



City Manager Report

May 2020

CITY MANAGER REPORT CITY OF KINGMAN - May 2020

The information included in this issue reflects April 2020 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 APRIL 2020
ECONOMIC DEVELOPMENT DEPARTMENT

ECONOMIC DEVELOPMENT

ED staff has completed the Airport website. Mr. Johnston has been in talks with interested groups wanting to park planes in new areas made for parking. ED staff has decorated Pilot's Lounge. Terminal fence project to begin May 4th.

ED staff is looking at new software options for business retention and expansion. A list of 3000 businesses were sent to Bulk Industries to assist in filling that space.

ED staff participated in conference calls with the Federal Aviation Administration and Coffman & Associates regarding the 1800 acre land release.

ED staff placed the Industrial Park Road project in the Comprehensive Economic Development Strategy (CEDs) in an effort to obtain additional funding with Economic development Administration (EDA) grant monies.

Staff has attended numerous Covid-19 related webinars and implemented procedures required by City Manager and Governor Ducey.

Staff continued the marketing and push for participation for Census 2020.

ED staff has held follow-up safety meetings to insure all staff are aware of keeping Covid-19 from being spread in offices. A Slow the Spread list of businesses was developed with information on businesses open for pick up or

Staff has attended numerous webinars relating to Covid-19 and business continuity and future growth.

ED staff has been working on marketing with Arizona COOP in relation to: San Francisco Airport Display, Viant on

Additional Activities and Meetings by Economic Development Staff in April

- ◆ Mr. Kellogg has held Census presentations.
- ◆ Mr. Kellogg attended several Airport land release calls regarding the 1800 acres at the Airport.
- ◆ Mr. Kellogg met with Big Industrial regarding their client expansion efforts.
- ◆ Mr. Kellogg and staff have held conference calls regarding the 1800 land release by the FAA.
- ◆ Staff has attended Small Business Development Center's webinars regarding Covid-19 loan assistance.
- ◆ Mr. Kellogg met with ED Team regarding their role with Small Businesses and disaster loan assistance.
- ◆ Staff completed required budget updates and all were submitted to Finance.

- ◆ Project Rose meeting was held and talks continue.

Economic Development Public Meetings in April

No meeting held in April. Cancelled due to Covid-19 restrictions.

CITY MANAGER'S REPORT

**CITY OF KINGMAN
ENGINEERING DEPARTMENT
MONTHLY REPORT FOR
MARCH 2020**

The Engineering staff responded to **161** requests for Information on the availability of water and/or sewer to specific properties and the existence of paybacks and

RIGHT OF WAY ACTIVITIES

138	Information Requests responded same day received
23	Information Requests responded in 1 days
0	Information Requests responded in 2 –3 days
0	Information Requests responded over 3 days
5	Sewer Availability Letters
61	Permits to work in Public Right-of-way
72	Sewer Connection Permits Inside City Limits (2 due to Failed septic)
15	Sewer Connection Permits Outside City Limits (1 due to Failed septic)
8	Sewer Taps
15	Utility Permits for water meters in the County
70	Utility Permits for water meters in the City

MEETINGS

March 2	ENG17-0027 Kino Transmission Main Phase 1A weekly meeting
March 3	ENG16-0021 8th Street semi-monthly progress meeting
March 4	ENG20-0002 Pre-construction meeting for Harrod water/sewer improvements
March 5	Engineering Team meeting
March 9	ENG17-0027 Kino Transmission Main Phase 1A Weekly meeting
March 10	ENG19-0066 Drainage ranking
March 11	Sunrise Engineering training.
March 11	Development Review Committee meeting
March 30	ENG19-0102 Pre-construction meeting-Kingman Veteran's Villas-Teleconference
March 31	ENG19-0013 Pre-construction meeting Robinson Street Improvements-on-site

CAPITAL EXPENDITURES		
CONTRACTOR	PROJECT	AMOUNT
AECOM	ENG16-0025	\$1,925.00
AECOM	ENG18-0051	\$17,193.00
AECOM	ENG18-0052	\$36,864.00
ESRI	ENG19-0086	\$27,728.65
Freiday Construction	ENG17-0027	\$201,925.25
Freiday Construction	ENG17-0027	\$805,595.80
JE Fuller	ENG19-0066	\$20,080.00
JE Fuller	ENG16-0021	\$1,940.00
Kincheloe Construction	ENG19-0054	\$79,901.00
Matrix Design Group	ENG17-0035	\$9,126.63
McCauley Construction	ENG18-0082	\$489,060.30
Security Title	ENG17-0035	\$9,198.00
Sunrise Engineering	ENG19-0057	\$39,790.00
Sunrise Engineering	ENG19-0058	\$30,605.00
Sunrise Engineering	ENG19-0086	\$8,838.50
Capital Expenditures processed during the month of March		\$1,578,963.27

DESIGN ACTIVITIES			
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 July 2020
ENG17-0035	This project is for Program manager services for the I-11 East Kingman Connection project.	Matrix Design Group	The consultant is proceeding with acquisition of right of way.
ENG18-0051	Airway Avenue Design and Construction between Sunbelt Park and Rancho Santa Fe Parkway	AECOM	Under design
ENG18-0052	Rancho Santa Fe Parkway Design update	AECOM	Under design
ENG18-0080	Airway—Vista Bella Drainage	Dibble Engineering	Under design
ENG19-0057	Diagonal Wash Trunk Sewer	Sunrise Engineering	Under design
ENG19-0058	Main Tanks Transmission Main, Phase 2	Sunrise Engineering	Under design
ENG19-0066	Kingman Area Master Drainage Report	J.E. Fuller	Under design

CONSTRUCTION ACTIVITIES UPDATE		
PROJECT	PURPOSE	STATUS
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.
ENG17-0027	Kino—Main Tanks Transmission lines	Under construction
ENG17-0038	Devlin Avenue sewer line extension between Bank Street and Powell Avenue. Adding 107 sewer service connections.	This project is complete.
ENG18-0082	Andy Devine ADA Compliance from 4th Street to Grandview Avenue	This project is complete.

CONSTRUCTION PHOTOS



ENG17-0027 Kino Main Tanks Transmission Main

City Attorney—Carl Cooper

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

To your right is a side-by-side collective comparison of criminal activity between 2019 and 2020.



	April, 2019	April, 2020
Domestic Violence	37	21
DUI	20	10
Theft/Shoplifting	19	31
Criminal Traffic (non DUI)	3	8
Code Enforcement	6	8
Miscellaneous Misdemeanors	44	42
Total Charges	130	120
Number of Files Opened	78	76
Pretrial Conferences	111	95
Change of Pleas	101	73
Status Hearings	12	8
Trials	13	6
Other Court Events	199	278

City Clerk—Annie Meredith

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.

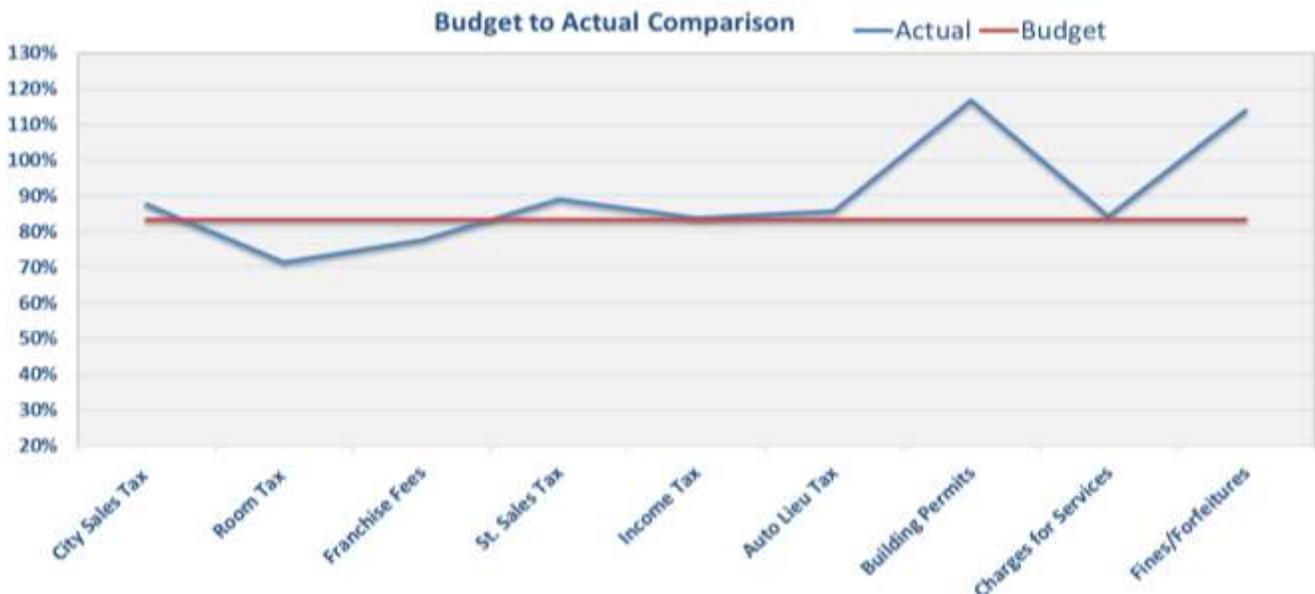
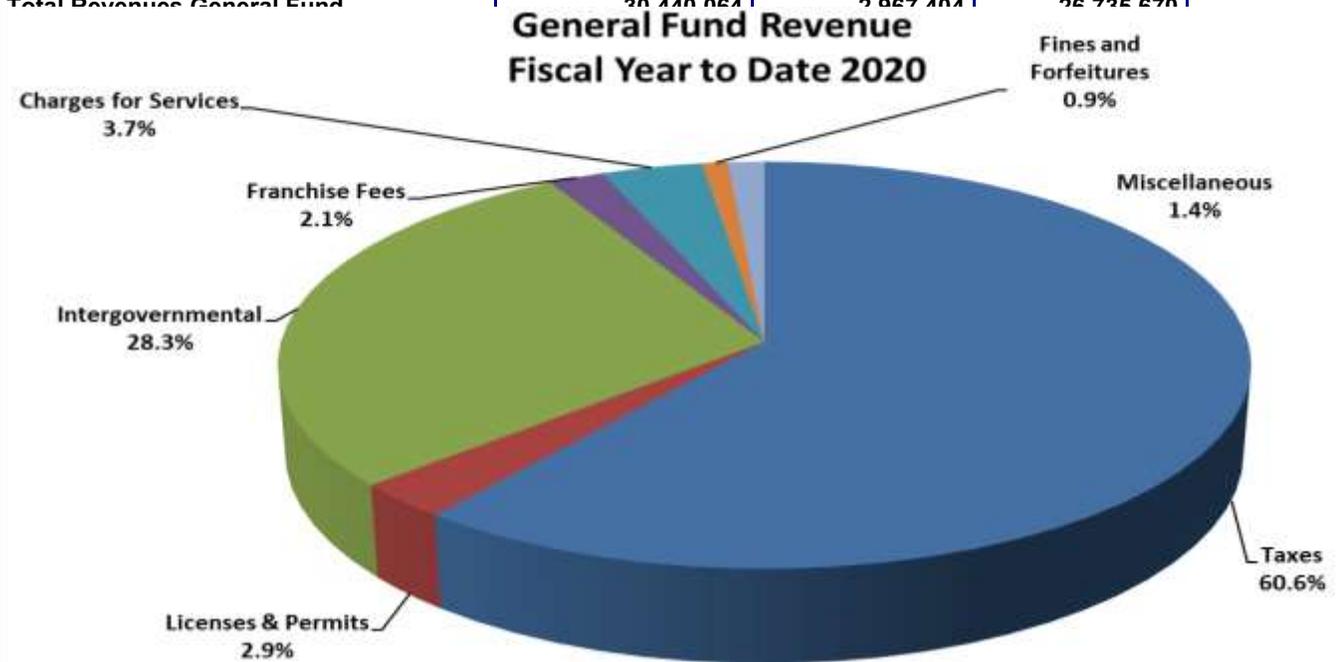
All City Council meeting agendas, agenda packets and minutes as well as agendas and minutes for all City of Kingman boards, commissions and subcommittees are available on the City website www.cityofkingman.gov.



