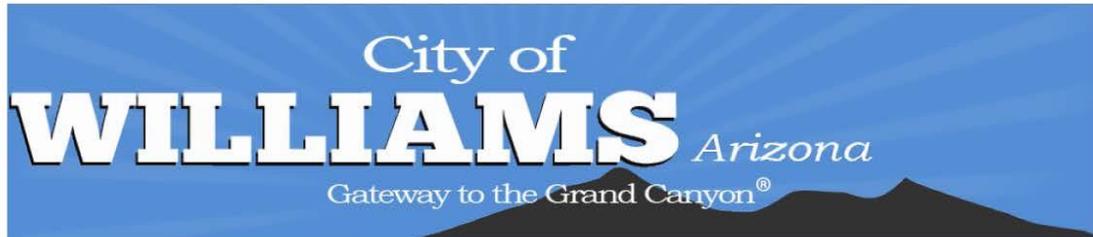




City of Williams, Arizona Approved Budget Fiscal Year 2017 -2018

City Council Members

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



VISION

Williams is a desirable, livable, and sustainable hometown where you want to live, work, and play.

MISSION

Williams will provide high-quality services in a fiscally sound manner through proactive planning, exceptional staff, and strong community relationships.

GOALS

Collaboration: Williams will build connections with the members of our community, encompassing the richness and diversity of our City. We will respond to growing service demands through strategic partnerships and innovative collaboration.

Growth/Planning: To achieve the future we envision, Williams will guide growth and not be guided by it. With a well-planned, responsible approach to development, we will ensure the community is vibrant and sustainable.

Economic Development: Williams will recruit and retain businesses that will create a dynamic, diversified local economy. We will capitalize on opportunities through bold and creative economic development strategies.

Housing: Williams will initiate programs, policies, and partnerships that lead to the development of quality housing choices that meet the needs of our citizens, so that those who work here can also live here.

Infrastructure: Williams will provide and preserve quality infrastructure for our community. We will develop and implement realistic long-term plans to meet current and future infrastructure needs.



Organizational Chart

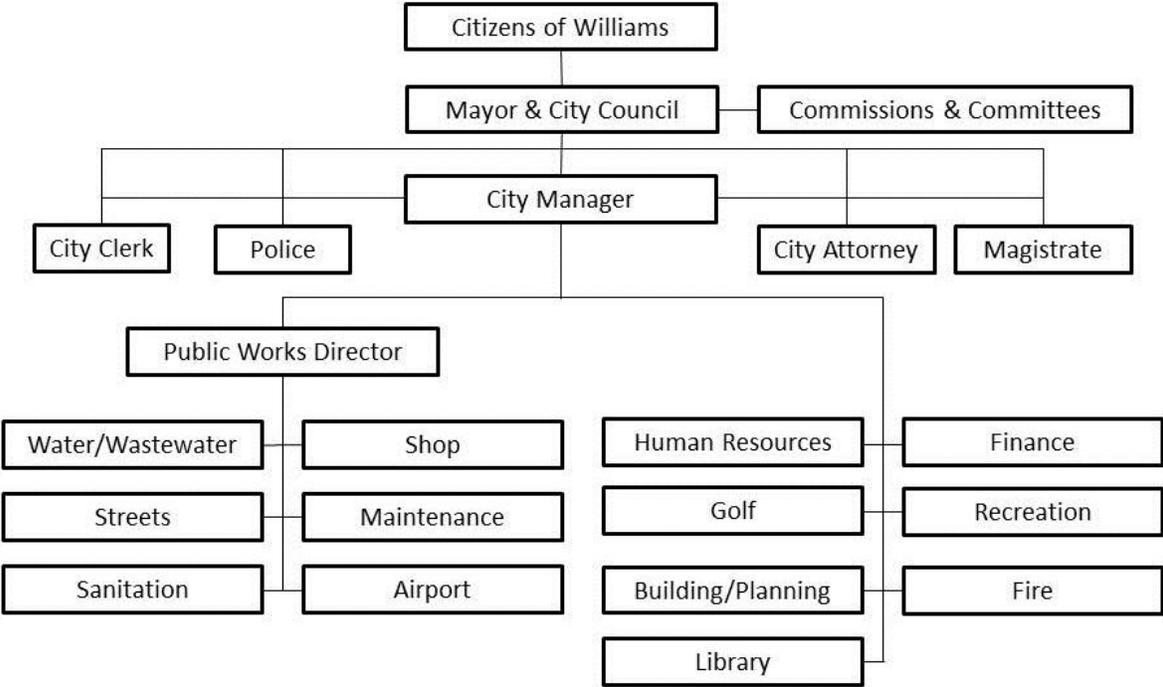


Table of Contents

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
8 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
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	35
Finance	37
Maintenance.....	39
Library.....	41
Recreation.....	43
Swimming Pool	45
Police Department.....	47
Fire Department.....	49
Public Works.....	51
Building Inspection	52
Central Garage.....	54
Airport.....	56
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	74

Sanitation	76
Golf Course	78
Department Budgets – Capital Projects Fund.....	80
Impact Fee Fund.....	81
Capital Projects Fund	82
Flood Control District	82
Budgets – Other Funds	83
JCEF Fund.....	83
Firemen’s Pension Fund	83
City of Williams Indebtedness.....	84
Enterprise Fund Debt	85
Northside Sewer District # 2	85
State of Arizona Budget Forms	86
Glossary	92

Budget Calendar

Fiscal Year 2017/18

1. Begin Budget Direction Wednesday Mar 1
2. Staff Meeting: Strategy for Meeting Goals
Budget worksheets to Departments Tuesday Mar 7
3. Completed worksheets back from Departments Friday Mar 17
4. Department Budget meetings Apr 3 – Apr 7
5. Revenue estimates complete Friday Apr 7
6. Council Review Thursday Apr 11
7. Present preliminary budget Thursday May 11
8. Budget Meeting #1 (post on website) Thursday May 11
9. Budget Meeting #2 (if necessary) Thursday May 25
10. Adopt Tentative Budget (if necessary) Thursday May 25
11. Publish budget once a week for two consecutive weeks Wednesday May 31 & Jun 7
12. Publish first Truth in Taxation Notice (if necessary) Wednesday May 31
13. Publish second Truth in Taxation Notice (if necessary) Wednesday Jun 7
14. - Hold public hearing - budget and estimated tax levy
Convene special meeting* to adopt final budget
(post Budget on website) Thursday Jun 22
15. Adopt property tax levy Thursday Jun 22

Message from the City Manager

City Officials

City Manager

Skylor Miller

City Attorney

Mangum, Wall, Stoops & Warden

Departments

Building – Tim Pettit

Central Garage – Sheldon Johnson

City Clerk/Human Resources – Pam Galvan

Finance – Keith Buonocore

Fire – Chase Pearson

Golf – Marty Yerian

Library – Andrea Dunn

Magistrate – Rob Krombeen

Maintenance – Aaron Anderson

Police – Herman Nixon

Public Works –

Recreation – Rose Newbold

Sanitation – Jeff Pettit

Streets – Horacio Ortiz

Water/Wastewater – EUSI

Community Profile

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

Accounting Structure and Basis

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

Fund Structure:

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

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

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

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

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

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

Basis of Accounting and Budgeting of Funds:

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

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

Budget Overview

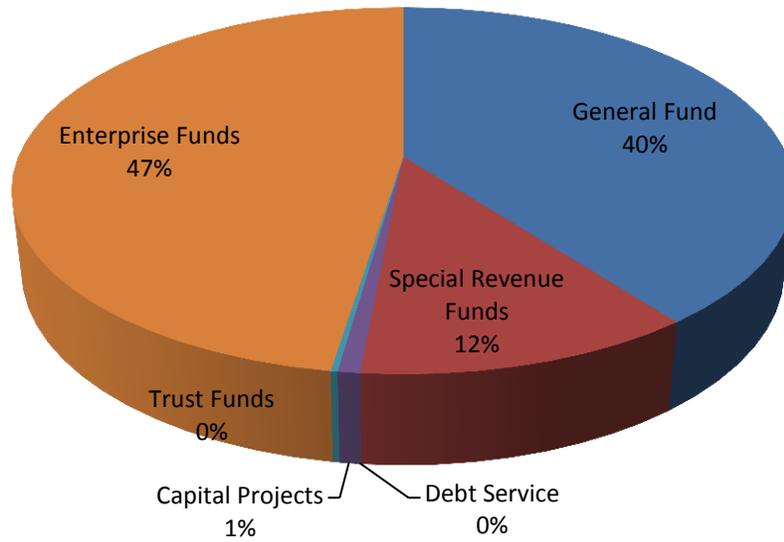
We are pleased to present the budget for Fiscal Year 2017/2018. The Budget was prepared to provide a budget that is fiscally sound and lays the foundation for a strong financial future.

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

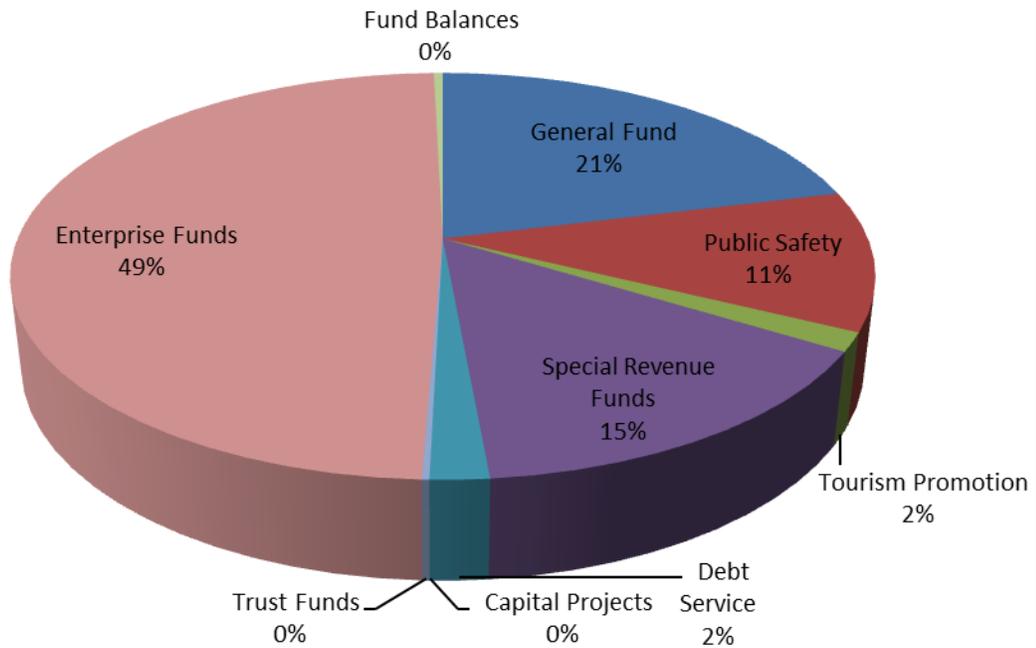
Sources and Uses of Funds Summary

	Budget FY 16/17	Budget FY 17/18	Difference
Sources of Funds			
General Fund	8,203,579	8,415,530	211,951
Special Revenue Funds	4,181,029	2,506,117	-1,674,912
Debt Service			
Capital Projects	160,000	163,200	3,200
Trust Funds	50,000	50,000	
Enterprise Funds	9,030,317	10,088,969	1,058,652
Fund Balances			
Total All Funding Sources	21,624,925	21,223,816	-401,109
Uses of Funds			
General Fund	4,439,025	4,460,262	21,237
Public Safety	2,295,547	2,384,630	89,083
Tourism Promotion	313,231	313,231	
Special Revenue Funds	4,582,819	3,149,101	-1,433,718
Debt Service	523,836	394,103	-129,733
Capital Projects			
Trust Funds	50,000	50,000	
Enterprise Funds	8,576,176	10,394,596	1,818,420
Fund Balances	844,291	77,893	-766,398
Total Uses of Funds	21,624,925	21,223,816	-401,109
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
Fiscal Year 2015						
Revenues	8,621,621	1,048,422	8,796,820	1,372,570	495,953	20,335,386
Expenditures	6,590,027	960,526	9,161,062	1,619,919	496,996	18,828,530
Fund Balance 6/30/15	3,635,699	482,383	17,610,497	279,801	0	22,008,380
Fiscal Year 2016						
Revenues	7,578,875	1,088,293	13,578,384	296,158	591,832	23,133,542
Expenditures	6,769,977	918,569	13,904,919	285,958	591,832	22,471,255
Fund Balance 6/30/16	4,444,597	652,107	17,283,962	290,001	0	22,670,667
Fiscal Year 2017						
Revenues	8,563,579	4,914,670	10,225,641	160,000	573,836	24,437,725
Expenditures	8,127,027	4,904,348	9,738,224	250,000	573,836	23,593,435
Fund Balance 6/30/17	4,881,149	662,429	17,771,379	200,001	0	23,514,957
Fiscal Year 2018						
Revenues	8,775,530	3,507,977	10,965,730	163,200	444,103	23,856,540
Expenditures	8,358,289	3,485,218	11,241,037	250,000	444,103	23,778,647
Fund Balance 6/30/18	5,298,390	685,188	17,496,072	113,201	0	23,592,850
Increase/(Decrease) in Fund Balance	417,241	22,759	(275,307)	(86,800)	0	77,893
Note:						
The figures in this table include all transfers to establish Fund Balances.						

