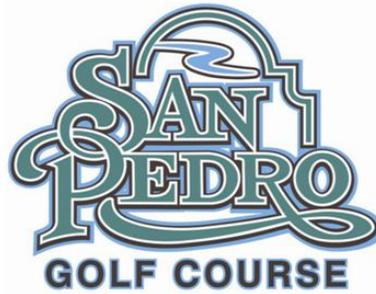




**Fiscal Year
2011-12**

**Adopted
Budget**



Annual Budget Fiscal Year 2011-2012 Table of Contents

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Mayor and Council

**Mayor
Honorable Mark M. Fenn**

**Vice-Mayor
John Lodzinski**

**Council Member
JoDeen Boncquet**

**Council Member
David Lambert**

**Council Member
Nick Maldonado**

**Council Member
Lori McGoffin**

**Council Member
Al Sacco**

City Manager
Glenn Nichols

Department Heads

City Engineer / Public Works
Bradley Hamilton

Finance Director
James Cox

Development Services
Luis Garcia Jr.

Police Chief
Paul Moncada

Fire Chief
Keith Spangler

City Clerk
Vicki L. Vivian

Library Director
Peggy Scott

City Attorney
Michael Masee

Magistrate
Joseph Knoblock

City of Benson

Fiscal 2011-2012 Budget Calendar

Thursday	May 5	Recommended budget to Council
Monday, 6 PM	May 9, Council meeting	CIP work session
Wednesday, 7 PM	May 11	General Fund Revenues Personnel, all funds
Monday, 7 PM	May 18	General Fund Expenditures
Wednesday, 7 PM	May 19, if necessary	Finish 5/16 work session
Monday, 6 PM	May 23, Council meeting	Enterprise Funds & Misc Funds
Wednesday, 7 PM	May 25, if necessary	Finish 5/23 work session
Monday, 7 PM	June 6	Approve Tentative Budget
Thursday, 7 PM	June 23	Public Hearings for: Truth in Taxation Property Tax Levy Tentative Budget
Monday, 7 PM	June 27, Council meeting	Approve Final Budget!

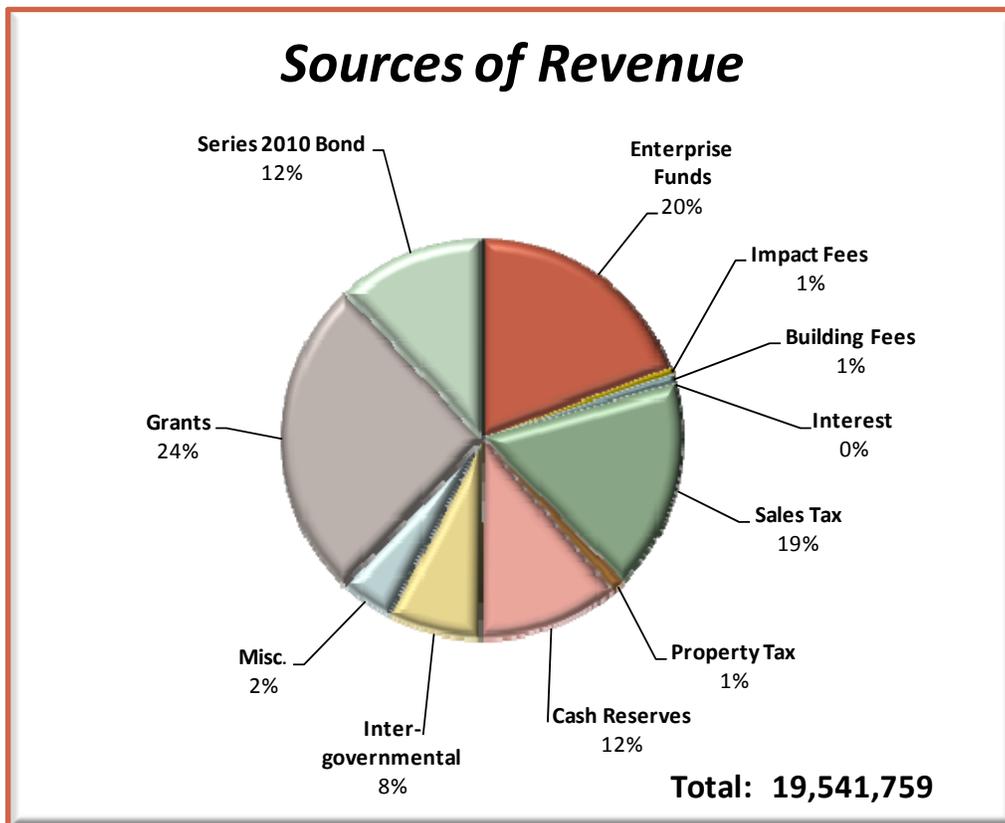
Summary by City Manager and Finance Director Fiscal Year 2011 – 2012 Annual Budget

TO: Honorable Mayor and City Council Members

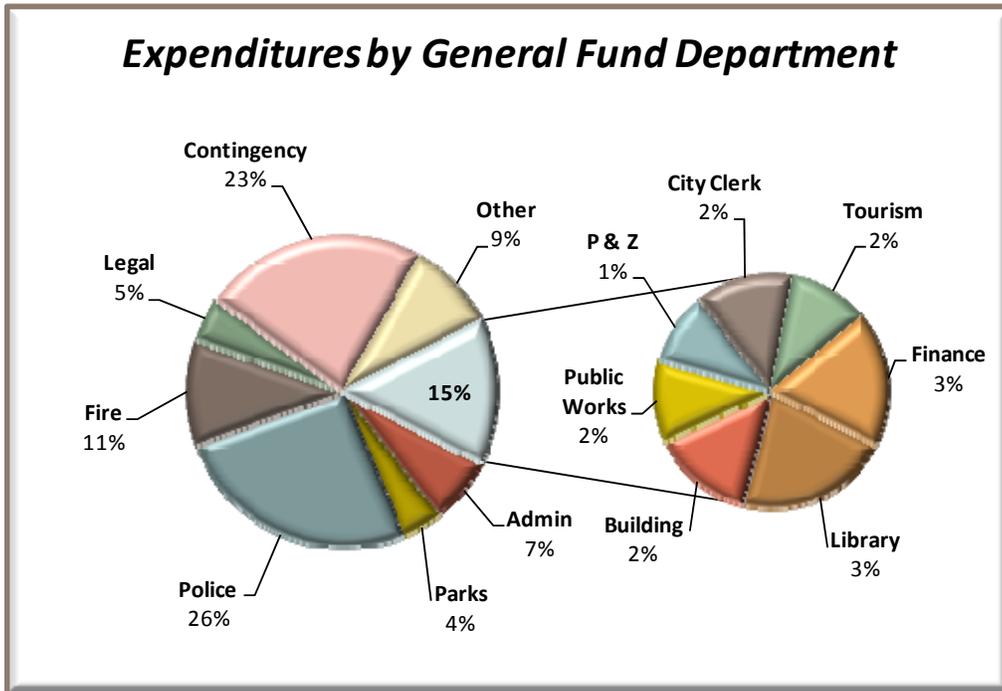
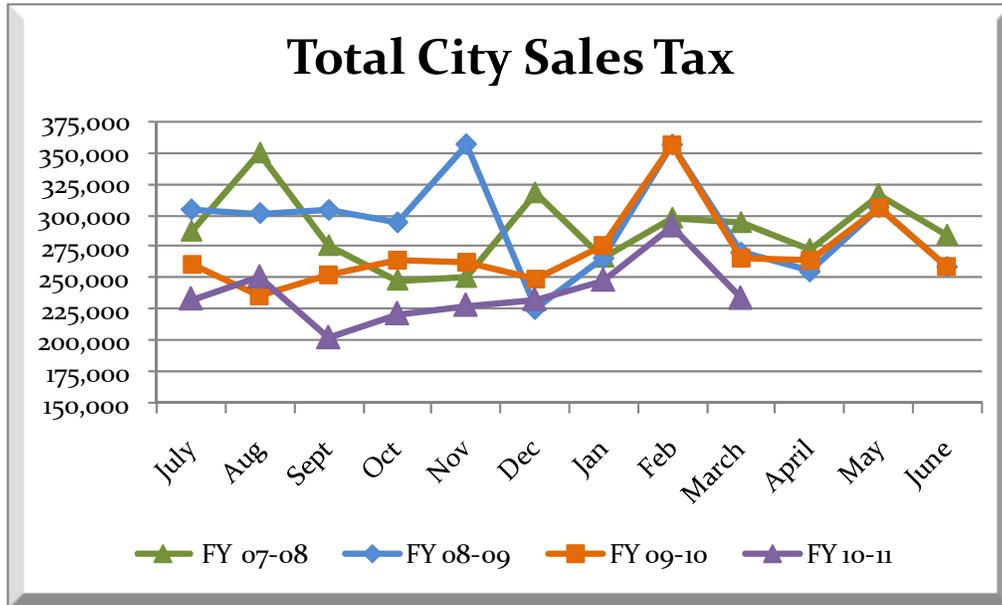
The City of Benson's fiscal year 2011-2012 Budget is scheduled to be adopted by Mayor and Council on June 27, 2011. The Budget, which was prepared based on input received at Council work sessions, is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding of the increasingly complex finances of the City.

The City's \$19,541,759 budget is balanced with a combination of funds carried forward from prior years, issuance of the City of Benson Excise Tax Revenue Bonds Series 2010, and revenues expected to be collected during the new budget year. The fiscal 2011-2012 budget is \$2.5 million less than the 2010-2011 budget, due principally to the bond issue that was completed last year, offset by the addition of the golf course. Budgeted ongoing operating revenues and expenditures are essentially flat when compared to the 2010-2011 fiscal year.

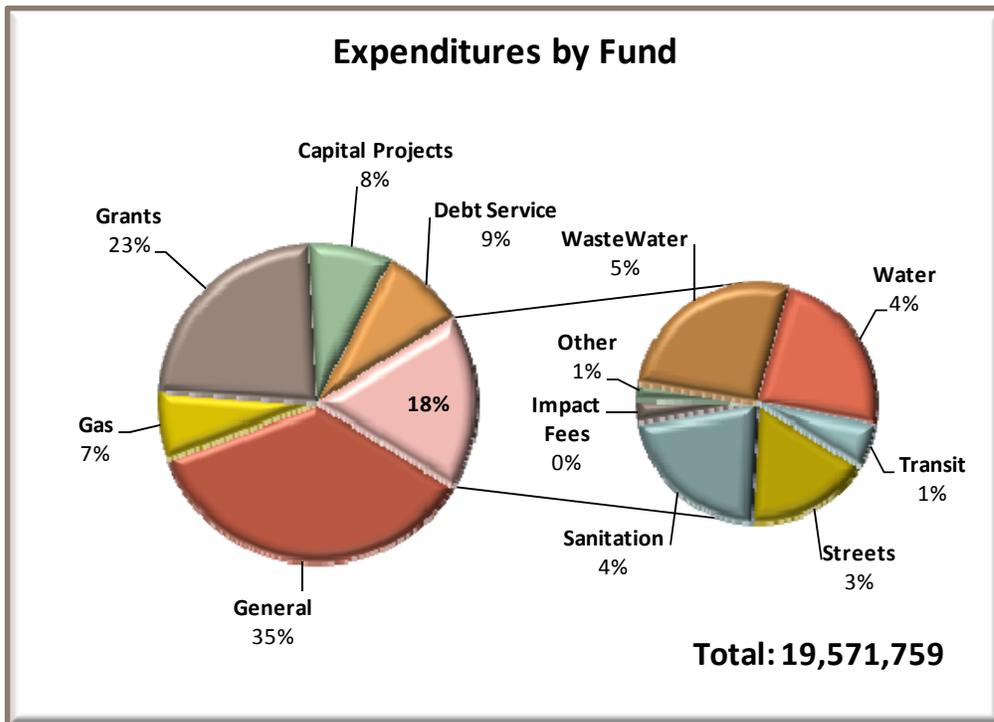
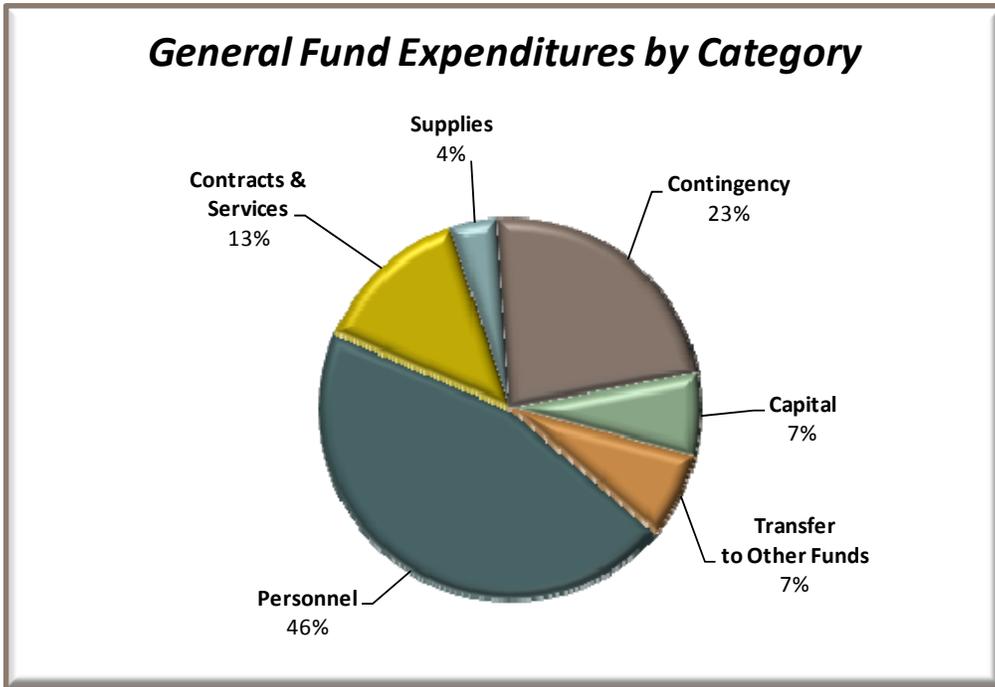
The chart below illustrates that the City's largest source of unrestricted revenue is sales tax. (Revenues from the enterprise funds are used to pay the cost of services provided by each enterprise, and grant revenues are restricted to specific projects).



