



City of Williams, Arizona Annual Financial Plan Fiscal Year 2013 -2014

City Council Members

John W. Moore, Mayor

Don Dent, Vice Mayor

Bernie Hiemenz

Frank W. McNelly

Lee Payne

Dr. Jim Wurgler

Craig Fritsinger

City of Williams Mission Statement

The Mission of the City of Williams and its employees is to provide quality municipal services to serve the needs of our citizens. These services shall be provided to the community on a fair and equitable basis with the needs of all citizens in mind. This shall be accomplished with a focus to maintain our natural environment, historic and small town quality of life. The City shall serve the people with integrity, fiscal responsibility, and with as little impact on personal freedom as possible.

Organizational Chart

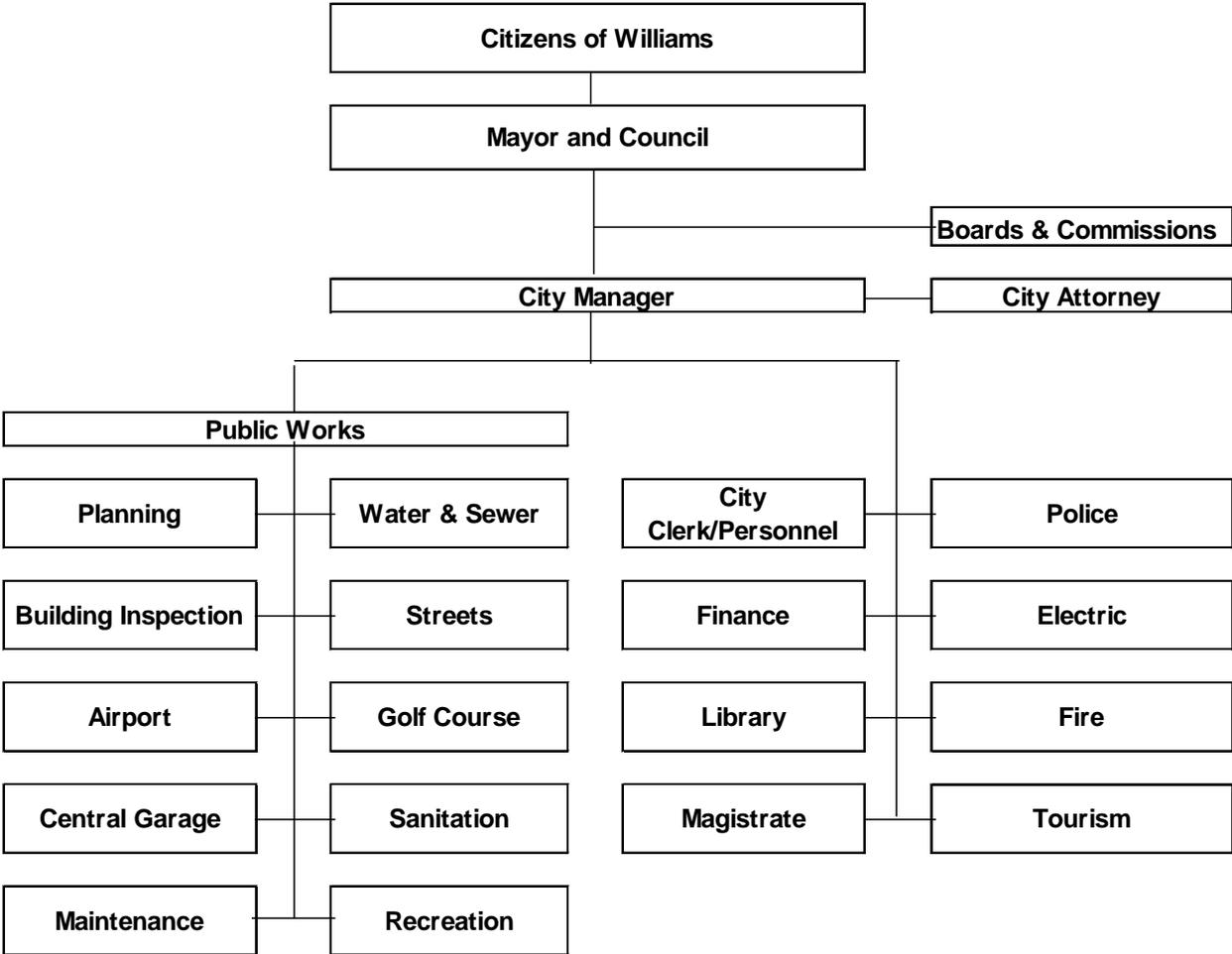


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Budget Calendar

Fiscal Year 2013/14

- | | | | |
|-----|--|----------|-------------------|
| 1. | Budget worksheets to departments. | Monday | May 6 |
| 2. | Completed worksheets back from Departments. | Friday | May 17 |
| 3. | Revenue estimates complete. | Friday | May 24 |
| 4. | Department head meetings | | May 20–May 24 |
| 5. | Prepare preliminary budget. | | May 27–June 7 |
| 6. | Budget Meeting #1 | Thursday | June 13 |
| 7. | Budget Meeting #2 | Monday | June 17 |
| 8. | Budget Meeting #3 | Thursday | June 27 |
| 9. | Adopt Tentative Budget | Thursday | June 27 |
| 10. | Publish budget once a week for two consecutive weeks. | | July 10 & July 17 |
| 11. | Publish first Truth in Taxation Notice | | July 10 |
| 12. | Publish second Truth in Taxation Notice | | July 17 |
| 13. | Hold public hearing - budget and estimated tax levy
Convene special meeting to adopt final budget | Thursday | July 25 |
| 14. | Adopt property tax levy | Thursday | August 8 |

Message from the City Manager

It is my pleasure to present to the Fiscal Year 2014 Budget.

The 2014 Budget has been prepared with cautious optimism. There are glimpses of light in what has been a tunnel of several challenging years. After years of cutting deeply and deferring expenditures, the financial condition of the City, along with the local economy, appears to be trending in a modestly positive direction. New efforts at spending wisely and increasing revenue streams appear to be producing preliminary results. For the first time in years the required debt reserves are fully funded ahead of schedule, new capital projects are possible, and the City has plans to begin investing again in its people and equipment. These accomplishments are the direct result of the tireless work of City leadership and Staff.

The Budget is the result of two factors: expenditures and revenues. The City is ever committed to reducing the first and bolstering the latter and the Fiscal Year 2014 Budget illustrates that commitment. The City continues to reduce expenditures wisely and increase revenues wherever possible:

Two mechanic-oriented vacancies in different operating Departments have been combined into one full-time position that will serve both Departments. This move will bring previously non-existent preventative maintenance services to the Water/Wastewater Department, potentially saving thousands of dollars in emergency repairs each year while maintaining adequate staffing in the Central Garage.

Refinancing of debt will save the City money over the next few years in the Water Department. Those savings can then be directed towards other essential needs such as a formal meter replacement program. This sort of essential program increases revenues as fully-functioning, accurate meters allow the City to bill for actual usage.

Investments in equipment and facilities reduce long term costs and increases revenues. The Budget includes a down-payment on a new collection truck for the Sanitation Department. With much of the collection fleet past its useful lifespan, a new truck reduces downtime and cuts costly repairs, saving money. The Budget also includes investments in new equipment for the Golf Course. In the same boat as much of the City's equipment, the current mowing equipment spends more time in the shop for repairs than it does performing work. New equipment will reduce time and money spent on repairs and will allow Staff to spend their limited time preserving and further enhancing the beautiful course. Those maintenance efforts, along with investments to the event space that will make it more attractive as an event venue, will help ensure increased profitability of the course.

Staff continues to work on the many fronts of economic development with the understanding that an expanding business community equates to a multitude of benefits. More business activity means more jobs for citizens, more housing construction, more local spending, and more resulting revenues for the City. Fostering a more diverse business community also means better protection against another devastating financial downturn. New proposals are becoming more regular, and the City stands ready to assist; for the first time in years a part-time Planner position is included in the Budget to assist with the growing number of permits and requests for development-related services.

While change may be slow at times, there is forward progress. With the continued support of the community, Staff, and its leadership, Williams will continue moving in a positive direction.

City Officials

City Manager

Brandon Buchanan

City Attorney

Kellie Peterson, Mangum Wall and Stoops

Magistrate

Hon. Robert Krombeen

Departments

City Clerk/Human Resources Director - Susan Kerley

Finance Director – Keith Buonocore

Building Maintenance – Gene Owens

Library – Andrea Dunn

Recreation – Rose Newbold

Police Chief – Herman Nixon

Fire Chief – Kevin Schulte

Chief Building Inspector – Tim Pettit

Central Garage – Sheldon Johnson

Street Superintendent – Horacio Ortiz

Water Superintendent – James Courchaine

Sanitation Superintendent – Doug Owens

Golf Superintendent – Marty Yerian

Community Profile

Community Profile and Demographics			
Founded	1881	Unemployment Rate	
Incorporated	1901	Arizona Special Unemployment Report	
Elevation	6770 feet	2010	9.10%
Gender Distribution		Median Age	
Male	49.6%	Male	36.8
Female	50.4%	Female	41.1
Population		Age Composition	
2000	2866	Under 5 Years	7.9%
2003	2910	5-19 Years	20.9%
2007	3190	20-49 Years	36.1%
2008	3165	50-64 Years	21.1%
2010	3023	65+ Years	14.0%
Ethnic Distribution		Educational Attainment	
White	76.3%	(Population 25 Years and Over)	
African-American	1.7%	Less than High School Graduate	19.1%
Native American	1.8%	High School Graduate	36.6%
Asian/Pacific Islander	1.1%	Some College/Associates Degree	30.6%
Hispanic/Latino/Other	19.1%	Bachelor's Degree or Higher	13.7%
Employment by Industry		Household Information	
Recreation, Accommodation, & Food Service	31.9%	Average Persons per Household	2.59
Education, Health Care, & Social Services	14.3%	Median Household Income	\$43,125
Retail Trade	10.5%	Per Capita Income	\$19,066
Construction	8.1%	Housing Occupancy	
Public Administration	7.7%	Owner-Occupied Housing Units	1168
Transportation, Warehousing, & Utilities	7.6%	Renter-Occupied Housing Units	470
Other	19.90%		
Data based on 2010 Census unless otherwise noted			

Accounting Structure and Basis

The governmental environment differs from that of business enterprises; however, the underlying accounting policies share many characteristics with private-sector accounting. The principles for financial accounting and reporting for municipalities is established by the Governmental Accounting Standards Board (GASB). The accounting of sources and uses is separated into various fund types. Each fund is a self-balancing accounting entity reporting the assets, liabilities, equity and performance of the fund. The types of funds used by the City of Williams and their purposes are presented below.

Fund Structure:

Governmental Funds – Uses the modified accrual basis of accounting and budgeting.

General Fund – This fund is used to account for basic governmental services supported mainly by local sales taxes. Services accounted for within this fund included police and fire services, municipal court services, parks and recreation programs, community development departments and general administration.

Special Revenue – Special revenue funds account for the proceeds of specific revenues that are legally restricted to expenditure for specific purposes. For example, Highway Urban Revenue (HURF funds) may only be used for street and road activities. Grant Funds are also included as a Special Revenue Fund.

Capital Projects – These funds account for acquisition and construction of major capital facilities, except enterprise fund projects which are included within Proprietary Funds. Examples of capital projects included within the governmental capital projects funds include the Impact Fee Fund, Capital Projects Fund and the Flood Control District Fund.

Proprietary Funds – Uses the accrual basis of accounting and budgeting, except that budgeted capital outlay items are treated as assets for accounting purposes and not reflected as expenditures.

Enterprise Funds – These funds account for operations financed primarily by user fees and are operated in a manner similar to private business. These funds include the Electric, Water, Sewer Sanitation and Golf Funds.

Basis of Accounting and Budgeting of Funds:

Modified Accrual – Revenues are recognized when measurable and available (revenue received during fiscal year or within 60 days of year-end).

Accrual – Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flow.

Budget Overview

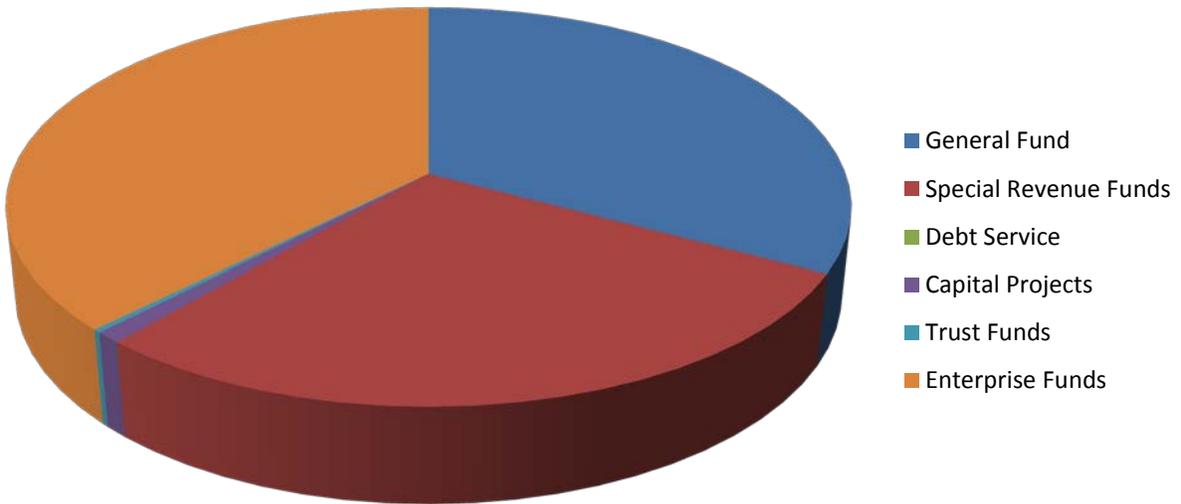
We are pleased to present the budget for Fiscal Year 2013/2014. The Budget was prepared to provide a budget that is fiscally sound and lays the foundation for a strong financial future.

The budget continues to emphasize the City's commitment to provide efficient and cost effective services.

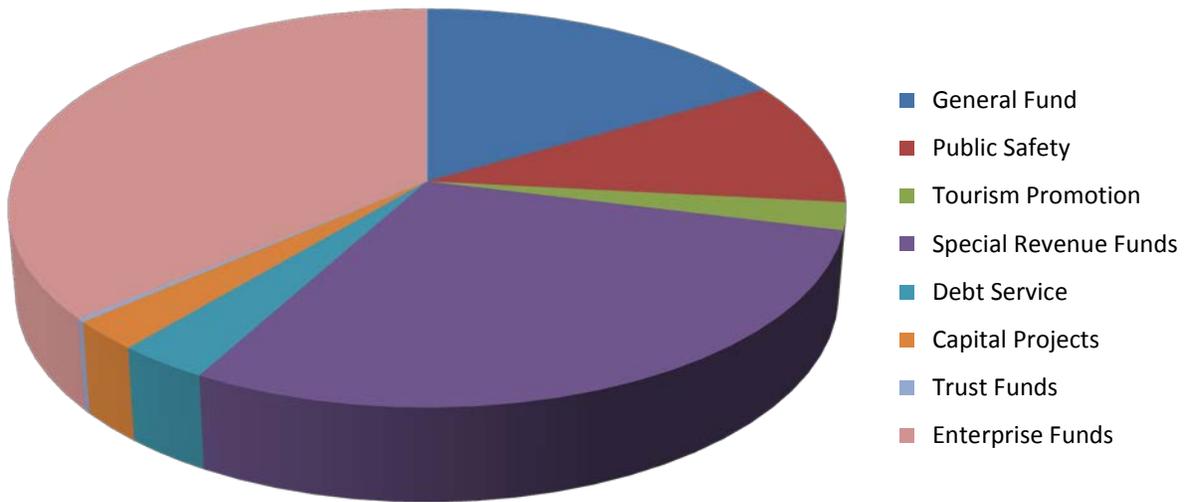
Sources and Uses of Funds Summary

				Projected	Projected	
				FY 12/13	FY 13/14	Difference
Sources of Funds						
	General Fund			6,102,477	6,261,148	158,671
	Special Revenue Funds			1,359,009	5,419,845	4,060,836
	Debt Service					
	Capital Projects			240,030	170,800	-69,230
	Trust Funds			50,000	50,000	
	Enterprise Funds			6,892,681	7,144,788	252,107
	Fund Balances					
	Total All Funding Sources			14,644,197	19,046,581	4,402,384
Uses of Funds						
	General Fund			2,730,971	3,190,722	459,751
	Public Safety			1,719,322	1,770,887	51,565
	Tourism Promotion			445,950	421,488	-24,462
	Special Revenue Funds			1,556,315	5,552,377	3,996,062
	Debt Service			753,533	591,153	-162,380
	Capital Projects			71,555	463,958	392,403
	Trust Funds			50,000	50,000	
	Enterprise Funds			6,549,337	6,836,917	287,579
	Fund Balances			767,214	169,078	-598,136
	Total Uses of Funds			14,644,197	19,046,581	4,402,384
The table does not include fund transfers.						

Sources of Funds



Use of Funds



Summary of Changes in Fund Balances by Major Fund Type

The table below summarizes the net change in Fund Balance by Major Fund Type.