Summary of Changes in Expenditures within Each Fund

Proposed Budget Fiscal Year 2017 -2018				
	Budget	Budget	Increase	%
	16/17	17/18	(Decrease)	Change
GENERAL FUND				
MAYOR & COUNCIL	95,814	95,757	(57)	-0.06%
MAGISTRATE	110,040	109,982	(58)	-0.05%
GENERAL & ADMINISTRATIVE	1,149,473	1,095,864	(53,609)	-4.66%
FINANCE	459,562	484,980	25,418	5.53%
MAINTENANCE	315,516	413,392	97,876	31.02%
LIBRARY	132,911	149,390	16,479	12.40%
RECREATION	242,669	256,479	13,810	5.69%
SWIMMING POOL	102,830	105,482	2,652	2.58%
POLICE	2,070,925	2,090,008	19,083	0.92%
FIRE	224,622	294,622	70,000	31.16%
PUBLIC WORKS	114,785	73,657	(41,128)	-35.83%
BUILDING	189,727	204,805	15,078	7.95%
CENTRAL GARAGE	464,134	399,923	(64,211)	-13.83%
AIRPORT	223,664	223,664	-	
SENIOR CENTER	27,200	62,200	35,000	128.68%
HOUSING AUTHORITY	133,000	133,000	-	
TOTAL GENERAL FUND	6,056,872	6,193,205	136,333	2.25%
BED, BOARD & BOOZE FUND				
TOURISM PROMOTION	313,231	313,231	-	
RECREATION FACILITIES	360,350	298,350	(62,000)	-17.21%
VISITOR CENTER	232,463	284,337	51,874	22.31%
TOTAL BBB FUND	906,044	895,918	(10,126)	-1.12%
HURF / STREETS FUND	1,073,319	1,329,101	255,782	23.83%
NORTHSIDE SEWER DISTRICT	-	-	-	
COURT RELATED FUNDS	9,500	20,000	10,500	110.53%
FLOOD CONTROL FUND	-	-	-	
CAPITAL PROJECTS FUND	-	-	-	
ELECTRIC SYSTEM FUND	3,309,000	4,449,000	1,140,000	34.45%
Water Department	2,339,177	3,004,245	665,068	28.43%
Waste Water Department	1,458,043	1,452,982	(5,061)	-0.35%
TOTAL UTILITY FUND	3,797,220	4,457,227	660,007	17.38%
IMPACT FEE FUND	-	-	-	
SANITATION FUND	842,436	854,516	12,080	1.43%
GOLF COURSE FUND	627,520	633,853	6,333	1.01%

Personnel Detail – All Funds

Department	Position	FY 2016 Actual FTE's	FY 2017 Actual FTE's	FY 2018 Planned FTE's	
MAYOR & COUNCIL	Mayor and Council	7.0	7.0	7.0	7.0
MAGISTRATE	Magistrate	1.0	1.0	1.0	1.0
	Pro Temp				
GENERAL ADMINISTRATION	City Manager	1.0	1.0	1.0	
	City Clerk / Personnel Director	1.0	1.0	1.0	
	Administrative Staff	2.5	1.3	1.3	3.3
FINANCE	Finance Director	1.0	1.0	1.0	
	Accountant	1.0	1.0	1.0	
	Account Clerks	2.0	3.0	3.0	5.0
LIBRARY	Librarian	1.0	1.0	1.0	
	Library Aids Part Time	0.8	1.1	1.1	2.1
RECREATION	Recreation Supervisor	1.0	1.0	1.0	
	Recreation Coordinator	1.0	1.0	1.0	
	Summer Rec Employees	1.3	1.4	1.4	3.4
POOL	Aquatic Coordinator	0.7	0.6	0.6	
	Lifeguards	1.5	1.5	1.5	2.1
MAINTENANCE	Superintendent	1.0	1.0	1.0	
	Maintenance Worker	3.0	4.0	4.0	
	Maintenance Workers Part Time	1.3	3.0	3.0	8.0
POLICE	Police Chief	1.0	1.0	1.0	
	Lieutenant	1.0	1.0	1.0	
	Sergeant	1.0	1.0	1.0	
	Officer	7.5	8.5	10.5	
	Support Services Supervisor	1.0	1.0	1.0	
	Community Services Officer	1.0	0.0	0.0	
	Information Systems Manager	1.0	1.0	1.0	
	Animal Control	1.0	1.0	1.0	
	Dispatcher	4.0	5.0	6.5	
	Civilian	0.6	1.0	1.0	24.0
PUBLIC WORKS	Director	1.0	0.0	0.0	0.0
BUILDING INSPECTION	Chief Building Inspector	1.0	1.0	1.0	
	Building Inspector	1.0	1.0	1.0	
	Abatement	0.0	0.0	0.0	2.0
CENTRAL GARAGE	Shop Superintendent	1.0	1.0	1.0	
	Shop Mechanic	2.0	2.0	2.0	3.0
STREET DEPARTMENT	Street Superintendent	1.0	1.0	1.0	
	Equipment Operator - Foreman	1.0	1.0	1.0	
	Equipment Operator	2.0	2.0	2.0	
	Maintenance Worker	2.1	2.1	1.8	5.8
WATER AND WASTEWATER	Supervisor	1.0	1.0	1.0	
	Maintenance Worker	3.5	1.5	1.5	
	Maintenance Worker	3.5	1.5	1.5	4.0
SANITATION	Sanitation Foreman	1.0	1.0	1.0	
	Equipment Operator	4.0	5.0	5.0	6.0
GOLF COURSE	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	2.3	2.3	2.3	5.3
OTHER	Staff	1.0	1.6	1.6	1.6
VISITORS CENTER	Staff	2.1	3.4	4.2	4.2
Total Full Time Equivalents		81.7	83.7	87.7	87.7

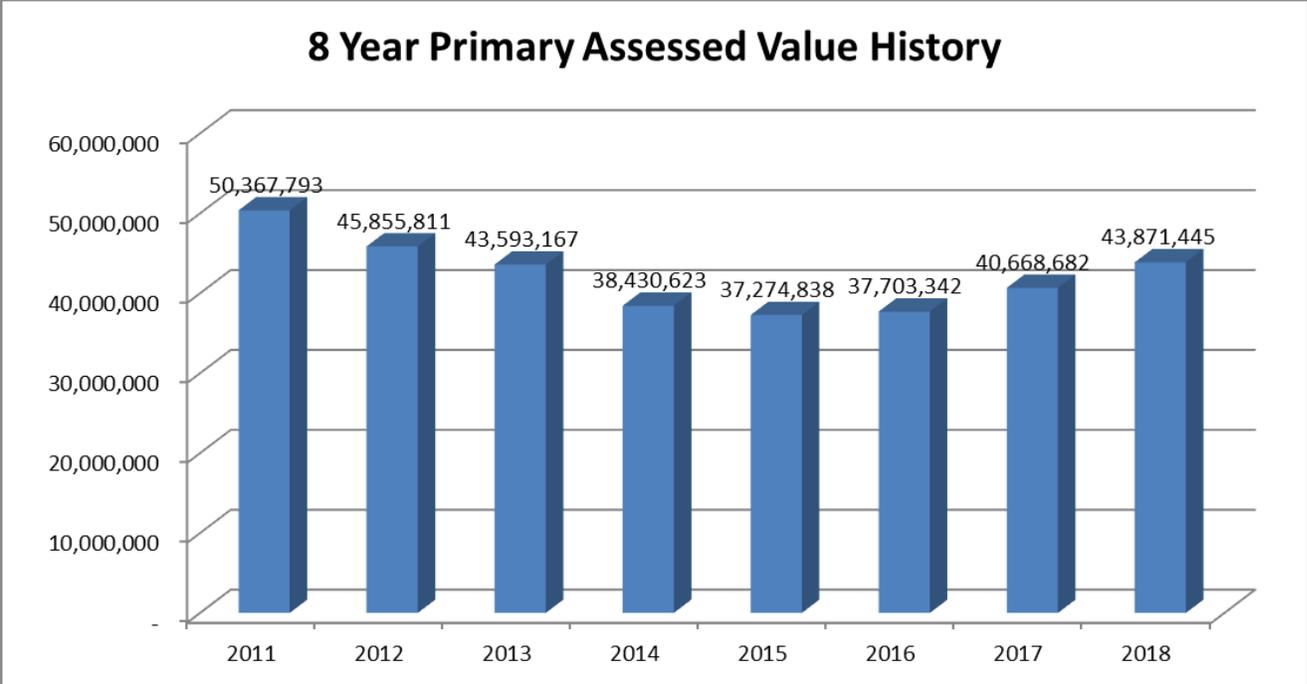
Revenues

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 2017/18				
FY 2017/18				
Rate based on levy limit worksheet				
			Tax Rate	Tax Levy
	Previous year's primary property tax levy	611,698		
	-----	-----	=	1.4173
	Current year's Net Assessed Value (C4) minus new construction	43,158,544		
	Maximum Allowable Tax Levy			786,571
	Maximum Allowable Tax Rate			1.7929
Option A	Keep Tax Rate Same as FY 15/16	No Truth in Taxation Notice	1.5041	649,148
Option B	Keep Tax Levy the Same	No Truth in Taxation Notice	1.4173	611,698
Option C	Increase Rate to Maximum Levy	Truth In Taxation Required	1.7929	786,571
Truth In Taxation Notice will be required if the tax rate is greater than 1.4173				
	FY 16/17 Assessed Value	40,338,385	1.5041	606,730
	Net Change In Assessed Value	2,820,159		
			RATE	LEVY
	Actual Existing:		1.4173	611,698
	New Construction:		1.4173	10,104
	Total			621,802
	Budget Document			621,802

- **Fiscal Year 2017 budget included the levy at the tax rate of 1. 4173.**



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 1.4173, a truth in taxation hearing must be held.

Revenues – General Fund

GENERAL FUND

General Fund - Revenues - By Source					
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	
		Actual	Budget	Budget	
Taxes:					
	Property Taxes	608,543	615,850	621,802	
	City Sales Tax	4,314,483	4,767,613	4,862,965	
	Gas Franchise Fee	29,656	32,000	33,000	
Intergovernmental:					
	State Revenue Sharing	363,969	381,900	391,847	
	Auto Lieu Tax	133,195	138,658	151,277	
	State Sales Tax	285,840	293,818	296,741	
	Library Assistance Tax	92,590	92,000	93,000	
Fines and Forfeitures:					
	Animal Control Fees	1,950	2,500	2,000	
	Police Fines	47,315	33,169	35,491	
	Planning and Zoning Fees	2,258	12,000	4,000	
	Plan Check Fees	23,050	27,526	29,526	
Charges for Services:					
	Recreation Programs	5,602	4,500	5,000	
	Rodeo Ground Fees	19,163	15,000	20,000	
	City Park Revenues	2,948	2,000	3,000	
	Fire Department Reimbursements	3,450	0	3,000	
	Airport Leases and Fees	22,393	34,800	36,000	
	Airport Fuel Sales	27,947	38,500	39,655	
	Cemetery Proceeds	3,916	5,000	5,040	
	Police Department Reimbursements	150	1,000	2,500	
	Swimming Pool Receipts	19,182	16,025	16,506	
Licenses and Permits:					
	Business License	10,755	10,000	12,000	
	Building Permits	59,843	46,398	49,646	
Interest Earnings:					
	Interest Income	8,061	4,000	8,000	
Other Financing Sources:					
	Miscellaneous	76,030	55,000	60,000	
	Housing Authority Reimburse	130,963	133,000	133,000	
	Workers Comp Refund	7,184	3,000	7,000	
	City Auction Proceeds	0	25,000	25,000	
	Tower Rental	150		32,000	
	Other	245,676			
	Transfers from Other Funds	20,398	360,000	360,000	
Total General Fund Revenues		6,566,660	7,150,257	7,338,996	2.64%

Bed Board and Booze Tax Fund

GENERAL FUND

BBB Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Actual
Taxes:				
	Bed Board and Booze Tax	984,261	1,176,000	1,064,478
Interest Earnings:				
	Interest Income	0	0	0
Other Financing Sources:				
	Tower Rental	30,971	26,712	0 Moved to C
	USFS Visitor Center Reimbursement	6,621	6,100	6,156
	Visitor Center Sales			158,462
	Transfers from Other Funds	10,005		
Total BBB Fund Revenues		1,031,858	1,208,812	1,229,096 1.68%

Forest Service Building

GENERAL FUND

Forest Service Building Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Charges for Services:				
	Rental Income	184,433	189,009	191,938
Interest Earnings:				
	Interest Income	0	0	0
Total Forest Service Building Fund		184,433	189,009	191,938

Community Facilities District

GENERAL FUND

Community Facilities District Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Taxes				
	Property Taxes	7,474	7,500	7,500
Total C F D Fund		7,474	7,500	7,500

J.C.E.F. Fund

GENERAL FUND

JCEF Fund Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Fines and Forfeitures:				
	JCEF Revenue	1,330	4,000	4,000
	Fill in the Gap			
Interest Earnings:				
	Interest Income			
Total JCEF Fund		1,330	4,000	4,000

Court Enhancement Fund

GENERAL FUND

Court Enhancement Fee Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Fees				
	Court Revenue	5,602	4,000	4,000
Interest Earnings:				
	Interest Income			
Total Court Enhancement Fund		5,602	4,000	4,000

Revenues – Special Revenue Funds

Grant Fund

SPECIAL REVENUE FUND

Grants Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Other Financing Sources				
	Grant Income	43,142	3,500,000	1,800,000
Interest Earnings:				
	Interest Income			
Total Grants Fund		43,142	3,500,000	1,800,000

Highway User Revenue – Streets

SPECIAL REVENUE FUND

Streets Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
	City Sales Tax Increment	374,769	350,000	350,000
	Transfer From HURF Fund	333,414	331,029	356,117
	Transfer From Flood Control Fund		250,000	250,000
	Transfer From BBB Fund	0	0	0
	Transfer From General Fund	0	152,612	395,743
Total Streets Fund Revenues		708,183	1,083,641	1,351,860
Highway User Revenue Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Taxes:				
	Highway User Revenue	333,414	331,029	356,117
Other Financing Sources:				
	Miscellaneous	0	0	0
	Transfer from General Fund	0	0	0
Total HURF Fund Revenues		333,414	331,029	356,117

Revenues – Enterprise Funds

Electric System

ENTERPRISE FUND

Utility Fund - Electric - Revenues - By Source					
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	
		Actual	Budget	Budget	
Users Fees:					
	Electric System Revenues	4,409,308	4,394,712	4,814,082	
	Turn On/Off Fees	11,340	10,500	12,340	
Interest Earnings:					
	Interest Income	0	0	0	
Other Financing Sources:					
	Miscellaneous	7,875	10,000	10,000	
	Service Install Charges	58,301	1,000	55,000	
Total Electric Fund Revenues		4,486,824	4,416,212	4,891,422	10.76%

Utility Fund Water

ENTERPRISE FUND

Utility Fund - Water - Revenues - By Source					
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	
		Actual	Budget	Budget	
Users Fees:					
	Water Revenue	1,436,555	1,250,660	1,524,041	
	Stand Pipe Fees	65,570	60,000	67,000	
	Connection Fees	27,665	5,000	15,000	
Interest Earnings:					
	Interest Income	8,876	10,000	11,000	
Other Financing Sources:					
	Miscellaneous	14,227	10,000	10,000	
	WIFA Loan Proceeds	3,500,000			
	Transfer From Other Funds	120,000	0	450,000	
	Transfer From Electric System	526,226	1,162,048	396,441	
Total Utility Fund - Water		5,699,119	2,497,708	2,473,482	-0.97%

Utility Fund Waste Water

ENTERPRISE FUND

Utility Fund - Wastewater - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Users Fees:				
	Sewer Revenue	2,038,884	1,982,095	2,163,052
	Sewer Connections	7,543	0	10,000
Other Financing Sources:				
	Miscellaneous	10,176	10,000	10,000
	Transfer From General	0	0	0
	Transfer From Electric System	0	0	0
Total Utility Fund - Wastewater		2,056,603	1,992,095	2,183,052
				9.59%

Sanitation Fund

ENTERPRISE FUND

Sanitation Fund - Solid Waste - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Users Fees:				
	Refuse Collection	527,597	543,840	559,728
	City Resident Fees	38,229	41,200	40,951
	County Resident Fees	27,287	27,810	28,949
Other Financing Sources:				
	County Transfer Station Reimburseme	130,810	147,000	136,810
	Miscellaneous	35,502	21,000	37,716
	Transfer From Impact Fund	0	0	0
	Transfer From General Fund	0	31,442	21,488
Total Sanitation Fund		759,425	812,292	825,642
				1.64%

Golf Course Fund

ENTERPRISE FUND

Golf Course Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Users Fees:				
	Season Passes and Coupons	53,119	52,000	53,300
	Cart Fees	178,137	180,000	183,600
	Green Fees	325,239	316,000	326,000
	Food and Beverage Revenue	17,091	16,000	17,500
Other Financing Sources:				
	Miscellaneous	2,827	1,500	2,900
	Transfer From General Fund	0	1,834	8,832
Total Golf Course Fund		576,413	567,334	592,132
				4.37%

Revenues – Capital Projects

Impact Fee Fund

CAPITAL PROJECTS FUND

Impact Fee Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Buy-In Fees				
	Water Treatment	0	0	0
	Wastewater Treatment	0	0	0
	Water Supply	0	0	0
	Police Department	0	0	0
	Fire Department	0	0	0
	Street Department	0	0	0
	Library	0	0	0
	Parks and Recreation	0	0	0
Interest Earnings:				
	Interest Income		0	0
Total Impact Fee Fund		0	0	0

Capital Projects

CAPITAL PROJECTS FUND

Capital Projects Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
	ADOT loan proceeds			
	Interest			
	Transfer From Streets Fund		0	0
	Transfer From General Fund	21,062	0	0
Total Capital Projects Fund		21,062	0	0

Flood Control District Funds

CAPITAL PROJECTS FUND

Flood Control District Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Taxes:				
	Flood Control Revenue	151,566	160,000	163,200
Total Flood Control Revenue		151,566	160,000	163,200

Revenues – Trust Funds

Firemen’s Pension Fund

TRUST FUND

Firemen's Pension Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Other Financing Sources:				
	Retirement Contributions	50,000	50,000	50,000
Total Firemen's Pension Fund		50,000	50,000	50,000

Revenues – Debt Service Fund

Debt Service Fund - Revenues - By Source				
		Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
		Actual	Budget	Budget
Other Financing Sources:				
	Transfers From General Fund	541,832	523,836	394,103
	Transfers From Other Funds			
Interest Earnings:				
	Interest Income		0	0
Total Debt Service Fund		541,832	523,836	394,103

Inter Fund Transfer Summary

The table below summarizes the Inter Fund Transfer for Fiscal Year 2017 and 2018.