Finance—Tina Moline

REVENUE BY SOURCE — APRIL 2020
GENERAL FUND

Description	Original Budget	Revenues This Period	Revenues Year-to-Date	Percentage Collected
Taxes	18,615,683	1,754,711	16,211,547	87.09%
Licenses & Permits	711,996	102,945	776,750	109.09%
Intergovernmental	8,817,703	721,370	7,579,019	85.95%
Franchise Fees	713,978	193,920	554,611	77.68%
Charges for Services	1,184,932	140,923	999,544	84.35%
Fines and Forfeitures	221,255	22,574	251,803	113.81%
Miscellaneous	174,517	30,961	362,395	207.66%
Total Revenues General Fund	30,440,064	2,967,404	26,725,670	87.92%



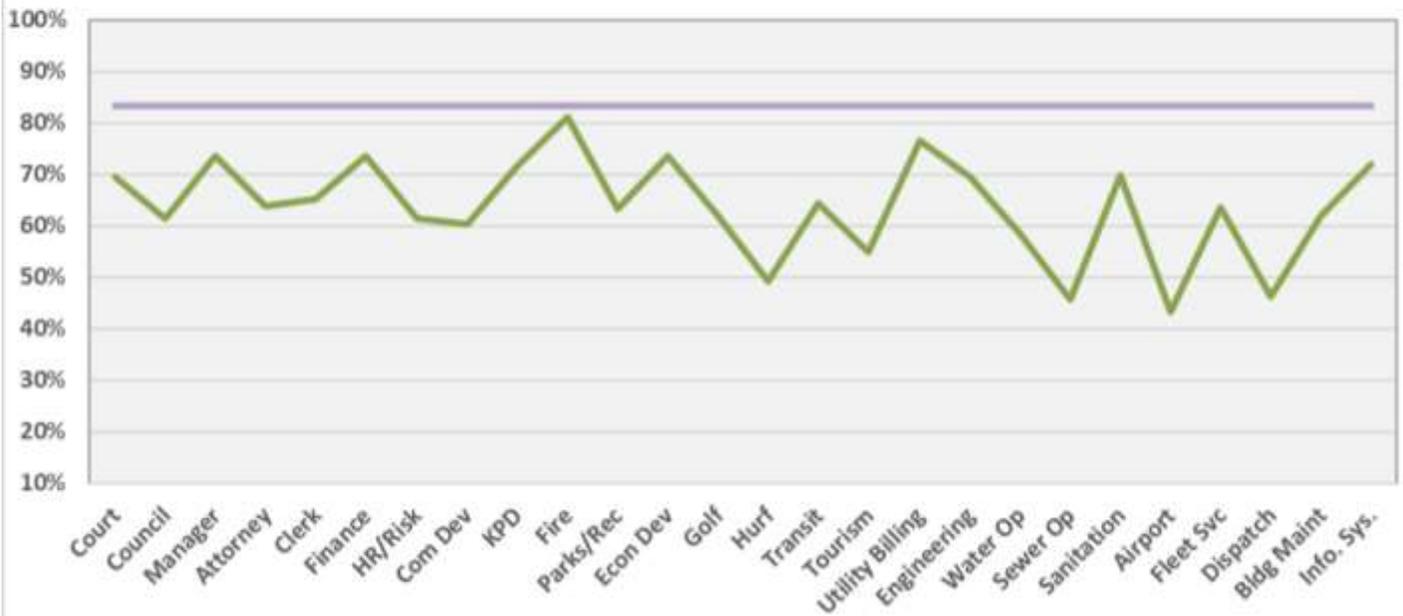
EXPENDITURES BY DEPARTMENT — APRIL 2020

GENERAL FUND

Description	Revised Budget	Expenditures This Period	Expenditures Year-to-Date	Budget Availability	Available Percentage
Court	1,470,608	117,892	1,020,973	449,635	30.57%
City Council	223,450	3,383	136,841	86,609	38.76%
Manager	435,054	26,596	320,323	114,731	26.37%
Attorney	1,048,677	69,607	669,689	378,988	36.14%
City Clerk	360,815	18,050	234,621	126,194	34.97%
Finance	1,162,600	67,392	855,275	307,325	26.43%
Human Resource/Risk Mgmt	952,853	38,984	583,930	368,923	38.72%
Community Development*	1,616,624	80,863	975,639	640,985	39.65%
Police Department**	12,958,883	726,966	9,267,447	3,691,436	28.49%
Fire Department**	8,794,822	610,140	7,138,395	1,656,427	18.83%
Parks & Recreation	4,766,358	267,729	2,998,092	1,768,266	37.10%
Economic Development	732,826	41,964	528,313	204,513	27.91%
Total Exp General Fund	34,523,570	2,069,567	24,729,538	9,794,032	28.37%

*Planning & Zoning and Building & Life Safety departments merged into a new Community Development department in January 2020.

Budget to Actual Expenditures Fiscal Year 2020



**Police & Fire Department expenditures include one-time PSPRS unfunded liability payments issued in July

REVENUE BY SOURCE — APRIL 2020									
REVENUE SOURCE	7/1/15 thru 4/30/2016	7/1/16 thru 4/30/2017	7/1/17 thru 4/30/2018	7/1/18 thru 4/30/2019	7/1/19 thru 4/30/2020	Percent Change FY19-FY20	Fiscal 2020 BUDGET	FY20 Percent of BUDGET	
GENERAL FUND (101)									
Local	Sales Tax	12,120,228	12,826,180	13,857,159	14,382,844	15,755,790	9.55%	17,977,917	87.64%
	Room Tax	368,030	409,180	453,693	473,831	455,757	-3.81%	637,766	71.46%
State	Sales Tax	2,191,271	2,162,428	2,368,065	2,454,127	2,640,454	7.59%	2,966,856	89.00%
	Income Tax	2,816,153	2,947,646	2,996,265	2,974,209	3,266,699	9.83%	3,900,847	83.74%
	Auto Lieu Tax	1,256,055	1,380,226	1,408,626	1,611,536	1,671,866	3.74%	1,950,000	85.74%
Other	Building Permits	466,925	588,663	683,550	483,756	664,688	37.40%	568,995	116.82%
HURF FUND (201)									
HURF FUND (201)	Rest/Bar Tax	640,288	672,315	664,483	775,423	757,190	-2.35%	858,589	88.19%
	Highway User Fuel Tax	2,047,617	2,199,887	2,326,899	2,413,011	2,712,074	12.39%	2,928,027	92.62%
POWERHOUSE TOURISM FUND (215)									
POWERHOUSE TOURISM FUND (215)	-	138,360	179,261	242,189	242,718	0.22%	246,952	98.29%	
PAVEMENT PRESERVATION FUND (316)									
PAVEMENT PRESERVATION FUND (316)	-	-	1,017,065	1,956,497	8,929	-99.54%	-	0.00%	
I-11 E KGMN CONN FUND (317)									
I-11 E KGMN CONN FUND (317)	-	-	1,017,065	1,956,497	8,929	-99.54%	-	0.00%	
WATER FUND (501)									
WATER FUND (501)	5,552,901	5,483,954	5,572,519	5,499,076	5,803,558	5.54%	7,023,209	82.63%	
WATER CAPITAL RENEWAL FUND (510)									
WATER CAPITAL RENEWAL FUND (510)	716,205	723,949	740,481	755,318	771,163	2.10%	901,115	85.58%	
WASTEWATER FUND (521)									
WASTEWATER FUND (521)	6,984,900	7,072,119	7,199,760	7,348,641	7,526,035	2.41%	9,128,824	82.44%	
WASTEWATER CAPITAL RENEWAL FUND (530)									
WASTEWATER CAPITAL RENEWAL FUND (530)	96,426	98,907	101,712	106,020	109,260	3.06%	125,037	87.38%	
SANITATION FUND (541)									
SANITATION FUND (541)	2,873,757	2,925,954	2,970,553	3,048,568	3,123,201	2.45%	3,665,993	85.19%	
AIRPORT (591)									
AIRPORT (591)	-	-	-	1,003,950	961,865	-4.19%	1,261,621	76.24%	

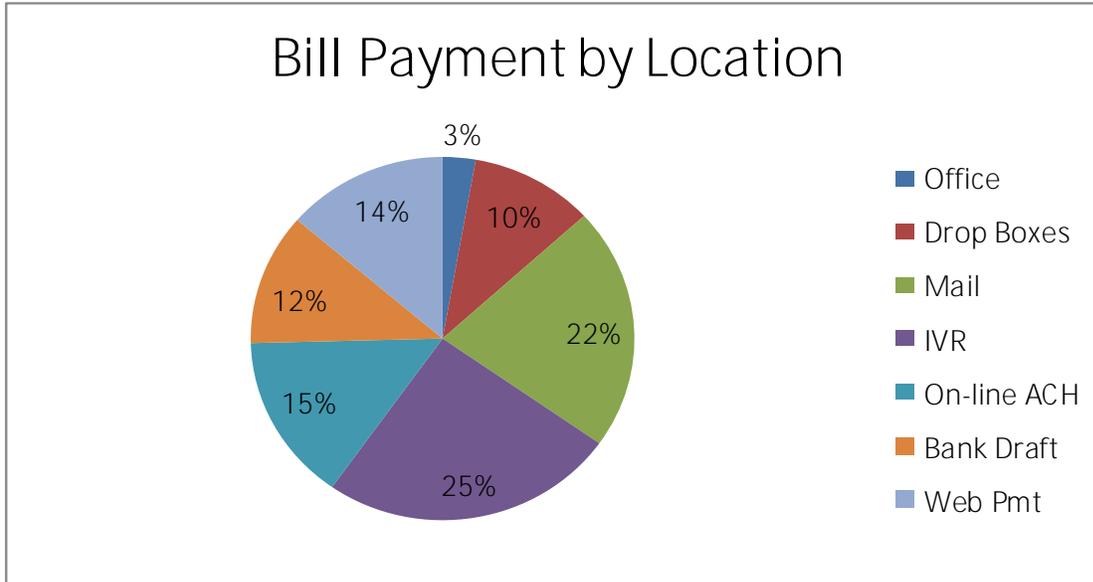
**Due to the implementation of a new utility billing software in November 2018 utility bills were delayed. This resulted in a decrease in year-to-date revenues for the month of November.