	General Fund	Special Revenue Fund	Enterprise Funds	Capital Projects	Debt Service/ Trust Funds/ Other	Total All Funds
Fund Balance 6/30/12	370,224	114,152	17,868,468	525,492	113,510	18,991,846
Fiscal Year 2013						
Revenues	6,257,477	1,584,513	8,283,181	240,030	803,533	17,168,734
Expenditures	6,101,018	1,636,077	7,789,337	71,555	803,533	16,401,520
Fund Balance 6/30/13	526,683	62,588	18,362,312	693,967	113,510	19,759,059
Fiscal Year 2014						
Revenues	6,426,461	5,941,362	8,611,788	258,800	641,153	21,879,564
Expenditures	6,365,922	6,002,535	8,236,917	463,958	641,153	21,710,486
Fund Balance 6/30/14	587,221	1,414	18,737,184	488,809	113,510	19,928,138
Increase/Decrease in Fund Balance	60,538	(61,174)	374,872	(205,158)	0	169,078

Summary of Changes in Expenditures within Each Fund

Adopted Budget Fiscal Year 2013 -2014				
	Budget	Budget	Increase	%
	12/13	13/14	(Decrease)	Change
GENERAL FUND				
MAYOR & COUNCIL	58,000	67,444	9,444	16.28%
MAGISTRATE	173,500	157,538	(15,962)	-9.20%
GENERAL & ADMINISTRATIVE	811,500	957,015	145,515	17.93%
FINANCE	277,000	336,636	59,636	21.53%
MAINTENANCE	212,500	271,129	58,629	27.59%
LIBRARY	85,500	95,486	9,986	11.68%
RECREATION	197,500	214,521	17,021	8.62%
SWIMMING POOL	81,500	89,558	8,058	9.89%
POLICE	1,558,500	1,522,887	(35,613)	-2.29%
FIRE	216,500	248,000	31,500	14.55%
BUILDING	101,000	136,652	35,652	35.30%
CENTRAL GARAGE	294,500	286,414	(8,086)	-2.75%
AIRPORT	135,500	170,400	34,900	25.76%
SENIOR CENTER	17,000	19,500	2,500	14.71%
HOUSING AUTHORITY	150,000	150,000	-	
TOTAL GENERAL FUND	4,370,000	4,723,181	353,181	8.08%
BED, BOARD & BOOZE FUND				
TOURISM PROMOTION	416,000	421,488	5,488	1.32%
RECREATION FACILITIES	35,000	77,000	42,000	120.00%
VISITOR CENTER	40,000	47,528	7,528	18.82%
TOTAL BBB FUND	491,000	546,016	55,016	11.20%
HURF / STREETS FUND	966,000	855,377	(110,623)	-11.45%
NORTHSIDE SEWER DISTRICT		1,000	1,000	100.00%
FLOOD CONTROL FUND	210,000	210,000	-	
CAPITAL PROJECTS FUND	-	88,000	88,000	100.00%
ELECTRIC SYSTEM FUND	2,479,500	2,481,000	1,500	0.06%
Water Department	1,378,500	1,459,605	81,105	5.88%
Waste Water Department	1,459,000	1,572,459	113,459	7.78%
TOTAL UTILITY FUND	2,837,500	3,032,064	194,564	6.86%
IMPACT FEE FUND	115,500	165,958	50,458	43.69%
SANITATION FUND	712,500	731,740	19,240	2.70%
GOLF COURSE FUND	539,000	592,114	53,114	9.85%

Adopted Budget Fiscal Year 2013 -2014				
(continued)	Budget 12/13	Budget 13/14	Increase (Decrease)	% Change
FOREST SERVICE BUILDING	87,000	108,901	21,901	25.17%
FIREMEN'S PENSION FUND	50,000	50,000	-	
COMMUNITY FACILITIES DISTF	5,000	5,000	-	
GRANT FUND	4,696,000	4,696,000	-	
TOTAL DEBT SERVICE FUND	536,800	591,153	54,353	10.13%
TOTAL CITY OF WILLIAMS	18,095,800	18,877,503	781,703	4.32%

Personnel Detail – All Funds

Summarized below are the budgeted personnel for all funds.

Department	Position	FY 2011 Actual FTE's	FY 2012 Actual FTE's	FY 2013 Actual FTE's	FY 2014 Planned FTE's
MAYOR & COUNCIL	Mayor and Council	7.0	7.0	7.0	7.0
MAGISTRATE	Magistrate	1.0	1.0	1.0	1.0
	Court Clerk Part Time		0.8		
GENERAL ADMINISTRATION	City Manager		1.0	1.0	1.0
	City Clerk / Personnel Director	1.0	1.0	1.0	1.0
	Administrative Assistant		2.0	2.0	2.0
FINANCE	Finance Director	1.0	1.0	1.0	1.0
	Accountant	1.0	1.0	1.0	1.0
	Account Clerk	2.0	1.0	2.0	2.0
LIBRARY	Librarian	1.0	1.0	1.0	1.0
	Library Aid Part Time	0.6	0.6	0.5	0.5
RECREATION	Recreation Supervisor	1.0	1.0	1.0	1.0
	Recreation Coordinator	1.0	1.0	1.0	1.0
	Summer Rec Employees	1.0	1.2	0.5	1.3
POOL	Aquatic Coordinator	2.0	1.0	1.0	0.5
	Lifeguards		1.4	1.5	1.5
MAINTENANCE	Superintendent	1.0	1.0	1.0	1.0
	Maintenance Worker	3.0	3.0	3.0	3.0
	Maintenance Workers Part Time		2.2	1.0	1.4
POLICE	Police Chief	1.0	1.0	1.0	1.0
	Lieutenant	1.0	1.0	1.0	1.0
	Sergeant	1.0	1.0	1.0	1.0
	Officer	9.0	9.0	8.0	7.0
	Support Services Supervisor	1.0	1.0	1.0	1.0
	Community Services Officer	1.0	1.0	1.0	1.0
	Information Systems Manager	1.0	1.0	1.0	1.0
	Animal Control	1.0	1.0	1.0	1.0
	Dispatcher	3.0	3.0	3.0	3.0
	Dispatcher Part Time	0.6	1.2	1.5	0.5
BUILDING INSPECTION	Chief Building Inspector	1.0	1.0	1.0	1.0
	Planner - Part Time				0.6
	Abatement				0.0
CENTRAL GARAGE	Shop Superintendent	1.0	1.0	1.0	1.0
	Shop Mechanic	2.0	2.0	2.0	1.5
STREET DEPARTMENT	Public Works Director	1.0	1.0		
	Street Superintendent	1.0	1.0	1.0	1.0
	Equipment Operator - Foreman	1.0	1.0	0.5	1.0
	Equipment Operator	4.0	3.0	3.0	2.0
	Maintenance Worker	1.0	1.0	2.0	2.1
WATER AND WASTEWATER	Water Superintendent	1.0	1.0	1.0	1.0
	Water Plant Operator	7.0	5.0	5.0	3.3
	Maintenance Worker		2.0	2.0	3.3
SANITATION	Sanitation Superintendent	1.0	1.0	1.0	1.0
	Equipment Operator	5.0	5.0	5.0	4.0
GOLF COURSE	Golf Superintendent	1.0	1.0	1.0	1.0
	Assistant Superintendent	1.0	1.0	1.0	1.0
	Mechanic	1.0	1.0	1.0	1.0
	Maintenance Workers Part Time	2.6	2.4	3.0	2.3
CHAMBER	Administrative Assistant	1.0	1.0	1.0	1.0
	Customer Service Representatives	2.1	2.1	2.5	2.1
Total Full Time Equivalents		77.9	82.9	81.0	76.8

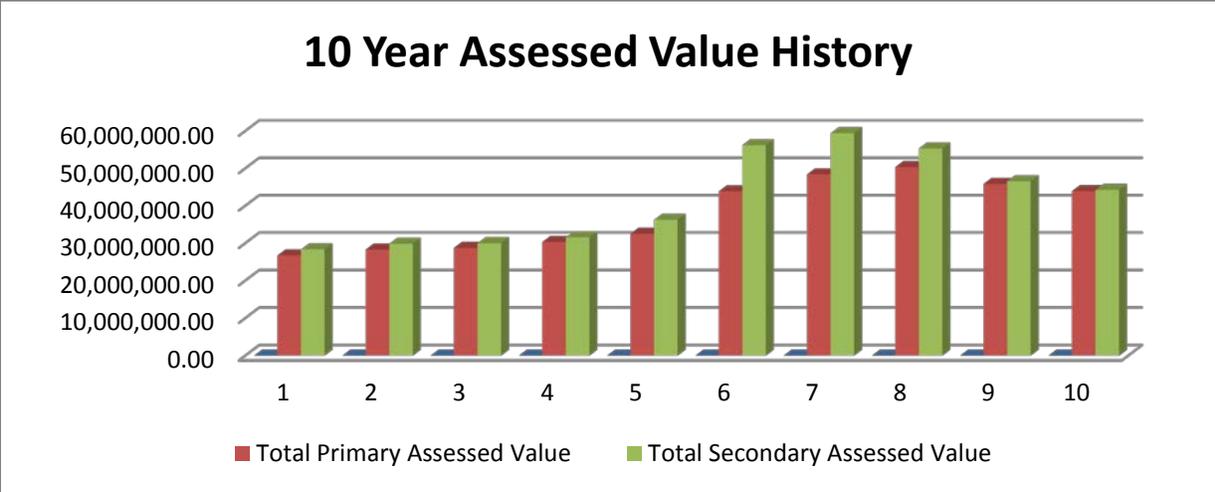
Revenues

Revenues Property Tax

Under Arizona Law there are two primary valuation bases: Primary and Secondary. The primary (limited) assessed valuation is used when levying for maintenance and operation of cities, counties, school districts, community college districts, and the state. The secondary (full cash) assessed valuation is used when levying for debt retirement, voter-approved budget overrides, and maintenance and operation of special service districts.

City of Williams				
Truth in Taxation Rate Calculation				
Fiscal Year 2013/14				
FY 2013/14				
Rate based on 2013 levy limit worksheet				
			Tax Rate	Tax Levy
	Previous year's primary property tax levy	590,471		
	-----	-----	=	1.5365
	Current year's Net Assessed Value (C4) minus new construction	38,430,623		
	Maximum Allowable Tax Levy			698,734
	Maximum Allowable Tax Rate			1.8182
Option A	Keep Tax Rate Same as FY 12/13	No Truth in Taxation Notice	1.3441	516,555
Option B	Keep Tax Levy the Same	No Truth in Taxation Notice	1.5365	590,471
Option C	Increase Rate to Maximum Levy	Truth In Taxation Required	1.8182	698,734
Truth In Taxation Notice will be required if the tax rate is greater than 1.5365				
	FY 12/13 Assessed Value	43,593,167	1.3441	585,946
	Net Change In Assessed Value	(5,162,544)		
			RATE	LEVY
	Actual Existing:		1.5365	590,471
	New Construction:		1.5365	7,423
	Total			597,894
	Budget Document			597,894

Fiscal Year 2014 budget includes the levy at the tax rate of 1.5365.



Per A.R.S. 42-171-7(A), if the proposed tax levy, excluding amounts that are attributable to new construction, is greater than the amount levied in the preceding tax year, a truth in taxation hearing must be held. If the City intends to levy a tax rate greater than 1.5365, a truth in taxation hearing must be held.

Revenues – General Fund

GENERAL FUND

General Fund - Revenues - By Source				
	Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
	Actual	Budget	Estimated	Adopted
Taxes:				
Property Taxes	601,521	586,000	596,992	597,894
City Sales Tax	3,200,280	3,614,000	3,448,280	3,482,763
Gas Franchise Fee	32,689	40,000	31,659	31,976
Intergovernmental:				
State Revenue Sharing	255,156	309,000	308,784	337,347
Auto Lieu Tax	118,414	123,000	106,463	122,166
State Sales Tax	236,218	253,000	247,812	261,442
Library Assistance Tax	28,028	28,000	28,028	28,000
Fines and Forfeitures:				
Animal Control Fees	2,560	2,000	2,262	2,285
Police Fines	37,634	35,000	45,681	46,138
Planning and Zoning Fees	0	1,000	0	1,000
Plan Check Fees	10,274	12,000	11,251	11,364
Charges for Services:				
Recreation Programs	4,160	5,000	4,000	4,000
Rodeo Ground Fees	18,228	16,000	20,523	20,728
City Park Revenues	308	1,000	415	435
Fire Department Reimburseme	3,250	500	2,500	2,500
Airport Leases and Fees	8,136	8,500	4,472	4,696
Airport Fuel Sales	51,478	64,000	49,094	50,567
Cemetery Proceeds	5,400	5,000	6,900	5,000
Police Department Reimburs	1,762	2,500	1,012	1,022
Swimming Pool Receipts	24,837	25,000	14,665	14,665
Licenses and Permits:				
Business License	9,347	10,500	10,011	10,111
Building Permits	17,235	20,000	24,745	24,745
Interest Earnings:				
Interest Income	470	500	470	500
Other Financing Sources:				
Miscellaneous	75,425	25,000	30,183	120,000
Housing Authority Reimburse		150,000		132,505
Workers Comp Refund	0			0
City Auction Proceeds	44,775	25,000	20,000	25,000
Loan Proceeds	0	0	0	0
FEMA 2010 Reimbursement				
Transfers from Other Funds	370,000	55,000	155,000	165,313
Total General Fund Revenues	5,157,585	5,416,500	5,171,202	5,504,160

Bed Board and Booze Tax

GENERAL FUND

BBB Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Taxes:					
	Bed Board and Booze Tax	658,809	684,000	680,606	687,601
Interest Earnings:					
	Interest Income	122	0	150	0
Other Financing Sources:					
	Tower Rental	24,486	26,000	26,712	26,000
	USFS Visitor Center Reimburs	28,390	18,000	18,631	18,000
Total BBB Fund Revenues		711,807	728,000	726,099	731,601

Forest Service Building

GENERAL FUND

Forest Service Building Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Charges for Services:					
	Rental Income	191,150	190,000	179,570	180,000
Interest Earnings:					
	Interest Income	216	500	199	200
Total Forest Service Building Fund		191,366	190,500	179,769	180,200

Community Facilities District

GENERAL FUND

Community Facilities District Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Taxes					
	Property Taxes	7,500	7,500	7,500	7,500
Total Capital Projects Fund		7,500	7,500	7,500	7,500

J.C.E.F. Fund

GENERAL FUND

JCEF Fund Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Fines and Forfeitures:					
	JCEF Revenue	2,000	3,000	3,000	3,000
Interest Earnings:					
	Interest Income				
Total JCEF Fund		2,000	3,000	3,000	3,000

Revenues – Special Revenue Funds

Revolving Loan Fund

SPECIAL REVENUE FUND

Revolving Loan Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Interest Earnings:					
	Interest Income				
Total Revolving Loan Fund		0	0	0	0

Grant Fund

SPECIAL REVENUE FUND

Grants Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Other Financing Sources					
	Grant Income	221,606	4,676,000	1,000,401	4,696,000
Interest Earnings:					
	Interest Income				
Total Grants Fund		221,606	4,676,000	1,000,401	4,696,000

Northside Sewer District

SPECIAL REVENUE FUND

Northside Sewer Assessment Fund - Revenues - By Source				
		Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014
		Actual	Budget	Estimated
				Adopted
Assessments:				
	Collections	0	0	80,762
	Transfer from General Fund			
Total NSD Fund Revenues		0	0	80,762
				79,328

Highway User Revenue - Streets

SPECIAL REVENUE FUND

Streets Fund - Revenues - By Source				
		Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014
		Actual	Budget	Estimated
				Adopted
	City Sales Tax Increment			350,000
	Transfer From HURF Fund			294,517
	Transfer From Revolving Fund			0
	Transfer From BBB Fund			132,000
	Transfer From General Fund			95,000
Total Streets Fund Revenues		0	0	0
				871,517

Highway User Revenue Fund - Revenues - By Source				
		Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014
		Actual	Budget	Estimated
				Adopted
Taxes:				
	Highway User Revenue	255,690	290,000	277,846
Other Financing Sources:				
	Miscellaneous	0	0	0
	Transfer from General Fund	507,004	513,000	225,504
Total HURF Fund Revenues		762,694	803,000	503,350
				294,517

Revenues – Enterprise Funds

Electric System

ENTERPRISE FUND

Utility Fund - Electric - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Users Fees:					
	Electric System Revenues	3,526,612	3,550,000	3,726,363	3,875,418
	Turn On/Off Fees	11,335	11,000	11,875	11,993
Interest Earnings:					
	Interest Income	832	1,500	832	1,500
Other Financing Sources:					
	Miscellaneous	92,035	40,000	0	0
Total Electric Fund Revenues		3,630,814	3,602,500	3,739,070	3,888,911

Utility Fund Water

ENTERPRISE FUND

Utility Fund - Water - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Users Fees:					
	Water Revenue	805,440	812,000	886,239	930,000
	Water Connection	909	2,000	3,637	2,000
Interest Earnings:					
	Interest Income	23,607	25,000	13,931	14,931
Other Financing Sources:					
	Miscellaneous	816	10,000	3,918	4,000
	Loan Proceeds				
	Transfer From Electric System		529,500	540,000	515,000
Total Utility Fund - Water		830,772	1,378,500	1,447,725	1,465,931

Utility Fund Waste Water

ENTERPRISE FUND

Utility Fund - Wastewater - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Users Fees:					
	Sewer Revenue	1,082,698	1,100,000	1,078,769	1,100,344
	Effluent Water Sales	0	10,000	125	10,000
Other Financing Sources:					
	Miscellaneous	2,648	1,500	1,379	1,500
	Transfer From Electric System		347,500	700,000	820,000
Total Utility Fund - Wastewater		1,085,346	1,459,000	1,780,273	1,931,844

Sanitation Fund

ENTERPRISE FUND

Sanitation Fund - Solid Waste - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Users Fees:					
	Refuse Collection	478,022	489,000	488,896	498,674
	City Resident Fees	29,817	33,000	30,806	32,000
	County Resident Fees	24,977	26,000	24,002	25,000
Other Financing Sources:					
	Country Transfer Station Reimbt	129,182	106,000	106,710	108,844
	Miscellaneous	15,144	3,500	1,300	3,000
	Transfer From Electric Fund		55,000	0	65,000
Total Sanitation Fund		677,142	712,500	651,714	732,518

Golf Course Fund

ENTERPRISE FUND

Golf Course Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Users Fees:					
	Season Passes and Coupons	24,308	25,000	23,900	23,000
	Cart Fees	178,266	175,000	188,112	191,874
	Green Fees	278,557	260,000	288,441	294,210
	Food and Beverage Revenue	12,440	13,000	12,946	15,000
Other Financing Sources:					
	Miscellaneous	313	1,500	500	1,500
	Transfer From BBB Fund	100,000	64,500	100,000	0
	Transfer From General Fund	7,786		50,500	67,000
Total Golf Course Fund		601,670	539,000	664,399	592,584

Revenues – Capital Projects

Impact Fee Fund

CAPITAL PROJECTS FUND

Impact Fee Fund - Revenues - By Source					
		Fiscal Year 2011	Fiscal Year 2012		Fiscal Year 2013
		Actual	Budget	Estimated	Adopted
Buy-In Fees					
	Water Treatment	899	0	6,716	5,000
	Wastewater Treatment	784	0	6,585	5,000
	Water Supply	899	0	6,716	5,000
	General Government	526			
	Police Department	236	0	3,933	3,500
	Fire Department	427	0	7,110	5,000
	Street Department	1,334	0	22,239	18,500
	Library	517	0	3,436	2,000
	Parks and Recreation	454	0	3,014	1,800
	Sanitation	608			
Interest Earnings:					
	Interest Income	41	0	0	0
Total Impact Fee Fund		6,725	0	59,749	45,800

Capital Projects

CAPITAL PROJECTS FUND

Capital Projects Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
	Transfer From Streets Fund				15,000
	Transfer From General Fund				73,000
Total Capital Projects Fund		0	0	0	88,000

Flood Control District Funds

CAPITAL PROJECTS FUND

Flood Control District Fund - Revenues - By Source					
		Fiscal Year 2012	Fiscal Year 2013		Fiscal Year 2014
		Actual	Budget	Estimated	Adopted
Taxes:					
	Flood Control Revenue	175,380	125,000	180,281	125,000
Total Flood Control Revenue		175,380	125,000	180,281	125,000

Revenues – Trust Funds

Firemen’s Pension Fund

TRUST FUND

Firemen's Pension Fund - Revenues - By Source				
		Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014
		Actual	Budget	Estimated
Other Financing Sources:				
	Retirement Contributions		50,000	50,000
				50,000
	Total Firemen's Pension Fund	0	50,000	50,000

Revenues – Debt Service Fund

Debt Service Fund - Revenues - By Source				
		Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014
		Actual	Budget	Estimated
Other Financing Sources:				
	Northside Sewer Assessments	113,000	112,000	79,762
	Transfers From General Fund	473,761	388,300	673,771
	Transfers From Other Funds		35,500	
	Interest Earnings:			
	Interest Income	1,130	1,000	1,000
				0
	Total Debt Service Fund	587,891	536,800	754,533

Inter Fund Transfer Summary

The table below summarizes the Inter Fund Transfer for Fiscal Year 2013 and 2014.

