



*City of Williams*

# **City of Williams, Arizona Annual Financial Plan Fiscal Year 2014 -2015**

## **City Council Members**

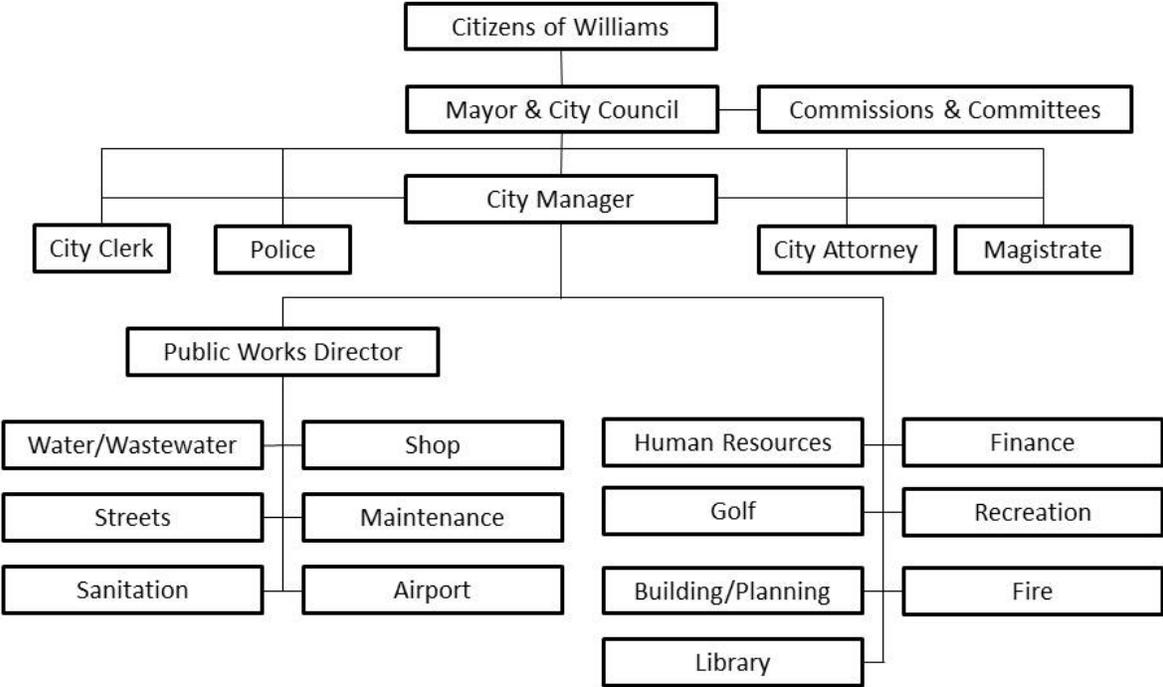
John W. Moore, Mayor  
Don Dent, Vice Mayor  
Craig Fritsinger  
Bernie Hiemenz  
Frank W. McNelly  
Lee Payne  
Dr. Jim Wurgler

## 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.**

TENTATIVE

# Organizational Chart



TEMP

# Table of Contents

City Council Members.....	1
City of Williams Mission Statement.....	2
Organizational Chart.....	3
Table of Contents.....	4
Budget Calendar.....	7
Message from the City Manager.....	8
City Officials.....	9
Community Profile.....	10
Accounting Structure and Basis.....	11
Budget Overview.....	12
Sources and Uses of Funds Summary.....	13
Summary of Changes in Fund Balances by Major Fund Type.....	14
Summary of Changes in Expenditures within Each Fund.....	15
Personnel Detail – All Funds.....	17
Revenues.....	18
Revenues Property Tax.....	18
7 Year Assessed Value History.....	19
Revenues – General Fund.....	20
Bed Board and Booze Tax.....	21
Forest Service Building.....	21
Community Facilities District.....	21
J.C.E.F. & Court Funds.....	22
Revenues – Special Revenue Funds.....	22
Grant Fund.....	22
Northside Sewer District.....	23
Highway User Revenue – Streets.....	23
Revenues – Enterprise Funds.....	24
Electric System.....	24
Utility Fund Water.....	24
Utility Fund Waste Water.....	25
Sanitation Fund.....	25
Golf Course Fund.....	25
Revenues - Capital Projects.....	26

Impact Fee Fund.....	26
Capital Projects.....	26
Flood Control District.....	26
Revenues - Trust Funds .....	27
Firemen’s Pension Fund .....	27
Revenues – Debt Service Fund.....	27
Inter Fund Transfer Summary.....	28
Department Budgets – General Fund.....	30
Mayor and Council.....	31
Magistrate.....	32
General and Administrative .....	34
Finance.....	36
Maintenance.....	38
Library.....	40
Recreation.....	42
Swimming Pool.....	44
Police Department.....	46
Fire Department.....	48
Public Works .....	50
Building Inspection.....	51
Central Garage.....	53
Airport.....	55
Senior Center.....	57
Forest Service Building .....	58
Housing Authority.....	59
Community Facilities District .....	59
Department Budgets – Bed Board and Booze Tax Fund .....	60
Tourism Promotion.....	61
Recreation Facilities .....	63
Visitor Center .....	64
Department Budgets – Special Revenue Funds .....	65
Street Department.....	66
Grants .....	68
Department Budgets – Enterprise Funds.....	70
Electric System .....	71
Water Department.....	72

Waste Water Department .....	75
Sanitation .....	77
Golf Course .....	79
Department Budgets – Capital Projects Fund.....	81
Impact Fee Fund.....	82
Capital Projects Fund .....	84
Flood Control District .....	84
Budgets – Other Funds .....	85
JCEF Fund.....	85
Firemen’s Pension Fund .....	85
City of Williams Indebtedness.....	86
Enterprise Fund Debt .....	87
Northside Sewer District # 2 .....	87
State of Arizona Budget Forms .....	88
Glossary .....	93

TENTATIVE

## Budget Calendar

### Fiscal Year 2014/15

- |     |  |           |           |
|-----|--|-----------|-----------|
| 1.  | Budget worksheets to departments.  | Monday    | Feb 3     |
| 2.  | Water Department Budget Issues   | Thursday  | Feb 13    |
| 3.  | Completed worksheets back from departments   | Friday    | Feb 14    |
| 4.  | Council Work Session #1  | Tuesday   | Feb 18    |
| 5.  | Council Work Session #2  | Thursday  | Mar 6     |
| 6.  | Budget Meeting #1  | Thursday  | Apr 24    |
| 7.  | Budget Meeting #2 (if needed)  | Thursday  | May 1     |
| 8.  | Adopt Tentative Budget   | Thursday  | May 8     |
| 9.  | Publish budget once a week for two consecutive weeks   | Wednesday | May 14/21 |
| 10. | Publish first Truth in Taxation Notice   | Wednesday | May 14    |
| 11. | Publish second Truth in Taxation Notice  | Wednesday | May 21    |
| 12. | Hold public hearing - budget and estimated tax Levy, Convene special meeting to adopt final budget | Thursday  | May 29    |
| 13. | Adopt property tax levy  | Thursday  | Jun 12    |

## Message from the City Manager

It is my pleasure to present the Fiscal Year 2015 Budget.

As the saying goes, the only constant is change. This old adage summarizes the FY 2015 Budget for the City of Williams. Dispersed throughout the financial plan are many changes, both large and small. These changes, all reactions to changing realities, include aspects such as new approaches to service delivery, reorganization of Staff positions and responsibilities, and new capital investment.

New approaches to service delivery include new tools that will increase customer convenience and streamline how the City delivers services. For example, the FY 2015 budget includes a major expenditure for new accounting software that will allow the City to offer modern conveniences such as on-line bill pay. Another planned expense is the City-wide deployment of a digital work-order system. This system, so far only piloted in limited departments, has the capability of not only streamlining how the public interacts with the City, but offers amazing new tools for management that will allow for the identification of current inefficiencies and their correction.

The organization of Staff, along with their roles and responsibilities, is constantly being finely-tuned to address the ever changing environment in which we serve. For the first time in three years, the City has restored the Public Works Director position. This position, which oversees departments such as water, wastewater, sanitation, streets, and maintenance, was restored as the result of a community on the move. As development and related projects return, this position will be critical in transitioning operations from a maintenance mindset to a progress-oriented one. Reflected in the FY 2015 Budget, Staff has been reorganized in at least three other departments to better address the operational needs of the City. Staffing will continue to change as conditions change.

Change is also leading to the need for new capital investment. The most glaring example concerns the long term reliability of our community's water supply. Major expenses in this area in the FY 2015 will have long lasting effects on the City financially but not just negatively as may be the initial impression. While the upfront expenses may be great, the return those expenses makes possible will be even greater. With a more reliable water supply, economic growth is once again possible in our community. Other planned capital investments include new facilities at the airport to stimulate greater use, street improvements, and improvements to the water, wastewater, and electric systems. These projects are all reactions to address various ongoing changes in our community.

The idea of change can be intimidating at times. Regardless, it is constant and ever present. It is our responsibility to react and plan for this certainty. The FY 2015 Budget incorporates this reality into the City's ongoing goal of ever improving how we serve the community. As I noted in my message for the 2014 Budget, change may be slow at times, but 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, Stoops & Warden

### **Magistrate**

Hon. Robert Krombeen

### **Departments**

City Clerk/Human Resources – Susan Kerley

Finance – Keith Buonocore

Public Works – Kyle Christiansen

Maintenance – John Castro

Library – Andrea Dunn

Recreation – Rose Newbold

Police – Herman Nixon

Fire – Chase Pearson

Building – Tim Pettit

Central Garage – Sheldon Johnson

Streets – Horacio Ortiz

Water/Wastewater – Vacant

Sanitation – Jeff Pettit

Golf – Marty Yerian

## Community Profile

Community Profile and Demographics			
<b>Founded</b>	1881	<b>Unemployment Rate</b>	
<b>Incorporated</b>	1901	Arizona Special Unemployment Report	
<b>Elevation</b>	6770 feet	2010	9.10%
<b>Gender Distribution</b>		<b>Median Age</b>	
Male	49.6%	Male	36.8
Female	50.4%	Female	41.1
<b>Population</b>		<b>Age Composition</b>	
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%
<b>Ethnic Distribution</b>		<b>Educational Attainment</b> (Population 25 Years and Over)	
White	76.3%	Less than High School Graduate	19.1%
African-American	1.7%	High School Graduate	36.6%
Native American	1.8%	Some College/Associates Degree	30.6%
Asian/Pacific Islander	1.1%	Bachelor's Degree or Higher	13.7%
Hispanic/Latino/Other	19.1%		
<b>Employment by Industry</b>		<b>Household Information</b>	
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%	<b>Housing Occupancy</b>	
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

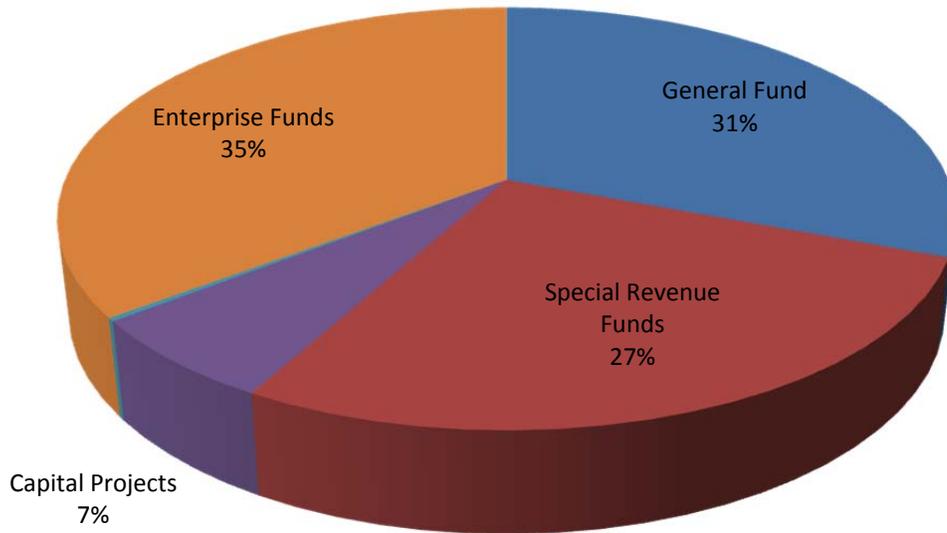
We are pleased to present the budget for Fiscal Year 2014/2015. The Budget was prepared to provide a budget that is fiscally sound and lays the foundation for a strong financial future.

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

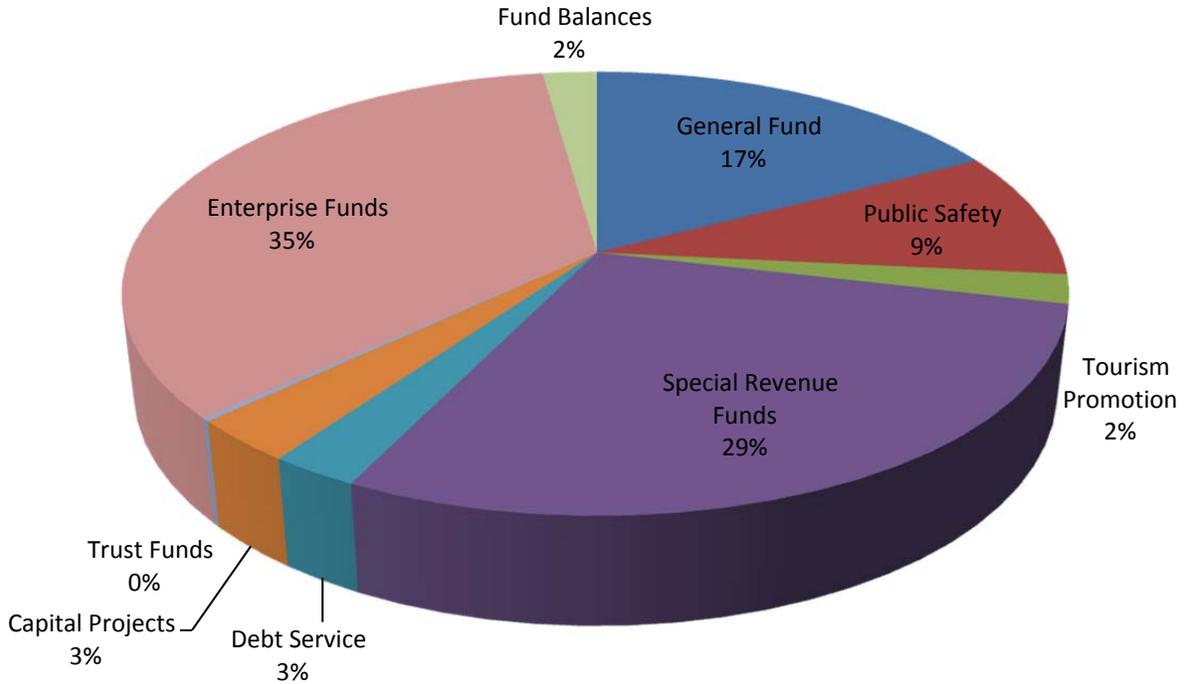
### Sources and Uses of Funds Summary

Sources of Funds		Projected FY 12/13	Projected FY 13/14	Projected FY 14/15	Difference
General Fund		6,102,477	6,261,148	6,374,554	113,406
Special Revenue Funds		1,324,000	5,419,845	5,648,051	228,206
Debt Service					
Capital Projects		240,000	170,800	1,336,697	1,165,897
Trust Funds		50,000	50,000	50,000	
Enterprise Funds		6,832,811	7,144,788	7,306,212	161,424
Fund Balances					
<b>Total All Funding Sources</b>		<b>14,999,194</b>	<b>19,046,581</b>	<b>20,715,514</b>	<b>1,668,933</b>
Uses of Funds					
General Fund		2,730,071	3,190,722	3,582,253	391,531
Public Safety		1,719,322	1,770,887	1,924,565	153,678
Tourism Promotion		44,950	421,488	439,322	17,834
Special Revenue Funds		1,324,000	5,552,377	5,909,478	357,101
Debt Service			591,153	535,154	-55,999
Capital Projects		21,220	463,958	647,625	183,667
Trust Funds		50,000	50,000	50,000	
Enterprise Funds		6,198,317	6,836,918	7,168,300	331,382
Fund Balances		767,214	169,078	458,817	289,739
<b>Total Uses of Funds</b>		<b>14,999,194</b>	<b>19,046,581</b>	<b>20,715,514</b>	<b>1,668,933</b>
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
<b>Fund Balance 6/30/12</b>	<b>432,537</b>	<b>51,839</b>	<b>17,868,468</b>	<b>525,492</b>	<b>113,510</b>	<b>18,991,846</b>
Fiscal Year 2013						
Revenues	6,156,352	1,436,707	7,956,147	92,300	584,599	16,226,105
Expenditures	5,535,672	1,428,209	7,783,408	80,760	693,441	15,521,490
<b>Fund Balance 6/30/13</b>	<b>1,053,217</b>	<b>60,337</b>	<b>18,041,207</b>	<b>537,032</b>	<b>4,668</b>	<b>19,696,461</b>
Fiscal Year 2014						
Revenues	6,426,461	5,941,362	8,611,788	258,800	641,153	21,879,564
Expenditures	6,365,924	6,002,536	8,236,915	463,958	641,153	21,710,486
<b>Fund Balance 6/30/14</b>	<b>1,113,754</b>	<b>(837)</b>	<b>18,416,080</b>	<b>331,874</b>	<b>4,668</b>	<b>19,865,539</b>
Fiscal Year 2015						
Revenues	7,146,229	6,201,102	9,060,982	1,391,697	585,154	24,385,164
Expenditures	6,962,263	6,207,529	8,653,401	1,518,000	585,154	23,926,347
<b>Fund Balance 6/30/15</b>	<b>1,297,720</b>	<b>(7,264)</b>	<b>18,823,661</b>	<b>205,571</b>	<b>4,668</b>	<b>20,324,356</b>
<b>Increase/Decrease in Fund Balance</b>	<b>183,966</b>	<b>(6,427)</b>	<b>407,581</b>	<b>(126,303)</b>	<b>0</b>	<b>458,817</b>