Sales tax revenues are the largest source of revenues to the City. The charts show comparative data on sales tax collections for fiscal 2007-2008, 2008-2009, 2009-2010 and 2010-2011. The charts illustrate that the City's tax collections are fairly predictable, but are closely related to the overall health of the local and national economies. Note: there is a lag of about two months between the date of a sale by a vendor and collection of the sales tax proceeds by the City.



The charts below illustrate budgeted expenditures by major category and by the operating fund making the expenditure.



The fiscal 2011-2012 budget has been prepared based on the assumption that the local economy will continue to perform in a manner consistent with the two 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 2011-2012 personnel budget are:

- ❖ No merit raises
- ❖ No cost of living raises
- ❖ No significant changes in employee benefits
- ❖ No furloughs
- ❖ No layoffs

The total budgeted personnel costs have increased by \$23,000 from the 2010-2011 budget to \$5,048,431, an increase of 0.5%. The increase is due to attrition (primarily retirements), offset by the addition of golf course employees for the full year. Vacant positions that are not expected to be filled during the next budget year have not been budgeted. The Arizona state retirement contribution rate has increased from 9.85% to 10.1%. The Public Safety Retirement System employer contribution rate is 17.29%. Health insurance costs have increased 1.8%.

The only personnel additions are related to the City's new Transit Division and the Golf Course Division. Transit has 3.4 full time equivalent (FTE) employees. – 2.9 FTE drivers and 0.5 Accounting Specialist / Manager. The golf course has 19.9 FTE employees. There are three permanent managers, 0.15 Finance Director manager and 16.75 FTE employees who are classified as part time temporary because they have not gone through the City's formal hiring processes.

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 2011-2012 is unchanged at \$5,400.

The City has elected to renew its PPO health insurance and HRA program with essentially no change in benefits to the employee. The PPO renewal has a higher deductible, but the employer HRA contribution has been increased to offset the higher deductible, so that the net additional potential cost to the employee is only \$100.

The personnel count is 100.72 full time equivalent employees (FTE's), up 7.02 from the beginning of 2010-2011 due to the golf course additions minus employees lost to attrition.

The table below is a summary of recent actual and budgeted total personnel costs by department.

Total Personnel Costs (includes taxes and benefits) Fiscal Year 2011-2012 with no COLA and no Merit Pool						
Department	Dollar Amount			Full Time Equivalent Employees		
	Budget 2010-11	Est. Actual 2010-11	Budget 2011-12	Budget 2010-11	Budget 2011-12	Change
City Council	18,129	18,129	20,713			
City Administration	282,993	277,071	275,530	4.00	4.00	0.00
City Clerk	116,729	113,308	115,533	2.00	2.00	0.00
Finance	135,017	146,782	148,153	1.90	1.85	(0.05)
Tourism	71,339	76,865	76,812	2.00	2.00	0.00
Police/ Animal Control	1,621,201	1,669,952	1,585,843	25.00	24.00	(1.00)
Fire	128,140	126,498	135,150	2.00	2.00	0.00
City Attorney	112,425	112,458	112,204	2.00	2.00	0.00
Magistrate	26,978	26,969	26,970	1.00	1.00	0.00
Library	181,621	182,505	178,347	5.00	5.00	0.00
Parks & Recreation	232,694	187,215	222,530	5.78	5.67	(0.11)
Building	140,111	129,601	133,906	2.50	2.50	0.00
Planning & Zoning	95,369	86,136	89,841	1.50	1.50	0.00
Public Works	90,376	82,842	81,013	1.35	1.35	0.00
Shop			0	0.10	0.00	(0.10)
Other Funds						
Natural Gas	420,559	393,114	389,726	8.00	7.60	(0.40)
Water	324,295	329,696	322,928	5.99	5.89	(0.10)
Wastewater	425,171	399,280	340,665	6.86	5.91	(0.95)
Streets	205,172	182,905	159,930	4.10	3.15	(0.95)
Transit	119,288	71,105	118,659	3.00	3.40	0.40
Golf - Operations	83,532	83,639	164,276	3.47	5.95	2.48
Golf - Maintenance	138,855	121,885	202,403	3.50	6.00	2.50
Golf- Food & Beverage	55,620	50,028	147,299	2.65	7.95	5.30
Totals	5,025,613	4,867,983	5,048,431	93.70	100.72	7.02

New - Transit Fund

Effective July 1, 2010, the City assumed responsibility for the local “dial-a-ride” service from Catholic Community Services. The transit service has been expanded to include a fixed deviated transit service covering most of the San Pedro Valley. During the year the City obtained over \$500,000 in grants to purchase 3 transit buses and set up the system. Daily operations commenced on March 1, 2011.

New – Golf Course Fund

Arizona Golf Systems LLC donated the San Pedro Golf Course and all related buildings and equipment to the City effective November 1, 2010. In addition, the company agreed to donate up to \$950,000 over three years to compensate the City for golf course related expenditures that exceed revenues earned from the operations.

New – Debt Service Fund

The City completed its Series 2010 Excise Tax Revenue Bond issue on July 1, 2010. Proceeds from the bond (\$5.4 million) were used to pay off existing debt and provide capital (\$2.4 million) to complete several City infrastructure projects.

Budget Policy Statement – “Permanent” Contingency Funds Set Aside

The City committed in fiscal 2007-2008 to building a special contingency reserve fund over the next five 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 2007-2008 and 2008-2009 contributions to the fund were \$450,000, resulting in a total of \$900,000 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 and 2011-2012. In fact, contingency funds may be used if the economy deteriorates more than currently budgeted.

Budget Policy Statement – Use of Contingency Line Items in the Various Funds

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

Budget Policy Statement – Capital Improvement Plan

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

Budget Policy Statement – Capital Projects Fund & Restriction on Construction Sales Tax

The Capital Projects Fund (CPF) was set up in the 2007-2008 fiscal year. It is designed to fund capital projects that are regional in nature. The funding sources for the CPF are

the Construction Sales Tax and selected debt financing. The Capital Projects Fund is discussed in more detail in the CIP section of the Budget.

Budget Policy Statement – Human Resources Rate Plan

The Salary Rate Plan for the City of Benson for the 2011-2012 fiscal year is shown on pages 12 and 13 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. Salary ranges have not been changed for fiscal 2011-2012.

Budget Policy Statement – Elimination of Wastewater Infrastructure Fund

The Wastewater Infrastructure Fund was set up by Council in fiscal 2008-2009 to receive the proceeds from the half cent sales tax that was enacted in 1998 and to make payments on the USDA loan that funded the wastewater treatment facility and paid for infrastructure projects. Prior to 2008, the sales tax was credited to the General Fund and the treatment plant mortgage payments were paid from the General Fund. The fund is no longer needed because the USDA loan was paid off with a portion of the proceeds from the Series 2010 bond issue.

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 year. Thanks to their efforts the City is entering the 2011-2012 fiscal year as financially healthy as it ended the prior year. The fiscal 2011-2012 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,

Glenn H. Nichols
City Manager

James F. Cox
Finance Director

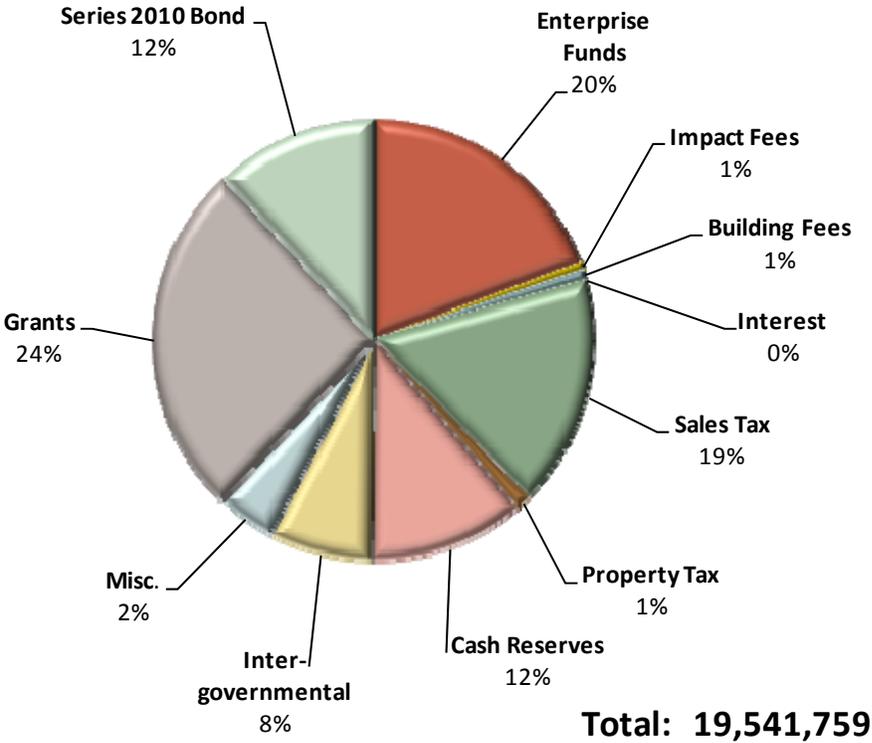
<i>City of Benson</i>				
Fiscal 2011-2012 Salary Rate Plan				
Job Families and Job Titles	2011/12 Salary Grade	Recommended		
		Minimum	Midpoint	Maximum
City Management				
City Manager	72	\$86,196.86	\$109,090.85	\$129,295.29
Human Resources Director	55	\$54,623.99	\$71,694.39	\$81,935.99
Executive Assistant to City Manager	32	\$32,502.75	\$40,628.44	\$48,755.20
Facilities Supervisor	31	\$31,710.63	\$39,637.21	\$47,564.87
Administrative Assistant	24	\$26,677.01	\$33,345.45	\$40,014.98
Human Resource Analyst I	24	\$26,677.01	\$33,345.45	\$40,014.98
Legal				
City Attorney	68	\$79,065.63	\$98,830.96	\$118,597.37
Prosecuting Attorney	58	\$61,764.91	\$77,206.95	\$92,647.91
Legal Assistant	32	\$32,502.75	\$40,628.44	\$48,755.20
Finance				
Finance Director	58	\$61,764.91	\$77,206.95	\$92,647.91
Accounting Supervisor	32	\$32,502.75	\$40,628.44	\$48,755.20
Accounting Specialist	32	\$32,502.75	\$40,628.44	\$48,755.20
Account Clerk III	24	\$26,677.01	\$33,345.45	\$40,014.98
Account Clerk II	20	\$24,167.19	\$30,209.26	\$36,252.41
Account Clerk I	16	\$21,894.15	\$27,367.96	\$32,842.85
Information Technology Specialist	34	\$33,355.57	\$41,694.46	\$50,033.36
Information Technology Technician	24	\$26,677.01	\$33,345.45	\$40,014.98
City Clerk				
City Clerk	46	\$45,926.82	\$57,408.25	\$68,888.61
Deputy City Clerk	32	\$32,502.75	\$40,628.44	\$48,755.20
Building				
Building Official	50	\$50,694.60	\$63,366.37	\$76,040.29
Building Inspector II	36	\$35,876.79	\$44,846.26	\$53,815.73
Building Inspector I	32	\$32,502.75	\$40,628.44	\$48,755.20
Planning Technician	24	\$26,677.01	\$33,345.45	\$40,014.98
Code Enforcement Officer	24	\$26,677.01	\$33,345.45	\$40,014.98
Senior Permit Technician	26	\$28,027.70	\$35,034.09	\$42,041.55
Planning & Zoning				
Planning & Zoning Director	50	\$50,694.60	\$63,366.37	\$76,040.29
Senior Planner	40	\$39,601.70	\$49,502.12	\$59,402.54
Planning Technician	24	\$26,677.01	\$33,345.45	\$40,014.98
GIS Manager	40	\$39,601.70	\$49,502.12	\$59,402.54
Tourism - City Clerk's office				
Tourism Supervisor	30	\$30,935.73	\$38,671.82	\$46,405.75
Tourism Clerk	8	\$17,970.15	\$22,462.41	\$26,954.68
Library				
Library Director	40	\$39,601.70	\$49,502.12	\$59,402.54
Senior Library Assistant	22	\$25,390.89	\$31,738.61	\$38,087.41
Library Assistant	14	\$20,839.43	\$26,049.56	\$31,259.68
Library Page	6	\$17,103.77	\$21,380.78	\$25,656.72

