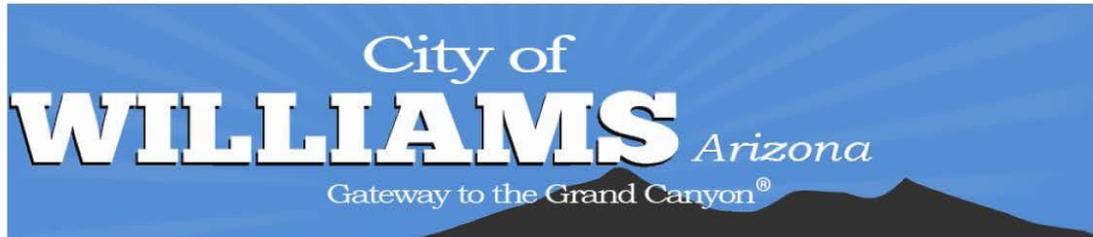




City of Williams, Arizona Annual Financial Plan Fiscal Year 2016 -2017

City Council Members

John W. Moore, Mayor
Don Dent, Vice Mayor
Craig Fritsinger
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

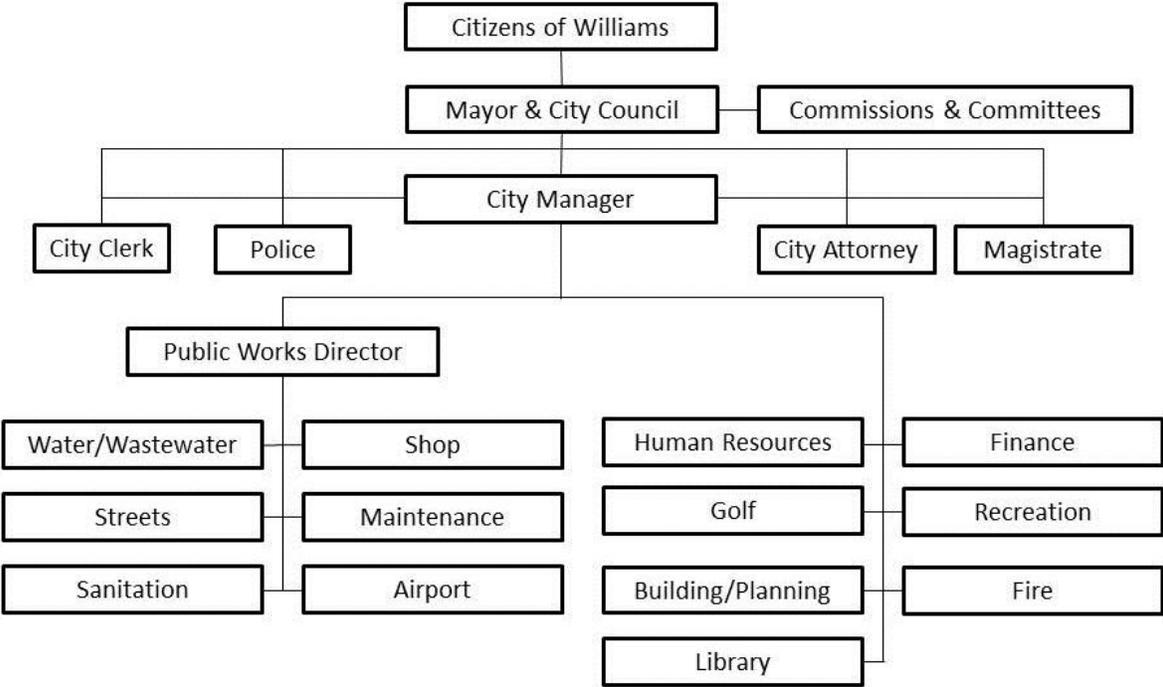


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Budget Calendar

Fiscal Year 2016/17

1. Council Budget Retreat: Budget Direction Thursday Mar 3*
2. Staff Meeting: Strategy for Meeting Goals
Budget worksheets to Departments Monday Mar 7
3. Completed worksheets back from Departments Friday Mar 17
4. Department Budget meetings Apr 4 – Apr 7
5. Revenue estimates complete Friday Apr 8
6. Council Review with Departments Thursday Apr 21*
7. Present preliminary budget Thursday May 12
8. Budget Meeting #1 Thursday May 19*
9. Budget Meeting #2 (if necessary) Thursday May 26*
10. Adopt Tentative Budget (post on website) Thursday May 26
11. Publish budget once a week for two consecutive weeks Wednesday Jun 1 & 8
12. Publish first Truth in Taxation Notice (if necessary) Wednesday Jun 1
13. Publish second Truth in Taxation Notice (if necessary) Wednesday Jun 8
14. - Hold public hearing - budget and estimated tax levy
Convene special meeting* to adopt final budget
(post Budget on website) Thursday Jun 23
15. Adopt property tax levy Thursday Jun 23

* Denotes Special Meeting

Message from the City Manager

City Officials

City Manager

City Attorney

Mangum, Wall, Stoops & Warden

Departments

Building – Tim Pettit

Central Garage – Sheldon Johnson

City Clerk/Human Resources – Susan Kerley

Finance – Keith Buonocore

Fire – Chase Pearson

Golf – Marty Yerian

Library – Andrea Dunn

Magistrate – Rob Krombeen

Maintenance – Rob Brothers

Police – Herman Nixon

Public Works – Kyle Christiansen

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

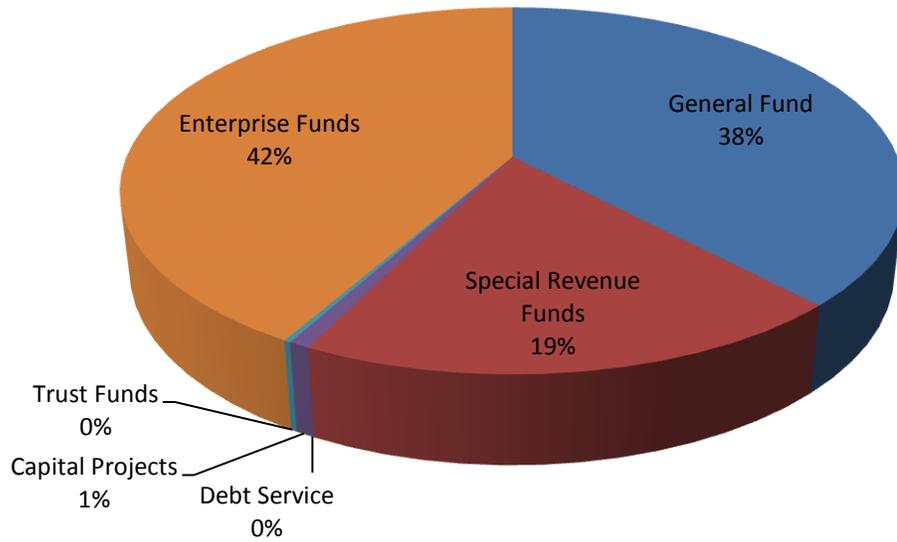
We are pleased to present the budget for Fiscal Year 2016/2017. The Budget was prepared to provide a budget that is fiscally sound and lays the foundation for a strong financial future.

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

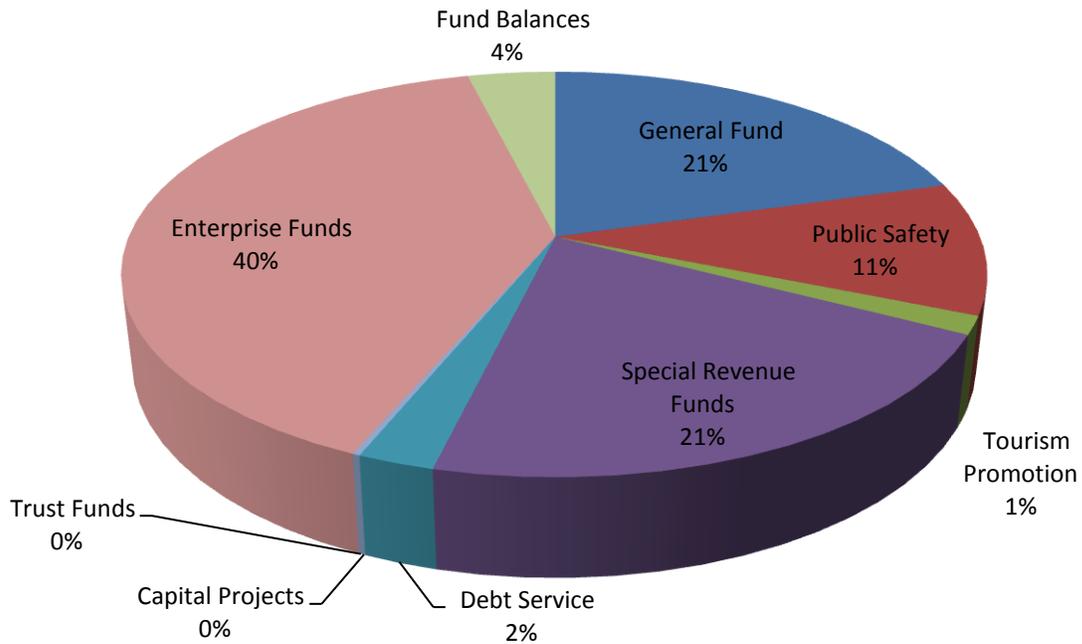
Sources and Uses of Funds Summary

		Budget	Budget	
		FY 15/16	FY 16/17	Difference
Sources of Funds				
	General Fund	7,236,242	8,203,579	967,337
	Special Revenue Funds	5,162,063	4,181,029	-981,034
	Debt Service			
	Capital Projects	175,000	160,000	-15,000
	Trust Funds	50,000	50,000	
	Enterprise Funds	8,734,510	9,030,317	295,807
	Fund Balances			
	Total All Funding Sources	21,357,815	21,624,925	267,110
Uses of Funds				
	General Fund	3,943,531	4,439,025	495,494
	Public Safety	2,098,028	2,295,547	197,519
	Tourism Promotion	310,479	313,231	2,752
	Special Revenue Funds	5,324,175	4,582,819	-741,356
	Debt Service	513,620	523,836	10,216
	Capital Projects			
	Trust Funds	50,000	50,000	
	Enterprise Funds	7,965,084	8,576,176	611,092
	Fund Balances	1,152,898	844,291	-308,607
	Total Uses of Funds	21,357,815	21,624,925	267,110
	The table does not include fund transfers.			

Sources of Funds



Use of Funds



Summary of Changes in Fund Balances by Major Fund Type

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

	General Fund	Special Revenue Fund	Enterprise Funds	Capital Projects	Debt Service/ Trust Funds/ Other	Total All Funds
Fund Balance 6/30/12	432,537	51,839	17,868,468	525,492	113,510	18,991,846
Fiscal Year 2013						
Revenues	6,156,352	1,436,707	7,956,147	92,300	584,599	16,226,105
Expenditures	5,535,672	1,428,209	7,783,408	80,760	693,441	15,521,490
Fund Balance 6/30/13	1,053,217	60,337	18,041,207	537,032	4,668	19,696,461
Fiscal Year 2014						
Revenues	6,426,461	5,941,362	8,611,788	258,800	641,153	21,879,564
Expenditures	5,875,573	5,607,212	8,678,256	268,682	644,778	21,074,501
Fund Balance 6/30/14	1,604,105	394,487	17,974,739	527,150	1,043	20,501,524
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	7,836,927	1,284,063	9,790,420	588,886	582,836	20,083,132
Expenditures	7,571,039	1,216,962	10,429,122	778,687	582,836	20,578,646
Fund Balance 6/30/16	3,901,587	549,484	16,971,795	90,000	0	21,512,866
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	4,338,139	559,806	17,459,212	0	0	22,357,156
Increase/(Decrease) in Fund Balance	436,552	10,322	487,417	(90,000)	0	844,290

Summary of Changes in Expenditures within Each Fund

Proposed Budget Fiscal Year 2016 -2017				
	Budget	Budget	Increase	%
	15/16	16/17	(Decrease)	Change
GENERAL FUND				
MAYOR & COUNCIL	76,465	95,814	19,349	25.30%
MAGISTRATE	171,139	110,040	(61,099)	-35.70%
GENERAL & ADMINISTRATIVE	1,040,535	1,149,473	108,938	10.47%
FINANCE	453,664	459,562	5,898	1.30%
MAINTENANCE	283,751	315,516	31,765	11.19%
LIBRARY	132,727	132,911	184	0.14%
RECREATION	234,099	242,669	8,570	3.66%
SWIMMING POOL	92,781	102,830	10,049	10.83%
POLICE	1,910,288	2,070,925	160,637	8.41%
FIRE	187,740	224,622	36,882	19.65%
PUBLIC WORKS	132,788	114,785	(18,003)	-13.56%
BUILDING	169,537	189,727	20,190	11.91%
CENTRAL GARAGE	349,380	464,134	114,754	32.85%
AIRPORT	256,074	223,664	(32,410)	-12.66%
SENIOR CENTER	23,500	27,200	3,700	15.74%
HOUSING AUTHORITY	150,000	133,000	(17,000)	
TOTAL GENERAL FUND	5,664,468	6,056,872	392,404	6.93%
BED, BOARD & BOOZE FUND				
TOURISM PROMOTION	310,479	313,231	2,752	0.89%
RECREATION FACILITIES	82,500	360,350	277,850	336.79%
VISITOR CENTER	209,439	232,463	23,024	10.99%
TOTAL BBB FUND	602,418	906,044	303,626	50.40%
HURF / STREETS FUND	814,675	1,073,319	258,644	-4.76%
NORTHSIDE SEWER DISTRICT	-	-	-	
COURT RELATED FUNDS	9,500	9,500	-	
FLOOD CONTROL FUND	-	-	-	
CAPITAL PROJECTS FUND	-	-	-	
ELECTRIC SYSTEM FUND	3,047,700	3,309,000	261,300	8.57%
Water Department	1,932,714	2,339,177	406,463	21.03%
Waste Water Department	1,635,934	1,458,043	(177,891)	-10.87%
TOTAL UTILITY FUND	3,568,648	3,797,220	228,572	6.41%
IMPACT FEE FUND	-	-	-	
SANITATION FUND	739,509	842,436	102,927	13.92%
GOLF COURSE FUND	609,227	627,520	18,293	3.00%

