City of Benson
City Council Communication

Regular Meeting **June 27, 2016**

To: Mayor and Council Consent Agenda Item # 4

From: Dustin DeSpain, Finance Director

Subject:

Discussion and possible action regarding Resolution 24-2016 of the Mayor and Council of the City of Benson, Arizona, approving a Final Budget for Fiscal Year 2016-2017

Discussion:

Council adopted the Tentative Budget for Fiscal Year 2016-2017 at a Special Meeting on June 6, 2016. All required notices have been published, and a Public Hearing regarding the Budget was held at a Special Meeting of the Council on June 23, 2016. Therefore Council is legally able to consider adoption of the proposed Final Budget for Fiscal Year 2016-2017.

The attached resolution adopts the Tentative Budget as the Final Budget for Fiscal Year 2016-2017. The Final Budget total is $19,585,639.

Staff Recommendation:

Approval of Resolution 24-2016

RESOLUTION 24-2016

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, APPROVING A FINAL BUDGET FOR FISCAL YEAR 2016-2017

WHEREAS, A.R.S. § 42-17105 requires that the City adopt a final budget for the fiscal year as soon as practicable after a public hearing has been held pursuant to A.R.S. § 42-17104; and

WHEREAS, the public hearing on the proposed budget was held on June 23, 2016 at which time the Council was available to hear from any City taxpayer regarding the proposed budget.

WHEREAS, the City estimates its total revenues and expenditures for Fiscal Year 2016-2017 to be $19,585,639 and the City Finance Director has prepared a final budget for said amount, which is within the spending limitation set forth in Article IX, Section 20, Arizona State Constitution.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, that the final budget for Fiscal Year 2016-2017 as prepared by the City Finance Director is hereby approved.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, this 27th day of June, 2016.

_____
TONEY D. KING, SR., Mayor

ATTEST:

_____
VICKI L. VIVIAN, CMC, City Clerk

APPROVED AS TO FORM:

_____
MESCH, CLARK AND ROTHSCHILD, P.C.
By Gary J. Cohen
City's Attorney

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Annual Budget
Fiscal Year 2016- 2017
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Mayor and Council

Mayor
Honorable Toney King, Sr.

Vice-Mayor
Lori McGoffin

Councilman
Patrick Boyle

Councilman
Jeff Cook

Councilman
Joe Konrad

Councilman
David Lambert

Councilman
Chris Moncada

City Manager

William Stephens

Department Heads

City Engineer/Public Works
Bradley Hamilton

City Clerk
Vicki Vivian

Finance Director
Dustin DeSpain

Building Official/Planning Administrator
Vacant

Police Chief
Paul Moncada

Fire Chief
Keith Spangler

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

Magistrate
Bruce Staggs

City of Benson

Fiscal 2016-2017 Budget Calendar

Friday	April 22	Recommended Budget to Council
Monday, 5:30pm	May 9, Council Meeting	Work Session before Council Meeting
Monday, 6pm	May 23 (if necessary)	Follow-up Work Session
Monday, 7 PM	**June 6, SM**	**Approve Tentative Budget**
Wednesday	June 8	Publish 1st Public Hearing Notice In Local Paper
Wednesday	June 15	Publish 2nd Public Hearing Notice In Local Paper
Thursday, 7 PM	June 23, SM	Public Hearings for: Tentative Budget
Monday, 7 PM	June 27, CM	Adopt Final Budget!
Monday, 7 PM	July 11, CM	Adopt Property Tax Levy

SM= Special Meeting *CM= Regularly Scheduled Council Meeting*

Summary by City Manager and Finance Director

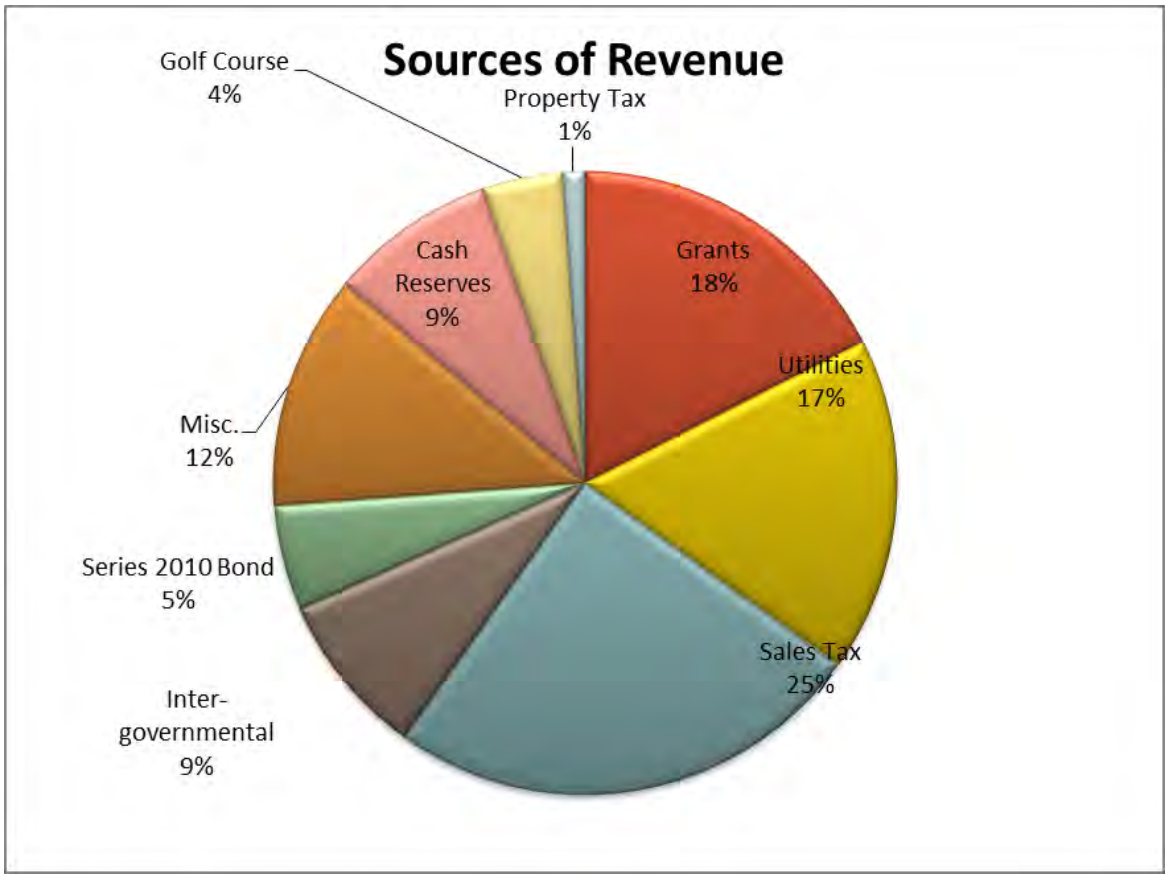
Fiscal Year 2016 – 2017 Annual Budget

TO: Honorable Mayor and City Council Members

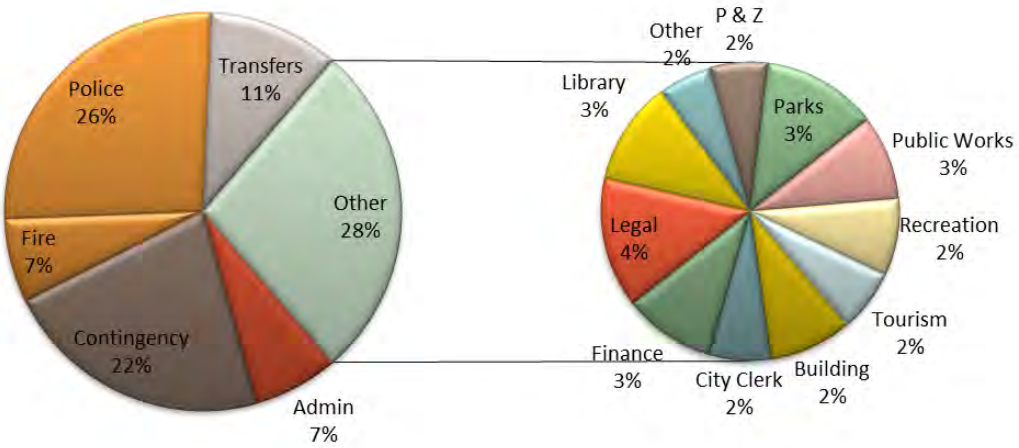
The City of Benson's fiscal year 2016-2017 Budget is scheduled to be adopted by Mayor and Council on June 20, 2016. The Budget, which was prepared based on input received at Council work sessions, is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding of the increasingly complex finances of the City.

The City's $19,585,639 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 2016-2017 budget is $719,405 more than the 2015-2016 budget, principally due to a combination of removing employee furloughs, increasing the local sales tax rate and the anticipation of construction sales tax from the large development.

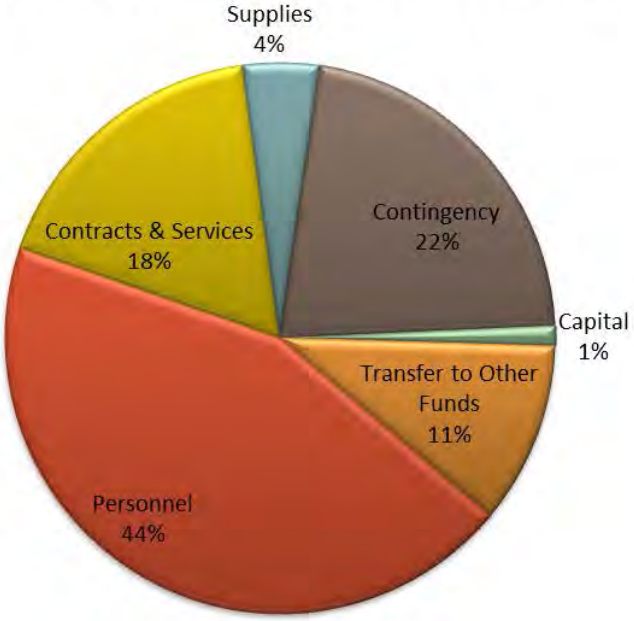
The charts below illustrate in picture form the makeup of the City's revenues and expenditures.

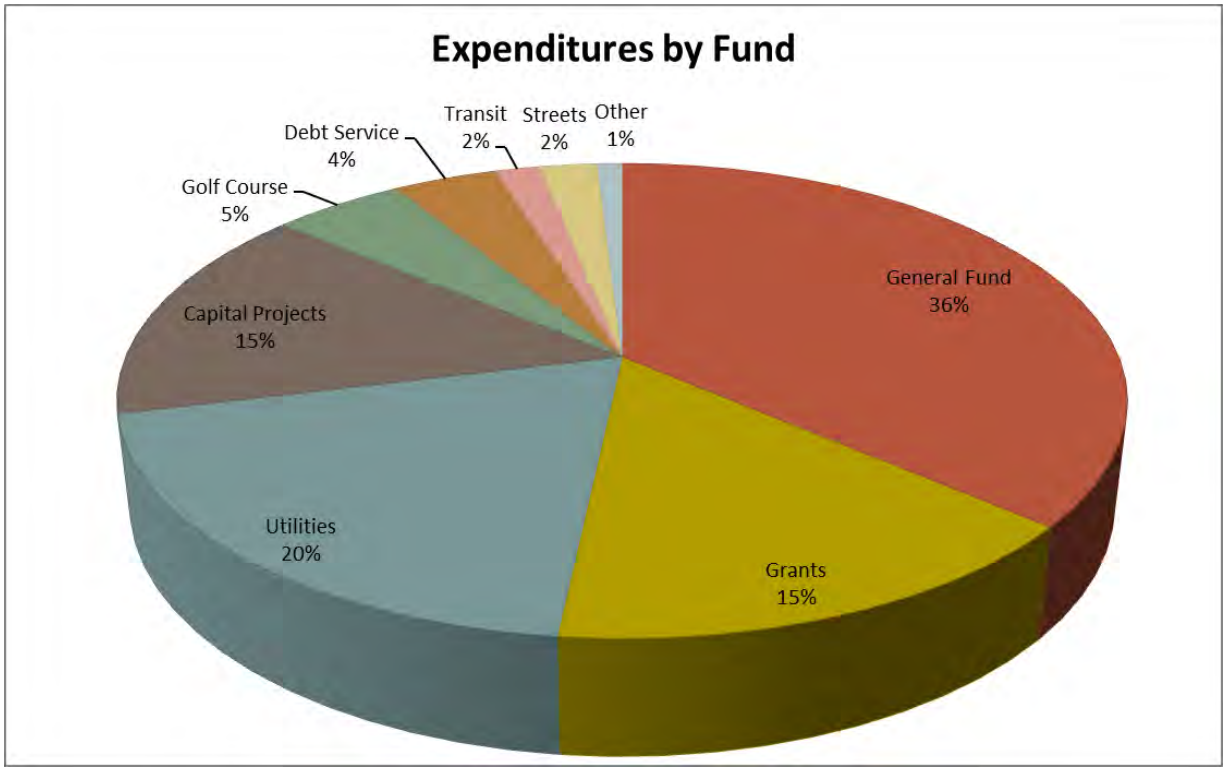


Expenditures by General Fund Department



Expenditures by General Fund Category




Expenditures by Fund
Transit 2%
Streets 2%
Other 1%
Debt Service 4%
Golf Course 5%
General Fund 36%
Capital Projects 15%
Utilities 20%
Grants 15%

The fiscal 2016-2017 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 2016-2017 personnel budget are:

- No Furlough Days
- 3% Cost of Living Adjustment (COLA) for all employees
- No Merit Increases
- Compression Adjustment for Police and Public Works/Utilities
- Compliance With US Labor Law Adjustments
- No significant changes in employee benefits
- No layoffs

The total budgeted personnel costs of $5,466,837 reflect a 5% increase over the prior fiscal year. There is an increase of .98 full time equivalent (FTE) employees, for a total of 100.05 FTE employees. The changes of personnel costs by department or fund are due primarily to restructuring city positions. Notable changes include:

- Library – increase of 1 FTE to add positions to enable extended hours
- Administration – decrease of 1 FTE due to removal and restructuring of staff
- Parks – increase of 1 FTE in order to hire vacant position
- Recreation—increase of .5 FTE in order to add additional Summer Rec Aids.

The Arizona State Retirement contribution rate has remained constant at 11.48% for both employer and employee. The Public Safety Retirement System employer contribution rate remained at 26.47%.. Health insurance costs are projected to increase by 9% in anticipation of additional 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 2016-2017 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 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 2016-2017**						
	Dollar Amount			**Full Time Equivalent Employee**		
Department	**Budget 2015-16**	**Est. Actual 2015-16**	**Budget 2016-17**	**Budget 2014-15**	**Budget 2016-2017**	**Change**
City Council	20,724	17,916	20,724			
City Administration	190,165	108,249	200,898	4.00	3.00	-1.00
City Clerk	118,215	115,842	122,538	2.00	2.00	0.00
Finance	158,999	142,206	158,933	2.20	2.10	-0.10
Tourism	96,694	94,546	100,282	2.50	2.63	0.13
Police/ Animal Control	1,713,429	1,553,804	1,773,237	22.50	23.00	0.50
Fire	193,030	145,050	202,089	3.00	3.00	0.00
City Attorney	117,633	115,788	121,510	2.00	2.00	0.00
Magistrate	26,979	23,247	27,788	1.00	1.00	0.00
Library	206,994	156,142	190,348	4.50	5.50	1.00
Parks	146,443	143,728	168,632	3.00	4.00	1.00
Recreation	98,697	77,620	120,761	3.50	4.00	0.50
Building	123,040	94,935	143,136	2.50	2.50	0.00
Planning & Zoning	77,454	56,679	95,839	1.50	1.50	0.00
Public Works	47,696	30,728	71,372	0.85	1.25	0.40
Total General Fund	**3,336,192**	**2,876,480**	**3,518,088**	**55.05**	**57.48**	**2.43**
Transit	129,862	105,258	119,861	4.23	3.33	-0.90
Streets	176,074	135,070	244,683	3.25	4.25	1.00
Natural Gas	354,533	238,047	367,787	6.03	5.93	-0.10
Water	353,988	380,467	363,954	6.86	6.76	-0.10
Wastewater	330,024	273,123	325,496	5.86	5.76	-0.10
Sanitation	25,599	24,583	20,721	0.55	0.45	-0.10
Golf-Operations	164,583	139,286	166,884	5.84	5.43	-0.41
Golf-Maintenance	145,618	129,203	187,660	5.00	5.00	0.00
Golf- Food & Beverage	151,362	135,783	151,703	6.40	5.67	-0.73
Total Other Funds	**1,831,643**	**1,560,820**	**1,948,749**	**44.02**	**42.57**	**(1.45)**
Grand Total	**5,167,835**	**4,437,300**	**5,466,837**	**99.07**	**100.05**	**0.98**

Budget Policy Statement – <u>"Permanent" Contingency Funds Set Aside</u>
The City committed in fiscal 2007-2008 to building a special contingency reserve fund over the next fiscal years in an amount equal to 20% of the City's annual operating costs. Cash in the fund would be used only for unbudgeted emergency expenditures required due to natural or unnatural events that would threaten services delivered by the City to its customers or due to a temporary economic downturn that would impair the City's operating cash balances. *Any funds withdrawn from the Contingency Reserve Fund would require special Council approval*.