<i>City of Benson</i>				
Fiscal 2011-2012 Salary Rate Plan				
Job Families and Job Titles	2011-12 Salary	Recommended		
		Minimum	Midpoint	Maximum
Parks				
Parks Maintenance Worker II	19	\$23,578.49	\$29,473.11	\$35,366.65
Parks Maintenance Worker I	15	\$21,361.41	\$26,700.69	\$32,041.04
Center Coordinator	32	\$32,502.75	\$40,628.44	\$48,755.20
Recreation Leader	14	\$20,839.43	\$25,769.73	\$31,259.68
Pool Manager	16	\$21,894.15	\$27,367.96	\$32,842.85
Assistant Pool Manager	14	\$20,839.43	\$26,049.56	\$31,259.68
Lifeguard	12	\$19,835.68	\$24,794.60	\$29,753.52
Police Operations				
Police Chief	60	\$64,892.49	\$81,115.89	\$97,338.20
Police Commander	50	\$50,694.60	\$63,366.37	\$76,040.29
Support Services Division Lieutenant	46	\$45,926.82	\$57,408.25	\$68,888.61
Police Sergeant	44	\$43,712.97	\$54,641.21	\$65,569.46
Police Corporal	40	\$39,601.70	\$49,502.12	\$59,402.54
Detective	40	\$39,601.70	\$49,502.12	\$59,402.54
Police Officer	38	\$37,669.78	\$47,088.57	\$56,506.52
Police Support				
Police Communications Supervisor	34	\$34,148.34	\$42,685.15	\$51,223.04
Police Communications Specialist	22	\$25,390.89	\$31,738.61	\$38,087.41
Police Assistant	26	\$28,027.70	\$35,034.09	\$42,041.55
Police Records Clerk	22	\$25,390.89	\$31,738.61	\$38,087.41
Senior Animal Control Officer	26	\$28,027.70	\$35,034.09	\$42,041.55
Animal Control Officer	20	\$24,167.19	\$30,209.26	\$36,252.41
Fire Department				
Fire Chief	50	\$50,694.60	\$63,366.37	\$76,040.29
Public Works Department				
Public Works Director	60	\$64,892.49	\$81,115.89	\$97,338.20
Public Works Superintendent	52	\$52,877.24	\$66,633.87	\$79,315.86
Streets Superintendent	40	\$39,601.70	\$49,502.12	\$59,402.54
Administrative Assistant, Public Works	24	\$26,677.01	\$33,345.45	\$40,014.98
Engineering Aide	24	\$26,677.01	\$33,345.45	\$40,014.98
Utilities Operations Supervisor	35	\$35,001.80	\$43,751.72	\$52,503.78
Utilities Operator III	31	\$31,710.63	\$39,637.21	\$47,564.87
Utilities Operator II	27	\$28,728.34	\$35,909.08	\$43,091.97
Utilities Operator I	23	\$26,025.88	\$32,532.89	\$39,038.82
Street Maintenance Supervisor	31	\$31,710.63	\$39,637.21	\$47,564.87
Street Maintenance Worker III	27	\$28,728.34	\$35,909.08	\$43,091.97
Street Maintenance Worker II	23	\$26,025.88	\$32,532.89	\$39,038.82
Street Maintenance Worker I	19	\$23,578.49	\$29,473.11	\$35,366.65
Maintenance Technician	27	\$28,728.34	\$35,909.08	\$43,091.97
Meter Reader	23	\$26,025.88	\$32,532.89	\$39,038.82
Transit				
Transit Driver I	19	\$23,578.49	\$29,473.11	\$35,366.65
Transit Driver II	19	\$23,578.49	\$29,473.11	\$35,366.65
San Pedro Golf Course				
Director of Golf Operations	40	\$39,601.70	\$49,502.12	\$59,402.54
Golf Course Superintendent	40	\$39,601.70	\$49,502.12	\$59,402.54
Kitchen Manager & Chef	31	\$31,710.63	\$39,637.21	\$47,564.87

Summary of Expenditures by Department or Fund			
Description	Fiscal 2010-2011		Fiscal
	Budget	Estimated Actual	2011-2012 Budget
General Fund			
Administration	451,221	430,617	492,738
City Council	26,229	26,599	27,813
City Clerk	144,439	129,623	143,663
Community Center	23,800	21,867	17,700
Community Enrichment	69,200	60,760	110,850
Cemetery	600	1,334	-
Miscellaneous	2,316,800	2,224,665	2,130,697
Finance	194,497	191,584	196,683
Tourism	123,870	123,612	117,512
Police	1,877,951	1,848,387	1,815,393
Fire	343,881	282,428	768,391
City Attorney	196,825	194,535	193,304
Magistrate	66,178	64,515	132,175
Library	249,871	236,453	228,622
Parks & Recreation	311,408	266,037	301,630
Building	182,443	152,594	150,006
Planning & Zoning	107,618	101,743	107,991
Public Works	122,182	117,776	118,313
Shop	18,633	-	-
Total General Fund	6,827,646	6,475,129	7,053,481
Natural Gas	1,306,903	984,032	1,285,386
Water	922,000	728,524	767,000
Wastewater	1,071,106	911,102	870,600
Sanitation	701,000	659,499	700,500
Golf Course	508,800	430,000	1,048,000
Total Enterprise Funds	4,509,809	3,713,157	4,671,486
Airport	99,700	51,166	81,700
Streets	543,295	532,668	555,852
Transit	544,288	504,284	352,903
Debt Service	-	5,984,263	2,603,310
Capital Projects	2,054,000	577,031	1,560,000
Impact Fees	660,000	86,709	100,000
Grants	2,617,000	605,603	4,050,000
Firemen's Pension	26,400	26,400	26,400
Total - Other Funds	6,544,683	8,368,124	9,330,165
TOTAL - ALL FUNDS	17,882,138	18,556,410	21,055,132
Less: Interfund Transfers			(1,513,373)
Total Net Expenditures			19,541,759

Revenues

Sources of Revenue



General Fund Revenues	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Administration						
General Property Tax	216,000	211,769	216,000	131,386	216,000	220,000
City Sales Tax (2.5%)	2,044,000	2,077,264	2,625,000	1,913,845	2,630,000	2,500,000
Bed Tax	75,000	87,070	154,000	48,947	76,000	76,000
State Sales Tax	364,713	347,847	355,606	264,926	352,000	386,226
Franchise Tax	150,000	174,630	150,000	101,298	150,000	160,000
Auto Lieu Tax	200,000	212,641	206,869	156,474	207,000	235,871
Business License	22,500	22,225	20,000	8,200	20,000	20,000
State Revenue Sharing	611,965	611,984	461,288	346,018	461,288	430,884
Interest Income	30,000	7,984	5,000	-	5,000	5,000
Copies and Notary Fees	900	661	750	2,622	3,487	3,000
Miscellaneous	10,000	3,099	2,000	4,882	6,493	5,000
Sale of Fixed Assets	25,000	1,310	2,500	4,460	5,932	6,000
Property Rental	30,000	14,422	33,000	(3,744)	2,000	21,000
Total Administration	3,780,078	3,772,906	4,232,013	2,979,314	4,135,200	4,068,981

Building / Planning & Zoning Development						
Planning & Zoning Fees	5,000	848	1,000	23,026	25,000	5,000
Building Permits	90,000	113,774	100,000	49,877	66,336	75,000
Building Plan Review Fees	30,000	34,575	35,000	17,082	22,719	25,000
Public Works Review Fees	35,900	20,576	20,000	29,254	38,908	39,000
PW Recording/ Misc Fees	-	1,305	500	650	750	750
Total Development	160,900	171,078	156,500	119,888	153,713	144,750

General Fund Revenues	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Police / Animal Control						
Forfeiture Rev /Checkproof Veh	55,000	37,523	32,000	15,055	20,000	20,000
Report Income	1,200	729	800	486	646	650
Fingerprint Revenue	1,400	1,315	1,400	725	965	1,000
Dog License / Shelter Fees	8,000	10,630	8,000	4,251	5,654	6,000
Shelter Fees from County	24,000	14,835	15,000	12,885	17,137	17,500
Police Reimbursement SRO	45,000	59,500	58,800	-	61,000	61,000
Stonegarden Grant	-	74,601	96,000	42,990	57,177	100,000
GITEM Grant	-	49,151	60,000	49,107	65,312	65,000
RICO Seizure Revenue	-	(476)	-	-	-	2,000
Other Income	15,000	33,782	18,000	5,491	7,000	7,000
Total Police Dept	149,600	281,591	290,000	130,991	234,891	280,150

Fire Dept						
Firemen's Revenue	5,000	-	5,000	-	-	5,000
Fire Dept Donations	500	500	500	250	-	1,000
Total Fire Dept	5,500	500	5,500	250	-	6,000

Magistrate						
Citations from Benson PD	6,000	1,951	1600	584	777	900
Total Magistrate	6,000	1,951	1,600	584	777	900

Library						
Library Fines	6,500	5,848	6,000	5,909	7,859	8,500
Library Donations - Restricted	1,000	300	-	100	-	100
Total Library	7,500	6,148	6,000	6,009	7,859	8,600

General Fund Revenues	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Parks & Recreation						
Pool Fees	2,600	4,974	2,000	1,443	1,919	2,000
Summer Program Fees	-	-	-	395	525	600
Park User Fees	-	-	-	-	-	4,000
Donations	50	-	-	-	-	5,000
July 4 Revenue / Donations	10,000	5,238	10,000	10,000	10,000	10,000
Cancer Awareness Trek (CAT) Walk	-	-	-	-	-	40,000
Miscellaneous	100	600	600	4,950	6,500	6,500
Total Parks & Recreation	12,750	10,812	12,600	16,788	18,944	68,100

Tourism						
Tourism Sales	-	77	1,200	1,659	2,000	3,000
Total Tourism	-	77	1,200	1,659	2,000	3,000

Cemetery						
Plot Sales	2,400	3,450	3,000	1,500	2,000	2,000
Total Cemetery	2,400	3,450	3,000	1,500	2,000	2,000

Miscellaneous						
Grant for Fire Brush Truck	-	-	-	-	-	281,000
Cash from Fire Truck Cash Account	-	-	-	-	-	90,000
Contingency Reserve	900,000	-	900,000	-	900,000	900,000
Carry Forward Balance	1,200,000	-	1,200,000	-	1,200,000	1,200,000
Total Miscellaneous	2,100,000	-	2,100,000	-	2,100,000	2,471,000
Total General Fund Revenue	6,224,728	4,248,512	6,808,413	3,256,983	6,655,384	7,053,481