Proposed Budget Fiscal Year 2016 -2017				
	Budget	Budget	Increase	%
(continued)	15/16	16/17	(Decrease)	Change
FOREST SERVICE BUILDING	80,152	79,887	(265)	-0.33%
FIREMEN'S PENSION FUND	50,000	50,000	-	
COMMUNITY FACILITIES DISTRICT	5,000	5,000	-	
GRANT FUND	4,500,000	3,500,000	(1,000,000)	-22.22%
TOTAL DEBT SERVICE FUND	513,620	523,836	10,216	1.99%
TOTAL CITY OF WILLIAMS	20,204,917	20,780,634	575,717	2.85%

Personnel Detail – All Funds

Department	Position	FY 2015 Actual FTE's	FY 2016 Actual FTE's	FY 2017 Planned FTE's
MAYOR & COUNCIL	Mayor and Council	7.0	7.0	7.0
MAGISTRATE	Magistrate	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	2.5	2.5
FINANCE	Finance Director	1.0	1.0	1.0
	Accountant	1.0	1.0	1.0
	Account Clerks	2.0	3.0	3.0
LIBRARY	Librarian	1.0	1.0	1.0
	Library Aids Part Time	0.8	0.8	0.8
RECREATION	Recreation Supervisor	1.0	1.0	1.0
	Recreation Coordinator	1.0	1.0	1.0
	Summer Rec Employees	1.3	1.3	1.3
POOL	Aquatic Coordinator	0.7	0.7	0.7
	Lifeguards	1.5	1.5	1.5
MAINTENANCE	Superintendent	1.0	1.0	1.0
	Maintenance Worker	3.0	4.0	4.0
	Maintenance Workers Part Time	1.3	1.3	1.3
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	9.5
	Support Services Supervisor	1.0	1.0	1.0
	Community Services Officer	1.0	1.0	1.0
	Information Systems Manager	1.0	1.0	1.0
	Animal Control	1.0	1.0	1.0
	Dispatcher	4.0	5.0	4.3
	Dispatcher Part Time	0.6	0.6	0.6
PUBLIC WORKS	Director	1.0	1.0	1.0
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
CENTRAL GARAGE	Shop Superintendent	1.0	1.0	1.0
	Shop Mechanic	2.0	2.0	2.0
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	1.5
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
SANITATION	Sanitation Foreman	1.0	1.0	1.0
	Equipment Operator	4.0	5.0	5.0
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
OTHER	Staff	1.0	1.6	1.6
VISITORS CENTER	Staff	2.1	3.4	3.4
Total Full Time Equivalents		81.7	84.6	84.3

Revenues

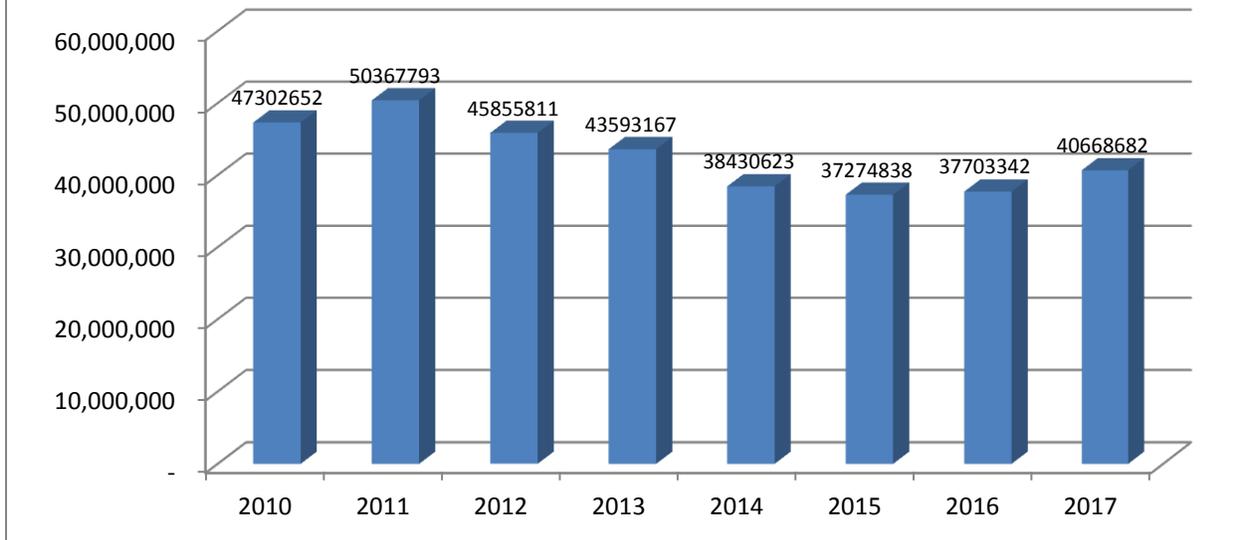
Revenues Property Tax

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 2016/17				
FY 2016/17				
Rate based on levy limit worksheet				
			Tax Rate	Tax Levy
	Previous year's primary property tax levy	606,740		
	-----	-----	=	1.5041
	Current year's Net Assessed Value (C4) minus new construction	40,338,385		
	Maximum Allowable Tax Levy			758,634
	Maximum Allowable Tax Rate			1.8807
Option A	Keep Tax Rate Same as FY 15/16	No Truth in Taxation Notice	1.5939	642,954
Option B	Keep Tax Levy the Same	No Truth in Taxation Notice	1.5041	606,740
Option C	Increase Rate to Maximum Levy	Truth In Taxation Required	1.8807	758,634
Truth In Taxation Notice will be required if the tax rate is greater than 1.5041				
	FY 15/16 Assessed Value	37,703,342	1.5939	600,954
	Net Change In Assessed Value	2,635,043		
			RATE	LEVY
	Actual Existing:		1.5041	606,740
	New Construction:		1.5041	4,968
	Total			611,708
	Budget Document			611,708

- **Fiscal Year 2017 budget includes the levy at the tax rate of 1.5041.**

8 Year Primary Assessed Value History



Per A.R.S. 42-171-7(A), if the proposed tax levy, excluding amounts that are attributable to new construction, is greater than the amount levied in the preceding tax year, a truth in taxation hearing must be held. If the City intends to levy a tax rate greater than 1.5041, a truth in taxation hearing must be held.

Revenues – General Fund

GENERAL FUND

General Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Taxes:					
	Property Taxes	604,747	606,749	606,749	615,850
	City Sales Tax	4,243,536	4,083,872	4,540,584	4,767,613
	Gas Franchise Fee	31,534	32,000	32,000	32,000
Intergovernmental:					
	State Revenue Sharing	365,953	363,969	363,929	381,900
	Auto Lieu Tax	123,456	135,357	135,357	138,658
	State Sales Tax	276,268	288,797	288,797	293,818
	Library Assistance Tax	28,028	92,000	92,000	92,000
Fines and Forfeitures:					
	Animal Control Fees	1,570	2,500	2,500	2,500
	Police Fines	38,291	32,203	32,203	33,169
	Planning and Zoning Fees	0	14,000	0	12,000
	Plan Check Fees	29,426	26,215	26,215	27,526
Charges for Services:					
	Recreation Programs	4,938	4,500	4,500	4,500
	Rodeo Ground Fees	20,394	15,000	15,000	15,000
	City Park Revenues	2,615	2,000	2,000	2,000
	Fire Department Reimbursements	0	0	0	0
	Airport Leases and Fees	4,580	34,800	12,000	34,800
	Airport Fuel Sales	30,507	57,292	35,000	38,500
	Cemetery Proceeds	4,225	5,000	5,000	5,000
	Police Department Reimbursements	0	1,000	0	1,000
	Swimming Pool Receipts	17,627	15,558	15,558	16,025
Licenses and Permits:					
	Business License	10,590	10,000	10,000	10,000
	Building Permits	51,660	45,047	45,047	46,398
Interest Earnings:					
	Interest Income	6,745	2,000	4,000	4,000
Other Financing Sources:					
	Miscellaneous	113,425	25,000	55,000	55,000
	Housing Authority Reimburse	128,091	133,000	132,500	133,000
	Workers Comp Refund	8,375	0	2,852	3,000
	City Auction Proceeds	0	25,000	0	25,000
	Other	13,000	10,000	0	0
	Library Equity Funds	161,130		0	
	Transfers from Other Funds	783,451	336,000	135,880	360,000
Total General Fund Revenues		7,104,162	6,398,859	6,594,671	7,150,257

**Bed Board and Booze Tax Fund
GENERAL FUND**

BBB Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Taxes:					
	Bed Board and Booze Tax	900,625	903,754	1,120,000	1,176,000
Interest Earnings:					
	Interest Income		0	0	0
Other Financing Sources:					
	Tower Rental	27,077	26,712	26,712	26,712
	USFS Visitor Center Reimbursement:	13,474	0	6,100	6,100
	Other		50,000		
Total BBB Fund Revenues		941,176	980,466	1,152,812	1,208,812

Forest Service Building

GENERAL FUND

Forest Service Building Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Charges for Services:					
	Rental Income	184,574	186,128	186,128	189,009
Interest Earnings:					
	Interest Income	0	0	0	0
Total Forest Service Building Fund		184,574	186,128	186,128	189,009

Community Facilities District

GENERAL FUND

Community Facilities District Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Taxes					
	Property Taxes	7,995	7,500	7,500	7,500
Total C F D Fund		7,995	7,500	7,500	7,500

J.C.E.F. Fund

GENERAL FUND

JCEF Fund Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Fines and Forfeitures:					
	JCEF Revenue	884	4,000	4,000	4,000
	Fill in the Gap	433			
Interest Earnings:					
	Interest Income				
Total JCEF Fund		1,317	4,000	4,000	4,000

Court Enhancement Fund

GENERAL FUND

Court Enhancement Fee Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Fees					
	Court Revenue	3,415	4,000	4,000	4,000
Interest Earnings:					
	Interest Income				
Total Court Enhancement Fund		3,415	4,000	4,000	4,000

Revenues – Special Revenue Funds

Grant Fund

SPECIAL REVENUE FUND

Grants Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Other Financing Sources					
	Grant Income	4,696,000	4,500,000	46,696	3,500,000
Interest Earnings:					
	Interest Income				
Total Grants Fund		4,696,000	4,500,000	46,696	3,500,000

Highway User Revenue – Streets

SPECIAL REVENUE FUND

Streets Fund - Revenues - By Source				
	Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
	Actual	Budget	Estimated	Budget
City Sales Tax Increment	390,712	350,000	350,000	350,000
Transfer From HURF Fund		312,063	298,051	331,029
Transfer From Flood Control Fund		250,000	125,000	250,000
Transfer From BBB Fund		0	130,000	0
Transfer From General Fund		0	0	152,612
Total Streets Fund Revenues	390,712	912,063	903,051	1,083,641
Highway User Revenue Fund - Revenues - By Source				
	Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
	Actual	Budget	Estimated	Budget
Taxes:				
Highway User Revenue	315,670	312,063	312,063	331,029
Other Financing Sources:				
Miscellaneous		0	0	0
Transfer from General Fund	0	0	0	0
Total HURF Fund Revenues	315,670	312,063	312,063	331,029

Revenues – Enterprise Funds

Electric System

ENTERPRISE FUND

Utility Fund - Electric - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Users Fees:					
	Electric System Revenues	3,915,224	4,145,954	4,145,954	4,394,712
	Turn On/Off Fees	11,400	10,500	10,000	10,500
Interest Earnings:					
	Interest Income	0	2,000	0	1,000
Other Financing Sources:					
	Miscellaneous	12,953	10,000	11,000	10,000
Total Electric Fund Revenues		3,939,577	4,168,454	4,166,954	4,416,212

Utility Fund Water

ENTERPRISE FUND

Utility Fund - Electric - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Users Fees:					
	Electric System Revenues	3,915,224	4,145,954	4,145,954	4,394,712
	Turn On/Off Fees	11,400	10,500	10,000	10,500
Interest Earnings:					
	Interest Income	0	2,000	0	1,000
Other Financing Sources:					
	Miscellaneous	12,953	10,000	11,000	10,000
Total Electric Fund Revenues		3,939,577	4,168,454	4,166,954	4,416,212

Utility Fund Waste Water

ENTERPRISE FUND

Utility Fund - Wastewater - Revenues - By Source				
	Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
	Actual	Budget	Estimated	Budget
Users Fees:				
Sewer Revenue	1,104,677	1,122,371	1,924,364	1,982,095
Pending Rate Increase Approval		903,660		0
Other Financing Sources:				
Miscellaneous	15,874	9,000	11,500	10,000
Transfer From General	0		0	0
Transfer From Electric System	728,057	188,000	886,000	0
Total Utility Fund - Wastewater	1,848,608	2,223,031	2,821,864	1,992,095