The fiscal 2014-2015 and 2015-2016 contributions to the fund were $800,000, resulting in a total of $1,100,000 allocated to the contingency.

Due to the state of the economy, Council has chosen to not fund the contingency for fiscal 2009-2010, 2010-2011, 2011-2012 and fiscal 2012-2013. The City has currently made budget cuts in order to continue to place money in the contingency.

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 – <u>Capital Improvement Plan</u>
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 – <u>Capital Projects Fund & Restriction on Construction Sales Tax</u>
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 – <u>Human Resources Rate Plan</u>
The Salary Rate Plan for the City of Benson for the 2016-2017 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 past fiscal year will mark the first year the City has had to increase its sales tax rate in the past 16 years, these tough decisions will help to improve the financial outlook of the City for the coming fiscal years. The fiscal 2016-2017 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,

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William Stephens	Dustin DeSpain
City Manager	Finance Director

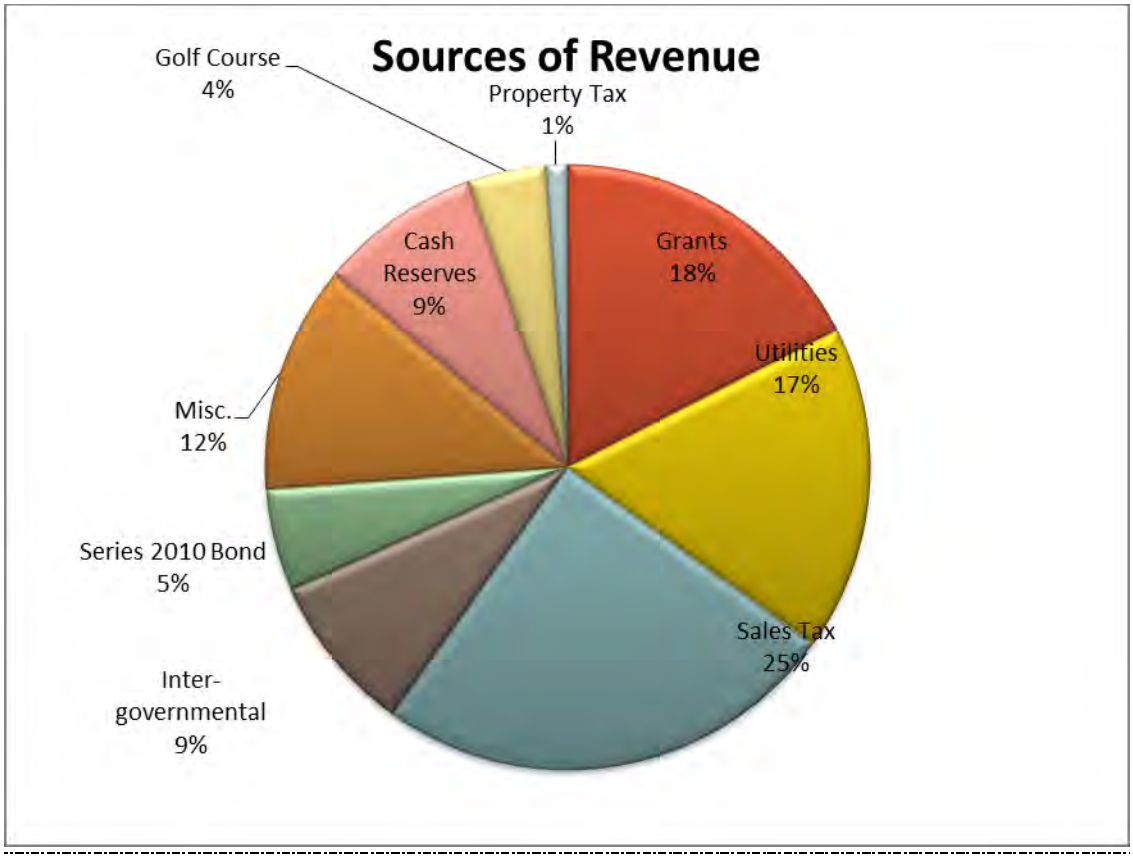
Fiscal 2016-2017 Salary Rate Plan				
Job Families and Job Titles	**Salary Grade**	**Recommended**		
		Minimum	**Midpoint**	**Maximum**
City Management				
City Manager	72	89,890.12	112,362.65	134,835.18
Human Resources Director	55	59,075.34	73,844.18	88,613.01
Human Resource Assitant	22	26,152.83	32,691.04	39,229.24
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	36	36,953.26	46,191.58	55,429.89
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
Development Services				
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 2016-2017 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
Library Branch Manager	32	33,477.83	41,847.29	50,216.75
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
Recreation Aids	12	20,430.55	25,538.19	30,645.83
Pool Cashier	4	16,768.30	20,960.38	25,152.45
Lead Lifeguard	10	19,446.09	24,307.61	29,169.14
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 Lieutena	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 2016-2017 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, Public Wo	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				
Dispatcher/Admin Assistant	22	26,152.83	32,691.04	39,229.24
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 Manager	16	22,551.50	28,189.38	33,827.25
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/Maintenance	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	22	26,152.83	32,691.04	39,229.25
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 2015-2016		Fiscal
		Estimated	2016-2017
Description	Budget	Actual	Budget
General Fund			
Administration	646,671	548,314	554,698
City Council	37,824	31,717	50,754
City Clerk	142,216	121,813	146,688
Community Enrichment	70,000	40,423	74,060
Miscellaneous	2,131,078	-	2,593,385
Finance	202,229	205,738	216,633
Tourism	141,104	133,080	145,245
Police	1,990,925	1,807,540	2,091,733
Fire	520,626	409,563	540,789
City Attorney	238,482	184,176	242,360
Magistrate	64,529	54,293	65,338
Library	251,568	198,268	246,591
Parks	240,893	214,884	272,230
Recreation	150,250	119,183	182,557
Building	169,940	123,924	197,736
Planning & Zoning	96,704	79,948	138,339
Public Works	103,496	86,424	200,522
Total General Fund	**7,198,535**	**4,359,286**	**7,959,659**
Natural Gas	1,039,500	788,925	1,177,000
Water	777,000	684,099	872,250
Wastewater	839,000	692,003	1,085,000
Sanitation	635,000	689,438	680,000
Golf Course	941,321	800,073	986,712
Total Enterprise Funds	**4,231,821**	**3,654,539**	**4,800,962**
Airport	120,800	79,804	150,800
Streets	370,990	312,525	433,383
Transit	484,121	247,279	332,561
Debt Service	1,469,975	399,975	1,466,950
Capital Projects	744,600	-	2,928,345
Impact Fees	-	-	-
Grants	5,400,000	581,985	3,013,000
Firemen's Pension	36,000	31,992	36,000
Total - Other Funds	**8,626,485**	**1,653,559**	**8,361,038**
TOTAL - ALL FUNDS	**20,056,843**	**9,667,385**	**21,121,660**
Less: Interfund Transfers	(1,200,595)		(1,536,021)
Total Net Expenditures	**18,856,248**		**19,585,639**

Revenues


Sources of Revenue
Golf Course 4%
Property Tax 1%
Grants 18%
Cash Reserves 9%
Utilities 17%
Misc. 12%
Series 2010 Bond 5%
Sales Tax 25%
Inter-governmental 9%

General Fund Revenues	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Administration						
General Property Tax	230,000	251,578	230,000	168,565	197,222	226,000
City Sales Tax (3.5%)	2,750,000	2,745,070	3,850,000	2,969,201	3,473,965	3,850,000
Bed Tax	60,000	71,703	70,000	64,438	75,392	70,000
State Sales Tax	461,280	463,631	487,696	392,703	459,462	460,381
Franchise Tax	165,000	157,656	165,000	112,046	131,094	165,000
Auto Lieu Tax	249,009	225,334	245,186	186,683	218,419	247,834
Business License	12,000	18,125	12,000	8,341	9,759	12,000
State Revenue Sharing	674,849	617,992	614,641	512,201	599,275	598,394
Interest Income	5,000	2,900	1,000	347	406	1,000
Copies and Notary Fees	500	182	500	273	320	500
Miscellaneous	7,500	59,971	10,000	14,937	17,476	10,000
Sale of Fixed Assets	5,000	-	5,000	-	0	5,000
Property Rental	40,000	34,125	40,000	33,886	39,647	40,000
Total Administration	**4,660,138**	**4,648,267**	**5,731,023**	**4,463,621**	**5,222,437**	**5,686,109**
Building / Planning & Zoning Development						
Planning & Zoning Fees	2,000	310	2,000	7,449	8,715	75,000
Building Permits	35,000	20,443	35,000	21,679	25,364	75,000
Building Plan Review Fees	10,000	5,446	10,000	12,211	14,287	20,000
Public Works Review Fees	25,000	-	43,750	-	-	150,000
PW Recording/ Misc. Fees	600	-	600	-	-	600
Total Development	**72,600**	**26,199**	**91,350**	**41,339**	**48,366**	**320,600**
Police / Animal Control						
Forfeiture Rev /Check proof Veh	6,000	1,140	6,000	133	156	6,000
Report Income	750	1,244	750	946	1,107	750
Fingerprint Revenue	1,200	1,590	1,200	1,211	1,417	1,200
Dog License / Shelter Fees	5,000	3,913	5,000	2,946	3,447	5,000
Animal medical Donations	10,000	10,832	10,000	12,796	14,971	10,000
Spay/Neuter Grants	5,000	5,000	5,000	5,000	5,000	5,000
Shelter Fees from County	8,000	2,780	8,000	1,980	2,317	8,000
GITEM Salary Reimbursement	30,000		-	-	0	-
Stonegarden Grant for OT	75,000	48,551	75,000	18,728	21,911	75,000
Stonegarden Grant for Equipment	-		-	-	0	-
GITEM Grant OT	-	71,005	-	-	0	-
Auto Theft Task Force	65,000		65,000	44,839	52,462	65,000
GOHS Grant OT	2,500		2,000	-	0	2,000
RICO Seizure Revenue	-		1,000	-	0	1,000
Officer Safety Equipment	500	1,726	1,000	625	732	1,000
Other Income	10,000	12,580	3,000	15,618	18,273	3,000
Total Police Dept	**218,950**	**160,360**	**182,950**	**104,823**	**121,793**	**182,950**

General Fund Revenues	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru Jan 2015	2015-16 Projected Actual	2016-17 Budget
Fire Dept						
Firemen's Revenue	30,000	4,125	30,000	8,413	9,843	30,000
Fire Dept Donations	500	-	500	-	-	500
Total Fire Dept	**30,500**	**4,125**	**30,500**	**8,413**	**9,843**	**30,500**
Magistrate						
Citations from Benson PD	1,500	-	-	-	-	-
Total Magistrate	**1,500**	**-**	**-**	**-**	**-**	**-**
Library						
Library Fines	7,500	7,301	7,500	6,545	7,658	8,000
Library Donations - Restricted	100	157	100	-	-	100
Total Library	**7,600**	**7,458**	**7,600**	**6,545**	**7,658**	**8,100**
Parks & Recreation						
Pool Fees	5,000	3,642	5,000	988	1,156	5,000
Summer Program Fees	600	3,125	600	305	357	600
Bingo				396	463	5,000
Park User Fees	2,000	5,080	4,500	3,743	4,379	5,000
Donations	1,000	-	1,000	-	-	1,000
July 4 Revenue / Donations	10,000	11,725	10,000	1,405	1,644	10,000
Bluegrass	24,000	-	-	-	-	-
Other Events	20,000	110	5,000	110	129	500
Miscellaneous	2,500	200	2,500	367	430	500
Total Parks & Recreation	**65,100**	**23,882**	**28,600**	**7,314**	**8,558**	**27,600**
Tourism						
Tourism Sales	1,500	2,196	1,500	1,948	2,279	2,800
Total Tourism	**1,500**	**2,196**	**1,500**	**1,948**	**2,279**	**2,800**
Cemetery						
Plot Sales	1,000	300	1,000	300	600	1,000
Total Cemetery	**1,000**	**300**	**1,000**	**300**	**600**	**1,000**
Miscellaneous						
Contingency Reserve	400,000	-	400,000			400,000
Carry Forward Balance	500,000	-	700,000			1,300,000
Total Miscellaneous	**900,000**	**-**	**1,100,000**	**-**	**-**	**1,700,000**
Total General Fund Revenue	**5,958,888**	**4,872,786**	**7,174,523**	**4,634,303**	**5,421,534**	**7,959,659**

Natural Gas Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Gas Revenue	700,000	539,654	600,000	476,382	557,367	700,000
Muli-User Gas Revenue	7,500	7,916	7,500	5,833	6,824	10,000
Commercial Gas Revenue	350,000	232,316	275,000	189,897	222,180	350,000
Utility Service Charges	15,000	15,705	15,000	13,438	15,723	15,000
New Gas Hookups	9,000	1,275	7,000	1,052	1,231	7,000
Penalty and Interest Fees	7,500	4,013	5,000	2,936	3,435	5,000
Series 2010 Bond Proceeds	60,000	-	130,000	-	-	75,000
Round Up Revenues	15,000	-	-	-	-	15,000
Total Revenues	**1,164,000**	**800,879**	**1,039,500**	**689,538**	**806,759**	**1,177,000**

Water Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Water Revenue	450,000	385,011	425,000	307,298	359,538	465,000
Commercial Water Revenue	330,000	302,440	300,000	247,782	289,905	335,000
New Hookups	10,000	12,267	20,000	1,600	1,873	10,000
Impact Fee Allocation	-	-	-	-	-	-
Water Accomodation Fees	7,500	9,265	7,000	9,265	10,840	12,000
Series 2010 Bond Proceeds	50,000	-	25,000	-	-	50,000
Other Income	-	671	-	60	70	250
Total Revenues	**847,500**	**709,654**	**777,000**	**566,005**	**662,226**	**872,250**

Wastewater Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Wastewater Fees	420,000	422,037	425,000	347,796	406,921	475,000
Muli-User Wastewater Fees	8,000	6,586	7,000	5,152	6,027	9,000
Commercial Wastewater Fees	250,000	265,219	275,000	216,626	253,452	300,000
New Hook Ups	15,000	2,474	15,000	3,555	4,159	15,000
Series 2010 Bond	-	-	90,000	-	-	280,000
Whetstone W/W Fees	15,000	-	12,000	-	-	-
Misc Revenue	12,000	22,600	15,000	3,400	3,978	6,000
Total Revenues	**720,000**	**718,916**	**839,000**	**576,528**	**674,537**	**1,085,000**

Sanitation Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Sanitation Fees	320,000	321,233	320,000	269,479	315,290	360,000
Muli-User Sanitation Fees	-	-	-	-	-	-
Commercial Sanitation Fees	290,000	305,731	315,000	227,017	265,610	320,000
Total Revenues	**610,000**	**626,964**	**635,000**	**496,496**	**580,900**	**680,000**

Streets Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Gasoline Tax	359,893	359,407	370,990	302,872	354,360	361,555
One Time Gasoline Tax						14,560
Contribution from General Fund				-		57,268
Total Revenues	**359,893**	**359,407**	**370,990**	**302,872**	**354,360**	**433,383**

San Pedro Golf Operations	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Memberships	78,472	71,599	-		-	-
Green and Cart Fees	410,442	357,251	473,834	326,044	381,471	468,730
Merchandise Sales	48,911	38,652	42,697	19,163	22,421	35,000
Practice Facility	30,523	18,021	24,335	13,360	15,632	18,250
Other Income	-	22,405	-	-	-	-
Teaching Revenue	1,500	20	2,500	-	-	1,500
Contribution from General Fund	89,212	-	91,454	132,071	154,523	171,932
Total Revenues	**659,060**	**507,947**	**634,820**	**490,638**	**574,047**	**695,412**

San Pedro F&B	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Food Sales	210,530	179,334	210,000	149,186	174,548	192,500
Beer Sales	55,440	63,125	65,000	50,804	59,441	60,300
Wine Sales	2,331	5,700	7,000	5,078	5,942	6,000
Liquor Sales	16,500	20,996	18,500	16,827	19,688	18,500
Banquet Revenue	10,450	13,030	6,000	10,694	12,512	14,000
Total Revenues	**295,251**	**282,185**	**306,500**	**232,590**	**272,130**	**291,300**

Transit Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Grant Reimbursement - FTA 5311 - Capital	226,900	1,678	263,013	1,580	1,848	135,000
Grant Reimbursement - FTA 5311 - Operating	96,403	70,312	90,339	70,120	82,041	77,360
Grant Reimbursement - FTA 5311 - Admin	53,834	15,623	42,653	23,896	27,958	34,405
SEAGO AAA	18,650	21,758	18,650	21,844	25,558	18,650
Fare Revenue	9,000	7,589	8,000	5,397	6,314	8,000
Allocation from General Fund	29,348	37,502	54,966	68,046	79,614	57,646
Greyhound Revenue	80,000	2,203	5,000	2,675	3,129	-
RTAP	1,000	1,903	1,500	-	-	1,500
Total Revenues	**515,135**	**158,567**	**484,121**	**193,557**	**226,462**	**332,561**

Airport Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Contribution General Fund	82,750	43,646	100,800	46,385	54,270	135,800
Business Revenue	100,000	11,554	20,000	10,644	12,454	15,000
Insurance Recoveries	-	-	-	-	-	-
Total Revenues	**182,750**	**55,200**	**120,800**	**57,029**	**66,724**	**150,800**