Utility Billing Percent change from 2018 to 2019 reflects this delay in the prior year's reported revenues.

Finance—Tina Moline

City of Kingman – Utility Billing & Licensing Division

The Utility Billing and Licensing Division launched a utility billing online payment portal in November 2018. This portal accepts one-time and recurring credit card and electronic checks as payment methods. It also allows customers to view their utility bills online. In addition to launching an online payment portal, customers now have the option to receive their bills electronically through email. This service can be activated through the online payment portal, <https://selfservice.cityofkingman.gov>, or by contacting a customer service representative. Customers will notice a redesigned utility bill which provides more details about their charges. Beginning January 6th, 2020, Utility Billing and the rest of the City Complex office hours will be Monday-Thursday, 7am to 6pm, and closed Fridays. Customers have been notified of the upcoming change via billing inserts, flyers, a press release, the City website, Facebook, and signage at the City complex. The extended hours are an effort to better serve our customers.



CUSTOMER SERVICE STATISTICAL SUMMARY—APRIL 2020

	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20
Phone Calls Answered	1,031	1,579	2,008	1,817	2,183	2,367
IVR - Payments	4,264	5,410	4,281	4,551	5,850	5,071
E-Mail Bill Delivery*	745	780	850	1,108	1,047	1,188
Web Payments	1,847	2,674	2,157	2,278	3,243	2,775
Water Service Orders	1,013	1,219	1,473	1,137	1,231	936
Sanitation Service Orders	337	366	434	391	412	317
Sewer Service Orders	3	3	0	0	1	4
Number of Total Payments Processed	16,695	23,627	17,853	18,950	24,267	20,291
Number of Sanitation Customers	12,393	12,393	12,421	12,465	12,498	12,532
Number of Sewer Customers	10,950	10,993	11,044	11,095	11,133	11,158
Number of Water Customers	20,406	20,420	20,478	20,513	20,591	20,596

LICENSING STATISTICAL SUMMARY— APRIL 2020	
New Business Licenses Issued	15
License Renewals Generated (Business & Animal	240

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

City Manager Report April 2020



OPERATIONS

INCIDENT BREAKDOWN						
Incident Type	2020	2019	% of Chg	2020 YTD	2019 YTD	% of Chg
Total FIRE Incidents	83	88	↓6%	340	350	↓3%
EMS Response	536	600	↓11%	2202	2275	↓3%
Residential Structure Fires	11	6	↑45%	36	21	↑42%
Commercial Structure Fires	1	5	↓80%	8	11	↓27%
Vehicle Fires	5	2	↑60%	17	11	↑35%
Brush Fires	5	6	↓17%	20	19	↑5%
Dumpster Fires	1	5	↓80%	6	22	↓73%
Other Fire	60	64	↓6%	253	266	↓5%
False Alarm Response	-	-	-	-	-	-
Hazardous Condition	8	7	↑88%	28	27	↑4%
B&LS	5	-	-	25	-	-
Other Resp/Admin	-	-	-	4	4	0%
Total Incidents	632	695	↓9%	2599	2656	↓2%

90th Percentile Times by Month		Dispatch		Turnout		Travel		Total Response	
		90th%	Comp%	90th%	Comp%	90th%	Comp%	90th%	Comp%
BENCHMARKS		1:30	90%	1:20	90%	5:00	90%	7:50	90%
FIRE Incidents	80	1:23	92%	1:36	81%	7:23	55%	9:23	84%
BENCHMARKS		1:30	90%	1:00	90%	6:00	90%	7:30	90%
EMS Incidents	536	0:47	98%	1:13	82%	7:27	76%	10:04	66%

Headline Performance Measures

Structure Fires Confined	Fire Deaths per Population	Fire Injuries per Population
100	0	0
Percent	Fire Deaths	Fire Injuries
Performance Consistent	Performance Consistent	Performance Consistent

Responsive & Sustainable Leadership

Fire Overtime	9-1-1 Overtime
1,552.5	84.0
Overtime Hours — full-time line personnel	Over- time Hours — full-time dis- patch personnel
Total Regular Hours Worked 10,733.5	Total Regular Hours Worked 2,016

KFD

Total Monthly Calls: 632
Total YTD: 2599

AMR

Total Monthly Calls: 93
Total YTD: 477

SQUAD 2

Total Monthly Calls: 208
Total YTD: 344

“COMMITMENT to COMMUNITY”



Kingman FIRE DEPARTMENT City Manager Report April 2020



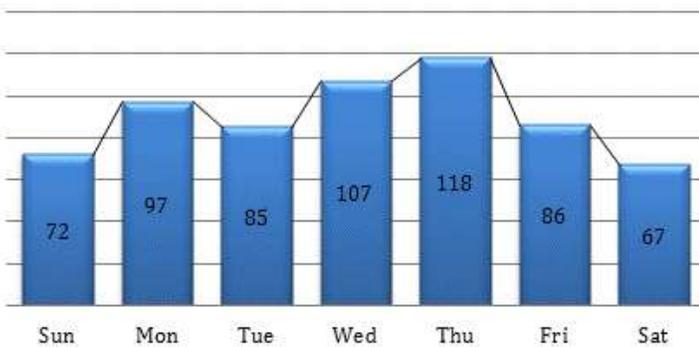
OPERATIONS

TOTAL INCIDENTS BY DISTRICT

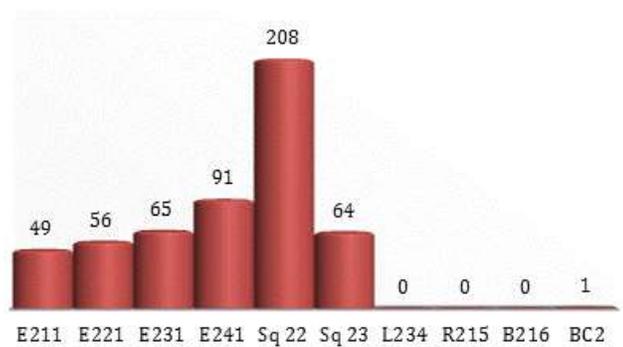
District	2020	2019	% Change	2020 YTD	2019 YTD	% Change
21	68	120	↓43%	311	375	↓17%
21A	-	-	-	1	2	↓50%
21B	1	-	-	7	-	-
21C	-	-	-	5	-	-
TOTAL	69	120	↓43%	324	377	↓14%
22	87	90	↓3%	323	291	↑11%
22A	120	124	↓3%	494	532	↓7%
22B	22	26	↓15%	91	93	↓2%
22C	-	4	-	4	7	↓43%
22D	4	7	↓43%	18	28	↓36%
TOTAL	233	251	↓7%	930	951	↓2%
23	144	149	↓3%	588	638	↓8%
23A	59	62	↓5%	246	258	↓5%
23B	-	-	-	3	1	↑67%
TOTAL	203	211	↓4%	837	897	↓7%
24	85	83	↑2%	352	332	↑6%
25	23	15	↑35%	68	54	↑21%
Out District	19	15	↑21%	88	45	↑49%
Total	632	695	↓9%	2599	2656	↓2%

Property Value—Fire Incidents	2020	2019	% Change
Total Fire Incidents Investigated	-	-	-
Fire Incidents Total	3	12	↓75%
Fire Incidents with Property Damage	2	6	↓67%
Total Dollar Value of Property	\$1,900	\$65,800	↓97%
Total Dollar Amount of Property Saved	\$1,800	\$30,462	↓94%
Total Property Saved	98%	25%	↑74%

Incidents by Day of Week



632 Total Responses by KFD Apparatus



“COMMITMENT to COMMUNITY”



Kingman FIRE DEPARTMENT

City Manager Report April 2020



OPERATIONS

AUTOMATIC AID BREAKDOWN

Mutual Aid	Dept.	# Given	2020 YTD	2019 YTD	% YTD Change
Given	NACFD	19	77	21	↑73%

Fire Incidents by Category	# of Incidents	% All Incidents	2020 YTD	2019 YTD	YTD % Change
EMS	536	98%	2202	2275	↓3%
Fire	-	-	340	350	↓3%
HazMat	8	1%	28	27	↑4%
Tech Rescue	5	1%	25	-	-
Other	-	-	4	4	0%
Total	549	100%	2599	2656	↓2%

EMS

EMS TOP 5 DETERMINANTS

CALL TYPE	2020	2019	Variance %	YTD
Pandemic—Charlie	42	-	-	42
Breathing Problem—Delta	16	45	↓64%	148
Psychiatric—Bravo	29	43	↓48%	127
Falls—Bravo	19	22	↓16%	87
Unconscious/Fainting—Delta	33	32	↑3%	95

CARDIAC SURVIVABILITY : 0%

Public Access Defibrillator (AED)	1
AED Available	1
AED Used	-
AED ROSC	-
Attempted Resuscitations	5
Cardiac Arrest with ROSC	-
Non-traumatic Cardiac Arrest with ROSC	-
Cardiac Arrest with Bystander CPR performed	4
Cardiac Arrest Calls	10
Cardiac Arrest - Cardiac Event	10
Cardiac Arrest - Trauma Event	-
Resuscitations Attempted	5

AMR Only Responses	CALLS	% YTD	YTD
EMS Response—KFD	536	24%	2202
EMS Response—AMR	93	19%	477
KFD & AMR total Responses: 629		KFD responded to 85%	

Headline Performance Measures

STEMI Patients	Cardiac Arrest Patients	Stroke Patients
0	16.9	11.9
Percent	Percent	Percent
% from total incident	% from total incident	% from total incident



EMS ALERTS



Kingman FIRE DEPARTMENT City Manager Report April 2020



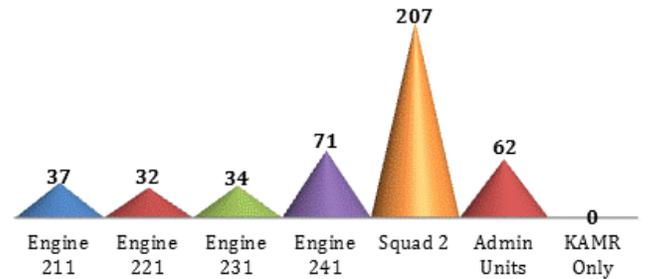
EMS

CARDIAC EVENT, NOT WITNESSED			
Group Total		10	
Resuscitations Attempted		5	
Pre-Arrival CPR		4	ROSC
Initial Rhythm	Asystole	8	-
	VF/VT	-	-
	Other Rhythm	2	-
ROSC for Group		-	-
ROSC % for Group		-	-