Sanitation Fund

ENTERPRISE FUND

Sanitation Fund - Solid Waste - Revenues - By Source				
	Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
	Actual	Budget	Estimated	Budget
Users Fees:				
Refuse Collection	529,294	543,407	528,000	543,840
City Resident Fees	41,896	38,924	40,000	41,200
County Resident Fees	22,113	27,130	27,000	27,810
Other Financing Sources:				
Country Transfer Station Reimburse	129,956	118,450	144,000	147,000
Miscellaneous	8,504	10,075	1,025	21,000
Transfer From Impact Fund		0	0	0
Transfer From General Fund	0	0	0	31,442
Total Sanitation Fund	731,763	737,986	740,025	812,292

Golf Course Fund

ENTERPRISE FUND

Golf Course Fund - Revenues - By Source				
	Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
	Actual	Budget	Estimated	Budget
Users Fees:				
Season Passes and Coupons	52,515	42,000	52,000	52,000
Cart Fees	166,733	180,000	180,000	180,000
Green Fees	296,960	316,000	316,000	316,000
Food and Beverage Revenue	15,470	15,720	15,720	16,000
Other Financing Sources:				
Miscellaneous	2,662	2,700	0	1,500
Transfer From BBB Fund			0	1,834
Transfer From General Fund	0		44,120	0
Total Golf Course Fund	534,340	556,420	607,840	567,334

Revenues – Capital Projects

Impact Fee Fund

CAPITAL PROJECTS FUND

Impact Fee Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Buy-In Fees					
	Water Treatment	0	5,000	0	0
	Wastewater Treatment	0	5,000	0	0
	Water Supply	0	5,000	0	0
	Police Department	0	0	0	0
	Fire Department	0	0	0	0
	Street Department	0	0	0	0
	Library	0	0	0	0
	Parks and Recreation	0	0	0	0
Interest Earnings:					
	Interest Income		0		0
Total Impact Fee Fund		0	15,000	0	0

Capital Projects

CAPITAL PROJECTS FUND

Capital Projects Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
	ADOT loan proceeds			0	
	Interest				
	Transfer From Streets Fund	0			0
	Transfer From General Fund	56,182			0
Total Capital Projects Fund		56,182	0	0	0

Flood Control District Funds

CAPITAL PROJECTS FUND

Flood Control District Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Taxes:					
	Flood Control Revenue	153,189	160,000	160,000	160,000
Total Flood Control Revenue		153,189	160,000	160,000	160,000

Revenues – Trust Funds

Firemen’s Pension Fund

TRUST FUND

Firemen's Pension Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Other Financing Sources:					
	Retirement Contributions	40,402	50,000	50,000	50,000
Total Firemen's Pension Fund		40,402	50,000	50,000	50,000

Revenues – Debt Service Fund

Debt Service Fund - Revenues - By Source					
		Fiscal Year 2015	Fiscal Year 2016		Fiscal Year 2017
		Actual	Budget	Estimated	Budget
Other Financing Sources:					
	Northside Sewer Assessments				
	Transfers From General Fund	495,946	513,620	541,766	523,836
	Transfers From Other Funds				
Interest Earnings:					
	Interest Income		0		0
Total Debt Service Fund		495,946	513,620	541,766	523,836

Inter Fund Transfer Summary

The table below summarizes the Inter Fund Transfer for Fiscal Year 2016 and 2017.

Fund	Budgeted Fiscal Year 2016		Proposed Fiscal Year 2017	
	Transfers In	Transfer Out	Transfers In	Transfer Out
General Fund				
Transfer to Sanitation Fund		0		31,442
Transfer to Streets Fund		0		152,612
Transfer to Golf Course		0		0
Transfer to Debt Service		513,620		523,836
Transfer to Capital Projects Fund		0		0
Transfer to Water Fund		0		0
Transfer to Wastewater Fund		0		0
Transfer from BBB Fund	136,000		160,000	
Transfer from NSD Fund	0		0	
Transfer from Capital Projects Fund	0		0	
Transfer from Revolving Loan Fund	0		0	
Transfer from Forest Service Fund	200,000		200,000	
Transfer from Impact Fund	0		0	
BBB Fund				
Transfer to Gen Fund		136,000		160,000
Transfer to Streets Fund		0		0
Transfer to Golf Fund		0		1,834
Streets Fund				
Transfer from General Fund	0		152,612	
Transfer from BBB Fund	0		0	
Transfer from HURF Fund	312,063		331,029	
Transfer from Flood Control Fund	250,000		250,000	
Transfer to Capital Projects Fund		0		0
HURF Fund				
Transfer from General Fund	0			
Transfer to Streets Fund		312,063		331,029
Northside Sewer Fund				
Transfer to General Fund				
Transfer to Debt Service				
Revolving Loan Fund				
Transfer to General Fund		0		0

Flood Control Fund					
Transfer to Streets Fund			250,000		250,000
Capital Fund					
Transfer to General Fund			0		0
Transfer from General Fund		0		0	
Transfer from Streets Fund		0		0	
Debt Service Fund					
Transfer from General Fund		513,620		523,836	
Transfer from Northside Sewer		0			
Forest Service Fund					
Transfer to General Fund			200,000		200,000
Impact Fund					
Transfer to General Fund			0		0
Transfer to Sanitation			0		0
Sanitation Fund					
Transfer from General Fund		0		31,442	
Transfer from Impact Fund		0		0	
Golf Course					
Transfer from General Fund		0		0	
Transfer from BBB		0		1,834	
Electric System Fund					
Transfer to Water			863,000		1,162,048
Transfer to Sanitation			0		0
Transfer to Waste Water			188,000		0
Utility Fund Water					
Transfer from Electric		863,000		1,162,048	
Utility Fund Waste Water					
Transfer from Electric		188,000		0	
Transfer from General Fund		0		0	
Total Transfers		2,462,683	2,462,683	2,812,801	2,812,801

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						Proposed
810		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
4100	REGULAR EMPLOYEES	51,600	34,200	68,400	53,211	68,400
4130	GROUP INSURANCE	10,323				
4140	FICA	3,947	2,616	5,232	2,662	5,233
4180	WORKERS COMPENSATION	97	66	180	92	181
	TOTAL PERSONNEL	65,967	36,882	73,812	55,965	73,814
4340	COMMUNICATIONS		1			
4350	DUES, MEMBERSHIPS & SUB			500	500	500
4380	GENERAL SUPPLIES	253	87	500	500	500
4460	PUBLIC RELATIONS	6,580	911	6,500	6,500	6,500
4500	TRAVEL	6,039	1,471	9,000	9,000	7,000
5150	ELECTION EXPENSES	2,455		3,000	3,000	7,500
5190	CONTINGENCIES					
	TOTAL SERVICES & SUPPLIES	15,327	2,470	19,500	19,500	22,000
	TOTAL PERSONNEL & S.S.	81,294	39,352	93,312	75,465	95,814
	CAPITAL					
	TOTAL OTHER					
	TOTAL MAYOR & COUNCIL	81,294	39,352	93,312	75,465	95,814

- Similar to FY16 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.

2016-2017 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.
 - Facilities and Operations
 - Front lobby security improvement project to include ballistic protection for the front window staff; project to be funded with court special revenue funds.
 - 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.
 - Upgrade or replace in-court video system linking the court with the jail and other facilities for video appearances. Funding to be provided with court special revenue funds.
 - Staff Development
 - Senior Justice Court Specialist Ruth Alvarado will be attending the Institute for Court Management (ICM) court manager program.
 - Kathy Erler and Darcie Jensen will be attending civil traffic hearing officer training to enable them to have the authority to make decisions and resolve cases with customers at the front window.

2015-2016 Accomplishments

- Court Manager Jennifer Carter graduated from the ICM Executive level program which increased Jennifer’s management abilities, improved court operations, and improved our

court's credibility. We have, and will continue to prioritize employee and leadership development.

- In meeting the City's mission for collaboration, the Court entered into a joint project with Coconino County Adult Probation to install a computer work station in the front lobby at the court. The computers were installed at no cost to the City and are available during business hours for court customers to make payments, research the law or information for self-representation, or research other useful information.
- 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 of approximately 14%, 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.
- The Court has accepted our fourth high school intern into the program for the spring semester. This project has been extremely successful since its inception. Our investment in youth enhances those youth and our community sustainability.

Results of data obtained and received by Praxis Consulting of Denver, Colorado as part their research for the Coconino County Justice 2030 Strategic Agenda conference showed that the Williams Municipal Court received the highest overall performance rating of any municipal or lower jurisdiction court in Coconino County. We are pleased those results, along with data obtained by the annual Coconino County Court Administration customer service survey, show that improvements made in the municipal court through our service IGA with Coconino County have improved customer service satisfaction.

MAGISTRATE						Proposed
830		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	17,101	9,342	20,200	21,266	22,306
4130	GROUP INSURANCE		-40			
4140	FICA	1,308	755	1,545	1,627	1,706
4150	ASRS					
4170	UNEMPLOYMENT COMPENSA	246	12	385	385	385
4180	WORKERS' COMPENSATION	48	9	38	40	42
	TOTAL PERSONNEL	18,703	10,078	22,168	23,318	24,440
4340	COMMUNICATIONS	1,261	474	1,000	1,000	1,000
4350	DUES, MEMBERSHIPS & SUBS	100	100	150	100	200
4380	GENERAL SUPPLIES	1,647	341	3,500	3,500	2,400
4430	OTHER PROFESSIONAL	57,512	16,620	65,000	65,221	68,000
4450	PRINTING & BINDING			500	500	500
4480	REPAIR & MAINTENANCE	1,500	750	1,500	1,500	1,500
4500	TRAVEL	858	787	2,000	1,000	2,000
5010	AUDIT - FINANCIAL			2,000	2,000	2,000
5030	PROF - LEGAL TO ADMIN	63,332	45,404	65,000	65,000	
5060	RENTAL OF BUILDING	3,221	1,073	5,000	5,000	5,000
5200	JURY TRIAL COMPENSATION			1,000	1,000	1,000
	TOTAL SERVICES & SUPPLIES	129,431	65,549	146,650	145,821	83,600
	TOTAL PERSONNEL & S.S.	148,134	75,627	168,818	169,139	108,040
	EQUIPMENT			1,500	2,000	2,000
	TOTAL OTHER			1,500	2,000	2,000
	TOTAL MAGISTRATE	148,134	75,627	170,318	171,139	110,040

- Decrease of \$65,000 for Professional 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.

2016-2017 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

2015-2016 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						Proposed
840		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	268,036	125,624	260,295	267,227	280,719
4130	GROUP INSURANCE	24,587	11,352	24,600	30,414	30,414
4140	FICA	20,220	9,468	19,913	20,443	21,475
4150	ASRS	31,069	14,409	30,194	30,651	32,198
4170	UNEMPLOYMENT COMPENSATION	896		1,159	1,124	1,124
4180	WORKERS' COMPENSATION	751	148	689	707	743
4190	TAXABLE FRINGE BENEFITS					
	TOTAL PERSONNEL	345,559	161,001	336,850	350,566	366,673
4310	ADVERTISING	6,805	1,343	10,000	10,000	12,500
4340	COMMUNICATIONS	10,954	4,089	14,000	14,000	14,000
4350	DUES, MEMBERSHIPS & SUBSCRIPT	9,198	6,186	12,000	12,000	12,000
4360	ELECTRICITY	46,073	19,639	45,000	51,000	52,000
4370	GASOLINE	2,865			1,500	3,000
4380	GENERAL SUPPLIES	18,768	13,759	23,000	20,000	23,000
4390	INSURANCE	267,385	133,986	290,000	299,669	300,000
4410	LICENSES, PERMITS & FEES	126	510	600	300	600
4420	NATURAL GAS	4,274	936	6,000	6,500	6,700
4430	OTHER PROFESSIONAL	12,489	17,227	25,000	67,500	67,500
4440	POSTAGE	14,028	6,263	15,000	15,000	15,000
4460	PUBLIC RELATIONS	6,368	590	2,000	2,500	2,500
4470	RENTAL & MAINTENANCE CONTRAC	9,304	4,468	15,600	12,000	40,000
4480	REPAIR & MAINTENANCE SERVICES	19,818	21,663	30,000	10,000	15,000
4500	TRAVEL	6,729	2,429	9,000	9,000	20,000
4520	UTILITIES	2,127	784	3,000	3,000	3,000
5030	PROFESSIONAL & CONSULT - LEGAL	79,369	7,958	90,000	115,000	115,000
5100	BANK FEES	8,218	3,837	7,000	7,500	7,500
5190	CONTINGENCY FUND		65,000	65,000	10,000	50,000
	TOTAL SERVICES & SUPPLIES	524,898	310,667	662,200	666,469	759,300
	TOTAL PERSONNEL & S.S.	870,457	471,668	999,050	1,017,035	1,125,973
	OTHER					
	COMPUTER EQUIPMENT/SOFTWARE	6,364	4,492	4,500	8,500	8,500
	GENERAL PLAN UPDATE				5,000	5,000
	BUILDING REPAIRS				10,000	10,000
	OTHER PAYMENTS	440,788				
	TOTAL OTHER	447,152	4,492	4,500	23,500	23,500
	TOTAL GENERAL ADMINISTRATION	1,317,609	476,160	1,003,550	1,040,535	1,149,473

- Increased equipment costs due to new information system
- Increase in professional fees \$65,000

Finance

DEPARTMENT DESCRIPTION

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

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

2016-2017 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.

