# Annual Budget
# Fiscal Year 2014-2015
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# *Mayor and Council*

Mayor
Honorable Toney King, Sr.

Vice-Mayor
Al Sacco

Councilman
Ron Brooks

Councilman
Chris Moncada

Councilman
Jeff Cook

Councilman
Peter Wangsness

Councilman
Patrick Boyle

*City Manager*
William Stephens

## Department Heads

*City Engineer/Public Works*
**Bradley Hamilton**

*Finance Director*
**Megan Moreno**

*Building Official/Planning Administrator*
**Luis Garcia Jr.**

*Police Chief*
**Paul Moncada**

*Fire Chief*
**Keith Spangler**

*Library Director*
**Peggy Scott**

*City Attorney*
**Gary Cohen & Paul Loucks**
**Mesch, Clark, & Rothschild PC**

*Magistrate*
**Joseph Knoblock**

# *City of Benson*

## Fiscal 2014-2015 Budget Calendar

| | | |
|---|---|---|
| Tuesday | May 6 | Recommended Budget to Council |
| Thursday | May 15 | Post Proposed Property Tax Rate Increase on City Website |
| Friday<br>8AM to 5PM | May 16 | All Day Budget Work Session<br>Breakfast, Lunch provided |
| Wednesday, 6 PM | May 21, if necessary | Follow Up Work Session |
| Monday, 7 PM | June 2, Special Meeting | Approve Tentative Budget |
| Wednesday | June 4 | Publish 1st Public Hearing Notice In Local Paper |
| Wednesday | June 11 | Publish 2nd Public Hearing Notice In Local Paper |
| Thursday, 7 PM | June 19 | Public Hearings for:<br>Truth in Taxation<br>Property Tax Levy<br>Tentative Budget |
| Monday, 7 PM | June 23, Council Meeting | Adopt Final Budget! |
| Monday, 7 PM | July 14, Council Meeting | Adopt Property Tax Levy |

# *Summary by City Manager and Finance Director*

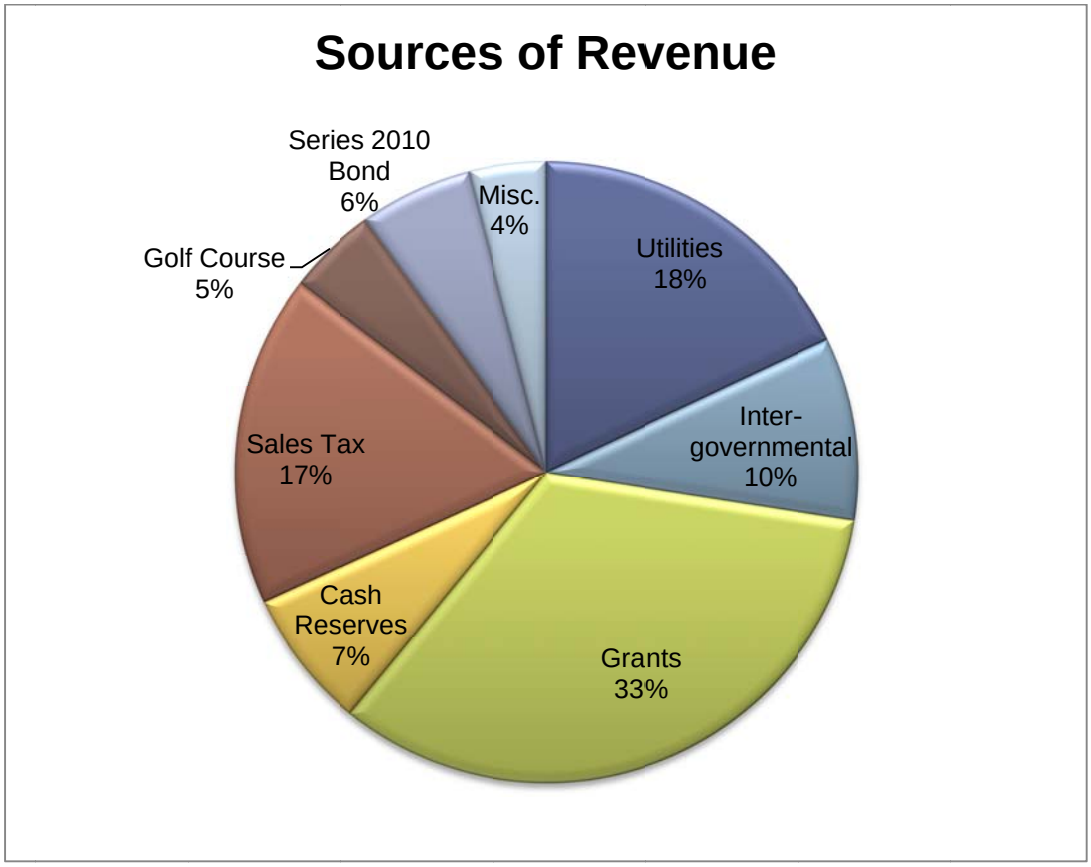
## Fiscal Year 2014 – 2015 Annual Budget

**TO: Honorable Mayor and City Council Members**

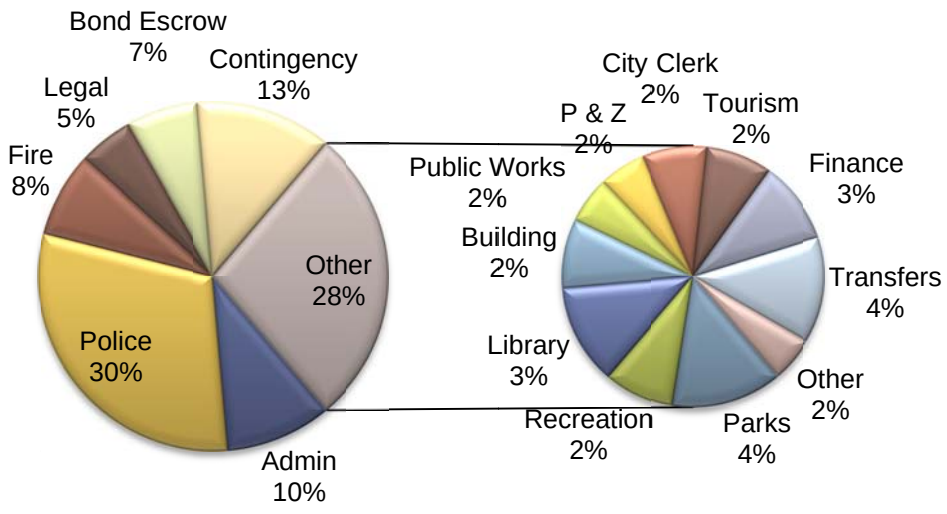
The City of Benson's fiscal year 2014-2015 Budget is scheduled to be adopted by Mayor and Council on June 23, 2014. The Budget, which was prepared based on input received at Council work sessions, is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding of the increasingly complex finances of the City.

The City's $18,332,105 budget is balanced with a combination of funds carried forward from prior years and revenues expected to be collected during the new budget year. The fiscal 2014-2015 budget is $1,629,251 less than the 2013-2014 budget, principally due to a combination of less funds carried forwarded and a commitment to reduce expenditures.

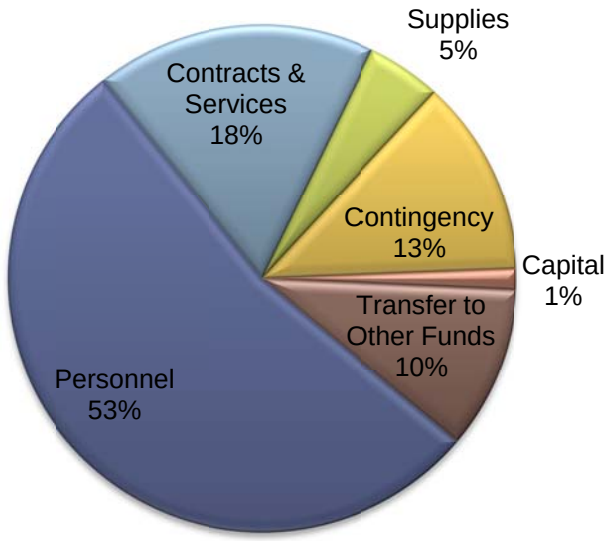
The charts below illustrate in picture form the makeup of the City's revenues and expenditures.

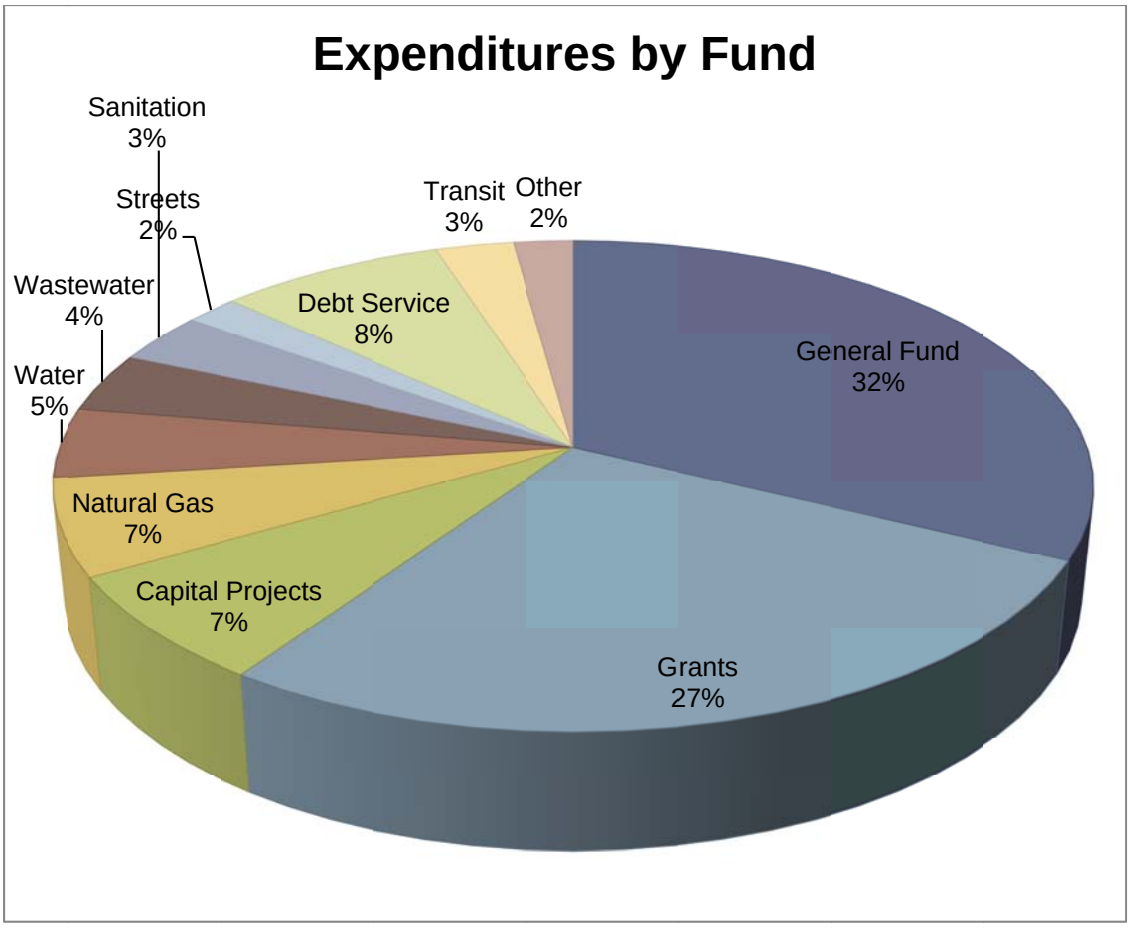


## Expenditures by General Fund Department




## Expenditures by General Fund Category




Expenditures by Fund
Sanitation 3%
Streets 2%
Transit 3%
Other 2%
Wastewater 4%
Debt Service 8%
General Fund 32%
Water 5%
Natural Gas 7%
Capital Projects 7%
Grants 27%

The fiscal 2014-2015 budget has been prepared based on the assumption that the local economy will continue to perform in a manner consistent with the three most recent recessionary fiscal years. However, it is flexible enough that spending could be accelerated or decelerated if the economy improves or declines during the year.

**Personnel**

The largest and most inflexible component of the budget is personnel costs. The highlights of the 2014-2015 personnel budget are:

- 20 Furlough Days
- No Cost of Living Adjustment (COLA) for all employees
- No Merit Increases
- No significant changes in employee benefits
- No layoffs

The total budgeted personnel costs of $4,889,752 reflect a 10% decrease over the prior fiscal year. There is a decrease of 3.23 full time equivalent (FTE) employees, for a total of 99.06 FTE employees. The changes of personnel costs by department or fund are due primarily to delaying of hiring vacant positions. Notable changes include:

- Police – decrease of 1.5 FTE due to delaying the hiring of an officer, a dispatcher, and an animal control officer until January 2015.
- Library – decrease of .5 FTE due to filling a full time assistant position with a part time page position.
- Utilities – decrease of .51 FTE due to delaying the hiring of a Public Works Superintendent.
- Golf Course- decrease of 1.25 FTE due to restructuring of departments.
- Transit- increase of .53 FTE due to the hiring of back up drivers and the potential to hire a dispatcher/administrative assistant position.

The Arizona State Retirement contribution rate has increased from 11.54% to 11.60% for both employer and employee. The Public Safety Retirement System employer contribution rate is 21.85%. Health insurance costs are projected to increase by 10% in anticipation of new requirements under the Affordable Care Act. During fiscal 2007-2008 Council approved and staff implemented a Flexible Spending Account (FSA) for all employees. The FSA allows plan participants to pay for health related expenses on a pretax basis. About 75% of staff participates in the plan. The contribution limit for 2014-2015 remains set at $2,500.

The City has a contract for employee benefits management with Insight Risk Advisors, a sister Company of ESG Corp., which has provided benefits consulting services for the City for several years. The City provides PPO, HMO, and HSA health insurance options for all eligible employees. The City maintains an employer paid Health Reimbursement Arrangement (HRA) plan to supplement employee health insurance deductibles. The cost of health insurance is in negotiation at this time.

The table below shows recent actual and budgeted total personnel costs by department.

| ***Budgeted Total Personnel Costs*** **(includes taxes and benefits)** **Fiscal Year 2014-2015** | | | | | | |
|---|---|---|---|---|---|---|
| | **Dollar Amount** | | | **Full Time Equivalent Employee** | | |
| **Department** | **Budget 2013-14** | **Est. Actual 2013-14** | **Budget 2014-15** | **Budget 2013-14** | **Budget 2014-2015** | **Change** |
| City Council | 20,702 | 18,169 | 20,724 | | | |
| City Administration | 274,091 | 187,298 | 205,988 | 4.00 | 4.00 | 0.00 |
| City Clerk | 117,913 | 115,519 | 109,143 | 2.00 | 2.00 | 0.00 |
| Finance | 150,106 | 142,553 | 136,879 | 2.20 | 2.20 | 0.00 |
| Tourism | 101,564 | 91,452 | 89,678 | 2.50 | 2.50 | 0.00 |
| Police/ Animal Control | 1,759,058 | 1,628,658 | 1,592,564 | 24.00 | 22.50 | -1.50 |
| Fire | 188,691 | 192,371 | 181,839 | 3.00 | 3.00 | 0.00 |
| City Attorney | 117,087 | 113,311 | 114,003 | 2.00 | 2.00 | 0.00 |
| Magistrate | 27,761 | 24,766 | 27,788 | 1.00 | 1.00 | 0.00 |
| Library | 191,943 | 184,593 | 160,723 | 5.00 | 4.50 | -0.50 |
| Parks | 146,147 | 145,218 | 139,431 | 3.00 | 3.00 | 0.00 |
| Recreation | 110,785 | 77,626 | 92,218 | 3.50 | 3.50 | 0.00 |
| Building | 142,213 | 136,189 | 134,385 | 2.50 | 2.50 | 0.00 |
| Planning & Zoning | 95,901 | 92,809 | 90,166 | 1.50 | 1.50 | 0.00 |
| Public Works | 57,747 | 56,490 | 53,907 | 0.85 | 0.85 | 0.00 |
| **Total General Fund** | **3,501,709** | **3,207,020** | **3,149,436** | **57.05** | **55.05** | **(2.00)** |
| Transit | 134,870 | 100,894 | 133,610 | 3.70 | 4.23 | 0.53 |
| Streets | 171,216 | 161,636 | 165,290 | 3.25 | 3.25 | 0.00 |
| Natural Gas | 341,132 | 315,839 | 309,738 | 6.16 | 6.03 | -0.13 |
| Water | 387,560 | 361,621 | 352,346 | 6.99 | 6.86 | -0.13 |
| Wastewater | 376,753 | 300,366 | 308,207 | 6.11 | 5.86 | -0.25 |
| Sanitation | 24,422 | 20,618 | 23,687 | 0.55 | 0.55 | 0.00 |
| Golf-Operations | 158,155 | 147,801 | 149,405 | 5.78 | 5.84 | 0.05 |
| Golf-Maintenance | 181,688 | 182,917 | 158,815 | 5.45 | 5.00 | -0.45 |
| Golf- Food & Beverage | 153,304 | 172,791 | 139,218 | 7.25 | 6.40 | -0.85 |
| **Total Other Funds** | **1,929,100** | **1,764,483** | **1,740,315** | **45.24** | **44.01** | **(1.23)** |
| **Grand Total** | **5,430,809** | **4,971,503** | **4,889,752** | **102.29** | **99.06** | **(3.23)** |

**Budget Policy Statement – <u>Use of Contingency Line Items in the Various Funds</u>**
Most Funds contain a line item called “Contingency”. Those contingency line items are intended for expenditures that are necessary for the efficient operation of the Fund, but were not anticipated or known with certainty at the time the budget was prepared. When contingency funds are used Council will be informed of their use. Any expenditure of contingency funds in excess of $10,000 requires Council approval.

**Budget Policy Statement – Capital Improvement Plan**
The five year Capital Improvement Plan (CIP) is an integral part of this Budget. Plan particulars are discussed in the CIP section of the Budget.

**Budget Policy Statement – Capital Projects Fund & Restriction on Construction Sales Tax**
The Capital Projects Fund (CPF) was set up in the 2007-2008 fiscal year. It is designed to fund capital projects that are regional in nature. The funding sources for the CPF are the Construction Sales Tax, selected debt financing and anticipated grants. The Capital Projects Fund is discussed in more detail in the CIP section of the Budget.

**Budget Policy Statement – Human Resources Rate Plan**
The Salary Rate Plan for the City of Benson for the 2014-2015 fiscal year is shown beginning on page 12 herein. All salaries paid by the City during the next fiscal year will be within the salary ranges listed on the Plan, except for those salaries that were above the maximum prior to the beginning of the fiscal year.

**Organization of the Budget**
The foregoing information has been presented to give the reader an overview of the sources and uses of funds in the budget on a citywide basis. The following sections will provide both an overview and detailed line item budget and historical information on a department by department and Fund by Fund basis. In addition, each department head has provided additional information on the activities of his/her department/Fund.

The Capital Improvement Plan (CIP) is the final section of the Budget. It contains a summary five year plan followed by individual project sheets for each planned project.

**Conclusion**
The City of Benson has responded to the economic downturn in a most responsible manner. City staff and Council are to be recognized for their dedication to building on past successes despite the significant reduction in revenues during the past several years. Although this coming fiscal year will mark the first year the City has had to make personnel cuts, these tough decisions will help to improve the financial outlook of the City for the coming fiscal years. The fiscal 2014-2015 budget is designed to be a flexible tool that will allow the City to maintain its financial stability and continue to provide the services our citizens want and need.

Respectfully submitted,

| | |
|---|---|
| --- | --- |
| William Stephens | Megan J. Moreno |
| City Manager | Finance Director |

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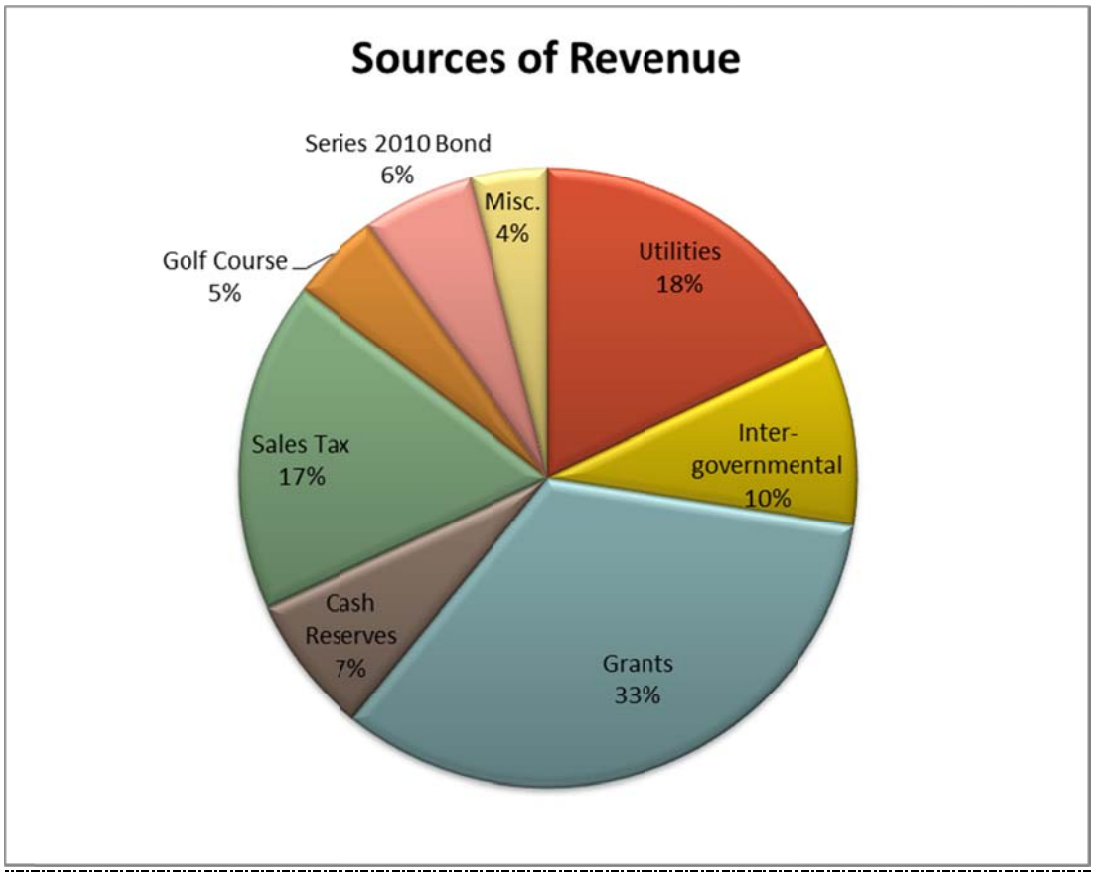
| Fiscal 2014-2015 Salary Rate Plan | | | | |
|---|---|---|---|---|
| **Job Families and Job Titles** | **Salary Grade** | **Recommended** | | |
| | | **Minimum** | **Midpoint** | **Maximum** |
| | | | | |
| **City Management** | | | | |
| City Manager | 72 | 89,890.12 | 112,362.65 | 134,835.18 |
| Human Resources Director | 55 | 59,075.34 | 73,844.18 | 88,613.01 |
| Executive Asst. to City Manager | 30 | 31,864.68 | 39,830.85 | 47,797.02 |
| Facilities Supervisor | 31 | 32,661.30 | 40,826.63 | 48,991.95 |
| Administrative Assistant | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Information Technology Specialist | 34 | 35,172.65 | 43,965.81 | 52,758.97 |
| Information Technology Technician | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Human Resource Analyst I | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Human Resource Coordinator | 32 | 33,477.83 | 41,847.29 | 50,216.75 |
| Custodian | 14 | 21,464.84 | 26,831.06 | 32,197.27 |
| **Legal** | | | | |
| City Attorney | 68 | 81,436.01 | 101,795.01 | 122,154.01 |
| Prosecuting Attorney | 58 | 63,617.68 | 79,522.10 | 95,426.52 |
| Legal Assistant | 32 | 33,477.83 | 41,847.29 | 50,216.75 |
| **Finance** | | | | |
| Finance Director | 58 | 63,617.68 | 79,522.10 | 95,426.52 |
| Deputy Finance Director | 46 | 47,303.30 | 59,129.13 | 70,954.95 |
| Accounting Supervisor | 32 | 33,477.83 | 41,847.29 | 50,216.75 |
| Accounting Specialist | 32 | 33,477.83 | 41,847.29 | 50,216.75 |
| Account Clerk III | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Account Clerk II | 20 | 24,892.64 | 31,115.80 | 37,338.96 |
| Account Clerk I | 16 | 22,551.50 | 28,189.38 | 33,827.25 |
| **City Clerk** | | | | |
| City Clerk | 50 | 52,213.99 | 65,267.49 | 78,320.99 |
| Deputy City Clerk | 32 | 33,477.83 | 41,847.29 | 50,216.75 |
| **Building** | | | | |
| Building Official | 50 | 52,213.99 | 65,267.49 | 78,320.99 |
| Building Inspector II | 36 | 36,953.26 | 46,191.58 | 55,429.89 |
| Building Inspector I | 32 | 33,477.83 | 41,847.29 | 50,216.75 |
| Planning Technician | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Code Enforcement Officer | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Senior Permit Technician | 26 | 28,867.83 | 36,084.79 | 43,301.75 |
| **Planning & Zoning** | | | | |
| Planning & Zoning Director | 50 | 52,213.99 | 65,267.49 | 78,320.99 |
| Senior Planner | 40 | 40,789.49 | 50,986.86 | 61,184.23 |
| Planning Technician | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| GIS Manager | 40 | 40,789.49 | 50,986.86 | 61,184.23 |

| Fiscal 2014-2015 Salary Rate Plan | | | | |
|---|---|---|---|---|
| **Job Families and Job Titles** | **Salary Grade** | **Recommended** | | |
| | | **Minimum** | **Midpoint** | **Maximum** |
| | | | | |
| **Tourism** | | | | |
| Tourism Supervisor | 30 | 31,864.68 | 39,830.85 | 47,797.02 |
| Tourism Clerk | 12 | 20,430.55 | 25,538.19 | 30,645.82 |
| **Library** | | | | |
| Library Director | 40 | 40,789.49 | 50,986.86 | 61,184.23 |
| Senior Library Assistant | 22 | 26,152.83 | 32,691.04 | 39,229.24 |
| Library Assistant | 14 | 21,464.84 | 26,831.06 | 32,197.27 |
| Library Page | 6 | 17,617.20 | 22,021.50 | 26,425.80 |
| **Parks** | | | | |
| Parks Director | 50 | 52,213.99 | 65,267.49 | 78,320.99 |
| Parks Supervisor | 31 | 32,661.30 | 40,826.63 | 48,991.95 |
| Parks Maintenance Worker II | 19 | 24,285.50 | 30,356.88 | 36,428.25 |
| Parks Maintenance Worker I | 15 | 22,001.47 | 27,501.83 | 33,002.20 |
| **Recreation** | | | | |
| Recreation Coordinator | 32 | 33,477.83 | 41,847.29 | 50,216.75 |
| Recreation Asst. | 12 | 20,430.55 | 25,538.19 | 30,645.82 |
| Lifeguard | 9 | 18,971.80 | 23,714.74 | 28,457.69 |
| **Police Operations** | | | | |
| Police Chief | 60 | 66,838.33 | 83,547.91 | 100,257.49 |
| Police Commander | 50 | 52,213.99 | 65,267.49 | 78,320.99 |
| Support Services Division Lieutenan | 46 | 47,303.30 | 59,129.13 | 70,954.95 |
| Police Sergeant | 44 | 45,023.96 | 56,279.95 | 67,535.94 |
| Police Corporal | 40 | 40,789.49 | 50,986.86 | 61,184.23 |
| Detective | 40 | 40,789.49 | 50,986.86 | 61,184.23 |
| Police Officer | 38 | 38,824.02 | 48,530.03 | 58,236.03 |
| **Police Support** | | | | |
| Police Communications Supervisor | 34 | 35,172.65 | 43,965.81 | 52,758.97 |
| Police Communications Specialist | 22 | 26,152.83 | 32,691.04 | 39,229.24 |
| Police Assistant | 26 | 28,867.83 | 36,084.79 | 43,301.75 |
| Police Records Clerk | 22 | 26,152.83 | 32,691.04 | 39,229.24 |
| Senior Animal Control Officer | 26 | 28,867.83 | 36,084.79 | 43,301.75 |
| Animal Control Officer | 20 | 24,892.64 | 31,115.80 | 37,338.96 |
| **Fire Department** | | | | |
| Fire Chief | 50 | 52,213.99 | 65,267.49 | 78,320.99 |
| Admin Specialist | 27 | 29,589.53 | 36,986.91 | 44,384.29 |