Enterprise Funds

S.P. Golf Operations	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru Mar 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Memberships	-	-	10,000.00	5,697	6,000	10,000
Green and Cart Fees	-	-	195,000	134,246	180,000	300,000
Merchandise Sales	-	-	15,000	10,045	13,359	39,000
Practice Facility	-	-	15,000	10,339	13,750	21,000
AGS Donations	-	-	295,000	210,000	295,000	300,000
Other Income	-	-	-	-	-	-
Total Revenues	-	-	530,000	370,328	508,109	670,000

S.P. Golf Food & Beverage	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru Mar 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Food Sales	-	-	120,000	24,049	78,049	300,000
Beer Sales	-	-	-	9,820	19,720	50,000
Wine Sales	-	-	-	404	1,604	8,000
Liquour Sales	-	-	-	1,111	3,811	20,000
Total Revenues	-	-	120,000	35,384	103,184	378,000

Gas Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Gas Revenue	980,000	741,157	937,303	528,056	676,610	877,724
Multi-User Gas Revenue	25,061	6,916	5,000	5,533	6,710	8,723
Commercial Gas Revenue	420,000	261,452	314,000	216,487	270,338	351,439
Utility Service Charges	15,000	13,720	15,000	9,705	13,037	15,000
New Gas Hookups	5,000	10,020	6,500	5,260	7,214	7,500
Penalty and Interest Fees	17,000	14,157	14,000	6,075	8,149	10,000
Round Up Revenues	-	-	15,000	-	-	15,000
Impact Fee Allocation	-	-	-	-	-	-
Other Income	800	86	100	-	-	-
Total Revenues	1,462,861	1,047,509	1,306,903	771,116	982,058	1,285,386

Water Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Water Revenue	411,813	407,966	450,000	298,852	420,441	425,000
Commercial Water Revenue	300,000	322,955	330,000	233,529	317,558	320,000
New Hookups	5,000	29,172	25,000	11,667	14,894	15,000
Impact Fee Allocation	-	-	100,000	-	-	-
Construction Sales Tax Allocation	-	-	-	-	-	-
Water Tank Rental	16,000	397	12,000	-	-	-
Water Accomodation Fees	-	7,380	5,000	4,985	7,054	7,000
SKP Arsenic CIP WA 09-1 Grant	250,000	-	-	-	-	-
Other Income	6,000	-	-	-	-	-
Total Revenues	988,813	767,870	922,000	549,032	759,947	767,000

Wastewater Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Wastewater Fees	417,060	414,219	423,000	308,999	410,968	420,000
Multi-User Wastewater Fees	8,000	7,385	7,000	5,669	7,540	8,000
Commercial Wastewater Fees	260,000	249,798	249,000	197,989	263,325	265,000
New Hook Ups	17,000	52,175	30,000	11,900	15,827	16,000
Impact Fee Allocation	40,000	-	60,000	-	-	-
Series 2010 Bond	-	-	115,000	44,182	44,182	71,000
Whetstone W/W Fees	62,940	93,829	86,506	67,590	89,894	90,000
Billboard Rental	12,000	14,666	-	-	-	-
Misc Revenue	-	519	100,600	79,366	79,366	600
Total Revenues	817,000	832,591	1,071,106	715,695	911,102	870,600

Sanitation Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Sanitation Fees	305,000	312,696	315,000	246,155	327,386	330,000
Multi-User Sanitation Fees	1,000	997	1,000	233	310	500
Commercial Sanitation Fees	375,000	383,014	385,000	275,454	366,353	370,000
Total Revenues	681,000	696,707	701,000	521,842	694,049	700,500

Other Funds

Airport Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Contribution General Fund	83,800	-	96,100	-	53,917	69,700
Business Revenue	18,000	4,396	3,600	8,749	11,636	12,000
Total Revenues	101,800	4,396	99,700	8,749	65,553	81,700

Streets Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Gasoline Tax	359,714	333,064	343,295	247,786	343,295	355,852
State Lottery Revenue	21,941	19,127	-	4,145	4,145	-
Miscellaneous Income			-	24,147	24,147	-
Series 2010 Bond Proceeds	-	-	200,000	167,700	167,700	200,000
Total Revenues	381,655	352,190	543,295	443,778	539,287	555,852

Capital Projects Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Construction Sales Tax	700,000	505,420	600,000	173,792	248,792	400,000
Series 2010 Bond Proceeds	-	-	1,204,000	-	300,000	745,000
CDBG Grant	-	-	-	-	-	355,000
Anticipated Grant	-	-	250,000	-	-	60,000
Impact Fees	-	-	-	-	-	-
Total Revenues	700,000	505,420	2,054,000	173,792	548,792	1,560,000

Impact Fee Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Impact Fee	50,000	141,329	120,000	65,195	86,709	100,000
Carry Forward Balance	-	-	540,000	-	-	-
Total Revenues	50,000	141,329	660,000	65,195	86,709	100,000

Transit Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Grant Reimbursement - FTA 5311 - Capital	-	-	335,966	125,331	329,854	168,902
Grant Reimbursement - FTA 5311 - Operating	-	-	71,506	11,095	71,506	72,451
Grant Reimbursement - FTA 5311 - Admin	-	-	30,388	11,619	30,388	28,577
Grant Reimbursement - FTA 5316 (requested)	-	-	23,850	-	23,850	17,000
Grant Reimbursement - FTA 5317 (requested)	-	-	12,750	-	12,750	10,500
SEAGO AAA	-	-	40,000	30,769	30,769	25,240
Fare Revenue	-	-	5,000	2,767	5,167	8,000
Allocation from General Fund	-	-	24,828	-	-	22,233
Total Revenues	-	-	544,288	181,582	504,284	352,903

Debt Service Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Debt Service Escrow Carried Forward	-	-	-	-	-	406,000
Bond Proceeds Carried Forward	-	-	-	-	-	1,791,310
Series 2010 Bond Proceeds	-	-	5,420,000	5,194,335	5,194,335	-
Interest Income	-	-	2,000	-	10,000	10,000
Transfer From WW Infrastructure Fund	-	-	400,000	383,928	383,928	-
Transfer of Payments from General Fund	-	-	396,000	-	396,000	396,000
Total Revenues	-	-	6,218,000	5,578,263	5,984,263	2,603,310

Fire Pension Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Contributions From State Fund	4,500	4,659	4,500	5,584	5,584	6,000
Contributions From Fire, Inc	-	-	-	413	653	960
Contributions From General Fund	20,000	21,560	19,900	-	9,163	9,440
Interest Income	6,000	12,746	2,000	-	11,000	10,000
Total Revenues	30,500	38,965	26,400	5,997	26,400	26,400

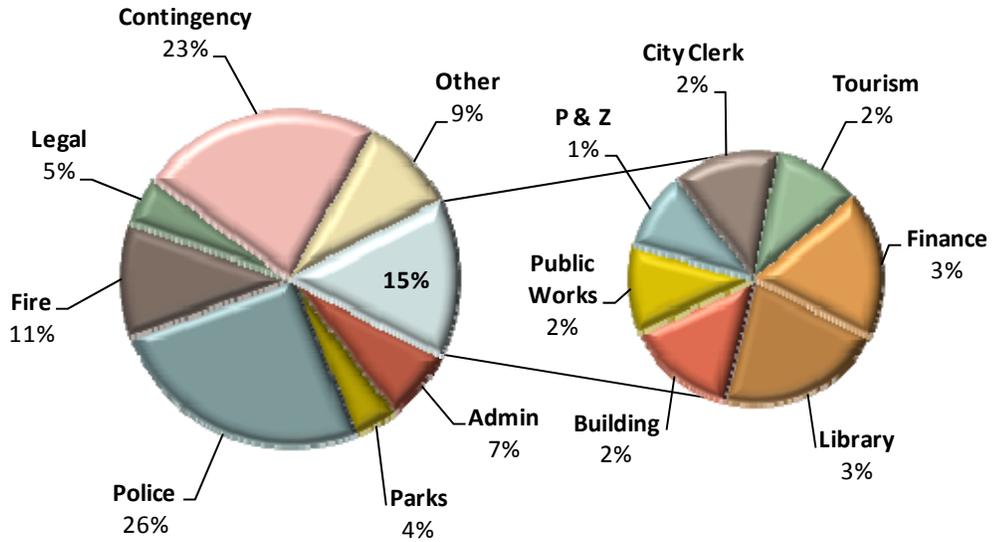
Grants Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues:						
PD Stonegarden	-	46,747	-	49,111	49,111	-
CIP AIR 08-1 Phase I Airport	-	-	-	-	-	-
FAA-11, ADOT E8F74 Parking Lot	-	-	-	-	-	-
FAA 13 Helipad, Rehab Runway	69,000	61,220	-	1,741	1,741	-
Faa 14/ ADOT E1F02	-	-	-	229,211	249,211	-
ADOT E5S17 Master Plan	6,400	6,313	-	-	-	-
CDBG Streets	330,000	243,252	72,000	88,540	88,540	-
Historic Preservation	10,000	-	-	1,497	1,497	-
ADOT E5S18 Env Survey	52,000	2,035	-	3,234	3,234	-
ADOT E7S81 Instrument Approach	86,000	-	-	280	280	-
FAA 09 & 10	-	-	-	-	-	-
ADOT E7S82 Perimeter Fence	22,000	-	-	-	-	-
ADOT E8S48 Upgrade Apron	-	-	-	-	-	-
ADOT E8S49 Taxiway Ext.	8,500	83	-	8,375	8,375	-
Police Grants	1,500,000	76,071	-	153,087	153,087	-
Fire Grants	1,000,000	12,300	-	9,029	9,029	-
Misc Grants	45,000	-	-	-	-	-
RICO Grants	25,000	-	-	-	-	-
FAA 12 Rehab Apron	-	(26)	-	-	-	-
09 Public Awareness	-	-	-	-	-	-
EECGB Dept of Commerce	-	-	-	34,900	34,900	-
Library Grants	20,000	-	-	3,749	3,749	-
Tourism Grants	25,000	6,502	-	-	-	-
Fish & Wildlife Grants	-	-	-	-	-	-
Unclassified Airport Grants	1,056,100	-	1,295,000	-	-	550,000
Unclassified Grants	1,955,000	13,450	1,250,000	2,849	2,849	3,500,000
Total Revenues	6,210,000	467,947	2,617,000	585,602	605,603	4,050,000

Total Revenues	21,055,132
Less: Transfers Between Funds	[1,513,373]
TOTAL REVENUES	\$19,541,759

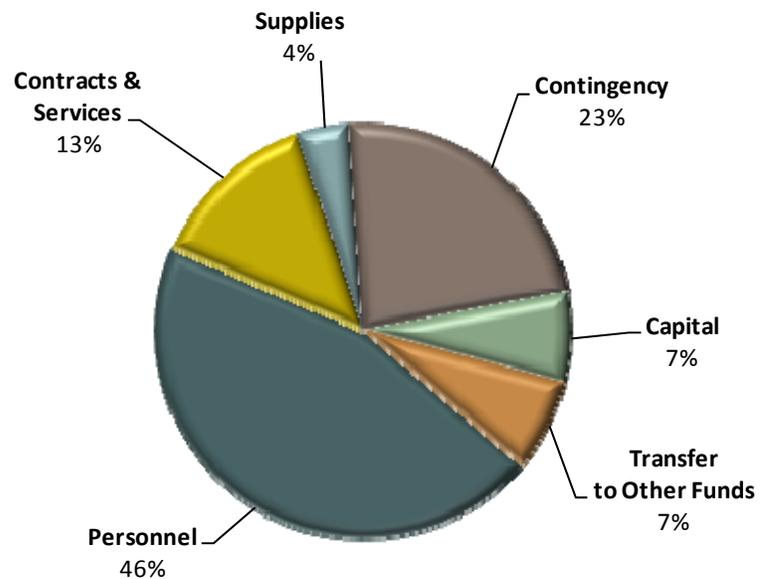
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General Fund
Expenditures

Expenditures by General Fund Department



General Fund Expenditures by Category



City Council

The Mayor and City Council are comprised of seven elected officials 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 Mayor and City Council provide policy direction for the City through the City Manager with the adoption of rules, regulations and procedures.