2015-2016 ACCOMPLISHMENTS

- Implemented a powerful new Information System package
- Applied for and secured the WIFA 2016 loan for the water supply enhancements
- Applied and 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						Proposed
880		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	210,919	98,209	225,000	223,809	262,452
4110	OVERTIME		348	1,700	5,000	5,000
4130	GROUP INSURANCE	43,192	22,235	44,470	44,493	55,892
4140	FICA	15,243	7,112	17,343	17,274	20,460
4150	ASRS	24,273	11,304	22,734	25,900	30,677
4170	UNEMPLOYMENT COMPENSATIO	896		927	899	1,124
4180	WORKERS' COMPENSATION	587	93	564	598	708
	TOTAL PERSONNEL	295,110	139,301	312,738	317,973	376,312
4340	COMMUNICATIONS			750	750	750
4350	DUES, MEMBERSHIPS & SUBSC	195		3,000	3,000	3,000
4380	GENERAL SUPPLIES	5,220	1,761	5,590	3,500	6,000
4410	LICENSES & PERMITS	160		6,725	1,000	1,000
4470	REPAIR & MAINTENANCE SERVIC			1,500	1,500	1,500
4480	RENTAL & MAINT.	6,622	5,375	8,000	5,000	6,000
4500	TRAVEL	3,130	972	3,000	1,000	2,500
5010	AUDIT - FINANCIAL	29,565	23,650	35,000	35,000	35,000
5020	ADMIN SALES TAX	2,614	6,566	6,566	6,441	7,000
5100	BANK AGENCY FEES	3,812	440	2,255	5,000	5,000
	TOTAL SERVICES & SUPPLIES	51,318	38,764	72,386	62,191	67,750
	TOTAL PERSONNEL & S.S.	346,428	178,065	385,124	380,164	444,062
	ACCOUNTING SOFTWARE	67,432		67,433	70,000	12,000
	OTHER	2,683	1,261	1,750	3,500	3,500
	TOTAL OTHER	70,115	1,261	69,183	73,500	15,500
	TOTAL FINANCE DEPARTMENT	416,543	179,326	454,307	453,664	459,562

- \$15,500 for the new accounting software & related hardware
- Provided for the State fees charged for their collection system
- Staff overtime added to accommodate System conversion overtime

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.

2016-2017 OBJECTIVES

- Renovations/ Improvements to various City Facilities including Cureton park restrooms, MVD restrooms, tennis courts.
- Assisted in the continued construction of the Rail Car Bridge project.
- Improve Support of community special events
- Purchase of a small dump truck

2015 - 2016 Accomplishments

- Remodel of City hall for new defined office spaces and bathroom.
- New Field at Cureton Park, including fencing and stadium lighting.
- Take on more technical repairs.
- Repainted the Visitor Center, City Hall and the Rodeo Barn with the collaboration of Tourism Cares.
- Continue renovations/improvements at Cureton Park restrooms, MVD restrooms, tennis courts, and painting of various exteriors.
- Continue support of special events
- Increase efficiency with scheduling and collaboration with other resources

MAINTENANCE						
890		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	Budget
						16/17
4100	REGULAR EMPLOYEES	123,825	81,398	162,796	168,879	176,648
4105	BUYOUT	179				
4110	OVERTIME		665	1,600	1,600	1,600
4130	GROUP INSURANCE	31,155	16,659	32,287	27,819	27,819
4140	FICA	9,185	5,760	10,288	13,102	13,696
4150	ASRS	11,813	1,911	13,570	17,089	17,986
4170	UNEMPLOYMENT COMPENSATION	2,067	367	1,854	2,022	2,022
4180	WORKERS' COMPENSATION	8,836	1,673	7,816	8,740	9,094
4190	TAXABLE FRINGE BENEFITS					
	TOTAL PERSONNEL	187,060	108,433	230,211	239,251	248,866
4320	AUTO SUPPLIES	633	531	2,000	2,000	2,000
4330	CHEMICALS	1,320	282	3,000	4,000	4,000
4340	COMMUNICATIONS	466	217	500	400	900
4370	GASOLINE	6,417			9,500	9,500
4380	GENERAL SUPPLIES	4,782	10,402	16,000	4,000	5,000
4400	JANITORIAL SUPPLIES	4,382	921	4,000	6,000	5,000
4410	LICENSES & FEES		1,250	1,250		1,250
4480	REPAIR & MAINTENANCE	8,146	5,474	10,000	10,000	10,000
4485	LITTLE LEAGUE MAINT	3,170	1,737	5,000	5,000	5,000
4490	SMALL TOOLS & MINOR EQUIP	3,154	480	2,000	2,500	7,500
4500	TRAVEL				500	500
4510	UNIFORMS	705		600	600	1,000
	TOTAL SERVICES & SUPPLIES	33,175	21,294	44,350	44,500	51,650
	TOTAL PERSONNEL & S.S.	220,235	129,727	274,561	283,751	300,516
	OTHER	6,209				15,000
	TOTAL OTHER	6,209				15,000
	TOTAL MAINTENANCE	226,444	129,727	274,561	283,751	315,516

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, 1,600 VHS and 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 Wi-Fi throughout the building. Other items include books on tape, newspapers, and periodicals. Summer reading programs are conducted each year along with occasional adult programs. The library collection is constantly changing with new items being added daily.

2016-2017 OBJECTIVES

- Replace four old library book shelves
- Move library stacks to expand capacity and better serve users
- Increase the library programming
- Review and update library policies
- Increase library signage and make the library more user-friendly
- Continue the historic photo project

2015-2016 ACCOMPLISHMENTS

- Enhanced the library aid position to full-time
- Served 21,400 people circulating 21,700 items. Accommodated 10,600 computer users and 2,200 Wi-Fi sessions
- Expanded library programming to include book signing & art demonstrations
- Purchased a photo printer for use with historic photo project
- Changed the photo display in the Visitors Center using historic photographs
- Moved one stack in the general fiction section

LIBRARY						Proposed
900		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	70,718	35,898	72,221	75,101	77,008
4130	GROUP INSURANCE	17,798	9,177	19,333	12,666	12,666
4140	FICA	5,234	2,655	5,525	5,745	5,891
4150	ASRS	8,100	4,063	8,068	8,028	8,257
4170	UNEMPLOYMENT COMPENSATION	478	8	397	389	386
4180	WORKERS' COMPENSATION	241	40	191	199	204
	TOTAL PERSONNEL	102,569	51,841	105,735	102,127	104,411
4340	COMMUNICATIONS	2,673	253	3,000	3,500	3,500
4380	GENERAL SUPPLIES	1,489	1,008	2,000	2,100	2,000
4470	RENTAL & MAINTENANCE	60		1,000	1,000	1,000
4480	REPAIR & MAINTENANCE	33	60	500	500	500
4500	TRAVEL					
5140	BOOKS AND PERIODICALS	22,660	6,752	17,000	18,500	18,000
5160	OCLC ONLINE USAGE FEE	61	42	1,000	2,500	1,000
	TOTAL SERVICES & SUPPLIES	26,976	8,115	24,500	28,100	26,000
	TOTAL PERSONNEL & S.S.	129,545	59,956	130,235	130,227	130,411
	OTHER	584		2,500	2,500	2,500
	TOTAL OTHER	584		2,500	2,500	2,500
	TOTAL LIBRARY	130,129	59,956	132,735	132,727	132,911

- \$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 providing safe, fun, healthy, educational and supervised facilities, programs and events for the youth and families of our community. The Department provides diverse year-round leisure opportunities throughout the community and programs for various age groups, primarily focusing on ages 5 through 18. The Recreation Department continues to provide 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 many City owned and/or operated 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.

2016-2017 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)
- Re-stain/paint Recreation Center exterior
- Obtain and install uniform signs at additional City parks (Glassburn Park and Buckskinner Park)

2015-2016 ACCOMPLISHMENTS

- Obtained and currently preparing to install uniform signs at City parks (Cureton Park & Monument Park)
- 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						Proposed
920		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
4100	REGULAR EMPLOYEES	121,939	59,534	117,480	120,789	128,295
4110	OVERTIME	30		30		
4130	GROUP INSURANCE	21,050	10,843	23,605	23,774	23,774
4140	FICA	8,958	4,374	8,990	9,240	9,815
4150	ASRS	10,877	5,090	10,426	10,689	10,976
4170	UNEMPLOYMENT COMPENSATION	1,311	531	1,046	1,014	1,014
4180	WORKERS' COMPENSATION	1,962	504	1,598	1,643	1,745
	TOTAL PERSONNEL	166,127	80,876	163,175	167,149	175,619
4320	AUTO SUPPLIES	409				
4340	COMMUNICATIONS	3,862	1,461	3,500	3,500	3,500
4360	ELECTRICITY	17,508	10,621	19,000	18,000	18,000
4370	GASOLINE	98	121	200	200	200
4380	GENERAL SUPPLIES	3,114	896	5,000	5,000	5,000
4410	LICENSES, PERMITS & FEES	725	2,390	3,000	750	750
4420	NATURAL GAS	8,247	1,799	10,000	10,000	10,000
4430	OTHER PROFESSIONAL	75	25	75		100
4470	RENTAL & MAINTENANCE	1,268	693	1,000	1,000	1,000
4480	REPAIR & MAINTENANCE	1,349	984	2,000	2,000	2,000
4500	TRAVEL	1,761	1,170	1,500	1,500	1,500
4510	UNIFORMS	339		500	500	500
5340	EMPLOYEE FUNCTIONS	1,829	3,032	5,000	3,000	3,000
4115	OPEN GYM					
5360	RECREATIONAL PROGRAMS	10,750	5,134	13,000	15,000	15,000
	TOTAL SERVICES & SUPPLIES	51,334	28,326	63,775	60,450	60,550
	TOTAL PERSONNEL & S.S.	217,461	109,202	226,950	227,599	236,169
	SHOOTING RANGE LEAD				3,500	3,500
	OTHER				1,500	1,500
	EQUIPMENT				1,500	1,500
	TOTAL OTHER				6,500	6,500
	TOTAL PARKS & RECREATION	217,461	109,202	226,950	234,099	242,669

- Increased funding for recreational 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.

2016-2017 OBJECTIVES

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

2015-2016 ACCOMPLISHMENTS

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

SWIMMING POOL						Proposed
921		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
	4100 REGULAR EMPLOYEES	47,685	26,614	52,940	55,994	64,748
	4130 GROUP INSURANCE	6,751	3,457	6,762	4,844	4,844
	4140 FICA	3,645	2,035	4,049	4,284	4,953
	4150 ASRS	2,189	1,191	2,315	2,640	2,699
	4170 UNEMPLOYMENT COMPENSATION	1,143	524	1,323	1,283	1,548
	4180 WORKERS' COMPENSATION	2,415	758	1,830	1,935	2,238
	TOTAL PERSONNEL	63,828	34,579	69,219	70,981	81,030
	4330 CHEMICALS	1,680	1,389	2,000	2,000	2,000
	4340 COMMUNICATIONS	1,613	502	1,500	1,500	1,500
	4350 DUES & MEMBERSHIPS					
	4360 ELECTRICITY	11,345	4,754	10,000	10,000	10,000
	4380 GENERAL SUPPLIES	1,384	160	1,500	1,500	1,500
	4410 LICENSES & PERMITS	225	2,000	2,000	350	350
	4420 NATURAL GAS	1,183	496	1,200	1,250	1,250
	4430 OTHER PROFESSIONAL	75				
	4480 REPAIR & MAINTENANCE SERVICES	630	245	1,500	3,000	3,000
	4500 TRAVEL	526			700	700
	4510 UNIFORMS	322		500	500	500
	TOTAL SERVICES & SUPPLIES	18,983	9,546	20,200	20,800	20,800
	TOTAL PERSONNEL & S.S.	82,811	44,125	89,419	91,781	101,830
	OTHER			1,000	1,000	1,000
	TOTAL OTHER			1,000	1,000	1,000
	TOTAL SWIMMING POOL	82,811	44,125	90,419	92,781	102,830

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.

2016-2017 OBJECTIVES

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

POLICE DEPARTMENT						Proposed
930		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	933,921	486,598	1,010,883	1,010,883	1,049,026
4105	CONTINGENCY				5,000	
4110	OVERTIME	70,958	32,696	79,500	60,000	60,000
4120	EXTRA PAY					
4130	GROUP INSURANCE	186,349	99,487	210,866	210,281	217,248
4140	FICA	73,383	36,923	83,414	81,923	84,841
4150	ASRS	52,298	25,714	51,428	42,862	48,888
4160	PSPRS	94,513	46,292	92,584	118,581	121,019
4170	UNEMPLOYMENT COMPENSATIO	6,390	407	4,634	4,943	5,115
4180	WORKERS' COMPENSATION	26,781	4,216	22,725	25,665	28,424
	TOTAL PERSONNEL	1,444,593	732,333	1,556,034	1,560,138	1,614,560
4310	ADVERTISING		146	1,000	1,000	1,000
4320	AUTO SUPPLIES	1,216	4,837	20,000	6,000	6,000
4400	JANITORIAL			150	300	1,300
4340	COMMUNICATIONS	18,373	7,961	18,000	18,000	18,000
4350	DUES, MEMBERSHIPS & SUBSCF	375	250	1,000	1,000	1,000
4360	ELECTRICITY	9,384	4,549	10,000	10,000	10,000
4370	GASOLINE	23,746	472	1,000	37,000	37,000
4380	GENERAL SUPPLIES	20,881	6,885	15,000	12,000	12,000
4410	LICENSES & PERMITS		2,500	3,000	300	2,500
4420	NATURAL GAS	1,952	512	4,000	4,000	4,000
4430	OTHER PROFESSIONAL	1,592	7,555	9,000	2,500	2,500
4440	POSTAGE	33		100	250	150
4460	PUBLIC RELATIONS	680		500	500	1,500
4470	RENTAL - MAINT	28,759	3,441	7,000	7,000	7,000
4480	REPAIR & MAINTENANCE SERVIC	16,060	8,846	14,000	12,000	12,000
4490	SMALL EQUIPMENT	3,917	194	600	500	2,000
4500	TRAVEL AND TRAINING	5,368	3,958	8,500	3,000	3,000
4510	UNIFORMS	16,010	11,690	16,500	16,500	18,500
4520	UTILITIES	2,318	1,508	2,500	1,300	1,300
4540	SAFETY SUPPLIES	1,266	258	1,500	1,500	1,540
5050	ANIMAL CONTROL COSTS	15,708	7,595	18,000	20,000	20,000
5130	ARMORY / AMMUNITION	12,398	2,826	7,000	7,000	7,000
	TOTAL SERVICE & SUPPLIES	180,036	75,983	158,350	161,650	169,290
	TOTAL PERSONNEL & S.S.	1,624,629	808,316	1,714,384	1,721,788	1,783,850
	OTHER - LEASE	238				18,400
	COMPUTERS	3,721	3,148	7,500	10,000	10,500
	OFFICE EQUIPMENT	616	1,387	2,500	5,000	5,000
	VEHICLES	31,770	83,725	85,900	48,000	50,400
	CAPITAL OUTLAY			5,000	10,500	47,775
	COMPUTER SOFTWARE USAGE	49,442	30,408	60,816	65,000	65,000
	PORTABLE RADIO EQUIPMENT				10,000	10,000
	CAMERA EQUIPMENT		14,046	14,046	17,000	17,000
	ROOF REPLACEMENT				5,000	45,000
	WEAPON PROGRAM				8,000	8,000
	ANIMAL CONTROL FAC MATCH				10,000	10,000
	TOTAL OTHER	85,787	132,714	175,762	188,500	287,075
	TOTAL POLICE	1,710,416	941,030	1,890,146	1,910,288	2,070,925

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.