| Fiscal 2014-2015 Salary Rate Plan | | | | |
|---|---|---|---|---|
| **Job Families and Job Titles** | **Salary Grade** | **Recommended** | | |
| | | **Minimum** | **Midpoint** | **Maximum** |
| | | | | |
| **Public Works Department** | | | | |
| Public Works Director | 60 | 66,838.33 | 83,547.91 | 100,257.49 |
| Public Works Superintendent | 50 | 52,213.99 | 65,267.49 | 78,320.99 |
| Streets Superintendent | 40 | 40,789.49 | 50,986.86 | 61,184.23 |
| Administrative Assistant | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Engineering Aide | 24 | 27,476.82 | 34,346.02 | 41,215.22 |
| Utilities Operations Supervisor | 35 | 36,051.96 | 45,064.96 | 54,077.95 |
| Utilities Operator III | 31 | 32,661.30 | 40,826.63 | 48,991.95 |
| Utilities Operator II | 27 | 29,589.53 | 36,986.91 | 44,384.29 |
| Utilities Operator I | 23 | 26,806.65 | 33,508.31 | 40,209.98 |
| Street Maintenance Supervisor | 31 | 32,661.30 | 40,826.63 | 48,991.95 |
| Street Maintenance Worker III | 27 | 29,589.53 | 36,986.91 | 44,384.29 |
| Street Maintenance Worker II | 23 | 26,806.65 | 33,508.31 | 40,209.98 |
| Street Maintenance Worker I | 19 | 24,285.50 | 30,356.88 | 36,428.25 |
| Maintenance Technician | 27 | 29,589.53 | 36,986.91 | 44,384.29 |
| Meter Reader | 23 | 26,806.65 | 33,508.31 | 40,209.98 |
| **Transit** | | | | |
| Transit Driver I | 19 | 24,285.50 | 30,356.88 | 36,428.25 |
| Transit Driver II | 19 | 24,285.50 | 30,356.88 | 36,428.25 |
| **Golf Course** | | | | |
| Director of Golf Operations | 40 | 40,789.49 | 50,986.86 | 61,184.23 |
| Golf Shop Customer Service | 4 | 16,768.30 | 20,960.38 | 25,152.45 |
| Golf Course Superintendent | 31 | 32,661.30 | 40,826.63 | 48,991.95 |
| G.C. Mechanic | 14 | 21,464.84 | 26,831.06 | 32,197.27 |
| Foreman/Irrigation Tech. | 16 | 22,551.50 | 28,189.38 | 33,827.25 |
| Equipment Operator | 8 | 18,509.07 | 23,136.34 | 27,763.60 |
| Kitchen Manager & Chef | 31 | 32,661.30 | 40,826.63 | 48,991.95 |
| Cook | 10 | 19,446.09 | 24,307.61 | 29,169.14 |
| Dishwasher/Prep Cook | 4 | 16,768.30 | 20,960.38 | 25,152.45 |
| Lead Waitstaff | 6 | 17,617.20 | 22,021.50 | 26,425.80 |
| Waitstaff | 4 | 16,768.30 | 20,960.38 | 25,152.45 |
| Beverage Cart Attendent | 4 | 16,768.30 | 20,960.38 | 25,152.45 |

| Summary of Expenditures by Department or Fund | | | |
|---|---|---|---|
| | Fiscal 2013-2014 | | Fiscal |
| | | Estimated | 2014-2015 |
| Description | Budget | Actual | Budget |
| **General Fund** | | | |
| Administration | 617,491 | 519,050 | 576,796 |
| City Council | 50,252 | 30,683 | 31,024 |
| City Clerk | 147,623 | 121,414 | 132,208 |
| Community Enrichment | 98,137 | 62,268 | 60,050 |
| Miscellaneous | 1,233,381 | 400,438 | 1,357,629 |
| Finance | 204,906 | 198,914 | 169,549 |
| Tourism | 160,090 | 126,861 | 133,102 |
| Police | 2,077,558 | 1,884,259 | 1,800,214 |
| Fire | 547,732 | 441,947 | 461,380 |
| City Attorney | 238,087 | 216,855 | 234,853 |
| Magistrate | 65,111 | 61,532 | 65,338 |
| Library | 249,868 | 228,360 | 204,201 |
| Parks | 263,547 | 234,539 | 223,981 |
| Recreation | 210,843 | 122,503 | 142,905 |
| Building | 157,763 | 140,713 | 139,835 |
| Planning & Zoning | 133,351 | 95,481 | 94,966 |
| Public Works | 109,397 | 72,323 | 94,357 |
| **Total General Fund** | **6,565,137** | **4,958,142** | **5,922,388** |
| Natural Gas | 1,262,500 | 856,175 | 1,164,000 |
| Water | 852,000 | 573,954 | 847,500 |
| Wastewater | 765,000 | 572,991 | 720,000 |
| Sanitation | 686,080 | 519,459 | 610,000 |
| Golf Course | 1,069,278 | 991,686 | 954,311 |
| **Total Enterprise Funds** | **4,634,858** | **3,514,264** | **4,295,811** |
| Airport | 173,750 | 100,408 | 182,750 |
| Streets | 361,148 | 343,584 | 359,893 |
| Transit | 210,970 | 171,201 | 515,135 |
| Debt Service | 1,200,000 | 400,438 | 1,500,538 |
| Capital Projects | 2,055,000 | 310,849 | 1,309,600 |
| Impact Fees | 50,000 | 650 | 100 |
| Grants | 5,845,690 | 21,114 | 4,985,000 |
| Firemen's Pension | 24,600 | 26,400 | 26,400 |
| **Total - Other Funds** | **9,921,158** | **1,374,643** | **8,879,415** |
| **TOTAL - ALL FUNDS** | **21,121,153** | **9,847,049** | **19,097,615** |
| Less: Interfund Transfers | (1,365,941) | | (765,510) |
| **Total Net Expenditures** | **19,755,212** | | **18,332,105** |

# Revenues


Sources of Revenue
Series 2010 Bond
6%
Misc.
4%
Utilities
18%
Golf Course
5%
Inter-
governmental
10%
Sales Tax
17%
Cash
Reserves
7%
Grants
33%

| General Fund Revenues | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru Mar 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| **Administration** | | | | | | |
| General Property Tax | 224,000 | 229,373 | 230,000 | 172,612 | 209,000 | 230,000 |
| City Sales Tax (2.5%) | 2,617,000 | 2,626,069 | 2,600,000 | 2,005,840 | 2,673,785 | 2,750,000 |
| Bed Tax | 52,000 | 78,639 | 60,000 | 53,346 | 71,110 | 60,000 |
| State Sales Tax | 426,881 | 417,854 | 441,111 | 328,109 | 437,369 | 461,280 |
| Franchise Tax | 165,000 | 177,621 | 165,000 | 113,111 | 150,778 | 165,000 |
| Auto Lieu Tax | 233,871 | 222,446 | 234,741 | 163,296 | 217,674 | 249,009 |
| Business License | 15,000 | 22,793 | 12,000 | 6,225 | 8,298 | 12,000 |
| State Revenue Sharing | 521,417 | 521,465 | 569,539 | 426,681 | 568,766 | 674,849 |
| Interest Income | 12,000 | 8,420 | 5,000 | 149 | 199 | 5,000 |
| Copies and Notary Fees | 600 | 180 | 500 | 549 | 732 | 500 |
| Miscellaneous | 7,500 | 13,339 | 7,500 | 19,661 | 26,208 | 7,500 |
| Sale of Fixed Assets | 5,000 | 165 | 5,000 | 88 | 117 | 5,000 |
| Property Rental | 40,000 | 32,628 | 40,000 | 32,408 | 43,200 | 40,000 |
| **Total Administration** | **4,320,269** | **4,350,991** | **4,370,391** | **3,322,075** | **4,407,234** | **4,660,138** |
| | | | | | | |
| **Building / Planning & Zoning Development** | | | | | | |
| Planning & Zoning Fees | 2,000 | 1,600 | 2,000 | 4,870 | 6,492 | 2,000 |
| Building Permits | 75,000 | 34,445 | 35,000 | 16,834 | 22,440 | 35,000 |
| Building Plan Review Fees | 20,000 | 8,917 | 10,000 | 1,591 | 2,121 | 10,000 |
| Public Works Review Fees | 7,200 | 1,949 | 25,000 | 1,700 | 2,266 | 25,000 |
| PW Recording/ Misc. Fees | 600 | - | 600 | 14 | 19 | 600 |
| **Total Development** | **104,800** | **46,911** | **72,600** | **25,009** | **33,337** | **72,600** |
| | | | | | | |
| **Police / Animal Control** | | | | | | |
| Forfeiture Rev /Check proof Veh | 12,000 | 4,657 | 6,000 | 3,828 | 5,103 | 6,000 |
| Report Income | 1,200 | 647 | 750 | 631 | 841 | 750 |
| Fingerprint Revenue | 1,500 | 1,106 | 1,200 | 702 | 936 | 1,200 |
| Dog License / Shelter Fees | 9,000 | 5,749 | 5,000 | 2,920 | 3,892 | 5,000 |
| Animal medical Donations | 7,500 | 2,941 | 5,000 | 13,625 | 18,162 | 10,000 |
| Spay/Neuter Grants | 15,000 | 7,000 | 10,000 | - | - | 5,000 |
| Shelter Fees from County | 8,000 | 7,708 | 8,000 | 3,766 | 5,020 | 8,000 |
| GITEM Salary Reimbursement | 30,000 | - | 30,000 | - | - | 30,000 |
| Stonegarden Grant for OT | 80,000 | 45,426 | 75,000 | 9,332 | 12,439 | 75,000 |
| Stonegarden Grant for Equipment | 72,000 | - | 100,000 | - | - | - |
| GITEM Grant OT | 5,000 | 74,007 | 5,000 | 29,214 | 38,942 | - |
| Auto Theft Task Force | | | | - | - | 65,000 |
| GOHS Grant OT | 7,000 | 1,411 | 5,000 | - | - | 2,500 |
| RICO Seizure Revenue | | - | 54,000 | - | - | - |
| Officer Safety Equipment | - | 327 | - | 2,029 | 2,705 | 500 |
| Other Income | 7,000 | 9,209 | 10,000 | 63,757 | 84,989 | 10,000 |
| **Total Police Dept** | **255,200** | **160,187** | **314,950** | **129,804** | **173,029** | **218,950** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Fire Dept** | | | | | | |
| Firemen's Revenue | 18,000 | 10,980 | 30,000 | 1,830 | 2,440 | 30,000 |
| Fire Dept Donations | 500 | - | 500 | - | - | 500 |
| **Total Fire Dept** | **18,500** | **10,980** | **30,500** | **1,830** | **2,440** | **30,500** |
| | | | | | | |
| **Magistrate** | | | | | | |
| Citations from Benson PD | 100 | 1,490 | 1,500 | 233 | 311 | 1,500 |
| **Total Magistrate** | **100** | **1,490** | **1,500** | **233** | **311** | **1,500** |
| | | | | | | |
| **Library** | | | | | | |
| Library Fines | 7,500 | 6,183 | 7,500 | 5,967 | 7,955 | 7,500 |
| Library Donations - Restricted | 100 | | 100 | - | - | 100 |
| **Total Library** | **7,600** | **6,183** | **7,600** | **5,967** | **7,955** | **7,600** |
| | | | | | | |
| **Parks & Recreation** | | | | | | |
| Pool Fees | 4,000 | 6,877 | 5,000 | 779 | 5,000 | 5,000 |
| Summer Program Fees | 600 | 1,775 | 600 | 525 | 700 | 600 |
| Park User Fees | 2,000 | 2,326 | 2,000 | 4,286 | 5,713 | 4,500 |
| Donations | 1,000 | - | 1,000 | - | - | 1,000 |
| July 4 Revenue / Donations | 15,000 | 3,229 | 10,000 | 1,520 | 7,500 | 10,000 |
| Bluegrass | 20,000 | 15,331 | 24,000 | - | - | - |
| Other Events | 20,000 | 1,040 | 20,000 | 105 | 140 | 5,000 |
| Miscellaneous | 4,000 | 1,875 | 2,500 | 200 | 267 | 2,500 |
| **Total Parks & Recreation** | **66,600** | **32,452** | **65,100** | **7,414** | **19,319** | **28,600** |
| | | | | | | |
| **Tourism** | | | | | | |
| Tourism Sales | 1,000 | 1,221 | 1,500 | 1,367 | 1,823 | 1,500 |
| **Total Tourism** | **1,000** | **1,221** | **1,500** | **1,367** | **1,823** | **1,500** |
| | | | | | | |
| **Cemetery** | | | | | | |
| Plot Sales | 1,200 | 750 | 1,000 | 750 | 1,000 | 1,000 |
| **Total Cemetery** | **1,200** | **750** | **1,000** | **750** | **1,000** | **1,000** |
| | | | | | | |
| **Miscellaneous** | | | | | | |
| Miscellaneous Revenue | - | 100,000 | | | | |
| Contingency Reserve | 900,000 | | 900,000 | - | - | 500,000 |
| Carry Forward Balance | 1,100,000 | | 800,000 | - | - | 400,000 |
| **Total Miscellaneous** | **2,000,000** | **100,000** | **1,700,000** | **-** | **-** | **900,000** |
| **Total General Fund Revenue** | **6,775,269** | **4,711,164** | **6,565,141** | **3,494,450** | **4,646,447** | **5,922,388** |

| Gas Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Gas Revenue | 750,000 | 586,538 | 750,000 | 436,429 | 581,759.54 | 700,000 |
| Muli-User Gas Revenue | 7,500 | 6,015 | 7,500 | 6,017 | 8,021 | 7,500 |
| Commercial Gas Revenue | 390,000 | 254,482 | 390,000 | 196,792 | 262,323 | 350,000 |
| Utility Service Charges | 15,000 | 11,160 | 15,000 | 11,115 | 14,816 | 15,000 |
| New Gas Hookups | 7,500 | 7,744 | 7,500 | 4,141 | 5,520 | 9,000 |
| Penalty and Interest Fees | 7,500 | 4,059 | 7,500 | 3,195 | 4,260 | 7,500 |
| Series 2010 Bond Proceeds | 55,000 | 52,323 | 70,000 | - | - | 60,000 |
| Round Up Revenues | 15,000 | - | 15,000 | - | - | 15,000 |
| Other Income | - | 636 | - | - | - | - |
| **Total Revenues** | **1,247,500** | **922,957** | **1,262,500** | **657,689** | **876,700** | **1,164,000** |

| Water Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Water Revenue | 450,000 | 409,226 | 450,000 | 280,780 | 374,279.42 | 450,000 |
| Commercial Water Revenue | 330,000 | 296,957 | 330,000 | 216,335 | 288,374 | 330,000 |
| New Hookups | 30,000 | 4,328 | 15,000 | 1,720 | 2,293 | 10,000 |
| Impact Fee Allocation | 41,000 | - | 20,000 | - | - | - |
| Water Accomodation Fees | 7,000 | 15,655 | 7,000 | 4,725 | 6,298 | 7,500 |
| Series 2010 Bond Proceeds | - | - | 30,000 | - | - | 50,000 |
| **Total Revenues** | **858,000** | **726,167** | **852,000** | **503,560** | **671,245** | **847,500** |

| Wastewater Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Wastewater Fees | 450,000 | 408,491 | 450,000 | 309,922 | 413,126.61 | 420,000 |
| Muli-User Wastewater Fees | 8,000 | 6,835 | 8,000 | 5,248 | 6,995 | 8,000 |
| Commercial Wastewater Fees | 265,000 | 226,842 | 265,000 | 180,620 | 240,766 | 250,000 |
| New Hook Ups | 15,000 | 6,625 | 15,000 | 1,025 | 1,366 | 15,000 |
| Whetstone W/W Fees | 130,000 | - | 15,000 | - | - | 15,000 |
| Misc Revenue | 12,000 | 13,400 | 12,000 | 65,798 | 87,708 | 12,000 |
| **Total Revenues** | **880,000** | **662,193** | **765,000** | **562,613** | **749,963** | **720,000** |

| Sanitation Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Sanitation Fees | 350,000 | 314,308 | 360,000 | 239,384 | 319,098.30 | 320,000 |
| Muli-User Sanitation Fees | 500 | - | 500 | - | - | - |
| Commercial Sanitation Fees | 300,000 | 295,006 | 320,000 | 235,165 | 313,474 | 290,000 |
| **Total Revenues** | **650,500** | **609,314** | **680,500** | **474,548** | **632,573** | **610,000** |

| Streets Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Gasoline Tax | 371,180 | 324,751 | 341,147 | 209,553 | 279,334 | 359,893 |
| State Lottery Revenue | 20,000 | - | 20,000 | - | - | |
| Series 2010 Bond Proceeds | 200,000 | 207,975 | - | - | - | |
| **Total Revenues** | **591,180** | **532,726** | **361,147** | **209,553** | **279,334** | **359,893** |

| San Pedro Golf Operations | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Memberships | 42,570 | 62,060 | 92,703 | 61,122 | 81,475 | 78,472 |
| Green and Cart Fees | 309,206 | 342,035 | 446,507 | 289,418 | 385,795 | 410,442 |
| Merchandise Sales | 31,970 | 46,582 | 45,950 | 32,980 | 43,963 | 48,911 |
| Practice Facility | 22,089 | 22,707 | 30,715 | 20,232 | 26,969 | 30,523 |
| AGS Donations | 300,000 | 300,000 | 25,000 | 25,000 | 33,325 | 1,500 |
| Other Income | 500 | 510 | - | 90 | 120 | |
| Teaching Revenue | - | 1,050 | 2,500 | 184 | 245 | |
| Contribution from General Fund | - | - | 117,599 | - | - | 89,212 |
| **Total Revenues** | **706,335** | **774,944** | **760,974** | **429,026** | **571,892** | **659,060** |

| San Pedro Food & Bev | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Food Sales | 294,500 | 203,362 | 237,279 | 138,170 | 184,181.05 | 210,530 |
| Beer Sales | 42,295 | 53,471 | 50,896 | 45,198 | 60,249 | 55,440 |
| Wine Sales | 9,305 | 4,232 | 4,492 | 1,387 | 1,848 | 2,331 |
| Liquor Sales | 12,735 | 13,479 | 11,579 | 13,849 | 18,460 | 16,500 |
| Banquet Revenue | - | 17,849 | 4,057 | 5,357 | 7,140 | 10,450 |
| **Total Revenues** | **358,835** | **292,393** | **308,303** | **203,960** | **271,879** | **295,251** |

| Transit Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Grant Reimbursement - FTA 5311 - Capital | 176,200 | 24,283 | - | - | - | 226,900 |
| Grant Reimbursement - FTA 5311 - Operating | 83,729 | 81,913 | 96,767 | 56,410 | - | 96,403 |
| Grant Reimbursement - FTA 5311 - Admin | 28,576 | 19,037 | 36,233 | 11,348 | - | 53,834 |
| Grant Reimbursement - FTA 5316 | - | 3,785 | - | - | - | - |
| Grant Reimbursement - FTA 5317 | - | 9,416 | - | - | - | - |
| SEAGO AAA | 24,000 | 25,236 | 24,000 | 13,592 | - | 18,650 |
| Fare Revenue | 8,000 | 7,756 | 8,000 | 4,955 | - | 9,000 |
| Allocation from General Fund | 60,041 | - | 44,970 | - | - | 29,348 |
| Greyhound Revenue | | | | | | 80,000 |
| RTAP | | 959 | 1,000 | 593 | - | 1,000 |
| **Total Revenues** | **380,546** | **172,385** | **210,970** | **86,898** | **-** | **515,135** |

| Airport Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Contribution General Fund | 90,700 | - | 111,750 | - | 59,644 | 82,750 |
| Business Revenue | 12,000 | 7,345 | 62,000 | 12,598 | 15,000 | 100,000 |
| Insurance Recoveries | | | | 25,764 | 25,764 | - |
| **Total Revenues** | **102,700** | **7,345** | **173,750** | **38,362** | **100,408** | **182,750** |

| Capital Projects Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Construction Sales Tax | 440,000 | 271,109 | 400,000 | 143,139 | 190,804.78 | 200,000 |
| Hanger Financing | - | - | 500,000 | - | - | 500,000 |
| Series 2010 Bond Proceeds | 910,000 | 146,357 | 750,000 | - | - | 559,600 |
| CDBG Grant | 305,000 | - | 250,000 | - | - | |
| Anticipated Grant | 97,000 | - | 155,000 | - | - | 50,000 |
| **Total Revenues** | **1,752,000** | **417,466** | **2,055,000** | **143,139** | **190,805** | **1,309,600** |

| Impact Fee Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Impact Fee | 80,000 | 14,110 | 50,000 | 650 | 650 | 100 |
| **Total Revenues** | **80,000** | **14,110** | **50,000** | **650** | **650** | **100** |

| Debt Service Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Bond Proceeds Carried Forward | 1,600,000 | - | 1,200,000 | - | - | 1,100,000 |
| Transfer of Payments from General Fund | | - | - | - | 400,438 | 400,538 |
| **Total Revenues** | **1,600,000** | **-** | **1,200,000** | **-** | **400,438** | **1,500,538** |

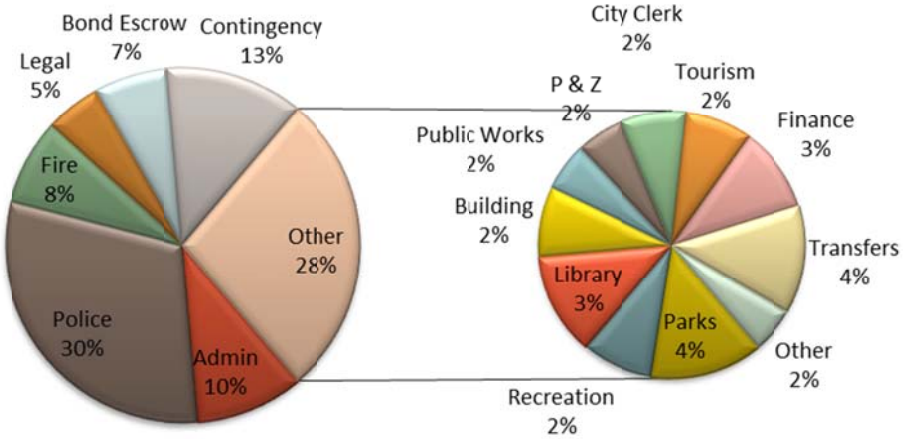
| Fire Pension Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Contributions From State Fund | 6,000 | 5,569 | 6,000 | 5,676 | 5,676 | 6,000 |
| Contributions From Fire, Inc | 1,200 | 1,561 | 1,200 | 1,065 | 1,420 | 1,200 |
| Contributions From General Fund | 9,200 | 9,900 | 9,900 | - | 13,264 | 14,200 |
| Interest Income | 10,000 | 4,063 | 7,500 | 4,339 | 5,784 | 5,000 |
| Other Income | - | 189 | - | 256 | 256 | - |
| **Total Revenues** | **26,400** | **21,282** | **24,600** | **11,336** | **26,400** | **26,400** |

| Grants Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues:** | | | | | | |
| PD Stonegarden | | (30,318) | | - | - | - |
| ADOT Small Area Transit | | 18,671 | | | | |
| CDBG Streets | | 205,786 | | - | - | - |
| Police Grants | | 2,748 | 14,500 | - | - | - |
| Fire Grants | | 89,453 | | - | - | - |
| FAA 14/ ADOT E1F02 | | 1,116 | | - | - | - |
| Emergency Generator | | (100) | | 69 | 92 | - |
| FAA 16 / ADOT | | (40) | | 139 | 185 | - |
| Tourism Grant | | 5,000 | | - | - | - |
| Unclassified Airport Grants | 750,000 | - | 2,296,190 | - | - | 1,200,000 |
| Unclassified Grants | 3,500,000 | - | 3,500,000 | - | - | 3,500,000 |
| WIFA SCADA and Energy Study | | - | 35,000 | - | - | 35,000 |
| CDBG Park Grant | | 11,620 | | 159,573 | 212,711 | 250,000 |
| **Total Revenues** | **4,250,000** | **303,935** | **5,845,690** | **159,781** | **92** | **4,985,000** |

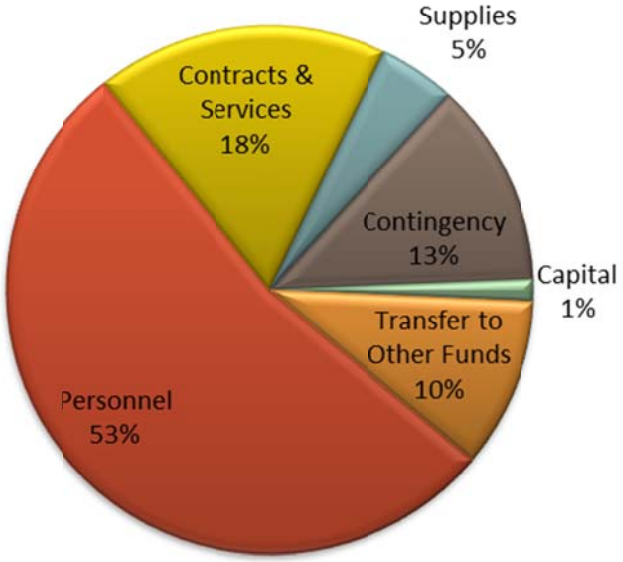
| | |
|---|---|
| Revenues | 19,097,615 |
| Less: Transfers Between Funds | [765,510] |
| TOTAL REVENUES | $18,332,105 |

# *General Fund Expenditures*

## Expenditures by General Fund Department




## Expenditures by General Fund Category



# *City Council*

The Mayor and City Council are comprised of seven elected official of the City. The Mayor is directly elected by the citizens every two years while the Vice-Mayor is selected by the Council. They serve four year overlapping terms in the manner prescribed by State Law. The City Council serves as the legislative and policy-making body of the municipal government and has responsibilities for enacting city ordinances and providing policy direction to the City Manager, who is responsible for carrying out its established policies and administering operations. In addition, the City Council is responsible for appropriating funds to conduct City business by adopting an annual budget that maintains the fiscal stability of the City.

City Council includes costs for the annual League of Cities booth. It also includes Employee Council expenditures for other employee promotions.

| **City Council** | **2012-13 Budget** | **2012-13 Actual** | **2013-14 Budget** | **2013-14 Actual Thru March 2014** | **2013-14 Projected Actual** | **2014-15 Budget** |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 19,200 | 19,200 | 19,200 | 12,600 | 16,796 | 19,200 |
| Payroll Taxes | 1,469 | 1,739 | 1,469 | 964 | 1,284.88 | 1,469 |
| Workman's Compensation | 44 | 426 | 33 | 66 | 87.84 | 55 |
| **Total Personnel** | **20,713** | **21,365** | **20,702** | **13,630** | **18,169** | **20,724** |
| **Contracts & Services** | | | | | | |
| Travel | 5,200 | 9,398 | 5,200 | 4,581 | 6,107.09 | 5,200 |
| Council Photos | 500 | - | 500 | - | - | - |
| Youth Council | 3,000 | - | 3,000 | - | - | - |
| Employee Council | 900 | 900 | 900 | 238 | 318 | 400 |
| Total Contracts & Services | **9,600** | **10,298** | **9,600** | **4,820** | **6,425** | **5,600** |
| **Supplies** | | | | | | |
| Operating Supplies | 1,200 | 653 | 1,750 | 1,050 | 1,400.30 | 1,500 |
| League of Cities | 3,200 | 2,430 | 3,200 | 3,187 | 4,248 | 3,200 |
| Title 9 Books | 900 | 526 | - | | - | |
| **Total Supplies & Expenses** | **5,300** | **3,609** | **4,950** | **4,237** | **5,648** | **4,700** |
| **Capital Projects** | | | | | | |
| CIP CM 12-2 Audio Equip. | 12,000 | 9,155 | - | 442 | 442.00 | |
| CIP CM 12-3 Video Equip. | 15,000 | 10,513 | 15,000 | - | - | |
| **Total Capital Costs** | **27,000** | **19,669** | **15,000** | **442** | **442** | **-** |
| **Total Council** | **62,613** | **54,941** | **50,252** | **23,129** | **30,683** | **31,024** |

# *City Manager / City Administration*

**City Manager:** The City Manager is the "Team Leader" responsible for the proper administration of the City and serves as the Chief Administrative Officer of the government under the control and direction of the City Council, as provided under Section 3-1-2 of the City Code. The City Manager is responsible for providing leadership in administering the programs and policies established by the Mayor and Council. The City Manager is further responsible for the coordination of the administrative functions of the various departments, boards, divisions and services of the City government. The following Department Heads report to and receive direction from the City Manager: Finance Director, City Clerk, Public Works Director/City Engineer, Building Official, Planning and Zoning Director, Chief of Police, Fire Chief and Library Director.

**Human Resources:** The Human Resource office provides personnel-related services to City employees. This includes employee relations, recruitment and selection, classification and compensation, employee benefits, employee safety and worker's compensation (and elements of the City's risk management effort), OSHA oversight, training and development, Human Resources Information Systems (HRIS), organizational development and employee records.

**Facilities Management**: The Facilities Management Division manages and coordinates the maintenance and repairs of all City owned property.

**Economic Development:** The City's Economic Development Subcommittee is composed of City Council, City staff representatives and key local business leaders. The Economic Development Strategic Plan was developed as a plan to keep the City moving forward. The Mayor and Council's goal for this plan is to encourage a healthy business climate by providing timely information to new and existing businesses. The City's commitment to Economic Development will help diversify, expand and develop the local business sector. The plan has been distributed and is available for viewing on the City website.

**IT Services:** This service is contracted to the City. The service is responsible for all aspects of the systems in the City.