## Summary of Changes in Expenditures within Each Fund

Proposed Budget Fiscal Year 2014 -2015				
	Budget 13/14	Budget 14/15	Increase (Decrease)	% Change
<b>GENERAL FUND</b>				
MAYOR & COUNCIL	67,444	85,465	18,021	26.72%
MAGISTRATE	157,538	157,799	261	0.17%
GENERAL & ADMINISTRATIVE	957,015	996,323	39,308	4.11%
FINANCE	336,636	407,678	71,042	21.10%
MAINTENANCE	271,129	286,728	15,599	5.75%
LIBRARY	95,486	117,808	22,322	23.38%
RECREATION	214,521	219,292	4,771	2.22%
SWIMMING POOL	89,558	89,594	36	0.04%
POLICE	1,522,887	1,721,042	198,155	13.01%
FIRE	248,000	203,523	(44,477)	-17.93%
PUBLIC WORKS	-	102,971	102,971	100.00%
BUILDING	136,652	187,399	50,747	37.14%
CENTRAL GARAGE	286,414	302,470	16,056	5.61%
AIRPORT	170,400	165,450	(4,950)	-2.90%
SENIOR CENTER	19,500	27,200	7,700	39.49%
HOUSING AUTHORITY	150,000	150,000	-	
<b>TOTAL GENERAL FUND</b>	<b>4,723,180</b>	<b>5,220,742</b>	<b>497,562</b>	<b>10.53%</b>
<b>BED, BOARD &amp; BOOZE FUND</b>				
TOURISM PROMOTION	421,488	439,322	17,834	4.23%
RECREATION FACILITIES	77,000	95,000	18,000	23.38%
VISITOR CENTER	47,528	60,163	12,635	26.58%
<b>TOTAL BBB FUND</b>	<b>546,016</b>	<b>594,485</b>	<b>48,469</b>	<b>8.88%</b>
<b>HURF / STREETS FUND</b>	<b>855,377</b>	<b>899,978</b>	<b>44,601</b>	<b>5.21%</b>
<b>NORTHSIDE SEWER DISTRICT</b>	<b>1,000</b>	<b>-</b>	<b>(1,000)</b>	<b>100.00%</b>
<b>COURT RELATED FUNDS</b>	<b>-</b>	<b>9,500</b>	<b>9,500</b>	<b>100.00%</b>
<b>FLOOD CONTROL FUND</b>	<b>210,000</b>	<b>-</b>	<b>(210,000)</b>	<b>100.00%</b>
<b>CAPITAL PROJECTS FUND</b>	<b>88,000</b>	<b>562,625</b>	<b>474,625</b>	<b>100.00%</b>
<b>ELECTRIC SYSTEM FUND</b>	<b>2,481,000</b>	<b>2,554,500</b>	<b>73,500</b>	<b>2.96%</b>
Water Department	1,459,605	1,790,899	331,294	22.70%
Waste Water Department	1,572,459	1,566,774	(5,685)	-0.36%
<b>TOTAL UTILITY FUND</b>	<b>3,032,064</b>	<b>3,357,673</b>	<b>325,609</b>	<b>10.74%</b>
<b>IMPACT FEE FUND</b>	<b>165,958</b>	<b>85,000</b>	<b>(80,958)</b>	<b>48.78%</b>
<b>SANITATION FUND</b>	<b>731,740</b>	<b>691,323</b>	<b>(40,417)</b>	<b>-5.52%</b>
<b>GOLF COURSE FUND</b>	<b>592,114</b>	<b>564,804</b>	<b>(27,310)</b>	<b>-4.61%</b>

Proposed Budget Fiscal Year 2014 -2015				
	Budget	Budget	Increase	%
(continued)	13/14	14/15	(Decrease)	Change
<b>GENERAL FUND</b>				
FOREST SERVICE BUILDING	108,901	125,913	17,012	15.62%
FIREMEN'S PENSION FUND	50,000	50,000	-	
COMMUNITY FACILITIES DISTRICT	5,000	5,000	-	
GRANT FUND	4,696,000	5,000,000	304,000	6.47%
TOTAL DEBT SERVICE FUND	591,153	535,154	(55,999)	-9.47%
<b>TOTAL CITY OF WILLIAMS</b>	<b>18,877,503</b>	<b>20,256,697</b>	<b>1,369,694</b>	<b>7.31%</b>

TENTATIVE

## Personnel Detail – All Funds

Department	Position	FY 2013 Actual FTE's	FY 2014 Actual FTE's	FY 2015 Planned FTE's
<b>MAYOR &amp; COUNCIL</b>	Mayor and Council	7.0	7.0	7.0
<b>MAGISTRATE</b>	Magistrate	1.0	1.0	1.0
	Court Clerk Part Time			
<b>GENERAL ADMINISTRATION</b>	City Manager	1.0	1.0	1.0
	City Clerk / Personnel Director	1.0	1.0	1.0
	Administrative Assistant	2.0	2.0	2.5
<b>FINANCE</b>	Finance Director	1.0	1.0	1.0
	Accountant	1.0	1.0	1.0
	Account Clerk	2.0	2.0	2.0
<b>LIBRARY</b>	Librarian	1.0	1.0	1.0
	Library Aids Part Time	0.5	0.5	0.8
<b>RECREATION</b>	Recreation Supervisor	1.0	1.0	1.0
	Recreation Coordinator	1.0	1.0	1.0
	Summer Rec Employees	0.5	1.3	1.3
<b>POOL</b>	Aquatic Coordinator	1.0	0.5	0.7
	Lifeguards	1.5	1.5	1.5
<b>MAINTENANCE</b>	Superintendent	1.0	1.0	1.0
	Maintenance Worker	3.0	3.0	3.0
	Maintenance Workers Part Time	1.0	1.4	1.3
<b>POLICE</b>	Police Chief	1.0	1.0	1.0
	Lieutenant	1.0	1.0	1.0
	Sergeant	1.0	1.0	1.0
	Officer	8.0	7.0	7.5
	Support Services Supervisor	1.0	1.0	1.0
	Community Services Officer	1.0	1.0	1.0
	Information Systems Manager	1.0	1.0	1.0
	Animal Control	1.0	1.0	1.0
	Dispatcher	3.0	3.0	4.0
	Dispatcher Part Time	1.5	0.5	0.6
<b>PUBLIC WORKS</b>	Director	0.0	0.0	1.0
<b>BUILDING INSPECTION</b>	Chief Building Inspector	1.0	1.0	1.0
	Planner - Part Time		0.6	1.0
	Abatement		0.0	0.0
<b>CENTRAL GARAGE</b>	Shop Superintendent	1.0	1.0	1.0
	Shop Mechanic	2.0	1.5	2.0
<b>STREET DEPARTMENT</b>	Street Superintendent	1.0	1.0	1.0
	Equipment Operator - Foreman	0.5	1.0	1.0
	Equipment Operator	3.0	2.0	2.0
	Maintenance Worker	2.0	2.1	2.1
<b>WATER AND WASTEWATER</b>	Water Superintendent	1.0	1.0	1.0
	Water Plant Operator	5.0	3.3	3.5
	Maintenance Worker	2.0	3.3	3.5
<b>SANITATION</b>	Sanitation Foreman	1.0	1.0	1.0
	Equipment Operator	5.0	4.0	4.0
<b>GOLF COURSE</b>	Golf Superintendent	1.0	1.0	1.0
	Assistant Superintendent	1.0	1.0	1.0
	Mechanic	1.0	1.0	1.0
	Maintenance Workers Part Time	3.0	2.3	2.3
<b>CHAMBER</b>	Administrative Assistant	1.0	1.0	1.0
	Customer Service Representatives	2.5	2.1	2.1
<b>Total Full Time Equivalents</b>		<b>81.0</b>	<b>76.9</b>	<b>81.7</b>

# Revenues

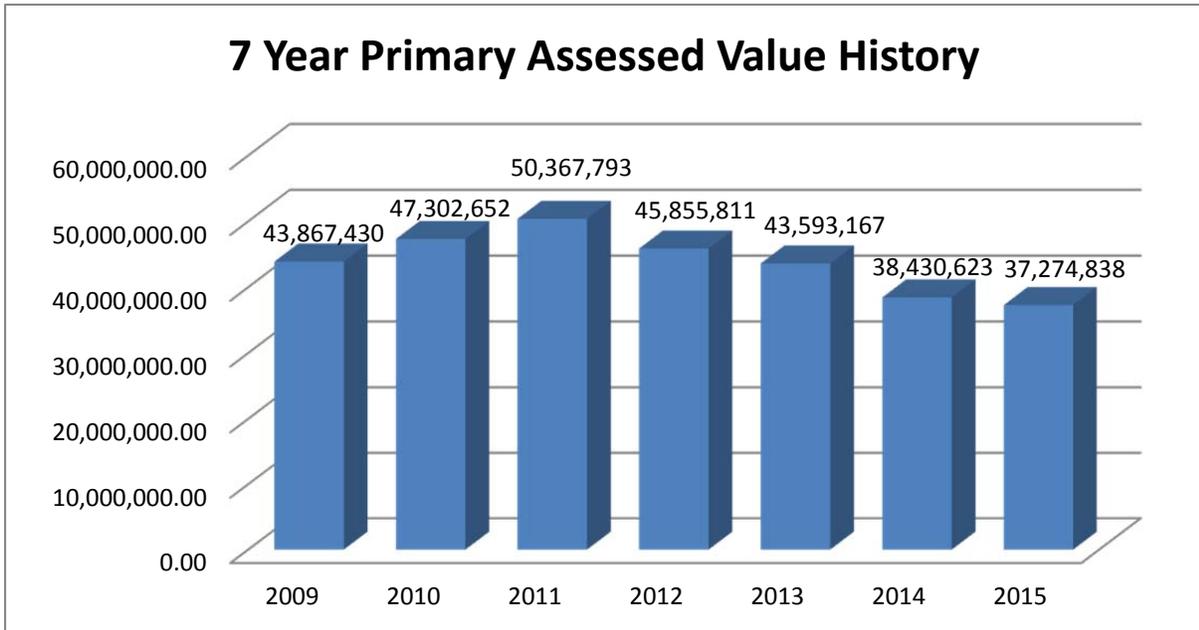
## Revenues Property Tax

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 2014/15				
<b>FY 2014/15</b>				
Rate based on levy limit worksheet				
			Tax Rate	Tax Levy
Previous year's primary property tax levy	597,894			
-----	-----	=	1.6040	
Current year's Net Assessed Value (C4) minus new construction	37,274,838			
Maximum Allowable Tax Levy				716,353
Maximum Allowable Tax Rate				1.9120
<b>Option A</b> Keep Tax Rate Same as FY 12/13	No Truth in Taxation Notice		1.5365	572,728
<b>Option B</b> Keep Tax Levy the Same	No Truth in Taxation Notice		1.6040	597,894
<b>Option C</b> Increase Rate to Maximum Levy	Truth In Taxation Required		1.9218	716,353
<b>Truth In Taxation Notice will be required if the tax rate is greater than 1.6040</b>				
FY 13/14 Assessed Value	38,430,623		1.5365	590,487
Net Change In Assessed Value	(1,155,785)			
Actual Existing:			RATE	LEVY
			1.6040	597,894
New Construction:			1.6040	3,069
Total				600,963
Budget Document				600,956

- **Fiscal Year 2015 budget includes the levy at the tax rate of 1.6040.**

## 7 Year Primary Assessed Value History



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 1.6040, a truth in taxation hearing must be held.

## Revenues – General Fund

## GENERAL FUND

General Fund - Revenues - By Source					
		Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
		Actual	Budget	Estimated	Budget
<b>Taxes:</b>					
	Property Taxes	587,322	597,894	629,594	600,956
	City Sales Tax	3,249,415	3,482,763	3,173,125	3,552,418
	Gas Franchise Fee	30,276	31,976	32,392	32,000
<b>Intergovernmental:</b>					
	State Revenue Sharing	308,793	337,347	308,897	365,920
	Auto Lieu Tax	110,793	122,166	109,672	129,496
	State Sales Tax	247,438	261,442	263,458	273,207
	Library Assistance Tax	28,028	28,000	28,028	28,028
<b>Fines and Forfeitures:</b>					
	Animal Control Fees	2,135	2,285	2,835	2,285
	Police Fines	37,050	46,138	33,712	47,061
	Planning and Zoning Fees	0	1,000	10,100	1,000
	Plan Check Fees	16,186	11,364	17,162	11,591
<b>Charges for Services:</b>					
	Recreation Programs	5,430	4,000	4,937	9,500
	Rodeo Ground Fees	19,278	20,728	16,043	20,832
	City Park Revenues	1,702	435	435	2,000
	Fire Department Reimbursements	13,857	2,500	1,000	2,000
	Airport Leases and Fees	4,398	4,696	6,275	26,135
	Airport Fuel Sales	45,628	50,567	47,394	52,084
	Cemetery Proceeds	7,800	5,000	3,950	5,000
	Police Department Reimbursements	1,012	1,022	1,000	1,000
	Swimming Pool Receipts	20,188	14,665	9,161	15,105
<b>Licenses and Permits:</b>					
	Business License	10,205	10,111	9,311	10,617
	Building Permits	36,329	24,745	28,513	25,982
<b>Interest Earnings:</b>					
	Interest Income	197	500	1,761	500
<b>Other Financing Sources:</b>					
	Miscellaneous	61,087	120,000	64,348	25,000
	Housing Authority Reimburse	136,479	132,505	130,645	132,500
	Workers Comp Refund	6,994	0	0	0
	City Auction Proceeds	26,300	25,000	0	25,000
	Grant Proceeds	13,000	0	0	0
	Library Equity Funds	161,130		0	
	Transfers from Other Funds	874,119	165,313	165,313	771,675
<b>Total General Fund Revenues</b>		<b>6,062,569</b>	<b>5,504,160</b>	<b>5,099,059</b>	<b>6,168,892</b>

**Bed Board and Booze Tax**

**GENERAL FUND**

<b>BBB Fund - Revenues - By Source</b>				
	<b>Fiscal Year 2013</b>	<b>Fiscal Year 2014</b>		<b>Fiscal Year 2015</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Taxes:</b>				
Bed Board and Booze Tax	683,867	684,000	732,910	733,921
<b>Interest Earnings:</b>				
Interest Income		0	0	0
<b>Other Financing Sources:</b>				
Tower Rental	26,717	26,000	50,759	26,712
USFS Visitor Center Reimbursement	18,744	18,000	19,060	18,852
Other	2,386			
<b>Total BBB Fund Revenues</b>	<b>731,714</b>	<b>728,000</b>	<b>802,728</b>	<b>779,485</b>

**Forest Service Building**

**GENERAL FUND**

<b>Forest Service Building Fund - Revenues - By Source</b>				
	<b>Fiscal Year 2013</b>	<b>Fiscal Year 2014</b>		<b>Fiscal Year 2015</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Charges for Services:</b>				
Rental Income	180,685	180,000	181,963	182,232
<b>Interest Earnings:</b>				
Interest Income		200	0	0
<b>Total Forest Service Building Fund</b>	<b>180,685</b>	<b>180,200</b>	<b>181,963</b>	<b>182,232</b>