2016-2017 OBJECTIVES

- Conduct operational analysis / study
- Add ladder access system to engine 8
- Continue to attract quality volunteers and increase the number of firefighters on the Department

2015-2016 ACCOMPLISHMENTS

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

		FIRE				Proposed
940		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
4100	REGULAR EMPLOYEES	64,920	30,525	65,000	60,000	60,000
4130	INSURANCE	13,906		23,000	24,000	26,000
4140	FICA	3,856	1,843	4,973	4,000	4,590
4150	RETIREMENT	8,553	3,780	9,500	10,000	6,307
4180	WORKERS' COMPENSATION	20,341	3,940	13,450	5,200	23,425
	TOTAL PERSONNEL	111,576	40,088	115,923	103,200	120,322
4320	AUTO SUPPLIES	439		3,000	3,000	3,000
4330	CHEMICALS	3,726		2,000	2,000	2,000
4340	COMMUNICATIONS	3,669	1,204	4,500	5,000	5,000
4350	DUES, MEMBERSHIPS & SUBSCRIPT	2,278	2,174	3,500	3,500	3,500
4360	ELECTRICITY	4,356	1,743	3,700	3,700	3,700
4370	GASOLINE	3,225	75	100	4,000	4,000
4380	GENERAL SUPPLIES/MEDICAL EQUIP	11,759	1,992	5,000	5,000	7,000
4390	INSURANCE		5,101	5,500	5,500	5,500
4420	NATURAL GAS	3,340	518	3,000	3,000	3,000
4430	OTHER PROFESSIONAL	3,109	1,905	3,500	3,000	13,000
4440	POSTAGE	124		100	100	100
4470	RENTAL & MAINTENANCE CONTRACTS	1,236	918	2,000	2,500	2,500
4480	REPAIR & MAINTENANCE SERVICES	11,876	1,177	5,000	10,000	10,000
4490	SMALL TOOLS & MINOR EQUIPMENT	858		6,000	10,000	15,000
4500	TRAVEL AND TRAINING	7,359	9,143	20,000	5,000	15,000
4510	UNIFORMS	15,994	36	1,000	10,000	10,000
5380	FIRE PREVENTION		911	1,000	2,000	2,000
	TOTAL SERVICES & SUPPLIES	73,348	26,897	68,900	77,300	104,300
	TOTAL PERSONNEL & S.S.	184,924	66,985	184,823	180,500	224,622
	CASCADE AIR PACS PAYMENT					
	HOSE REPLACEMENT					
	ENGINE REHAB					
	RADIO UPGRADES					
	LEASE TRANSFERS	36,748	7,240	7,240	7,240	
7055	CAPITAL					
	TOTAL OTHER	36,748	7,240	7,240	7,240	
	TOTAL FIRE DEPARTMENT	221,672	74,225	192,063	187,740	224,622

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
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	Budget
						16/17
4100	REGULAR EMPLOYEES	71,270	35,127	73,114	74,813	76,484
4130	GROUP INSURANCE	10,321	7,157	14,314	10,634	10,634
4140	FICA	5,188	2,491	5,593	5,723	5,851
4150	ASRS	8,266	4,029	8,429	8,581	8,773
4170	UNEMPLOYMENT COMPENSATION	224	0	232	225	225
4180	WORKERS' COMPENSATION	156	33	2,348	2,562	2,619
	TOTAL PERSONNEL	95,425	48,837	104,030	102,538	104,585
4340	COMMUNICATIONS		55	250	500	500
4350	DUES, MEMBERSHIPS & SUBSCRIPT			500	500	1,000
4370	GASOLINE	1,162	0		2,000	2,000
4380	GENERAL SUPPLIES	2,263	290	2,000	3,000	3,000
4480	REPAIR	1,874		250		500
4500	TRAVEL & TRAINING	162	973	2,000	500	3,000
4510	UNIFORMS	146		250	250	200
	TOTAL SERVICES & SUPPLIES	5,607	1,318	5,250	6,750	10,200
	TOTAL PERSONNEL & S.S.	101,032	50,155	109,280	109,288	114,785
	CAPITAL				23,500	
	TOTAL OTHER	0	0	0	23,500	0
	TOTAL PUBLIC WORKS	101,032	50,155	109,280	132,788	114,785

- Increase for memberships, travel & training

Building Inspection

DEPARTMENT DESCRIPTION

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

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

Issue permits, inspections and enforcement.

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

Enforce zoning code and compliance.

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

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

2015-2016 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.
- Our new permit software has been installed.
- We are continuing to permit and zone larger projects.
- 2015 codes have been purchased and are being reviewed for needed amendments.

2016-2017 OBJECTIVES

- Amend & Adopt 2015 International Codes.
- Familiarize with new software and utilize to full potential.
- Find innovative ways to involve public and stay pro-active with nuisance properties.

BUILDING INSPECTION						Proposed
960		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
	4100 REGULAR EMPLOYEES	83,875	49,807	101,966	107,366	109,112
	4110 OVERTIME	2,953	443	2,500		
	4130 GROUP INSURANCE	15,812	11,871	23,742	20,466	20,466
	4140 FICA	5,988	3,627	7,992	8,214	8,347
	4150 ASRS	10,069	5,656	12,113	12,315	12,515
	4170 UNEMPLOYMENT COMPENSATION	302	146	438	449	449
	4180 WORKERS' COMPENSATION	2,564	489	1,861	3,677	3,737
	TOTAL PERSONNEL	121,563	72,039	150,612	152,487	154,627
	4340 COMMUNICATIONS	1,577	665	1,500	1,100	1,100
	4350 DUES, MEMBERSHIPS & SUBSCRIP	600	130	700	500	1,500
	4370 GASOLINE	1,427			4,000	4,000
	4380 GENERAL SUPPLIES	3,262	614	2,500	2,200	4,000
	4480 REPAIR	17		500	500	500
	4500 TRAVEL & TRAINING		405	1,000	3,000	5,000
	5350 ABATEMENT			750	750	3,500
	TOTAL SERVICES & SUPPLIES	6,883	1,814	6,950	12,050	19,600
	TOTAL PERSONNEL & S.S.	128,446	73,853	157,562	164,537	174,227
	OTHER	29,636			5,000	15,500
	TOTAL OTHER	29,636			5,000	15,500
	TOTAL BUILDING INSPECTION	158,082	73,853	157,562	169,537	189,727

- Increased memberships, training and travel items to accommodate training of new Building Inspector II position
- 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.

2016-2017 OBJECTIVES

- Maintains existing equipment to extend useful service life.
- New Fuel Management System.
- Replace aging Hoist System.
- Refurbish Sanitation Equipment to extend usable life.
- Updated Repair Manuals and Training

2015 - 2016 Accomplishments

- Complete comprehensive equipment/vehicle assessment and create replacement program to be implemented with FY 17 Budget.
- 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.

CENTRAL GARAGE						Proposed
970		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
4100	REGULAR EMPLOYEES	142,253	68,675	138,100	148,330	150,418
4110	OVERTIME	1,809	144	3,000	3,000	3,000
4130	GROUP INSURANCE	31,385	16,155	35,733	35,996	35,996
4140	FICA	10,494	5,051	10,794	11,577	11,736
4150	ASRS	16,915	7,893	16,670	17,358	17,597
4170	UNEMPLOYMENT COMPENSATION	672		695	674	674
4180	WORKERS' COMPENSATION	5,695	875	3,940	4,846	4,913
4190	FRINGE BENEFITS	1,800		1,800	1,800	1,800
	TOTAL PERSONNEL	211,023	98,793	210,732	223,580	226,134
4320	AUTO SUPPLIES	81,959	29,273	90,000	90,000	90,000
4330	CHEMICALS				800	
4340	COMMUNICATIONS	910	304	1,000	2,000	2,000
4360	ELECTRICITY	4,923	1,853	5,000	5,000	5,000
4370	FUELS & LUBRICANTS	35,852	48,924	106,800	10,000	55,000
4380	GENERAL SUPPLIES	1,774	4,314	2,500	1,000	4,000
4420	NATURAL GAS	2,014	252	2,500	3,000	3,000
4480	REPAIR & MAINTENANCE SERVICES	3,264	8,294	9,500	3,000	5,000
4490	SMALL TOOLS & MINOR EQUIPMENT	704	424	2,500	2,500	2,500
4500	TRAVEL & TRAINING	223		500	1,000	1,000
4510	UNIFORMS	2,297	3,188	4,000	2,500	3,000
	TOTAL SERVICES & SUPPLIES	133,920	96,826	224,300	120,800	170,500
	TOTAL PERSONNEL & S.S.	344,943	195,619	435,032	344,380	396,634
	FUEL SYSTEM	5,000		3,500		50,000
	SHOP EQUIPMENT				5,000	17,500
	TOTAL OTHER	5,000		3,500	5,000	67,500
	TOTAL CENTRAL GARAGE	349,943	195,619	438,532	349,380	464,134

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.

2016-2017 OBJECTIVES

- APMS project FAA and ADOT Grants
- Hire Airport Manager/ FBO
- Market Airport Hangars
- Engineering for Apron Rehabilitation project.

2015 - 2016 Accomplishments

- Completion of new Hangars.
- Installation of a new AWOS System.

AIRPORT						Proposed
980		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
4310	ADVERTISING	52	52	52		1,000
4340	COMMUNICATIONS	1,753	720	1,600	2,500	2,000
4360	ELECTRICITY	25,910	10,387	27,940	25,000	25,000
4370	GASOLINE	26,806	17,129	48,000	40,000	35,000
4380	GENERAL SUPPLIES	635	11	1,000	1,000	1,000
4390	INSURANCE	6,200	6,200	8,000	7,000	7,000
4400	SUPPLIES	3,341		2,000	500	2,000
4410	LICENSE, PERMITS FEES	720	360	1,000	2,000	1,000
4420	NATURAL GAS				1,000	1,000
4430	OTHER PROFESSIONAL	969	841	1,000	1,000	1,000
4480	REPAIR & MAINTENANCE SERVICES	7,413	3,437	10,000	15,000	15,000
4520	UTILITIES - WATER				500	500
5100	AGENCY FEES	1,362	736	1,300	1,500	1,500
	TOTAL SERVICES & SUPPLIES	75,161	39,873	101,892	97,000	93,000
	AIRPORT GRANT MATCHING FUNDS	107,621		50,000	120,909	92,500
	EQUIPMENT	1,625		4,500		
	HANGAR LEASE PAYMENT		28,624		38,165	38,164
	TOTAL OTHER	109,246	28,624	54,500	159,074	130,664
	TOTAL AIRPORT	184,407	68,497	156,392	256,074	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.

2016-2017 OBJECTIVES

- Continue to maintain the needs of the facility

2015-2016 ACCOMPLISHMENTS

- Maintained the facility to standards

SENIOR CENTER						Proposed
990		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4360	ELECTRICITY	5,906	3,015	5,900	8,300	8,000
4380	SUPPLIES	1,217				
4420	NATURAL GAS	3,121	718	3,465	4,200	4,200
4480	REPAIR & MAINTENANCE SERV	3,135	89	2,239	3,500	5,000
4520	UTILITIES	6,734	1,119	8,095	2,500	5,000
	TOTAL SERVICES & SUPPLIES	20,113	4,941	19,699	18,500	22,200
	OTHER IMPROVEMENTS			5,000	5,000	5,000
	TOTAL OTHER			5,000	5,000	5,000
	TOTAL SENIOR CENTER	20,113	4,941	24,699	23,500	27,200

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.

