude Children's Hospital/Car Show 	2/2/2019
<ul style="list-style-type: none"> • Mohave County Special Needs Fair 	2/6/2019

Clerk Activity – December 2018

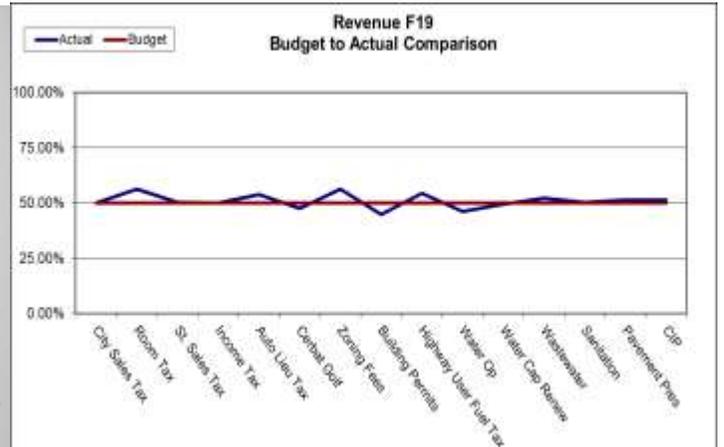
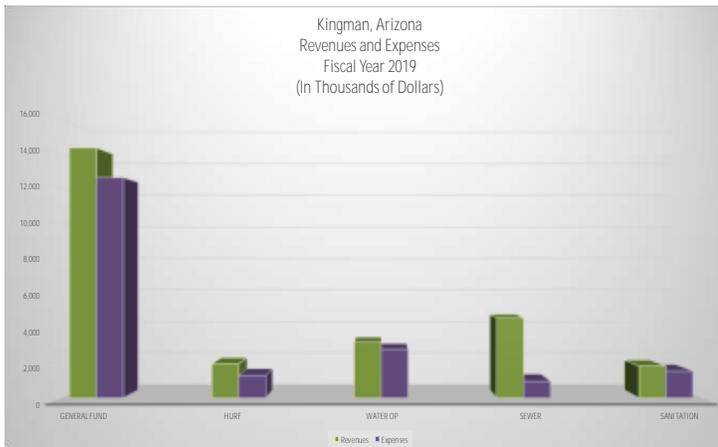
	VOLUME	REVENUE
Special Event Permits Issued	3	\$200.00
Public Notary Requests	15	\$64.00
Special Event Vendor Permits	170	\$1870.00
Special Event Liquor License	4	\$200.00
TOTAL REVENUE - December 2018		\$2334.00



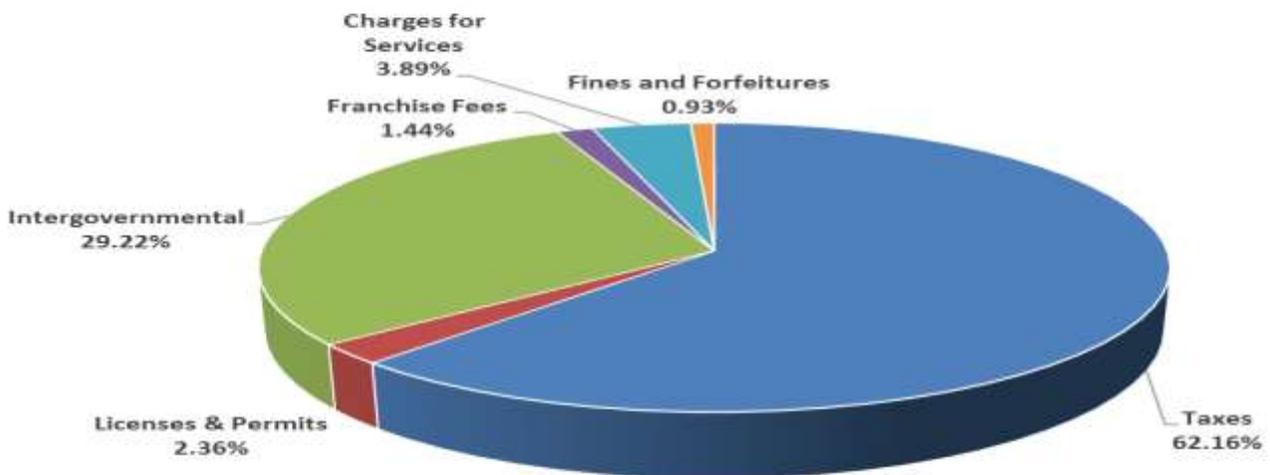
Finance—Tina Moline

REVENUE BY SOURCE — DECEMBER 2018
GENERAL FUND

Description	Original Budget	Revenues This Period	Revenues Year-to-Date	Percentage Collected
Taxes	17,688,946	1,516,466	8,886,976	50.24%
Licenses & Permits	742,070	54,455	337,358	45.46%
Intergovernmental	8,191,653	687,613	4,178,191	51.01%
Franchise Fees	693,267	-	205,405	29.63%
Charges for Services	1,180,581	58,920	556,884	47.17%
Fines and Forfeitures	337,408	19,295	133,168	39.47%
Miscellaneous	90,804	4,202	39,990	44.04%
Total Revenues General Fund	28,924,729	2,340,951	14,337,972	49.57%