**Community Facilities District**

**GENERAL FUND**

<b>Community Facilities District Fund - Revenues - By Source</b>				
	<b>Fiscal Year 2013</b>	<b>Fiscal Year 2014</b>		<b>Fiscal Year 2015</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Taxes</b>				
Property Taxes	7,428	7,500	7,500	7,500
<b>Total Capital Projects Fund</b>	<b>7,428</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>

**J.C.E.F. Fund**

**GENERAL FUND**

JCEF Fund Fund - Revenues - By Source					
		Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
		Actual	Budget	Estimated	Budget
<b>Fines and Forfeitures:</b>					
	JCEF Revenue	1,056	3,000	3,000	4,000
	Fill in the Gap	425			
<b>Interest Earnings:</b>					
	Interest Income	28			60
<b>Total JCEF Fund</b>		<b>1,509</b>	<b>3,000</b>	<b>3,000</b>	<b>4,060</b>

**Court Enhancement Fund**

**GENERAL FUND**

Court Enhancement Fee Fund - Revenues - By Source					
		Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
		Actual	Budget	Estimated	Budget
<b>Fees</b>					
	Court Revenue			3,000	4,000
<b>Interest Earnings:</b>					
	Interest Income				60
<b>Total Court Enhancement Fund</b>		<b>0</b>	<b>0</b>	<b>3,000</b>	<b>4,060</b>

**Revenues – Special Revenue Funds**

**Grant Fund**

**SPECIAL REVENUE FUND**

Grants Fund - Revenues - By Source					
		Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
		Actual	Budget	Estimated	Budget
<b>Other Financing Sources</b>					
	Grant Income	953,456	4,696,000	373,178	5,000,000
<b>Interest Earnings:</b>					
	Interest Income				
<b>Total Grants Fund</b>		<b>953,456</b>	<b>4,696,000</b>	<b>373,178</b>	<b>5,000,000</b>

Northside Sewer District

SPECIAL REVENUE FUND

Northside Sewer Assessment Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Assessments:</b>				
Collections	81,627	79,328	114,875	0
Transfer from General Fund	9,016			
<b>Total NSD Fund Revenues</b>	<b>90,643</b>	<b>79,328</b>	<b>114,875</b>	<b>0</b>

Highway User Revenue – Streets

SPECIAL REVENUE FUND

Streets Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
City Sales Tax Increment		350,000	350,000	350,000
Transfer From HURF Fund		294,517	294,517	298,051
Transfer From Revolving Fund		0	0	125,000
Transfer From BBB Fund		132,000	132,000	130,000
Transfer From General Fund		95,000	95,000	0
<b>Total Streets Fund Revenues</b>	<b>0</b>	<b>871,517</b>	<b>871,517</b>	<b>903,051</b>

Highway User Revenue Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Taxes:</b>				
Highway User Revenue	275,478	294,517	266,736	298,051
<b>Other Financing Sources:</b>				
Miscellaneous		0	0	0
Transfer from General Fund	207,773	0	0	0
<b>Total HURF Fund Revenues</b>	<b>483,251</b>	<b>294,517</b>	<b>266,736</b>	<b>298,051</b>

## Revenues – Enterprise Funds

### Electric System

### ENTERPRISE FUND

Utility Fund - Electric - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Users Fees:</b>				
Electric System Revenues	3,695,803	3,875,418	3,803,791	3,972,303
Turn On/Off Fees	11,642	11,993	11,032	12,000
<b>Interest Earnings:</b>				
Interest Income		1,500	175	1,500
<b>Other Financing Sources:</b>				
Miscellaneous	55,606	0	8,295	10,000
<b>Total Electric Fund Revenues</b>	<b>3,763,051</b>	<b>3,888,911</b>	<b>3,823,293</b>	<b>3,995,803</b>

### Utility Fund Water

### ENTERPRISE FUND

Utility Fund - Water - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Users Fees:</b>				
Water Revenue	841,364	930,000	887,092	957,900
Water Connection	4,882	2,000	3,735	5,000
<b>Interest Earnings:</b>				
Interest Income	12,611	14,931	11,764	12,000
<b>Other Financing Sources:</b>				
Miscellaneous	4,554	4,000	4,856	5,000
Loan Proceeds				
Transfer From Electric System	529,500	515,000	515,000	692,228
<b>Total Utility Fund - Water</b>	<b>1,392,911</b>	<b>1,465,931</b>	<b>1,422,448</b>	<b>1,672,128</b>

## Utility Fund Waste Water

## ENTERPRISE FUND

Utility Fund - Wastewater - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Users Fees:</b>				
Sewer Revenue	1,066,164	1,100,344	1,084,893	1,111,348
Effluent Water Sales		10,000	3,737	5,000
<b>Other Financing Sources:</b>				
Miscellaneous	1,925	1,500	0	1,500
Transfer From General				214,164
Transfer From Electric System	347,500	820,000	820,000	792,873
<b>Total Utility Fund - Wastewater</b>	<b>1,415,589</b>	<b>1,931,844</b>	<b>1,908,630</b>	<b>2,124,885</b>

## Sanitation Fund

## ENTERPRISE FUND

Sanitation Fund - Solid Waste - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Users Fees:</b>				
Refuse Collection	487,099	498,674	500,689	503,661
City Resident Fees	30,093	32,000	26,232	32,000
County Resident Fees	27,134	25,000	26,945	27,000
<b>Other Financing Sources:</b>				
Country Transfer Station Reimburse	105,643	108,844	104,606	110,000
Miscellaneous	8,504	3,000	1,025	2,000
Transfer From Impact Fund				28,700
Transfer From Electric Fund	65,001	65,000	65,000	0
<b>Total Sanitation Fund</b>	<b>723,474</b>	<b>732,518</b>	<b>724,497</b>	<b>703,361</b>

## Golf Course Fund

## ENTERPRISE FUND

Golf Course Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Users Fees:</b>				
Season Passes and Coupons	25,868	23,000	35,828	25,000
Cart Fees	174,336	191,874	179,823	195,000
Green Fees	289,275	294,210	292,546	300,000
Food and Beverage Revenue	13,238	15,000	14,046	16,500
<b>Other Financing Sources:</b>				
Miscellaneous	16,121	1,500	9,044	1,500
Transfer From BBB Fund		0		0
Transfer From General Fund	64,500	67,000	67,000	26,805
<b>Total Golf Course Fund</b>	<b>583,338</b>	<b>592,584</b>	<b>598,288</b>	<b>564,805</b>

## Revenues – Capital Projects

### Impact Fee Fund

### CAPITAL PROJECTS FUND

Impact Fee Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Buy-In Fees</b>				
Water Treatment	9,500	5,000	25,977	204,444
Wastewater Treatment	9,008	5,000	40,391	295,184
Water Supply	9,500	5,000	75,199	204,444
Police Department	4,732	3,500	1,105	0
Fire Department	8,554	5,000	1,960	0
Street Department	26,754	18,500	6,200	0
Library	5,187	2,000	2,351	0
Parks and Recreation	4,550	1,800	2,089	0
<b>Interest Earnings:</b>				
Interest Income		0		0
<b>Total Impact Fee Fund</b>	<b>77,785</b>	<b>45,800</b>	<b>155,272</b>	<b>704,072</b>

### Capital Projects

### CAPITAL PROJECTS FUND

Capital Projects Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
ADOT loan proceeds				507,625
Interest	1,658			
Transfer From Streets Fund		15,000	15,000	0
Transfer From General Fund		73,000	73,000	55,000
<b>Total Capital Projects Fund</b>	<b>1,658</b>	<b>88,000</b>	<b>88,000</b>	<b>562,625</b>

### Flood Control District Funds

### CAPITAL PROJECTS FUND

Flood Control District Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Taxes:</b>				
Flood Control Revenue	176,018	125,000	156,076	125,000
<b>Total Flood Control Revenue</b>	<b>176,018</b>	<b>125,000</b>	<b>156,076</b>	<b>125,000</b>

## Revenues – Trust Funds

### Firemen's Pension Fund

TRUST FUND

Firemen's Pension Fund - Revenues - By Source				
	Fiscal Year 2013	Fiscal Year 2014		Fiscal Year 2015
	Actual	Budget	Estimated	Budget
<b>Other Financing Sources:</b>				
Retirement Contributions	69,971	50,000	50,000	50,000
<b>Total Firemen's Pension Fund</b>	<b>69,971</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>

## Revenues – Debt Service Fund

Debt Service Fund - Revenues - By Source				
		Fiscal Year 2014	Fiscal Year 2014	
		Budget	Budget	Budget
<b>Other Financing Sources:</b>				
Northside Sewer Assessments		78,328	78,328	0
Transfers From General Fund		512,825	512,825	535,154
Transfers From Other Funds	584,599			
<b>Interest Earnings:</b>				
Interest Income		0		0
<b>Total Debt Service Fund</b>	<b>584,599</b>	<b>591,153</b>	<b>591,153</b>	<b>535,154</b>

## Inter Fund Transfer Summary

The table below summarizes the Inter Fund Transfer for Fiscal Year 2014 and 2015.

Fund	Budgeted Fiscal Year 2014		Proposed Fiscal Year 2015	
	Transfers In	Transfer Out	Transfers In	Transfer Out
<b>General Fund</b>				
Transfer to HURF Fund				0
Transfer to Streets Fund		95,000		0
Transfer to Golf Course		67,000		26,805
Transfer to Debt Service		512,825		535,154
Transfer to Capital Projects Fund		73,000		55,000
Transfer to Wastewater Fund				214,164
Transfer from BBB Fund	53,000		55,000	
Transfer from NSD Fund			82,395	
Transfer from Capital Projects Fund			527,150	
Transfer from Revolving Loan Fund	62,313		0	
Transfer from Forest Service Fund	50,000		0	
Transfer from Impact Fund			107,130	
<b>BBB Fund</b>				
Transfer to Gen Fund		53,000		55,000
Transfer to Streets Fund		132,000		130,000
Transfer to Golf Fund				0
<b>Streets Fund</b>				
Transfer from General Fund	95,000		0	
Transfer from BBB Fund	132,000		130,000	
Transfer from HURF Fund	294,517		298,051	
Transfer from Flood Control Fund			125,000	
Transfer to Capital Projects Fund		15,000		0
<b>HURF Fund</b>				
Transfer from General Fund			0	
Transfer to Streets Fund		294,517		298,051
<b>Northside Sewer Fund</b>				
Transfer to General Fund				82,395
Transfer to Debt Service		78,328		0
<b>Revolving Loan Fund</b>				
Transfer to General Fund		62,313		0
<b>Flood Control Fund</b>				
Transfer to Streets Fund				125,000

<b>Capital Fund</b>				
Transfer to General Fund				527,150
Transfer from General Fund	73,000		55,000	
Transfer from Streets Fund	15,000		0	
<b>Debt Service Fund</b>				
Transfer from General Fund	512,825		535,154	
Transfer from Northside Sewer	78,328		0	
<b>Forest Service Fund</b>				
Transfer to General Fund		50,000		0
<b>Impact Fund</b>				
Transfer to General Fund				107,130
Transfer to Sanitation				28,700
<b>Sanitation Fund</b>				
Transfer from Electric Fund	65,000		0	
Transfer from Impact Fund			28,700	
<b>Golf Course</b>				
Transfer from General Fund	67,000		26,805	
Transfer from BBB			0	
<b>Electric System Fund</b>				
Transfer to Water		515,000		692,228
Transfer to Sanitation		65,000		0
Transfer to Waste Water		820,000		792,873
<b>Utility Fund Water</b>				
Transfer from Electric	515,000		692,228	
<b>Utility Fund Waste Water</b>				
Transfer from Electric	820,000		792,873	
Transfer from General Fund			214,164	
<b>Total Transfers</b>	<u>2,832,983</u>	<u>2,832,983</u>	<u>3,669,650</u>	<u>3,669,650</u>

## 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

### 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.

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.

<b>MAYOR &amp; COUNCIL</b>						
<b>810</b>		Actual @ 6/30/13	Budget 13/14	F.Y.T.D. 12/31/2013	Projected @ 6/30/14	Proposed Budget 14/15
4100	REGULAR EMPLOYEES	34,800	34,800	17,400	34,800	34,800
4130	GROUP INSURANCE	20,296	18,890	7,716	18,900	18,411
4140	FICA	2,662	2,662	1,331	2,662	2,662
4180	WORKERS COMPENSATION	88	92	22	90	92
	<b>TOTAL PERSONNEL</b>	<b>57,846</b>	<b>56,444</b>	<b>26,469</b>	<b>56,452</b>	<b>55,965</b>
4340	COMMUNICATIONS					
4350	DUES, MEMBERSHIPS & SUB	479	500		500	500
4380	GENERAL SUPPLIES		500	224	500	500
4460	PUBLIC RELATIONS	3,144	4,000	397	4,000	6,500
4500	TRAVEL	9,172	6,000	1,366	6,000	9,000
5150	ELECTION EXPENSES					12,000
5190	CONTINGENCIES					
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>12,795</b>	<b>11,000</b>	<b>1,986</b>	<b>11,000</b>	<b>28,500</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>70,641</b>	<b>67,444</b>	<b>28,455</b>	<b>67,452</b>	<b>84,465</b>
7020	COMPUTER EQUIPMENT					1,000
	<b>TOTAL CAPITAL</b>					<b>1,000</b>
	<b>TOTAL MAYOR &amp; COUNCIL</b>	<b>70,641</b>	<b>67,444</b>	<b>28,455</b>	<b>67,452</b>	<b>85,465</b>

- Increase primarily due to \$12,000 of election expenses

## Magistrate

### **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.

### **2014-2015 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

## 2013-2014 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

		<b>MAGISTRATE</b>				
<b>830</b>		Actual @ 6/30/13	Budget 13/14	F.Y.T.D. 12/31/2013	Projected @ 6/30/14	Proposed Budget 14/15
4100	REGULAR EMPLOYEES	5,303	21,644	7,170	20,200	20,217
4130	GROUP INSURANCE	2,134				
4140	FICA	446	1,656	560	1,600	1,547
4150	ASRS	338				
4170	UNEMPLOYMENT COMPENSATION		397	107	400	397
4180	WORKERS' COMPENSATION	16	41	9	38	38
	<b>TOTAL PERSONNEL</b>	<b>8,237</b>	<b>23,738</b>	<b>7,845</b>	<b>22,238</b>	<b>22,199</b>
4340	COMMUNICATIONS	1,762	2,000	652	2,000	2,000
4350	DUES, MEMBERSHIPS & SUBS	850	200		100	100
4380	GENERAL SUPPLIES	552	500		300	3,500
4430	OTHER PROFESSIONAL	76,317	57,000	11,500	58,000	56,000
4450	PRINTING & BINDING	300				500
4480	REPAIR & MAINTENANCE	1,745	2,500			1,500
4500	TRAVEL	483	1,500		500	1,000
5010	AUDIT - FINANCIAL	2,000		2,000	2,000	
5030	PROF - LEGAL	41,545	63,600	20,485	63,000	63,000
5060	RENTAL OF BUILDING	4,506	5,500	986	5,000	5,000
5200	JURY TRIAL COMPENSATION		1,000			1,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>130,060</b>	<b>133,800</b>	<b>35,624</b>	<b>130,900</b>	<b>133,600</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>138,297</b>	<b>157,538</b>	<b>43,469</b>	<b>153,138</b>	<b>155,799</b>
7010	CAPITAL EQUIPMENT	750		750	750	2,000
	<b>TOTAL CAPITAL</b>	<b>750</b>		<b>750</b>	<b>750</b>	<b>2,000</b>
	<b>TOTAL MAGISTRATE</b>	<b>139,047</b>	<b>157,538</b>	<b>44,219</b>	<b>153,888</b>	<b>157,799</b>

## General and Administrative

### **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.

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.