Capital Projects Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Construction Sales Tax	200,000	72,647	500,000	99,065	115,906	800,000
Hanger Financing	500,000	-	-	-	-	500,000
Series 2010 Bond Proceeds	559,600	-	284,600	-	-	250,000
Cenpatico's Community Reinvestment Grant Parks						75,000
Anticipated Grant	50,000	-	-	-	-	1,500,000
Total Revenues	**1,309,600**	**72,647**	**784,600**	**99,065**	**115,906**	**3,125,000**

Impact Fee Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Impact Fee	100	-	-	-	-	-
Carry Forward Balance						
Total Revenues	**100**	**-**	**-**	**-**	**-**	**-**

Debt Service Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Bond Proceeds Carried Forward	1,100,000	-	1,070,000	-	-	1,070,000
Transfer of Payments from General Fund	400,538	400,538	399,975	399,975	399,975	396,950
Total Revenues	**1,500,538**	**400,538**	**1,469,975**	**399,975**	**399,975**	**1,466,950**

Fireman's Pension Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Contributions From State Fund	6,000	6,423	6,000	5,125	8,815	6,000
Contributions From Fire, Inc	1,200	2,409	1,200	1,533	2,637	1,200
Contributions From General Fund	14,200	17,828	23,800	20,342	34,988	23,800
Interest Income	5,000	-	5,000	-	-	5,000
Other Income	-	539	-	-	-	-
Total Revenues	**26,400**	**27,200**	**36,000**	**27,000**	**46,440**	**36,000**

Grants Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2015	2015-16 Projected Actual	2016-17 Budget
Revenues:						
Historic Preservation Grant		4,000	-	-	-	
FAA 13 Helipad, Rehab Runway		-		-	-	
ACJC Police Grant		-		-	-	
GOER GS-01		-		-	-	
Police Grants	-	2,628	-	6,731	6,731	-
Fire Grants	-	7,613	450,000	452,627	452,627	300,000
Unclassified Airport Grants	1,200,000	-	1,200,000	-	-	1,200,000
Unclassified Grants	3,500,000	-	3,500,000	-	-	1,490,000
WIFA SCADA and Energy Study	35,000	-	-	-	-	-
State Airport Grants	-	10,530	-	25,430	25,430	
Federal Airport Grants		155,196		161,431	161,431	
Union Pacific Grants	-	-	-	1,381	1,382	7,000
Police K9 Statute Donation						6,000
Score Board Park						10,000
CDBG Parks	250,000	7,470	250,000	161,471	161,471	-
Total Revenues	**4,985,000**	**187,437**	**5,400,000**	**809,071**	**809,072**	**3,013,000**

Revenues	21,121,660
Less: Transfers Between Funds	[1,536,021]
TOTAL REVENUES	$19,585,639

General Fund Expenditures

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	19,200	19,200	19,200	16,000	18,720	19,200
Payroll Taxes	1,469	1,521	1,469	1,304	1,526	1,469
Workman's Compensation	33	48	55	53	62	55
Total Personnel	**20,702**	**20,768**	**20,724**	**17,357**	**20,308**	**20,724**
Contracts & Services						
Travel	5,200	7,125	10,000	5,931	6,939	13,000
Council Photos	-	-	-	-	-	500
Employee Council	400	395	900	-	-	900
Total Contracts & Services	**5,600**	**7,520**	**10,900**	**5,931**	**6,939**	**14,400**
Supplies						
Operating Supplies	1,500	1,614	3,000	302	354	3,000
Computer Supplies						9,430
League of Cities	-	-	3,200	3,081	3,081	3,200
Total Supplies & Expenses	**1,500**	**1,614**	**6,200**	**3,384**	**3,435**	**15,630**
Capital Projects						
CIP MC 12-3 Video Equip.	15,000	-	-	-	-	-
Total Capital Costs	**15,000**	**-**	**-**	**-**	**-**	**-**
Total Council	**42,802**	**29,902**	**37,824**	**26,671**	**30,681**	**50,754**

Community Enrichment	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Contracts & Services						
City Promotion	4,500	6,415	6,850	1,150	1,346	6,850
Historical Commission	-		-		-	1,000
Food Pantry	-	1,560	-	1,300	1,521	1,560
Food Bank	-	5,997	5,500	4,409	5,159	5,500
Economic Development	25,000	-	25,000	-	-	20,000
Fire Works/ Advertising	14,000	22,564	24,000	17,001	24,000	29,000
Butterfield Rodeo	4,650	4,650	4,650	4,650	4,650	4,650
Shop with a Cop	500	500	500	500	500	500
Butterfield Stage Days	2,500	821	2,500	2,144	2,144	2,500
City Billboards w/lights	20,000	6,400	-	-	-	
Christmas Tree purchase & Lighting	1,500	802	-	-	-	1,500
Christmas Light Parade	1,000	811	1,000	752	412	1,000
Total Contracts & Services	**73,650**	**50,520**	**70,000**	**31,907**	**39,732**	**74,060**
Total Community Enrichment	**73,650**	**50,520**	**70,000**	**31,907**	**39,732**	**74,060**

Miscellaneous	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Contribution to Fire Pension	14,200	-	23,800	20,342	23,800	23,800
Contribution to Airport	82,750	-	100,800	46,385	54,271	135,800
Contribution to Transit	29,348	-	54,966	68,046	79,614	57,646
Contribution to Golf Course	89,212	-	91,454	132,071	154,523	171,932
Contribution to Debt Service	400,538	-	399,975	399,975	399,975	399,975
Contribution to Grant Fund			35,000	-	-	-
Contribution to Streets Fund				-		57,268
Contingency Reserve Set Aside	731,181	-	1,425,083	1,700,000	1,700,000	1,746,964
Total Miscellaneous	**1,347,229**	**-**	**2,131,078**	**2,366,819**	**2,412,183**	**2,593,385**

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 and other departments 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, Library Director, Director of Golf, Tourism Supervisor, HR and Recreation Coordinators.

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.

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 Assistant	1	100%
Administrative Assistant	1	100%

Administration	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	157,994	142,883	148,368	76,067	88,999	156,485
Overtime Wages	-	-	-	-	-	-
Payroll Taxes	12,087	10,736	11,350	5,820	6,821	11,971
Retirement Benefits	18,327	15,599	17,018	8,725	10,208	17,965
Employee Insurance	17,579	16,693	13,429	1,636	1,915	14,477
Total Personnel	**205,987**	**185,911**	**190,165**	**92,248**	**107,942**	**200,898**
Contracts & Services						
Professional Services	1,200	550	1,100	844	987	1,500
Professional Services - HR	4,000	1,614	4,000	2,276	2,663	4,000
Legal Fees	96,000	50	150,000	182,697	182,697	96,000
IT Services	95,000	123,842	95,000	78,201	91,495	95,000
Intergovernmental Relations	5,000	18	5,000	6,020	7,044	5,000
Education and Training	1,000	80	1,000	2,213	2,590	1,000
Utilities	15,000	14,797	15,000	10,201	11,935	15,000
Telephone	15,000	16,481	15,000	9,967	11,661	15,000
Repairs & Maintenance	10,000	8,276	10,000	5,269	6,165	10,000
Rentals	2,000	1,648	2,000	1,134	1,327	2,000
Uniforms	500	578	500	-	-	500
Insurance	75,000	54,416	60,000	59,134	69,187	60,000
Public Notices, Advertising	800	210	800	325	380	800
Advertising - HR	8,000	5,191	10,000	2,188	2,560	10,000
Travel	1,000	1,088	2,500	1,012	1,184	4,000
Dues & Licenses	10,000	7,744	10,000	7,069	8,271	10,000
Total Contracts & Services	**339,500**	**236,583**	**381,900**	**368,549**	**400,145**	**329,800**
Supplies						
Office Supplies	2,500	960	2,500	1,831	2,142	2,500
Postage & Shipping	3,000	4,066	3,000	3,038	3,555	3,000
Computer Supplies	2,000	2,022	2,000	1,998	2,337	1,000
IT Supplies	10,000	10,355	10,000	-	-	10,000
Operating Supplies	2,500	2,956	2,500	2,573	3,010	2,500
Vehicle Fuel & Oil	2,500	2,119	2,500	375	439	2,500
Vehicle Repairs & Maint	2,000	1,643	2,500	2,582	3,021	2,500
Total Supplies	**24,500**	**24,121**	**25,000**	**12,396**	**14,504**	**24,000**
Capital Projects						
CIP CM 16-01 City Mgr Vehicle			35,000	33,101	33,101	-
Property Payment	6,808	6,443	14,605	1,702	1,702	-
Total Capital Projects	**6,808**	**6,443**	**49,605**	**34,803**	**34,803**	**-**
Total Administration	**576,795**	**453,057**	**646,670**	**507,997**	**557,394**	**554,698**

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 the arrangements for 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 2016-2017 Goals & Objectives:

- Continue progress on organizing, scanning and indexing City records utilizing the City Council meeting minutes per the Clerk's strategic plan

- Work with the City Attorney to establish quarterly work session to keep City Council abreast of policies, procedures and new legislation

- Integrate the Council approved "City Council Policies & Procedures" into the City Code, present amended to Code Chapter(s) to Council for action

- 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 2016 Primary and General Elections training to keep abreast of and implement new and changing election laws

- Work with the City Attorney to renew Boards & Commissions training seminar

- Purchase of a scanner

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

City Clerk	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	81,339	81,340	88,118	74,561	87,237	90,761
Overtime Wages	-	18	-	205	240	
Payroll Taxes	6,222	6,178	6,741	5,708	6,679	6,943
Retirement Benefits	9,435	9,438	10,107	8,576	10,033	10,419
Employee Insurance	12,146	11,820	13,249	10,533	12,324	14,415
Total Personnel	**109,142**	**108,794**	**118,215**	**99,583**	**116,512**	**122,538**
Contracts & Services						
Professional Services	1,000	868	1,000	680	796	1,000
Education and Training	1,500	1,515	2,500	1,358	1,588	3,000
Public Notices & Advertising	1,500	1,477	1,500	406	475	1,500
Travel	65	98	100	54	63	350
Dues & Licenses	1,000	979	1,000	500	585	1,000
Total Contracts & Services	**5,065**	**4,937**	**6,100**	**2,997**	**3,507**	**6,850**
Supplies						
Election Supplies & Postage	15,000	3,607	15,000	-	-	15,000
Office Supplies	1,000	919	1,100	1,212	1,418	1,000
Computer Supplies	1,500	308	1,500	2,081	2,435	1,000
Operating Supplies	500	146	300	114	133	300
Total Supplies	**18,000**	**4,980**	**17,900**	**3,407**	**3,986**	**17,300**
Total City Clerk	**132,207**	**118,711**	**142,215**	**105,987**	**124,005**	**146,688**

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 2015-2016 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 also continues to update and produce 50,000 8 ½" X 11" full color map 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 Penal and Cochise Counties.
- The Tourism department has worked with several travel writers that have done stories on Benson attractions, accommodations and local restaurants.
- The Tourism Department has begun to install the rails for a "G" scale model railroad layout in the Visitor Center
- Greyhound Contract was terminated.

Fiscal 2016-2017 Goals:

- The Tourism Department would like to continue produce several 48" X 32" map sign frames kiosks to be installed in key locations around Benson.
- 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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	65,858	66,299	71,346	60,419	70,690	73,487
Overtime Wages	-	-	-	-	-	
Payroll Taxes	5,038	5,151	5,458	4,753	5,561	5,622
Retirement Benefits	7,640	7,638	8,183	6,930	8,108	8,436
Employee Insurance	11,143	10,878	11,707	9,559	11,184	12,738
Total Personnel	**89,679**	**89,966**	**96,694**	**81,661**	**95,544**	**100,282**
Contracts & Services						
Education and Training	700	630	1,200	357	418	1,261
Utilities	3,600	3,256	3,600	3,636	4,255	2,500
Telephone	2,313	2,763	2,800	3,163	3,701	2,757
Repairs & Maintenance	1,000	2,602	1,000	1,318	1,542	1,334
Public Notices, Advertising	21,000	17,841	21,000	11,849	13,863	21,000
County Tourism Council	10,011	7,508	10,011	10,011	10,011	10,011
Travel	500	299	500	88	103	500
Total Contracts & Services	**39,124**	**34,899**	**40,111**	**30,423**	**33,893**	**39,363**
Supplies						
Office Supplies	1,000	491	1,000	148	173	1,000
Computer Supplies	500	100	500	597	699	500
Souvenier Inventory	1,300	883	1,300	1,254	1,467	2,600
Operating Supplies	1,500	3,840	1,500	907	1,061	1,500
Total Supplies	**4,300**	**5,314**	**4,300**	**2,906**	**3,399**	**5,600**
Total Tourism	**133,103**	**130,179**	**141,105**	**114,989**	**132,836**	**145,245**

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 2015-2016 Accomplishments

- Obtained unqualified audit opinions on the City's Annual Financial Statements and Annual Expenditure Limitation Report.
- Completed Utility Rate Study

Fiscal 2016-2017 Goals

- Upgrade Computers and add scanners
- Complete Audit
- Manage Budget insuring the building up of reserves

Position	Number	Percentage
Finance Director	1	100%
Accounting Supervisor	1	40%
Accounting Specialist	1	50%
Account Clerk III	2	10%

Finance	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	106,138	96,123	118,413	90,222	105,560	117,919
Payroll Taxes	8,120	7,174	9,059	6,660	7,792	9,021
Retirement Benefits	12,312	11,151	13,582	10,151	11,877	13,537
Employee Insurance	10,309	15,778	17,945	11,937	13,966	18,457
Total Personnel	**136,879**	**130,226**	**158,999**	**118,970**	**139,195**	**158,933**
Contracts & Services						
Professional Services	19,000	30,105	22,000	31,078	36,362	22,000
Education and Training	500	1,093	2,000	1,485	1,737	2,500
Bank Charges	6,000	9,540	7,500	8,887	10,398	7,500
Telephone	840	1,085	1,000	1,281	1,499	1,000
Repairs & Maintenance	300	1,819	1,500	1,363	1,595	1,500
Public Notices, Advertising	4,000	2,798	4,500	83	97	4,500
Travel	-	-	-	-	-	500
Dues & Licenses	230	170	230	230	269	10,000
Total Contracts & Services	**30,870**	**46,610**	**38,730**	**44,408**	**51,958**	**49,500**
Office Supplies	600	1,289	1,000	1,014	1,186	1,200
Postage & Shipping	-	550	-	-	-	-
Computer Supplies	200	-	1,500	463	542	5,000
Operating Supplies	1,000	1,340	2,000	642	752	2,000
Total Supplies	**1,800**	**3,178**	**4,500**	**2,119**	**2,479**	**8,200**
Capital Projects						
Capital Outlay	-	-	-	-	-	
Total Capital Projects	**-**	**-**	**-**	**-**	**-**	**-**
Total Finance Dept.	**169,549**	**180,014**	**202,229**	**165,497**	**193,632**	**216,633**

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 2015-2016 Achievements:

- Upgraded Communications Center
- Expanded the use of Spillman System
- Enhanced working relationships with all other Law Enforcement in Cochise County
- Hire personnel for vacant positions throughout Police Department

Grant Funding:

- $ 44,800.00 Stone Garden-overtime money and mileage
- $ 2,000 Governor's Office of Highway-Radar & overtime
- $ 28,000.00 Arizona Criminal Justice Commission

Grant Applications Pending:

- $ 50,000.00 Stone Garden-overtime money, mileage, equipment, (one year)
- $6,000.00 Governor's Office of Highway Safety-video cameras

2015-2016 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.
- Hire personnel for vacant positions.

