



ANNUAL BUDGET

AND

FINANCIAL PLAN

FISCAL YEAR 2012/2013

BEGINNING JULY 1, 2012

Final Adoption - August 6, 2012



Annual Budget and Financial Plan - Fiscal Year 2012/2013



The Mission of the City of Safford is to make Safford a great place to live, work, and visit.

CITY OF SAFFORD EMPLOYEE VISION STATEMENT

The City of Safford is a progressive organization where employees are valued as the greatest asset. As employees we represent integrity, creativity, dignity and respect for ourselves, coworkers and the community. As stewards of City resources, we foster open and consistent communication throughout the organization. As trained professionals, we are empowered to make decisions while providing superior service.

Prepared by the Management & Budget and Financial Services Departments
Under the direction of the City Manager

David J. Kincaid, City Manager
Don K. Knight, Director of Management & Budget
Ann Waite, Director of Financial Services

City of Safford, Arizona Mayor and City Council

Mayor.....Chris Gibbs

Vice Mayor..... Mary Bingham

Councilmember Ken Malloque

Councilmember Gene Seale

Councilmember Arnold Lopez

Councilmember Richard Ortega

Councilmember James A. Howes

Staff and Department Directors

STAFF

City ManagerDavid J. Kincaid
City Attorney (interim).....Bill Sims
City ClerkGeorgia Luster
City MagistrateD. Corey Sanders, Esq.

DEPARTMENT DIRECTORS

City EngineerRandy Petty
Financial Services Director.....Ann Waite
Fire Chief..... Clark Bingham
Human Resources DirectorChristine Fisher
Library DirectorJan Elliott
Management & Budget DirectorDon Knight
Planning and Community Services Director(Vacant)
Police Chief..... John Griffin
Public Works Director..... (Vacant)
Utilities Director.....Eric Buckley

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**CITY OF SAFFORD
2012/13 Budget
City Manager Memo of Introduction to City Council**

The FY 2012/13 Budget Book is presented for your use as a Councilperson and for your use with your constituency. The budget was prepared with many hours of staff time and numerous meetings with the Mayor and Council. I thank you for your time and diligence in the leadership and guidance you provided during the process. I also thank you for your involvement in our priority setting work session as many of the priorities identified are included in this budget.

The FY 2012/13 budget was prepared with a continuing commitment to the provision of quality services to our residents in a fiscally responsible way. Serving the public trust requires that the annual budget provide the best possible balance of allocation of resources to meet the varied needs of all citizens and with the Council priorities in mind. The budget is a management tool for the City Administration in allocating scarce resources; it both reflects and defines the annual work program. The budget also reflects our core City organizational values of integrity, transparency, service excellence, personal growth and innovation.

These challenging economic times have required all of our staff to do more with less. We have accepted this challenge by developing a budget that requires performance through creative problem solving resulting in creative solutions for the delivery of services.



Memo

To: Mayor and Council
From: David Kincaid, City Manager
Date: 9/17/12
Re: Council Priorities

As you recall, on February 27, 2012 the Mayor and Council discussed and outlined priorities to be accomplished over the next five (5) years. Here is a brief on the priorities put into place for fiscal year 2012/13:

1. Economic Development - City staff is currently working with the other public sector entities in Graham County, Freeport McMoRan, EAC and Mt. Graham Regional Medical Center to develop a program to develop an Economic Development Agency to market the region.
2. Code Issues – Through Planning and Zoning and the Development Review Committee, staff will be presenting to the Mayor and Council suggested code revisions. This presentation will occur over a series of meetings as the review is quite lengthy.
3. New Water Sources – Staff is working with a private consultant and the Arizona Department of Water Resources to identify potential new water resources outside of the “brightline”.
4. Annexation – Upon completion of the code revision issues, staff is set to begin identifying annexable areas beginning with N. 8th Avenue to the river. We will also be looking at the areas east of Hwy 191.
5. Walking Path Amenities – In the next round of the TEP we have applied for additional path development including lighting as a pilot project. This will then be evaluated for inclusion on our existing pathway system.
6. Property List – City staff has prepared a complete list of city owned properties with a map showing the location of the properties. This will be presented to Council.

I believe this is an impressive list that in one budget year we can begin to address six (6) of the top ten (10) budget priorities of this Council.

City of Safford
2012/2013 Budget
Philosophy and Process

Budget Philosophy:

Serving the public trust requires that the annual budget provide the best possible balance of allocation to meet the varied needs of all citizens. The budget is a management tool for the City Administration and in allocating the City's resources; it both reflects and defines the annual work program. In this context, the budget provides a framework for us to accomplish our mission, which is to "make Safford a great place to live, work and visit." The budget should also reflect our core City organization values of integrity, transparency, service excellence, personal growth and innovation.

Budget preparation relied less on historical basis and more on expected outcomes and performance measurement and stated Council policies, balanced with an understanding of the macro and micro economic environments. With Safford's economic conditions tied heavily to the copper mining industry a constant eye on international economic conditions is extremely important.

In addition to balancing allocations to meet community needs and incorporating our mission and core values, a successful annual budget preparation process requires excellent communications and a commitment to excellence. To this end, the process must be a cooperative effort of the entire City organization.

With these challenging economic times and conditions, Safford has accepted the challenge by developing the budget within a context of a search for creative solutions for the delivery of City services. The budget emphasizes measures to improve the productivity and effectiveness of service delivery to citizens. Teamwork and efficiency enhancements will limit the amount of bureaucracy required, both between functional areas within the City and between City staff and citizens. The overriding goals must be to support the high standards set by the community and to provide long-term value at a reasonable cost.

The budget is based upon timely, consistent and clearly articulated policies. It is realistic and will include adequate resources to meet assigned work programs within the context of extremely restricted and fragile revenue sources. Once adopted, departments will be clearly monitored for spending practices that meet the stated goals and mission of the organization.

Budget Process:

The fiscal year of the City is July 1 through June 30 of the following year. The City of Safford implements its budget on an annual basis. The budget is developed over an approximate seven month period whereby staff begins to analyze both revenue and expenditure detail and we then begin to formulate a plan for overall budget maximums in both general government, utilities and special projects. The budget process starting in 2011/12 was slightly different

than previous years. In developing the budget, departments relied less on historical basis and focused more on activities and expected outcomes. These expected outcomes were articulated to the Mayor and Council over a five month period and presented with no dollar amounts. Once these were presented to the Mayor and Council the departments, in conjunction with Finance, Budget and the City Manager, began to identify the resources available to accomplish the tasks that lead to execution of the expected outcomes.



Annual Budget Report Fiscal Year July 1, 2012 – June 30, 2013

Presented to: Honorable Mayor and Safford City Council
 From: David Kincaid, City Manager
 Don Knight, Director of Management and Budget
 Ann Waite, Director of Financial Services

The attached report will present the various Resources and Expenditure estimates for the Fiscal Year Ending June 30, 2013. The City of Safford is expecting another lean resource year with a few significant positive changes glimmering on the horizon. In the report we will address reasoning for our estimates and try to detail the needs of the City and the steps taken to meet those needs with the least impact on services provided to the Citizens of Safford.

The first section of the Report contains a summary of the budget with the remainder being broken into Three Major Areas Based on the Type of Funds being addressed.

➤ **Governmental Funds**

- **Definition:** Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds and permanent funds.

➤ **Enterprise Funds**

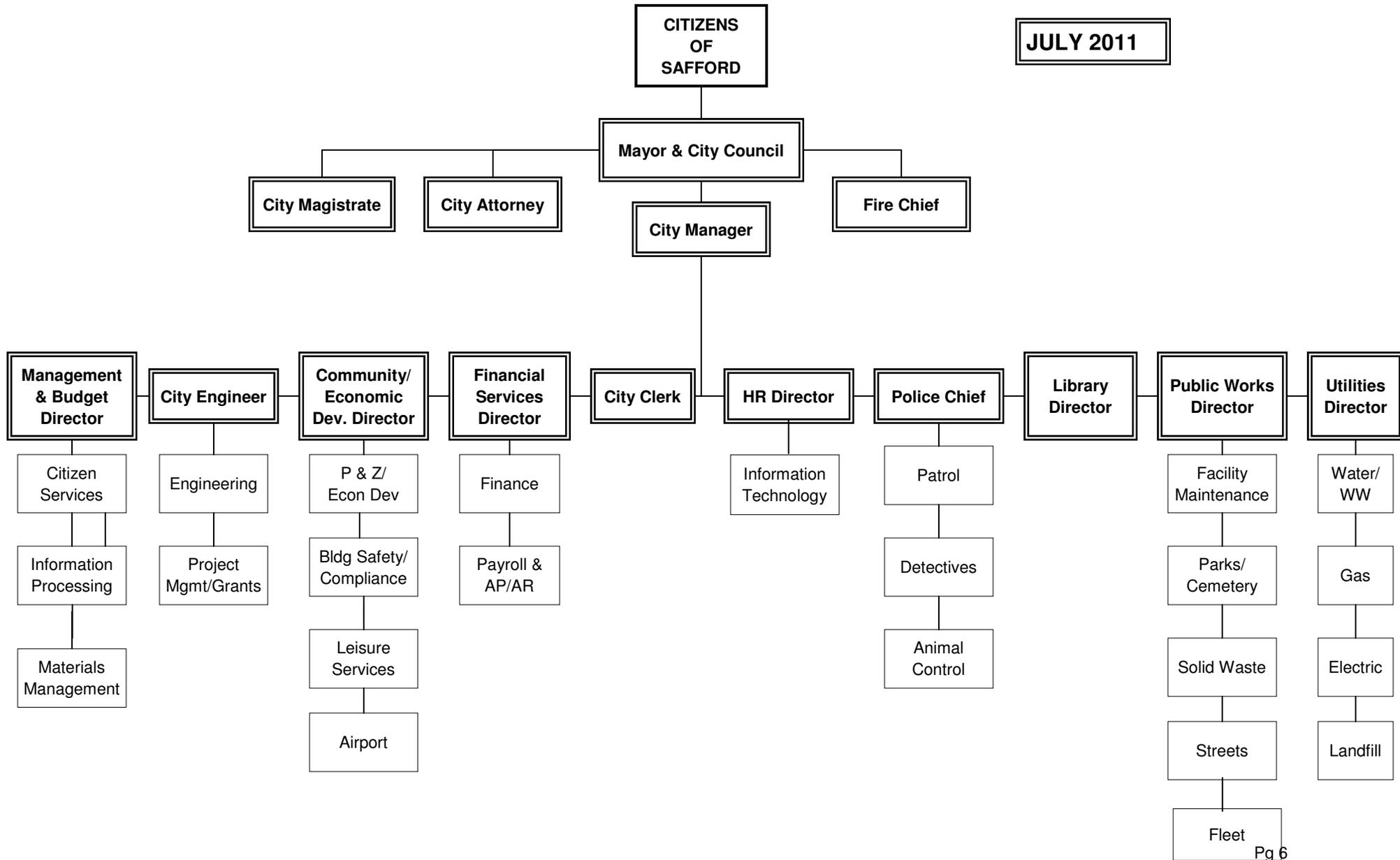
- **Definition:** Account for operations (a) that are financed and operated in a manner similar to private business enterprises where the stated intent is that the costs (expenses, including depreciation and indirect costs) of providing goods and services to the general public on a continuing basis are financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.

➤ **Internal Service Funds**

- **Definition:** To account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a cost-reimbursable basis. Some examples of internal service funds could include: self-insurance funds, central warehousing and purchasing, central data processing and central printing and duplicating.
- To prevent an overstatement of the budget, Internal Service Funds do not show separately as part of the adopted budget because their charges are shown as expenditures in other departmental budgets (as an example: Fleet Rent is an expenditure in the department that is using the vehicle or equipment)

ORGANIZATIONAL CHART

JULY 2011



CITY OF SAFFORD
General Government Summary

FY 12-13

| RESOURCES | FY 11-12 Budget | FY 12-13 Budget | FY12-FY13 Budget Difference | % Change | EXPENDITURES | FY 11-12 Budget | FY 12-13 Budget | FY11-FY12 Budget Difference | % Change | 11-12 Resrc Over (Under) Expend |
|------------------------------------|-------------------|-------------------|-----------------------------|---------------|----------------------------------|-------------------|-------------------|-----------------------------|---------------|---------------------------------|
| City sales tax | 4,733,070 | 4,777,000 | 43,930 | 0.9% | 111 CITY COUNCIL | 337,832 | 341,835 | 4,003 | 1.2% | |
| Contra account - Bed tax payment: | -180,000 | -216,608 | -36,608 | 20.3% | 113 CITY MANAGER | 285,703 | 274,938 | -10,765 | -3.8% | |
| Contra account - Revenue Share A | 0 | 0 | 0 | 0.0% | 114 HUMAN RESOURCE DIVISIO | 255,339 | 253,469 | -1,870 | -0.7% | |
| General property tax | 224,000 | 227,543 | 3,543 | 1.6% | 121 CITY CLERK & GENERAL | 283,479 | 245,124 | -38,355 | -13.5% | |
| Franchise tax | 65,000 | 65,000 | 0 | 0.0% | 122 FINANCIAL SERVICES | 464,190 | 473,870 | 9,680 | 2.1% | |
| State shared sales taxes | 728,490 | 799,911 | 71,421 | 9.8% | 115 CITY ATTORNEY | 152,250 | 152,250 | 0 | 0.0% | |
| State shared income taxes | 807,411 | 977,146 | 169,735 | 21.0% | 116 VICTIM RIGHTS | 0 | 0 | 0 | 0.0% | |
| Auto Lieu of taxes | 0 | 0 | 0 | 0.0% | 124 PLNNG. & CMNTY. DVLPMN | 395,250 | 400,658 | 5,408 | 1.4% | |
| Licenses and permits | 70,000 | 60,000 | -10,000 | -14.3% | | | | | | |
| Economic Development | 90,000 | 108,304 | 18,304 | 20.3% | 136 BUILDING SAFETY | 99,359 | 110,348 | 10,989 | 11.1% | |
| Graham County Library support | 36,000 | 32,400 | -3,600 | -10.0% | 133 LIBRARY/GENERAL | 451,752 | 507,466 | 55,714 | 12.3% | |
| Recreational fees | 60,000 | 51,500 | -8,500 | -14.2% | 138 RECREATIONAL PROGRAM | 124,760 | 128,865 | 4,105 | 3.3% | |
| Boy's & Girl's club revenues | 0 | 0 | 0 | 0.0% | 139 BOYS AND GIRLS CLUB DIV | 130,000 | 0 | -130,000 | -100.0% | |
| Utility - General Gov Services | 974,892 | 963,461 | -11,431 | -1.2% | 141 POLICE CHIEF & ADMIN. | 585,249 | 606,675 | 21,426 | 3.7% | |
| Utility in lieu of Franchise tax | 825,000 | 800,000 | -25,000 | -3.0% | 142 CRIMINAL INVESTIGATION | 497,146 | 518,001 | 20,855 | 4.2% | |
| Rental income | 195,600 | 125,000 | -70,600 | -36.1% | 143 PATROL | 1,983,555 | 2,061,459 | 77,904 | 3.9% | |
| Interest on investments | 15,000 | 8,000 | -7,000 | -46.7% | 144 ANIMAL CONTROL | 133,156 | 133,380 | 224 | 0.2% | |
| Other revenues | 10,000 | 90,000 | 80,000 | 800.0% | 151 PUBLIC WORKS ADMIN. | 228,040 | 241,692 | 13,652 | 6.0% | |
| | | | | | 152 BUILDING & MAINTENANCE | 643,805 | 632,187 | -11,619 | -1.8% | |
| | | | | | 153 STREET LIGHTS | 80,000 | 80,000 | 0 | 0.0% | |
| Cemetery | 35,000 | 18,288 | -16,712 | -47.7% | | | | | | |
| | | | | | 155 PARKS | 643,805 | 654,153 | 10,348 | 1.6% | |
| Sanitation collections | 1,011,256 | 1,023,934 | 12,678 | 1.3% | 156 SANITATION | 1,104,947 | 1,095,406 | -9,541 | -0.9% | |
| Golf course revenues | 0 | 0 | 0 | 0.0% | 159 GOLF COURSE | 205,300 | 205,300 | 0 | 0.0% | |
| Fines and penalties | 89,400 | 60,000 | -29,400 | -32.9% | 160 CITY COURT | 198,606 | 216,623 | 18,017 | 9.1% | |
| Fire District | 334,184 | 337,653 | 3,469 | 1.0% | 170 FIRE DEPARTMENT | 594,292 | 676,712 | 82,420 | 13.9% | |
| SUBTOT GEN GOV RESOURCES | 10,124,303 | 10,308,532 | 184,229 | 1.8% | GEN GOV DEPARTMENT EXPEN | 9,877,814 | 10,010,411 | 132,596 | 1.3% | |
| | | | | | 115 CITY ATTORNEY | 67,065 | 67,065 | 0 | 0.0% | |
| | | | | | 124 PLNNG. & CMNTY. DVLPMN | 73,079 | 73,079 | 0 | 0.0% | |
| | | | | | 111 CITY COUNCIL (Walmart) | 0 | 0 | 0 | 0.0% | |
| GENERAL FUND DEBT SERVICE | 0 | 0 | | | GENERAL FUND DEBT SERVICE | 140,144 | 140,144 | 0 | 0.0% | |
| TOTAL GENERAL GOV RESOURCE | 10,124,303 | 10,308,532 | 184,229 | 1.8% | TOTAL GENERAL GOV EXPENS | 10,017,958 | 10,150,555 | 132,596 | 1.3% | 157,977 |
| Street .05 Tax (AFTER DEBT SERVI | 150,324 | 226,362 | 76,038 | 50.6% | 031 HIGHWAY USER FUND (Streets): | | | | | |
| .05 STREET TAX RESERVES | 100,000 | 55,000 | -45,000 | -45.0% | - Operations | 1,178,234 | 1,290,887 | 112,654 | 9.6% | |
| Street Patch TRANS IN and OTHER | 169,000 | 169,000 | 0 | 0.0% | - Capital Street Preservation | 175,000 | 150,000 | -25,000 | -14.3% | |
| Auto Lieu of taxes | 462,045 | 450,841 | -11,204 | -2.4% | - Capital Other | 65,000 | 226,000 | 161,000 | 247.7% | |
| HURF Federal - Graveyard Wash | | | | | | | | | | |
| HURF revenues | 609,695 | 683,136 | 73,441 | 12.0% | | | | | | |
| LTA revenues | 0 | 0 | 0 | 0.0% | | | | | | |
| Other (thatcher, etc) | 10,000 | 85,000 | 75,000 | 750.0% | | | | | | |
| .05 STREET SALES TAX DEBT SRV | 751,213 | 756,413 | 5,200 | 0.7% | STREET GADA DEBT SERVICE | 751,213 | 756,413 | 5,200 | 0.7% | |
| TOTAL STREETS RESOURCES: | 2,252,277 | 2,425,752 | 173,474 | 7.7% | TOTAL STREET EXPENDITURE | 2,169,447 | 2,423,300 | 253,853 | 11.7% | 2,452 |
| PROJECT MANAGEMENT GRANTS | 3,135,951 | 1,831,445 | -1,304,506 | -41.6% | 191 PROJECT MANAGEMENT | 3,311,337 | 1,903,800 | -1,407,537 | -42.5% | -72,356 |
| 071 LIBRARY TRUST: | 23,000 | 25,000 | 2,000 | 8.7% | 071 LIBRARY TRUST: | 23,000 | 25,000 | 2,000 | 8.7% | 0 |
| 132 LIBRARY SPECIAL GRANTS | 195,600 | 404,735 | 209,135 | 106.9% | 132 LIBRARY SPECIAL GRANTS | 195,600 | 416,885 | 221,285 | 113.1% | -12,150 |
| POLICE GRANTS | 603,545 | 435,364 | -168,181 | -27.9% | 146 POLICE GRANT DIVISION | 603,545 | 435,364 | -168,181 | -27.9% | 0 |
| AIRPORT GRANTS | 243,750 | 273,600 | 29,850 | 112.2% | 045 AIRPORT IMPROVEMENTS | 243,750 | 288,000 | 44,250 | 18.2% | -14,400 |
| AIRPORT OPERATIONS | 200,000 | 160,000 | -40,000 | -20.0% | 158 AIRPORT OPERATIONS | 112,406 | 88,770 | -23,636 | -21.0% | |
| | | | | | 158 AIRPORT DEBT SERVICE | 118,927 | 118,927 | 0 | 0.0% | -47,697 |
| TOTAL OTHER RESOURCES: | 4,401,846 | 3,130,144 | -1,271,702 | -28.9% | TOTAL OTHER EXPENDITURES | 4,608,565 | 3,276,746 | -1,331,819 | -28.9% | -146,603 |
| CONTINGENCY | 4,000,000 | 4,000,000 | 0 | 0.0% | | 4,000,000 | 4,000,000 | 0 | 0.0% | |
| TOTAL GOVERNMENTAL RESOURCE | 20,778,426 | 19,864,427 | -913,999 | -4.4% | TOTAL EXPENDITURES: | 20,795,970 | 19,850,601 | -945,369 | -4.5% | 13,826 |

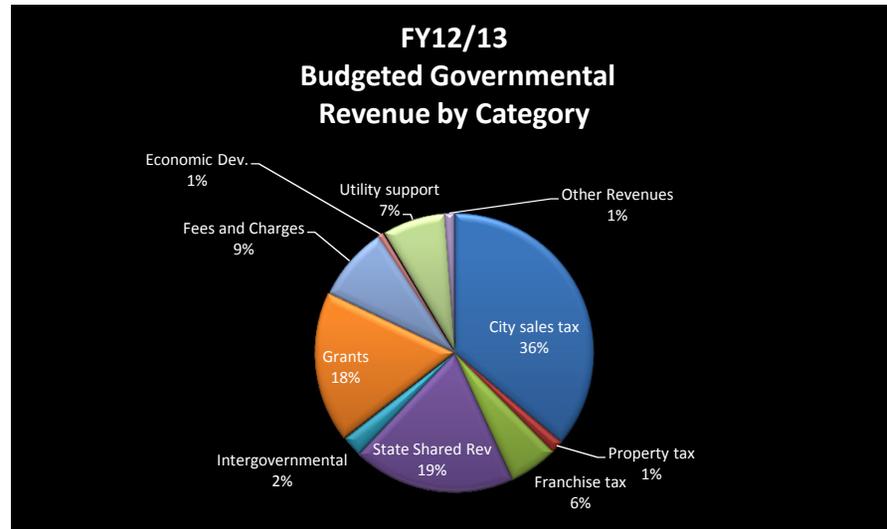
| | RESOURCES | 11-12 BUDGET | 12-13 BUDGET | RESOURCE BUDGET CHANGE | EXPENDITURES | 11-12 BUDGET | 12-13 BUDGET | EXPENDITURE BUDGET CHANGE | 12-13 OVER (UNDER) |
|--------------------------------------------|---------------------------|-------------------|-------------------|------------------------|-------------------------------|-------------------|-------------------|---------------------------|--------------------|
| Landfill | Rate Revenues | 1,047,000 | 914,000 | -133,000 | Operations | 1,004,283 | 1,017,643 | | |
| | Closure Revenues | 50,000 | 95,000 | 0 | Capital | 38,000 | 38,000 | | |
| | State Tire Haul | | 45,000 | | Closure Reserve | 50,000 | 95,000 | | |
| Rate Change | | 0 | 161,912 | | | | | | |
| Landfill tot | | 1,097,000 | 1,215,912 | 118,912 | | 1,092,283 | 1,150,643 | 58,360 | 65,270 |
| Water | Rate Revenues | 4,334,000 | 4,669,000 | 335,000 | Operations | 3,412,070 | 3,793,372 | | |
| | Install fees | 100,000 | 50,000 | -50,000 | Debt Service | 772,056 | 772,056 | | |
| | Other | 50,000 | 50,000 | 0 | Capital | 1,936,500 | 4,852,000 | | |
| FAA & RD & COLONIAS GR | Grants | | 3,370,000 | 3,370,000 | | | | | |
| Impact Fee Reserves | Bonita Line Upgrade | 1,668,000 | 1,180,000 | -488,000 | | | | | |
| water rate study | | 0 | 116,725 | 116,725 | | | | | |
| Water tot | | 6,152,000 | 9,435,725 | 3,283,725 | | 6,120,626 | 9,417,428 | 3,296,802 | 18,297 |
| WasteWater | Rate Revenues | 2,401,158 | 2,411,275 | 10,117 | Operations | 1,016,728 | 1,076,696 | | |
| | Install fees | 10,000 | 10,000 | 0 | Debt Service | 137,942 | 137,942 | | |
| | Other | 10,000 | 10,000 | 0 | Capital | 161,000 | 150,000 | | |
| | Carry Over project | | 50,000 | 50,000 | subtotal | 1,315,670 | 1,364,638 | 48,968 | |
| | | | | 0 | | | | | |
| | | | | 0 | Treatment Plant Operations | 890,277 | 895,826 | | |
| Treatment Plant Debt Relief | | 1,400,000 | 1,400,000 | 0 | Treatment Plant Debt Servi | 1,400,000 | 1,400,000 | | |
| Fed Appropriation debt relief | | 0 | 0 | 0 | Treatment Plant Capital | 380,000 | 535,000 | | |
| Impact Fee Reserves | BELT PRESS | 280,000 | 280,000 | 0 | subtotal | 2,670,277 | 2,830,826 | 160,549 | |
| WIFA TECH GRANT | | | 40,000 | 40,000 | | | | | |
| WasteWater tot | | 4,101,158 | 4,201,275 | 100,117 | | 3,985,946 | 4,195,464 | 209,517 | 5,811 |
| Gas | FUEL COST ADJ | 1,442,000 | 1,301,000 | -141,000 | Purchased Gas | 1,370,000 | 1,144,000 | | |
| | Rate Revenues | 1,539,000 | 1,666,000 | 127,000 | Operations | 1,457,485 | 1,484,504 | | |
| | | | | 0 | Debt Service | | | | |
| | | | | 0 | Capital | 130,000 | 335,000 | | |
| | | | | 0 | | | | | |
| Gas tot | | 2,981,000 | 2,967,000 | -14,000 | | 2,957,485 | 2,963,504 | 6,019 | 3,496 |
| Electric | Rate Revenues | 8,559,981 | 8,424,000 | -135,981 | Purchased Power | 4,080,506 | 4,074,100 | | |
| | Install fees | 30,000 | 30,000 | 0 | Operations | 2,177,099 | 2,164,367 | | |
| includes \$136,400 Co-op mat | Other(Pole attach, ii | 187,000 | 40,000 | -147,000 | Debt Service | 242,769 | 243,168 | | |
| | Reserves | 40,000 | | -40,000 | Capital | 2,428,100 | 2,004,500 | | |
| | GADA | 120,000 | | -120,000 | | | | | |
| Electric tot | | 8,936,981 | 8,494,000 | -442,981 | | 8,928,473 | 8,486,135 | -442,338 | 7,865 |
| Subtotal STANDARD UTILITY RESOURCES | | 23,268,139 | 26,313,912 | 3,045,773 | Subtotal UTILITY DEPAR | 23,084,813 | 26,213,173 | 3,128,360 | 100,739 |
| CONTINGENCY | | 3,000,000 | 3,000,000 | | | 3,000,000 | 3,000,000 | | |
| Total Utility Summary | | 26,268,139 | 29,313,912 | 3,045,773 | | 26,084,813 | 29,213,173 | 3,128,360 | 100,739 |
| Total From Governmental Summary | | 20,778,426 | 19,864,427 | -913,999 | | 20,766,940 | 19,850,601 | -916,339 | 13,826 |
| City of Safford Budget Total | | 47,046,565 | 49,178,339 | 2,131,774 | | 46,851,754 | 49,063,774 | 2,212,021 | 114,565 |

BUDGET AMOUNT 49,063,774

FY12/13 City of Safford Budgeted Governmental Revenue by Category:

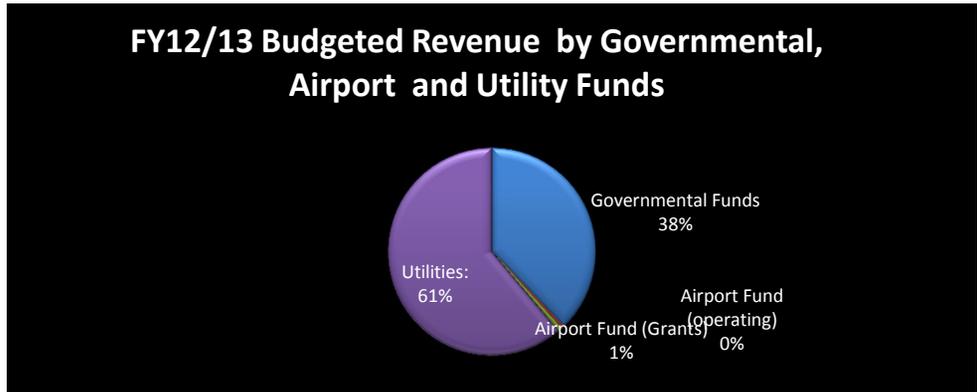
| | Budgeted Revenue for FY 12/13: |
|-----------------------------------------------|--------------------------------|
| City sales tax | 4,777,000 |
| Contra account - Bed tax payments | -216,608 |
| Contra account - Revenue Share Agreements | 0 |
| City sales tax - debt streets (.05% increase) | 982,775 |
| General property tax | 227,543 |
| Franchise tax | 65,000 |
| Utility in lieu of Franchise tax | 800,000 |
| State shared sales taxes | 799,911 |
| State shared income taxes | 977,148 |
| Auto Lieu of taxes | 450,841 |
| HURF revenues (Streets) | 683,136 |
| LTAf revenues (Streets) | 0 |
| Fire District | 337,653 |
| Graham County Library Support | 32,400 |
| Police grants & donations | 435,364 |
| Library grants & donations | 404,735 |
| Library Trust | 25,000 |
| Path System Phases 6 and 7 | 410,883 |
| 20th Avenue Relation to Golf Course Rd | 601,591 |
| Main Street Traffic Signals - Design | 120,000 |
| Main Street Traffic Signals - Construction | 600,000 |
| Main Street Improvements | 98,971 |
| Licenses and permits | 60,000 |
| Cemetery | 18,288 |
| Sanitation collections | 1,023,934 |
| Recreational fees | 51,500 |
| Fines and penalties | 60,000 |
| Rental income | 125,000 |
| Economic Development | 108,304 |
| Utility / General Government Services | 963,461 |
| Utility / Transfer in for street patching | 169,000 |
| Interest on investments | 8,000 |
| Other revenue | 175,000 |
| Total Governmental Revenues: | 15,375,830 |

| FY12/13 Budgeted Revenue by Category | % to Total by Category: |
|--------------------------------------|---------------------------|
| City sales tax | 5,543,167 36.05% |
| Property tax | 227,543 1.48% |
| Franchise tax | 865,000 5.63% |
| State Shared Rev | 2,911,036 18.93% |
| Intergovernmental | 370,053 2.41% |
| Grants | 2,696,544 17.54% |
| Fees and Charges | 1,338,722 8.71% |
| Economic Dev. | 108,304 0.70% |
| Utility support | 1,132,461 7.37% |
| Other Revenues | 183,000 1.19% |
| Total | 15,375,830 100.00% |

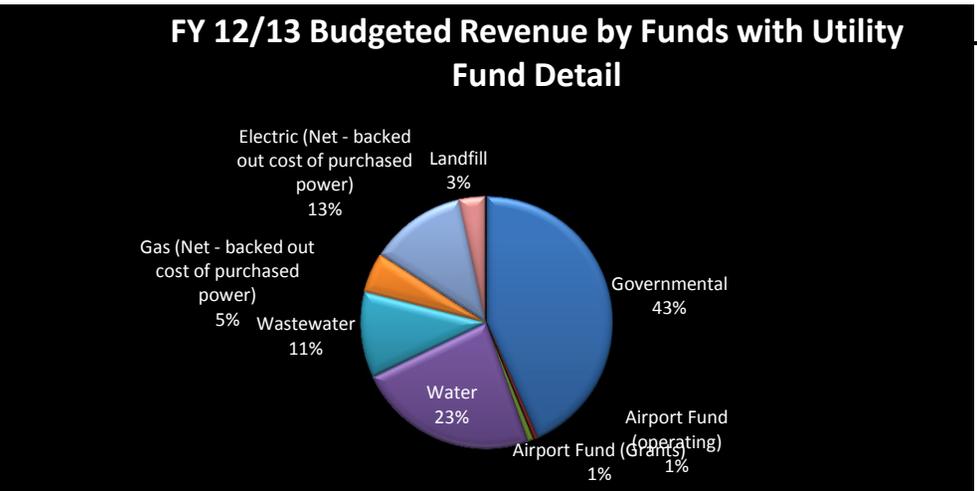


FY12/13 City of Safford Budgeted Revenue by Governmental, Airport and Utility Funds

| | Budgeted Revenue by Governmental, Utility and Airport Funds FY 12/13 | % to Total by Category: |
|--------------------------|----------------------------------------------------------------------|-------------------------|
| Governmental Funds | 15,375,830.00 | 37.81% |
| Airport Fund (operating) | 160,000.00 | 0.39% |
| Airport Fund (Grants) | 273,600.00 | 0.67% |
| Utilities: | 24,853,912.00 | 61.12% |
| Total: | 40,663,342.00 | 100.00% |



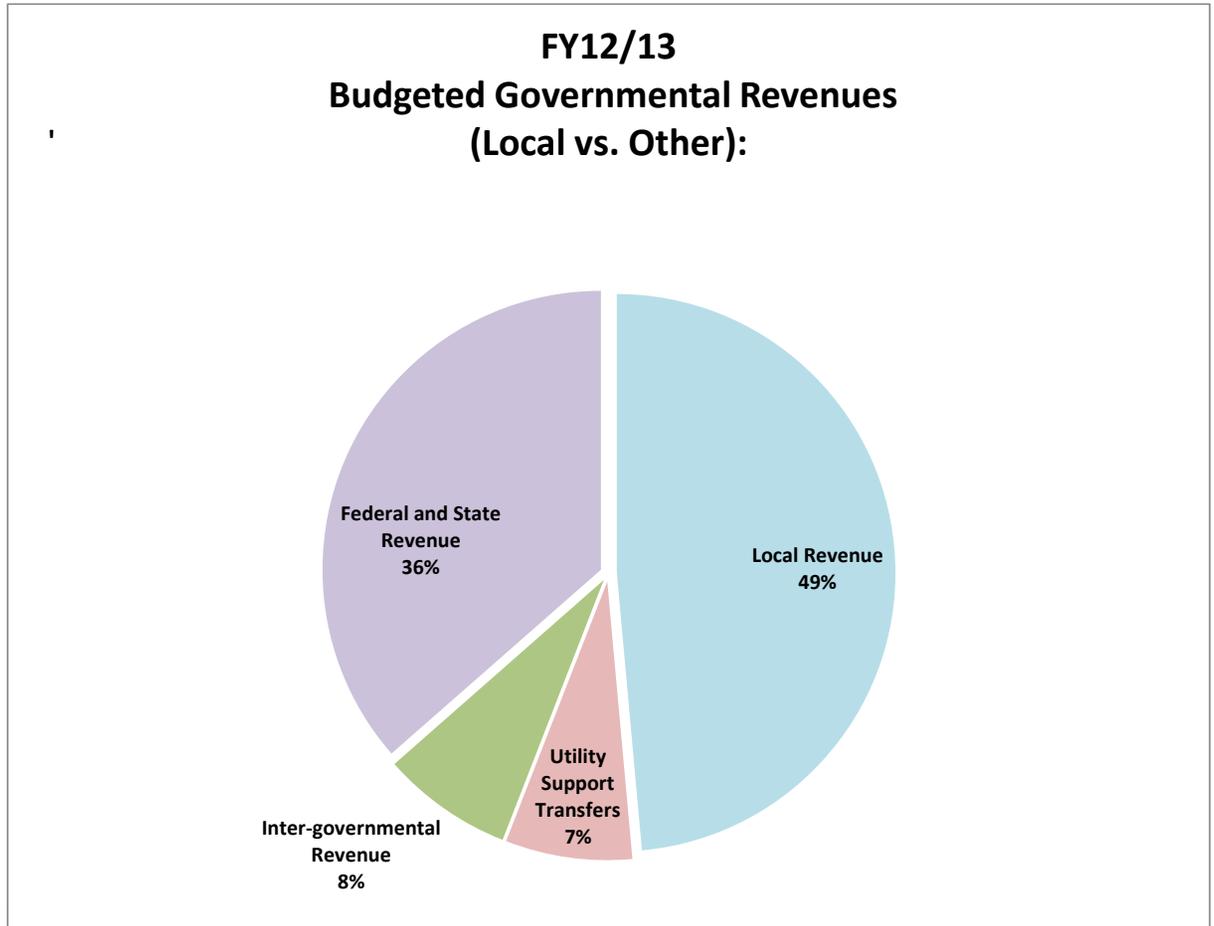
| | Budgeted Revenue by Funds with Utility Fund Detail FY12/13 | % to Total by Category: |
|-----------------------------------------------------|------------------------------------------------------------|-------------------------|
| Governmental | 15,375,830 | 43.38% |
| Airport Fund (operating) | 160,000 | 0.45% |
| Airport Fund (Grants) | 273,600 | 0.77% |
| Water | 8,255,725 | 23.29% |
| Wastewater | 3,921,275 | 11.06% |
| Gas (Net - backed out cost of purchased power) | 1,823,000 | 5.14% |
| Electric (Net - backed out cost of purchased power) | 4,419,900 | 12.47% |
| Landfill | 1,215,912 | 3.43% |
| Total: | 35,445,242 | 100.00% |



FY 12/13 City of Safford Governmental Revenue by Category - Local vs Other:

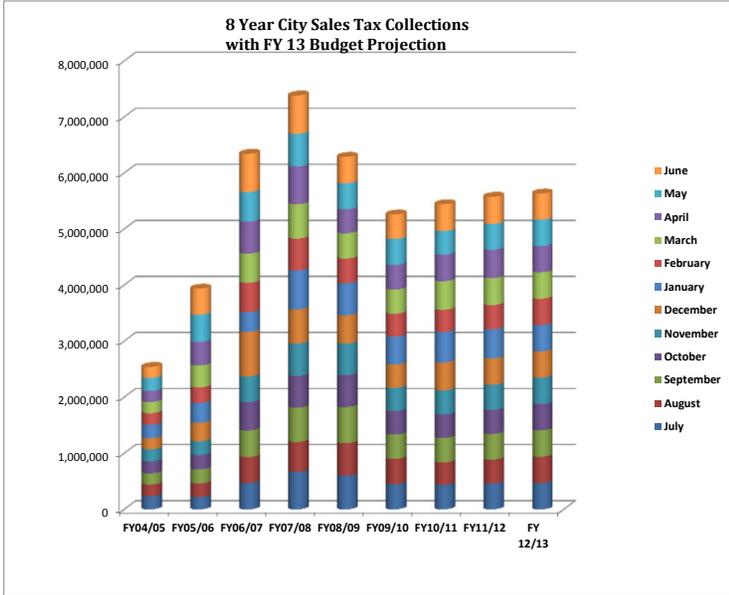
| | 12/13 Budget |
|-------------------------------------------------|-------------------|
| City sales tax | 4,777,000 |
| Contra account - Bed tax payments | -216,608 |
| Contra account - Revenue Share Agreements | 0 |
| City sales tax - street renewal (.05% increase) | 982,775 |
| General property tax | 227,543 |
| Franchise tax | 65,000 |
| Licenses and permits | 60,000 |
| Cemetery | 18,288 |
| Sanitation collections | 1,023,934 |
| Recreational fees | 51,500 |
| Fines and penalties | 60,000 |
| Interest on investments | 8,000 |
| Rental income | 125,000 |
| Economic Development | 108,304 |
| Other revenue | 175,000 |
| Utility / General Government Services | 963,461 |
| Utility/Trans in for Street patching | 169,000 |
| Graham County Library support | 32,400 |
| Fire District | 337,653 |
| Utility in lieu of Franchise tax | 800,000 |
| Police grants & donations | 435,364 |
| Library grants & donations | 404,735 |
| Library Trust | 25,000 |
| Path System Phases 6 & 7 | 410,883 |
| 20th Avenue Relation to Golf Course Road | 601,591 |
| Main Street Traffic Signals Design | 120,000 |
| Main Street Traffic Signals Construction | 600,000 |
| Main Street Improvements | 98,971 |
| HURF revenues (streets) | 683,136 |
| State shared sales taxes | 799,911 |
| State shared income taxes | 977,148 |
| Auto Lieu of taxes | 450,841 |
| Total Governmental Revenues | 15,375,830 |

| FY12/13 Budgeted Revenues (Local vs. Other) | | | | |
|---------------------------------------------|---------------------------|----------------------------|---------------------------|----------------------------|
| Local Revenue | Utility Support Transfers | Inter-governmental Revenue | Federal and State Revenue | Total Governmental Revenue |
| 7,465,736 | 1,132,461 | 1,170,053 | 5,607,580 | 15,375,830 |
| 48.56% | 7.37% | 7.61% | 36.47% | 100.00% |