### **2014-2015 OBJECTIVES**

- Implement formal annual employee evaluations for all City employees
- Support efforts to complete major projects such as Home Rule election and new Impact Fees
- Continue formal training of front-desk staff on policies and procedures
- Update/revise employee classification and pay grade schedules
- Design and deliver management training for supervisory staff

### **2013-2014 ACCOMPLISHMENTS**

- Continued to realign Staff and duties to make City function more efficiently and effectively
- Added part-time position to front-desk staff to improve customer service
- Conducted quarterly safety training for all City employees
- Revised Position Descriptions to reflect current positions and duties

<b>GENERAL ADMINISTRATION</b>						
<b>840</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
4100	REGULAR EMPLOYEES	226,911	238,261	121,242	246,083	260,295
4130	GROUP INSURANCE	27,682	19,812	10,006	20,013	26,273
4140	FICA	17,763	18,227	9,728	19,457	19,913
4150	ASRS	25,301	27,495	13,394	26,788	30,194
4170	UNEMPLOYMENT COMPENSATION	927	927		930	1,159
4180	WORKERS' COMPENSATION	1,172	631	233	627	689
4190	TAXABLE FRINGE BENEFITS	3,600	3,600	1,500	3,000	
	<b>TOTAL PERSONNEL</b>	<b>303,356</b>	<b>308,953</b>	<b>1,733</b>	<b>316,898</b>	<b>338,523</b>
4310	ADVERTISING	5,931	7,000	3,379	7,000	10,000
4340	COMMUNICATIONS	11,213	8,000	4,801	9,000	9,000
4350	DUES, MEMBERSHIPS & SUBSCRIPT	8,033	8,500	6,404	10,000	10,000
4360	ELECTRICITY	45,638	49,000	18,527	45,000	45,000
4370	GASOLINE	1,451	1,500	1,452	3,000	3,500
4380	GENERAL SUPPLIES	16,124	17,000	8,614	17,500	18,000
4390	INSURANCE	254,897	269,563	141,286	269,000	265,000
4410	LICENSES, PERMITS & FEES	16	200		250	300
4420	NATURAL GAS	5,517	8,000	2,717	8,000	6,000
4430	OTHER PROFESSIONAL	5,844	105,000	40	45,000	60,000
4440	POSTAGE	11,155	11,000	4,389	11,000	11,000
4460	PUBLIC RELATIONS	1,791		733	1,000	1,000
4470	RENTAL & MAINTENANCE CONTRAC	10,136	12,000	5,062	11,000	12,000
4480	REPAIR & MAINTENANCE SERVICES	6,402	7,000	4,288	9,000	10,000
4500	TRAVEL	3,468	5,000	693	5,500	6,000
4520	UTILITIES	8,394	1,300	1,612	3,300	3,500
5030	PROFESSIONAL & CONSULT - LEGAL	85,036	100,000	42,560	110,000	115,000
5100	BANK FEES	7,857	7,000	2,746	6,500	7,000
5190	CONTINGENCY FUND	3,513	10,000		60,000	60,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>492,416</b>	<b>627,063</b>	<b>249,302</b>	<b>631,050</b>	<b>652,300</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>795,772</b>	<b>936,016</b>	<b>251,035</b>	<b>947,948</b>	<b>990,823</b>
7020	COMPUTER EQUIPMENT/SOFTWARE	13,034	9,000	4,993	5,000	2,500
	GENERAL PLAN UPDATE	3,100	10,000	10,172	10,172	
7030	BUILDING REPAIRS		2,000	2,510	3,000	3,000
7288	NORTHSIDE SEWER PAYMENTS	9,016				
	<b>TOTAL CAPITAL</b>	<b>25,150</b>	<b>21,000</b>	<b>17,675</b>	<b>18,172</b>	<b>5,500</b>
	<b>TOTAL GENERAL ADMINISTRATION</b>	<b>820,922</b>	<b>957,016</b>	<b>268,709</b>	<b>966,120</b>	<b>996,323</b>

- Increased Personnel costs due to reflect recent addition of part-time front-desk employee
- Increased contingency fund for miscellaneous unplanned expenditures as needed

## Finance

### **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.

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

### **2014-2015 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.

### **2013-2014 ACCOMPLISHMENTS**

- Refinanced the 2003 GADA loan, saving over \$370,000 in interest over the next 8 years.

<b>FINANCE</b>						
<b>880</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
4100	REGULAR EMPLOYEES	158,680	201,221	97,719	196,000	213,257
4110	OVERTIME	915	1,000			
4130	GROUP INSURANCE	27,693	36,892	20,314	42,000	44,179
4140	FICA	11,687	15,393	7,333	14,994	19,913
4150	ASRS	15,313	23,221	11,292	24,000	24,738
4170	UNEMPLOYMENT COMPENSATION	1,441	927		966	927
4180	WORKERS' COMPENSATION	406	533	120	529	564
	<b>TOTAL PERSONNEL</b>	<b>216,135</b>	<b>279,187</b>	<b>136,778</b>	<b>278,489</b>	<b>303,578</b>
4340	COMMUNICATIONS	329	700		500	750
4350	DUES, MEMBERSHIPS & SUBSCRIPTIONS	456	5,000		3,000	1,500
4380	GENERAL SUPPLIES	4,022	2,000	1,593	2,000	2,350
4470	REPAIR & MAINTENANCE SERVICES	5,941	5,750		1,000	1,500
4480	RENTAL & MAINT.			6,710	6,710	4,500
4500	TRAVEL	1,802	3,500		3,000	3,500
5010	AUDIT - FINANCIAL	32,423	32,000	22,894	29,000	29,000
5020	AUDIT - SALES TAX		2,500		2,500	3,000
5100	BANK AGENCY FEES	2,379	5,000	956	5,000	5,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>47,352</b>	<b>56,450</b>	<b>32,152</b>	<b>52,710</b>	<b>51,100</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>263,487</b>	<b>335,637</b>	<b>168,930</b>	<b>331,199</b>	<b>354,678</b>
	ACCOUNTING SOFTWARE				55,000	52,000
7020	COMPUTER EQUIP. PRINTER	4,540	1,000			1,000
	<b>TOTAL CAPITAL</b>	<b>4,540</b>	<b>1,000</b>		<b>55,000</b>	<b>53,000</b>
	<b>TOTAL FINANCE DEPARTMENT</b>	<b>268,027</b>	<b>336,637</b>	<b>168,930</b>	<b>386,199</b>	<b>407,678</b>

- Added new accounting software to replace old ineffective system.

## Maintenance

### **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 year-round employees, has seven day week coverage. This Staff also provides support for all scheduled events and conducts snow removal.

### **2014-2015 OBJECTIVES**

- Complete multiple renovation/improvement projects including Cureton Park
- Continue support of special events

### **2013-2014 ACCOMPLISHMENTS**

- Remodeled portions of City Hall to create additional workspace
- Assisted in numerous improvement projects in various parks
- Supported numerous special events

TEMPORARY

<b>MAINTENANCE</b>						
<b>890</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
4100	REGULAR EMPLOYEES	118,951	140,395	70,770	141,540	138,240
4105	BUYOUT				17,171	
4110	OVERTIME	903	1,600	1,747	2,000	1,600
4130	GROUP INSURANCE	31,832	33,165	16,414	32,829	35,361
4140	FICA	8,768	10,453	5,644	11,288	10,288
4150	ASRS	10,926	13,748	7,210	14,420	13,569
4170	UNEMPLOYMENT COMPENSATION	1,832	1,854	192	1,900	1,854
4180	WORKERS' COMPENSATION	7,354	7,915	2,084	8,075	7,816
4190	TAXABLE FRINGE BENEFITS					
	<b>TOTAL PERSONNEL</b>	<b>180,566</b>	<b>209,130</b>	<b>104,061</b>	<b>229,222</b>	<b>208,728</b>
4320	AUTO SUPPLIES	289	2,000	514	2,000	2,000
4330	CHEMICALS	180	6,000		3,000	4,000
4340	COMMUNICATIONS	420	400	173	400	400
4370	GASOLINE	9,734	7,500	4,525	9,500	9,500
4380	GENERAL SUPPLIES	3,308	5,000	872	3,500	4,000
4400	JANITORIAL SUPPLIES	3,418	6,000	1,339	6,000	6,000
4470	R&M CONTRACT (FIRE EXT)					
4480	REPAIR & MAINTENANCE SERVICE	6,676	13,000	1,907	8,000	10,000
4485	LITTLE LEAGUE MAINT	5,098	10,000	267	10,000	5,000
4490	SMALL TOOLS & MINOR EQUIP	1,280	1,000	56	1,000	1,000
4500	TRAVEL		500	19	20	500
4510	UNIFORMS	585	600	7	10	600
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>30,988</b>	<b>52,000</b>	<b>9,678</b>	<b>43,430</b>	<b>43,000</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>211,554</b>	<b>261,130</b>	<b>113,740</b>	<b>272,652</b>	<b>251,728</b>
7055	EQUIPMENT		10,000		5,000	35,000
7010	FURNITURE					
	<b>TOTAL CAPITAL</b>	<b>462</b>	<b>10,000</b>		<b>5,000</b>	<b>35,000</b>
	<b>TOTAL MAINTENANCE</b>	<b>212,016</b>	<b>271,130</b>	<b>113,740</b>	<b>277,652</b>	<b>286,728</b>

- Addition of \$25,000 for purchase of additional furnace equipment for various facilities and new mower equipment

## Library

### **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.

The Library houses 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.

### **2014-2015 OBJECTIVES**

- Install new shelving/furniture to expand capacity and better serve users
- Increase the DVD collection to meet growing demand
- Expand large-print book area and collection
- Increase library programming

### **2013-2014 ACCOMPLISHMENTS**

- Joined Arizona Memory Project which publishes historic photographs of Williams online
- Served 21,000 people circulating 18,000 items. Accommodated 13,400 computer users and 1,900 Wi-Fi sessions
- Added part-time position by splitting existing employee with Administration Department

<b>LIBRARY</b>						
<b>900</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
4100	REGULAR EMPLOYEES	57,555	67,153	32,967	67,150	72,221
4130	GROUP INSURANCE	6,198	6,437	3,197	6,440	12,568
4140	FICA	4,354	5,137	2,559	5,100	5,525
4150	ASRS	6,023	7,749	3,487	7,700	7,799
4170	UNEMPLOYMENT COMPENSATION	352	232	71	374	397
4180	WORKERS' COMPENSATION	138	178	36	180	191
	<b>TOTAL PERSONNEL</b>	<b>74,620</b>	<b>86,886</b>	<b>42,317</b>	<b>86,944</b>	<b>98,701</b>
4340	COMMUNICATIONS	2,187	3,000	788	3,000	3,500
4380	GENERAL SUPPLIES	611	600	38	500	2,000
4470	RENTAL & MAINTENANCE	106	500	43	500	1,000
4480	REPAIR & MAINTENANCE			162	400	700
4500	TRAVEL		500			
5140	BOOKS AND PERIODICALS	66	1,500	1,023	2,400	4,407
5160	OCLC ONLINE USAGE FEE		2,500		2,500	2,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>2,970</b>	<b>8,600</b>	<b>2,056</b>	<b>9,300</b>	<b>14,107</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>77,590</b>	<b>95,486</b>	<b>44,373</b>	<b>96,244</b>	<b>112,808</b>
7010	FURNITURE & FIXTURES					5,000
	<b>TOTAL CAPITAL</b>					<b>5,000</b>
	<b>TOTAL LIBRARY</b>	<b>77,590</b>	<b>95,486</b>	<b>44,373</b>	<b>96,244</b>	<b>117,808</b>

- Increased part-time staffing hours to improve coverage
- Includes \$5,000 for new shelving/furniture

## Recreation

### **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.

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.

### **2014-2015 OBJECTIVES**

- Completion of Recreation Center Park (court striping, benches, landscaping)
- Continue to identify alternative funding sources to support community programming
- Rehabilitate Skate Park (new door, exterior renovations, and ramp repairs)
- Re-stain Recreation Center exterior

### **2013-2014 ACCOMPLISHMENTS**

- Restructured staffing to maintain and increase youth participation in programs
- Added two additional community programs with volunteer assistance
- Completed upgrades at Recreation Center (new door, inferior carpet was replaced at no cost)
- Installed video surveillance system to increase security

<b>RECREATION</b>						
<b>950</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
4100	REGULAR EMPLOYEES	100,096	116,157	58,357	116,714	117,480
4110	OVERTIME	1,130		1,306	1,500	
4130	GROUP INSURANCE	19,482	20,232	9,960	19,920	23,605
4140	FICA	7,348	8,886	4,702	9,403	8,987
4150	ASRS	8,974	10,219	5,021	10,041	10,426
4170	UNEMPLOYMENT COMPENSATION	1,266	1,046	521	1,042	1,046
4180	WORKERS' COMPENSATION	1,353	1,580	467	1,588	1,598
	<b>TOTAL PERSONNEL</b>	<b>139,649</b>	<b>158,120</b>	<b>80,334</b>	<b>160,209</b>	<b>163,142</b>
4320	AUTO SUPPLIES		500		500	500
4340	COMMUNICATIONS	2,994	3,500	1,459	3,000	3,500
4360	ELECTRICITY	15,980	16,000	6,711	16,000	16,000
4370	GASOLINE	92	500	79	500	500
4380	GENERAL SUPPLIES	3,760	3,000	3,889	3,000	3,000
4410	LICENSES, PERMITS & FEES	750	700		750	750
4420	NATURAL GAS	6,128	10,000	3,308	7,000	10,000
4430	OTHER PROFESSIONAL	19				
4470	RENTAL & MAINTENANCE	1,008	1,000	192	1,000	1,000
4480	REPAIR & MAINTENANCE	2,210	2,000	757	1,000	2,000
4500	TRAVEL	997				1,400
4510	UNIFORMS					500
5340	EMPLOYEE FUNCTIONS	548	3,000		3,000	3,000
4115	OPEN GYM					
5360	RECREATIONAL PROGRAMS	10,194	10,000	5,126	10,000	10,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>44,680</b>	<b>50,200</b>	<b>21,521</b>	<b>45,750</b>	<b>52,150</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>184,329</b>	<b>208,320</b>	<b>101,855</b>	<b>205,959</b>	<b>215,292</b>
7504	SHOOTING RANGE LEAD		3,500			3,500
7085	RECREATION EQUIPMENT		2,700	1,103	2,100	500
	BUCKSKINNER RESTROOM					
	<b>TOTAL CAPITAL</b>		<b>6,200</b>	<b>1,103</b>	<b>2,100</b>	<b>4,000</b>
	<b>TOTAL PARKS &amp; RECREATION</b>	<b>184,329</b>	<b>214,520</b>	<b>102,959</b>	<b>208,059</b>	<b>219,292</b>

## 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.

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.

### **2014-2015 OBJECTIVES**

- Maintain the pool within budget and Water Restriction constraints

### **2013-2014 ACCOMPLISHMENTS**

- Realigned Staff to accommodate needs in other Departments
- Maintained operations with budget

<b>SWIMMING POOL</b>						
921		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
	4100 REGULAR EMPLOYEES	56,112	49,660	28,424	56,847	52,939
	4130 GROUP INSURANCE	10,084	10,470	5,197	10,394	4,837
	4140 FICA	4,127	3,799	2,263	4,525	4,050
	4150 ASRS	3,276	2,015	1,488	2,976	2,315
	4170 UNEMPLOYMENT COMPENSATION	1,125	1,298	529	1,258	1,323
	4180 WORKERS' COMPENSATION	1,723	1,716	894	1,788	1,830
	<b>TOTAL PERSONNEL</b>	<b>76,447</b>	<b>68,958</b>	<b>38,794</b>	<b>77,789</b>	<b>67,294</b>
	4330 CHEMICALS	1,415	2,000	1,117	2,000	2,000
	4340 COMMUNICATIONS	1,565	1,500	619	1,500	1,500
	4350 DUES & MEMBERSHIPS					
	4360 ELECTRICITY	9,623	10,000	4,178	10,000	10,000
	4380 GENERAL SUPPLIES	1,158	1,000	109	1,000	1,000
	4410 LICENSES & PERMITS	795	350		350	350
	4420 NATURAL GAS	850	1,250	252	1,250	1,250
	4480 REPAIR & MAINTENANCE SERVICE	2,921	4,000	1,573	4,000	4,000
	4500 TRAVEL	385	500			700
	4510 UNIFORMS				500	500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>18,712</b>	<b>20,600</b>	<b>7,847</b>	<b>20,600</b>	<b>21,300</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>95,159</b>	<b>89,558</b>	<b>46,641</b>	<b>98,389</b>	<b>88,594</b>
	7010 EQUIPMENT			211		1,000
	<b>TOTAL CAPITAL</b>			<b>211</b>		<b>1,000</b>
	<b>TOTAL SWIMMING POOL</b>	<b>95,159</b>	<b>89,558</b>	<b>46,852</b>	<b>98,389</b>	<b>89,594</b>