Position	Number	Percentage
Police Chief	1	100%
Police Sergeant	2	100%
Police Corporal/Detective	1	100%
Patrol Corporal	1	100%
Police Officer/Detective	1	100%
Police Officer/SRO	1	100%
Police Officer	3	Vacant
Police Officer	5	100%
Police Assistants	2	100%
Police Communications Specialist	4	100%
Senior Animal Control Officer	1.5	100%

Police	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	946,424	964,329	1,024,199	785,362	918,874	1,060,206
Overtime Wages	75,000	72,756	75,000	109,067	127,608	75,000
StoneGarden OT	75,000	33,489	60,000	14,357	16,798	60,000
GITEM OT	-	6,070	-	-	0	-
Auto Theft Task Force OT	5,000	-	5,000	1,984	2,321	5,000
GOHS OT	2,500	-	2,000	-	0	2,000
Payroll Taxes	84,450	78,088	89,214	67,225	78,654	91,969
Retirement Benefits	199,624	205,728	260,006	195,902	229,205	269,164
Employee Insurance	204,566	183,954	198,010	149,310	174,693	209,898
Total Personnel	**1,592,564**	**1,544,414**	**1,713,429**	**1,323,207**	**1,548,152**	**1,773,237**
Contracts & Services						
Professional Services	30,000	38,257	30,000	23,006	26,917	35,000
Holding Cell Supplies & Meals	300	83	300	32	38	300
IT Services	-	-	-	5,366	6,278	10,000
Education and Training	8,000	3,643	1,000	5,428	6,351	10,000
Utilities	10,000	13,351	10,000	11,769	13,769	13,500
Telecommunications	23,000	23,736	23,000	18,247	21,349	25,000
Bldg & Equip Repairs & Maint	6,500	3,489	5,000	3,548	4,151	5,000
Rentals	6,000	1,332	7,000	7,945	9,296	20,000
Uniforms	24,000	23,530	24,000	19,066	22,307	24,000
Travel	-	-	-	-	-	2,000
Dues & Licenses	1,200	1,485	2,000	1,565	1,831	3,000
Animal Control Medical	3,150	232	3,000	60	70	2,500
Animal Med. From Donations	10,000	11,792	10,000	9,738	11,394	10,000
Spay & Neuter from Grants	5,000	4,780	3,000	4,171	4,880	6,500
Grant Matches	-	-	3,000	8,003	9,363	3,000
Total Contracts & Services	**127,150**	**125,711**	**121,300**	**117,943**	**137,994**	**169,800**
Supplies						
Office Supplies	2,500	1,754	2,500	1,141	1,335	2,500
Computer Supplies	11,000	10,798	11,000	7,815	9,143	13,000
Operating Supplies	6,000	5,286	6,000	3,803	4,450	9,500
Vehicle Fuel & Oil	36,000	35,262	36,000	20,525	24,014	30,000
Vehicle Repairs & Maint	25,000	20,197	25,000	12,382	14,487	22,000
Total Supplies	**80,500**	**73,297**	**80,500**	**45,666**	**53,430**	**77,000**
Capital Projects						
PD 13-01 Drug Dog	-	6,000	-	-	-	11,000
PD 13-03 Unmarked PD Vehicle			13,585		-	13,585
PD 16-01 PD Auto Equipment			25,000	25,174	25,174	-
PD 17-02 Replace Portable Comm						10,000
PD 07-1 Patrol Vehicle Replac	-	-	37,111	37,111	37,111	37,111
Total Capital Projects	**-**	**6,000**	**75,696**	**62,285**	**62,285**	**71,696**
Total Police Dept.	**1,800,214**	**1,749,422**	**1,990,925**	**1,549,102**	**1,801,860**	**2,091,733**

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.

2015-2016 Accomplishments:

- Took delivery of a new fire apparatus from E-One. This was purchased through a grant from the Department of Homeland Security FEMA Assistance to Firefighters Grant. This will replace the 1973 Seagrave engine with a new apparatus.
- The Department has a Certified Emergency Vehicle Operator Instructor and has begun to train all firefighters in Emergency Vehicle operations.
- The Departments continues to respond to EMS calls and maintain a working relationship with the local ambulance service, train and work with the area Fire Departments for Mutual Aid Interoperability, and work on the Commercial Fire Inspection Program alongside the City's Building Department.

2015-2016 Continued Progress and Direction:

- Purchase Portable pump for drafting from static water sources
- The Department will continue to look for funding opportunities for equipment, including grants.
- The Department will continue to encourage the members to further their education and become certified as EMTs, hold certificates in Firefighter I and II and Wild-land training as well.
- Will continue the current aggressive maintenance program for the equipment to prevent loss or out of service for the firefighting equipment.
- Continue the Turnout replacement program for 8 sets per year
- Continue to look for funding opportunities for replacement and upgrade our SCBA equipment.
- Look for funding opportunities to replace out communication equipment as it has become unserviceable.
- Continue to purchase rescue equipment to increase the service the department can safely deliver to our community.

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

Fire	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	132,948	121,688	140,704	94,417	110,467	147,067
Overtime Wages	-	445	-		-	-
Payroll Taxes	10,171	8,716	10,764	3,632	4,249	11,251
Retirement Benefits	21,906	20,651	24,218	17,666	20,670	25,198
Employee Insurance	16,815	16,823	17,344	8,667	10,141	18,573
Total Personnel	**181,840**	**168,323**	**193,030**	**124,382**	**145,527**	**202,089**
Contracts & Services						
Professional Services	60,000	60,268	79,200	94,607	110,691	79,200
Fire Marshall Fees	1,200	-	1,200	-	-	1,200
Firefighter Healthcare	4,000	1,168	8,000	1,747	2,044	8,000
IT Services	-	-	-	-	-	-
Education and Training	-	-	8,000	5,001	5,851	10,000
Utilities	10,000	11,236	10,000	7,088	8,293	10,000
Telephone	10,000	10,377	9,000	7,545	8,827	9,000
Equipment Repairs & Maint	7,000	8,060	14,000	10,390	12,157	14,000
Turnout Maint	3,000	135	5,000	1,436	1,680	5,000
Station Repairs & Maint	10,000	3,377	15,000	2,989	3,497	15,000
Turnout Replacements	5,000	433	8,000	-	-	12,000
Rentals	3,800	2,268	2,700	6,767	7,917	3,000
Records Management		-	1,700		-	2,000
Uniforms	800	814	800	950	1,111	800
Travel	-	-	300	30	35	300
Dues	500	515	1,697	265	310	1,700
Community Service Projects	-	-	4,500	3,117	3,647	4,500
Grant Matches	30,000	-	40,000	-	-	50,000
Total Contracts & Services	**145,300**	**98,651**	**209,097**	**141,932**	**166,060**	**225,700**
Supplies						
Office Supplies	1,000	931	1,500	1,465	1,714	2,000
Postage	-	26	-	-	-	-
Computer Supplies	2,000	181	4,000	3,008	3,520	4,000
Operating Supplies	12,000	4,220	20,000	12,857	15,043	20,000
EMS Supplies	3,000	2,864	3,000	4,336	5,073	5,000
Vehicle Fuel & Oil	14,000	8,949	14,000	4,597	5,379	14,000
Vehicle Repairs & Maint	32,000	27,288	32,000	32,593	38,133	45,000
Total Supplies	**64,000**	**44,458**	**74,500**	**58,856**	**68,861**	**90,000**
Capital Projects						
SCBA Bottle Replacement	-	-	12,000	-	-	-
FD 13-02Portable fire pump	-	-	9,000	-	-	-
FD 07-02 Fire Equipment			23,000		-	23,000
Truck Payment	70,241	67,385	-	-	-	-
Total Capital Projects	**70,241**	**67,385**	**44,000**	**-**	**-**	**23,000**
Total Fire Dept.	**461,381**	**378,817**	**520,627**	**325,169**	**380,448**	**540,789**

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries & Wages	90,739	90,739	93,665	79,255	92,728	96,475
Payroll Taxes	6,942	6,835	7,165	6,001	7,021	7,380
Retirement Benefits	10,526	10,526	10,743	9,091	10,636	11,075
Employee Insurance	5,797	5,629	6,060	8,256	9,660	6,580
Total Personnel	**114,004**	**113,728**	**117,633**	**102,603**	**120,045**	**121,510**
Contracts & Services						
Professional Services	120,000	106,834	120,000	87,083	101,888	120,000
Travel	300	158	300	83	98	300
Total Contracts & Services	**120,300**	**106,992**	**120,300**	**87,167**	**101,985**	**120,300**
Supplies						
Office Supplies	400	464	400	688	805	400
Operating Supplies	150	51	150	53	62	150
Total Supplies	**550**	**515**	**550**	**741**	**867**	**550**
Total City Attorney	**234,854**	**221,235**	**238,483**	**190,511**	**222,897**	**242,360**

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, and small claims actions under $3,500, 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 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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries & Wages	25,750	25,312	25,000	20,833	24,375	25,750
Payroll Taxes	1,970	2,009	1,913	1,667	1,950	1,970
Employee Insurance	68	57	66	63	73	68
Total Personnel	**27,788**	**27,379**	**26,979**	**22,562**	**26,398**	**27,788**
Contracts & Services						
Professional Services	36,000	36,000	36,000	27,000	31,590	36,000
Education & Training	500	784	500	50	59	500
Fines to County	500	9	500	-	-	500
Dues & Licenses	50	-	50	-	-	50
State Fees Paid	500	-	500	-	-	500
Total Contracts & Services	**37,550**	**36,793**	**37,550**	**27,050**	**31,649**	**37,550**
Total Magistrate	**65,338**	**64,172**	**64,529**	**49,612**	**58,047**	**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.

The following numbers show the usage of the library during the 2014-2015 budget year

- Circulation 75,655 Items
- Patrons visits 55,380
- Reference question answered 6,964

Achievements

- We had a successful Summer Reading Program
- We had reading in the park during June that was well attended
- Preschool, Pre-Kindergarten and Storytime has been successful
- An adult lecture series was started and has been very well attended
- A basic computer class offered

Goals

- Trim painted on building
- Pave lot on west side of library and repave existing lot
- Replace carpet throughout the building
- Replace public and staff computers on a rotating basis as needed

Description	Number	Percentage
Library Branch Manager	1	100%
Library Assistant	3	100%
Library Page	1.5	100%

Library	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	119,387	117,289	152,725	92,721	108,483	137,187
Overtime Wages	-	-	-		-	-
Payroll Taxes	9,133	8,950	11,683	7,107	8,315	10,495
Retirement Benefits	13,849	13,606	17,518	10,114	11,833	15,749
Employee Insurance	18,355	16,402	25,068	14,144	16,548	26,917
Total Personnel	**160,724**	**156,247**	**206,994**	**124,085**	**145,180**	**190,348**
Contracts & Services						
Professional Services	-	434	700	5,795	6,780	700
IT Services	-		-	622	727	2,000
Utilities	10,454	11,492	10,500	8,608	10,071	10,500
Telephone	3,199	3,108	3,100	2,030	2,375	3,100
Repairs & Maintenance	3,000	2,627	3,000	2,825	3,305	8,000
Travel	50	13	-	4	4	250
Dues & Licenses	275	175	275	175	205	300
Total Contracts & Services	**16,978**	**17,849**	**17,575**	**20,059**	**23,468**	**24,850**
Supplies						
Office Supplies	1,000	346	1,000	725	848	1,000
Computer Supplies	2,000	816	2,500	2,627	3,074	6,393
Operating Supplies	3,500	4,017	3,500	3,034	3,549	4,000
Books	20,000	13,509	20,000	15,732	18,406	20,000
Total Supplies	**26,500**	**18,689**	**27,000**	**22,118**	**25,878**	**31,393**
Total Library	**204,202**	**192,785**	**251,569**	**166,262**	**194,525**	**246,591**

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	95,867	93,514	101,148	81,638	95,516	114,313
Overtime Wages	2,500	1,042	2,500	3,658	4,280	2,575
Payroll Taxes	7,525	7,159	7,929	6,539	7,650	8,936
Retirement Benefits	11,411	10,951	11,888	9,397	10,994	13,410
Employee Insurance	22,128	29,505	22,978	17,325	20,270	29,398
Total Personnel	**139,431**	**142,170**	**146,443**	**118,557**	**138,711**	**168,632**
Contracts & Services						
Professional Services	500	913	1,000	651	761	1,200
Contract Labor DOC	4,000	3,600	4,000	2,638	3,086	4,000
Education and Training	250	80	250	19	22	500
Utilities	20,000	24,779	22,000	17,501	20,477	22,000
Telephone	1,600	2,353	1,000	2,280	2,668	1,000
Repairs & Maintenance	20,000	17,289	20,000	8,609	10,073	25,000
Uniforms	1,200	1,160	1,200	1,118	1,308	1,500
Dues & Licenses	500	75	500	-	-	500
Total Contracts & Services	**48,050**	**50,248**	**49,950**	**32,816**	**38,395**	**55,700**
Supplies						
Office Supplies	250	142	250	113	132	250
Computer Supplies	250	-	250	71	83	1,500
Operating Supplies	20,000	15,446	20,000	18,344	21,463	25,000
Vehicle Fuel & Oil	10,000	10,148	10,000	5,119	5,989	10,148
Equipment Repairs and Service						5,000
Vehicle Repairs & Maint	6,000	3,727	6,000	3,246	3,798	6,000
Total Supplies	**36,500**	**29,463**	**36,500**	**26,893**	**31,465**	**47,898**
Capital Outlay						
CIP PR 12-3 ATV Gator	-	-	8,000	-	8,000	-
Total Capital Outlay	**-**	**-**	**8,000**	**-**	**8,000**	**-**
Total Parks Dept.	**223,981**	**221,882**	**240,893**	**178,266**	**216,571**	**272,230**

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.

2016/17 Fiscal Year Main Goals:

- Update Lions Park Master Plan.
- Apply for the Arizona Diamondbacks Field of Dreams Grant.
- Continued growth of the Summer and Aquatic Programs.
- Completion of the Skate Park Improvement Project.
- 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.

2015/16 Fiscal Year Accomplishments:

- Completed Parks, Trails and Open Space Master Plan.
- Implemented an unpaid internship program.

Position	Number	Percentage
Recreation Coordinator	1	100%
Recreation Assistant	1	50%
Lifeguards	5	100%
Head Lifeguard	1	100%
Pool Cashier	1	100%
Recreation Aids	5	100%

Recreation	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	69,757	55,598	78,071	47,988	56,145	98,071
Summer Programs Instructors	-	1,000	-		-	
Overtime	-	60	-	791	925	
Payroll Taxes	5,336	4,530	5,972	3,806	4,453	7,502
Retirement Benefits	5,772	3,894	6,044	4,509	5,276	5,131
Employee Insurance	11,352	9,519	8,610	6,229	7,288	10,056
Total Personnel	**92,217**	**74,601**	**98,697**	**63,322**	**74,086**	**120,761**
Contracts & Services						
Professional Services	-	94	700	320	375	700
Summer Programs	2,500	260	2,500	113	133	2,500
Summer Program Events	500	270	500	102	119	2,000
IT Services	-		500	608	712	1,046
Education and Training	1,000	361	1,000	18	21	1,500
Utilities - Pool	8,680	7,992	8,680	5,247	6,139	8,680
Utilities - Comm. Center	19,200	13,007	19,200	8,371	9,794	13,007
Telephone - Pool	510	438	510	257	300	510
Telephone - Comm. Center	1,878	1,947	1,878	2,104	2,462	1,878
Repairs & Maintenance Pool	2,210	1,129	2,210	400	468	5,210
Repairs - Comm. Center	5,802	1,151	3,500	8,249	9,651	6,360
Uniforms	500	339	500	-	-	500
Dues & Licenses	1,714	290	2,674	1,583	1,852	6,474
Total Contracts & Services	**44,494**	**27,278**	**44,352**	**27,373**	**32,027**	**50,365**
Supplies						
Office Supplies	520	434	520	387	453	520
Postage	100	-	-	-	-	-
Bingo Qualified/Unqualified				400	468	1,802
Computer Supplies	687	-	1,500	1,516	1,774	2,608
Pool Supplies	2,106	1,403	2,100	1,106	1,294	2,100
Operating Supplies	1,080	705	1,380	3	4	2,510
Vehicle Fuel & Oil	500	301	500	229	268	500
Vehicle Repairs & Maint	1,200	16	1,200	1,415	1,655	1,391
Total Supplies	**6,193**	**2,860**	**7,200**	**5,055**	**5,915**	**11,431**
Capital Outlay						
	-	-	-	-	-	-
	-	-	-		-	-
Total Capital Outlay	**-**	**-**	**-**	**-**	**-**	**-**
Total Recreation	**142,904**	**104,739**	**150,249**	**95,750**	**112,028**	**182,557**

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 16/17:

- Successfully update the Building Safety Codes to the 2015 Editions to improve safety, ISO rating, and insurance premiums in Benson.

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

Building	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	97,112	72,570	87,429	58,485	68,427	102,713
Payroll Taxes	7,429	5,314	6,688	4,312	5,045	7,858
Retirement Benefits	11,265	8,157	10,028	6,708	7,848	11,792
Employee Insurance	18,579	13,385	18,895	11,973	14,009	20,773
Total Personnel	**134,385**	**99,426**	**123,040**	**81,478**	**95,329**	**143,136**
Contracts & Services						
Professional Services	-	20,380	40,000	22,659	26,511	40,000
Education and Training	1,000	81	1,000	2,475	2,896	3,000
Telephone	900	381	500	267	312	500
Repairs & Maintenance	250	416	500	312	365	500
Uniforms	-	417	500	302	353	500
Public Notices, Advertising	-	-	200	-	-	250
Dues & Licenses	350		350	383	448	350
Total Contracts & Services	**2,500**	**21,675**	**43,050**	**26,398**	**30,886**	**45,100**
Supplies						
Office Supplies	1,000	818	1,000	1,262	1,476	1,500
Postage & Shipping	-	-	200	50	59	200
Computer Supplies	200	-	600	-	-	5,750
Operating Supplies	250	210	300	119	140	300
Vehicle Fuel & Oil	1,000	419	1,000	272	318	1,000
Vehicle Repairs & Maint	500	471	750	212	248	750
Total Supplies	**2,950**	**1,918**	**3,850**	**1,915**	**2,241**	**9,500**
Capital Projects						
	-	-	-	-	-	
Total Capital Projects		**-**		**-**	**-**	
Total Building Dept.	**139,835**	**123,018**	**169,940**	**109,791**	**128,455**	**197,736**

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 16/17:

- Complete Zoning Regulation Update.
- Review of new development
- Update website to contain all forms used in Building, Planning and Zoning.