General Fund Revenue
Fiscal Year to Date 2019

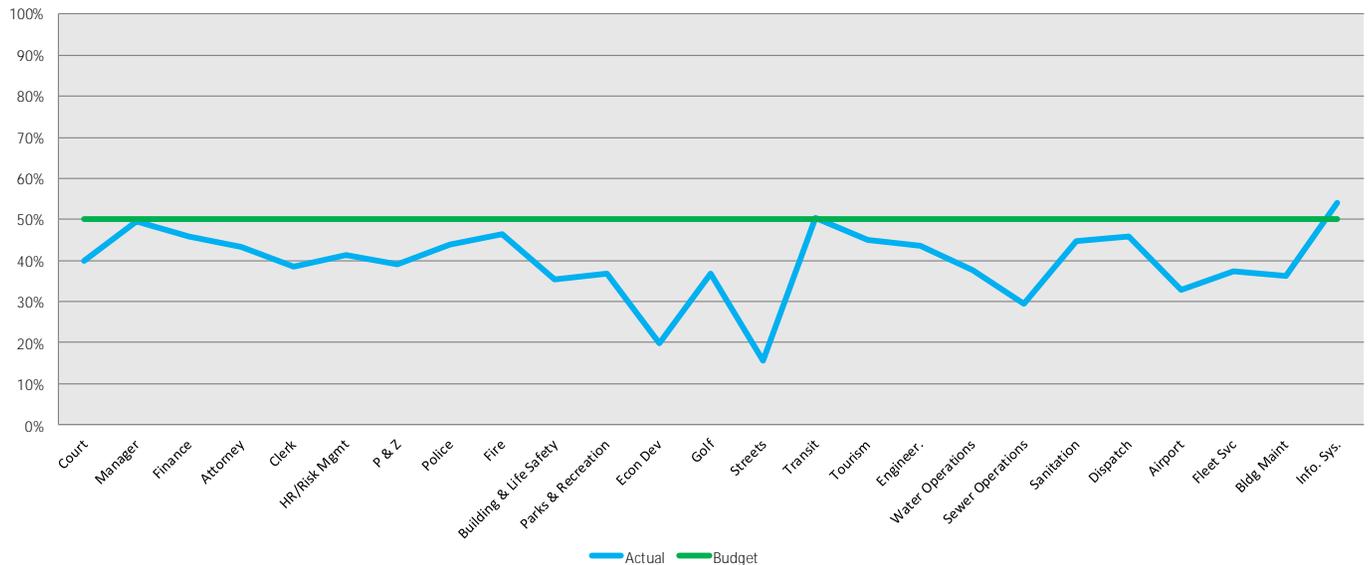


EXPENDITURES BY DEPARTMENT — DECEMBER 2018

GENERAL FUND

Description	Revised Budget	Expenditures This Period	Expenditures Year-to-Date	Budget Availability	Available Percentage
Court	1,497,490	77,080	595,555	901,935	60.23%
City Council	166,155	6,164	100,317	65,838	39.62%
Manager	367,106	24,565	176,868	190,238	51.82%
Finance	1,011,985	75,562	509,745	502,240	49.63%
Attorney	834,139	46,805	361,090	473,049	56.71%
City Clerk	375,223	22,253	144,060	231,163	61.61%
Human Res/Risk Mgmt	845,446	62,897	350,177	495,269	58.58%
Planning & Zoning	270,328	15,541	109,384	160,944	59.54%
Police Department	10,684,243	587,542	4,686,504	5,997,739	56.14%
Fire Department	6,834,302	347,870	3,165,196	3,669,106	53.69%
Building & Life Safety	1,171,186	56,374	422,588	748,598	63.92%
Parks & Recreation	4,785,812	233,568	1,763,597	3,022,215	63.15%
Economic Development	685,495	35,196	240,458	445,037	64.92%
Total Expenses	29,528,910	1,591,416	12,625,539	16,903,371	57.24%

Kingman, Arizona
Budget to Actual Expenditures
Fiscal Year 2019



REVENUE BY SOURCE — DECEMBER 2018

GENERAL FUND

REVENUE SOURCE		7/1/14 Thru 12/31/14	7/1/15 Thru 12/31/15	7/1/16 Thru 12/31/16	7/1/17 Thru 12/31/17	7/1/18 Thru 12/31/18	Percent Change FY18-FY19	Fiscal 2019 BUDGET	FY19 Percent of BUDGET
GENERAL FUND (101)									
Local	*Sales Tax	7,189,065	7,353,337	7,725,455	8,600,725	8,585,218	-0.18%	17,153,682	50.05%
	Room Tax	235,407	246,470	271,497	296,903	301,758	1.64%	535,264	56.38%
State	Sales Tax	1,208,062	1,284,386	1,267,740	1,444,817	1,421,658	-1.60%	2,823,480	50.35%
	Income Tax	1,698,903	1,689,692	1,769,718	1,797,759	1,784,516	-0.74%	3,563,625	50.08%
	Auto Lieu Tax	692,779	678,497	824,879	887,340	972,017	9.54%	1,804,548	53.86%
Golf	Green Fees (9 holes)	52,424	50,328	45,823	44,871	47,191	5.17%	94,362	50.01%
	Green Fees (18 holes)	90,248	80,228	77,289	84,955	81,152	-4.48%	177,574	45.70%
	Annual Golf Fees	52,567	57,250	49,603	45,697	56,548	23.74%	118,082	47.89%
	Cart Rentals	137,523	129,643	122,699	126,340	128,548	1.75%	272,392	47.19%
	Driving Range Fees	14,758	15,038	11,536	10,572	12,153	14.95%	23,680	51.32%
	Restaurant and Bar	101,766	93,066	83,193	81,183	80,352	-1.02%	168,803	47.60%
	Subtotal Golf Course	449,286	425,553	390,143	393,619	405,944	3.13%	854,893	47.48%
Other	Zoning Fees	8,221	14,010	10,650	7,618	8,450	10.92%	15,000	56.33%
	Building Permits	248,609	285,563	288,602	400,639	271,573	-32.21%	606,427	44.78%
HURF FUND (201)	Rest/Bar Tax	363,439	379,775	420,208	414,176	491,681	18.71%	810,900	60.63%
	Highway User Fuel Tax	1,169,875	1,228,581	1,267,305	1,403,053	1,460,945	4.13%	2,693,982	54.23%
POWERHOUSE TOURISM FUND (215)		0	0	74,986	87,988	137,233	55.97%	228,359	60.10%
<u>PAVEMENT PRESERVATION FUND (316)</u>		0	0	0	0	1,631,280	-	3,185,250	51.21%
<u>I-11 E KGMN CONN FUND (317)</u>		0	0	0	0	1,631,280	-	3,185,250	51.21%
WATER FUND (501) **		3,535,645	3,626,605	3,668,071	3,693,417	3,389,176	-8.24%	6,928,531	48.92%
WATER CAPITAL RENEWAL FUND (510)**		421,909	427,150	433,093	439,211	440,982	0.40%	892,193	49.43%
WASTEWATER FUND		4,278,933	4,213,449	4,331,880	4,362,705	4,588,874	5.18%	8,779,622	52.27%
WASTEWATER CAPITAL RENEWAL FUND (530)**		0	57,645	59,080	61,073	63,232	3.53%	120,301	52.56%
SANITATION FUND (541)**		1,693,088	1,718,658	1,752,502	1,771,411	1,815,508	2.49%	3,606,333	50.34%

*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.

**Due to the implementation of a new utility billing software, November utility bills were delayed. This resulted in a decrease in year-to-date revenues. Utility billing is expected to reach its normal billing frequency by late December/early January, at which time the year-to-date revenues will align with the prior year's reported revenues.

City of Kingman – Utility Payment Statistics

CUSTOMER SERVICE STATISTICAL SUMMARY—November 2018						
	July-18	Aug-18	Sep- 18	Oct- 18	Nov- 18	Dec- 18
Phone Calls Answered	2,612	2,331	2,040	2,336	1,808	2,223
IVR - Payments	4,970	5,089	4,731	5,567	n/a	4,074
Water Service Orders	1,598	1,237	1,341	1,469	627	836
Sanitation Service Orders	432	411	425	583	262	246
Sewer Service Orders	0	0	0	2	2	0
Number of Total Payments Processed	17,345	18,477	16,690	18,640	n/a	16,866
Number of Sanitation Customers	12,146	12,141	12,204	12,253	n/a	12,201
Number of Sewer Customers	10,614	10,616	10,698	10,751	n/a	10,813
Number of Water Customers	20,202	20,179	20,309	20,373	n/a	20,334

LICENSING STATISTICAL SUMMARY—November 2018	
New Business Licenses Issued	27
License Renewals Completed (Business & Animal	292
License Renewals Generated (Business & Animal	334

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



Kingman Fire Department

Fire Chief—Jake Rhoades

The month of December included response to 621 total incidents bringing the total to 7790 total responses for the year of 2018. This is an increase over the total responses in 2017 of 7414 and continues a continuous response methodology as standard response as 103 medical responses were sent directly to AMR for response while the Rapid Response Vehicle (Squad) accounted for 34 calls due to staffing limitations. District 23 accounted for 215 emergency calls while District 22 accounted for 228 calls while Fire Station 23 responded to 35% of calls and Fire Station 22 to 37% 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 92% for the month as Turnout times were very similar between 89%. In comparison, travel times range from 48% 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 77%.

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 December is due to the limitations of working hours as well as the availability of part time personnel and current staffing availability.

The month of December was busy for fire activity as there were 5 residential structure fires and 2 commercial structure fires for the month and 89 total fires which includes alarms and other fire related emergencies. Interesting to note that District 22 has a higher prevalence of EMS calls while District 23 has a higher prevalence of fire and was utilized by Northern Arizona Consolidated Fire District on multiple structure fires through mutual aid in December.