Fund	Projected Fiscal Year 2013		Proposed Fiscal Year 2014	
	Transfers In	Transfer Out	Transfers In	Transfer Out
General Fund				
Transfer to HURF Fund		225,504		
Transfer to Streets Fund				95,000
Transfer to Golf Course		50,500		67,000
Transfer to Debt Service		673,771		512,825
Transfer to Capital Projects Fund				73,000
Transfer from BBB Fund	55,000		53,000	
Transfer from Revolving Loan Fund			62,313	
Transfer from Forest Service Fund	100,000		50,000	
BBB Fund				
Transfer to Gen Fund		55,000		53,000
Transfer to Streets Fund				132,000
Transfer to Golf Fund		100,000		
Streets Fund				
Transfer from General Fund			95,000	
Transfer from BBB Fund			132,000	
Transfer from HURF Fund			294,517	
Transfer to Capital Projects Fund				15,000
HURF Fund				
Transfer from General Fund	225,504			
Transfer to Streets Fund				294,517
Northside Sewer Fund				
Transfer to Debt Service		79,762		78,328
Revolving Loan Fund				
Transfer to General Fund				62,313
Capital Fund				
Transfer from General Fund			73,000	
Transfer from Streets Fund			15,000	
Debt Service Fund				
Transfer from General Fund	673,771		512,825	
Transfer from Northside Sewer	79,762		78,328	
Forest Service Fund				
Transfer to General Fund		100,000		50,000

Sanitation Fund			
Transfer from Electric Fund		65,000	
Golf Course			
Transfer from General Fund	50,500	67,000	
Transfer from BBB	100,000		
Electric System Fund			
Transfer to Water	540,000		515,000
Transfer to Sanitation			65,000
Transfer to Waste Water	700,000		820,000
Utility Fund Water			
Transfer from Electric	540,000	515,000	
Utility Fund Waste Water			
Transfer from Electric	700,000	820,000	
Transfer to Water			
Total Transfers	2,524,537	2,524,537	2,832,983
		2,832,983	

Department Budgets – General Fund

The following detailed department budgets are summarized in this section:

- Mayor and Council
- Magistrate
- General and Administrative
- Finance
- Maintenance
- Library
- Recreation
- Swimming Pool
- Police
- Fire
- Building Inspection
- Central Garage
- Airport
- Senior Center
- Forest Service Building
- Housing Authority
- Community Facilities District

Mayor and Council

Did You Know? For Variances, the City Council sits as the Board of Adjustments

DEPARTMENT DESCRIPTION

The Mayor and City Council are elected at large and consist of seven members. The Mayor presides over the City Council meetings.

The City Council is elected on staggered four year terms with the Mayor elected every two years.

MAJOR SERVICES / RESPONSIBILITIES

It is the Mayor and Council who have the responsibility to provide the policy direction for the effective management of the city.

City Council also appoints city committee and commission members including the Planning and Zoning Commission, Parks and Recreation Committee, Golf Committee, Airport Committee and Historic Preservation.

MAYOR & COUNCIL						
810		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	34,800	34,800	26,100	34,800	34,800
4130	GROUP INSURANCE	14,617	11,518	13,226	18,600	18,890
4140	FICA	2,667	2,632	1,996	2,700	2,662
4180	WORKERS COMPENSATION	84	50	44	100	92
	TOTAL PERSONNEL	52,168	49,000	41,366	56,200	56,444
4340	COMMUNICATIONS					
4350	DUES, MEMBERSHIPS & SUB		500		500	500
4380	GENERAL SUPPLIES	204	500	457	500	500
4460	PUBLIC RELATIONS	3101	4,000	1,724	4,000	4,000
4500	TRAVEL	4248	4,000	5,291	5,300	6,000
5150	ELECTION EXPENSES	10993				
5190	CONTINGENCIES					
	TOTAL SERVICES & SUPPLIES	18,546	9,000	7,472	10,300	11,000
	TOTAL PERSONNEL & S.S.	70,714	58,000	48,838	66,500	67,444
7020	COMPUTER EQUIPMENT					
	TOTAL CAPITAL					
	TOTAL MAYOR & COUNCIL	70,714	58,000	48,838	66,500	67,444

Magistrate

Did You Know? Our court reports to, and falls under the authority of the Arizona Office of the Courts (AOC), which is the court regulatory branch of the Arizona Supreme Court.

DEPARTMENT DESCRIPTION

The Williams City Court has original jurisdiction and concurrent jurisdiction with the Justice of the Peace for the incorporated areas of the City of Williams. Our court handles criminal (misdemeanor), civil traffic, and city code cases. The Magistrate is the presiding officer of the Municipal Court.

MISSION STATEMENT

It is our purpose to provide the timely, fair and efficient administration of justice under law, in a manner that instills and sustains the public's confidence in the judicial system.

In producing the mission statement, the Court's leadership affirmed its core values, those basic convictions that demonstrate, through actions, and emphasis what import to the court as a whole is. Our core values include integrity, fundamental fairness in all that we do, independent, principled decision-making by the judiciary, professionalism and respect, courtesy and compassion toward the public and each other, responsiveness to the needs of the public, hard work in a cooperative and rewarding environment.

2013-2014 OBJECTIVES

- Prioritize Coconino County Justice 2030 planning strategies—Justice 2030 will continue to take our court into the future
- Continue involvement in the (Coconino County) Criminal Justice Coordinating Council to network with area criminal justice agencies and professionals to find solutions for our challenges
- Conduct annual customer service surveys to improve customer feedback and service
- Continue to implement our IGA in creative ways to address staffing and other organizational opportunities
- Implement courthouse security enhancements to improve customer safety and service
- Further the Continuation of Operations (COOP) plan, Develop the courthouse evacuation plan and COOP supplies kit
- Pursue grants for court enhancement projects
- Review and adjust court fees to coincide with Williams Justice Court fees
- Continue to prioritize training for court staff
- Increase use of electronic communications to correspond with customers who reside considerable distances from our court
- Further court/high school internship program to include Municipal Court participation this next school year.
- Expand the administrative roles of Municipal Court staff to diversify and improve those duties

2012-2013 ACCOMPLISHMENTS

- Developed and implemented IGA between the City of Williams and Coconino County to have Justice Court personnel provide Municipal Court staffing and services.
- Promoted Court Supervisor Jennifer Carter to Court Manager and provided Ms. Carter first-rate training for her increased responsibilities
- Reduced operating costs, increased efficiencies which lowered our operating budget
- Improved the efficiency of collections resulting in increased revenues and funds
- Expanded court hours to include Monday-Friday, 8-5 including lunch time.
- Appointed Pro-Tem Associate Magistrates Warren Sanford and Robert Rantz

- Held first ever Law Day to better inform students and the public just how important the role of our courts are in a free society.
- Put our court kiosk into service to provide the means for the public to access court-related information
- Used local media to present the public with relevant information regarding the courts and judicial system
- Issued and put into service our newly developed Court Employee Manual

		MAGISTRATE				
830		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	42,176	39,478	5,156	5,156	21,644
4130	GROUP INSURANCE	6,408	6,198	2,134	2,134	
4140	FICA	3,239	3,020	446	446	1,656
4150	ASRS	4,407	4,400	338	338	
4170	UNEMPLOYMENT COMPENSA	256	257			397
4180	WORKERS' COMPENSATION	104	46	16	16	41
	TOTAL PERSONNEL	56,590	53,399	8,090	8,090	23,738
4340	COMMUNICATIONS	1,973	2,000	1,189	2,000	2,000
4350	DUES, MEMBERSHIPS & SUBS		100	100	100	200
4380	GENERAL SUPPLIES	3,428	3,500			500
4430	OTHER PROFESSIONAL	40,250	38,000	65,915	73,000	57,000
4450	PRINTING & BINDING		500			
4480	REPAIR & MAINTENANCE	2,627	2,500	1,744	2,500	2,500
4500	TRAVEL	2,017	1,500	50	1,500	1,500
5010	AUDIT - FINANCIAL		2,500		2,500	
5030	PROF - LEGAL	68,092	60,000	33,991	45,250	63,600
5060	RENTAL OF BUILDING	4,268	5,000	2,283	5,000	5,500
5200	JURY TRIAL COMPENSATION		1,000			1,000
	TOTAL SERVICES & SUPPLIES	122,655	116,600	105,272	131,850	133,800
	TOTAL PERSONNEL & S.S.	179,245	169,500	113,362	139,940	157,538
7010	COPIER/PRINTER	1,500	1,500		750	
	TOTAL CAPITAL	1,500	1,500		750	
	TOTAL MAGISTRATE	180,745	171,000	113,362	140,690	157,538

- Reduction due to savings realized by staffing IGA with Coconino County

General and Administrative

Did you Know? The City Clerk oversees all the records for the city government.

DEPARTMENT DESCRIPTION

The General and Administrative Department includes the City Manager, City Clerk/Human Resources Director and administrative assistance. The City Manager oversees the day-to-day operations of the city and carries out the policies adopted by the City Council.

MAJOR SERVICES / RESPONSIBILITIES

The General and Administrative Department provides the overall administrative leadership necessary for the delivery of services to the citizens, interaction with other levels of government and advocates the City's positions. The department assists departments and City Council in meeting performance goals by fostering an organizational environment that encourages a commitment to teamwork and delivery of quality municipal services to internal and external customers.

The department also oversees the annual contracts for City Attorney and City Engineer as well as the annual Commercial Insurance Renewal.

The department also oversees the Human Resource and Risk Management functions.

FISCAL YEAR 2014 OBJECTIVES

Continue to work on creative ways to meet the City Council's goals in a cost effective manner.

Complete the General Plan Update and distribute.

Implement Records Management System.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Began the New Records Management System process.

GENERAL ADMINISTRATION						
840		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	195,739	222,371	160,138	225,000	238,261
4130	GROUP INSURANCE	32,333	38,745	22,798	28,500	19,812
4140	FICA	14,772	17,011	12,935	17,500	18,227
4150	ASRS	20,139	24,783	18,365	24,365	27,495
4170	UNEMPLOYMENT COMPENSATION	1,260	1,028		1,000	927
4180	WORKERS' COMPENSATION	613	462	629	650	631
4190	TAXABLE FRINGE BENEFITS	2,250		2,700	3,600	3,600
	TOTAL PERSONNEL	267,106	304,400	217,565	300,615	308,952
4310	ADVERTISING	6,685	6,000	4,080	6,000	7,000
4340	COMMUNICATIONS	7,139	7,000	8,465	10,865	8,000
4350	DUES, MEMBERSHIPS & SUBSCRIPTIONS	10,028	8,500	7,394	7,500	8,500
4360	ELECTRICITY	45,249	49,000	34,359	46,400	49,000
4370	GASOLINE	1,421	1,500	298	1,500	1,500
4380	GENERAL SUPPLIES	17,152	13,000	11,876	14,000	17,000
4390	INSURANCE	238,272	250,000	254,807	254,807	269,563
4410	LICENSES, PERMITS & FEES	189	300	16	200	200
4420	NATURAL GAS	6,018	6,000	4,815	8,000	8,000
4430	OTHER PROFESSIONAL	1,050	5,000	788	5,000	105,000
4440	POSTAGE	7,996	9,000	7,943	11,000	11,000
4460	PUBLIC RELATIONS			1,052	1,052	
4470	RENTAL & MAINTENANCE CONTRACTS	4,069	7,000	8,380	12,000	12,000
4480	REPAIR & MAINTENANCE SERVICES	9,378	3,000	4,480	7,000	7,000
4500	TRAVEL	6,169	6,500	2,107	5,000	5,000
4520	UTILITIES	2,213	1,300	4,982	5,000	1,300
5030	PROFESSIONAL & CONSULT - LEGAL	79,136	75,000	59,965	100,000	100,000
5100	BANK FEES	6,232	7,000		7,000	7,000
5190	CONTINGENCY FUND		10,000			10,000
	TOTAL SERVICES & SUPPLIES	448,396	465,100	415,807	502,324	627,063
	TOTAL PERSONNEL & S.S.	715,502	769,500	633,372	802,939	936,015
7020	COMPUTER EQUIPMENT/SOFTWARE	2,083	8,000	11,887	14,000	9,000
	GENERAL PLAN UPDATE		20,000		10,000	10,000
7030	BUILDING REPAIRS	15,911				2,000
7288	NORTHSIDE SEWER PAYMENTS	7,628	9,000		9,000	
	TOTAL CAPITAL	25,622	37,000	11,887	33,000	21,000
	TOTAL GENERAL ADMINISTRATION	741,124	806,500	645,259	835,939	957,015

- One-time inclusion of \$100,000 to complete Impact Fee study

Finance

Did You Know? The Finance Department maintains over 1,400 utility accounts on a monthly basis.

DEPARTMENT DESCRIPTION

The Finance Department is responsible for the financial management of the City. The department provides the following services: General Ledger, Payroll, Purchasing, Accounts Payable, and Utility Billing.

MAJOR SERVICES / RESPONSIBILITIES

To provide professional, accurate, and timely financial and accounting services to all customers including citizens, vendors, utility customers, media, departments, and City Council. Maintains the financial integrity of the City's comprehensive financial and budget administration as well as financial grant administration.

FISCAL YEAR 2014 OBJECTIVES

Review and select a new Financial Accounting package to enhance the department's ability to meet the City's goals and objectives.

Continue to implement Principles of Sound Financial Management.

Make more reports and information available online through the City's website.

FISCAL YEAR 2013 ACCOMPLISHMENTS

- Paid off the MDA Series 2002 Bonds, six years early, saving over \$120,000 in interest payments.
- Refinanced the 2003 GADA loan, saving over \$370,000 in interest over the next 8 years.
- Increased general sales tax rate by .5% and eliminated the 2% food tax. The additional .5% general sales tax will be reinvested in our street system.

FINANCE						
880		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
4100	REGULAR EMPLOYEES	179,566	179,488	107,413	144,000	201,221
4110	OVERTIME	1,677		667	1,000	1,000
4130	GROUP INSURANCE	19,258	16,947	18,811	28,000	36,892
4140	FICA	13,838	13,731	8,167	11,000	15,393
4150	ASRS	19,048	20,004	9,990	12,500	23,221
4170	UNEMPLOYMENT COMPENSATION	770	771	513	771	927
4180	WORKERS' COMPENSATION	413	360	222	400	533
	TOTAL PERSONNEL	234,570	231,301	145,783	197,671	279,186
4340	COMMUNICATIONS	718	750	268	500	700
4350	DUES, MEMBERSHIPS & SUBSCRIPTIONS	600	600		2,500	5,000
4380	GENERAL SUPPLIES	1,811	2,350	1,419	2,000	2,000
4470	REPAIR & MAINTENANCE SERVICES	5,072	4,500	5,325	5,750	5,750
4480	RENTAL & MAINT.					
4500	TRAVEL	756	1,000	1,802	3,400	3,500
5010	AUDIT - FINANCIAL	24,239	28,000	26,272	32,000	32,000
5020	AUDIT - SALES TAX		2,500			2,500
5100	BANK AGENCY FEES	6,362	5,000	1,128	5,000	5,000
	TOTAL SERVICES & SUPPLIES	39,558	44,700	36,214	51,150	56,450
	TOTAL PERSONNEL & S.S.	274,128	276,500	181,997	248,821	335,636
7020	COMPUTER EQUIP. PRINTER	1,927	1,000	2,996	4,000	1,000
	TOTAL CAPITAL	1,927	1,000	2,996	4,000	1,000
	TOTAL FINANCE DEPARTMENT	276,055	277,500	184,993	252,821	336,636

- Added additional staff position to deal with work load appropriately

Maintenance

Did You Know? The Maintenance department monitors 54 trash cans around the city on a daily basis.

DEPARTMENT DESCRIPTION

The Maintenance Department is responsible for maintaining all city facilities and park areas, including the ball fields. The department, which consists of four individuals, has seven day week coverage. They also provide support for all scheduled events and conduct snow removal.