8 Year History of City Sales Tax Collections Reported by Arizona Department of Revenue:

| | FY04/05 | FY05/06 | FY06/07 | FY07/08 | FY08/09 | FY09/10 | FY10/11 | FY11/12 | Budget FY 12/13 | % Over (Under) | | | | | | | |
|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|--------------------|----------------|-------------|-------------|-------------|------------|-------------|-------------|------------|
| | | | | | | | | | | FY 04/05 to | FY 05/06 to | FY 06/07 to | FY 07/08 to | FY08/09 to | FY 09/10 to | FY 10/11 to | FY11/12 to |
| | | | | | | | | | | FY 05/06 | FY 06/07 | FY 07/08 | FY 08/09 | FY 09/10 | FY 10/11 | Budget | |
| July | 232,025 | 220,991 | 470,167 | 668,364 | 601,587 | 446,972 | 437,953 | 459,968 | 469,551 | -4.76% | 112.75% | 42.15% | -9.99% | -25.70% | -2.02% | 5.03% | |
| August | 211,610 | 240,068 | 463,211 | 534,017 | 578,971 | 453,739 | 398,493 | 428,667 | 469,551 | 0.00% | 92.95% | 15.29% | 8.42% | -21.63% | -12.18% | 7.57% | |
| September | 199,280 | 252,053 | 472,712 | 611,170 | 644,202 | 432,995 | 436,432 | 456,637 | 469,551 | 26.48% | 87.54% | 29.29% | 5.40% | -32.79% | 0.79% | 4.63% | |
| October | 211,616 | 258,080 | 508,610 | 566,514 | 568,901 | 420,347 | 418,464 | 430,316 | 469,551 | 21.96% | 97.07% | 11.38% | 0.42% | -26.11% | -0.45% | 2.83% | |
| November | 216,672 | 243,237 | 455,046 | 577,720 | 563,057 | 413,395 | 431,375 | 443,827 | 469,551 | 12.26% | 87.08% | 26.96% | -2.54% | -26.58% | 4.35% | 2.89% | |
| December | 197,112 | 330,606 | 796,467 | 607,074 | 503,828 | 414,636 | 496,414 | 471,096 | 469,551 | 67.72% | 140.91% | -23.78% | -17.01% | -17.70% | 19.72% | -5.10% | |
| January | 239,589 | 353,550 | 350,706 | 692,102 | 571,283 | 500,290 | 543,802 | 521,558 | 469,551 | 47.57% | -0.80% | 97.35% | -17.46% | -12.43% | 8.70% | -4.09% | |
| February | 208,993 | 275,618 | 522,497 | 571,806 | 440,659 | 406,612 | 394,140 | 430,077 | 469,551 | 31.88% | 89.57% | 9.44% | -22.94% | -7.73% | -3.07% | 9.12% | |
| March | 198,625 | 392,223 | 521,021 | 613,114 | 450,938 | 430,156 | 509,715 | 480,843 | 469,551 | 97.47% | 32.84% | 17.68% | -26.45% | -4.61% | 18.50% | -5.66% | |
| April | 198,409 | 417,675 | 572,136 | 675,600 | 429,168 | 438,640 | 475,136 | 506,091 | 469,551 | 110.51% | 36.98% | 18.08% | -36.48% | 2.21% | 8.32% | 6.51% | |
| May | 228,931 | 488,127 | 525,947 | 582,020 | 462,804 | 465,093 | 420,657 | 459,811 | 469,551 | 113.22% | 7.75% | 10.66% | -20.48% | 0.49% | -9.55% | 9.31% | |
| June | 197,423 | 464,181 | 683,972 | 685,532 | 474,549 | 437,799 | 480,252 | 488,028 | 469,551 | 135.12% | 47.35% | 0.23% | -30.78% | -7.74% | 9.70% | 1.62% | |
| | 2,540,285 | 3,936,409 | 6,342,492 | 7,385,033 | 6,289,947 | 5,260,674 | 5,442,833 | 5,576,919 | 5,759,775 | 54.96% | 61.12% | 16.44% | -14.83% | -16.36% | 3.46% | 2.46% | 3.28% |



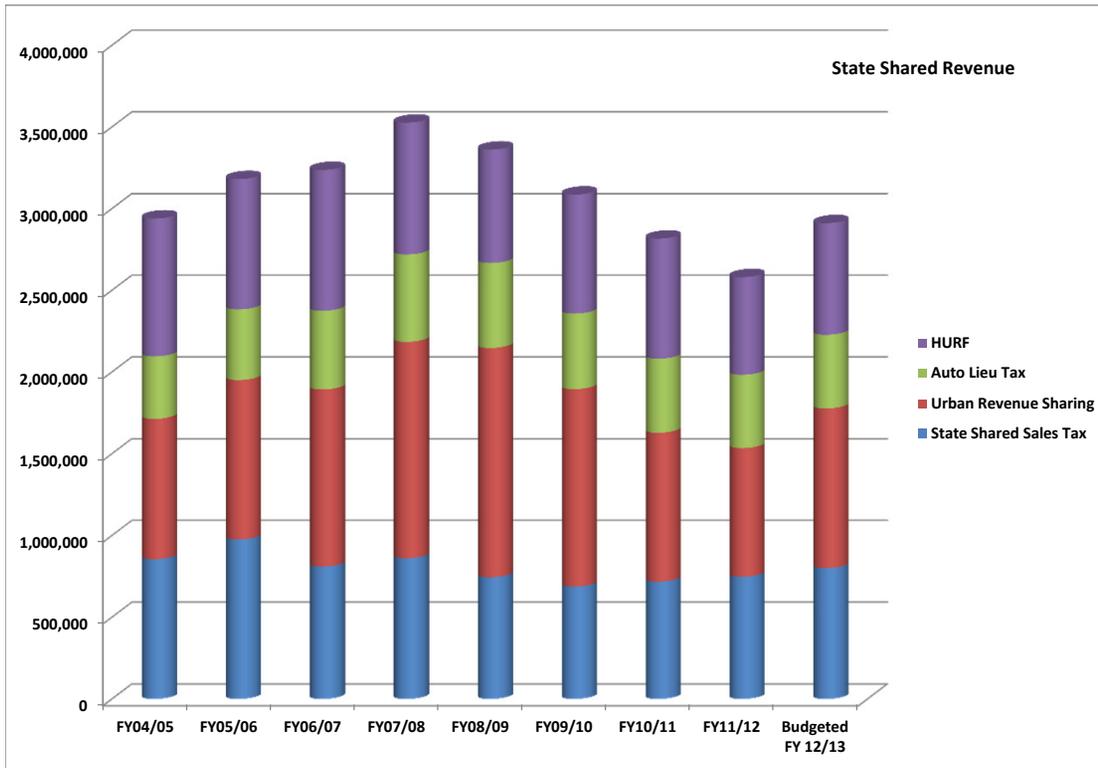
Note:

- FY 05/06 City sales tax 2.00% to 2.50% - 11/01/05
- FY 05/06 Wal-Mart grand opening end 3/2006
- FY 06/07 Construction tax 2.50% to 4.00% - 12/01/06
- FY 06/07 Bed tax rate 3% to 5% - 4/01/07
- FY 10/11 Construction tax 4.00% to 2.50% - 5/01/11

8 Year History of State Shared Revenue:

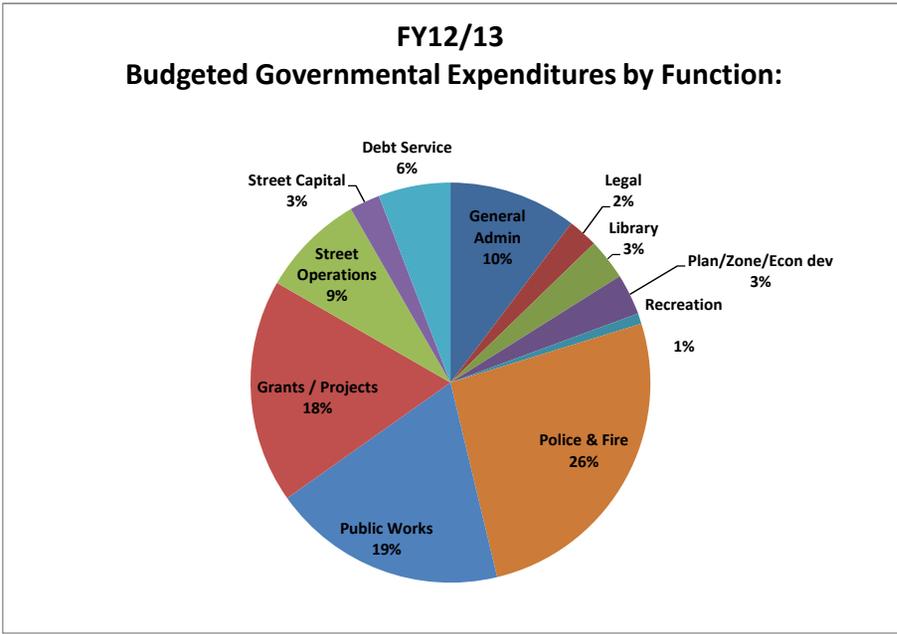
| | FY04/05 | FY05/06 | FY06/07 | FY07/08 | FY08/09 | FY09/10 | FY10/11 | FY11/12 | Budgeted FY 12/13 |
|------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|----------------------|
| State Shared Sales Tax | 855,255 | 976,096 | 809,594 | 860,221 | 744,711 | 686,888 | 717,425 | 747,490 | 799,911 |
| Urban Revenue Sharing | 858,456 | 974,640 | 1,083,890 | 1,324,344 | 1,402,617 | 1,208,474 | 911,035 | 787,339 | 977,146 |
| Auto Lieu Tax | 382,091 | 433,023 | 481,358 | 535,243 | 520,180 | 462,433 | 453,089 | 448,264 | 450,841 |
| HURF | 843,534 | 797,133 | 861,994 | 806,535 | 694,006 | 728,161 | 734,617 | 597,547 | 683,136 |
| | 2,939,336 | 3,180,892 | 3,236,836 | 3,526,343 | 3,361,514 | 3,085,956 | 2,816,166 | 2,580,640 | 2,911,034 |

| % Over (Under) | | | | | | | |
|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| 04/05 to 05/06 | 05/06 to 06/07 | 06/07 to 07/08 | 07/08 to 08/09 | 08/09 to 09/10 | 09/10 to 10/11 | 10/11 TO 11/12 | 11/12 TO Budget |
| 14.13% | -17.06% | 6.25% | -13.43% | -7.76% | 4.45% | 4.19% | 7.01% |
| 13.53% | 11.21% | 22.18% | 5.91% | -13.84% | -24.61% | -13.58% | 24.11% |
| 13.33% | 11.16% | 11.19% | -2.81% | -11.10% | -2.02% | -1.06% | 0.57% |
| -5.50% | 8.14% | -6.43% | -13.95% | 4.92% | 0.89% | -18.66% | 14.32% |
| 8.22% | 1.76% | 8.94% | -4.67% | -8.20% | -8.74% | -8.36% | 12.80% |



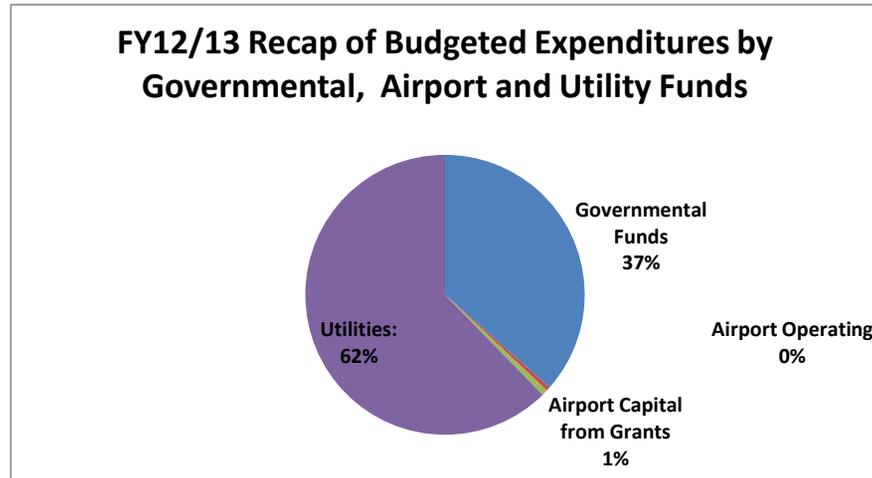
FY 12/13 City of Safford Budgeted Governmental Expenditures by Function:

| | FY12/13 Budgeted Governmental Expenditures by Function: | | FY12/13 Budgeted Governmental Expenditures by Function: | % to Total by Function: |
|--------------------------------------------------|---------------------------------------------------------------------|-------------------------|---------------------------------------------------------------------|-------------------------------|
| Council | 341,835 | General Admin | 1,589,236 | 10.35% |
| Manager | 274,938 | Legal | 368,873 | 2.40% |
| HR | 253,469 | Library | 507,466 | 3.30% |
| Clerk | 245,124 | Plan/Zone/Econ dev | 511,006 | 3.33% |
| Finance | 473,870 | Recreation/Boys & Girls | 128,865 | 0.84% |
| Attorney | 152,250 | Police & Fire | 3,996,227 | 26.03% |
| Courts | 216,623 | Public Works | 2,908,738 | 18.94% |
| Library Operations | 507,466 | Grants / Projects | 2,781,049 | 18.11% |
| Planning & Community Development | 400,658 | Street Operations | 1,290,887 | 8.41% |
| Building Safety (inspections) | 110,348 | Street Capital | 376,000 | 2.45% |
| Recreation Programs | 128,865 | Debt Service | 896,557 | 5.84% |
| Boys & Girls Club (moved budget to Council FY13) | 0 | | | |
| Police Admin | 606,675 | | 15,354,904 | 100.00% |
| Police Criminal Investigations | 518,001 | | | |
| Police Patrol | 2,061,459 | | | |
| Animal Control | 133,380 | | | |
| Fire Department | 676,712 | | | |
| Public Works - Admin | 241,692 | | | |
| PW - Building Maintenance | 632,187 | | | |
| PW - Street Lights | 80,000 | | | |
| PW - Cemetery (moved budget to Parks FY12) | 0 | | | |
| PW - Parks | 654,153 | | | |
| PW - Sanitation | 1,095,406 | | | |
| PW - Golf Course | 205,300 | | | |
| Police grants & donations | 435,364 | | | |
| Library grants & donations | 416,885 | | | |
| Library Trust | 25,000 | | | |
| Path System Phases 6 and 7 | 441,000 | | | |
| 20th Avenue Relation to Golf Course Rd | 638,881 | | | |
| Main Street Traffic Signals - Design | 120,000 | | | |
| Main Street Traffic Signals - Construction | 600,000 | | | |
| Main Street Improvements | 103,919 | | | |
| Street Operations | 1,290,887 | | | |
| Street Capital | 376,000 | | | |
| Governmental Debt Service | 896,557 | | | |
| Total Governmental Expenditures: | 15,354,904 | | | |

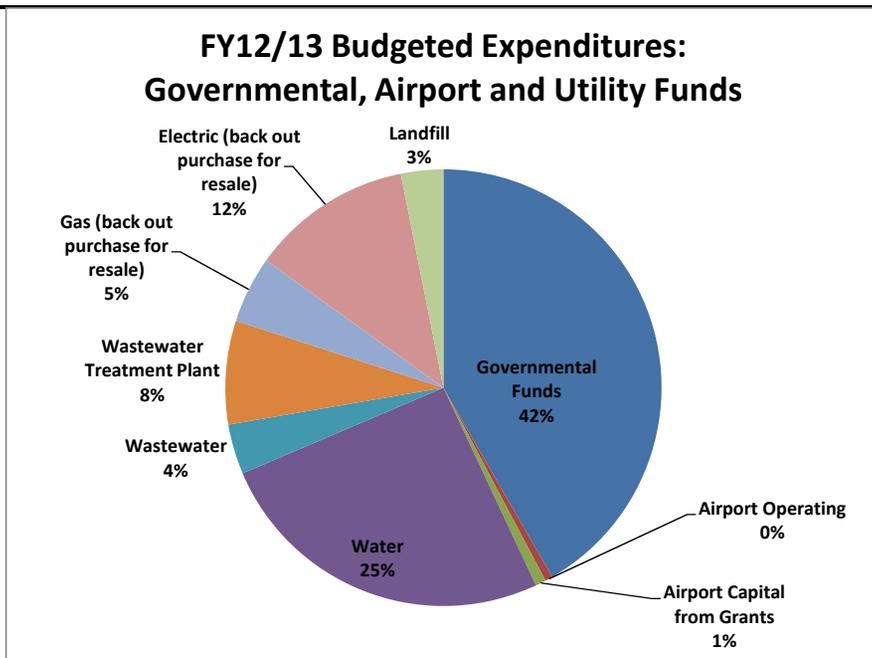


City of Safford FY12/13 Budgeted Expenditures: Governmental, Airport and Utility Funds

| | FY12/13 Recap of Budgeted Expenditures by Governmental, Airport and Utility Funds | % to Total by Category: |
|-----------------------------|-----------------------------------------------------------------------------------|-------------------------|
| Governmental Funds | 15,354,904 | 36.50% |
| Airport Operating | 207,697 | 0.49% |
| Airport Capital from Grants | 288,000 | 0.68% |
| Utilities: | 26,213,173 | 62.32% |
| Total: | 42,063,774 | 100.00% |

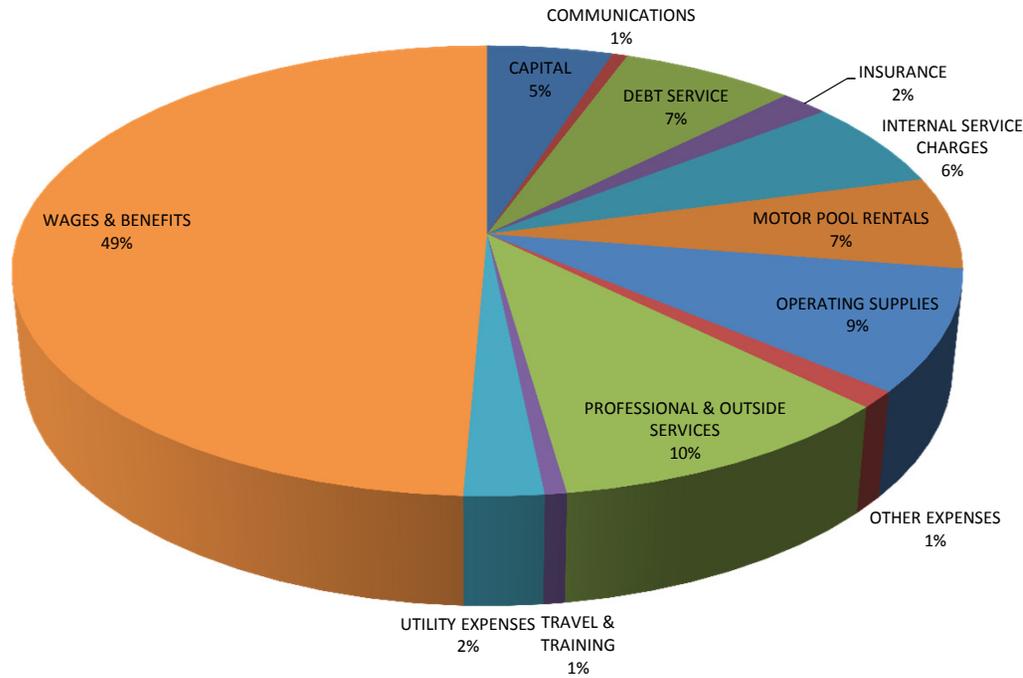


| | FY12/13 Budgeted Expenditures: Governmental, Airport and Utility Funds | % to Total by Category: |
|-----------------------------------------|------------------------------------------------------------------------|-------------------------|
| Governmental Funds | 15,354,904 | 41.67% |
| Airport Operating | 207,697 | 0.56% |
| Airport Capital from Grants | 288,000 | 0.78% |
| Water | 9,417,428 | 25.56% |
| Wastewater | 1,364,638 | 3.70% |
| Wastewater Treatment Plant | 2,830,826 | 7.68% |
| Gas (back out purchase for resale) | 1,819,504 | 4.94% |
| Electric (back out purchase for resale) | 4,412,035 | 11.97% |
| Landfill | 1,150,643 | 3.12% |
| Total: | 36,845,675 | 100.00% |



(Note: Budgeted purchased Gas power \$ 1,144,000 and budgeted purchased Electric power \$ 4,074,100)

**FY 12-13 Budgeted Governmental Expense
by Object Class
Excluding Airport & Grant Capital**



| | | |
|---------------------------------|---------------------|----------------|
| CAPITAL | \$651,869 | 5.01% |
| COMMUNICATIONS | \$78,813 | 0.61% |
| DEBT SERVICE | \$901,557 | 6.93% |
| INSURANCE | \$250,100 | 1.92% |
| INTERNAL SERVICE CHARGES | \$825,007 | 6.34% |
| MOTOR POOL RENTALS | \$865,134 | 6.65% |
| OPERATING SUPPLIES | \$1,129,041 | 8.68% |
| OTHER EXPENSES | \$154,545 | 1.19% |
| PROFESSIONAL & OUTSIDE SERVICES | \$1,352,184 | 10.39% |
| TRAVEL & TRAINING | \$82,730 | 0.64% |
| UTILITY EXPENSES | \$302,200 | 2.32% |
| WAGES & BENEFITS | \$6,416,039 | 49.32% |
| TOTAL | \$13,009,219 | 100.00% |

City of Safford Budget FY 2012-2013

DEPARTMENT: **10 CITY COUNCIL**
 FUND: **GENERAL FUND**
 DIVISION: **111 CITY COUNCIL**

| OBJECT | FY 11-12 BUDGET | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 55,200 | 55,200 | 0.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 67,800 | 63,000 | -7.08% |
| 63100 UTILITIES EXPENSE | 20,000 | 32,000 | 60.00% (1) |
| 64100 OUTSIDE SERVICES | 40,000 | 5,000 | -87.50% (2) |
| 66100 INSURANCE EXPENSE | 60,000 | 60,000 | 0.00% |
| 66200 COMMUNICATIONS | 3,000 | 3,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 9,500 | 9,500 | 0.00% |
| 66900 DUES & SUBS | 12,500 | 15,000 | 20.00% |
| 67000 SUPPLIES | 1,582 | 2,000 | 26.42% |
| 68133 I.T./COMM | 18,850 | 18,635 | -1.14% |
| 69100 OTHER EXPENSE | 49,400 | 78,500 | 58.91% |
| | 337,832 | 341,835 | 1.18% |

(1)SAFE HOUSE \$20,000 - **B&G \$12,000**

(2)WEB DESIGN & IMPLEMENTATION

| 69100 OTHER EXPENSE | FY 11-12 | FY 12-13 |
|--------------------------------------------|---------------|---------------|
| Pride of Safford | 4,400 | 4,400 |
| Community Foundation | 17,500 | 17,500 |
| Safe House | 7,000 | 7,000 |
| Gila Valley Boys & Girls Club | | 20,000 |
| Boys & Girls Club Lease Payment | | 9,600 |
| 4th july | 5,000 | 5,000 |
| facade grant | 10,000 | 10,000 |
| misc contr | 0 | 0 |
| parking lot (J warren) | 500 | 0 |
| contingency | 5,000 | 5,000 |
| | 49,400 | 78,500 |

City of Safford Budget FY 2012-2013

DEPARTMENT: **13 CITY MGR**
 FUND: **GENERAL FUND**
 DIVISION: **113 CITY MANAGER**

| OBJECT | FY 11-12 BUDGET | YTD - JUNE 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|---------------------------------|--------------------|--------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 166,100 | 166,696 | 100.4% | 166,600 | 0.30% |
| 61200 PER. SVC. - EMPL. BNFTS. | 48,000 | 43,868 | 91.4% | 45,600 | -5.00% |
| 61300 PER. SVC. - NON CASH BENE | 6,000 | 6,025 | 100.4% | 6,000 | 0.00% |
| 61400 RETIREMENT SUBSIDY | 10,500 | 10,401 | 0.0% | 10,500 | 0.00% |
| 66200 COMMUNICATIONS | 1,650 | 1,625 | 98.5% | 1,800 | 9.09% |
| 66500 TRAVEL | 9,000 | 14,532 | 161.5% | 9,000 | 0.00% |
| 66900 DUES & SUBS | 11,000 | 5,882 | 53.5% | 7,500 | -31.82% |
| 67000 SUPPLIES | 6,572 | 5,324 | 81.0% | 6,600 | 0.43% |
| 68133 I.T./COMM | 18,360 | 18,360 | 100.0% | 18,338 | -0.12% |
| 68136 GIS | 5,521 | 5,520 | 100.0% | 0 | -100.00% |
| 69100 OTHER EXPENSE | 3,000 | 664 | 22.1% | 3,000 | 0.00% |
| | 285,703 | 278,897 | 97.6% | 274,938 | -3.77% |

2 FTE POSITIONS

CITY MANAGER
 EXECUTIVE SECRETARY CITY MGR

2 Retirement Subsidy

**OFFICE OF THE CITY MANAGER
MANAGER: DAVID KINCAID**

MISSION STATEMENT:

The City Manager's office provides organizational leadership, planning and coordination to the city staff and its management team so the quality of life of citizens is preserved through services and management practices delivered in a supportive environment and according to the City's strategic goals and policies adopted by the City Council.

MAJOR ACCOMPLISHMENTS – FY 2011-2012

- Reorganization of staff assignments that create greater efficiencies and accountability.
- Met with Arizona Department of Revenue to share our concerns and enter into long-term dialog over reporting and receipt of our local tax dollars.
- Continued to closely monitor expenditures and adjust as necessary to provide effective services for our citizens.
- Provide City Council an accurate overview of the fiscal and operational status of the City, highlighting policy issues and decisions and any proposed changes in service levels.
- Review internal process related to managing citizen inquiries to ensure effectiveness.
- Identify and support potential new revenue sources.

INITIATIVES FY 2012-2013:

- Provide the City Council with timely, accurate and complete information and recommendations enabling them to set policy and guide the City effectively.
- Provide timely resolution to citizen inquiries.
- Ensure implementation and on-going monitoring of departmental performance measures, including accountability actions.

SIGNIFICANT CHANGES FY 2012-2013:

- Staff will continue to seek ways to reduce expenditures, increase revenues and improve efficiencies to achieve a balanced financial plan.

- The office of the City Manager Department is funded as follows:

| Funding Source | Amount | % of Funding |
|----------------|---------------------|--------------|
| General Fund | See attached detail | 100% |

- The office of the City Manager Department has the following authorized positions:

| FY 2011/2012 | FY 2012-2013 |
|---------------------|---------------------|
| 2 Positions | 2 Positions |
| City Manager | City Manager |
| Executive Secretary | Executive Secretary |

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

14 HUMAN RESOURCES
GENERAL FUND
114 HUMAN RESOURCE DIVISION

| OBJECT | FY 11-12 BUDGET | YTD -JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 125,228 | 125,752 | 100.4% | 107,100 | -14.48% |
| 61200 PER. SVC. - EMPL. BNFTS. | 93,308 | 53,478 | 57.3% | 65,300 | -30.02% (1) |
| 61400 RETIREMENT INS SUB | 0 | 0 | 0.0% | 2,650 | 100.00% |
| 61500 CONTRACT EMPLOY. | 0 | 0 | 0.0% | 39,700 | 100.00% |
| 62100 PROFESSIONAL SERVI | 0 | 0 | 0.0% | 0 | 0.00% (2) |
| 66200 COMMUNICATIONS | 400 | 789.45 | 197.4% | 400 | 0.00% |
| 66500 TRAVEL | 1,200 | 1,185.42 | 98.8% | 1,200 | 0.00% |
| 66900 DUES & SUBS | 1,500 | 1,576.02 | 105.1% | 2,000 | 33.33% |
| 67000 SUPPLIES | 1,623 | 842.91 | 51.9% | 2,000 | 23.23% |
| 68133 I.T./COMM | 28,080 | 28,080.00 | 100.0% | 29,119 | 3.70% |
| 69100 OTHER EXPENSE | 4,000 | 3,658.85 | 91.5% | 4,000 | 0.00% |
| 70000 CAPITAL OUTLAY | 0 | 0 | 0.0% | 0 | 0.00% |
| | 255,339 | 215,362 | 84.3% | 253,469 | -0.73% |

SALARIES = 2 FTE

HUMAN RESOURCES DIRECTOR
HUMAN RESOURCES SPECIALIST

(1) Benefits include **\$30,000** unemployment (city wide) reduced from \$50,000

(2) Insurance review per Council Request (not due till 2015)

OFFICE OF HUMAN RESOURCES
HR DIRECTOR: CHRISTINE FISHER
HR SPECIALIST: TAMMY BATTRAW

DEPARTMENT SERVICES

The office of Human Resources provides the following core services:

- COMPENSATION & CLASSIFICATION
- BENEFITS ADMINISTRATION
- RECRUITMENT & SELECTION
- EMPLOYEE RELATIONS (Training Development, Safety, Policies, Discipline, Evaluations)
- COMPLIANCE (Federal & State Laws)

MAJOR ACCOMPLISHMENTS FY11/12:

- Total of 35 employees participated in two (2) sessions of the LEAD Program for succession development planning.
- Total of 52 employees completed courses with a total of 287 courses taken at the Safford Library Training Center for employee training development.
- Implemented changes to retiree health insurance subsidy program effective 7/1/11 as adopted by City Council 5/23/11.
- Implemented changes to Smartworksplus program effective 7/1/11 as adopted by City Council 5/23/11.
- Developed and implemented procedures for Fire Department hiring process.
- Assisted in implementation of Training Approval Form on SharePoint.
- Assisted in automation of firefighter's insurance billing.
- Participated in decision to outsource GIS including coordination with Graham County to ensure a smooth transition and provide training to staff.
- Assumed Chairperson of Safety Committee.
- Revised policy and reinstated SAFE Program.
- Participated in implementation of new city website.
- Completed RFP for employee health insurance.
- Coordination of Wellness Programs offered: Flu Shots, Mammograms, Prostate Exams, Weight Loss Challenge & Spring into Motion

GOALS FY12/13:

- Personnel Manual revisions.

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

25 CITY CLERK
GENERAL FUND
121 CITY CLERK & GENERAL

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 115,300 | 115,240.46 | 99.9% | 115,600 | 0.26% |
| 61120 PER.SVC. - OVERTIME | 0 | 365.97 | 0.0% | 600 | 0.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 34,500 | 34,665.00 | 100.5% | 36,200 | 4.93% |
| 63100 UTILITIES EXPENSE | 25,000 | 23,796.43 | 95.2% | 25,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 5,736 | 5,736.00 | 100.0% | 5,736 | 0.00% |
| 66200 COMMUNICATIONS | 40,000 | 21,255.22 | 53.1% | 20,000 | -50.00% |
| 66500 TRAVEL-TRAINING | 3,000 | 1,526.82 | 50.9% | 3,000 | 0.00% |
| 66700 PRISONER LABOR | 1,000 | 948.67 | 94.9% | 1,000 | 0.00% |
| 66900 DUES & SUBS | 1,000 | 677.60 | 67.8% | 1,000 | 0.00% |
| 67000 SUPPLIES | 21,062 | 22,355.78 | 106.1% | 21,000 | -0.29% |
| 67510 FUEL SUPPLIES | 1,000 | 442.41 | 44.2% | 500 | -50.00% |
| 68133 I.T./COMM | 18,360 | 18,360.00 | 100.0% | 15,488 | -15.64% |
| 68136 GIS | 5,521 | 5,520.00 | 100.0% | 0 | -100.00% |
| 69100 OTHER EXPENSE | 12,000 | 12,843.66 | 107.0% | 6,000 | -50.00% |
| | 283,479 | 263,734 | 93.0% | 251,124 | -11.41% |

2 FTE POSITIONS

CITY CLERK
DEPUTY CLERK

FLEET

05 TAHOE CITY HALL

OFFICE OF THE CITY CLERK

City Clerk: Georgia Luster

Deputy Clerk: Amber Faunce

DEPARTMENT SERVICES

The City Clerk is appointed by the City Manager with the approval of the City Council (*Municipal Code 2.12.010 Officers*). The City Clerk is a member of the Safford Management Team who deals with the executive and administrative matters of the City. This position is "exempt" and serves as the Department Head to the City Clerk's Office and staff.

The City Clerk's Office is committed to maintaining a high standard of respect and integrity in all aspects of our operations and in our professional and business conduct. The City Clerk serves as a direct link between the citizens of their respective communities and their government. A few of the primary functions of the Clerk's Office is to provide administrative and clerical support to the Mayor and Council; coordinate and administer records management throughout the city; issues licenses; prepares and compiles council meeting agenda and packets; maintains official council minutes; maintains municipal code; conduct regular and special municipal elections in conformance with federal, state, and city laws and procedures.

The office of the City Clerk's Department provides service through the following programs:

- ADMINISTRATIVE AND CLERICAL SUPPORT TO MAYOR/COUNCIL; CITY MANAGER
CITY DEPARTMENTS
- PUBLIC SERVICE TO CITIZENS
- COORDINATE AND ADMINISTER RECORDS MANAGEMENT/RETENTION
- MUNICIPAL CODIFICATION
- CONDUCT REGULAR/SPECIAL ELECTIONS

ACCOMPLISHMENTS:

- Prepared clerk budget/reduction of budget and operational changes
- Completed postings, agendas, packets, and minutes for 32 meetings
- Completed Primary Election in March
- Continue to updated and revise filing system
- Scanned 12,838 records, converting to electronic records (these documents are processed in accordance with the "Standards for Permanent Records Media and Storage")

- Deputy Clerk completed second year of Municipal Clerk’s Training
- Clerk attended Municipal Elections Training to maintain certification

INITIATIVES 2012/2013:

- Provide efficient communication between Council and staff
- Provide high quality customer service to the general public
- Evaluate/maintain City-wide Records Retention/Destruction Schedules
- Implement State Records Retention/Destruction Schedules
- Digitize microfiche/film rolls to convert to Laserfiche
- Update City Clerk portions of Municipal Code
- Election Consolidation (contingent on Legislation HB2826)
- Evaluate and consider “All Mail Ballot” Election (contingent on Legislation HB2826)

SIGNIFICANT CHANGES 2011/2012:

- Reduction in budget 9.81%
 - Consolidation of Municipal Elections (Council - 4 ½ yr. term -2012 Elections)
 - Assisted with implementation of new website
 - Assisted with 4 day 10 hour work week survey
- The office of the City Clerk Department is funded as follows:

| Funding Source | Amount | % of Funding |
|------------------------------|---------------------|--------------|
| General Fund FY 2012-2013 | See attached detail | 100% |

- The office of the City Clerk Department has the following authorized positions:

| 2011/2012 | 2012/2013 |
|-------------------|-------------------|
| 2 Positions | 2 Positions |
| City Clerk | City Clerk |
| Deputy City Clerk | Deputy City Clerk |

**OFFICE OF THE CITY CLERK
CITY CLERK: GEORGIA LUSTER
ADMINISTRATIVE AND CLERICAL SUPPORT/
MUNICIPAL CODIFICATION**

Program Outcome:

Provide administrative and clerical assistance by preparing legal notices/postings; receive claims/lawsuit; auto/property insurance coverage; prepare/maintain official council agendas, council packets, and department budget; advertisements; open and compile bids. Attend Council meetings, regular/special/work sessions and other meetings as requested. Provide Notary Public services, employee newsletter and check distributions.

| | 2011/2012 | | 2012/2013 | |
|-----------------------------------|-----------|--------------|-----------|--------------|
| Administrative & Clerical Support | Clerk | Deputy Clerk | Clerk | Deputy Clerk |
| | 0.55 | 0.20 | 0.55 | 0.20 |

Program Objectives:

1. Provide assistance and information to city manager, council, staff and the public in a timely manner.
2. Assure compliance according to Open Meeting Law and A.R.S.
3. Places legal and display advertising for City (newspaper/radio) as required by State Statute
4. Assure Council approved policies are codified to ensure Municipal Code and City website is updated as required by State Statute.
5. Update portions of outdated City Clerk Municipal Code.
6. Advertise and responsible to open all public bids and legal compilation of bid tabulations.
7. Evaluate and consider going to paperless council agenda packets.