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

City Council	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	19,200	20,160	16800	14,500	16,800	19,200
Payroll Taxes	1,552	1,602	1285	1,227	1,285	1,469
Workman's Compensation	50	31	44	28	44	44
Total Personnel	20,802	21,793	18,129	15,754	18,129	20,713
Contracts & Services						
Travel	6,000	4,517	3500	3,093	3,093	3,000
Employee Council	6,000	3,943	2000	370	1,300	1,500
Total Contracts & Services	12,000	8,459	5,500	3,463	4,393	4,500
Supplies						
Operating Supplies	900	1,780	600	1,030	1,030	600
League of Cities Booth	5,000	6,101	2000	3,047	3,047	2,000
Total Supplies & Expenses	5,900	7,882	2,600	4,077	4,077	2,600
Total Council	38,702	38,134	26,229	23,294	26,599	27,813

City Manager / City Administration

City Administration Departments

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

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

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

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

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%
Executive Assistant to City Manager	1	100%
Human Resources Analyst	1	100%
Facilities Supervisor	1	100%

Administration	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	237,175	197,891	216,336	143,085	216,335	216,335
Overtime Wages	-	572	2,400	377	377	-
Payroll Taxes	18,448	14,614	16,550	10,625	16,550	16,550
Retirement Benefits	22,413	18,651	21,309	14,131	21,309	21,850
Employee Insurance	31,395	32,854	26,398	16,035	22,500	20,795
Total Personnel	309,431	264,582	282,993	184,252	277,071	275,530
Contracts & Services						
Professional Services	1,800	2,202	3,600	651	866	1,200
IT Services	-	-	-	-	-	39,000
Education and Training	3,600	982	1,200	970	1,200	1,000
Utilities	14,000	13,611	12,000	9,016	11,991	12,000
Telephone	15,000	14,997	12,000	11,501	15,296	16,000
Repairs & Maintenance	10,000	9,490	10,000	1,839	2,445	3,000
Rentals	3,800	4,095	3,800	2,880	3,830	3,800
Uniforms	300	734	200	275	300	200
Insurance	71,000	59,907	80,000	36,686	73,600	74,000
Public Notices, Advertising	1,200	4,362	3,600	879	1,169	1,200
Travel	600	873	1,200	172	229	300
Dues & Licenses	8,600	7,322	9,600	8,446	9,600	9,600
Other	600	377	300	65	100	300
Total Contracts & Services	130,500	118,952	137,500	73,380	120,626	161,600
Supplies						
Office Supplies	9,000	7,750	6,400	900	1,197	1,200
Postage & Shipping	4,000	5,444	5,400	4,016	5,341	5,400
Computer Supplies	2,700	146	120	409	544	600
IT Supplies	27,000	27,942	-	-	-	3,000
Operating Supplies	9,000	7,448	6,000	9,429	12,540	12,000
Vehicle Fuel & Oil	1,200	2,912	2,400	1,797	2,390	3,000
Vehicle Repairs & Maint	2,000	5,240	3,600	3,761	4,100	3,600
Total Supplies	54,900	56,883	23,920	20,313	26,112	28,800
Capital Projects						
City Hall Roof	-	8,415	-	-	-	20,000
Uninsured Claims	-	1,759	-	-	-	-
Property Payment	6,810	4,545	6,808	5,105	6,808	6,808
Zions Bank Loan Interest	15,000	26,202	-	-	-	-
Total Capital Projects	21,810	40,921	6,808	5,105	6,808	26,808
Total Administration	516,641	481,339	451,221	283,050	430,617	492,738

Miscellaneous	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Contribution to Fire Pension	20,000	19,600	19,900	-	9,163	9,440
Contribution to Airport	83,800	-	96,100	-	39,530	69,700
Contribution to Transit	-	-	24,828	-	-	22,233
Contingency	175,445	-	879,972	-	879,972	733,324
Contingency Reserve Set Aside	900,000	-	900,000	-	900,000	900,000
Bond Escrow Reserve	-	-	396,000	297,000	396,000	396,000
Total Miscellaneous	1,179,245	19,600	2,316,800	297,000	2,224,665	2,130,697

Community Center	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Contracts & Services						
CCS Transportation Costs	24,000	24,000	-	-	-	-
Sr Meals on Wheels	5,016	5,434	-	-	-	-
Utilities	18,000	16,134	15,000	10,814	14,382	15,000
Telephone	1,800	1,890	1,600	1,192	1,585	1,500
Repairs & Maintenance	1,200	3,331	7,200	4,436	5,900	1,200
Total Contracts & Services	50,016	50,790	23,800	16,441	21,867	17,700
Supplies						
Office Supplies	-	243	-	-	-	-
Total Supplies	-	243	-	-	-	-
Total Community Center	50,016	51,032	23,800	16,441	21,867	17,700

Community Enrichment	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Contracts & Services						
Chamber of Commerce	35,000	35,074	35,000	11,948	35,000	35,000
Historical Commission	1,200	960	1,200	-	-	600
Arts Council	2,000	2,488	1,200	1,453	1,653	1,200
Economic Development	7,500	2,230	4,200	1,164	1,548	3,000
Fire Works	25,000	20,604	18,000	13,797	18,000	18,000
Food Pantry	-	-	1,600	910	1,059	1,200
Governor's Alliance Recreation Programs	-	-	-	-	-	4,000
Butterfield Rodeo	-	-	-	-	-	750
Arizona Rangers Rodeo	-	-	-	-	-	750
Shop with a Cop Children's Ranch Program	-	-	-	-	-	500
Youth Council	-	-	-	-	-	3,500
Cancer Awareness Trek (CAT) Walk	-	-	-	-	-	40,000
City/School Joint Cooperative Activities	-	-	-	-	-	750
Grant Matches	11,000	-	-	-	-	-
Misc Enrichment Projects	10,000	6,033	8,000	2,982	3,500	1,600
Total Contracts & Services	91,700	67,389	69,200	32,254	60,760	110,850
Total Community Enrichment	91,700	67,389	69,200	32,254	60,760	110,850

City Clerk

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 the Economic Development Subcommittee. 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. 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 2010-2011 Accomplishments:

- Organized physical storage of declared public records, bids, deeds, easements and rights-of-way
- Electronic storage and organization of subdivision records by subdivision, which include development or pre-development agreements, annexations, plats, trust assurance agreements, partial releases, full releases and any other document brought to Council for action
- Indexes have been completed for:
 - Ordinances – to 1982
 - Resolutions – to 1991
 - Declared Public Documents – to 1980
 - Deeds, Easements & Rights-of-Way – to 1924
 - Leases, Contracts & Agreements – to 1991
- Website updated to include both Ordinances and Resolutions back to 2000
- Electronic storage of Planning & Zoning minutes back to 1966
- All Council agendas, complete packets, minutes, ordinances, resolutions, leases, contracts & agreements, public hearing notices and quorum notices for the calendar year of 2010, as well as the index for leases, contracts & agreements back to 1991, were combined into an electronic file and given to all Councilmembers for their use.

- Attended the Showcase of Cities & Towns event at the League of Arizona Cities & Towns conference with the Tourism Supervisor in August, 2010, hosting a successful booth that received many compliments
- Held the Candidate Forum in December, 2010

Fiscal 2011-2012 Goals & Objectives:

- Continue progress on organizing, scanning and indexing City records
- Renew Boards & Commission training seminar
- Create and implement an Electronic Records Policy and Training
- Adopt the City Code in new format with changes as recommended by Staff and approved by Council
- Establish and conduct a Voter Outreach program
- Implement a Council approved Youth Council program

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

	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
City Clerk						
Personnel						
Salaries and Wages	83,993	85,633	85,709	65,932	85,709	85,709
Payroll Taxes	6,547	6,175	6,557	4,892	6,557	6,557
Retirement Benefits	7,937	7,966	8,442	6,495	8,442	8,657
Employee Insurance	16,599	13,638	16,021	9,433	12,600	14,610
Total Personnel	115,076	113,413	116,729	86,751	113,308	115,533
Contracts & Services						
Professional Services	600	612	600	725	965	750
Education and Training	3,000	2,200	2,500	909	909	2,500
Utilities	200	-	-	-	-	-
Uniforms	-	-	-	-	-	-
Public Notices & Advertising	2,400	1,637	2,400	1,811	2,408	2,400
Travel	100	49	60	42	60	60
Dues & Licenses	450	260	710	368	710	950
Total Contracts & Services	6,750	4,758	6,270	3,856	5,052	6,660
Supplies						
Election Supplies & Postage	20,000	256	20,000	7,274	9,674	20,000
Office Supplies	1,200	1,086	1,200	953	1,267	1,200
Computer Supplies	300	54	120	66	120	120
Operating Supplies	600	100	120	202	202	150
Total Supplies	22,100	1,496	21,440	8,494	11,263	21,470
Total City Clerk	143,926	119,667	144,439	99,101	129,623	143,663

Tourism Division

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

The Tourism Supervisor also provides technical support for the Economic Development Subcommittee.

Fiscal 2010-2011 Achievements:

- The Cochise County Tourism Council has produced a dynamic website which promotes regional tourism information as well as Benson attractions.
- The Cochise County Tourism Council had a 22 minute video produced by Arizona Highways Television Show, promoting Cochise County attractions including Kartchner Caverns and the Amerind Museum. This Video won the Governor's Cooperative Marketing Award for the year.
- The Tourism Department has also produced an 8 ½" x11" 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 produced several dozen 24"x36" full color maps to be displayed at the RV parks and Motels.
- The Department writes a Tourism Marketing grant but due to state budget cuts, will not be receiving any grant money in FY 2011-2012
- The Tourism Department also helps to put on and promote several events during the year. Starting with the July 4th Celebration, The Butterfield Stage Days and Rodeo, Christmas on Main Street, Bluegrass in the Park and the Mud Boggs that are held in June of every year. These events bring thousands of people to Benson that eat in our restaurants and shop in our stores and stay in our accommodations.

Fiscal 2011-2012 Goals:

- The Department would like to produce a 24"x36" map and frame kiosk type display to be installed in key locations around Benson.
- Staff is developing better tracking mechanisms for events and advertising.

Position	Number	Percentage
Tourism Supervisor	1	100%
Tourism Clerk	1	100%
Tourism Clerk (Part Time, 0.40 FTE)	1	vacant

Tourism	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	58,041	62,385	50,685	53,844	56,210	56,864
Overtime Wages	-	-	1,000	9	9	-
Payroll Taxes	4,623	4,862	3,877	4,054	4,300	4,350
Retirement Benefits	4,920	5,263	4,993	5,305	5,537	5,743
Employee Insurance	11,445	10,924	10,784	10,694	10,809	9,855
Total Personnel	79,029	83,434	71,339	73,906	76,865	76,812
Contracts & Services						
Professional Services	-	18	-	195	195	-
Education and Training	1,200	2,563	300	336	336	300
Utilities	4,800	4,721	3,600	2,594	3,450	3,600
Telephone	1,800	1,803	2,400	1,977	2,629	2,400
Repairs & Maintenance	4,000	6,747	5,600	2,778	3,695	2,400
Uniforms	300	-	120	21	21	-
Public Notices, Advertising	12,000	12,116	25,000	16,405	20,819	16,189
County Tourism Council	10,000	-	10,011	-	10,011	10,011
Travel	600	1,015	1,200	113	120	1,000
TEAM Grant Matches	10,000	10,351	-	-	-	-
Grant Matches	-	-	-	-	-	-
Total Contracts & Services	44,700	39,336	48,231	24,421	41,276	35,900
Supplies						
Office Supplies	1,200	1,058	600	445	592	600
Computer Supplies	800	442	500	1,468	1,952	1,200
Souvenir Inventory	-	-	1,200	1,500	1,500	1,500
Operating Supplies	3,600	3,391	2,000	1,073	1,427	1,500
Total Supplies	5,600	4,891	4,300	4,485	5,471	4,800
Total Tourism	129,329	127,661	123,870	102,812	123,612	117,512

FINANCE DEPARTMENT

Description of Activities

The Finance Department is responsible for processing 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.

The Finance Department manages the Golf Course and Transit Divisions of the City.