Fund	Budgeted Fiscal Year 2017		Proposed Fiscal Year 2018	
	Transfers In	Transfer Out	Transfers In	Transfer Out
General Fund				
Transfer to Sanitation Fund		31,442		21,488
Transfer to Streets Fund		152,612		395,743
Transfer to Golf Course				8,832
Transfer to Debt Service		523,836		394,103
Transfer to Capital Projects Fund				
Transfer to Water Fund				
Transfer to Wastewater Fund				
Transfer from BBB Fund	160,000		160,000	
Transfer from NSD Fund				
Transfer from Capital Projects Fund				
Transfer from Revolving Loan Fund				
Transfer from Forest Service Fund	200,000		200,000	
Transfer from Impact Fund			0	
BBB Fund				
Transfer to Gen Fund		160,000		160,000
Transfer to Streets Fund				
Transfer to Golf Fund		1,834		
Streets Fund				
Transfer from General Fund	152,612		395,743	
Transfer from BBB Fund			0	
Transfer from HURF Fund	331,029		356,117	
Transfer from Flood Control Fund	250,000		250,000	
Transfer to Capital Projects Fund				
HURF Fund				
Transfer from General Fund				
Transfer to Streets Fund		331,029		356,117
Flood Control Fund				
Transfer to Streets Fund		250,000		250,000

Fund	Budgeted Fiscal Year 2017		Proposed Fiscal Year 2018	
	Transfers In	Transfer Out	Transfers In	Transfer Out
Capital Fund				
Transfer to General Fund				
Transfer from General Fund				
Transfer from Streets Fund				
Debt Service Fund				
Transfer from General Fund	523,836		394,103	
Transfer from Northside Sewer				
Forest Service Fund				
Transfer to General Fund		200,000		200,000
Impact Fund				
Transfer to General Fund				
Transfer to Sanitation				
Sanitation Fund				
Transfer from General Fund	31,442		21,488	
Transfer from Impact Fund				
Golf Course				
Transfer from General Fund			8,832	
Transfer from	1,834			
Electric System Fund				
Transfer to Water		1,162,048		396,441
Transfer to Sanitation				
Transfer to Waste Water				
Utility Fund Water				
Transfer from Electric	1,162,048		396,441	
Transfer from Waste Water			450,000	
Utility Fund Waste Water				
Transfer from Electric			0	
Transfer to Water				450,000
Total Transfers	2,812,801	2,812,801	2,632,724	2,632,724

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.

MAYOR & COUNCIL						
810		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Proposed Budget 17/18
4100	REGULAR EMPLOYEES	68,400	45,600	68,400	68,400	68,400
4130						
4140	FICA	5,233	3,488	5,233	5,233	5,233
4180	WORKERS COMPENSATION	166	86	180	181	124
	TOTAL PERSONNEL	73,799	49,174	73,813	73,814	73,757
4340	COMMUNICATIONS					
4350	DUES, MEMBERSHIPS & SUB	1		500	500	500
4380	GENERAL SUPPLIES	955	-1,181	500	500	500
4460	PUBLIC RELATIONS	5,774	1,958	6,500	6,500	6,500
4500	TRAVEL	2,754	1,406	7,000	7,000	7,000
5150	ELECTION EXPENSES			7,000	7,500	7,500
5190	CONTINGENCIES					
	TOTAL SERVICES & SUPPLIES	9,484	2,183	21,500	22,000	22,000
	TOTAL PERSONNEL & S.S.	83,283	51,357	95,313	95,814	95,757
	CAPITAL					
	TOTAL OTHER					
	TOTAL MAYOR & COUNCIL	83,283	51,357	95,313	95,814	95,757

- Similar to FY17 actual

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

CITY OF WILLIAMS MISSION

The City of Williams will provide high-quality services in a fiscally sound manner through proactive planning, exceptional staff, and strong community relationships.

- We were immensely pleased with the effort and results our staff members have accomplished during this fiscal year, and we are thankful for the council's support enabling us to reach our goals. We have strived to serve the public in line with the City's mission statement to *provide high-quality services in a fiscally sound manner through proactive planning, exceptional staff, and strong community relationships*. Our goal setting also perfectly emulates the City's vision and goals section of the mission statement as we look to continue to collaborate and lead into the future.

2017-2018 OBJECTIVES

- Implement Coconino County Justice 2030 planning strategies
 - Outreach and partnerships
 - Complete and implement amendments and/or changes to the IGA with Coconino County for providing court services.
 - Host the 2018 National Judges Association conference in Williams.
 - Facilities and Operations
 - Security fence project in collaboration with the Coconino County Sheriff's Office to secure the employee/staff parking area
 - Information and technology
 - Further explore and develop "paperless" court management system in collaboration with the Flagstaff Municipal Court. Funding to be provided with court special revenue funds.
 - Staff Development
 - Expand intern program to employ our first college intern, April Zicopoulos

2016-2017 Accomplishments

- Upgraded and replaced in-court video system linking the court with the jail and other courts for video appearances. Funding was provided with court special revenue funds.
- Senior Justice Court Specialist Ruth Alvarado attended the Institute for Court Management (ICM) court manager program.
- Bailiff Dave Remender trained and was appointed as Civil Traffic Hearing Officer.
- Regional Homeschool Association Mock Trial Competition in our court.

- Judge Krombeen’s appointment by the Arizona Supreme Court to the Court Security Standards Committee.
- Security upgrades to our customer service window have improved the safety for our employees through the installation of ballistic material in the walls in window.
- The inter-governmental agreement (IGA) between the City and Coconino County for court staffing services has continued to increase efficiencies in our municipal court collection efforts. This was evidenced by an increase in the revenue per case collected during the year without having increased our fines or fees during that period. Those and other efficiencies have increased the Court’s financial viability and operational resiliency for the future. These improvements in collections have also shifted more of the Court’s operational costs from the tax payer to the offender.

MAGISTRATE						
830		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	19,189	10,757	20,200	22,306	22,306
4130	GROUP INSURANCE					
4140	FICA	1,508	823	1,545	1,706	1,706
4150	ASRS					
4170	UNEMPLOYMENT COMPENSA	244	13	385	385	330
4180	WORKERS' COMPENSATION	38	30	38	42	40
	TOTAL PERSONNEL	20,979	11,623	22,168	24,440	24,382
4340	COMMUNICATIONS	1,029	708	1,000	1,000	1,000
4350	DUES, MEMBERSHIPS & SUBS	150	50	150	200	200
4380	GENERAL SUPPLIES	2,534	918	3,500	2,400	2,400
4430	OTHER PROFESSIONAL	56,905	42,753	65,000	68,000	68,000
4450	PRINTING & BINDING			500	500	500
4480	REPAIR & MAINTENANCE	1,500	750	1,500	1,500	1,500
4500	TRAVEL	787	900	2,000	2,000	2,000
5010	AUDIT - FINANCIAL			2,000	2,000	2,000
5030	PROF - LEGAL TO ADMIN	58,638	16,168			
5060	RENTAL OF BUILDING	5,536	1,295	5,000	5,000	5,000
5200	JURY TRIAL COMPENSATION			1,000	1,000	1,000
	TOTAL SERVICES & SUPPLIES	127,079	63,542	81,650	83,600	83,600
	TOTAL PERSONNEL & S.S.	148,058	75,165	103,818	108,040	107,982
	EQUIPMENT			1,500	2,000	2,000
	TOTAL OTHER			1,500	2,000	2,000
	TOTAL MAGISTRATE	148,058	75,165	105,318	110,040	109,982

- Decrease for Professional Legal costs (now budgeted in Administration)

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.

2017-2018 OBJECTIVES

- Champion newly established Vision, Mission, and Goals statement as provided by Council
- Lead implementation of information coordination , which will significantly change how the City operates and interacts with the community
- Complete implementation of formal annual employee evaluations for all City employees
- Update/revise employee classification and pay grade schedules
- Design and deliver management training for supervisory staff

2016-2017 ACCOMPLISHMENTS

- Continued to realign Staff and duties to make City function more efficiently and effectively
- Conducted quarterly safety training for all City employees
- Revised Position Descriptions to reflect current positions and duties

GENERAL ADMINISTRATION						
840		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	239,358	149,192	260,295	280,719	223,035
4130	GROUP INSURANCE	24,906	23,487	24,600	30,414	28,643
4140	FICA	18,889	10,185	19,913	21,475	17,062
4150	ASRS	26,872	16,416	30,194	32,198	25,649
4170	UNEMPLOYMENT COMPENSATION	762	563	1,159	1,123	770
4180	WORKERS' COMPENSATION	1,249	449	689	743	405
4190	TAXABLE FRINGE BENEFITS					
	TOTAL PERSONNEL	312,036	200,292	336,850	366,672	295,564
4310	ADVERTISING	6,452	184	10,000	12,500	12,500
4340	COMMUNICATIONS	10,968	8,169	14,000	14,000	14,000
4350	DUES, MEMBERSHIPS & SUBSCRIPT	10,296	5,603	12,000	12,000	12,000
4360	ELECTRICITY	47,992	28,278	52,000	52,000	52,000
4370	GASOLINE		1,438	3,000	3,000	3,000
4380	GENERAL SUPPLIES	23,320	17,538	23,000	23,000	23,000
4390	INSURANCE	342,950	140,050	290,000	300,000	300,000
4410	LICENSES, PERMITS & FEES	510	3,984	5,000	600	600
4420	NATURAL GAS	4,245	1,843	6,000	6,700	6,700
4430	OTHER PROFESSIONAL	52,249	6,813	25,000	67,500	67,500
4440	POSTAGE	11,780	6,705	15,000	15,000	15,000
4460	PUBLIC RELATIONS	3,266	568	2,000	2,500	2,500
4470	RENTAL & MAINTENANCE CONTRAC	11,709	28,338	40,000	40,000	40,000
4480	REPAIR & MAINTENANCE SERVICES	32,256	7,375	15,000	15,000	15,000
4500	TRAVEL	6,400	4,967	15,000	20,000	20,000
4520	UTILITIES	1,436		3,000	3,000	3,000
5030	PROFESSIONAL & CONSULT - LEGAL	55,395	74,484	115,000	115,000	115,000
5100	BANK FEES	6,481	18,058	25,000	7,500	25,000
5190	CONTINGENCY FUND	65,000	651	65,000	50,000	50,000
	TOTAL SERVICES & SUPPLIES	692,705	355,046	735,000	759,300	776,800
	TOTAL PERSONNEL & S.S.	1,004,741	555,338	1,071,850	1,125,972	1,072,364
	OTHER					
	COMPUTER EQUIPMENT/SOFTWARE	5,368		4,500	8,500	8,500
	GENERAL PLAN UPDATE				5,000	5,000
	BUILDING REPAIRS				5,000	5,000
	OTHER PAYMENTS			10,000	10,000	10,000
	TOTAL OTHER	5,368		14,500	23,500	23,500
	TOTAL GENERAL ADMINISTRATION	1,010,109	555,338	1,086,350	1,149,472	1,095,864

- Decrease in Personnel costs due to transfer of Cashier position to Finance
- Increase in Professional Legal fees from Magistrate

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 Receivable, 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.

2017-2018 OBJECTIVES

- Continue to implement the new Information System package to enhance the City's ability to meet the City's goals and objectives.
- Continue to implement Principles of Sound Financial Management.
- Make more functions and information available online through the City's website.

2016-2017 ACCOMPLISHMENTS

- Implemented the new Information System package
- Refunded the GADA and Zions debt for the interest savings of \$280K
- Secured WIFA forgivable principal "green" loan (grant) for water supply program saving the City over \$450,000
- Continued effort to stabilizing the Utility funds' operating and capital future
- Worked through the conversion tables for new system setup
- Worked through updating all of the new meter and MXU data
- Implemented new bill format and online bill payment options

FINANCE						
880		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	226,928	155,071	261,814	262,452	277,342
4110	OVERTIME	2,613	2,022	3,500	5,000	5,000
4130	GROUP INSURANCE	46,687	33,707	57,783	55,892	55,098
4140	FICA	17,132	12,018	20,297	20,460	21,599
4150	ASRS	26,236	17,860	30,080	30,677	32,469
4170	UNEMPLOYMENT COMPENSATION	996	263	927	1,123	963
4180	WORKERS' COMPENSATION	440	305	564	708	509
	TOTAL PERSONNEL	321,032	221,246	374,965	376,312	392,980
4340	COMMUNICATIONS		412	1,000	750	1,000
4350	DUES, MEMBERSHIPS & SUBSCRIPTIONS	1,020	1,156	3,000	3,000	3,000
4380	GENERAL SUPPLIES	6,081	2,035	5,590	6,000	6,000
4410	LICENSES & PERMITS	6,726	6,423	6,725	1,000	7,000
4470	REPAIR & MAINTENANCE SERVICES		32	1,500	1,500	1,500
4480	RENTAL & MAINT.	10,443		8,000	6,000	6,000
4500	TRAVEL	2,482	302	3,000	2,500	2,500
5010	AUDIT - FINANCIAL	32,604	27,323	35,000	35,000	37,500
5020	ADMIN SALES TAX			6,566	7,000	7,000
5100	BANK AGENCY FEES	1,317	1,750	3,500	5,000	5,000
	TOTAL SERVICES & SUPPLIES	60,673	39,433	73,881	67,750	76,500
	TOTAL PERSONNEL & S.S.	381,705	260,679	448,846	444,062	469,480
	CAPITAL	67,432	9,330	12,000	12,000	12,000
	OTHER	1,477		1,750	3,500	3,500
	TOTAL OTHER	68,909	9,330	13,750	15,500	15,500
	TOTAL FINANCE DEPARTMENT	450,614	270,009	462,596	459,562	484,980

- Increase in Personnel costs for Cashier transfer from Administration
- Provided for the State fees charged for their collection system
- Staff overtime added to accommodate training and coverage time

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 assists with snow removal.