**OFFICE OF THE CITY CLERK
CITY CLERK: GEORGIA LUSTER
RECORDS RETENTION**

Program Outcome:

Preserve historical/permanent records. Government records protect the right of citizens and promote accountability for government officials.

| | 2011/2012 | | 2012/2013 | |
|-----------|-----------|--------------|-----------|--------------|
| Records | Clerk | Deputy Clerk | Clerk | Deputy Clerk |
| Retention | 0.10 | 0.20 | 0.10 | 0.30 |

Program Objectives:

1. Records Management - Maintain retention and disposition of public records or archival retention as determined per statute by Arizona State Library, Archives and Public Records.
2. Implement the new *All Municipalities State Retention Schedule* updated by the Arizona State Library, Archives and Public Records (ASLPR).
3. Scanning – Converting to Electronic Records (on-going project)
 - Laserfiche access on city website
 - Laserfiche training city-wide

OFFICE OF THE CITY CLERK
CITY CLERK: GEORGIA LUSTER
MUNICIPAL ELECTIONS

Program Outcome: To perform and accomplish municipal elections in conformance with federal, state and city laws and procedures.

| | 2011/2012 | | 2012/2013 | |
|-----------|-----------|--------------|-----------|--------------|
| Municipal | Clerk | Deputy Clerk | Clerk | Deputy Clerk |
| Elections | 0.25 | 0.10 | 0.25 | 0.10 |

Program Objectives:

1. The Clerk is the city election official per the Municipal Code and shall perform duties as required by A.R.S
2. Retain highly trained staff. Achieve Certified Municipal Election Official certification. (AMCA/League training takes several years to complete)
3. Issue, accept and maintain Mayor/Council candidate packets, initiative, referendum and recall filings and campaign committee financial reports

4. The City currently contracts election services with Graham County. Consolidate municipal elections with Graham County. Council candidates elected in 2012 will be seated 4 ½ years. Mayor position will remain at 2 years.
5. Evaluate and consider "All Mail Ballot Election" – (contingent upon Legislation HB2826)

**OFFICE OF THE CITY CLERK
CITY CLERK: GEORGIA LUSTER
PUBLIC SERVICE TO CITIZENS**

Program Outcome:

1. To provide high quality customer service to the general public and office visitors (consider conducting customer survey).

| | 2011/2012 | | 2012/2013 | |
|----------------------------|-----------|--------------|-----------|--------------|
| Public service to citizens | Clerk | Deputy Clerk | Clerk | Deputy Clerk |
| | 0.10 | 0.50 | 0.10 | 0.40 |

Program Objectives:

1. Provide highly trained, knowledgeable staff. Customer satisfaction is *Number One* with the Clerk’s office. (consider conducting customer survey)
2. Provide assistance and refer phone calls to appropriate personnel
3. Maintains data base and collects business license (issued 587 for FY 2011/2012, and 586 for FY 2012/2013)
4. Maintains and collects dog license and fees (issued 147 in 2011, 108 in 2012, and 159 to date for 2013)
5. Accounts for monies and performs banking activities for City
6. Provide Notary services
7. Assist the state in posting liquor license notices and applications

City of Safford Budget FY 2012-2013

DEPARTMENT:

30 FINANCIAL SERVICES

FUND:

GENERAL FUND

DIVISION:

122 FINANCIAL SERVICES

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 170,800 | 171,592 | 100.5% | 171,900 | 0.64% |
| 61120 PER.SVC. - OVERTIME | 0 | 618 | 0.0% | 500 | 0.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 54,500 | 50,746 | 93.1% | 57,000 | 4.59% |
| 61400 RETIREMENT INS SUB | 10,500 | 10,401 | 99.1% | 10,500 | 0.00% |
| 61500 CONTRACT EMPLOY. | 72,950 | 72,269 | 99.1% | 78,700 | 7.88% |
| 62100 PROFESSIONAL SERVI | 46,000 | 48,104 | 104.6% | 46,000 | 0.00% |
| 66200 COMMUNICATIONS | 3,000 | 2,712 | 90.4% | 2,500 | -16.67% |
| 66500 TRAVEL-TRAINING | 8,000 | 7,198 | 90.0% | 8,000 | 0.00% |
| 66900 DUES & SUBS | 800 | 405 | 50.6% | 800 | 0.00% |
| 67000 SUPPLIES | 5,490 | 4,852 | 88.4% | 4,500 | -18.03% |
| 68132 INFO PROCESSING | 57,680 | 57,684 | 100.0% | 61,690 | 6.95% |
| 68133 I.T./COMM | 26,470 | 26,472 | 100.0% | 23,780 | -10.16% |
| 69100 OTHER EXPENSE | 8,000 | 7,094 | 88.7% | 8,000 | 0.00% |
| | 464,190 | 460,145 | 99.1% | 473,870 | 2.09% |

5 FTE POSITIONS

FINANCIAL SERVICES DIRECTOR
 LEAD ACCOUNTING SPECIALIST
 PAYROLL SPECIALIST
 2 -ACCOUNTING SPECIALIST

2 Retirement Subsidies

Finance Department**Ann Waite, Financial Services Director**

For the purpose of this report the following programs have been identified as the major services provided by the Finance Department. Significant accomplishments, initiatives and/or changes will be identified for FY2011/12 and FY2012/2013 with objectives and goals listed for each of the major programs.

Programs:

- Finance Administration
- Financial Analysis and Reporting
- Accounts Payable and Payroll
- Accounts Receivable and Revenue Generation
- Cash Management
- Debt Activities
- Budgeting Process
- Year End Close and Audit
- Training and Succession Planning

ACCOMPLISHMENTS:

- Completed annual audit ending June 30, 2011 with no major findings.
- Assisted with FY12 budget preparation and adoption (budget book distributed to Council and management and posted on the City's Web site).
- Ongoing training and succession planning within the department.
- Implementation of accountable plans
- Implementation of electronic training/travel authorization form and tracking.
- Implementation of the Governmental Standards Accounting Board (GASB) Statement 54 on Fund Balance Reporting and Governmental Fund types for FY11 Financial Reports.
- Transferred assets, liabilities and fund balance accounts from one (1) Utility fund to seven (7) separate utility funds (Water, Wastewater, Gas, and Electric, Landfill, Utility Support and Utility Customer Service funds).

INITIATIVES 2011/2012 AND 2012/2013:

- Strengthen internal controls, compliance to State and Federal Regulations and accountability to the public.
- Explore and develop long term financial principals and policies with a long term perspective.
- Use of technology to improve efficiency in recording, monitoring and analyzing accounting activities.
 - Explore software systems that will enhance the existing DATANOW accounting software system to improve accessing and analysis of detailed accounting activity.

SIGNIFICANT CHANGES 2011/12 and 2012/13:

- Develop a 2 year budgeting process (long term projections).
- Create reserve cash funds in governmental and utility funds.
- The Financial Services Department's total budget is funded as follows:

| Funding Source | Amount | % of Funding |
|----------------|---------------------|--------------|
| General Fund | See attached detail | 100% |

- The Finance Department has the following authorized positions:

| 2011/2012 | 2012/2013 |
|-----------------------|-----------------------|
| 5 Positions: | 5 Positions: |
| Finance Director | Finance Director |
| Lead Staff Accountant | Lead Staff Accountant |
| 3 Staff Accountants | 3 Staff Accountants |

**Program:
Finance Administration**

Program Outcome:

Manage the Finance Department with an emphasis on safeguarding assets and ensuring the credibility of the financial information being generated and reported. The administration will focus on internal controls, accountability, accuracy and transparency of financial transactions and records while complying with Federal, State and local regulations.

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .20 | .05 | | .23 | .05 | |

Program Objectives:

Provide the administrative support required for the program's objectives and resource requirements.

**Program:
Financial Analysis and Reporting**

Program Outcome:

Provide accurate, timely and relevant financial information and reports to internal and external customers.

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .12 | .14 | .07 | .10 | .14 | .07 |

Program Objectives:

1. Meet the legal reporting requirements for local, State and Federal agencies and external grant requirements (e.g., quarterly payroll and W2 reporting, accounts payable 1099 reports, and reporting for federal and state grants).
2. Use of internal financial reporting as a tool to communicate City's financial status during the current FY11/12.
3. Use of analysis and reporting in projecting and communicating financial resources in the upcoming FY12/13.

**Program:
Accounts Payable and Payroll**

Program Outcome:

Manage payments to outside vendors and employees in a timely, accurate manner following approved payable and payroll procedures in order to safeguard public assets.

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .03 | .10 | .75 | .05 | .10 | .75 |

Program Objectives:

1. Adhere to disbursement procedures and internal controls in accounts payable and payroll processes.
2. Effective communication to vendors, City management and employees concerning accounting procedures and requirements.
3. Follow City, State and Federal records retention policies.
4. Follow terms and conditions of vendor invoices, contractual agreements, and employment benefits and salary rates.
5. Implement software to allow employees to prepare electronic timesheets.
6. Improve efficiency with the use of electronic fund payments for accounts payable invoices.

**Program:
Accounts Receivable and Revenue Generation**

Program Outcome:

Effective billing and revenue collection processes ensuring accurate, timely billing and maximizing revenue collections.

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .05 | .20 | .04 | .05 | .20 | .04 |

Program Objectives:

1. Effective internal controls in place for the billing and collection processes.
2. Monthly review of transactions to revenue accounts for accuracy and normalcy.
3. Review receivable accounts and resolve non-payment issues on aging receivables.
4. Implement software to process non-utility customer receivables (e.g., draw requests for grants, rental revenues). This will allow automation of receivables city wide improving efficiency and controls.
5. Implement electronic processing of payments made with checks (checks treated as debit card at time of payment). This will improve efficiency and controls by identifying those checks not accepted by banking institutions at point of sale.

**Program:
Cash Management**

Program Outcome:

Manage City's cash to ensure adequate cash flows needs while maximizing interest earnings through investment practices which are safe and effective.

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .10 | .20 | | .05 | .20 | |

Program Objectives:

1. Establish internal control procedures to protect and safeguard cash.

- Depository procedures
 - Adequate segregation of duties between employees handling cash
 - Timely bank reconciliations
2. Monitor cash flows and determine the timing of deposits and disbursements in order to meet the City’s ongoing cash requirements.
 3. Investment of those funds not needed for immediate cash flow purposes.
 - Priority on secure investments versus yield potential

**Program:
Debt Activities**

Program Outcome:

Payback of City loans and leases in a practical, systematic manner while complying with legal and reporting requirements.

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .05 | .01 | | .05 | .01 | |

Program Objectives:

1. Ensure that funds are available, or when mandated set aside for debt service
2. Monitor principal balances on City loans for accurate and timely reporting and analysis
3. Comply with arbitrage regulations
4. Comply with reporting requirements (local, state and federal)

**Program:
Budgeting Process**

Program Outcome:

The adoption of a balanced budget for FY12/13 adhering to the State’s time line and legal requirements and monitoring budgetary performance throughout FY’s 11/12 and 12/13.

| | 2011/2012 | 2012/2013 |
|--|-----------|-----------|
|--|-----------|-----------|

| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| Administrative and Clerical Support | .20 | .05 | | .20 | .05 | |

Program Objectives:

1. Facilitate in compiling a budget calendar.
 - a. Coordinate calendar with council and management requests and priorities.
2. Prepare revenue projections and departmental expenditure requests for budget presentation.
 - a. Focus on relevance, clarity and transparency of financial information being provided.
3. Continue to build a solid, trusting working relationship with Council and management team.
4. Track actual revenues received and expenditures in relation to budgeted projections and appropriations.
 - a. Report variances to management.

**Program:
Year End Closeout, Reporting and Audit
Review**

Program Outcome:

At the completion of each fiscal year the City's financial activity is audited by an independent audit firm. An opinion is rendered by the auditors and a comprehensive annual financial report is prepared in accordance with Generally Accepted Accounting Principles (GAAP).

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .10 | .10 | .07 | .10 | .10 | .07 |

Program Objectives:

1. Complete the basic steps in the year-end closing process in preparation for the audit.

- a. Reconciliation of cash and investment accounts, fixed assets and subsidiary ledgers (e.g., payables, receivables).
 - b. Adjusting journal entries completed.
 - c. Close revenue and expense/expenditure accounts to fund balance (equity).
2. Facilitate auditing process with accounting staff and auditors.
 3. Working with the auditors to prepare the comprehensive annual financial report.

**Program:
Training and Succession Planning**

Program Outcome:

Provide a trained and knowledgeable staff.

| | 2011/2012 | | | 2012/2013 | | |
|-------------------------------------|------------------|-----------------------|---------------------|------------------|-----------------------|---------------------|
| | Finance Director | Lead Staff Accountant | 3 Staff Accountants | Finance Director | Lead Staff Accountant | 3 Staff Accountants |
| Administrative and Clerical Support | .15 | .15 | .07 | .20 | .15 | .07 |

Program Objectives:

1. Staff involvement in training, education and advancement opportunities.
 - a. Participation in City's Lead Program when available.
 - b. Participate in the training program currently provided by HR at the City's training center.
 - c. Attend applicable webinars when available.
 - d. Attend the summer and winter conferences provided by the Government Finance Officers Association of Arizona (GFOAz).

City of Safford Budget FY 2012-2013

DEPARTMENT:

33 LIBRARY

FUND:

GENERAL FUND

DIVISION:

133 LIBRARY/GENERAL

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|---------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 153,300 | 198,123 | 129.2% | 165,400 | 7.89% |
| 61200 PER. SVC. - EMPL. BNFTS. | 51,300 | 58,195 | 113.4% | 61,000 | 18.91% |
| 61400 RETIREMENT INS SUB | 5,300 | 5,200 | 98.1% | 5,300 | 0.00% |
| 61500 CONTRACT EMPLOY. | 63,180 | 63,466 | 100.5% | 68,000 | 7.63% |
| 62100 PROFESSIONAL SERVI | 550 | 727 | 132.2% | 550 | 0.00% |
| 63100 UTILITIES EXPENSE | 26,000 | 31,038 | 119.4% | 32,000 | 23.08% |
| 64100 OUTSIDE SERVICES | 7,400 | 6,390 | 86.4% | 7,400 | 0.00% |
| 66100 INSURANCE EXPENSE | 4,100 | 3,867 | 94.3% | 4,100 | 0.00% |
| 66200 COMMUNICATIONS | 3,000 | 2,185 | 72.8% | 3,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 100 | 398 | 397.6% | 0 | -100.00% |
| 66700 PRISONER LABOR | 850 | 830 | 97.6% | 850 | 0.00% |
| 66900 DUES & SUBS | 60 | 400 | 666.7% | 60 | 0.00% |
| 67000 SUPPLIES | 24,707 | 25,981 | 105.2% | 37,000 | 49.76% |
| 67510 FUEL SUPPLIES | 75 | 23 | 30.7% | 50 | -33.33% |
| 68133 I.T./COMM | 111,830 | 111,828 | 100.0% | 122,756 | 9.77% |
| | 451,752 | 508,651 | 112.6% | 507,466 | 12.33% |

6 FTE POSITIONS

LIBRARY DIRECTOR

2 -LIBRARY OPERATIONS SUPERVISOR

2 -LIBRARY TECHNICIAN

1- LIBRARY AIDE changed from Temp

Not currently in Budget

Request 1/2 LIBRARIAN IN TRAINING

\$25000 Wages \$10000 Fringes

City of Safford Budget FY 2012-2013

DEPARTMENT:

33 LIBRARY

FUND:

71 Library

DIVISION:

071 LIBRARY TRUST:

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------|----------------------------|---------------------------|---------------|----------------------------|-------------------------------------------|
| 62100 PROFESSIONAL SERVI | 1,000 | 888 | 88.8% | 1,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 1,000 | 7,000 | 700.0% | 3,000 | 0.00% |
| 66200 COMMUNICATIONS | 0 | 640 | 0.0% | 200 | |
| 66500 TRAVEL-TRAINING | 2,000 | 2,432 | 121.6% | 2,000 | 0.00% |
| 67000 SUPPLIES | 19,000 | 13,623 | 71.7% | 18,800 | -1.05% |
| | 23,000 | 24,583 | 106.9% | 25,000 | 8.70% |

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

33 LIBRARY
GENERAL FUND
132 LIBRARY SPECIAL GRANTS

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|----------------------------|---------------------------|--------------|----------------------------|-------------------------------------------|
| 61100 PER. SVC. - SALARIES | 50,000 | 28,855 | 57.7% | 116,000 | 132.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 10,000 | 8,849 | 0.0% | 44,500 | 345.00% |
| 62100 PROFESSIONAL SERVI | 4,000 | 800 | 20.0% | 0 | -100.00% |
| 64100 OUTSIDE SERVICES | 64,400 | 51,701 | 80.3% | 83,250 | 29.27% |
| 66200 COMMUNICATIONS | 1,000 | 4,390 | 439.0% | 9,970 | 897.00% |
| 66500 TRAVEL-TRAINING | 1,500 | 652 | 43.5% | 4,222 | 181.47% |
| 67000 SUPPLIES | 7,500 | 5,045 | 67.3% | 3,943 | -47.43% |
| 69100 OTHER EXPENSE | 54,440 | 0 | 0.0% | 155,000 | 184.72% |
| 70000 CAPITAL OUTLAY | 50,000 | 0 | 0.0% | 0 | -100.00% |
| | 242,840 | 100,292 | 41.3% | 416,885 | 71.67% |

2 - FTE POSITION + 4 PT POSITIONS

LIBRARY TECHNICIAN
JOB HELP INSTRUCTOR
PT BOOK CLUB PROJECT AIDE
PT LIBRARY PROJECT ORGANIZER
PT LIBRARY PROJECT ORGANIZER
PT LIBRARY PROJECT ORGANIZER

| GRANTS | 11_12 | 12_13 |
|--------------------------|----------------|----------------|
| AZJAC | | 62,000 |
| LSTA | 5,800 | 5,800 |
| Parton fondation | ?? | 48,000 |
| FTF emp & benefit | 60,000 | 42,600 |
| FTF -other | 50,000 | 7,885 |
| FMI - PROGRAM PRESENTERS | | 16,400 |
| FMI - WEB | | 3,850 |
| LSTA - WEB | | 15,000 |
| FMI - OTHER | | 1,750 |
| FMI Science City | | 24,900 |
| FMI ltr | 30,000 | 10,000 |
| UW | | 5,000 |
| AIDE | | 11,550 |
| CONTINGENCY (SURPRISE) | 50,000 | 150,000 |
| | 195,800 | 404,735 |

SAFFORD LIBRARY
DIRECTOR: JAN ELLIOTT

DEPARTMENT SERVICES

Based upon a strategic plan developed by a citizens committee in 2009, the Safford Library provides the following services to the community:

- EDUCATIONAL, INFORMATIONAL AND RECREATIONAL MATERIALS TO THE CITIZENS OF GRAHAM COUNTY
- EARLY LITERACY TRAINING TO PRESCHOOLERS AND CAREGIVERS
- RESOURCES FOR STUDENTS TO ASSIST WITH THEIR SUCCESS IN EDUCATION
- ACCESS TO THE ONLINE WORLD
- SERVES AS A COMMUNITY HUB FOR INFORMATION, TRAINING AND RECREATION

MAJOR ACCOMPLISHMENTS 2011-12:

- Formed a consortium with six other libraries, pooled resources to purchase subscriptions to downloadable electronic books.
- Added more children's programming such as the Tuesday night story time, in order to reach working families.
- Added more programs for adult audiences through the help of volunteers and the Library Friends members.
- Participated in the statewide "Library Snapshot Day" resulting in some impressive statistics about our library use and customer satisfaction. (A summary of the Snapshot Day results is attached to this report).
- The acquisition of \$252,000 in grant funding for the library this year bringing the total to **\$1,198,823** in eight years.
- Updating of furniture and addition of a second exterior book drop, courtesy of the Friends of the Library.
- Developed a social media presence on Facebook and Twitter, resulting in more attendance at library programs and more use of library services.
- Use of the new computer lab for dozens of classes, for the public and for City staff.
- Two senior staff members received their recertification as Library Practitioners from the Arizona State Library this year. Two other staff members are nearing completion of their first certification.
- By the end of the fiscal year, we will have a new, dynamic web presence for the library.
- Updated the ambiance of the library entrance areas with changes in display locations, new furniture, open space, and a renovated gift shop.
- Developed a more active partnership with the re-organized Friends of the Library organization.

INITIATIVES 2012/2013:

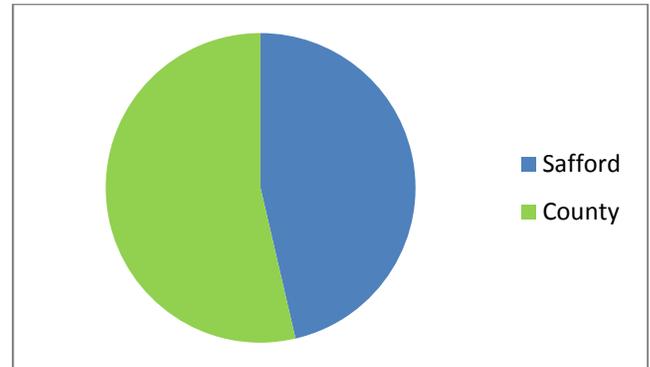
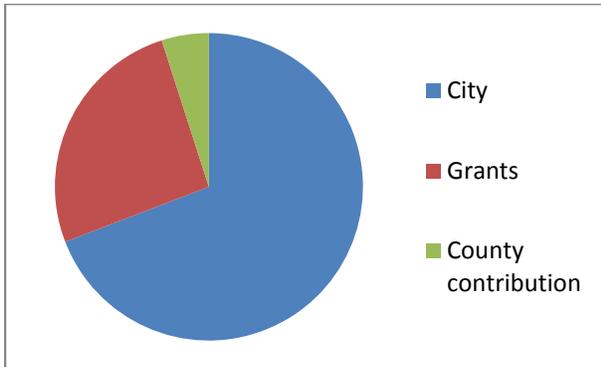
- Arrange for mentoring a successor for the library director position.
- Form a strategic planning committee of citizens and update the library's plan.
- Get our public computers operational, especially those in the children's area.
- Introduce the first wave of downloadable electronic books to the community, and hold training classes for patrons who wish to use the service.
- Promote the new Arizona Job Help Center recently installed in the library through a federal grant, and provide classes for the public to increase their employability taught by the trainer provided by the above mentioned grant.
- Continue to seek grant sources to help fund our most popular services.
- Strive to provide the high quality services expected by our public despite the decrease in funding and staffing.
- Continue to rearrange the elementary age children's area to be more attractive, user friendly, and appropriate to their needs.
- Encourage political participation in establishing a library district.
- Maintain the long term goals of reestablishing the library as a community hub and reestablishing Friday and Saturday hours.

SIGNIFICANT CHANGES 2011/12:

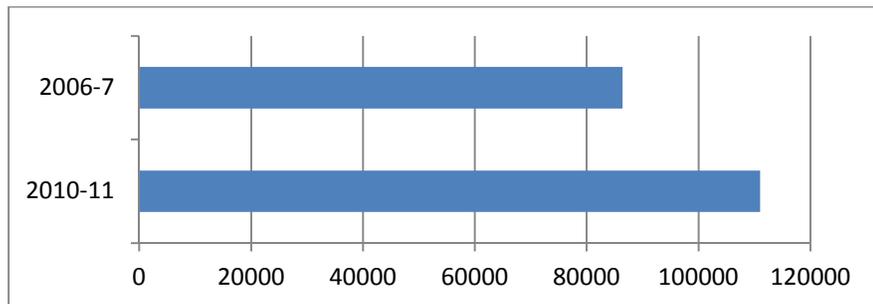
- Registered 961 new library customers in the last 10 months.
- Recruited and trained more volunteers to assist us in covering staff losses.
- Encouraged by Freeport grant foundation to expand the popular ScienceCity project to allow more children to attend.
- Decline in customer service standards and library materials organization due to the use of volunteers in place of trained staff.
- Decline in number of materials available (FY11= 42,225 Currently = 38,084)
- Increase in errors on customer accounts: materials holds, fines, restricted use, etc.

- In FY2012, the library is funded as follows:

| Funding Source | Amount | % of Funding |
|--------------------------------------------|---------------------|--------------|
| General Fund | See attached detail | 69% |
| Grants | See attached detail | 26% |
| Graham County contribution to General Fund | \$32,400 | 5% |



- The library has experienced a 22% increase in the number of materials borrowed from FY 2007 to 2011, but a 50% reduction in staff.



- The library has the following authorized positions:

| 2007/08 | 2011/2012 | 2012/2013 request |
|---------------------------------|----------------------------------|------------------------------|
| Positions | Positions | Positions |
| Library Director (1) | Library Director (1) | Library Director (1) |
| Library Assistants (2) | Operations Supervisors (2) | Operations Supervisors (2) |
| Library Technicians (3) | Library Technicians (1) | Library Technicians (1) |
| Library Aides (2) | Library Aides (1) | Library Aides (2) |
| 1.5 IT Specialist (1) | | Director trainee (.5) |
| PT Temporary Library Aides (2) | Temporary Library Aides (1) | |
| 3 Youth Workers (.6 FTE) | | |
| Total FTE 10.6 | 6 | 6.5 |
| Grant Funded positions (.4 FTE) | Grant Funded positions (1.6 FTE) | Grant Funded positions (2.7) |

City of Safford Budget FY 2012-2013

DEPARTMENT:

35 ATTRNY

FUND:

GENERAL FUND

DIVISION:

115 CITY ATTORNEY

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61400 RETIREMENT SUBSIDY | 5,300 | 5,200 | 0.0% | 5,300 | 0.00% |
| 62100 PROFESSIONAL SERVI | 60,000 | 57,350 | 95.6% | 60,000 | 0.00% |
| 62110 PROSECUTION SERVIC | 84,000 | 84,000 | 100.0% | 84,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 1,000 | 822 | 82.2% | 1,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 500 | 0 | 0.0% | 500 | 0.00% |
| 66200 COMMUNICATIONS | 200 | 1,076 | 537.9% | 200 | 0.00% |
| 66500 TRAVEL-TRAINING | 500 | 0 | 0.0% | 500 | 0.00% |
| 66900 DUES & SUBS | 500 | 0 | 0.0% | 500 | 0.00% |
| 67000 SUPPLIES | 250 | 39 | 15.4% | 250 | 0.00% |
| 69140 DEBT SERVICE | 67,065 | 61,476 | 91.7% | 67,065 | 0.00% |
| | 219,315 | 209,963 | 95.7% | 219,315 | 0.00% |

City of Safford Budget FY 2012-2013

DEPARTMENT: **40 P.C.D.**
 FUND: **GENERAL FUND**
 DIVISION: **124 PLNNG. & CMNTY. DVLPMNT.**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|------------------------|-----------------------|--------------|------------------------|-----------------------------------|
| 61100 PER. SVC. - SALARIES | 140,285 | 140,716 | 100.3% | 142,000 | 1.22% |
| 61120 PER.SVC. - OVERTIME | 0 | 235 | 0.0% | 500 | 0.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 58,778 | 58,555 | 99.6% | 61,900 | 5.31% |
| 62100 PROFESSIONAL SERVI | 80,000 | 51,898 | 64.9% | 70,000 | -12.50% |
| 63100 UTILITIES EXPENSE | 17,000 | 16,889 | 99.3% | 17,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 1,500 | 0 | 0.0% | 1,500 | 0.00% |
| 66200 COMMUNICATIONS | 5,000 | 3,427 | 68.5% | 5,000 | 0.00% |
| 66340 ECNMC DVLPMNT GRNT | 20,000 | 0 | 0.0% | 20,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 5,000 | 4,861 | 97.2% | 7,500 | 50.00% |
| 66900 DUES & SUBS | 1,000 | 608 | 60.8% | 1,000 | 0.00% |
| 67000 SUPPLIES | 5,123 | 5,833 | 113.9% | 7,000 | 36.64% (1) |
| 68133 I.T./COMM | 24,830 | 24,828 | 100.0% | 26,050 | 4.91% |
| 68136 GIS | 11,042 | 11,040 | 100.0% | 0 | -100.00% |
| 68195 ENGINEERING | 20,691 | 20,688 | 100.0% | 38,208 | 84.66% |
| 69100 OTHER EXPENSE | 5,000 | 0 | 0.0% | 3,000 | -40.00% |
| 69140 DEBT SERVICE | 73,079 | 73,079 | 100.0% | 73,079 | 0.00% |
| | 468,328 | 412,657 | 88.1% | 473,737 | 1.15% |

4 FTE POSITIONS

PLNNG & CDEV DIRECTOR (**CONTRACT**)
 PLANNER DOWNTOWN MANAGER
 2 -ADMINSTRATIVE ASSISTANT

(1) -HARVEST FEST (REIMBURSE)

**OFFICE OF PLANNING,
COMMUNITY AND ECONOMIC
DEVELOPMENT**

DEPARTMENT SERVICES

The office of Planning, Community and Economic Development provides service through the following programs:

- Planning, Development and Zoning Services
- Economic Development Programs
- Safford Main Street Program
- Special Events
- Swimming Pool

MAJOR ACCOMPLISHMENTS:

- Developed a final draft rewrite of the Subdivision and Zoning Ordinance of chapters 16 and 17 of the code.
- Facilitated and administered the Façade Grant program for downtown.
- Received an economic development grant from the FMI Community Investment fund to develop an Economic Assessment and Target Market Analysis for Graham County.
- Converted official zoning maps from AutoCAD format to GIS format and made available online to the public.
- Received large sponsorships from FMI and Valley Telecom to expand the Harvest Festival, Merry Main Street and the Holiday Light parade.
- Received a grant from the Rural Economic Development Committee of the Arizona Commerce Authority to supply needed infrastructure to Sun Pumps Inc. to facilitate the expansion of their facility and increase employment.

INITIATIVES 2012/2013:

- Present final draft revisions of Zoning Code to the P&Z Commission and City Council.
- Evaluate annexation opportunities to the north and east of city limits.
- Continue GIS training to become independent as a department with GIS functions.
- Continue administering Façade Grant program and continue applying for grants.
- Work with engineering to administer Main Street Bump-out improvements.
- Begin preliminary work for our General Plan update due by end of 2014.
- Facilitate the development of the county-wide economic development program.

SIGNIFICANT CHANGES 2012/2013:

- The Planning and Community Development Department will continue seeking to provide the highest levels of development services for the community and continue to find ways to reduce expenditures and improve processes.
- The office of Planning and Community Development is funded as follows:

| Funding Source | Amount | % of Funding |
|----------------|---------------------|--------------|
| General Fund | See attached detail | 100% |

- The office of Planning and Community Development has the following authorized full-time positions:

| 2011/2012 | 2012/2013 |
|---------------------------------|---------------------------------|
| 4 Positions | 4 Positions |
| City Planner / Downtown Manager | City Planner / Downtown Manager |
| Contract Employee | Contract Employee |
| *Administrative Assistant (1) | Administrative Assistant (1) |
| *Administrative Assistant (2) | Administrative Assistant (1) |

*Administrative Assistants are also utilized by the Building Department.

- The recreation division has the following authorized part-time positions:

| 2011/2012 | 2012/2013 |
|-------------------------------------|-------------------------------------|
| 28 Positions | 28 Positions |
| Swimming Pool Manager (1) | Swimming Pool Manager (1) |
| Assistant Swimming Pool Manager (1) | Assistant Swimming Pool Manager (1) |
| Head Life Guard (4) | Head Life Guard (4) |
| Life Guard (22) | Life Guard (22) |

City of Safford Budget FY 2012-2013

DEPARTMENT: **40 P.C.D.**
 FUND: **GENERAL FUND**
 DIVISION: **136 BUILDING SAFETY**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|----------------------------|---------------------------|--------------|----------------------------|-------------------------------------------|
| 61100 PER. SVC. - SALARIES | 9,796 | 9,796 | 100.0% | 19,900 | 103.14% |
| 61200 PER. SVC. - EMPL. BNFTS. | 4,225 | 4,225 | 100.0% | 8,700 | 105.92% |
| 61400 RETIREMENT SUBSIDY | 5,300 | 5,200 | 98.1% | 5,300 | 0.00% |
| 61500 CONTRACT EMPLOY. | 67,750 | 60,517 | 89.3% | 73,000 | 7.75% |
| 62100 PROFESSIONAL SERVI | 3,000 | 0 | 0.0% | 3,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 3,000 | 0 | 0.0% | 4,000 | 33.33% |
| 65200 MOTOR POOL RENTALS | 4,344 | 4,344 | 100.0% | 4,344 | 0.00% |
| 66200 COMMUNICATIONS | 1,000 | 1,776 | 177.6% | 1,500 | 50.00% |
| 66500 TRAVEL-TRAINING | 2,000 | 703 | 35.1% | 2,000 | 0.00% |
| 66900 DUES & SUBS | 400 | 0 | 0.0% | 400 | 0.00% |
| 67000 SUPPLIES | 1,500 | 447 | 29.8% | 1,500 | 0.00% |
| 67510 FUEL SUPPLIES | 2,000 | 1,996 | 99.8% | 2,000 | 0.00% |
| 68133 I.T./COMM | 4,840 | 4,836 | 99.9% | 4,604 | -4.88% |
| | 109,155 | 84,044 | 77.0% | 130,248 | 19.32% |

1.25 FTE POSITIONS

CHIEF BUILDING OFFICIAL
 50% BUILDING INSPECTOR MENTOR PROGRAM

1 Retirement Subsidy

FLEET

05 GMC CANYON

Department of Building Safety
Chief Building Official: Joe Dominguez

DEPARTMENT SERVICES

The office of the Building Safety Department provides service through the following programs:

- **Enforcement of Building Codes (IBC, IPC, IMC, IFC and NEC)**
- **Enforcement of City of Safford Zoning Ordinance**
- **Enforcement of City Fire Marshal Duties**
- **Neighborhood Compliance Services / Code Enforcement**
- **Provide customer service to assist on projects**

MAJOR ACCOMPLISHMENTS:

- Implementation of mentorship program / succession plan.
- Working with the Building Inspector in providing all possible information and time as he adjust and works toward becoming a Building Inspector.
- A major percentage of success in keeping the large number of home foreclosures secure and cleaned-up and in direct communication with the mortgage companies and real estate personal in charge of properties.
- Continue to provide Fire inspections for Business, Daycare Facilities, Residence, and potential fire hazards.
- Continuing fire prevention inspections and contributing to one of the major factor for the City of Safford Class 4 fire rating due to the Building Code Enforcements, Zoning Ordinance Enforcement, Fire Inspections, Weed Abatement, and constant communication with the public as it pertain to codes.
- Work with the all Restaurants to assure compliance and implement a service/ maintenance plan for kitchen grease traps.

INITIATIVES 2012/2013:

- Continuing a high level of Inspection service and implement improvements where needed for the Building Inspection program.
- Continue to work with our Building Inspector to provide training for the mentorship program

- Continue looking for way to reduce operating cost and develop a more efficient and effective department.
- Work with the public to meet their needs in a way that does not portray us as big government but yet meet all applicable codes.
- To encourage growth within our limits and to encourage the public to work with the Building Department as a helpful tool to assist in project large or small.
- Work toward implementing Building Code software.
- Clean out Annex basement of old blueprints and documents as we input them on laser fiche.

SIGNIFICANT CHANGES 2012/2013:

- The office of the Building Safety Department is funded as follows:

| Funding Source | Amount | % of Funding |
|----------------|---------------------|--------------|
| General Fund | See attached detail | 100% |

- The office of the Building Safety Department has the following authorized positions:

| 2012/2013 | 2012/2013 |
|---------------------------------------------------------------|------------------------------------------------------|
| 4 positions | 4 positions |
| Building Official/ Building Inspector | Building Official/Building Inspector |
| Building Inspector / Neighborhood Compliance Inspector | Building Inspector/Neighborhood Compliance Inspector |
| Shared Secretary Duties with Community Development Department | Shared Secretary Duties with Community Development |

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

40 P.C.D.
GENERAL FUND
138 RECREATIONAL PROGRAM

| OBJECT | FY 11-12 BUDGET | YTD -JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 97,500 | 88,187 | 90.4% | 99,000 | 1.54% |
| 61120 PER.SVC. - OVERTIME | 2,000 | 2,897 | 0.0% | 2,000 | 0.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 12,596 | 9,924 | 78.8% | 12,900 | 2.41% |
| 62100 PROFESSIONAL SERVI | 2,000 | 3,120 | 156.0% | 2,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 500 | 5 | 1.0% | 500 | 0.00% |
| 66200 COMMUNICATIONS | 600 | -195 | -32.5% | 600 | 0.00% |
| 66700 PRISONER LABOR | 1,000 | 923 | 92.3% | 1,000 | 0.00% |
| 66900 DUES & SUBS | 100 | 0 | 0.0% | 100 | 0.00% |
| 67000 SUPPLIES | 4,123 | 3,945 | 95.7% | 4,200 | 1.87% |
| 68133 I.T./COMM | 4,340 | 4,344 | 100.1% | 4,565 | 5.18% |
| 69100 OTHER EXPENSE | 0 | 2,000 | 0.0% | 2,000 | 0.00% |
| | 124,759 | 115,150 | 92.3% | 128,865 | 3.29% |

POSITIONS

POOL MANAGER
LIFE GUARDS

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

50 POLICE
GENERAL FUND
141 POLICE CHIEF & ADMIN.

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|----------------------------|---------------------------|--------------|----------------------------|-------------------------------------------|
| 61100 PER. SVC. - SALARIES | 275,400 | 278,509 | 101.1% | 278,800 | 1.23% |
| 61120 PER.SVC. - OVERTIME | 5,000 | 5,365 | 107.3% | 8,000 | 60.01% |
| 61200 PER. SVC. - EMPL. BNFTS. | 103,800 | 99,013 | 95.4% | 109,900 | 5.88% |
| 61400 RETIREMENT INS SUB | 5,300 | 6,067 | 0.0% | 5,300 | 0.00% |
| 61500 CONTRACT EMPLOY. | 29,670 | 29,982 | 0.0% | 31,900 | 7.52% |
| 62100 PROFESSIONAL SERVI | 16,000 | 19,150 | 119.7% | 21,000 | 31.25% |
| 63100 UTILITIES EXPENSE | 14,000 | 12,078 | 86.3% | 14,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 1,400 | 626 | 44.7% | 1,400 | 0.00% |
| 65200 MOTOR POOL RENTALS | 12,768 | 12,811 | 100.3% | 13,800 | 8.08% |
| 66100 INSURANCE EXPENSE | 60,000 | 56,499 | 94.2% | 60,000 | 0.00% |
| 66200 COMMUNICATIONS | 3,000 | 3,781 | 126.0% | 4,000 | 33.33% |
| 66500 TRAVEL-TRAINING | 5,000 | 1,620 | 32.4% | 5,000 | 0.00% |
| 66900 DUES & SUBS | 600 | 600 | 100.0% | 5,100 | 750.00% (1) |
| 67000 SUPPLIES | 12,000 | 8,558 | 71.3% | 12,000 | 0.00% |
| 67510 FUEL SUPPLIES | 4,800 | 4,159 | 86.6% | 4,800 | 0.00% |
| 68133 I.T./COMM | 30,990 | 30,996 | 100.0% | 31,675 | 2.21% |
| 68136 GIS | 5,521 | 5,520 | 100.0% | 0 | -100.00% |
| | 585,249 | 575,334 | 98.3% | 606,675 | 3.66% |

5 FTE POSITIONS

(1) POLICE POLICY MANUAL UPDATE & TRAINING

POLICE CHIEF
POLICE CAPTAIN
POLICE SERVICES SPECIALIST
2 -ADMINSTRATIVE ASSISTANT

1 Retirement Subsidy

FLEET

03 TAHOE POLICE CHIEF
12 FORD TRUCK CAPTAIN

**SAFFORD POLICE DEPARTMENT
CHIEF: JOHN GRIFFIN**

DEPARTMENT SERVICES

The Safford Police Department provides service through the following programs:

- ADMINISTRATION
- DETECTIVE DIVISION
- PATROL DIVISION
- ANIMAL CONTROL
- GRANTS AND OUTSIDE FUNDING

MAJOR ACCOMPLISHMENTS:

- Sustained police enforcement efforts through difficult economic and manpower shortages.
- Maintain police coverage for the City of Safford, 24 hours a day, 365 days a year, inclusive of nights, weekends, holidays, etc.
- Initiated a hybrid schedule of combination of 10 and 12 hours shifts for 24 hour coverage to accommodate 4/10 schedule for the City.
- Responded to serious crime issues through utilization of police and City resources, to include homicides, fatal wrecks, drug enforcement, property crimes, crimes against persons, etc. This included 7,218 calls for service in 2010, 373 bookings of persons into jail, and nearly 1,983 traffic citations and warnings in 2010. In 2011, the Department had 8,116 calls for service, up by nearly 1,000 this calendar year. We also had 330 arrests and 1,633 citations and warnings. This does not include traffic enforcement and control, pro-active patrol, court time and transports, school zones, search warrants, other agency assists, special events, sex offender notifications, public or school presentations, training, civil paper service, animal control, vacation watches and extra patrol, public assistance such as fingerprinting, school or community-related education/sports events and crime prevention activities, etc.
- Completed project for narrow banding/P25 radio requirements by 2012. Included grant for 12 additional radios for P.D. (Stonegarden \$.)