## Police Department

**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.

### **2014-2015 OBJECTIVES**

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

POLICE DEPARTMENT						
930		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
	4100 REGULAR EMPLOYEES	887,575	845,854	438,063	876,127	898,801
	4105 CONTINGENCY B/O					5,000
	4110 OVERTIME	53,499	60,000	37,687	75,374	60,000
	4120 EXTRA PAY	-36			1,981	
	4130 GROUP INSURANCE	157,924	158,124	87,253	174,505	191,584
	4140 FICA	69,201	69,298	36,226	72,451	73,348
	4150 ASRS /PSPRS	135,310	136,981	74,192	148,384	144,900
	4170 UNEMPLOYMENT COMPENSATI	5,063	4,171	721	4,530	4,634
	4180 WORKERS' COMPENSATION	22,880	21,659	5,129	21,413	22,725
	<b>TOTAL PERSONNEL</b>	<b>1,331,416</b>	<b>1,296,087</b>	<b>679,271</b>	<b>1,374,766</b>	<b>1,400,992</b>
	4310 ADVERTISING	107	500	84	500	500
	4320 AUTO SUPPLIES	3,802	4,500	5,670	7,000	4,000
	4340 COMMUNICATIONS	17,012	18,000	6,698	18,000	18,000
	4350 DUES, MEMBERSHIPS & SUBSC	618	1,000	300	500	1,000
	4360 ELECTRICITY	11,176	10,000	4,409	10,000	10,000
	4370 GASOLINE	35,933	35,000	16,128	35,000	35,000
	4380 GENERAL SUPPLIES	8,860	12,000	4,229	10,000	10,000
	4420 NATURAL GAS	1,294	4,000	1,486	4,000	4,000
	4430 OTHER PROFESSIONAL	1,429	1,500	1,815	3,000	3,500
	4440 POSTAGE			208	208	250
	4460 PUBLIC RELATIONS	320	500	75	75	500
	4470 RENTAL - MAINT	6,219	8,000	2,591	8,000	8,000
	4480 REPAIR & MAINTENANCE SERV	12,051	7,500	10,368	15,000	15,000
	4500 TRAVEL AND TRAINING	2,841	3,000	604	1,000	3,000
	4510 UNIFORMS	12,900	16,000	9,945	14,000	16,500
	4520 UTILITIES	1,157	1,300	527	1,500	1,300
	4540 SAFETY SUPPLIES	743	1,000		1,000	1,500
	5050 ANIMAL CONTROL COSTS	15,258	18,000	7,565	15,000	20,000
	5130 ARMORY / AMMUNITION	2,118	5,000		5,000	5,000
	<b>TOTAL SERVICE &amp; SUPPLIES</b>	<b>133,838</b>	<b>146,800</b>	<b>72,704</b>	<b>148,783</b>	<b>157,050</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>1,465,254</b>	<b>1,442,887</b>	<b>751,974</b>	<b>1,523,549</b>	<b>1,558,042</b>
	7075 RADIO UPGRADES	1,055				
	7020 COMPUTERS	2,910	5,000	4,464	2,917	10,000
	7040 OFFICE EQUIPMENT	24	2,000			2,500
	7050 VEHICLES				45,000	40,000
	7055 CAPITAL OUTLAY	15,111				45,500
	7060 COMPUTER SOFTWARE	53,605	63,000	19,754	63,000	65,000
	7506 ANIMAL CONTROL FAC MATCH		10,000			10,000
	<b>TOTAL CAPITAL</b>	<b>72,705</b>	<b>80,000</b>	<b>24,218</b>	<b>110,917</b>	<b>163,000</b>
	<b>TOTAL POLICE</b>	<b>1,537,959</b>	<b>1,522,887</b>	<b>776,193</b>	<b>1,634,465</b>	<b>1,721,042</b>

- Adjusted to reflect full staffing, one new patrol vehicle, and station roof replacement

## Fire Department

### **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.

Department provides all hazard incident mitigation in and around the community, assists local, state, and federal fire /emergency management agencies in these duties, performs 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.

### **2014-2015 OBJECTIVES**

- Add more training props so firefighters can get more hands on experience
- Continue replacing turnout gear on a limited basis

### **2013-2014 ACCOMPLISHMENTS**

- Purchased 1,500 feet of 5" diameter hose to bring the total to 3,000 feet
- Replaced 750 feet of 2 ½" attack hose
- Upgraded Cascade system bottles
- Received GOHS grant for new cutters and rescue strut system
- Received a grant from the 1033 Program for equipment and tender repair

		FIRE				Proposed
940		Actual	Budget	F.Y. T.D.	Projected	Budget
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	14/15
4100	REGULAR EMPLOYEES	59,975	60,000	31,245	62,500	65,000
4130	HEALTH INSURANCE	13,188	22,000	11,490	23,000	23,000
4140	FICA	3,305	3,500	1,782	4,781	4,973
4150	RETIREMENT	9,405	9,500	3,870	9,000	9,500
4180	WORKERS' COMPENSATION	12,306	7,000	3,000	6,000	7,000
	<b>TOTAL PERSONNEL</b>	<b>98,179</b>	<b>102,000</b>	<b>51,386</b>	<b>105,281</b>	<b>109,473</b>
4320	AUTO SUPPLIES	2,620	2,500	7,239	8,000	3,000
4330	CHEMICALS		2,000		2,000	2,000
4340	COMMUNICATIONS	3,601	5,500	1,576	3,500	3,500
4350	DUES, MEMBERSHIPS & SUBSCRIPT	1,387	1,500	1,166	1,500	1,500
4360	ELECTRICITY	3,578	3,500	1,825	3,500	3,500
4370	GASOLINE	5,809	4,000	1,758	4,000	4,000
4380	GENERAL SUPPLIES/MEDICAL EQUIP	7,994	8,500	2,412	5,000	5,000
4390	INSURANCE		5,500		5,500	5,500
4420	NATURAL GAS	4,084	6,500	1,134	5,000	5,000
4430	OTHER PROFESSIONAL	2,868	4,000	96	2,000	3,000
4440	POSTAGE			50	50	50
4470	RENTAL & MAINTENANCE CONTRACTS	2,163	1,500	515	1,500	1,710
4480	REPAIR & MAINTENANCE SERVICES	3,173	2,500	1,711	2,500	3,000
4490	SMALL TOOLS & MINOR EQUIPMENT	1,565	7,000	2,788	5,000	5,000
4500	TRAVEL AND TRAINING	15,638	30,000	5,097	10,000	12,000
4510	UNIFORMS	12,497	23,000	13,882	15,000	15,000
5380	FIRE PREVENTION	965	1,500		2,000	2,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>67,942</b>	<b>109,000</b>	<b>41,250</b>	<b>76,050</b>	<b>75,260</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>166,121</b>	<b>211,000</b>	<b>92,636</b>	<b>181,331</b>	<b>184,733</b>
	UTILITY TRUCK					
7360	CASCADE AIR PACS					
7370	HOSE REPLACEMENT	12,788				
7380	ENGINE REHAB	8,155	6,000			6,000
7075	RADIO UPGRADES					
7050	LEASE ENGINE 7 \$250000 2014	31,161	31,000	15,581	31,000	7,790
7055	CAPITAL	37,312				5,000
	<b>TOTAL CAPITAL</b>	<b>89,416</b>	<b>37,000</b>	<b>15,581</b>	<b>31,000</b>	<b>18,790</b>
	<b>TOTAL FIRE DEPARTMENT</b>	<b>255,537</b>	<b>248,000</b>	<b>108,216</b>	<b>212,331</b>	<b>203,523</b>

- Significant decrease in training expenses to reflect actual historic costs
- Significant decrease in uniforms to reflect actual needs

## Public Works

### DEPARTMENT DESCRIPTION

Department oversees Public Works functions including Water/Wastewater, Streets, Sanitation, Central Garage, Maintenance, and the Airport.

		<b>PUBLIC WORKS</b>				
<b>950</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
4100	REGULAR EMPLOYEES					68,557
4105	CONTINGENCY B/O					
4130	GROUP INSURANCE					14,638
4140	FICA					5,245
4150	ASRS					7,953
4170	UNEMPLOYMENT COMPENSATION					232
4180	WORKERS' COMPENSATION					2,348
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>98,971</b>
4340	COMMUNICATIONS					550
4350	DUES, MEMBERSHIPS & SUBSCRIPT					500
4370	GASOLINE					2,000
4380	GENERAL SUPPLIES					250
	ABATEMENT					
4500	TRAVEL & TRAINING					500
4510	UNIFORMS					200
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,000</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>102,971</b>
5350	CAPITAL					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>TOTAL PUBLIC WORKS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>102,971</b>

## Building Inspection

### **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.

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 include: Cemetery Manager (locates plots, sale of plots, generate deeds and maintain records), Business license review, Fire Marshal, Floodplain Administrator and Abatement enforcement.

### **2014-2015 OBJECTIVES**

- Input all older permits into a data base for quick and efficient access
- Assist with Codification of City Code- update with recent Ordinances

### **2013-2014 ACCOMPLISHMENTS**

- Worked with Sign Committee to revise and produce new sign code
- Hired part-time Planner
- Assisted with numerous City projects

<b>BUILDING INSPECTION</b>						
960		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
	4100 REGULAR EMPLOYEES	66,905	87,350	37,018	97,000	106,649
	4105 CONTINGENCY B/O					3,200
	4130 GROUP INSURANCE	13,064	19,985	7,755	19,999	23,705
	4140 FICA	4,717	6,682	2,617	7,421	8,159
	4150 ASRS	7,382	10,080	4,263	1,000	12,371
	4170 UNEMPLOYMENT COMPENSATION	232	463		464	463
	4180 WORKERS' COMPENSATION	2,636	2,991	523	3,200	3,652
	<b>TOTAL PERSONNEL</b>	<b>94,936</b>	<b>127,551</b>	<b>52,176</b>	<b>129,084</b>	<b>158,199</b>
	4340 COMMUNICATIONS	603	600	278	600	550
	4350 DUES, MEMBERSHIPS & SUBSCRIP	465	500	75	100	500
	4370 GASOLINE	1,462	2,000	645	2,000	2,000
	4380 GENERAL SUPPLIES	482	500	1,246	2,000	750
	ABATEMENT	2,550	1,000	2,824	3,000	
	4500 TRAVEL & TRAINING	10	500			200
	4510 UNIFORMS	149				200
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>5,721</b>	<b>5,100</b>	<b>5,068</b>	<b>7,700</b>	<b>4,200</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>100,657</b>	<b>132,651</b>	<b>57,244</b>	<b>136,784</b>	<b>162,399</b>
	5350 CAPITAL		4,000	206		25,000
	<b>TOTAL CAPITAL</b>		<b>4,000</b>	<b>206</b>		<b>25,000</b>
	<b>TOTAL BUILDING INSPECTION</b>	<b>100,657</b>	<b>136,651</b>	<b>57,450</b>	<b>136,784</b>	<b>187,399</b>

- Increased personnel costs to include part-time Planner position
- Included \$25,000 to buy new truck for Department

## Central Garage

### **DEPARTMENT DESCRIPTION**

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

In addition to general mechanical services the department provides complete welding and metal fabrication services to city departments.

### **2014-2015 OBJECTIVES**

- Maintain existing equipment to extend useful service life

### **2013-2014 ACCOMPLISHMENTS**

- Rebuilt street sweeper
- Reconfigured sanitation truck to bypass problematic computer system
- Led construction effort for second Gateway Arch on Route 66
- Assisted in metal fabrication on several City park projects

<b>CENTRAL GARAGE</b>						
<b>970</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
4100	REGULAR EMPLOYEES	103,222	117,523	58,315	116,630	121,453
4110	OVERTIME	2,796	3,000	7,009	8,000	3,000
4130	GROUP INSURANCE	23,080	19,418	11,405	22,810	24,781
4140	FICA	7,935	8,991	5,110	10,220	9,521
4150	ASRS	11,826	13,562	7,505	15,009	14,437
4170	UNEMPLOYMENT COMPENSATION	463	695	2	958	695
4180	WORKERS' COMPENSATION	3,363	3,775	837	3,857	3,983
4190	FRINGE BENEFITS	1,200	1,200	1,650	3,300	3,000
	<b>TOTAL PERSONNEL</b>	<b>153,885</b>	<b>168,164</b>	<b>91,833</b>	<b>180,784</b>	<b>180,870</b>
4320	AUTO SUPPLIES	74,955	85,000	34,754	80,000	85,000
4330	CHEMICALS		1,000			
4340	COMMUNICATIONS	1,775	1,750	730	1,500	2,000
4360	ELECTRICITY	3,998	5,000	1,921	4,000	5,000
4370	FUELS & LUBRICANTS	8,668	10,000	7,126	10,000	10,000
4380	GENERAL SUPPLIES	781	1,000	191	500	600
4420	NATURAL GAS	2,358	3,500	648	1,600	3,000
4480	REPAIR & MAINTENANCE SERVICES	4,575	3,000	1,820	3,500	3,000
4490	SMALL TOOLS & MINOR EQUIPMENT	1,304	1,500	298	500	1,000
4500	TRAVEL & TRAINING					500
4510	UNIFORMS	1,931	2,500	834	1,874	1,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>100,345</b>	<b>114,250</b>	<b>48,321</b>	<b>103,474</b>	<b>111,600</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>254,230</b>	<b>282,414</b>	<b>140,154</b>	<b>284,258</b>	<b>292,470</b>
7055	CAPITAL					
7424	SHOP EQUIPMENT		4,000	682		10,000
	<b>TOTAL CAPITAL</b>		<b>4,000</b>	<b>682</b>		<b>10,000</b>
	<b>TOTAL CENTRAL GARAGE</b>	<b>254,230</b>	<b>286,414</b>	<b>140,836</b>	<b>284,258</b>	<b>302,470</b>

- Changed third mechanic position to be split between Central Garage and Utility Department
- Included funding for shop equipment (drill press and tire machine)

## Airport

### **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.

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.

### **2014-2015 OBJECTIVES**

- Secure ADOT loan to construct ten new T-hangars
- Begin construction of the Perimeter Road
- Upgrade the AWOS

### **2013-2014 ACCOMPLISHMENTS**

- Completed design of the Perimeter Road.
- Completed construction of the Apron Rehabilitation Project.

<b>AIRPORT</b>						
<b>980</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
4310	ADVERTISING	419				
4340	COMMUNICATIONS	1,270	1,500	600	1,500	2,500
4360	ELECTRICITY	22,238	20,000	9,902	20,000	20,000
4370	GASOLINE	38,400	43,000	24,417	50,000	50,000
4380	GENERAL SUPPLIES	931	1,000	1,227	1,500	1,000
4390	INSURANCE	6,200	6,200		7,000	8,000
4400	JANITORIAL SUPPLIES	180				1,000
4410	LICENSE, PERMITS FEES	1,320	4,200	180	4,200	4,200
4420	NATURAL GAS		1,000	180	1,000	1,000
4430	OTHER PROFESSIONAL	965		969	1,000	
4480	REPAIR & MAINTENANCE SERVICES	16,168	10,000	4,939	10,000	10,000
4520	UTILITIES - WATER	382	1,500		200	250
5100	AGENCY FEES	1,898		988	1,500	1,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>90,371</b>	<b>88,400</b>	<b>43,401</b>	<b>97,900</b>	<b>99,450</b>
7210	AIRPORT GRANT MATCHING FUNDS	28,243	60,000	6,527	10,000	66,000
	AARF HEATER		4,000			
	HANGAR PAYMENT (IN TRANSFERS)		18,000			
	<b>TOTAL CAPITAL</b>	<b>28,243</b>	<b>82,000</b>	<b>6,527</b>	<b>10,000</b>	<b>66,000</b>
	<b>TOTAL AIRPORT</b>	<b>118,614</b>	<b>170,400</b>	<b>49,929</b>	<b>107,900</b>	<b>165,450</b>

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

## Senior Center

### 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.

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

### 2014-2015 OBJECTIVES

- Complete several building improvements including the south-side exterior and an automated entrance door.
- Continue to maintain the facility to standards

### 2013-2014 ACCOMPLISHMENTS

- Replaced heater units at Center
- Contributed to replacement of kitchen freezers

<b>SENIOR CENTER</b>						
<b>990</b>		Actual @ 6/30/13	Budget 13/14	F.Y.T.D. 12/31/2013	Projected @ 6/30/14	Proposed Budget 14/15
4360	ELECTRICITY	8,331	8,000	3,479	8,000	8,200
4370	GASOLINE	61				
4420	NATURAL GAS	1,862	4,000	1,355	4,000	4,000
4480	REPAIR & MAINTENANCE SERV	4,706	5,000	413	2,500	2,500
4520	UTILITIES	3,183	2,500	1,065	2,500	2,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>18,143</b>	<b>19,500</b>	<b>6,312</b>	<b>17,000</b>	<b>17,200</b>
7030	BUILDING IMPROVEMENTS			2,500	12,500	10,000
	<b>TOTAL CAPITAL</b>			<b>2,500</b>	<b>12,500</b>	<b>10,000</b>
	<b>TOTAL SENIOR CENTER</b>	<b>18,143</b>	<b>19,500</b>	<b>8,812</b>	<b>29,500</b>	<b>27,200</b>

- Includes \$10,000 for building improvements

## Forest Service Building

### DEPARTMENT DESCRIPTION

The City owns the building located at the South end of 6<sup>th</sup> 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.