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 2,161 hours of training for the month and totaled 26,053 for the year which is the highest total 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 December across all the country and January looks to continue this trend as three members travel to the National Fire Academy for officer development and fire prevention courses. 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: 621 YTD: 7790 AMR Calls : 103 YTD: 1445 Squad 2 Calls for Month: 34 July 1, 2018 to date: 153

DIRECT RESPONSES—MONTH			
DISTRICT	Dec 2018	% of MO Total	YEAR-TO-DATE
District 21	86	14%	1073
District 22	228	37%	2801
District 23	215	35%	2548
District 24	66	11%	950
District 25	17	3%	265
Out of District	9	1%	153
Total Responses	621	100%	7790

TRAINING HOURS		
TYPE	Dec 2018	YEAR-TO-DATE
Administration	118	1347
Career Development	351	3440
Daily Training	1325	15119
EMS Training	158	1676
Fire Training	136	2909
HazMat Training	16	637
Rescue Training	57	842
Physical Fitness	0	83
Total	2161	26053

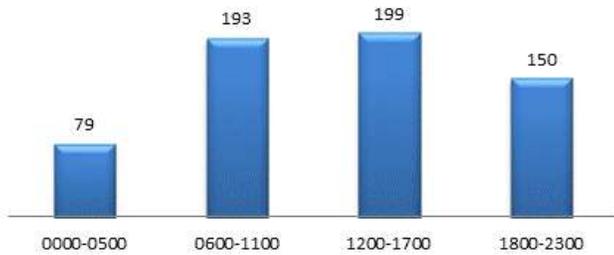
INCIDENT BREAKDOWN		
TYPE	Dec 2018	YEAR-TO-DATE
Residential Structure Fire	5	50
Commercial Structure Fire	2	26
Other Structure Fire	0	0
Vehicle Fire	1	40
Brush Fire	3	81
Dumpster Fire	0	18
Other Fires	78	917
Total Fires	89	1132
EMS Response	528	6580
False Alarm Response	0	0
Mutual Aid Given	0	0
Hazardous Condition Response	4	71
Other Response/Admin	0	7
Total	621	7790

INCIDENTS BY FIRE STATION				
Station No	EMS	Dec 2018	EMS %	All Incidents YTD
Station 21	57	70	9%	954
Station 22	175	194	28%	2326
Station 23	126	149	20%	1835
Station 24	67	84	11%	1100
Other/Admin	103	124	17%	1575

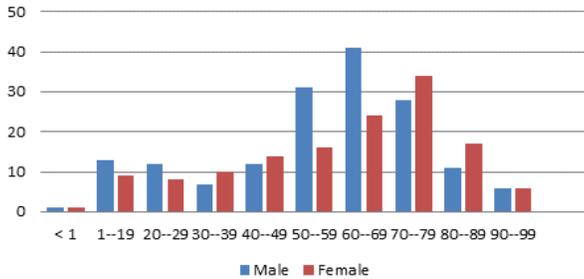
District Responses Current Month	EMS Incidents	%	EMS Year to Date
District 21	73	12%	936
District 22	203	33%	2402
District 23	182	29%	2192
District 24	52	8%	770
District 25	13	2%	196
Out of District	5	1%	84
TOTAL	528	85%	6580

Performance by Shift	Incidents	Dispatch Time
Shift 1 - Days	257	0:30
Shift 2 - Nights	217	0:28
Shift 3 - Days	253	0:46
Shift 4 - Nights	243	0:41
Wed 1-3	80	0:47
Wed 2-4	78	0:32
TOTAL	1128	0:38

Incidents by Time Block



Patients by Age Group and Gender Total by %



Communications Center Performance	Benchmark	Baseline	Compliance
9-1-1 Call Answering	0:10	0:10	95%
Dispatch Time	1:30	1:25	92%

Dispatch Calls for Service	2018	2017	Variance Y to Y	% Change
Police	3286	3364	-78	-2%
EMS	1009	865	144	14%
Fire	176	250	-74	-42%
HAZMAT	12	0	12	100%
Tech Rescue	0	0	0	0%
Other	0	0	0	0%

Total Value	\$ Saved	\$ Loss	% Saved	% Lost
Structure Fires	\$2,039,000	\$6,000	99.997%	0.3%
Vehicle Fires	-	-	-	-
Other	-	-	-	-
TOTAL	\$2,039,000	\$6,000	99.997%	0.3%

Performance by Shift	Incidents	Dispatch Time		Turnout		Travel		Total Response	
A-Shift	220	1:16	94%	1:09	86%	7:20	47%	9:41	81%
B-Shift	224	1:27	92%	0:57	92%	7:24	40%	9:54	76%
C-Shift	177	1:11	97%	1:09	87%	7:39	46%	9:40	74%

EMS by Risk	Type	Incidents	Dispatch Time		Turnout		Travel		Total Response	
High	Charlie, Delta & Echo	86	1:16	96%	0:58	91%	7:02	46%	9:11	82%
Moderate	Bravo	72	1:07	94%	1:00	90%	8:18	41%	10:53	65%
Low	Alpha, Omega & Public	69	1:16	94%	1:34	72%	8:20	29%	11:27	71%

FIRE by Risk	Type	Incidents	Dispatch Time		Turnout		Travel		Total Response	
High	Commercial & Residential	8	1:15	100%	2:08	50%	5:18	63%	7:08	88%
Moderate	Commercial Vehicle	0	0:00	0%	0:00	0%	0:00	0%	0:00	0%
Low	Dumpster, Passenger	81	1:40	80%	1:06	87%	8:03	44%	10:06	67%

Agency	Total Calls 2018	% of Total	Police	EMS	Fire	HAZMAT	Tech Rescue	TOTAL
Kingman Police	39445	73%	3286	-	-	-	-	3286
Kingman Fire	7790	14%	-	528	89	4	-	621
No. AZ Consolidated Fire	4158	8%	-	277	53	6	-	336
Golden Valley Fire	2169	4%	-	138	23	1	-	162
Lake Mohave Ranchos	794	1%	-	50	6	-	-	56
Pinion Pine Fire	291	1%	-	16	5	1	-	22
Pine Lake Fire	24	0%	-	-	-	-	-	0
Total Calls Dispatched	54671	100%	3286	1009	176	12	-	4483

The Building & Life Safety Division spent the month inspecting and plan reviewing last minute projects before the end of the year. The public education area continued to be a focus with numerous presentations presented to schools and private citizen groups. Investigators were called out to the Chipotle on Stockton Hill Rd. on December 30, 2018 @ 10:04AM for a commercial fire alarm. Upon arrival crews found that the cooking hood fire suppression system had been activated and put out 90% of a cooking fire. This activation shows the importance of staying current with building and fire codes and that the required systems work; in this case saving \$ 1,500,000.00 in building losses and more than twice that dollar amount for loss of business.