2017-2018 OBJECTIVES

- Renovations/ Improvements to various City Facilities including Cureton park restrooms, MVD restrooms, tennis courts.
- Renovate Rodeo Barn, Electrical safety issues and interior upgrades.
- Maintain Senior Center, new roof and exterior siding repairs and paint
- Assisted in the continued construction of the Rail Car Bridge project.
- Improve Support of community special events
- Identify and rectify water infiltration at south wall for Forest Service Building.
- Acquire a small dump truck

2016 - 2017 Accomplishments

- Completed the new field at Cureton Park, including fencing and stadium lighting. Completing base paths.
- Took on more technical repairs.
- Repainted the Visitor Center, City Hall and the Rodeo Barn with the collaboration of Tourism Cares.
- Continued renovations/improvements at Cureton Park restrooms, MVD restrooms, tennis courts, and painting of various exteriors.
- Hired 2 skilled employees, projects are being completed in timely manner.
- Continued support of special events
- Increased efficiency with scheduling and collaboration with other resources

MAINTENANCE						
890		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	176,544	93,923	187,846	176,648	233,350
4105	BUYOUT					
4110	OVERTIME	3,111	5,962	8,896	1,600	1,600
4130	GROUP INSURANCE	26,573	19,079	32,287	27,819	56,599
4140	FICA	12,063	7,105	15,051	13,696	17,974
4150	ASRS	10,315	9,566	22,488	17,986	27,019
4170	UNEMPLOYMENT COMPENSATION	2,087	528	1,854	2,022	1,540
4180	WORKERS' COMPENSATION	6,651	3,978	7,816	9,094	8,660
4190	TAXABLE FRINGE BENEFITS					
	TOTAL PERSONNEL	237,344	140,141	276,237	248,865	346,742
4320	AUTO SUPPLIES	541	609	2,000	2,000	2,000
4330	CHEMICALS	357		3,000	4,000	4,000
4340	COMMUNICATIONS	513	560	900	900	900
4370	GASOLINE		2,984	6,000	9,500	9,500
4380	GENERAL SUPPLIES	20,304	5,309	16,000	5,000	5,000
4400	JANITORIAL SUPPLIES	1,972	1,163	4,000	5,000	5,000
4410	LICENSES & FEES	1,250		1,250	1,250	1,250
4480	REPAIR & MAINTENANCE	11,175	6,897	10,000	10,000	10,000
4485	LITTLE LEAGUE MAINT	3,094	419	5,000	5,000	5,000
4490	SMALL TOOLS & MINOR EQUIP	740	710	2,000	7,500	7,500
4500	TRAVEL	228			500	500
4510	UNIFORMS		230	600	1,000	1,000
	TOTAL SERVICES & SUPPLIES	40,174	18,881	50,750	51,650	51,650
	TOTAL PERSONNEL & S.S.	277,518	159,022	326,987	300,515	398,392
	OTHER				15,000	15,000
	TOTAL OTHER				15,000	15,000
	TOTAL MAINTENANCE	277,518	159,022	326,987	315,515	413,392

Library

DEPARTMENT DESCRIPTION

The Williams Public Library provides access to services for Williams's city and Coconino County residents. The Library is jointly funded by the City of Williams and Coconino County.

The Library houses approximately 15,400 books, 1,700 DVD movies, and 250 books on CD. We have 20 computers with Internet access for public use, including two Early Literacy computers in the children's section, and public Wi-Fi throughout the building. We newspapers, periodicals, job assistance, copy and fax services. Reading programs take place in the summer and occasional adult programs are offered throughout the year. The library collection is constantly changing with new items being added or deleted daily.

2017-2018 OBJECTIVES

- Replace five remaining library book shelves to complete replacement project.
- Open Williams Historic Photo display in Visitor Center.
- Continue to pursue grant monies to fund supplies for projects.
- Continue to provide excellent services to meet current demand.

2016-2017 ACCOMPLISHMENTS

- Moved remaining large stacks to room for added books and shelves.
- Served 33,500 patrons, circulating 22,400 items. Accommodated 10,000 internet users and 8,300 Wi-Fi sessions.
- Moved historic photo project to the Visitor Center.
- Recruited volunteers to scan and archive over 4,000 historic photos.

LIBRARY						
900		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
	4100 REGULAR EMPLOYEES	80,682	49,355	72,221	77,008	87,898
	4130 GROUP INSURANCE	17,351	11,497	19,333	12,666	18,354
	4140 FICA	6,454	3,883	5,525	5,891	6,724
	4150 ASRS	9,629	5,867	8,068	8,257	9,391
	4170 UNEMPLOYMENT COMPENSATION	607	72	397	386	364
	4180 WORKERS' COMPENSATION	176	102	191	204	159
	TOTAL PERSONNEL	114,899	70,776	105,735	104,412	122,890
	4340 COMMUNICATIONS	1,735	1,279	3,000	3,500	3,000
	4380 GENERAL SUPPLIES	2,176	1,248	2,000	2,000	1,800
	4470 MAINTENANCE CONTRACTS		44	1,000	1,000	100
	4480 REPAIR & MAINTENANCE	125	35	500	500	100
	4500 TRAVEL					
	5140 BOOKS AND PERIODICALS	16,461	9,924	17,000	18,000	18,000
	5160 OCLC ONLINE USAGE FEE	42	500	1,000	1,000	1,000
	TOTAL SERVICES & SUPPLIES	20,539	13,030	24,500	26,000	24,000
	TOTAL PERSONNEL & S.S.	135,438	83,806	130,235	130,412	146,890
	OTHER		2,500	2,500	2,500	2,500
	TOTAL OTHER		2,500	2,500	2,500	2,500
	TOTAL LIBRARY	135,438	86,306	132,735	132,912	149,390

- \$18,000 for the purchase of new materials as needed (through County tax funds)
- Includes \$2,500 for new shelving/furniture

Recreation

DEPARTMENT DESCRIPTION

The Recreation Department is dedicated to 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. Recreation programs are produced for various age groups, primarily focusing on ages 5 through 18. The Recreation Department continues to offer recreational opportunities to more than 40,000 participants each year through their facilities and programs.

The Recreation Department provides personnel for supervision of the Youth Recreation Center, the Williams Skate Park, along with the City and WUSD2 cooperative programs, including open gym and the adult and high school age basketball. Recreation personnel also work with many civic organizations to provide a variety of special events throughout the year.

The Recreation Department is responsible for management of the City owned and/or operated rental properties throughout Williams and coordinates the City Events Listing with other community entities. The Recreation Department also coordinates City services for community events, works with other government agencies, facilitating meetings and the Parks and Recreation Commission.

2017-2018 OBJECTIVES

- Completion of Recreation Center Park (court striping and professional signage)
- Continue to identify alternative funding sources to support community programming
- Rehabilitate Skate Park (new ADA compliant door, exterior renovations, and ramp repairs)
- Continue improvement to Recreation facilities as outlined in CIP

2016-2017 ACCOMPLISHMENTS

- Installed new flooring in the Recreation Center and painted the interior of the building.
- Increased usage and income associated with City rental properties (Rodeo Grounds, Cureton Park & Cataract Park)
- Updated the CIP for all Recreation facilities and set goals that extend up to 10 years

RECREATION							
920		Actual	F.Y.T.D.	Projected	Budget	Proposed	
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18	
	4100	REGULAR EMPLOYEES	126,595	70,218	117,480	128,295	136,408
	4110	OVERTIME		514	700		
	4130	GROUP INSURANCE	21,787	14,001	23,605	23,774	24,980
	4140	FICA	8,886	5,624	9,041	9,814	10,435
	4150	ASRS	10,226	6,457	10,426	10,976	11,593
	4170	UNEMPLOYMENT COMPENSATION	1,197	441	1,046	1,014	952
	4180	WORKERS' COMPENSATION	1,476	1,072	1,598	1,745	1,861
		TOTAL PERSONNEL	170,167	98,327	163,896	175,618	186,229
	4330	CHEMICALS		1,308	1,308		
	4340	COMMUNICATIONS	3,903	1,947	3,500	3,500	4,000
	4360	ELECTRICITY	26,686	13,505	19,000	18,000	18,000
	4370	GASOLINE	121	343	500	200	500
	4380	GENERAL SUPPLIES	2,908	1,662	5,000	5,000	5,000
	4410	LICENSES, PERMITS & FEES	2,726	731	750	750	750
	4420	NATURAL GAS	8,505	2,539	8,000	10,000	10,000
	4430	OTHER PROFESSIONAL	25		100	100	
	4470	RENTAL & MAINTENANCE	794	609	1,000	1,000	1,000
	4480	REPAIR & MAINTENANCE	6,016	380	2,000	2,000	2,000
	4500	TRAVEL	1,381	1,604	1,700	1,500	1,500
	4510	UNIFORMS	294		500	500	1,000
	5340	EMPLOYEE FUNCTIONS	5,634		5,000	3,000	5,000
	4115	OPEN GYM					
	5360	RECREATIONAL PROGRAMS	11,886	5,358	15,000	15,000	15,000
		TOTAL SERVICES & SUPPLIES	70,879	29,986	63,358	60,550	63,750
		TOTAL PERSONNEL & S.S.	241,046	128,313	227,254	236,168	249,979
		SHOOTING RANGE LEAD				3,500	3,500
		OTHER				1,500	1,500
		EQUIPMENT	1,176			1,500	1,500
		TOTAL OTHER	1,176			6,500	6,500
		TOTAL PARKS & RECREATION	242,222	128,313	227,254	242,668	256,479

- Increased funding for recreational training, programs, & equipment

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 current swim season.

2017-2018 OBJECTIVES

- Continue to maintain the pool within budget
- Obtain another fun factor(s) to increase usage, resulting in increased revenue

2016-2017 ACCOMPLISHMENTS

- Maintained the pool within budgetary allowances
- Perfect inspection from the Health Department
- Maintained increased levels of usage for the season

SWIMMING POOL							
921		Actual	F.Y.T.D.	Projected	Budget	Proposed	
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18	
	4100	REGULAR EMPLOYEES	49,823	24,954	52,940	64,748	63,991
	4130	GROUP INSURANCE	5,775	4,486	6,762	4,844	6,961
	4140	FICA	4,388	1,699	4,050	4,953	4,895
	4150	ASRS	3,228	1,404	2,315	2,699	2,389
	4170	UNEMPLOYMENT COMPENSATION	1,022	429	1,323	1,548	1,381
	4180	WORKERS' COMPENSATION	1,880	986	1,830	2,238	1,765
		TOTAL PERSONNEL	66,116	33,958	69,220	81,030	81,382
	4330	CHEMICALS	1,492	216	2,000	2,000	2,000
	4340	COMMUNICATIONS	2,050	1,196	1,638	1,500	3,000
	4350	DUES & MEMBERSHIPS					
	4360	ELECTRICITY	11,636	7,043	10,000	10,000	10,000
	4380	GENERAL SUPPLIES	1,015	138	1,500	1,500	1,500
	4410	LICENSES & PERMITS	2,225		350	350	350
	4420	NATURAL GAS	1,162	476	1,250	1,250	1,250
	4430	OTHER PROFESSIONAL					
	4480	REPAIR & MAINTENANCE	495	78	3,000	3,000	3,000
	4500	TRAVEL	162	740	1,500	700	1,500
	4510	UNIFORMS	291		500	500	500
		TOTAL SERVICES & SUPPLIES	20,528	9,887	21,738	20,800	23,100
		TOTAL PERSONNEL & S.S.	86,644	43,845	90,958	101,830	104,482
		OTHER		253	1,000	1,000	1,000
		TOTAL OTHER		253	1,000	1,000	1,000
		TOTAL SWIMMING POOL	86,644	44,098	91,958	102,830	105,482

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.
8. The Williams communication center is the hub for the new Code Red system in cooperation with Coconino County Emergency Management.

2017-2018 OBJECTIVES

- Procure federal and state grants to augment unbudgeted equipment/overtime
- 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
- Develop new crime reporting system wireless based "WEB RMS"
- Integrate computers with wireless technology into patrol vehicles.
- Improve phone systems throughout the WPD to current and future technology standards

POLICE DEPARTMENT						
930		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget
						17/18
4100	REGULAR EMPLOYEES	1,038,587	606,328	1,010,883	1,049,026	1,116,919
4105	CONTINGENCY					
4110	OVERTIME	64,283	43,819	70,000	60,000	60,000
4120	EXTRA PAY					
4130	GROUP INSURANCE	202,329	131,636	220,000	217,248	216,272
4140	FICA	81,570	49,732	82,688	84,841	90,034
4150	ASRS	54,284	33,640	56,536	48,888	55,904
4160	PSPRS	158,674	91,223	152,986	121,019	121,718
4170	UNEMPLOYMENT COMPENSATIO	5,409	1,006	4,634	5,115	4,813
4180	WORKERS' COMPENSATION	27,569	12,636	22,725	28,424	21,383
	TOTAL PERSONNEL	1,632,705	970,020	1,620,452	1,614,561	1,687,043
4310	ADVERTISING	146	456	1,000	1,000	1,000
4320	AUTO SUPPLIES	23,564	4,082	6,000	6,000	6,000
4400	JANITORIAL	35		500	1,300	1,300
4340	COMMUNICATIONS	21,957	17,588	30,500	18,000	23,000
4350	DUES, MEMBERSHIPS & SUBSCF	933	215	1,000	1,000	1,000
4360	ELECTRICITY	9,528	6,036	10,000	10,000	10,000
4370	GASOLINE	1,056	7,248	20,000	37,000	44,000
4380	GENERAL SUPPLIES	15,801	9,028	15,000	12,000	12,000
4410	LICENSES & PERMITS	2,654	422	2,500	2,500	2,500
4420	NATURAL GAS	2,156	1,115	3,000	4,000	4,000
4430	OTHER PROFESSIONAL	8,375	1,089	2,500	2,500	2,500
4440	POSTAGE		96	150	150	150
4460	PUBLIC RELATIONS	381	880	1,500	1,500	1,500
4470	RENTAL - MAINT	7,733	3,912	7,000	7,000	7,000
4480	REPAIR & MAINTENANCE SERVIC	15,144	17,767	25,000	12,000	12,000
4490	SMALL EQUIPMENT	522	601	2,000	2,000	2,000
4500	TRAVEL AND TRAINING	9,159	1,547	3,000	3,000	3,000
4510	UNIFORMS	12,061	164	16,500	18,500	18,500
4520	UTILITIES	2,181		1,300	1,300	1,300
4540	SAFETY SUPPLIES	1,665	2,108	3,000	1,540	1,540
5050	ANIMAL CONTROL COSTS	16,382	12,041	18,000	20,000	50,000
5130	ARMORY / AMMUNITION	7,321	1,940	7,000	7,000	7,000
	TOTAL SERVICE & SUPPLIES	158,754	88,335	176,450	169,290	211,290
	TOTAL PERSONNEL & S.S.	1,791,459	1,058,355	1,796,902	1,783,851	1,898,333
	OTHER - LEASE		9,128	18,400	18,400	18,400
	COMPUTERS	10,951	3,547	7,500	10,500	10,500
	OFFICE EQUIPMENT	5,499	1,792	2,500	5,000	5,000
	VEHICLES	86,320	9,128	18,256	50,400	
	CAPITAL OUTLAY	8,757	6,480	45,000	47,775	26,275
	COMPUTER SOFTWARE USAGE	30,635	29,071	58,142	65,000	65,000
	RADIO EQUIPMENT	4,290		10,000	10,000	31,500
	CAMERA EQUIPMENT	14,046	15,850	15,850	17,000	17,000
	ROOF REPLACEMENT		27,331	27,331	45,000	
	WEAPON PROGRAM		3,401	8,000	8,000	8,000
	MTR ONE-TIME MATCH			10,000	10,000	10,000
	TOTAL OTHER	160,498	105,728	220,979	287,075	191,675
	TOTAL POLICE	1,951,957	1,164,083	2,017,881	2,070,926	2,090,008

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 four structure engines, two water tenders, one wild land engine, one rescue vehicle, one utility vehicle and two 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.