SIGNIFICANT CHANGES

None

FISCAL YEAR 2014 OBJECTIVES

Rehabilitate and maintain city facilities, including City Office, ball field buildings, portions of the Forest Service and the rodeo barn.

Landscape the Monument Park areas

Rehab ball field areas.

Support scheduled events.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Repaired and repainted all tables at Buckskinner Park.

Prepared area around Train Museum display.

Ensured the success of numerous events, including the Hog Rally, Cowpunchers, and Mountain Village Holidays.

Placed utilities at the Visitor Center parking lot.

Began work on the Monument Park facility.

Landscaped Park areas around the city.

Cleaned and sealed flooring in the recreation center.

Worked on city signage.

MAINTENANCE						
890		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
4100	REGULAR EMPLOYEES	123,036	112,639	69,339	112,639	140,395
4110	OVERTIME	1,324	1,600	863	1,600	1,600
4130	GROUP INSURANCE	32,717	32,232	23,869	32,232	33,165
4140	FICA	8,745	8,329	5,363	8,329	10,453
4150	ASRS	9,822	12,267	6,792	12,000	13,748
4170	UNEMPLOYMENT COMPENSATION	1,821	1,467	454	1,250	1,854
4180	WORKERS' COMPENSATION	5,736	5,665	3,814	5,665	7,915
4190	TAXABLE FRINGE BENEFITS	1,400				
	TOTAL PERSONNEL	184,601	174,199	110,494	173,715	209,129
4320	AUTO SUPPLIES	1,451	500	223	500	2,000
4330	CHEMICALS		6,000		6,000	6,000
4340	COMMUNICATIONS	420	400	316	400	400
4370	GASOLINE	9,857	7,500	4,629	7,500	7,500
4380	GENERAL SUPPLIES	7,923	5,000	2,675	5,000	5,000
4400	JANITORIAL SUPPLIES	1,386	2,500	2,377	3,000	6,000
4470	R&M CONTRACT (FIRE EXT)					
4480	REPAIR & MAINTENANCE SERVICE	8,056	9,000	3,112	6,000	13,000
4485	LITTLE LEAGUE MAINT	7,700	5,000	1,474	5,000	10,000
4490	SMALL TOOLS & MINOR EQUIP	2,420	1,000	398	750	1,000
4500	TRAVEL	1,736	800			500
4510	UNIFORMS	386	600	584	600	600
	TOTAL SERVICES & SUPPLIES	41,335	38,300	15,788	34,750	52,000
	TOTAL PERSONNEL & S.S.	225,936	212,499	126,282	208,465	261,129
	EQUIPMENT					10,000
7192	SIDEWALK PROGRAM	1,118				
7494	CATARACT LAKE CAMPGROUND	4,486		221	221	
7010	TABLES AND CHAIRS					
	TOTAL CAPITAL	5,604		221	221	10,000
	TOTAL MAINTENANCE	231,540	212,499	126,503	208,686	271,129

- Addition of \$10,000 for equipment
- Adjusted personnel costs to reflect historical costs and on-call position for concrete work (cheaper than hiring a contractor for each concrete project)

Library

Did You Know? In the last five years the annual number of materials circulated has increased by 10,000 items.

DEPARTMENT DESCRIPTION

The Williams Public Library provides access to services to City of Williams and Coconino County Residents. The Library is jointly funded by the City of Williams and Coconino County.

MAJOR SERVICES / RESPONSIBILITIES

The Library housed 12,000 books, 500 VHS and DVD movies, and 17 public computers with internet access. Other items include books on tape, newspapers and periodicals. Summer reading programs are conducted each year along with occasional adult programs. The library collection is constantly changing with new items added daily.

A special focus of the library is a local history project. Using volunteers, the library has canned and archived over one thousand historical photographs and documents.

FISCAL YEAR 2014 OBJECTIVES

Library shelving needs to be rearranged and added in order to increase space for additional inventory. Some furniture also needs to be replaced.

A new computer and related hardware will be installed and dedicated to helping patrons with their employment search.

LIBRARY						
900		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	58,241	57,717	41,245	57,717	67,153
4130	GROUP INSURANCE	6,507	6,485	4,648	6,485	6,437
4140	FICA	4,530	4,415	3,199	4,415	5,137
4150	ASRS	5,681	6,210	4,481	6,210	7,749
4170	UNEMPLOYMENT COMPENSATION	400	330	73	330	232
4180	WORKERS' COMPENSATION	135	143	69	143	178
	TOTAL PERSONNEL	75,494	75,300	53,715	75,300	86,886
4340	COMMUNICATIONS	2,403	3,000	1,766	2,500	3,000
4380	GENERAL SUPPLIES	209	1,000	21	300	600
4470	RENTAL & MAINTENANCE		500	89	200	500
4500	TRAVEL	29	700			500
5140	BOOKS AND PERIODICALS	1,837	2,500			1,500
5160	OCLC ONLINE USAGE FEE	1,519	2,500		2,500	2,500
	TOTAL SERVICES & SUPPLIES	5,997	10,200	1,876	5,500	8,600
	TOTAL PERSONNEL & S.S.	81,491	85,500	55,591	80,800	95,486
7010	FURNITURE & FIXTURES					
	TOTAL CAPITAL					
	TOTAL LIBRARY	81,491	85,500	55,591	80,800	95,486

- Increased part-time staffing hours to improve coverage

Recreation

Did You Know? Recreation averaged 151 participants per day within the facilities and programs in the past year.

DEPARTMENT DESCRIPTION

The Recreation Department is dedicated to providing safe, fun, healthy, educational and supervised facilities, programs and events for the youth and families of our community. The Department provides diverse year-round leisure opportunities throughout the community. The Department provides programs for various age groups but primarily focuses on ages 5 through 18. The Recreation Department continues to provide recreational opportunities to more than 40,000 participants each year within their facilities and programs.

MAJOR SERVICES/RESPONSIBILITIES

Recreation provides personnel for supervision of the Youth Recreation Center, the Williams Skate Park, the WUSD2 open gym programs, along with a variety of special events throughout the year.

The Recreation Department is responsible for management of numerous City owned and/or operated properties throughout Williams and coordinating the City events calendar. The Recreation Department coordinates City services for community events, works with other government agencies, facilitates meetings and the Parks and Recreation Commission.

FISCAL YEAR 2014 OBJECTIVES

Recreation would like to maintain the current number of operating hours and is in the process of reorganizing staff duties and scheduling for this purpose. The Recreation Director will continue to search for alternative funding sources to expand programming. The department would like to fix the doors in the buildings, re-stain the exterior of the Recreation building, paint and do some minor repairs in the Skate Park, along with the proposed additions and completion of the Recreation Park.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Installed new flooring in the Recreation Center

Assisted with completion of the Cataract Lake County Park.

Began remediation of lead at the Williams Shooting Range as required by the usage permit with the Forest Service.

Completed contracts with 12 outside events bringing \$10,000 + of income from City facility rentals.

Completed contracts and requirements for all local non-profit organizations and the 15+ events they produce annually.

		RECREATION				
950		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	105,526	105,193	68,592	105,193	116,157
4110	OVERTIME					
4130	GROUP INSURANCE	20,086	19,482	14,611	19,482	20,232
4140	FICA	8,219	8,047	5,287	8,047	8,886
4150	ASRS	8,823	11,724	6,605	11,724	10,219
4170	UNEMPLOYMENT COMPENSATION	1,924	771	540	771	1,046
4180	WORKERS' COMPENSATION	1,575	1,483	721	1,483	1,580
	TOTAL PERSONNEL	146,153	146,700	96,356	146,700	158,121
4320	AUTO SUPPLIES		500			500
4340	COMMUNICATIONS	3,167	3,500	2,252	3,200	3,500
4360	ELECTRICITY	15,203	16,000	10,741	14,000	16,000
4370	GASOLINE	195	600	162	600	500
4380	GENERAL SUPPLIES	1,423	2,500	2,365	3,000	3,000
4410	LICENSES, PERMITS & FEES	320	700	385	700	700
4420	NATURAL GAS	7,657	9,500	6,678	10,000	10,000
4430	OTHER PROFESSIONAL		1,000	18	100	
4470	RENTAL & MAINTENANCE	1,049	2,500	624	1,000	1,000
4480	REPAIR & MAINTENANCE	3,719	1,000	1,672	2,500	2,000
4500	TRAVEL		500	996	1,000	
4510	UNIFORMS					
5340	EMPLOYEE FUNCTIONS	523	1,000	169	2,000	3,000
4115	OPEN GYM		2,500	665	2,500	
5360	RECREATIONAL PROGRAMS	7,134	9,000	5,704	10,000	10,000
	TOTAL SERVICES & SUPPLIES	40,390	50,800	32,431	50,600	50,200
	TOTAL PERSONNEL & S.S.	186,543	197,500	128,787	197,300	208,321
7504	SHOOTING RANGE LEAD	3,324				3,500
7085	RECREATION EQUIPMENT					2,700
	REC CENTER PARK COMPLETION					
	BUCKSKINNER RESTROOM					
	TOTAL CAPITAL	3,324				6,200
	TOTAL PARKS & RECREATION	189,867	197,500	128,787	197,300	214,521

Did You Know? The Aquatic Center has had 11 years of perfect inspections from the Coconino County Health Dept.

Swimming Pool

DEPARTMENT DESCRIPTION

The Recreation Department oversees the operation of the Williams Aquatic Center. The Williams Aquatic Center is currently operated during the summer months. During the summer season the pool offers swim lessons, water aerobics, public swim sessions, sessions set aside weekly for the special needs campers from Camp Civitan and session times dedicated, twice a week, to the City of Williams Summer Splash Rec Program.

MAJOR SERVICES/RESPONSIBILITIES

The pool staff is responsible for providing healthy, fun, safe programs and activities for the community within the pool facility.

The pool was maintained at such a high level of cleanliness and equipment maintenance, during the recent winter hibernation, that it took very little time and effort to bring the facility up and ready it for the 2013 swim season.

SIGNIFICANT CHANGES

There were no major significant changes to the operations at the pool over the past year. With a few years of experience in hibernating the facility and seasonal operation, the pool operates fairly smoothly. The concessions have been removed as this trial proved not to be financially beneficial to the facility.

FISCAL YEAR 2014 OBJECTIVES

Maintain the pool within budget constraints

FISCAL YEAR 2013 ACCOMPLISHMENTS

The Coconino County Health Department told us personally that our facility is the best managed indoor pool in the County.

The community has supported the pool and paid all funds required for the scheduled "Community Free Swim Dates".

The "Greater Williams Community Grant" has partially funded four extra sessions weekly, available to the community for the 2013 season.

All swim lessons that can be provided, with the staff available, have been purchased or reserved.

SWIMMING POOL						
921		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
4100	REGULAR EMPLOYEES	56,269	43,060	33,998	53,000	49,660
4130	GROUP INSURANCE	10,395	10,084	7,562	10,084	10,470
4140	FICA	4,474	3,294	2,697	3,294	3,799
4150	ASRS	3,127	1,901	2,212	1,901	2,015
4170	UNEMPLOYMENT COMPENSATION	1,179	1,255	528	1,255	1,298
4180	WORKERS' COMPENSATION	1,108	1,206	966	1,206	1,716
	TOTAL PERSONNEL	76,552	60,800	47,963	70,740	68,958
4330	CHEMICALS	1,511	1,400	1,247	2,000	2,000
4340	COMMUNICATIONS	1,442	1,500	1,200	1,500	1,500
4360	ELECTRICITY	9,818	10,000	7,188	10,000	10,000
4380	GENERAL SUPPLIES	858	1,000	576	1,000	1,000
4410	LICENSES & PERMITS	406	500		350	350
4420	NATURAL GAS	1,205	1,000	443	1,250	1,250
4480	REPAIR & MAINTENANCE SERVICE	1,779	4,000	1,617	3,500	4,000
4500	TRAVEL	75	800	245	500	500
4510	UNIFORMS		500			
	TOTAL SERVICES & SUPPLIES	17,094	20,700	12,516	20,100	20,600
	TOTAL PERSONNEL & S.S.	93,646	81,500	60,479	90,840	89,558
7010	POOL EQUIPMENT					
	TOTAL CAPITAL					
	TOTAL SWIMMING POOL	93,646	81,500	60,479	90,840	89,558

Police Department

Did You Know? The Williams dispatch and officers are the only emergency services on duty 24 hours a day between Flagstaff and Seligman.

MISSION STATEMENT: It is the mission of the Williams Police Department to:

- Enhance the Community of Williams, Arizona by providing a professional police department by setting high expectations and standards of conduct brought about by fair, but impartial, interpretation of laws of the City of Williams, the State of Arizona and the United States of America.
- To ensure the safety of the community's residents and visitors through crime prevention activities, community awareness programs, school safety programs, school safety events and maintaining a pro-active vigilance on crime.
- To earn the trust and respect of the residents and visitors to Williams, Arizona by treating all walks of life within the community with dignity and respect regardless of race, origin or religion.

WPD PATROL AND DISPATCH CENTER MAJOR SERVICES/RESPONSIBILITIES

1. 911 PSAP for the 635 prefix, dispatch appropriate services for emergency traffic. Dispatch Williams Police Officers as first responders.
2. Dispatch officers for crimes in progress in City limits and other outlying jurisdictions.
3. Dispatch center of Williams Fire Department, WPD officer's first responders.
4. Handle requests from other jurisdictions (I.E. DPS, CCSO) for emergency response along the I-40/Highway 64 corridor.
5. Receive and monitor air traffic from WPD officers doing area checks, traffic stops and business checks in the city boundaries.
6. Dispatch/Command Center for FEMA declared emergencies in the Williams/Grand Canyon area. Dispatchers and officers NIMS qualified for emergency response.
7. WPD Dispatch center handles many calls tourist inquires reference Grand Canyon events in Williams.

KEY FISCAL OBJECTIVES

1. Procure federal and state grants to augment unbudgeted equipment/overtime.
2. Stay active in the DLA government equipment program.
3. Improve traffic enforcement with city ordinances.
4. Continue computerized/paperless reports, evidence inventory, and equipment inventory.
5. Work with city youth sports/school events to enhance crime prevention.
6. Procure seizure funds when appropriate and auction seized property annually.

POLICE DEPARTMENT							
930		Actual	Budget	Y.T.D @	Projected	Projected	
		11/12	12/13	3/31/2013	@ 6/30/13	13/14	
	4100	REGULAR EMPLOYEES	923,856	917,010	638,125	850,000	845,854
	4110	OVERTIME	57,837	40,000	37,057	50,000	60,000
	4120	OFF DUTY PAY	-6,318	-13,000		-13,000	
	4130	GROUP INSURANCE	167,650	164,012	120,037	160,000	158,124
	4140	FICA	74,845	73,211	51,179	68,000	69,298
	4150	ASRS /PSPRS	135,404	133,231	102,337	133,231	136,981
	4170	UNEMPLOYMENT COMPENSATI	5,925	5,395	53	5,000	4,171
	4180	WORKERS' COMPENSATION	21,903	21,841	11,975	21,841	21,659
		TOTAL PERSONNEL	1,381,102	1,341,700	960,763	1,275,072	1,296,087
	4310	ADVERTISING		500	40	500	500
	4320	AUTO SUPPLIES	4,369	3,000	3,518	4,500	4,500
	4340	COMMUNICATIONS	16,861	17,000	13,044	17,000	18,000
	4350	DUES, MEMBERSHIPS & SUBSC	640	1,000	437	1,000	1,000
	4360	ELECTRICITY	10,684	9,500	7,702	10,000	10,000
	4370	GASOLINE	43,074	34,000	16,434	35,000	35,000
	4380	GENERAL SUPPLIES	11,202	12,000	6,118	8,000	12,000
	4420	NATURAL GAS	2,304	3,500	2,225	4,000	4,000
	4430	OTHER PROFESSIONAL	2,453	1,500		1,500	1,500
	4460	PUBLIC RELATIONS	538	500	77	500	500
	4470	RENTAL - MAINT	5,656	3,000	5,346	8,000	8,000
	4480	REPAIR & MAINTENANCE SERV	13,537	5,000	6,092	7,500	7,500
	4500	TRAVEL AND TRAINING	4,011	3,000	1,327	1,500	3,000
	4510	UNIFORMS	16,913	16,000	9,900	16,000	16,000
	4520	UTILITIES	1,169	1,300	521	1,300	1,300
	4540	SAFETY SUPPLIES	266	1,000	743	1,000	1,000
	5050	ANIMAL CONTROL COSTS	31,410	18,000	11,428	18,000	18,000
	5130	ARMORY / AMMUNITION	4,266	4,000	898	2,000	5,000
		TOTAL SERVICE & SUPPLIES	169,353	133,800	85,850	137,300	146,800
		TOTAL PERSONNEL & S.S.	1,550,455	1,475,500	1,046,613	1,412,372	1,442,887
	7075	RADIO UPGRADES			13,675	14,000	
	7020	COMPUTERS			4,759	5,000	5,000
	7040	OFFICE EQUIPMENT			24	1,600	2,000
	7050	VEHICLES	9,966				
	7055	CAPITAL OUTLAY	28,882				
	7060	COMPUTER SOFTWARE	6,531	63,000	53,604	63,000	63,000
	7506	ANIMAL CONTROL FAC MATCH		20,000			10,000
		TOTAL CAPITAL	45,379	83,000	72,062	83,600	80,000
		TOTAL POLICE	1,595,834	1,558,500	1,118,675	1,495,972	1,522,887

- Adjusted personnel costs to reflect a full staff

Fire Department

Did You Know? Cooking equipment is the leading cause of home structure fires and non-fatal home injuries.

DEPARTMENT DESCRIPTION

The Williams Volunteer Fire Department is an all-volunteer fire department. They are budgeted to have 30 volunteers and current have 22 active and 6 support members. The department responded to over 100 all hazards incidents (fire, rescue, hazmat) in and around the city last year. The department has two stations with 4 structure engines, 2 water tenders, 1 wild land engine, 1 rescue vehicle, 1 utility vehicle and 2 parade/prevention engines.