2016-2017 OBJECTIVES

- Address maintenance & replacement issues

2015-2016 ACCOMPLISHMENTS

- Maintained facility to standards

FOREST SERVICE BUILDING FUND						Proposed
23		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	18,684	2,497	20,126	20,200	20,000
4140	FICA	1,318	191	1,540	1,609	1,593
4150	ASRS	2,239	286	2,431	2,343	2,294
	TOTAL PERSONNEL	22,241	2,974	24,097	24,152	23,887
4360	ELECTRICITY	13,909	6,533	17,000	21,000	21,000
4380	GENERAL SUPPLIES		951	3,000	3,000	3,000
4400	JANITORIAL SUPPLIES				2,000	2,000
4420	NATURAL GAS	4,786	972	5,500	9,500	9,500
4480	REPAIR & MAINTENANCE SERVICE	3,883	1,438	3,800	17,000	17,000
4520	UTILITIES - WATER	2,753	1,470	3,500	3,500	3,500
	TOTAL SERVICES & SUPPLIES	25,331	11,364	32,800	56,000	56,000
	TOTAL PERSONNEL & S.S.	47,572	14,338	56,897	80,152	79,887
	OTHER					
	BUILDING REPAIRS					
	TRANSFER OUT			200,000		200,000
	TOTAL OTHER			200,000		
	TOTAL FOREST SERVICE	47,572	14,338	256,897	80,152	79,887

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.

2016-2017 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.

2015-2016 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 @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Proposed Budget 16/17
	MARKETING					
4100	REGULAR EMPLOYEES	86,172	29,333	58,666	56,916	
4130	GROUP INSURANCE	16,002	5,697	11,394	9,081	
4140	FICA	6,057	2,095	4,488	4,354	
4150	ASRS	9,748	3,365	6,730	6,528	
4170	UNEMPLOYMENT COMPENSATION	487		927	449	
4180	WORKERS' COMPENSATION	217	29	245	151	
	TOTAL PERSONNEL	118,683	40,519	82,450	77,479	
5202	TOURISM PROMOTION	258,996	135,917	230,000	233,000	221,000
	SUPPLIES	2,704		500		
5208	WILD WEST SHOW					
	TOTAL SERVICES & SUPPLIES	261,700	135,917	230,500	233,000	221,000
	CITY OF WILLIAMS					
	SPECIAL EVENTS					92,231
	CONTINGENCY FUND					
	POLICE OT (IN TRANSFERS)					
	4TH OF JULY DISPLAY					
	YOUTH CENTER PROJECT					
	TOTAL CITY OF WILLIAMS					92,231
	TOTAL CHAMBER	380,383	176,436	312,950	310,479	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 Bucksrunner.

2016-2017 OBJECTIVES

- Complete improvements at Cureton Park (new field, new parking, safety & playground improvements)
- Prioritize and continue work on CIP for all facilities
- Implement new signage program for parks
- Install water collection system on bleacher covers to collect/store water use at various events

2015-2016 ACCOMPLISHMENTS

- Constructed new playing field at Cureton Park

RECREATION FACILITIES						Proposed
020		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
4380	SUPPLIES	671	783	1,000	5,500	5,500
4470	RENTAL CONTRACTS	1,065				1,000
4480	REPAIR & MAINTENANCE	8,144				10,000
4520	UTILITIES	9,099	548	1,000		1,000
	BUCKSKINNER PARK				1,000	55,000
	REC CENTER IMPROVEMENTS			2,500		62,000
	CURETON PARK	41,245	5,801	7,500	8,000	45,000
	PARKING					10,000
	GLASSBURN PARK		15,090	50,000	2,000	22,500
	OTHER MAINTENANCE		1,857	2,500	2,000	15,000
	PLAYGROUND REPLACEMENT	1,800	2,473			80,000
	RAILROAD MUSEUM GRANT MATCH					1,350
	RODEO GROUND	34,553	1,780	33,000	38,000	40,000
	SWIMMING POOL			15,000	26,000	12,000
		96,577	28,332	112,500	82,500	360,350

- Includes \$80,000 for replacement playground equipment costs
- Includes \$40,000 for improvements at Rodeo Grounds

Visitor Center

DEPARTMENT DESCRIPTION

The facility is shared by the Visitor Center and the Williams Grand Canyon Chamber of Commerce. The Visitor Center, located in the west side of the building, has been operated by the City beginning in early 2015. The Department Budget has changed significantly to reflect the new operation responsibility.

2016-2017 OBJECTIVES

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

Visitor Center						Proposed
030		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	50,677	52,360	104,720	81,820	92,625
41XX	COMMISSIONS	648	8,976	17,952	10,000	10,000
4130	GROUP INSURANCE	9,603	12,762	25,524	10,270	10,270
4140	FICA	3,613	4,370	8,740	7,024	7,851
4150	ASRS	5,242	6,247	12,494	9,385	10,624
4170	UNEMPLOYMENT COMPENSATION	958	310	930	1,124	1,348
4180	WORKERS' COMPENSATION	118	64	192	217	245
	TOTAL PERSONNEL	70,859	85,089	170,552	119,839	132,963
4310	ADVERTISING			1,000	1,000	2,500
4340	COMMUNICATIONS	3,331	2,286	5,600	1,500	1,500
4360	ELECTRICITY	4,974	2,271	5,200	5,500	5,500
4380	GENERAL SUPPLIES	2,486	2,906	5,333	1,500	3,000
4400	OTHER	1,108	2,603	5,100	6,000	6,000
4420	NATURAL GAS	2,018	404	2,000	2,500	2,500
4480	REPAIR & MAINTENANCE	2,767	499	1,000	3,000	3,000
4520	UTILITIES	3,771	2,086	2,366	3,600	4,000
	TOTAL SERVICES & SUPPLIES	20,455	13,055	27,599	24,600	28,000
	TOTAL PERSONNEL & S.S.	91,314	98,144	198,151	144,439	160,963
	OTHER				5,000	5,000
	PURCHASES	18,253	32,563	60,000	60,000	60,000
	EQUIPMENT	1,946				6,500
	TOTAL OTHER	20,199	32,563	60,000	65,000	71,500
	TOTAL VISITOR CENTER	111,513	130,707	258,151	209,439	232,463

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.

2016-2017 OBJECTIVES

- Implement full Street Maintenance Program – Sweeping, repair, Crack maintenance, Chip sealing, AP replacement.
- Flood projects – 3rd Street and Grant.
- 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.

2015 - 2016 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.
- Airport Road repair – Collaboration with County Public Works

STREET DEPARTMENT						Proposed
05		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
	4100 REGULAR EMPLOYEES	227,726	112,151	257,100	258,311	249,718
	4105 OTHER COMPENSATION	713				
	4110 OVERTIME	7,574	3,993	23,000	25,000	25,000
	4130 GROUP INSURANCE	37,339	19,212	43,350	45,420	45,420
	4140 FICA	17,760	8,741	21,428	21,673	21,016
	4150 ASRS	27,001	13,216	32,000	32,210	30,659
	4170 UNEMPLOYMENT COMPENSATION	1,197		1,479	1,428	1,573
	4180 WORKERS' COMPENSATION	28,045	4,236	27,706	28,384	27,433
	TOTAL PERSONNEL	347,355	161,549	406,063	412,427	400,819
	4320 AUTO SUPPLIES	10,721	7,082	16,300	25,000	25,000
	4340 COMMUNICATIONS	412	172	500	500	500
	4360 ELECTRICITY	9,561	2,413	7,500	11,000	10,000
	4370 GASOLINE	25,902			55,000	55,000
	4380 GENERAL SUPPLIES	6,262	16,538	20,000	4,000	10,000
	4410 LICENSES, PERMITS & FEES			400	400	500
	4420 NATURAL GAS	4,028	548	4,500	6,000	5,000
	4430 OTHER PROFESSIONAL	1,810	201	1,000	1,000	1,500
	4470 RENTAL OF EQUIP & VEHICLES	277		1,500	3,000	3,000
	4480 REPAIR & MAINTENANCE SERVICES	759	8,486	12,000	7,000	5,000
	4490 SMALL TOOLS & MINOR EQUIPMENT	2,380	525	4,500	6,500	6,500
	4500 TRAVEL	405	8	100	500	500
	4510 UNIFORMS		9	2,000	2,000	3,000
	4540 SAFETY EQUIP/SIGNS	1,068	665	1,000	6,000	9,000
	5040 PROF SERVICES ENGINEERING	14,043	628	10,000	15,000	15,000
	TOTAL SERVICES & SUPPLIES	77,628	37,275	81,300	142,900	149,500
	TOTAL PERSONNEL & S.S.	424,983	198,824	487,363	555,327	550,319
	OTHER					
	OTHER	10,076	2,636	7,133		7,000
	STREET PROJECTS - FLOOD					250,000
	CONSTRUCTION MATERIAL	228,796	18,413	240,000	244,348	250,000
	STREET AND CURB STRIPING	7,866		15,000	15,000	16,000
	TOTAL OTHER	246,738	21,049	262,133	259,348	523,000
	TOTAL STREET DEPARTMENT	671,721	219,873	749,496	814,675	1,073,319

- Total amount available for street improvements (excluding Flood Control monies) is \$250,000. Including Flood Control Funds, the amount available for Capital Projects in \$500,000.

Grants

DEPARTMENT DESCRIPTION

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

2016-2017 OBJECTIVES

The City anticipates several major grants in Fiscal Year 2017:

- Arizona Commerce Authority Grant to upgrade line on Garland Prairie to support economic development in the area
- ADOT/FAA Grant to complete rehabilitation at airport
- Continue to actively pursue other grant opportunities.

2015-2016 ACCOMPLISHMENTS

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

- Route 66 Repaving project (Pine to ADOT yard)
- Forest Service Road Patrols
- Library Funding
- Railroad Museum Artifact Acquisition
- Car Seat Program
- RICO Police Equipment Funding
- GOHS grants for Police overtime, traffic, and DUI enforcement

GRANT FUND							
24	Estimated Revenue FY 15/16	Estimated Expenses FY 15/16	Projected Ending Fund FY 15/16	Estimated Revenue FY 16/17	Estimated Expenses FY 16/17	Projected Ending Fund FY 16/17	
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	2,000,000	2,000,000		1,500,000	1,500,000		
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	1,200,000	1,200,000		700,000	700,000		
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	4,500,000	4,500,000		3,500,000	3,500,000		

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.

2016-2017 OBJECTIVES

- Construct upgrades to distribution lines
- Renegotiate O&M contract per APS request
- Work on obtaining a portion of the Hoover Dam Preference Power allocation.
- Continue voltage conversion projects

2015-2016 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						Proposed
55	Actual	F.Y.T.D.	Projected	Budget	Budget	
	@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17	
4350 DUES, FEES & MEMBERSHIPS	3,000	750	2,500	3,000		3,000
4380 GENERAL SUPPLIES			1,000	1,000		1,000
4410 LICENSES, PERMITS, & FEES	21		1,000	2,500		1,000
4430 OTHER PROFESSIONAL	115,435	12,385	23,000	20,000		20,000
4480 REPAIR & MAINTENANCE	131,588	435,286	870,572	65,000		100,000
5020 FEES & TAXES	14,359	64	1,000	1,500		1,500
5135 BAD DEBT EXPENSE				2,000		2,000
5198 INTEREST EXPENSE	255	27	280	500		500
5500 APS ANNUAL CONTRACT			48,000	49,200		55,000
5502 CUSTOMER SERVICE - OFFICE	213,303	74,792	155,000	153,000		250,000
5503 WHOLESALE POWER	1,736,246	839,191	1,900,000	1,900,000		2,000,000
PROJECTS	1,422,203		77,500	100,000		125,000
SYSTEM MAINTENANCE			250,000	250,000		250,000
TOTAL SERVICES & SUPPLIES	3,636,410	1,362,495	3,329,852	2,547,700		2,809,000
NORTHSIDE SUBSTATION PAYMENT			431,082	300,000		300,000
5105 DEPRECIATION	190,895		200,000	200,000		200,000
5195 INTEREST EXPENSE						
TOTAL OTHER	190,895		631,082	500,000		500,000
TOTAL ELECTRIC SYSTEM	3,827,305	1,362,495	3,960,934	3,047,700		3,309,000

Water Department

DEPARTMENT DESCRIPTION

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

The Department, via a contracted operator, 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 Department operates and maintains the distribution system, service connections, valves, and hydrants.