**Intergovernmental Liaison:** One of the strategic plan goals is to promote cooperative partnerships with Local, County, State and Federal entities. This can best be accomplished by working on an intergovernmental liaison strategy. The City Manager develops, represents, and advocates the interests of the City of Benson.

| Position | Number | Percentage |
|---|---|---|
| City Manager | 1 | 100% |
| Human Resources Coordinator | 1 | 100% |
| Facilities Supervisor | 1 | 100% |

| Administration | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Personnel** | | | | | | |
| Salaries and Wages | 199,827 | 203,428 | 200,244 | 103,900 | 138,498.53 | 157,994 |
| Overtime Wages | | 290 | 5,000 | 283 | 377 | - |
| Payroll Taxes | 15,287 | 15,263 | 15,701 | 7,735 | 10,311 | 12,087 |
| Retirement Benefits | 22,271 | 19,697 | 23,685 | 11,606 | 15,471 | 18,327 |
| Employee Insurance | 27,015 | 23,022 | 29,461 | 16,985 | 22,641 | 17,579 |
| **Total Personnel** | **264,400** | **261,699** | **274,091** | **140,509** | **187,298** | **205,988** |
| **Contracts & Services** | | | | | | |
| Professional Services | 1,200 | 550 | 1,200 | 633 | 844 | 1,200 |
| Professional Services - HR | 3,300 | 10,429 | 3,300 | 2,575 | 3,432 | 4,000 |
| Legal Fees | - | - | 100,000 | 63,835 | 85,092 | 96,000 |
| IT Services | 30,000 | 34,194 | 25,000 | 54,691 | 72,902 | 95,000 |
| Intergovernmental Relations | 10,000 | 2,254 | 10,000 | 1,770 | 2,359 | 5,000 |
| Education and Training | 1,500 | 1,118 | 2,000 | 736 | 981 | 1,000 |
| Utilities | 13,000 | 16,065 | 15,000 | 10,652 | 14,200 | 15,000 |
| Telephone | 16,000 | 16,820 | 15,000 | 9,068 | 12,088 | 15,000 |
| Repairs & Maintenance | 10,000 | 10,567 | 10,000 | 6,117 | 8,154 | 10,000 |
| Rentals | 1,800 | 1,628 | 1,000 | 1,492 | 1,989 | 2,000 |
| Uniforms | 400 | 420 | 450 | 502 | 670 | 500 |
| Insurance | 64,000 | 54,078 | 75,000 | 51,430 | 68,557 | 75,000 |
| Public Notices, Advertising | 1,200 | 954 | 800 | 181 | 241 | 800 |
| Advertising - HR | 5,000 | 6,202 | 8,000 | 5,080 | 6,772 | 8,000 |
| Sponsorships | - | - | 1,500 | - | - | - |
| Travel | - | - | - | 904 | 1,205 | 1,000 |
| Dues & Licenses | 7,800 | 7,570 | 7,800 | 8,821 | 11,758 | 10,000 |
| Other | - | 330 | - | - | - | - |
| **Total Contracts & Services** | **165,200** | **163,179** | **276,050** | **218,488** | **291,244** | **339,500** |
| **Supplies** | | | | | | |
| Office Supplies | 3,000 | 2,483 | 3,000 | 2,078 | 2,770.36 | 2,500 |
| Postage & Shipping | 1,000 | 7,566 | 3,000 | 3,035 | 4,045 | 3,000 |
| Computer Supplies | 600 | 2,168 | 600 | 7,435 | 9,910 | 2,000 |
| IT Supplies | 10,000 | 5,391 | 5,000 | - | - | 10,000 |
| Operating Supplies | 10,000 | 5,125 | 5,000 | 1,904 | 2,539 | 2,500 |
| Vehicle Fuel & Oil | 3,000 | 3,876 | 3,500 | 1,529 | 2,039 | 2,500 |
| Vehicle Repairs & Maint | 4,500 | 3,533 | 2,250 | 1,692 | 2,255 | 2,000 |
| **Total Supplies** | **32,100** | **30,142** | **22,350** | **17,673** | **23,558** | **24,500** |
| **Capital Projects** | | | | | | |
| CIP PW 11-6 City Hall Roof | 20,000 | - | 20,000 | - | - | |
| CIP 12-1 CM Vehicle | 15,000 | 14,701 | - | - | - | - |
| CIP CM 12-5 UAS Econ Dev. | 25,000 | - | 25,000 | - | - | |
| Uninsured Claims | 100,000 | 74,034 | - | - | - | - |
| Property Payment | 6,808 | 5,603 | - | 5,105 | 6,806 | 6,808 |
| Land Purchases | - | 182,040 | - | 7,610 | 10,145 | - |
| Contingency | - | - | - | - | - | - |
| **Total Capital Projects** | **166,808** | **276,379** | **45,000** | **12,716** | **16,950** | **6,808** |
| **Total Administration** | **628,508** | **731,399** | **617,491** | **389,385** | **519,050** | **576,796** |

| Community Enrichment | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Contracts & Services** | | | | | | |
| City Promotion | 54,000 | 44,250 | 2,500 | 3,500 | 3,500 | 5,000 |
| Bluegrass | | 107 | 27,000 | | - | - |
| Historical Commission | 600 | - | 600 | | - | |
| Arts Council | 1,200 | 1,200 | 1,500 | | 1,500 | |
| Food Pantry | 1,200 | 1,560 | 1,560 | 1,170 | 1,560 | |
| Food Bank | - | 5,762 | 5,652 | 3,579 | 4,770 | |
| Economic Development | 5,000 | 2,000 | 4,000 | 398 | 530 | 20,000 |
| Fire Works/ Advertising | 15,000 | 16,659 | 24,000 | 12,786 | 24,000 | 14,000 |
| Governor's Alliance Recreation Programs | 4,000 | 4,000 | 4,000 | | 4,000 | |
| Butterfield Rodeo | 750 | 750 | 4,675 | 4,650 | 4,650 | 4,650 |
| Arizona Rangers Rodeo | 750 | - | 750 | | - | - |
| Shop with a Cop | 500 | 500 | 500 | 500 | 500 | |
| Relay for Life | 5,000 | 2,000 | 1,500 | | 1,500 | |
| City/School Joint Cooperative Activities | 750 | 750 | 750 | | - | |
| Southwest Ranch Roping Association | | | 1,000 | 1,000 | 1,000 | |
| Butterfield Stage Days | | | 200 | 2,474 | 2,474 | 2,500 |
| Southeastern AZ Economic Development Group | | | 2,000 | | - | |
| City Billboards w/lights | | | 11,400 | 6,800 | 9,064 | 11,400 |
| Holiday Tree purchase & Lighting | | | 2,850 | 2,219 | 2,219 | 1,500 |
| Holiday Light Parade | | | 1,700 | 1,011 | 1,000 | 1,000 |
| Miscellaneous Enrichment Project | | | | | - | |
| **Total Contracts & Services** | **88,750** | **79,539** | **98,137** | **40,086** | **62,268** | **60,050** |
| **Total Community Enrichment** | **88,750** | **79,539** | **98,137** | **40,086** | **62,268** | **60,050** |

| Miscellaneous | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| Contribution to Fire Pension | 9,200 | 9,900 | 9,900 | - | - | 14,200 |
| Contribution to Airport | 90,700 | - | 111,750 | - | - | 82,750 |
| Contribution to Transit | 60,041 | - | 44,970 | - | - | 29,348 |
| Contribution to Golf Course | - | - | 117,599 | - | - | 89,212 |
| Contingency | 5,625 | - | - | - | - | - |
| Contingency Reserve Set Aside | 900,000 | - | 548,724 | - | - | 741,581 |
| Bond Escrow Reserve | 396,000 | 399,688 | 400,438 | 400,438 | 400,438 | 400,538 |
| **Total Miscellaneous** | **1,461,566** | **409,588** | **1,233,381** | **400,438** | **400,438** | **1,357,629** |

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# *City Clerk*

The City Clerk is the historian of the City and is responsible for preserving the City's legislative history through the timely and accurate accumulation, preservation and accessibility of the official legal records. The Clerk's office is the centralized information distribution point, serving as a link between citizens and government as the primary source for providing information, striving to be a valuable resource for our citizens, City Council and Staff. The City Clerk's office also conducts elections, assists with voter registration and performs notary services. Other duties of the City Clerk include maintaining the City Code, preparing notices of public hearings, maintaining listings of Board & Commission members, as well as serving as the Deputy Secretary to the Benson Municipal Property Corporation, the Firefighters' Pension & Relief Fund and various committees established by the Council. The Clerk's Office provides staff support to City Council; preparing, assembling and distributing the Council Agendas and Packets; fulfilling all legal posting requirements; and recording City Council actions. Other services provided to the Council by the City Clerk's Office are education opportunities and Council events, including preparation and implementation of the League of Arizona Cities and Towns "Showcase of Cities and Towns" booth and the Mayor/Manager luncheon hosted by the City annually. Functions of the Clerk's Office are performed in accordance with Arizona Revised Statutes, Benson's City Code and the administration policies and objectives of the City.

**Fiscal 2014-2015 Goals & Objectives:**

- Continue progress on organizing, scanning and indexing City records utilizing the City Council meeting minutes per the Clerk's strategic plan
- All 2014 Council agendas, complete packets, minutes, ordinances, resolutions, leases, contracts & agreements and newspaper articles relating to the City will be combined into an electronic file for Council and Staff use and will then be distributed to Council.
- Work with the City Attorney to establish quarterly worksession to keep City Council abreast of policies, procedures and new legislation
- Complete the draft "City Council Policies & Procedures" to be placed before Council for action
- Present proposed City Code changes to Council in new format for improved use
- Hold a "Voter Registration Day" to encourage voter registration and participation, showing where information can be found on the City's website and explaining public participation through attendance and the Call to the Public at City Council meetings
- Complete 2014 Primary and General Elections, implementing all new election laws
- Renew Boards & Commissions training seminar

| Position | Number | Percentage |
|---|---|---|
| City Clerk | 1 | 100% |
| Deputy City Clerk | 1 | 100% |

| City Clerk | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 90,838 | 91,615 | 91,757 | 67,882 | 90,486.17 | 81,339 |
| Payroll Taxes | 6,949 | 6,992 | 7,019 | 5,114 | 6,816 | 6,222 |
| Retirement Benefits | 10,124 | 10,206 | 10,589 | 7,679 | 10,236 | 9,435 |
| Employee Insurance | 9,425 | 6,892 | 8,548 | 5,987 | 7,980 | 12,146 |
| **Total Personnel** | **117,336** | **115,704** | **117,913** | **86,661** | **115,519** | **109,143** |
| **Contracts & Services** | | | | | | |
| Professional Services | 900 | 919 | 1,050 | 640 | 852.63 | 1,000 |
| IT Services | 150 | 1,155 | 600 | - | - | - |
| Education and Training | 2,500 | 2,681 | 2,500 | 1,496 | 1,994 | 1,500 |
| Repairs & Maintenance | - | 10 | - | - | - | - |
| Public Notices & Advertising | 2,400 | 445 | 1,500 | 535 | 713 | 1,500 |
| Travel | 60 | 44 | 60 | 61 | 81 | 65 |
| Dues & Licenses | 950 | 433 | 1,400 | 230 | 307 | 1,000 |
| **Total Contracts & Services** | **6,960** | **5,688** | **7,110** | **2,961** | **3,947** | **5,065** |
| **Supplies** | | | | | | |
| Election Supplies & Postage | 20,000 | 13,509 | 20,000 | 494 | 659.12 | 15,000 |
| Office Supplies | 100 | 1,033 | 1,100 | 844 | 1,125 | 1,000 |
| Computer Supplies | 3,500 | 2,883 | 500 | 123 | 165 | 1,500 |
| Operating Supplies | 150 | 446 | 1,000 | - | - | 500 |
| **Total Supplies** | **23,750** | **17,871** | **22,600** | **1,462** | **1,949** | **18,000** |
| **Total City Clerk** | **148,046** | **139,262** | **147,623** | **91,083** | **121,414** | **132,208** |

# *Tourism Division*

The Tourism division manages the Benson Visitor Center by providing relevant and interesting information to local residents, City employees, and business and leisure travelers, improving access to the City's services, programs and amenities, and enhancing the image of the City. One of the key tools is the tourism website, which includes a regional calendar of events.

**Fiscal 2013-2014 Achievements:**

- The Cochise County Tourism Council is still marketing the county as a region and partners with Arizona Office of Tourism to help promote regional tourism as well as Benson Attractions.
- The Tourism Department budgeted for, helped plan and install, two Billboards to help draw people off interstate 10 to help promote Benson and the local businesses such as Restaurants, Motels, RV parks and other travel related services in the local area.
- The Tourism Department also continues to update and produce 50,000 8 ½" X 11" full color maps of Benson locating all motels, restaurants, RV parks, as well as library, schools, hospital, post office and other important information. We have also a contract for distribution through Pima, Pinal and Cochise Counties.
- The Tourism Department was awarded a $5,000 Union Pacific Grant for a historical railroad logo theme project. The twelve historic railroad logos have been installed on the walls at the Visitor Center along with historic Benson murals that have attracted numerous tourists to stop in Benson.

**Fiscal 2014-2015 Goals:**

- The Tourism Department would like to continue to produce several 48" X 32" map sign framed kiosks to be installed in key locations around Benson. It will be designed to work in conjunction with our interstate 10 billboards.
- The Tourism Department continues to add railroad and historical items to our displays in the Visitor Center. This tends to draw people to the Visitor Center and most spend more time in Benson.
- Staff continues developing better tracking mechanisms for events and advertising

| Position | Number | Percentage |
|---|---|---|
| Tourism Supervisor | 1 | 100% |
| Tourism Clerk | 1 | 100% |
| Tourism Clerk | 1 | 50% |

| Tourism | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 73,429 | 63,547 | 71,346 | 51,831 | 69,090.16 | 65,858 |
| Overtime Wages | | 355 | 5,000 | - | - | |
| Payroll Taxes | 5,617 | 5,023 | 5,840 | 4,079 | 5,437 | 5,038 |
| Retirement Benefits | 8,184 | 7,110 | 8,810 | 5,981 | 7,973 | 7,640 |
| Employee Insurance | 10,466 | 10,175 | 10,568 | 6,716 | 8,953 | 11,143 |
| **Total Personnel** | **97,696** | **86,209** | **101,564** | **68,606** | **91,452** | **89,678** |
| **Contracts & Services** | | | | | | |
| IT Services | 500 | 113 | 500 | - | - | - |
| Education and Training | 300 | 189 | 1,200 | 1,243 | 1,657 | 700 |
| Utilities | 3,600 | 3,799 | 3,600 | 2,039 | 2,718 | 3,600 |
| Telephone | 2,400 | 2,954 | 2,915 | 1,867 | 2,488 | 2,313 |
| Repairs & Maintenance | 3,150 | 930 | 1,500 | 2,371 | 3,161 | 1,000 |
| Rentals | - | - | - | 53 | 70 | |
| Uniforms | - | - | 100 | - | - | |
| Public Notices, Advertising | 42,417 | 33,291 | 30,900 | 16,799 | 22,393 | 21,000 |
| County Tourism Council | 10,011 | - | 10,011 | - | - | 10,011 |
| Travel | 1,100 | 475 | 500 | 556 | 742 | 500 |
| Grant Matches | 1,000 | - | - | - | - | |
| **Total Contracts & Services** | **64,478** | **41,751** | **51,226** | **24,928** | **33,229** | **39,124** |
| **Supplies** | | | | | | |
| Office Supplies | 2,705 | 3,365 | 3,000 | 449 | 598 | 1,000 |
| Computer Supplies | 1,980 | 2,188 | 500 | - | - | 500 |
| Souvenier Inventory | 3,390 | 2,238 | 1,300 | 227 | 302 | 1,300 |
| Operating Supplies | 1,500 | 1,179 | 2,500 | 960 | 1,279 | 1,500 |
| **Total Supplies** | **9,575** | **8,970** | **7,300** | **1,635** | **2,180** | **4,300** |
| **Total Tourism** | **171,749** | **136,930** | **160,090** | **95,170** | **126,861** | **133,102** |

# *Finance Department*

The Finance Department is responsible for processing, monitoring and reporting on the City's financial activities. Specific duties include accounting, financial reporting, managerial analysis and reporting, maintenance of internal controls, investment management, debt management, audit coordination, budgeting, procurement administration, grant administration, sales tax monitoring and audits, risk and insurance administration, accounts payable, payroll, utility billing and collection, work order processing and business licensing. The Department also develops and administers the City's Capital Improvement Program, procurement program, participates in economic development and special projects as assigned by the City Manager and City Council.

**Fiscal 2013-2014 Accomplishments**

- Obtained unqualified audit opinions on the City's Comprehensive Annual Financial Report and Annual Expenditure Limitation Report.
- Implemented Free Online Bill Pay for utility customers
- Expanded credit card acceptance to include Recreation, Library, and Visitor Center

| Position | Number | Percentage |
|---|---|---|
| Finance Director | 1 | 100% |
| Accounting Supervisor | 1 | 40% |
| Accounting Specialist | 1 | 60% |
| Account Clerk III | 1 | 10% |
| Account Clerk II | 1 | 10% |

| Finance | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 141,543 | 123,698 | 112,470 | 79,443 | 105,897.17 | 106,138 |
| Overtime Wages | - | - | - | - | - | - |
| Payroll Taxes | 10,828 | 9,077 | 8,604 | 5,779 | 7,703 | 8,120 |
| Retirement Benefits | 15,775 | 13,780 | 12,979 | 9,172 | 12,227 | 12,312 |
| Employee Insurance | 21,041 | 13,709 | 16,053 | 12,548 | 16,726 | 10,309 |
| **Total Personnel** | **189,187** | **160,264** | **150,106** | **106,941** | **142,553** | **136,879** |
| **Contracts & Services** | | | | | | |
| Professional Services | 18,000 | 29,550 | 21,000 | 18,165 | 24,214.42 | 19,000 |
| IT Services | 1,800 | 1,828 | 7,200 | 5,450 | 7,265 | - |
| Education and Training | 2,400 | 4,240 | 2,400 | (236) | (314) | 500 |
| Bank Charges | 3,600 | 8,272 | 8,400 | 8,204 | 10,936 | 6,000 |
| Telephone | 2,700 | 2,030 | 1,500 | 1,138 | 1,517 | 840 |
| Repairs & Maintenance | 300 | 2,371 | 300 | 1,122 | 1,496 | 300 |
| Uniforms | 200 | - | - | - | - | - |
| Public Notices, Advertising | 4,000 | 8,028 | 4,000 | 291 | 387 | 4,000 |
| Travel | 100 | 23 | 100 | - | - | - |
| Dues & Licenses | 600 | 280 | 500 | 272 | 363 | 230 |
| **Total Contracts & Services** | **33,700** | **56,621** | **45,400** | **34,407** | **45,865** | **30,870** |
| **Supplies** | | | | | | |
| Office Supplies | 1,200 | 2,731 | 1,200 | 1,352 | 1,802.32 | 600 |
| Postage & Shipping | - | - | 100 | 18 | 24 | - |
| Computer Supplies | 4,800 | 5,832 | 2,000 | 2,590 | 3,453 | 200 |
| Operating Supplies | 3,600 | 1,368 | 3,600 | 567 | 756 | 1,000 |
| **Total Supplies** | **9,600** | **9,931** | **6,900** | **4,527** | **6,035** | **1,800** |
| **Capital Projects** | | | | | | |
| Capital Outlay | 8,000 | 5,000 | 2,500 | 3,347 | 4,462 | - |
| **Total Capital Projects** | **8,000** | **5,000** | **2,500** | **3,347** | **4,462** | **-** |
| **Total Finance Dept.** | **240,487** | **231,816** | **204,906** | **149,223** | **198,914** | **169,549** |

# *Police Department*

The Benson Police Department consists of the Chief of Police and as many police and civilian personnel as approved by the City Council to provide order and safety for the community. Motto “Continuous Improvement”

**Fiscal 2013-2014 Achievements:**

- Purchased replacement Drug Detection Dog with R.I.C.O. funds
- Purchased New K-9 Unit with R.I.C.O. funds
- Continued success in drug investigations in the Benson Area
- Successful Criminal Investigations-Burglaries, Homicide
- Dispatch Center Improvements-Radio Consoles, Increased security around Police Fire Complex

**Grant Funding:**

- $ 56,000.00 Stone Garden-overtime money and mileage
- $ 8,000 Governor’s Office of Highway-Radar & overtime
- $ 7,500 100 Club of Arizona-Replacement Tasers

**2014-2015 Goals & Objectives:**

- Continue to provide training that improves the department and the personnel.
- Continue to provide professional service to the community.
- Continue to search for new technology to aid the officers to perform their duties.
- Use grant money to acquire needed equipment and additional overtime for the department.

| Position | Number | Percentage |
|---|---|---|
| Police Chief | 1 | 100% |
| Police Sergeant | 2 | 100% |
| Police Corporal/Detective | 2 | 100% |
| Police Corporal | 1 | 100% |
| Police Officer | 9 | 100% |
| Police Officer | 2 | Vacant |
| Police Assistant | 2 | 100% |
| Police Communications Specialist | 5 | 100% |
| Senior Animal Control Officer | 1 | 100% |
| Animal Control Officer | 1 | 100% |

| Police | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Personnel** | | | | | | |
| Salaries and Wages | 1,022,057 | 960,006 | 1,092,919 | 777,344 | 1,036,199.97 | 946,424 |
| Overtime Wages | 70,000 | 74,379 | 75,000 | 65,178 | 86,883 | 75,000 |
| StoneGarden OT | 80,000 | 24,258 | 75,000 | 10,439 | 13,916 | 75,000 |
| GITEM OT | 5,000 | 3,107 | 5,000 | 2,050 | 2,733 | - |
| Auto Theft Task Force OT | - | - | - | - | - | 5,000 |
| GOHS OT | 7,000 | 326 | 5,000 | 1,108 | 1,478 | 2,500 |
| Payroll Taxes | 90,580 | 77,817 | 95,848 | 62,976 | 83,947 | 84,450 |
| Retirement Benefits | 200,690 | 185,219 | 228,882 | 164,067 | 218,701 | 199,624 |
| Employee Insurance | 182,363 | 169,002 | 181,409 | 138,635 | 184,800 | 204,566 |
| **Total Personnel** | **1,657,690** | **1,494,115** | **1,759,058** | **1,221,799** | **1,628,658** | **1,592,564** |
| **Contracts & Services** | | | | | | |
| Professional Services | 30,000 | 35,092 | 26,000 | 21,344 | 28,452 | 30,000 |
| Holding Cell Supplies & Meals | 300 | 164 | 300 | 99 | 132 | 300 |
| IT Services | 20,000 | 28,876 | 20,000 | 1,865 | 2,486 | - |
| Education and Training | 7,500 | 5,686 | 8,500 | 4,631 | 6,173 | 8,000 |
| Utilities | 15,000 | 11,838 | 15,000 | 9,905 | 13,204 | 10,000 |
| Telecommunications | 25,000 | 24,500 | 25,000 | 17,315 | 23,081 | 23,000 |
| Bldg & Equip Repairs & Maint | 10,000 | 4,991 | 7,500 | 4,146 | 5,526 | 6,500 |
| Rentals | 5,800 | 4,975 | 6,000 | 2,921 | 3,893 | 6,000 |
| Uniforms | 24,000 | 23,575 | 24,000 | 17,317 | 23,083 | 24,000 |
| Public Notices, Advertising | 300 | - | - | - | - | |
| Community Sponsorships | 500 | 348 | - | - | - | |
| Travel | 2,500 | 2,539 | 2,500 | 28 | 38 | - |
| Dues & Licenses | 1,200 | 695 | 1,200 | 820 | 1,093 | 1,200 |
| Animal Control Medical | 3,800 | 690 | 3,500 | 4,201 | 5,601 | 3,150 |
| Animal Med. From Donations | 7,500 | 1,341 | 5,000 | 7,194 | 9,590 | 10,000 |
| Spay & Neuter from Grants | 15,000 | 5,483 | 10,000 | 1,517 | 2,022 | 5,000 |
| Grant Matches | 10,000 | - | - | - | - | |
| **Total Contracts & Services** | **178,400** | **150,793** | **154,500** | **93,303** | **124,373** | **127,150** |
| **Supplies** | | | | | | |
| Office Supplies | 4,500 | 6,196 | 5,000 | 1,083 | 1,444 | 2,500 |
| Computer Supplies | 7,500 | 6,897 | 13,000 | 8,329 | 11,102 | 11,000 |
| Operating Supplies | 10,000 | 9,111 | 12,000 | 4,592 | 6,122 | 6,000 |
| Vehicle Fuel & Oil | 45,000 | 38,427 | 45,000 | 23,124 | 30,824 | 36,000 |
| Vehicle Repairs & Maint | 30,000 | 27,176 | 25,000 | 18,478 | 24,631 | 25,000 |
| **Total Supplies** | **97,000** | **87,807** | **100,000** | **55,606** | **74,123** | **80,500** |
| **Capital Projects** | | | | | | |
| Dispatch Upgrades | 10,000 | 9,995 | 10,000 | 2,733 | 3,643 | - |
| Office Equipment | 9,000 | 6,159 | - | - | - | - |
| PD 12-1 Computer Server | 20,000 | 28,211 | - | - | - | - |
| PD 12-2 2 ATVs & Trailer | 30,000 | - | - | - | - | - |
| PD 12-3 Patrol Vehicle | 42,000 | - | 42,000 | 34,107 | 45,465 | - |
| PD 13-01 Drug Dog | | - | 12,000 | 6,000 | 7,998 | - |
| PD 07-1 Patrol Vehicle Replac | | | | | | |
| **Total Capital Projects** | **111,000** | **44,364** | **64,000** | **42,840** | **57,106** | **-** |
| **Total Police Dept.** | **2,044,090** | **1,777,080** | **2,077,558** | **1,413,548** | **1,884,259** | **1,800,214** |

# *Fire Department*

The Benson Fire Department's mission is to provide our customers (residents, businesses and visitors) protection from natural and manmade causes of loss of life and property. We strive to provide this service through Community Education, Fire Suppression, Emergency Medical Services (EMS) response, Rescue, Hazardous Material Mitigation, Emergency Management Services and Fire Code Compliance.

**2013-2014 Accomplishments:**

- Continue to respond to EMS calls and maintain a great working relationship with the local ambulance service.
- Continue to train and work with area Fire Departments for Mutual Aid Interoperability. (No funds required)
- Continue to work on the Commercial Fire Inspection Program in conjunction with the Building Department. (No additional funds required)
- Annual inspections and certifications are being completed as required for apparatus, tool/equipment and test equipment per the NFPA Standards. (Completed by annual budgeted funds)
- As a Member of the Cochise County EMS Council and the Vice-Chairman of the Cochise County Fire Association, I have fostered partnerships with other area Chiefs. (FY Budgeted funds $100.00)

**2014-2015 Continued Progress and Direction:**

- Continue to provide exceptional service to the Citizens and the Public. We will accomplish this by continuing to follow the current response guidelines for fires, Haz-mat incidents, EMS Rescue, and other calls for service.
- Continue to conduct Commercial Occupancy Inspections for the public so the citizens feel safe in the buildings around the City.
- Continue to train Personnel to the latest training standards for effective service to our Citizens.
- Continue to recruit Volunteers and put into practice innovative ways to provide coverage for the City.

| Position | Number | Percentage |
|---|---|---|
| Fire Chief | 1 | 100% |
| Administrative Assistant | 1 | 100% |
| Communications Specialist | 1 | 100% |

| Fire | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 139,868 | 137,576 | 139,867 | 105,875 | 141,130.71 | 132,948 |
| Overtime Wages | - | 683 | - | 1,404 | 1,871 | - |
| Payroll Taxes | 10,700 | 10,279 | 10,700 | 8,037 | 10,714 | 10,171 |
| Retirement Benefits | 23,404 | 21,049 | 23,055 | 17,433 | 23,238 | 21,906 |
| Employee Insurance | 17,990 | 12,445 | 15,069 | 11,566 | 15,418 | 16,815 |
| **Total Personnel** | **191,962** | **182,032** | **188,691** | **144,315** | **192,371** | **181,839** |
| **Contracts & Services** | | | | | | |
| Professional Services | 60,000 | 61,637 | 79,200 | 51,648 | 68,846 | 60,000 |
| Fire Marshall Fees | 1,200 | - | 1,200 | - | - | 1,200 |
| Firefighter Healthcare | 8,000 | 3,428 | 8,000 | 3,427 | 4,568 | 4,000 |
| IT Services | 1,000 | 1,178 | 1,000 | - | - | - |
| Education and Training | 16,000 | 7,284 | 8,000 | 6,907 | 9,208 | - |
| Utilities | 9,000 | 11,094 | 10,000 | 6,778 | 9,036 | 10,000 |
| Telephone | 9,000 | 7,020 | 9,000 | 8,013 | 10,682 | 10,000 |
| Equipment Repairs & Maint | 14,000 | 14,842 | 14,000 | 3,286 | 4,380 | 7,000 |
| Turnout Maint | 5,000 | 795 | 5,000 | 933 | 1,244 | 3,000 |
| Station Repairs & Maint | 8,000 | 7,943 | 15,000 | 2,279 | 3,038 | 10,000 |
| Turnout Replacements | 16,000 | 8,323 | 8,000 | - | - | 5,000 |
| Rentals | 3,800 | 5,586 | 3,800 | 2,875 | 3,832 | 3,800 |
| Uniforms | 800 | 800 | 800 | 600 | 800 | 800 |
| Community Sponsorships | 500 | - | - | - | - | - |
| Travel | - | - | 300 | - | - | - |
| Dues | 1,500 | 385 | 1,500 | 220 | 293 | 500 |
| Community Service Projects | 4,500 | 5,234 | 4,500 | 1,535 | 2,047 | - |
| Grant Matches | 10,000 | - | 30,000 | - | - | 30,000 |
| **Total Contracts & Services** | **168,300** | **135,547** | **199,300** | **88,502** | **117,973** | **145,300** |
| **Supplies** | | | | | | |
| Office Supplies | 1,500 | 1,433 | 1,500 | 712 | 948 | 1,000 |
| Postage | - | - | 500 | 30 | 40 | - |
| Computer Supplies | 4,000 | 154 | 4,000 | 139 | 185 | 2,000 |
| Operating Supplies | 18,000 | 16,607 | 20,000 | 6,250 | 8,332 | 12,000 |
| EMS Supplies | 3,000 | 3,208 | 3,000 | 966 | 1,287 | 3,000 |
| Vehicle Fuel & Oil | 12,000 | 12,551 | 14,000 | 6,173 | 8,228 | 14,000 |
| Vehicle Repairs & Maint | 32,000 | 36,945 | 32,000 | 13,859 | 18,474 | 32,000 |
| **Total Supplies** | **70,500** | **70,896** | **75,000** | **28,128** | **37,495** | **64,000** |
| **Capital Projects** | | | | | | |
| SCBA Bottle Replacement | - | - | 6,000 | - | - | - |
| Portable fire pump | - | - | 8,500 | - | - | - |
| FD 07-1 Ford F550 Crew Truck | 23,000 | 23,774 | - | 358 | 477 | - |
| Truck Payment | 70,241 | 62,014 | 70,241 | 70,241 | 93,632 | 70,241 |
| **Total Capital Projects** | **93,241** | **85,788** | **84,741** | **70,599** | **94,108** | **70,241** |
| **Total Fire Dept.** | **524,003** | **474,264** | **547,732** | **331,543** | **441,947** | **461,380** |

# *City Attorney*

The City Attorney's Office provides legal advice in the areas of Administration, Civil, and Criminal Divisions.