MAJOR SERVICES / RESPONSIBILITIES

We provide all hazard incident mitigation in and around the community. We assist local, state, and federal fire /emergency management agencies in these duties. We perform various community functions like: safety fairs, fire prevention, fire prevention golf tournament, parades, etc.

Fire prevention education/community risk management is important to the community because it teaches the community on how to prevent incidents/safety hazards and also how to react to incidents/safety hazards should they occur.

FISCAL YEAR 2014 OBJECTIVES

Plan for a training area.

Repair Engine 5's pump to meet ISO (Insurance Services Organization) criteria until it can be replaced.

Add more training props so firefighters can get more hands on experience.

Begin replacing turnout gear.

FISCAL YEAR 2013 ACCOMPLISHMENTS

The department upgraded the radio systems to be narrow-band compliant. We purchased 1,500 feet of 5" diameter hose to bring the total to 3,000 feet. We replaced 750 feet of 2 ½" attack hose. Cascade system bottles were upgraded. We received a grant from GOHS for new cutters and rescue strut system. Received a grant from the 1033 program for equipment and tender repair.

FIRE DEPARTMENT						
940		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
	4100 REGULAR EMPLOYEES	51,648	55,000	44,425	60,000	60,000
	4130 HEALTH INSURANCE	10,434	22,000	7,178	10,000	22,000
	4140 FICA	2,986	3,500	2,481	3,500	3,500
	4150 RETIREMENT	8,190	9,500	7,020	9,500	9,500
	4180 WORKERS' COMPENSATION	9,821	5,000	5,962	7,000	7,000
	TOTAL PERSONNEL	83,079	95,000	67,066	90,000	102,000
	4320 AUTO SUPPLIES	1,911	1,500	2,389	3,500	2,500
	4330 CHEMICALS	745	2,000			2,000
	4340 COMMUNICATIONS	3,159	3,500	2,347	5,400	5,500
	4350 DUES, MEMBERSHIPS & SUBSCRIPT	215	300	1,107	1,500	1,500
	4360 ELECTRICITY	3,229	3,000	2,787	4,000	3,500
	4370 GASOLINE	5,845	4,000	2,653	4,000	4,000
	4380 GENERAL SUPPLIES/MEDICAL EQUIP	8,596	8,000	4,923	8,000	8,500
	4390 INSURANCE	10,264	5,200		5,200	5,500
	4420 NATURAL GAS	4,910	6,500	3,949	6,000	6,500
	4430 OTHER PROFESSIONAL	2,096	4,000	547	1,750	4,000
	4470 RENTAL & MAINTENANCE CONTRACTS	1,236	1,500	927	1,500	1,500
	4480 REPAIR & MAINTENANCE SERVICES	12,223	1,500	2,718	3,500	2,500
	4490 SMALL TOOLS & MINOR EQUIPMENT	3,346	5,000	254	3,500	7,000
	4500 TRAVEL AND TRAINING	5,483	8,000	10,757	15,000	30,000
	4510 UNIFORMS	3,618	5,000	8,883	12,000	23,000
	5380 FIRE PREVENTION		1,500	965	1,000	1,500
	TOTAL SERVICES & SUPPLIES	66,876	60,500	45,206	75,850	109,000
	TOTAL PERSONNEL & S.S.	149,955	155,500	112,272	165,850	211,000
	UTILITY TRUCK					
	7360 CASCADE AIR PACS		5,000		5,500	
	7370 HOSE REPLACEMENT		15,000		15,000	
	7380 ENGINE 5 REHAB		10,000		6,000	6,000
	7075 RADIO UPGRADES	5,967				
	7050 LEASE ENGINE 7 \$250000 2014	58,106	31,000	23,371	31,000	31,000
	7422 PUMP TEST FIRE STATION	7,780				
	TOTAL CAPITAL	71,853	61,000	23,371	57,500	37,000
	TOTAL FIRE DEPARTMENT	221,808	216,500	135,643	223,350	248,000

- Significant increase in training expense to purchase/build new training props
- Significant increase in uniforms to begin purchasing new wildland gear

Building Inspection

Did You Know? Since 2007, an average 131 permits are issued annually.

DEPARTMENT DESCRIPTION

The Building Department reviews applications and issues permits for all development projects. The duties of this department are to enforce all laws and ensure compliance of all construction and building activity within the City of Williams.

SIGNIFICANT CHANGES

Abatement was added for monitoring City compliance.

MAJOR SERVICES / RESPOSIBILITIES

Review all proposed construction projects for compliance with all currently adopted building codes, amended codes and building zoning requirements.

Issue permits, inspections and enforcement.

Review all proposed development and route through proper procedures, subdivisions, variances, conditional uses, amendments to code, appeals etc.

Enforce zoning code and compliance.

Attend as staff representative for DRT Meetings, Planning and Zoning Commission and Historic Preservation Commission.

Additional duties acquired within the City of Williams: Cemetery Manager locates plots, sale of plots, generate deeds and maintain records, Business license review, Fire Marshal, Floodplain Administrator and Abatement enforcement.

FISCAL YEAR 2014 OBJECTIVES

Input all older permits into a data base for quick and efficient access.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Implemented seasonal abatement positions for new Police Recruits to help familiarize them with community and issues

BUILDING INSPECTION						
960		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
	4100 REGULAR EMPLOYEES	66,580	66,102	47,034	66,102	87,350
	4130 GROUP INSURANCE	13,451	13,064	9,797	13,064	19,985
	4140 FICA	4,806	5,057	3,384	5,057	6,682
	4150 ASRS	6,941	7,367	5,381	7,367	10,080
	4170 UNEMPLOYMENT COMPENSATION	256	260		260	463
	4180 WORKERS' COMPENSATION	2,324	2,400	1,300	2,400	2,991
	TOTAL PERSONNEL	94,358	94,250	66,896	94,250	127,552
	4340 COMMUNICATIONS	486	550	464	600	600
	4350 DUES, MEMBERSHIPS & SUBSCRIP	175	500	340	400	500
	4370 GASOLINE	1,472	2,000	546	2,000	2,000
	4380 GENERAL SUPPLIES	227	500	85	250	500
	CEMETARY					1,000
	4500 TRAVEL & TRAINING		200	10	50	500
	4510 UNIFORMS			148	150	
	TOTAL SERVICES & SUPPLIES	2,360	3,750	1,593	3,450	5,100
	TOTAL PERSONNEL & S.S.	96,718	98,000	68,489	97,700	132,652
	5350 NUISANCE ABATEMENT/TOWING	54	3,000	1,638	4,000	4,000
	TOTAL CAPITAL	54	3,000	1,638	4,000	4,000
	TOTAL BUILDING INSPECTION	96,772	101,000	70,127	101,700	136,652

- Added part-time planning position

Central Garage

Did You Know? The City shop services and maintains nearly 100 vehicles and pieces of heavy equipment.

DEPARTMENT DESCRIPTION

The Central Garage is responsible for maintaining and repairing city vehicles and equipment.

MAJOR SERVICES / RESPONSIBILITIES

In addition to general mechanical services the department provides complete welding and metal fabrication services to city departments. The department was instrumental in constructing the Gateway Arch on Grand Canyon Boulevard.

FISCAL YEAR 2014 OBJECTIVES

Work on completing handrails at Monument Park, rebuilding street sweeper, and servicing sanitation compactor equipment.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Upgraded animal control vehicle, removed old equipment from City vehicles, repaired lowboy trailer.

CENTRAL GARAGE						
970		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
4100	REGULAR EMPLOYEES	125,074	133,723	74,548	97,000	117,523
4110	OVERTIME	1,082		2,560	3,000	3,000
4130	GROUP INSURANCE	26,291	25,461	19,181	23,000	19,418
4140	FICA	9,632	10,230	5,958	7,800	8,991
4150	ASRS	13,244	14,903	8,880	12,000	13,562
4170	UNEMPLOYMENT COMPENSATIC	770	771		500	695
4180	WORKERS' COMPENSATION	3,047	3,312	1,786	2,500	3,775
4190	FRINGE BENEFITS	1,800		1,200	1,200	1,200
	TOTAL PERSONNEL	180,940	188,400	114,113	147,000	168,164
4320	AUTO SUPPLIES	83,215	70,000	58,770	75,000	85,000
4330	CHEMICALS	786	1,000			1,000
4340	COMMUNICATIONS	1,393	1,000	1,348	1,750	1,750
4360	ELECTRICITY	5,242	5,500	2,830	5,000	5,000
4370	FUELS & LUBRICANTS	10,608	10,000	7,881	10,000	10,000
4380	GENERAL SUPPLIES	1,153	600	616	1,000	1,000
4420	NATURAL GAS	2,582	3,500	2,011	3,500	3,500
4480	REPAIR & MAINTENANCE SERVIC	990	1,000	4,278	6,000	3,000
4490	SMALL TOOLS & MINOR EQUIPM	199	1,500	1,301	2,000	1,500
4500	TRAVEL & TRAINING	201				
4510	UNIFORMS	2,495	4,500	1,416	2,500	2,500
	TOTAL SERVICES & SUPPLIES	108,864	98,600	80,451	106,750	114,250
	TOTAL PERSONNEL & S.S.	289,804	287,000	194,564	253,750	282,414
7030	BLD REPAIRS					
7424	SHOP EQUIPMENT		4,000		4,000	4,000
	TOTAL CAPITAL		4,000		4,000	4,000
	TOTAL CENTRAL GARAGE	289,804	291,000	194,564	257,750	286,414

- Changed third mechanic position to be split between Central Garage and Utility Department

Airport

Did You Know?

HA Clark Runway is 6,000 feet long and 100 feet wide and can accommodate a wide variety of aircraft.

DEPARTMENT DESCRIPTION

The Williams Municipal Airport, H.A. Clark Memorial Field, serves the aviation needs of the community and numerous other aviation users with the current focus on general aviation. Many of the Capital Improvements have been jointly funded by the Federal Aviation Administration, Arizona Department and Transportation and the City of Williams.

MAJOR SERVICES / RESPONSIBILITIES

The Williams Municipal Airport has a main terminal, Fire Equipment Building, a commercial hanger and several general aviation hangers. The Airport also sells aviation fuel 24 hours per day.

FISCAL YEAR 2014 OBJECTIVES

Begin Construction of the Perimeter Road.

Upgrade the AWOS.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Completed design of the Perimeter Road.

Completed construction of the Apron Rehabilitation Project.

		AIRPORT				
980		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
4330	CHEMICALS					1,500
4340	COMMUNICATIONS	775	2,200	767	1,500	1,500
4360	ELECTRICITY	24,824	20,000	15,994	20,000	20,000
4370	GASOLINE	43,912	43,000	24,397	43,000	43,000
4380	GENERAL SUPPLIES	1,925	1,000	868	1,000	1,000
4390	INSURANCE	5,746	6,500	6,200	6,200	6,200
4400	JANITORIAL SUPPLIES		800	180	250	
4410	LICENSE, PERMITS FEES	2,940	4,200	760	1,000	4,200
4420	NATURAL GAS	1,092	1,000		1,000	1,000
4430	OTHER PROFESSIONAL	452				
4480	REPAIR & MAINTENANCE SERVICES	16,920	7,000	2,852	13,000	10,000
4500	TRAVEL		300			
4520	UTILITIES - WATER		1,500	381	600	1,500
	TOTAL SERVICES & SUPPLIES	98,586	87,500	52,399	87,550	88,400
7210	AIRPORT GRANT MATCHING FUNDS	3,497	47,000	4,158	47,000	60,000
	AARF HEATER					4,000
	HANGAR PAYMENT					18,000
	TOTAL CAPITAL	3,497	47,000	4,158	47,000	82,000
	TOTAL AIRPORT	102,083	134,500	56,557	134,550	170,400

- Addition of \$18,000 for payment on new hangars

Senior Center

Did You Know? The Senior Center served over 12,000 meals in Fiscal Year 2013.

DEPARTMENT DESCRIPTION

The Williams Senior Center was built in 1987 with a CDBG Grant. The City maintains the building and Coconino County operates the building and its various senior programs. The Center has a full kitchen, dining area, several recreation areas, a thrift store and offices.

MAJOR SERVICES / RESPONSIBILITIES

The Senior Center budget reflects the cost of building maintenance and utilities.

FISCAL YEAR 2014 OBJECTIVES

Continue to maintain the facility to standards.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Several building improvements including the south-side exterior.

SENIOR CENTER						
990		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
✓	4360 ELECTRICITY	8,196	8,000	5,601	8,000	8,000
✓	4370 GASOLINE					
✓	4420 NATURAL GAS	3,621	4,000	2,434	4,000	4,000
✓	4480 REPAIR & MAINTENANCE SERV	3,866	2,500	1,941	3,500	5,000
✓	4520 UTILITIES	4,060	2,500	1,378	2,750	2,500
	TOTAL SERVICES & SUPPLIES	19,743	17,000	11,354	18,250	19,500
✓	7030 BUILDING IMPROVEMENTS					
	TOTAL CAPITAL					
	TOTAL SENIOR CENTER	19,743	17,000	11,354	18,250	19,500

Forest Service Building

Did You Know? The building has approximately 35 offices and 83 trash cans and recycle bins that are required to be checked daily.

DEPARTMENT DESCRIPTION

The City owns the building located at the South end of 6th Street. The building was originally built as the United States Forest Service, (USFS) Kaibab National Forest Supervisors Building on City land. Upon expiration of the original lease the property reverted back to the city in 2007.

MAJOR SERVICES/RESPONSIBILITIES

The city provides janitorial service for the portion of the building used by the USFS. It also provides maintenance, including painting and snow removal.

SIGNIFICANT CHANGES:

Major upgrades have occurred to the building including a new bathroom, metal roof, and repair of the entrance access.

FISCAL YEAR 2014 OBJECTIVES

Extend Forest Service lease into area previously vacated by Williams School District
Rehabilitate public areas of the building.
Address snow issues.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Replaced all smoke detectors
Landscaped exterior of building

FOREST SERVICE BUILDING FUND						
23		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	25,000	25,000	20,617	25,000	20,000
4140	FICA	2,287	2,175	1,568	2,175	1,592
4150	ASRS	3,102	2,825	2,305	2,825	2,308
	TOTAL PERSONNEL	30,389	30,000	24,490	30,000	23,900
4360	ELECTRICITY	20,352	19,000	12,198	19,000	19,000
4380	GENERAL SUPPLIES	349	2,500	313	1,000	1,000
4400	JANITORIAL SUPPLIES	520	2,000	405	1,000	
4420	NATURAL GAS	5,880	9,000	4,885	11,000	9,000
4480	REPAIR & MAINTENANCE SERVICE	9,516	16,000	1,474	2,500	2,500
4520	UTILITIES - WATER	2,938	3,500	1,097	3,500	3,500
	TOTAL SERVICES & SUPPLIES	39,555	52,000	20,372	38,000	35,000
	TOTAL PERSONNEL & S.S.	69,944	82,000	44,862	68,000	58,900
	EQUIPMENT					
7030	BUILDING REPAIRS		5,000			50,000
9990	TRANSFER TO GENERAL FUND					
	TOTAL CAPITAL		5,000			50,000
	TOTAL FOREST SERVICE	69,944	87,000	44,862	68,000	108,900

- Includes \$50,000 for addressing snow issues at the building entrance, which has been a long time concern of the tenant

Housing Authority

DEPARTMENT DESCRIPTION

The City Finance Department prepares the Housing Authority Payroll which is reimbursed by the Housing Authority. The department is set up to record the payroll expenses as incurred. A Revenue Account is used to record the reimbursements.

Community Facilities District

The Community Facilities District was established in 1989 as a special taxing district to help fund improvements within the district. The district covers the 6 main blocks within the historic downtown. Project within the district have included stamped sidewalks and historic street lights. The district has voted to impose a tax of \$ 7,500 this fiscal year for additional improvements.

The City and property owners also contribute to these projects on a case by case basis.

Department Budgets – Bed Board and Booze Tax Fund

- Tourism Promotion
- Recreation Facilities
- Visitor Center

Tourism Promotion

Did You Know? In 2013, over 100,000 individuals from around the world obtained information from the Center.

DEPARTMENT DESCRIPTION

The Tourism Promotion Department includes the employees that help operate the Visitor Center in conjunction with the United States Forest Service. The City also contracts with the Chamber of Commerce to provide tourism promotion, event promotion, economic development services and management of the Visitor Center.

MAJOR SERVICES / RESPONSIBILITIES

Provide Visitor information to Tourists, Promote Tourism, Event Promotion, and Economic Development

SIGNIFICANT CHANGES

FISCAL YEAR 2014 OBJECTIVES

- Continue to provide marketing, tourism and economic development services to the City of Williams.
- Continue to look for new markets to promote Williams.
- Participate in the AOT Cooperative Marketing Program.
- Develop campaigns to attract new and returning visitors to Williams.
- Continue to develop, organize and run events to attract visitors to Williams.
- Continue to utilize methods such as Facebook and Twitter to attract visitors to Williams.
- Working with other businesses and organizations to bring events to Williams such as concerts and music festivals at the Babbitt-Polson Warehouse Stage.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Re-hired Public Relations firm to promote Williams.

Continued to use brand and ad campaign for Williams. "Experience Williams, an extraordinary way to enjoy the Grand Canyon."

Utilized AOT Cooperative Marketing Program, resulting in an investment for ads of over \$24k.

Launched new website with less bounce rate and better Google optimization.

Attended PowWow, a national tour company convention, meeting with 44 tour company reps and 40-50 journalists; AOT Media Mission to the UK funded by Chamber Members, traveled with representatives from Phoenix, Scottsdale, Flagstaff and the Arizona Office of Tourism, and met 42 journalists; and the Scottsdale Media Mission.

Organized and ran several events such as the Northern Arizona Barbeque Festival, National Train Day (in conjunction with Grand Canyon Railway), four parades and Mountain Village Holiday. Worked with local businesses to promote their events such as the Cool Country Cruise-In, the Labor Day Rodeo and concerts at the Stage.

Managed the tourism funds provided by the City in a fiscally responsible manner, while at the same time marketing our destination in new arenas to obtain the best results.