2017-2018 OBJECTIVES

- Implement portions of operational analysis / study
- Add Multi-Use Truck and equipment
- Continue to attract quality volunteers and increase the number of firefighters on the Department

2016-2017 ACCOMPLISHMENTS

- Received AFG grant to purchase Wild Land equipment and turnout gear
- Conducted more training
- Completed security fencing around Station 2

FIRE						
940		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Proposed Budget 17/18
4100	REGULAR EMPLOYEES	55,759	28,520	60,000	60,000	60,000
4130	INSURANCE			26,000	26,000	26,000
4140	FICA	3,782	2,182	4,590	4,590	4,590
4150	RETIREMENT	7,200	3,240	6,500	6,307	6,307
4180	WORKERS' COMPENSATION	14,073	10,386	22,000	23,425	23,425
	TOTAL PERSONNEL	80,814	44,328	119,090	120,322	120,322
4320	AUTO SUPPLIES	8	1,146	3,000	3,000	3,000
4330	CHEMICALS			2,000	2,000	2,000
4340	COMMUNICATIONS	6,143	2,275	4,500	5,000	5,000
4350	DUES, MEMBERSHIPS & SUBSCRIPT	2,583		3,000	3,500	3,500
4360	ELECTRICITY	4,257	2,630	3,700	3,700	3,700
4370	GASOLINE	75	687	2,081	4,000	4,000
4380	GENERAL SUPPLIES/MEDICAL EQUIP	8,579	2,865	7,000	7,000	7,000
4390	INSURANCE	5,101	5,029	5,500	5,500	5,500
4420	NATURAL GAS	3,053	1,462	3,000	3,000	3,000
4430	OTHER PROFESSIONAL	3,128	3,202	5,000	13,000	6,000
4440	POSTAGE		92	100	100	100
4470	RENTAL & MAINTENANCE CONTRACTS	1,777	721	2,000	2,500	2,500
4480	REPAIR & MAINTENANCE SERVICES	1,846	1,561	10,000	10,000	10,000
4490	SMALL TOOLS & MINOR EQUIPMENT	5,452	1,436	10,000	15,000	15,000
4500	TRAVEL AND TRAINING	12,286	1,260	10,000	15,000	15,000
4510	UNIFORMS	5,474	10,954	11,000	10,000	15,000
5380	FIRE PREVENTION	2,321	643	2,000	2,000	2,000
	TOTAL SERVICES & SUPPLIES	62,083	35,963	83,881	104,300	102,300
	TOTAL PERSONNEL & S.S.	142,897	80,291	202,971	224,622	222,622
	AIR PACS					21,000
	OPS TRUCK					35,000
	FIRE TRUCK REPLACEMENT					
	RADIO UPGRADES					16,000
	LEASE TRANSFERS	7,240				
7055	CAPITAL	9,269				
	TOTAL OTHER	16,509				72,000
	TOTAL FIRE DEPARTMENT	159,406	80,291	202,971	224,622	294,622

Public Works

DEPARTMENT DESCRIPTION

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

PUBLIC WORKS						
950		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
	4100 REGULAR EMPLOYEES	75,111	43,997	58,684	76,484	0
	4130 GROUP INSURANCE	11,518	8,086	7,971	10,634	0
	4140 FICA	5,550	3,366	4,489	5,851	0
	4150 ASRS	8,616	5,051	6,737	8,773	0
	4170 UNEMPLOYMENT COMPENSATION	190	0	0	225	0
	4180 WORKERS' COMPENSATION	834	997	1,303	2,619	0
	TOTAL PERSONNEL	101,819	61,497	79,184	104,585	0
	4340 COMMUNICATIONS	55	55	55	500	0
	4350 DUES, MEMBERSHIPS & SUBSCRIPT		1,737	0	1,000	0
	4370 GASOLINE		0	0	2,000	0
	4380 GENERAL SUPPLIES	975	112	112	3,000	0
	4480 REPAIR	117		0	500	0
	4500 TRAVEL & TRAINING	1,059	2,903	3,031	3,000	0
	4430 OTHER	142		1,737	200	0
	TOTAL SERVICES & SUPPLIES	2,348	4,807	4,935	10,200	0
	TOTAL PERSONNEL & S.S.	104,167	66,304	84,119	114,785	0
	OTHER					73,657
	TOTAL OTHER	0	0	0	0	73,657
	TOTAL PUBLIC WORKS	104,167	66,304	84,119	114,785	73,657

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 City 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.

2017-2018 OBJECTIVES

- Additional certifications and training
- Start schedules for Life, Fire and Safety inspections for commercial operation and businesses
- Find innovative ways to involve public and stay pro-active with nuisance properties.

2016-2017 ACCOMPLISHMENTS

- We have hired a new employee who has completed and received his Residential Inspectors Certification from ICC and is pro-active with our Nuisance & Abatement enforcement.
- The City issued 145 Building and related permits. This is comparable to the previous year but new houses have increase 35% from 13 to 21. By the number of single family applications this year, next year will probably be another increase.
- Code enforcement sent out 184 notices, 5 going to citation. Tagged 11 vehicles, 4 being towed.
- We have adopted and enforcing current 2015 International Building Codes

BUILDING INSPECTION						
960		Actual	F. Y. T. D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
	4100 REGULAR EMPLOYEES	109,995	64,317	109,000	109,112	117,443
	4110 OVERTIME	1,867	844	2,500		
	4130 GROUP INSURANCE	23,381	17,410	26,115	20,466	26,115
	4140 FICA	8,342	4,984	8,530	8,347	8,984
	4150 ASRS	12,701	7,453	12,113	12,515	13,506
	4170 UNEMPLOYMENT COMPENSATION	527			449	385
	4180 WORKERS' COMPENSATION	2,222	1,470	3,200	3,737	2,472
	TOTAL PERSONNEL	159,035	96,478	161,457	154,627	168,905
	4340 COMMUNICATIONS	1,531	276	1,500	1,100	1,100
	4350 DUES, MEMBERSHIPS & SUBSCRIP	612	744	1,500	1,500	1,500
	4370 GASOLINE			1,000	4,000	4,000
	4380 GENERAL SUPPLIES	2,591	1,384	3,000	4,000	4,800
	4480 REPAIR			500	500	500
	4500 TRAVEL & TRAINING	739		1,000	5,000	5,000
	5350 ABATEMENT		7	1,000	3,500	3,500
	TOTAL SERVICES & SUPPLIES	5,473	2,411	9,500	19,600	20,400
	TOTAL PERSONNEL & S.S.	164,508	98,889	170,957	174,227	189,305
	OTHER				15,500	15,500
	TOTAL OTHER				15,500	15,500
	TOTAL BUILDING INSPECTION	164,508	98,889	170,957	189,727	204,805

- Increase memberships, training and travel items to accommodate training of new Building Inspector II position
- Increase in Personnel cost for increased scope of duties
- New software, furniture & equipment

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.

2017-2018 OBJECTIVES

- Maintains existing equipment to extend useful service life.
- Complete new horse stall corral pen.
- Complete all components of the new gateway arch
- Refurbish Sanitation Equipment to extend usable life.

2016 - 2017 Accomplishments

- New Hoist
- New fuel system
- Maintain existing equipment to extend useful service life.
- Assisted in metal fabrication on many City park projects, including the base and openings fabrication for the Rail Car Bridge project, pool fence,
- Softball park dugouts.

CENTRAL GARAGE						
970		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
	4100 REGULAR EMPLOYEES	149,124	87,401	147,700	150,418	153,246
	4110 OVERTIME	589		3,000	3,000	3,000
	4130 GROUP INSURANCE	32,607	18,789	35,733	35,996	28,982
	4140 FICA	11,239	6,685	11,529	11,736	11,953
	4150 ASRS	17,173	9,808	16,670	17,597	17,968
	4170 UNEMPLOYMENT COMPENSATION	571		695	674	578
	4180 WORKERS' COMPENSATION	3,867	2,192	3,940	4,913	3,696
	4190 FRINGE BENEFITS			1,800	1,800	
	TOTAL PERSONNEL	215,170	124,875	221,067	226,134	219,423
	4320 AUTO SUPPLIES	76,597	40,028	90,000	90,000	90,000
	4330 CHEMICALS					
	4340 COMMUNICATIONS	954	1,374	2,000	2,000	2,000
	4360 ELECTRICITY	4,432	2,778	5,000	5,000	5,000
	4370 FUELS & LUBRICANTS	105,112	29,217	50,000	55,000	55,000
	4380 GENERAL SUPPLIES	6,295	2,144	4,000	4,000	4,000
	4420 NATURAL GAS	2,088	851	2,500	3,000	3,000
	4480 REPAIR & MAINTENANCE SERVICES	8,957	15,946	20,000	5,000	5,000
	4490 SMALL TOOLS & MINOR EQUIPMENT	481	30	2,500	2,500	2,500
	4500 TRAVEL & TRAINING			1,000	1,000	1,000
	4510 UNIFORMS	4,609	1,740	3,000	3,000	3,000
	TOTAL SERVICES & SUPPLIES	209,525	94,108	180,000	170,500	170,500
	TOTAL PERSONNEL & S.S.	424,695	218,983	401,067	396,634	389,923
	FUEL SYSTEM				50,000	
	EQUIPMENT		6,300	6,300	17,500	10,000
	TOTAL OTHER		6,300	6,300	67,500	10,000
	TOTAL CENTRAL GARAGE	424,695	225,283	407,367	464,134	399,923

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.

2017-2018 OBJECTIVES

- FAA and ADOT Grant funded projects
- Hire Airport Manager/ FBO
- Market Airport Hangars
- Construction of Apron Rehabilitation project.

2016 - 2017 Accomplishments

- Tenants for new Hangars.
- Installation & Maintenance of a new AWOS System.

AIRPORT						
980		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Proposed Budget 17/18
4310	ADVERTISING	52	52	52	1,000	1,000
4340	COMMUNICATIONS	1,937	1,093	2,000	2,000	2,000
4360	ELECTRICITY	27,693	15,304	23,000	25,000	25,000
4370	GASOLINE	29,970	19,860	30,000	35,000	35,000
4380	GENERAL SUPPLIES	1,325	2,983	5,000	1,000	1,000
4390	INSURANCE	6,378	6,413	7,000	7,000	7,000
4400	SUPPLIES		11	1,000	2,000	2,000
4410	LICENSE, PERMITS FEES	900	360	1,000	1,000	1,000
4420	NATURAL GAS				1,000	1,000
4430	OTHER PROFESSIONAL	841	5,295	12,000	1,000	1,000
4480	REPAIR & MAINTENANCE SERVICES	12,181	5,279	15,000	15,000	15,000
4520	UTILITIES - WATER				500	500
5100	AGENCY FEES	1,183	831	1,500	1,500	1,500
	TOTAL SERVICES & SUPPLIES	82,460	57,481	97,552	93,000	93,000
	AIRPORT GRANT MATCHING FUNDS	53,872		50,000	92,500	92,500
	EQUIPMENT					
	HANGAR LEASE PAYMENT		19,083	38,164	38,164	38,164
	TOTAL OTHER	53,872	19,083	88,164	130,664	130,664
	TOTAL AIRPORT	136,332	76,564	185,716	223,664	223,664

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.

2017-2018 OBJECTIVES

- Continue to maintain the needs of the facility

2016-2017 ACCOMPLISHMENTS

- Maintained the facility to standards

SENIOR CENTER						
990		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4360	ELECTRICITY	6,425	3,998	6,500	8,000	8,000
4380	SUPPLIES					
4420	NATURAL GAS	3,162	1,514	3,465	4,200	4,200
4480	REPAIR & MAINTENANCE SERV	1,097	215	2,239	5,000	5,000
4520	UTILITIES	2,402		5,000	5,000	5,000
	TOTAL SERVICES & SUPPLIES	13,086	5,727	17,204	22,200	22,200
	ROOF REPLACEMENT					35,000
	OTHER IMPROVEMENTS			5,000	5,000	5,000
	TOTAL OTHER			5,000	5,000	40,000
	TOTAL SENIOR CENTER	13,086	5,727	22,204	27,200	62,200

Forest Service Building

DEPARTMENT DESCRIPTION

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

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

2017-2018 OBJECTIVES

- Address maintenance & replacement issues

2016-2017 ACCOMPLISHMENTS

- Maintained facility to standards

FOREST SERVICE BUILDING FUND						
23		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Proposed Budget 17/18
4100	REGULAR EMPLOYEES	2,497			20,000	
4140	FICA	191			1,593	
4150	ASRS	286	54		2,294	
	TOTAL PERSONNEL	2,974	54		23,887	
4360	ELECTRICITY	14,063	9,404	18,808	21,000	21,000
4380	GENERAL SUPPLIES	1,149	171	3,000	3,000	3,000
4400	JANITORIAL SUPPLIES			1,000	2,000	2,000
4420	NATURAL GAS	4,665	3,021	7,500	9,500	9,500
4480	REPAIR & MAINTENANCE SERVICE	9,248	11,892	25,000	17,000	25,000
4520	UTILITIES - WATER	2,148		3,500	3,500	3,500
	TOTAL SERVICES & SUPPLIES	31,273	24,488	58,808	56,000	64,000
	TOTAL PERSONNEL & S.S.	34,247	24,542	58,808	79,887	64,000
	OTHER					
	BUILDING REPAIRS			21,079		
	TRANSFER OUT			200,000	200,000	200,000
	TOTAL OTHER			221,079	200,000	200,000
	TOTAL FOREST SERVICE	34,247	24,542	279,887	279,887	264,000

Housing Authority (separate entity)

The City Finance Department processes the Housing Authority Payroll which is reimbursed by the Housing Authority. The City's payroll system is set up to record the payroll disbursements as incurred. A temporary revenue account is used to record the reimbursements. The disbursements and reimbursements are off-set at fiscal year-end.

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.

Department Budgets – Bed Board and Booze Tax Fund

- Tourism Promotion
- Recreation Facilities
- Visitor Center

Tourism Promotion

DEPARTMENT DESCRIPTION

Department encompasses City's efforts towards tourism promotion and event promotion. This budget includes the contracted services for Marketing to enhance all aspects of tourism for the City.

2017-2018 OBJECTIVES

- Continue to provide marketing, tourism and economic development services to the City of Williams to include creation of a comprehensive marketing plan.
- 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 utilize social media to attract visitors to Williams.
- Work with businesses and organizations to bring special events to Williams.