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

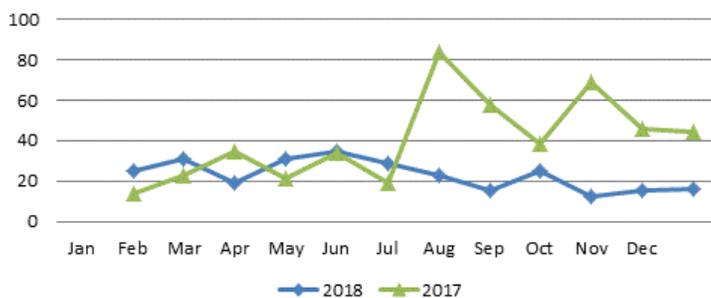
BUILDING & LIFE SAFETY ACTIVITIES		
ACTIVITY	Dec 2018	YEAR-TO-DATE
New Commercial Plan Review	0	21
Other Commercial Reviews	10	126
New Residential Plan Review	22	279
Other Residential Plan Reviews	17	250
Sign Review	3	40
Special Event Permits	4	84
Other Reviews	3	16
Building Safety Inspections	421	6694
Business License Bldg. Inspections	38	517
Fire Safety Inspections	124	946
Fire Safety Violations	85	567
Knox Box	2	15
Public Education	16	78
Public Outreach	6	130
Station Tours	-	9
Smoke Alarm Maintenance	12	43
Smoke Alarm New Install	16	82
Child Safety Seat Checks	6	12
Hydrant Activity (all)	274	2523
Explorer Training		9
Total	1059	12,441

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	16	\$3,036,520.84	20	\$3,372,875.55

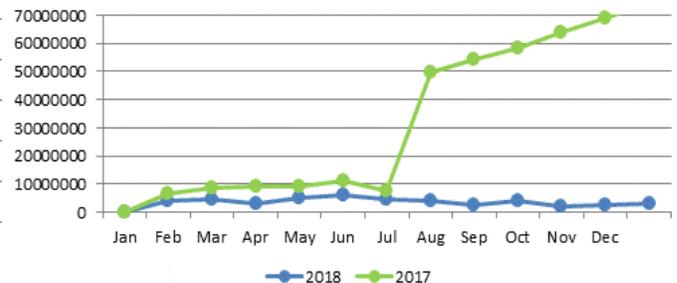
NEW COMMERCIAL PERMITS ISSUED BY MONTH				
MONTH	2018	2018 Valuation	2017	2017 Valuation
January	1	\$713,552.00	1	\$4,937,913.03
February	1	\$508,128.64	0	\$0.00
March	0	\$0.00	0	\$0.00
April	0	\$0.00	0	\$0.00
May	2	\$222,108.54	0	\$0.00
June	1	\$45,337.05	0	\$0.00
July	2	\$1,619,062.14	0	\$0.00
August	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	0	\$0.00	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	50	44

New Single Family Residential Permits



New SFR Permit Value



IT—JOE CLOS

December 2018

www.cityofkingman.gov

Visits

21,175

% of Total: 100.00% (21,175)



Unique Visitors

15,232

% of Total: 100.00% (15,232)



Pageviews

55,318

% of Total: 100.00% (55,318)



Daily Visits

Sessions



Popular Pages

Destination Page	Pageviews	Unique Pageviews
/	11,208	8,877
/government/departments/finance/utility-billing/utility-payment-options	3,448	2,460
?splash=https://selfservice.cityofkingman.gov&__isexternal=true	2,570	1,673
/Home/Components/News/News/1260/16	2,142	2,102
?splash=https://www.governmentjobs.com/careers/cityofkingman&__isexternal=true	1,723	1,153
/government/departments/finance/utility-billing	1,510	1,153
/government/departments/human-resources/employment-information	1,438	1,107
/business/airport-authority	1,265	1,034
/government/departments/police-department	1,247	941
/government/departments/parks-and-recreation	964	730

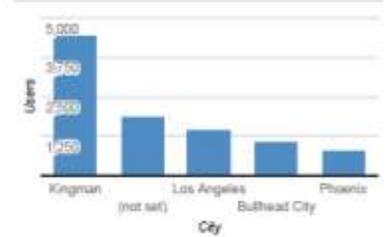
Average Pages per Visit

2.61

Avg for View: 2.61 (0.00%)

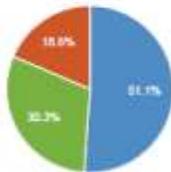


Your biggest traffic comes from



Traffic Source

organic direct referral

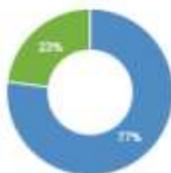


Country/Territory

Country	Sessions
United States	20,333
France	252
India	109
Canada	78
Brazil	41
Germany	38
United Kingdom	33
Philippines	21
South Korea	18
Japan	15

Type of Visitors

New Visitor Returning Visitor



Visits by Device

Device Category	Sessions	Bounce Rate
desktop	10,806	43.40%
mobile	9,172	59.17%
tablet	1,197	44.53%





Kingman Police Department-Chief Robert J. DeVries



DATES TO REMEMBER

- February 7th—Officer Stacey Mayo's Retirement Party-KPD

Calls for service and Officer initiated activity numbered 3,106 in the month of December marking a 4.61% decrease in comparison to 2017. Written reports are down 5.48% since December 2017 and officer initiated activity is down 10.57% in comparison to the year prior.

December Activity



The department assisted with the Very Merry Parade of Lights and the annual Christmas Tree lighting on December 1st. The event was well attend-

ed despite the cold and windy weather.



The Code 3 Cloth the Kid Christmas shopping day was held on December 8th. Officers assisted in helping over 250 kids shop at Walmart for the Christmas Holiday.

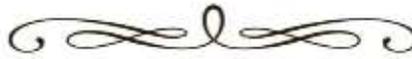


The department continues to aggressively pursue quality candidates for police officer positions. An orientation meeting was held

on December 11th with seven interested



applicants attending to learn more about the career and application/testing process.



Officers Kevin Loi, Tyler Freeman, Francisco Alonso and Trent Meins graduated from the WALETA Academy on December 14th. All four officers have now started their 16-week Field Officer training program. Congratulations and welcome to KPD.



The department continues its movement toward accreditation.

On December 19th Sergeants Joel Freed and Brian Zach tested and were selected to train as assessors for the Arizona Law Enforcement Accreditation Program (ALEAP). They will attend training on July 17th in Flagstaff and then assist with evaluating agencies that are pursuing accreditation status throughout the state.



Staff Update

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

December Highlights

****Manzanita Elementary School Bomb Threat****

On December 6th at approximately 1:26 p.m., Kingman Police responded to a 9-1-1 call of bomb threat at Manzanita Elementary School in the 2600 blk of Detroit Ave. The 9-1-1 caller indicated that a bomb threat came in over a phone occurring approximately at 1:25 p.m. The suspect provided information that there were bombs in the area before disconnecting the call. School personnel were unable to gather any identifying characteristics of the caller. School administrators was immediately placed Manzanita Elementary on lock down. Within moments, for additional safety precautions, school administrators had evacuated students to the Kingman Unified School District Food Services Building in the 3100 block of Rutherford St. where parents were instructed to pick up their children. The Kingman Police Bomb Squad, officers, and school personnel searched the interior, exterior, and roof of the school and did not find anything suspicious. Investigators were unable to identify the suspect caller.

****Bomb Threat at Grocery Store****

Today, December 11th at approximately 10 a.m., the Kingman Police Bomb Squad and Officers responded to a 9-1-1 call of a bomb threat at Smith's Food and Drug grocery store in the 3400 block of N. Stockton Hill Rd. The 9-1-1 caller indicated that a bomb threat came in over the phone and was still on the phone. The suspect provided information to pay a large sum of cash or he was going to blow up the store. The suspect stated there were explosive devices planted in the store. Per Smith's Food and Drug corporate policy, store employees conducted an evacuation of all employees and customers from the store. The Kingman Police Bomb Squad, officers, and store personnel searched the building and did not find anything suspicious. The investigation remains ongoing, but the suspect caller has not been identified.

**** Narcotic Drugs, Shoplift and Flight ****

On Friday, December 7th, at about 9:10pm, Kingman Police arrested **Alexandria Dominique Bruno**, 31 of Kingman, on felony charges of Possession of Narcotic Drugs, Possession of Drug Paraphernalia, Unlawful Flight from Police and misdemeanor Shoplifting. Officers were responding to a store in the 3300blk of Stockton Hill Rd regarding a shoplifting suspect leaving the store. The suspect was identified as Bruno who had been involved in a previous shoplifting incident. Officers observed Bruno enter and leave in a vehicle. Officers attempted to stop Bruno, who ignored officer's lights and siren, going east bound on Airway Ave. Bruno eventually pulled over in the area of Airway Ave and Harrison St. where she was taken into custody without incident. Bruno was found to be in possession of the stolen store merchandise along with heroin and the associated drug paraphernalia. Bruno also had a misdemeanor warrant for Failure to Appear on a previous shoplifting arrest. Bruno, who admitted her involvement in the offenses, was arrested and booked into the Mohave County Adult Detention Facility.