CARDIAC EVENT, WITNESSED			
Group Total		-	
Resuscitations Attempted		-	
Pre-Arrival CPR		-	ROSC
Initial Rhythm	Asystole	-	-
	VF/VT	-	-
	Other Rhythm	-	-
ROSC for Group		-	-
ROSC % for Group		-	-

CARDIAC EVENT, WITNESSED by EMS			
Group Total		-	
Resuscitations Attempted		-	
Bystander CPR		-	ROSC
Initial Rhythm	Asystole	-	-
	VF/VT	-	-
	Other Rhythm	-	-
ROSC for Group		-	-
ROSC % for Group		-	-

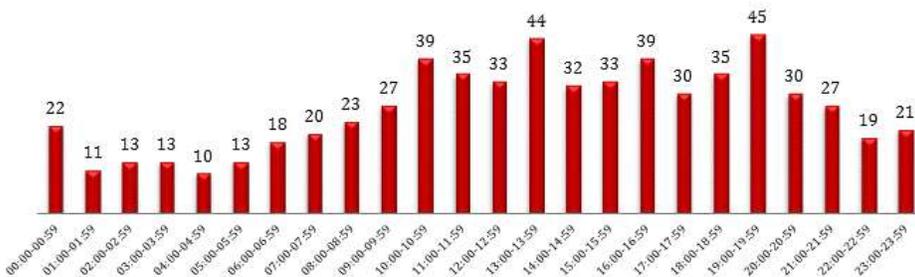
EMS Calls by Apparatus



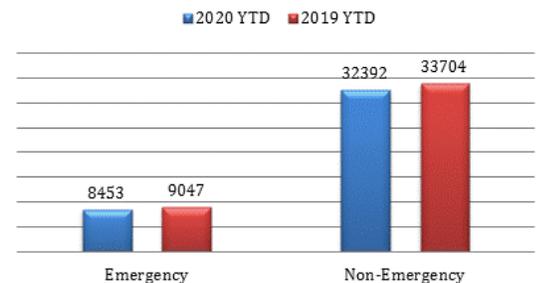
COMMUNICATION CENTER

Communication Center Calls for Service by Agency	YEAR-TO-DATE		Police	Dispatch	EMS	Fire	B&LS	Haz Mat	Tech Rescue	Other	2020 Total	2019 Total
	Count	Percentage										
City of Kingman Police	10818	60.6%	2542	-	-	-	-	-	-	-	2542	3215
Kingman Dispatch	2018	11.3%	-	833	-	-	-	-	-	-	833	-
City of Kingman Fire	2599	14.6%	-	-	536	83	5	8	-	-	632	679
Northern Arizona Consolidated Fire	1391	7.8%	-	-	290	90	-	2	-	-	382	362
Golden Valley Fire	693	3.9%	-	-	148	48	-	2	-	-	198	184
Lake Mohave Ranchos	263	1.5%	-	-	50	16	-	-	-	-	66	79
Pinion Pine Fire	57	0.3%	-	-	10	10	-	-	-	-	20	22
Pine Lake Fire	3	0.0%	-	-	1	-	-	-	-	-	1	-
TOTAL	17842	100%	2542	833	1035	247	5	12	-	-	4674	4615

Total Incidents by Alarm Hour



Telephony Breakdown



“COMMITMENT to COMMUNITY”



Kingman FIRE DEPARTMENT City Manager Report April 2020



COMMUNICATION CENTER

COMMUNICATIONS CENTER STANDARDS PERFORMANCE

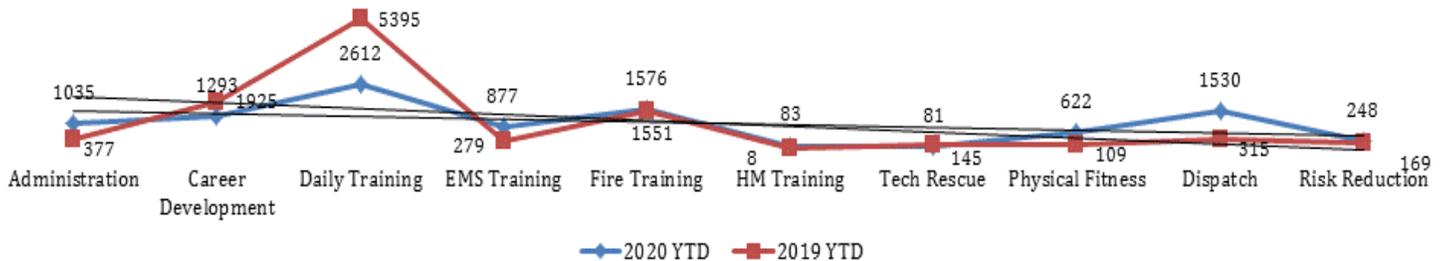
STANDARD	Incidents	Benchmark	Reliability	Baseline	Compliance %
9-1-1 Call Answering	2075	0:10	95%	0:10	95%
AGENCY	INCIDENTS	BENCHMARK		DISPATCH TIME	
Kingman Fire	632	1:30	90%	0:51	98%
Northern AZ Consolidated Fire	382	1:30	90%	0:54	95%
Golden Valley Fire	198	1:30	90%	1:02	96%
Lake Mohave Ranchos	66	1:30	90%	1:55	81%
Pinion Pine Fire	20	1:30	90%	3:11	80%
Pine Lake Fire	1	1:30	90%	0:29	100%
TOTAL	1299	1:30	90%	0:58	96%

TRAINING

Training Hours

Training Type	Hours	% for Month	2020 YTD	2019 YTD	Variance %
Administration	155	8.6%	1035	377	↑64%
Career Development	96	5.3%	1293	1925	↓33%
Daily Training	558	30.9%	2612	5395	↓52%
EMS Training	173	9.5%	877	279	↑68%
Fire Training	311	17.2%	1576	1551	↑2%
HM Training	-	0%	83	8	↑90%
Tech Rescue	-	0%	81	145	↓79%
Physical Fitness	257	14.2%	622	109	↑82%
9-1-1 Communications	248	13.7%	1530	315	↑79%
Risk Reduction	11	0.6%	248	169	↑32%
Total	1807	100%	9956	10273	↓3%

Total Training Hours



2020		YTD	
Total Monthly Training Hours	1807	YTD Training Hours	9956
Average Monthly Hours per person (93)	19	Average YTD Hours per person (93)	103

"COMMITMENT to COMMUNITY"



Kingman FIRE DEPARTMENT

City Manager Report April 2020



COMMUNITY DEVELOPMENT

Community Risk Reduction (CRR) Activities

Activity	# of Activities	# of Attendees	2020 YTD	2019 YTD
Smoke Alarm Maintenance/Calls	3	7	20	19
Smoke Alarm New Install (each alarm)	1	2	8	20
Child Safety Seat Checks	-	-	1	23
Child Safety Seats - Issued NEW	-	-	13	21
Public Education Classes	-	-	19	60
Public Education Outreach	-	-	5	32
Explorer Program Training	-	-	39	1
Knox Box	3	4	8	15
Citizens Fire Academy Training	-	-	-	-
CERT Training	-	-	-	-
Station Tours	-	-	-	10
Burn Permit Inspections	-	-	-	0

CPR Certifications

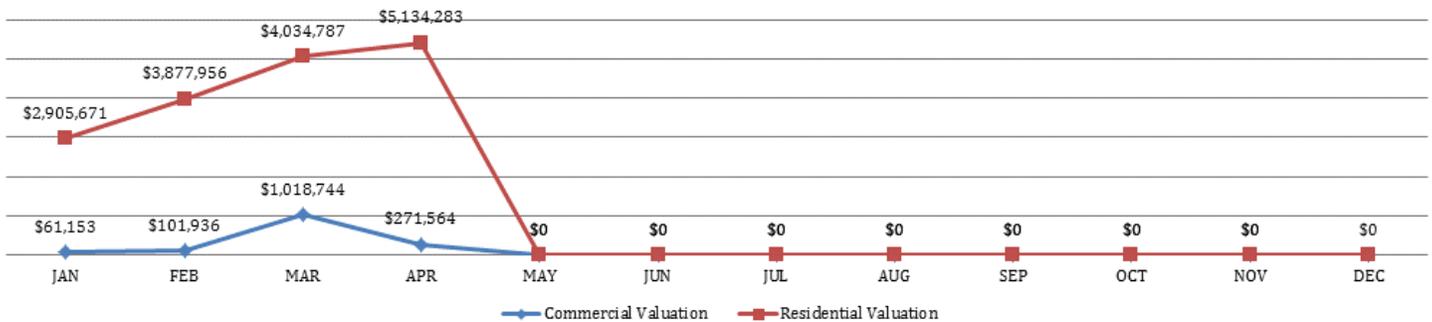
BLS	-	-	11	42
Heartsaver	-	-	61	2
AED	-	-	22	44
Friends & Family	-	-	6	26
Hands Only	-	-	22	304
Stop the Bleed	-	-	67	-
Total	7	13	302	619

Trending Code Violations

Type	2020	Trending Code Violations
Fire	42	Building Finals (14)
Building	n/a	n/a

Business License Inspections	# of Inspections	YTD
	18	99

Total Value of Commercial & Residential Permits Issued



“COMMITMENT to COMMUNITY”



Kingman FIRE DEPARTMENT
City Manager Report April 2020



COMMUNITY DEVELOPMENT

New Permits Issued w/Valuation by Month

FY 2020	Commercial		Residential	
	Count	Valuation	Count	Valuation
January	2	\$61,153	20	\$2,905,671
February	1	\$101,936	24	\$3,877,956
March	1	\$1,018,744	25	\$4,034,787
April	1	\$271,564	73	\$5,134,283
May				
June				
July				
August				
September				
October				
November				
December				
Total	5	\$1,453,397	105	\$15,952,697

Commercial—New/Under Review Permits

- ⇒ Route 66 Stuff your Stuff 3645 E Andy Devine Ave
- ⇒ Low Cost Spay & Neuter 1419 Andy Devine Ave

Commercial Permits Issued

Under Construction

- ⇒ Mohave County Courthouse 401 Spring St
- ⇒ Mohave County Library 3269 N Burbank St
- ⇒ Canada Mart, 210 W Andy Devine Ave
- ⇒ Innovative Warehouse 1301 Andy Devine Ave
- ⇒ DES 2400 Airway Ave
- ⇒ Walker Svc Electric Garage 2540 Wickieup Ave
- ⇒ Kingman Veteran Villas 2502 Veteran Way

Commercial Permits Ready to Issue

- ⇒ Perkins 3123 Stockton Hill Rd
- ⇒ Rilibertos 3123 Stockton Hill Rd
- ⇒ Comfort Suites 1149 E Sunrise Ave E
- ⇒ Patel Restaurant 2931 Andy Devine Ave