2016-2017 ACCOMPLISHMENTS

- Continued use of brand "Experience Williams, an extraordinary way to enjoy the Grand Canyon"
- Hosted 30-40 journalists via AOT leads resulting in more than fifteen articles about Williams being published around the world
- Participated in Search Engine Marketing opportunity that exceeded expectations with a 2.86% click-through rate (standard rate is 1%)
- Participated in AOT Cooperative Program resulting in an investment of over \$31,000
- Attended IPW and met with more than 35 tour operators and 40 journalists
- Organized and ran several events such as the Northern Arizona BBQ Festival (which will be replaced with Williams Wild West Weekend and Party on the Plaza in 2016/2017), National Train Day, four parades, and Mountain Village Holiday; worked with local service organizations and businesses to promote their events
- Developed itineraries and assisted with various groups visiting the City, assisting with accommodations, meals, and attractions

TOURISM PROMOTION						
010		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Proposed Budget 17/18
	MARKETING					
4100	REGULAR EMPLOYEES	59,417	5,744	11,488		
4130	GROUP INSURANCE	11,375	949	1,898		
4140	FICA	4,396	535	879		
4150	ASRS	6,815	802	1,604		
4170	UNEMPLOYMENT COMPENSATION	336		927		
4180	WORKERS' COMPENSATION	126		245		
	TOTAL PERSONNEL	82,465	8,030	17,041		
5202	TOURISM PROMOTION	235,558	164,393	221,000	221,000	221,000
	SUPPLIES	322		500		
5208	WILD WEST SHOW					
	TOTAL SERVICES & SUPPLIES	235,880	164,393	221,500	221,000	221,000
	CITY OF WILLIAMS					
	SPECIAL EVENTS		14,132	74,690	92,231	92,231
	CONTINGENCY FUND					
	POLICE OT (IN TRANSFERS)					
	4TH OF JULY DISPLAY					
	TOTAL CITY OF WILLIAMS		14,132	74,690	92,231	92,231
	TOTAL TOURISM & EVENTS	318,345	186,555	313,231	313,231	313,231

- Funding level for marketing is established at \$221,000
- Funding for events is established at \$92,231

Recreation Facilities

DEPARTMENT DESCRIPTION

The Recreation Facilities function is overseen in cooperation by several Departments including Public Works, Maintenance, and Recreation. Funded by a portion of BBB collections, this budget is used to enhance the recreation experience in the City. Over the years, these funds have assisted with the building or improvement of many recreation facilities including the Rodeo Grounds, Aquatic Center, Recreation Center, and the Skate Park. These funds have also been critical in past and future improvements to various City parks including Glassburn, Cureton, Monument, and Buckskinner.

2017-2018 OBJECTIVES

- Complete improvements at Cureton Park (new field, new parking, safety & playground improvements)
- Prioritize and continue work on CIP for all facilities
- Continue signage program for parks
- Install interior panels in Rodeo facility

RECREATION FACILITIES						
020		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Proposed Budget 17/18
4380	SUPPLIES	783	234	1,000	5,500	5,500
4470	RENTAL CONTRACTS	135			1,000	1,000
4480	REPAIR & MAINTENANCE	229	7,111	10,000	10,000	10,000
4520	UTILITIES	882		1,000	1,000	1,000
7000	PROJECTS					280,850
	BUCKSKINNER PARK		6,758	10,000	55,000	
	REC CENTER IMPROVEMENTS	2,400	1,973	20,000	62,000	
	CURETON PARK	7,055	6,499	7,500	45,000	
	PARKING			10,000	10,000	
	GLASSBURN PARK	44,932	4,536	22,500	22,500	
	OTHER MAINTENANCE	2,862		15,000	15,000	
	PLAYGROUND REPLACEMENT			20,000	80,000	
	RAILROAD MUSEUM			2,500	1,350	
	RODEO GROUND	4,131	10,492	40,000	40,000	
	SWIMMING POOL	13,313		12,000	12,000	
	CATARACT PARK					
		75,939	37,369	170,500	360,350	298,350

- Includes \$99,000 for replacement of equipment at Cureton Park
- Includes \$40,000 for improvements at Rodeo Grounds

Visitor Center

DEPARTMENT DESCRIPTION

The facility operated by the City and works closely with the Tourism Promotion department. It has expanded to include Gateway to Williams History exhibit area and office space for the Library special collections. The Department Budget has changed to reflect the increase in operation responsibility.

2017-2018 OBJECTIVES

- Increase revenues to make the Visitors Center as self-sufficient as possible
- Replace carpet

Visitor Center						
030		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	105,401	56,936	113,872	92,625	124,949
41XX	COMMISSIONS	12,372	5,789	11,578	10,000	10,000
4130	GROUP INSURANCE	14,588	9,484	18,968	10,270	27,030
4140	FICA	8,709	4,659	9,597	7,851	10,324
4150	ASRS	12,029	6,479	12,958	10,624	15,134
4170	UNEMPLOYMENT COMPENSATION	1,372	153	459	1,348	1,155
4180	WORKERS' COMPENSATION	704	132	396	245	245
	TOTAL PERSONNEL	155,175	83,632	167,828	132,963	188,837
4310	ADVERTISING	4,831	488	1,000	2,500	1,500
4340	COMMUNICATIONS	6,357	3,515	4,270	1,500	2,000
4360	ELECTRICITY	5,495	3,327	5,200	5,500	5,500
4380	GENERAL SUPPLIES	4,999	2,255	5,000	3,000	3,000
4400	OTHER	1,459	1,529	5,100	6,000	6,000
4420	NATURAL GAS	1,960	1,034	2,000	2,500	2,500
4480	REPAIR & MAINTENANCE	3,147	957	1,000	3,000	3,000
4520	UTILITIES	3,270		3,500	4,000	4,000
	TOTAL SERVICES & SUPPLIES	31,518	13,105	27,070	28,000	27,500
	TOTAL PERSONNEL & S.S.	186,693	96,737	194,898	160,963	216,337
	OTHER				5,000	5,000
	PURCHASES	48,041	30,309	60,000	60,000	60,000
	EQUIPMENT		868	1,000	6,500	3,000
	TOTAL OTHER	48,041	31,177	61,000	71,500	68,000
	TOTAL VISITOR CENTER	234,734	127,914	255,898	232,463	284,337

Department Budgets – Special Revenue Funds

- Street Department
- Grants

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.

2017-2018 OBJECTIVES

- Implement full Street Maintenance Program – Sweeping, repair, crack maintenance, chip sealing, AP replacement.
- Flood projects – 3rd Street and Grant, install valley gutter
- Replacement of N Grand Canyon BLVD with chip seal.
- Sign Replacement Project – NACOG.
- Replace Safety Barricades to meet changing standards.
- Chip Seal or Seal Coat Country Club Rd, South 9th St and South Rd.
- Repair 5th Street bridge at 500 block

2016 – 2017 Accomplishments

- Demolition of the old Swimming Pool – grading for new field.
- Facilitated the new sidewalks on W Edison at Cureton Park.
- Facilitated the installation of new sidewalks on E Railroad Ave.
- Patched major pot holes on N Grand Canyon BLVD
- Reconstructed Round House Rd to Lake Ellen.

Projects

- Floor Project 3rd and Grant.
- Sign Replacement – NACOG.
- Replacement of N Grand Canyon Blvd & Chip Seal.
- Replace valley gutter and paving at the intersection of GC Blvd and Edison.
- Airport Road repair – Collaboration with County Public Works

STREET DEPARTMENT						
05		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	244,519	140,986	257,100	249,718	257,484
4105	OTHER COMPENSATION					
4110	OVERTIME	15,324	22,837	27,500	25,000	25,000
4130	GROUP INSURANCE	39,092	23,019	46,038	45,420	45,432
4140	FICA	19,059	12,532	21,772	21,016	21,610
4150	ASRS	28,426	13,629	31,134	30,659	31,632
4170	UNEMPLOYMENT COMPENSATION	1,034	67	1,479	1,573	1,348
4180	WORKERS' COMPENSATION	19,746	13,893	27,706	27,433	24,095
	TOTAL PERSONNEL	367,200	226,963	412,729	400,819	406,601
4320	AUTO SUPPLIES	11,782	14,726	25,000	25,000	25,000
4340	COMMUNICATIONS	414	319	600	500	500
4360	ELECTRICITY	6,990	4,541	10,000	10,000	10,000
4370	GASOLINE		12,572	30,000	55,000	55,000
4380	GENERAL SUPPLIES	63,042	1,583	10,000	10,000	10,000
4410	LICENSES, PERMITS & FEES			500	500	500
4420	NATURAL GAS	3,749	1,929	4,500	5,000	5,000
4430	OTHER PROFESSIONAL	393	2,829	3,500	1,500	1,500
4470	RENTAL OF EQUIP & VEHICLES			5,000	3,000	5,000
4480	REPAIR & MAINTENANCE SERVICES	10,141	13,676	20,000	5,000	5,000
4490	SMALL TOOLS & MINOR EQUIPMENT	7,495	1,464	4,500	6,500	6,500
4500	TRAVEL	170	104	300	500	500
4510	UNIFORMS	167	356	1,000	3,000	1,000
4540	SAFETY EQUIP/SIGNS	645	4,891	9,000	9,000	9,000
5040	PROF SERVICES ENGINEERING	3,289	990	15,000	15,000	15,000
	TOTAL SERVICES & SUPPLIES	108,277	59,980	138,900	149,500	149,500
	TOTAL PERSONNEL & S.S.	475,477	286,943	551,629	550,319	556,101
	OTHER					
	OTHER	2,636	581	7,000	7,000	7,000
	STREET PROJECTS - FLOOD			250,000	250,000	250,000
	CONSTRUCTION MATERIAL	79,191	46,164	250,000	250,000	500,000
	STREET AND CURB STRIPING	5,137		15,000	16,000	16,000
	TOTAL OTHER	86,964	46,745	522,000	523,000	773,000
	TOTAL STREET DEPARTMENT	562,441	333,688	1,073,629	1,073,319	1,329,101

- Total amount available for street improvements (excluding Flood Control monies) is \$500,000. Including Flood Control Funds, the amount available for Capital Projects is \$750,000.

Grants

DEPARTMENT DESCRIPTION

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

2017-2018 OBJECTIVES

The City anticipates several major grants in Fiscal Year 2018:

- WIFA Grant for Waste Water reuse project
- ADOT/FAA Grant to complete rehabilitation at airport
- Continue to actively pursue other grant opportunities.

2016-2017 ACCOMPLISHMENTS

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

- ACA Grant to upgrade line on Garland Prairie to support Forest Service Road Patrols
- Library Funding
- Railroad Museum Artifact Acquisition
- Bullitt Proof Vest Program
- RICO Police Equipment Funding
- GOHS grants for Police overtime, traffic, and DUI enforcement

GRANT FUND							
24	Estimated Revenue FY 16/17	Estimated Expenses FY 16/17	Projected Ending Fund FY 16/17	Estimated Revenue FY 17/18	Estimated Expenses FY 17/18	Projected Ending Fund FY 17/18	
Library Grants Fund 22							
County Equity Funds (now part of General Fund)							
Police Department Fund 24							
DOJ Vest Grant	3,000	3,000		3,000	3,000		
State Grants - Various	25,000	25,000		25,000	25,000		
USFS Law Enforcement Coop County Initiative	12,000	12,000		12,000	12,000		
Police Local Programs	10,000	10,000		10,000	10,000		
GOHS Grants Homeland Security	50,000	50,000		50,000	50,000		
Police Equipment Sales							
Airport Grants Fund 20							
Airport ADOT Grants	1,500,000	1,500,000		250,000	250,000		
FAA Grants	750,000	750,000		750,000	750,000		
Other Federal Grants	100,000	100,000		100,000	100,000		
Other Grants	250,000	250,000		250,000	250,000		
CDBG Grant Fund 21							
NACOG	700,000	700,000		250,000	250,000		
CDBG							
Fire Department Fund 22							
State Fire Programs	25,000	25,000		25,000	25,000		
Federal Fire Programs	50,000	50,000		50,000	50,000		
Other Department Fund 22							
Local Programs	25,000	25,000		25,000	25,000		
Federal/State Programs							
Total	3,500,000	3,500,000		1,800,000	1,800,000		

Department Budgets – Enterprise Funds

- Electric System
- Water
- Wastewater
- Sanitation
- Golf

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. 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.

2017-2018 OBJECTIVES

- Construct upgrades to transformers & distribution lines
- Renegotiate O&M contract per APS request
- Monitor the City's portion of the Hoover Dam Preference Power allocation.
- Continue voltage conversion projects

2016-2017 ACCOMPLISHMENTS

- Continued increasing capacity and allowing conversion projects to continue
- Completed various maintenance projects around the City
- Completed another phase of the voltage conversion project

ELECTRIC SYSTEM						
55		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Proposed Budget 17/18
	4350 DUES, FEES & MEMBERSHIPS	2,250	750	3,000	3,000	3,000
	4380 GENERAL SUPPLIES			1,000	1,000	1,000
	4410 LICENSES, PERMITS, & FEES			2,000	1,000	1,000
	4430 OTHER PROFESSIONAL	33,461	12,385	23,000	20,000	20,000
	4480 REPAIR & MAINTENANCE	713,003	56,000	112,000	100,000	100,000
	5020 FEES & TAXES	398	64	1,000	1,500	1,500
	5135 BAD DEBT EXPENSE				2,000	2,000
	5198 INTEREST EXPENSE	336	27	500	500	500
	5500 APS ANNUAL CONTRACT	53,454		55,000	55,000	55,000
	5502 CUSTOMER SERVICE - OFFICE	220,822	128,000	200,000	250,000	250,000
	5503 WHOLESALE POWER	1,992,516	839,191	1,900,000	2,000,000	2,000,000
	PROJECTS			125,000	125,000	125,000
	SYSTEM MAINTENANCE			250,000	250,000	850,000
	TOTAL SERVICES & SUPPLIES	3,016,240	1,036,417	2,672,500	2,809,000	3,409,000
	5105 DEPRECIATION	236,312	121,000	266,000	200,000	290,000
	2120 NORTHSIDE SUBSTATION PAYMENT			300,000	300,000	400,000
	2120 GARLAND PROJECT PAYMENT		350,000	350,000		350,000
	TOTAL OTHER	236,312	471,000	916,000	500,000	1,040,000
	TOTAL ELECTRIC SYSTEM	3,252,552	1,507,417	3,588,500	3,309,000	4,449,000

Water Department

DEPARTMENT DESCRIPTION

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

The Department, via a contracted operator (EUSI), maintains the Water Treatment Plant to ensure the highest quality water to customers. Department employees assist with routine testing to ensure compliance with permit requirements.

The City Department employees operate and maintain the distribution system, service connections, valves, and hydrants.