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

### 2014-2015 OBJECTIVES

- Address snow issues with new entrance cover
- Find new tenant for area vacated by School District

### 2013-2014 ACCOMPLISHMENTS

- Made tenant-requested improvements to main entrance lobby including security doors, new counter, and other security-related improvements

<b>FOREST SERVICE BUILDING FUND</b>						
<b>23</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
4100	REGULAR EMPLOYEES	20,655	20,000	4,770	12,000	20,000
4140	FICA	1,569	1,593	361	901	1,593
4150	ASRS	2,306	2,308	555	1,387	2,320
	<b>TOTAL PERSONNEL</b>	<b>24,530</b>	<b>23,901</b>	<b>5,685</b>	<b>14,288</b>	<b>23,913</b>
4360	ELECTRICITY	18,178	19,000	6,919	19,000	20,000
4380	GENERAL SUPPLIES	313	1,000		500	3,000
4400	JANITORIAL SUPPLIES	946				
4420	NATURAL GAS	5,526	9,000	2,722	6,500	9,500
4480	REPAIR & MAINTENANCE SERVICE	1,638	2,500	1,232	2,500	16,000
4520	UTILITIES - WATER	2,410	3,500	1,092	3,000	3,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>29,011</b>	<b>35,000</b>	<b>11,965</b>	<b>31,500</b>	<b>52,000</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>53,541</b>	<b>58,901</b>	<b>17,650</b>	<b>45,788</b>	<b>75,913</b>
	<b>EQUIPMENT</b>					
7030	BUILDING REPAIRS		50,000		25,000	50,000
9990	TRANSFER OUT	331,792				
	<b>TOTAL CAPITAL</b>	<b>331,792</b>	<b>50,000</b>		<b>25,000</b>	<b>50,000</b>
	<b>TOTAL FOREST SERVICE</b>	<b>385,333</b>	<b>108,901</b>	<b>17,650</b>	<b>70,788</b>	<b>125,913</b>

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

## Housing Authority

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, historic street lights, and hanging flower baskets. 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.

TEMPORARY

## Department Budgets – Bed Board and Booze Tax Fund

- Tourism Promotion
- Recreation Facilities
- Visitor Center

TENTATIVE

## Tourism Promotion

### **DEPARTMENT DESCRIPTION**

Department encompasses City's efforts towards tourism promotion, event promotion, ancillary economic development services, and staffing of the Visitor Center. This Department budget also includes the contracted funding for the Chamber of Commerce to provide tourism marketing services for the City.

### **2014-2015 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 social media to attract visitors to Williams.
- Work with other businesses and organizations to bring events to Williams such as concerts and music festivals at the Babbitt-Polson Warehouse Stage.

### **2013-2014 ACCOMPLISHMENTS**

- 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.

<b>TOURISM PROMOTION</b>						
<b>010</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
	<b>CHAMBER OF COMMERCE</b>					
4100	REGULAR EMPLOYEES	95,728	95,656	53,414	106,827	92,680
4130	GROUP INSURANCE	22,400	23,296	11,018	22,035	19,629
4140	FICA	6,622	7,318	3,991	7,982	7,090
4150	ASRS	10,628	11,039	5,561	11,122	10,751
4170	UNEMPLOYMENT COMPENSATION	1,077	927	131	890	927
4180	WORKERS' COMPENSATION	253	253	68	272	245
	<b>VISITOR CENTER PAYROLL</b>	<b>136,708</b>	<b>138,489</b>	<b>74,182</b>	<b>149,129</b>	<b>131,322</b>
5202	TOURISM PROMOTION	273,004	273,000	131,916	265,000	273,000
	SUPPLIES			826	826	
5208	GUNFIGHTERS					
	<b>TOTAL CHAMBER OF COMMERCE</b>	<b>273,004</b>	<b>273,000</b>	<b>132,742</b>	<b>265,826</b>	<b>273,000</b>
	<b>CITY OF WILLIAMS</b>					
5206	SPECIAL EVENTS	20	5,000	5,638	5,638	5,000
5190	CONTINGENCY FUND					25,000
	POLICE OT (IN TRANSFERS)					
5370	FIREWORKS					5,000
	GOLF COURSE (IN TRANSFERS)	61	5,000			
	<b>TOTAL CITY OF WILLIAMS</b>	<b>81</b>	<b>10,000</b>	<b>5,638</b>	<b>5,638</b>	<b>35,000</b>
	<b>TOTAL TOURISM</b>	<b>409,793</b>	<b>421,489</b>	<b>212,562</b>	<b>420,593</b>	<b>439,322</b>

- Includes a \$25,000 “contingency” line item. If revenues continue on their upward trajectory and this additional revenue is available, it may be used for purposes designated by the City Council. However, as a contingency item, the funds are not allocated to specific causes and if the revenues fail to materialize it will not cause a funding shortfall
- \$5,000 to pay for fireworks (or equivalent) for 4<sup>th</sup> of July Celebration
- Funding level to Chamber of Commerce remains unchanged at \$273,000

## 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.

### 2014-2015 OBJECTIVES

- Complete improvements at Cureton Park
- Install restrooms at Bucksinner Park

### 2013-2014 ACCOMPLISHMENTS

- Constructed new maintenance building at Cureton Park
- Constructed permanent bleacher covers at Rodeo Grounds
- Completed installation of Railroad Display at Glassburn Park
- Completed Monument Park rehabilitation

<b>RECREATION FACILITIES</b>						
<b>020</b>		Actual @ 6/30/13	Budget 13/14	F.Y.T.D. 12/31/2013	Projected @ 6/30/14	Proposed Budget 14/15
7110	RODEO GROUND	5,117	5,500	606	120,000	5,500
7112	CENTER IMPROVEMENTS	2,104	5,000	962	6,500	7,000
7114	SWIMMING POOL		6,000			6,000
7118	CURETON PARK		50,000			50,000
	BUCKSKINNER PARK					25,000
	MONUMENT PARK	1,961				
	OTHER	1,500				
950.050	RAILROAD MUSEUM GRANT MATCH	1,737	10,000			1,500
7432	DOWNTOWN PARKING LOT	21,313		7,511	7,511	
7120	GLASSBURN PARK	306	500	237	500	
	MONUMENT PARK			712	712	
		<b>78,961</b>	<b>77,000</b>	<b>10,028</b>	<b>135,223</b>	<b>95,000</b>

- Includes \$6,000 for pool rehab costs
- Includes \$50,000 for construction of improvements at Cureton Park including a new field, fencing, landscaping, etc.

## Visitor Center

### 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.

### 2014-2015 OBJECTIVES

- Paint the facility and install new carpet

		Visitor Center				Proposed
030		Actual	Budget	F.Y.T.D.	Projected	Budget
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	14/15
4100	REGULAR EMPLOYEES	20,952	12,000	3,318	12,000	20,000
4140	FICA	1,540	1,143	248	1,143	1,593
4150	ASRS	2,172	1,385	383	1,385	2,320
	<b>TOTAL PERSONNEL</b>	<b>24,664</b>	<b>14,528</b>	<b>3,949</b>	<b>14,528</b>	<b>23,913</b>
4340	COMMUNICATIONS	1,733	2,500	599	1,500	2,500
4360	ELECTRICITY	4,412	5,000	2,268	5,000	5,000
4380	GENERAL SUPPLIES	160	500	297	500	500
4400	JANITORIAL SUPPLIES	1,358				
4420	NATURAL GAS	1,450	3,500	724	1,500	3,750
4480	REPAIR & MAINTENANCE	6,548	15,000	213	3,000	15,000
4520	UTILITIES	3,734	3,500	2,247	3,500	3,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>19,395</b>	<b>30,000</b>	<b>6,347</b>	<b>15,000</b>	<b>30,250</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>44,059</b>	<b>44,528</b>	<b>10,296</b>	<b>29,528</b>	<b>54,163</b>
7030	PAINTING		3,000			3,000
	FLOORING					3,000
	<b>TOTAL CAPITAL</b>		<b>3,000</b>			<b>6,000</b>
	<b>TOTAL VISITOR</b>	<b>44,059</b>	<b>47,528</b>	<b>10,296</b>	<b>29,528</b>	<b>60,163</b>

## Department Budgets – Special Revenue Funds

- Street Department
- Grants

TENTATIVE

## Street Department

### **DEPARTMENT DESCRIPTION**

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

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 manpower needs including assisting with special events and projects.

### **2014-2015 OBJECTIVES**

- Begin a full Street Maintenance Program

### **2013-2014 ACCOMPLISHMENTS**

- Flood Control Projects replaced several heavily traveled blocks and corrected potential flooding problems

<b>STREET DEPARTMENT</b>						
<b>05</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
	4100 REGULAR EMPLOYEES	240,590	250,157	110,605	250,000	252,632
	4105 CONTINGENCY B/O					3,000
	4110 OVERTIME	14,310	25,000	2,514	5,000	25,000
	4130 GROUP INSURANCE	39,133	42,561	17,760	42,500	45,515
	4140 FICA	19,100	21,050	8,831	19,125	21,239
	4150 ASRS	27,381	31,443	12,725	31,500	31,895
	4170 UNEMPLOYMENT COMPENSATION	1,163	1,479		1,450	1,479
	4180 WORKERS' COMPENSATION	25,611	27,559	5,089	27,500	27,818
	<b>TOTAL PERSONNEL</b>	<b>367,288</b>	<b>399,249</b>	<b>157,524</b>	<b>377,075</b>	<b>408,578</b>
	4320 AUTO SUPPLIES	21,230	18,000	6,950	18,000	20,000
	4340 COMMUNICATIONS	440	800	171	1,000	1,000
	4360 ELECTRICITY	8,648	7,000	3,666	7,000	6,000
	4370 GASOLINE	46,022	60,000	17,214	60,000	60,000
	4380 GENERAL SUPPLIES	1,729	3,000	1,661	3,200	4,000
	4410 LICENSES, PERMITS & FEES		500		500	400
	4420 NATURAL GAS	4,715	6,000	1,895	6,000	6,000
	4430 OTHER PROFESSIONAL	1,608	1,000	96	1,000	1,000
	4470 RENTAL OF EQUIP & VEHICLES	111	2,000		1,000	2,000
	4480 REPAIR & MAINTENANCE SERVICES	1,667	3,000	1,009	3,000	7,500
	4490 SMALL TOOLS & MINOR EQUIPMENT	387	1,500	121	1,000	1,500
	4500 TRAVEL	369	700		500	1,000
	4510 UNIFORMS	786	1,200		1,000	1,000
	4540 SAFETY EQUIP/SIGNS		8,000	196	5,000	6,000
	5040 PROF SERVICES ENGINEERING	6,542	40,000	4,566	15,000	15,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>94,254</b>	<b>152,700</b>	<b>37,545</b>	<b>123,200</b>	<b>132,400</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>461,542</b>	<b>551,949</b>	<b>195,069</b>	<b>500,275</b>	<b>540,978</b>
	<b>CAPITAL</b>					
	7050 ROLLER EQUIPMENT					
	7055 CAPITAL OUTLAY	12,350	6,000	956	5,000	
	7128 CONSTRUCTION MATERIAL	140	285,429	6,698	285,000	350,000
	7130 STREET AND CURB STRIPING	9,121	12,000		10,000	9,000
	<b>TOTAL CAPITAL</b>	<b>21,611</b>	<b>303,429</b>	<b>7,653</b>	<b>300,000</b>	<b>359,000</b>
	<b>TOTAL STREET DEPARTMENT</b>	<b>483,153</b>	<b>855,378</b>	<b>202,723</b>	<b>800,275</b>	<b>899,978</b>

- Total amount available for street improvements (excluding drainage monies) is \$350,000.

## Grants

### **DEPARTMENT DESCRIPTION**

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

### **2014-2015 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.

### **2013-2014 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	Estimated Revenue FY 13/14	Estimated Expenses FY 13/14	Projected Ending Fund FY 13/14	Estimated Revenue FY 14/15	Estimated Expenses FY 14/15	Projected Ending Fund FY 14/15	
<b>Library Grants Fund 22</b>							
County Equity Funds	25,000	30,000		28,000	28,000		
<b>Police Department Fund 24</b>							
DOJ Vest Grant	3,000	3,000		3,000	3,000		
State Grants - Various	25,000	25,000					
USFS Law Enforcement Coop	13,000	13,000					
County Initiative		15,000					
Police Local Programs	10,000	10,000					
Homeland Security	50,000	50,000					
Police Equipment Sales	125,000	125,000					
<b>Airport Grants Fund 20</b>							
Airport ADOT Grants	2,000,000	2,000,000		3,000,000	3,000,000		
FAA Grants	750,000	750,000					
Other Federal Grants	100,000	100,000					
Other Grants	250,000	250,000					
<b>Steet Department Fund 21</b>							
NACOG	1,200,000	1,200,000		1,500,000	1,500,000		
CDBG							
<b>Fire Department Fund 22</b>							
State Fire Programs	50,000	50,000		50,000	50,000		
Federal Fire Programs	50,000	50,000		50,000	50,000		
<b>Other Department Fund 22</b>							
Local Programs	25,000	25,000		50,000	50,000		
Federal/State Programs				319,000	319,000		
<b>Total</b>	<b>4,676,000</b>	<b>4,696,000</b>		<b>5,000,000</b>	<b>5,000,000</b>		

## Department Budgets – Enterprise Funds

- Electric System
- Water
- Wastewater
- Sanitation
- Golf

TENTATIVE

## Electric System

### 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.

### 2014-2015 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.
- Continue voltage conversion project

### 2013-2014 ACCOMPLISHMENTS

- Completed another phase of the voltage conversion project

<b>ELECTRIC SYSTEM</b>						
<b>55</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
4350	DUES, FEES & MEMBERSHIPS	3,000	3,000	750	2,500	2,500
4380	GENERAL SUPPLIES	540	1,000		1,000	1,000
4410	LICENSES, PERMITS, & FEES		2,500		2,500	2,500
4430	OTHER PROFESSIONAL	16,324	20,000	8,318	15,000	20,000
4480	REPAIR & MAINTENANCE	23,003	60,000	5,837	60,000	65,000
5100	BANK & AGENCY FEES	2,414	1,500	116	1,000	1,500
5135	BAD DEBT EXPENSE		2,000		2,000	2,000
5500	APS ANNUAL CONTRACT	47,827	49,000		48,000	48,000
5502	CUSTOMER SERVICE - OFFICE	141,163	148,000	78,228	150,000	150,000
5503	WHOLESALE POWER	1,691,129	1,800,000	741,785	1,800,000	1,850,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,925,400</b>	<b>2,087,000</b>	<b>835,034</b>	<b>2,082,000</b>	<b>2,142,500</b>
7000	CAPITAL PROJECTS	23,660	250,000			250,000
5105	DEPRECIATION	161,660	144,000	40,415	144,000	162,000
5195	INTEREST EXPENSE	5,872				
	<b>TOTAL CAPITAL</b>	<b>191,192</b>	<b>394,000</b>	<b>40,415</b>	<b>144,000</b>	<b>412,000</b>
	<b>TOTAL ELECTRIC SYSTEM</b>	<b>2,116,592</b>	<b>2,481,000</b>	<b>875,449</b>	<b>2,226,000</b>	<b>2,554,500</b>

## Water Department

### **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.

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.