Commercial Permits Close-Out

- ⇒ none

Building Review Activities

Review Types	# of Reviews	YTD
Commercial Plans	-	4
Other Commercial Plans	4	32
Residential Plans	19	109
Other Residential Plans	14	107
Sign Review	-	12
Special Event Permit Review	-	26
Other Reviews	-	4
Building Safety Inspections	736	2215
Hydrant Activity (All)	250	668
Total	1023	3177

Building & Life Safety Inspection Performance Compliance

Benchmark	FIRE: Scheduled Inspections Completed Same Day	BLDG: Scheduled Inspections Completed Same Day
90%	n/a	100%

Commercial & Residential Plan Review Performance Compliance

Benchmark	Residential Review Complete within 5 Working Days	Commercial Review Complete within 14 Working Days
90%	95%	100%

Parcel & Subdivision Plan Review Performance Compliance

Benchmark	Parcel Plat Complete w/in 15 Working Days	Subdivision Complete w/in 15 Working Days
90%	n/a	100%

“COMMITMENT to COMMUNITY”

IT—JOE CLOS

April 2020

www.cityofkingman.gov

Visits



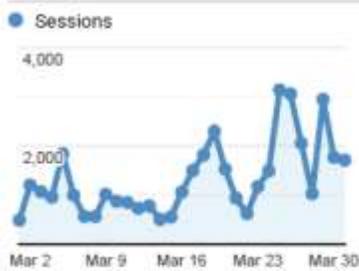
Unique Visitors



Pageviews



Daily Visits



Popular Pages

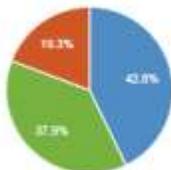
Destination Page	Pageviews	Unique Pageviews
/	14,457	11,710
/government/advanced-components/covid-19-microsite	4,117	3,350
/government/departments/finance/utility-billing/utility-payment-options	3,589	2,956
/Home/Components/News/News/1848/255	2,156	1,992
/Home/Components/News/News/1835/16	1,850	1,731
/Home/Components/News/News/1855/255	1,741	1,642
/residents/city-news	1,536	1,150
/government/departments/finance/utility-billing	1,360	1,006
/Home/Components/News/News/1865/16	1,281	1,234
/government/departments/police-department	1,274	975

Average Pages per Visit



Traffic Source

organic referral direct



Your biggest traffic comes from



Type of Visitors

New Visitor Returning Visitor



Country/Territory

Country	Sessions
United States	39,880
Germany	403
Canada	110
United Kingdom	76
India	72
China	53
Mexico	45
Spain	39
France	36
Philippines	35

Visits by Device

Device Category	Sessions	Bounce Rate
mobile	25,330	76.10%
desktop	14,014	49.87%
tablet	1,837	70.66%





Kingman Police Department - Chief Rusty Cooper

DATES TO REMEMBER

Coffee with Cops was cancelled due to COVID-19. New date to be announced in the future

Calls for service and Officer initiated activity numbered 2,542 in the month of April marking a 7.62% decrease in comparison to 2019. Written reports are up 32.07% since April 2019.

April Activity

Testing for Police Officer positions was conducted over April 6th & 7th. Eighteen candidates showed up for the testing with sixteen passing the written examination. The remaining sixteen participated in a physical agility test, assessment center and oral board interview. Four candidates are now in the background investigation stage.



began on April 22nd. The new design offers better customer service with the addition of a 2nd window access and



provides better for department staff members.



With the promotion of Rusty Cooper to Chief of Police on April 27th the department held testing for the vacant Deputy Chief of Operations position. The testing was completed on April 22nd with the selection of Lieutenant Joel Freed for the position.



Chief Rusty Cooper



Deputy Chief Joel S Freed II

The department made the difficult decision to postpone the 17th Annual KPD Awards Ceremony in light of the COVID-19 pandemic. The event, that is normally held during National Police Memorial Week, will be re-scheduled mid to late summer.

The much delayed lobby remodel and security enhancement project finally



Staff Update



Officers Manny Gonzalez and Reese Jones have successfully completed their FTO program and were released to solo duty over the Easter Weekend. Congratulations to both officers!



April 30th marked my last day with the department and city as the Chief of Police. I want to thank everyone for allowing me the privilege of serving in that role. I wish the absolute best to Chief Rusty Cooper as he leads the department into the future. He has the best team a chief could ever ask for to accomplish that mission.





** Burglary **

On Sunday, April 5th, at about 8:50pm, Kingman Police arrested **Kaleb Calen Scott David**, 19 of Kingman, on felony charges of Attempted Burglary 3rd Degree, Possession of Dangerous Drugs and Possession of Drug Paraphernalia. Officers responded to an auto repair shop in the 4200blk of N. Stockton Hill Rd. regarding a subject seen lurking in the area. Officers arrived and located David hiding inside the fenced commercial yard. It was determined that David was attempting to steal a tire and wheel from a vehicle. David was taken into custody when he was found to be in possession of over 8grams of methamphetamine. David was booked into the Mohave County Adult Detention Facility.

** Stolen Vehicle and Drugs **

On Thursday, April 8th, at about 2:10pm, Kingman Police arrested **Marty Brandon Tisdale**, 39 of Kingman, on felony charges of Vehicle Theft, Possession of Dangerous Drugs, Possession of Narcotic Drugs and Possession of Drug Paraphernalia. Officers had responded to a residence in the 4900blk of Scotty Dr. regarding a stolen vehicle being on the property. Shortly after officers arrived Tisdale fled on foot, with officers in pursuit. Tisdale was taken into custody in the back yard of a nearby residence. Tisdale was found to be in possession of heroin, methamphetamine and the associated drug paraphernalia. It was confirmed that the vehicle on the property had previously been reported stolen to KPD. Evidence was found connecting Tisdale to possession of the vehicle. Tisdale was booked into the Mohave County Adult Detention Facility.



** Aggravated Assault **

On Monday, April 13, at 12:30pm, Kingman Police responded to a restaurant in the 3500blk of N. Stockton Hill Rd., regarding the report of an employee attacking other employees. Officers arrived and learned that two injured employees had already been taken to Kingman Regional Medical Center, while a third employee was still in the restaurant with life threatening injuries to his neck. The investigation determined that one employee (suspect) had attacked two other employees (victims). The suspect employee is reported to have thrown hot oil on one employee and attacked the other with a knife. Investigators believe that the suspect employee then injured himself by cutting his own throat. The suspect employee (69 years old) was also transported to the hospital in critical condition. The reason for the attack is unknown at this time. The investigation is ongoing. The suspect and one employee had been airlifted to Las Vegas for treatment. As of this release, all three are expected to survive. Criminal charges are pending upon completion of the investigation.

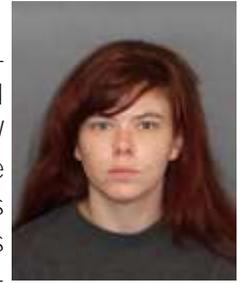
** Weapons Offense **



On Saturday, April 18th, at 12:45am, Kingman Police arrested **Phillip Henry Dinges**, 23 of Kingman, on a felony charge of Unlawful Discharge of Firearm. Dinges was arrested in connection to multiple reports of shots being fired in the area of an apartment complex in the 3000blk of Hualapai Mountain Rd. Officers arrived and discovered multiple spent shell casings lying on the ground. Witness observed a dark colored truck leaving the area. While KPD officers were investigating MCSO deputies were responding to reports of shots being fired in the 3700blk of Shaeffer Ave and the 3100blk of Suffock Ave. and had stopped a suspect vehicle in the area of Bank St. and Grace Neal Blvd. The truck was occupied by several subjects, to include Dinges. Dinges was found to be in possession of a handgun and rifle. KPD officers responded to assist MCSO. Officers found evidence and information connecting Dinges to the discharge of a firearm on Hualapai Mountain Rd. Dinges, who denied involvement in the incident, was arrested and booked into the Mohave County Adult Detention Facility. Dinges was also arrested and charge similarly by MCSO.

**** Drugs and Theft from Mailboxes ****

On Saturday, April 17th, at 6:45am, Kingman Police arrested **Stevey Lynn Nichols**, 23 of Kingman, on felony charges of Theft, Possession of Narcotic Drugs, Possession of Marijuana and Possession of Drug Paraphernalia. Witnesses reported seeing a female driving a white BMW sedan, reaching into mailboxes in the 3300blk of Bank St. Officers arrived and identified the driver at Nichols. The investigation determined that Nichols had opened several mail boxes looking for anything she could use. Nichols was taken into custody during which time she was found to be in possession of marijuana wax (narcotic), Marijuana and the associated drug paraphernalia. Nichols, who admitted involvement in the offenses, was booked into the Mohave County Adult Detention Facility.



De-

**** Forgery, Fraudulent Scheme, Identity Theft ****



On Friday, April 24th, at about 3:00pm, Kingman Police arrested **Michael Scott Andrews**, 61 of Nevada, on felony charges on Forgery, Fraudulent Schemes & Artifices and Aggravated Identity Theft. The investigation started on April 16th when a car dealership called to report suspicious activity by a potential customer (Andrews). Information provided by Andrews was causing concern by the dealership. As officers responded Andrews left. The investigation determined that the identity and bank information provided by the customer (Andrews) belonged to a subject living in Henderson, NV. It was also discovered that several other accounts had **been open in the victim's name, all in the Kingman area.** On Friday, April 24th it was learned that Andrews was in a Kingman motel, in the 3300blk E. Andy Devine Ave. Andrews refused to answer the door. Investigators obtained and served a search warrant during which time Andrews was located hiding behind a bed. Andrews was arrested without further incident and ultimately booked into the Mohave County Adult Detention Facility. The investigation is ongoing. Andrews has a significant criminal history involving false identity and forgery. Investigators are working with other law enforcement agencies to coordinate confirmed identity and criminal charges.

**** Homicide Fugitive Caught ****

On Monday, April 27th, **Samuel Robert Johnson**, 33 of Kingman area, was arrested for a Murder warrant issued out of the Tennessee. KPD detectives assisted investigators from the Tennessee Bureau of Investigation (TBI). TBI Investigators were in Kingman as part of their investigation of a homicide that occurred in Hickman County, TN on Thanksgiving Day, 2019. Johnson was a suspect of their investigation. Johnson was located at a motel in the 3200blk of E. Andy Devine Ave. where he agreed to come to KPD for questioning. Johnson was ultimately booked into the Mohave County Adult Detention Facility on a Fugitive from Justice hold awaiting extradition to TN to face the homicide charge. Investigators learned that Johnson is an over the road truck driver, based out of Kingman.



STATISTICAL SUMMARY—April		
	MONTH	Year-to-Date
Adult Arrests	130	491
Juvenile Arrests	9	65
911 Calls	2,141	8,453
Calls For Service	2,542	10,839
Written Reports	648	2,400

*Honor
Integrity
Courage*

Note: Due to ongoing issues with the new reporting system, statistical data is estimated.