Position	Number	Percentage
Building Official	1	50%
GIS Manager/Planning Technician	1	100%
GIS Tech	1	100%

Planning & Zoning	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	66,933	42,648	54,735	35,579	41,628	69,039
Overtime Wages	-	278	-	338	396	-
Payroll Taxes	5,120	3,141	4,187	2,603	3,045	5,281
Retirement Benefits	7,764	4,718	6,278	4,120	4,820	7,926
Employee Insurance	10,349	7,265	12,254	6,405	7,493	13,593
Total Personnel	**90,166**	**58,051**	**77,454**	**49,045**	**57,382**	**95,839**
Contracts & Services						
Professional Services	1,000	459	10,000	20,675	24,189	30,000
Education and Training	250	-	250	359	420	1,000
Public Notices, Advertising	1,000	683	5,000	1,577	1,845	5,000
Dues & Licenses	300	-	250	-	-	250
Total Contracts & Services	**2,550**	**1,142**	**15,500**	**22,611**	**26,455**	**36,250**
Supplies						
Office Supplies	-	-	500	50	58	500
Computer Supplies	500	-	1,500	1,065	1,246	5,500
Operating Supplies	250	62	250	-	-	250
Total Supplies	**750**	**62**	**2,250**	**1,115**	**1,304**	**6,250**
Capital Projects						
GIS Software and Equipment	1,500	-	1,500	-	-	-
Total Capital Projects	**1,500**	**-**	**1,500**	**-**	**-**	**-**
Total Planning & Zoning	**94,966**	**59,255**	**96,704**	**72,770**	**85,141**	**138,339**

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	100%

Public Works	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Personnel						
Salaries and Wages	40,567	32,027	37,790	20,351	23,811	52,250
Payroll Taxes	3,103	2,326	2,891	1,459	1,707	3,997
Retirement Benefits	4,706	3,712	4,335	2,334	2,731	5,998
Employee Insurance	5,531	4,569	2,680	2,256	2,640	9,127
Total Personnel	**53,907**	**42,636**	**47,696**	**26,401**	**30,889**	**71,372**
Contracts & Services						
Professional Services	20,000	311	35,000	43,263	50,617	100,000
Education and Training	250	-	500	141	165	1,000
Utilities	6,000	5,418	5,000	5,368	6,280	6,000
Telephone	4,000	3,875	3,500	3,197	3,740	4,000
Repairs & Maintenance	1,000	786	1,200	1,225	1,434	1,500
Rentals	500	-	500	-	-	1,000
Uniforms	250	105	250	-	-	250
Public Notices, Advertising	250	-	500	-	-	500
Travel	100	-	250	-	-	250
Dues & Licenses	250	-	250	-	-	300
Total Contracts & Services	**32,600**	**10,496**	**46,950**	**53,193**	**62,236**	**114,800**
Supplies						
Office Supplies	750	516	750	147	172	750
Postage & Shipping	100	-	100	-	-	100
Computer Supplies	500	116	1,500	504	590	4,500
Operating Supplies	2,000	1,700	2,000	1,094	1,280	3,500
Cemetery	2,500	14	2,500	-	-	2,500
Vehicle Fuel & Oil	1,500	1,014	1,500	695	813	1,500
Equipment Repairs					-	500
Vehicle Repairs & Maint	500	336	500	514	601	1,000
Total Supplies	**7,850**	**3,696**	**8,850**	**2,954**	**3,456**	**14,350**
Capital Projects						
Total Capital Projects	**-**	**-**	**-**	**-**	**-**	**-**
Total Public Works	**94,357**	**56,827**	**103,496**	**82,548**	**96,581**	**200,522**

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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.

Golf Course Goals for Fiscal Year 2015-16

- Increase community participation in our annual junior golf SNAG camps
- Review pricing structure on a regular basis to maximize revenue
- Increase online presence monitor online customer reviews
- Increase club play
- Establish cart paths with grass grown up to the paths
- Repaint clubhouse, maintain landscaping, and increase curb appeal
- Develop policy and procedures for all golf operations

Position	Number	Percentage
Golf Operations		
Director of Golf	1	100%
Golf Shop Manager	1	100%
Customer Service	1	50%
Golf Shop (1.9 FTE)	4	100%
Outside Operations (1.03 FTE)	3	100%
Maintenance		
Superintendent	1	100%
Foreman/Irrigation Tech	1	100%
Mechanic/Maintenance	1	100%
Equipment Operator	2	100%
Food and Beverage		
Kitchen Manager	1	100%
Cook	1	100%
Dishwasher/Prep Cook (.75 FTE)	1	100%
Waitstaff (2.92 FTE)	5	100%

San Pedro Golf Operations	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Memberships	78,472	71,599	-		-	-
Green and Cart Fees	410,442	357,251	473,834	326,044	381,471	468,730
Merchandise Sales	48,911	38,652	42,697	19,163	22,421	35,000
Practice Facility	30,523	18,021	24,335	13,360	15,632	18,250
Other Income	-	22,405	-	-	-	-
Teaching Revenue	1,500	20	2,500	-	-	1,500
Contribution from General Fund	89,212	-	91,454	132,071	154,523	171,932
Total Revenues	**659,060**	**507,947**	**634,820**	**490,638**	**574,047**	**695,412**
Expenditures						
Personnel						
Salaries and Wages	116,863	74,775	130,396	95,353	111,563	134,543
Overtime Wages	250	29	-	146	171	-
Payroll Taxes	8,959	6,300	9,975	7,547	8,830	10,293
Retirement Benefits	9,890	4,809	8,864	7,625	8,921	9,649
Employee Insurance	13,443	6,674	15,348	13,943	16,314	12,400
Total Personnel	**149,405**	**92,587**	**164,583**	**124,614**	**145,798**	**166,884**
Contracts & Services						
Professional Services	4,520	6,181	2,880	2,989	3,497	6,181
Pro Shop Inventory	30,148	24,166	30,000	13,440	15,725	28,000
Education and Training	500	110	500	-	-	500
Bank Charges	12,775	9,192	12,225	6,055	7,084	9,192
Cash Short	250	4	250	232	271	250
Utilities	28,875	32,112	33,000	22,813	26,692	30,000
Telephone	6,952	6,631	6,750	5,160	6,037	6,000
Repairs & Maint - Building	4,000	2,630	4,000	1,645	1,925	3,000
Rentals	250	993	600	176	206	500
Uniforms	1,535	635	1,300	85	100	750
Insurance	6,341	7,021	7,292	7,577	8,865	8,500
Advertising	10,000	6,863	12,000	2,638	3,086	10,000
Travel	500	154	500	65	76	300
Dues & Licenses	1,150	25	1,000	583	683	800
Total Contracts & Services	**107,796**	**96,717**	**112,297**	**63,458**	**74,246**	**103,973**
Supplies						
Operating Supplies	2,000	2,459	2,000	771	902	1,500
Office Supplies	1,500	1,078	1,500	260	304	1,000
Postage & Shipping	250	28	250	98	115	200
Computer Supplies	500	161	500	200	234	-
Golf Cart Operating Costs	350	209	350	-	-	-
Range Operating Supplies	3,250	12	3,250	-	-	2,500
Fuel & Oil- Golf Carts	16,275	9,259	11,000	4,922	5,758	10,000
Repairs & Maint- Golf Carts	2,550	989	1,000	958	1,120	800
Total Supplies	**26,675**	**14,195**	**19,850**	**7,209**	**8,434**	**16,000**
Capital Expenditures	**57,300**	**-**	**57,300**	**57,299**	**67,040**	**57,300**
Contingency	**-**	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**341,176**	**203,499**	**354,030**	**252,579**	**295,518**	**344,157**

S.P. Golf Maintenance	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Expenditures						
Personnel						
Salaries and Wages	114,706	137,214	104,019	71,345	122,714	127,625
Overtime Wages	1,000	1,241	-	7,581	13,038	5,000
Payroll Taxes	8,851	10,683	7,957	6,239	10,731	9,763
Retirement Benefits	13,422	15,290	11,931	9,053	15,571	14,651
Employee Insurance	20,836	27,019	21,711	15,565	26,772	30,621
Total Personnel	**158,815**	**191,448**	**145,618**	**109,783**	**188,827**	**187,660**
Contracts & Services						
Professional Services	2,869	2,773	1,869	2,165	3,724	2,000
Contract Labor- DOC	6,500	7,186	6,200	6,169	10,611	8,200
Education and Training	250	444	250	-	-	200
Utilities	38,844	37,475	36,800	27,517	47,329	36,500
Telephone	1,020	936	650	811	1,394	250
Repairs & Maint - Irrigation	5,000	24,559	5,000	1,185	2,038	5,000
Rentals	850	105	500	-	-	500
Uniforms	800	913	500	756	1,301	500
Travel	250	33	250	197	338	250
Dues & Licenses	550	440	500	-	-	250
Total Contracts & Services	**56,933**	**74,864**	**52,519**	**38,799**	**66,735**	**53,650**
Supplies						
Golf Course Supplies	5,005	3,376	3,500	3,822	6,574	3,000
Fertilizers	15,000	2,631	10,000	3,451	5,936	10,000
Chemicals	15,000	7,124	10,000	3,558	6,120	10,000
Landscaping	500	206	500	262	451	500
Sand & Gravel	10,500	5,876	10,000	6,150	10,579	10,000
Seed	27,000	24,150	30,000	27,391	27,391	30,000
Office Supplies	150	-	100	89	153	100
Other Operating Supplies	3,550	1,426	2,000	1,002	1,723	1,000
Fuel & Oil	21,192	14,925	18,192	15,448	26,571	18,192
Repairs & Maint- Equipment	25,500	22,354	20,500	27,911	48,008	20,000
Total Supplies	**123,397**	**82,068**	**104,792**	**89,086**	**133,505**	**102,792**
Contingency	**-**	**-**	**-**	**-**	**-**	**-**
Equipment	**-**	**-**	**-**	**-**	**-**	**-**
Capital Projects						
GC 17-01 Chemical Applicator Rig		-		-	-	10,000
GC 17-03 Fairway Unit Mower						11,500
GC 17-02 Utility Maint Vehicle		-				6,700
Total Capital Expenditures						28,200
Total Golf Maint.	**339,145**	**348,381**	**302,929**	**237,668**	**389,067**	**372,302**

San Pedro F&B	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Food Sales	210,530	179,334	210,000	149,186	174,548	192,500
Beer Sales	55,440	63,125	65,000	50,804	59,441	60,300
Wine Sales	2,331	5,700	7,000	5,078	5,942	6,000
Liquor Sales	16,500	20,996	18,500	16,827	19,688	18,500
Banquet Revenue	10,450	13,030	6,000	10,694	12,512	14,000
Total Revenues	**295,251**	**282,185**	**306,500**	**232,590**	**272,130**	**291,300**
Expenditures						
Personnel						
Salaries and Wages	96,486	90,516	103,125	72,254	84,537	99,501
Overtime Wages	500	10,517	2,500	8,198	9,592	5,000
Payroll Taxes	7,420	10,650	8,785	8,551	10,039	8,473
Retirement Benefits	10,482	11,130	11,111	9,002	10,532	10,945
Employee Insurance	24,330	20,603	25,841	19,332	22,618	27,784
Total Personnel	**139,218**	**143,417**	**151,362**	**117,337**	**137,318**	**151,703**
Contracts & Services						
Professional Services	2,775	19,866	3,000	3,534	4,134	3,000
Food Cost	86,212	95,031	85,000	68,466	80,106	70,000
Beer Cost	16,632	19,772	16,900	16,659	19,491	16,000
Wine Cost	583	845	900	1,365	1,597	900
Liquor Cost	4,950	5,864	4,100	3,199	3,742	3,000
Education and Training	500	158	-		-	-
Bank Charges	-	4,259		3,442	4,027	3,000
Cash Short	-	46		(14)	(14)	-
Telephone	420	-	-	-	-	-
Direct TV	2,100	2,219	2,100	1,700	1,989	2,100
Repairs & Maint	3,225	13,028	6,000	5,710	6,681	6,000
Rentals	5,000	8,171	5,000	2,477	2,899	4,000
Uniforms	1,500	362	1,000	33	38	500
Advertising	1,200	766	500	503	589	2,000
Fees & Licenses	300	400	300	150	176	300
Travel	500	392	500	381	446	500
Dues & Licenses	750	650	800	291	341	650
Total Contracts & Services	**126,647**	**171,829**	**126,100**	**107,897**	**126,241**	**111,950**
Supplies						
Supplies & Expenses	-	198		281	329	200
Kitchen Supplies	4,750	7,995	4,000	4,544	5,316	3,000
Restaurant Supplies	2,775	4,683	2,500	2,525	2,954	3,000
Office Supplies	300	486	200	273	319	300
Printing & Postage	300	100	200	6	6	100
Total Supplies	**8,125**	**13,461**	**6,900**	**7,628**	**8,925**	**6,600**
Contingency	**-**	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**273,990**	**328,707**	**284,362**	**232,862**	**272,485**	**270,253**

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	5	5%
Meter Reader	2	50%
Accounting Supervisor	1	15%
Accounting Clerk III	2	25%

Natural Gas Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Gas Revenue	700,000	539,654	600,000	476,382	557,367	700,000
Muli-User Gas Revenue	7,500	7,916	7,500	5,833	6,824	10,000
Commercial Gas Revenue	350,000	232,316	275,000	189,897	222,180	350,000
Utility Service Charges	15,000	15,705	15,000	13,438	15,723	15,000
New Gas Hookups	9,000	1,275	7,000	1,052	1,231	7,000
Penalty and Interest Fees	7,500	4,013	5,000	2,936	3,435	5,000
Series 2010 Bond Proceeds	60,000	-	130,000	-	-	75,000
Round Up Revenues	15,000	-	-	-	-	15,000
Total Revenues	**1,164,000**	**800,879**	**1,039,500**	**689,538**	**806,759**	**1,177,000**
Expenditures						
Personnel						
Salaries and Wages	208,194	173,350	241,508	149,225	174,593	248,905
Overtime Wages	10,000	3,650	10,000	4,440	5,195	10,300
Payroll Taxes	16,692	12,747	19,240	11,294	13,214	19,806
Retirement Benefits	25,311	20,128	28,848	17,619	20,615	29,722
Employee Insurance	49,541	36,265	54,937	30,956	36,218	59,054
Total Personnel	**309,738**	**246,139**	**354,533**	**213,534**	**249,835**	**367,787**
Contracts & Services						
Professional Services	10,000	7,115	10,000	8,608	10,072	25,000
IT Services	1,000	-	-	-	-	-
Education and Training	4,000	1,796	5,000	1,539	1,801	5,000
Bank Charges	3,600	3,299	3,500	2,603	3,046	3,000
Utilities	2,000	2,170	2,000	1,570	1,837	2,000
Telephone	2,000	1,939	2,000	1,045	1,223	2,000
Repairs & Maintenance	10,000	3,591	10,000	951	1,113	10,000
Rentals	3,500	4,761	3,000	2,917	3,413	5,000
Uniforms	2,100	1,841	2,100	731	856	2,100
Insurance	55,000	43,944	45,000	47,355	55,406	45,000
Public Notices & Advertising	1,500	956	1,000	437	512	1,500
Fees & Licenses	100	-	100	-	-	500
Dues & Licenses	3,500	1,337	2,500	-	-	2,500
Round Up Donations	15,000	-	-	-	-	15,000
Bad Debt Write Off	5,000	4,532	1,500	1,282	1,500	1,500
Total Contracts & Services	**118,300**	**77,280**	**87,700**	**69,040**	**80,777**	**120,100**
Supplies						
Natural Gas Purchased	450,000	322,509	400,000	191,915	224,541	375,000
Office Supplies	250	91	250	-	-	250
Printing & Postage	4,500	4,532	4,000	3,460	4,048	4,500
Computer Supplies	2,500	509	1,500	2,111	2,470	5,200
Gas Outage Supplies	250	-	250	-	-	250
Operating Supplies	30,000	11,971	30,000	8,968	10,493	30,000
Vehicle Fuel & Oil	15,000	11,723	15,000	5,018	5,871	12,000
Vehicle Repairs & Maint	10,000	4,531	10,000	3,230	3,779	10,000
Total Supplies	**512,500**	**355,865**	**461,000**	**214,702**	**251,201**	**437,200**
Contingency	**68,462**	121,594	**6,267**	173,234	205,918	**151,913**
Capital Projects						
CIP GS 07-5 Truck	20,000	-	20,000	-	-	25,000
CIP GS 07-4 Telemeters	50,000	-	25,000	19,028	19,028	50,000
CIP GS 10-1 Ocotillo Line Replacement	60,000		60,000	-	-	-
CIP GS 12-1 Gas Detection Equipment	25,000	-	25,000	-	-	25,000
Total Capital Projects	**155,000**	**-**	**130,000**	**19,028**	**19,028**	**100,000**
Total Expenditures	**1,164,000**	**800,878**	**1,039,500**	**689,538**	**806,759**	**1,177,000**

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	33%
Utilities Operator II	1	90%
Utilities Operator I	2	90%
Utilities Operator I	5	5%
Meter Reader	2	50%
Accounting Supervisor	1	15%
Accounting Clerk III	2	25%