- Completed evaluation County-wide for compliance on July 23, 2011. (Results pending.)
- Awarded 10 automatic Electronic Defibrillator (AED) for patrol vehicles, through FMI grant.
- Completed major crime scene trailer. (Stocked and ready @ Mesa Yard.)
- Completed a garage/storage unit at the rear of the Mesa Yard warehouse for police use. (Holds crime scene trailer & ATVs & space for evidence process as needed.)
- Received grant and training for updated Tactical/Medical kits. (100 Club grant.)
- Maintained ongoing training to comply with AzPOST training requirements and to address ongoing enforcement and legal issues. (SPD hosted many of the local trainings, including 3 in the Fall of 2011 for all officers valley-wide.)
- Maintained National Incident Management System (NIMS) compliance. (This allows us to apply for and receive Federal grant funding.)
- Continue to bring in additional grant funding to include Stonegarden, Governor's Office of Highway Safety, Governor's Office Public Stabilization funding, etc., to provide additional resources, equipment, and overtime.
- Addressed major policy issues, including immigration, juvenile detention issues, etc.
- Completed shoot house and firearms training initiatives at the range.
- Completed firearms range stabilization and remediation with a \$10K grant through AzPOST and cooperation with Public Works. (This is ongoing to keep up with the necessary maintenance and improvement.)
- Cleaned up range area/buildings with assistance of Public Works.
- Updated several Department weapons with UDA vehicle seizure money.
- Replaced a large portion of Department's personal body armor. (March 2011.)
- Utilized grant for \$25,000 for replacement of officer, Revitalization Grant.
- Provided Active Shooter training to local schools, as requested.
- Assisted with Drug Take Back programs in cooperation with DEA and Graham Co. Coalition Against Substance Abuse.
- Received 2 HMMVWs from Homeland Security.
- Recently received: 1 new truck, 19 car radios, 10 night vision units, and 2 tactical body armor, in addition to \$100K+ overtime from Stonegarden grant.

INITIATIVES 2011/2012 AND 2012/2013:

- Continue work on succession development and training as police department will see significant retirements in the next five years. (*Admin. & Detective)

- Work to address additional manpower requirements, based on staffing analysis.
- Will begin to evaluate use and sponsorship of Reserve Police Officers to promote future local officer hires.
- Continue vehicle rotation and funding in cooperation with fleet and administrative divisions.
- Continue computer rotation, including in-car MDC terminals, for cars and office.
- Evaluate training priorities and provide funding for additional training.
- Send command staff through AzPOST Leadership in Police Organizations 3 week course. (Scheduled. Two Sgts now complete, Captain attending Jan-Mar 2013. Now Arizona Leadership Program.)
- Continue grant maintenance and acquisition.
- Continue to seek grant funding for additional officer(s). (COPS grant submitted. Oct. 2011 – evaluating at present with new requirements.)
- Continue to seek funding for a School Resource Officer. (Possible grant with SUSD.)
- Provide additional Active Shooter training to schools and officers.
- Transnational threats briefing to the Council. (Immigration, drug threats, etc.)
- Completed police department policy and procedures manual. (Edwards & Ginn. \$4,500. Instituted 10-1-2012.)
- Continue to work on policy updates and implementation, to include potential changes in immigration policies, juvenile issues, social media policy, property retention and return. (Need for consultant and revision of City code.)
- Work with other City management to update and revise City code and ordinances to meet today's needs. (Conflicting policies and code. Partial in process.)
- Continue ongoing law and enforcement training, to include law and legal updates, active shooter, tactical medical, supervisory training.
- Review of current weapons, systems, training, etc., replace and upgrade as necessary.
 - Upgraded all patrol rifles to "flat-top" rifles Fall of 2012
 - Received 15 Aimpoint sights through Federal program (\$500+ each)
- Replacement and review of tactical body armor and body bunkers. (Ballistic lifespan.)
- Acquisition of a "throwbot" and additional tactical equipment, possibly through grants. (Seeking grant funding \$15,000.)
- Review of Animal Control and potential for contract of services to Graham County.
- Update police portion of City website.
- Continue Drug Take Back programs in cooperation with DEA and Graham Co. Coalition Against Substance Abuse. (Ordinance discussion?)

- Management of current police facility issues (with City Staff?)
 - Evidence storage and retention (Purchase of alternate shelving systems.)
 - Juvenile detention and interrogation
 - Interview rooms
- Planning for new Police Facility
 - This should focus on 25+-year building, not present need
 - Planning (requires architect, etc.) to have something concrete to show to Council and public
 - Financing plan
 - Land acquisition
 - Building
- Start planning for IT potential employee within the Police Department
- Address criminal technology issues, with training and equipment
- Due to apparent increase in calls for service, etc., it is time to increase patrol manpower by 2 officers for FY 13/14
 - I will complete a manpower study early 2013 to validate this need
 - This will require two additional vehicles/equipment for officers

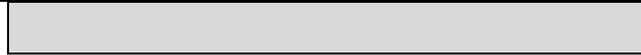
SIGNIFICANT CHANGES 2011/2012 and 2012/13:

- Budget and manpower reductions and restrictions.
 - Staff will continue to seek ways to reduce expenditures, increase funding and improve efficiencies to assist the City to achieve a balanced financial plan.
 - Significant need to address additional manpower.
- The Safford Police Department is funded as follows:

| Funding Source | Amount | % of Funding |
|------------------------------------------------------|------------------------------------|--------------|
| General Fund | See attached detail | 100% |
| Stonegarden funding | \$ 254,600 (\$92,600) Equipment | |
| Gov. Office of Highway Safety – Overtime & Equipment | \$45,364 | |
| Bulletproof Vest Program | \$3,000 | |
| AzPOST Training | \$2,400 | |

- The Safford Police Department has the following authorized positions:

| 2012/2013 | 2013/2014 |
|------------------------------------------|------------------------------------------|
| 24 Positions | 26 Positions |
| Chief of Police | Chief of Police |
| 3 Administrative Assistants/Police Svcs. | 3 Administrative Assistants/Police Svcs. |
| Captain | Captain |
| 3 Sergeants – 2 Patrol, 1 Detective | 3 Sergeants – 2 Patrol, 1 Detective |
| 12 Patrol officers | 14 patrol officers |
| 3 Detectives | 3 Detectives |
| 1 Animal Control Officer | 1 Animal Control Officer (?) |



**SAFFORD POLICE DEPARTMENT
ADMINISTRATION
CHIEF: JOHN GRIFFIN
CAPTAIN: DENNIS WHISMAN**

Program Outcome:

To provide the equipment, support, staffing necessary to sustain police services for the City of Safford Police Department.

| | 2012/13 | | | 2013/2014 | | |
|----------------|---------|---------|--------|-----------|---------|--------|
| | Chief | Captain | Assts. | Chief | Captain | Assts. |
| Administration | .60 | .40 | .50 | .60 | .40 | .50 |
| Detectives | .10 | .10 | .10 | .10 | .10 | .10 |
| Patrol | .10 | .20 | .10 | .10 | .20 | .10 |
| Animal Control | .10 | .10 | .10 | .10 | .10 | .10 |
| Grants | .10 | .20 | .20 | .10 | .20 | .20 |

Program Objectives:

1. Administrative support for all the police divisions.
2. Address ongoing personnel requirements, based on staffing analysis to work to fund additional officers.
3. Manage grants, finance, records, ACJS, evidence, Sexual Offender tracking and notification, training, etc.
4. Transport evidence to/from the State Crime lab(s).
5. Manage reports, records requests, complaints, and liaison with other police and government agencies.
6. Administrative support for and management of the Animal Control function.
7. Transmit information to Manager on a timely and meaningful basis from which decisions can be made.

**SAFFORD POLICE DEPARTMENT
DETECTIVE DIVISION
DETECTIVE SERGEANT:
JASON KNIGHT**

Program Outcome:

To provide ongoing investigative services, respond to and investigate major crimes, and provide support for other police technical and investigative needs.

| | 2012/2013 | | 2013/2014 | |
|--|-----------|--|-----------|--|
| | | | | |
| | | | | |

Program Objectives:

1. Provide investigative services, including specialized investigations, technical and administrative to the police department and City of Safford.
2. Work with Safford Officers, as well as outside agencies in specialized investigations involving complex investigative issues.
3. Continue with and improve high clearance rates for all cases assigned.
4. Appear at and testify in various courts for related case work.
5. Work in cooperation with the Southeastern Arizona Narcotics and Violent Crime Task Force on drug and violence related investigations.
6. Continue development of skills on cyber-crimes, computer related investigations, and related identity thefts.
7. Continue training programs to address current needs and future crime trends.

| |
|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>SAFFORD POLICE DEPARTMENT PATROL DIVISION PATROL SERGEANTS: JASON DOLAN BRIAN AVILA</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------|

Program Outcome:

To respond to police calls for service within the City of Safford and perform proactive criminal patrol, crime prevention, traffic enforcement and control, and related police services.

| | 2012/2013 | | 2013/2014 | |
|--|-----------|--|-----------|--|
| | | | | |
| | | | | |

Program Objectives:

1. Respond to calls for service for police services within the City of Safford.
2. Provide appropriate and safe manpower for police services.
3. Enforce State law and local ordinances.
4. Provide traffic enforcement within the City.
5. Investigate traffic accidents and collisions.
6. Provide traffic and manpower for special events.
7. Appear at and testify in various courts for related case work.
8. Serve civil papers.
9. Provide crime prevention and educational services as requested and available to community groups, including the schools.
10. Provide additional services in cooperation with the Southeastern Arizona DUI Task Force for DUI and traffic enforcement.
11. Work in cooperation with the U.S. Dept. of Homeland Security through the Stonegarden program/grant to provide additional enforcement efforts in immigration.
12. Continue training programs to address current needs and future crime trends.

**SAFFORD POLICE DEPARTMENT
ANIMAL CONTROL
ACO:
RANDY DAMRON**

Program Outcome:

To respond to calls for service for animal control within the City of Safford and perform related animal control services.

| | 2012/2013 | | 2013/2014 | |
|--|-----------|--|-----------|--|
| | | | | |
| | | | | |

Program Objectives:

1. Respond to calls for service for animal control within the City of Safford.
2. Continue with patrol and removal of animals, to include impoundment and disposal of deceased animals.
3. With increased calls for animal control, this year we should examine if we wish to expand this division to cover more hours, including weekends or contract this service to Graham County.

**SAFFORD POLICE DEPARTEMENT
GRANT DIVISION
ADMINISTERED BY:
VARIOUS**

Program Outcome:

To provide an ongoing, sustainable funding stream outside the normal general government funding for additional manpower, overtime, equipment, and assistance to the police department and City. Grant requests for the 12-13 fiscal years are \$435,364.

Program Objectives:

1. Apply for and maintain current funding for grants.
2. Seek out and apply for additional funding for grants.

City of Safford Budget FY 2012-2013

DEPARTMENT: **50 POLICE**
 FUND: **GENERAL FUND**
 DIVISION: **142 CRIMINAL INVESTIGATION**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 250,100 | 251,118 | 100.4% | 250,000 | -0.04% |
| 61120 PER.SVC. - OVERTIME | 10,500 | 26,728 | 254.6% | 32,000 | 204.76% |
| 61200 PER. SVC. - EMPL. BNFTS. | 134,000 | 117,635 | 87.8% | 132,100 | -1.42% |
| 62100 PROFESSIONAL SERVI | 500 | 0 | 0.0% | 500 | 0.00% |
| 65200 MOTOR POOL RENTALS | 26,904 | 27,804 | 103.3% | 26,232 | -2.50% |
| 66200 COMMUNICATIONS | 4,500 | 4,604 | 102.3% | 4,500 | 0.00% |
| 66500 TRAVEL | 5,000 | 1,077 | 21.5% | 5,000 | 0.00% |
| 66900 DUES & SUBS | 2,200 | 3,336 | 151.6% | 5,200 | 136.36%_(1) |
| 67000 SUPPLIES | 16,062 | 11,166 | 69.5% | 16,062 | 0.00% |
| 67510 FUEL SUPPLIES | 10,800 | 7,855 | 72.7% | 10,800 | 0.00% |
| 68133 I.T./COMM | 31,580 | 31,584 | 100.0% | 30,607 | -3.08% |
| 69100 OTHER EXPENSE | 5,000 | 500 | 10.0% | 5,000 | 0.00% |
| | 497,146 | 483,407 | 97.2% | 518,001 | 4.19% |

4 FTE POSITIONS

POLICE SERGEANT-DETECTIVE
 3 -POLICE OFFICER/DETECTIVE

FLEET

| | |
|----------------------------|--------------------------|
| 2005 TRAILBLAZER | 2007 TOMCAR POLICE |
| 2007 POLICE PICKUP 4X4 | POLARIS RZR |
| 2010 NISSAN TITAN POLICE | YAMAHA RHINO POLICE |
| 2010 CHEVROLET CREW POLICE | 07 TRAILER 5X8 CARGO |
| | 08 PARKER TRAILER POLICE |

(1) cell phone scanner updates + \$3,000

City of Safford Budget FY 2012-2013

DEPARTMENT: **50 POLICE**
 FUND: **GENERAL FUND**
 DIVISION: **143 PATROL**

| OBJECT | FY 11-12 BUDGET | YTD -JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 772,500 | 773,770 | 100.2% | 783,000 | 1.36% |
| 61120 PER.SVC. - OVERTIME | 17,700 | 55,540 | 313.8% | 52,000 | 193.79% |
| 61200 PER. SVC. - EMPL. BNFTS. | 510,100 | 464,686 | 91.1% | 557,400 | 9.27% |
| 61400 RETIREMENT INS SUB | 14,000 | 14,154 | 0.0% | 14,400 | 2.86% |
| 62100 PROFESSIONAL SERVI | 1,000 | 150 | 15.0% | 1,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 1,000 | 275 | 27.5% | 1,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 135,600 | 140,235 | 103.4% | 128,100 | -5.53% |
| 66200 COMMUNICATIONS | 11,000 | 10484 | 95.3% | 11,000 | 0.00% |
| 66250 CNTY IGA DISPATCH | 328,683 | 328,683 | 100.0% | 311,723 | -5.16% |
| 66500 TRAVEL-TRAINING | 12,000 | 3,835 | 32.0% | 12,000 | 0.00% |
| 66900 DUES & SUBS | 500 | 100 | 20.0% | 500 | 0.00% |
| 67000 SUPPLIES | 57,942 | 59,865 | 103.3% | 58,000 | 0.10% |
| 67510 FUEL SUPPLIES | 66,000 | 56,770 | 86.0% | 66,000 | 0.00% |
| 68133 I.T./COMM | 55,530 | 55,536 | 100.0% | 65,336 | 17.66% |
| | 1,983,555 | 1,964,082 | 99.0% | 2,061,459 | 3.93% |

14 FTE POSITIONS

2 -POLICE SERGEANT
 12 -POLICE OFFICER

3 Retirement Subsidy

FLEET

2005 CRWN VIC POLICE SEDAN - SWING
 4 -2006 POLICE TAHOE
 6 -2007 POLICE TAHOE
 2008 POLICE CHARGER
 2008 POLICE TAHOE
 2 -2009 POLICE TAHOE
 2012 POLICE TAHOE
 06 BIG TEX TRAILER

City of Safford Budget FY 2012-2013

DEPARTMENT:

50 POLICE

FUND:

GENERAL FUND

DIVISION:

144 ANIMAL CONTROL

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|---------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 37,300 | 37,461 | 100.4% | 37,300 | 0.00% |
| 61120 PER.SVC. - OVERTIME | 1,600 | 1,785 | 111.6% | 2,000 | 25.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 12,800 | 13,154 | 102.8% | 13,600 | 6.25% |
| 62120 GRAHAM IGA ANIMAL SHELTER | 62,674 | 61,740 | 98.5% | 61,573 | -1.76% |
| 64100 OUTSIDE SERVICES | 700 | 404 | 57.8% | 700 | 0.00% |
| 65200 MOTOR POOL RENTALS | 5,784 | 5,784 | 100.0% | 5,784 | 0.00% |
| 66200 COMMUNICATIONS | 600 | 359 | 59.9% | 600 | 0.00% |
| 66500 TRAVEL-TRAINING | 600 | 338 | 56.3% | 600 | 0.00% |
| 66900 DUES & SUBS | 100 | 25 | 25.0% | 100 | 0.00% |
| 67000 SUPPLIES | 2,868 | 1,780 | 62.1% | 3,000 | 4.60% |
| 67510 FUEL SUPPLIES | 6,600 | 7,232 | 109.6% | 6,600 | 0.00% |
| 68133 I.T./COMM | 1,530 | 1,536 | 100.4% | 1,523 | -0.46% |
| | 133,156 | 131,598 | 98.8% | 133,380 | 0.17% |

1 FTE POSITIONS

ANIMAL CONTROL OFFICER

FLEET

POLICE DOG 06 CHEV

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

50 POLICE
GENERAL FUND
146 POLICE GRANT DIVISION

| OBJECT | FY 11-12 BUDGET | YTD - JUN | | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|-----------------|----------------|--------------|-----------------|----------------------------|
| | | 2012 | % YTD | | |
| 61100 PER. SVC. - SALARIES | 50,000 | 0 | 0.0% | | -100.00% |
| 61120 PER.SVC. - OVERTIME | 195,060 | 68,199 | 35.0% | 127,980 | -34.39% |
| 61200 PER. SVC. - EMPL. BNFTS. | 36,020 | 21,321 | 59.2% | 31,020 | -13.88% |
| 66500 TRAVEL-TRAINING | | | | 3,180 | 100.00% |
| 67000 SUPPLIES | 228,038 | 96,879 | 42.5% | 220,840 | -3.16% |
| 70000 CAPITAL OUTLAY | 94,427 | 30,715 | 32.5% | 52,344 | -44.57% |
| | 603,545 | 217,114 | 36.0% | 435,364 | -27.87% |

| FY 11-12 | | FY 12-13 | |
|-------------------------------------------|----------------|------------------------------|----------------------------|
| Stonegarden | | Stonegarden | Stonegarden |
| OT | 175,375 | OT | 105,000 |
| Radio & Other Equip | 68,954 | ERE | 27,000 |
| Vehicle (capital) | 35,000 | Radio & Other Equip | 57,600 |
| Mileage(Supplies) | 26,700 | Vehicle (capital) | 35,000 |
| | 306,029 | Mileage(Supplies) | 30,000 |
| | | | 254,600 |
| GOHS DUI 10-11 (SEPT 30) | | GOHS 11-12 | GOHS 11-12 |
| OT | 8,705 | OT | 12,000 |
| GOHS 11-12 | | | |
| OT | 10,980 | GOHS 12-13 DUI | GOHS 12-13 DUI |
| EMP BENF | 4,020 | OT | 7,320 |
| EQUIP | 384 | ERE | 2,680 |
| VEHICLE (CAPITAL) | 49,492 | TRAINING | 780 |
| | 64,876 | SUPPLIES | 240 |
| AzPOST RANGE REHAB (CAPITAL) | 9,935 | | 11,020 |
| FED BULLET PROOF VEST PRGRM | 2,000 | GOHS 12-13 TRAFFIC ENFORCE | GOHS 12-13 TRAFFIC ENFORCE |
| | | OT | 3,660 |
| COPS GRANT | | ERE | 1,340 |
| 3 YEAR PROGRAM WITH 1 YEAR | | EQUIPMENT | 17,344 |
| ADDITIONAL FROM CITY GENERAL FUNDS | | | 22,344 |
| WAGES | 50,000 | AZ POST TRAINING | AZ POST TRAINING |
| EMP BENF | 32,000 | | 2,400 |
| | 82,000 | FED BULLET PROOF VEST PRG | FED BULLET PROOF VEST PRG |
| UDA VEHICLES (SUPPLIES) | 30,000 | UDA VEHICLES (SUPPLIES) | 30,000 |
| CONTIGENCY GRANTS (SUPPLIES) | 100,000 | CONTIGENCY GRANTS (SUPPLIES) | 100,000 |
| TOTAL GRANTS | 603,545 | TOTAL GRANTS | 435,364 |

City of Safford Budget FY 2012-2013

DEPARTMENT:

55 PUBLIC WORKS

FUND:

GENERAL FUND

DIVISION:

151 PUBLIC WORKS ADMIN.

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|---------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 114,000 | 115,196 | 101.0% | 115,000 | 0.88% |
| 61200 PER. SVC. - EMPL. BNFTS. | 39,500 | 40,179 | 101.7% | 41,800 | 5.82% |
| 61400 RETIREMENT SUBSIDY | 5,300 | 5,200 | 98.1% | 5,300 | 0.00% |
| 62100 PROFESSIONAL SERVI | 0 | 0 | 0.0% | 0 | 0.00% |
| 63100 UTILITIES EXPENSE | 10,500 | 11,370 | 108.3% | 12,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 500 | 1,074 | 214.8% | 11,000 | 2100.00%_(3) |
| 65200 MOTOR POOL RENTALS | 6,960 | 6,810 | 97.8% | 5,160 | -25.86% |
| 66200 COMMUNICATIONS | 1,200 | 1,338 | 111.5% | 1,800 | 50.00% |
| 66500 TRAVEL-TRAINING | 1,000 | 189 | 18.9% | 1,000 | 0.00% |
| 66700 PRISONER LABOR | 650 | 909 | 139.8% | 1,000 | 53.85% |
| 66900 DUES & SUBS | 1,200 | 869 | 72.4% | 1,200 | 0.00% |
| 67000 SUPPLIES | 12,370 | 15,067 | 121.8% | 17,370 | 40.42%_(1) |
| 67510 FUEL SUPPLIES | 2,500 | 1,868 | 74.7% | 2,500 | 0.00% |
| 68133 I.T./COMM | 32,110 | 32,112 | 100.0% | 26,562 | -17.28%_(2) |
| 69100 OTHER EXPENSE | 250 | 0 | 0.0% | 250 | 0.00% |
| | 228,040 | 232,181 | 101.8% | 241,692 | 5.99% |

2 FTE POSITIONS

PUBLIC WORKS DIRECTOR
ADMIN ASSISTANT

1 Retirement Subsidy

FLEET

06 FORD ESCAPE 4 DOOR

(1) fencing for dam \$5,000

(2) includes 37 radio's

(3) moved dam inspections from parks

**PUBLIC WORKS DEPARTMENT
DIRECTOR: Vacant**

DEPARTMENT SERVICES

The Public Works Department provides service through the following Divisions:

- PUBLIC WORKS ADMINISTRATION
- BUILDING MAINTENANCE
- STREET LIGHT
- PARKS & CEMETERY
- SANITATION
- STREETS

**PUBLIC WORKS DEPARTMENT
ADMINISTRATION
DIRECTOR: Vacant**

DIVISION OBJECTIVES:

1. Administrative support for Division programs.
2. Promptly respond to citizen complaints/concerns.

DIVISION OUTCOME:

Prepare budgets and monitor the disbursement of funds, coordination of all Work Orders, respond to citizen requests, project planning, address and resolve personnel issues, training, maintain Blue Stakes, prepare reports, logs and databases, Adopt-A-Roadway/Trail Program, issue Right-of-Way permits, safety meetings, develop maintenance procedures, resolve drainage issues, resolve damage claims and Special Event coordination.

2011/2012 ACCOMPLISHMENTS:

- Improved work planning and scheduling, utilizing Project Scheduler, SharePoint and Outlook Calendar.
- Electronic work order process utilizing SharePoint.
- Developed proper supervision training through mentoring and implemented an accurate evaluation process.
- Created cost savings processes by utilizing existing resources to create savings.
- Overtime and attendance accountability.
- Skills based interview process.
- Maintain Federal, State and Local regulations (i.e., pesticide certifications, DEQ permits, flagger training, traffic control, mosquito abatement).
- Developed five-year capital plan.
- Cross training process to meet Department needs with a reduced workforce.
- Implemented review process for new developments, includes site inspections, developer accountability and the city no longer assumes retention ponds.

- Work with Public Works Divisions to develop a balanced budget by increased efficiencies.
- Quality customer service.
- Continue to explore ways to operate cost efficiently while maintaining a high level of service.
- Sharepoint 2010 upgrade to enhance efficiency and reliability.
- Utilized outside pest management service for safety and cost efficiency

2012/2013 GOALS:

- Fleet management program.
- Pavement management program
- Maintenance management program
- Right-of-Way \$25.00 Permit fees for small residential projects and percentage based for commercial permits
- Rifle Range (Border Patrol reserves daily) \$25.00 permit fee per family. Entire range would be \$100.00.
- Permit fee for use of RC Park.
- Enter payroll directly into DataNow, work closely with Accounting and IT to achieve for streamlining and efficiency.
- I believe the four/ten work week is working very well in all Divisions within Public Works with improved moral and increased productivity except Sanitation. Sanitation's productivity is good but has too much of an impact on other Divisions for coverage on Mondays. It would be my recommendation to return to an 8 hour work day for the Sanitation Division only.

Public Works Administration is funded as follows:

| Funding Source | Amount | % of Funding |
|-----------------------------------|---------------------|--------------|
| General Fund (Operation Costs) | See attached detail | 100% |

- The Public Works Department has the following authorized positions:

| 2009/2010 | 2010/2011 | 2011/2012 | 2012/2013 |
|--------------------------|--------------------------|--------------------------|--------------------------|
| 4 Positions | 2 Positions | 2 Positions | 2 Positions |
| Public Works Director | Public Works Director | Public Works Director | Public Works Director |
| Superintendent | | | |
| (2) Admin Assistants | (1) Admin Assistant | (1) Admin Assistant | (1) Admin Assistant |

**PUBLIC WORKS DEPARTMENT
BUILDING MAINTENANCE
DIVISION
SUPERVISOR: GARY THOMPSON**

DIVISION OBJECTIVES:

1. Ensure satisfaction of internal customers, residents and visitors by providing a high level of customer service through prompt response to service requests and on-going preventive maintenance of Facilities.
2. Maintain city-owned buildings and structures to the highest quality with allotted funding and comply with all mandated guidelines.

DIVISION OUTCOME:

Perform repairs and maintenance of all city building and facilities. This includes the mechanical, electrical, plumbing, air conditioning systems with the buildings and also includes such services as carpentry and painting, utilizing both in-house and outside services.

2011/2012 ACCOMPLISHMENTS:

- Coordinated installation of high efficiency air conditioning unit at MYOC.
- Painted interior offices at MYOC
- Magistrate Court storage addition
- Improvements at Morris II Well House
- Installed wash bays and grease trap separators at Brickyard and Fleet Shop to be compliant with ADEQ regulations

2012/2013 GOALS:

- Continued safety training and online training courses at the Library Training Lab.
- Continue to find ways to improve efficiencies thru job recruitments by utilizing less outsourcing.

Building Maintenance Division is funded as follows:

| Funding Source | Amount | % of Funding |
|-----------------------------------|---------------------|--------------|
| General Fund (Operation Costs) | See attached detail | 100% |

- The Building Maintenance Division has the following authorized positions:

| 2010/2011 | 2011/2012 | 2012/2013 |
|-------------------------------------|----------------------------------------|---------------------------------------|
| 5 Positions | 5.75 Positions | 5.5 Positions |
| Facility Maintenance Supervisor | Facility Maintenance Supervisor | Facility Maintenance Supervisor |
| Facility Maintenance Electrician | Facility Maintenance Electrician | Facility Maintenance Electrician |
| (3) Facility Maintenance Workers | (2.75) Facility Maintenance Workers | (2.5) Facility Maintenance Workers |

**PUBLIC WORKS DEPARTMENT
PARKS AND CEMETERY DIVISION
SUPERVISOR: NORMAN KNIGHT**

DIVISION OBJECTIVES:

1. Operate according to state statutes and city ordinances.
2. Respond to citizen works orders in a timely manner.
3. Continue to improve staffs technical skills.
4. Perform work in a safe and productive manner.
5. Manage Swimming Pool maintenance in accordance to local and state regulations.
6. Cemetery will be safe, accessible and well maintained.
7. Cemetery will be operated according to city ordinances and state statutes.

DIVISION OUTCOME:

To maintain a safe, clean, and aesthetically pleasing parks and trail system while utilizing the resources available in the most cost effective and efficient manner possible. Provide a beautiful resting place for deceased persons and a comfortable atmosphere for their loved ones.

2011/2012 ACCOMPLISHMENTS:

- Installed pumps at Wal-Mart Retention Pond
- Installed new waste containers on Multi-Use Trails
- Installed ADA compliant lift for pool
- Remodeled/updated filter system at Safford Municipal Pool
- Coordinated Riggs Reservoir clean up with DOC Fire Crew and Divisions
- Rebuilt backstop at AZ Post Range for berm stabilization to resolve rutting and future deterioration.
- Repaired 14th Avenue and church site play areas
- Landscaped MYOC grounds
- Organized a Special Events crew consisting of DOC inmates.
- Updated Cemetery guidelines, documentation, and procedures for efficiency
- Completed approximately 77% audit (through Block 101 of 133) at Cemetery
- Construct 2 more blocks Cemetery curb

2012/2013 GOALS:

- License two additional Park Division staff in herbicide application
- Mentor staff in different duties and responsibilities of Division
- Replace two play areas with metal structures (14th Avenue and church site)
- Continue audit of Cemetery spaces and replace old book with digital tablet.
- Build restrooms at Cemetery
- Complete plans for eternal care area of Cemetery for future development.
- Continue to improve knowledge and skills of staff in Division
- Explore additional options in use of DOC inmate crews to perform large projects and tasks.

REQUESTS:

- Two new metal play structures (14th Avenue and church site) - \$40,000
- I-Pad or Tablet for cemetery - \$1500
- Cemetery record management software
- Cemetery curbing in new section

Parks and Cemetery Division are funded as follows:

| Funding Source | Amount | % of Funding |
|-----------------------------------|---------------------|--------------|
| General Fund (Operation Costs) | See attached detail | 100% |

- Parks and Cemetery Division has the following authorized positions:

| 2010/2011 | 2011/2012 | 2012/2013 |
|----------------------------------|----------------------------------|----------------------------------|
| 6 Positions | 6 Positions | 5 Positions |
| Parks Maintenance Supervisor | Parks Maintenance Supervisor | Parks Maintenance Supervisor |
| Lead Parks Maintenance Worker | Lead Parks Maintenance Worker | Lead Parks Maintenance Worker |
| Parks Maintenance Assistant | Parks Maintenance Assistant | |
| (3) Parks Maintenance Workers | (3) Parks Maintenance Workers | (3) Parks Maintenance Workers |

**PUBLIC WORKS DEPARTMENT
SANITATION DIVISION
SUPERVISOR: RALPH ARBIZO**

DIVISION OUTCOME:

Public Works Sanitation Division is committed to providing waste management services of the highest quality, delivered with pride and professionalism to our customers, utilizing environmentally sensitive equipment that is safe, efficient, reliable, and appropriate to the work performed. In carrying out our mission, we intend to provide and maintain the best possible work environment for our employees, fully cooperate with all governing and regulating agencies, and do our part to create a sense of partnership between the City and citizens we serve.

2011/2012 ACCOMPLISHMENTS:

- Utilization of new trucks for improved efficiencies.
- Developed routing.
- Developed a Sanitation Handbook which includes Sanitation Guidelines, Fleet information, Safety requirements, Sanitation maps, All routes commercial and residential information, Container size references, rates, container information, landfill guidelines and ADEQ requirements.

2012/2013 GOALS:

- Utilize serial numbers on new containers to track location.
- Quality customer service.
- Continued training and education for Division staff to improve skills and knowledge.
- Continue front load change over; allow additional time to clean containers and other duties.
- Utilize GPS for truck routing and tracking.
- Obtain DVR's for trucks to validate issues with customers.

Sanitation Division is funded as follows:

| Funding Source | Amount | % of Funding |
|-----------------------------------|---------------------|--------------|
| General Fund (Operation Costs) | See attached detail | 100% |

- Sanitation Division has the following authorized positions:

| 2010/2011 | 2011/2012 | 2012/2013 |
|--------------------------------------|--------------------------------------|--------------------------------------|
| 6 Positions | 6 Positions | 5 Positions |
| Solid Waste Collection Supervisor | Solid Waste Collection Supervisor | Solid Waste Collection Supervisor |
| Lead Solid Waste Collector | Lead Solid Waste Collector | Lead Solid Waste Collector |
| (4) Solid Waste Collectors | (4) Solid Waste Collectors | (3) Solid Waste Collectors |

**PUBLIC WORKS DEPARTMENT
STREET DIVISION
SUPERVISOR: ART MATA**

DIVISION OBJECTIVES:

1. Respond to citizen complaints in a courteous, professional and timely manner.
2. Investigate drainage problems promptly.
3. Maintain quality driving surfaces.
4. Provide assistance to other Departments.

DIVISION OUTCOME:

The Street Division performs maintenance for approximately 41 miles of streets, 80 miles of parkways, 30 miles of sidewalks, 20 miles of alleyways and 20 miles of drainage systems.

2011/2012 ACCOMPLISHMENTS:

- Thirty-six lane miles of fog seal.
- Seven lane miles of chip seals.
- Entire Division cross trained
- Cleaner City Right of Ways
- Improved customer service both internally and externally
- Attained alleyway and retention pond responsibilities
- Jointly working with Town of Thatcher fog seal and striping.
- Ongoing assistance for Special Events
- Drainage rebuilds throughout City
- Dry Lake Road rebuilt for improved safety
- Oil tank installation for Pavement Preservation Program

2012/2013 GOALS:

- Pavement Preservation Program approximately 15 miles of fog seal and 3 miles of Chip Seal.
- Improve customer service
- Improve employee moral

- Continued training and education for Division staff to improve skills and knowledge.
- Fund property owner 50/50 sidewalk program
- Type 1 box culvert (12th Ave at 26th St and Hopi St)

Street Division is funded as follows:

| Funding Source | Amount | % of Funding |
|----------------------------|---------------------|--------------|
| HURF/ALT (Operation Costs) | See attached detail | 60% |
| Street Renewal (1/2c tax) | See attached detail | 40% |

- Street Division has the following authorized positions:

| 2010/2011 | 2011/2012 | 2012/2013 |
|--------------------------------|--------------------------------|--------------------------------|
| 9 Positions | 9 Positions | 10 Positions |
| Street Maintenance Supervisor | Street Maintenance Supervisor | Street Maintenance Supervisor |
| Lead Street Maintenance Worker | Lead Street Maintenance Worker | Lead Street Maintenance Worker |
| (7) Street Maintenance Workers | (7) Street Maintenance Workers | (8) Street Maintenance Workers |

City of Safford Budget FY 2012-2013

DEPARTMENT:

55 PUBLIC WORKS

FUND:

GENERAL FUND

DIVISION:

152 BUILDING & MAINTENANCE

| OBJECT | FY 11-12 BUDGET | YTD - FEB 2012 | NORMAL 67% YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|-------------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 248,500 | 251,321 | 101.1% | 244,600 | -1.57% |
| 61120 PER.SVC. - OVERTIME | 6,600 | 9,688 | 146.8% | 8,000 | 21.21% |
| 61200 PER. SVC. - EMPL. BNFTS. | 107,300 | 104,760 | 97.6% | 104,200 | -2.89% |
| 61400 RETIREMENT SUBSIDY | | 0 | | 5,300 | |
| 62100 PROFESSIONAL SERVI | 20,000 | 0 | 0.0% | 20,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 1,500 | 660 | 44.0% | 1,500 | 0.00% |
| 64100 OUTSIDE SERVICES | 70,000 | 64,391 | 92.0% | 70,000 | 0.00% |
| 65100 RENTAL / LEASE EXPENSE | 1,000 | 1,175 | 117.5% | 1,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 32,352 | 36,276 | 112.1% | 32,352 | 0.00% |
| 66200 COMMUNICATIONS | 3,000 | 2,567 | 85.6% | 3,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 1,000 | 0 | 0.0% | 1,000 | 0.00% |
| 66700 PRISONER LABOR | 500 | 739 | 0.0% | 644 | 0.00% |
| 67000 SUPPLIES | 84,004 | 62,030 | 73.8% | 84,004 | 0.00% |
| 67510 FUEL SUPPLIES | 10,000 | 12,016 | 120.2% | 12,000 | 20.00% |
| 68133 I.T./COMM | 4,340 | 4,344 | 100.1% | 26,562 | 512.03% |
| 68195 ENGINEERING | 6,709 | 6,708 | 100.0% | 0 | -100.00% |
| 70000 CAPITAL OUTLAY | 47,000 | 0 | 0.0% | 18,025 | -61.65% |
| | 643,805 | 556,677 | 86.5% | 632,187 | -1.80% |

5.5 FTE POSITIONS**Capital**

| | | |
|-----------------------------------------------|------------------|---------------|
| FACILITY MAINTENANCE SUPERVISOR | ADA Doors-MYOC | 12,025 |
| FACILITY MAINTENANCE ELECTRICIAN | Shop Rollup Door | 6,000 |
| 3 -FACILITY MAINT WORKER Jaime Holguin 50% | | 18,025 |

FLEET

2008 CHEVROLET 3/4T PU PW CARP
 2009 GMC 2500HD
 2008 CHEVROLET EXCAB (BM)
 2006 FORD BUCKET TRUCK
 2008 BIGTEX TRAILER (BM)
 2005 TRAILER UTIL 2 AXLE 7X16 BOX

City of Safford Budget FY 2012-2013

DEPARTMENT:
 FUND:
 DIVISION:

55 PUBLIC WORKS
GENERAL FUND
153 STREET LIGHTS

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|-------------------------|----------------------------|---------------------------|--------------|----------------------------|-------------------------------------------|
| 63100 UTILITIES EXPENSE | 80,000 | 79,482 | 99.4% | 80,000 | 0.00% |
| | 80,000 | 79,482 | 99.4% | 80,000 | 0.00% |

City of Safford Budget FY 2012-2013

DEPARTMENT:

55 PUBLIC WORKS

FUND:

GENERAL FUND

DIVISION:

155 PARKS

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 230,700 | 197,043 | 85.4% | 182,700 | -20.81% |
| 61120 PER.SVC. - OVERTIME | 7,500 | 8,249 | 110.0% | 6,200 | -17.33% |
| 61200 PER. SVC. - EMPL. BNFTS. | 85,400 | 70,240 | 82.2% | 71,500 | -16.28% |
| 61400 RETIREMENT SUBSIDY | 3,400 | 4,748 | 0.0% | 8,700 | 0.00% |
| 62100 PROFESSIONAL SERVI | 1,000 | 0 | 0.0% | 1,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 65,000 | 55,290 | 85.1% | 65,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 15,000 | 33,778 | 225.2% | 5,000 | -66.67% (1) |
| 65100 RENTAL / LEASE EXPENSE | 2,000 | 730 | 36.5% | 2,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 48,192 | 41,100 | 85.3% | 48,144 | -0.10% |
| 66100 INSURANCE EXPENSE | 13,000 | 12,245 | 94.2% | 13,000 | 0.00% |
| 66200 COMMUNICATIONS | 6,000 | 3,055 | 50.9% | 4,000 | -33.33% |
| 66500 TRAVEL-TRAINING | 1,000 | 635 | 63.5% | 1,000 | 0.00% |
| 66700 PRISONER LABOR | 9,000 | 6,613 | 73.5% | 7,454 | -17.18% |
| 66900 DUES & SUBS | 200 | 80 | 0.0% | 200 | 0.00% |
| 67000 SUPPLIES | 79,536 | 68,266 | 85.8% | 74,535 | -6.29% |
| 67510 FUEL SUPPLIES | 19,800 | 16,224 | 81.9% | 19,000 | -4.04% |
| 68133 I.T./COMM | 5,410 | 5,412 | 100.0% | 6,319 | 16.80% |
| 68195 ENGINEERING | 15,387 | 2,868 | 18.6% | 7,642 | -50.34% |
| 68196 PROJECT MANAGEMENT | 0 | 12,528 | | 3,259 | 100.00% |
| 69100 OTHER EXPENSE | 1,000 | 1,000 | 100.0% | 0 | -100.00% |
| 70000 CAPITAL OUTLAY | 6,500 | 6,906 | 0.0% | 127,500 | 0.00% |
| | 615,025 | 547,010 | 88.9% | 654,153 | 6.36% |