Municipal Court

MONTHLY FINANCIAL REPORT			
CITY REVENUE		KINGMAN MUNICIPAL COURT #0841 APR 2020	
		Criminal Justice Enhancement Fund—47%	4496.66
Abatement Fund	0.00	Child Passenger Restraint	22.77
Address Confidentiality Fund	6.96	DNA Surcharge & Forensics—3%	604.58
Attorney's Fees	743.52	Drug Enhancement Acct (Fine)	57.46
Bond Forfeiture	0.00	DUI Abatement Fund—\$250	276.80
Copy Fees/Court Costs	234.27	Extra DUI Assessment	0.00
	0.00	Domestic Violence Services Fund—\$50	139.30
Defensive Driving Diversion Fee-Local	2610.00	Fill the Gap—7%	664.27
Fines	11661.02	AZ Highways Fund	0.00
Jail Costs	2048.83	VCAF Victims Comp Fund	166.81
Jury Fees	0.00	Medical Services Enhancement Fund	1318.89
Miscellaneous Fees	0.00	2011 Additional Assessment—\$8	691.79
Overpayment Forfeiture	0.03	POTE Peace Officer	140.32
Suspension Fee	979.98	Prison Construction and Operations Fund	2133.47
Warrant Fee	3247.97	Public Safety Equipment Fund	2549.03
Total City Revenue	21532.58	School Zone Assessment	0.00
Local JCEF TPF Acct	409.70	ZVRF Victim Rights Fund	277.30
Court Enhancement Fund	360.63	State Highway Work Zone	0.00
STATE REVENUE		Technical Registration Fund	0.00
Probation Surcharge—\$10	0.00	State's JCEF TPF Acct	763.79
Probation Surcharge—\$20	1789.49	Victim's Rights Enforce Assess Fund	169.22
Address Confidentiality Fund	132.34	FARE Special Collection Fund	2349.44
Arson Detection Reward Fund	.00	FARE Delinquent Fee	1146.01
Clean Election Fund—10%	1126.03	Total State Revenue	21015.77

SUMMARY OVERVIEW – APR 2020					
BOND SUMMARY		RESTITUTION SUMMARY		ADULT PROBATION FEE SUMMARY	
Prior Balance	17500.00	Prior Balance	1579.00	Prior Balance	1624.59
Bonds Posted	3000.00	Payments made	1596.09	Payments made	702.02
Bonds Forfeited	0.00	Checks written	2157.02	Checks written	1624.59
Bonds Refunded	7500.00	Balance in Restitution	1018.07	Balance in Adult Prob Fees	702.02
Balance in Bonds	13000.00				
REIMBURSEMENT			Cases Terminated	New Cases	Juveniles
Prior Balance	274.30	Civil Traffic	65	43	0
Payments made	0.00	Criminal Traffic	6	12	0
Checks written	0.00	Criminal Misdemeanor	25	94	0
Balance in Reimbursement	274.30	Total	96	149	0
Total Revenue	259217.01	Domestic Violence Cases	24		

Municipal Court Continued

MUNICIPAL COURT MONTHLY STATISTICAL REPORT APR 2020				
CRIMINAL TRAFFIC				
	D.U.I.	SERIOUS VIOLATIONS	ALL OTHER VIOLATIONS	TOTAL
Pending First of Month				
Filed				
Transferred In				
SUBTOTAL				
Transferred Out				
Other Terminations				
TOTAL TERMINATIONS				
Pending End of Month				
TRAFFIC FAILURE TO APPEAR				
Pending First of Month	Filed	Sub Total	Terminations	Pending EOM
Criminal Traffic/FTA Trials		Criminal Traffic/FTA Jury Trials		0
CIVIL TRAFFIC				
Pending First of Month	Filed	Sub Total	Default Judgement	Other Term
Total Terminations		Pending End of Month		
Civil Traffic Hearings Held in MONTH				

MISDEMEANOR				
	Misd Non Traffic	Failure to Appear Non-Traffic	TOTAL	
Pending First of				
Filed				
Transferred In				
SUBTOTAL				
Transferred Out				
Other Terminations				
TOTAL TERMINATIONS				
Pending End of Month				
Misdemeanor FTA Court Trials				
Misdemeanor FTA Jury Trials Held				
Misdemeanor/Criminal Traffic Initial Appearances				
DOMESTIC VIOLENCE/HARASSMENT PETITIONS				
	Filed	Issued	Denied	TOTAL TERM
Domestic Violence				
Harassment				
HEARINGS HELD TO REVOKE/MODIFY ORDER OF				
Order of Protection		Injunction Against Harassment		
SPECIAL PROCEEDINGS/ACTIVITIES				
Juvenile Hearings Held		Search Warrants Issued	0	
WARRANTS OUTSTANDING				
Traffic Warrants Outstanding		Criminal Warrants		
D.U.I.		MISDEMEANOR TOTAL		
Serious Violations				
All Other Violations				
TRAFFIC TOTAL				

Parks & Recreation Department—Mike Meersman

Recreation Division



The Recreation Division has been keeping our patrons up to date with the most current information regarding COVID-19 via Facebook and emails. We have implemented a few free activities through Facebook and began the preparations for our Summer season with hopes to be able to offer programs and opening of pools. No Summer Brochure has been published, but if plans open for any summer recreational activities, flyers will be made available and the Rec Team will rely on Facebook, emails, and the Kingman Daily Miner for newspaper articles to help spread what we have available.

Fitness & Dance: There are currently no classes being held, but we have begun preparations for the Fall season. With any luck we may be able to provide a few dance workshops over the summer or create online videos that families can utilize from home.

Child Supervision Programs: The Rec Team was making plans for a summer camp, but is now leaning towards the safety aspect and cancelling until next summer. If camp proceeds, we will not be taking any out of town trips and will need to place specific safety measures in place. Currently the department cannot open as it doesn't fall under childcare guidelines and is rather a recreation activity. Summer Fun Daze Camp will only happen if we can comply with CDC guidelines and necessary safety features set in place.

Sports: With all sports being cancelled due to COVID-19, the department is staying in close contact with all associated leagues, including the NSA Youth & Adult Softball, tournament organizers, and both Little Leagues. Leagues are aware they cannot start until all local city and county organizations allow. Leagues are meeting this week and next week with their

prospective boards in regards to this year's play. Recreation Coordinator Ryan Fruhwirth has started thinking towards the future seasons of sports. The Rec. Division is currently planning for Fall Youth & Adult Volleyball and Pickleball. Department also has plans to host a new Dodgeball League as well as Cornhole and Pickleball Tournaments in possibly late summer or early fall.

Special Events: This past month we added several online and virtual activities. The Virtual Easter Colorings Contest brought in 36 participants. This was our first attempt at doing a virtual activity and was our way of providing something for free during the COVID-19 down time. We also organized a virtual egg hunt. The Rec Team laid eggs out at the Grandview Pool with the Easter Bunny and video taped the event. The event was posted on Facebook for viewers to guess the number of eggs dropped at and in the pool. We received 325 guesses from patrons and those who guessed the exact number or with the closest guesses were entered into a drawing for a special Easter Themed prize. Events such as the Breakfast with the Bunny, Egg Hunt, Drive-In Movie Night, and the Spring Dance Recital were cancelled due to COVID-19. We also added an online scavenger hunt to help promote exercise where most of the items were to be visually found indoors or just out the back door of your home. Currently we are trying to solve the game Clue! Recently we added a virtual Clue game to our Facebook Page that will continue through May 10th. Anyone who is interested can help solve the Murder of the Parks Director Mr. Mike Meersman.

There are 8 suspects all within the Department's Management Team, 8 possible weapons, and 8 locations where his death may have occurred. Patrons can play along daily by searching our Facebook page for the next clue or they can physically participate by visiting park facilities, trails, etc. We have encouraged social distancing and safety practices while participating. Anyone with the correct answer will be entered into a drawing for a board game. Answers should be messaged through Facebook Messenger no later than Monday, May 11th by 3:00pm and answers are not to be made in comments so everyone has the opportunity to participate and be considered for the drawing.



Aquatics: Lifeguard training was cancelled due to COVID-19 and online training is available to anyone who is interested. The hands-on portions will be conducted per Red Cross requirements with social distance set in place. Pools are planning to open as scheduled on May 25th with safety measures in place. Due to budget cuts in FY20-21, pools will have a modified schedule. The schedule is still being discussed and will also need to include CDC Guidelines to remain compliant.



Miscellaneous: Department team members continue to sanitized all touch points. Customer are by appointment only and have been taking place outside the office. We continue to do our due diligence in keeping our facilities sanitized and practicing social distancing. Since classes were cancelled, but dance shirts were previously purchased, we have made arrangements for families to pick up shirts daily during business hours and during two evenings to accommodate anyone who couldn't make the daytime hours. Budget cuts were made in the Rec Division for FY20-21 but shouldn't affect operations too drastically.

For any maintenance related issues, please contact Parks Superintendent Jerry Sipe (928) 716-1764

Parks Maintenance:

We have completed 68 maintenance repair orders this month. The Parks Department utilized zero hours of ADC Inmate labor this month due to COVID-19 and inmates are no longer leaving prison.



White Cliffs Wagon Wheels Trail received a major update with the construction of the new ADA accessible wash crossing and ADA accessible parking, replacing the older non-ADA accessible bridge that was closed for access last fall.



The I-40 walk path was found the morning of Sunday April 26th to have lifted and buckled. The repair was completed Thursday April 30th and the broken concrete will be used for wash out areas along the path.



City of Kingman Parks has closed park restrooms, playgrounds, basketball courts, and ramada areas, however team members are sanitizing equipment, drinking fountains, gate latches and highly touched areas to curtail the spread of COVID-19. During this closure, many park restrooms and equipment have been repainted.



Governor Ducey announced the Arizona “Light It Blue” initiative in recognition of the healthcare workers and first responders supporting Arizonans during this challenging time. City of Kingman Parks Team put up ribbons around the city along with blue ribbons on maintenance team work vehicles.



Since the last report Golf Course Maintenance has utilized zero inmate hours. The golf course lost their inmates on 03/16/2020 due to COVID-19 and haven't gotten them back.

This month has been a very busy one with an upturn in play due to all of the Las Vegas golf courses being shut down due to COVID-19. With the added onset of play, the golf maintenance team stepped up our cleaning efforts and verbal social distancing communication to help keep our customers and team members safe.

This month also saw the completion of aerification on our golf course greens, tees, and approaches with Fairways happening soon. Of all the cultural practices performed on the golf course, aerification is the most important. The exchange of CO2 gasses from the root zone and the infiltration of water and nutrients helps us keep our course looking great throughout the Summer months.



An addition of the Grill seating area was started towards the end of the month in April and will continue into May. A small area of the Pro Shop was taken out and will be made into seating capacity for our Grill guests. Once fully opened back up, this will help us to remain diligent about social distancing moving forward.



The upturn in high temperatures has led to an increase in nightly irrigation. The maintenance crew has also been busy hot spotting and hose reeling our golf course greens to keep them in good shape.