**** Hoax Bomb Threats in Kingman and Nationwide ****

On Thursday, December 13th, at about 12:00pm, Kingman Police responded to a bomb threat at a business in the 3300blk of E. Andy Devine Ave. It was learned that the business had received an email demanding payment or else a "device" would be detonated. It has since been learned that hundreds of recipients in at least 18 states, to include businesses, schools and hospitals, have received similar emailed bomb threats, including Arizona. The email threat demands a large payment in Bitcoin or else a device will be detonated.

The FBI and Department of Homeland Security (DHS) are aware and investigating. It appears the source of these hoax emails originate from outside of the United States. The Kingman Police Department will respond to any calls regarding these or other types of threats, however the decision to evacuate relies solely upon the business owner or person who controls the location. KPD will assist and ensure the safety of employees and customers; however the business and/or employees are urged to pay attention to their areas to help first responders in identifying strange or unusual items. This community notification is meant to provide accurate information so that any recipient of these emails can make an informed decision and take the appropriate action. The source of this threat was not the same as the threat on Tuesday, December 11th.

**** Heroin and Drug Paraphernalia Possession **** On Wednesday, December 26th, at about 4:15pm, Kingman Police

arrested **Devin Clifford Willson**, 24 of Searchlight, NV, and **Elaine Nicole Moyers**, 33 of Kingman, on felony charges of Possession of Narcotic Drugs and Possession of Drug Paraphernalia. An officer contacted Willson and Moyers in the 3300blk of E. Andy Devine Ave. where they were sitting in a parked car. The officer observed assorted drug paraphernalia in plain view. Further investigation revealed that both were in possession of heroin and the associated drug paraphernalia. Both had additional warrants on unrelated charges. Willson and Moyers were booked into the Mohave County Adult Detention Facility.



**** Multiple Burglaries and Drug Possession ****



On Wednesday, December 26th, at about 3:15pm, Kingman Police arrested **Austin Dean Ward**, 19 of Kingman, on multiple felony counts of Burglary 3rd Degree and Vehicle Burglary. Officers responded to a business in the 3900blk of N. Bank St. in regards to reports of a male subject in the rear fenced yard breaking into parked vehicles. Upon arrival the male subject, later identified as Austin Ward, fled on foot. During his attempt to evade capture Ward entered another commercial yard and stole a bike from the back of an RV parked for repair. Ward then rode the bike into the parking lot of the Kingman High School, where he was ultimately captured and taken into custody. Ward, who had a felony warrant

issued by MCSO for similar charges, was found to be in possession of methamphetamine and the associated drug paraphernalia. Ward was booked into the Mohave County Adult Detention Facility on the KPD burglary charges. Ward is facing additional Burglary, Theft and Drug charges pending completion of the investigation.



STATISTICAL SUMMARY—December		
	MONTH	Year-to-Date
Adult Arrests	186	2,378
Juvenile Arrests	16	213
911 Calls	2,124	27,200
Police Incidents	3,106	39,755
Police Cases	484	5,708
Last DR# Pulled	2018-39791	

*Honor
Integrity
Courage*

MONTHLY FINANCIAL REPORT			
KINGMAN MUNICIPAL COURT #0841		DEC 2018	
CITY REVENUE		Criminal Justice Enhancement Fund—47%	6364.69
Abatement Fund	27.12	Child Passenger Restraint	0.00
Address Confidentiality Fund	4.89	DNA Surcharge—3% & DPS Forensics	812.95
Attorney's Fees	1596.30	Drug Enhancement Acct (Fine)	668.85
Bond Forfeiture	0.00	DUI Abatement Fund—\$250	0.00
Copy Fees	2.18	Extra DUI Assessment	0.00
Court Costs	0.00	Domestic Violence Services Fund—\$50	95.39
Defensive Driving Diversion Fee-Local	1875.00	Fill the Gap—7%	948.42
Fines	9285.71	AZ Highways Fund	0.00
Jail Costs	3833.58	JCEF Surcharge—15%	46.40
Jury Fees	0.00	Medical Services Enhancement Fund	1760.33
Miscellaneous Fees	173.35	2011 Additional Assessment—\$8	701.34
Overpayment Forfeiture	0.00	Probation Surcharge—\$5	0.31
Suspension Fee	848.85	Prison Construction and Operations Fund	3965.75
Warrant Fee	1943.09	Public Safety Equipment Fund	3100.32
Total City Revenue	19590.0	School Zone Assessment	0.00
Local JCEF TPF Acct	383.25	State Highway Fund	0.00
Court Enhancement Fund	1164.76	State Highway Work Zone	0.00
STATE REVENUE		Technical Registration Fund	15.00
Probation Surcharge—\$10	2.41	State's JCEF TPF Acct	674.46
Probation Surcharge—\$20	1772.99	Victim's Rights Enforce Assess Fund	170.14
Address Confidentiality Fund	92.93	FARE Special Collection Fund	2595.36
Arson Detection Reward Fund	.00	FARE Delinquent Fee	815.98
Clean Election Fund—10%	1354.05	Total State Revenue	25958.07

SUMMARY OVERVIEW – DEC 2018					
BOND SUMMARY		RESTITUTION SUMMARY		ADULT PROBATION FEE SUMMARY	
Prior Balance	8794.75	Prior Balance	865.00	Prior Balance	1155.61
Bonds Posted	8079.70	Payments made	1726.24	Payments made	1248.68
Bonds Forfeited	4877.55	Checks written	1301.24	Checks written	1155.61
Bonds Refunded	2500.00	Balance in Restitution	1290.00	Balance in Adult Prob Fees	1248.68
Balance in Bonds	9496.89				
REIMBURSEMENT			Cases Terminated	New Cases	Juveniles
Prior Balance	274.30	Civil Traffic	79	104	2
Payments made	20.00	Criminal Traffic	49	71	1
Checks written	0.00	Criminal Misdemeanor	114	107	2
Balance in Reimbursement	294.30	Total	242	282	5
Total Revenue	134711.74	Domestic Violence Cases	5		
Mohave County Jail Costs	23539.20				

MUNICIPAL COURT MONTHLY STATISTICAL REPORT				
DEC 18				
CRIMINAL TRAFFIC				
	D.U.I.	SERIOUS VIOLATIONS	ALL OTHER VIOLATIONS	TOTAL
Pending First of Month	154	12	215	381
Filed	51	2	18	71
Transferred In	0	0	0	0
SUBTOTAL	205	14	233	452
Transferred Out	0	0	0	0
Other Terminations	32	4	13	49
TOTAL TERMINATIONS	32	4	13	49
Pending End of Month	173	10	220	403
TRAFFIC FAILURE TO APPEAR				
Pending First of Month	Filed	Sub Total	Terminations	Pending EOM
106	4	110	1	109
Criminal Traffic/FTA Trials	0	Criminal Traffic/FTA Jury Trials		0
CIVIL TRAFFIC				
Pending First of Month	Filed	Sub Total	Default Judgement	Other Term
286	104	390	12	67
Total Terminations	79	Pending End of Month		311
Civil Traffic Hearings Held in MONTH				6