5 FTE POSITIONS

Capital

| | | |
|-----------------------|-------------------------------------|---------|
| PARKS MAINT SPVR | CEMETERY SOFTWARE | 20,000 |
| PARKS MAINT LEAD | CONVERT OLD SWIM POOL TO PARKING | 100,000 |
| 3 PARKS MAINT WORKERS | SHOTCRETE 8TH AVE PATH SHLDR@ CANAL | 7,500 |

1 Retirement Subsidy

127,500

FLEET

| | |
|------------------------|----------------------------|
| 2008 CHEV 1500 | TRAILERS 1/4 PW |
| 2006 CHEVY CREW CAB | 1987 TRAILERS PW |
| 2008 CHEV COLORADO | 1985 HOME MADE TRAILERS PW |
| 2006 GMC HALF TON | 1985 HOME MADE TRAILERS PW |
| 2006 CHEVROLET EXT 4X4 | 1985 HOME MADE TRAILERS PW |
| 2008 FORD CREW CAB | 2008 BIG TEX TRAILERS PW |
| 2004 CHEV C45 DUMP | 2000 BIG TEXTRAILERS PW |
| | 2006 BROCE BROOM |
| | 2002 JD TRACTOR 4110 |

(1) moved dam inspections to PW admin

City of Safford Budget FY 2012-2013

DEPARTMENT:

55 PUBLIC WORKS

FUND:

GENERAL FUND

DIVISION:

156 SANITATION

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|----------------------------|---------------------------|--------------|----------------------------|-------------------------------------------|
| 61100 PER. SVC. - SALARIES | 183,900 | 187,135 | 101.8% | 193,600 | 5.27% |
| 61120 PER.SVC. - OVERTIME | 5,600 | 8,967 | 160.1% | 4,900 | -12.50% |
| 61200 PER. SVC. - EMPL. BNFTS. | 90,928 | 85,461 | 94.0% | 91,100 | 0.19% |
| 62100 PROFESSIONAL SERVI | 500 | 0 | 0.0% | 500 | 0.00% |
| 64100 OUTSIDE SERVICES | 301,000 | 1,417 | 0.5% | 280,000 | 0.00% |
| 65100 RENTAL / LEASE EXPENSE | 500 | 0 | 0.0% | 0 | 0.00% |
| 65200 MOTOR POOL RENTALS | 265,416 | 284,842 | 107.3% | 251,700 | -5.17% |
| 66100 INSURANCE EXPENSE | 25,000 | 23,541 | 94.2% | 25,000 | 0.00% |
| 66200 COMMUNICATIONS | 1,500 | 4,064 | 270.9% | 5,213 | 247.53% |
| 66500 TRAVEL-TRAINING | 750 | 18 | 2.4% | 750 | 0.00% |
| 66700 PRISONER LABOR | 2,500 | 1,760 | 70.4% | 2,500 | 0.00% |
| 67000 SUPPLIES | 89,655 | 47,289 | 52.7% | 59,632 | -33.49% |
| 67510 FUEL SUPPLIES | 70,000 | 82,469 | 117.8% | 84,000 | 20.00% |
| 68130 CITIZEN SERV | 23,502 | 23,496 | 100.0% | 24,399 | 3.82% |
| 68132 INFO PROCESSING | 21,220 | 21,216 | 100.0% | 22,700 | 6.97% |
| 68133 I.T./COMM | 6,480 | 6,480 | 100.0% | 3,727 | -42.48% |
| 68195 ENGINEERING | 11,246 | 11,244 | 100.0% | 0 | -100.00% |
| 69100 OTHER EXPENSE | 250 | 457 | 182.7% | 685 | 174.00% |
| 69135 BAD DEBT EXPENSE | 5,000 | 17,311 | 346.2% | 5,000 | 0.00% |
| 70000 CAPITAL OUTLAY | 0 | 0 | 0.0% | 40,000 | 0.00% |
| | 1,104,947 | 807,167 | 73.1% | 1,095,406 | -0.86% |

5 FTE POSITIONS

FLEET

SOLID WASTE COLLECTION SUPERVI

2006 CHEV LONG BED

LEAD SOLID WASTE COLLECTOR

2007 FORD 150 SANITATION

3 -SOLID WASTE COLLECTOR

2006 CHEVY C6500 TRASH

2008 INTL HEIL REAR LOADER

2009 EZ PACK HERC FNT LOAD

2011 SCORPION SIDE LOADER

2011 SCORPION SIDE LOADER

2006 HEIL SIDELOADER

2003 J DEERE 4510 TRACTOR

CAPITAL

GPS & CAMERAS FOR TRUCKS

40,000

City of Safford Budget FY 2012-2013

55 PUBLIC WORKS

GENERAL FUND

159 GOLF COURSE

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61400 RETIREMENT INS SUE | 5,300 | 5,200 | 98.1% | 5,300 | 0.00% |
| 64100 OUTSIDE SERVICES | 200,000 | 183,326 | 91.7% | 200,000 | 0.00% |
| 66200 COMMUNICATIONS | 0 | 1,484 | | 0 | |
| | 205,300 | 190,010 | 92.6% | 205,300 | 0.00% |

City of Safford Budget FY 2012-2013

DEPARTMENT:

55 PUBLIC WORKS

FUND:

31 HIGHWAY USER FUND

DIVISION:

031 STREETS

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|-----------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 373,300 | 342,764 | 91.8% | 376,100 | 0.75% |
| 61120 PER.SVC. - OVERTIME | 13,600 | 18,011 | 132.4% | 12,700 | -6.62% |
| 61200 PER. SVC. - EMPL. BNFTS. | 160,000 | 149,046 | 93.2% | 182,800 | 14.25% |
| 61400 RETIREMENT SUBSIDY | 3,400 | 6,465 | 0.0% | 5,200 | 52.94% |
| 62100 PROFESSIONAL SERVI | 10,000 | 3,950 | 39.5% | 8,000 | -20.00% |
| 63100 UTILITIES EXPENSE | 4,500 | 6,260 | 139.1% | 6,200 | 37.78% |
| 64100 OUTSIDE SERVICES | 18,000 | 7,015 | 39.0% | 10,000 | -44.44% |
| 65100 RENTAL / LEASE EXPENSE | 2,500 | 1,100 | 44.0% | 1,200 | -52.00% |
| 65200 MOTOR POOL RENTALS | 193,830 | 211,932 | 109.3% | 206,490 | 6.53% |
| 66100 INSURANCE EXPENSE | 60,000 | 56,807 | 94.7% | 60,000 | 0.00% |
| 66200 COMMUNICATIONS | 3,200 | 3,262 | 101.9% | 3,200 | 0.00% |
| 66500 TRAVEL-TRAINING | 1,500 | 938 | 62.5% | 1,500 | 0.00% |
| 66700 PRISONER LABOR | 1,500 | 3,334 | 222.3% | 2,691 | 79.40% |
| 67000 SUPPLIES | 188,797 | 167,700 | 88.8% | 178,797 | -5.30% |
| 67510 FUEL SUPPLIES | 50,000 | 54,691 | 109.4% | 60,000 | 20.00% |
| 68133 I.T./COMM | 12,960 | 12,960 | 100.0% | 9,641 | -25.61% |
| 68195 ENGINEERING | 22,491 | 22,488 | 100.0% | 152,831 | 579.52% |
| 68196 PROJECT MANAGEMENT | 58,156 | 58,152 | 100.0% | 13,037 | 100.00% |
| 69100 OTHER EXPENSE | 500 | 149 | 29.7% | 500 | 0.00% |
| 69140 DEBT SERVICE (1/2 CENT TAX) | 751,213 | 751,213 | 100.0% | 756,413 | 0.69% |
| 70000 CAPITAL OUTLAY | 240,000 | 210,214 | 87.6% | 376,000 | 56.67% |
| | 2,169,447 | 2,088,449 | 96.3% | 2,423,300 | 11.70% |

| 10 FTE POSITIONS | Capital | |
|--------------------------------|-----------------------------------------|----------------|
| STREET MAINTENANCE SUPERVISOR | Street Preservation | 150,000 |
| LEAD STREET MAINTENANCE WORKER | Drainage-1100 Blk 16th St & Relation St | 80,000 |
| 7 -STREET MAINTENANCE WORKER | Concrete Saw | 6,000 |
| | Thatcher Fog (reimburse by Thatcher) | 70,000 |
| 1 Retirement Subsidy | Rubber Crack Sealer | 55,000 |
| | 50/50 sidewalk prgm | 15,000 |
| | | 376,000 |

| FLEET | |
|----------------------------------|-----------------------------------------------|
| 2004 3/4 T FORD | |
| 2001 3/4 T CHEV STREET | 1975 TRAILERS STREET |
| 2006 3 QTR TON CHEV | 1986 TRAILERS STREET |
| 2008 FORD F350 CREW DUMP | 1989 HAMMON TRAILER STREET |
| 2009 CHEV COLORADO | 1992 BIG TEX TRAILERS STREET |
| 2008 FORD CREW CAB STREET | 1993 BIG TEX TRAILERS STREET |
| 1991 GMC BSKT TRK | 1985 WATER TRAILER (STREET) |
| 1995 DUMP TRUCK PW | 1997 COMPRESSOR PW |
| 1992 TMT STRIPER (STREET) | 2004 CAT 420D BACKHOE |
| 2007 SCHWARZE STREET SWEEPER | 2005 CAT 420D BACKHOE |
| 1987 PETERBILT PW DUMP | 1998 DEERE LOADER STREET |
| 1996 UTILITY TRAILER P.W. ROLLER | 2008 CAT 140H GRADER-SPLIT RENT WITH LANDFILL |
| 1967 TRAILERS STREET 1/4 | 1994 CAT ROLLER |
| 1983 TRAILERS STREET | 2005 CAT 9 WHEEL ROLLER |
| 1975 TRAILERS STREET | 1963 FRUEHAUL TANK TRAILER |
| 1967 TRAILERS STREET 1/4 | 1999 CRAFTCO CRACKSEALER (DEP EQ) |
| 1983 TRAILERS STREET | 1993 ROSCO CHIP SPREADER (DEP EQ) |
| | 2007 ATV (DEP EQ) |
| | 1994 BOOT TRUCK (DEP EQ) |

City of Safford Budget FY 2012-2013

DEPARTMENT: **60 MAGISTRATE**
 FUND: **GENERAL FUND**
 DIVISION: **160 CITY COURT**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 116,700 | 119,025 | 102.0% | 123,100 | 5.48% (2) |
| 61200 PER. SVC. - EMPL. BNFTS. | 30,100 | 30,702 | 102.0% | 31,900 | 5.98% |
| 62100 PROFESSIONAL SERVI | 24,000 | 5,728 | 23.9% | 24,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 4,500 | 3,422 | 76.0% | 4,500 | 0.00% |
| 64100 OUTSIDE SERVICES | 200 | 0 | 0.0% | 200 | 0.00% |
| 66200 COMMUNICATIONS | 500 | 105 | 21.1% | 500 | 0.00% |
| 66500 TRAVEL-TRAINING | 500 | 0 | 0.0% | 2,500 | 400.00% (1) |
| 67000 SUPPLIES | 9,286 | 9,466 | 101.9% | 9,500 | 2.30% |
| 68133 I.T./COMM | 11,320 | 11,316 | 100.0% | 10,923 | -3.51% |
| 69100 OTHER EXPENSE | 1,500 | 773 | 51.5% | 1,500 | 0.00% |
| 70000 CAPITAL OUTLAY | 0 | 1,632 | 0.0% | 8,000 | 0.00% |
| | 198,606 | 182,169 | 91.7% | 216,623 | 9.07% |

| 3 FTE POSITIONS 1 PART TIME | CAPITAL | |
|------------------------------|---------------------|-------------|
| CITY MAGISTRATE | COPY & FAX MACHINES | 8000 |
| COURT ADMIN./ASST.MAGISTRATE | | |
| ASSISTANT COURT CLERK | | |
| PT ASSISTANT COURT CLERK | | |

Notes

- (1) REQUIRED TRAINING INCREASED 4hrs to 12hrs
- (2) INCREASE TEMP COVERAGE FOR EMPLOYEE ON LEAVE

City of Safford Budget FY 2012-2013

DEPARTMENT: **70 FIRE**
 FUND: **GENERAL FUND**
 DIVISION: **170 FIRE DEPARTMENT**

| OBJECT | FY 11-12 BUDGET | YTD - JUN | | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|----------------|--------------|--------------------|----------------------------------|
| | | 2012 | % YTD | | |
| 61100 PER. SVC. - SALARIES | 98,300 | 80,313 | 81.7% | 101,000 | 2.75% |
| 61200 PER. SVC. - EMPL. BNFTS. | 239,100 | 221,398 | 92.6% | 274,889 | 14.97% |
| 61400 RETIREMENT INS SUB | 15,700 | 2,042 | 13.0% | 10,500 | -33.12% |
| 63100 UTILITIES EXPENSE | 11,000 | 13,434 | 122.1% | 12,000 | 9.09% |
| 64100 OUTSIDE SERVICES | 3,000 | 11,277 | 375.9% | 2,000 | -33.33% |
| 65100 RENTAL / LEASE EXPENSE | 3,000 | 1,690 | 56.3% | 3,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 127,572 | 3,990 | 3.1% | 137,292 | 7.62% |
| 66100 INSURANCE EXPENSE | 28,000 | 128,870 | 460.3% | 28,000 | 0.00% |
| 66200 COMMUNICATIONS | 3,000 | 26,370 | 879.0% | 3,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 6,500 | 1,747 | 26.9% | 8,500 | 30.77% |
| 66900 DUES & SUBS | 1,000 | 7,543 | 754.3% | 500 | -50.00% |
| 67000 SUPPLIES | 21,308 | 250 | 1.2% | 32,000 | 50.18% |
| 67510 FUEL SUPPLIES | 9,900 | 34,984 | 353.4% | 9,000 | -9.09% |
| 68133 I.T./COMM | 24,050 | 6,889 | 28.6% | 25,031 | 4.08% |
| 68136 GIS | 2,862 | 24,048 | 840.3% | 0 | -100.00% |
| 70000 CAPITAL | 0 | 2,868 | 0.0% | 30,000 | 0.00% |
| | 594,292 | 567,714 | 95.5% | 676,712 | 13.87% |

| FTE POSITIONS | CAPITAL | |
|---------------------------|-------------------|--------|
| FIRE CHIEF | REPLACE EQUIPMENT | 30,000 |
| 29 VOLUNTEER FIREFIGHTERS | | |

2 Retirement Subsidy

FLEET

2012 PIERCE PUC SABER #603
 2012 PIERCE PUC SABER #609
 1997 PIERCE FRGHTLINE # 601
 1986 AM LAFRANCE #604
 1992 PIERCE DASH 4DR # 605
 2000 FERRERA FRGHTLINE # 606
 2000 FERRERA TANKER #610
 1997 GMC 3500 CREW #612
 2001 GMC 3/4 T 4X4 #613

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

25 ENGINEERING
GENERAL FUND
192 PRJ MANAGEMENT-CAPITAL PROJECTS

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|------------------|----------------|-------------|--------------------|----------------------------|
| 192 PRJ MANAGEMENT-SPEC | | | | | |
| 70000 CAPITAL OUTLAY | 3,311,337 | 175,492 | 5.3% | \$1,903,800 | |
| | 3,311,337 | 175,492 | 5.3% | \$1,903,800 | -42.51% |

| PROJECTS WITH GRANTS AWARDED OR WITH HIGH PROBABILITY | | | | |
|-------------------------------------------------------|------------------|----------------------|----------------------------|----------------------|
| DESCRIPTION | BUDGETED AMOUNT | REVENUE SOURCE GRANT | REVENUE SOURCE DESCRIPTION | GENERAL FUND SUPPORT |
| Path System (Phase 7) (Award in Dec) | 50,000 | 47,500 | TE Project (State) | 2,500 |
| Path System (Phase 6) | 391,000 | 363,383 | TE Project (State) | 27,617 |
| 20th Avenue (Relation to Golf Course) | 459,000 | 432,000 | STP (Design) | 27,000 |
| 20th Avenue (Relation to Golf Course) | 42,440 | 40,000 | STP (Environmental) | 2,440 |
| 20th Avenue (Relation to Golf Course) | 137,441 | 129,591 | STP (Right of Way) | 7,850 |
| Main Street Traffic Signals (Design) | 120,000 | 120,000 | HSIP Grant (State) | 0 |
| Main Street Traffic Signals (Construction) | 600,000 | 600,000 | HSIP Grant (State) | 0 |
| Main Street Improvements | 103,919 | 98,971 | TE Project (State) | 4,949 |
| | | | | 0 |
| TOTAL COMMITTED/ AWARDED PRJ | 1,903,800 | 1,831,445 | | 72,356 |

| PROJECTS THAT NEED COUNCIL DIRECTIVE / DISCUSSION | | | | |
|---------------------------------------------------|------------------|----------------------|----------------------------|----------------------|
| DESCRIPTION | BUDGETED AMOUNT | REVENUE SOURCE GRANT | REVENUE SOURCE DESCRIPTION | GENERAL FUND SUPPORT |
| Frye Mesa Dam Study | 100,000 | 100,000 | TRYING TO FIND GRANT | |
| Graveyard Wash FRS (Planning/Design) | 1,000,000 | 1,000,000 | Federal (NRCS) | 0 |
| Graveyard Wash FRS (Construction) | 3,500,000 | 2,333,333 | Federal (NRCS) | 1,166,667 |
| FIRE DEPART EQUIPMENT | 304,000 | 288,800 | | 15,200 |
| R of W acquisitions (Relation Street) | 400,000 | 400,000 | TRYING TO FIND GRANT | 0 |
| Total Directive Projects | 5,304,000 | 4,122,133 | | 1,181,867 |

| Projects viable only if grants are received | | | | |
|---------------------------------------------|-----------|-----------|--------------------------|--|
| Fire Station (Federal Stimulus) | 5,000,000 | 5,000,000 | TRY TO FIND FED STIMULUS | |
| Airport Apron Construction | 692,400 | 692,400 | IF FAA HAS EXCESS FUNDS | |



ENGINEERING DEPARTMENT

5-Year Capital Plan 2012-2017

page 1 of 2

| Completion Year | PROJECT NAME | PROJECT LOCATION | TYPE OF IMPROVEMENT | FEDERAL AID TYPE | FEDERAL FUNDS | LOCAL MATCH | TOTAL COST |
|-----------------|-------------------------------------------------|---------------------------------------------|---------------------------------------|------------------|---------------|-------------|-------------|
| 2012 | 20th Avenue, Phase 2 Environmental Study | Relation to Golf Course Road | Design, Environmental, & ROW to widen | STP | \$40,000 | \$2,418 | \$42,418 |
| 2012 | 20th Avenue, Phase 2 Design | Relation to Golf Course Road | Design, Environmental, & ROW to widen | STP | \$432,000 | \$26,112 | \$458,112 |
| 2013 | 20th Avenue, Phase 2 Purchase ROW | Relation to Golf Course Road | Design, Environmental, & ROW to widen | STP | \$129,591 | \$7,833 | \$137,424 |
| 2013 | Share-Use Path, Phase 6 | 14th Avenue & Graveyard Wash to US 191 | Construct Shared-Use Path | TE 17 | \$363,383 | \$21,965 | \$385,348 |
| 2014 | Downtown Traffic Signals (Design/Environmental) | Main Street @ 6th, 5th, & Central Avenues | Replace Existing Traffic Signals | HSIP | \$120,000 | \$0 | \$120,000 |
| 2014 | Downtown Improvements (Construction) | Main Street @ 6th, 5th, & Central Avenues | Downtown Improvements | TE 18 | \$659,806 | \$39,882 | \$699,688 |
| 2014 | Downtown Traffic Signals (Construction) | Main Street @ 6th, 5th, & Central Avenues | Replace Existing Traffic Signals. | HSIP | \$600,000 | \$0 | \$600,000 |
| 2015 | US 191 Sidewalks, Phase 2 | Relation Street to US 70 | Construct Pathway | TE | \$294,728 | \$17,815 | \$312,543 |
| 2016 | 20th Avenue, Phase 2 (Construction) | Golf Course Road to Relation Street | Roadway Widening & Improvements | STP | \$1,905,000 | \$108,585 | \$2,013,585 |
| 2016 | Shared Use Path, Phase 7 | Highline Canal (14th Avenue to 20th Avenue) | Construct Shared-Use Path | TE | \$488,413 | \$29,522 | \$517,935 |

City of Safford Budget FY 2012-2013

DEPARTMENT:

40 P.C.D.

FUND:

GENERAL FUND

DIVISION:

158 AIRPORT

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|-------------------------------------|----------------------------|---------------------------|--------------|----------------------------|-------------------------------------------|
| 4515862100 62100 PROFESSIONAL SERVI | 35,000 | 1,000 | 2.9% | 10,000 | -71.43% |
| 4515863100 63100 UTILITIES EXPENSE | 24,000 | 17,577 | 73.2% | 24,000 | 0.00% |
| 4515864100 64100 OUTSIDE SERVICES | 1,500 | 0 | 0.0% | 1,500 | 0.00% |
| 4515865200 65200 MOTOR POOL RENTALS | 3,420 | 3,420 | 100.0% | 2,820 | 0.00% |
| 4515866100 66100 INSURANCE EXPENSE | 26,000 | 24,738 | 95.1% | 28,000 | 7.69% |
| 4515866200 66200 COMMUNICATIONS | 1,000 | 438 | 43.8% | 500 | -50.00% |
| 4515866500 66500 TRAVEL-TRAINING | 5,000 | 838 | 16.8% | 5,000 | 0.00% |
| 4515866700 66700 PRISONER LABOR | 500 | 0 | 0.0% | 500 | 0.00% |
| 4515866900 66900 DUES & SUBS | 1,000 | 60 | 6.0% | 1,000 | 0.00% |
| 4515867000 67000 SUPPLIES | 7,500 | 9,279 | 0.0% | 7,500 | 0.00% |
| 4515867510 67510 FUEL SUPPLIES | 300 | 31 | 10.4% | 300 | 0.00% |
| 4515868100 68100 INT SERV WAREHOUSE | 776 | 780 | 100.5% | 800 | 3.09% |
| 4515868132 68132 INFO PROCESSING | 6,410 | 6,408 | 0.0% | 6,850 | 0.00% |
| 4515869140 69140 DEBT SERVICE | 118,927 | 118,962 | 100.0% | 118,927 | 0.00% |
| | 231,333 | 183,531 | 79.3% | 207,697 | -10.22% |

FLEET

03 Grand Am

REVENUES

| | |
|---------------------------|----------------|
| FUEL FLOWAGE | 12,000 |
| SALE OF FUELING EQUIPMENT | 25,000 |
| HANGER LEASES | 94,000 |
| LAND LEASES | 28,000 |
| TIE-DOWNS | 1,000 |
| | 160,000 |

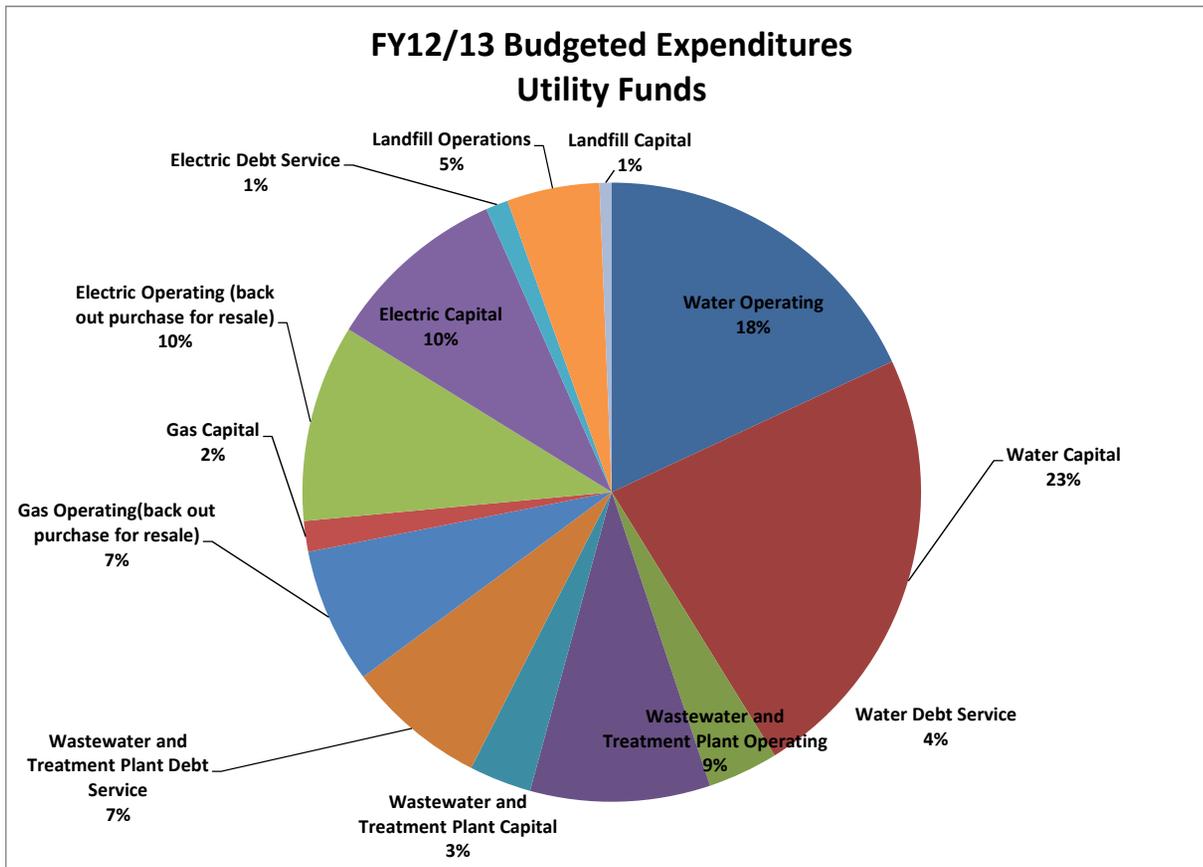
City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

40 P.C.D.
AIRPORT IMPROVEMENTS
045 AIRPORT IMPROVEMENTS

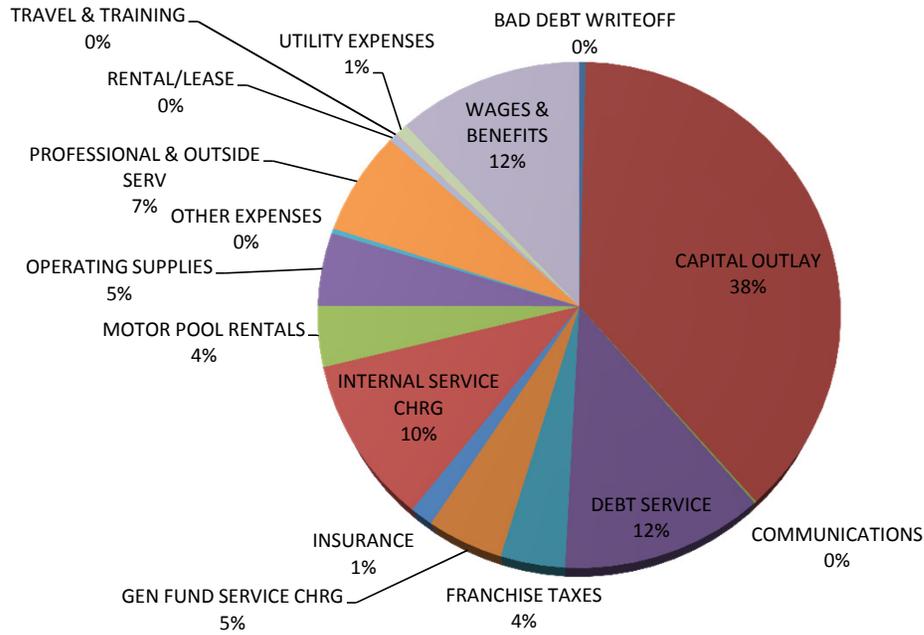
| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------|----------------------------|---------------------------|--------------|----------------------------|-------------------------------------------|
| 62100 PROFESSIONAL SERVI | 243,750 | 146,705 | 60.2% | 288,000 | 0.00% |
| 70000 CAPITAL OUTLAY | 0 | 83,829 | 0.0% | 0 | 0.00% |
| | 243,750 | 230,534 | 94.6% | 288,000 | 18.15% |

City of Safford FY12/13 Budgeted Expenditures: Utility Funds



| | FY12/13 Budgeted Utility Fund Expenditures: % to Total | |
|------------------------|-----------------------------------------------------------------|----------------|
| Water Operating | 3,793,372 | 18.07% |
| Water Capital | 4,852,000 | 23.11% |
| Water Debt Service | 772,056 | 3.68% |
| Wastewater and Trea | 1,972,522 | 9.40% |
| Wastewater and Trea | 685,000 | 3.26% |
| Wastewater and Trea | 1,537,942 | 7.33% |
| Gas Operating(back o | 1,484,504 | 7.07% |
| Gas Capital | 335,000 | 1.60% |
| Electric Operating (ba | 2,164,367 | 10.31% |
| Electric Capital | 2,004,500 | 9.55% |
| Electric Debt Service | 243,168 | 1.16% |
| Landfill Operations | 1,017,643 | 4.85% |
| Landfill Capital | 133,000 | 0.63% |
| | 20,995,074 | 100.00% |

FY 12-13 Budgeted utility Expense by Object Class Excluding Purchases for Resale



| | | |
|-----------------------------|-------------------|--------|
| BAD DEBT WRITEOFF | 85,000 | 0.40% |
| CAPITAL OUTLAY | 8,009,500 | 38.15% |
| COMMUNICATIONS | 26,800 | 0.13% |
| DEBT SERVICE | 2,553,166 | 12.16% |
| FRANCHISE TAXES | 810,000 | 3.86% |
| GEN FUND SERVICE CHRG | 963,460 | 4.59% |
| INSURANCE | 294,000 | 1.40% |
| INTERNAL SERVICE CHRG | 2,197,387 | 10.47% |
| MOTOR POOL RENTALS | 814,866 | 3.88% |
| OPERATING SUPPLIES | 983,440 | 4.68% |
| OTHER EXPENSES | 66,000 | 0.31% |
| PROFESSIONAL & OUTSIDE SERV | 1,410,554 | 6.72% |
| RENTAL/LEASE | 93,400 | 0.44% |
| TRAVEL & TRAINING | 24,000 | 0.11% |
| UTILITY EXPENSES | 166,500 | 0.79% |
| WAGES & BENEFITS | 2,497,000 | 11.89% |
| TOTAL | 20,995,073 | |

**UTILITIES DEPARTMENT
DIRECTOR: ERIC BUCKLEY**

DEPARTMENT SERVICES

The Utilities Department is comprised of six divisions. They are; the Electric, Water, Gas, Wastewater/Water Reclamation Plant, Landfill and Support Operations. The Utility Department's primary function is to provide the various utility and landfill services to our customers in a safe, efficient and reliable manner.

FY 2011/2012 MAJOR ACCOMPLISHMENTS:

In the last fiscal year the various divisions have accomplished several important projects.

Electric Division:

- Re-wired the Morris Well #1. Part of our overall re-furbishing of this production well.
- Replaced 47 old wooden poles on the distribution system.
- Upgraded approximately 5000 feet of primary neutral on the distribution system.
- Installed 40 fault indicators on the underground primary system.
- Completed a comprehensive inspection of the 8th Ave. Substation by contract.
- We have awarded the contract for the installation of 3,800 feet of conduit for the underground primary conductor at The Sunshine Valley Apartments and around Conquistador Estates to MP Nexlevel out of Phoenix.
- The 69kV transmission line upgrade is underway and is scheduled to be completed and energized by the end of June. This contract was awarded to Atkinson Power Co. of Durango, CO for \$1.3 million.
- Preliminary work has begun on the first stages of infrastructure changes for the territorial exchange with the Graham County COOP. The first phase of this takeover takes place December 31, 2012, with the remainder of the service area exchange commencing on December 31, 2015.

Water Division:

- Work is wrapping up on our Bonita Water Main Upgrade Phase I project located in San Jose east of Safford. This contracted project consisted of the installation of 5,400 feet of 12" water main, 16 services and 6 fire hydrants by Straightline Utilities of Phoenix, AZ. The contractor should be 100% by June 1st.

- The Phase II Colonia Project is still in the planning process. We are currently dealing with environmental issues regarding Epley's Ruin, and are submitting a request for additional funding (\$433K) to help mitigate any additional costs to install the water system.
- Completed the re-route/upgrade of a 12" water main around the troublesome Meadow Lane/Relation St area. This consisted of relocating 950 feet of 12" water main and 400 feet of 2" water main.
- Completed re-routing another problem reach of water main on west Relation Street and Chelsea Lane. This project involved 700 feet of 12" water main and 80 feet of 8" and 6" diameter main.
- Work has commenced on the new 250,000 gallon water storage tank in the Thunderbird Estates area south of Safford. This contract was awarded to Southwest Tank & Steel of Scottsdale, AZ. This project is approximately 30% complete.
- Crews have completed painting and conducting general maintenance on approximately 1,500 feet of the flo-line located in Bonita Canyon.
- Water Production: A comprehensive refurbishing of Morris Well #3 was completed. This consisted of a new building, and all new SCADA equipment that will enable our operators to not only start the well remotely but also to monitor the production and its disinfection processes.
- Hydraulic throttling stations have been constructed in two locations, one at the Clonts Well site and another at the Morris Well Field site, to assist us in regulating the volume of water flowing into town from Bonita Creek. These will help keep the upstream part of our system purged to adequate pressures during low flow periods.

Wastewater Division:

- Completed videoing another 15 miles of our sewer system. This is an ongoing process to assist us in keeping up with system assessments and maintenance of our collection system.
- Completed another bi-annual treatment of our sewer manholes for pest control. This contract consisted of coating over 1,000 manholes.
- Awarded a contract to Corrosion Resistant Coatings Co. to rehabilitate 25 manholes in our collection system. He is scheduled to begin in June as soon as the ADOT permits are finalized.

Gas Division:

- Completed another ACC audit for the year with great results. No significant violations.
- Completed the installation of 4,500 feet of main & service renewal around the Mt. Graham Shopping Center and north of Highway 70 between MGSC and 14th Ave.
- Completed leak survey of 100% of the system.
- Constructed a new roof over the 1st Ave Regulator Station.

Landfill Division:

- The landfill continues to operate as the regional landfill serving the entire Graham County area in a compliant, safe and efficient manner.
- We achieved a reduction in our mandatory gas well monitoring frequency from monthly to quarterly. This will result in significant savings to the city.

Water Reclamation Plant:

- A contract was awarded to BDP Industries to replace the existing Gravity Thickening Belt with a Belt Press. This work is scheduled to begin in approximately 4-6 weeks.

INITIATIVES 2012/2013 AND 2013/2014:

Electric

- ✓ To continue in-house replacements of our outdated old poles.
- ✓ To continually upgrade our old, problematic underground systems that are direct buried.
- ✓ To continue to install fault indicators on all underground primary cable to minimize trouble shooting and outage time.

Water

- ✓ To create a comprehensive valve exercise program system wide.
- ✓ To continue a rigorous Bonita Creek Maintenance program.
- ✓ Continue installing SCADA on all of our booster pumps and production wells.
- ✓ Begin the search for new potable water production sights south of Safford, outside the "bright line".
- ✓ Continue the Bonita pipeline upgrades along Highway 70 east of Safford.

Sewer

- ✓ Continue with an ongoing manhole rehabilitation program.
- ✓ Continue with our sewer system video mapping to meet state compliance.

Gas

- ✓ Continue the pipeline upgrades to eventually eliminate our old steel and replace with PE.
- ✓ Strive to achieve excellent annual ACC audits on our system.

Landfill

- ✓ Install the necessary bins to receive recyclable items at the landfill to further our commitment to ease the amounts of solid waste going in the ground.

Water Reclamation Plant

- ✓ Change our processing operations by installing the Belt Press to eliminate the need for the TWAS tank and the drying beds.
- ✓ Continue to improve the efficiencies of the aging equipment.

SIGNIFICANT CHANGES 2012/13 and 2013/14:

- This department is determined to find new ways to be more efficient and effective in the manner in which we approach our work; not only in the major extensions and system additions but also in the ways we perform our day to day operations and maintenance.
- Increase the use of technology to help improve our ability to deliver our services to the rate payers with the utmost efficiency and reliability.
- This department also needs to continue to search for grants and alternative funding sources to aid in the utility operations without putting undo strain on the city's budget.
- The water division is going to continue to work on a backflow program. The ultimate goal is to comply with the existing City of Safford ordinance and to ensure the safety of our water customers.

AUTHORIZED POSITIONS

The Utility Department is budgeted to employ a total of 35.5 people; however, currently we have only 33.5 working. There is a vacancy in the electric and in the water divisions.

ELECTRIC**2012/2013****2013/2014**

| | |
|------------------------------|------------------------------|
| 6 Positions | 7 Positions |
| Division Manager | Division Manager |
| Utilities Electrician | Utilities Electrician |
| 3 Journey Level Line Workers | 4 Journey Level Line Workers |
| 1 Apprentice Line Worker | 1 Apprentice Line Workers |

This division will need to add an additional line worker as the service area exchange with the COOP nears.

WATER**2012/2013****2013/2014**

| | |
|------------------------------------------------|--------------------------|
| 12 Positions | 12 Positions |
| GIS Field Inspection | GIS Field Inspection |
| Water Quality Specialist | Water Quality Specialist |
| Water Div. Supervisor | Water Div. Supervisor |
| Water/WW Operator | Water/WW Operator |
| 3 Lead Utility Workers | 3 Lead Utility Workers |
| 2 Utility Worker | 2 Utility Workers |
| 3 Utility Maint. Wkrs. | 3 Utility Maint. Wkrs. |
| Proposing filling two vacant positions this FY | |

SEWER**2012/2013****2013/2014**

| | |
|----------------------------|----------------------------|
| 6 Positions | 6 Positions |
| Water- WW Division Manager | Water- WW Division Manager |
| Blue Stake Technician | Blue Stake Technician |
| 3 Utility Workers | 3 Utility Workers |
| Lead Utility Worker | Lead Utility Worker |

GAS

| 2012/2013 | 2013/2014 |
|--------------------------|--------------------------|
| 6 Positions | 6 Positions |
| Gas Division Manager | Gas Division Manager |
| 2 Gas System Crew Leader | 2 Gas System Crew Leader |
| 2 Gas System Worker | 2 Gas System Worker |
| Gas System Maint. Worker | Gas System Maint. Worker |

LANDFILL

| 2012/2013 | 2013/2014 |
|------------------------------|------------------------------|
| 3.5 Positions | 3.5 Positions |
| Landfill Supervisor | Landfill Supervisor |
| 2 Landfill Equip Operator | 2 Landfill Equip Operator |
| Temp Landfill Equip Operator | Temp Landfill Equip Operator |

WATER RECLAMATION PLANT

The City of Safford currently has a contract with Severn-Trent Services to operate and manage our reclamation plant. This contract is up for renewal on July 1, 2013.

SUPPORT

| 2012/2013 | 2013/2014 |
|--------------------------|--------------------------|
| 2 Positions + 1 PT | 2 Positions + 1 PT |
| Utilities Director | Utilities Director |
| Administrative Assistant | Administrative Assistant |

PROGRAM OUTCOMES

- The outcome for any of our efforts in the utility department is to provide the best service with the most value for the dollars spent.
- To stay completely compliant in all of our divisions. Our department is heavily regulated by local, state and federal agencies. It is our goal to remain transparent in our operations with no regulatory violations.