TOURISM PROMOTION						
010		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
	CHAMBER OF COMMERCE					
4100	REGULAR EMPLOYEES	100,127	96,029	65,778	92,000	95,656
4130	GROUP INSURANCE	19,410	17,693	16,799	23,000	23,296
4140	FICA	7,139	7,346	4,689	7,000	7,318
4150	ASRS	10,118	10,702	7,643	10,200	11,039
4170	UNEMPLOYMENT COMPENSATION	1,097	1,028	119	500	927
4180	WORKERS' COMPENSATION	218	202	122	250	253
	VISITOR CENTER PAYROLL	138,109	133,000	95,150	132,950	138,488
5202	TOURISM PROMOTION	288,834	273,000	204,000	273,000	273,000
5210	MAINSTREET					
5208	GUNFIGHTERS					
	TOTAL CHAMBER OF COMMERCE	288,834	273,000	204,000	273,000	273,000
	CITY OF WILLIAMS					
5206	SPECIAL EVENTS	7,640	5,000		5,000	5,000
9990	TRANS TO GEN FUND PD		30,000		30,000	
5370	FIREWORKS	1,468				
5216	GOLF COURSE ADVERTISING	3,982	5,000	60	5,000	5,000
	TOTAL CITY OF WILLIAMS	13,090	40,000	60	40,000	10,000
	TOTAL TOURISM	440,033	446,000	299,210	445,950	421,488

Did You Know? The Cowpunchers Rodeo provided "In-Kind" improvements of \$3,600 in 2013.

Recreation Facilities:

DEPARTMENT DESCRIPTION

The Recreation Facilities Department oversees the Bed Board and Booze Funds used to enhance the recreation infrastructure within the city. Over the years the fund has assisted with building the Aquatic Center, upgrading the Recreation Center, Skate Park, Glassburn Park and Rodeo Grounds.

SIGNIFICANT CHANGES

The Bed Board and Booze Tax funding provides for recreation facility improvements.

FISCAL YEAR 2014 OBJECTIVES

Replace horse stall panels at the Rodeo Grounds.
Install new doors at the Recreation Center and Skate Park.
Add climbing wall at the Swimming Pool.
Complete improvements at Monument Park.
Continue improvements at Railroad Park Display.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Continued work at the Downtown Stage and Parking Lot.
Placed railroad cars and switch at Railroad Park.
Completed multiple improvements at Monument Park.

RECREATION FACILITIES						
020		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
7110	RODEO GROUND	2,696		5,117	6,000	5,500
7112	YTH CENTER IMPROVEMENTS	1,854		1,854	2,000	5,000
7114	SWIMMING POOL					6,000
7118	CURETON PARK		15,000		8,000	50,000
	MONUMENT PARK			426	15,000	
	OTHER					
	TRANSFER TO GOLF		64,500			
	TRANSFER TO GEN FUND		25,000			
950.050	RAILROAD MUSEUM GRANT MATCH	5,825	5,000	1,736	10,000	10,000
7432	DOWNTOWN PARKING LOT	123,328		11,080	11,100	
7120	GLASSBURN PARK	228		305	305	500
	RESERVE FOR BALL FIELDS		33,500			
	STADIUM LIGHTS			1,500	1,500	
	DISCRETIONARY STREET PROJECTS		114,000	34,266	24,000	
		133,931	257,000	56,284	77,905	77,000

- Includes \$6,000 for addition of kid-friendly amenities at swimming pool
- Includes \$50,000 to build new maintenance storage building at Cureton Park and construction of a tee-ball field (pending cross-parking agreement with neighboring property)
- Includes \$10,000 match to complete Railroad Museum Display project in Glassburn Park

Visitor Center

Did You Know? The Visitor Center is open seven days a week and closes only on Easter, Thanksgiving, Christmas and New Year's.

DEPARTMENT DESCRIPTION

The facility is shared by the Visitor Center and the Williams Grand Canyon Chamber of Commerce. The Visitor Center, located in the west side of the building, is operated under an agreement between the Forest Service, National Park Service and the City. In 2011 there were 100,377 visitors from around the world who obtained information at the Visitor Center.

MAJOR SERVICES / RESPONSIBILITIES

The Maintenance Department provides janitorial and maintenance for the facility.

FISCAL YEAR 2014 OBJECTIVES

Paint the facility.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Placed new counter tops in the two restrooms.

Visitor Center						
030		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
4100	REGULAR EMPLOYEES	10,000	12,000	20,777	21,000	12,000
4140	FICA	1,753	1,143	1,540	1,540	1,143
4150	ASRS	2,336	1,357	2,172	2,200	1,385
	TOTAL PERSONNEL	14,089	14,500	24,489	24,740	14,528
4340	COMMUNICATIONS	2,520	2,500	1,388	2,000	2,500
4360	ELECTRICITY	5,098	5,000	3,144	5,000	5,000
4380	GENERAL SUPPLIES	499	500	159	500	500
4400	JANITORIAL SUPPLIES	718	2,500	1,207	2,000	
4420	NATURAL GAS	2,511	3,500	1,662	2,500	3,500
4480	REPAIR & MAINTENANCE	2,539	8,000	4,009	7,000	15,000
4520	UTILITIES	3,389	3,500	2,063	3,500	3,500
	TOTAL SERVICES & SUPPLIES	17,274	25,500	13,632	22,500	30,000
	TOTAL PERSONNEL & S.S.	31,363	40,000	38,121	47,240	44,528
7030	PAINTING					3,000
	TOTAL CAPITAL					3,000
	TOTAL VISITOR	31,363	40,000	38,121	47,240	47,528

Department Budgets – Special Revenue Funds

- Street Department
- Grants

Street Department

Did You Know? The City has over 43 miles of Streets and 20 miles of Alleys.

DEPARTMENT DESCRIPTION

The Street Department oversees the maintenance of city streets, alleys, and drainage structures within the City.

MAJOR SERVICES / RESPONSIBILITIES

The Department is responsible for the overall maintenance of city streets, street stripping, sidewalks, and storm drains. The department also cleans city streets and responds to emergencies including snow removal and accident removal.

The department assists other city operating department with heavy equipment and man power needs including assisting with Community Special Events.

FISCAL YEAR 2014 OBJECTIVES

Begin a full Street Maintenance Program.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Assisted with downtown parking area.
Maintained City street striping.

STREET DEPARTMENT						
10		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
	4100 REGULAR EMPLOYEES	307,884	251,618	178,840	240,000	250,157
	4110 OVERTIME	22,363	25,000	14,309	17,000	25,000
	4130 GROUP INSURANCE	51,524	41,011	30,626	40,000	42,561
	4140 FICA	25,506	21,161	14,749	20,000	21,050
	4150 ASRS	33,489	30,929	20,952	28,000	31,443
	4170 UNEMPLOYMENT COMPENSATION	1,559	1,923		1,500	1,479
	4180 WORKERS' COMPENSATION	26,004	22,358	13,790	22,000	27,559
	TOTAL PERSONNEL	468,329	394,000	273,266	368,500	399,248
	4320 AUTO SUPPLIES	21,037	15,000	12,334	15,500	18,000
	4340 COMMUNICATIONS	2,094	1,000	336	500	800
	4360 ELECTRICITY	5,043	5,500	5,505	7,000	7,000
	4370 GASOLINE	54,893	60,000	23,636	60,000	60,000
	4380 GENERAL SUPPLIES	3,938	4,000	1,347	3,000	3,000
	4410 LICENSES, PERMITS & FEES		400			500
	4420 NATURAL GAS	4,542	6,000	4,021	6,000	6,000
	4430 OTHER PROFESSIONAL	50	1,000	465	1,000	1,000
	4470 RENTAL OF EQUIP & VEHICLES		2,000	110	500	2,000
	4480 REPAIR & MAINTENANCE SERVICES	938	7,100	1,636	2,000	3,000
	4490 SMALL TOOLS & MINOR EQUIPMENT	479	1,500	182	5,500	1,500
	4500 TRAVEL	2,172	500	302	500	700
	4510 UNIFORMS	674	1,000	786	1,000	1,200
	4540 SAFETY EQUIP/SIGNS	3,058	3,000		3,000	8,000
	5040 PROF SERVICES ENGINEERING	27,430	15,000	6,542	7,000	40,000
	TOTAL SERVICES & SUPPLIES	126,348	123,000	57,202	112,500	152,700
	TOTAL PERSONNEL & S.S.	594,677	517,000	330,468	481,000	551,948
	CAPITAL					
	7050 ROLLER EQUIPMENT	59,180	5,000	12,350	12,350	
	7055 CAPITAL OUTLAY	45,800				6,000
	7128 CONSTRUCTION MATERIAL	24,965	272,000	140		285,429
	7130 STREET AND CURB STRIPING	8,406	9,000	801	10,000	12,000
	TOTAL CAPITAL	138,351	286,000	13,291	22,350	303,429
	TOTAL STREET DEPARTMENT	733,028	803,000	343,759	503,350	855,377

- Total amount available for street improvements (excluding drainage monies) is \$285,429.

Grants

Did You Know? Grant monies received by the City provide funding for projects and supplies.

DEPARTMENT DESCRIPTION

The Grants Fund accounts for all the City grant activity. Grant matching funds are accounted for in each department.

FISCAL YEAR 2014 OBJECTIVES

The City anticipates several major grants in Fiscal Year 2014:

- NACOG grant of \$1,095,000 to rehabilitate Route 66 from Pine Street to the ADOT yard. The street will be a mill and overlay project.
- Airport Grants to construct a Perimeter Road and update AWOS.
- Continue to actively pursue other grant opportunities.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Numerous Programs and Projects were funded by grants during the fiscal year including;

- Forest Service Road Patrols.
- CDBG grants for the Senior Center Improvements and design of Plum Street Road Improvement.
- Library Grant Equity Funding.
- Railroad Museum Artifact Acquisition.
- Car Seat Program.
- School Craft Night.
- RICO Police Equipment Funding.
- Wednesday Night Basketball.
- Open Gym.
- Friday Teen Time.
- EECBG Energy Efficiency Grants to replace lights and HVAC units.
- GOHS grants for Police overtime, traffic, and DUI enforcement.
- Summer Softball

GRANT FUND						
24	Source	Projected Ending FY 12/13	Estimated Revenue FY 13/14	Estimated Expenses FY 13/14	Projected Ending Fund FY 13/14	
Library Grants						
	County Equity Funds	County	5,000	25,000	30,000	
Police Department						
	DOJ Vest Grant	Federal		3,000	3,000	
	State Grants - Various	State		25,000	25,000	
	USFS Law Enforcement Coop	Federal		13,000	13,000	
	County Initiative	County	15,000		15,000	
	Police Local Programs	Local		10,000	10,000	
	Homeland Security	Federal		50,000	50,000	
	Police Equipment Sales	Local		125,000	125,000	
General Government						
	Airport Grants	Federal/State		2,000,000	2,000,000	
	Railroad Museum	State		750,000	750,000	
	Federal Grants	Federal		100,000	100,000	
	Other	Federal/State		250,000	250,000	
Steet Department						
	NACOG	Federal/State		1,200,000	1,200,000	
Fire Department						
	State Fire Programs	Federal		50,000	50,000	
	Federal Fire Programs	State		50,000	50,000	
Recreation Department						
	Local Programs	Local		25,000	25,000	
	Total		20,000	4,676,000	4,696,000	

Department Budgets – Enterprise Funds

- Electric System
- Water
- Wastewater
- Sanitation
- Golf

Electric System

Did You Know? The City and APS continue to enhance the electric system through meter upgrades and changeouts.

DEPARTMENT DESCRIPTION

The City of Williams purchased the Electric Distribution System in 1992. The City contracts with Arizona Public Service to operate the system and with Pinnacle West Capital Corporation to purchase power. Net Income from the system has been pledged to help the city drill wells, upgrade the water plant, and build a new wastewater treatment plant.

MAJOR SERVICES / RESPONSIBILITIES

Provide electrical service to the community along with system extensions, hookups, and improvements.

SIGNIFICANT CHANGES

The City adopted the first rate increase since 1992 which went into effect over 2 years. The first 3% increase went into effect on 1/1/12. The second 3% increase went into effect on 1/1/13.

FISCAL YEAR 2014 OBJECTIVES

Tree maintenance project to protect power lines (approximately 5 years past due)
Work on obtaining a portion of the Hoover Dam Preference Power allocation.
Explore opportunities to lock in long term power purchase agreements.

FISCAL YEAR 2013 ACCOMPLISHMENTS

A voltage conversion project on the west end of downtown.

ELECTRIC SYSTEM						
55		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	@ 6/30/13	@ 6/30/13	13/14
4350	DUES, FEES & MEMBERSHIPS	2,000	2,500	2,250	3,000	3,000
4380	GENERAL SUPPLIES	641	1,000		1,000	1,000
4410	LICENSES, PERMITS, & FEES		2,500		2,500	2,500
4430	OTHER PROFESSIONAL	15,276	20,000	10,923	20,000	20,000
4480	REPAIR & MAINTENANCE	54,987	60,000	15,219	60,000	60,000
5100	BANK & AGENCY FEES		1,500		1,500	1,500
5135	BAD DEBT EXPENSE		2,000		2,000	2,000
5500	APS ANNUAL CONTRACT	46,962	47,000		47,000	49,000
5502	CUSTOMER SERVICE - OFFICE	170,588	149,000	38,499	149,000	148,000
5503	WHOLESALE POWER	1,662,092	1,800,000	1,178,082	1,800,000	1,800,000
	TOTAL SERVICES & SUPPLIES	1,952,546	2,085,500	1,244,973	2,086,000	2,087,000
7000	CAPITAL PROJECTS		250,000	23,659	120,000	250,000
5105	DEPRECIATION	159,061	144,000		144,000	144,000
5195	INTEREST EXPENSE	38,429			5,872	
	TOTAL CAPITAL	197,490	394,000	23,659	269,872	394,000
	TOTAL ELECTRIC SYSTEM	2,150,036	2,479,500	1,268,632	2,355,872	2,481,000

Water Department

Did You Know? Water is our most precious resource.

DEPARTMENT DESCRIPTION

The City of Williams Water Department provides the community with potable water from five lakes and two wells through various tanks, valves, and miles of pipeline.

MAJOR SERVICES / RESPONSIBILITIES

The Department operates the Water Treatment Plant to ensure the highest quality water to customers. Department employees perform routine testing to ensure compliance with permit requirements. The Department operates and maintains the distribution system, service connections, valves, and hydrants.

SIGNIFICANT CHANGES

FISCAL YEAR 2014 OBJECTIVES

Install an additional pump to maintain suitable levels at the third Street Tank.
Provide a maintenance program for all water tanks.
Implement a backflow program.
Provide for roadway accessibility during inclement weather conditions.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Refurbished the Cataract Pump House.
Installed new valve to control influent flow.
Replaced various hydrants.
Streamlined meter services.

WATER DEPARTMENT

60		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	@ 6/30/13	@ 6/30/13	13/14
	4100 REGULAR EMPLOYEES	137,924	138,757	60,384	138,800	149,245
	4110 OVERTIME	15,648	5,000	3,590	5,000	10,000
	4130 GROUP INSURANCE	67,510	67,598	50,485	67,598	69,162
	4140 FICA	12,239	10,997	8,323	12,445	12,182
	4150 ASRS	15,727	16,022	12,064	16,022	18,377
	4170 UNEMPLOYMENT COMPENSATION	2,385	2,055		2,055	1,854
	4180 WORKERS' COMPENSATION	8,673	4,571	5,642	6,000	6,068
	TOTAL PERSONNEL	260,106	245,000	140,488	247,920	266,888
	4320 AUTO SUPPLIES	1,850	3,000	2,116	3,500	3,000
	4330 CHEMICALS	73,518	85,000	56,122	75,000	85,000
	4340 COMMUNICATIONS	3,626	2,500	2,470	3,250	3,500
	4350 DUES, MEMBERSHIPS & SUBSCRIP	989	1,000	838	1,000	1,000
	4360 ELECTRICITY - WATER	57,081	50,000	34,839	50,000	50,000
	4360 ELECTRICITY - WELLS	113,836	75,000	134,657	170,000	200,000
	4370 FUELS AND LUBRICANTS	21,886	15,000	9,749	15,000	18,000
	4380 GENERAL SUPPLIES	34,327	15,000	15,711	22,000	20,000
	4400 JANITORIAL SUPPLIES			747	1,000	500
	4410 LICENSES, PERMITS & FEES	10,794	14,000	11,259	15,000	14,000
	4420 NATURAL GAS	10,471	11,000	9,341	12,000	12,000
	4430 OTHER PROFESSIONAL	13,429	5,000	3,643	3,000	5,000
	4470 RENTAL & MAINT CONTRACTS	6,116	6,000	3,490	5,000	5,000
	4475 REPAIR & MAINT WELLS		10,000	2,476	3,500	8,000
	4480 REPAIR & MAINTENANCE SERVICES	24,228	14,000	15,072	19,000	15,000
	4490 SMALL TOOLS & MINOR EQUIPMEN	5,490	5,000	3,536	5,000	6,000
	4500 TRAVEL	2,555	4,000	576	1,000	4,000
	4510 UNIFORMS	1,078	1,100	1,347	1,500	1,200
	5020 SALES TAX	371	1,000	330	1,000	1,000
	5030 PROF - LEGAL AND CONSULTING					
	5040 PROF - ENGINEERING	6,858	5,000	173	200	2,000
	5100 BANK AGENCY FEES		3,000		2,500	3,000
	5135 BAD DEBT EXPENSE	22,567	600		500	500
	5230 LAB & TESTING FEES	15,655	6,500	6,504	10,500	10,000
	5250 PIPES AND VALVES	70,451	38,000	8,767	15,000	20,000
	5280 WATER METER REPLACEMENT-67		25,000	28,814	35,000	35,000
	5530 EMERGENCY CONTINGENCY	83,106	2,000	1,303	2,000	2,000
	TOTAL SERVICES & SUPPLIES	580,282	397,700	353,880	472,450	524,700
	TOTAL PERSONNEL & S.S.	840,388	642,700	494,368	720,370	791,588

WATER DEPARTMENT						
60		Actual	Budget	Y.T.D @	Projected	Projected
	(continued)	11/12	12/13	@ 6/30/13	@ 6/30/13	13/14
5105	DEPRECIATION EXPENSE	469,231	460,000	460,000	460,000	460,000
5195	INTEREST EXP. MDA 02	275,415			2,298	
	INTEREST EXP. WIFA 2000		63,800		63,783	56,891
	INTEREST EXP. GADA 2003		129,000		128,947	
	INTEREST EXP. GADA 2013					38,207
	INTEREST EXP. WIFA 2006 DW		39,400		39,391	37,121
	INTEREST EXP LP 2007					
	INTEREST EXP ZIONS		19,600		19,562	17,798
	TOTAL INTEREST	275,415	251,800		253,981	150,017
7510	PAVE ENTRANCE ROAD					
	CATARACT PUMP HOUSE		10,000	11,179	11,179	
	3RD STREET TANK/PUMP HOUSE					25,000
	EQUIPMENT					8,000
7020	COMPUTER EQUIPMENT					
7512	WATER CARD READER		14,000			25,000
	TOTAL DEPR,INTEREST,CAPITAL		24,000	11,179	11,179	58,000
	TOTAL WATER DEPARTMENT	1,585,034	1,378,500	965,547	1,445,530	1,459,605

- Includes \$25,000 to upgrade card reader system at water dock
- Includes \$25,000 to complete design on Third Street Tank project
- Significant increase in Electricity-Wells line item to reflect actual cost
- Increased investment in meter replacement

Waste Water Department

Did You Know? The Wastewater Plant reclaimed nearly 60 million gallons of the 110 million gallons produced.