In performing the Administrative function, the contracted law firm City Attorney provides legal advice to the Mayor and Council.

In the area of Civil practice, the contracted law firm City Attorney provides legal advice and representation to the Mayor and Council, the City Manager, and all City departments to ensure the lawfulness of the official business of the City and when possible, avoid litigation before federal and state courts.

The Criminal Division prosecutes, on behalf of the City and in the name of the State, all criminal and civil cases within the jurisdiction of the Justice of the Peace, Precinct No. III and the City Court. This division prosecutes violations of City codes and state laws and provides deferred prosecution. This division also enforces state and local laws regulating nuisance properties such as those that are the site of recurring criminal activity, and prosecutes cases to abate nuisance conditions, such as weedy lots, junked cars, and vacant and neglected structures. The Criminal Division also provides notice to both state mandated and non-mandated crime victims.

The City contracts with an independent law firm to fulfill the administrative and civil responsibilities of the City Attorney. The Prosecuting Attorney manages the Criminal Division. Employees of the City Attorney's Office are shown in the table below.

| Position | Number | Percentage |
|---|---|---|
| Prosecuting Attorney (Part Time, 0.50 FTE) | 1 | 100% |
| Legal Assistant | 1 | 100% |
| Contracted City Attorney | 1 | 100% |

| City Attorney | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries & Wages | 93,665 | 93,665 | 93,665 | 68,448 | 91,241 | 90,739 |
| Payroll Taxes | 7,165 | 7,043 | 7,165 | 5,190 | 6,918 | 6,942 |
| Retirement Benefits | 10,439 | 10,434 | 10,809 | 7,899 | 10,529 | 10,526 |
| Employee Insurance | 5,418 | 5,220 | 5,448 | 3,468 | 4,623 | 5,797 |
| **Total Personnel** | **116,687** | **116,363** | **117,087** | **85,004** | **113,311** | **114,003** |
| **Contracts & Services** | | | | | | |
| Professional Services | 120,000 | 68,150 | 120,000 | 77,148 | 102,838 | 120,000 |
| Travel | 300 | 342 | 300 | 91 | 121 | 300 |
| **Total Contracts & Services** | **120,300** | **68,492** | **120,300** | **77,239** | **102,959** | **120,300** |
| **Supplies** | | | | | | |
| Office Supplies | 800 | 654 | 500 | 391 | 521 | 400 |
| Operating Supplies | 200 | 96 | 200 | 48 | 65 | 150 |
| **Total Supplies** | **1,000** | **750** | **700** | **439** | **585** | **550** |
| **Total City Attorney** | **237,987** | **185,605** | **238,087** | **162,682** | **216,855** | **234,853** |

# *Magistrate Division*

The Benson Magistrate Court is currently combined with the Justice of the Peace Precinct #3. The Judge hears criminal cases, civil and criminal traffic, civil actions under $10,000, small claims actions under $2,500, landlord/tenant (forcible detainer) disputes where damages are $10,000 or less, violations of city ordinances and city codes, petty offenses, and is the juvenile hearing officer for traffic violations. The Judge issues search warrants, arrest warrants, writs, orders of protection, injunctions against harassment and presides over requested hearings. The Judge conducts initial appearances for felony arrests and may conduct preliminary hearings when a defendant's case is unable to go before a grand jury in the time allowed by law. The Judge also performs marriage ceremonies during regular business hours and after hours when available.

The Court is responsible for records maintenance, retention, and destruction including exhibits used for evidence and digital recording of all hearings and trials. All records in the court are considered public record and access to the records are provided to the public. Jury trials with a certified court reporter is another civic right provided and, when necessary, appeals are prepared and forwarded to the Superior Court for decision. The Court collects all fines, fees, bonds and restitution; City monies collected are submitted monthly to the City Treasurer. Mandatory state reports are submitted on a monthly, quarterly, and annual basis. Minimum Accounting Standard requirements are adhered to and external operational reviews conducted every three years. Other services provided are Interpreting, Alternative Dispute Resolution, Court Security, Judicial Fine Enforcement and collection reporting.

| Magistrate | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries & Wages | 25,750 | 25,750 | 25,750 | 17,167 | 22,883.13 | 25,750 |
| Payroll Taxes | 1,970 | 2,073 | 1,970 | 1,374 | 1,831 | 1,970 |
| Employee Insurance | 59 | 94 | 41 | 39 | 51 | 68 |
| **Total Personnel** | **27,779** | **27,917** | **27,761** | **18,579** | **24,766** | **27,788** |
| **Contracts & Services** | | | | | | |
| Professional Services | 36,000 | 27,000 | 36,000 | 18,000 | 36,000 | 36,000 |
| Education & Training | 500 | 625 | 500 | 200 | 267 | 500 |
| Fines to County | | 431 | 500 | 4 | 500 | 500 |
| Dues & Licenses | 50 | - | 50 | - | - | 50 |
| State Fees Paid | | 1,070 | 300 | - | - | 500 |
| **Total Contracts & Services** | **36,550** | **29,126** | **37,350** | **18,204** | **36,767** | **37,550** |
| **Total Magistrate** | **64,329** | **57,043** | **65,111** | **36,783** | **61,532** | **65,338** |

# *Library*

The business of the library is to meet the information, knowledge, and reading needs of the community. The public library supports this mission by providing services, materials, and electronic access to information that will meet the needs of the adult and youth community.
The Benson Library services extend beyond the city limits to include surrounding communities and rural residents of Cochise County. There are currently 7,196- registered card holders.
*Informed citizens make better decisions for themselves and their families and the library is here to help them get information.*

**Achievements**

- Launched the Seed Library in March 2014.
- Work with Southern Arizona WorkForce Organization providing employment assistance.
- The Friends of the Library vacated the Whetstone Room in October 2013 allowing us to utilize the space for more activities. Wi-Fi has since been extended to encompass the entire building, and tables with power strips have been placed in the room for patrons with laptops. The additional space has allowed us more freedom for children's programing as well.
- A successful Summer Reading Program was completed last summer. We had 2 performers for this event and it was well received by the community.
- An additional children's program was added in February. This program was for prekindergarten children who will be attending school later this year. Due to the positive response from parents whose children participated in the program it will be continued.
- Computer classes have been well received by the public and are ongoing throughout the year.
- Staff continues to participate in various webinars and on-line classes to keep current with advanced technology.
- Kelli Jeter attended the State of Arizona Library Institute in Flagstaff.

**Goals**

- Focus on new technology and maintaining, upgrading, and replacing our present equipment as necessary.
- Conduct a complete inventory of library materials. (Need to close a few days)
- Paint trim on building.
- Continue basic computer classes and more Kindle/E-reader classes to public.
- Apply for Arizona Library State Technology Act grant to purchase new technology for patron use. This is a full grant.

| Description | Number | Percentage |
|---|---|---|
| Library Director | 1 | 100% |
| Senior Library Assistant | 1 | 100% |
| Library Assistant | 2 | 100% |
| Library Page | 1 | 100% |

| Library | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 139,258 | 138,446 | 141,994 | 104,843 | 139,756 | 119,387 |
| Overtime Wages | | 63 | - | 63 | 85 | - |
| Payroll Taxes | 10,653 | 10,855 | 10,863 | 8,002 | 10,667 | 9,133 |
| Retirement Benefits | 15,520 | 15,352 | 16,386 | 12,106 | 16,137 | 13,849 |
| Employee Insurance | 17,348 | 17,471 | 22,700 | 13,465 | 17,949 | 18,355 |
| **Total Personnel** | **182,779** | **182,188** | **191,943** | **138,479** | **184,593** | **160,723** |
| **Contracts & Services** | | | | | | |
| Professional Services | 300 | 125 | 300 | 113 | 150 | - |
| IT Services | 3,600 | 3,000 | 3,000 | (871) | (1,161) | - |
| Education and Training | 200 | - | 200 | 35 | 47 | - |
| Utilities | 12,000 | 12,800 | 12,000 | 8,298 | 11,061 | 10,454 |
| Telephone | 2,800 | 3,263 | 2,800 | 2,421 | 3,227 | 3,199 |
| Repairs & Maintenance | 4,000 | 4,011 | 1,000 | 2,041 | 2,720 | 3,000 |
| Rentals | - | - | - | 174 | 231 | - |
| Public Notice & Advertising | 400 | - | 400 | - | - | - |
| Travel | 50 | 32 | 50 | 21 | 28 | 50 |
| Dues & Licenses | 175 | 175 | 275 | - | - | 275 |
| **Total Contracts & Services** | **23,525** | **23,406** | **20,025** | **12,231** | **16,304** | **16,978** |
| **Supplies** | | | | | | |
| Office Supplies | 1,000 | 1,009 | 1,500 | 760 | 1,013 | 1,000 |
| Postage | | - | 1,200 | - | - | - |
| Computer Supplies | 5,200 | 7,886 | 4,900 | 1,932 | 2,575 | 2,000 |
| Operating Supplies | 5,600 | 5,680 | 5,300 | 2,791 | 3,720 | 3,500 |
| Books | 25,000 | 27,234 | 25,000 | 15,120 | 20,155 | 20,000 |
| **Total Supplies** | **36,800** | **41,809** | **37,900** | **20,602** | **27,463** | **26,500** |
| **Total Library** | **243,104** | **247,403** | **249,868** | **171,313** | **228,360** | **204,201** |

# *Parks*

The parks department provides municipal Parks services to the residents of the City. Three public parks facilities: Lion's Park, Apache Park and Union Street Park provide residents with a variety of leisure opportunities. Amenities include lighted sports fields, basketball courts, horseshoe pits, volleyball courts, skate park, walking trails, ramadas, grills, playgrounds and restrooms. Existing facilities will be maintained and upgraded due to growth and demand.

- Lions Park is approximately 15 acres total (9 acres with improvements). The park includes (1) one little league field with a concession stand, (1) one softball field, and (2) two multi-purpose fields (soccer, football and little league practice).
- Apache Park is approximately 1.6 acres with no improvements at this time.
- Union Street Park is less than 1.5 acres, and it includes the community center, the community pool, and a newly added playground.
- Railroad Liner Park includes the tourism center, Veterans Memorial Park and a fire wise exhibit.

| Position | Number | Percentage |
|---|---|---|
| Parks Maintenance Supervisor | 1 | 100% |
| Parks Maintenance Worker II | 2 | 100% |

| Parks | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 101,148 | 101,276 | 101,148 | 75,581 | 100,749 | 95,867 |
| Overtime Wages | 5,000 | 2,398 | 5,000 | 5,084 | 6,777 | 2,500 |
| Payroll Taxes | 8,121 | 7,981 | 8,120 | 6,174 | 8,230 | 7,525 |
| Retirement Benefits | 11,846 | 11,549 | 12,249 | 9,309 | 12,408 | 11,411 |
| Employee Insurance | 20,175 | 19,178 | 19,630 | 12,793 | 17,053 | 22,128 |
| **Total Personnel** | **146,290** | **142,381** | **146,147** | **108,941** | **145,218** | **139,431** |
| **Contracts & Services** | | | | | | |
| Professional Services | 3,000 | 336 | 3,000 | 155 | 207 | 500 |
| Contract Labor DOC | 5,000 | 2,751 | 5,000 | 2,254 | 3,004 | 4,000 |
| IT Services | 500 | - | 500 | - | - | - |
| Education and Training | 400 | 592 | 500 | 80 | 107 | 250 |
| Utilities | 15,000 | 15,821 | 20,000 | 13,487 | 17,978 | 20,000 |
| Telephone | 1,600 | 2,227 | 2,000 | 1,626 | 2,167 | 1,600 |
| Repairs & Maintenance | 30,000 | 15,217 | 30,000 | 11,914 | 15,882 | 20,000 |
| Uniforms | 1,200 | 1,097 | 1,200 | 799 | 1,064 | 1,200 |
| Community Sponsorships | 250 | - | | - | - | - |
| Dues & Licenses | 500 | - | 700 | - | - | 500 |
| **Total Contracts & Services** | **57,450** | **38,042** | **62,900** | **30,315** | **40,410** | **48,050** |
| **Supplies** | | | | | | |
| Office Supplies | 600 | 92 | 500 | 195 | 260 | 250 |
| Computer Supplies | 500 | - | 500 | - | - | 250 |
| Operating Supplies | 20,000 | 21,742 | 20,000 | 24,234 | 32,303 | 20,000 |
| Vehicle Fuel & Oil | 10,000 | 9,050 | 10,000 | 6,931 | 9,238 | 10,000 |
| Vehicle Repairs & Maint | 7,500 | 7,074 | 7,500 | 1,653 | 2,203 | 6,000 |
| **Total Supplies** | **38,600** | **37,957** | **38,500** | **33,012** | **44,005** | **36,500** |
| **Capital Outlay** | | | | | | |
| CIP PR 12-2 Storage Container | 6,000 | - | 6,000 | 3,680 | 4,906 | - |
| CIP PR 12-3 ATV Gator | 10,000 | - | 10,000 | - | - | |
| **Total Capital Outlay** | **16,000** | **-** | **16,000** | **3,680** | **4,906** | **-** |
| **Total Parks Dept.** | **258,340** | **218,380** | **263,547** | **175,948** | **234,539** | **223,981** |

# *Recreation Department*

Parks and Recreation has the potential to contribute to the Economic Development of Benson. It is our goal over the next three fiscal years to create, implement, and/or update Park Master Plans to allow us to apply for grants to develop new facilities, and continue to make improvements to existing programs and facilities. This goal will make Benson more desirable and assist in increasing tourism and attracting new residents; therefore, generating increased revenue, and expand our permanent tax base. Of main focus is the development of new facilities in Lions Park to alleviate the shortage of Ball Fields and improve the quality of life for our current and future residents.

**2014/15 Fiscal Year Main Goals:**

- Update Lions Park Master Plan.
- Apply for the Arizona Diamondbacks Field of Dreams Grant.
- Parks, Trails, and Open Spaces Master Plan.
- Continued growth of the Summer and Aquatic Programs.
- Completion of the Skate Park Improvement Project.
- Complete and launch the New City Website.
- Implement Skin Cancer Prevention Program.
- Create and implement a Management Policy as it pertains to Municipal Sponsorships and Marketing Alliances.
- Adoption of changes to Chapter 11 of the City Code.
- Adoption of the proposed Special Events Draft for the City Code.

**2013/14 Fiscal Year Accomplishments:**

- Completed the 2013 Parks and Recreation Survey.
- Completed revisions to the Aquatics Manual.
- Instillation of Playground Equipment at Union Street Park.
- Completed the design of the New City Website.
- Completed a cost and comparison study on Rental Fees for the Community Center.

| Position | Number | Percentage |
|---|---|---|
| Recreation Coordinator | 1 | 100% |
| Recreation Assistant | 1 | 100% |
| Lifeguards | 5 | 100% |

| Recreation | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Personnel** | | | | | | |
| Salaries and Wages | 78,395 | 59,903 | 80,973 | 43,310 | 57,732 | 69,757 |
| Overtime | | 2,082 | 5,000 | 746 | 994 | |
| Payroll Taxes | 5,997 | 5,127 | 6,577 | 3,556 | 4,740 | 5,336 |
| Retirement Benefits | 5,156 | 4,715 | 7,036 | 4,271 | 5,693 | 5,772 |
| Employee Insurance | 7,524 | 7,005 | 11,199 | 6,352 | 8,467 | 11,352 |
| **Total Personnel** | **97,072** | **78,831** | **110,785** | **58,234** | **77,626** | **92,218** |
| **Contracts & Services** | | | | | | |
| Professional Services | - | 5,010 | 3,700 | 1,648 | 2,197 | - |
| Summer Programs | 2,500 | 1,472 | 2,500 | 683 | 911 | 2,500 |
| Summer Program Events | 500 | 383 | 500 | 224 | 299 | 500 |
| IT Services | 3,980 | 2,768 | 500 | 400 | 533 | - |
| Education and Training | 600 | 944 | 1,000 | 339 | 452 | 1,000 |
| Utilities - Pool | 8,680 | 7,942 | 8,680 | 5,235 | 6,979 | 8,680 |
| Telephone - Pool | 510 | 494 | 510 | 328 | 437 | 510 |
| Repairs & Maintenance | 1,950 | 2,306 | 2,210 | 7,577 | 10,101 | 2,210 |
| Utilities - Comm. Center | 18,000 | 19,834 | 19,200 | 10,629 | 14,168 | 19,200 |
| Telephone - Comm. Center | 1,800 | 2,127 | 2,278 | 1,481 | 1,975 | 1,878 |
| Repairs - Comm. Center | 14,750 | 5,802 | 15,950 | 1,767 | 2,355 | 5,802 |
| Uniforms | 400 | 320 | 500 | 10 | 13 | 500 |
| Dues & Licenses | 1,790 | 801 | 1,800 | 284 | 379 | 1,714 |
| Grant Matches | 10,000 | - | 10,000 | - | - | - |
| **Total Contracts & Services** | **65,460** | **50,202** | **69,328** | **30,605** | **40,797** | **44,494** |
| **Supplies** | | | | | | |
| Office Supplies | 520 | 516 | 1,020 | 92 | 123 | 520 |
| Postage | | - | 500 | - | - | 100 |
| Computer Supplies | 1,990 | 892 | 1,000 | 343 | 458 | 687 |
| Pool Supplies | 3,610 | 2,106 | 3,610 | 934 | 1,244 | 2,106 |
| Operating Supplies | 250 | 1,080 | 2,900 | 714 | 952 | 1,080 |
| Vehicle Fuel & Oil | 500 | 502 | 500 | 357 | 477 | 500 |
| Vehicle Repairs & Maint | 600 | 618 | 1,200 | 621 | 828 | 1,200 |
| **Total Supplies** | **7,470** | **5,714** | **10,730** | **3,061** | **4,081** | **6,193** |
| **Capital Outlay** | | | | | | |
| CIP PR 08-2 Union Playground | 12,000 | 274 | - | - | - | |
| CIP CM 12-4 ADA Compliant Doors | 17,000 | 6,294 | - | - | - | |
| CIP PR 12-1 Skate Park Imps | 5,000 | - | 5,000 | - | - | - |
| Parks, Trails Open Spaces Master Plan | | | 15,000 | | | - |
| **Total Capital Outlay** | **34,000** | **6,568** | **20,000** | **-** | **-** | **-** |
| **Total Recreation** | **204,002** | **141,315** | **210,843** | **91,901** | **122,503** | **142,905** |

# *Building Department*

The main goal of the Building Division is to safeguard the health, safety and general welfare of the public, though adopted building codes. Some of the major functions of the Building Division are:

- Educate, administer and enforce all laws regulating construction,
- Issue Building permits after the examination of plans, calculations and specifications shows compliance with the adopted building codes,
- Provide inspections of all aspects of construction and components that become part of the structure.
- Maintain records of permits and construction activity within the city.

**Building Division Goals for Fiscal Year 14/15:**

- Successfully update the Building Safety Codes to the 2012 Editions to improve safety, ISO rating, and insurance premiums in Benson.
- Launch an educational campaign aimed at high school level students as well as residents of all ages.

| Position | Number | Percentage |
|---|---|---|
| Building Official | 1 | 50% |
| Building Inspector I | 1 | 100% |
| Senior Permit Technician | 1 | 100% |

| Building | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 103,112 | 104,970 | 105,204 | 76,690 | 102,227.76 | 97,112 |
| Overtime Wages | - | - | - | - | - | |
| Payroll Taxes | 7,888 | 7,630 | 8,048 | 5,600 | 7,465 | 7,429 |
| Retirement Benefits | 11,492 | 11,694 | 12,141 | 8,850 | 11,797 | 11,265 |
| Employee Insurance | 18,722 | 18,948 | 16,820 | 11,027 | 14,699 | 18,579 |
| **Total Personnel** | **141,214** | **143,242** | **142,213** | **102,167** | **136,189** | **134,385** |
| **Contracts & Services** | | | | | | |
| Professional Services | 10,000 | 268 | 5,000 | - | - | - |
| IT Services | 300 | 1,008 | 500 | 225 | 300 | - |
| Education and Training | 2,500 | 761 | 2,500 | - | - | 1,000 |
| Telephone | 900 | 979 | 900 | 750 | 1,000 | 900 |
| Repairs & Maintenance | 200 | 811 | 250 | 228 | 304 | 250 |
| Uniforms | 350 | 367 | 350 | 269 | 359 | - |
| Public Notices, Advertising | 200 | - | 200 | - | - | - |
| Dues & Licenses | 250 | - | 350 | 213 | 284 | 350 |
| **Total Contracts & Services** | **14,700** | **4,194** | **10,050** | **1,685** | **2,247** | **2,500** |
| **Supplies** | | | | | | |
| Office Supplies | 2,400 | 1,728 | 2,400 | 342 | 456 | 1,000 |
| Postage & Shipping | 200 | - | 200 | - | - | - |
| Computer Supplies | 200 | 1,646 | 1,300 | 54 | 72 | 200 |
| Operating Supplies | 250 | 155 | 250 | 294 | 392 | 250 |
| Vehicle Fuel & Oil | 800 | 989 | 850 | 894 | 1,191 | 1,000 |
| Vehicle Repairs & Maint | 800 | 644 | 500 | 124 | 166 | 500 |
| Total Supplies | **4,650** | **5,162** | **5,500** | **1,708** | **2,277** | **2,950** |
| **Total Building Dept.** | **160,564** | **152,598** | **157,763** | **105,561** | **140,713** | **139,835** |

# *Planning and Zoning Department*

The Planning and Zoning Division (P&Z) is responsible for administering and enforcing the City of Benson Zoning Regulations and General Development Plan. The Planning and Zoning Division also coordinates specific plans dealing with Master Planned Development Areas. The Planning and Zoning Division also oversees several boards and commissions including the Planning and Zoning Division, the Historical Preservation Commission, and the Board of Adjustments.

**Planning and Zoning Division Goals for Fiscal Year 14/15:**

- Complete Zoning Regulation Update.
- Complete General Development Plan update.
- Update website to contain all forms used in Building, Planning and Zoning.
- 

| Position | Number | Percentage |
|---|---|---|
| Planning & Zoning Director | 1 | 50% |
| GIS Manager/Planning Technician | 1 | 100% |

| Planning & Zoning | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 72,510 | 72,625 | 72,510 | 53,053 | 70,720.04 | 66,933 |
| Overtime Wages | | 286 | - | 150 | 200 | - |
| Payroll Taxes | 5,547 | 5,503 | 5,547 | 3,908 | 5,210 | 5,120 |
| Retirement Benefits | 8,081 | 8,122 | 8,368 | 6,140 | 8,184 | 7,764 |
| Employee Insurance | 9,133 | 9,218 | 9,476 | 6,373 | 8,495 | 10,349 |
| **Total Personnel** | **95,271** | **95,754** | **95,901** | **69,624** | **92,809** | **90,166** |
| **Contracts & Services** | | | | | | |
| Professional Services | 1,200 | 1,408 | 1,500 | 426 | 568 | 1,000 |
| IT Services | 300 | 175 | 500 | 518 | 690 | - |
| Education and Training | 500 | 451 | 500 | - | - | 250 |
| Telephone | 100 | 27 | 100 | - | - | - |
| Repairs & Maintenance | - | 534 | - | | - | - |
| Public Notices, Advertising | 4,000 | 474 | 4,000 | 276 | 368 | 1,000 |
| Travel | 400 | 55 | 400 | - | - | - |
| Dues & Licenses | 200 | 150 | 300 | - | - | 300 |
| **Total Contracts & Services** | **6,700** | **3,274** | **7,300** | **1,220** | **1,626** | **2,550** |
| **Supplies** | | | | | | |
| Office Supplies | 600 | 75 | 500 | - | - | - |
| Computer Supplies | 400 | - | 400 | 491 | 655 | 500 |
| Operating Supplies | 250 | 194 | 250 | 142 | 190 | 250 |
| **Total Supplies** | **1,250** | **269** | **1,150** | **633** | **844** | **750** |
| **Capital Projects** | | | | | | |
| CIP PZ 12-1 Permit Track Database | 25,000 | - | 25,000 | - | - | - |
| GIS Software and Equipment | 4,000 | 372 | 4,000 | 151 | 201 | 1,500 |
| General Plan Update | - | - | - | - | - | |
| **Total Capital Projects** | **29,000** | **372** | **29,000** | **151** | **201** | **1,500** |
| **Total Planning & Zoning** | **132,221** | **99,668** | **133,351** | **71,629** | **95,481** | **94,966** |

# *Public Works*

Public Works Administration provides leadership, direction and coordination to the public works divisions. Administration promotes the department communication by consulting with governmental officials about operations of the Public Works Department and keeping the public informed. Administration performs administrative tasks for the Public Works Department.

***Engineering***

The Engineering Division provides services to support the community. Examples of responsibilities of the division are: Capital Improvement Project planning and design, flood plain management, traffic engineering, transportation planning, and right-of way management.

***Public Works Field Engineering Division***

To provide safe, efficient and timely improvements for the streets, wastewater facilities, roadways and drainage-ways, the Field Engineering Division provides construction management services for the City public construction projects. This Division oversees the two sections: construction management and private development.

| Position | Number | Percentage |
|---|---|---|
| Public Works Director | 1 | 25% |
| Engineering Aide | 1 | 60% |

| Public Works | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 51,081 | 51,124 | 43,947 | 31,970 | 42,616.46 | 40,567 |
| Payroll Taxes | 3,908 | 3,691 | 3,362 | 2,356 | 3,141 | 3,103 |
| Retirement Benefits | 5,693 | 5,690 | 5,071 | 3,689 | 4,918 | 4,706 |
| Employee Insurance | 5,828 | 6,176 | 5,367 | 4,362 | 5,814 | 5,531 |
| **Total Personnel** | **66,510** | **66,680** | **57,747** | **42,378** | **56,490** | **53,907** |
| **Contracts & Services** | | | | | | |
| Professional Services | 15,000 | 3,128 | 20,000 | 244 | 325 | 20,000 |
| IT Services | 1,500 | 2,058 | 3,000 | 653 | 870 | - |
| Education and Training | 300 | 4 | 500 | - | - | 250 |
| Utilities | 3,500 | 6,588 | 4,000 | 4,347 | 5,795 | 6,000 |
| Telephone | 3,200 | 4,148 | 4,000 | 2,937 | 3,915 | 4,000 |
| Repairs & Maintenance | 1,500 | 1,549 | 1,500 | 282 | 376 | 1,000 |
| Rentals | - | - | - | 349 | 466 | 500 |
| Uniforms | 250 | - | 500 | 183 | 243 | 250 |
| Public Notices, Advertising | 500 | 44 | 1,000 | 96 | 128 | 250 |
| Community Sponsorships | 500 | - | 500 | - | - | - |
| Travel | 300 | - | 300 | 5 | 7 | 100 |
| Dues & Licenses | 250 | - | 250 | 245 | 327 | 250 |
| **Total Contracts & Services** | **26,800** | **17,517** | **35,550** | **9,340** | **12,450** | **32,600** |
| **Supplies** | | | | | | |
| Office Supplies | 1,500 | 630 | 1,500 | 300 | 400 | 750 |
| Postage & Shipping | 100 | 41 | 100 | 4 | 5 | 100 |
| Computer Supplies | 1,000 | 1,997 | 1,500 | - | - | 500 |
| Operating Supplies | 5,000 | 1,906 | 5,000 | 821 | 1,094 | 2,000 |
| Cemetery | 1,000 | 2,397 | 5,000 | - | - | 2,500 |
| Vehicle Fuel & Oil | 2,500 | 1,358 | 2,500 | 931 | 1,241 | 1,500 |
| Vehicle Repairs & Maint | 500 | 661 | 500 | 482 | 643 | 500 |
| **Total Supplies** | **11,600** | **8,988** | **16,100** | **2,538** | **3,384** | **7,850** |
| **Capital Projects** | | | | | | |
| | - | - | - | - | - | - |
| **Total Capital Projects** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Total Public Works** | **104,910** | **93,186** | **109,397** | **54,256** | **72,323** | **94,357** |

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# *Enterprise Funds*

# *San Pedro Golf Course*

San Pedro Golf Course was acquired by the city in November 2010. Since its acquisition, an aggressive approach has been taken to address the key issues facing the facility with an eye on positioning it to recover its operating expenses. The golf course was built around the City's wastewater treatment facility. It uses all the treated wastewater as its main water source. The goal of the facility is to be self-sustaining financially over the long term. The paid staff is supplemented by the Department of Corrections for maintenance activities at the facility. The facility is overseen by the City Manager.