PROGRAM OBJECTIVES

- The objective of the utility department as a whole is to ensure that all of our initiatives and the eventual future projects that evolve from them, is to be able to provide the most efficient, reliable and safe delivery of all of our varied products to our ratepayers.
- To use value engineering in every one of our project designs.
- To make sure we have explored all of our funding options, taking full advantage of any grant monies that might be available.
- Continue to work through these hard economic times with as little staff changes as possible. Our goal is to minimize personnel adjustments and make sure everyone can feel safe and secure in their jobs while maintaining a sense of belonging to a valuable team.
- Keep our staff well trained and ready to meet the demands of the challenging times that lay ahead.

FUTURE PROJECTS

Electric Division:

- 1.** Replace approximately 6 wooden poles system wide with engineered steel poles in key areas. This eliminates the need for unruly guy wires, they are stronger and they last forever.
- 2.** Complete Phase III of our distribution upgrade. This consists of the necessary feeder lines to adequately handle the additional loads that will accompany our takeover of the COOP service area. A route has tentatively been selected to accomplish this project and we are currently looking into right-of-way issues.
- 3.** Continue our primary underground upgrades system wide.

Water Division:

1. Continue our Bonita Main Line upgrades along Highway 70 east of Safford from San Jose to Safford. This is approximately 5 miles of 10" to 12" pipeline upgrade. This upgrades a pipeline that was installed in 1939 and has lived its useful life.
2. Continue searching for new permanent water sources south of Safford, outside the "bright line". These water sources will not count against our water budget and will also allow us to free flow water back into town, eliminating our need for costly uphill pumping.
3. Construct a 12" main from the newly built Discovery Park Tank feeder line at Discovery Park Blvd & 20th Ave, north to Golf Course Road. This will enable the tank to see its full operating potential. Currently the discharge has to be routed through a network of smaller diameter pipes to eventually find its way north to the large scale users such as the nursing homes and hospital and the various medical businesses located along 20th Ave.
4. Conduct a comprehensive flow test of every fire hydrant on the system (961). This test will bring us into compliance with the ISO (Insurance Service Organization) now that we've made several changes in the dynamics of our water system by the addition of new storage tanks and the restructuring of different booster stations.

Wastewater Division:

1. Continue videoing the sewer system on an annual basis for the ongoing updating and mapping of all of the related components of the collection system. This will not only keep us compliant with ADEQ, but it also aids us in our daily operation and maintenance work.
2. Continue our manhole rehabilitation efforts throughout our collection system.
3. Continue checking the feasibility of providing sanitary sewer service to the east valley. This project would take sewer east from Safford to Solomon, San Jose and eventually, the Arizona State Prison Complex

in San Jose. This will not only be a boon for the environment as a whole, but it would eliminate the threat of possible contamination from septic systems into our potable water well fields located just north of Solomon. The COS currently has 5 wells in this area. This effort would take complete cooperation from Graham County as this is entirely in their governing jurisdiction.

Gas Division:

Complete a comprehensive gas line renewal project eliminating all of the steel gas pipe in the following area: from Highway 191 east to Gila Ave, and from 8th Street north to East Main Street. This is a problem segment of our system that constantly plagues us with cathodic protection and leak issues.

Landfill Division:

Continue operating the landfill in an efficient and compliant manner.

Water Reclamation Plant:

Construct a permanent cover over the sand filter. This will help reduce the algae growth that has always plagued the filtering process. Less algae will result in more efficient processing of the effluent water by fewer backwashing cycles and an overall reduction in electric costs.

| UTILITY DEPARTMENT - FIVE YEAR CAPITAL PLAN | | | | | | | |
|----------------------------------------------------|------------------------------------------------------------------------------|------------------|------------------|------------------|------------------|------------------|--------------------|
| Division | Description | 2013 | 2014 | 2015 | 2016 | 2017 | Fund |
| 65 | Semi-load of posishell 2000 | \$ 28,000 | | | | | |
| 65 | Fencing | \$ 10,000 | | | | | |
| 65 | ADC Purchase | | \$ 30,000 | | | | |
| 65 | ADC Purchase - Ongoing | | | \$ 30,000 | | | |
| 65 | ADC Purchase - Ongoing | | | | \$ 30,000 | | |
| 65 | ADC Purchase - Ongoing | | | | | \$ 30,000 | |
| 65 Total | | \$ 38,000 | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ 30,000 | |
| 66 | Filter Plant Demolition | \$ 25,000 | | | | | |
| 66 | 12" West Valley Extension Church St/1st Ave to Reay Ln-Engineering | \$ - | | | | | |
| 66 | Sanchez Rd Bridge Crossing - Engineering & ADEQ Approvals | \$ 50,000 | | | | | |
| 66 | Morris Well #2 Building/Equipment Rehab & Pump | \$ 52,000 | | | | | |
| 66 | Johnson /Reay Ln 12" upgrade | \$ 75,000 | | | | | |
| 66 | Carry Over - Bonita /Solomon Engineer & Match Phase 2 | \$ 80,000 | | | | | Impact Fees |
| 66 | Carry Over - Thunderbird Tank Replacement | \$ 100,000 | | | | | Impact Fee (50%) |
| 66 | New Water Source Exploration | \$ 100,000 | | | | | |
| 66 | 12" Main Discovery Tank to 26th St. | \$ 110,000 | | | | | |
| 66 | Continue 12" Bonita Upgrade | \$ 500,000 | | | | | Impact Fees |
| 66 | Carry Over - Bonita 12" Upgrade Phase 3 | \$ 600,000 | | | | | Impact Fees |
| 66 | Webster Hill Upgrade/Replacement - Tap Moratorium, Compliance | \$ 120,000 | | | | | Economic Area |
| 66 | Fire Suppression, Water Storage Tank at Airport | \$ 750,000 | | | | | Possible FAA Grant |
| 66 | New Water Source Exploration | | \$ 100,000 | | | | |
| 66 | Central Road 2" to 8" Upgrade 4000 Ft - compliance issues, tap moratorium | | \$ 160,000 | | | | |
| 66 | 12" Main - 26th St to Golf Course Rd | | \$ 160,000 | | | | |
| 66 | Sanchez Rd Bridge Crossing Tie Kempton Wells to Bonita | | \$ 185,000 | | | | |
| 66 | Sanchez Crossing Blend Project | | \$ 300,000 | | | | |
| 66 | Morris Cluster /8th Ave Bridge Upgrade | | \$ 330,000 | | | | Impact Fees |
| 66 | 12" West Valley Extension/Phase II Construction Reay Ln to Webster Rd | | \$ 350,000 | | | | |
| 66 | 12" West Valley Extension /Phase I Construction Church St/1st Ave to Reay Ln | | \$ 400,000 | | | | |
| 66 | Continue 12" Bonita Upgrade | | \$ 420,000 | | | | |
| 66 | Montierth Ln, Lone Star Rd to Upper Solomon Rd 12" Main Upgrade | | | \$ 150,000 | | | In-House |
| 66 | Phase II Hillcrest Airport Rd /Wye Rock to HC Booster | | | \$ 184,000 | | | |
| 66 | Continue 12" Bonita Upgrade | | | \$ 430,000 | | | |
| 66 | New Water Source Exploration | | | \$ 500,000 | | | |
| 66 | 12" Main Upgrade Golf Course Rd & 20th Ave to 18th St (tie-ins) | | | TBD | | | FHWA Grant Funded |
| 66 | Complete Kempton Well field tie-in to 12" Bonita line | | | | \$ 300,000 | | |

| UTILITY DEPARTMENT - FIVE YEAR CAPITAL PLAN | | | | | | | |
|----------------------------------------------------|--------------------------------------------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------|
| Division | Description | 2013 | 2014 | 2015 | 2016 | 2017 | Fund |
| 66 | Phase IV 12" main connection GC Road to Quail Ridge | | | | \$ 375,000 | | |
| 66 | New Water Source Exploration/Purchase | | | | \$ 500,000 | | |
| 66 | Thunderbird Hills, Estates water system upgrade Phase I | | | | | \$ 380,000 | |
| 66 | Downtown Business District water main and service upgrade and relocation | | | | | \$ 420,000 | |
| 66 | Reclaimed water distribution. Find water source and conveyance to appropriate sites. | | | | | \$ 500,000 | |
| 66 Total | | \$ 2,562,000 | \$ 2,405,000 | \$ 1,264,000 | \$ 1,175,000 | \$ 1,300,000 | |
| 67 | Engineer Rebuild Sewer Main 20th St East of Central - Remove Bottleneck | \$ 7,500 | | | | | |
| 67 | Carry Over - Repair/Reroute Sewer Main 14th Ave & 18th St Alley | \$ 50,000 | | | | | |
| 67 | Carry Over - Manhole Rehab | \$ - | | | | | |
| 67 | Ongoing Manhole (approx 35 count) | \$ 100,000 | | | | | |
| 67 | Rebuild Sewer Main 20th St East of Central - Removal Bottleneck | | \$ 75,000 | | | | |
| 67 | Continue Manhole Rehab | | \$ 100,000 | | | | |
| 67 | East Valley Sewer Project to San Jose-Feasability & Engineering | | \$ 250,000 | | | | |
| 67 | Continue Manhole Rehab - System Wide | | | \$ 100,000 | | | |
| 67 | Start East Valley Sewer towards San Jose | | | \$ 500,000 | | | |
| 67 | Complete East Valley Sewer Project | | | \$ 500,000 | | | |
| 67 | Ongoing Manhole Rehab | | | | \$ 100,000 | | |
| 67 | Ongoing Manhole Rehab | | | | | \$ 100,000 | |
| 67 Total | | \$ 157,500 | \$ 425,000 | \$ 1,100,000 | \$ 100,000 | \$ 100,000 | |
| 671 | Cover Sand Filter | \$ 75,000 | | | | | |
| 671 | Replace Aging Equipment - Include Rake Head and Bar Rack | \$ 150,000 | | | | | |
| 671 | TECH ASSISTANCE WIFA GRANT | \$ 40,000 | | | | | WIFA GRANT |
| 671 | Replace Aging Equipment | | \$ 150,000 | | | | |
| 671 | Replacement of Aging Equipment, Pumps, Motors | | | \$ 175,000 | | | |
| 671 | Refurbish #3 Influent Pump and Repairs to Oxidation Ditches | | | \$ 275,000 | | | |
| 671 | Ongoing Replacement of Aging Equipment | | | | \$ 150,000 | | |
| 671 | Replace media in sand filters | | | | | \$ 175,000 | |
| 671 | Ongoing Replacement of Aging Equipment | | | | | \$ 175,000 | |
| 671 Total | | \$ 265,000 | \$ 150,000 | \$ 450,000 | \$ 150,000 | \$ 350,000 | |
| 68 | Renewal of Old Services | \$ 15,000 | | | | | |
| 68 | Ongoing - Replacement of Steel to PE | \$ 118,000 | | | | | |
| 68 | Renewal of Old Services | | \$ 15,000 | | | | |
| 68 | Ongoing - Replacement of Steel to PE | | \$ 120,000 | | | | |
| 68 | Service Line Upgrades | | | \$ 17,500 | | | |

| UTILITY DEPARTMENT - FIVE YEAR CAPITAL PLAN | | | | | | | |
|----------------------------------------------------|-----------------------------------------------------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------|
| Division | Description | 2013 | 2014 | 2015 | 2016 | 2017 | Fund |
| 68 | Main Replacement and Upgrades | | | \$ 100,000 | | | |
| 68 | Service Line Upgrades | | | | \$ 18,000 | | |
| 68 | Main Replacement and Upgrades | | | | \$ 100,000 | | |
| 68 | Service Line Upgrades | | | | | \$ 18,000 | |
| 68 | Main Replacement and Upgrades | | | | | \$ 100,000 | |
| 68 Total | | \$ 133,000 | \$ 135,000 | \$ 117,500 | \$ 118,000 | \$ 118,000 | |
| 69 | High School irrigation pump overhead north along canal/COOP exchange | \$ 8,500 | | | | | |
| 69 | Highway 191 between Nor-Jean & Graveyard Wash tie/COOP exchange | \$ 8,500 | | | | | |
| 69 | Hydraulic wire pulling machine | \$ 50,000 | | | | | |
| 69 | Replace old junction poles with engineered poles | \$ 150,000 | | | | | |
| 69 | 1/3 Reserve for SPRR | \$ 255,000 | | | | | |
| 69 | 1/4 Reserve for COOP purchase | \$ 312,500 | | | | | |
| 69 | Phase III - Start Construction for distribution - COOP takeover | \$ 380,000 | | | | | |
| 69 | Replace old junction poles with engineered poles | | \$ 150,000 | | | | |
| 69 | 1/3 Reserve for SPRR | | \$ 255,000 | | | | |
| 69 | 1/4 Reserve for COOP purchase | | \$ 312,500 | | | | |
| 69 | Complete Phase III distribution - COOP takeover | | \$ 380,000 | | | | |
| 69 | Upgrades and replacements of acquired COOP assets | | | \$ 50,000 | | | |
| 69 | Replace underground cable at Substation, includes engineering pole double circuit | | | \$ 50,000 | | | |
| 69 | Replace old junction poles with engineered poles | | | \$ 150,000 | | | |
| 69 | SPPR project development payments | | | \$ 300,000 | | | |
| 69 | 1/4 Reserve for COOP purchase | | | \$ 312,500 | | | |
| 69 | Replace switches at substation | | | | \$ 25,000 | | |
| 69 | Protection study for reclosures at substation | | | | \$ 50,000 | | |
| 69 | Replace wooden poles with stell around McDonalds on Hwy 70 | | | | \$ 200,000 | | |
| 69 | Downtown Business District upgrades poles and wire Phase I | | | | \$ 275,000 | | |
| 69 | Install gang switches to tie differenct circuits | | | | | \$ 18,000 | |
| 69 | Replace/upgrade underground cable at Sunrise Village after COOP takeover | | | | | \$ 85,000 | |
| 69 | Replace junction poles with engineered poles | | | | | \$ 230,000 | |
| 69 | Downtown Business District upgrades poles and wire Phase II | | | | | \$ 275,000 | |
| 69 Total | | \$ 1,164,500 | \$ 1,097,500 | \$ 862,500 | \$ 550,000 | \$ 608,000 | |
| Grand Total | | \$ 4,320,000 | \$ 4,242,500 | \$ 3,824,000 | \$ 2,123,000 | \$ 2,506,000 | |

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

88 UTILITIES
UTILITY SUPPORT FUND
610 SUPPORT DIVISION

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 124,000 | 125,088 | 100.9% | 130,000 | 4.84% |
| 61200 PER. SVC. - EMPL. BNFTS. | 47,600 | 42,567 | 89.4% | 50,900 | 0.00% |
| 61400 RETIREMENT INS SUB | 5,300 | 5,200 | 98.1% | 5,300 | 0.00% |
| 62100 PROFESSIONAL SERVI | 15,000 | 9,451 | 63.0% | 15,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 42,000 | 24,659 | 58.7% | 38,000 | -9.52% |
| 64100 OUTSIDE SERVICES | 1,000 | 120 | 12.0% | 1,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 28,608 | 28,758 | 100.5% | 28,068 | -1.89% |
| 66200 COMMUNICATIONS | 10,500 | 13,589 | 129.4% | 12,000 | 14.29% |
| 66500 TRAVEL-TRAINING | 1,000 | 1,881 | 188.1% | 2,500 | 150.00% |
| 66700 PRISONER LABOR | 1,000 | 883 | 88.3% | 1,000 | 0.00% |
| 66900 DUES & SUBS | 8,000 | 2,880 | 36.0% | 8,000 | 0.00% |
| 67000 SUPPLIES | 15,736 | 9,378 | 59.6% | 16,000 | 1.68% |
| 67510 FUEL SUPPLIES | 18,000 | 4,666 | 25.9% | 5,000 | 0.00% |
| 68133 I.T./COMM | 33,960 | 33,960 | 100.0% | 12,665 | -62.71% |
| 69100 OTHER EXPENSE | 90,000 | 112,039 | 124.5% | 100,000 | 11.11% |
| | 441,704 | 415,120 | 94.0% | 425,433 | -3.68% |

| 2 FTE POSITIONS + 1 PT | Support Distribution | Dist % | Dist \$ |
|--------------------------------|--------------------------------|-------------|----------------|
| UTILITIES DIRECTOR | 650 LANDFILL | 10% | 42,543 |
| ADMIN ASSISTANT | 660 WATER DIVISION | 35% | 148,902 |
| PT COURIER | 670 WASTE-WATER DIVISION | 10% | 42,543 |
| | 671 WASTE WATER TREATMENT PLAN | 5% | 21,272 |
| 1 -RETIREMENT SUBSIDY | 680 GAS DIVISION | 15% | 63,815 |
| | 690 ELECTRIC DIVISION | 25% | 106,358 |
| FLEET | | 100% | 425,433 |
| 2006 GMC SIERRA (SUPPORT) | | | |
| 2008 TAHOE | | | |
| 1996 POT HOLE DIGGER UTILITIES | | | |
| TRAILERS UTIL | | | |

City of Safford Budget FY 2012-2013

DEPARTMENT: **88 UTILITIES**
 FUND: **65 LANDFILL**
 DIVISION: **650 LANDFILL**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|---------------------------------|------------------|----------------|--------------|------------------|----------------------------|
| 61100 PER. SVC. - SALARIES | 133,692 | 141,411 | 105.8% | 153,800 | 15.04% |
| 61120 PER.SVC. - OVERTIME | 15,000 | 14,328 | 95.5% | 16,000 | 6.67% |
| 61200 PER. SVC. - EMPL. BNFTS. | 51,672 | 50,430 | 97.6% | 57,600 | 11.47% |
| 62100 PROFESSIONAL SERVI | 26,000 | 23,163 | 89.1% | 26,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 2,500 | 2,122 | 84.9% | 2,500 | 0.00% |
| 64100 OUTSIDE SERVICES | 35,000 | 51,886 | 148.2% | 45,000 | 28.57% _(1) |
| 65100 RENTAL / LEASE EXPENSE | 40,000 | 0 | 0.0% | 70,000 | 75.00% _(2) |
| 65200 MOTOR POOL RENTALS | 270,198 | 263,769 | 97.6% | 265,446 | -1.76% |
| 66100 INSURANCE EXPENSE | 30,000 | 28,015 | 93.4% | 30,000 | 0.00% |
| 66200 COMMUNICATIONS | 2,000 | 1,458 | 72.9% | 2,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 1,000 | 75 | 7.5% | 1,500 | 50.00% |
| 67000 SUPPLIES | 101,880 | 17,663 | 17.3% | 40,000 | -60.74% |
| 67510 FUEL SUPPLIES | 90,000 | 97,765 | 108.6% | 90,000 | 0.00% |
| 68130 CITIZEN SERV | 76,879 | 76,884 | 100.0% | 79,813 | 3.82% |
| 68132 INFO PROCESSING | 25,630 | 25,632 | 100.0% | 27,420 | 6.98% |
| 68133 I.T./COMM | 1,640 | 1,644 | 100.2% | 4,565 | 178.35% |
| 68180 INT. SERV. GENRL F | 48,745 | 48,744 | 100.0% | 48,173 | -1.17% |
| 68190 UTIL. SUPPORT EXP. ALLOCA | 44,160 | 44,172 | 100.0% | 42,543 | -3.66% |
| 68195 ENGINEERING | 8,277 | 8,280 | 100.0% | 15,283 | 84.65% |
| 70000 CAPITAL OUTLAY | 88,000 | 35,470 | 40.3% | 133,000 | 51.14% |
| | 1,092,273 | 932,911 | 85.4% | 1,150,643 | 5.3% |

| 3 FTE POSITIONS + 1 PT | Notes |
|--------------------------------|--------------------------------------------------|
| LANDFILL SUPERVISOR | (1) Tire haul contract - state reimbursed |
| 2 -LANDFILL EQUIPMENT OPERATOR | (2) includes \$60,000 rental payment to Gen Fund |
| TEMP LANDFILL EQUIP OPERATOR | |

| FLEET | |
|-----------------------------|------------------------|
| 02 FORD F250 4X4 | 98 BACKHOE |
| 08 FORD F25 4X4 | 08 CAT DOZER D7 |
| 03 FREIGHTLINER WATER TRUCK | 08 CAT SCRAPER 621F |
| MURRAY EASY LOAD TRAILER | 09 CAT COMPACTOR 816F2 |
| AIR COMPRESSORS | |
| AIR COMPRESSORS | |

| CAPITAL | |
|------------------------|----------------------|
| Posishell purchase | \$ 28,000.00 |
| fencing | \$ 10,000.00 |
| CLOSURE RESERVE | \$ 95,000.00 |
| | \$ 133,000.00 |

City of Safford Budget FY 2012-2013

DEPARTMENT: **88 UTILITIES**
 FUND: **66 WATER**
 DIVISION: **660 WATER**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | % Change | |
|---------------------------------|--------------------|-------------------|--------------|------------------|----------------------|
| | | | | FY 12-13 BUDGET | from 11-12 budget |
| 61100 PER. SVC. - SALARIES | 472,900 | 512,489 | 108.4% | 513,700 | 8.63% |
| 61120 PER.SVC. - OVERTIME | 23,000 | 19,034 | 82.8% | 20,200 | -12.17% |
| 61200 PER. SVC. - EMPL. BNFTS. | 201,800 | 213,607 | 105.9% | 231,500 | 14.72% |
| 61400 RETIREMENT INS SUB | 15,700 | 15,168 | 96.6% | 15,700 | 0.00% |
| 62100 PROFESSIONAL SERVI | 100,000 | 137,806 | 137.8% | 330,000 | 230.00% (3,4,5,6) |
| 62700 FRANCHISE TAXES | 220,000 | 208,064 | 94.6% | 220,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 110,000 | 154,550 | 140.5% | 125,000 | 13.64% |
| 64100 OUTSIDE SERVICES | 38,000 | 14,690 | 38.7% | 48,000 | 26.32% (1,7) |
| 65100 RENTAL / LEASE EXPENSE | 10,000 | 5,665 | 56.6% | 10,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 286,392 | 292,412 | 102.1% | 290,148 | 1.31% |
| 66100 INSURANCE EXPENSE | 40,000 | 37,354 | 93.4% | 40,000 | 0.00% |
| 66200 COMMUNICATIONS | 12,000 | 15,840 | 132.0% | 12,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 4,000 | 3,846 | 96.2% | 4,000 | 0.00% |
| 66900 DUES & SUBS | 25,132 | 13,612 | 54.2% | 13,000 | -48.27% (2) |
| 67000 SUPPLIES | 416,309 | 579,178 | 139.1% | 450,000 | 8.09% |
| 67510 FUEL SUPPLIES | 77,000 | 73,010 | 94.8% | 77,000 | 0.00% |
| 68130 CITIZEN SERV | 128,234 | 128,232 | 100.0% | 133,127 | 3.82% |
| 68132 INFO PROCESSING | 115,800 | 115,800 | 100.0% | 123,870 | 6.97% |
| 68133 I.T./COMM | 33,820 | 33,816 | 100.0% | 49,156 | 45.35% |
| 68134 FIELD SERVICE | 164,538 | 164,544 | 100.0% | 197,184 | 19.84% |
| 68136 GIS | 115,800 | 115,800 | 100.0% | 0 | -100.00% |
| 68137 STR PATCHING | 101,400 | 101,400 | 100.0% | 101,400 | 0.00% |
| 68180 INT. SERV. GENRL F | 341,212 | 341,208 | 100.0% | 337,211 | -1.17% |
| 68190 UTIL. SUPPORT EXP. ALLOCA | 154,596 | 154,596 | 100.0% | 148,902 | -3.68% |
| 68195 ENGINEERING | 169,436 | 169,440 | 100.0% | 229,247 | 35.30% |
| 68196 PROJECT MANAGEMENT | 0 | 0 | 0.0% | 38,026 | 0.00% |
| 69100 OTHER EXPENSE | 10,000 | -3,892 | -38.9% | 10,000 | 0.00% |
| 69135 BAD DEBT EXPENSE | 25,000 | 52,191 | 208.8% | 25,000 | 0.00% |
| 69140 DEBT SERVICE | 772,056 | 763,634 | 98.9% | 772,056 | 0.00% |
| 70000 CAPITAL OUTLAY | 1,936,500 | 1,084,096 | 56.0% | 4,852,000 | 150.56% |
| | 6,120,625 | 5,517,192 | 90.1% | 9,417,428 | 53.86% |

City of Safford Budget FY 2012-2013

DEPARTMENT: **88 UTILITIES**
 FUND: **66 WATER**
 DIVISION: **660 WATER**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | | FY 12-13 BUDGET | % Change from 11-12 budget | priority |
|------------------------------|--------------------------------------------------------------------|----------------|---------|------------------|----------------------------|---------------------------------------------------------|
| | | % YTD | CAPITAL | | | |
| 10 FTE POSITIONS | | | | | | |
| WATER GIS FIELD INSPECTION | Filter Plant Demolition | | | \$25,000 | | 4 |
| WATER QUALITY SPECIALIST | 12" West Valley Extension Church St/1st Ave to Reay Ln-Engineering | | | \$0 | 5 | \$50,000 project costs this year (in house engineering) |
| WATER FIELD SUPERVISOR | Sanchez Rd Bridge Crossing - Engineering & ADEQ Approvals | | | \$0 | | \$50,000 project costs this year (in house engineering) |
| 3-LEAD UTILITIES WORKER | Morris Well #2 Building/Equipment Rehab & Pump | | | \$52,000 | 3 | in house project estimate labor @ \$30,000 |
| WATER/WW OPERATOR | Johnson /Reay Ln 12" upgrade | | | \$75,000 | 1 | |
| UTIL WORKER | Carry Over - Bonita /Solomon Engineer & Match Phase 2 | | | \$80,000 | | impact fees \$80,000 |
| 2-UTIL MAINT WORKER | Solomon Colonias Grant | | | \$2,500,000 | | CDBG Grant |
| | New Water Source Exploration (build reserve) | | | \$100,000 | | |
| 3 -RETIREMENT SUBSIDY | | | | | | |
| | 12" Main Discovery Tank to 26th St. | | | \$50,000 | 2 | in house project estimate labor @ \$60,000 |
| | Continue 12" Bonita Upgrade | | | \$500,000 | | impact fees \$500,000 |
| | Carry Over - Bonita 12" Upgrade Phase 3 | | | \$600,000 | | impact fees \$600,000 |
| | Webster Hill Upgrade/Replacement - Tap Moratorium, Compliance | | | \$120,000 | | Possible RDA Grant |
| | Fire Suppression, Water Storage Tank at Airport | | | \$750,000 | | Possible FAA Grant |
| | | | | 4,852,000 | | 1,180,000 |

- NOTE (1) - every year we have different testing requirements
- NOTE (2) ~~\$13,332 DWR Fee~~ + \$10,000 GILA WATER SHED
- NOTE (3) \$55,000 FOR THATCHER AGREEMENT
- NOTE (4) \$60,000 FIRE FLOW TEST
- NOTE (5) \$75,000 IMPACT FEE AND RATE STUDY & trimble unit??
- NOTE (6) \$20,000 UPDATE 20/20 VISION PLAN
- NOTE (7) \$10,000 DEQ Sanchez Bridge/ 12" West Valley permits (engineer = in house)

FLEET

| | |
|--------------------------------|--------------------------------|
| 2005 CHEVY (BLUE STAKES) | TRAILERS UTIL LOW BED |
| 2000 DODGE PICKUP 4X4 | TRAILERS UTIL BACKHOE |
| 2005 3/4 TON WATER DEPT 4X4 | TRAILERS UTIL FUEL SMALL |
| 2006 GMC 3500 WATER | 2008 BIG TEX DUMP (WATER) |
| 2006 GMC 3500 WATER | 2008 ARIZONA TRAILER |
| 2008 FORD 4X4 WATER | AIR COMPRESSORS |
| 2008 F250 CREW CAB WATER | GENERATOR DETROIT |
| 2008 FORD F350 CREW | 2005 AIRCOMPRESSOR (WATER) |
| 2006 CHEVROLET 4X4 | FOUR WHEELER |
| 2002 CHEVROLET 1 T D (WATR) | MIXER 95CM STONE |
| 2005 CHEVROLET 1 TON (WATER) | 2009 WELDER ON 14-122 |
| 2009 CHEVROLET 3500 (WATER) | 2009 WELDER ON 14-154 |
| 2000 FORD F250 4X4 (UTILITIES) | 2009 WELDER ON TRAILER |
| 1998 GMC WTR TRK WATER DEPT | 2005 CAT 420D BACKHOE UTILITIE |
| 2008 CHEVROLET UTILITY (WATER) | 2004 JD 710 BACKHOE |
| 2007 INTL FLATBED (UTILITIES) | 2005 CAT EXCAVATOR |
| 2005 INTL FLATBED (UTILITIES) | 2006 CAT MINI EXCAVATOR (UTIL) |
| 2000 KENWORTH (UTILITIES) | 2006 JOHNDEERE 310SJTC (UTIL) |
| 1998 FORD MAINTEX 2592 BO/T | 2007 CAT 950H (UTILITIES) |
| 1994 MACK 14 WHEEL DUMP WATER | OTHER CONSTRUCTION E |
| 2007 INTERNATIONAL DUMP | OTHER CONSTRUCTION E |
| 6 -TRAILERS UTIL | PERKINS WELL 15 |
| SEMI TRAILER | OTHER EQUIPMENT BOOSTER |
| TRAILERS UTIL FUEL | CUMMENGINE WELL 15 |

City of Safford Budget FY 2012-2013

DEPARTMENT: **88 UTILITIES**
 FUND: **67 WASTEWATER**
 DIVISION: **670 WASTEWATER**

| OBJECT | FY 11-12 BUDGET | YTD -JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|---------------------------------|--------------------|------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 270,000 | 226,229 | 83.8% | 307,900 | 14.04% |
| 61120 PER.SVC. - OVERTIME | 12,000 | 13,675 | 114.0% | 16,600 | 38.33% |
| 61200 PER. SVC. - EMPL. BNFTS. | 113,000 | 98,997 | 87.6% | 148,000 | 30.97% |
| 62100 PROFESSIONAL SERVI | 40,000 | 45,649 | 114.1% | 97,000 | 142.50% (1,2) |
| 64100 OUTSIDE SERVICES | 10,000 | 1,923 | 19.2% | 7,500 | -25.00% |
| 65100 RENTAL / LEASE EXPENSE | 4,000 | 2,453 | 61.3% | 4,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 99,708 | 99,708 | 100.0% | 98,904 | -0.81% |
| 66100 INSURANCE EXPENSE | 14,000 | 9,239 | 66.0% | 14,000 | 0.00% |
| 66200 COMMUNICATIONS | 3,000 | 3,574 | 119.1% | 3,300 | 10.00% |
| 66500 TRAVEL-TRAINING | 1,500 | 0 | 0.0% | 1,500 | 0.00% |
| 67000 SUPPLIES | 37,968 | 19,525 | 51.4% | 35,000 | -7.82% |
| 67510 FUEL SUPPLIES | 12,000 | 13,347 | 111.2% | 14,000 | 16.67% |
| 68130 CITIZEN SERV | 20,595 | 20,592 | 100.0% | 21,382 | 3.82% |
| 68132 INFO PROCESSING | 18,600 | 18,600 | 100.0% | 19,890 | 6.94% |
| 68133 I.T./COMM | 2,600 | 2,604 | 100.2% | 1,200 | -53.85% |
| 68136 GIS | 49,499 | 49,500 | 100.0% | 0 | -100.00% |
| 68137 STR PATCHING | 25,350 | 25,356 | 100.0% | 25,350 | 0.00% |
| 68180 INT. SERV. GENRL F | 97,489 | 97,488 | 100.0% | 96,346 | -1.17% |
| 68190 UTIL. SUPPORT EXP. ALLOCA | 44,170 | 44,172 | 100.0% | 42,543 | -3.68% |
| 68195 ENGINEERING | 106,247 | 106,248 | 100.0% | 76,416 | -28.08% |
| 68196 PROJECT MANAGEMENT | 0 | 0 | 0.0% | 10,865 | 100.00% |
| 69100 OTHER EXPENSE | 15,000 | 500 | 0.0% | 15,000 | 0.00% |
| 69135 BAD DEBT EXPENSE | 20,000 | 37,780 | 188.9% | 20,000 | 0.00% |
| 69140 DEBT SERVICE | 137,942 | 134,602 | 97.6% | 137,942 | 0.00% |
| 70000 CAPITAL OUTLAY | 161,000 | 34,335 | 21.3% | 150,000 | -6.83% |
| | 1,315,668 | 1,106,096 | 84.1% | 1,364,638 | 3.72% |

6 FTE POSITIONS

WTR-WASTEWTR DIV MANAGER
 LEAD UTIL WORKER
 3 -UTILITIES WORKER
 BLUE STAKE TECHNICIAN

FLEET

2006 GMC 3500 SEWER
 2006 CHEVROLET 3/4 4X4 (WATER)
 2008 CHEVROLET UTILITIES WATER
 2006 VAC-CON (SEWER)
 SEWER CLEANER
 2005 CAT 420D BACKHOE SEWER

CAPITAL

Engineer Rebuild Sewer Main 20th St East of Central - Remove Bottleneck
Carry Over - Repair/Reroute Sewer Main 14th Ave & 18th St Alley

\$0 estimate \$7,500 in house
 \$50,000

Ongoing Manhole Rehab (approx 65 count)

\$100,000

\$150,000

NOTES

- (1) \$25,000 IMPACT FEE STUDY
 (2) \$32,000 WASTEWATER MASTER USE PLAN

City of Safford Budget FY 2012-2013

DEPARTMENT: **88 UTILITIES**
 FUND: **67 WASTEWATER**
 DIVISION: **671 TREATMENT PLANT**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|---------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 62100 PROFESSIONAL SERVI | 728,054 | 758,239 | 104.1% | 728,054 | 0.00% |
| 63100 UTILITIES EXPENSE | 25,000 | 25,308 | 101.2% | 25,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 10,000 | 0 | 0.0% | 10,000 | 0.00% |
| 65200MOTOR POOL RENTALS | 15,456 | 10,632 | 68.8% | 15,456 | 0.00% |
| 66100 INSURANCE EXPENSE | 10,000 | 11,621 | 0.0% | 10,000 | 0.00% |
| 66900 DUES & SUBS | 6,000 | 6,120 | 102.0% | 6,000 | 0.00% |
| 67000 SUPPLIES | 1,000 | 88 | 8.8% | 1,000 | 0.00% |
| 67510 FUEL SUPPLIES | 0 | 60 | 0.0% | 100 | 0.00% |
| 68133 I.T./COMM | 15,660 | 15,660 | 100.0% | 15,488 | -1.10% |
| 68180 INT. SERV. GENRL F | 48,744 | 48,744 | 100.0% | 48,173 | -1.17% |
| 68190 UTIL. SUPPORT EXP. ALLOCA | 22,085 | 22,080 | 100.0% | 21,272 | -3.68% |
| 68195 ENGINEERING | 8,276 | 8,280 | 100.0% | 15,283 | 84.67% |
| 68196 PROJECT MANAGEMENT | 0 | 0 | 0.0% | 0 | 0.00% |
| 69140 DEBT SERVICE | 1,400,000 | 1,400,000 | 100.0% | 1,400,000 | 0.00% |
| 70000 CAPITAL OUTLAY | 380,000 | 0 | 0.0% | 535,000 | 40.79% |
| | 2,670,275 | 2,306,831 | 86.4% | 2,830,826 | 6.01% |

FLEET

1996 PETERBUILT 4000GAL W.R.P.
 SLUDGE TRAILER 6000 GAL
 WELLS CARGO TRAILER WWTP
 2002 CAT BACKHOE (WWTP)

CAPITAL

| | | |
|------------------------------------------------------|----------------|-------------|
| Belt Press (Carry Over - ordered but not installed) | 280,000 | Impact Fees |
| Cover Sand Filter | 75,000 | |
| WIFA TECH GRANT | 40,000 | |
| Replace Aging Equip - Include Rake Head and Bar Rack | 140,000 | |
| | 535,000 | |

City of Safford Budget FY 2012-2013

DEPARTMENT: **88 UTILITIES**
 FUND: **68 GAS**
 DIVISION: **680 GAS**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|---------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 55100 PURCHASES FOR RESALE | 1,370,000 | 1,111,320 | 81.1% | 1,144,000 | -16.50% |
| 61100 PER. SVC. - SALARIES | 294,000 | 302,740 | 103.0% | 301,900 | 2.69% |
| 61120 PER.SVC. - OVERTIME | 11,000 | 7,894 | 71.8% | 11,000 | 0.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 114,100 | 117,294 | 102.8% | 123,100 | 7.89% |
| 61400 RETIREMENT SUBSIDY | 5,300 | 5,200 | 98.1% | 5,300 | 0.00% |
| 62100 PROFESSIONAL SERVI | 12,000 | 10,471 | 87.3% | 12,000 | 0.00% |
| 62700 FRANCHISE TAXES | 180,000 | 146,663 | 81.5% | 180,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 5,000 | 3,993 | 79.9% | 5,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 4,000 | 5,138 | 128.5% | 4,000 | 0.00% |
| 65100 RENTAL / LEASE EXPENSE | 4,000 | 3,327 | 83.2% | 4,400 | 10.00% |
| 65200 MOTOR POOL RENTALS | 64,848 | 60,852 | 93.8% | 63,468 | -2.13% |
| 66100 INSURANCE EXPENSE | 135,000 | 126,070 | 93.4% | 135,000 | 0.00% |
| 66200 COMMUNICATIONS | 4,500 | 5,692 | 126.5% | 4,500 | 0.00% |
| 66500 TRAVEL-TRAINING | 4,000 | 3,224 | 80.6% | 4,000 | 0.00% |
| 66900 DUES & SUBS | 5,000 | 4,944 | 98.9% | 5,000 | 0.00% |
| 67000 SUPPLIES | 66,575 | 74,078 | 111.3% | 66,575 | 0.00% |
| 67510 FUEL SUPPLIES | 17,000 | 19,673 | 115.7% | 19,000 | 11.76% |
| 68130 CITIZEN SERV | 24,470 | 24,468 | 100.0% | 25,404 | 3.82% |
| 68132 INFO PROCESSING | 22,100 | 22,104 | 100.0% | 23,640 | 6.97% |
| 68133 I.T./COMM | 11,480 | 11,484 | 100.0% | 9,069 | -21.00% |
| 68134 FIELD SERVICE | 49,901 | 49,896 | 100.0% | 59,802 | 19.84% |
| 68136 GIS | 63,470 | 63,468 | 100.0% | 0 | -100.00% |
| 68137 STR PATCHING | 25,350 | 25,356 | 100.0% | 25,350 | 0.00% |
| 68180 INT. SERV. GENRL F | 194,978 | 194,976 | 100.0% | 192,692 | -1.17% |
| 68190 UTIL. SUPPORT EXP. ALLOCA | 66,256 | 66,252 | 100.0% | 63,815 | -3.68% |
| 68195 ENGINEERING | 58,155 | 58,152 | 100.0% | 114,624 | 97.10% |
| 68196 PROJECT MANAGEMENT | 0 | 0 | 0.0% | 10,865 | 100.00% |
| 69100 OTHER EXPENSE | 5,000 | 40 | 0.8% | 5,000 | 100.00% |
| 69135 BAD DEBT EXPENSE | 10,000 | 33,992 | 339.9% | 10,000 | 0.00% |
| 70000 CAPITAL OUTLAY | 130,000 | 24,897 | 19.2% | 335,000 | 157.69% |
| | 2,957,483 | 2,583,660 | 87.4% | 2,963,504 | 0.20% |