Fiscal 2010-2011 Accomplishments

- Obtained unqualified audit opinions on the City's Comprehensive Annual Financial Report and Annual Expenditure Limitation Report.
- Refined monthly written and oral financial reports presented to City Council.
- Expanded the analysis, monitoring and audit of sales tax collections.
- Revamped the grant accounting and administrative procedures.
- Tightened internal controls through more documented review procedures.
- Made significant progress on staff development through formal classes and cross training on all departmental functions. Staff is nearing 90% cross trained for all Finance Department activities except the functions of the Finance Director.
- Participated as a member of Council's Economic Development Subcommittee.
- Submitted comprehensive financial information on the financial performance of the City on a year by year basis over the past five years to Standard & Poors in order to obtain an independent rating of the City's financial strength. Standard & Poors granted the City a bond rating of "AA-Stable". The high bond rating enabled the City to secure favorable public bond financing.
- Completed a bond issue in the amount of \$5,240,000 at an average coupon rate of 4.14% and all in total interest cost of 4.69%.
- Secured four grant awards in the total amount of \$565,000 in order to create a transit system to serve the City and surrounding areas.
- Created and implemented a fixed deviated transit system to serve the City and surrounding areas.
- Completed the transfer of the San Pedro Golf Course to the City under favorable and workable financial terms.

- Hired key staff members for the golf course and restaurant. Supervised the refurbishment and reopening of the golf course and restaurant. Designed the operating structure for the facility. Set up and implemented all accounting and financial reporting systems. Finance Director directs the management of the facility.

2011-2012 Goals and Objectives

- Expand the audit capability of staff to become more active in sales tax and general internal auditing
- Continue to refine timely, accurate and informative financial reports to management and Council
- Continue to receive unqualified audit opinions from the City’s auditors
- Continue to place strong emphasis on professional development of all Finance Department staff
- Continue the development of “user friendly” internal and external financial reports
- Complete and manage the Series 2010 bond financing
- Continue the management of the City’s new transit program and golf course .
- Succession Planning. The finance director is contemplating retirement.
- Purchase of additional Caselle modules to make cash receipting and work order processing more efficient and user friendly.

Personnel

The Finance Department is not requesting any additional permanent positions. The finance director is contemplating retirement during 2012, so the budget reflects the addition of a potential successor during the second half of the fiscal year. The Finance Director allocates 85% of his time to Finance and 15% to the golf course. The Accounting Supervisor allocates 40% of her time to Finance and 20% to each of the Utility Funds. The Accounting Specialist allocates 20% of her time to Finance, 50% to Transit, and 10% to each Utility Fund. The Accounting Clerks I and III are allocated to Utilities. All of the positions listed report to the Finance Director.

Position	Number	Percentage
Finance Director	1	85%
Accounting Supervisor	1	33%
Accounting Specialist	1	20%
Information Technology Specialist	1	vacant
Account Clerk III	1	0%
Account Clerk I	1	0%

Finance	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	141,877	157,182	102,953	84,115	111,873	112,359
Overtime Wages	-	53	-	50	50	-
Payroll Taxes	11,051	10,965	7,876	6,001	7,981	8,596
Retirement Benefits	13,407	14,672	10,141	8,257	10,982	11,348
Employee Insurance	20,862	22,911	14,047	11,952	15,896	15,850
Total Personnel	187,197	205,784	135,017	110,375	146,782	148,153
Contracts & Services						
Professional Services	16,000	28,717	24,000	14,705	19,558	21,000
Education and Training	8,000	6,707	4,200	411	450	600
Bank Charges	-	629	600	502	668	750
Telephone	1,200	2,286	1,800	2,068	2,750	2,700
Repairs & Maintenance	600	-	600	260	346	350
Uniforms	300	16	-	-	-	200
Public Notices, Advertising	1,200	3,821	1,200	251	3,800	3,800
Travel	-	72	100	-	-	100
Dues & Licenses	300	230	230	230	230	230
Total Contracts & Services	27,600	42,479	32,730	18,427	27,802	29,730
Supplies						
Office Supplies	3,600	3,382	3,600	982	1,306	1,200
Postage & Shipping	2,000	1,173	1,800	-	-	-
Computer Supplies	8,000	8,104	6,000	6,114	6,500	3,600
IT Supplies	-	-	4,800	1,429	1,901	-
Network Supplies	-	-	3,600	220	293	-
Operating Supplies	4,800	1,246	1,200	6,204	7,000	6,000
Total Supplies	18,400	13,905	21,000	14,948	17,000	10,800
Capital Projects						
Capital Outlay	20,000	11,750	5,750	-	-	8,000
Total Capital Projects	20,000	11,750	5,750	-	-	8,000
Total Finance Dept.	253,197	273,917	194,497	143,751	191,584	196,683

Police Department

Description of Department Activities:

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.

Fiscal 2010-2011 Achievements:

- Motto "Continuous Improvement"
- Completed Sleuth Records Management upgrade and Mobile Data in car system.
- Purchased two new Police Tahoes with new graphics.

Grant Funding:

- \$ 57,500.00 Stone Garden-overtime money and mileage
- \$ 34,800.00 Stone Garden-equipment
- \$ 4,000 Governor's Office of Highway-Portable Breath Testing Devices & overtime

AZ State Funding:

- \$ 76,000.00 Governor's Office of Economic Recovery-Tahoes
- \$ 15,000.00 Governor's Office of Economic Recovery-equipment

Grant Applications:

- \$ 187,115.00 Stone Garden-overtime money, mileage, equipment, (one year)
- \$ 13,500.00 GOHS- Portable Breath Testing equipment
- \$ 80,000.00 Department of Homeland Security- Emergency Generator

2011-2012 Goals & Objectives:

- Continue to provide training that improves the department and the personnel.
- Continue to provide professional service to the community.
- Use grant money to acquire needed equipment for the department.
- Grant a pay increase to the lowest paid police department employees.

Position	Number	Percentage
Police Chief	1	100%
Police Commander	1	vacant
Police Lieutenant	1	vacant
Police Sergeant	2	100%
Police Corporal/Detective	2	100%
Police Corporal	2	100%
Police Officer	7	100%
Police Officer	2	vacant
Police Assistant	1	100%
Police Communications Specialist	5	100%
Police Records Clerk	1	100%
Senior Animal Control Officer	1	100%
Animal Control Officer	1	100%

Police	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	1,191,443	1,052,406	1,050,675	826,710	1,069,324	1,005,432
Overtime Wages	100,000	106,477	70,000	54,253	72,156	55,000
StoneGarden OT	-	22,065	90,000	58,098	77,270	75,000
GITEM OT	-	-	-	589	783	1,200
Payroll Taxes	92,851	85,748	88,027	69,105	89,614	86,953
Retirement Benefits	185,865	150,046	179,905	132,683	171,518	192,291
Employee Insurance	222,737	207,207	202,594	145,329	189,287	169,967
Total Personnel	1,792,896	1,623,949	1,681,201	1,286,766	1,669,952	1,585,843
Contracts & Services						
Professional Services	18,000	16,700	18,000	15,267	20,305	48,000
Holding Cell Supplies & Meals	500	131	300	76	102	300
Education and Training	5,000	6,128	7,500	6,060	7,500	7,500
Utilities	11,000	12,570	10,600	15,538	20,665	18,000
Telecommunications	20,000	17,682	18,000	15,885	21,127	18,100
Bldg & Equip Repairs & Maint	3,000	6,487	7,000	5,590	7,435	7,000
Rentals	5,400	4,100	3,600	1,900	3,600	3,600
Uniforms	27,000	28,788	23,700	22,111	29,407	32,000
Public Notices, Advertising	-	1,759	1,200	-	-	-
Community Sponsorships	1,500	750	250	-	-	500
Travel	-	-	-	-	-	2,500
Dues & Licenses	3,000	547	600	880	880	750
Animal Control Medical	5,600	1,223	3,200	1,606	2,136	2,100
Grant Matches	40,000	-	-	-	-	10,000
Total Contracts & Services	140,000	96,866	93,950	84,913	113,157	150,350
Supplies						
Office Supplies	7,000	4,997	4,800	2,376	3,160	4,000
Computer Supplies	7,200	11,860	5,000	6,046	8,041	7,200
Operating Supplies	18,000	14,196	9,000	7,917	10,530	10,000
Vehicle Fuel & Oil	39,000	34,383	26,000	20,309	27,010	25,000
Vehicle Repairs & Maint	24,000	22,391	22,000	12,434	16,537	23,000
Total Supplies	95,200	87,829	66,800	49,083	65,278	69,200
Capital Projects						
CIP PD 10-1 Patrol Vehicle	-	-	36,000	-	-	-
Dispatch Upgrades	-	-	-	-	-	10,000
CIP SLUETH System Upgrade	20,000	2,481	-	-	-	-
CIP PD Computer Server	-	-	-	-	-	-
Total Capital Projects	20,000	2,481	36,000	-	-	10,000
Total Police Dept.	2,048,096	1,811,124	1,877,951	1,420,762	1,848,387	1,815,393

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.

Fiscal 2010-2011

Completed Achievements:

- Continue to hire new Volunteers
- Provide public education to local schools and residents during Fire Prevention Week
- Maintain interoperability with area Fire Departments and maintain working relationship with local Law Enforcement
- Received two grants from the State Forestry Division for Wildland and Structural Firefighting equipment.
- We have had four Firefighters get their EMT Certification. There are three more in school currently to finish in May for EMT certification.
- Continue to complete required NIMS Training. This is a requirement for grant applications and mandated by DHS
- Complete annual Fit Tests for N-95 and SCBA Masks
- Complete flow tests for SCBA
- The department has implemented the annual firefighter physicals.
- Continue to maintain all equipment and apparatus in serviceable condition
- The Department has a new on line records management system which will help the department keep up with the National Fire Incident Reporting System (NFIRS). This is a mandate by FEMA to qualify for Federal Grants.

Grant Applications:

- DHS FEMA Grant for the Assistance to Firefighters grant for Type III brush truck from last year's grant process
- State forestry Division 2011 Volunteer Firefighter Assistance grant for structural turnouts.
- GOHS Grant for Extrication equipment
- Department of Homeland security for funding to upgrade the dispatch center for better interoperability for area fire departments.

Fiscal 2011-2012

Goals and Objectives

- Continue to recruit and hire new Volunteer Firefighters
- Continue to train Department members and work with other area Fire Departments for Mutual Aid
- Establish an annual Burn Room training for Department personnel
- Continue to purchase Firefighting Equipment to replace broken or out-of-service equipment
- Continue to work with other City Departments to maintain ISO rating for the City
- Continue to maintain all firefighting equipment and apparatus in serviceable condition
- Send two Fire Fighters to Firefighter I and II Certification class.
- Send up to four Firefighters to EMT Certification class.
- Send up to six Firefighters to Annual Fire School.
- Continue to conduct occupancy inspections of businesses in the city limits.
- Continue to upgrade required equipment on all apparatus

Grant Applications:

- Apply for Wildland and Structural Firefighting equipment from the AZ State Forestry Division
- Apply for equipment from DHS FEMA Assistance to Firefighters Grant when the application process becomes available.
- Apply for various funds and Grants for Firefighting Equipment as grants become available.

Fire	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	66,535	66,586	91,926	51,181	91,926	93,995
Payroll Taxes	5,151	4,799	7,032	3,580	7,032	7,191
Retirement Benefits	10,379	3,327	14,340	10,139	14,340	18,501
Employee Insurance	8,656	8,048	14,842	5,498	13,200	15,463
Total Personnel	90,721	82,759	128,140	70,398	126,498	135,150
Contracts & Services						
Professional Services	48,000	53,123	48,000	36,073	48,000	48,000
Fire Marshall Fees	-	1,400	1,200	1,120	1,200	1,200
Firefighter Healthcare	1,000	887	6,000	-	5,800	8,000
Education and Training	6,000	9,038	7,000	7,121	7,121	16,000
Utilities	8,200	9,933	8,200	6,968	10,560	8,200
Telephone	8,000	9,220	8,000	7,524	11,474	8,000
Equipment Repairs & Maint	5,300	7,838	7,000	8,359	9,000	10,000
Turnout Maint	6,000	2,030	2,000	407	2,000	5,000
Turnout Replacements	-	-	-	-	-	8,000
Station Repairs & Maint	10,000	3,058	3,000	4,115	5,000	5,000
Rentals	4,200	2,200	2,400	1,800	1,800	2,900
Uniforms	800	960	800	800	800	800
Community Sponsorships	-	-	-	-	-	500
Travel	600	17	300	-	150	300
Dues	300	200	200	300	200	600
Community Service Projects	3,500	3,719	1,000	625	625	3,500
Grant Matches	25,000	-	10,000	-	7,000	10,000
Total Contracts & Services	126,900	103,623	105,100	75,211	110,730	136,000
Supplies						
Office Supplies	600	866	600	895	900	1,000
Computer Supplies	300	140	300	-	-	3,000
Operating Supplies	12,000	14,901	10,000	3,175	10,000	18,000
EMS Supplies	1,200	1,699	1,500	1,125	1,500	2,000
Vehicle Fuel & Oil	5,000	4,619	4,000	3,361	3,800	4,000
Vehicle Repairs & Maint	24,000	40,318	24,000	17,738	29,000	28,000
Total Supplies	43,100	62,544	40,400	26,294	45,200	56,000
Capital Projects						
Capital Outlay Brush Truck	-	-	-	-	-	281,000
FD 07-1 Ford F550 Crew Truck	-	-	-	-	-	90,000
Truck Payment	70,241	54,750	70,241	70,241	-	70,241
Total Capital Projects	70,241	54,750	70,241	70,241	-	441,241
Total Fire Dept.	330,962	303,676	343,881	242,144	282,428	768,391

City Attorney

Description of Department Activities

The City's 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.