**Accomplishments:**

- Continued annual junior golf SNAG camps to get local community involvement at golf course.
- Developed new annual passes and rewards program to create loyalty to golf course.
- Developed more online book engines to expand access to online tee times.
- Purchased 72 new golf cars to replace 12 year old fleet.
- E-mail database now exceeds 3400 golfers.
- Golf course received write-up in Golf Inc. Quarterly magazine Fall 2013.
- Over seeded golf course and completed project in deadlines of course closure and under budget.
- Re-designed and implemented new executive/junior tee's.
- Created coupon program with golf shop to attract more golfers to grille.

| Position | Number | Percentage |
|---|---|---|
| **Golf Operations** | | |
| Director of Golf | 1 | 100% |
| Customer Service | 1 | 50% |
| Golf Shop (2.44 FTE) | 4 | 100% |
| Outside Operations (1.92 FTE) | 4 | 100% |
| **Maintenance** | | |
| Superintendent | 1 | 100% |
| Foreman/Irrigation Tech | 1 | 100% |
| Mechanic | 1 | 100% |
| Maintenance | 1 | 100% |
| Equipment Operator | 1 | 100% |
| **Food and Beverage** | | |
| Cook | 2 | 100% |
| Dishwasher/Prep Cook (.75 FTE) | 1 | 100% |
| Lead Waitstaff | 1 | 100% |
| Waitstaff (2.65 FTE) | 6 | 100% |

| San Pedro Golf Operations | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Memberships | 42,570 | 62,060 | 92,703 | 61,122 | 81,475 | 78,472 |
| Green and Cart Fees | 309,206 | 342,035 | 446,507 | 289,418 | 385,795 | 410,442 |
| Merchandise Sales | 31,970 | 46,582 | 45,950 | 32,980 | 43,963 | 48,911 |
| Practice Facility | 22,089 | 22,707 | 30,715 | 20,232 | 26,969 | 30,523 |
| AGS Donations | 300,000 | 300,000 | 25,000 | 25,000 | 33,325 | 1,500 |
| Other Income | 500 | 510 | - | 90 | 120 | |
| Teaching Revenue | - | 1,050 | 2,500 | 184 | 245 | |
| Contribution from General Fund | - | - | 117,599 | - | - | 89,212 |
| **Total Revenues** | **706,335** | **774,944** | **760,974** | **429,026** | **571,892** | **659,060** |
| **Expenditures** | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 118,919 | 128,465 | 129,443 | 91,266 | 121,657 | 116,863 |
| Overtime Wages | - | 561 | 250 | 827 | 1,103 | 250 |
| Payroll Taxes | 9,097 | 10,617 | 9,922 | 7,408 | 9,875 | 8,959 |
| Retirement Benefits | 9,372 | 11,411 | 11,360 | 6,704 | 8,936 | 9,890 |
| Employee Insurance | 3,413 | 5,747 | 7,180 | 4,674 | 6,230 | 13,443 |
| **Total Personnel** | **140,801** | **156,801** | **158,155** | **110,878** | **147,801** | **149,405** |
| **Contracts & Services** | | | | | | |
| Professional Services | 4,000 | 4,118 | 3,250 | 4,105 | 5,472 | 4,520 |
| Pro Shop Inventory | 27,500 | 45,701 | 29,225 | 28,028 | 37,362 | 30,148 |
| Education and Training | 2,750 | 2,300 | 1,875 | 2,555 | 3,406 | 500 |
| Bank Charges | 15,235 | 14,456 | 15,000 | 10,001 | 13,332 | 12,775 |
| Cash Short | - | 369 | 350 | 240 | 320 | 250 |
| Utilities | 29,500 | 34,540 | 27,500 | 21,518 | 28,684 | 28,875 |
| Telephone | 6,360 | 6,398 | 6,750 | 4,950 | 6,599 | 6,952 |
| Repairs & Maint - Building | 10,000 | 6,358 | 9,775 | 2,492 | 3,321 | 4,000 |
| Rentals | 500 | - | 250 | 113 | 150 | 250 |
| Uniforms | 1,325 | 1,315 | 1,435 | 1,478 | 1,970 | 1,535 |
| Insurance | 5,765 | 6,359 | 5,765 | 6,563 | 8,748 | 6,341 |
| Advertising | 18,000 | 24,249 | 18,000 | 13,373 | 17,827 | 10,000 |
| Travel | 600 | - | 600 | 693 | 924 | 500 |
| Dues & Licenses | 1,850 | 1,207 | 1,850 | 110 | 147 | 1,150 |
| **Total Contracts & Services** | **123,385** | **147,369** | **121,625** | **96,221** | **128,262** | **107,796** |
| **Supplies** | | | | | | |
| Operating Supplies | 5,250 | 4,362 | 4,775 | 326 | 435 | 2,000 |
| Office Supplies | 1,750 | 1,521 | 1,455 | 1,386 | 1,847 | 1,500 |
| Postage & Shipping | 300 | 1,313 | 500 | 90 | 120 | 250 |
| Computer Supplies | 1,150 | 519 | 1,200 | 97 | 129 | 500 |
| Golf Cart Operating Costs | 4,250 | 585 | 850 | 106 | 141 | 350 |
| Range Operating Supplies | 5,250 | 5,879 | 4,250 | 2,913 | 3,884 | 3,250 |
| Fuel & Oil- Golf Carts | 17,100 | 18,157 | 15,500 | 10,534 | 14,042 | 16,275 |
| Repairs & Maint- Golf Carts | 8,150 | 26,938 | 3,000 | 6,387 | 8,514 | 2,550 |
| GPS Costs | 8,000 | 5,001 | 8,000 | 3,608 | 4,809 | - |
| **Total Supplies** | **51,200** | **64,275** | **39,530** | **25,446** | **33,920** | **26,675** |
| **Capital Expenditures** | | | **60,000** | **24,075** | **38,199** | **57,300** |
| **Contingency** | **23,203** | | | **-** | | |
| **Total Expenditures** | **338,589** | **368,445** | **379,310** | **256,620** | **348,182** | **341,176** |

| S.P. Golf Maintenance | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Expenditures** | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 121,371 | 122,495 | 128,778 | 99,775 | 132,999.64 | 114,705 |
| Overtime Wages | 2,000 | 5,370 | 1,000 | 2,415 | 3,219 | 1,000 |
| Payroll Taxes | 9,438 | 9,889 | 9,928 | 8,061 | 10,745 | 8,851 |
| Retirement Benefits | 13,750 | 14,066 | 14,976 | 11,690 | 15,583 | 13,422 |
| Employee Insurance | 29,013 | 24,309 | 27,006 | 15,281 | 20,370 | 20,836 |
| **Total Personnel** | **175,572** | **176,129** | **181,688** | **137,222** | **182,917** | **158,815** |
| **Contracts & Services** | | | | | | |
| Professional Services | 2,495 | 3,152 | 2,495 | 2,312 | 3,082 | 2,869 |
| Contract Labor- DOC | 8,200 | 4,314 | 6,500 | 3,631 | 4,840 | 6,500 |
| Education and Training | 1,200 | 270 | 1,200 | - | - | 250 |
| Utilities | 37,695 | 37,725 | 36,995 | 22,642 | 30,181 | 38,844 |
| Telephone | 970 | 944 | 650 | 848 | 1,130 | 1,020 |
| Repairs & Maint - Irrigation | 15,448 | 12,241 | 7,000 | 12,986 | 17,310 | 5,000 |
| Rentals | 500 | 815 | 850 | 505 | 674 | 850 |
| Uniforms | 2,300 | 1,404 | 1,500 | 695 | 926 | 800 |
| Insurance | - | - | - | - | - | |
| Advertising | - | - | - | - | - | |
| Travel | 250 | - | 250 | - | - | 250 |
| Dues & Licenses | 300 | 510 | 300 | 365 | 487 | 550 |
| **Total Contracts & Services** | **69,358** | **61,373** | **57,740** | **43,983** | **58,630** | **56,933** |
| **Supplies** | | | | | | |
| Golf Course Supplies | 9,891 | 15,764 | 4,550 | 4,604 | 6,137 | 5,005 |
| Fertilizers | 23,120 | 21,021 | 25,520 | 3,781 | 5,040 | 15,000 |
| Chemicals | 25,700 | 22,557 | 15,797 | 1,414 | 1,885 | 15,000 |
| Landscaping | 1,500 | 234 | 1,500 | - | - | 500 |
| Sand & Gravel | 10,500 | 5,966 | 10,500 | 5,325 | 7,098 | 10,500 |
| Seed | 19,575 | 19,060 | 27,000 | 25,440 | 33,912 | 27,000 |
| Office Supplies | 150 | 175 | 150 | - | - | 150 |
| Computer Supplies | 1,500 | - | 1,500 | - | - | - |
| Other Operating Supplies | 2,950 | 1,685 | 5,050 | 1,200 | 1,600 | 3,550 |
| Fuel & Oil | 19,982 | 19,266 | 21,500 | 9,328 | 12,434 | 21,192 |
| Repairs & Maint- Equipment | 23,099 | 22,979 | 27,500 | 10,029 | 13,369 | 25,500 |
| **Total Supplies** | **137,967** | **128,705** | **140,567** | **61,121** | **81,474** | **123,397** |
| **Contingency** | | | | | | |
| **Equipment** | **6,000** | **4,800** | | | | |
| **Total Golf Maint.** | **388,897** | **371,008** | **379,995** | **242,326** | **323,020** | **339,145** |

| San Pedro F&B | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Revenues** | | | | | | |
| Food Sales | 294,500 | 203,362 | 237,279 | 138,170 | 184,181.05 | 210,530 |
| Beer Sales | 42,295 | 53,471 | 50,896 | 45,198 | 60,249 | 55,440 |
| Wine Sales | 9,305 | 4,232 | 4,492 | 1,387 | 1,848 | 2,331 |
| Liquor Sales | 12,735 | 13,479 | 11,579 | 13,849 | 18,460 | 16,500 |
| Banquet Revenue | - | 17,849 | 4,057 | 5,357 | 7,140 | 10,450 |
| **Total Revenues** | **358,835** | **292,393** | **308,303** | **203,960** | **271,879** | **295,251** |
| | | | | | | |
| **Expenditures** | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 128,499 | 131,537 | 112,858 | 90,521 | 120,664 | 96,487 |
| Overtime Wages | - | 2,379 | 500 | 4,959 | 6,611 | 500 |
| Payroll Taxes | 9,830 | 12,826 | 8,672 | 8,956 | 11,939 | 7,420 |
| Retirement Benefits | 14,321 | 15,464 | 12,799 | 10,450 | 13,930 | 10,482 |
| Employee Insurance | 13,945 | 28,072 | 18,475 | 14,740 | 19,648 | 24,330 |
| **Total Personnel** | **166,595** | **190,279** | **153,304** | **129,626** | **172,791** | **139,218** |
| **Contracts & Services** | | | | | | |
| Professional Services | 3,388 | 8,230 | 5,250 | 8,609 | 11,476 | 2,775 |
| Food Cost | 117,800 | 100,008 | 103,407 | 61,229 | 81,618 | 86,212 |
| Beer Cost | 14,803 | 19,109 | 17,286 | 16,305 | 21,734 | 16,632 |
| Wine Cost | 3,256 | 1,038 | 1,647 | 442 | 590 | 583 |
| Liquor Cost | 3,821 | 3,376 | 3,102 | 3,766 | 5,020 | 4,950 |
| Education and Training | - | 275 | - | 109 | 145 | 500 |
| Bank Charges | - | - | - | 2 | 3 | |
| Cash Short | - | 171 | 250 | 85 | 113 | |
| Utilities | - | - | - | - | - | |
| Telephone | 420 | 460 | 1,050 | 35 | 47 | 420 |
| Direct TV | 1,848 | 1,967 | 1,950 | 1,540 | 2,053 | 2,100 |
| Repairs & Maint | 5,164 | 1,014 | 3,000 | 2,574 | 3,432 | 3,225 |
| Rentals | 4,799 | 11,500 | 7,225 | 6,744 | 8,990 | 5,000 |
| Uniforms | 2,900 | 2,574 | 2,875 | 2,226 | 2,967 | 1,500 |
| Advertising | 1,200 | 1,200 | 1,200 | 378 | 503 | 1,200 |
| Fees & Licenses | - | - | - | 400 | 533 | 300 |
| Travel | 650 | 139 | 250 | 116 | 155 | 500 |
| Dues & Licenses | 500 | 120 | - | 504 | 672 | 750 |
| **Total Contracts & Services** | **160,549** | **151,181** | **148,492** | **105,063** | **140,050** | **126,647** |
| **Supplies** | | | | | | |
| Supplies & Expenses | - | 248 | - | - | - | |
| Kitchen Supplies | 6,300 | 4,907 | 5,252 | 3,003 | 4,003 | 4,750 |
| Restaurant Supplies | 3,390 | 3,548 | 2,775 | 2,327 | 3,102 | 2,775 |
| Office Supplies | - | 12 | 150 | 147 | 196 | 300 |
| Printing & Postage | - | - | - | 257 | 342 | 300 |
| Computer Supplies | 350 | 408 | - | - | - | - |
| Fuel & Oil | 500 | - | - | - | - | |
| Vehicle Repairs & Maintenance | - | 52 | - | - | - | |
| **Total Supplies** | **10,540** | **9,174** | **8,177** | **5,733** | **7,643** | **8,125** |
| **Contingency** | **54,201** | | | | | |
| **Total Expenditures** | **391,885** | **350,634** | **309,973** | **240,423** | **320,484** | **273,990** |

# *Natural Gas Utility*

Gas Utility provides outstanding customer service, while providing the most effective and economical methods for the distribution of Natural Gas. The Gas utility is a Division of the Public Works Department. The engineering and administration of utility is done in that as a function of Public Works.
Gas Operations Division provides maintenance to ensure a safe, effective and operational system while ensuring that Federal, and State standards are met or exceeded.

| Position | Number | Percentage |
|---|---|---|
| Public Works Director | 1 | 25% |
| Streets Superintendent | 1 | 25% |
| Administrative Assistant, Public Works | 1 | 34% |
| Utilities Operations Supervisor - Gas | 1 | 100% |
| Utilities Operator III | 1 | 34% |
| Utilities Operator III | 1 | 5% |
| Utilities Operator II | 1 | 5% |
| Utilities Operator I | 2 | 90% |
| Utilities Operator I | 4 | 5% |
| Meter Reader | 2 | 50% |
| Accounting Supervisor | 1 | 15% |
| Accounting Specialist | 1 | 10% |
| Accounting Clerk III | 2 | 25% |

| Natural Gas Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Gas Revenue | 750,000 | 586,538 | 750,000 | 436,429 | 581,759.54 | 700,000 |
| Muli-User Gas Revenue | 7,500 | 6,015 | 7,500 | 6,017 | 8,021 | 7,500 |
| Commercial Gas Revenue | 390,000 | 254,482 | 390,000 | 196,792 | 262,323 | 350,000 |
| Utility Service Charges | 15,000 | 11,160 | 15,000 | 11,115 | 14,816 | 15,000 |
| New Gas Hookups | 7,500 | 7,744 | 7,500 | 4,141 | 5,520 | 9,000 |
| Penalty and Interest Fees | 7,500 | 4,059 | 7,500 | 3,195 | 4,260 | 7,500 |
| Interest Income | - | - | - | | - | |
| Series 2010 Bond Proceeds | 55,000 | 52,323 | 70,000 | - | - | 60,000 |
| Bond Proceeds | - | - | - | - | - | - |
| Round Up Revenues | 15,000 | - | 15,000 | - | - | 15,000 |
| Other Income | - | 636 | - | - | - | - |
| **Total Revenues** | **1,247,500** | **922,957** | **1,262,500** | **657,689** | **876,700** | **1,164,000** |
| | | | | | | |
| **Expenditures** | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 272,101 | 255,080 | 236,335 | 167,964 | 223,896 | 208,194 |
| Overtime Wages | 10,000 | 11,239 | 10,000 | 4,288 | 5,716 | 10,000 |
| Payroll Taxes | 21,581 | 19,967 | 18,845 | 12,677 | 16,899 | 16,692 |
| Retirement Benefits | 31,471 | 29,814 | 28,427 | 19,878 | 26,498 | 25,311 |
| Employee Insurance | 52,122 | 46,713 | 47,525 | 32,132 | 42,831 | 49,541 |
| **Total Personnel** | **387,275** | **362,813** | **341,132** | **236,939** | **315,839** | **309,738** |
| **Contracts & Services** | | | | | | |
| Professional Services | 12,000 | 8,802 | 12,000 | 7,133 | 9,508 | 10,000 |
| IT Services | 1,500 | 825 | 1,500 | - | - | 1,000 |
| Education and Training | 2,500 | 3,288 | 5,000 | 1,256 | 1,675 | 4,000 |
| Bank Charges | 4,500 | 5,043 | 4,500 | 2,573 | 3,430 | 3,600 |
| Utilities | 2,400 | 2,445 | 2,400 | 1,731 | 2,307 | 2,000 |
| Telephone | 2,500 | 2,098 | 2,500 | 1,582 | 2,108 | 2,000 |
| Repairs & Maintenance | 15,000 | 1,848 | 15,000 | 1,999 | 2,665 | 10,000 |
| Rentals | 3,000 | 4,596 | 3,000 | 2,504 | 3,338 | 3,500 |
| Uniforms | 2,100 | 2,126 | 2,100 | 1,632 | 2,175 | 2,100 |
| Insurance | 51,000 | 39,743 | 55,000 | 41,018 | 54,677 | 55,000 |
| Public Notices & Advertising | 2,000 | 509 | 2,000 | 251 | 335 | 1,500 |
| Fees & Licenses | - | 35 | | | - | 100 |
| Dues & Licenses | 3,500 | 2,176 | 3,500 | 2,186 | 2,914 | 3,500 |
| Round Up Donations | 15,000 | - | 15,000 | - | - | 15,000 |
| Bad Debt Write Off | 6,000 | 4,071 | 5,000 | 347 | 463 | 5,000 |
| **Total Contracts & Services** | **123,000** | **77,605** | **128,500** | **64,212** | **85,595** | **118,300** |
| **Supplies** | | | | | | |
| Natural Gas Purchased | 495,391 | 395,576 | 495,000 | 286,067 | 381,328 | 450,000 |
| Office Supplies | 250 | 545 | 450 | 35 | 47 | 250 |
| Printing & Postage | 5,000 | 6,244 | 6,000 | 3,817 | 5,089 | 4,500 |
| Computer Supplies | 2,500 | 2,550 | 2,500 | 1,975 | 2,632 | 2,500 |
| Gas Outage Supplies | 250 | - | 250 | - | - | 250 |
| Operating Supplies | 50,000 | 30,082 | 50,000 | 10,590 | 14,117 | 30,000 |
| Vehicle Fuel & Oil | 16,000 | 16,121 | 16,000 | 10,797 | 14,392 | 15,000 |
| Vehicle Repairs & Maint | 10,000 | 8,739 | 10,000 | 5,760 | 7,679 | 10,000 |
| **Total Supplies** | **579,391** | **459,857** | **580,200** | **319,042** | **425,283** | **512,500** |
| **Contingency** | **87,834** | **-** | **112,668** | **-** | **-** | **68,462** |
| **Capital Projects** | | | | | | |
| CIP GS 07-5 Truck | 15,000 | - | 15,000 | - | - | 20,000 |
| CIP GS 07-4 Telemeters | 30,000 | - | 60,000 | 22,099 | 29,458 | 50,000 |
| CIP GS 10-1 Ocotillo Line Replacement | | | | | | 60,000 |
| CIP GS 12-1 Gas Detection Equipment | 25,000 | - | 25,000 | - | - | 25,000 |
| **Total Capital Projects** | **70,000** | **-** | **100,000** | **22,099** | **29,458** | **155,000** |
| **Total Expenditures** | **1,247,500** | **900,276** | **1,262,500** | **642,292** | **856,175** | **1,164,000** |
| **Total Natural Gas** | **-** | **22,681** | **-** | **15,397** | **20,525** | **0** |

# *Water Utility*

The primary function of the Water Utility is the protection of public health and safety through the production and efficient delivery of water that meets and/or exceeds water quality standards and in sufficient quantity to meet customer demands. The water utility is a Division of the Public Works Department. The engineering and administration of utility is done in that as a function of Public Works. Responsibilities include regulatory compliance, customer service; promote water conservation, efficient use of available water resources and coordination with the development community.

| Position | Number | Percentage |
|---|---|---|
| Public Works Director | 1 | 25% |
| Streets Superintendent | 1 | 25% |
| Administrative Assistant, Public Works | 1 | 33% |
| Utilities Operations Supervisor - Water | 1 | 100% |
| Utilities Operator III | 1 | 5% |
| Utilities Operator III | 1 | 33% |
| Utilities Operator II | 1 | 90% |
| Utilities Operator I | 3 | 90% |
| Utilities Operator I | 4 | 5% |
| Meter Reader | 2 | 50% |
| Accounting Supervisor | 1 | 15% |
| Accounting Specialist | 1 | 10% |
| Accounting Clerk III | 2 | 25% |

| Water Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Water Revenue | 450,000 | 409,226 | 450,000 | 280,780 | 374,279.42 | 450,000 |
| Commercial Water Revenue | 330,000 | 296,957 | 330,000 | 216,335 | 288,374 | 330,000 |
| New Hookups | 30,000 | 4,328 | 15,000 | 1,720 | 2,293 | 10,000 |
| Impact Fee Allocation | 41,000 | - | 20,000 | - | - | - |
| Construction Sales Tax Allocation | - | - | - | - | - | - |
| Water Tank Rental | - | - | - | - | - | - |
| Water Accomodation Fees | 7,000 | 15,655 | 7,000 | 4,725 | 6,298 | 7,500 |
| Series 2010 Bond Proceeds | - | - | 30,000 | - | - | 50,000 |
| Other Income | - | - | - | - | - | - |
| **Total Revenues** | **858,000** | **726,167** | **852,000** | **503,560** | **671,245** | **847,500** |
| | | | | | | |
| **Expenditures** | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 259,922 | 233,174 | 278,999 | 195,016 | 259,956 | 247,581 |
| Overtime Wages | 5,000 | 6,387 | 6,000 | 6,758 | 9,009 | 6,000 |
| Payroll Taxes | 20,267 | 18,249 | 21,802 | 15,033 | 20,040 | 19,399 |
| Retirement Benefits | 29,541 | 26,811 | 32,889 | 23,285 | 31,038 | 29,415 |
| Employee Insurance | 47,510 | 34,684 | 47,870 | 31,191 | 41,578 | 49,951 |
| **Total Personnel** | **362,240** | **319,304** | **387,560** | **271,284** | **361,621** | **352,346** |
| **Contracts & Services** | | | | | | |
| Professional Services | 25,000 | 14,849 | 25,000 | 3,709 | 4,944 | 25,000 |
| Chemical Analysis | 10,000 | 2,995 | 5,000 | 1,759 | 2,345 | 4,000 |
| IT Services | 1,500 | 285 | 1,500 | - | - | 1,000 |
| Education and Training | 500 | 43 | 2,500 | 945 | 1,260 | 2,500 |
| Bank Charges | 4,500 | 5,043 | 5,000 | 2,574 | 3,431 | 3,600 |
| Utilities | 137,045 | 124,420 | 120,000 | 79,062 | 105,390 | 120,000 |
| Telephone | 5,000 | 1,757 | 2,500 | 792 | 1,055 | 1,500 |
| Repairs & Maintenance | 25,817 | 20,511 | - | 3,917 | 5,221 | 20,000 |
| Rentals | 1,000 | 1,324 | 2,000 | 1,351 | 1,801 | 1,500 |
| Uniforms | 1,100 | 1,269 | 1,500 | 1,184 | 1,579 | 1,500 |
| Insurance | 11,000 | 7,949 | 12,000 | 8,204 | 10,935 | 12,000 |
| Public Notices & Advertising | 500 | 498 | 1,000 | 467 | 622 | 1,000 |
| Dues & Licenses | 13,000 | 13,311 | 13,000 | 6,408 | 8,542 | 10,000 |
| Series 2005 Bond Interest | - | - | - | - | - | - |
| Bad Debt Write Off | 2,500 | 3,620 | 2,500 | 166 | 222 | 2,500 |
| **Total Contracts & Services** | **238,462** | **197,873** | **193,500** | **110,537** | **147,346** | **206,100** |
| **Supplies** | | | | | | |
| Office Supplies | 300 | 385 | 500 | 35 | 47 | 500 |
| Printing & Postage | 4,800 | 6,102 | 6,000 | 3,762 | 5,014 | 6,000 |
| Computer Supplies | 2,600 | 2,550 | 2,600 | 1,955 | 2,606 | 2,500 |
| Operating Supplies | 48,000 | 33,340 | 48,000 | 20,029 | 26,699 | 45,000 |
| Vehicle Fuel & Oil | 10,000 | 14,239 | 12,000 | 9,259 | 12,342 | 15,000 |
| Vehicle Repairs & Maint | 8,000 | 10,918 | 10,000 | 8,716 | 11,619 | 10,000 |
| **Total Supplies** | **73,700** | **67,534** | **79,100** | **43,756** | **58,327** | **79,000** |
| **Contingency** | **53,598** | **-** | **106,840** | **-** | **-** | **30,054** |
| **Capital Projects** | | | | | | |
| CIP WA 07-9 Truck | 15,000 | - | 20,000 | - | - | 20,000 |
| Telemeters | 100,000 | 19,134 | 50,000 | 4,996 | 6,660 | 50,000 |
| CIP WA 08-1 SueJuan Repairs | 15,000 | - | 15,000 | - | - | 10,000 |
| CIP WA 10-5 Hill Crest St Water Line | | | | | | 50,000 |
| 302 Pump Replacement | | | | | | 50,000 |
| **Total Capital Projects** | **130,000** | **19,134** | **85,000** | **4,996** | **6,660** | **180,000** |
| **Total Expenditures** | **858,000** | **603,845** | **852,000** | **430,573** | **573,954** | **847,500** |
| **Total Water Fund** | **-** | **122,321** | **-** | **72,987** | **97,291** | **0** |

# *Wastewater Utility*

Wastewater Utility provides outstanding customer service, while providing the most effective and economical methods for the collection and treatment of wastewater. The wastewater utility is a Division of the Public Works Department. The engineering and administration of utility is done in that as a function of Public Works. Wastewater Operations Division provides maintenance to ensure a safe, effective and operational system while ensuring that Federal, and State environmental standards are met or exceeded.

| Position | Number | Percentage |
|---|---|---|
| Public Works Director | 1 | 25% |
| Streets Superintendent | 1 | 25% |
| Administrative Assistant, Public Works | 1 | 33% |
| Utilities Operations Supervisor - Wastewater | 1 | 100% |
| Utilities Operator III | 1 | 90% |
| Utilities Operator III | 1 | 33% |
| Utilities Operator II | 1 | 5% |
| Utilities Operator I | 2 | 90% |
| Utilities Operator I | 4 | 5% |
| Accounting Supervisor | 1 | 15% |
| Accounting Specialist | 1 | 10% |
| Accounting Clerk III | 2 | 25% |

| Wastewater Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Wastewater Fees | 450,000 | 408,491 | 450,000 | 309,922 | 413,126.61 | 420,000 |
| Muli-User Wastewater Fees | 8,000 | 6,835 | 8,000 | 5,248 | 6,995 | 8,000 |
| Commercial Wastewater Fees | 265,000 | 226,842 | 265,000 | 180,620 | 240,766 | 250,000 |
| New Hook Ups | 15,000 | 6,625 | 15,000 | 1,025 | 1,366 | 15,000 |
| Impact Fee Allocation | - | - | - | - | - | - |
| Series 2010 Bond | - | - | - | - | - | - |
| Whetstone W/W Fees | 130,000 | - | 15,000 | - | - | 15,000 |
| Misc Revenue | 12,000 | 13,400 | 12,000 | 65,798 | 87,708 | 12,000 |
| **Total Revenues** | **880,000** | **662,193** | **765,000** | **562,613** | **749,963** | **720,000** |
| **Expenditures** | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 265,083 | 228,815 | 262,720 | 162,298 | 216,344 | 210,026 |
| Overtime Wages | 15,000 | 13,469 | 15,000 | 8,338 | 11,114 | 15,000 |
| Payroll Taxes | 21,426 | 18,514 | 21,246 | 12,961 | 17,277 | 17,215 |
| Retirement Benefits | 31,261 | 26,953 | 32,049 | 17,276 | 23,029 | 26,103 |
| Employee Insurance | 48,792 | 39,437 | 45,738 | 24,458 | 32,602 | 39,863 |
| **Total Personnel** | **381,562** | **327,187** | **376,753** | **225,331** | **300,366** | **308,207** |
| **Contracts & Services** | | | | | | |
| Professional Services | 10,000 | 7,658 | 15,000 | 7,439 | 9,917 | 15,000 |
| Chemical Analysis | 21,000 | 19,317 | 22,000 | 8,275 | 11,030 | 15,000 |
| Whetstone Waste Disposal | 130,000 | 69,993 | 15,000 | - | - | 15,000 |
| IT Services | 1,500 | 435 | 1,500 | - | - | 1,000 |
| Education and Training | 500 | 73 | 1,500 | 945 | 1,260 | 2,000 |
| Bank Charges | 5,000 | 5,043 | 5,000 | 2,574 | 3,431 | 3,600 |
| Utilities | 70,000 | 80,582 | 80,000 | 53,348 | 71,113 | 80,000 |
| Telephone | 5,200 | 3,345 | 4,000 | 2,490 | 3,319 | 4,000 |
| Repairs & Maintenance | 60,000 | 39,598 | 50,000 | 23,489 | 31,311 | 50,000 |
| Rentals | 1,000 | 9,146 | 1,000 | - | - | 1,000 |
| Uniforms | 1,500 | 1,284 | 1,500 | 976 | 1,301 | 1,500 |
| Insurance | 31,000 | 23,846 | 31,000 | 24,611 | 32,806 | 30,000 |
| Public Notices & Advertising | 250 | 31 | 250 | - | - | 250 |
| Dues & Licenses | 12,000 | 17,375 | 12,000 | 34,827 | 46,425 | 12,000 |
| Bad Debt Write Off | 100 | 2,005 | 100 | 295 | 393 | 1,500 |
| **Total Contracts & Services** | **349,050** | **279,732** | **239,850** | **159,271** | **212,308** | **231,850** |
| **Supplies** | | | | | | |
| Office Supplies | 400 | 320 | 400 | 35 | 47 | 400 |
| Printing & Postage | 4,800 | 6,112 | 6,000 | 3,834 | 5,110 | 6,000 |
| Computer Supplies | 2,500 | 2,274 | 3,000 | 1,955 | 2,606 | 5,000 |
| Operating Supplies | 23,188 | 36,211 | 35,000 | 20,072 | 26,756 | 35,000 |
| Vehicle Fuel & Oil | 10,000 | 10,780 | 10,000 | 6,379 | 8,503 | 10,000 |
| Vehicle Repairs & Maint | 3,500 | 11,649 | 8,000 | 13,009 | 17,341 | 12,000 |
| **Total Supplies** | **44,388** | **67,346** | **62,400** | **45,284** | **60,317** | **68,400** |
| **Contingency** | **25,000** | **-** | **5,997** | **-** | **-** | **26,543** |
| **Refunds** | | | | | | |
| **Capital Projects** | | | | | | |
| CIP 07-4 Truck Purchase | 15,000 | - | 15,000 | - | - | 20,000 |
| CIP WW 08-1 Jet Router | 65,000 | - | 65,000 | - | - | 65,000 |
| **Total Capital Projects** | **80,000** | **-** | **80,000** | **-** | **-** | **85,000** |
| **Total Expenditures** | **880,000** | **674,266** | **765,000** | **429,886** | **572,991** | **720,000** |
| **Total Wastewater** | **-** | **(12,073)** | **-** | **132,727** | **176,972** | **0** |