2016-2017 OBJECTIVES

- Implement rate increase to reduce dependency on Electric Fund transfers.
- Continue better management of existing water resources.
- Perform strategic main/service replacement in conjunction with Street Maintenance program when possible.
- Deploy WIFA funds to complete implementation of the meter replacement program to capture full revenues

2015 - 2016 Accomplishments

- Completion of bore hole for the Sweetwater Well.
- Continued developing water supply with new sources and better management of existing sources.
- Deployed WIFA funds to complete implementation of the meter replacement program to capture full revenues

WATER DEPARTMENT						Proposed
60		Actual	F. Y. T. D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	65,010	23,745	53,914	65,897	67,346
4105	OTHER COMPENSATION					
4110	OVERTIME	13,468	3,822	10,000	10,000	10,000
4130	GROUP INSURANCE	35,934	17,575	34,412	34,761	34,761
4140	FICA	5,562	2,452	4,889	5,806	5,917
4150	ASRS	8,801	3,814	8,650	8,705	8,872
4170	UNEMPLOYMENT COMPENSATION	896		900	899	899
4180	WORKERS' COMPENSATION	6,050	1,015	3,045	2,824	2,880
	TOTAL PERSONNEL	135,721	52,423	115,810	128,892	130,675
4310	ADVERTISING					
4320	AUTO SUPPLIES	1,839	991	3,000	3,000	3,000
4330	CHEMICALS	60,793	21,788	80,000	90,000	90,000
4340	COMMUNICATIONS	3,010	1,289	5,000	6,000	6,000
4350	DUES, MEMBERSHIPS & SUBSCRIPT	556		500	1,000	1,000
4360	ELECTRICITY - WATER	44,622	23,775	50,667	53,000	53,000
4360	ELECTRICITY - WELLS	293,695	178,748	325,000	325,000	325,000
4370	FUELS AND LUBRICANTS	11,282			20,000	20,000
4380	GENERAL SUPPLIES	25,901	13,121	26,000	15,000	200
4400	JANITORIAL SUPPLIES	13	107	150		200
4410	LICENSES, PERMITS & FEES	19,402	7,324	20,000	25,000	20,000
4420	NATURAL GAS	9,214	3,118	10,000	10,000	10,000
4430	OTHER PROFESSIONAL	322,475	149,577	375,000	375,000	375,000
4470	RENTAL & MAINT CONTRACTS	1,658	1,308	3,000	3,500	5,000
4475	REPAIR & MAINT WELLS	45,188		10,000	20,000	20,000
4480	REPAIR & MAINTENANCE SERVICES	52,516	26,663	45,000	50,000	50,000
4490	SMALL TOOLS & MINOR EQUIPMENT	3,474	629	5,000	10,000	10,000
4500	TRAVEL	2,678	321	1,000	2,000	20,000
4510	UNIFORMS	602	808	3,000	3,000	3,000
5020	SALES TAX	1,833	980	13,000	2,000	3,000
5030	PROF - LEGAL AND CONSULTING		1,042	1,500		
5040	PROF - ENGINEERING	396		5,000	5,000	5,000
5100	BANK AGENCY FEES	23,329	12,495	21,400	25,000	30,000
5135	BAD DEBT EXPENSE	3,749		5,000	5,000	5,000
5230	LAB & TESTING FEES	7,637	2,445	10,000	12,000	12,000
5250	PIPES AND VALVES	15,090	3,590	10,000	25,000	25,000
5280	WATER METER REPLACEMENT	7,373	1,287	2,000		2,000
5530	EMERGENCY CONTINGENCY					
	TOTAL SERVICES & SUPPLIES	958,325	451,406	1,030,217	1,085,500	1,093,400
	TOTAL PERSONNEL & S.S.	1,094,046	503,829	1,146,027	1,214,392	1,224,075
	OTHER					
5105	DEPRECIATION EXPENSE	447,305	236,000	472,000	475,000	475,000
5195	INTEREST EXP. WIFA 2016					8,742
	INTEREST EXP. WIFA 2000		21,122	42,244	42,244	34,464
	INTEREST EXP. WIFA 2015		10,078	20,156	4,586	2,668
	INTEREST EXP. GADA 2014		54,084	108,168	108,170	102,958
	INTEREST EXP. WIFA 2006 DW		16,179	32,358	32,358	29,860
	INTEREST EXP. WATER DOCK 2014		212	212	212	
	INTEREST EXP ZIONS		6,876	13,752	13,752	11,410
	TOTAL INTEREST	170,226	108,551	216,890	201,322	190,102
	BONDS - MEMO					
	EQUIPMENT			26,000	22,000	15,000
	ENTRANCE ROAD	8,559			20,000	85,000
	NORTHSIDE WELL DEVELOPMENT	898,127	2,818,281	3,118,281		
	WATER METER PROJECT		1,052,002	1,590,000		
	WATER SUPPLY DEVELOPMENT	1,989,602	276,208	376,209		350,000
	TOTAL OTHER	2,896,288	4,146,491	5,110,490	42,000	450,000
	TOTAL WATER DEPARTMENT	4,607,865	4,994,871	6,945,407	1,932,714	2,339,177

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 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.

2016-2017 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 strategic changes to operating permit
- Deploy WIFA funds to complete conversion of plant process from potable to effluent water.

2015 - 2016 Accomplishments

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

WASTE WATER						
61		Actual	F.Y.T.D.	Projected	Budget	Proposed
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	Budget
						16/17
4100	REGULAR EMPLOYEES	62,563	30,470	60,940	65,897	67,346
4140	FICA	4,548	2,187	4,662	5,041	5,152
4150	ASRS	7,212	3,407	6,814	7,558	7,725
4170	UNEMPLOYMENT COMPENSATION				899	899
4180	WORKERS' COMPENSATION				2,565	2,622
	TOTAL PERSONNEL	74,323	36,064	72,416	81,961	83,743
4320	AUTO SUPPLIES	300	25	25		
4330	CHEMICALS	28,925	27,400	60,000	60,000	60,000
4340	COMMUNICATIONS	4,186	1,558	4,000	4,000	4,000
4360	ELECTRICITY	95,671	47,005	100,000	100,000	100,000
4370	FUELS AND LUBRICANTS	6				2,500
4380	GENERAL SUPPLIES	29,625	5,823	12,000	15,000	15,000
4400	JANITORIAL SUPPLIES	64				
4410	LICENSES, PERMITS & FEES	10,978	5,372	12,000	12,000	12,000
4420	NATURAL GAS	13,167	2,295	15,000	20,000	20,000
4430	OTHER PROFESSIONAL	5,811	2,704	3,000	3,000	3,000
4480	REPAIR & MAINTENANCE SERVICES	64,923	23,302	70,000	100,000	100,000
4490	SMALL TOOLS & MINOR EQUIPMENT	878	139	1,500	5,000	5,000
4500	TRAVEL	1,821	721	1,000	2,000	2,000
4510	UNIFORMS					
5040	PROF - ENGINEERING	117		5,000	5,000	5,000
5230	LAB & TESTING FEES	19,367	6,710	30,000	35,000	30,000
5250	PIPES AND VALVES	407	69	5,000	25,000	25,000
5260	LANDFILL / TIPPING FEES	25,110	9,503	30,475	45,000	45,000
5135	BAD DEBT EXPENSE	4,087		5,500	5,500	5,000
	TOTAL SERVICES & SUPPLIES	305,443	132,626	354,500	436,500	433,500
	TOTAL PERSONNEL & S.S.	379,766	168,690	426,916	518,461	517,243
	OTHER					
5105	DEPRECIATION EXPENSE	465,597	232,500	465,000	470,000	470,000
	INTEREST EXPENSE	426,372				
5195	INTEREST EXP. WIFA 1998 SEW		5,889	11,778	11,777	5,980
5195	INTEREST EXP. WIFA 2006 CW		102,827	205,654	205,653	192,842
5195	INTEREST EXP. WIFA 2007 CW		95,771	191,542	191,543	181,478
	TOTAL INTEREST	426,372	204,487	408,974	408,973	380,300
	BONDS - MEMO					
	CAPITAL					
	OTHER - TRANSF TO WATER	723	528,404	530,000	238,500	
	CAPITAL					90,500
	TOTAL	723	528,404	530,000	238,500	90,500
	TOTAL WASTE WATER DEPT.	1,272,458	1,134,081	1,830,890	1,635,934	1,458,043

Sanitation

DEPARTMENT DESCRIPTION

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

2016-2017 OBJECTIVES

- Implement Yearly Voucher program.
- Construct two 10 yard dumpsters.
- Purchase Used Sanitation Truck via IGA's.
- Refurbish older Equipment to extend useful Life.
- Refurbish Bathroom with usable Eyewash and shower station.

2015 - 2016 Accomplishments

- Improve routine maintenance on trucks to extend service life
- Scale House Staff has turned Sanitation into a revenue generator

SANITATION						Proposed
65		Actual	F.Y.T.D.	Projected	Budget	Budget
		@ 6/30/15	12/31/2015	@ 6/30/16	15/16	16/17
4100	REGULAR EMPLOYEES	199,035	84,580	194,580	194,581	218,011
4105	OTHER COMPENSATION	170				
4110	OVERTIME	8,282	5,208	10,416	6,000	6,000
4130	GROUP INSURANCE	30,384	19,188	41,100	44,915	44,915
4140	FICA	15,284	7,645	15,682	15,344	17,137
4150	ASRS	22,402	11,056	23,785	23,007	25,694
4170	UNEMPLOYMENT COMPENSATION	2,041	149	1,159	1,348	1,348
4180	WORKERS' COMPENSATION	19,677	3,481	15,820	15,821	17,688
	TOTAL PERSONNEL	297,275	131,307	302,542	301,017	330,792
4320	AUTO SUPPLIES	16,235	7,952	12,000	12,000	15,000
4340	COMMUNICATIONS	1,791	716	1,500	1,500	2,000
4360	ELECTRICITY	1,354	691	3,000	1,200	5,000
4370	FUEL/GASOLINE	41,406			65,000	65,000
4380	GENERAL SUPPLIES	16,414	6,688	24,000	2,500	15,000
4410	LICENSES, PERMITS & FEES	1,464	4,750	4,750	2,000	2,000
4420	NATURAL GAS	333	123	600	600	600
4430	PROFESSIONAL	3,233	376	1,000	1,200	1,200
4480	REPAIR & MAINTENANCE SERVICES	35,302	4,497	6,500	5,000	13,500
4490	MINOR EQUIPMENT	1,191	6,390	6,500	4,500	2,500
4500	TRAVEL	170	68	300	250	250
4510	UNIFORMS	583		1,800	1,800	1,800
5100	BANK FEES	382	246	700	200	1,000
5135	BAD DEBT EXPENSE	2,994		5,000	5,000	5,000
5260	TIPPING FEES	196,836	98,260	188,900	200,000	210,000
5265	COUNTY REIMBURSEMENT	22,114	10,185	26,338	33,000	33,000
	TOTAL SERVICES & SUPPLIES	341,802	140,942	282,888	335,750	372,850
	TOTAL PERSONNEL & S.S.	639,077	272,249	585,430	636,767	703,642
	OTHER					
	EQUIPMENT				10,000	
	CONTAINERS	2,297	380	9,000	9,000	5,000
5105	DEPRECIATION EXPENSE	91,144	39,000	78,000	78,000	80,000
	LOAN - MEMO			48,574		49,834
	COMPUTER EQUIPMENT				500	
	INTEREST EXPENSE	6,454	2,098	5,300	5,242	3,960
	TOTAL OTHER	99,895	41,478	140,874	102,742	138,794
	TOTAL SANITATION	738,972	313,727	726,304	739,509	842,436

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.

2016-2017 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

2015-2016 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						Proposed
70		Actual @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
4100	REGULAR EMPLOYEES	203,721	66,194	188,058	193,214	196,878
4110	OVERTIME	3,343	1,167	5,000	5,000	5,000
4130	GROUP INSURANCE	32,153	18,168	32,009	32,829	32,829
4140	FICA	14,769	6,751	14,769	15,163	15,444
4150	ASRS	19,758	10,981	18,300	18,925	19,346
4170	UNEMPLOYMENT COMPENSATION	2,106	455	2,080	2,022	2,022
4180	WORKERS' COMPENSATION	6,171	1,201	4,600	4,723	4,811
	TOTAL PERSONNEL	282,021	104,917	264,816	271,878	276,330
4310	ADVERTISING	8,597	583	3,000		
4320	AUTO SUPPLIES	335		200	500	500
4330	CHEMICALS	27,895	11,278	25,000	25,000	25,000
4340	COMMUNICATIONS	4,080	1,346	4,600	4,600	5,000
4350	DUES, MEMBERSHIPS & SUBSCRIPTIO	270		300	300	300
4360	ELECTRICITY	30,187	14,662	32,000	32,000	32,000
4370	GASOLINE	23,110	10,140	25,000	29,000	29,000
4380	GENERAL SUPPLIES	1,099	926	2,000	700	2,000
4400	JANITORIAL SUPPLIES	392		150	500	500
4410	LICENSES, PERMITS & FEES	655	3,530	3,600	500	500
4420	NATURAL GAS	6,028	1,415	7,000	7,000	7,000
4430	OTHER PROFESSIONAL	123				
4470	MAINTENANCE CONTRACTS	5,309	3,087	4,500	2,500	6,000
4480	REPAIR AND MAINTENANCE	3,620	1,194	10,000	10,000	10,000
4490	SMALL TOOLS & MINOR EQUIPMENT	2,501	1,297	2,000	1,500	1,500
4500	TRAVEL			360	500	500
4510	UNIFORMS	455	731	1,000	1,000	1,500
4520	UTILITIES - WATER	9,019	5,158	9,500	9,500	10,000
5020	SALES TAX	2,106	2,106	5,000	5,000	5,000
5100	BANK AGENCY FEES	9,034		10,000	10,000	10,000
5270	COURSE REPAIRS & MAINT.	23,448	10,450	15,000	15,000	15,000
5271	BUILDING REPAIRS & MAINTENANCE	2,134	1,705	6,000	7,000	7,000
5272	EQUIPMENT REPAIRS & MAINT.	23,800	4,894	16,000	15,000	15,000
5273	IRRIGATION & PUMP MAINTENANCE	5,205	6,710	64,860	6,000	10,000
5274	CART REPAIR & MAINT	7,843	560	4,000	6,000	6,000
5310	U.S.F.S. LEASE PAYMENT	769	750	6,000	6,000	6,000
	TOTAL SERVICES & SUPPLIES	198,014	82,522	257,070	195,100	205,300
	TOTAL PERSONNEL & S.S.	480,035	187,439	521,886	466,978	481,630
	OTHER					
5105	DEPRECIATION EXPENSE	95,551	49,500	99,000	98,000	98,000
5195	INTEREST EXPENSE	4,992	1,691	4,905		
	CAPITAL					
	CONTRACT EXPENSE	12,355		16,193	10,000	10,000
	GOLF EQUIP 2013 INTEREST				4,240	2,321
	GOLF CARTS 2011 INTEREST				9	
	BUILDING RENOVATIONS					
	EQUIPMENT PAYMENT			35,569	30,000	35,569
	TOTAL OTHER	112,898	51,191	155,667	142,249	145,890
	TOTAL GOLF COURSE	592,933	238,630	677,553	609,227	627,520

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 @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
	CAPITAL FACILITIES	56,182				
	PARK IMPROVEMENTS					
	AIRPORT IMPROVEMENTS			563,807		
	TOTAL CAPITAL PROJECTS	56,182		563,807		

- FY16 amount was mostly for airport hangar construction with the ADOT loan

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 @ 6/30/15	F.Y.T.D. 12/31/2015	Projected @ 6/30/16	Budget 15/16	Budget 16/17
	OUTLAY					
	ENGINEERING					
	STREET DRAINAGE IMPROVEMENT	125,000			250,000	250,000
	OTHER					
	TOTAL FLOOD CONTROL	125,000			250,000	250,000

- Flood expenditures proposed as transfer funding out to Streets projects.