During the middle of the month, the golf course suffered a major mainline break on hole #11. This came at the same time the water company had a break in the same area. It's believed that a burst of high pressure hit the golf course area and surrounding homes on Sunday April 19th. The maintenance crew replaced roughly 30' of old blue mainline, added in a new 2" brass station valve, and updated two exiting later line tie ins.

An increase in herbicide application frequency and continuation of Gopher trapping rounded out the month for us.

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

- **I would like to offer an enormous “Thank You” to the entire team at Cerbat Cliffs.** As we moved into March, we were in the process of gearing up the Clubhouse staff for the upcoming busy season by adding three part-time people to the team. In the process, we lost a staff member which took us from our already minimal off-season staff to now being short-handed. By the middle of the month, COVID-19 started to affect all operations within the City and a hiring freeze was implemented. While global concerns with the virus had people being very cautious, our Governor considered golf as an essential business and even stating “go play golf” allowing the golf course to remain open. Precautions and safety procedures were implemented to keep our customers and staff safe, adding to the daily workload for all team members. Even with the virus concerns, we were not seeing any decrease in play and to the contrary, started to realize an increase. Then, on April 9th, the Governor of Nevada considered golf to be non-essential and closed all courses within the state. With our proximity to Las Vegas, we became a go-to golf course for our Nevada neighbors and our rounds per day immediately went up 100%, setting records and we were still down a Clubhouse staff member. The team really stepped up and continues to do so. This includes Patrick Friend and his crew. We are now very thankful to have three Parks & Rec Aids on loan to us to help during this extremely busy time.
- **With the Governor of Nevada’s order allowing golf courses to reopen on Friday, play here has returned to what was more normal for us during this time of year.** As soon as the order was announced, we started to receive several phone calls for tee time cancellations and over the weekend.
- Finished the month with 4433 total rounds for the month (up 65% over April of 2019)
- Renovation in the Clubhouse is moving along, the relocated Pro Shop wall is up, office reduced, and the demo of the yellow brick wall is done.

CERBAT CLIFFS GOLF COURSE	
MONTH—ACTIVITY March 2020	
Number Nine-Hole Rounds	953
Number 18-Hole Rounds	3475
Number Golf Lessons	8
Greens Fee Revenue Total	\$70,038
Annual Passes	\$17,390
Daily Green Fees	\$52,648
Motor Cart Revenue Total	\$57,845
Private Cart Trail Fees	\$10,405
Daily Cart Rental	\$47,440
Driving Range Revenue	\$5,209
Total Hours Ranger Activities	150
Total Beverage Cart Hours	70
Number of Tournaments	0
Total Tournament Participation	0
Gift Card	8
Specials	989
GolfNow	64

- Friday, we returned to the 6:00am opening time for the Pro Shop.
- Working with Matthew Thompson from the National Collegiate Club Golf Association, booking a two-day event for them October 17-18 with 70 players each day.
- NUCOR selected October 2nd to reschedule their event for this year.
- We are getting great comments from the Nevada players, thanking us for being open for play, the customer service and the golf course itself.
- Use of online tee time bookings through our website and GolfNow has gone up nearly 300% primarily from the golfers coming from Nevada.
- Recreation Division has provided three P&R Aids that have not worked due to the closures since the end of March to provide some assistance at the golf course. They will start this coming week helping with outside services, the beverage cart and possibly the Grill.
- As expected, United Way Tournament scheduled for May 16th has been postponed; they will get back with us regarding an alternate date.
- Spoke with Greg Kimbal from Nucor on Friday; they are looking at October to reschedule their event which was set for May 29th.
- Monday, April 20th we return to our regular rates following the aerification and recovery period.
- Processes for the safety of customers and staff increase. Staff wearing cloth masks, telling customers to maintain social distancing, additional signage, use of PA system as needed, etc.
- Announcement by the State of Nevada closing all golf courses resulted in the Pro Shop receiving over 90 phone calls on Thursday from Nevada residents. Play totaled 212 rounds on Saturday with the majority coming from Las Vegas.

Public Works—Rob Owen

BUILDING MAINTENANCE-APRIL/2020	
Square feet of buildings maintained	144,705 ?
Square feet of buildings cleaned	85,547 by City, 6,000 cleaned by agreement with
Building maintenance has been working to close work orders while also preparing the city to re-open in light of the ongoing pandemic. Sneeze guards and signage have been installed in an effort to mitigate the spread of illness	

FLEET MAINTENANCE-APRIL/2020	
12244.6 gallons of unleaded gas	Cost of \$14938.41
10533.0 gallons of diesel fuel	Cost of \$17544.28
Unisource Electric, with the assistance of the Street Dept, has the new transformer installed, and preparing for the new power going to the new fuel island. Closed 157 work orders, with a total 280 jobs on those work orders	

SANITATION-APRIL/2020	
362 trips to the landfill—Delivery of 4,183,820 pounds of trash	Cost of \$74,491.68
New 90-gallon residential containers	34
Old, damaged, missing or found containers repaired or replaced	122
Steel containers delivered for customer clean-up	6
1) Extra steel containers emptied and 2) Containers retrieved	1) 48 and 2) 2
1) Regular extra trash hauls 2) Abatement orders 3) \$3 Special Trash Haul	1) 3 2) 14 3) 0
Recycling—tons / Annual total— tons	0/142

STREETS—APRIL/2020	
Square yards of asphalt	4.3 Million
Miles of unpaved roads	19.5
Street lights	900
Traffic signals	24

Available Manpower:

- (1) Maintenance Operation Supervisor (Melvin Dubay)
- (1) Crew Leader (spot not filled)
- (1) Operator A (Signing and Striping Technician)
- (6) Operator A (General Maintenance Crew)
- (2) Operator B (General Maintenance Crew)
- (1) City Electrician II (Signal Technician)
- (1) City Electrician I (signal Technician)

Street Department Activities:

- The month of April consisted of grading, sweeping, and asphalt patching ,traffic Signal/Lighting maintenance and repairs
 - Crews have worked on chemical and manual weed abatement throughout the month. 1 temp crews and city staff have worked throughout town, including the traffic interchanges, for chemical applications.
 - Streets completed multiple closures for emergency waterline repairs both during regular hours and after.
 - Pothole patching and water repair patching have been ongoing throughout the month.
 - Install 2020 census signs and maintenance on street signs.
- Replace new street lights on Stockton hill.
- Haul millings to airport and blade for new taxi lane.
- Building new catch basin 8th street and Topeka street haul dirt to south field park.

HILLTOP WWTP



DOWNTOWN WWTP



WASTEWATER—APRIL 2020

Wastewater Treatment—Personnel 10/ Vacant 2

Staff at Hilltop Facility

- Treated approximately 47.257 million gallons of influent on intake and discharged approximately 51.365 million gallons of “B+” effluent
- Composted approximately 440 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 continuing to work towards a resolution in regards to structural integrity of the aeration velocity enhancer with Ovivo.
- Staff responded to a number of emergency call-outs.

Staff at Downtown Facility

- Treated approximately 6.632 million gallons of influent on intake and discharged approximately 6.194 million gallons of “A+” effluent
- Completed all annual, semi-annual, quarterly, & monthly NPDES and APP sample collection & ADEQ reporting.
- Dewatered approximately 38 cubic yards of bio solids & transported to Hilltop for composting.
- Completed cleaning, general maintenance and troubleshooting -various pumps
- Completed all daily, weekly and monthly maintenance work orders

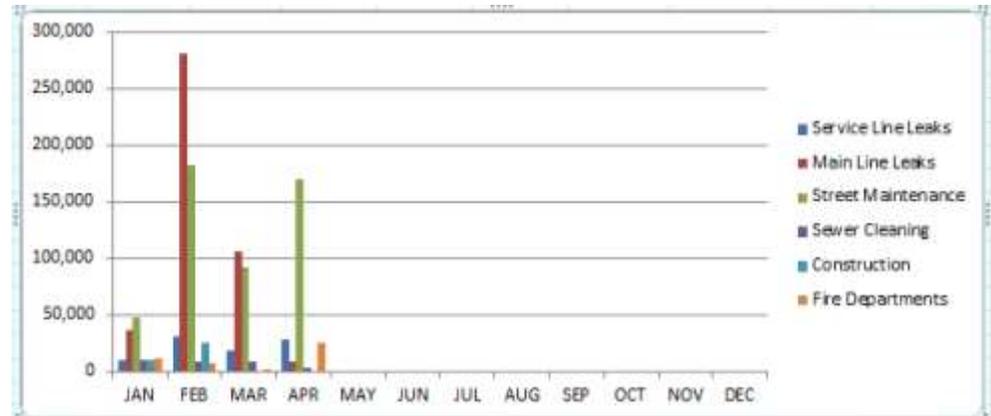
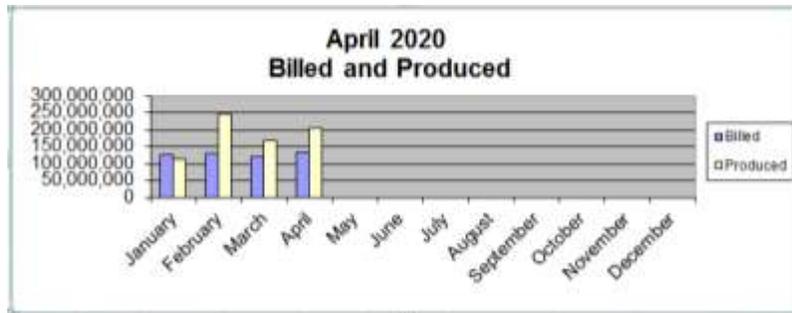
Wastewater Collections—Personnel 3, (1)unfilled

Wastewater Collection crews:

- Completed 1200’ CCTV inspections of 6, & 8-inch wastewater conveyance lines—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
- City Collections Team completed hydro-jet cleaning of approximately 7000 linear feet of conveyance mains using approximately 3000 gallons of water.
- 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.
- Wastewater Staff assisted with a number of after hours water leak call-out repairs
- Responded to & assisted multiple customers with lateral locates, etc.
- Assisted Wastewater Treatment Staff at both facilities due to employee shortages.
- Assist with various water and wastewater rehab projects through out the City.

Wastewater Pre-Treatment - Personnel 1.5.

- Maintain pre-treatment compliance by evaluating potential SIU/CIU’s.
- Pretreatment staff briefed new businesses for compliance with the Municipal Utilities Regulations for Fats, Oil and Grease. Staff conducted inspections at a facility for compliance with the Pretreatment Ordinance.
- Follow-up on complaints & potential discharge violations, update SIU analytical spread sheet.
- Completed the quarterly sampling for the pretreatment portion of the NPDES permits.
- Preparing, (ongoing), Annual Pre-Treatment Report.



WATER — APRIL 2020

Certified Water Operators:

- * Produced 321,328,800 gallons of water from the various groundwater wells throughout the City.
- * Billed 132,664,600 gallons of water.
- * Completed all Arizona Department of Environmental Quality regulatory sampling and reporting as per The Clean Water Act.
- * Performed Operations and Maintenance on the wells, booster stations, and Chlorination Systems.