# *Sanitation Fund*

The Sanitation Fund accounts for the City's solid waste (garbage) pickup service. Southwest Disposal has contracted with the City for the past seven years to provide this service. The parties negotiated a four year contract effective December 31, 2012 that has fixed the price for their services through December 31, 2016. The City also contracts with Cochise County for landfill services.

| **Sanitation Fund** | **2012-13 Budget** | **2012-13 Actual** | **2013-14 Budget** | **2013-14 Actual Thru March 2014** | **2013-14 Projected Actual** | **2014-15 Budget** |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Residential Sanitation Fees | 350,000 | 314,308 | 360,000 | 239,384 | 319,098.30 | 320,000 |
| Muli-User Sanitation Fees | 500 | - | 500 | - | - | - |
| Commercial Sanitation Fees | 300,000 | 295,006 | 320,000 | 235,165 | 313,474 | 290,000 |
| **Total Revenues** | **650,500** | **609,314** | **680,500** | **474,548** | **632,573** | **610,000** |
| **Expenditures** | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | - | - | 17,605 | 11,433 | 15,240 | 16,805 |
| Overtime Wages | - | - | - | - | - | - |
| Payroll Taxes | - | - | 1,347 | 849 | 1,132 | 1,286 |
| Retirement Benefits | - | - | 2,032 | 1,319 | 1,759 | 1,949 |
| Employee Insurance | - | - | 3,438 | 1,865 | 2,487 | 3,648 |
| **Total Personnel** | **-** | **-** | **24,422** | **15,467** | **20,618** | **23,687** |
| **Contracts & Services** | | | | | | |
| Bank Charges | 4,500 | 5,043 | 4,500 | 2,574 | 3,431 | 3,600 |
| Public Notices, Advertising | - | 183 | 500 | 94 | 125 | 200 |
| County Solid Waste | 210,000 | 180,917 | 224,000 | 122,289 | 163,011 | 186,000 |
| Residential Service Contract | 220,000 | 206,435 | 220,000 | 124,117 | 165,448 | 196,800 |
| Commercial Service Contract | 200,000 | 194,429 | 200,000 | 124,853 | 166,429 | 183,600 |
| Postage and Printing | | | | | | 4,500 |
| Bad Debt Write Off | 100 | 2,212 | 1,500 | 298 | 397 | 1,500 |
| **Total Contracts and Services** | **634,600** | **589,219** | **650,500** | **374,225** | **498,841** | **576,200** |
| **Contingency** | **15,900** | **-** | **5,579** | **-** | **-** | **10,113** |
| **Total Expenditures** | **634,600** | **589,219** | **680,501** | **389,692** | **519,459** | **610,000** |
| **Total Sanitation** | **-** | **20,095** | **(1)** | **84,856** | **113,114** | **(0)** |

# *Other Funds*

# *Airport Fund*

The Airport Fund reports the revenues earned by and the expenditures incurred in running the City's municipal airport.

The vast majority of the construction costs at the airport are paid through FAA and ADOT grants that are reported in the Grant Fund.

The business of the Airport is managed by Southwestern Aviation, LLC.

The current goal of the fund is to break even on airport activities. The budget reflects that the General Fund contributions will cover the cost of Grant matches required and some maintenance expenses that are scheduled for the new budget year. Airport revenues earned are budgeted to equal the City's day to day costs for the operation.

| Airport Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| | | | | | | |
| **Revenues** | | | | | | |
| Contribution General Fund | 90,700 | - | 111,750 | - | 59,644 | 82,750 |
| Business Revenue | 12,000 | 7,345 | 62,000 | 12,598 | 15,000 | 100,000 |
| Insurance Recoveries | | | | 25,764 | 25,764 | - |
| **Total Revenues** | **102,700** | **7,345** | **173,750** | **38,362** | **100,408** | **182,750** |
| | | | | | | |
| **Expenditures** | | | | | | |
| **Contracts & Services** | | | | | | |
| Professional Services | 25,000 | 17,504 | 75,000 | 16,814 | 22,412.96 | 60,000 |
| Utilities | 20,000 | 17,827 | 31,000 | 8,541 | 11,385 | 20,000 |
| Telephone | 700 | 714 | 750 | 553 | 737 | 750 |
| Repairs & Maint | 15,000 | 6,883 | 15,000 | 31,198 | 41,587 | 40,000 |
| Insurance | 22,000 | 15,438 | 22,000 | 18,219 | 24,286 | 22,000 |
| **Total Contracts & Services** | **82,700** | **58,365** | **143,750** | **75,325** | **100,408** | **142,750** |
| **Supplies** | | | | | | |
| Total Supplies | | | | | | **-** |
| **Capital Projects** | | | | | | |
| Contingency | - | - | 10,000 | - | - | 10,000 |
| Grant Match | 20,000 | - | 20,000 | - | - | 30,000 |
| **Total Capital Projects** | **20,000** | **-** | **30,000** | **-** | **-** | **40,000** |
| **Total Expenditures** | **102,700** | **58,365** | **173,750** | **75,325** | **100,408** | **182,750** |
| **Total Airport** | **-** | **(51,020)** | **-** | **(36,963)** | **0** | **-** |

# *Street (HURF) Fund*

The Public Works Department manages the Highway User Revenue Funds (HURF). The use of HURF is governed by the State of Arizona's constitution where expenditures of HURF funds must be for improvements in the public roadway right-of-way. The HURF fund is primarily used for operations and maintenance of the roadway system. The Public Works Director, Street Superintendent and the Engineering Divisions oversee these operations, which include pavement management, sidewalks, traffic signals, landscaping, signing, and striping.

Public Works Street Division maintains all streets and roadway drainage-ways to ensure that the facilities fulfill the function for which it is designed. The Streets Division oversees the two sections: traffic operations and streets maintenance.

| Position | Number | Percentage |
|---|---|---|
| Streets Superintendent | 1 | 25% |
| Streets Maintenance Supervisor | 1 | 100% |
| Street Maintenance Worker III | 1 | 100% |
| Street Maintenance Worker II | 1 | 100% |

| Streets Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Gasoline Tax | 371,180 | 324,751 | 341,147 | 209,553 | 279,334 | 359,893 |
| State Lottery Revenue | 20,000 | - | 20,000 | - | - | |
| Miscellaneous Income | - | - | - | - | - | |
| Series 2010 Bond Proceeds | 200,000 | 207,975 | - | - | - | |
| **Total Revenues** | **591,180** | **532,726** | **361,147** | **209,553** | **279,334** | **359,893** |
| **Personnel** | | | | | | |
| Salaries and Wages | 114,250 | 114,427 | 121,384 | 88,866 | 118,458.44 | 112,047 |
| Overtime Wages | 1,500 | 188 | 1,500 | 364 | 485 | 1,500 |
| Payroll Taxes | 8,855 | 8,656 | 9,401 | 6,752 | 9,001 | 8,686 |
| Retirement Benefits | 12,900 | 12,760 | 14,181 | 10,297 | 13,726 | 13,171 |
| Employee Insurance | 28,923 | 21,029 | 24,750 | 14,978 | 19,965 | 29,885 |
| **Total Personnel** | **166,428** | **157,060** | **171,216** | **121,257** | **161,636** | **165,290** |
| **Contracts & Services** | | | | | | |
| Professional Services | 46,000 | 47,299 | 36,000 | 27,456 | 36,598 | 35,000 |
| Contract Labor - DOC | 3,500 | 4,174 | 4,000 | 2,461 | 3,281 | 4,000 |
| Education and Training | 500 | 130 | 100 | 80 | 107 | 100 |
| Utilities | 58,826 | 52,925 | 60,000 | 54,659 | 72,860 | 65,000 |
| Telephone | 1,500 | 1,067 | 1,000 | 793 | 1,057 | 1,000 |
| Repairs & Maintenance - Equip | 15,000 | 2,678 | 3,000 | 4,081 | 5,439 | 7,500 |
| Repairs & Maintenance - Streets | 44,676 | 59,362 | 39,132 | 15,637 | 20,844 | 36,003 |
| Rentals | 5,000 | 100 | 500 | - | - | 500 |
| Uniforms | 1,750 | 1,500 | 1,200 | 1,085 | 1,447 | 1,500 |
| Insurance | 13,000 | 9,538 | 13,000 | 9,844 | 13,122 | 15,000 |
| Materials & Supplies | 15,000 | 11,881 | 12,000 | 5,419 | 7,223 | 9,000 |
| Vehicle Fuel & Oil | 10,000 | 12,666 | 10,000 | 6,412 | 8,547 | 10,000 |
| Vehicle Repairs & Maint | 10,000 | 14,415 | 10,000 | 8,568 | 11,422 | 10,000 |
| **Total Contracts & Services** | **224,752** | **217,737** | **189,932** | **136,495** | **181,948** | **194,603** |
| **Capital Projects** | | | | | | |
| CIP PW 07-8 Pavement Management | 200,000 | 207,975 | - | - | - | |
| **Total Capital Projects** | **200,000** | **207,975** | **-** | **-** | **-** | **-** |
| **Total Expenditures** | **591,180** | **582,772** | **361,148** | **257,752** | **343,584** | **359,893** |
| **Total Streets** | **-** | **(50,046)** | **(1)** | **(48,199)** | **(64,250)** | **0** |

# *Transit Fund*

Benson Area Transit has been in operation since 2010. The BAT system has two separate components. It provides a fixed route service available to the general public, and para-transit services that focuses on the elderly and disabled riders whose needs cannot be met by the fixed route service.

Benson Area Transit currently serves the City of Benson and surrounding areas. Our mission is to build capacity with our transit system and partners to enhance Southeastern Arizona mobility.

The City of Benson recognizes the great need for a transit system in the San Pedro Valley and it relies heavily on grant funding from ADOT and the Area Agency on Aging to operate.

The City of Benson has participated in coordination efforts identified through regional coordination meetings. We currently partner with local government and non-profit agencies to increase the utilization of their services by providing needed transportation. Our main goal for the upcoming fiscal year is to establish new partnerships with Amtrak, Greyhound, and neighboring transit service providers to fill the gap in our regional connections.

| Position | Number | Percentage |
|---|---|---|
| Engineering Aide | 1 | 40% |
| Dispatcher/Admin Assistant | 1 | 100% |
| Transit Driver | 2.26 | 100% |

| Transit Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Grant Reimbursement - FTA 5311 - Capital | 176,200 | 24,283 | - | - | - | 226,900 |
| Grant Reimbursement - FTA 5311 - Operating | 83,729 | 81,913 | 96,767 | 56,410 | - | 96,403 |
| Grant Reimbursement - FTA 5311 - Admin | 28,576 | 19,037 | 36,233 | 11,348 | - | 53,834 |
| Grant Reimbursement - FTA 5316 | - | 3,785 | - | - | - | - |
| Grant Reimbursement - FTA 5317 | - | 9,416 | - | - | - | - |
| SEAGO AAA | 24,000 | 25,236 | 24,000 | 13,592 | - | 18,650 |
| Fare Revenue | 8,000 | 7,756 | 8,000 | 4,955 | - | 9,000 |
| Allocation from General Fund | 60,041 | - | 44,970 | - | - | 29,348 |
| Greyhound Revenue | | | | | | 80,000 |
| RTAP | | 959 | 1,000 | 593 | - | 1,000 |
| **Total Revenues** | **380,546** | **172,385** | **210,970** | **86,898** | **-** | **515,135** |
| | | | | | | |
| **Personnel** | | | | | | |
| Salaries and Wages | 95,800 | 91,040 | 100,573 | 58,480 | 77,953.36 | 101,807 |
| Overtime Wages | - | 625 | - | 308 | 410 | - |
| Payroll Taxes | 7,328 | 7,340 | 7,694 | 4,618 | 6,155 | 7,788 |
| Retirement Benefits | 10,677 | 9,201 | 10,487 | 5,696 | 7,593 | 8,310 |
| Employee Insurance | 18,141 | 14,096 | 16,116 | 6,588 | 8,782 | 15,705 |
| **Total Personnel** | **131,946** | **122,302** | **134,870** | **75,690** | **100,894** | **133,610** |
| **Contracts & Services** | | | | | | |
| Professional Services | 2,000 | 8,477 | 2,000 | 6,658 | 8,875.58 | 3,300 |
| Education and Training | 1,000 | 1,242 | 1,000 | 639 | 851 | 1,000 |
| Utilities | 1,500 | - | - | - | - | 1,500 |
| Telephone | 3,000 | 3,039 | 3,000 | 2,393 | 3,191 | 2,800 |
| Rentals- Office | 1,200 | - | - | - | - | 1,200 |
| Uniforms | 500 | 441 | 400 | - | - | 1,000 |
| Insurance- Vehicles | 17,000 | 9,538 | 17,000 | 9,844 | 13,122 | 17,000 |
| Public Notices & Advertising | 600 | 891 | 3,000 | 448 | 598 | 3,000 |
| Travel | 600 | (68) | 700 | - | - | 100 |
| Dues & Licenses | 500 | 1,767 | 2,000 | - | - | 1,000 |
| **Total Contracts & Services** | **27,900** | **25,327** | **29,100** | **19,983** | **26,638** | **31,900** |
| **Supplies** | | | | | | |
| Office Supplies | 1,000 | 187 | 1,500 | 176 | 234.83 | 1,000 |
| Printing & Postage | 5,000 | 6 | 5,000 | - | - | 5,000 |
| Computer Supplies | - | - | - | - | - | 2,000 |
| Operating Supplies | 500 | 850 | 1,000 | 472 | 630 | 3,000 |
| Vehicle Fuel & Oil | 30,000 | 33,027 | 31,500 | 19,198 | 25,591 | 40,000 |
| Vehicle Repairs & Maint | 5,000 | 17,297 | 5,000 | 12,913 | 17,213 | 15,000 |
| Vehicle License | 3,000 | - | 3,000 | - | - | - |
| **Total Supplies** | **44,500** | **51,366** | **47,000** | **32,760** | **43,669** | **66,000** |
| **Contingency** | | | | **-** | **-** | **-** |
| **Capital** | | | | | | |
| CIP TR 10-3 Bus Stops & Signage | 10,000 | 16,761 | - | - | - | - |
| CIP TR 10-4 Communication Equipment | 6,200 | - | - | - | - | - |
| CIP TR 11-1 Bus Barn & Paving | 150,000 | - | - | - | - | - |
| CIP TR 11-2 Security Cameras & Installation | 10,000 | 10,563 | - | - | - | - |
| CIP TR 15-1 Passenger Shelters | | | | | | 33,625 |
| CIP TR 15-2 Buses | | | | | | 250,000 |
| **Total Capital** | **176,200** | **27,324** | **-** | **-** | **-** | **283,625** |
| **Total Expenditures** | **380,546** | **226,319** | **210,970** | **128,433** | **171,201** | **515,135** |
| **Total Transit** | **-** | **(53,934)** | **-** | **(41,535)** | **(171,201)** | **0** |

# *Capital Projects Fund*

The Capital Projects Fund CPF) was seen for the first time in the fiscal year 2007-08 budget. The fund was created in conjunction with the Capital Improvement Projects process placed in service effective July 1, 2007.

The Fund has been set up to accommodate those capital projects that are regional in nature, which means that the project must benefit all citizens of the City. Examples include the improvement at Lions Park, City Hall projects, improvements made to arterial roadways such as Ocotillo Avenue, major equipment purchases that are used by Public Works, etc. The Fund is particularly useful for tracking multi-year projects.

The primary funding source for the Capital Projects Fund is the 4% construction sales tax. The “seed” money for the Fund has been provided by allocation of FY 2006-07 construction sales tax collected during the 2006-07 fiscal year. Future construction sales tax collections have been restricted for use solely for CPF projects.

The use of construction sales tax collections, which are “one time only” collections, to pay for “one time only” expenditures is a true matching of financial resources with financial costs.

PLEASE NOTE: The Capital Projects Fund contains only those capital projects that are regional in nature, as noted above. All other capital projects can be found in the fund and/or the department that benefits from the expenditure.

Please see the CIP section for further information on the capital projects.

| Capital Projects Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Construction Sales Tax | 440,000 | 271,109 | 400,000 | 143,139 | 190,804.78 | 200,000 |
| Hanger Financing | - | - | 500,000 | - | - | 500,000 |
| Series 2010 Bond Proceeds | 910,000 | 146,357 | 750,000 | - | - | 559,600 |
| CDBG Grant | 305,000 | - | 250,000 | - | - | |
| Anticipated Grant | 97,000 | - | 155,000 | - | - | 50,000 |
| **Total Revenues** | **1,752,000** | **417,466** | **2,055,000** | **143,139** | **190,805** | **1,309,600** |
| **Expenditures** | | | | | | |
| CIP CM 08-1 Walmart Payment | 250,000 | 250,000 | 250,000 | - | 250,000 | 250,000 |
| CIP PR 08-2 Union Park Playgrnd | 12,000 | 8,537 | - | - | - | - |
| CIP PR 10-1 Swimming Pool Improvements | - | (4,277) | - | - | - | - |
| CIP GS 10-1 Ocotillo Line Replacement | 60,000 | - | 60,000 | - | - | |
| CIP WA 10-2 West End Pressure Reduce Station | 80,000 | - | - | - | - | - |
| CIP WA 10-3 5th St & Ocotillo Water Line | 275,000 | - | 250,000 | - | - | - |
| CIP ST 10-3 Street Signage Upgrades | 100,000 | 4,908 | 100,000 | 998 | 1,330 | - |
| CIP WA 10-5 Hill Crest St Water Line | 50,000 | - | 50,000 | 21,343 | 28,450 | - |
| CIP WA 10-7 Sue Juan Well Cap & Close | 50,000 | - | - | - | - | - |
| Lions Park Fields | - | 42,088 | 50,000 | 5,627 | 7,501 | - |
| CIP PW 11-2 Utility Rate Studies | 45,000 | - | 45,000 | - | - | 45,000 |
| CIP PW 11-3 Backup Generator Fire/Police | - | 197 | - | - | - | - |
| CIP PW 11-7 5th St Reconstruction | 280,000 | - | - | - | - | - |
| CIP PW 11-8 2 Used County Dump Trucks | 50,000 | - | 30,000 | - | - | 30,000 |
| CIP PW 11-5 Library Roof Replacement | 50,000 | 41,371 | - | - | - | - |
| CIP PR 12-1 Skate Park Improvements | 5,000 | - | - | - | - | - |
| CIP PR 12-4 Park Master Plan | 20,000 | 42 | 30,000 | - | - | 30,000 |
| CIP PW 12-1 UAS Infrastructure Develop. | 200,000 | - | 200,000 | - | - | 200,000 |
| CIP PW 08-1 City Hall Improvements | - | - | 20,000 | - | - | 20,000 |
| CIP PW 13-1 Library Expansion | - | - | 20,000 | - | - | - |
| CIP PR 13-01 Lions Park Restrooms | - | - | 250,000 | - | - | - |
| Airport Hanger (s) | - | - | 500,000 | - | - | 500,000 |
| Water Well Filters | | | | 17,680 | 23,568 | |
| CIP PW 07-1 Drainage Study Intercity | 25,000 | - | - | - | - | - |
| CIP PW 07-8 Pavement Management | 200,000 | - | 200,000 | - | - | 200,000 |
| CIP PR 12-3 ATV Gator | | | | | | 10,000 |
| Update Lions Park Master Plan | | | | | | 9,600 |
| Parks, Trails Open Spaces Master Plan | | | | | | 15,000 |
| **Total Capital Projects** | **1,752,000** | **342,865** | **2,055,000** | **45,648** | **310,849** | **1,309,600** |
| **Total Capital Projects Fund** | **-** | **74,601** | **-** | **97,491** | **(120,044)** | **-** |

# *Debt Service Fund*

The Debt Service fund currently accounts for proceeds from the City's Series 2010 bond issuance.

| Debt Service Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Debt Service Escrow Carried Forward | | - | - | - | - | - |
| Bond Proceeds Carried Forward | 1,600,000 | - | 1,200,000 | - | - | 1,100,000 |
| Series 2010 Bond Proceeds | | - | - | - | - | - |
| Interest Income | | - | - | - | - | - |
| Transfer of Payments from General Fund | | - | - | - | 400,438 | 400,538 |
| **Total Revenues** | **1,600,000** | **-** | **1,200,000** | **-** | **400,438** | **1,500,538** |
| **Expenditures** | | | | | | |
| Bond Debt Service | | | - | 400,438 | 400,438 | 400,538 |
| Transfer to Capital Projects Fund | 910,000 | 146,357 | 750,000 | - | - | 559,600 |
| Transfer to Gas Fund | 55,000 | 52,323 | 70,000 | - | - | 60,000 |
| Transfer to Water Fund | | 27,984 | 30,000 | - | - | 50,000 |
| Transfer to Streets Fund | 200,000 | 207,975 | - | - | - | - |
| Transfer to Waste Water Fund | | - | - | - | - | - |
| Debt Service Escrow Carried Forward | | - | - | - | - | - |
| Bond Proceeds Carried Forward | 435,000 | - | 350,000 | - | - | 430,400 |
| **Total Expenditures** | **1,600,000** | **434,640** | **1,200,000** | **400,438** | **400,438** | **1,500,538** |
| **Total Debt Service** | **-** | **(434,640)** | **-** | **(400,438)** | **-** | **-** |

# *Impact Fee Fund*

Impact Fee Fund revenues are earned through receipt of impact fees from new construction developments. Expenditures are made from the Fund for capital improvements that benefit the public infrastructure in the areas of the developments.

| **Impact Fee Fund** | **2012-13 Budget** | **2012-13 Actual** | **2013-14 Budget** | **2013-14 Actual Thru March 2014** | **2013-14 Projected Actual** | **2014-15 Budget** |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Impact Fee | 80,000 | 14,110 | 50,000 | 650 | 650 | 100 |
| Carry Forward Balance | | | | | | |
| **Total Revenues** | **80,000** | **14,110** | **50,000** | **650** | **650** | **100** |
| **Expenditures** | | | | | | |
| Capital Outlay Reserve | 39,000 | 14,110 | 30,000 | 650 | 650 | 100 |
| Transfer to Water Fund | 41,000 | - | 20,000 | - | - | - |
| **Total Expenditures** | **80,000** | **14,110** | **50,000** | **650** | **650** | **100** |
| **Total Impact Fee Fund** | **-** | **-** | **-** | **-** | **-** | **-** |

# *Grants Fund*

The Grant Fund is set up to track grants received from any source outside the City itself. The fund reflects grant monies being received and spent. Each grant is tracked through this fund. When a grant is completed and closed, then any excess expenditures, called the grant match, are transferred to and reflected as an expenditure of the specific department benefiting from the grant. As a result, the Grant Fund always balances to $0 upon completion of each grant project.

| Grants Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues:** | | | | | | |
| PD Stonegarden | | (30,318) | | - | - | - |
| ADOT Small Area Transit | | 18,671 | | | | |
| FAA 13 Helipad, Rehab Runway | | - | | - | - | - |
| CDBG Streets | | 205,786 | | - | - | - |
| ADOT E5S18 Env Survey | | - | | - | - | - |
| ADOT E7S81 Instrument Approach | | - | | - | - | - |
| Police Grants | | 2,748 | 14,500 | - | - | - |
| Fire Grants | | 89,453 | | - | - | - |
| Misc Grants | | - | | - | - | - |
| FAA 14/ ADOT E1F02 | | 1,116 | | - | - | - |
| GOHS AL-001 | | - | | - | - | - |
| FAA 15/ADOT | | - | | - | - | - |
| CDBG Drainage Study | | - | | - | - | - |
| Emergency Generator | | (100) | | 69 | 92 | - |
| FAA 16 / ADOT | | (40) | | 139 | 185 | - |
| Tourism Grant | | 5,000 | | - | - | - |
| Unclassified Airport Grants | 750,000 | - | 2,296,190 | - | - | 1,200,000 |
| Unclassified Grants | 3,500,000 | - | 3,500,000 | - | - | 3,500,000 |
| WIFA SCADA and Energy Study | | - | 35,000 | - | - | 35,000 |
| CDBG Park Grant | | 11,620 | | 159,573 | 212,711 | 250,000 |
| EECGB Dept of Commerce | | | | | - | |
| **Total Revenues** | **4,250,000** | **303,935** | **5,845,690** | **159,781** | **92** | **4,985,000** |
| **Expenditures:** | | | | | | |
| Tohono Odom Grants | | 26,674 | 14,500 | - | - | - |
| PD Stone Garden | | 16,756 | | - | - | - |
| Airport Pavement Mgt E3S1Q | | - | | - | - | - |
| Emergency Generator | | - | | - | - | - |
| Police Grants | | | | 15,840 | 21,114 | |
| Fire Grants | | 7,688 | | - | - | - |
| CDBG Streets | | 225,928 | | - | - | - |
| FAA 14/ ADOT E1F02 | | - | | - | - | - |
| GOER 132 | | - | | - | - | - |
| GOHS AL-001 | | 4,993 | | - | - | - |
| FAA 15/ADOT | | - | | - | - | - |
| CDBG Drainage Study | | - | | - | - | - |
| Unclassified Airport Grants | 750,000 | 17 | 2,296,190 | - | - | 1,200,000 |
| Unclassified Grants | 3,500,000 | 79,592 | 3,500,000 | - | - | 3,500,000 |
| WIFA SCADA and Energy Study | | - | 35,000 | - | - | 35,000 |
| Homeland Security Grant | | 2,533 | | - | - | - |
| Union Pacific Grants | | 2,905 | | 2,745 | 3,659 | - |
| CDBG Parks | | 11,620 | | 215,043 | 286,653 | 250,000 |
| **Total Expenditures** | **4,250,000** | **378,706** | **5,845,690** | **233,628** | **21,114** | **4,985,000** |
| **Total Grants Fund** | **-** | **(74,771)** | **-** | **(73,847)** | **(21,022)** | **-** |

# *Fireman's Pension Fund*

The Fireman's Pension Fund is set up to pay a monthly benefit to retired volunteer firemen. The fund is managed independently from the City. The State makes an annual donation to the Fund.

| Fireman's Pension Fund | 2012-13 Budget | 2012-13 Actual | 2013-14 Budget | 2013-14 Actual Thru March 2014 | 2013-14 Projected Actual | 2014-15 Budget |
|---|---|---|---|---|---|---|
| **Revenues** | | | | | | |
| Contributions From State Fund | 6,000 | 5,569 | 6,000 | 5,676 | 5,676 | 6,000 |
| Contributions From Fire, Inc | 1,200 | 1,561 | 1,200 | 1,065 | 1,420 | 1,200 |
| Contributions From General Fund | 9,200 | 9,900 | 9,900 | - | 13,264 | 14,200 |
| Interest Income | 10,000 | 4,063 | 7,500 | 4,339 | 5,784 | 5,000 |
| Other Income | - | 189 | - | 256 | 256 | - |
| **Total Revenues** | **26,400** | **21,282** | **24,600** | **11,336** | **26,400** | **26,400** |
| **Expenditures** | | | | | | |
| Pension Payments | 26,400 | 25,800 | 24,600 | 19,800 | 26,400 | 26,400 |
| **Contingency** | **-** | | | **-** | - | |
| **Total Expenditures** | **26,400** | **25,800** | **24,600** | **19,800** | **26,400** | **26,400** |
| **Total Fireman's Pension Fund** | **-** | **(4,518)** | **-** | **(8,464)** | **(0)** | **-** |

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# *Capital Improvement Plan (CIP)*

**Developing the Capital Improvement Plan**
The CIP is the City's five-year blueprint for creating and maintaining the crucial infrastructure that will support the continued growth and development of City of Benson. Each year, in conjunction with the annual budgeting process, the City Manager and Finance Department coordinate the process of revising and updating the long-range CIP document. Other documents, such as the City's General Plan and Strategic Plan, also provide valuable information and guidance in the preparation of the CIP. Several of the City's department heads and all Council Members annually review past capital project accomplishments and identify new projects for inclusion in the Plan. Projects included in the 2014-2019 CIP form the basis of appropriation in the 2014-2019 fiscal year capital budget.