Budgets – Other

Court Enhancement & JCEF Funds

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

COURT RELATED FUNDS			
25	Actual	Budget	Budget
JCEF Fund	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017
Supplies	0	4,000	4,000
Capital	0	2,500	2,500
Total	0	6,500	6,500
29	Actual	Budget	Budget
COURT ENHANCEMENT Fund	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017
Supplies	2,292	3,000	3,000
Capital			
Total	2,292	3,000	3,000

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 2017. 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 the GADA 2003A bond issue with GADA 2014. The GADA 2014 Refunding Bond is provided in the fiscal year 2016-2017 budget.

Williams Debt Service Fund			
Governmental Funds - Budgeted Payments & Debt Fiscal Year 2017			
	Principal	Interest	Principal Outstanding
Northside Sewer (Paid in full)			
Police Lease Chase	15,909	2,346	61,859
Fire SCBA Lease (Paid in full)			
GADA 2003 (Refunded)			
GADA 2005	75,000	35,038	745,000
GADA 2008	135,000	98,506	1,980,000
GADA 2014 (Refunded 2003 issue)	10,081	7,692	151,212
Zions Loan 2010	88,320	17,778	274,042
Airport Hangar Loan	17,393	20,773	465,518
	341,703	182,133	3,677,631
This table includes payments made January 1 and July 1, 2017			

Williams General Long Term Debt Group			
Governmental Funds - Fiscal Year Debt Outstanding			Budget
	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017
Northside Sewer (Paid in full)			
Police Lease Chase	0	78,246	61,859
Fire SCBA Lease Kansas State	7,158	0	
GADA 2003 - Refunded			
GADA 2005	895,000	820,000	745,000
GADA 2008	2,245,000	2,115,000	1,980,000
GADA 2014 Refund of GADA 2003	171,026	161,293	151,212
Zions Loan 2010	444,590	362,361	274,042
Airport Hangar Loan	499,565	482,911	465,518
	4,262,339	4,019,811	3,677,631

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 2017			
	Principal	Interest	Principal Outstanding
WIFA 1998	171,863	5,980	171,863
WIFA 2000 Wells	196,384	34,464	835,490
WIFA 2006 Water DW 106-06	79,934	29,860	925,909
WIFA 2006 Wastewater CW 85-06	385,229	192,842	5,605,874
WIFA 2007 CW 99-08	313,967	181,478	5,469,324
WIFA 2015	86,616	20,156	1,898,634
WIFA 2016	18,997	8,742	431,003
ZIONS 2011	56,681	11,410	228,729
GADA 2014A	134,919	108,170	2,158,707
Sanitation Truck Lease	49,834	3,960	103,583
Golf Equipment Lease	36,577	2321	36,577
Water Dock Loan (Paid in full)			
	1,531,001	599,383	17,865,693
This table includes payments made January 1 and July 1, 2017			

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.

State of Arizona Budget Forms

Schedule A

CITY OF WILLIAMS Summary Schedule of Estimated Revenues and Expenditures/Expenses Fiscal Year 2017												
Fiscal Year	Description	FUNDS										Total All Funds
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds				
2016	Adopted/Adjusted Budgeted Expenditures/Expenses*	6,361,538	5,314,675	513,620	0	50,000	7,965,084	0	0	0	0	20,204,917
2016	Actual Expenditures/Expenses**	0	0	0	0	0	0	0	0	0	0	0
2017	Fund Balance/Net Position at July 1***				90,000							90,000
2017	Primary Property Tax Levy	606,740										606,740
2017	Secondary Property Tax Levy											0
2017	Estimated Revenues Other than Property Taxes	7,587,728	4,181,029	0	160,000	50,000	9,030,317	0	0	0	0	21,009,074
2017	Other Financing Sources	0	0	0	0	0	0	0	0	0	0	0
2017	Other Financing (Uses)	0	0	0	0	0	0	0	0	0	0	0
2017	Interfund Transfers In	360,000	733,641	523,836	0	0	1,195,324	0	0	0	0	2,812,801
2017	Interfund Transfers (Out)	1,069,724	331,029	0	250,000	0	1,162,048	0	0	0	0	2,812,801
2017	Reduction for Amounts Not Available:											
	LESS: Amounts for Future Debt Retirement:											0
2017	Total Financial Resources Available	7,484,744	4,583,641	523,836	0	50,000	9,063,593	0	0	0	0	21,705,814
2017	Budgeted Expenditures/Expenses	7,057,303	4,573,319	523,836	0	50,000	8,576,176	0	0	0	0	20,780,634
EXPENDITURE LIMITATION COMPARISON												
	1. Budgeted expenditures/expenses											2017
	2. Add/subtract: estimated net reconciling items											\$ 20,204,917
	3. Budgeted expenditures/expenses adjusted for reconciling items											\$ 20,204,917
	4. Less: estimated exclusions											\$ 20,204,917
	5. Amount subject to the expenditure limitation											\$ 20,204,917
	6. EEC expenditure limitation											\$
												\$
												\$
*	Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.											
**	Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.											
***	Amounts on this line represent Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal of a permanent fund).											

CITY OF WILLIAMS
Tax Levy and Tax Rate Information
Fiscal Year 2017

	2016	2017
1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A)	\$ <u>737,726</u>	\$ <u>758,634</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>606,740</u>	\$ <u>606,740</u>
B. Secondary property taxes		
C. Total property tax levy amounts	\$ <u>606,740</u>	\$ <u>606,740</u>
4. Property taxes collected*		
A. Primary property taxes		
(1) Current year's levy	\$ <u>606,740</u>	
(2) Prior years' levies		
(3) Total primary property taxes	\$ <u>606,740</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>606,740</u>	
5. Property tax rates		
A. City/Town tax rate		
(1) Primary property tax rate	<u>1.5939</u>	<u>1.5041</u>
(2) Secondary property tax rate	_____	_____
(3) Total city/town tax rate	<u>1.5939</u>	<u>1.5041</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 2017

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
GENERAL FUND			
Local taxes			
City Sales Tax	\$ 4,083,872	\$	\$ 4,767,613
Bed, Board & Booze Tax	903,754		1,176,000
Licenses and permits			
Business, Building & Other	95,262		95,924
Intergovernmental			
Library	92,000		92,000
Auto Lieu	135,357		138,658
State Revenue Sharing	363,969		381,900
State Sales Tax	288,797		293,818
Charges for services			
Various	135,150		116,825
Fines and forfeits			
Police Fines	34,703		35,669
JCEF & Court	8,000		8,000
Interest on investments			
Interest	2,000		4,000
Miscellaneous			
Other	243,000		216,000
Franchise & Lease	32,000		32,000
Community Facilities	7,500		7,500
Rental Income	212,840		221,821
Total General Fund	\$ 6,638,204	\$	\$ 7,587,728
SPECIAL REVENUE FUNDS			
Highway User Revenue	\$ 312,063	\$	\$ 331,029
Grants	4,500,000		3,500,000
Street Funds	350,000		350,000
Total Special Revenue Funds	\$ 5,162,063	\$	\$ 4,181,029
CAPITAL PROJECTS FUNDS			
Debt Proceeds	\$	\$	\$
Flood Control	160,000		160,000
Buy-In Fees	15,000		
Total Capital Projects Funds	\$ 175,000	\$	\$ 160,000
PERMANENT FUNDS			
Firemen's Pension	\$ 50,000	\$	\$ 50,000
Total Permanent Funds	\$ 50,000	\$	\$ 50,000
ENTERPRISE FUNDS			
Electric System	\$ 4,168,454	\$	\$ 4,416,212
Water	1,244,693		1,275,660
Wastewater	2,035,031		1,992,095
Sanitation	737,986		780,850
Golf Course	\$ 556,420	\$	\$ 565,500
Total Enterprise Funds	\$ 8,742,584	\$	\$ 9,030,317
TOTAL ALL FUNDS	\$ 20,767,851	\$	\$ 21,009,074

* 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 2017

<u>FUND</u>	<u>OTHER FINANCING</u> <u>2017</u>		<u>INTERFUND TRANSFERS</u> <u>2017</u>	
	<u>SOURCES</u>	<u><USES></u>	<u>IN</u>	<u><OUT></u>
GENERAL FUND				
General	\$	\$	\$ 360,000	\$ 1,069,724
Total General Fund	\$	\$	\$ 360,000	\$ 1,069,724
SPECIAL REVENUE FUNDS				
Streets	\$	\$	\$ 733,641	\$
HURF	\$	\$	\$	331,029
Total Special Revenue Funds	\$	\$	\$ 733,641	\$ 331,029
DEBT SERVICE FUNDS				
Debt Service	\$	\$	\$ 523,836	\$
Total Debt Service Funds	\$	\$	\$ 523,836	\$
CAPITAL PROJECTS FUNDS				
Capital Projects	\$	\$	\$	\$ 250,000
Total Capital Projects Funds	\$	\$	\$	\$ 250,000
ENTERPRISE FUNDS				
Electric	\$	\$	\$	\$ 1,162,048
Water	\$	\$	1,162,048	\$
Wastewater	\$	\$	\$	\$
Sanitation	\$	\$	31,442	\$
Golf Course	\$	\$	1,834	\$
Total Enterprise Funds	\$	\$	\$ 1,195,324	\$ 1,162,048
TOTAL ALL FUNDS	\$	\$	\$ 2,812,801	\$ 2,812,801

Schedule E

CITY OF WILLIAMS
Expenditures/Expenses by Fund
Fiscal Year 2017

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2016	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2016	ACTUAL EXPENDITURES/ EXPENSES* 2016	BUDGETED EXPENDITURES/ EXPENSES 2017
GENERAL FUND				
Mayor & Council	\$ 76,465	\$	\$	\$ 95,814
City Court	171,139			110,040
Administration	1,040,535			1,149,473
Finance	453,664			459,562
Maintenance	283,751			315,516
Library	132,727			132,911
Recreation	234,099			242,669
Pool	92,781			102,830
Police	1,910,288			2,070,925
Fire	187,740			224,622
Public Works	132,788			114,785
Building	169,537			189,727
Garage	349,380			464,134
Airport	256,074			223,664
Senior Ctr / Housing / Other	183,000			169,700
Community Facilities	5,000			5,000
Forest Service	80,152			79,887
Tourism	310,479			313,231
Rec Facilities	82,500			360,350
VCB	209,439			232,463
Total General Fund	\$ 6,361,538	\$	\$	\$ 7,057,303
SPECIAL REVENUE FUNDS				
Streets / HURF	\$ 814,675	\$	\$	\$ 1,073,319
Grants	4,500,000			3,500,000
Total Special Revenue Funds	\$ 5,314,675	\$	\$	\$ 4,573,319
DEBT SERVICE FUNDS				
Debt Service	\$ 513,620	\$	\$	\$ 523,836
Total Debt Service Funds	\$ 513,620	\$	\$	\$ 523,836
CAPITAL PROJECTS FUNDS				
Flood Control	\$	\$	\$	\$
Buy-In Fees				
Capital Projects				
Total Capital Projects Funds	\$	\$	\$	\$
PERMANENT FUNDS				
Fire Pension	\$ 50,000	\$	\$	\$ 50,000
Total Permanent Funds	\$ 50,000	\$	\$	\$ 50,000
ENTERPRISE FUNDS				
Electric	\$ 3,047,700	\$	\$	\$ 3,309,000
Water	1,932,714			2,339,177
Wastewater	1,635,934			1,458,043
Sanitation	739,509			842,436
Golf	609,227			627,520
Total Enterprise Funds	\$ 7,965,084	\$	\$	\$ 8,576,176
TOTAL ALL FUNDS	\$ 20,204,917	\$	\$	\$ 20,780,634

CITY OF WILLIAMS
Full-Time Employees and Personnel Compensation
Fiscal Year 2017

FUND	Full-Time Equivalent (FTE) 2017	Employee Salaries and Hourly Costs 2017	Retirement Costs 2017	Healthcare Costs 2017	Other Benefit Costs 2017	Total Estimated Personnel Compensation 2017
GENERAL FUND	71.50 \$	3,058,343 \$	370,828 \$	530,019 \$	352,621 \$	4,311,811 \$
SPECIAL REVENUE FUNDS						
Streets	5.50 \$	274,718 \$	30,659 \$	45,420 \$	50,022 \$	400,819 \$
Total Special Revenue Funds	5.50 \$	274,718 \$	30,659 \$	45,420 \$	50,022 \$	400,819 \$
ENTERPRISE FUNDS						
Water	2.00 \$	77,346 \$	8,872 \$	34,761 \$	9,696 \$	130,675 \$
Wastewater	2.00	67,346	7,725		8,672	83,743
Sanitation	6.00	224,011	25,694	44,915	36,172	330,792
Golf	5.30	201,878	19,346	32,829	22,277	276,330
Total Enterprise Funds	7.30 \$	279,224 \$	28,218 \$	67,590 \$	31,973 \$	407,005 \$
TOTAL ALL FUNDS	84.30 \$	3,612,285 \$	429,705 \$	643,029 \$	434,616 \$	5,119,635 \$

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.