Personnel

The Legal Department is not requesting any new employees in the fiscal 2009-2010 budget. 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%

City Attorney	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries & Wages	90,937	91,007	90,937	69,952	90,937	90,937
Payroll Taxes	7,078	6,844	6,957	5,116	6,960	6,957
Retirement Benefits	8,594	8,548	8,957	6,890	8,957	9,185
Employee Insurance	12,533	5,711	5,574	4,085	5,604	5,125
Total Personnel	119,142	112,110	112,425	86,043	112,458	112,204
Contracts & Services						
Professional Services	75,000	90,034	81,000	61,059	80,000	80,000
Public Notices, Advertising	200	-	500	-	-	-
Travel	300	534	500	156	156	300
Total Contracts & Services	75,500	90,569	82,000	61,214	80,156	80,300
Supplies						
Office Supplies	600	404	1,300	655	871	600
Operating Supplies	200	40	1,100	958	1,050	200
Total Supplies	800	444	2,400	1,613	1,921	800
Total City Attorney	195,442	203,122	196,825	148,870	194,535	193,304

Magistrate Division

The Benson Magistrate Court is currently combined with the Justice of the Peace Precinct #3. The Judge hears criminal cases, civil and criminal traffic, civil actions under \$10,000, small claims actions under \$2500, landlord/tenant (forcible detainer) disputes where damages are \$10,000 or less, violations of city ordinances and city codes, petty offenses, and is the juvenile hearing officer for traffic violations. The Judge issues search warrants, arrest warrants, writs, orders of protection, injunctions against harassment and presides over requested hearings. The Judge conducts initial appearances for felony arrests and may conduct preliminary hearings when a defendant's case is unable to go before a grand jury in the time allowed by law. The Judge also performs marriage ceremonies during regular business hours and after hours when available.

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

Magistrate	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries & Wages	25,000	25,000	25,000	18,750	25,000	25,000
Payroll Taxes	1,973	1,969	1,913	1,485	1,912	1,912
Employee Insurance	65	40	65	28	57	58
Total Personnel	27,038	27,009	26,978	20,263	26,969	26,970
Contracts & Services						
Professional Services	7,000	-	37,000	25,247	37,000	104,640
Education & Training	600	-	-	100	150	200
Fines to County	1,500	1,619	900	249	331	300
Dues & Licenses	-	-	-	50	50	50
State Fees Paid	2,000	1,772	1,300	11	15	15
Total Contracts & Services	11,100	3,391	39,200	25,657	37,546	105,205
Total Magistrate	38,138	30,400	66,178	45,920	64,515	132,175

LIBRARY

Description of Department Activities

The business of the library is to meet the information, knowledge, and reading needs of the people.

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 service area extends beyond the city limits, including surrounding communities and rural residents of Cochise County. There are currently 7,000 registered cardholders.

Personnel

The Library is does not request any personnel additions this year.

Description	Number	Percentage
Library Director	1	100%
Senior Library Assistant	1	100%
Library Assistant	2	100%
Library Page (Part Time 0.50 FTE)	2	100%

Library	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	134,804	135,543	136,138	104,524	139,016	137,464
Overtime Wages	-	128	-	31	31	
Payroll Taxes	10,678	10,274	10,415	7,827	10,409	10,516
Retirement Benefits	12,739	12,744	13,410	10,299	13,697	13,884
Employee Insurance	22,938	22,354	21,658	14,551	19,352	16,483
Total Personnel	181,159	181,043	181,621	137,232	182,505	178,347
Contracts & Services						
Professional Services	-	72	-	585	585	600
Education and Training	600	221	200	-	-	200
Utilities	16,000	14,432	12,800	10,441	13,870	14,250
Telephone	3,000	3,842	2,800	1,879	2,686	2,800
Information Technology	4,900	4,957	2,400	-	-	1,400
Repairs & Maintenance	1,200	1,253	12,800	2,267	3,015	2,000
Travel	50	14	50	16	25	50
Dues & Licenses	600	730	200	175	200	175
Grant Matches	-	-	-	-	-	-
Total Contracts & Services	26,350	25,522	31,250	15,362	20,381	21,475
Supplies						
Office Supplies	1,500	1,654	1,200	430	1,200	1,000
Computer Supplies	6,600	7,780	10,200	6,163	8,197	4,200
Operating Supplies	6,000	7,947	5,600	3,135	4,170	3,600
Books	35,000	32,974	20,000	18,226	20,000	20,000
Total Supplies	49,100	50,355	37,000	27,954	33,567	28,800
Total Library	256,609	256,919	249,871	180,547	236,453	228,622

PARKS AND RECREATION

Parks Department Services

The parks division 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 sports fields with lights, basketball courts, horseshoes, volleyball, skate park, walking trails, ramadas, grills, playgrounds and (4) four 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 and the community pool.
- ❖ Railroad Liner Park includes the tourism center, Veterans Memorial Park and a fire wise exhibit.

Recreation Division Services

The recreation division works closely with our local and surrounding public schools and sports leagues. The City of Benson's programs will be operated at the highest level of quality to ensure a safe environment to develop lifetime residents.

Utilizing some Benson schools facilities, the City's Summer Recreation Programs provide camps, activities, trips, and a pool program. Along with offering camp's and classes, our summers are filled with low cost family events such as offering movies in the park, concerts, a night of star watching, dive in movies, Memorial Day and Labor Day celebrations.

After summer we will be offering resident's affordable monthly activities such as family walk/runs, dances, a Halloween carnival, a circus, mini tournaments and much more. The Recreation Department will also join forces with the Chamber of Commerce in helping to make Butterfield Days, Christmas on Main Street, the Bluegrass Festival, and other events successful.

The pool programs give youth and adults the opportunity to take advantage of general recreational swimming, American Red Cross water-safety classes, teen and family night swims, dive in movies, as well as teaching a stroke development class to promote lifelong physical activity in our community. The City of Benson and School Districts also work very closely with the Benson Police Department's DARE (Drug Awareness Resistance Education) Program. The Police Department's DARE Officer is one of the coordinators of the summer trips, which include, movies, roller skating, trips to the zoo, and water parks.

Personnel:

The Parks and Recreation Department is not requesting added personnel in the new budget.

Personnel costs are shown below.

Position	Number	Percentage
Parks Maintenance		
Parks Maintenance Supervisor	1	100%
Parks Maintenance Worker II	2	100%
Parks Maintenance Worker I	1	vacant
Recreation		
Center Coordinator	1	vacant
Recreation Leader (Part Time, 0.50 FTE)	1	100%
Recreation Aides (Part Time, 0.29 FTE)	2	vacant
Pool Manager (Part Time, 0.33 FTE)	1	100%
Assistant Pool Manager (Part Time, 0.33 FTE)	1	100%
Life Guard (Part Time, 1.33 FTE)	5	100%

Parks & Recreation	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	225,969	158,955	175,360	103,079	137,095	166,608
Summer Program Instructors	-	-	-	-	-	-
Overtime Wages	2,000	5,558	4,000	2,591	3,446	4,000
Payroll Taxes	17,896	12,830	13,415	8,207	10,915	13,051
Retirement Benefits	15,985	12,884	12,099	8,622	11,467	12,887
Employee Insurance	37,060	26,793	27,820	18,265	24,292	25,984
Total Personnel	298,910	217,021	232,694	140,765	187,215	222,530
Contracts & Services						
Professional Services	1,000	714	600	179	304	600
Summer Programs	3,200	1,705	9,714	300	6,400	4,400
Contracted Summer Programs	3,000	6,475	-	-	-	-
Education and Training	1,200	1,253	900	80	250	400
Utilities	24,000	18,035	16,000	10,728	14,564	15,000
Telephone	3,000	2,012	1,800	2,308	2,962	3,000
Repairs & Maintenance	15,000	18,066	10,000	11,340	15,818	16,000
Rentals	-	-	-	-	-	-
Uniforms	1,200	1,372	1,200	749	942	1,200
Community Sponsorships	1,500	250	-	250	250	-
Dues & Licenses	550	1,146	600	-	150	500
Grant Matches	20,000	-	-	-	-	-
Total Contracts & Services	73,650	51,029	40,814	25,934	41,640	41,100
Supplies						
Office Supplies	800	1,172	900	268	455	600
Computer Supplies	2,200	19	200	-	-	200
Pool Supplies	10,000	17,755	12,000	8,755	11,979	12,000
Operating Supplies	24,000	22,737	18,000	8,778	17,223	18,000
Vehicle Fuel & Oil	6,000	5,636	5,000	3,750	4,988	4,800
Vehicle Repairs & Maint	1,800	4,706	1,800	1,705	2,537	2,400
Total Supplies	44,800	52,026	37,900	23,256	37,182	38,000
Capital outlay		2,778				
Union Park Playground	-	-	-	-	-	-
Skate Park Equipment	-	-	-	-	-	-
Total Parks Dept.	417,360	322,853	311,408	189,955	266,037	301,630

BUILDING DEPARTMENT

Description:

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

- 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.
- Work with City Clerk's Office to establish records retention schedule for the keeping of electronic files in lieu of paper files. Submit for approval to the Arizona Libraries.

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

Building	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	103,491	61,677	102,821	71,964	95,712	98,684
Overtime Wages	-	-	-	-	-	-
Payroll Taxes	8,100	4,478	7,866	5,193	6,906	7,549
Retirement Benefits	9,780	5,697	10,128	7,089	9,428	9,967
Employee Insurance	18,353	12,543	19,297	13,199	17,555	17,706
Total Personnel	139,724	84,395	140,112	97,445	129,601	133,906
Contracts & Services						
Professional Services	48,000	144,996	36,000	11,617	15,451	10,000
Education and Training	1,200	1,056	1,200	1,081	1,438	1,200
Telephone	2,400	558	521	620	824	600
Repairs & Maintenance	200	26	-	65	125	-
Uniforms	200	634	200	268	307	200
Public Notices, Advertising	200	559	150	-	50	100
Dues & Licenses	250	70	200	120	206	200
Total Contracts & Services	52,450	147,898	38,271	13,771	18,401	12,300
Supplies						
Office Supplies	2,400	2,614	1,800	2,357	3,134	2,400
Postage & Shipping	50	117	60	89	153	100
Computer Supplies	900	37	200	155	155	150
Operating Supplies	1,200	1,519	900	153	163	150
Vehicle Fuel & Oil	1,400	513	300	461	497	500
Vehicle Repairs & Maint	600	979	800	388	490	500
Total Supplies	6,550	5,780	4,060	3,604	4,592	3,800
Total Building Dept.	198,724	238,074	182,443	114,820	152,594	150,006

Planning and Zoning Department

Description:

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.

Development Services (Building, Planning and Zoning) 2010 Goals and Accomplishments

Re-examine and re-focus the Development Services Department to be more customer friendly while following standardized policies and procedures

- A Customer Service Survey has been created and is available at the front counter for public input.
- A Developer Guide Book is now complete and is being updated as standards and codes change.
- Staff has also completed check sheets for all normal projects and will continue to update as more efficient processes are created.
- Staff is currently looking at software to manage the development process and permits to increase efficiency of the system.
- A call first policy was established to expedite the review process by not delaying correspondence to conventional mail.