### **2014-2015 OBJECTIVES**

- Continue developing water supply with new sources and better management of existing sources
- Perform strategic main/service replacement in conjunction with Street Maintenance program when possible
- Implement a meter replacement program (comprehensive if financially viable) to capture full revenues

### **2013-2014 ACCOMPLISHMENTS**

- Implemented digital work order system to improve customer service with better response time and accurate performance tracking
- Restructured Staff to more efficiently manage the distinctly different aspects of running the water system; separated responsibility for supply/treatment, distribution, and environmental compliance.
- Replaced standpipe sales system that was no longer serviceable with a new card-less system that allows customers to add money to their accounts online

WATER DEPARTMENT						
60		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
4100	REGULAR EMPLOYEES	138,830	149,245	49,183	150,000	158,744
4105	CONTINGENCY B/O					8,400
4110	OVERTIME	5,028	10,000	9,900	20,000	10,000
4130	GROUP INSURANCE	65,961	69,162	32,179	75,000	77,548
4140	FICA	11,251	12,182	7,600	13,005	12,909
4150	ASRS	16,165	18,377	10,596	20,000	19,574
4170	UNEMPLOYMENT COMPENSATION	1,854	1,854	445	1,800	1,833
4180	WORKERS' COMPENSATION	11,169	6,068	2,772	6,200	6,438
	<b>TOTAL PERSONNEL</b>	<b>250,258</b>	<b>266,888</b>	<b>112,675</b>	<b>286,005</b>	<b>295,446</b>
4320	AUTO SUPPLIES	3,446	3,000	697	3,000	3,000
4330	CHEMICALS	80,641	85,000	7,748	85,000	90,000
4340	COMMUNICATIONS	3,192	3,500	1,600	3,000	2,500
4350	DUES, MEMBERSHIPS & SUBSCRIPT	838	1,000	1,263	1,300	1,000
4360	ELECTRICITY - WATER	52,191	50,000	21,166	50,000	50,000
4360	ELECTRICITY - WELLS	206,632	200,000	138,625	250,000	250,000
4370	FUELS AND LUBRICANTS	19,675	18,000	9,847	18,000	20,000
4380	GENERAL SUPPLIES	21,096	20,000	9,332	20,000	15,000
4400	JANITORIAL SUPPLIES	787	500			
4410	LICENSES, PERMITS & FEES	11,259	14,000	8,400	16,000	17,000
4420	NATURAL GAS	11,185	12,000	5,428	12,000	12,000
4430	OTHER PROFESSIONAL	4,001	5,000	3,359	5,000	5,000
4470	RENTAL & MAINT CONTRACTS	5,367	5,000	5,186	7,000	5,000
4475	REPAIR & MAINT WELLS	2,477	8,000	8,689	15,000	15,000
4480	REPAIR & MAINTENANCE SERVICES	18,112	15,000	25,492	60,000	50,000
4490	SMALL TOOLS & MINOR EQUIPMENT	4,199	6,000	5,661	1,000	10,000
4500	TRAVEL	1,213	4,000	872	2,500	2,500
4510	UNIFORMS	1,347	1,200	820	1,200	1,100
5020	SALES TAX	448	1,000	458	1,000	1,000
5030	PROF - LEGAL AND CONSULTING					
5040	PROF - ENGINEERING	787	2,000	50	2,000	5,000
5100	BANK AGENCY FEES	12,656	3,000	7,129	14,500	15,000
5135	BAD DEBT EXPENSE		500		10,000	10,000
5230	LAB & TESTING FEES	9,742	10,000	3,865	10,000	10,000
5250	PIPES AND VALVES	10,193	20,000	14,587	30,000	40,000
5280	WATER METER REPLACEMENT-67	33,458	35,000	5,329	40,000	50,000
5530	EMERGENCY CONTINGENCY	1,304	2,000		50,000	50,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>516,246</b>	<b>524,700</b>	<b>285,600</b>	<b>707,500</b>	<b>730,100</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>766,504</b>	<b>791,588</b>	<b>398,275</b>	<b>993,505</b>	<b>1,025,546</b>

<b>WATER DEPARTMENT</b>						
<b>60</b>	<b>(continued)</b>	Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
5105	DEPRECIATION EXPENSE	471,661	460,000	117,182	472,000	472,000
5195	INTEREST EXPENSE	18,987		137,220	186,760	
	INTEREST EXP. WIFA 2000	56,892	56,891			49,716
	INTEREST EXP. GADA 2003	123,425				
	INTEREST EXP. GADA 2014		38,207			116,950
	INTEREST EXP. WIFA 2006 DW	37,121	37,121			34,777
	INTEREST EXP. WATER DOCK 2014				505	998
	INTEREST EXP ZIONS	17,798	17,798			15,912
	<b>TOTAL INTEREST</b>	<b>254,223</b>	<b>150,017</b>	<b>137,220</b>	<b>187,265</b>	<b>218,353</b>
7510	PAVE ENTRANCE ROAD			3,600		
	CAPITAL		8,000			75,000
7512	WATER CARD READER		25,000			
	<b>TOTAL DEPR,INTEREST,CAPITAL</b>		<b>58,000</b>	<b>3,600</b>		<b>75,000</b>
	<b>TOTAL WATER DEPARTMENT</b>	<b>1,492,388</b>	<b>1,459,605</b>	<b>656,277</b>	<b>1,652,770</b>	<b>1,790,899</b>

- Increased funding available for well electricity, repair and maintenance contractor work, pipes and valves, meter replacement, emergency contingency, and misc. capital
- Adjusted personnel costs to accurately reflect organizational structure

## Wastewater Department

### **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.

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.

### **2014-2015 OBJECTIVES**

- Complete the “Clean Closure” plan for the lagoons at the Wastewater Treatment Plant
- Continue reducing chemical usage with adjustments to treatment process
- Reduce sampling costs with strategic changes to operating permit

### **2013-2014 ACCOMPLISHMENTS**

- Rebuilt Huber/Grinder at Wastewater Plant headworks
- Adjusted treatment process to reduce chemical usage

WASTE WATER						
61		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
4100	REGULAR EMPLOYEES	138,458	149,245	54,687	150,000	158,744
4140	FICA	9,911	10,972	3,949	11,475	11,698
4150	ASRS	15,311	17,223	6,201	17,000	18,414
4170	UNEMPLOYMENT COMPENSATION		1,854		1,800	1,833
4180	WORKERS' COMPENSATION		5,810		6,000	6,179
	<b>TOTAL PERSONNEL</b>	<b>163,680</b>	<b>185,104</b>	<b>64,838</b>	<b>186,275</b>	<b>196,868</b>
4320	AUTO SUPPLIES		1,000		1,000	1,000
4330	CHEMICALS	96,662	90,000	31,241	73,000	75,000
4340	COMMUNICATIONS	3,967	4,000	1,706	4,000	4,500
4360	ELECTRICITY	95,477	100,000	40,019	100,000	110,000
4370	FUELS AND LUBRICANTS		3,000	176	200	
4380	GENERAL SUPPLIES	15,204	12,000	5,680	12,000	12,000
4400	JANITORIAL SUPPLIES		500			
4410	LICENSES, PERMITS & FEES	12,028	9,000	8,094	12,000	12,000
4420	NATURAL GAS	16,002	18,000	4,075	18,000	20,000
4430	OTHER PROFESSIONAL	8,409	3,000	1,544	3,000	3,000
4480	REPAIR & MAINTENANCE SERVICES	21,599	40,000	25,134	50,000	50,000
4490	SMALL TOOLS & MINOR EQUIPMENT	2,076	5,000		5,000	5,000
4500	TRAVEL	8	500		1,000	1,000
4510	UNIFORMS			380	400	
5040	PROF - ENGINEERING	8,716	25,000	558	5,000	5,000
5230	LAB & TESTING FEES	36,101	40,000	15,892	40,000	40,000
5250	PIPES AND VALVES	381	1,000			
5260	LANDFILL / TIPPING FEES	32,617	40,000	11,118	40,000	45,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>349,247</b>	<b>392,000</b>	<b>145,616</b>	<b>364,600</b>	<b>383,500</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>512,927</b>	<b>577,104</b>	<b>210,453</b>	<b>550,875</b>	<b>580,368</b>
5105	DEPRECIATION EXPENSE	464,036	448,000	116,473	465,000	470,000
	<b>INTEREST EXPENSE</b>	29,945		316,374	316,374	
5195	INTEREST EXP. WIFA 1998 SEW	22,840	22,840			17,395
5195	INTEREST EXP. WIFA 2006 CW	308,801	308,801			292,726
5195	INTEREST EXP. WIFA 2007 CW	210,715	210,715			201,285
	<b>TOTAL OTHER EXPENSE</b>	<b>1,036,337</b>	<b>990,356</b>	<b>432,847</b>	<b>781,374</b>	<b>981,406</b>
7146	LAB EQUIPMENT		5,000			5,000
	CAPITAL	5,687				
	<b>TOTAL CAPITAL</b>	<b>5,687</b>	<b>5,000</b>			<b>5,000</b>
	<b>TOTAL WASTE WATER DEPT.</b>	<b>1,554,951</b>	<b>1,572,460</b>	<b>643,300</b>	<b>1,332,249</b>	<b>1,566,774</b>

## Sanitation

### **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 transfer station facility. The Department also provides support for all scheduled events and assists with snow removal.

### **2014-2015 OBJECTIVES**

- Complete reorganization of transfer station facility to improve appearance of facility
- Improve routine maintenance on trucks to extend service life

### **2013-2014 ACCOMPLISHMENTS**

- Purchased a new truck
- Built a new weigh station building and related equipment to improve appearance and functionality of facility

<b>SANITATION</b>						
<b>65</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
4100	REGULAR EMPLOYEES	243,813	215,910	71,791	215,000	197,015
4105	BUYOUT				25,544	4,000
4110	OVERTIME	2,332	3,000	5,251	7,500	5,000
4130	GROUP INSURANCE	44,218	39,850	18,229	38,000	34,757
4140	FICA	18,800	16,747	8,451	17,000	15,531
4150	ASRS	27,560	25,262	12,084	25,000	23,550
4170	UNEMPLOYMENT COMPENSATION	1,390	1,159	132	1,339	1,159
4180	WORKERS' COMPENSATION	23,571	17,362	4,660	17,715	16,015
	<b>TOTAL PERSONNEL</b>	<b>361,684</b>	<b>319,290</b>	<b>120,598</b>	<b>347,098</b>	<b>297,027</b>
4320	AUTO SUPPLIES	9,413	15,000	8,335	11,000	12,000
4340	COMMUNICATIONS	1,273	2,000	695	1,500	1,500
4360	ELECTRICITY	764	1,200	251	700	1,200
4370	FUEL/GASOLINE	62,609	60,000	30,001	62,000	65,000
4380	GENERAL SUPPLIES	8,353	4,000	2,177	5,000	2,500
4410	LICENSES, PERMITS & FEES	2,200	2,500	1,200	2,500	450
4420	NATURAL GAS	952	1,000	206	1,000	1,000
4480	REPAIR & MAINTENANCE SERVICES	4,484	6,000	1,748	3,000	5,000
4500	TRAVEL					500
4510	UNIFORMS	651	750			1,000
5135	BAD DEBT EXPENSE		5,000			5,000
5260	TIPPING FEES	181,892	175,000	81,201	175,000	180,000
5265	COUNTY REIMBURSEMENT	27,134	26,000			26,780
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>299,725</b>	<b>298,450</b>	<b>125,814</b>	<b>261,700</b>	<b>301,930</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>661,409</b>	<b>617,740</b>	<b>246,413</b>	<b>608,798</b>	<b>598,957</b>
	EQUIPMENT - ROLLOFFS					10,000
	NEW TRUCK PAYMENT		35,000			
5105	DEPRECIATION EXPENSE	50,160	64,000	12,509		76,000
	SCALE BUILDING REBUILD		15,000		15,000	
	COMPUTER EQUIPMENT	349		130	5,000	
7050	INTEREST EXPENSE	163			1,725	6,366
	<b>TOTAL CAPITAL</b>	<b>50,672</b>	<b>114,000</b>	<b>12,639</b>	<b>21,725</b>	<b>92,366</b>
	<b>TOTAL SANITATION</b>	<b>712,081</b>	<b>731,740</b>	<b>259,052</b>	<b>630,523</b>	<b>691,323</b>

## Golf Course

### **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.

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.

### **2014-2015 OBJECTIVES**

- Maintain pristine condition of golf course and related facilities
- Continue replacing aging sprinkler system

### **2013-2014 ACCOMPLISHMENTS**

- Purchased new mowing equipment
- Replaced portions of aging sprinkler system
- Refurbished bar in Clubhouse and renovated cart building into a multi-purpose event space/storage building to begin generating revenue from events

<b>GOLF COURSE</b>						
<b>70</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget
						14/15
4100	REGULAR EMPLOYEES	207,630	186,459	86,244	172,489	188,058
4110	OVERTIME	2,043	5,000	2,406	4,812	5,000
4130	GROUP INSURANCE	26,520	30,702	15,217	30,435	33,025
4140	FICA	14,838	14,647	8,666	17,331	14,769
4150	ASRS	19,583	18,446	11,210	22,420	18,727
4170	UNEMPLOYMENT COMPENSATION	2,614	2,085	473	2,080	2,085
4180	WORKERS' COMPENSATION	4,671	4,561	1,312	4,475	4,599
	<b>TOTAL PERSONNEL</b>	<b>277,899</b>	<b>261,900</b>	<b>125,529</b>	<b>254,042</b>	<b>266,263</b>
4310	ADVERTISING	850		30	100	
4320	AUTO SUPPLIES	171	1,000		500	500
4330	CHEMICALS	26,686	22,000	3,318	20,000	20,000
4340	COMMUNICATIONS	4,282	6,000	2,002	6,000	6,000
4350	DUES, MEMBERSHIPS & SUBSCRIPTIONS					
4360	ELECTRICITY	30,118	28,000	15,389	30,000	32,000
4370	GASOLINE	27,033	28,000	15,703	32,000	32,000
4380	GENERAL SUPPLIES	4,245	1,000	5,103	7,000	1,000
4400	JANITORIAL SUPPLIES	299	800	91	500	500
4410	LICENSES, PERMITS & FEES	669	1,000		1,000	1,000
4420	NATURAL GAS	6,472	7,000	2,921	7,000	7,000
4430	OTHER PROFESSIONAL	1,025				
4470	MAINTENANCE CONTRACTS	3,543	2,500	1,046	2,500	2,500
4480	REPAIR AND MAINTENANCE	3,598		5,215	7,500	12,000
4490	SMALL TOOLS & MINOR EQUIPMENT	355	1,000	296	1,000	1,500
4500	TRAVEL		500	138	500	500
4510	UNIFORMS	1,048	1,000	514	1,000	1,000
4520	CABLE/WATER	1,678	3,500	756	1,500	1,500
5020	SALES TAX			2,106	5,000	5,000
5100	BANK AGENCY FEES	7,701		250	250	500
5270	COURSE REPAIRS & MAINT.	22,234	21,000	7,034	21,000	15,000
5271	BUILDING REPAIRS & MAINTENANCE	8,950	5,000	3,721	5,000	7,000
5272	EQUIPMENT REPAIRS & MAINT.	18,463	16,000	5,826	10,000	12,000
5273	IRRIGATION & PUMP MAINTENANCE	4,796	8,000	1,826	8,000	5,000
5274	CART REPAIR & MAINT	3,922	5,000	1,961	3,000	5,000
5310	U.S.F.S. LEASE PAYMENT		6,000		6,000	6,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>178,138</b>	<b>164,300</b>	<b>75,248</b>	<b>176,350</b>	<b>174,500</b>
	<b>TOTAL PERSONNEL &amp; S.S.</b>	<b>456,037</b>	<b>426,200</b>	<b>200,776</b>	<b>430,392</b>	<b>440,763</b>
5105	DEPRECIATION EXPENSE	83,216	86,000	20,835	88,000	101,310
5195	EXPANSION INTEREST MDA 02	5,074				
7178	EQUIPMENT		10,000	12,704	15,000	10,000
	SPRINKLERS		20,000			
	GOLF EQUIP 2013 INTEREST		8,000	5,840	4,905	3,978
7446	GOLF CARTS 2011 INTEREST	7,636	1,914			753
7450	BUILDING RENOVATIONS		40,000	7,162	40,000	8,000
7020	EQUIPMENT					
	<b>TOTAL CAPITAL</b>	<b>95,926</b>	<b>165,914</b>	<b>46,541</b>	<b>147,905</b>	<b>124,041</b>
	<b>TOTAL GOLF COURSE</b>	<b>551,963</b>	<b>592,114</b>	<b>247,317</b>	<b>578,297</b>	<b>564,804</b>

## Department Budgets – Capital Projects Fund

- Impact Fee Fund
- Capital Projects
- Flood Control District

TENTATIVE

## 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 2014 and 2015 are summarized below.

TENTATIVE

IMPACT FEE FUND

	Water Treatment	Wastewater	Water Supply	General Government Department	Police Department	Fire Department	Street Department	Library	Parks & Recreation	Sanitation	Total
<b>Ending Balance 6/30/12</b>	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	9,500		9,500		4,732	8,554	18,737	5,187	2,968		59,178
Projected Expenses											
Refuse Containers										5,000	5,000
Ball Field Fencing/Repairs											
Construction Material											
Fire Department SCBA LP						28,958					28,958
San 240 CY Roll Offs										12,000	12,000
Rec Center Flooring											
Shelving/Furniture/Equipment											
Projected Expenses FY 12/13						28,958			15,000	17,000	60,958
<b>Budget FY 12/13</b>						<b>29,000</b>	<b>24,500</b>	<b>15,000</b>	<b>30,000</b>	<b>17,000</b>	<b>115,500</b>
<b>Ending Balance 6/30/13</b>	41,247		4,883	107,130	3,441	28,821	43,557	31,899	13,850	28,700	303,528
Projected Revenues FY 13/14	25,977		40,391		1,105	1,960	6,200	2,351	2,089	NA	155,272
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				55,000							55,000
Projected Outlay FY 13/14				<b>55,000</b>		<b>28,958</b>		<b>15,000</b>		<b>17,000</b>	<b>115,958</b>
<b>Ending Balance 6/30/14</b>	67,224		80,082	52,130	4,546	1,823	49,757	19,250	15,939	11,700	342,842
Projected Revenues FY 14/15	204,444		204,444								704,072
Projected Expenses											
Streets							50,000				50,000
Refuse Containers									16,000		16,000
Library Improvements								19,000		10,000	19,000
Accounting Software				52,000							52,000
Projected Expenses FY 14/15				<b>52,000</b>			<b>50,000</b>	<b>19,000</b>	<b>16,000</b>	<b>10,000</b>	<b>147,000</b>
<b>Ending Balance 6/30/15</b>	271,668		335,575	130	4,546	1,823	-243	250	-61	1,700	899,914

## 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.

<b>CAPITAL PROJECTS</b>						
<b>50</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
	REC CENTER PLAYGROUND		50,000		50,000	
	BUCKSKINNER RESTROOM		23,000			
	PROJECTS		15,000			55,000
	CURETON PARK IMPROV					
	AIRPORT HANGARS					507,625
	<b>TOTAL CAPITAL PROJECTS</b>		<b>88,000</b>		<b>50,000</b>	<b>562,625</b>

- \$55,000 for miscellaneous capital projects as needed
- \$507,625 to fund airport hangar construction with ADOT loan (if approved)

### 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.

<b>FLOOD CONTROL</b>						
<b>26</b>		Actual	Budget	F.Y.T.D.	Projected	Proposed
		@ 6/30/13	13/14	12/31/2013	@ 6/30/14	Budget 14/15
5040	ENGINEERING		10,000			
	STREET DRAINAGE IMPROVEMENT		150,000	9,598	150,000	
7508	AREA DRAINAGE IMPROVEMENTS	115,708	50,000		30,000	
	<b>TOTAL FLOOD CONTROL</b>	<b>115,708</b>	<b>210,000</b>	<b>9,598</b>	<b>180,000</b>	

- No expenditures proposed as funding will not be realized soon enough in budget year to make significant expenditures

## Budgets – Other

### Court Enhancement & JCEF Funds

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.