Individual projects will continue to be subjected to ongoing community and City Council review and discussion during the annual appropriations process. The CIP is also an important public communication medium. The CIP gives residents and businesses an overall view of the City's long-term direction in the area of capital improvements and helps to illustrate the City's ongoing need for stable revenue sources to fund large or multi-year capital projects.

The 2014-2019 CIP assumes continued very modest commercial and residential growth of the City. The current plan assumes sales tax collections will slightly decrease from 2013-2014 collections. Construction sales tax revenues for the following fiscal years are projected to gradually ramp up by 2018. The CIP is designed so that expenditures can be accelerated or decelerated based on the actual financial performance of the City.

**Definition of a Capital Improvement Project**
For the purposes of the CIP, a capital expenditure is one that results in the acquisition or addition to the government's capital assets. The assets included in the CIP cost $10,000 or more and have a useful life of at least three years. Streets, water production and distribution facilities, wastewater collection system and treatment plants, parks, buildings, and major one-time acquisitions of equipment are all examples of capital improvements.

**Financing the Capital Improvement Plan**
When developing the CIP, the City must consider its ability to finance the needed projects. This requires prioritization of projects while maximizing use of available financing mechanisms. The City's available financing options include some or all of the following sources:

Grants and Contributions - There are a number of grants available from federal, state, and local sources. The City has begun to aggressively pursue this type of

funding. The current CIP anticipates about $30 million in grant funding over the next five fiscal years.

Long-term Debt/Bonds – Debt financing is an important component of most Capital Improvement Plans. The proceeds from any long term debt issuance are restricted for uses as described within the loan/bond covenants. The City successfully completed a $5 million Excise Tax Revenue Bond issue in 2010. Of those proceeds, $2.6 million was used to pay off existing debt, $1.3 million was spent for capital improvements during fiscal years 2010-14, and the remaining $1.1 million is being used for projects described in this document.

Four Percent (4%) Construction Sales Tax **-** The City's 4% tax on new construction has been designated as a primary funding source for the Capital Projects Fund. A project is eligible for the Capital Project Fund if it is regional in nature or it benefits the specific development area that generated the tax proceeds.

Projected construction sales tax revenues for the next five years are (in thousands) $200, $500, $700, $700 and $700 respectively. Actual collections may vary significantly from the projections. New capital projects will be either slowed or accelerated to more closely match actual revenues available.

Development Impact Fees – Each new home constructed in the City has an impact on the City's water, wastewater, public safety, parks and administrative infrastructure. Development fees are assessments on new home construction that allow for "pay-as-you-go" financing for capital projects that benefit the home under construction. The majority (85%) of impact fees collected will be spent on water and wastewater capital projects.

General Funds – A portion of General Fund revenues are allocated to CIP projects each year. CIP project timing is usually somewhat flexible, so the amount allocated from the General Fund each year is related to the excess revenues generated within the Fund. Projected General Fund CIP contributions for the next five years are (in thousands) $110, $254, $260, $91 and $129, respectively.

Enterprise Funds – Connection fees, excess user fees and impact fees are the primary funding sources for Utility Fund ongoing capital projects. Very large capital projects require long term debt financing.

**Carryover Projects/Fund Balance**
Due to the nature of capital projects, the life of a project may span across fiscal years. As funds are designated for a project, they are accumulated in the appropriate capital fund and expended as the project progresses. When the funds are not spent in one year they remain in the fund balance to be used in the future. This is also referred to as carryover. As the City refines the annual CIP, these carryover projects will be redefined into areas of contractual obligation, and ongoing projects will be appropriated again in the following year to ensure full project funding.

Revenues, such as construction sales tax, designated for capital projects but not appropriated in the current fiscal year, are carried forward to the next year as a fund balance.

**Operating and Capital Budget Relationship**
The Capital Improvement Plan also impacts the operating budget as projects are completed. Operating funds are required for the routine maintenance and operation of facilities and equipment, including, utilities, staffing, repairs, fuel for heavy equipment and equipment maintenance. Recurring equipment replacement expenses for new patrol cars and recurring maintenance costs such as street asphalt overlay are also funded through the operating budget. These ongoing costs must be tied to ongoing revenues (e.g., higher user revenue funds, sales tax, user fees, and intergovernmental revenues) to ensure they can be sustained.

# CIP Status Report

## Projects Completed during fiscal 2013-2014

| | | |
|---|---|---|
| CIP PD 12-3 | Tahoe Police Vehicle | 42,000 |
| CIP PD 13-1 | Drug Dog | 12,000 |
| CIP PR 13-3 | Lions Park Fields | 6,000 |
| CIP WA 10-5 | Hillcrest St Water Line | 21,000 |
| CIP PR 12-2 | Storage Container | 4,000 |
| CIP PR 13-4 | ADA Compliant Bathrooms | 215,000 |
| CIP WA 07-2 | Telemeters | 5,000 |
| CIP GS 07-4 | Telemeters | 40,000 |
| | | --- |
| **Total CIP Projects Completed during fiscal 2013-2014** | | **$345,000** |

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| Capital Improvement Plan (CIP) Budget Summary 2014-2019 | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| **General Fund (GF) ($000)** | | | | | | | | |
| Video Equipment | 91 | CM 12-3 | | 15 | | | | 15 |
| UAS Economic Development | 91 | CM 12-5 | | 25 | | | | 25 |
| Fire Hoses & Accessories | 92 | FD 07-2 | | 23 | | | | 23 |
| Vehicle, Chevy Tahoe | 92 | FD 09-1 | | | 45 | | | 45 |
| Vehicle, Chevy 4500 Crew Truck | 93 | FD 09-2 | | | 90 | | | 90 |
| Vehicle Exhaust Removal System | 93 | FD 10-1 | | | 70 | | | 70 |
| Extrication Equipment | 94 | FD 10-3 | | | 65 | | | 65 |
| Narrow Band Radio Frequencies | 94 | FD 10-4 | | | 129 | | | 129 |
| Fire Engine Type I | 95 | FD 12-1 | | | 500 | | | 500 |
| SCBA Bottle Replacement | 95 | FD 13-01 | | 6 | 6 | 6 | 6 | 24 |
| Portable Pump | 96 | FD 13-02 | | 9 | 9 | 9 | 9 | 36 |
| Pave West Lot - Library | 96 | LB 15-1 | | | 35 | | | 35 |
| Carpet | 97 | LB 15-2 | | | | 11 | | 11 |
| Vehicles, Patrol, equipped | 97 | PD 07-1 | | 35 | 35 | 35 | 35 | 140 |
| Vehicle, Animal Control | 98 | PD 07-2 | | 5 | 5 | 5 | 5 | 20 |
| Unmarked Cars | 98 | PD 13-03 | | 11 | 11 | 11 | 11 | 44 |
| Apache Park Improvements | 99 | PR 06-2 | | | | | 225 | 225 |
| Senior Center | 99 | PR 07-5 | | | | | 100 | 100 |
| Skate Park Improvements | 100 | PR 12-1 | | 5 | | | | 5 |
| Quiet Rail Crossing | 100 | PW 07-2 | | | | | 67 | 67 |
| Union St. Wash Crossing | 101 | PW 07-3 | | 45 | 45 | | | 90 |
| Wal-Mart Site Drainage | 101 | PW 07-4 | | | 25 | 20 | 500 | 545 |
| Roof Repairs- City Hall | 102 | PW 11-6 | | 20 | | | | 20 |
| Permit Tracking Database | 102 | PZ 12-01 | | 25 | | | | 25 |
| **Total Funds Spent** | | | **0** | **224** | **1,070** | **97** | **958** | **2,349** |
| **General Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| General Fund Capital Allocation | | | 0 | 224 | 181 | 11 | 66 | 482 |
| Series 2010 Bond Proceeds | | | 0 | 0 | 0 | | | 0 |
| Stonegarden Grant | | | 0 | 0 | 0 | 0 | | 0 |
| Anticipated Grant/Bond | | | 0 | 0 | 889 | 86 | 892 | 1,867 |
| **Total Fund Sources** | | | **0** | **224** | **1,070** | **97** | **958** | **2,349** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |

| Capital Projects Fund (CPF) | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| Public Safety/Land Acquisitions | 103 | CM 07-1 | | 225 | 120 | 100 | 500 | 945 |
| Wal-Mart Payment | 103 | CM 08-1 | 250 | 250 | 250 | 250 | | 1,000 |
| Lions Park Phase I | 104 | PR 06-1 | | | 500 | 900 | | 1,400 |
| Lions Park Phase II | 105 | PR 07-2 | | | | 185 | | 185 |
| Rodeo/ Events Arena | 105 | PR 08-1 | | | 20 | 100 | | 120 |
| Update Park Master Plan | 106 | PR 12-4 | 30 | | | | | 30 |
| ATV Gator | 106 | PR 12-3 | 10 | | | | | 10 |
| Parks, Trails, and Open Space MP | 107 | PR 13-1 | 15 | | | | | 15 |
| Lions Park Fields | 107 | PR 13-3 | | 50 | | | | 50 |
| Update Lions Park Master Plan | 108 | PR 15-1 | 10 | | | | | 10 |
| Airport Hangers | 108 | AIR 13-01 | 500 | | | | | 500 |
| Ocotillo Phase I - 4th to Union | 109 | PW 07-5 | | | 300 | 1,000 | 2,000 | 3,300 |
| Ocotillo Phase II - 4th to I-10 | 109 | PW 07-6 | | 250 | | 2,500 | | 2,750 |
| Ocotillo Phase III - Union to Javalina | 110 | PW 07-7 | | | | 300 | | 300 |
| Pavement Management | 110 | PW 07-8 | 200 | 200 | 200 | 200 | 200 | 1,000 |
| City Hall Improvements | 111 | PW 08-1 | 20 | 20 | 40 | 40 | | 120 |
| Utility Rate Studies | 111 | PW 11-2 | 45 | | | | | 45 |
| 2 Used Dump Trucks | 112 | PW 11-8 | 30 | | | | | 30 |
| UAS Infrastructure Development | 112 | PW 12-1 | 200 | | | | | 200 |
| Library Expansion | 113 | PW 13-1 | | 20 | | | | 20 |
| Bike & Pedestrian Plan | 113 | PZ 07-1 | | 45 | | 30 | | 75 |
| Pomerene Road Line Replacement | 114 | GS 10-2 | | | 50 | | | 50 |
| Street Resurface & Replace | 114 | ST 10-1 | | 100 | 2,000 | 2,000 | 2,000 | 6,100 |
| Survey 4th Street | 115 | ST 10-2 | | | | 15 | | 15 |
| Street Signage Upgrades | 115 | ST 10-3 | | 75 | 25 | | | 100 |
| 5th Street & Ocotillo Water Line | 116 | WA 10-3 | | 125 | | | | 125 |
| N. Side 4th St Waterline Upgrade | 116 | WA 10-4 | | 300 | | | | 300 |
| Union St Water Line | 117 | WA 10-6 | | | 150 | | | 150 |
| Ocotillo Sewer Line Replacement | 117 | WW 10-1 | | 310 | | | | 310 |
| Wastewater Plant Roaders Upgrade | 118 | WW 10-2 | | 100 | | | | 100 |
| Wastewater Plant Software Upgrade | 118 | WW 10-3 | | 80 | | | | 80 |
| **Total Funds Spent** | | | **1,310** | **2,150** | **3,655** | **7,620** | **4,700** | **19,435** |
| **Capital Projects Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Construction Sales Tax | | | 200 | 500 | 700 | 700 | 700 | 2,800 |
| CDBG Grant Proceeds | | | | | | | | 0 |
| Series 2010 Bond Proceeds | | | 560 | 330 | | | | 890 |
| Anticipated Grant/Bond | | | 50 | 1,320 | 2,955 | 6,920 | 4,000 | 15,245 |
| Loan/Lease Financing | | | 500 | | | | | 500 |
| **Total Fund Sources** | | | **1,310** | **2,150** | **3,655** | **7,620** | **4,700** | **19,435** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |

| Grants Fund | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| Lions Park ADA Bathrooms | 119 | PR 13-4 | 250 | | | | | 250 |
| SCADA and Energy Study | 119 | PW 13-2 | 58 | | | | | 58 |
| **Total Funds Spent** | | | **308** | **0** | **0** | **0** | **0** | **308** |
| **Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Scheduled Grants | | | 285 | 0 | 0 | 0 | | 285 |
| General Fund Capital Allocation | | | 23 | 0 | 0 | 0 | | 23 |
| **Total Fund Sources** | | | **308** | **0** | **0** | **0** | **0** | **308** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |
| **Natural Gas Fund** | | | | | | | | |
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| Gas Planning Model | 120 | GS 07-1 | | 25 | | 30 | | 55 |
| Hwy 80 Utility Relocation | 120 | GS 07-2 | | | 35 | 60 | | 95 |
| Benson Regulator System | 121 | GS 07-3 | | 20 | 100 | | | 120 |
| Telemeters | 121 | GS 07-4 | 50 | 50 | 50 | 50 | | 200 |
| Truck Replacements | 122 | GS 07-5 | 20 | | | 20 | | 40 |
| SKP Line Extension | 122 | GS 07-6 | | | 60 | | | 60 |
| Self Contained Breathing App. X2 | 123 | GS 08-1 | | | 10 | 10 | | 20 |
| Ocotillo Line Replacement | 123 | GS 10-1 | 60 | | | | | 60 |
| Gas Detection Equipment | 124 | GS 12-1 | 25 | | | | | 25 |
| **Total Funds Spent** | | | **155** | **95** | **255** | **170** | **0** | **675** |
| **Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Series 2010 Bond Proceeds | | | 60 | 50 | 0 | 0 | | 110 |
| Gas Fund Capital Allocation | | | 95 | 45 | 255 | 170 | | 565 |
| **Total Fund Sources** | | | **155** | **95** | **255** | **170** | **0** | **675** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |
| **Water Fund** | | | | | | | | |
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| Upper Storage to SKP | 124 | WA 07-1 | | 200 | 200 | 500 | | 900 |
| Telemeter | 125 | WA 07-2 | 50 | 50 | 50 | | | 150 |
| Hwy 80 Utility Relocation | 125 | WA 07-3 | | | 35 | 60 | | 95 |
| Cochise Storage Tank | 126 | WA 07-5 | | | | 400 | 550 | 950 |
| Hydrological Studies Update | 126 | WA 07-6 | | | | 45 | | 45 |
| Water Planning Model | 127 | WA 07-8 | | 25 | | | | 25 |
| Truck Replacements | 127 | WA 07-9 | 20 | | 30 | | | 50 |
| SueJuan Repairs | 128 | WA 08-1 | 10 | | | | | 10 |
| Hill Crest St Water Line | 128 | WA 10-5 | 50 | | | | | 50 |
| 302 Pump Replacement | 129 | WA 15-1 | 50 | | | | | 50 |
| **Total Funds Spent** | | | **180** | **275** | **315** | **1,005** | **550** | **2,325** |
| **Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Series 2010 Bond Proceeds | | | 50 | 50 | | | | 100 |
| Water Fund Capital Allocation | | | 130 | 25 | 115 | 105 | | 375 |
| Anticipated Grant/Loan | | | | 200 | 200 | 900 | 550 | 1,850 |
| **Total Fund Sources** | | | **180** | **275** | **315** | **1,005** | **550** | **2,325** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |

| Wastewater Fund | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| Planning Area WW Skeletal Model | 129 | WW 07-1 | | 50 | | 50 | | 100 |
| Truck Replacements | 130 | WW 07-4 | 20 | | | | 20 | 40 |
| Reclaimed System model | 130 | WW 07-5 | | | | 25 | 20 | 45 |
| Hwy 80 Utility Relocation | 131 | WW 07-6 | | | | 35 | 60 | 95 |
| Prickly Pear | 131 | WW 07-7 | | | | | 25 | 25 |
| High Pressure Jet Router | 132 | WW 08-1 | 65 | | | | | 65 |
| **Total Funds Spent** | | | **85** | **50** | **0** | **110** | **125** | **370** |
| **Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| WW Fund Capital Allocation | | | 85 | 50 | 0 | 110 | 125 | 370 |
| Series 2010 Bond Proceeds | | | | | | | | 0 |
| **Total Fund Sources** | | | **85** | **50** | **0** | **110** | **125** | **370** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |
| **Transit Fund** | | | | | | | | |
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| Passenger Shelters | 132 | TR 15-1 | 34 | | | | | 34 |
| Busses | 133 | TR 15-2 | 250 | | | | | 250 |
| **Total Funds Spent** | | | **284** | **0** | **0** | **0** | **0** | **284** |
| **Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| 5311 Grant Funds | | | 227 | | | | | 227 |
| General Fund Grant Match | | | 57 | | | | | 57 |
| **Total Fund Sources** | | | **284** | **0** | **0** | **0** | **0** | **284** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |
| **Golf Course Fund** | | | | | | | | |
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| Golf Car Fleet Replacement | 133 | GC 14-01 | 57 | 57 | 57 | 57 | | 228 |
| Greens Aerator | 134 | GC 14-02 | | 13 | | | | 13 |
| Chemical Applicator Rig | 134 | GC 14-03 | | 30 | | | | 30 |
| **Total Funds Spent** | | | **57** | **100** | **57** | **57** | **0** | **271** |
| **Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Loan/Lease Financing | | | 57 | 57 | 57 | 57 | 0 | 228 |
| Golf Course Fund Match | | | 0 | 43 | | | | 43 |
| **Total Fund Sources** | | | **57** | **100** | **57** | **57** | **0** | **271** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |
| **Airport Fund** | | | | | | | | |
| **Project** | **Page #** | **CIP #** | **2014-15** | **2015-16** | **2016-17** | **2017-18** | **2018-19** | **Total** |
| **Phase I** | 135 | AIR 08-1 | 1,200 | 1,200 | 0 | 0 | 0 | **2,400** |
| **Phase II** | 135 | AIR 08-2 | | | 3,125 | | 0 | **3,125** |
| **Phase III** | 136 | AIR 08-3 | | | | 3,200 | | **3,200** |
| **Phase IV** | 136 | AIR 08-4 | | | | | 2,525 | **2,525** |
| **Total Funds Spent** | | | **1,200** | **1,200** | **3,125** | **3,200** | **2,525** | **11,250** |
| **Fund Sources** | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Grant Funds | | | 1,170 | 1,170 | 3,046 | 3,120 | 2,462 | 10,968 |
| General Fund Capital Allocation | | | 30 | 30 | 79 | 80 | 63 | 282 |
| **Total Fund Sources** | | | **1,200** | **1,200** | **3,125** | **3,200** | **2,525** | **11,250** |
| **Balance, End of Year** | | | **0** | **0** | **0** | **0** | **0** | **0** |

| CIP Summary | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | Total |
| **Total CIP Expenditures** | | | **3,579** | **4,094** | **8,477** | **12,259** | **8,858** | **37,267** |
| **Fund Sources** | | | | | | | | |
| General Fund Capital Allocation | | | 110 | 254 | 260 | 91 | 129 | 844 |
| Series 2010 Bond | | | 670 | 430 | 0 | 0 | 0 | 1,100 |
| Scheduled Grants | | | 1,682 | 1,170 | 3,046 | 3,120 | 2,462 | 11,480 |
| Construction Sales Tax | | | 200 | 500 | 700 | 700 | 700 | 2,800 |
| Enterprise Fund Capital Allocation | | | 310 | 163 | 370 | 385 | 125 | 1,353 |
| Anticipated Grants/Bonds | | | 50 | 1,520 | 4,044 | 7,906 | 5,442 | 18,962 |
| Loan/Lease Financing | | | 557 | 57 | 57 | 57 | 0 | 728 |
| **Total Fund Sources** | | | **3,579** | **4,094** | **8,477** | **12,259** | **8,858** | **37,267** |

**Project Number:** **CM 12-3**

**Name of Project:** **: Video Equipment for Council Chambers**

**Submitting Department:** City Council

**Project Description:** Purchase and install new video equipment for Council Chambers

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Purchase and Install | $15,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$15,000** |

**Project Number:** **CM 12-5**

**Name of Project:** **Unmanned Aerial Systems (UAS) Economic Development**

**Submitting Department:** Administration

**Project Description:** Provisional cost estimate to prepare studies and documents that may be necessary to attract the proposed UAS project to Benson.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Fund

**Project Staffing Implications:** Undefined

**Project Time Table/Budget:** As needed

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Incur costs as needed | $25,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$25,000** |

**Project Number : FD 07-02**

**Name of Project: Fire Hose and Accessories**

**Submitting Department:** Fire Department

**Project Description:** Purchase 1,200 feet of 5" fire hose, 9 different nozzles and six sets of turnouts.

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Purchase Equipment | $23,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$23,000** |

**Project Number: FD 09-1**

**Name of Project: Chevy Tahoe**

**Submitting Department:** Fire Department

**Project Description:** Purchase Chevy Tahoe SUV for use as Command Vehicle

**Is the Project Routine Replacement?** Replacement

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2016-2016 | | |
| 2016-2017 | Vehicle and Equipment | $45,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$45,000** |

**Project Number: FD 09-2**

**Name of Project: Chevy Crew Truck**

**Submitting Department:** Fire Department

**Project Description:** Purchase Chevy Crew Cab Truck

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Vehicle and Equipment | $90,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$90,000** |

**Project Number: FD 10-1**

**Name of Project:** **Vehicle Exhaust Removal System at Station**

**Submitting Department:** Fire Department

**Project Description:** This project is for installation of an exhaust removal system. This system directly removes all exhaust emissions from all apparatus parked in the bays. This keeps the harmful emissions from settling on equipment and the firefighter's personal protective equipment. The system will keep the cancer causing byproducts of diesel fuel from being dispersed in the bays and the firefighters breathing it. It will also keep harmful emissions being accidently put into the breathing air system.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Install Exhaust Removal System | $70,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$70,000** |

**Project Number:** **FD 10-3**

**Name of Project:** **Extraction Equipment Upgrade**

**Submitting Department:** Fire Department

**Project Description:** The purpose of this CIP is to upgrade the existing Extrication Equipment to meet the challenges of the new style vehicles. This will also enable the purchase of additional equipment the department does not have which would be a benefit to have on rescue calls.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Extrication Equipment | $65,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$65,000** |

**Project Number:** **FD 10-4**

**Name of Project:** **Narrow Banding of Radio Frequencies**

**Submitting Department:** Fire Department

**Project Description:** The Federal Government has mandated a frequency change for all public safety departments. This frequency change is to allow for more frequencies and keep non emergency companies from over riding on emergency frequencies. This mandated change will take place on January 1, 2013. Any public safety agency transmitting on a non narrow band frequency is subject to penalties and fines. Going to narrow band will reduce the clarity of the transmissions so a new system will have to be placed into service. New pagers will have to be purchased because the old style pagers we have cannot be programmed to Narrow Band.

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Narrow Band Radio System | $129,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$129,000** |

**Project Number: FD 12-1**

**Name of Project:** **Fire Engine Type I**

**Submitting Department:** Fire Department

**Project Description:** The replacement of this Engine Company will enable the department to upgrade to an NFPA compliant apparatus. This will replace a 30 yr old, open cab, front line engine and place it back to reserve status. This apparatus will have the current safety requirements for apparatus. It will be a direct gallon per minute pump replacement so ISO rating will not be affected.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Looking at Grant replacement first then all other options

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Purchase Engine Company | $500,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$500,000** |

**Project Number: FD 13-01**

**Name of Project:** **SCBA Bottle Replacement**

**Submitting Department:** Fire Department

**Project Description:** Replace aluminum Self Contained Breathing Apparatus bottles with lighter Carbon Fiber bottles

**Is the Project Routine Replacement?** Routine replacement program

**Financing Options (Grant, Lease-Purchase, etc.):** None at this time

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Purchase 6 SCBA Bottles | $6,000.00 |
| 2016-2017 | Purchase 6 SCBA Bottles | $6,000.00 |
| 2017-2018 | Purchase 6 SCBA Bottles | $6,000.00 |
| 2018-2019 | Purchase 6 SCBA Bottles | $6,000.00 |
| **Project Total** | | **$24,000.00** |

**Project Number: FD 13-02**

**Name of Project: Portable Pump**

**Submitting Department:** Fire Department

**Project Description:** Portable pump to pump water from static sources

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** None at this time

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | BB4US WLDFIR Portable Pump | $9,000 |
| 2016-2017 | BB4US WLDFIR Portable Pump | $9,000 |
| 2017-2018 | BB4US WLDFIR Portable Pump | $9,000 |
| 2018-2019 | BB4US WLDFIR Portable Pump | $9,000 |
| **Project Total** | | **$36,000** |

**Project Number:** **LB 15-1**

**Name of Project:** **Pave lot west of building**

**Submitting Department:** Library

**Project Description:** Prepare, level, grade and pave lot and resurface existing parking lot.

**Is the Project Routine Replacement?** No

**Financing Options (Lease-Purchase, etc.):** Apply for a State-in-Aid grant from the Arizona State Library which is a matching grant.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Pave vacant lot, resurface existing parking lot | $35,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$35000** |

**Project Number: LB 15-2**

**Name of Project:** **Carpet**

**Submitting Department:** Library

**Project Description:** Replace existing carpet throughout the entire building

**Is the Project Routine Replacement?** No

**Financing Options (Lease-Purchase, etc.):** Apply for State-in-Aid grant from Arizona State Library as first option.

**Project Staffing Implications:**

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | Replace carpeting | $11,000 |
| 2018-2019 | | |
| **Project Total** | | |

**Project Number: PD 07-1**

**Name of Project:** **Patrol Vehicle Replacements**

**Submitting Department:** Police Department

**Project Description:** Replacement of worn out vehicles and additions for police new hires. Cost includes all patrol car equipment.

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** General Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Lease /Purchase 3 Patrol Units | $35,000 |
| 2016-2017 | | $35,000 |
| 2017-2018 | | $35,000 |
| 2018-2019 | | $35,000 |
| **Project Total** | | **$140,000** |

**Project Number:** **PD 07-2**

**Name of Project :** **Animal Control Vehicle**

**Submitting Department:** Police Department

**Project Description:** Purchase replacement vehicle for Animal Control Dept.

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** Lease

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Lease Truck | $5,000 |
| 2016-2017 | Lease Truck | $5,000 |
| 2017-2018 | Lease Truck | $5,000 |
| 2018-2019 | Lease Truck | $5,000 |
| **Project Total** | | **$20,000** |

**Project Number:** **PD 13-03**

**Name of Project:** **Replace Unmarked Police Cars**

**Submitting Department:** Police

**Project Description:** Replace worn out unmarked police cars

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** Lease-Purchase

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Lease Cars | $11,000 |
| 2016-2017 | Lease Cars | $11,000 |
| 2017-2018 | Lease Cars | $11,000 |
| 2018-2019 | Lease Cars | $11,000 |
| **Project Total** | | **$44,000** |

**Project Number: PR 06-2**

**Name of Project:** **Apache Park Improvements**

**Submitting Department:** Parks & Recreation

**Project Description:** The Historic Preservation Commission has recommended improvement to Apache Park using Historic Preservation guidelines. Improvements include a historic gazebo, a small parking facility and a pedestrian path that loops the park.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** The main source of funding for this project will be general funds. Part of this project could be funded via donations and via State Heritage Grants.

**Project Staffing Implications:** Contract Administration, Project Management and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | Design and Construction | $225,000 |
| **Project Total** | | **$225,000** |

**Project Number: PR 07-5**

**Name of Project:** **Senior Center**

**Submitting Department:** Parks and Recreation

**Project Description:** This new Senior Center facility will include room for a variety of food service non-profit organizations.

**Is the Project Routine Replacement?**

**Financing Options (Grant, Lease-Purchase, etc.):** The main source of funding for this project will be a Community Development Block Grant.

**Project Staffing Implications:** Contract Administration, Project Management

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | Design and Construct | $100,000 |
| **Project Total** | | **$100,000** |

**Project Number:** **PR 12-1**

**Name of Project:** **Skate Park Improvements**

**Submitting Department:** Recreation Department

**Project Description:** Purchase new equipment for the Skate Park so it is useable for multiple groups.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** CIP

**Project Staffing Implications:** Requires Staff time.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Purchase Equipment | $5,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$5,000** |

**Project Number:** **PW 07-2**

**Name of Project:** **Quiet Zone Train Crossing Phase I Study**

**Submitting Department:** Public Works Department

**Project Description:** If the City makes safety improvements to the existing railroad crossing, the trains will not have to blow their whistle. FHWA requires extensive study and addition improvements to reduce noise from the train whistle.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Fund for the study. Construction will be funded by combinations of loans and grants.