Distribution Operations:

- * Staff repaired 397 square feet of asphalt and concrete from water leaks.
- * Blue Stake performed 324 locates.

Water Service Operators:

- * Staff read 21,968 Residential and Commercial meters and respond to over a 1000 customer assisted calls every month.

Gallons of Water used for daily operations by Public Works Operators :

- * Service Line leaks used 28,250 gallons
- * Main Line leaks used 8,900 gallons
- * Streets Maintenance Department used 170,400 gallons
- * Sewer Cleaning used 3000 gallons
- * Combined Fire Departments used 25,275 gallons



Kingman Area Regional Transit

KART-APRIL/2020	
MONTH REVENUE	<ul style="list-style-type: none"> Fare Box Revenue—\$363 Coupon/Pass Revenue—\$1,120
MONTH RIDERSHIP	<ul style="list-style-type: none"> Service hours— 728 Service miles— 9605 Total passenger trips— 4,981 (-56% as compared to April 2019) Curb-to-Curb trips—100 (2% of total)



PROJECTS-APRIL/2020

<p>Sign Inventory system project—Data collection is finished. DBi, the data collection firm has been adversely affected by COVID 19. A DRAFT final data set is being compiled for City's review. ADOT has granted DBi 6 more months on their contract. ADOT is administering</p>	<p>Stockton Hill Rd. Safety Corridor— The project is at Stage IV plans and have been reviewed and commented on. Next design plans are scheduled for review May 26. The construction estimate has been revised and a new IGA will go to Council for approval May 19.</p>
<p>Injection Well Design— The well characteristics were not favorable for the direct Injection of the effluent water. Different options were evaluated on how this well will best be used. Changes to the original design, and addition of new filters and changing the well from direct injection to a vadose zone type well appears to be the best option at this point. A new design and Construction cost estimate has been received and is being considered.</p>	<p>Waterline Replacement projects—</p> <p>Castlerock Rd to Gordon is substantially complete. Waiting on redlines from HAZEN and ADEQ cert for final service connections.</p> <p>5L Ranch Rd to the city pumphouse at the top of the hill is substantially complete. Waiting on red-lines from HAZEN and final cert from ADEQ to make service connections</p> <p>Fourth St from Latigo to 5L Ranch Rd is substantially complete. Waiting on red-lines from HAZEN and final cert from ADEQ to make service connections</p>
<p>Water Conservation Plan—Project kickoff meeting was held and the project has begun. Team is coordinating with Hazen and Sawyer to provide documents and information to develop the plan.</p>	<p>Risk and Resiliency Assessment and Emergency Response Plan- Cybersecurity evaluation and response is underway. Waiting on HAZEN reports.</p>
<p>Andy Devine Avenue Improvements from Ellas Place to 2nd Street -Eligibility was granted for this project this month. An application was submitted to ADOT for Intersection improvements at the Andy Devine and First Street. The proposed request is for multiple safety improvements on Andy Devine Avenue from Ella's Place to 2nd Street, including: Relocate pavement width with channelization, raised medians and curb bulbouts to calm traffic, restripe for narrower lanes; improve intersection alignment at 1st Street by removing skew angle and aligning offset driveway at Visitor's Center. This project does not include any non-infrastructure funding request. These improvements will address the fatal crash related to speeding at this intersection. A professional engineering consultant and licensed contractor will perform the work. There will be ground disturbing activities; no utility relocations are anticipated. The total project cost of this project to be \$1,181,250. Of that amount request ADOT determined that \$1,116,199 is HSIP eligible with \$65,051 being local match. 94.3% federal, 5.7% match. This project is scheduled for de-</p>	<p>Future HSIP Projects</p> <p>The initiation documents for this project were submitted. This is the preliminary step to start the actual project. The project is programmed for fiscal years 21 -22 for some safety improvement projects on the following streets. On Beale Street, for traffic calming/curb bulbouts, at 3 intersections (3rd, 4th, 5th Streets) 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.</p> <p>Project cost estimate is \$444,000 with a \$15,574 local match. Project eligibility was received October 24, 2018 for this project.</p>
<p>Downtown Sewer Outfall Main— Decisions to determine type of pipe material for the force main, location of sewer connection to 3 locations, and a redesign of one lift station are all under review. 60% plans are</p>	<p>Sacramento Valley Basin Well Siting Study-This will be completed by Hazen and Sawyer. A kickoff meeting was held January 14th. A well siting study and feasibility report is being developed, to access water from the Sacramento Valley Basin and connect to our water system..</p>
	<p>Et Boke Springs Trail Rehab</p>

Planning & Economic Development Department, Tourism Division – Josh Noble

April 2020 Advertising & Marketing

Arizona Office of Tourism Marketing Cooperative

- Sent business contact info for 187 businesses for Miles Partnership Google DMO Program to assist in Google business profiles
- AOT Marketing Cooperative placements April were paused
- **4-24:** Provided Feedback to Crowdriff on beta feature
- **4-28:** Attended Arizona Office of Tourism West Region “reopening Arizona” GoToMeeting
- **4-30:** Provided six Kingman itineraries to the Arizona Office of Tourism for recovery plan campaign-dedicated landing pages

Other Marketing / Promotions

- **4-14/15:** Pitched story to NTA (National Tour Association) Courier (online industry news) about how we kept busy during COVID closures. Story was shared by Mayor Miles on Facebook

April 2020 Media Assistance & Updates

- **4-2:** Provided local information about community support during COVID-19 to AOT
- **4-3:** Provided economic impact information for Senator Sinema’s office to consider another COVID-19 stimulus package—including latest weekly hotel report and restaurant closures
- **4-6:** Provided Kingman traveler information to an inquiry from a potential future business
- **4-13:** Provided photo of Janice Barber to The Miner for an article
- **4-20:** Provided COVID-19 affects to Kingman business for AZ Highways inquiry
- **4-27:** Interviewed with Mark Smith at Expansion Solutions (online magazine that covers the sure selection/economic development fields) about how COVID is affecting Tourism

April 2020 Projects & Activities

- **4-8:** Social Media for Governments Webinar attended by Natalie, Gina and Sylvia
- **4-15:** Josh and Sylvia began visits with hoteliers (four and AML corporate) to touch base and offer assistance. One hotel was mandated to cap at 50% occupancy artificially.
- **4-14:** Attended Clarity in a Time of Crisis Part II: Mobile Location Data Trends Webinar
- **4-15:** Attended TripAdvisor COVID-19 Webinar Series Part II: Preparing for What Comes Next
- **4-16:** STR Weekly US Hotel Performance Update Webinar attended by staff
- **4-21:** Sent out communication about downtown bus parking to downtown businesses requesting incentive to add to communication to tour companies
- **4-22:** Extended WEX (work experience trainee through Arizona@Work) through May 20
- **4-22:** Moved five security cameras around to better cover Visitor Center
- **4-22:** Attended Sojern’s COVID-19 Recovery Webinar
- **4-23:** Powerhouse history display TV is up and running with timeline and pictures of Powerhouse
- **4-23:** Crowdriff Webinar on Road to Recovery for Social Media
- **4-23:** City Safety Committee attended via Zoom
- **4-24:** Tour with Jim Hinckley, Gina, and City staff

Planning & Economic Development Department, Tourism Division — Josh Noble

April 2020 Media Assistance & Updates

- 4-28: Article titled “A Powerhouse Team” published in the Courier (National Tour Association’s online magazine) about Kingman Tourism’s efforts during COVID-19

April 2020 Projects & Activities

- 4-27: Meeting with ED Department to go over potential logos for city
- 4-28: Interviewed Diana’s Cellar Door and Sea Dog Merchants for a video project supporting local businesses
- 4-28: Miles Webinar “Phocusweight’s International Research and Insights from Travel Michigan”
- 4-29: Called with Salesforce to look into potential customer contact tracking platform
- 4-29: Destination Marketing Association of the West Webinar on “Road to Recovery”
- 4-30: Destination Marketing Association of the West Webinar on Virtual Vacations
- Changed Visitor Center Gift Shop and front desk space to be more apt to customer perspective
- Tour bus information work continued
- Research conducted on information for online store for Visitor Center gift shop
- Installed slat board into gift shop

April 2020 Monthly Counts

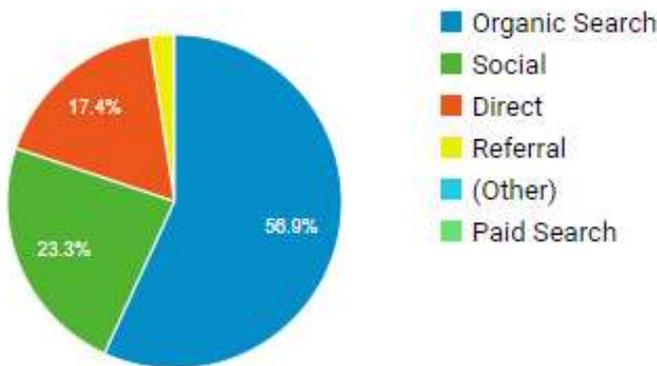
	Apr-20	Apr-19	FYΔ	Apr-18	2FYΔ	FYTD	FY/FYΔ	FY/2FYΔ
Website Visitor Sessions:	7,023	22,715	-69.1%	19,432	-63.9%	148,391	-13.1%	-10.8%

Planning & Economic Development Department, Tourism Division – Josh Noble



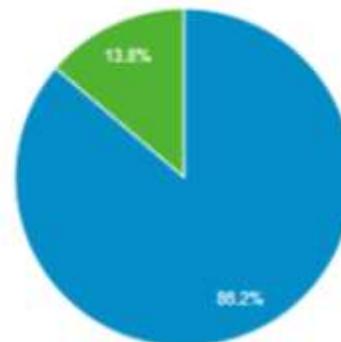
Top Channels

Apr 1, 2020 - Apr 30, 2020

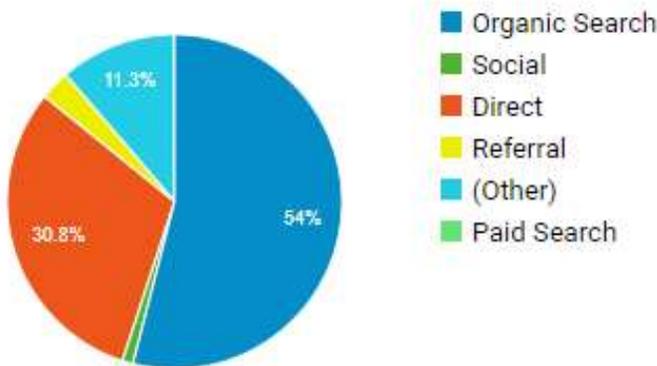


■ New Visitor ■ Returning Visitor

Apr 1, 2020 - Apr 30, 2020



Apr 1, 2019 - Apr 30, 2019



Apr 1, 2019 - Apr 30, 2019