<b>COURT RELATED FUNDS</b>			
<b>25</b>	Actual	Budget	Budget
JCEF Fund	@ 6/30/13	13/14	Fiscal Year 2015
Supplies	3000	3000	4,000
Capital			2,500
<b>Total</b>	<b>3,000</b>	<b>3,000</b>	<b>6,500</b>
<b>29</b>	Actual	Budget	Budget
COURT ENHANCEMENT Fund	@ 6/30/13	13/14	Fiscal Year 2015
Supplies			3,000
Capital			
<b>Total</b>	<b>0</b>	<b>0</b>	<b>3,000</b>

### 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 2015. 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 refunded the GADA 2003A bond issue in March 2014. The GADA 2014 Refunding Bond is provided in the fiscal year 2014-2015 budget.

<b>Williams Debt Service Fund</b>			
<b>Governmental Funds - Fiscal Year Debt Payments</b>			Debt Service
	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015
Northside Sewer	79,763	78,328	0
Fire Truck Lease	31,162	31,162	7,791
Fire SCBA Lease	28,960	28,960	28,960
GADA 2003 to be Refunded	18,456	4,645	0
GADA 2005	112,500	114,250	110,750
GADA 2008	234,356	234,757	234,958
GADA 2014 Refund of 2003 Issue	0	0	10,637
Zions Loan 2010	103,573	100,825	103,978
Airport Hangar Loan			38,080
	608,770	592,927	535,154

<b>Williams General Long Term Debt Group</b>			
<b>Governmental Funds - Fiscal Year Debt Outstanding</b>			
	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015
Northside Sewer	75,000	0	0
Fire Truck Lease	37,675	7,704	0
Fire SCBA Lease	61,600	34,995	7,158
GADA 2003 - Refunded	190,750	0	0
GADA 2005	1,035,000	965,000	895,000
GADA 2008	2,490,000	2,370,000	2,245,000
GADA 2014 Refund of GADA 2003	0	174,650	172,200
Zions Loan 2010	596,865	523,773	444,590
Airport Hangar Loan			491,536
	4,486,890	4,076,122	4,255,484

## Enterprise Debt & Payments

The City of Williams currently has eleven enterprise fund debt instruments outstanding. The table below summarizes the details of each issue.

<b>Williams Enterprise Debt</b>			
<b>Enterprise Fund Debt &amp; Payments Fiscal Year 2015</b>			
	<b>Principal</b>	<b>Interest</b>	<b>Principal Outstanding</b>
WIFA 1998	161,432	17,396	338,429
WIFA 2000 Wells	181,132	49,716	1,024,095
WIFA 2006 Water DW 106-06	75,018	34,778	1,003,345
WIFA 2006 Wastewater CW 85-06	358,354	292,726	5,950,404
WIFA 2007 CW 99-08	294,160	201,286	5,783,291
ZIONS 2011	50,817	15,912	285,410
GADA 2014A	32,550	108,764	2,287,800
Sanitation Truck Lease	45,725	6,454	200,664
Golf Cart Lease	25,873	810	2,732
Golf Equipment Lease	33,636	4240	106,735
Water Dock Loan	11,360	998	8,026
	<b>1,270,057</b>	<b>733,080</b>	<b>16,990,931</b>

## 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 was paid-in-full during fiscal year 2013-2014. This debt is retired and debt service for this purpose will no longer need to be included in the budget beginning in Fiscal Year 2014-2015.

# State of Arizona Budget Forms

Schedule A

**CITY OF WILLIAMS**  
**Summary Schedule of Estimated Revenues and Expenditures/Expenses**  
**Fiscal Year 2015**

FUND	ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2014	ACTUAL EXPENDITURES/EXPENSES** 2014	FUND BALANCE/NET POSITION*** JULY 1, 2014	PROPERTY TAX REVENUES 2015		ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2015	OTHER FINANCING 2015		INTERFUND TRANSFERS 2015		TOTAL FINANCIAL RESOURCES AVAILABLE 2015	BUDGETED EXPENDITURES/EXPENSES 2015
				Primary	Secondary		SOURCES <USES>	<OUT>	IN			
1. General Fund	\$ 5,363,097	\$ 5,397,692	\$ 600,963	\$ 600,963	\$ 5,773,598	\$	\$	\$ 771,675	\$ 1,016,123	\$ 6,130,113	\$ 5,665,699	
2. Special Revenue Funds	5,552,377	5,466,825			5,648,051			553,051	380,448	5,820,666	5,869,978	
3. Debt Service Funds Available	561,163	562,927						535,154		535,154	535,154	
4. Less: Amounts for Future Debt Retirement												
5. Total Debt Service Funds	561,163	562,927										
6. Capital Projects Funds	463,658	230,000			1,339,697					603,717	647,626	
7. Permanent Funds	50,000	50,000			50,000					50,000	50,000	
8. Enterprise Funds Available	6,836,918	6,408,800			7,306,212			1,754,770	1,485,101	7,575,661	7,168,300	
9. Less: Amounts for Future Debt Retirement												
10. Total Enterprise Funds	6,836,918	6,408,800			7,306,212			1,754,770	1,485,101	7,575,661	7,168,300	
11. Internal Service Funds												
12. TOTAL ALL FUNDS	\$ 18,877,503	\$ 18,175,544	\$	\$ 600,963	\$ 20,114,558	\$	\$	\$ 3,689,650	\$ 3,689,650	\$ 20,715,521	\$ 20,256,699	

**EXPENDITURE LIMITATION COMPARISON**

	2014	2015
1. Budgeted expenditures/expenses	\$18,877,503	\$20,256,699
2. Add/subtract: e estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	18,877,503	20,256,699
4. Less: e estimated exclusions		
5. Amount subject to the expenditure limitation	\$18,877,503	\$20,256,699
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 2015**

	<b>2014</b>	<b>2015</b>
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ 698,734	\$ 716,353
2. Amount received from primary property taxation in the <b>current year</b> 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	\$ 597,894	\$ 600,963
B. Secondary property taxes		
C. Total property tax levy amounts	\$ 597,894	\$ 600,963
4. Property taxes collected*		
A. Primary property taxes		
(1) <b>Current</b> year's levy	\$ 597,894	
(2) Prior years' levies	893	
(3) Total primary property taxes	\$ 598,787	
B. Secondary property taxes		
(1) <b>Current</b> year's levy	\$	
(2) Prior years' levies		
(3) Total secondary property taxes	\$	
C. Total property taxes collected	\$ 598,787	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	1.5365	1.6040
(2) Secondary property tax rate		
(3) Total city/town tax rate	1.5365	1.6040
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 secondary property taxes are levied. For information pertaining to these special assessment districts and their tax rates, please contact the City.		

\* 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 2015**

<u>SOURCE OF REVENUES</u>	<u>ESTIMATED REVENUES 2014</u>	<u>ACTUAL REVENUES* 2014</u>	<u>ESTIMATED REVENUES 2015</u>
<b>GENERAL FUND</b>			
<b>Local taxes</b>			
City Sales Tax	\$ 3,482,763	\$ 3,204,223	\$ 3,552,418
Bed, Board & Booze Tax	687,601	704,216	733,921
<b>Licenses and permits</b>			
Business, Building & Other	49,505	58,678	54,190
<b>Intergovernmental</b>			
Library Assistance	28,000	28,028	28,028
Auto Lieu	122,166	105,024	129,496
State Revenue Sharing	337,347	308,897	365,920
State Sales Tax	261,442	263,458	273,207
<b>Charges for services</b>			
Various	103,613	75,710	99,521
<b>Fines and forfeits</b>			
Police Fines	46,138	35,747	49,346
JCEF & Court	3,000	6,000	8,120
<b>Interest on investments</b>			
Interest Income	700	1,520	500
<b>Miscellaneous</b>			
Other	277,505	213,460	204,352
Franchise & Lease	31,976	36,420	58,135
Community Facilities District	7,500	7,500	7,500
Rental Income	224,000	232,455	208,944
<b>Total General Fund</b>	<b>\$ 5,663,256</b>	<b>\$ 5,281,336</b>	<b>\$ 5,773,598</b>

\* 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.

**SPECIAL REVENUE FUNDS**

Highway User Revenue	\$ 294,517	\$ 266,736	\$ 298,051
Grants	4,696,000	4,696,000	5,000,000
NSD Fund	79,328	114,875	
Streets Fund	350,000	350,000	350,000
<b>Total Special Revenue Funds</b>	<b>\$ 5,419,845</b>	<b>\$ 5,427,611</b>	<b>\$ 5,648,051</b>

\* 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.

**DEBT SERVICE FUNDS**

Debt Proceeds	\$	\$	\$
Revenue	\$	\$	\$
Interest Income			
<b>Total Debt Service Funds</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

**CAPITAL PROJECTS FUNDS**

Debt Proceeds	\$	\$ 0	\$ 507,625
Flood Control District	\$ 125,000	\$ 149,478	\$ 125,000
Buy-In Fees	45,800	38,637	704,072
<b>Total Capital Projects Funds</b>	<b>\$ 170,800</b>	<b>\$ 188,115</b>	<b>\$ 1,336,697</b>

\* 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.

**PERMANENT FUNDS**

Firemans Pension	\$ 50,000	\$ 50,000	\$ 50,000
<b>Total Permanent Funds</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**ENTERPRISE FUNDS**

Electric System	\$ 3,888,911	\$ 3,849,150	\$ 3,995,803
Water Fund	950,931	915,283	979,900
Wastewater Fund	1,111,844	1,089,876	1,117,848
Sanitation Fund	667,518	654,372	674,661
Golf Course Fund	\$ 525,584	\$ 512,577	\$ 538,000
<b>Total Enterprise Funds</b>	<b>\$ 7,144,788</b>	<b>\$ 7,021,258</b>	<b>\$ 7,306,212</b>

**TOTAL ALL FUNDS** \$ 18,448,689 \$ 17,968,320 \$ 20,114,558

\* 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 2015**

FUND	OTHER FINANCING 2015		INTERFUND TRANSFERS 2015	
	SOURCES	<USES>	IN	<OUT>
<b>GENERAL FUND</b>				
General Fund	\$	\$	\$ 771,675	\$ 1,016,123
<b>Total General Fund</b>	\$	\$	\$ 771,675	\$ 1,016,123
<b>SPECIAL REVENUE FUNDS</b>				
Streets Fund	\$	\$	\$ 553,051	\$
HURF				298,051
NSD Fund				82,395
<b>Total Special Revenue Funds</b>	\$	\$	\$ 553,051	\$ 380,446
<b>DEBT SERVICE FUNDS</b>				
Debt Service	\$	\$	\$ 535,154	\$
<b>Total Debt Service Funds</b>	\$	\$	\$ 535,154	\$
<b>CAPITAL PROJECTS FUNDS</b>				
Capital Projects	\$	\$	\$ 55,000	\$ 787,980
<b>Total Capital Projects Funds</b>	\$	\$	\$ 55,000	\$ 787,980
<b>ENTERPRISE FUNDS</b>				
Electric System Fund	\$	\$	\$	\$ 1,485,101
Water Fund			692,228	
Wastewater Fund			1,007,037	
Sanitation Fund			28,700	
Golf Course Fund			26,805	
<b>Total Enterprise Funds</b>	\$	\$	\$ 1,754,770	\$ 1,485,101
<b>TOTAL ALL FUNDS</b>	\$	\$	\$ 3,669,650	\$ 3,669,650



Schedule E

**CITY OF WILLIAMS**  
**Expenditures/Expenses by Fund**  
**Fiscal Year 2015**

<b>FUND/DEPARTMENT</b>	<b>ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2014</b>	<b>EXPENDITURE/ ADJUSTMENTS APPROVED 2014</b>	<b>ACTUAL EXPENDITURES/ EXPENSES* 2014</b>	<b>BUDGETED EXPENDITURES/ EXPENSES 2015</b>
<b>GENERAL FUND</b>				
Mayor & Council	\$ 67,444	\$	\$ 67,452	\$ 85,465
Magistrate	157,538		170,850	157,799
General & Administrative	957,015		959,929	996,323
Finance	336,636		330,237	407,678
Maintenance	271,129		272,230	286,728
Library	95,486		96,140	117,808
Recreation	214,521		207,405	219,292
Pool	89,558		98,188	89,594
Police	1,522,887		1,620,222	1,721,041
Fire	248,000		212,331	203,523
Public Works				102,971
Building	136,652		136,120	187,399
Central Garage	286,414		281,121	302,470
Airport	170,400		107,900	165,450
Senior Center / Housing / Other	217,028		179,500	186,700
Community Facilities District	5,000		3,000	5,000
Forest Service Building	108,901		70,788	125,913
Tourism	421,488		449,356	499,485
Recreation Facilities	77,000		135,223	95,000
<b>Total General Fund</b>	<b>\$ 5,383,097</b>	<b>\$</b>	<b>\$ 5,397,992</b>	<b>\$ 5,955,639</b>
<b>SPECIAL REVENUE FUNDS</b>				
HURF / Streets	\$ 855,377	\$	\$ 799,825	\$ 899,978
Grants	4,696,000		4,696,000	5,000,000
NSD Fund	1,000			
<b>Total Special Revenue Funds</b>	<b>\$ 5,552,377</b>	<b>\$</b>	<b>\$ 5,495,825</b>	<b>\$ 5,899,978</b>
<b>DEBT SERVICE FUNDS</b>				
Debt Service	\$ 591,153	\$	\$ 592,927	\$ 535,154
<b>Total Debt Service Funds</b>	<b>\$ 591,153</b>	<b>\$</b>	<b>\$ 592,927</b>	<b>\$ 535,154</b>
<b>CAPITAL PROJECTS FUNDS</b>				
Flood Control District	\$ 210,000	\$	\$ 180,000	\$
Buy-In Fees	165,958			85,000
Capital Projects	88,000		50,000	562,625
<b>Total Capital Projects Funds</b>	<b>\$ 463,958</b>	<b>\$</b>	<b>\$ 230,000</b>	<b>\$ 647,625</b>
<b>PERMANENT FUNDS</b>				
Firemans Pension	\$ 50,000	\$	\$ 50,000	\$ 50,000
<b>Total Permanent Funds</b>	<b>\$ 50,000</b>	<b>\$</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>ENTERPRISE FUNDS</b>				
Electric System Fund	\$ 2,481,000	\$	\$ 2,226,000	\$ 2,554,500
Water Fund	1,459,605		1,652,770	1,790,899
Wastewater Fund	1,572,459		1,332,249	1,566,774
Sanitation Fund	731,740		622,469	691,323
Golf Course Fund	592,114		575,312	564,804
<b>Total Enterprise Funds</b>	<b>\$ 6,836,918</b>	<b>\$</b>	<b>\$ 6,408,800</b>	<b>\$ 7,168,300</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 18,877,503</b>	<b>\$</b>	<b>\$ 18,175,544</b>	<b>\$ 20,256,696</b>

\* 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.