DEPARTMENT DESCRIPTION

The Wastewater Treatment Facility was constructed to comply with discharge requirements issued by the State of Arizona. Waters discharged from a treatment facility into receiving waters are regulated by the State environmental agencies. Continual monitoring, sampling, and reporting is required to meet the health and safety guidelines.

MAJOR SERVICES / RESPONSIBILITIES

The Wastewater Department operates a collection system and the plant. The employees conduct rigorous testing and sampling of effluent to ensure permit compliance. The Department also coordinates the use of effluent water through standpipe sales and Golf Course usage.

SIGNIFICANT CHANGES

Management Staff is in the process of hiring a new Superintendent and other staff moves

FISCAL YEAR 2014 OBJECTIVES

Complete the "Clean Closure" plan for the lagoons at the Wastewater Treatment Plant
Reduce chemical usage
Reduce sampling costs

FISCAL YEAR 2013 ACCOMPLISHMENTS

Resolved the dechlorination Consent Order at the WWTP

WASTE WATER						
61		Actual 11/12	Budget 12/13	Y.T.D @ @ 6/30/13	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	134,355	138,757	99,685	138,757	149,245
4140	FICA	9,990	10,392	7,369	10,392	10,972
4150	ASRS	14,073	15,464	11,400	15,464	17,223
4170	UNEMPLOYMENT COMPENSATION		2,055		2,055	1,854
4180	WORKERS' COMPENSATION		4,332		4,332	5,810
	TOTAL PERSONNEL	158,418	171,000	118,454	171,000	185,102
4320	AUTO SUPPLIES	261	1,000			1,000
4330	CHEMICALS	136,874	75,000	72,983	100,000	90,000
4340	COMMUNICATIONS	3,988	4,500	2,981	4,000	4,000
4360	ELECTRICITY	100,091	105,000	63,553	95,000	100,000
4370	FUELS AND LUBRICANTS					3,000
4380	GENERAL SUPPLIES	10,682	5,000	10,557	15,000	12,000
4400	JANITORIAL SUPPLIES					500
4410	LICENSES, PERMITS & FEES	13,627	9,000	11,527	12,000	9,000
4420	NATURAL GAS	16,600	18,000	12,453	18,000	18,000
4430	OTHER PROFESSIONAL	1,400	3,000		4,000	3,000
4480	REPAIR & MAINTENANCE SERVICES	21,446	13,500	17,038	20,000	40,000
4490	SMALL TOOLS & MINOR EQUIPMENT	2,337	5,000	1,562	2,500	5,000
4500	TRAVEL	302	500	8		500
5040	PROF - ENGINEERING	22,752	5,000	2,378	3,500	25,000
5230	LAB & TESTING FEES	31,909	32,000	20,482	40,000	40,000
5250	PIPES AND VALVES	96		381	500	1,000
5260	LANDFILL / TIPPING FEES	25,645	40,000	29,208	40,000	40,000
	TOTAL SERVICES & SUPPLIES	388,010	316,500	245,111	354,500	392,000
	TOTAL PERSONNEL & S.S.	546,428	487,500	363,565	525,500	577,102
5105	DEPRECIATION EXPENSE	462,016	448,000		448,000	448,000
5195	✓ INTEREST EXP. WIFA 1998 SEW	601,273	28,100		28,117	22,840
5195	✓ INTEREST EXP. WIFA 2006 CW		240,500		324,341	308,801
5195	✓ INTEREST EXP. WIFA 2007 CW		219,900		219,843	210,715
	TOTAL OTHER EXPENSE	1,063,289	936,500		1,020,301	990,356
7146	LAB EQUIPEMENT		5,000			5,000
	DECLORINATION SYSTEM		30,000	33,160	35,000	
	TOTAL CAPITAL		35,000	33,160	35,000	5,000
	TOTAL WASTE WATER DEPT.	1,609,717	1,459,000	396,725	1,580,801	1,572,459

Sanitation

Did You Know? During the summer the department hauls an average of 25 tons of garbage per day to the Flagstaff Landfill

DEPARTMENT DESCRIPTION

The Sanitation Department is responsible for picking up residential and business trash and recycles daily. It also operates a Transfer Station where trash and recycle can be dropped off by private citizens and businesses. The Transfer Station is partially funded by Coconino County, allowing County residents access to its services. The department provides service seven days a week. In addition to picking up trash/recycle, the Department transports the solid waste to the Waste Management facility. The Department also provides support for all scheduled events and assist with snow removal.

FISCAL YEAR 2014 OBJECTIVES

- Purchase a new truck
- Build a new weigh station building
- Replace netting to control blowing trash
- Encourage more recycling

FISCAL YEAR 2013 ACCOMPLISHMENTS

- Replaced gates to the transfer facility
- Hosted three clean-up events where tires, appliances, and E-Wastes were accepted along with normal trash and recycle
- Coordinated with the Flagstaff Hazardous Material section on accepting old paint from Williams and county residents free of charge during the clean-up events

		SANITATION				
65		Actual 11/12	Budget 12/13	Y.T.D @ 3/31/2013	Projected @ 6/30/13	Projected 13/14
4100	REGULAR EMPLOYEES	254,413	251,056	135,462	200,000	215,910
4110	OVERTIME	2,706	1,200	2,091	2,500	3,000
4130	GROUP INSURANCE	45,918	44,849	33,565	44,849	39,850
4140	FICA	19,452	19,298	13,649	19,298	16,747
4150	ASRS	26,866	28,114	20,708	28,114	25,262
4170	UNEMPLOYMENT COMPENSATION	1,541	1,541		1,550	1,159
4180	WORKERS' COMPENSATION	17,629	17,742	11,640	17,742	17,362
	TOTAL PERSONNEL	368,525	363,800	217,115	314,053	319,290
4320	AUTO SUPPLIES	14,500	14,500	4,176	7,000	15,000
4340	COMMUNICATIONS	1,421	1,500	939	1,500	2,000
4360	ELECTRICITY	839	1,200	638	1,000	1,200
4370	FUEL/GASOLINE	68,408	55,000	33,745	60,000	60,000
4380	GENERAL SUPPLIES	3,194	2,500	3,928	5,000	4,000
4410	LICENSES, PERMITS & FEES	218	500	2,200	2,200	2,500
4420	NATURAL GAS	842	1,000	711	1,000	1,000
4480	REPAIR & MAINTENANCE SERVICES	5,408	5,000	3,616	5,000	6,000
4500	TRAVEL	1	500			
4510	UNIFORMS	703	1,000	651	750	750
5135	BAD DEBT EXPENSE	13,326			3,000	5,000
5260	TIPPING FEES	183,593	175,000	99,447	160,000	175,000
5265	COUNTY REIMBURSEMENT	24,979	26,000	2,815	26,000	26,000
	TOTAL SERVICES & SUPPLIES	317,432	283,700	152,866	272,450	298,450
	TOTAL PERSONNEL & S.S.	685,957	647,500	369,981	586,503	617,740
	NEW TRUCK PAYMENT					35,000
5105	DEPRECIATION EXPENSE	49,576	64,000		64,000	64,000
	SCALE BUILDING REBUILD					15,000
	COMPUTER EQUIPMENT		1,000		1,000	
7050	INTEREST EXPENSE				163	
	TOTAL CAPITAL	49,576	65,000		65,163	114,000
	TOTAL SANITATION	735,533	712,500	369,981	651,666	731,740

- Includes \$35,000 for payment on new truck
- Reduced Staff by one position through attrition

Golf Course

Did You Know? The course is watered with reclaimed effluent water from the Waste Water Treatment Plant.

DEPARTMENT DESCRIPTION

The Municipal Golf Course, Elephant Rocks at Williams is a 18 hole course. At 7000 feet above sea level, the course meanders its way through stands of large Ponderosa pines. There has been a course here since the 1920's but it was not until 1990, when the course was reconfigured by Gary Panks. In 2000, Gary Panks designed an additional nine holes around the Highland Meadow Subdivision.

MAJOR SERVICES / RESPONSIBILITIES

The City is responsible for the maintenance of the course, buildings, and equipment. The City contracts with a Golf Professional to oversee the operation of the clubhouse including food and beverage and facility rental.

SIGNIFICANT CHANGES

This will be the first year under the new Golf Professional.

FISCAL YEAR 2014 OBJECTIVES

Enter lease purchase for new mowing equipment
Refurbish the Club House and cart buildings.
Replace various sprinklers.

FISCAL YEAR 2013 ACCOMPLISHMENTS

Placed a new Roof on Clubhouse.
Improved drainage on the 8th fairway.
Installed new tee-marker signs.
Placed millings on entrance road and parking lot.

GOLF COURSE						
70		Actual 11/12	Budget 12/13	Y.T.D @ @ 6/30/13	Projected @ 6/30/13	Projected 13/14
	4100 REGULAR EMPLOYEES	181,482	183,563	113,414	183,563	186,459
	4110 OVERTIME	2,638	5,000	2,027	5,000	5,000
	4130 GROUP INSURANCE	26,594	25,967	19,439	25,967	30,702
	4140 FICA	14,699	14,425	10,091	14,425	14,647
	4150 ASRS	17,047	17,492	13,828	17,492	18,446
	4170 UNEMPLOYMENT COMPENSATION	2,519	2,312	997	2,312	2,085
	4180 WORKERS' COMPENSATION	3,294	3,241	2,444	3,241	4,561
	TOTAL PERSONNEL	248,273	252,000	162,240	252,000	261,900
	4310 ADVERTISING			475	500	
	4320 AUTO SUPPLIES	994	1,000	170	500	1,000
	4330 CHEMICALS	23,198	22,000	13,408	22,000	22,000
	4340 COMMUNICATIONS	4,595	6,000	3,233	5,000	6,000
	4350 DUES, MEMBERSHIPS & SUBSCRIPTIONS					
	4360 ELECTRICITY	27,703	28,000	17,078	26,000	28,000
	4370 GASOLINE	23,654	28,000	16,099	28,000	28,000
	4380 GENERAL SUPPLIES	984	1,000	411	1,000	1,000
	4400 JANITORIAL SUPPLIES	23	800	93	500	800
	4410 LICENSES, PERMITS & FEES	595	1,000	399	1,200	1,000
	4420 NATURAL GAS	7,655	7,000	4,654	7,000	7,000
	4430 OTHER PROFESSIONAL	428		1,025	1,025	
	4470 MAINTENANCE CONTRACTS	2,988	2,500	2,703	3,500	2,500
	4480 REPAIR AND MAINTENANCE			806	1,000	
	4490 SMALL TOOLS & MINOR EQUIPMENT	309	1,000	330	500	1,000
	4500 TRAVEL	587	500			500
	4510 UNIFORMS	430	1,000	831	2,000	1,000
	4520 CABLE/WATER	310	3,500	786	3,500	3,500
	5100 BANK AGENCY FEES	7,577		-7,557		
	5270 COURSE REPAIRS & MAINT.	17,039	55,000	12,335	20,000	21,000
	5271 BUILDING REPAIRS & MAINTENANCE	3,936		5,000	10,000	5,000
	5272 EQUIPMENT REPAIRS & MAINT.	19,512		9,409	17,000	16,000
	5273 IRRIGATION & PUMP MAINTENANCE	5,940		611	8,000	8,000
	5274 CART REPAIR & MAINT	3,876		3,435	5,000	5,000
	5310 U.S.F.S. LEASE PAYMENT	4,146	6,000		6,000	6,000
	TOTAL SERVICES & SUPPLIES	156,479	164,300	85,734	169,225	164,300
	TOTAL PERSONNEL & S.S.	404,752	416,300	247,974	421,225	426,200
	5105 DEPRECIATION EXPENSE	79,901	86,000		86,000	86,000
	5195 EXPANSION INTEREST MDA 02	26,623			5,074	
	7178 EQUIPMENT SPRINKLERS		10,000			10,000 20,000
	EQUIPMENT LEASE for \$40,000					8,000
	7446 GOLF CARTS 2011 INTEREST		26,700		3,170	1,914
	7450 BUILDING RENOVATIONS	15,713				40,000
	7020 COMPUTER EQUIPMENT					
	TOTAL CAPITAL	122,237	122,700		94,244	165,914
	TOTAL GOLF COURSE	526,989	539,000	247,974	515,469	592,114

Department Budgets – Capital Projects Fund

- Impact Fee Fund
- Capital Projects
- Flood Control District

Impact Fee Fund

DEPARTMENT DESCRIPTION

The City of Williams adopted Impact Fees in 2005. Recent legislative changes will require the City to evaluate the fees currently being charged on new construction and the amount of future impact fees.

The current impact fee fund activity and balances for Fiscal Years 2013 and 2014 are summarized below.

IMPACT FEE FUND

	Water Treatment	Wastewater	Water Supply	General Government	Police Department	Fire Department	Street Department	Library	Parks & Recreation	Sanitation	Total
Ending Balance 6/30/12	31,747		-4,617	107,130	-1,291	49,225	24,820	26,712	25,882	45,700	305,308
Projected Revenues FY 12/13	6,716	6,585	6,716		3,933	7,110	22,239	3,436	3,014		59,749
Projected Expenses											
Refuse Containers										5,000	5,000
Ball Field Fencing/Repairs									15,000		15,000
Construction Material						24,500					24,500
Fire Department SCBA LP						28,958					28,958
San 2 40 CY Roll Offs									12,000		12,000
Rec Center Flooring									15,000		15,000
Shelving/Furniture/Equipment				54,000							54,000
Projected Expenses FY 12/13						28,958	8,016		16,581	17,000	70,555
Budget FY 12/13						29,000	24,500	15,000	30,000	17,000	115,500
Ending Balance 6/30/13	38,463	6,585	2,099	107,130	2,642	27,377	39,043	30,148	12,315	28,700	294,502
Projected Revenues FY 13/14	5,000	5,000	5,000	NA	3,500	5,000	18,500	2,000	1,800	NA	45,800
Projected Outlay:											
Fire Department SCBA LP						28,958					28,958
Refuse Containers									17,000		17,000
Shelving/Furniture/Equipment								15,000			15,000
Accounting Software				105,000							105,000
Projected Outlay FY 13/14				105,000		28,958		15,000		17,000	165,958
Ending Balance 6/30/14	43,463	11,585	7,099	2,130	6,142	3,419	57,543	17,148	14,115	11,700	174,344

Capital Projects Fund

DEPARTMENT DESCRIPTION

The Capital Projects Fund was initially funded with a GADA bond issue in 2008. The table below summarizes the planned outlay in the fund.

CAPITAL PROJECTS						
50		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
	REC CENTER PLAYGROUND					50,000
	BUCKSKINNER RESTROOM					23,000
	ROLLER EQUIPMENT					15,000
	TOTAL CAPITAL PROJECTS					88,000

Flood Control District

Coconino County oversees the Flood Control District as a Special District. A portion of the tax is distributed to the City annually. These funds may be used for Flood Control Projects. The tax rate increased from 0.2000 per \$ 100 valuation in 2011 to 0.4000 per \$ 100 valuation in 2012.

FLOOD CONTROL						
26		Actual	Budget	Y.T.D @	Projected	Projected
		11/12	12/13	3/31/2013	@ 6/30/13	13/14
	7486 LAKE ELLEN DRAINAGE					
	5040 ENGINEERING	5,935				10,000
	7292 COUNTRY CLUB TUNNEL					
	STREET DRAINAGE IMPROVEMENT	281,496				150,000
	7508 AREA DRAINAGE IMPROVEMENTS	19,132		697	1,000	50,000
	TOTAL FLOOD CONTROL	306,563		697	1,000	210,000

Budgets – Other

JCEF Fund

The Judicial Collection Enhancement Fund (JCEF) oversees the funds collected by the court. Use of these funds is approved by the Administrative Office of the Courts.

Firemen’s Pension Fund

The Firemen’s Pension Fund is a Trust fund managed by an independent company but recorded by the City to provide pension benefits to the Volunteer Firefighters. The City matched a mandatory volunteer contribution of \$ 45.00 per month per volunteer. The Volunteers may make additional voluntary contributions into the fund.

Individual contribution records are maintained by the independent company contracted with by the city.

City of Williams Indebtedness

The total indebtedness for the City is summarized below for Fiscal Year 2014. The payments for the General Government Debt are recorded and paid in the Debt Service Fund. The Enterprise Funds account for their debt within their respective funds.

The City of Williams retired the MDA 2002 bond issue early in fiscal year 2013. The MDA Reserve Account balance of approximately \$ 550,000 and an additional \$ 150,000 was to be used to retire the debt. Retiring the debt early saved approximately \$ 122,000 in interest payments over the next six years.

The City intends on refunding the GADA 2003A bond issue in August 2013. The preliminary estimates that were provided are used in the fiscal year 2014 budget.