MISDEMEANOR				
	Misd Non Traffic	Failure to Appear Non-Traffic	TOTAL	
Pending First of	1424	214	1638	
Filed	95	12	107	
Transferred In	0	0	0	
SUBTOTAL	1519	226	1745	
Transferred Out	0	0	0	
Other Terminations	97	17	114	
TOTAL TERMINATIONS	97	17	114	
Pending End of Month	1422	209	1631	
Misdemeanor FTA Court Trials			3	
Misdemeanor FTA Jury Trials Held			0	
Misdemeanor/Criminal Traffic Initial Appearances			34	
DOMESTIC VIOLENCE/HARASSMENT PETITIONS				
	Filed	Issued	Denied	TOTAL TERM
Domestic Violence	4	3	1	4
Harassment	5	1	3	4
HEARINGS HELD TO REVOKE/MODIFY ORDER OF				
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 1043		
D.U.I.	123	MISDEMEANOR TOTAL		
Serious Violations	17			
All Other Violations	178			
TRAFFIC TOTAL	318			

Parks and Recreation—Mike Meersman

Recreation Department

Our Winter/Spring season of classes and activities is now available online and in our most current brochure guide. Registrations began online January 5th and in our office on January 7th. We have a couple new programs being offered this season. We are hoping to see the Tattling class and the adult Cuisine classes take off this season, along with the newly added Dance Techniques class. Please look in our guide for all our “NEW” programs.



Fitness & Dance: Dance classes are currently on break until the week of January 22nd when classes resume. We have added 3 new dance classes and are in the process of hiring another Dance Instructor. Our other Fitness classes continue to struggle as it is difficult to offer said programs while current fitness clubs are offering the same programs for less. Those that continue to participate with us do so because of smaller class sizes and are the instructors themselves. We have reduced the number of days in one of our fitness classes and decreased the price to see if class can meet the minimum required. If minimums are not met in January, the class will be canceled.

Child Supervision Programs: We received much praise over our program titled “Crafts, Cookies, and Caroling with Mrs. Claus.” We have 6 out of 12 registered and all the parents expressed interest in participating next year. Students had the opportunity to do crafts, sing carols, make cookies and brownies, and stay busy with Mrs. Claus.

Trip & Tours: The department has a sold out trip set to Las Vegas for Disney on Ice on January 12th. Upcoming trips include Cirque de Soleil with Barleen’s Dinner & Show, and a Lake Pleasant Boat Cruise in Phoenix over the weekend of March 23rd & 24th. Another trip is currently set for Utah to the Tuacahn Amphitheater, River Rafting, Train Ride, and the Zion National Park on June 28-30 for 3 days and 2 nights. 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. Trips are open to all ages but are primarily Senior-based. The Disney trip has a wide range of participants from 4 years to 92 years old.

Sports: The department is now in Basketball season! Men’s League started in December and took a 2-week break for the holidays. Games will resume on January 8th at Kingman Middle School every Tuesday, Wednesday and Thursday as the school permits us. Youth Basketball will begin its practices on Saturday, January 12th and will continue through March 2nd. Our Spring Coed Volleyball Season is set to begin in late February and registrations are currently being taken online or in the office. For more sports information regarding any of our sports programs or to volunteer in the Youth Basketball program, please contact Sports Coordinator Ryan Fruhwirth at 692-3113.



Special Events: Holiday activities were once again a success! We received 70 Letters to Santa and every letter was addressed and sent a personalized reply. We had 9 volunteers for our Santa’s Calling program and consisted of 135 phone calls. Huge thank yous to our volunteers Ron Foggin, Mike Cobb, Oscar Lopez, Jim Hipes, Ryan Fruhwirth, Bob Pace, Yvonne Cossio, and Megan Verhalen. Breakfast with Santa & Mrs. Claus was well attended; thank you to our two volunteers Mrs. Karen Fogg and Mr. TC Cantrell. Another thank you to Walmart Manager Anthony for donating us a Santa suit as ours was lost by the dry cleaners and later recovered. Polar Dip on New Year’s Day had approximately 30 jumpers and 50 spectators. Participants made attempts to win prizes that had rings at the bottom of the pool. Hot chocolate and popcorn was made available to everyone in attendance.

Aquatics: The Centennial Pool was utilized for the Polar Dip on New Year’s Day. The water was a cool 42 degrees and the wind made for a very chilly afternoon.

Miscellaneous: The Parks & Recreation Department is always open to new class ideas and searching for new class instructors. We are also continuously recruiting volunteers to help in our special events and youth sports programs. 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	
Brochure Released	January 5
Disney on Ice trip	January 12
Family Bingo Dinner & Dessert	February 1
Video Game Tournament	March 23
Phoenix Weekend trip	March 23&24

PARKS MAKE LIFE BETTER

Park Maintenance Division December 2018

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

Parks Maintenance:

We have completed 34 maintenance repair orders this month. There were two incidents of vandalism reported, minor graffiti. The Parks department utilized 560 hours of ADC Inmate labor this month.

We have started the removal of the Christmas lights in Locomotive park and the Complex.

The roadside maintenance crew has completed the trimming and clean-up on 66 to Castle Rock. We will continue back down to Airway on the North side landscape areas. We are applying weed abatement following the completed work.

Centennial Park:

We have installed the two new benches and picnic tables for the Centennial Dog Park. Parks' staff set up for the new Centennial Dog Park ribbon cutting ceremony.



The second new fitness station is complete on the Centennial Park walk path. We have the third station site excavated and have started the groundwork for the concrete curbing. We continue to preform Winter maintenance on the ball fields. We have removed six diseased trees on the frontage of Lewis Kingman Park. The area has been re-seeded and fertilized.

To report any maintenance related issues or if you have any questions, please contact Park Superintendent Guy Reynolds 757-1705.



CERBAT CLIFFS GOLF COURSE Division

With the colder weather, the Golf Course turf is pretty much all but dormant for the Winter now. Now that the Holidays are over and the Golf Maintenance Crew is all pretty much all back from vacations, we will be starting up projects again throughout the next month. This will include the leveling and re-seeding of #17 Black tees and #14 Gold Tees, a look at some bunker renovations, and some more retention area work.

The rebuilding of the water retention areas between #5 green and #12 green has been delayed several times due to receiving .33 of an inch of rain over the last month. Each time it rains, we have to pull off the project until the retention areas dry out again. We were able to get one of the three retention areas cleaned back out, a larger overflow added, and the face rebuilt with the addition of added concrete chinks on the face. This will help keep the face of the retention area from washing out in larger rain events.

The Golf Course experienced some major damage to #5 green this month when someone on a horse tried rounding up one of their cows across the Golf Course. Information is still being sought on the person(s) responsible for the damage to the Golf Course.

During the colder mornings the maintenance crew has been completing all their annual safety training that is required and all team members have completed their inmate training.

Cart paths are being edged in the mornings that 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.

Another application of 0-0-50 Sulfate of Potash was applied to our Greens and tees again this month. This will help keep our root zones healthy.

CERBAT CLIFFS GOLF COURSE	
MONTH—ACTIVITY December 2018	
Number Nine-Hole Rounds	546
Number 18-Hole Rounds	898
Number Golf Lessons	7
Greens Fee Revenue Total	23,970
Annual Passes	7,361
Daily Green Fees	16,609
Motor Cart Revenue Total	11,518
Private Cart Trail Fees	850
Daily Cart Rental	10,668
Driving Range Revenue	1,271
Total Hours Ranger Activities	110
Total Hours Beverage Cart on Course	0
Number of Tournaments	0
Total Tournament Participation	0

Irrigation on the course has been cut back significantly and is only been applied during frosty mornings to help wash off frost and allow players out on the course sooner.