6 FTE POSITIONS

GAS DIVISION MANAGER
 2 -GAS SYSTEM CREW LEADER
 2 -GAS SYSTEM WORKER
 GAS SYSTEM MAINT WORKER

1 -RETIREMENT SUBSIDY**FLEET**

2006 CHEVROLET COLORADO (GAS)
 06 CHEV 3/4 T UTILITY TRUCK
 2005 CHEVROLET UT (GAS DEPT)
 2005 CHEVROLET 1 TON 4x4 GAS
 1990 CHEVROLET UTILITIES WELDI
 2008 FORD UTILITY 1 TON GAS
 2005 FORD 1 TON

CAPITAL

| | | |
|--------------------------------------|----|----------------|
| Renewal of Old Services | \$ | 15,000 |
| Operational Reserves | \$ | 200,000 |
| Ongoing - Replacement of Steel to PE | \$ | 120,000 |
| | | 335,000 |

City of Safford Budget FY 2012-2013

DEPARTMENT: **88 UTILITIES**
 FUND: **69 ELECTRIC**
 DIVISION: **690 ELECTRIC**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|---------------------------------|------------------|------------------|--------------|------------------|----------------------------|
| 55100 PURCHASES FOR RESALE | 4,080,505 | 3,967,648 | 97.2% | 4,074,100 | -0.16% |
| 61100 PER. SVC. - SALARIES | 393,000 | 398,252 | 101.3% | 390,100 | -0.74% |
| 61120 PER.SVC. - OVERTIME | 12,000 | 10,957 | 91.3% | 15,200 | 26.67% |
| 61200 PER. SVC. - EMPL. BNFTS. | 139,000 | 142,846 | 102.8% | 148,500 | 6.83% |
| 61400 RETIREMENT INS SUB | 20,900 | 20,368 | 97.5% | 20,900 | 0.00% |
| 62100 PROFESSIONAL SERVI | 100,000 | 123,757 | 123.8% | 100,000 | 0.00% |
| 62700 FRANCHISE TAXES | 410,000 | 431,604 | 105.3% | 410,000 | 0.00% |
| 63100 UTILITIES EXPENSE | 7,500 | 12,035 | 160.5% | 9,000 | 20.00% |
| 64100 OUTSIDE SERVICES | 20,000 | 1,878 | 9.4% | 3,000 | -85.00% (1) |
| 65100 RENTAL / LEASE EXPENSE | 5,000 | 1,628 | 32.6% | 5,000 | 0.00% |
| 65200 MOTOR POOL RENTALS | 76,500 | 77,711 | 101.6% | 81,444 | 6.46% |
| 66100 INSURANCE EXPENSE | 65,000 | 60,701 | 93.4% | 65,000 | 0.00% |
| 66200 COMMUNICATIONS | 4,000 | 5,987 | 149.7% | 5,000 | 25.00% |
| 66500 TRAVEL-TRAINING | 13,000 | 15,696 | 120.7% | 13,000 | 0.00% |
| 66900 DUES & SUBS | 3,500 | 7,496 | 214.2% | 7,000 | 100.00% |
| 67000 SUPPLIES | 176,765 | 353,410 | 199.9% | 176,765 | 0.00% |
| 67510 FUEL SUPPLIES | 11,000 | 14,091 | 128.1% | 14,000 | 27.27% |
| 68130 CITIZEN SERV | 33,834 | 33,840 | 100.0% | 35,125 | 3.82% |
| 68132 INFO PROCESSING | 30,550 | 30,552 | 100.0% | 32,680 | 6.97% |
| 68133 I.T./COMM | 23,670 | 23,676 | 100.0% | 20,045 | -15.31% |
| 68134 FIELD SERVICE | 55,295 | 55,296 | 100.0% | 66,267 | 19.84% |
| 68136 GIS | 42,450 | 42,456 | 100.0% | 0 | -100.00% |
| 68137 STR PATCHING | 16,900 | 16,896 | 100.0% | 16,900 | 0.00% |
| 68180 INT. SERV. GENRL F | 243,722 | 243,720 | 100.0% | 240,865 | -1.17% |
| 68190 UTIL. SUPPORT EXP. ALLOCA | 110,426 | 110,424 | 100.0% | 106,358 | -3.68% |
| 68195 ENGINEERING | 133,085 | 133,080 | 100.0% | 114,624 | -13.87% |
| 68196 PROJECT MANAGEMENT | 0 | 0 | 0.0% | 32,594 | 100.00% |
| 69100 OTHER EXPENSE | 0 | -3,293 | 0.0% | 5,000 | 0.00% |
| 69135 BAD DEBT EXPENSE | 30,000 | 72,623 | 242.1% | 30,000 | 0.00% |
| 69140 DEBT SERVICE | 242,769 | 242,769 | 100.0% | 243,168 | 0.16% |
| 70000 CAPITAL OUTLAY | 2,428,100 | 1,140,436 | 47.0% | 2,004,500 | -17.45% |
| | 8,928,471 | 7,788,540 | 87.2% | 8,486,135 | -4.95% |

| 6 FTE POSITIONS | CAPITAL | |
|------------------------------|----------------------------------------------------------------------|------------------|
| ELEC DIV MANAGER | High School irrigation pump overhead north along canal/COOP exchange | 8,500 |
| 3 -JOURNEY LEVEL LINE WORKER | Highway 191 between Nor-Jean & Graveyard Wash tie/COOP exchange | 8,500 |
| UTILITIES ELECTRICIAN | Hydraulic wire pulling machine | 50,000 |
| APPRENTICE LINE WORKER | Replace old junction poles with engineered poles | 150,000 |
| | Start automated meter upgrade | 600,000 |
| 4 -RETIREMENT SUBSIDY | Phase III - Start Construction for distribution - COOP takeover | 380,000 |
| | 1/3 Reserve for SPRR | 255,000 |
| | 1/4 Reserve for COOP purchase | 312,500 |
| | General Operations Reserve | 240,000 |
| | | 2,004,500 |

| FLEET | |
|-------------------------------|-------------------------------|
| 2005 CHEVY ELECT | TRAILERS ELEC TOOL |
| 2005 CHEVY ELECT | 1963 REEL TRAILER |
| 2006 CHEVROLET COLORADO ELECT | TRAILERS ELEC POLE |
| 1995 CHEV KODIAC B/T | TRAILERS EXTRA (ELECTRIC) |
| 2008 GMC ALTEC AT37G ELECTRIC | TRAILERS ELEC REEL |
| 2006 INTRNTNAL ALTEC BU/TRK | 2010 BROOKS WIRE TRAILER ELEC |
| 2008 INTER ALTEC (ELECTRIC) | |

(1)add \$50,000 testing substation 2015

City of Safford Budget Master

FY 12-13

Utilities transfer charges for Gen Fnd Functions

| City of Safford Expenses/Expendi (Unaudited) | Proposed 12-13 Budget | Utility % | Transfer Amount |
|-----------------------------------------------------------------------------|--------------------------|--------------|--------------------|
| Council | 341,835 | 43.50% | 148,698 |
| Manager | 274,938 | 43.50% | 119,598 |
| HR | 253,469 | 32.00% | 81,110 |
| Attorney | 219,315 | 0.00% | 0 |
| Clerk | 251,124 | 32.00% | 80,360 |
| Finance | 473,870 | 42.00% | 199,025 |
| Plan & Comnty Dev | 468,329 | 15.00% | 70,249 |
| Building Safety | 130,248 | 27.50% | 35,818 |
| Police Admin | 606,675 | 0.00% | 0 |
| Police - Crimina Investigation | 518,001 | 0.00% | 0 |
| Police - Patrol | 2,061,459 | 0.00% | 0 |
| (removed 10000 for fencing) (not to be distributed) Public Works - Admin | 231,692 | 20.00% | 46,338 |
| Building Maintenance | 632,187 | 30.00% | 189,656 |
| Fire Department | 676,712 | 0.00% | 0 |
| | 7,139,854 | | 970,853 |
| | | | 14% |

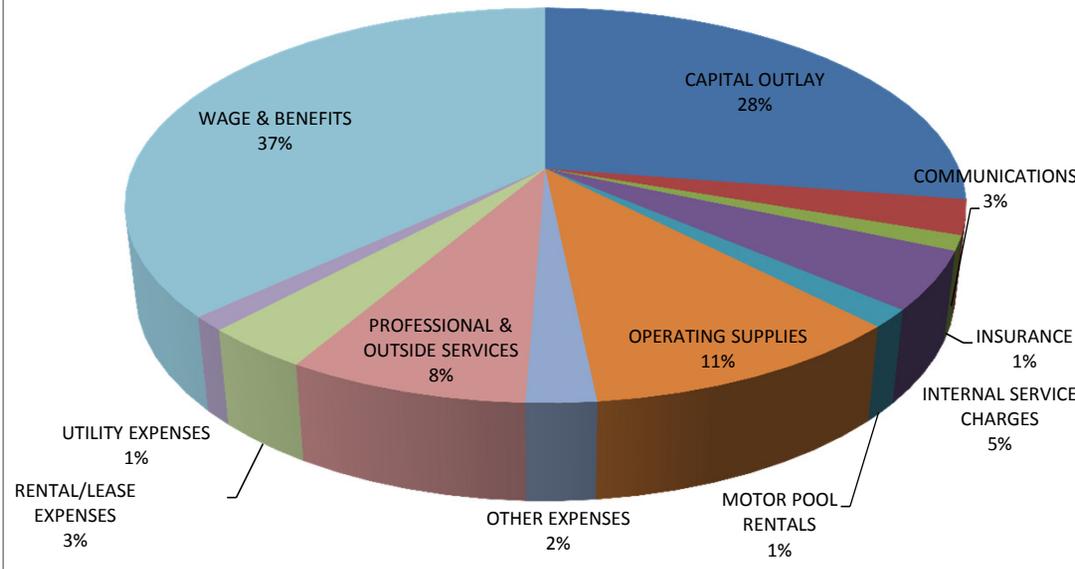
Allocation to Utility Divisions:

| | |
|---------------------------------|----------------|
| 5.00% Landfill Division | 48,543 |
| 35.00% Water Division | 339,799 |
| 10.00% Wastewater Division | 97,085 |
| 5.00% WRP Division | 48,543 |
| 20.00% Gas Division | 194,171 |
| 25.00% Electric Division | 242,713 |
| 100.00% | 970,853 |

Street Patching

| | |
|----------------------------|----------------|
| 0.00% Landfill Division | 0 |
| 60.00% Water Division | 101,400 |
| 15.00% Wastewater Division | 25,350 |
| 0.00% WRP Division | 0 |
| 15.00% Gas Division | 25,350 |
| 10.00% Electric Division | 16,900 |
| 100.00% | 169,000 |

FY 12-13 Budgeted Internal Service Expenses by Object Class



| | | |
|---------------------------------|-------------------------|-----------------------|
| CAPITAL OUTLAY | 1,588,600 | 27.50% |
| COMMUNICATIONS | 163,800 | 2.84% |
| INSURANCE | 70,000 | 1.21% |
| INTERNAL SERVICE CHARGES | 274,213 | 4.75% |
| MOTOR POOL RENTALS | 84,168 | 1.46% |
| OPERATING SUPPLIES | 613,310 | 10.62% |
| OTHER EXPENSES | 130,650 | 2.26% |
| PROFESSIONAL & OUTSIDE SERVICES | 451,840 | 7.82% |
| RENTAL/LEASE EXPENSES | 202,000 | 3.50% |
| UTILITY EXPENSES | 67,000 | 1.16% |
| WAGE & BENEFITS | 2,131,798 | 36.90% |
| | <u>5,777,379</u> | <u>100.00%</u> |

City of Safford Budget FY 2012-2013

DEPARTMENT:

95 MANAGEMENT & BUDGET

FUND:

ADMIN SRVS-INTRNL SRV FND

DIVISION:

950 MNGMT & BUDGET DIR

| OBJECT | FY 11-12 | YTD - JUN | % YTD | FY 12-13 | % Change from 11-12 budget |
|--------------------------|----------------|---------------|--------------|----------------|----------------------------------|
| | BUDGET | 2012 | | BUDGET | |
| 61400 RETIREMENT INS SUB | 5,300 | 5,200 | 98.1% | 5,300 | 0.00% |
| 61500 CONTRACT EMPLOY. | 78,280 | 77,615 | 99.2% | 85,400 | 9.10% |
| 64100 OUTSIDE SERVICES | 50 | 49 | 98.0% | 100 | 0.00% |
| 66200 COMMUNICATIONS | 1,500 | 1,710 | 114.0% | 2,000 | 33.33% |
| 66500 TRAVEL-TRAINING | 2,500 | 1,650 | 66.0% | 2,000 | -20.00% |
| 66900 DUES & SUBS | 500 | 0 | 0.0% | 500 | 0.00% |
| 67000 SUPPLIES | 1,000 | 84 | 8.4% | 500 | -50.00% |
| 68133 I.T./COMM | 12,450 | 12,456 | 100.0% | 12,857 | 0.00% |
| | 101,580 | 98,765 | 97.2% | 108,657 | 6.97% |

1 FTE POSITIONS

DIRECTOR OF MANAGEMENT & BUDGET

1 Retirement Subsidy

Distribution

| | | |
|---------------------------|----------------|---------------------|
| Fleet | 10.00% | \$10,865.70 |
| Materials Management | 10.00% | \$10,865.70 |
| Info Processing | 45.00% | \$48,895.65 |
| Mtr Read & Field Services | 10.00% | \$10,865.70 |
| Citizen Services | 25.00% | \$27,164.25 |
| | 100.00% | \$108,657.00 |

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

95 MANAGEMENT & BUDGET
ADMIN SRVS-INTRNL SRV FND
960 INFORMATION PROCESSING

| OBJECT | FY 11-12 BUDGET | YTD - FEB 2012 | NORMAL 66% YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|-----------------|----------------|----------------|-----------------|----------------------------|
| 61100 PER. SVC. - SALARIES | 37,400 | 39,356 | 105.2% | 39,187 | 4.78% |
| 61120 PER.SVC. - OVERTIME | 4,000 | 3,947 | 98.7% | 4,000 | 0.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 7,500 | 13,023 | 173.6% | 13,539 | 80.51% |
| 61400 RETIREMENT INS SUB | 3,400 | 4,896 | 144.0% | 5,300 | 0.00% |
| 61500 CONTRACT EMPLOY. | 73,200 | 67,763 | 92.6% | 76,700 | 4.78% |
| 62100 PROFESSIONAL SERVI | 500 | 0 | 0.0% | 500 | 0.00% |
| 64100 OUTSIDE SERVICES | 60,000 | 52,247 | 87.1% | 60,000 | 0.00% |
| 66200 COMMUNICATIONS | 46,500 | 1,083 | 2.3% | 46,500 | 0.00% |
| 66500 TRAVEL-TRAINING | 3,500 | 843 | 24.1% | 3,500 | 0.00% |
| 67000 SUPPLIES | 29,209 | 16,604 | 56.8% | 30,000 | 2.71% |
| 68131 DIRECTOR | 40,632 | 40,632 | 100.0% | 48,896 | 20.34% |
| 68133 I.T./COMM | 14,590 | 14,592 | 100.0% | 14,611 | 0.14% |
| | 320,431 | 254,987 | 79.6% | 342,732 | 6.96% |

2 FTE POSITIONS

INFORMATION PROCESSING SUPERVI
INFO PROCESSING SPECIALIST

1 Retirement Subsidy

Distribution

| | | |
|------------------------------|----------------|------------------|
| Accounting-Payroll/AP Checks | 18.00% | \$61,690 |
| Airport | 2.00% | \$6,850 |
| Fleet | 5.00% | \$17,140 |
| Warehouse | 2.00% | \$6,850 |
| Landfill | 8.00% | \$27,420 |
| Utilities | 65.00% | \$222,780 |
| | 100.00% | \$342,730 |

| | | |
|------------|----------------|------------------|
| Utilities | cust % | |
| Water | 55.60% | \$123,870 |
| Gas | 10.61% | \$23,640 |
| WasteWater | 8.93% | \$19,890 |
| Electric | 14.67% | \$32,680 |
| Sanitation | 10.19% | \$22,700 |
| | 100.00% | \$222,780 |

City of Safford Budget FY 2012-2013

DEPARTMENT: **95 MANAGEMENT & BUDGET**
 FUND: **ADMIN SRVS-INTRNL SRV FND**
 DIVISION: **980 CITIZENS SERVICES**

| OBJECT | FY 11-12 BUDGET | YTD -JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|------------------|---------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 168,600 | 165,155 | 98.0% | 166,836 | -1.05% |
| 61120 PER.SVC. - OVERTIME | 6,700 | 9,259 | 138.2% | 7,000 | 4.48% |
| 61200 PER. SVC. - EMPL. BNFTS. | 60,400 | 47,602 | 78.8% | 51,673 | -14.45% |
| 61400 RETIREMENT INS SUB | 10,500 | 10,401 | 99.1% | 10,500 | 0.00% |
| 64100 OUTSIDE SERVICES | 4,000 | 4,524 | 113.1% | 0 | -100.00% |
| 66200 COMMUNICATIONS | 4,000 | 1,036 | 25.9% | 4,000 | 0.00% |
| 66500 TRAVEL-TRAINING | 1,000 | 59 | 5.9% | 9,000 | 800.00% |
| 67000 SUPPLIES | 5,041 | 3,222 | 63.9% | 2,000 | -60.33% |
| 68131 DIRECTOR | 20,316 | 20,316 | 100.0% | 17,000 | -16.32% (1) |
| 68133 I.T./COMM | 26,960 | 26,964 | 100.0% | 27,164 | 0.76% |
| 69100 OTHER EXPENSE | 0 | 18,545 | 0.0% | | |
| 69135 BAD DEBT EXPENSE | 0 | -126 | 0.0% | | |
| 69155 OTHER INTEREST | 0 | 1,883 | 0.0% | | |
| | 307,517 | 308,840 | 100.4% | 295,173 | -4.01% |

5 FTE POSITIONS

(1) Add \$5,000 for scanners (laserfiche)

LEAD CITIZEN SERVICES REP
 4 -CITIZENS SERVICES REP

2 Retirement Subsidy

Distribution

| | | | |
|----------------------------|----------------------------------------|-----|------------------|
| Landfill (attendants) 100% | 25.00% | \$0 | \$73,793 |
| Utilities | 75.00% | \$0 | \$221,380 |
| | cust % based on # serv per Cust | | |
| Water | 55.60% | | \$123,087 |
| Gas | 10.61% | | \$23,488 |
| WasteWater | 8.93% | | \$19,769 |
| Electric | 14.67% | | \$32,476 |
| Sanitation | 10.19% | | \$22,559 |
| | 100.00% | | \$221,380 |
| | | | \$295,173 |

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

95 MANAGEMENT & BUDGET
ADMIN SRVS-INTRNL SRV FND
990 FIELD SERVICES

| OBJECT | FY 11-12 BUDGET | YTD - FEB 2012 | NORMAL 66% YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|-------------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 106,300 | 106,766 | 100.4% | 106,524 | 0.21% |
| 61200 PER. SVC. - EMPL. BNFTS. | 37,700 | 38,360 | 101.8% | 500 | -98.67% |
| 61400 RETIREMENT INS SUB | 10,500 | 10,401 | 99.1% | 39,777 | 278.82% |
| 61500 CONTRACT EMPLOY. | 55,410 | 50,224 | 0.0% | 10,500 | 0.00% |
| 64100 OUTSIDE SERVICES | 6,000 | 4,058 | 67.6% | 59,700 | 895.00% |
| 65200 MOTOR POOL RENTALS | 14,988 | 14,988 | 100.0% | 14,988 | 0.00% |
| 66200 COMMUNICATIONS | 2,000 | 1,420 | 71.0% | 13,968 | 598.40% |
| 66500 TRAVEL-TRAINING | 500 | 0 | 0.0% | 500 | 0.00% |
| 67000 SUPPLIES | 8,288 | 8,407 | 101.4% | 8,288 | 0.00% |
| 67510 FUEL SUPPLIES | 9,000 | 9,926 | 110.3% | 8,000 | -11.11% |
| 68100 INT SERV WAREHOUSE | 2,288 | 2,292 | 100.2% | 2,517 | 10.00% |
| 68131 DIRECTOR | 10,158 | 10,164 | 100.1% | 10,866 | 6.97% |
| 68133 I.T./COMM | 8,890 | 8,892 | 100.0% | 5,019 | -43.54% |
| 70000 CAPITAL OUTLAY | 0 | 0 | 0.0% | 50,000 | 0.00% |
| | 272,022 | 265,897 | 97.7% | 331,146 | 21.73% |

4 FTE POSITIONS

LEAD FIELD SERVICES TECHNICIAN
3 -FIELD SERVICE TECH

CAPITAL

AUTOMATED METER READING SYSTEM (DRIVE BY)

\$50,000

2 Retirement Subsidy

FLEET

02 GMC PICKUP 2WD
03 GMC PICKUP 1/2 T
2008 COLORADO (FIELD SERVICES)
2008 COLORADO (FIELD SERVICES)

Distribution

Water - County 25.00%
Water - Thatcher 17.00%
Water - Safford 19.00%

| | | |
|--------------------|----------------|----------------|
| Total Water | 61.00% | 201,999 |
| Gas | 19% | 61,262 |
| Elect | 21% | 67,885 |
| | 100.00% | 331,146 |

City of Safford Budget FY 2012-2013

DEPARTMENT:

95 MANAGEMENT & BUDGET

FUND:

MATERIALS MANAGEMENT SERV FUND

DIVISION:

092 MATERIALS MNGMT

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------------------|
| 61100 PER. SVC. - SALARIES | 144,000 | 128,931 | 89.5% | 82,206 | -42.91% |
| 61120 PER.SVC. - OVERTIME | 1,900 | 1,210 | 63.7% | 2,000 | 5.26% |
| 61200 PER. SVC. - EMPL. BNFTS. | 62,400 | 50,071 | 80.2% | 40,521 | -35.06% |
| 61400 RETIREMENT INS SUB | 5,300 | 7,800 | 0.0% | 10,500 | 0.00% |
| 61500 CONTRACT EMPLOY. | 0 | 26,735 | 0.0% | 59,900 | 0.00% |
| 63100 UTILITIES EXPENSE | 0 | 3,152 | 0.0% | 14,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 1,500 | 3,710 | 247.3% | 4,000 | 166.67% |
| 65200MOTOR POOL RENTALS | 12,744 | 12,744 | 100.0% | 12,744 | 0.00% |
| 66100 INSURANCE EXPENSE | 5,000 | 4,666 | 93.3% | 5,000 | 0.00% |
| 66200 COMMUNICATIONS | 2,400 | 1,921 | 80.0% | 2,400 | 0.00% |
| 66500 TRAVEL | 3,500 | 18 | 0.5% | 3,500 | 0.00% |
| 66700 PRISONER LABOR | 1,040 | 850 | 81.7% | 1,040 | 0.00% |
| 66900 DUES & SUBS | 500 | 215 | 43.0% | 500 | 0.00% |
| 67000 SUPPLIES | 14,000 | 8,742 | 62.4% | 14,000 | 0.00% |
| 67510 FUEL SUPPLIES | 2,530 | 2,790 | 110.3% | 2,910 | 15.00% |
| 68131 DIRECTOR | 10,158 | 10,164 | 100.1% | 10,866 | 6.97% |
| 68132 INFO PROCESSING | 6,400 | 6,396 | 99.9% | 6,850 | 7.03% |
| 68133 I.T./COMM | 23,050 | 23,052 | 100.0% | 21,188 | -8.08% |
| 69100 OTHER EXPENSE | 10,000 | 7,938 | 79.4% | 10,000 | 0.00% |
| 70000 CAPITAL OUTLAY | 107,500 | 54,092 | 0.0% | 0 | 100.00% |
| | 413,922 | 355,196 | 85.8% | 304,124 | -26.53% |

3 FTE POSITIONS

MATERIALS MANAGEMENT SUPV

2 -MATERIALS MANAGEMENT SPECIALIST

FLEET

06 CHEVY 2500 HD WAREHS

87 FORKLIFT GRADALL

FORKLIFT

City of Safford Budget FY 2012-2013

DEPARTMENT: **14 HUMAN RESOURCES**
 FUND: **ADMIN SRVS-INTRNL SRV FND**
 DIVISION: **970 I.T.**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change |
|--------------------------------|--------------------|-------------------|--------------|--------------------|----------------------|
| | | | | | from 11-12 budget |
| 61100 PER. SVC. - SALARIES | 181,400 | 153,565 | 84.7% | 156,400 | -13.78% |
| 61120 PER.SVC. - OVERTIME | 500 | 847 | 169.5% | 2,500 | 400.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 71,050 | 54,737 | 77.0% | 70,000 | -1.48% |
| 62100 PROFESSIONAL SERVI | 55,000 | 15,030 | 27.3% | 25,000 | -54.55% |
| 64100 OUTSIDE SERVICES | 48,800 | 63,761 | 130.7% | 61,700 | 26.43% |
| 64160 COUNTY IGA WAN | 31,200 | 31200 | 100.0% | 29,300 | -6.09% |
| 65100 RENTAL / LEASE EXPENSE | 35,000 | 34,878 | 99.7% | 0 | -100.00% |
| 65200 MOTOR POOL RENTALS | 7,788 | 7,788 | 100.0% | 7,788 | 0.00% |
| 66200 COMMUNICATIONS | 70,000 | 82,161 | 117.4% | 83,000 | 18.57% |
| 66500 TRAVEL-TRAINING | 5,000 | 1,013 | 20.3% | 5,000 | 0.00% |
| 66900 DUES & SUBS | 2,500 | 307 | 12.3% | 2,500 | 0.00% |
| 67000 SUPPLIES | 153,035 | 207,663 | 135.7% | 180,000 | 17.62% |
| 67510 FUEL SUPPLIES | 1,000 | 705 | 70.5% | 1,000 | 0.00% |
| 70000 CAPITAL OUTLAY | 113,200 | 38,568 | 34.1% | 97,600 | -13.78% |
| | 775,473 | 692,223 | 89.3% | 721,788 | -6.92% |

SALARIES = 3 FTE

IT ADMINSTRATOR
 SENIOR IT SPECIALIST
 IT SUPPORT SPECIALIST

FLEET

05 CHEVY COLORADO
 07 CHEVY COLORADO

CAPITAL

| | |
|-------------------------|-----------------|
| UPGRADE 4 SERVERS | \$28,600 |
| UPGRADE STORAGE DEVICES | \$45,000 |
| REPLACE HANDHELD RADIOS | \$24,000 |
| | \$97,600 |

City of Safford Budget FY 2012-2013

DEPARTMENT: 14 HUMAN RESOURCES
 FUND: ADMIN SRVS-INTRNL SRV FND
 DIVISION: 970 I.T.

| ISC-IT & Communications | comp cnt | laptop cnt | tablet cnt | cmp chg | phone cnt | Printer Cnt | Printer Cs | radio cnt | radio chg | TOTAL |
|-------------------------------|------------|------------|------------|------------------|------------|-------------|-----------------|------------|-----------------|------------------|
| | | | | \$2,850 | | | \$1,715 | | 323 | |
| CITY COUNCIL | | | 5 | \$14,250 | 5 | 0 | \$0 | 0 | \$0 | \$18,635 |
| CITY MANAGER | 2 | | 2 | \$11,400 | 4 | 2 | \$3,430 | 0 | \$0 | \$18,338 |
| HUMAN RESOURCE DIVISION | 9 | | | \$25,650 | 2 | 1 | \$1,715 | 0 | \$0 | \$29,119 |
| CITY ATTORNEY | 0 | | | \$0 | 0 | 0 | \$0 | 0 | \$0 | \$0 |
| VICTIM RIGHTS(NOW ATTRNY) | 0 | | | \$0 | 0 | 0 | \$0 | 0 | \$0 | \$0 |
| CITY CLERK & GENERAL | 2 | | 1 | \$8,550 | 4 | 2 | \$3,430 | 0 | \$0 | \$15,488 |
| ACCOUNTING | 1 | | 4 | \$14,250 | 5 | 3 | \$5,145 | 0 | \$0 | \$23,780 |
| PLNNG. & CMNTY. DVLPMNT. | 4 | | 3 | \$19,950 | 5 | 1 | \$1,715 | 0 | \$0 | \$26,050 |
| LIBRARY/GENERAL | 9 | | 2 | \$31,350 | 8 | 4 | \$6,860 | 0 | \$0 | \$45,226 |
| LIBRARY/PUBLIC | 18 | | | \$51,300 | 0 | 1 | \$1,715 | 0 | \$0 | \$53,015 |
| TRAINING LAB | 8 | | | \$22,800 | 0 | 1 | \$1,715 | 0 | \$0 | \$24,515 |
| BUILDING SAFETY | 1 | | | \$2,850 | 2 | 0 | \$0 | 0 | \$0 | \$4,604 |
| ECONOMIC DEVELOPMENT | 0 | | | \$0 | 0 | 0 | \$0 | 0 | \$0 | \$0 |
| RECREATION | 0 | | 1 | \$2,850 | 0 | 1 | \$1,715 | 0 | \$0 | \$4,565 |
| BOYS AND GIRLS CLUB DIVISION | 0 | | | \$0 | 0 | 0 | \$0 | 0 | \$0 | \$0 |
| POLICE CHIEF & ADMIN. | 5 | | 1 | \$17,100 | 5 | 5 | \$8,575 | 5 | \$1,615 | \$31,675 |
| CRIMINAL INVESTIGATION | 4 | | 4 | \$22,800 | 4 | 1 | \$1,715 | 8 | \$2,584 | \$30,607 |
| PATROL | 3 | | 15 | \$51,300 | 3 | 1 | \$1,715 | 30 | \$9,690 | \$65,336 |
| ANIMAL CONTROL | 0 | | | \$0 | 1 | 0 | \$0 | 2 | \$646 | \$1,523 |
| PUBLIC WORKS DIRECTOR & ADMIN | 2 | | 1 | \$8,550 | 3 | 2 | \$3,430 | 37 | \$11,951 | \$26,562 |
| BUILDING & MAINTENANCE | 1 | | | \$2,850 | 1 | 1 | \$1,715 | 0 | \$0 | \$5,442 |
| CEMETERY | 0 | | | \$0 | 1 | 0 | \$0 | 0 | \$0 | \$877 |
| PARKS | 1 | | | \$2,850 | 1 | 1 | \$1,715 | 0 | \$0 | \$5,442 |
| SANITATION | 1 | | | \$2,850 | 1 | | \$0 | 0 | \$0 | \$3,727 |
| GOLF COURSE | 0 | | | \$0 | 0 | 0 | \$0 | 0 | \$0 | \$0 |
| MAGISTRATE COURT | 2 | | | \$5,700 | 4 | 1 | \$1,715 | 0 | \$0 | \$10,923 |
| FIRE DEPARTMENT | 1 | | 2 | \$8,550 | 1 | 1 | \$1,715 | 43 | \$13,889 | \$25,031 |
| STREETS | 1 | | | \$2,850 | 1 | 1 | \$1,715 | 13 | \$4,199 | \$9,641 |
| UTILITY SUPPORT | 1 | | 2 | \$8,550 | 2 | 1 | \$1,715 | 2 | \$646 | \$12,665 |
| LANDFILL | 0 | | 1 | \$2,850 | 0 | 1 | \$1,715 | 0 | \$0 | \$4,565 |
| WATER DIVISION | 6 | | 5 | \$37,050 | 4 | 2 | \$3,430 | 16 | \$5,168 | \$49,156 |
| WASTE-WATER DIVISION | | | | \$0 | 1 | 0 | \$0 | 1 | \$323 | \$1,200 |
| WASTE WATER TREATMENT PLANT | 3 | | | \$8,550 | 4 | 2 | \$3,430 | 0 | \$0 | \$15,488 |
| GAS DIVISION | 2 | | | \$5,700 | 2 | 0 | \$0 | 5 | \$1,615 | \$9,069 |
| ELECTRIC DIVISION | 1 | | 3 | \$11,400 | 3 | 2 | \$3,430 | 8 | \$2,584 | \$20,045 |
| FLEET | 2 | | 2 | \$14,250 | 3 | 2 | \$3,430 | 3 | \$969 | \$21,280 |
| WAREHOUSE | 4 | | 1 | \$14,250 | 4 | 2 | \$3,430 | 0 | \$0 | \$21,188 |
| DIR INTERNAL SERV | 2 | | 1 | \$8,550 | 1 | 2 | \$3,430 | 0 | \$0 | \$12,857 |
| INFO PROCESSING SERV | 2 | | 1 | \$8,550 | 3 | 2 | \$3,430 | 0 | \$0 | \$14,611 |
| G.I.S. | 0 | | | \$0 | 0 | 0 | \$0 | 0 | \$0 | \$0 |
| IT & COMMUNICATIONS SERV | 0 | | | \$0 | 0 | 0 | \$0 | 0 | \$0 | \$0 |
| CITIZEN SERVICES | 6 | | | \$17,100 | 6 | 1 | \$1,715 | 0 | \$0 | \$24,077 |
| METER READ & FIELD SERV | 1 | | | \$2,850 | 1 | 0 | \$0 | 4 | \$1,292 | \$5,019 |
| ENGINEERING | 4 | | 1 | \$14,250 | 5 | 4 | \$6,860 | 2 | \$646 | \$26,141 |
| SPECIAL PROJECTS | 0 | | 1 | \$2,850 | 1 | 0 | \$0 | 0 | \$0 | \$3,727 |
| TOTALS | 109 | 58 | 4 | \$487,350 | 101 | 51 | \$87,465 | 179 | \$57,817 | \$721,209 |

FY 12-13 I.T. Cost Center Distribution

| | Name of Vendor | Item | Object Code | Units | Price | Total |
|------------------------------------------|--------------------|-----------------------------------|-------------|------------|-------------------|-----------------------|
| IT Supplies | | Computers | 67000 | 20 | \$ 600 | \$ 12,000 |
| | | Laptops/Tablets | 67000 | 20 | \$ 1,500 | \$ 30,000 |
| | | Misc supplies | 67000 | 1 | \$ 100,000 | \$ 100,000 |
| IT External Expenses | | Professional Services | 62100 | 1 | \$ 25,000 | \$ 25,000 |
| | LNR/Neustar | Web Hosting | 64100 | 12 | \$ 500 | \$ 6,000 |
| | Google | Spam Filter | 66200 | 12 | \$ 200 | \$ 2,400 |
| | Valley Telecom/cat | Internet Connection (10MG Backup) | 66200 | 12 | \$ 1,260 | \$ 15,120 |
| | Graham County | IGA | 64100 | 1 | \$ 29,300 | \$ 29,300 |
| | | Maint/Domain Names | 64100 | 1 | \$ 4,450 | \$ 4,450 |
| | Microsoft | Licensing | 64100 | 1 | \$ 38,708 | \$ 38,708 |
| | Laserfiche | Licensing | 64100 | 1 | \$ 10,000 | \$ 10,000 |
| IT Internal Expenses | | Offsite Backup | 64100 | 1 | \$ 2,500 | \$ 2,500 |
| | | Travel/Training | 66500 | 1 | \$ 5,000 | \$ 5,000 |
| | | Dues/subs | 66900 | 1 | \$ 2,500 | \$ 2,500 |
| | | Personnel Costs 55% | 61100 | 1 | \$ 125,895 | \$ 125,895 |
| | | Fleet Rent 55% | 65200 | 1 | \$ 4,283 | \$ 4,283 |
| Capital Expense | | Fuel 55% | 67510 | 1 | \$ 550 | \$ 550 |
| Capital Expense | | Server Upgrade | 70000 | 4 | \$ 7,150 | \$ 28,600 |
| | | Upgrade Storage Devices | 70000 | 1 | \$ 45,000 | \$ 45,000 |
| | | | | | Total: | \$ 487,306 |
| Recurring cost per above expenses | | | | 171 | \$ 487,306 | \$ 2,850 |
| Printers | | Personnel Costs 25% | 61100 | 1 | \$ 57,225 | \$ 57,225 |
| | | Fleet Rent 25% | 65200 | 1 | \$ 1,947 | \$ 1,947 |
| | | Fuel 25% | 67510 | 1 | \$ 250 | \$ 250 |
| | Kyocera | Printers (O & M - #12) | 67000 | 12 | \$ 1,500 | \$ 18,000 |
| | | Misc supplies | 67000 | 1 | \$ 10,000 | \$ 10,000 |
| | | | | | Total: | \$ 87,422 |
| Recurring cost per Printer | | | | 51 | \$ 87,422 | \$ 1,715 |
| Phones | | Personnel Costs 10% | 61100 | 1 | \$ 22,890 | \$ 22,890 |
| | | Fleet Rent 10% | 65200 | 1 | \$ 779 | \$ 779 |
| | | Fuel 10% | 67510 | 1 | \$ 100 | \$ 100 |
| | HP | Phone System Maint. Agreement | 66200 | 1 | \$ 10,000 | \$ 10,000 |
| | Dex/Yellowbook | Phone Book Listings | 66300 | 12 | \$ 400 | \$ 4,800 |
| | CenturyLink | Phone Line Expense | 66200 | 12 | \$ 3,800 | \$ 45,600 |
| | NTS | Long Distance Expense | 66200 | 12 | \$ 35 | \$ 420 |
| | Verizon | IT Cell Phone Expense | 66210 | 12 | \$ 325 | \$ 3,900 |
| | | | | | | Total: |
| Recurring cost per Phone | | | | 101 | \$ 88,489 | \$ 877 |
| Radios | | Personnel Costs 10% | 61100 | 1 | \$ 22,890 | \$ 22,890 |
| | | Fleet Rent 10% | 65200 | 1 | \$ 779 | \$ 779 |
| | | Fuel 10% | 67510 | 1 | \$ 100 | \$ 100 |
| | | Radio Supplies | 67000 | 1 | \$ 10,000 | \$ 10,000 |
| | | REPLACE OUTDATED HANDHELD RADIOS | 70000 | 20 | \$ 1,200 | \$ 24,000 |
| | | | | | Total: | \$ 57,769 |
| Recurring cost per Radio | | | | 179 | \$ 57,769 | \$ 323 |
| Grand Total: | | | | | \$ | <u>720,986</u> |

**OFFICE OF THE CITY ENGINEER
MANAGER: RANDY PETTY
ENGINEERING/PROJECT
MANAGEMENT DEPARTMENT
FY 2012-2013**

DEPARTMENT SERVICES

The Engineering/Project Management Department is comprised of two Divisions; Engineering and Project Management. The Engineering Department provides engineering services for the City of Safford by planning, organizing, and directing activities and personnel related to the pursuit of funding, design, and management of City Engineering projects, project management and grants administration.

MAJOR ACCOMPLISHMENTS:

Current this Department has secured for the City approximately \$5.038 million for improvements to our street and shared-use path system. In addition, we secured another \$2.0 million through the Department of Housing for improvements to our water system in Solomon. Of this total of about \$7.04 million, the City will need to match approximately \$254,000 in the next four years or about 4% of the total.

In the last Fiscal Year, this Department's major accomplishments include:

- Received two EECBG Energy Grants from the Governor's Office of Energy Policy for \$85,000 and \$93,000. These funds were used to replace inefficient HVAC units at City Hall, the Library, Public Works Building, the MYOC (including lights), the Courts, and the City Annex. The improvements will make these facilities more energy efficient, save energy, and reduce the cost of heating and cooling these buildings.
- Received funding through SEAGO and ADOT for \$600,000 to construct new traffic signals downtown (at 6th, 5th, & Central Avenues). The construction will be in conjunction with the Downtown Improvement Project.
- The process to design the new traffic signals along Main Street began (Downtown – at 6th, 5th, & Central Avenues). Once designed, this project will be combined with the Downtown Improvement project to be constructed under the same contract.
- Began the process of scoping and completing the environmental documents for the Downtown Improvement project, which will improve the intersections of 8th Avenue, 7th Avenue, 6th Avenue, 5th Avenue, and Central Avenue along Main Street. This project will be construction in Federal FY 2013-14 in conjunction with the Main Street Traffic Signal project.