**Project Staffing Implications:** Contract Administration and extensive Project Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | Study | 67,000 |
| **Project Total** | | **$67,000** |

**Project Number:** **PW 07-3**

**Name of Project:** **Union Street Wash Crossing**

**Submitting Department:** Public Works Department

**Project Description:** This project would be to upgrade the inlet structure and strengthen the dike and headwall on the Southside of Union street west of the Benson Schools. This area has presented flooding problems in the past.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Fund and possibly grants

**Project Staffing Implications:** Contract Administration and Construction Management

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Upgrades | $45,000 |
| 2016-2017 | Upgrades | $45,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$90,000** |

**Project Number:** **PW 07-4**

**Name of Project:** **Wal-Mart Site Drainage**

**Submitting Department:** Public Works Department

**Project Description:** This project is to improve drainage and add detention basins and a low flow channel to the Wash downstream from the Wal-Mart. The Project would create both flood control and a linear desert park.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Fund /Loans/Grants

**Project Staffing Implications:** Contract Administration and extensive Project Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Design | $25,000 |
| 2017-2018 | Construction | $20,000 |
| 2018-2019 | Construction | $500,000 |
| **Project Total** | | **$545,000** |

**Project Number: PW 11-6**

**Name of Project:** **Roof Repairs on City Hall**

**Submitting Department:** Public Works Department

**Project Description:** This Project is to complete the other ½ of the roof repairs on City Hall

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds, General fund, Capital projects funds.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Construction | $20,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$20,000** |

**Project Number: PZ 12-01**

**Name of Project:** **Permit Tracking Database**

**Submitting Department:** Planning & Zoning

**Project Description:** Caselle permit tracking database to accurately track development services permits issued.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Fund

**Project Staffing Implications:** none

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Purchase & install software | $25,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$25,000** |

**Project Number:** **CM 07-1**

**Name of Project:** **Public Safety/Land Acquisitions**

**Submitting Department:** City Manager

**Project Description:** In order to start the ultimate Campus style City Hall we need to start with a space needed to study to determine the ultimate size of the complex. It is desirable to construct the City Hall in phases, for example, one idea is to build the ultimate downtown police station first. This would allow for the fire department to expand into the existing police complex and allow for city administration to utilize the unused space in the new police station temporally. In order to accomplish this, the City would start land acquisition in the downtown area. After these steps are taken, the design and construction for the police station can begin.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Capital Projects Funds (CPF)

**Project Staffing Implications:** Contract Administration, Project Management & Construction Inspections

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Space Needs Study/Planning | $225,000 |
| 2016-2017 | Land Acquisition/ Planning | $120,000 |
| 2017-2018 | Land Acquisition | $100,000 |
| 2018-2019 | Design | $500,000 |
| **Project Total** | | **$945,000** |

**Project Number:** **CM 08-1**

**Name of Project:** **Wal-Mart Payment**

**Project Description:** Annual Payment per Development Agreement with Wal-Mart.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):**

**Project Staffing Implications:**

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Annual Payment | $250,000 |
| 2015-2016 | Annual Payment | $250,000 |
| 2016-2017 | Annual Payment | $250,000 |
| 2017-2018 | Annual Payment | $250,000 |
| 2018-2019 | | |
| **Project Total** | | **$1,000,000** |

**Project Number:** **PR 06-1**

**Name of Project:** **Lions Parks Improvements Phase I**

**Submitting Department:** Parks and Recreation

**Project Description:** This project will include the addition of playing fields, a multi- use trail, ramadas, new restrooms and minor amenities. This project will be phased in several design and construction projects but the first phase is a master plan. The master plan will in a public participation process to generate public comments and will eventually be approved by Mayor and Council. The master plan will generate specific projects and their respected phasing. This master plan will focus on developing the west side of the park including improvements to the existing park.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Capital Projects Funds/GADA loan/Donations/Grants

**Project Staffing Implications:** Contract Admin, Project Management and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Planning/Design | $500,000 |
| 2017-2018 | Design/Construction | $900,000 |
| 2018-2019 | | |
| **Project Total** | | **$1,400,000** |

**Project Number:** **PR 07-2**

**Name of Project:** **Lions Park Improvements Phase II**

**Submitting Department:** Parks and Recreation

**Project Description:** This scope of this project was based on the Lions Park Master Plan and will deliver the next set of improvements at Lions Park. Lions Park Improvements Phase III is expected to complete the major improvement at the Lions Park.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Construction Sales Tax

**Project Staffing Implications:** Contract Administration, Project Management and Construction Inspection

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | Design | $185,000 |
| 2018-2019 | | |
| **Project Total** | | **$185,000** |

**Project Number:** **PR 08-1**

**Name of Project:** **Rodeo Grounds and Land Acquisitions**

**Submitting Department:** Parks & Recreation

**Project Description:** The City would start a study that will lead to a cost estimate and possible cost of land acquisition. After these steps are taken, the design and construction for the rodeo grounds can begin.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Capital Project Fund and possible private sector donations.

**Project Staffing Implications:** Contract Administration, Project Management, Contracting Services and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Study | $20,000 |
| 2017-2018 | Acquisition and Construction | $100,000 |
| 2018-2019 | | |
| **Project Total** | | **$120,000** |

**Project Number:** **PR 12-4**

**Name of Project:** **Update Parks Master Plan**

**Submitting Department:** Parks Department

**Project Description:** Provisional cost estimate to update the Master Plan for Lions Park

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Series 2010 Bond or Grant

**Project Staffing Implications:** Minimal

**Project Time Table/Budget:** As needed

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Incur costs as needed | $30,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$30,000** |

**Project Number:** **PR 12-3**

**Name of Project :** **ATV Gator**

**Submitting Department:** Parks

**Project Description:** ATV John Deere Gator

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Construction sales tax

**Project Staffing Implications:** none

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Purchase & install | $10,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$10,000** |

**Project Number : PR 13-1**

**Name of Project: Parks, Trails, and Open Spaces Master Plan**

**Submitting Department:** Recreation Department

**Project Description:** Outline service and facility standards for neighborhood, community, district parks, trails and open spaces.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** CIP

**Project Staffing Implications:** If this project is not contracted out it will require City Staff for Completion.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Start | $15,000.00 |
| 2015-2016 | Completed | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$15,000** |

**Project Number: PR 13-3**

**Name of Project: Lions Park Fields**

**Submitting Department:** Public Works (Parks)

**Project Description:** Maintenance and upgrades to playing fields

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** Bond or CST

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | $50,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$50,000** |

**Project Number:** **PR 15-1**

**Name of Project:** **Update Lions Park Master Plan**

**Submitting Department:** Recreation Department

**Project Description:** Outline facilities for Lions Park

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** CIP

**Project Staffing Implications:** If project not contracted out it will require City staff for completion

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Start | $9,600 |
| 2015-2016 | Completed | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$9,600** |

**Additional Comments:** Provides us the opportunity to apply for the Diamondbacks Field of Dreams Grant. Necessary due to shortage of ball fields in Lions Park. Additional ball fields will provide opportunity for more tournaments, thus bringing in more tax dollars.

**Project Number:** **AIR 13-01**

**Name of Project:** **Airport Hangers**

**Submitting Department:** Public Works (Airport)

**Project Description:** Design and construct Hanger(s) at Benson Airport

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Loans

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Design & Construct | $500,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$500,000** |

**Project Number: PW 07-5**

**Name of Project:** **Ocotillo Street Phase I (4th Street to Union Street)**

**Submitting Department:** Public Works

**Project Description:** Rebuilding Ocotillo Street from 2 to 4-5 lanes with drainage and landscape improvements.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** CPF

**Project Staffing Implications:** Contract Administration and Project Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Study/Design | $300,000 |
| 2017-2018 | Construction | $1,000,000 |
| 2018-2019 | Construction | $2,000,000 |
| **Project Total** | | **$3,300,000** |

**Project Number:** **PW 07-6**

**Name of Project : Ocotillo Street Phase II (I-10 to 4th street)**

**Submitting Department:** Public Works

**Project Description:** Rebuilding Ocotillo Street from 3 to 4-5 lanes with drainage and landscape improvements. Including multi-purpose lanes and sidewalks.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** HURF Grants, Help Loan, CPF Funds.

**Project Staffing Implications:** Contract Administration and Project Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Study/Design | $250,000 |
| 2016-2017 | | |
| 2017-2018 | Construction | $2,500,000 |
| 2018-2019 | | |
| **Project Total** | | **$2,750,000** |

**Project Number:** **PW 07-7**

**Name of Project:** **Ocotillo Avenue Phase III (Union Street to Janella)**

**Submitting Department:** Public Works

**Project Description:** Repaving Ocotillo Avenue from Union to Via Javelina

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** HURF, CPF, loans and grants.

**Project Staffing Implications:** Contract Administration and Construction Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | $300,000 |
| 2018-2019 | | |
| **Project Total** | | **$300,000** |

**Project Number:** **PW 07-8**

**Name of Project:** **Ongoing Pavement Management**

**Submitting Department:** Public Works

**Project Description:** Repave, patch and rehab existing City Streets

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Minimal HURF and General Funds

**Project Staffing Implications:** Contract Administration and Construction Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $200,000 |
| 2015-2016 | | $200,000 |
| 2016-2017 | | $200,000 |
| 2017-2018 | | $200,000 |
| 2018-2019 | | $200,000 |
| **Project Total** | | **$1,000,000** |

**Project Number:** **PW 08-1**

**Name of Project :** **City Hall Improvements**

**Submitting Department:** Public Works

**Project Description:** Improvements to City Hall building; including roof repairs, insulation upgrades, bathroom ADA improvements, and painting.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds.

**Project Staffing Implications:** Contract Administration and Construction Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $20,000 |
| 2015-2016 | | $20,000 |
| 2016-2017 | | $40,000 |
| 2017-2018 | | $40,000 |
| 2018-2019 | | |
| **Project Total** | | **$120,000** |

**Project Number :** **PW 11-2**

**Name of Project:** **Utility Rate Studies**

**Submitting Department:** Public Works

**Project Description:** This project is to conduct rate studies for all four City utilities – Natural Gas, Water, Wastewater and Solid Waste.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Conduct Studies | $45,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$45,000** |

**Project Number:** **PW 11-8**

**Name of Project:** **Two used Dump Trucks**

**Submitting Department:** Public Works

**Project Description:** Cochise County has 2 used dump trucks in good condition that they are willing to sell to the City at bargain price

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Const Sales Tax or bond

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Purchase trucks | $30,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$30,000** |

**Project Number:** **PW 12-1**

**Name of Project:** **Unmanned Aerial Systems (UAS) Infrastructure Development**

**Submitting Department:** Public Works

**Project Description:** Provisional cost estimate to initiate construction of utility infrastructure at the Airport in the event that Benson is awarded a UAS development site.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Series 2010 Bond

**Project Staffing Implications:** Undefined

**Project Time Table/Budget:** As needed

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Incur costs as needed | $200,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$200,000** |

**Project Number:** **PW 13-1**

**Name of Project:** **Library Expansion**

**Submitting Department:** Public Works

**Project Description:** Utilize the property adjacent to the library for expansion.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Grant, Construction Sales Tax

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Planning and Design | $20,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$20,000** |

**Project Number:** **PZ 07-1**

**Name of Project:** **Bike and Pedestrian Plan**

**Submitting Department:** Planning Department

**Project Description:** The plan will set a direction for an interconnected bike and pedestrian system so the City of Benson can take maximum advantage of grant and developer contributions. This plan will attempt to connect the San Pedro Valley to the Whetstone Mountains by developing a system for multi- use paths, bike routes, and trails system. This Bike and Pedestrians Plan will include trail heads and parking facilities. The City of Benson has unique opportunities such as the birding trail along the San Pedro, the abandoned railroad route and the trails in the Whetstones.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** General Funds

**Project Staffing Implications:** Project Management is required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | $45,000 |
| 2016-2017 | | |
| 2017-2018 | | $30,000 |
| 2018-2019 | | |
| **Project Total** | | **$75,000** |

**Project Number:** **GS 10-2**

**Name of Project:** **Pomerene Road Line Replacement**

**Submitting Department:** Public Works (Gas)

**Project Description:** Design and Construction of a 4" gas line on Pomerene Road

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Design/Construction | $50,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$50,000** |

**Project Number:** **ST 10-1**

**Name of Project:** **Street resurfacing and replacement**

**Submitting Department:** Public Works (Streets)

**Project Description:** Milling and placement of Streets in need of it City wide

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Property tax Bond funds

**Project Staffing Implications:** Additional Staff will be required

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Design | $100,000 |
| 2016-2017 | Construction | $2,000,000 |
| 2017-2018 | Construction | $2,000,000 |
| 2018-2019 | Construction | $2,000,000 |
| **Project Total** | | **$6,100,000** |

**Project Number:** **ST 10-2**

**Name of Project:** **Survey of 4th Street**

**Submitting Department:** Public Works (Streets)

**Project Description:** Survey of 4th Street from Ocotillo to B-10 Interchange

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Capital Project Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | Survey | $15,000 |
| 2018-2019 | | |
| **Project Total** | | **$15,000** |

**Project Number:** **ST 10-3**

**Name of Project:** **Street Signage Upgrades**

**Submitting Department:** Public Works (Streets)

**Project Description:** Project is to replace street signs that do not meet the 2012 MUTCD standards.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** HURF, General Funds, Bonds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Signs | $75,000 |
| 2016-2017 | Signs | $25,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$100,000** |

**Project Number:** **WA 10-3**

**Name of Project:** **5th Street and Ocotillo Water line**

**Submitting Department:** Public Works (water)

**Project Description:** Design and Construction of an 8" water line from 5th street to Union Street. Including fire hydrants.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Design & Construction | $125,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$125,000** |

**Project Number:** **WA 10-4**

**Name of Project :** **North side 4th Street Waterline upgrades**

**Submitting Department:** Public Works (water)

**Project Description:** Design and Construction of water lines on the north side of 4th street from Prickly Pear to Ocotillo Street. Including fire hydrants.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds, Impact fees, Capital projects funds, or Grant funds.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Design & Construction | $300,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$300,000** |

**Project Number: WA 10-6**

**Name of Project:** **Union Street Water line**

**Submitting Department:** Public Works (water)

**Project Description:** Design and Construction of an 8" water line from Patagonia Street to High Street. Including fire hydrants.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds, Impact fees, Capital projects funds, or Grant funds.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Design & Construction | $150,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$150,000** |

**Project Number:** **WW 10-1**

**Name of Project:** **Ocotillo Sewer line Replacement**

**Submitting Department:** Public Works (wastewater)

**Project Description:** Design and Construction of an 8" sewer line from 5th street to Union Street.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Design & Construction | $310,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$310,000** |

**Project Number:** **WW 10-2**

**Name of Project:** **Wastewater plant roaders upgrade.**

**Submitting Department:** Public Works (wastewater)

**Project Description:** Add roaders to the current oxidation ditches to increase treatment efficiency.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds, Impact fees, Capital projects funds, or Grant funds.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Design & Install | $100,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$100,000** |

**Project Number:** **WW 10-3**

**Name of Project:** **Wastewater plant software upgrade**

**Submitting Department:** Public Works (wastewater)

**Project Description:** Upgrading the computer software that controls the treatment process to allow more flexibility and energy savings.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds, Impact fees, Capital projects funds, or Grant funds.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Design & Install | $80,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$80,000** |

**Project Number:** **PR 13-4**

**Name of Project:** **Lions Park ADA Restrooms**

**Submitting Department:** Public Works (Parks)

**Project Description:** Remove and preplace two restrooms at Lions Park

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds, CDBG Grant funds.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2013-2014 | Replacement | $250,000 |
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| **Project Total** | | **$250,000** |

**Project Number:** **PW 13-2**

**Name of Project:** **SCADA and Energy**

**Submitting Department:** Public Works

**Project Description:** Study and design of computerized management system for the water system

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** WIFA Grant with a 40% Local Match

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Planning and Design | $58,000 |
| 2015-2015 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$58,000** |

**Project Number:** **GAS 07-1**

**Name of Project:** **Planning Area Gas Skeletal and upgrade Model**

**Submitting Department:** **Public Works (Gas Department)**

**Project Description:** This Project is to produce a basic model for the City's Gas System. This is to identify any current problems and to show what off site improvements that developers would have to install for there Sub-divisions.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Gas Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspection are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Model | $25,000 |
| 2016-2017 | | |
| 2017-2018 | Update | $30,000 |
| 2018-2019 | | |
| **Project Total** | | **$55,000** |

**Project Number:** **GAS 07-2**

**Name of Project:** **Highway 80 Utility Relocation**

**Submitting Department:** Public Works (Gas Department)

**Project Description:** This is to relocate the wastewater lines when ADOT does reconstruction work on Highway 80.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Gas Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspection are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | $35,000 |
| 2017-2018 | | $60,000 |
| 2018-2019 | | |
| **Project Total** | | **$95,000** |

**Project Number:** **GAS 07-3**

**Name of Project:** **Benson Regulator System**

**Submitting Department:** Public Works (Gas Department)

**Project Description:** Upgrade the Main Regulator Station near Lions Park to allow the City serve more customers in this part of the city.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Gas Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspection are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | $20,000 |
| 2016-2017 | | $100,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$120,000** |

**Project Number:** **GAS 07-4**

**Name of Project:** **Telemeter System**

**Submitting Department:** Public Works (Gas Department)

**Project Description:** This is upgrading the gas meters in the city to be read by the telemeter and upgrade older meters.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Gas Fund

**Project Staffing Implications:** Project Management and Construction Inspection are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $50,000 |
| 2015-2016 | | $50,000 |
| 2016-2017 | | $50,000 |
| 2017-2018 | | $50,000 |
| 2018-2019 | | |
| **Project Total** | | **$200,000** |

**Project Number:** **GAS 07-5**

**Name of Project:** **Work Truck Replacements**

**Submitting Department:** Public Works (Gas)

**Project Description:** This is replace work trucks for the Gas division

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** Gas Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $20,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | $20,000 |
| 2018-2019 | | |
| **Project Total** | | **$40,000** |

**Project Number:** **GAS 07-6**

**Name of Project:** **SKP Line Extension**

**Submitting Department:** Public Works (Gas Department)

**Project Description:** Complete the gas line extension along with sewer.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Gas Fund

**Project Staffing Implications:** Project Management required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | $60,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$60,000** |

**Project Number:** **GAS 08-1**

**Name of Project:** **Self Contained Breathing Apparatus**

**Submitting Department:** Public Works (Gas Department)

**Project Description:** Purchase four (4) Breathing Apparatus to replace outdated safety equipment.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Gas Fund

**Project Staffing Implications:** Project Management required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | $10,000 |
| 2017-2018 | | $10,000 |
| 2018-2019 | | |
| **Project Total** | | **$20,000** |

**Project Number:** **GS 10-1**

**Name of Project:** **Ocotillo Line Replacement**

**Submitting Department:** Public Works (Gas)

**Project Description:** Design and Construction of a 4" gas line from 5th street to Union street.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Design/Construction | $60,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$60,000** |

**Project Number:** **GAS 12-1**

**Name of Project:** **Gas Detection Equipment**

**Submitting Department:** Public Works (gas)

**Project Description:** Replace old gas detection equipment with new equipment.

**Is the Project Routine Replacement?** yes

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds or Capital projects funds,

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Purchase | $25,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$25,000** |

**Project Number:** **WA 07-1**

**Name of Project :** **Upper Storage Tank Connection to SKP Water Distribution**

**Submitting Department:** Public Works (Water)

**Project Description:** This project is to connect the Upper Storage tank with the SKP water tank with an 8" diameter line. This will allow the City to move water from wells that produce low Arsenic to supply the eastside of the City.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Water Fund

**Project Staffing Implications:** Administration, Project Management, and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | $200,000 |
| 2016-2017 | | $200,000 |
| 2017-2018 | | $500,000 |
| 2018-2019 | | |
| **Project Total** | | **$900,000** |

**Project Number:** **WA 07-2**

**Name of Project:** **Telemeter System**

**Submitting Department:** Public Works (Water)

**Project Description:** This is to replace older water meters thought out the City to reduce the water loss rate. This program was put in place because the loss rate was 30%. The Goal of the program is to reduce loss rates to less than 10%

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Water Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $50,000 |
| 2015-2016 | | $50,000 |
| 2016-2017 | | $50,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$150,000** |

**Project Number:** **WA 07-3**

**Name of Project:** **Highway 80 Utility Relocation**

**Submitting Department:** Public Works (Water)

**Project Description:** This is to relocate the water lines when ADOT does reconstruction work on Highway 80.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Water Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | $35,000 |
| 2017-2018 | | $60,000 |
| 2018-2019 | | |
| **Project Total** | | **$95,000** |

**Project Number:** **WA 07-5**

**Name of Project:** **New 500,000 gal. Storage Tank (Cochise College Site)**

**Submitting Department:** Public Works (Water)

**Project Description:** Add two 500,000 gallon storage tanks at the site of the new Cochise College Well. This is to upgrade the supply of water to our current system as we take wells off line that contain Arsenic above the new water quality standard.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Water Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | $400,000 |
| 2017-2018 | | $550,000 |
| 2018-2019 | | |
| **Project Total** | | **$950,000** |

**Project Number:** **WA 07-6**

**Name of Project:** **Hydrological Studies (update)**

**Submitting Department:** Public Works (Water)

**Project Description:** This project is to produce a 3D subsurface model of the aquifer under the City.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Water Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | $45,000 |
| 2018-2019 | | |
| **Project Total** | | **$45,000** |

**Project Number: WA 07-8**

**Name of Project : Planning Area Potable Water Skeletal Model**

**Submitting Department:** Public Works (Water)

**Project Description:** This is to update the water system model that was completed by Stantec.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** The funding will be provided via the development impact fee.

**Project Staffing Implications:** Contract Administration, Project Management

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | $25,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$25,000** |

**Project Number: WA 07-9**

**Name of Project:** **Replacement Trucks**

**Submitting Department:** Public Works (Water)

**Project Description:** This is routine replacement of City Trucks

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** Water Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $20,000 |
| 2015-2016 | | |
| 2016-2017 | | $30,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$50,000** |

**Project Number:** **WA 08-1**

**Name of Project:** **Sue Juan Water Repairs**

**Submitting Department:** Water Department

**Project Description:** Add a loop in the Sue Juan water system

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Water Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Complete repairs & replacements | $10,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$10,000** |

**Project Number:** **WA 10-5**

**Name of Project:** **Hill Crest Street Water Line**

**Submitting Department:** Public Works (water)

**Project Description:** Design and Construction of an 8" water line on Hill Crest Street. Including fire hydrants.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Bond funds, Impact fees, Capital projects funds, or Grant funds.

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Design & Construction | $50,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$50,000** |

**Project Number:** **WA 15-1**

**Name of Project:** **302 Pump Replacement**

**Submitting Department:** Public Works (water)

**Project Description:**

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):**

**Project Staffing Implications:**

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $50,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$50,000** |

**Project Number:** **WW 07-1**

**Name of Project:** **Planning Area Wastewater Skeletal Model**

**Submitting Department:** **Public Works (Wastewater)**

**Project Description:** This Project is to produce a basic model for the City's Wastewater System. This is to identify any current problems and to show what offsite improvements that developers would have to install for their Sub-divisions.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Wastewater Fund

**Project Staffing Implications:** Contract Administration and Project Management are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Planning | $50,000 |
| 2016-2017 | | |
| 2017-2018 | Plan Update | $50,000 |
| 2018-2019 | | |
| **Project Total** | | **$100,000** |

**Project Number:** **WW 07-4**

**Name of Project:** **Replacement Trucks**

**Submitting Department:** Public Works (Wastewater)

**Project Description:** This is replace work trucks for the wastewater division

**Is the Project Routine Replacement?** Yes

**Financing Options (Grant, Lease-Purchase, etc.):** Wastewater Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | $20,000 |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | $20,000 |
| **Project Total** | | **$40,000** |

**Project Number:** **WW 07-5**

**Name of Project:** **Reclaimed Water System Model**

**Submitting Department:** **Public Works (Wastewater)**

**Project Description:** This is a study to review & select options for future reclaimed water use.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Wastewater Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspection are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | $25,000 |
| 2018-2019 | | $20,000 |
| **Project Total** | | **$45,000** |

**Project Number:** **WW 07-6**

**Name of Project:** **Highway 80 Utility Relocation Wastewater**

**Submitting Department:** Public Works (Wastewater)

**Project Description:** This is to relocate the wastewater lines when ADOT does reconstruction work on Highway 80

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Wastewater Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspection are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | $35,000 |
| 2018-2019 | | $60,000 |
| **Project Total** | | **$95,000** |

**Project Number :** **WW 07-7**

**Name of Project:** **Prickly Pear**

**Submitting Department:** Public Works (Wastewater)

**Project Description:** This is to relocate the wastewater lines on Prickly Pear.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Wastewater Fund

**Project Staffing Implications:** Contract Administration, Project Management, and Construction Inspection are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | $25,000 |
| **Project Total** | | **$25,000** |

**Project Number:** **WW 08-1**

**Name of Project :** **High Pressure Jet Router**

**Submitting Department:** Public Works (Wastewater)

**Project Description:** Purchase of high pressure jet router to replace current 10 yr old jet router.

**Financing Options (Grant, Lease-Purchase, etc.):** Wastewater Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2013-2014 | | $65,000 |
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| **Project Total** | | **$65,000** |

**Project Number:** **TR 15-1**

**Name of Project :** **Passenger Shelters**

**Submitting Department:** Transit

**Project Description:** Purchase and construction of shelters for BAT bus stops.

**Financing Options (Grant, Lease-Purchase, etc.):** ADOT 5311 Grant Funds, General Fund Match

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2013-2014 | | $34,000 |
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| **Project Total** | | **$34,000** |

**Project Number:** **TR 15-2**

**Name of Project :** **Busses**

**Submitting Department:** Transit

**Project Description:** Purchase of two new busses for the BAT system. One bus will be utilized to expand services and the other bus will be to replace the CCS back up bus.

**Financing Options (Grant, Lease-Purchase, etc.):** ADOT 5311 Grant Funds, General Fund Match

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2013-2014 | | $250,000 |
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| **Project Total** | | **$250,000** |

**Project Number:** **GC14-01**

**Name of Project:** **72 Golf Cars**

**Submitting Department:** Golf Course

**Project Description:** Replace 12 year old golf car fleet

**Is the Project Routine Replacement?** Routine replacement

**Financing Options (Lease-Purchase, etc.):** Lease purchase ($1 buyout)

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Lease Payment | $57,300 |
| 2015-2016 | Lease Payment | $57,300 |
| 2016-2017 | Lease Payment | $57,300 |
| 2017-2018 | Lease Payment | $57,300 |
| 2018-2019 | | |
| **Project Total** | | **$229,200** |

**Project Number:** **GC14-02**

**Name of Project:** **Greens Aerator**

**Submitting Department:** Golf Course

**Project Description:** Replace 12 year old greens aerator

**Is the Project Routine Replacement?** Routine replacement

**Financing Options (Lease-Purchase, etc.):** Golf Course Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Purchase equipment | $13,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$13,000** |

**Project Number:** **GC14-03**

**Name of Project:** **Chemical Applicator Rig**

**Submitting Department:** Golf Course

**Project Description:** Replace 12 year old spray rig

**Is the Project Routine Replacement?** Routine replacement

**Financing Options (Lease-Purchase, etc.):** Golf Course Fund

**Project Staffing Implications:** None

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | Purchase equipment | $30,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$30,000** |

**Project Number: AIR 08-1**

**Name of Project:** **Airport Phase 1 improvements**

**Submitting Department:** Public Works

**Project Description:** Phase 1 Airport Projects include Land Acquisition Phase I, Seal Coat Runway, Approach System, Install Security Fencing, Land Acquisition Phase II, Structurally Upgrade Apron, Drainage/Erosion Control, and Design Runway Extension.

**Is the Project Routine Replacement?** No

**Financing Options (Grant, Lease-Purchase, etc.):** Federal Aviation Administration Grants, Arizona Department of Transportation Grants, General Funds

**Project Staffing Implications:** Contract Administration, Project Management, Contracting Services and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | Design & Construction | $1,200,000 |
| 2015-2016 | Design & Construction | $1,200,000 |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$2,400,000** |

**Project Number: AIR 08-2**

**Name of Project:** **Airport Phase 2 improvements**

**Submitting Department:** Public Works

**Project Description:** Phase 2 Airport Projects include Extend Runway, Extend Taxiway, Design Terminal, Design Access Road Reconstruction, Design Apron Expansion, Design Helipad, and Airport Perimeter Fencing.

**Financing Options (Grant, Lease-Purchase, etc.):** Federal Aviation Administration, Grants, Arizona Department of Transportation Grants, General Funds

**Project Staffing Implications:** Contract Administration, Project Management, Contracting Services and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | Design & Construction | $3,125,000 |
| 2017-2018 | | |
| 2018-2019 | | |
| **Project Total** | | **$3,125,000** |

**Project Number:** **AIR 08-3**

**Name of Project:** **Airport Phase 3 Improvements**

**Submitting Department:** Public Works

**Project Description:** Phase 3 Airport Projects includes Reconstruct Access Road, Construct Helipad, Design Perimeter Road, Construct Terminal (4,000 Sq Ft), Upgrade PAPI-4s for Runway, Land Acquisition Phase III

**Financing Options (Grant, Lease-Purchase, etc.):** Federal Aviation Administration, Grants, Arizona Department of Transportation Grants, General Funds

**Project Staffing Implications:** Contract Administration, Project Management, Contracting Services and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | Design & Construction | $3,200,000 |
| 2018-2019 | | |
| **Project Total** | | **$3,200,000** |

**Project Number:** **AIR 08-4**

**Name of Project:** **Airport Phase 4 Improvements**

**Submitting Department:** Public Works

**Project Description:** Phase 4 Airport Projects include Land Acquisition Phase IV, Construct Aircraft Wash Rack, Construct Perimeter Road, Update Airport Master Plan, and Pavement Preservation.

**Financing Options (Grant, Lease-Purchase, etc.):** Federal Aviation Administration, Grants, Arizona Department of Transportation Grants, General Funds

**Project Staffing Implications:** Contract Administration, Project Management, Contracting Services and Construction Inspections are required.

**Project Time Table/Budget:**

| FISCAL YEAR | ACTIVITY | BUDGET |
|---|---|---|
| 2014-2015 | | |
| 2015-2016 | | |
| 2016-2017 | | |
| 2017-2018 | | |
| 2018-2019 | Design & Construction | $2,525,000 |
| **Project Total** | | **$2,525,000** |