After installing a new run of power along the pond between holes #1 & #9, the irrigation system hasn't experienced any power issues.

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 25 feet of old blue pipe with updated piping on #9 tees and install a new mainline shut off valve.

Since the last report, the Golf Course has utilized 379 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.

Public Works—Rob Owen

BUILDING MAINTENANCE-DECEMBER/2018	
Square feet of buildings maintained	144,705
Square feet of buildings cleaned	85,547 by City, 6,000 cleaned by agreement with
Building Maintenance repairs made /29	Building Maintenance staff completed 29 work orders in December. The City Clerk's Office/City Manager Remodel was completed and December was spent catching up on other repairs and minor projects. In addition an outside contractor completed a painting project at several City of Kingman buildings including the Powerhouse and the Kingman Fire
Graffiti removed—3	There were three graffiti abatement orders in the

FLEET MAINTENANCE-DECEMBER/2018	
11,213.8 gallons of unleaded gas	Cost of \$29,368.94
9,871.2 gallons of diesel fuel	Cost of \$26,043.45
Vehicle preventive maintenance	Vehicles 23
Mechanic and welder vehicle repairs	Repairs 384

SANITATION-DECEMBER/2018	
290 trips to the landfill—Delivery of 3,480,260 pounds of trash	Cost of \$61,774.62
New 90-gallon residential containers	20
Old, damaged, missing or found containers repaired or replaced	40
Steel containers delivered for customer clean-up	4
1) Extra steel containers emptied and 2) Containers retrieved	1) 59 and 2) 3
1) Regular extra trash hauls 2) Abatement orders 3) \$3 Special Trash Haul	1) 118 2) 6 3) 0
Recycling—tons / Annual total— tons	81.87/1138.53

Public Works Continued

STREETS—DECEMBER/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)

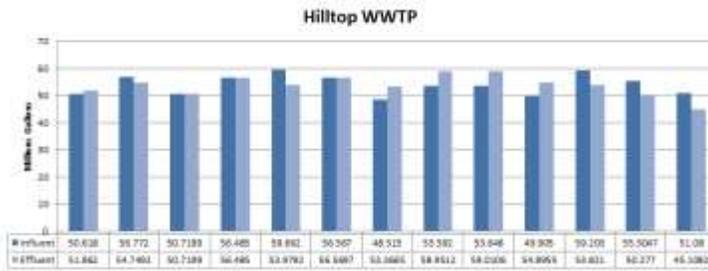
Street Department Activities:

- The month of December consisted of grading, sweeping, and asphalt patching.
- 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. The utility cut patch backlog has been completed. A small crew worked has been placed on pothole patching.
- The Signal/Lighting tech helped complete the GIS inventory of signal and lighting components.

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 – DECEMBER/2018

Wastewater Treatment—Personnel 10/ Vacant 2

Staff at Hilltop Facility:

- Treated approximately 51.080 million gallons of influent on intake and discharged approximately 45.1082 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 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 7.553 million gallons of influent on intake and discharged approximately 7.082 million gallons of “A+” effluent
- Completed all annual, semi-annual, quarterly, & 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 #1.
- 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 1,000 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.
- Completed hydro-jet cleaning of approximately 8,000 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.

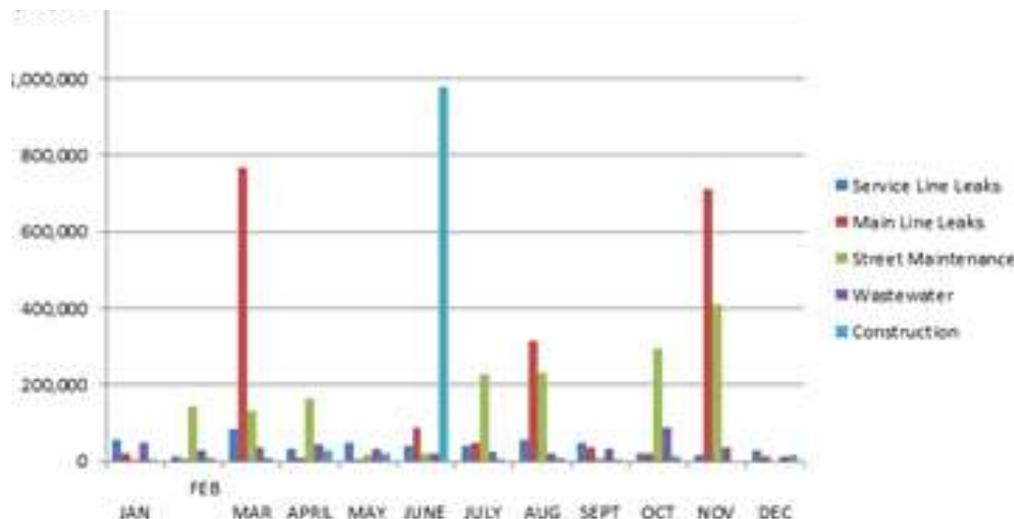
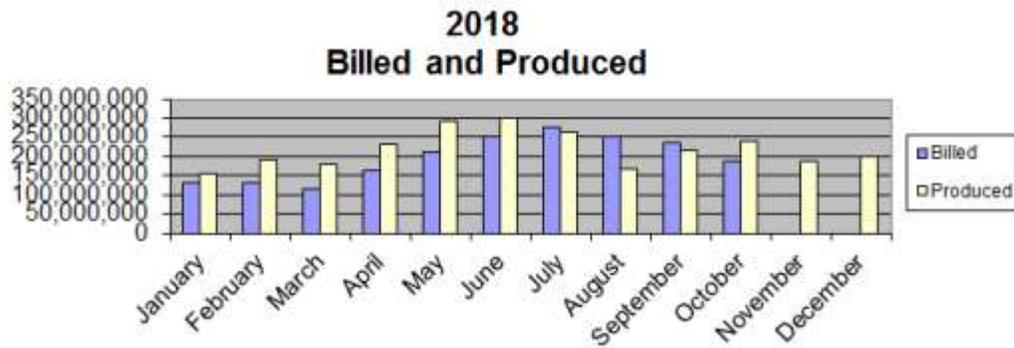
Wastewater Pre-Treatment - Personnel 1.5.

- 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.
- Preparing Annual Pre-Treatment Report.

WATER—DECEMBER/2018			
Work Orders processed	1082	Raise Meter box	2
New customer service meters installed	38	Leaky valves	11
Customer assistance calls	12	Out of order meters repaired	2
Meters read	21310	City of Kingman Water Usage in gallons	13,573,800
Meter readings rechecked	390	Service line leaks in gallons	31,000
Turned off services due to delinquent bills	82	Main line leaks in gallons	505,000
Meters locked due to non-payment	1	Asphalt replaced in square feet	161
Meters locked as being used at locations no customer	0	Blue Stake locate requests	211
Customer requests for pressure checks	5	PW, Fire, Eng. Usage	129,880
Raise Meters	0		

Water Billed & Produced:

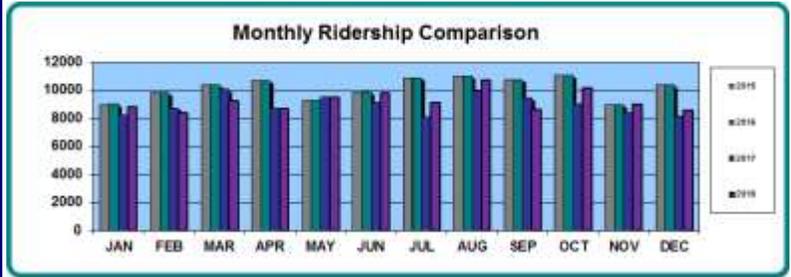
- 187,324,800 gallons of water produced in December
- gallons of water (105.29%) billed