Water Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Water Revenue	450,000	385,011	425,000	307,298	359,538	465,000
Commercial Water Revenue	330,000	302,440	300,000	247,782	289,905	335,000
New Hookups	10,000	12,267	20,000	1,600	1,873	10,000
Impact Fee Allocation	-	-	-	-	-	-
Water Accomodation Fees	7,500	9,265	7,000	9,265	10,840	12,000
Series 2010 Bond Proceeds	50,000	-	25,000	-	-	50,000
Other Income	-	671	-	60	70	250
Total Revenues	**847,500**	**709,654**	**777,000**	**566,005**	**662,226**	**872,250**
Expenditures						
Personnel						
Salaries and Wages	247,581	249,781	245,279	227,716	266,428	250,930
Overtime Wages	6,000	10,210	10,000	11,953	13,985	10,300
Payroll Taxes	19,399	18,906	19,529	17,641	20,640	19,961
Retirement Benefits	29,415	29,832	29,280	27,406	32,065	29,955
Employee Insurance	49,951	51,848	49,900	49,941	58,430	52,808
Total Personnel	**352,346**	**360,577**	**353,988**	**334,656**	**391,547**	**363,954**
Contracts & Services						
Professional Services	25,000	1,609	25,000	1,756	2,054	25,000
Chemical Analysis	4,000	2,565	3,000	2,270	2,656	4,000
IT Services	1,000	-	-	-	-	2,500
Education and Training	2,500	-	2,500	315	368	3,000
Bank Charges	3,600	3,299	3,000	2,603	3,046	3,000
Utilities	120,000	119,231	120,000	85,567	100,114	120,000
Telephone	1,500	1,058	1,200	964	1,127	1,200
Repairs & Maintenance	20,000	9,508	20,000	3,519	4,118	25,000
Rentals	1,500	1,391	1,000	1,433	1,677	1,500
Uniforms	1,500	1,260	1,200	1,430	1,674	2,000
Insurance	12,000	8,836	10,000	9,471	11,081	10,000
Public Notices & Advertising	1,000	661	1,000	467	546	1,000
Dues & Licenses	10,000	7,386	15,000	6,404	7,493	15,000
Bad Debt Write Off	2,500	5,184	2,500	1,024	1,198	1,500
Total Contracts & Services	**206,100**	**161,989**	**205,400**	**117,224**	**137,152**	**214,700**
Supplies						
Office Supplies	500	153	250	-	-	250
Printing & Postage	6,000	4,357	5,000	3,393	3,970	5,000
Computer Supplies	2,500	509	1,500	2,111	2,470	5,200
Operating Supplies	45,000	12,901	45,000	20,624	24,131	45,000
Vehicle Fuel & Oil	15,000	11,815	15,000	7,190	8,412	12,000
Equipment Repairs & Maint						5,000
Vehicle Repairs & Maint	10,000	7,685	10,000	8,788	10,282	10,000
Total Supplies	**79,000**	**37,420**	**76,750**	**42,106**	**49,264**	**82,450**
Contingency	**30,054**	**156,553**	**60,862**	**63,532**	**69,664**	**51,146**
Capital Projects						
CIP WA 07-9 Truck	20,000	-	20,000	-	-	25,000
Telemeters	50,000	-	25,000	8,488	14,599	50,000
CIP WA 08-1 SueJuan Repairs	10,000	-	10,000	-	-	10,000
Transfer to Capital Projects	-	(6,885)	-	-	-	-
CIP WA 10-5 Hill Crest St Water Line	50,000	-	25,000	-	-	25,000
CIP WA 15-1 302 Pump Replacement	50,000	-	-	-	-	50,000
Total Capital Projects	**180,000**	**(6,885)**	**80,000**	**8,488**	**14,599**	**160,000**
Total Expenditures	**847,500**	**709,654**	**777,000**	**566,005**	**662,226**	**872,250**

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	33%
Utilities Operator II	1	5%
Utilities Operator I	3	90%
Utilities Operator I	4	5%
Accounting Supervisor	1	15%
Accounting Clerk III	2	25%

Wastewater Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Wastewater Fees	420,000	422,037	425,000	347,796	406,921	475,000
Muli-User Wastewater Fees	8,000	6,586	7,000	5,152	6,027	9,000
Commercial Wastewater Fees	250,000	265,219	275,000	216,626	253,452	300,000
New Hook Ups	15,000	2,474	15,000	3,555	4,159	15,000
Series 2010 Bond	-	-	90,000	-	-	280,000
Whetstone W/W Fees	15,000	-	12,000	-	-	-
Misc Revenue	12,000	22,600	15,000	3,400	3,978	6,000
Total Revenues	**720,000**	**718,916**	**839,000**	**576,528**	**674,537**	**1,085,000**
Expenditures						
Personnel						
Salaries and Wages	210,026	164,022	227,380	163,254	191,007	218,800
Overtime Wages	15,000	8,951	15,000	6,678	7,813	15,450
Payroll Taxes	17,215	13,681	18,542	12,758	14,927	17,886
Retirement Benefits	26,103	19,549	27,801	19,061	22,301	26,840
Employee Insurance	39,863	31,953	41,301	31,590	36,961	46,520
Total Personnel	**308,207**	**238,156**	**330,024**	**233,341**	**273,009**	**325,496**
Contracts & Services						
Professional Services	15,000	8,939	15,000	15,217	17,804	25,000
Chemical Analysis	15,000	14,171	20,000	13,229	15,478	15,000
Whetstone Waste Disposal	15,000	-	-	-	-	-
IT Services	1,000	-	5,000	601	703	5,000
Education and Training	2,000	-	2,000		-	25,000
Bank Charges	3,600	3,299	3,000	2,603	3,046	3,000
Utilities	80,000	76,239	85,000	59,103	69,151	75,000
Telephone	4,000	3,505	3,500	2,966	3,470	3,500
Repairs & Maintenance	50,000	22,773	110,000	84,095	98,391	85,000
Rentals	1,000	-	1,000	703	823	1,000
Uniforms	1,500	1,486	1,500	829	970	1,500
Insurance	30,000	26,390	28,000	28,413	33,243	28,000
Public Notices & Advertising	250	-	250	-	-	250
Dues & Licenses	12,000	11,375	25,000	12,867	15,054	25,000
Bad Debt Write Off	1,500	2,257	1,500	1,283	1,501	1,500
Total Contracts & Services	**231,850**	**170,434**	**300,750**	**221,909**	**259,634**	**293,750**
Supplies						
Office Supplies	400	209	400	136	159	400
Printing & Postage	6,000	4,382	5,000	3,404	3,982	5,000
Computer Supplies	5,000	509	5,000	3,570	4,176	7,700
Operating Supplies	35,000	18,277	35,000	30,903	36,156	35,000
Vehicle Fuel & Oil	10,000	7,793	10,000	3,601	4,213	7,500
Equipment Repairs & Maint						5,000
Vehicle Repairs & Maint	12,000	11,895	15,000	11,114	13,003	10,000
Total Supplies	**68,400**	**43,065**	**70,400**	**52,727**	**61,531**	**70,600**
Contingency	**26,543**	**267,261**	**47,826**	**68,551**	**80,363**	**20,154**
Refunds						
Capital Projects						
CIP 07-4 Truck Purchase	20,000	-	20,000	-	-	25,000
CIP WW 17-01 UV System						200,000
CIP WW 17-02 Wastewater Plant Sofware Upgrad						80,000
CIP WW 08-1 Jet Router	65,000	-	70,000	-	-	70,000
Total Capital Projects	**85,000**	**-**	**90,000**	**-**	**-**	**375,000**
Total Expenditures	**720,000**	**718,916**	**839,000**	**576,528**	**674,537**	**1,085,000**

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Residential Sanitation Fees	320,000	321,233	320,000	269,479	315,290	360,000
Muli-User Sanitation Fees	-	-	-	-	-	-
Commercial Sanitation Fees	290,000	305,731	315,000	227,017	265,610	320,000
Total Revenues	**610,000**	**626,964**	**635,000**	**496,496**	**580,900**	**680,000**
Expenditures						
Personnel						
Salaries and Wages	16,804	16,836	18,205	15,401	18,019	14,609
Payroll Taxes	1,286	1,221	1,393	1,134	1,327	1,118
Retirement Benefits	1,949	1,952	2,088	1,766	2,067	1,677
Employee Insurance	3,648	3,501	3,913	2,990	3,498	3,317
Total Personnel	**23,687**	**23,510**	**25,599**	**21,291**	**24,911**	**20,721**
Contracts & Services						
Bank Charges	3,600	3,299	3,000	2,603	3,046	3,000
Public Notices, Advertising	200	94	200	-	-	200
Postage and Printing	4,500	4,357	4,000	3,393	3,970	4,000
County Solid Waste	186,000	189,334	195,000	140,449	164,325	214,500
Residential Service Contract	196,800	198,488	202,000	151,282	177,000	206,000
Commercial Service Contract	183,600	175,056	189,000	123,920	144,987	193,000
Bad Debt Write Off	1,500	1,814	1,500	1,116	1,306	1,500
Total Contracts and Services	**576,200**	**572,441**	**594,700**	**422,764**	**494,634**	**622,200**
Contingency	**10,113**	**31,013**	**14,701**	**52,441**	**61,356**	**37,079**
Total Expenditures	**610,000**	**626,964**	**635,000**	**496,496**	**580,900**	**680,000**

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Contribution General Fund	82,750	43,646	100,800	46,385	54,270	135,800
Business Revenue	100,000	11,554	20,000	10,644	12,454	15,000
Insurance Recoveries	-	-	-	-	-	-
Total Revenues	**182,750**	**55,200**	**120,800**	**57,029**	**66,724**	**150,800**
Expenditures						
Contracts & Services						
Professional Services	60,000	5,905	30,000	13,214	15,460	45,000
Utilities	20,000	12,277	20,000	10,800	12,636	15,000
Telephone	750	759	800	655	767	800
Repairs & Maint	40,000	17,197	15,000	12,215	14,292	25,000
Insurance	22,000	19,062	25,000	20,146	23,570	25,000
Total Contracts & Services	**142,750**	**55,200**	**90,800**	**57,030**	**66,725**	**110,800**
Supplies						
Total Supplies	**-**	**-**	**-**	**-**	**-**	**-**
Capital Projects						
Contingency	10,000	-	10,000	-	-	10,000
Grant Match	30,000	-	20,000	-	-	30,000
Total Capital Projects	**40,000**	**-**	**30,000**	**-**	**-**	**40,000**
Total Expenditures	**182,750**	**55,200**	**120,800**	**57,030**	**66,725**	**150,800**

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	2	100%

Streets Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Gasoline Tax	359,893	359,407	370,990	302,872	354,360	361,555
One Time Gasoline Tax						14,560
Contribution from General Fund				-		57,268
State Lottery Revenue	-	-	-	-	-	-
Total Revenues	**359,893**	**359,407**	**370,990**	**302,872**	**354,360**	**433,383**
Personnel						
Salaries and Wages	112,048	104,549	117,527	86,656	101,388	161,753
Overtime Wages	1,500	50	1,500	167	196	1,545
Payroll Taxes	8,686	7,817	9,106	6,399	7,487	12,489
Retirement Benefits	13,171	12,114	13,653	9,955	11,647	18,741
Employee Insurance	29,885	24,358	34,288	25,754	30,132	50,154
Total Personnel	**165,290**	**148,888**	**176,074**	**128,931**	**150,850**	**244,683**
Contracts & Services						
Professional Services	35,000	45,693	40,000	38,884	45,495	45,000
Contract Labor - DOC	4,000	4,009	4,000	2,772	3,243	4,000
Education and Training	100	80	100	19	22	1,000
Utilities	65,000	81,949	80,000	62,378	72,983	70,000
Telephone	1,000	1,070	1,000	800	936	1,000
Repairs & Maintenance - Equip	7,500	2,146	6,000	2,037	2,384	6,000
Repairs & Maintenance - Streets	36,003	13,660	22,616	8,004	9,365	15,000
Rentals	500	-	-	-	-	500
Uniforms	1,500	1,466	1,200	916	1,072	1,200
Insurance	15,000	10,592	12,000	11,365	13,297	12,000
Materials & Supplies	9,000	5,022	10,000	5,659	6,621	10,000
Vehicle Fuel & Oil	10,000	7,929	8,000	5,164	6,041	8,000
Equipment Maint & Repair						5,000
Vehicle Repairs & Maint	10,000	9,322	10,000	9,317	10,901	10,000
Total Contracts & Services	**194,603**	**182,937**	**194,916**	**147,317**	**172,361**	**188,700**
Capital Projects						
Contingency	-	27,583	-	26,624	31,150	
Total Capital Projects	**-**	**27,583**	**-**	**26,624**	**31,150**	**-**
Total Expenditures	**359,893**	**359,407**	**370,990**	**302,872**	**354,360**	**433,383**

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
Dispatcher/Admin Assistant	1	50%
Transit Driver (2.25 FTE)	3	100%
Temporary Transit Driver (.58 FTE)	3	100%

Transit Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Grant Reimbursement - FTA 5311 - Capital	226,900	1,678	263,013	1,580	1,848	135,000
Grant Reimbursement - FTA 5311 - Operating	96,403	70,312	90,339	70,120	82,041	77,360
Grant Reimbursement - FTA 5311 - Admin	53,834	15,623	42,653	23,896	27,958	34,405
SEAGO AAA	18,650	21,758	18,650	21,844	25,558	18,650
Fare Revenue	9,000	7,589	8,000	5,397	6,314	8,000
Allocation from General Fund	29,348	37,502	54,966	68,046	79,614	57,646
Greyhound Revenue	80,000	2,203	5,000	2,675	3,129	-
RTAP	1,000	1,903	1,500	-	-	1,500
Total Revenues	**515,135**	**158,567**	**484,121**	**193,557**	**226,462**	**332,561**
Personnel						
Salaries and Wages	101,807	75,197	98,363	69,215	80,981	94,438
Overtime Wages	-	361	-	1,210	1,416	-
Payroll Taxes	7,788	6,034	7,525	5,547	6,490	7,225
Retirement Benefits	8,310	7,863	9,676	7,675	8,980	9,096
Employee Insurance	15,705	9,088	14,298	8,267	9,672	9,102
Total Personnel	**133,610**	**98,543**	**129,862**	**91,914**	**107,540**	**119,861**
Contracts & Services						
Professional Services	3,300	1,237	1,300	2,288	2,676	1,600
Education and Training	1,000	2,005	3,000	1,216	1,423	3,000
Utilities	1,500	-	1,500	-	-	-
Telephone	2,800	-	2,000	1,769	2,070	2,500
Rentals- Office	1,200	2,363	1,200	-	-	-
Uniforms	1,000	-	-	-	-	-
Insurance- Vehicles	17,000	10,532	12,000	11,365	13,297	12,000
Public Notices & Advertising	3,000	-	-	-	-	1,000
Travel	100	-	-	111	130	400
Dues & Licenses	1,000	1,655	-	2,608	3,051	3,500
Total Contracts & Services	**31,900**	**17,791**	**21,000**	**19,356**	**22,647**	**24,000**
Supplies						
Office Supplies	1,000	-	-	-	-	200
Printing & Postage	5,000	-	-	-	-	-
Computer Supplies	2,000	-	-	-	-	-
Operating Supplies	3,000	527	1,000	71	83	500
Vehicle Fuel & Oil	40,000	22,989	25,100	11,795	13,800	20,000
Vehicle Repairs & Maint	15,000	18,716	20,034	43,104	50,432	18,000
Vehicle License	-	-	3,500	-	-	-
Total Supplies	**66,000**	**42,232**	**49,634**	**54,970**	**64,314**	**38,700**
Contingency				-	4,643	**-**
Capital						
CIP TR 15-1 Passenger Shelters	33,625	-	33,625	4,616	4,616	
CIP TR 15-2 2 Fixed Route Busses	250,000		250,000	22,701	22,701	-
CIP TR 17-1 Dial-A-Ride Buses	-	-	-	-	-	150,000
Total Capital	**283,625**	**-**	**283,625**	**27,317**	**27,317**	**150,000**
Total Expenditures	**515,135**	**158,567**	**484,121**	**193,557**	**226,461**	**332,561**

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Construction Sales Tax	200,000	72,647	500,000	99,065	115,906	800,000
Hanger Financing	500,000	-	-	-	-	500,000
Series 2010 Bond Proceeds	559,600	-	284,600	-	-	250,000
Cenpatico's Community Reinvestment Grant Parks						75,000
K9 Memorail Donations						6,000
Legacy Foundation Grants						52,000
Anticipated Grant	50,000	-	-	-	-	1,245,345
Total Revenues	**1,309,600**	**72,647**	**784,600**	**99,065**	**115,906**	**2,928,345**
Expenditures						
CIP CM 08-1 Walmart Payment	250,000	250,000	250,000	-	-	250,000
CIP WW 10-3 Wastewater Plant Software Upgrade	-	-		-	-	80,000
CIP WA 15-1 302 Pump Replacement	-	-	-	-	-	50,000
CIP ST 10-3 Street Signage Upgrades	-	-	-	-	-	75,000
CIP ST 10-2 Survey Of 4th Street						15,000
CIP ST 17-1 Complete Street Study						20,000
CIP PD 17-3 K9 Memorial	-	-	-	-	-	6,000
CIP PR 12-1 Skate Park Improvments						30,000
CIP PR 17-1 Pool Improvement Canopy						33,172
CIP PR 17-3 Lions Park Master Plan						
CIP PR 17-2 Union Street Park Canopy						33,172
CIP PW 17-1 Slum & Blight Abatement						25,000
CIP PW 11-2 Utility Rate Studies	45,000	-	15,000	-	-	-
CIP PW 11-8 2 Used County Dump Trucks	30,000	-	-	-	-	-
CIP PR 12-4 Park Master Plan	30,000	-	30,000	-	-	-
CIP PW 12-1 UAS Infrastructure Develop.	200,000	7,732	50,000	-	-	50,000
CIP PW 08-1 City Hall Improvements	20,000	-	20,000	-	-	20,000
CIP LB17-1 Carpet	-	-	-	-	-	11,000
CIP AIR 08-1 Airport Phase 1 Improvements						1,200,000
Airport Hanger (s)	500,000	-	-		-	-
Water Well Filters	-	-	100,000	-	-	-
CIP PW 07-8 Pavement Management	200,000	34,676	200,000	-	-	200,000
CIP PW 07-03 Union Street Crossing			45,000			-
CIP PZ 12-01 Permit Tracking Database						30,000
Broadband Infrastructure			40,000			-
CIP PR 12-3 ATV Gator	10,000	-	10,000	-	-	-
Update Lions Park Master Plan	9,600	-	9,600	-	-	
Reserve Funds						800,000
Parks, Trails Open Spaces Master Plan	15,000	19,135	15,000	-	-	-
Total Capital Projects	**1,309,600**	**311,543**	**784,600**	**-**	**-**	**2,928,345**
Total Capital Projects Fund	**-**	**(238,896)**	**-**	**99,065**	**115,906**	**0**