- The process to obtain the environmental clearance began on the sixth segment of our Shared-Use Path projects. The City obtained funding (\$363,383) for environmental, design, and construction of this segment of pathway that extends from 12th Avenue west down the Highline Canal to 14th Avenue where it turns north and proceed along 14th up to 20th Street.

The second segment starts at the existing pathway (Phase 1) at 8th Avenue and extends east along the Graveyard Wash to US 191 where it will link up with the sidewalk.

- Completed the CDBG Sidewalk Project, which constructed new concrete sidewalks along 3rd and 4th Street between 8th and Central Avenues. Received the funding (\$196,768) for this project through a CDBG grant from the Arizona Department of Housing (ADOH).
- Completed the construction of the Shared-Use Path, Phase 5. This project constructed two additional segments of pathways in Safford. Segment one extends from 20th Avenue along the Golf Course Road to the City Limits. Graham County will connect to this pathway at a future date and carry it further west to the Daley Estates area. The second segment connected with the end of the pathway constructed on Phase 1 at 8th Avenue and extended west along the Highline Canal to a point just short of 12th Avenue. Funding for this project was provided through SEAGO from ADOT's Transportation Enhancement program.
- Received funding (\$601,591) through SEAGO for ADOT's Surface Transportation Program for the design, environmental, and purchase of right of way for the widening of 20th Avenue from Relation Street to Golf Course Road. We also began the process of completing the environmental documents and the design of the widening.
- Received funding (\$1,905,000), through SEAGO from ADOT's Surface Transportation Program for the construction of the 20th Avenue widening project from Relation Street to Golf Course Road. This project is on SEAGO's Transportation Improvement Project (TIP) list for 2016.
- Completed the improvements made to the TMT tank with funds received from a CDBG grant from Arizona's Department of Housing.
- Received funding (\$2,000,000) from the Arizona's Department of Housing for a Colonias Grant. These funds will be utilized to replace the entire water system in Solomon to improve the system and provide for increased fire protection. The plans are completed and approved by ADEQ and construction should start this summer (2012).
- Constructed the 69 KVA improvements on the line coming into the southwest portion of the City and extending to the 8th Avenue substation.

This is being completed to satisfy our agreement with the COOP, who will take ownership of this line once completed.

- Bonita Water Line project was completed. This project upgraded the 12" water line east of Solomon and is Phase I of 3 Phases planned to improve this important water supply line from Bonita Creek.
- Completed the Thunderbird Tank project, which removed the existing, unusable 200,000 gallon steel tank and constructed a new 250,000 gallon steel tank in its place.
- Worked in conjunction with ADOT on the US 70 Safford to Solomon project. This project is in the design phase.
- Worked in conjunction with ADOT on their study to realign US 70 and US 191.

INITIATIVES 2012/13 and 2013/14:

- ✓ Complete the Design of our new traffic signals for downtown Safford
- ✓ Complete the Environmental Assessment for the Downtown Projects
- ✓ Complete the Design of the Downtown Improvements
- ✓ Complete the design, environmental documents, and right of way, then Construct Phase 6 of our Shared Used Path System.
- ✓ Begin the process for the construction of Phase 7 of our Shared Used Path System including installing light along the path.
- ✓ Complete the design, environmental, and obtain the right of way for the 20th Avenue from Relation Street to Golf Course Road.
- ✓ Bid, Award, and Construct the Downtown Improvements
- ✓ Continue to search for grants and funding for the needs of the City.
- ✓ Actively search of funds and alternative funding sources for needed project:
 - i. Relation Street (14th Avenue to 20th Avenue)
 - ii. Lighting the existing paths
 - iii. 14th Avenue (Relation to 8th Street)
 - iv. Hollywood Road (US 70 to City Limits)
 - v. 8th Street (US 191 to US 70)
 - vi. Discovery Park Boulevard (20th Avenue to US 191)
 - vii. 20th Avenue (Golf Course to Discovery Park)

SIGNIFICANT CHANGES 2012/13 & 2013/14:

We do not foresee any significant changes in this department in the next two years. This Department added two new positions in 2011-2012 with the addition of the Staff Engineer and the GIS Technician.

This Department continues to be committed to working more efficiently and effectively by seeking ways to reduce expenditures and finding ways to keep up with the demands of the City without over taxing the General Fund.

We continue to actively search for funding sources to pay for improvements to City infrastructures of all types to maintain a safe, efficient and effective transportation systems, utility needs, and other needs as required.

AUTHORIZED POSITIONS

ENGINEERING

| 2011/2012 | 2012/2013 |
|-----------------------------|-----------------------------|
| 5 Positions | 5 Positions |
| City Engineer | City Engineer |
| Staff Engineer | Staff Engineer |
| Engineering Technicians (2) | Engineering Technicians (2) |
| GIS Technician | GIS Technician |

- This Department added the Staff Engineer with the intent of applying Engineering principles and providing Engineering needs for the Utility Department, Public Works Departments, as well as for City's Capital Improvement Projects.
- With the suspension of the GIS Division, this Department absorbed the GIS Technician's to provide for the City data points, GIS data and interfacing with Graham County.
- The Engineering Division is funded as follows:

| Funding Source | Total Operating Budget | % of Funding |
|----------------------------|-------------------------------|---------------------|
| Streets | \$152,831 | 20% |
| Parks | \$7,642 | 1% |
| Planning & Comm. Dev. | \$38,208 | 5% |
| Landfill | \$15,283 | 2% |
| Water | \$229,247 | 30% |
| Waste Water | \$76,416 | 10% |
| Treatment Plant | \$15,283 | 2% |
| Gas | \$114,624 | 15% |
| <u>Electric</u> | <u>\$114,624</u> | <u>15%</u> |
| TOTAL (Engineering) | \$764,352 | 100% |

PROJECT MANAGEMENT

| 2011/2012 | 2012/2013 |
|-----------------------------------|-------------------------------|
| 2 Positions | 1 Positions |
| Project Management Specialist (2) | Project Management Specialist |

- This Department lost one position in the Project Management Division with the retirement of one of the Specialist. This position was move to the Engineering Division as the Staff Engineer.

The Project Management Division is funded as follows:

| Funding Source | Total Operating Budget | % of Funding |
|---------------------------|------------------------|--------------|
| Electric | \$32,594 | 30% |
| Water | \$38,026 | 35% |
| Waste Water | \$10,865 | 10% |
| Gas | \$10,865 | 10% |
| Streets | \$13,037 | 12% |
| Parks | \$3,259 | 3% |
| TOTAL (Proj. Mgmt) | \$108,646 | 100% |

PROGRAM OUTCOMES

The end product of our efforts will be to provide to the citizens of Safford and the Gila Valley tangible services and infrastructures that will improve their lives, while maintaining these services and infrastructures.

- A. Improve the intersections in downtown Safford for the safety of those traveling through the area and to enhance the aesthetic qualities to draw people to the area.
- B. Continue to expand our Shared Use Path system for the enjoyment of all users including the addition of lighting.
- C. Improve the safety and drivability of 20th Avenue south of Relation Street.
- D. Complete or have a construction schedule determined for the sidewalks along US 191 beginning at Relation Street and continuing north to US 70. This is a State project and is being administered entirely by the ADOT.
- E. Continue to actively search for other available funding sources to fund needed City services and infrastructures.

PROGRAM OBJECTIVES

- A. **Downtown Project:** By request of the Downtown Association and our Community Development office, this Department began the design to improve the intersections along Main Street. Using the proposals from the Charette Study, we designed these intersections to improve the safety to pedestrians and the aesthetics of the area.

After we obtain the funding for this project, we will work toward reconfiguring the intersections including well defined crosswalks and improved Stormwater drainage. In addition, we will be designing and placing new traffic signals along Main Street in conjunction with the improvements downtown.

- B. **Shared Use Paths, Phase 6:** Expand the system to include two additional funded segments; (1) a path beginning at 12th Avenue extending along Highline Canal to 14th Avenue, turning north and accessing the existing sidewalks at the corner of 14th and 20th Street, (2) a path beginning at 8th Avenue/Graveyard Wash, slated to extend down Graveyard Wash to US 191.

These path expansions will provide continuity and connectivity to existing paths and paths yet to be built by the Town of Thatcher and Graham County. Thatcher is building a similar path from Daley Estates to the College and Graham County will be placing a new path between Daley Estates and our City Limits on Golf Course Road. Along with the completion of these paths and the construction of the US 191 sidewalks from Relation to US 70, we will provide alternative means of transportation to a large portion of this area.

- C. **20th Avenue (Relation Street to Golf Course Road):** Our plan is to complete the environmental study and have it accepted by ADOT.

Once that is completed, start the design and begin the process to obtain all the right of way needed to construct this project. The project will widen 20th Avenue; add curb and gutters, and sidewalks for the safety and drivability of this major urban arterial in this City and the Gila Valley.

- D. **US 191 Sidewalks:** This project will provide the funds to complete the construction of sidewalks on US 191 from Relation Street to the Highway (US 70). Since this project is on ADOT Right of Way (US 191), ADOT will design and construct this project and the City, once constructed and accepted, will maintain these sidewalks. At this time they are completing the project assessment and the NEPA documents.

This will provide connectivity with our Shared Use Paths in the southern portions of Safford with our Downtown area and other areas of town as well as complete the sidewalk project from Discovery Park to US 70. This office will work with ADOT on ensure the project is completed on time.

- E. **Grant:** The search for funds is an ongoing process where needs are determined and appropriate funding sources are examined due to shortfalls in the City general fund. Once these funding sources are found, we will apply in the appropriate matter in the hope of obtaining these needed funds so needs of the City can be realized.

- F. **Shared Use Path, Phase 7:** Begin the process of constructing phase 7 of our shared use path system along the Highline Canal from 14th Avenue to 20th Avenue. After the funds are awarded by the Transportation Board (Nov/Dec 2012), we will begin by completing the environmental work (NEPA), obtaining the required rights of way, and then designing the project. After all this work has been approved by ADOT, prepare the project for bid and then construct this project by 2016.

City of Safford Budget FY 2012-2013

DEPARTMENT: **25 ENGINEERING**
 FUND: **ENGINEERING-INTRNL SRV FND**
 DIVISION: **125 ENGINEERING**

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|-----------------|----------------|--------------|-----------------|----------------------------|
| 61100 PER. SVC. - SALARIES | 266,100 | 259,599 | 97.6% | 330,500 | 24.20% |
| 61120 PER.SVC. - OVERTIME | 1,200 | 1,670 | 139.2% | 3,300 | 175.00% |
| 61200 PER. SVC. - EMPL. BNFTS. | 85,900 | 87,860 | 102.3% | 121,300 | 41.21% |
| 61400 RETIREMENT INS SUB | 0 | 5,200 | 0.0% | 10,500 | 0.00% |
| 62100 PROFESSIONAL SERVI | 8,000 | 1,991 | 24.9% | 8,000 | 0.00% |
| 64100 OUTSIDE SERVICES | 11,700 | 11,267 | 96.3% | 11,700 | 0.00% |
| 64170 COUNTY IGA - GIS | 348,292 | 331,279 | 0.0% | 200,000 | -42.58% |
| 65200 MOTOR POOL RENTALS | 13,932 | 19,388 | 22.5% | 16,416 | 17.83% |
| 66200 COMMUNICATIONS | 3,000 | 3,138 | 86.7% | 3,200 | 6.67% |
| 66500 TRAVEL-TRAINING | 2,000 | 2,601 | 136.0% | 3,500 | 75.00% |
| 66900 DUES & SUBS | 600 | 2,721 | 1312.9% | 600 | 0.00% |
| 67000 SUPPLIES | 2,163 | 7,878 | 133.5% | 15,000 | 593.48% |
| 67510 FUEL SUPPLIES | 2,000 | 2,888 | 693.6% | 3,500 | 75.00% |
| 68133 I.T./COMM | 13,870 | 13,872 | 20.7% | 26,141 | 88.47% |
| 68136 GIS | 11,246 | 2,868 | 0.0% | - | -100.00% |
| 69100 OTHER EXPENSE | 500 | 0 | 0.0% | 500 | 0.00% |
| 70000 CAPITAL OUTLAY | 0 | 0 | 0.0% | 10,000 | 0.00% |
| | 770,503 | 754,220 | 97.9% | 764,157 | -0.82% |

| 5 FTE POSITIONS | CAPITAL | |
|---------------------------|----------------------------|----------------|
| CITY ENGINEER | GPS - TSC2 TO REPLACE TSCe | 4,000 supplies |
| STAFF ENGINEER (UTIL) | WIDE FORMAT SCANNER/COPIER | 10,000 |
| 2 -ENGINEERING TECHNICIAN | METAL DETECTOR | 1,000 supplies |
| GPS TECHNICIAN | CARALSON CIVIL SOFTWARE | 3,500 supplies |
| | AUTOCAD CIVIL 3D SOFTWARE | 1,500 supplies |
| | | 10,000 |

2 RETIREMENT SUBSIDY

- FLEET**
- 08 CHEV COLORADO (ENGINEER)
 - 07 DODGE DAKOTA (ENG)
 - 04 TRAILBLAZER 4D 2WD PW
 - 04 JEEP GRND CHEROKEE
 - 05 CHEV 1500 (GIS)

| | | | | |
|--------|------------|--------|-------------|----------------|
| 31-031 | Streets | 31-031 | 20% | 152,831 |
| 11-155 | Parks | 11-155 | 1% | 7,642 |
| 11-124 | PL & CD | 11-124 | 5% | 38,208 |
| 88-650 | Landfill | 88-650 | 2% | 15,283 |
| 88-660 | Water | 88-660 | 30% | 229,247 |
| 88-670 | Wastewtr | 88-670 | 10% | 76,416 |
| 88-671 | Treat plnt | 88-671 | 2% | 15,283 |
| 88-680 | Gas | 88-680 | 15% | 114,624 |
| 88-690 | Electric | 88-690 | 15% | 114,624 |
| | | | 100% | 764,157 |

City of Safford Budget FY 2012-2013

DEPARTMENT:
FUND:
DIVISION:

25 ENGINEERING
ENGINEERING-INTRNL SRV FND
191 PROJECT MANAGEMENT

| OBJECT | FY 11-12 BUDGET | YTD - JUN 2012 | % YTD | FY 12-13 BUDGET | % Change from 11-12 budget |
|--------------------------------|------------------------|-----------------------|--------------|------------------------|-----------------------------------|
| 61100 PER. SVC. - SALARIES | 89,700 | 89,510 | 99.8% | 58,483 | -34.80% |
| 61200 PER. SVC. - EMPL. BNFTS. | 38,000 | 29,974 | 78.9% | 25,252 | -33.55% |
| 61400 RETIREMENT INS SUB | 0 | 9,101 | 0.0% | 10,500 | 100.00% |
| 65200MOTOR POOL RENTALS | 5,184 | 5,184 | 100.0% | 5,184 | 0.00% |
| 66200 COMMUNICATIONS | 1,500 | 1,482 | 98.8% | 1,500 | 0.00% |
| 66500 TRAVEL-TRAINING | 1,000 | 144 | 14.4% | 1,000 | 0.00% |
| 67000 SUPPLIES | 1,082 | 943 | 87.1% | 1,500 | 38.63% |
| 67510 FUEL SUPPLIES | 1,000 | 539 | 53.9% | 1,000 | 0.00% |
| 68133 I.T./COMM | 13,520 | 13,524 | 100.0% | 3,727 | -72.43% |
| 68136 GIS | 11,246 | 11,244 | 100.0% | 0 | -100.00% |
| 69100 OTHER EXPENSE | 500 | 0 | 0.0% | 500 | 0.00% |
| 70000 CAPITAL OUTLAY | 5,000 | 0 | 0.0% | 0 | 0.00% |
| | 167,732 | 161,646 | 96.4% | 108,646 | -35.23% |

1 FTE POSITIONS

PROJECTS MANAGEMENT SPECIALIST

FLEET

2007 DODGE NITRO 4X4

2 RETIREMENT SUBSIDY

| | | |
|-----------------------|-------------|----------------|
| 31-031 Streets | 12% | 13,037 |
| 11-155 Parks | 3% | 3,259 |
| 11-152 Building Maint | 0% | 0 |
| 66-660 Water | 35% | 38,026 |
| 67-670 Wastewtr | 10% | 10,865 |
| 67-671 Treat plnt | 0% | 0 |
| 68-680 Gas | 10% | 10,865 |
| 69-690 Electric | 30% | 32,594 |
| | 100% | 108,646 |

Glossary of Terms:

Budget (Operating): A plan of financial operation including an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is sometimes used to denote the officially approved expenditure ceilings under which a government and its departments operate.

Capital expenditures: Items that have useful lives of more than one year with a cost of more than \$5,000 (per City policy). Examples include land, buildings, improvements to buildings, vehicles, equipment and infrastructure.

Contingency: A budgetary reserve to allow for emergency or unanticipated expenditures during the fiscal year if funding is available.

Debt Service: The payment of interest and principal on amounts borrowed.

Enterprise Fund: A fund established to account for operations that are financed and operated in a manner similar to a business enterprise – where the intent of the governing body is that costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges. Examples of enterprise funds are those for landfill, water, wastewater, gas and electric utilities, and aviation.

Fund: A fiscal and accounting entity created by a government for the purpose of tracking the finances of a particular activity or group of activities.

GADA: The Greater Arizona Development Authority (GADA) was created by the Arizona State Legislature to assist local and tribal governments and special districts with the development of public infrastructure. GADA leverages its approximate \$11 million fund to lower the costs of financing and help accelerate project development for public facilities owned, operated and maintained by a political subdivision, special district or Indian tribe.

General fund: The governmental accounting fund supported by taxes, licenses and permits, service charges and other general revenues to provide for services not reported in other funds. Generally tracks the activity of a government's basic services.

Governmental Funds: These funds track the finances of a government's basic services. They are reported using the modified accrual basis of accounting and include the General, Special Revenue, Debt Service, Capital Project Funds.

HURF: Highway Users Revenue Fund (HURF). A Special Revenue Fund representing the primary source of revenues available for street and road construction, improvements and other related expenses. The State of Arizona taxes motor fuels and collects a variety of fees and charges relating to the registration and operation of motor vehicles on the state's public highways. These collections include gasoline and use fuel taxes, motor carrier taxes, vehicle license taxes, motor vehicle registration fees, and other miscellaneous fees. These revenues are deposited in the Arizona Highway User Revenue Fund and are then distributed to cities, towns and counties and to the State Highway Fund.

Infrastructure: especially long-lasting Capital Assets that are stationary, can be preserved for significantly greater periods than most capital assets, and typically are part of a larger system of assets; examples include bridges, roads, water, sewer and electrical lines.

Internal Service Fund: a type of Proprietary Fund used to account for the financing of goods or services by one department or agency to other departments or agencies of a government on a cost reimbursement basis. Examples of internal services include telephones, computer and IT support, billing and collection support, warehousing of supplies, fuel and vehicles.

Modified Accrual Basis of Accounting: the basis a government uses to account for its Governmental Funds. It records expenditures and requires that payment on revenues be received during the year or soon enough thereafter to be used to liquidate the current year's liabilities.

Operating expenditures: Expenditures of a day-to-day operation. Examples include office supplies, maintenance of buildings and equipment, and travel. Also known as operating and maintenance costs.

Proprietary Funds: funds that track a government's activities that are operated like private businesses, charging customers a fee in return for goods or service. There are two kinds – Enterprise and Internal Service Funds.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Urban Revenue Sharing: 15% of proceeds from income tax collected by the State of Arizona distributed to cities and towns based on population. Note: there is a 2 year lag in distributing these proceeds.

WIFA: The Water Infrastructure Finance Authority of Arizona (WIFA) is an independent agency of the state of Arizona. It is authorized to finance the construction, rehabilitation and/or improvement of drinking water, wastewater, wastewater reclamation, and other water quality facilities/projects. WIFA generally offers borrowers below market interest on loans for one hundred percent of the eligible project costs. WIFA's Clean Water Revolving Fund and Drinking Water Revolving Fund are two methods used to provide low interest financial assistance. These two funds are capitalized by contributions from the state and the U.S. Congress.

OFFICAL BUDGET FORMS

CITY OF SAFFORD

Fiscal Year 2013

CITY OF SAFFORD
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Fiscal Year 2013

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CITY OF SAFFORD
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2013

| FUND | ADOPTED BUDGETED EXPENDITURES/EXPENSES* 2012 | ACTUAL EXPENDITURES/EXPENSES ** 2012 | FUND BALANCE/NET ASSETS*** July 1, 2012** | PROPERTY TAX REVENUES 2013 | ESTIMATED REVENUES OTHER THAN PROPERTY TAXES 2013 | OTHER FINANCING 2013 | | INTERFUND TRANSFERS 2013 | | TOTAL FINANCIAL RESOURCES AVAILABLE 2013 | BUDGETED EXPENDITURES/EXPENSES 2013 |
|---------------------------------------------|----------------------------------------------|--------------------------------------|-------------------------------------------|----------------------------|---------------------------------------------------|----------------------|--------|--------------------------|--------------|------------------------------------------|-------------------------------------|
| | | | | | | SOURCES | <USES> | IN | <OUT> | | |
| 1. General Fund | \$ 9,931,704 | \$ 9,931,704 | \$ 1,400,000 | \$ 227,543 | \$ 16,354,704 | \$ | \$ | \$ | \$ 1,520,372 | \$ 16,461,875 | \$ 15,002,804 |
| 2. Special Revenue Funds | 1,801,084 | 1,801,084 | 200,000 | | 2,599,581 | | | 918,559 | | 3,718,140 | 3,570,687 |
| 3. Debt Service Funds Available | 751,213 | 751,213 | | | | | | 756,413 | | 756,413 | 756,413 |
| 4. Less: Amounts for Future Debt Retirement | | | | | | | | | | | |
| 5. Total Debt Service Funds | 751,213 | 751,213 | | | | | | 756,413 | | 756,413 | 756,413 |
| 6. Capital Projects Funds | 240,000 | 240,000 | | | 273,600 | | | 14,400 | | 288,000 | 288,000 |
| 7. Permanent Funds | 23,000 | 23,000 | | | 25,000 | | | | | 25,000 | 25,000 |
| 8. Enterprise Funds Available | 20,114,139 | 20,114,139 | 12,300,000 | | 28,013,912 | | | | 169,000 | 40,144,912 | 29,420,870 |
| 9. Less: Amounts for Future Debt Retirement | | | | | | | | | | | |
| 10. Total Enterprise Funds | 20,114,139 | 20,114,139 | 12,300,000 | | 28,013,912 | | | | 169,000 | 40,144,912 | 29,420,870 |
| 11. Internal Service Funds | | | | | | | | | | | |
| 12. TOTAL ALL FUNDS | \$ 32,861,140 | \$ 32,861,140 | \$ 13,900,000 | \$ 227,543 | \$ 47,266,797 | \$ | \$ | \$ 1,689,372 | \$ 1,689,372 | \$ 61,394,340 | \$ 49,063,774 |

EXPENDITURE LIMITATION COMPARISON

| | 2012 | 2013 |
|------------------------------------------------------------------|---------------|---------------|
| 1. Budgeted expenditures/expenses | \$ 32,861,140 | \$ 49,063,774 |
| 2. Add/subtract: estimated net reconciling items | | |
| 3. Budgeted expenditures/expenses adjusted for reconciling items | 32,861,140 | 49,063,774 |
| 4. Less: estimated exclusions | 7,000,000 | 25,000,000 |
| 5. Amount subject to the expenditure limitation | \$ 25,861,140 | \$ 24,063,774 |
| 6. EEC or voter-approved alternative expenditure limitation | \$ 86,699,860 | \$ 89,764,858 |

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts in this column represent Fund Balance/Net Asset 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 SAFFORD
Summary of Tax Levy and Tax Rate Information
Fiscal Year 2013

| | 2012 | 2013 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|-------------|
| 1. Maximum allowable primary property tax levy. A.R.S. §42-17051(A) | \$ 260,941 | \$ 266,160 |
| 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 | \$ 223,971 | \$ 227,543 |
| B. Secondary property taxes | | |
| C. Total property tax levy amounts | \$ 223,971 | \$ 227,543 |
| 4. Property taxes collected* | | |
| A. Primary property taxes | | |
| (1) Current year's levy | \$ 223,971 | |
| (2) Prior years' levies | | |
| (3) Total primary property taxes | \$ 223,971 | |
| B. Secondary property taxes | | |
| (1) Current year's levy | \$ | |
| (2) Prior years' levies | | |
| (3) Total secondary property taxes | \$ | |
| C. Total property taxes collected | \$ 223,971 | |
| 5. Property tax rates | | |
| A. City/Town tax rate | | |
| (1) Primary property tax rate | 0.3744 | 0.4462 |
| (2) Secondary property tax rate | | |
| (3) Total city/town tax rate | 0.3744 | 0.4462 |

B. Special assessment district tax rates
Secondary property tax rates - As of the date the proposed budget was prepared, the city/town was operating _____ 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.

CITY OF SAFFORD
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2013

| SOURCE OF REVENUES | ESTIMATED REVENUES 2012 | ACTUAL REVENUES* 2012 | ESTIMATED REVENUES 2013 |
|--------------------------------|-------------------------------|-----------------------------|-------------------------------|
| GENERAL FUND | | | |
| Local taxes | | | |
| City Sales Tax | \$ 5,454,607 | \$ 5,393,922 | \$ 5,543,167 |
| | | | |
| | | | |
| Licenses and permits | | | |
| | 70,000 | 66,300 | 60,000 |
| | | | |
| | | | |
| Intergovernmental | | | |
| Statement C-1 | 2,981,675 | 2,619,558 | 3,033,315 |
| | | | |
| | | | |
| Charges for services | | | |
| Statement C-2 | 2,081,148 | 2,025,639 | 2,057,183 |
| | | | |
| | | | |
| Fines and forfeits | | | |
| | 89,400 | 72,800 | 60,000 |
| | | | |
| | | | |
| Interest on investments | | | |
| | 15,000 | 7,400 | 8,000 |
| | | | |
| | | | |
| In-lieu property taxes | | | |
| | | | |
| | | | |
| Contributions | | | |
| Voluntary contributions | | | |
| | | | |
| | | | |
| Miscellaneous | | | |
| Statement C-3 | 1,381,200 | 1,407,300 | 1,593,039 |
| Contingency | 4,000,000 | | 4,000,000 |
| | | | |
| | | | |
| Total General Fund | \$ 16,073,030 | \$ 11,592,919 | \$ 16,354,704 |

* 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 SAFFORD
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2013

| <u>SOURCE OF REVENUES</u> | <u>ESTIMATED REVENUES 2012</u> | <u>ACTUAL REVENUES*</u> <u>2012</u> | <u>ESTIMATED REVENUES 2013</u> |
|---------------------------|----------------------------------------|--------------------------------------------|----------------------------------------|
|---------------------------|----------------------------------------|--------------------------------------------|----------------------------------------|

* 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 SAFFORD
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2013

| SOURCE OF REVENUES | ESTIMATED REVENUES 2012 | ACTUAL REVENUES* 2012 | ESTIMATED REVENUES 2013 |
|---------------------------|----------------------------------------|--------------------------------------|----------------------------------------|
|---------------------------|----------------------------------------|--------------------------------------|----------------------------------------|

* 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 SAFFORD
Summary by Fund Type of Revenues Other Than Property Taxes
Fiscal Year 2013

| SOURCE OF REVENUES | ESTIMATED REVENUES 2012 | ACTUAL REVENUES* 2012 | ESTIMATED REVENUES 2013 |
|-------------------------------------|-------------------------------|-----------------------------|-------------------------------|
| INTERNAL SERVICE FUNDS | | | |
| _____ | \$ _____ | \$ _____ | \$ _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | \$ _____ | \$ _____ | \$ _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | \$ _____ | \$ _____ | \$ _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | \$ _____ | \$ _____ | \$ _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | \$ _____ | \$ _____ | \$ _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | \$ _____ | \$ _____ | \$ _____ |
| Total Internal Service Funds | \$ _____ | \$ _____ | \$ _____ |
| TOTAL ALL FUNDS | \$ <u>44,445,565</u> | \$ <u>34,126,234</u> | \$ <u>47,266,797</u> |

* 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 SAFFORD
Summary by Fund Type of Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2013

| FUND | OTHER FINANCING 2013 | | INTERFUND TRANSFERS 2013 | |
|-----------------------------------------|-------------------------|--------|-----------------------------|--------------|
| | SOURCES | <USES> | IN | <OUT> |
| GENERAL FUND | | | | |
| Match Capital Grant (Airport) | \$ | \$ | \$ | \$ 14,400 |
| Match Special Revenue Grants | | | | 72,356 |
| Street Debt Serv (.05 Sales Tax) | | | | 982,775 |
| Auto Lieu tax to Streets | | | | 450,841 |
| Total General Fund | \$ | \$ | \$ | \$ 1,520,372 |
| SPECIAL REVENUE FUNDS | | | | |
| General Fund Match / Grants | \$ | \$ | \$ 72,356 | \$ |
| Street Patching Transfer from Utilities | | | 169,000 | |
| Street (.05 Sales Tax) | | | 226,362 | |
| Auto Lieu dedicated to Streets | | | 450,841 | |
| Total Special Revenue Funds | \$ | \$ | \$ 918,559 | \$ |
| DEBT SERVICE FUNDS | | | | |
| Street (.05 Sales Tax) | \$ | \$ | \$ 756,413 | \$ |
| | | | | |
| | | | | |
| Total Debt Service Funds | \$ | \$ | \$ 756,413 | \$ |
| CAPITAL PROJECTS FUNDS | | | | |
| General Fund Match / Grants | \$ | \$ | \$ 14,400 | \$ |
| | | | | |
| | | | | |
| Total Capital Projects Funds | \$ | \$ | \$ 14,400 | \$ |
| PERMANENT FUNDS | | | | |
| | \$ | \$ | \$ | \$ |
| | | | | |
| | | | | |
| Total Permanent Funds | \$ | \$ | \$ | \$ |
| ENTERPRISE FUNDS | | | | |
| Street Patching Transfer to HURF Fund | \$ | \$ | \$ | \$ 169,000 |
| | | | | |
| | | | | |
| Total Enterprise Funds | \$ | \$ | \$ | \$ 169,000 |
| INTERNAL SERVICE FUNDS | | | | |
| | \$ | \$ | \$ | \$ |
| | | | | |
| | | | | |
| Total Internal Service Funds | \$ | \$ | \$ | \$ |
| TOTAL ALL FUNDS | \$ | \$ | \$ 1,689,372 | \$ 1,689,372 |

CITY OF SAFFORD
SUPPORTING STATEMENTS: NON-PROPERTY TAX REVENUES
Fiscal Year 2012-2013

| Source of Revenue | Budgeted Revenue 2011-12 | Actual Revenue 2011-12 | Budgeted Revenue 2012-13 |
|--------------------------|-----------------------------------------|---------------------------------------|-----------------------------------------|
|--------------------------|-----------------------------------------|---------------------------------------|-----------------------------------------|

Statement C-1--Intergovernmental revenue:

Arizona State sources:

| | | | |
|---------------------------------|---------|---------|---------|
| State shared sales taxes | 728,490 | 748,000 | 799,911 |
| State shared income taxes | 807,411 | 787,340 | 977,146 |
| Auto Lieu tax | 462,045 | 474,000 | 450,841 |
| Police Grants | 603,545 | 250,000 | 435,364 |
| Other Intergovernmental revenue | 10,000 | 0 | |

| | | | |
|--|------------------|------------------|------------------|
| | 2,611,491 | 2,259,340 | 2,663,262 |
|--|------------------|------------------|------------------|

Graham County sources:

| | | | |
|-----------------|------------------|------------------|------------------|
| Fire District | 334,184 | 327,818 | 337,653 |
| Library support | 36,000 | 32,400 | 32,400 |
| | 370,184 | 360,218 | 370,053 |
| | 2,981,675 | 2,619,558 | 3,033,315 |

Statement C-2--Charges for services:

| | | | |
|------------------------------------|------------------|------------------|------------------|
| Cemetery | 35,000 | 18,145 | 18,288 |
| Recreation programs | 60,000 | 49,914 | 51,500 |
| Sanitation Citizen Collection fees | 1,011,256 | 982,700 | 1,023,934 |
| Admin. Services for Utilities | 974,892 | 974,880 | 963,461 |
| | 2,081,148 | 2,025,639 | 2,057,183 |

Statement C-3--Miscellaneous revenue:

| | | | |
|--------------------------------|------------------|------------------|------------------|
| Other revenues (misc.) | 10,000 | 266,597 | 90,000 |
| Utility in lieu | 825,000 | 781,000 | 800,000 |
| Franchise tax (general fund) | 65,000 | 65,000 | 65,000 |
| Rental of City property | 195,600 | 92,311 | 125,000 |
| Economic Development / bed tax | 90,000 | 91,392 | 108,304 |
| Library Special Projects | 195,600 | 111,000 | 404,735 |
| | 1,381,200 | 1,407,300 | 1,593,039 |

Statement C-4--Capital Projects:

| | | | |
|--------------------------|----------------|----------------|----------------|
| Federal Grants / Airport | 243,750 | 153,000 | 273,600 |
| | 243,750 | 153,000 | 273,600 |

CITY OF SAFFORD
SUPPORTING STATEMENTS: NON-PROPERTY TAX REVENUES
Fiscal Year 2012-2013

| Source of Revenue | Budgeted Revenue 2011-12 | Actual Revenue 2011-12 | Budgeted Revenue 2012-13 |
|-----------------------------------------|-----------------------------------------|---------------------------------------|-----------------------------------------|
| Statement C-5--Enterprise Funds: | | | |
| Landfill: | 1,097,000 | 1,030,701 | 1,215,912 |
| Water Fund | 4,484,000 | 4,626,763 | 8,255,725 |
| Wastewater Utility: | 3,821,158 | 3,806,168 | 3,921,275 |
| Gas Utility: | 2,981,000 | 2,981,120 | 2,967,000 |
| Electric Utility: | 8,776,981 | 8,697,013 | 8,494,000 |
| Subtotal Utility Funds: | 21,160,139 | 21,141,765 | 24,853,912 |
| Airport: | 200,000 | 134,000 | 160,000 |
| Subtotal Enterprise Funds: | 21,360,139 | 21,275,765 | 25,013,912 |
| Contingency | 3,000,000 | 34,139 | 3,000,000 |
| Total Enterprise Funds: | 24,360,139 | 21,309,904 | 28,013,912 |

CITY OF SAFFORD
SUPPORTING STATEMENTS OF EXPENDITURES / EXPENSES

FOR FISCAL YEAR 2012 - 2013

| Fund/Department | Budgeted Amounts for 2011-2012 | Approved Adjustments 2011-2012 | Actual Expendi- tures/Expenses 2011-2012 | Budgeted Amounts for 2012-13 |
|-------------------------------------|--------------------------------------|--------------------------------------|------------------------------------------------|------------------------------------|
| Statement E-1--General Fund: | | | | |
| Mayor and Council | 337,832 | (27,832) | 310,000 | 341,835 |
| City Manager | 285,703 | (703) | 285,000 | 274,938 |
| Human Resources | 255,339 | (25,339) | 230,000 | 253,469 |
| Legal Services | 219,315 | (315) | 219,000 | 219,316 |
| Magistrate | 198,606 | (18,606) | 180,000 | 216,623 |
| City Clerk | 283,479 | (18,479) | 265,000 | 245,124 |
| Finance | 464,190 | (1,190) | 463,000 | 473,870 |
| Plnng & Cmmnty Srvc | 468,329 | (38,329) | 430,000 | 473,737 |
| Building Safety | 99,359 | (9,359) | 90,000 | 110,348 |
| Recreation Program | 124,760 | (9,760) | 115,000 | 128,865 |
| Boys and Girls Club | 130,000 | 0 | 130,000 | 0 |
| Library | 647,352 | (36,352) | 611,000 | 924,351 |
| Police | 3,802,651 | (425,651) | 3,377,000 | 3,754,878 |
| Public Works | 2,671,567 | (190,163) | 2,481,404 | 2,703,438 |
| Golf Course | 205,300 | 2,000 | 207,300 | 205,300 |
| Fire Department | 594,292 | (56,292) | 538,000 | 676,712 |
| Subtotal General Fund: | 10,788,074 | (856,370) | 9,931,704 | 11,002,804 |
| Contingency | 4,000,000 | (4,000,000) | 0 | 4,000,000 |
| Total General Fund: | 14,788,074 | (4,856,370) | 9,931,704 | 15,002,804 |

Statement E-2 Special Revenues

| | | | | |
|------------------------------------------------------------|------------------|--------------------|------------------|------------------|
| HURF | 1,418,234 | (87,234) | 1,331,000 | 1,666,887 |
| 20th Ave Improv (Relation to Golf Course Trail System | 638,881 | (602,518) | 36,363 | 638,881 |
| CDBG Sidewalk Grant | 721,000 | (672,700) | 48,300 | 441,000 |
| Main Street Traffic Signals | 191,768 | 3,458 | 195,226 | |
| Main Street Improvements | 720,000 | (720,000) | 0 | 720,000 |
| EEBCG | 699,688 | (679,188) | 20,500 | 103,919 |
| Graveyard Fence Relocate - Gila Watershe | 204,000 | (84,305) | 119,695 | |
| GIS Misc Grant | 30,000 | (30,000) | 0 | |
| Economic Development (FMI Grant) | 50,000 | (50,000) | 0 | |
| Total Special Revenues: | 4,729,571 | (2,928,487) | 1,801,084 | 3,570,687 |

CITY OF SAFFORD
SUPPORTING STATEMENTS OF EXPENDITURES / EXPENSES

FOR FISCAL YEAR 2012-2013

| Fund/Department | Budgeted Amounts for 2011-2012 | Approved Adjustments 2011-2012 | Actual Expendi- tures/Expenses 2011-2012 | Budgeted Amounts for 2012-2013 |
|-----------------|--------------------------------------|--------------------------------------|------------------------------------------------|--------------------------------------|
|-----------------|--------------------------------------|--------------------------------------|------------------------------------------------|--------------------------------------|

Statement E-3--Capital Projects:

| | | | | |
|--------------------------------|----------------|----------------|----------------|----------------|
| Airport taxiways | 243,750 | (3,750) | 240,000 | 288,000 |
| Total Capital Projects: | 243,750 | (3,750) | 240,000 | 288,000 |

Statement E-4--Enterprise Funds:

| | | | | |
|----------------------------------|-------------------|--------------------|-------------------|-------------------|
| Landfill | 1,092,283 | (132,283) | 960,000 | 1,150,643 |
| Water | 6,120,626 | (720,626) | 5,400,000 | 9,417,428 |
| Wastewater | 1,315,670 | (165,670) | 1,150,000 | 1,364,638 |
| Water Reclamation Plant | 2,670,277 | (340,277) | 2,330,000 | 2,830,825 |
| Gas | 2,957,485 | (407,485) | 2,550,000 | 2,963,504 |
| Electric | 8,928,473 | (1,428,473) | 7,500,000 | 8,486,135 |
| Subtotal Utility Funds | 23,084,814 | (3,194,814) | 19,890,000 | 26,213,173 |
| Airport | 231,333 | (41,333) | 190,000 | 207,697 |
| Subtotal Enterprise Funds | 23,316,147 | (3,236,147) | 20,080,000 | 26,420,870 |
| Contingency | 3,000,000 | (2,965,861) | 34,139 | 3,000,000 |
| Total Enterprise Funds | 26,316,147 | (6,202,008) | 20,114,139 | 29,420,870 |