Kingman Area Regional Transit

KART—DECEMBER 2018	
MONTH REVENUE	<ul style="list-style-type: none"> Fare Box Revenue—\$5,741 Coupon/Pass Revenue—\$11,220
MONTH RIDERSHIP	<ul style="list-style-type: none"> Service hours—1,180 Service miles—15,586 Total passenger trips—8,540 Curb-to-Curb trips—243 (3% of total)



PROJECTS-DECEMBER/2018

<p>Sign Inventory system project—Statements of Qualifications for the data collection are being reviewed and a committee to score will meet on January 18, 2019.</p>	<p>Stockton Hill Rd. Safety Corridor—JPA has been approved by Council. 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>
<p>Injection Well Design— Design has started. Staff has received and is reviewing technical specs for the drilling. A meeting was held on December 19th to discuss changes to be made.</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 construction remaining this year.</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 had a conference call to discuss on December 7th.</p> <p>Discussion is still taking place and some new data on flows at the Downtown Wastewater Treatment Plant has been requested.</p>	<p>Future HSIP Projects</p> <p>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 Jaggerson</p> <p>Beale St, Grandview to 10th St</p> <p>Hualapai Mountain Road, Virginia Ave to east of Seneca</p> <p>Airway Ave, Western to Rt. 66</p> <p>Gordon Dr, Shadow to Bank</p> <p>Beverly Ave, Fairfax to Western</p> <p>Project cost estimate is \$444,000 with a \$15,574 local match.</p> <p>Project eligibility was received October 24, 2018 for this project.</p>

Planning & Economic Development Department, Tourism Division – Josh Noble

Dec 2018 Advertising & Marketing

Arizona Office of Tourism Marketing Cooperative

- Arizona Drive Guide Winter Issue (circulation of 124,000)
- Madden Media SEM campaign (2,500+ clicks/month) Sep to Nov 2018, Feb to Jun 2019
- TripAdvisor display advertising (100k impressions/month): Nov 2018 to June 2019

Other Marketing / Promotions

- Kingman Weibo account is now live

Leads Fulfilled by lead sources

- GoKingman.com information requests: 51 (plus 73 direct info packet downloads)
- GoArizona.com leads: 139
- Grand Circle Association leads: 3421
- MyGrandCanyonPark.com leads: 680
- Arizona Office of Tourism: none
- Call ins & Mail: 0

**0 pcs returned as undeliverable in June (we have exhausted our 2018 brochures, only leads sourced by GoKingman.com have been mailed out in December)*

Dec 2018 Media Assistance & Updates

- Fouristradaweb.com: Italian journalists with an on-line magazine and printed magazine were hosted in Kingman Nov 8 & 9, and released an article at <https://www.fuoristradaweb.com/articles/Hampton-inn-kingman> (see screenshot at right)

Dec 2018 Projects & Activities

- Dec 8-10: Josh attended the Grand Circle Association quarterly meeting in Sedona.
- Dec 12: The Hospitality Group met at Hampton Inn.
- Dec 14: Josh attended Jim Hinckley's American live Facebook promotion at Calico's Restaurant, topics included Art Hub and the KABAM Festival.
- Dec 18: Josh assisted in receiving 2 solar cars donated by the University of Minn. Kingman Tourism Division covered the transportation cost of the two vehicles.



Planning & Economic Development Department, Tourism Division – Josh Noble
December Monthly Counts

Tourism Div Statistics	Dec-18	Dec-17	FYΔ	Dec-16	2FYΔ	FYTD	FY/FYΔ	FY/2FYΔ
Visitor Center Walk-ins:	9,152	6,221	47.1%	5,732	59.7%	90,084	42.8%	48.7%
Bus & Group Visits:	87	23	278.3%	15	480.0%	751	131.1%	150.3%
Gift Shop Sales:	\$14,749	\$11,125	32.6%	\$7,979	84.8%	131,152	66.1%	106.1%
Visitor Packets Mailed:†	619	561	10.3%	645	-4.0%	16,408	36.1%	69.6%
Website Visitor Sessions:	12,543	12,048	4.1%	15,693	-20.1%	98,993	3.5%	-16.5%
Guest Book US:	292	203	43.8%	195	49.7%	Top States:	Top Countries:	
US Party Size:	2.4	2.2	9.1%	2.3	4.3%	1. CA	1. Canada	
GB International:	149	72	106.9%	112	33.0%	2. AZ	2. China	
International Party Size:	2.9	2.8	3.6%	2.8	3.6%	3. NV	3. Brazil	

† Visitor Packet totals are for the calendar year.

Q3 (Oct–Dec) Reported Activities & Purpose for Travel

	Grand						not	US Party	Intern'l Par-	Ave Party
	Kingman*	Canyon	Las Vegas	Museums	Route 66	other	answered	Size	ty Size	Size
2018	41%	43%	35%	20%	49%	17%	86%	2.3	2.7	2.4
2017	NA	37%	29%	18%	52%	27%	81%	2.3	2.5	2.4
2016	NA	42%	34%	21%	53%	21%	81%	2.4	2.6	2.5

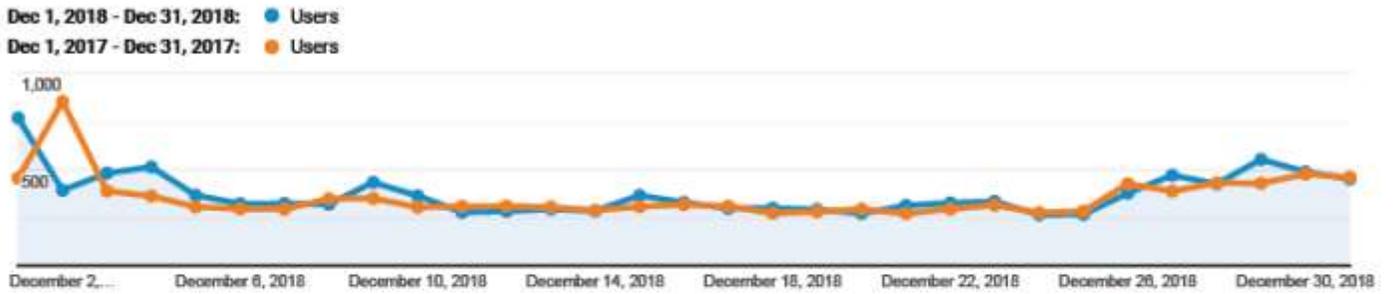
	Grand						not	US Party	Intern'l Par-	Ave Party
	Kingman*	Canyon	Las Vegas	Museums	Route 66	other	answered	Size	ty Size	Size
2018	39%	43%	36%	21%	51%	21%	85%	2.3	2.6	2.5
2017	NA	43%	33%	20%	54%	23%	80%	2.4	2.7	2.5
2016	NA	45%	33%	20%	54%	21%	80%	2.4	2.8	2.5

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

2018 top 10 countries of Origin	
U.S.A.	59.5%
Canada	6.2%
China	5.4%
Germany	3.9%
United Kingdom	2.9%
France	2.9%
Spain	2.4%
Italy	2.2%
Australia	1.9%
Netherlands	1.8%

2018 top 10 states of origin (% of all visitors,	
California	11.2%
Arizona	6.0%
Nevada	3.0%
Minnesota	2.4%
Texas	2.3%
Washington	2.2%
Florida	2.2%
Michigan	1.8%
Wisconsin	1.6%
Pennsylvania	1.5%

Google Analytics Dec 2018 (Dec 2017 comparison in orange).



■ New Visitor ■ Returning Visitor