Debt Service Fund

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

Debt Service Fund	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2015	2015-16 Projected Actual	2016-17 Budget
Revenues						
Bond Proceeds Carried Forward	1,100,000	-	1,070,000	-	-	1,070,000
Transfer of Payments from General Fund	400,538	400,538	399,975	399,975	399,975	396,950
Total Revenues	**1,500,538**	**400,538**	**1,469,975**	**399,975**	**399,975**	**1,466,950**
Expenditures						
Bond Debt Service	400,538	400,538	399,975	399,975	399,975	396,950
Transfer to Capital Projects Fund	559,600	-	284,600	-	-	284,600
Transfer to Gas Fund	60,000	-	130,000	-	-	75,000
Transfer to Water Fund	50,000	-	25,000	-	-	50,000
Transfer to Waste Water Fund	-	-	90,000	-	-	280,000
Bond Proceeds Carried Forward	430,400	-	540,400	-	-	380,400
Total Expenditures	**1,500,538**	**400,538**	**1,469,975**	**399,975**	**399,975**	**1,466,950**

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru Dec 2015	2015-16 Projected Actual	2016-17 Budget
Revenues						
Impact Fee	100	-	-	-	-	-
Carry Forward Balance						
Total Revenues	**100**	**-**	**-**	**-**	**-**	**-**
Expenditures						
Capital Outlay Reserve	100	-	-	-	-	-
Transfer to Water Fund	-	-	-	-	-	-
Total Expenditures	**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	**2014-15 Budget**	**2014-15 Actual**	**2015-16 Budget**	**2015-16 Actual Thru April 2016**	**2015-16 Projected Actual**	**2016-17 Budget**
Revenues:						
Historic Preservation Grant		2,040		360	360	
Tourism Grant		8,000		7,500	7,500	7,000
Police Grants	-	-	-	9,359	9,359	-
Fire Grants	-	-	427,500	430,068	430,068	300,000
Emergency Generator	-	-	-	-	-	-
FAA 16 / ADOT	-	-	-	-	-	-
Unclassified Airport Grants	1,200,000	166,298	1,200,000	210,369	210,369	1,200,000
Unclassified Grants	3,500,000	-	3,500,000	-	-	1,490,000
WIFA SCADA and Energy Study	35,000	-	-	-	-	-
State Airport Grants	-	3,780	-	-	-	-
Score Board Donations						10,000
Contribution From General Fund			35,000		-	-
Police K9 Statue Donation						6,000
CDBG Park Grant	250,000	7,319	237,500	151,416	151,416	-
Total Revenues	**4,985,000**	**187,437**	**5,400,000**	**809,072**	**809,072**	**3,013,000**
Expenditures:						
Historic Preservation Grant		4,000	-	-	-	
Police Grants	-	2,628	-	6,731	6,731	-
Fire Grants	-	7,613	450,000	452,627	452,627	300,000
Unclassified Airport Grants	1,200,000	-	1,200,000	-	-	1,200,000
Unclassified Grants	3,500,000	-	3,500,000	-	-	1,490,000
WIFA SCADA and Energy Study	35,000	-	-	-	-	-
State Airport Grants	-	10,530	-	25,430	25,430	
Federal Airport Grants		155,196		161,431	161,431	
Union Pacific Grants	-	-	-	1,381	1,382	7,000
Police K9 Statute Donation						6,000
Score Board Park						10,000
CDBG Parks	250,000	7,470	250,000	161,471	161,471	-
Total Expenditures	**4,985,000**	**187,437**	**5,400,000**	**809,071**	**809,072**	**3,013,000**

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	2014-15 Budget	2014-15 Actual	2015-16 Budget	2015-16 Actual Thru April 2016	2015-16 Projected Actual	2016-17 Budget
Revenues						
Contributions From State Fund	6,000	6,423	6,000	5,125	8,815	6,000
Contributions From Fire, Inc	1,200	2,409	1,200	1,533	2,637	1,200
Contributions From General Fund	14,200	17,828	23,800	20,342	34,988	23,800
Interest Income	5,000	-	5,000	-	-	5,000
Other Income	-	539	-	-	-	-
Total Revenues	**26,400**	**27,200**	**36,000**	**27,000**	**46,440**	**36,000**
Expenditures						
Pension Payments	26,400	27,200	36,000	27,000	46,440	36,000
Total Expenditures	**26,400**	**27,200**	**36,000**	**27,000**	**46,440**	**36,000**

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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 2015-2020 CIP form the basis of appropriation in the 2015-2020 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 2015-2020 CIP assumes very modest commercial and residential growth of the City. The current plan assumes sales tax collections will increase from 2014-2015 collections based on anticipated development coming into the City. 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 $37 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, $1.4 million was spent for capital improvements during fiscal years 2010-15, and the remaining $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) $500, $500, $750, $750 and $750 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 previously collected will be spent on water and wastewater capital projects. As of August 2014, the City will no longer collect Impact Fees.

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) $159, $519, $55, $172 and $5, 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 2015-2016

PW 11-2	Utility Rate Studies	5,000
PR 12-3	ATV Gator	8,000
GS 07-4	Water Telemeters	12,000
TR 15-2	2 Fixed Route Busses	22,701

Total CIP Projects Completed during fiscal 2015-2016		**$47,701**

Capital Improvement Plan (CIP) Budget Summary 2016-2021								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
General Fund (GF) ($000)								
Video Equipment	88	CM 12-3		15				15
Fire Equipment	88	FD 07-2	23					23
Vehicle, Fire F150 4x4	89	FD 09-1				45		45
Vehicle, Fire F550 4x4 Rescue/Brush	89	FD 09-2		120				120
Vehicle Exhaust Removal System	90	FD 10-1			70			70
Extracation Equipment	90	FD 10-3		65				65
Fire Communications Equipment	91	FD 10-4		130	60	60		250
Fire Engine Type I El Dorado	91	FD 12-1		700				700
SCBA Bottle Replacement	92	FD 13-1			6	6	6	18
Portable Pump	92	FD 13-2			9	9	9	27
Pave West Lot - Library	93	LB 15-1			35			35
Carpet-Library	94	LB 15-2	11		11			22
Vehicles, Patrol	94	PD 07-1	37	37	37			111
Vehicle, Animal Control	95	PD 07-2		5	5	5	5	20
PD Drug Dog	95	PD 13-1	11					11
Unmarked Cars	96	PD 13-3	14	14	14			42
PD Replace Protable Devices	96	PD 17-2	10	10	10			30
Apache Park Improvements	97	PR 06-2				225		225
Senior Center	98	PR 07-5				100		100
Quiet Rail Crossing	100	PW 07-2		200				200
Wal-Mart Site Drainage	101	PW 07-4			25	20	500	545
Permit Tracking Database	102	PZ 12-01	30					30
Total Funds Spent			**136**	**1,296**	**282**	**470**	**520**	**2,704**
General Fund Sources								
Balance, Beginning of Year			0	0	0	0	0	0
General Fund Capital Allocation			136	466	251	119	14	986
Series 2010 Bond Proceeds				0	25	20	0	45
Stonegarden Grant			0	0	0	0	0	0
Anticipated Grant/Bond			0	830	6	331	506	1,673
Total Fund Sources			**136**	**1,296**	**282**	**470**	**520**	**2,704**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**0**

Capital Projects Fund (CPF)								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Roof Repairs- City Hall	101	PW 11-6	20					20
Public Safety/Land Acquisitions	102	CM 07-1				225	120	345
Wal-Mart Payment	103	CM 08-1	250	250				500
Lions Park Phase I	103	PR 06-1				500	900	1,400
Skate Park Improvements	98	PR 12-1	30					30
Pool Improvement Canopy	98	PR 17-1	33					33
Union Street Canopy	99	PR 17-2	33					33
Complete Street Study	111	ST 17-1	20					
Lions Park Master Plan Update	100	PR 17-3	16					
Lions Park Fields	104	PR 13-3					50	50
Update Lions Park Master Plan	104	PR 15-1	10		15			25
Airport Hangers	105	AIR 13-01		500				500
Union St. Wash Crossing	105	PW 07-3				45	45	90
Ocotillo Phase I - 4th to Union	106	PW 07-5			300	1,000	2,000	3,300
Ocotillo Phase II - 4th to I-10	106	PW 07-6				250	2,500	2,750
Ocotillo Phase III - Union to Javalina	107	PW 07-7					300	300
Pavement Management	107	PW 07-8	200	200	200	200	200	1,000
City Hall Improvements	108	PW 08-1		20	20	40	40	120
UAS Infrastructure Development	108	PW 12-1	50	150				200
Library Expansion	109	PW 13-1					20	20
Slum and Blight Abatement	115	PW 17-1	25					
Pomerene Road Line Replacement	109	GS 10-2			50			50
K9 Memorial	97	PD 17-3	6					
Survey 4th Street	110	ST 10-2	15					15
Street Signage Upgrades	110	ST 10-3	75	25				100
5th Street & Ocotillo Water Line	111	WA 10-3				125		125
N. Side 4th St Waterline Upgrade	112	WA 10-4				300		300
Union St Water Line	112	WA 10-6			150			150
Ocotillo Sewer Line Replacement	113	WW 10-1			310			310
Wastewater Plant Roaders Upgrade	113	WW 10-2			100			100
Wastewater Plant Software Upgrade	114	WW 10-3	80					80
Total Funds Spent			**843**	**1,145**	**1,145**	**2,685**	**6,175**	**11,926**
Capital Projects Fund Sources								
Balance, Beginning of Year			0	269	1,584	4,534	7,344	0
Construction Sales Tax			800	900	1,000	1,000	1,000	4,700
CDBG Grant Proceeds								0
Series 2010 Bond Proceeds			270	380				650
Anticipated Grant/Bond			42	680	3,095	4,495	6,070	14,382
Loan/Lease Financing			0	500				500
Total Fund Sources			**1,112**	**2,729**	**5,679**	**10,029**	**14,414**	**20,232**
Balance, End of Year			**269**	**1,584**	**4,534**	**7,344**	**8,239**	**8,306**

Grants Fund								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Lions Park ADA Bathrooms	114	PR 13-4		250				250
New SCBA Equpment	93	FD 17-1	300					300
SCADA and Energy Study	115	PW 13-2		58				58
Total Funds Spent			**300**	**308**	**0**	**0**	**0**	**608**
Fund Sources								
Balance, Beginning of Year			0	0	0	0	0	0
Scheduled Grants			300	285	0	0		585
General Fund Capital Allocation				23	0	0		23
Total Fund Sources			**300**	**308**	**0**	**0**	**0**	**608**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**0**
Natural Gas Fund								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Gas Planning Model	116	GS 07-1			25		30	55
Hwy 80 Utility Relocation	116	GS 07-2				35	60	95
Benson Regulator System	117	GS 07-3		20	100			120
Telemeters	117	GS 07-4	50	50	50	50		200
Truck Replacements	118	GS 07-5	25			20		45
Self Contained Breathing App. X2	118	GS 08-1		10	10			20
Ocotillo Line Replacement	119	GS 10-1			60			60
Gas Detection Equipment	119	GS 12-1	25					25
Total Funds Spent			**100**	**80**	**245**	**105**	**90**	**620**
Fund Sources								
Balance, Beginning of Year			0	0	0	0	0	0
Series 2010 Bond Proceeds			75		0	0		75
Gas Fund Capital Allocation			25	80	245	105	90	545
Total Fund Sources			**100**	**80**	**245**	**105**	**90**	**620**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**0**
Water Fund								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Telemeter	120	WA 07-2	50	50	50	50		200
Hwy 80 Utility Relocation	120	WA 07-3				35	60	95
Cochise Storage Tank	121	WA 07-5				400	550	950
Water Planning Model	121	WA 07-8					25	25
Truck Replacements	122	WA 07-9	25		25			50
SueJuan Repairs	122	WA 08-1	10					10
Hill Crest St Water Line	123	WA 10-5	25					25
302 Pump Replacement	123	WA 15-1	50					50
Total Funds Spent			**160**	**50**	**75**	**485**	**635**	**1,405**
Fund Sources								
Balance, Beginning of Year			0	0	335	975	1,695	0
Series 2010 Bond Proceeds			50					50
Water Fund Capital Allocation			110	185	115	155		565
Anticipated Grant/Loan				200	600	1,050		1,850
Total Fund Sources			**160**	**385**	**1,050**	**2,180**	**1,695**	**2,465**
Balance, End of Year			**0**	**335**	**975**	**1,695**	**1,060**	**1,060**

Wastewater Fund								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Planning Area WW Skeletal Model	124	WW 07-1			50		50	100
Truck Replacements	124	WW 07-4	25				25	50
Reclaimed System model	125	WW 07-5				25	20	45
Hwy 80 Utility Relocation	125	WW 07-6				35	60	95
Prickly Pear	126	WW 07-7					25	25
Wastewater UV System	127	WW 17-1	200					200
Wastewater Software Upgrade	127	WW 17-2	80					
High Pressure Jet Router	126	WW 08-1	70					70
Total Funds Spent			**375**	**0**	**50**	**60**	**180**	**585**
Fund Sources								
Balance, Beginning of Year			0	0	50	0	50	0
WW Fund Capital Allocation			95	50	0	110	125	380
Series 2010 Bond Proceeds			280					280
Total Fund Sources			**375**	**50**	**50**	**110**	**175**	**660**
Balance, End of Year			**0**	**50**	**0**	**50**	**(5)**	**75**
Transit Fund								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Dial a Ride Bus	128	TR 17-1	150					150
								0
Total Funds Spent			**150**	**0**	**0**	**0**	**0**	**150**
Fund Sources								
Balance, Beginning of Year			0	0	0	0	0	0
5311 Grant Funds			135					135
General Fund Grant Match			15					15
Total Fund Sources			**150**	**0**	**0**	**0**	**0**	**150**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**0**
Golf Course Fund								
Project	**Page #**	**CIP #**	**2016-17**	**2016-17**	**2017-18**	**2019-20**	**2020-21**	**Total**
Golf Car Fleet Replacement	128	GC 14-01	57	57	57			171
Greens Aerator	129	GC 14-02		13				13
Golf Course Bridge	131	GC 17-04					72	
Fairway Unit Mower	130	GC 17-03	7	7	7			
Utility Maintenance Vehicle	130	GC 17-02	12	12	12			
Chemical Applicator Rig	129	GC 17-01	10	10	10			30
Total Funds Spent			**86**	**99**	**86**	**0**	**72**	**214**
Fund Sources								
Balance, Beginning of Year			0	0	0		0	0
Loan/Lease Financing			86	86	86		0	258
Golf Course Fund Match			0	13			72	13
Total Fund Sources			**86**	**99**	**86**	**0**	**72**	**271**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**57**
Airport Fund								
Project	**Page #**	**CIP #**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**Total**
Phase I	131	AIR 08-1	1,200	1,200	0	0	0	**2,400**
Phase II	132	AIR 08-2			3,125		0	**3,125**
Phase III	132	AIR 08-3				3,200		**3,200**
Phase IV	133	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								
			2016-17	2017-18	2018-19	2019-20	2020-21	Total
Total CIP Expenditures			**3,350**	**4,178**	**5,008**	**7,005**	**10,197**	**29,462**
Fund Sources								
General Fund Capital Allocation			181	519	330	199	77	1,306
Series 2010 Bond			675	380	25	20	0	1,100
Scheduled Grants			1,605	1,455	3,046	3,120	2,462	11,688
Construction Sales Tax			1,000	1,000	2,000	3,000	4,000	5,000
Enterprise Fund Capital Allocation			230	328	360	370	287	1,575
Anticipated Grants/Bonds			42	1,710	3,701	5,876	6,576	17,905
Loan/Lease Financing			86	586	86	0	0	758
Total Fund Sources			**3,819**	**5,978**	**9,548**	**12,585**	**13,402**	**39,332**

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
2016-2017		
2017-2018	Purchase Video Equipment	$15,000
2018-2019		
2019-2020		
2020-2021		
Project Total		**$15,000**

Project Number: **FD 07-2**

Name of Project: **Fire Equipment**

Submitting Department: Fire Department

Project Description: Purchase of Hose and other equipment for Fire.