Description	Trustee	Original Amount	Principal Balance at Jul 1, 2013			January 1, 2014			July 1, 2014			Principal Balance at Jul 1, 2014						
			Principal	Interest	Admin Fees	Total	Principal	Interest	Admin Fees	Total	Principal		Interest	Admin Fees	Total			
Northside Sewer Improvement District # 2 Improvement Bonds Series 1994	BNY Mellon \$	1,150,000	75,000.00	3,328.00		78,328.00												
GADA 2003A Refunded with GADA 2013	US Bank \$	3,590,000	2,725,000.00															
GADA 2005 A	US Bank \$	1,100,000	1,035,000.00	22,125.00		22,125.00			70,000.00	22,125.00								92,125.00
GADA 2008A	US Bank \$	2,995,000	2,490,000.00	57,378.13		57,378.13			120,000.00	57,378.13								177,378.13
MDA 2002 Paid-off	Wells Fargo \$	5,480,000	-															
WIFA 1998	WIFA \$	2,500,000	656,317.26	10,435.44	984.48	11,419.92			156,456.72	10,435.44	984.48							167,876.64
WIFA 2000 Wells 01	WIFA \$	3,000,000	1,379,182.97	18,101.78	10,348.87	28,445.65			173,956.46	18,101.78	10,348.87							202,402.11
WIFA 2006 Water DW 106-06	WIFA \$	1,600,000	1,151,036.70	9,927.69	8,632.77	18,560.46			72,673.81	9,927.69	8,632.77							91,234.27
WIFA 2006 Wastewater CW 85-06	WIFA \$	8,250,000	6,655,194.00	104,486.54	49,913.95	154,400.49			346,436.10	104,486.54	49,913.95							500,836.59
WIFA 2007 CW 99-08	WIFA \$	7,529,561	6,362,179.68	57,641.35	47,716.35	105,357.70			284,729.24	57,641.35	47,716.35							390,086.94
Zions 2011																		
Gada 2003, 2005, 2008 Refinance	Zions Bank \$	1,100,000	980,000.00	22,765.25	-	22,765.25			120,000.00	22,765.25								142,765.25
Total Principal Balance Owed			23,508,911															
Total Semi-Annual Payments Due				75,000.00	306,189.18	117,591.42	498,780.60		1,344,252.33	302,861.18	117,591.42							1,764,704.93
Other Debt (Lease Purchase / Third Party Financing)																		
Fire Engine Lease Purchase	Chase	66,339.00	\$7,790.34	Quarterly Principal & Interest payments due February 28, May 31, August 31, & November 30														
Golf Carts Lease Purchase	Yamaha	76,609.00	\$2,223.55	Monthly Principal & Interest due on first of each month														
Fire SCBA Equipment Lease Purchase	Kansas	130,319.00	\$7,239.53	Quarterly Principal & Interest payments														
New Golf Equipment lease		230,000.00	\$40,000	Annual combined Principal & Interest payments														

Lease Purchase Debt

The City of Williams entered into three lease agreements which are considered capital leases in accordance with Generally Accepted Accounting Principles. The proceeds we used to acquire a fire truck in 2004, fire equipment in 2010, and golf carts in 2012. The chart below summarizes the details of each lease. A new lease purchase is proposed for golf equipment in fiscal year 2014.

Yamaha Lease on Golf Carts				Prior Balance
				52,949.00
Date	Interest	Principal	Payment	Balance
8/1/2013	202.53	2,021.02	2,223.55	
9/1/2013	194.80	2,028.75	2,223.55	
10/1/2013	187.04	2,036.51	2,223.55	
11/1/2013	179.25	2,044.30	2,223.55	
12/1/2013	171.43	2,052.12	2,223.55	
1/1/2014	163.58	2,059.97	2,223.55	
2/1/2014	155.70	2,067.85	2,223.55	
3/1/2014	147.79	2,075.76	2,223.55	
4/1/2014	139.85	2,083.70	2,223.55	
5/1/2014	131.88	2,091.67	2,223.55	
6/1/2014	123.88	2,099.67	2,223.55	
7/1/2014	115.85	2,107.70	2,223.55	
	1,913.58	24,769.02	26,682.60	28,179.98

Chase Equipment Lease - Fire Truck				Prior balance
				\$ 37,674.90
Date	Interest	Principal	Payment	Balance
8/31/2013	\$ 422.42	\$ 7,367.92	\$7,790.34	\$ 30,306.98
11/30/2013	\$ 339.81	\$ 7,450.53	\$7,790.34	\$ 22,856.45
2/28/2014	\$ 256.27	\$ 7,534.07	\$7,790.34	\$ 15,322.38
5/31/2014	\$ 171.80	\$ 7,618.54	\$7,790.34	\$ 7,703.84

Kansas State Bank Lease - SCBA Equipment				Prior balance
				\$61,600
Date	Interest	Principal	Payment	Balance
9/27/2013	\$701	\$6,539	\$7,240	\$55,061
12/27/2013	\$626	\$6,613	\$7,240	\$48,448
3/27/2014	\$551	\$6,689	\$7,240	\$41,759
6/27/2014	\$475	\$6,765	\$7,240	\$34,995

Northside Sewer District # 2

The City issued special assessment debt with government commitment in 1995 and formed the Northside Sewer District #2. The proceeds were used to construct a sanitary sewer for the property owner in the district. The debt is secured by the a lien upon the lots, tracts and parcels of land within the district. In the event that the assessments are insufficient to pay the bonds and interest thereon as they become due, the deficiency shall be paid out of the general fund of the City as per Arizona Revised Statues Section 48-557.

Special Assessment debt service maturities are as follows:

Fiscal Year Ended June 30	Principal	Interest	Total
(includes July 1 st payment)			
2013	70,000	9,762	79,762
2014	75,000	3,328	78,328
Total	145,000	13,090	158,090

State of Arizona Budget Forms

Schedule A

CITY OF WILLIAMS
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2014

FUND	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2013	ACTUAL EXPENDITURES/EXPENSES** 2013	FUND BALANCE/NET POSITION*** July 1, 2013**	PROPERTY TAX REVENUES 2014	ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2014	OTHER FINANCING 2014		INTERFUND TRANSFERS 2014		TOTAL FINANCIAL RESOURCES AVAILABLE 2014	BUDGETED EXPENDITURES/EXPENSES 2014
						SOURCES	<USES>	IN	<OUT>		
1. General Fund	\$ 5,059,000	\$ 4,899,531	\$ 526,683	Primary: 597,894 Secondary:	\$ 5,663,256	\$	\$ 165,313	\$ 982,825	\$ 5,970,321	\$ 5,383,097	
2. Special Revenue Funds	5,499,000	1,556,315	62,588		5,419,845		521,517	450,158	5,553,792	5,552,377	
3. Debt Service Funds Available	536,800	753,533	4,668				591,153		595,821	591,153	
4. Less: Amounts for Future Debt Retirement											
5. Total Debt Service Funds	536,800	753,533	4,668				591,153		595,821	591,153	
6. Capital Projects Funds	325,500	71,555	693,967		170,800		88,000		952,767	463,958	
7. Permanent Funds	50,000	50,000	419,601		50,000				469,601	50,000	
8. Enterprise Funds Available	6,568,500	6,549,338	18,362,312		7,144,788		1,467,000	1,400,000	25,574,100	6,836,918	
9. Less: Amounts for Future Debt Retirement											
10. Total Enterprise Funds	6,568,500	6,549,338	18,362,312		7,144,788		1,467,000	1,400,000	25,574,100	6,836,918	
11. Internal Service Funds											
12. TOTAL ALL FUNDS	\$ 18,038,800	\$ 13,880,272	\$ 20,069,819	\$ 597,894	\$ 18,448,689	\$	\$ 2,832,983	\$ 2,832,983	\$ 39,116,402	\$ 18,877,503	

EXPENDITURE LIMITATION COMPARISON	2013	2014
1. Budgeted expenditures/expenses	\$ 18,038,800	\$ 18,877,503
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	18,038,800	18,877,503
4. Less: estimate of exclusions		
5. Amount subject to the expenditure limitation	\$ 18,038,800	\$ 18,877,503
6. EEC or voter-approved alternative expenditure limitation	\$	\$

* Includes Expenditure/Expense Adjustments Approved in current year from Schedule E.
 ** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.
 *** Amounts in this column represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

CITY OF WILLIAMS
Tax Levy and Tax Rate Information
Fiscal Year 2014

	<u>2013</u>	<u>2014</u>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ <u>658,168</u>	\$ <u>698,734</u>
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ <u>586,000</u>	\$ <u>597,894</u>
B. Secondary property taxes		
C. Total property tax levy amounts	\$ <u>586,000</u>	\$ <u>597,894</u>
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ <u>590,471</u>	
(2) Prior years' levies	<u>6,521</u>	
(3) Total primary property taxes	\$ <u>596,992</u>	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies	_____	
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ <u>596,992</u>	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	<u>1.3441</u>	<u>1.5365</u>
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	<u>1.3441</u>	<u>1.5365</u>
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the City of Williams was not operating any special assessment districts for which seconda property taxes are levied.		

* Includes actual property taxes collected as of the date the proposed budget was prepared, plus estimated property tax collections for the remainder of the fiscal year.

Schedule C

CITY OF WILLIAMS
Revenues Other Than Property Taxes
Fiscal Year 2014

SOURCE OF REVENUES	ESTIMATED REVENUES 2013	ACTUAL REVENUES* 2013	ESTIMATED REVENUES 2014
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 3,614,000	\$ 3,448,280	\$ 3,482,763
Bed, Board & Booze Tax	684,000	680,606	687,601
Licenses and permits			
Business, Building & Other	95,500	48,269	49,505
Intergovernmental			
Library Assistance	28,000	28,028	28,000
Auto Lieu	123,000	106,463	122,166
State Revenue Sharing	309,000	308,784	337,347
State Sales Tax	253,000	247,812	261,442
Charges for services			
Various	48,000	103,581	103,613
Fines and forfeits			
Police Fines	35,000	45,681	46,138
JCEF		3,000	3,000
Interest on investments			
Interest Income	1,000	819	700
Miscellaneous			
Other	321,500	220,090	277,505
Franchise & Lease	40,000	31,659	31,976
Community Facilities District	7,500	7,500	7,500
Rental Income	190,000	224,913	224,000
Total General Fund	\$ 5,749,500	\$ 5,505,485	\$ 5,663,256
SPECIAL REVENUE FUNDS			
Highway User Revenue	\$ 290,000	\$ 277,846	\$ 294,517
Grants	4,676,000	1,000,401	4,696,000
NSD Fund		80,762	79,328
Streets Fund			350,000
Total Special Revenue Funds	\$ 4,966,000	\$ 1,359,009	\$ 5,419,845
DEBT SERVICE FUNDS			
Revenue	\$ 112,000	\$	\$
Interest Income	1,000		
Total Debt Service Funds	\$ 113,000	\$	\$
CAPITAL PROJECTS FUNDS			
Flood Control District	\$ 125,000	\$ 180,281	\$ 125,000
Buy-In Fees		59,749	45,800
Total Capital Projects Funds	\$ 125,000	\$ 240,030	\$ 170,800
PERMANENT FUNDS			
Firemans Pension	\$ 50,000	\$ 50,000	\$ 50,000
Total Permanent Funds	\$ 50,000	\$ 50,000	\$ 50,000
ENTERPRISE FUNDS			
Electric System	\$ 3,602,500	\$ 3,739,070	\$ 3,888,911
Water Fund	849,000	907,725	950,931
Wastewater Fund	1,111,500	1,080,273	1,111,844
Sanitation Fund	657,500	651,714	667,518
Golf Course Fund	474,500	513,899	525,584
Total Enterprise Funds	\$ 6,695,000	\$ 6,892,681	\$ 7,144,788
TOTAL ALL FUNDS	\$ 17,698,500	\$ 14,047,205	\$ 18,448,689

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

CITY OF WILLIAMS
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2014

FUND	OTHER FINANCING		INTERFUND TRANSFERS	
	2014		2014	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
General Fund	\$	\$	\$ 165,313	\$ 982,825
Total General Fund	\$	\$	\$ 165,313	\$ 982,825
SPECIAL REVENUE FUNDS				
Streets Fund	\$	\$	\$ 521,517	\$ 15,000
HURF				294,517
NSD Fund				78,328
Revolving Loan Fund				62,313
Total Special Revenue Funds	\$	\$	\$ 521,517	\$ 450,158
DEBT SERVICE FUNDS				
Debt Service	\$	\$	\$ 591,153	\$
Total Debt Service Funds	\$	\$	\$ 591,153	\$
CAPITAL PROJECTS FUNDS				
Capital Projects	\$	\$	\$ 88,000	\$
Total Capital Projects Funds	\$	\$	\$ 88,000	\$
ENTERPRISE FUNDS				
Electric System Fund	\$	\$	\$	\$ 1,400,000
Water Fund			515,000	
Wastewater Fund			820,000	
Sanitation Fund			65,000	
Golf Course Fund			67,000	
Total Enterprise Funds	\$	\$	\$ 1,467,000	\$ 1,400,000
TOTAL ALL FUNDS	\$	\$	\$ 2,832,983	\$ 2,832,983

Schedule E

CITY OF WILLIAMS
Expenditures/Expenses by Fund
Fiscal Year 2014

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2013	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2013	ACTUAL EXPENDITURES/ EXPENSES* 2013	BUDGETED EXPENDITURES/ EXPENSES 2014
GENERAL FUND				
Mayor & Council	\$ 58,000	\$	\$ 66,500	\$ 67,444
Magistrate	171,500		140,690	157,538
General & Administrative	806,500		835,939	957,015
Finance	277,000		252,821	336,636
Maintenance	212,500		208,686	271,129
Library	85,500		80,800	95,486
Recreation	197,500		197,300	214,521
Pool	81,500		90,840	89,558
Police	1,558,500		1,495,972	1,522,887
Fire	216,500		223,350	248,000
Building	101,000		101,700	136,652
Central Garage	291,000		257,750	286,414
Airport	134,500		134,550	170,400
Senior Center / Housing / Other	207,000		215,778	217,028
Community Facilities District	5,000		5,000	5,000
Forest Service Building	87,000		68,000	108,901
Tourism	416,000		445,950	421,488
Recreation Facilities	152,500		77,905	77,000
Total General Fund	\$ 5,059,000	\$	\$ 4,899,531	\$ 5,383,097
SPECIAL REVENUE FUNDS				
HURF / Streets	\$ 803,000	\$	\$ 503,350	\$ 855,377
Grants	4,696,000		1,051,965	4,696,000
NSD Fund			1,000	1,000
Total Special Revenue Funds	\$ 5,499,000	\$	\$ 1,556,315	\$ 5,552,377
DEBT SERVICE FUNDS				
Debt Service	\$ 536,800	\$	\$ 753,533	\$ 591,153
Total Debt Service Funds	\$ 536,800	\$	\$ 753,533	\$ 591,153
CAPITAL PROJECTS FUNDS				
Flood Control District	\$ 210,000	\$	\$ 1,000	\$ 210,000
Buy-In Fees	115,500		70,555	165,958
Capital Projects				88,000
Total Capital Projects Funds	\$ 325,500	\$	\$ 71,555	\$ 463,958
PERMANENT FUNDS				
Firemans Pension	\$ 50,000	\$	\$ 50,000	\$ 50,000
Total Permanent Funds	\$ 50,000	\$	\$ 50,000	\$ 50,000
ENTERPRISE FUNDS				
Electric System Fund	\$ 2,479,500	\$	\$ 2,355,872	\$ 2,481,000
Water Fund	1,378,500		1,445,530	1,459,605
Wastewater Fund	1,459,000		1,580,801	1,572,459
Sanitation Fund	712,500		651,666	731,740
Golf Course Fund	539,000		515,469	592,114
Total Enterprise Funds	\$ 6,568,500	\$	\$ 6,549,338	\$ 6,836,918
TOTAL ALL FUNDS	\$ 18,038,800	\$	\$ 13,880,272	\$ 18,877,503

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated expenditures/expenses for the remainder of the fiscal year.

Glossary

ACCRUAL BASIS. Accounting basis which records the effect of transactions in the period in which they were earned or liability incurred, rather than the period the cash is received or paid.

ANNUAL BUDGET. A budget that applies to a single fiscal year (July 1 – June 30).

APPROPRIATION. A legal authorization granted by the City Council to incur expenditures and obligations for a specific period.

ASSESSED VALUATION. A valuation upon real estate as a basis for levying taxes.

ASSET. Anything having a commercial or exchange value.

BASIS OF ACCOUNTING. A term used to refer to when revenues, expenditures, transfers and their related assets and liabilities are recognized and reported within the financial statements. Also refer to Accrual and Modified Accrual. See the Accounting Structure and Basis section for more information.

CAPITAL IMPROVEMENTS PROGRAM. Also referred to as CIP. A separate budgetary process that occurs to appropriate funds for projects that are capital in nature and generally financed by long-term debt.

CAPITAL ASSET. Long-lived tangible assets obtained as a result of capital outlay or other event such as a donation. Examples include land, buildings, improvements and equipment.

CAPITAL OUTLAY. Expenditures resulting in the addition or acquisition of assets to the City, generally in excess of \$5,000 with a service life of greater than one year.

CONSTANT DOLLARS. Dollars adjusted for inflation using a specified year as the base year in order to ascertain actual purchasing power over a period of time.

DEBT. An obligation of the City resulting from borrowing money in the form of bonds or capital leases. Can also refer to unpaid purchases of goods and services.

DEBT LIMIT. The maximum amount of debt legally permitted.

DEBT SERVICE. The payment of principal and interest on outstanding debt.

DEFERRED REVENUE. Amounts for which asset recognition has been met, but for which revenue recognition has not been met. For example, under the modified accrual basis of accounting, amounts that are measurable, but not available (not collected within 60 days after fiscal year end).

DEFICIT. Relating to financial position (1) excess of liabilities of a fund over its assets. Relating to operations (2) the excess of actual expenditures over actual revenues during a fiscal year.

DEFICIT SPENDING. Excess of expenditures over revenue. The net loss lowers fund balance.