2017-2018 OBJECTIVES

- Implement plans to reduce dependency on Electric Fund transfers.
- Continue better management of existing water resources.
- Research possibility/feasibility to utilize the Sante Fe well.
- Perform strategic main/service replacement in conjunction with Street Maintenance program when possible.
- Deploy WIFA funds when possible to further projects and enhance revenues

2016 - 2017 Accomplishments

- Continued developing water supply with new sources and better management of existing sources.
- Introduced new chemical for treating lake water which saved money and water
- Reduced water usage at plant
- Reduced system water loss by 30%, with leak repair, new meters, and process by repairing 108 leaks.
- Deployed WIFA “grant” funds to complete implementation of the meter replacement program to capture full revenues

WATER DEPARTMENT						
60		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	65,690	35,043	67,300	67,346	69,211
4105	OTHER COMPENSATION					
4110	OVERTIME	9,658	6,298	10,000	10,000	5,000
4130	GROUP INSURANCE	24,156	5,083	17,206	17,380	17,622
4140	FICA	4,000	2,853	5,913	5,917	5,677
4150	ASRS	6,368	6,668	11,534	8,872	8,534
4170	UNEMPLOYMENT COMPENSATION	762	7	450	899	385
4180	WORKERS' COMPENSATION	3,387	1,057	2,700	2,880	1,806
	TOTAL PERSONNEL	114,021	57,009	115,103	113,294	108,235
4310	ADVERTISING					
4320	AUTO SUPPLIES	1,241	354	1,500	3,000	3,000
4330	CHEMICALS	48,326		80,000	90,000	90,000
4340	COMMUNICATIONS	3,362	4,090	6,000	6,000	6,000
4350	DUES, MEMBERSHIPS & SUBSCRIPT	830	200	200	1,000	1,000
4360	ELECTRICITY - WATER	56,910	28,248	52,000	53,000	53,000
4360	ELECTRICITY - WELLS	402,435	194,333	365,000	325,000	380,000
4370	FUELS AND LUBRICANTS		3,520	10,000	20,000	20,000
4380	GENERAL SUPPLIES	28,122	14,156	20,000	200	200
4400	JANITORIAL SUPPLIES	224	163	200	200	200
4410	LICENSES, PERMITS & FEES	1,653	8,400	17,000	20,000	20,000
4420	NATURAL GAS	8,695	4,752	10,000	10,000	10,000
4430	OTHER PROFESSIONAL	332,215	192,289	375,000	375,000	375,000
4470	RENTAL & MAINT CONTRACTS	7,270		5,000	5,000	5,000
4475	REPAIR & MAINT WELLS	322	1,199	20,000	20,000	20,000
4480	REPAIR & MAINTENANCE SERVICES	44,165	14,752	40,000	50,000	50,000
4490	SMALL TOOLS & MINOR EQUIPMENT	3,618	4,933	10,000	10,000	10,000
4500	TRAVEL	438	254	500	20,000	20,000
4510	UNIFORMS	808	652	1,000	3,000	1,000
5020	SALES TAX	10,179	471	3,000	3,000	3,000
5030	PROF - LEGAL AND CONSULTING					
5040	PROF - ENGINEERING	5,973	16,455	35,000	5,000	20,000
5100	BANK AGENCY FEES	17,808	1,112	5,000	30,000	5,000
5135	BAD DEBT EXPENSE		723	5,000	5,000	5,000
5230	LAB & TESTING FEES	5,089	3,060	8,000	12,000	12,000
5250	PIPES AND VALVES	12,622	13,939	20,000	25,000	25,000
5280	WATER METER REPLACEMENT	3,054		2,000	2,000	2,000
5530	EMERGENCY CONTINGENCY					
	TOTAL SERVICES & SUPPLIES	995,359	508,055	1,091,400	1,093,400	1,136,400
	TOTAL PERSONNEL & S.S.	1,109,380	565,064	1,206,503	1,206,694	1,244,635
	OTHER					
5105	DEPRECIATION EXPENSE	586,759	455,000	1,109,000	475,000	1,120,000
5195	INTEREST EXP. WIFA 2016		4,002	7,915	8,742	7,494
	INTEREST EXP. WIFA 2000		17,232	34,464	34,464	26,364
	INTEREST EXP. WIFA 2015		20,430	40,860	2,668	38,818
	INTEREST EXP. GADA 2014		51,478	86,324	102,958	62,948
	INTEREST EXP. WIFA 2006 DW		14,930	29,860	29,860	27,284
	INTEREST EXP. CHASE REFI 2017					21,702
	INTEREST EXP ZIONS		5,705	7,012	11,410	
	TOTAL INTEREST	206,990	131,887	206,435	190,102	184,610
	BONDS - MEMO					
	EQUIPMENT	17,185		26,000	15,000	20,000
	ENTRANCE ROAD				85,000	85,000
	NORTHSIDE WELL DEVELOPMENT	3,118,281				
	WATER METER PROJECT	1,590,000				
	WATER SUPPLY DEVELOPMENT	376,209	165,368		350,000	350,000
	TOTAL OTHER	5,101,675	165,368	26,000	450,000	455,000
	TOTAL WATER DEPARTMENT	7,004,804	1,317,319	2,547,938	2,321,796	3,004,245

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 are required to meet the health and safety guidelines.

The Wastewater Department operates a collection system and assists a contract operator (EUSI) with the plant. The contractor and staff 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.

2017-2018 OBJECTIVES

- Complete the “Clean Closure” of the lagoons at the Wastewater Treatment Plant and convert lagoons to treated effluent storage for golf course/sale.
- Convert plant process water from potable to effluent water.
- Continue reducing chemical usage with adjustments to treatment process.
- Reduce sampling costs with continued changes to operating permit
- Deploy WIFA funds to complete conversion of plant process from potable to effluent water.

2016 - 2017 Accomplishments

- Completed new screening bin that eliminated use of trash cans
- Continued reduction of chemical usage with adjustments to treatment process.
- Reduced sampling costs with strategic changes to operating permit.

WASTE WATER

61		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	68,371	34,787	67,300	67,346	69,211
4110	OVERTIME	10,801	17,546			5,000
4130	GROUP INSURANCE	24,156	5,083	17,206	17,380	17,622
4140	FICA	7,650	4,624	5,148	5,152	5,677
4150	ASRS	11,342	4,791	9,582	7,725	8,534
4170	UNEMPLOYMENT COMPENSATION		7	12	899	385
4180	WORKERS' COMPENSATION	1,557	1,143	1,981	2,622	1,885
	TOTAL PERSONNEL	123,877	67,981	101,230	101,124	108,314
4320	AUTO SUPPLIES	25	213	300		
4330	CHEMICALS	51,294	15,822	52,000	60,000	60,000
4340	COMMUNICATIONS	4,346	2,579	3,300	4,000	4,000
4360	ELECTRICITY	100,813	60,803	100,000	100,000	100,000
4370	FUELS AND LUBRICANTS	135		2,000	2,500	2,500
4380	GENERAL SUPPLIES	11,769	7,728	15,000	15,000	15,000
4400	JANITORIAL SUPPLIES	62				
4410	LICENSES, PERMITS & FEES	10,932	9,490	12,000	12,000	12,000
4420	NATURAL GAS	12,787	5,037	15,000	20,000	20,000
4430	OTHER PROFESSIONAL	2,704	1,440	3,000	3,000	3,000
4480	REPAIR & MAINTENANCE SERVICES	43,563	44,676	90,000	100,000	100,000
4490	SMALL TOOLS & MINOR EQUIPMENT	186	965	3,000	5,000	5,000
4500	TRAVEL	721	74	500	2,000	2,000
4510	UNIFORMS					
5040	PROF - ENGINEERING		11,232	20,000	5,000	5,000
5230	LAB & TESTING FEES	13,759	13,773	25,000	30,000	30,000
5250	PIPES AND VALVES	87	1,362	5,000	25,000	25,000
5260	LANDFILL / TIPPING FEES	26,578	14,765	35,000	45,000	45,000
5135	BAD DEBT EXPENSE			5,000	5,000	5,000
	TOTAL SERVICES & SUPPLIES	279,761	189,959	386,100	433,500	433,500
	TOTAL PERSONNEL & S.S.	403,638	257,940	487,330	534,624	541,814
	OTHER					
5105	DEPRECIATION EXPENSE	465,028	271,258	465,000	470,000	470,000
	INTEREST EXPENSE	408,972				
5195	INTEREST EXP. WIFA 1998 SEW		2,990	5,980	5,980	
5195	INTEREST EXP. WIFA 2006 CW		96,421	192,842	192,842	179,590
5195	INTEREST EXP. WIFA 2007 CW		90,738	181,478	181,478	171,078
	TOTAL INTEREST	408,972	253,533	380,300	380,300	350,668
	BONDS - MEMO					
	CAPITAL					
	OTHER - TRANSF TO WATER	526,226		530,000		450,000
	CAPITAL			90,057	90,500	90,500
	TOTAL	526,226		620,057	90,500	540,500
	TOTAL WASTE WATER DEPT.	1,803,864	782,731	1,952,687	1,475,424	1,902,982

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 & Cinder Lakes Land Fill. The Department also provides support for all scheduled events and assists with snow removal.

2017-2018 OBJECTIVES

- Continue Yearly Voucher program.
- Build 1-20 yard dumpster.
- Purchase new or used Sanitation Truck via IGA's.
- Refurbish older Equipment to extend useful Life.
- Demo existing restroom and relocate & build new restroom
- Construct 2 new concrete bays for dumpsters

2016 - 2017 Accomplishments

- Improve routine maintenance on trucks to extend service life
- Scale House Staff has turned Sanitation into a revenue generator
- Moved part time to full time employee at scales for greater efficiency.

SANITATION						
65		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	210,951	103,593	207,186	218,011	213,961
4105	OTHER COMPENSATION					
4110	OVERTIME	9,611	6,938	10,000	6,000	6,000
4130	GROUP INSURANCE	38,492	26,835	41,100	44,915	52,833
4140	FICA	17,018	9,336	16,615	17,137	16,827
4150	ASRS	24,897	12,148	24,296	25,694	25,296
4170	UNEMPLOYMENT COMPENSATION	1,433	378	1,159	1,348	1,155
4180	WORKERS' COMPENSATION	14,448	7,082	15,820	17,688	12,070
	TOTAL PERSONNEL	316,850	166,310	316,176	330,792	328,142
4320	AUTO SUPPLIES	12,384	15,090	20,000	15,000	15,000
4340	COMMUNICATIONS	1,966	926	2,000	2,000	2,000
4360	ELECTRICITY	2,554	1,226	3,000	5,000	5,000
4370	FUEL/GASOLINE		10,459	40,000	65,000	65,000
4380	GENERAL SUPPLIES	27,313	7,193	15,000	15,000	15,000
4410	LICENSES, PERMITS & FEES	4,750	15	2,000	2,000	2,000
4420	NATURAL GAS	323	171	600	600	600
4430	PROFESSIONAL	620	283	1,000	1,200	1,200
4480	REPAIR & MAINTENANCE SERVICES	5,576	7,256	13,000	13,500	13,500
4490	MINOR EQUIPMENT	7,736	114	2,000	2,500	2,500
4500	TRAVEL	224	117	300	250	1,250
4510	UNIFORMS		979	1,800	1,800	1,800
5100	BANK FEES	602	567	1,000	1,000	1,000
5135	BAD DEBT EXPENSE		3,684	15,000	5,000	15,000
5260	TIPPING FEES	220,484	141,960	200,000	210,000	210,000
5265	COUNTY REIMBURSEMENT	27,287	6,431	30,000	33,000	33,000
	TOTAL SERVICES & SUPPLIES	311,819	196,471	346,700	372,850	383,850
	TOTAL PERSONNEL & S.S.	628,669	362,781	662,876	703,642	711,992
	OTHER					
	EQUIPMENT			30,000		
	CONTAINERS	15,259	13,614	21,000	5,000	10,000
5105	DEPRECIATION EXPENSE	84,191	38,820	75,546	80,000	80,000
	LOAN - MEMO			48,574	49,834	49,834
	COMPUTER EQUIPMENT					
	INTEREST EXPENSE	5,221	1,991	3,981	3,960	2,690
	TOTAL OTHER	104,671	54,425	179,101	138,794	142,524
	TOTAL SANITATION	733,340	417,206	841,977	842,436	854,516

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.

2017-2018 OBJECTIVES

- Maintain pristine condition of golf course and related facilities
- Continue hydro seeding
- Continue replacing aging sprinkler system
- Extend sewer lines
- Replace carpet
- Tee box additions & shelter upgrades

2016-2017 ACCOMPLISHMENTS

- Replaced portions of aging sprinkler system
- Hydro seeded course
- Various projects including:
 - New rain shelter
 - Upgraded pumps, irrigation, and pumphouse
- Assisted with remodel projects

GOLF COURSE						
70		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/16	12/31/2016	@ 6/30/17	16/17	Budget 17/18
4100	REGULAR EMPLOYEES	204,064	75,677	188,058	196,878	197,457
4110	OVERTIME	2,350	950	5,000	5,000	5,000
4130	GROUP INSURANCE	38,447	24,255	32,009	32,829	36,383
4140	FICA	15,692	8,315	14,769	15,444	15,488
4150	ASRS	22,611	12,178	18,300	19,346	19,463
4170	UNEMPLOYMENT COMPENSATION	1,673	460	2,080	2,022	1,733
4180	WORKERS' COMPENSATION	4,383	2,391	4,600	4,811	4,139
	TOTAL PERSONNEL	289,220	124,226	264,816	276,330	279,663
4310	ADVERTISING	2,998	3,462	3,500		
4320	AUTO SUPPLIES	575	2,931	3,500	500	500
4330	CHEMICALS	33,072	19,521	25,000	25,000	33,000
4340	COMMUNICATIONS	3,890	2,303	4,600	5,000	5,000
4350	DUES, MEMBERSHIPS & SUBSCRIPTIONS			300	300	300
4360	ELECTRICITY	25,243	13,446	32,000	32,000	32,000
4370	GASOLINE	15,729	8,489	25,000	29,000	29,000
4380	GENERAL SUPPLIES	3,604	2,191	2,500	2,000	2,000
4400	JANITORIAL SUPPLIES		37	150	500	500
4410	LICENSES, PERMITS & FEES	3,605	14	3,600	500	500
4420	NATURAL GAS	5,828	3,333	7,000	7,000	7,000
4430	OTHER PROFESSIONAL			2,000		
4470	MAINTENANCE CONTRACTS	5,621	1,095	4,500	6,000	6,000
4480	REPAIR AND MAINTENANCE	2,714	12,774	15,000	10,000	10,000
4490	SMALL TOOLS & MINOR EQUIPMENT	1,634	2,176	3,500	1,500	1,500
4500	TRAVEL	180	180	360	500	500
4510	UNIFORMS	885	140	1,000	1,500	1,500
4520	UTILITIES - WATER	7,659		10,000	10,000	10,000
5020	SALES TAX	2,106	2,108	5,000	5,000	5,000
5100	BANK AGENCY FEES	8,766	9,744	15,000	10,000	15,000
5270	COURSE REPAIRS & MAINT.	15,602	5,810	15,000	15,000	15,000
5271	BUILDING REPAIRS & MAINTENANCE	4,707	3,047	6,000	7,000	7,000
5272	EQUIPMENT REPAIRS & MAINT.	14,954	11,995	20,000	15,000	20,000
5273	IRRIGATION & PUMP MAINTENANCE	17,855	3,071	10,000	10,000	10,000
5274	CART REPAIR & MAINT	3,711	4,544	8,000	6,000	6,000
5310	U.S.F.S. LEASE PAYMENT	750	756	6,000	6,000	6,000
	TOTAL SERVICES & SUPPLIES	181,688	113,167	228,510	205,300	223,300
	TOTAL PERSONNEL & S.S.	470,908	237,393	493,326	481,630	502,963
	OTHER					
5105	DEPRECIATION EXPENSE	95,142	41,212	76,000	98,000	76,000
5195	INTEREST EXPENSE	3,448	1,481	2,321		
	CAPITAL					
	GOLF CONTRACT EXPENSE	14,636	17,076	17,076	10,000	17,000
	GOLF EQUIP 2013 INTEREST				2,321	2,321
	EQUIPMENT		1,298			
	EQUIPMENT PAYMENT			35,569	35,569	35,569
	TOTAL OTHER	113,226	61,067	130,966	145,890	130,890
	TOTAL GOLF COURSE	584,134	298,460	624,292	627,520	633,853

Department Budgets – Capital Projects Fund

- Impact Fee Fund
- Capital Projects
- Flood Control District

Impact Fee Fund

DEPARTMENT DESCRIPTION

The City of Williams adopted Impact Fees in 2005. Recent legislative changes required the City to evaluate the fees to be charged on new construction and the continuation of future impact fees.