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
2016-2017	Purchase Equipment	$23,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$23,000**

Project Number: FD 09-1

Name of Project: Ford F150 4x4 Crew Cab

Submitting Department: Fire Department

Project Description: Purchase Ford F150 4x4 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
2016-2017		
2017-2018		
2018-2019		
2019-2020	Purchase	45,000
2020-2021		
Project Total		**$45,000**

Project Number: FD 09-2

Name of Project: Ford F550 4x4

Submitting Department: Fire Department

Project Description: Purchase Ford F550 4x4 Rescue (F250) and Brush Truck 71

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
2016-2017		
2017-2018	Vehicle and Equipment	$120,000
2018-2019		
2019-2020		
2020-2021		
Project Total		**$120,000**

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
2016-2017		
2017-2018		
2018-2019	Install Exhaust Removal System	$70,000
2019-2020		
2020-2021		
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
2016-2017		
2017-2018	Extrication Equipment	$65,000
2018-2019		
2019-2020		
Project Total		**$65,000**

Project Number: **FD 10-4**

Name of Project: **Communications Equipment**

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
2016-2017		
2017-2018	New Communications Equipment	$130,000
2018-2019	New Communications Equipment	$60,000
2019-2020	New Communications Equipment	$60,000
2020-2021		
Project Total		**$250,000**

Project Number: FD 12-1

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

Submitting Department: Fire Department

Project Description: Purchase of a Type I Fire Engine for coverage on El Dorado Development.

Is the Project Routine Replacement? No

Financing Options (Grant, Lease-Purchase, etc.): El Dorado Benson LLC

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018	Purchase Engine Company	$700,000
2018-2019		
2019-2020		
Project Total		**$700,000**

Project Number: FD 13-1

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

Submitting Department: Fire Department

Project Description: Replace aluminum Self Contained Breathing Apparatus (SCBA) bottles with lighter Carbon Fiber bottles, and replace older SCBAs.

Is the Project Routine Replacement? Routine replacement program

Financing Options (Grant, Lease-Purchase, etc.): Grant funding available for the SCBA replacement, bottle replacement would be funded by the General Fund.

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018		
2018-2019	Replace 6 SCBA Bottles	$6,000
2019-2020	Replace 6 SCBA Bottles	$6,000
2020-2021	Replace 6 SCBA Bottles	$6,000
Project Total		**$18,000.00**

Project Number: FD 13-2

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
2016-2017		
2017-2018		
2018-2019	BB4US WLDFIR Portable Pump	$9,000
2019-2020	BB4US WLDFIR Portable Pump	$9,000
2020-2021	BB4US WLDFIR Portable Pump	$9,000
Project Total		**$27,000**

Project Number: **FD 17-01**

Name of Project: **NEW SCBA EQUIPMENT**

Submitting Department: Fire Department

Project Description: NEW SCBA Equipment

Is the Project Routine Replacement? YES

Financing Options (Grant, Lease-Purchase, etc.): Grant with No Match

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	NEW SCBA EQUIPMENT	$300,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$300,000**

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
2016-2017		
2017-2018		
2018-2019	Pave Vacant Lot, resurface existing parking lot	$35,000
2019-2020		
2020-2021		
Project Total		**$35,000**

Project Number: **LB 15-2**

Name of Project: **LB 15-2 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
2016-2017	Replace Carpeting	$11,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$11,000**

Project Number: **PD 07-1**

Name of Project: **Replacement Patrol Vehicle**

Submitting Department: Police Department

Project Description: Replacement of worn out Patrol Vehicles, this does not include equipment

Is the Project Routine Replacement? Yes

Financing Options (Grant, Lease-Purchase, etc.): General Fund/Three Year Lease

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Lease/Purchase 3 Patrol Units	$37,111
2017-2018	Lease /Purchase 3 Patrol Units	$37,111
2018-2019	Lease /Purchase 3 Patrol Units	$37,111
2019-2020		
2020-2021		
Project Total		**$111,333**

Additional Comments:

Lease/Purchase three new patrol vehicles $37,111 per year for three years

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
2016-2017		
2017-2018	Lease Truck	$5,000
2018-2019	Lease Truck	$5,000
2019-2020	Lease Truck	$5,000
2020-2021	Lease Truck	$5,000
Project Total		**$20,000**

Project Number: **PD 13-01**

Name of Project: **Replace Drug Dog**

Submitting Department: Police

Project Description: Replace Drug Dog

Is the Project Routine Replacement? Yes

Financing Options (Grant, Lease-Purchase, etc.): G/F

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Purchase	$11,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$11,000**

Additional Comments:

Project Number: PD 13-3

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
2016-2017	Lease/Purchase Two Unmarked Cars	$13,585
2017-2018	Lease/Purchase two unmarked cars	$13,585
2018-2019	Lease/Purchase two unmarked cars	$13,585
2019-2020		
2020-2021		
Project Total		**$40,755**

Additional Comments:
Lease/Purchase two unmarked cars for three years, policy equipment is not included.

Project Number: PD 17-2

Name of Project: Replace Portable Communications

Submitting Department: Police

Project Description: Replace worn out Portable Communication

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Purchase	$10,000
2017-2018	Purchase	$10,000
2018-2019	Purchase	$10,000
2019-2020		
2020-2021		
Project Total		$30,000

Additional Comments:

Project Number: PD 17-3

Name of Project K9 Memorial

Submitting Department: Police

Project Description: To Memorialize the PD K9 importance and service

Is the Project Routine Replacement? NO

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Purchase	$6,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		$6,000

Additional Comments:

Name of Project: PR06-2 Apache Park Improvements

Submitting Department: Parks & Recreation

Project Description: The Historic Preservation Commission has recommended improvement to Apache Park using Historic Preservation guidelines. The main improvement in the park will include a historic gazebo equipped for a variety of entertainment. Additional improvements are 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
2016-2017		
2017-2018		
2018-2019		
2019-2020	Design and Construction	$225,000
2020-2021		
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.): Community Development Block Grant.

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018		
2018-2019		
2019-2020	Design and Construct	$100,000
2020-2021		
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.): $5,000 CIP Funds, Grant

Project Staffing Implications: Requires Staff time.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Purchase/Install	$30,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$30,000**

Project Number: **PR 17-1**

Name of Project: Pool Improvement Project

Submitting Department: Recreation Department

Project Description: To purchase shade Canopy for the City Pool.

Is the Project Routine Replacement? No

Financing Options (Grant, Lease-Purchase, etc.): $8172.45 CIP Funds, Grant Funds

Project Staffing Implications: Requires Staff time. Procurement process and installation

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Pool Canopy	$33,172.45
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		$33,172.45

Project Number: **PR 17-2**

Name of Project: Union Street Park Canopy

Submitting Department: Recreation Department

Project Description: To purchase shade Canopy for the Union Street Playground.

Is the Project Routine Replacement? No

Financing Options (Grant, Lease-Purchase, etc.): $8172.45 CIP Funds, Grant Funds

Project Staffing Implications: Requires Staff time. Procurement process and installation

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Canopy	$33,172.45
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		$33,172.45

Project Number: **PR 17-3**

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

Submitting Department: Recreation Department

Project Description: To update the 1989 and 2006 Lions Park Master Plan to a current plan.

Is the Project Routine Replacement? No

Financing Options (Grant, Lease-Purchase, etc.): GRANT FUNDS/ NO Matching Funds

Project Staffing Implications: Requires Staff time. Procurement process and installation

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Plan Update	$16,000.00
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$16,000.00**

Project Number: **PW 07-2**

Name of Project: **Quiet Zone Train Crossing**

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. Construction costs are estimated until the Study is Completed if 2017.

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018	Construction Start	$200,000
2018-2019		
2019-2020		
2020-2021		
Project Total		**$200,000**

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 for studies and design. Combination of loans and grants for construction.

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018		
2018-2019	Design	$25,000
2019-2020	Construction	$20,000
2020-2021	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.): Series 2010 Bond Proceeds
Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		$20,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
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.): Capital Projects Fund

Project Staffing Implications: none

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Purchase & Install Software	$30,000
2017-2018		
2018-2019		
Project Total		**$30,000**

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) generated from construction sales tax and debt.

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018		
2018-2019		
2019-2020	Space Needs Study/Planning	$225,000
2020-2021	Land Acquisition/ Planning	$120,000
Project Total		**$345,000**

Project Number: **CM 08-1**

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

Submitting Department:

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
2016-2017	Annual Payment	$250,000
2017-2018	Annual Payment	$250,000
2018-2019		
Project Total		**$500,000**

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 Administration, Project Management and Construction Inspections are required.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018		
2018-2019		
2019-2020	Planning/Design	$500,000
2020-2021	Design/Construction	$900,000
Project Total		**$1,400,000**

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
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021	Park Fields	$50,000
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
2016-2017		
2017-2018		
2018-2019		$15,000
2019-2020		
2020-2021		
Project Total		**$15,000**

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
2016-2017		
2017-2018	Design & Construct	$500,000
2018-2019		
2019-2020		
2020-2021		
Project Total		**$500,000**

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 are required.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018		
2018-2019		
2019-2020	Upgrades	$45,000
2020-2021	Upgrades	$45,000
Project Total		**$90,000**

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
2016-2017		
2017-2018		
2018-2019	Study/Design	$300,000
2019-2020	Construction	$1,000,000
2020-2021	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
2016-2017		
2017-2018		
2018-2019		
2019-2020	Study/Design	$250,000
2020-2021	Construction	$2,500,000
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
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021	Ocotillo III	$300,000
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
2016-2017		$200,000
2017-2018		$200,000
2018-2019		$200,000
2019-2020		$200,000
2020-2021		$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
2016-2017		
2017-2018		$20,000
2018-2019		$20,000
2019-2020		$40,000
2020-2021		$40,000
Project Total		**$120,000**

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
2016-2017	Incur costs as needed	$50,000
2017-2018	Incur costs as needed	$150,000
2018-2019		
2019-2020		
2020-2021		
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
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021	Planning & Design	$20,000
Project Total		**$20,000**

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
2016-2017		
2017-2018		
2018-2019	Design/Construction	$50,000
2019-2020		
2020-2021		
Project Total		**$50,000**

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
2016-2017	Survey	$15,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
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
2016-2017	Signs	$75,000
2017-2018	Signs	$25,000
2018-2019		
2019-2020		
2020-2021		
Project Total		**$100,000**

Project Number: **ST 17-1**

Name of Project: **Complete Street Study**

Submitting Department: Recreation Department

Project Description: Complete Street Study for the Benson City limits.

Is the Project Routine Replacement? No

Financing Options (Grant, Lease-Purchase, etc.): GRANT/ No Matching Funds

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Study	$20,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$20,000**

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
2016-2017		
2017-2018		
2018-2019		
2019-2020	Design & Construction	$125,000
2020-2021		
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
2016-2017		
2017-2018		
2018-2019		
2019-2020	Design & Construction	$300,000
2020-2021		
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
2016-2017		
2017-2018		
2018-2019	Design & Construction	$150,000
2019-2020		
2020-2021		
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
2016-2017		
2017-2018		
2018-2019	Design & Construction	$310,000
2019-2020		
2020-2021		
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
2016-2017		
2017-2018		
2018-2019	Design & Install	$100,000
2019-2020		
2020-2021		
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
2016-2017	Design & Install	$80,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
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 one restroom/Concession at Lions Park

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		
2017-2018	Replacement	$250,000
2018-2019		
2019-2020		
2020-2021		
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
2016-2017		
2017-2018	Planning and Design	$58,000
2018-2019		
2019-2020		
2020-2021		
Project Total		**$58,000**

Project Number: **PW 17-1**

Name of Project: **Slum and Blight Abatement**

Submitting Department: Public Works

Project Description: Demolition of Properties under abatement

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017	Abatement	$25,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$25,000**

Project Number: **GS 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 offsite improvements that developers would have to install for their 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
2016-2017		
2017-2018		
2018-2019	Model	$25,000
2019-2020		
2020-2021	Update	$30,000
Project Total		**$55,000**

Project Number: **GS 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
2016-2017		
2017-2018		
2018-2019		
2019-2020		$35,000
2020-2021		$60,000
Project Total		**$95,000**

Project Number: **GS 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
2016-2017		
2017-2018		$20,000
2018-2019		$100,000
2019-2020		
2020-2021		
Project Total		**$120,000**

Project Number: **GS 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
2016-2017		$50,000
2017-2018		$50,000
2018-2019		$50,000
2019-2020		$50,000
2020-2021		
Project Total		**$200,000**

Project Number: **GS 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
2016-2017		$25,000
2017-2018		
2018-2019		
2019-2020		$25,000
2020-2021		
Project Total		**$50,000**

Project Number: **GS 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
2016-2017		
2017-2018		$10,000
2018-2019		$10,000
2019-2020		
2020-2021		
Project Total		**$20,000**

Project Number: **GS 10-1**

Name of Project: **Ocotillo Gas 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
2016-2017		
2017-2018		
2018-2019	Design/Construction	$60,000
2019-2020		
2020-2021		
Project Total		**$60,000**

Project Number: **GS 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
2016-2017	Purchase	$25,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$25,000**

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
2016-2017		$50,000
2017-2018		$50,000
2018-2019		$50,000
2019-2020		$50,000
2020-2021		
Project Total		**$200,000**

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
2016-2017		
2017-2018		
2018-2019		
2019-2020		$35,000
2020-2021		$60,000
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
2016-2017		
2017-2018		
2018-2019		
2019-2020		$400,000
2020-2021		$550,000
Project Total		**$950,000**

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
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021		$25,000
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
2016-2017		$25,000
2017-2018		
2018-2019		$25,000
2019-2020		
2020-2021		
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
2016-2017	Complete repairs & Replacements	$10,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
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
2016-2017	Design & Construction	$25,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$25,000**

Project Number: WA 15-1

Name of Project: **302 Pump Replacements**

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
2016-2017		$50,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
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
2016-2017		
2017-2018		
2018-2019	Planning	$50,000
2019-2020		
2020-2021	Plan Update	$50,000
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
2016-2017		$25,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		$25,000
Project Total		**$50,000**

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
2016-2017		
2017-2018		
2018-2019		
2019-2020		$25,000
2020-2021		$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
2016-2017		
2017-2018		
2018-2019		
2019-2020		$35,000
2020-2021		$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
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021		$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
2016-2017		70,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$70,000**

Project Number: **WW 17-1**

Name of Project: **Wastewater UV SYSTEM**

Submitting Department: Public Works (Wastewater)

Project Description: Replace UV System.

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		200,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$200,000**

Project Number: **WW 17-2**

Name of Project: **Wastewater Plant Software Upgrade**

Submitting Department: Public Works (Wastewater)

Project Description: Replace WasteWater Software with New Version

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2016-2017		$80,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$80,000**

Project Number: **TR 17-1**

Name of Project: **Dial-A-Ride Bus**

Submitting Department: Transit

Project Description: Purchase of one new buss for the BAT Dial-A-Ride system. Old Dial-A-Ride bus will be used as a back up to for the Transit system

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
2016-2017		$150,000
2017-2018		
2018-2019		
2019-2020		
2020-2021		
Project Total		**$150,000**

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
2016-2017	Lease Payment	$57,300
2017-2018	Lease Payment	$57,300
2018-2019		
2019-2020		
2020-2021		
Project Total		**$144,600**

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
2016-2017		
2017-2018	Purchase equipment	$13,000
2018-2019		
2019-2020		
2020-2021		
Project Total		**$13,000**

Project Number: **GC17-01**

Name of Project: **Chemical Applicator Rig**

Submitting Department: Golf Course

Project Description: Replace 16 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
2016-2017	Purchase Equipment	$10,000
2017-2018	Purchase Equipment	$10,000
2018-2019	Purchase Equipment	$10,000
2019-2020		
2020-2021		
Project Total		**$30,000**

Project Number: **GC17-02**

Name of Project: **Utility Maintenance Vehicle**

Submitting Department: Golf Course

Project Description: Replace old utility Vehicle

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
2016-2017	Purchase Equipment	$11,500
2017-2018	Purchase equipment	$11,500
2018-2019	Purchase Equipment	$11,500
2019-2020		
2020-2021		
Project Total		**$34,500**

Project Number: **GC17-03**

Name of Project: **Fairway unit Mower**

Submitting Department: Golf Course

Project Description: Replace old Fairway Unit Mower

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
2016-2017	Purchase Equipment	$6,700
2017-2018	Purchase equipment	$6,700
2018-2019	Purchase Equipment	$6,700
2019-2020		
2020-2021		
Project Total		**$20,100**

Project Number: **GC17-04**

Name of Project: **Golf Course Bridge**

Submitting Department: Golf Course

Project Description: Construct Bridge over wash

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
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021	Construct Bridge	$72,000
Project Total		**$72,000**

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
2016-2017	Design & Construction	$1,200,000
2017-2018	Design & Construction	$1,200,000
2018-2019		
2019-2020		
2020-2021		
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
2016-2017		
2017-2018		
2018-2019	Design & Construction	$3,125,000
2019-2020		
2020-2021		
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
2016-2017		
2017-2018		
2018-2019		
2019-2020	Design & Construction	$3,200,000
2020-2021		
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
2016-2017		
2017-2018		
2018-2019		
2019-2020		
2020-2021	Design & Construction	$2,525,000
Project Total		**$2,525,000**