The current impact fee fund activity and balances for Fiscal Years 2016 and 2017 are summarized below.

IMPACT FEE FUND										
	Water Treatment	Wastewater	Water Supply	Police Department	Fire Department	Street Department	Library	Parks & Recreation	Total	
Ending Balance 6/30/15	179,898	206,061	8,156	4,546	1,823	49,757	34,250	15,939	500,430	
Projected Revenues FY 15/16										
Projected Expenses										
Streets										
Refuse Containers										
Shelving/Furniture/Equipment										
Accounting Software										
Projected Expenses FY 15/16										
Ending Balance 6/30/16	179,898	206,061	8,156	4,546	1,823	49,757	34,250	15,939	500,430	
Projected Revenues FY 16/17										
Projected Expenses										
Streets										
Refuse Containers										
Shelving/Furniture/Equipment										
Accounting Software										
Projected Expenses FY 16/17										
Ending Balance 6/30/17	179,898	206,061	8,156	4,546	1,823	49,757	34,250	15,939	500,430	

- Capital contributions via possible Development Agreements

Capital Projects Fund

DEPARTMENT DESCRIPTION

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

CAPITAL PROJECTS						Proposed
50		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Budget 17/18
	CAPITAL					
	STREETS					
	PARK IMPROVEMENTS					
	AIRPORT IMPROVEMENTS					
	TOTAL CAPITAL PROJECTS					

- FY17 had no projects

Flood Control District

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

FLOOD CONTROL						Proposed
26		Actual @ 6/30/16	F.Y.T.D. 12/31/2016	Projected @ 6/30/17	Budget 16/17	Budget 17/18
	OUTLAY					
	ENGINEERING					
	STREET DRAINAGE IMPROVEMENT			250,000	250,000	250,000
	OTHER					
	TOTAL FLOOD CONTROL			250,000	250,000	250,000

- Flood expenditures proposed as transfer for funding Streets projects.

Budgets – Other

Court JCEF & Enhancement 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.

COURT RELATED FUNDS			
25	Actual	Budget	Budget
JCEF Fund	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
Supplies	0	4,000	6,000
Capital	0	2,500	4,000
Total	0	6,500	10,000
29	Actual	Budget	Budget
COURT ENHANCEMENT Fund	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
Supplies	2,292	3,000	5,000
Capital			5,000
Total	2,292	3,000	10,000

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 matches contributions each month per volunteer. The fund is administered by the City’s Human Resource department.

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 2018. 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 refunded portions of the GADA bonds and Zions Debt with Chase 2017. The 2017 Refunding Debt is provided in the fiscal year 2017-2018 budget.

Williams General Long Term Debt Group			
Governmental Funds - Fiscal Year Debt Outstanding			Budget
	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018
Chase Refunding 2017		2,753,398	2,744,402
Police Lease Chase	75,967	60,057	43,607
Fire SCBA Lease Kansas State			
GADA 2003 - Refunded			
GADA 2005	820,000	80,000	0
GADA 2008	2,115,000	450,000	305,000
GADA 2014 Refund of GADA 2003	161,293	101,503	90,727
Zions Loan 2010	362,361	0	0
Airport Hangar Loan	482,911	465,518	447,355
	4,017,532	3,910,476	3,631,091

Williams Debt Service Fund			
Governmental Funds - Budgeted Payments & Debt Fiscal Year 2018			
	Principal	Interest	Principal Outstanding
Chase Refunding 2017	8,996	64,980	2,744,402
Police Lease Chase	16,450	1,807	43,607
Fire SCBA Lease (Paid in full)			
GADA 2003 (Refunded 2014)			
GADA 2005	80,000	3,200	0
GADA 2008	145,000	20,025	305,000
GADA 2014 (Refunded 2003 issue)	10,776	4,703	90,727
Zions Loan 2010 (Refunded 2017)			
Airport Hangar Loan	18,163	20,003	447,355
	279,385	114,718	3,631,091
This table includes payments made January 1 and July 1, 2018			

Enterprise Debt & Payments

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

Williams Enterprise Debt			
Enterprise Fund Budgeted Payments & Debt Fiscal Year 2018			
	Principal	Interest	Principal Outstanding
WIFA 1998			
WIFA 2000 Wells	204,485	26,362	434,622
WIFA 2006 Water DW 106-06	82,512	27,282	763,462
WIFA 2006 Wastewater CW 85-06	398,481	179,590	4,822,164
WIFA 2007 CW 99-08	324,366	171,078	4,841,059
WIFA 2015	88,577	38,818	1,723,441
WIFA 2016	19,329	7,494	411,674
CHASE REFI 2017	3,004	21,702	916,597
GADA 2014A	144,224	62,946	1,214,273
Sanitation Truck Lease	51,128	2,666	52,455
Golf Equipment Lease	36,577	1321	
Electric	750,000	0	268,830
	2,102,683	539,259	15,448,577
This table includes payments made January 1 and July 1, 2018			

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 owners in the district. The debt was secured by the lien upon the lots, tracts, and parcels of land within the district.

This 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.

CITY OF WILLIAMS
Tax Levy and Tax Rate Information
Fiscal Year 2018

	2017	2018
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ <u>758,634</u>	\$ <u>786,571</u>
2. Amount received from primary property taxation in the current year in excess of the sum of that year's maximum allowable primary property tax levy. A.R.S. §42-17102(A)(18)	\$ _____	
3. Property tax levy amounts		
A. Primary property taxes	\$ <u>611,698</u>	\$ <u>611,698</u>
B. Secondary property taxes		
C. Total property tax levy amounts	\$ <u>611,698</u>	\$ <u>611,698</u>
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ <u>611,698</u>	
(2) Prior years' levies		
(3) Total primary property taxes	\$ <u>611,698</u>	
B. Secondary property taxes		
(1) Current year's levy	\$ _____	
(2) Prior years' levies		
(3) Total secondary property taxes	\$ _____	
C. Total property taxes collected	\$ <u>611,698</u>	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	<u>1.5041</u>	<u>1.4173</u>
(2) Secondary property tax rate		
(3) Total city/town tax rate	<u>1.5041</u>	<u>1.4173</u>
B. Special assessment district tax rates		
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating <u>NO</u> 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/town.		

* 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 2018

SOURCE OF REVENUES	ESTIMATED REVENUES 2017	ACTUAL REVENUES* 2017	ESTIMATED REVENUES 2018
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 4,767,613	\$ 4,898,875	\$ 4,862,965
Bed, Board & Booze Tax	1,176,000	1,074,399	1,064,478
Licenses and permits			
Business, Building & Other	95,924	137,871	95,172
Intergovernmental			
Library	92,000	92,000	93,000
Auto Lieu	138,658	136,931	151,277
State Revenue Sharing	381,900	381,945	391,847
State Sales Tax	293,818	286,228	296,741
Charges for services			
Various	116,825	115,654	130,701
Fines and forfeits			
Police Fines	35,669	60,196	37,491
JCEF & Court	8,000	8,000	8,000
Interest on investments			
Interest	4,000	16,555	8,000
Miscellaneous			
Other	216,000	369,963	383,462
Franchise & Lease	32,000	30,000	33,000
Community Facilities	7,500	7,500	7,500
Rental Income	221,821	219,581	230,094
Total General Fund	\$ 7,587,728	\$ 7,835,698	\$ 7,793,728
SPECIAL REVENUE FUNDS			
Highway User Revenue	\$ 331,029	\$ 354,312	\$ 356,117
Grants	3,500,000	1,800,000	1,800,000
Street Funds	350,000	357,232	350,000
Total Special Revenue Funds	\$ 4,181,029	\$ 2,511,544	\$ 2,506,117
CAPITAL PROJECTS FUNDS			
Debt Proceeds	\$	\$	\$
Flood Control	160,000	162,485	163,200
Buy-In Fees			
Total Capital Projects Funds	\$ 160,000	\$ 162,485	\$ 163,200
PERMANENT FUNDS			
Firemen's Pension	\$ 50,000	\$ 50,000	\$ 50,000
Total Permanent Funds	\$ 50,000	\$ 50,000	\$ 50,000
ENTERPRISE FUNDS			
Electric System	\$ 4,416,212	\$ 4,420,125	\$ 4,891,422
Water	1,275,660	1,385,140	1,627,041
Wastewater	1,992,095	2,018,827	2,183,052
Sanitation	780,850	772,422	804,154
Golf Course	565,500	568,299	583,300
Total Enterprise Funds	\$ 9,030,317	\$ 9,164,813	\$ 10,088,969
TOTAL ALL FUNDS	\$ 21,009,074	\$ 19,724,540	\$ 20,602,014

* 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 2018

<u>FUND</u>	<u>OTHER FINANCING</u> <u>2018</u>		<u>INTERFUND TRANSFERS</u> <u>2018</u>	
	<u>SOURCES</u>	<u><USES></u>	<u>IN</u>	<u><OUT></u>
GENERAL FUND				
General	\$	\$	\$ 360,000	\$ 1,180,166
Total General Fund	\$	\$	\$ 360,000	\$ 1,180,166
SPECIAL REVENUE FUNDS				
Streets	\$	\$	\$ 1,001,860	\$
HURF				356,117
Total Special Revenue Funds	\$	\$	\$ 1,001,860	\$ 356,117
DEBT SERVICE FUNDS				
Debt Service	\$	\$	\$ 394,103	\$
Total Debt Service Funds	\$	\$	\$ 394,103	\$
CAPITAL PROJECTS FUNDS				
Capital Projects	\$	\$	\$	\$ 250,000
Total Capital Projects Funds	\$	\$	\$	\$ 250,000
ENTERPRISE FUNDS				
Electric	\$	\$	\$	\$ 396,441
Water			846,441	
Wastewater				450,000
Sanitation			21,488	
Golf Course			8,832	
Total Enterprise Funds	\$	\$	\$ 876,761	\$ 846,441
TOTAL ALL FUNDS	\$	\$	\$ 2,632,724	\$ 2,632,724

Schedule E

CITY OF WILLIAMS
Expenditures/Expenses by Fund
Fiscal Year 2018

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2017	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2017	ACTUAL EXPENDITURES/ EXPENSES* 2017	BUDGETED EXPENDITURES/ EXPENSES 2018
GENERAL FUND				
Mayor & Council	\$ 95,814	\$	\$ 95,313	\$ 95,757
City Court	110,040		105,318	109,982
Administration	1,149,473		1,086,350	1,095,864
Finance	459,562		462,596	484,980
Maintenance	315,516		326,987	413,392
Library	132,911		132,735	149,390
Recreation	242,669		227,254	256,479
Pool	102,830		91,958	105,482
Police	2,070,925		2,017,881	2,090,008
Fire	224,622		202,971	294,622
Public Works	114,785		84,119	73,657
Building	189,727		170,957	204,805
Garage	464,134		407,367	399,923
Airport	223,664		185,716	223,664
Senior Ctr / Housing / Other	169,700		175,204	215,200
Community Facilities	5,000		5,000	5,000
Forest Service	79,887		79,887	64,000
Tourism	313,231		313,231	313,231
Rec Facilities	360,350		171,500	298,350
VCB	232,463		255,898	284,337
Total General Fund	\$ 7,057,303	\$	\$ 6,598,242	\$ 7,178,123
SPECIAL REVENUE FUNDS				
Streets / HURF	\$ 1,073,319	\$	\$ 1,073,629	\$ 1,329,101
Grants	3,500,000		1,800,000	1,800,000
Total Special Revenue Funds	\$ 4,573,319	\$	\$ 2,873,629	\$ 3,129,101
DEBT SERVICE FUNDS				
Debt Service	\$ 523,836	\$	\$ 532,290	\$ 394,103
Total Debt Service Funds	\$ 523,836	\$	\$ 532,290	\$ 394,103
CAPITAL PROJECTS FUNDS				
Flood Control	\$	\$	\$	\$
Buy-In Fees				
Capital Projects				
Total Capital Projects Funds	\$	\$	\$	\$
PERMANENT FUNDS				
Fire Pension	\$ 50,000	\$	\$ 50,000	\$ 50,000
Total Permanent Funds	\$ 50,000	\$	\$ 50,000	\$ 50,000
ENTERPRISE FUNDS				
Electric	\$ 3,309,000	\$	\$ 3,588,500	\$ 4,449,000
Water	2,339,177		2,547,938	3,004,245
Wastewater	1,458,043		1,422,687	1,452,982
Sanitation	842,436		841,977	854,516
Golf	627,520		624,292	633,853
Total Enterprise Funds	\$ 8,576,176	\$	\$ 9,025,394	\$ 10,394,596
TOTAL ALL FUNDS	\$ 20,780,634	\$	\$ 19,079,555	\$ 21,145,923

* 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.

CITY OF WILLIAMS
Full-Time Employees and Personnel Compensation
Fiscal Year 2018

FUND	Full-Time Equivalent (FTE) 2018	Employee Salaries and Hourly Costs 2018	Retirement Costs 2018	Healthcare Costs 2018	Other Benefit Costs 2018	Total Estimated Personnel Compensation 2018
GENERAL FUND	66.60	\$ 2,999,059	\$ 366,572	\$ 559,489	\$ 299,469	\$ 4,224,589
SPECIAL REVENUE FUNDS						
Streets	5.80	\$ 282,484	\$ 31,632	\$ 45,432	\$ 47,053	\$ 406,601
Total Special Revenue Funds	5.80	\$ 282,484	\$ 31,632	\$ 45,432	\$ 47,053	\$ 406,601
ENTERPRISE FUNDS						
Water	2.00	\$ 74,211	\$ 8,534	\$ 17,622	\$ 7,868	\$ 108,235
Wastewater	2.00	\$ 74,211	\$ 8,534	\$ 17,622	\$ 7,947	\$ 108,314
Sanitation	6.00	\$ 219,961	\$ 25,296	\$ 52,833	\$ 30,052	\$ 328,142
Golf	5.30	\$ 202,457	\$ 19,462	\$ 36,383	\$ 21,360	\$ 279,662
Total Enterprise Funds	15.30	\$ 570,840	\$ 61,826	\$ 124,460	\$ 67,227	\$ 824,353
TOTAL ALL FUNDS	87.70	\$ 3,852,383	\$ 460,030	\$ 729,381	\$ 413,749	\$ 5,455,543

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.