Establish a regular meeting between developers and representatives from staff

- A pre-submittal meeting is held with the Developer on all new projects including staff Development Services and Public Works.
- Weekly Development Review meetings are held as needed to have the staff review projects.

Encourage affordable housing in Old Benson through incentives to lower or eliminate utility connection fees, permit fees, plan check fees, impact fees, etc.

- In-fill impact fee area has been established and code and map area match.

Miscellaneous Accomplishments.

- Intergovernmental Agreement with State of Arizona Office of Manufactured Housing.
- Assisted in the organization/ continuation of the City of Benson Fire Prevention Program.

- Received a Grant for Apache Park. This Grant was to take soil samples and have a drainage study done with the anticipation of future beautification of Apache Park.

2011 Goals (Short Term)

- Establish a Residential Green Building Program.
- Complete Zoning Regulation Update.
- Establish a Development Services stakeholder committee to provide an avenue of correspondence between staff and the construction community.
- Update City Code establishing Development Services Department with Planning, Zoning, and Building Safety as Divisions.
- Update City Code to establish a more user friendly, effective, and efficient code enforcement process.
- Continue the data point collection of City utilities into GIS database.
- Update website to contain all forms used in Development Services Department.
- Create Department Bulletins to provide citizens with information on Frequently Asked Questions and post bulletins on website.

Long Term Goals

- In conjunction with permit tracking database, provide Interactive Voice Recognition System to schedule inspections.
- Provide interactive website to enable developers to track projects via City website.

Position	Number	Percentage
Planning & Zoning Director	1	50%
Senior Planner	1	Vacant
GIS Manager/Planning Technician	1	100%

Planning & Zoning	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	121,403	40,454	73,109	48,971	65,131	68,974
Overtime Wages	-	283	-	635	635	-
Payroll Taxes	9,470	3,135	5,593	3,792	5,043	5,277
Retirement Benefits	11,473	3,811	7,201	4,872	6,480	6,966
Employee Insurance	18,248	5,391	9,465	6,652	8,847	8,624
Total Personnel	160,594	53,073	95,368	64,922	86,136	89,841
Contracts & Services						
Professional Services	5,000	354	1,200	439	583	600
Education and Training	2,400	-	300	5	300	300
Telephone	-	-	-	247	329	300
Repairs & Maintenance	-	2	-	-	-	-
Uniforms	-	-	-	-	-	-
Public Notices, Advertising	3,600	3,106	2,000	3,928	5,224	4,000
Travel	-	-	-	108	144	200
Dues & Licenses	200	-	200	-	-	-
Total Contracts & Services	11,200	3,462	3,700	4,728	6,580	5,400
Supplies						
Office Supplies	300	1,018	400	516	686	600
Computer Supplies	1,800	2,208	400	495	658	400
Operating Supplies	2,400	97	250	133	183	250
GIS Software and Equipment	-	-	-	-	-	4,000
Total Supplies	4,500	3,323	1,050	1,144	1,527	5,250
Capital Projects						
Capital Outlay	-	-	-	-	-	-
General Plan Update	15,000	-	7,500	-	7,500	7,500
Total Capital Projects	15,000	-	7,500	-	7,500	7,500
Total Planning & Zoning	191,294	59,858	107,618	70,794	101,743	107,991

PUBLIC WORKS

Public Works Administration

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.

Public Works—Streets

The Public Works Department manages the Highway User Revenue Funds (HURF). The use of Highway User Revenue Funds (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.

Wastewater Operations Division

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.

Water Operations Division

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.

Gas Operations Division

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.

Notes:

Portions of the salaries of most of the listed positions are spread for accounting purposes to the various departments or funds that benefit from their services.

Position	Number	Percentage
Public Works Director	1	25%
Streets Superintendent	1	10%
Engineering Aide	1	100%

Public Works	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Personnel						
Salaries and Wages	62,471	64,833	69,397	52,759	63,083	62,471
Payroll Taxes	4,861	4,636	5,309	3,840	4,567	4,779
Retirement Benefits	5,903	6,109	6,835	5,197	6,213	6,310
Employee Insurance	8,567	11,978	8,835	6,987	8,619	7,453
Total Personnel	81,802	87,556	90,376	68,783	82,482	81,013
Contracts & Services						
Professional Services	27,000	20,438	13,000	9,553	12,705	15,000
Education and Training	1,200	286	300	-	-	300
Utilities	-	-	3,600	3,247	4,622	4,700
Telephone	2,700	136	2,036	2,406	3,200	3,200
Repairs & Maintenance	300	317	2,100	1,132	1,505	1,500
Uniforms	300	140	120	-	-	150
Public Notices, Advertising	2,400	300	300	253	434	500
Community Sponsorships	1,500	250	-	250	250	-
Travel	-	-	-	51	87	100
Dues & Licenses	300	-	200	238	343	250
Total Contracts & Services	35,700	21,868	21,656	17,129	23,146	25,700
Supplies						
Office Supplies	1,200	975	900	893	1,380	1,500
Postage & Shipping	-	88	50	117	156	100
Computer Supplies	1,200	253	300	-	32	300
Operating Supplies	1,800	867	8,000	6,076	8,081	7,500
Cemetery	600	-	600	1,003	1,003	600
Vehicle Fuel & Oil	1,200	43	100	840	1,117	1,200
Vehicle Repairs & Maint	1,200	503	200	285	379	400
Total Supplies	7,200	2,730	10,150	9,215	12,148	11,600
Capital Projects						
CIP Intercity Drainage Study	-	-	-	-	-	-
CIP Union St. Wash Crossing	-	-	-	-	-	-
CIP Walmart Site Drainage Study	-	-	-	-	-	-
Total Capital Projects	-	-	-	-	-	-
Total Public Works	124,702	112,154	122,182	95,127	117,776	118,313

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Enterprise Funds

San Pedro Golf Course
&
Benson City Grille

The Benson City Council accepted the donation of the San Pedro Golf Course from Arizona Golf Systems, LLC, at its regular meeting on October 25, 2010. The City opened the golf course for business on November 1, 2010. The restaurant was opened in February, 2011, upon completion of clubhouse renovations. The golf course was built, owned and operated by Arizona Golf Systems from January, 2002 until it was closed on May 31, 2010.

The agreement calls for Arizona Golf Systems to donate to the City up to \$950,000 over a period of three years to reimburse the City for golf course related expenditures that exceed revenues earned.

The golf course was built around the City's wastewater treatment facility. It uses the treated wastewater effluent as its water source.

The goal of the facility is to be self sustaining financially over the long term. It is on schedule to remain self sustaining through the three year period that is subject to the donation agreement discussed above. The challenge is to operate at above break even after the period of donation subsidies has expired.

The facility is operated by 19.9 full time equivalent employees (FTE's) in three divisions:

- Golf Operations 5.95 FTE's
- Maintenance 6.00 FTE's
- Restaurant 7.95 FTE's

The paid staff is supplemented by Department of Corrections labor for maintenance activities at the facility. The facility is overseen by the City's finance director.

S.P. Golf Operations	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru Mar 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Memberships	-	-	10,000.00	5,697	6,000	10,000
Green and Cart Fees	-	-	195,000	134,246	180,000	300,000
Merchandise Sales	-	-	15,000	10,045	13,359	39,000
Practice Facility	-	-	15,000	10,339	13,750	21,000
AGS Donations	-	-	295,000	210,000	295,000	300,000
Other Income	-	-	-	-	-	-
Total Revenues	-	-	530,000	370,328	508,109	670,000
Expenditures						
Personnel						
Salaries and Wages	-	-	72,902	43,023	68,205	135,637
Overtime Wages	-	-	-	64	64	-
Payroll Taxes	-	-	5,605	3,732	5,811	10,376
Retirement Benefits	-	-	4,007	2,665	4,054	8,489
Employee Insurance	-	-	1,018	3,451	5,505	9,774
Total Personnel	-	-	83,532	52,935	83,639	164,276
Contracts & Services						
Professional Services	-	-	1,200	1,095	1,200	1,200
Commissions	-	-	-	-	-	3,000
Pro Shop Inventory	-	-	2,500	2,930	5,344	19,500
Education and Training	-	-	2,500	-	-	1,200
Bank Charges	-	-	5,000	3,766	5,009	7,500
Cash Short	-	-	-	116	116	-
Utilities	-	-	8,000	5,418	7,206	12,000
Telephone	-	-	4,800	3,352	4,458	7,200
Repairs & Maint - Building	-	-	500	3,684	4,000	1,200
Uniforms	-	-	500	-	1,850	400
Insurance	-	-	1,500	306	600	3,000
Advertising	-	-	4,000	3,120	4,500	18,000
Travel	-	-	600	-	300	600
Dues & Licenses	-	-	3,000	595	595	1,000
Other	-	-	-	-	-	-
Total Contracts & Services	-	-	34,100	24,382	35,178	75,800
Supplies						
Operating Supplies	-	-	5,250	201	4,000	3,600
Office Supplies	-	-	300	973	1,100	1,200
Postage & Shipping	-	-	300	6	100	100
Computer Supplies	-	-	300	1,057	1,406	1,800
Range Operating Supplies	-	-	2,250	-	300	2,500
Depreciation	-	-	-	-	-	-
Fuel & Oil- Golf Carts	-	-	7,500	4,316	5,740	9,000
Repairs & Maint- Golf Carts	-	-	5,576	3,708	4,931	9,000
GPS Costs	-	-	9,600	4,000	7,000	12,000
Total Supplies	-	-	31,076	14,260	24,577	39,200
Capital Expenditures			90,000			
Contingency			55,000	-		16,651
Total Expenditures	-	-	293,708	91,577	143,394	295,927

S.P. Golf Maintenance	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru Mar 2011	2010-11 Projected Actual	2011-12 Budget
Expenditures						
Personnel						
Salaries and Wages	-	-	96,720	52,543	85,717	144,040
Overtime Wages	-	-	-	-	-	-
Payroll Taxes	-	-	7,436	4,396	7,105	11,019
Retirement Benefits	-	-	9,574	5,168	8,435	14,548
Employee Insurance	-	-	25,125	12,657	20,628	32,796
Total Personnel	-	-	138,855	74,764	121,885	202,403
Contracts & Services						
Professional Services	-	-	1,840	1,842	2,500	7,400
Contract Labor- DOC	-	-	8,400	1,456	1,936	9,400
Education and Training	-	-	950	-	900	1,200
Utilities	-	-	24,000	6,226	9,000	16,000
Telephone	-	-	800	410	545	600
Repairs & Maint - Irrigation	-	-	3,700	2,536	3,372	8,000
Rentals	-	-	-	-	-	300
Uniforms	-	-	800	439	630	900
Insurance	-	-	1,000	-	-	1,200
Advertising	-	-	-	332	332	600
Travel	-	-	400	-	-	300
Dues & Licenses	-	-	500	160	160	400
Other	-	-	-	-	-	-
Total Contracts & Services	-	-	42,390	13,400	19,375	46,300
Supplies						
Operating Supplies	-	-	3,200	8,850	12,168	9,000
Fertilizers	-	-	21,700	3,603	4,954	27,450
Chemicals	-	-	8,000	1,552	2,134	18,200
Landscaping	-	-	880	-	-	1,320
Sand & Gravel	-	-	5,000	903	2,000	14,000
Seed	-	-	-	3,060	4,208	7,500
Office Supplies	-	-	300	-	300	300
Postage & Shipping	-	-	300	-	-	100
Depreciation	-	-	-	-	-	-
Fuel & Oil	-	-	12,000	8,549	11,755	18,000
Repairs & Maint- Equipment	-	-	16,000	3,661	5,033	29,500
Total Supplies	-	-	67,380	30,178	42,552	125,370
Contingency			5,000			
Total Golf Maint.	-	-	253,625	118,342	183,812	374,073

S.P. Golf Food & Beverage	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru Mar 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Food Sales	-	-	120,000	24,049	78,049	300,000
Beer Sales				9,820	19,720	50,000
Wine Sales				404	1,604	8,000
Liquour Sales	-	-		1,111	3,811	20,000
Total Revenues	-	-	120,000	35,384	103,184	378,000
Expenditures						
Personnel						
Salaries and Wages	-	-	46,933	15,198	39,993	122,033
Overtime Wages	-	-	-	176	176	-
Payroll Taxes	-	-	3,609	1,437	3,936	9,335
Retirement Benefits	-	-	1,175	758	1,415	7,266
Employee Insurance	-	-	3,903	2,399	4,508	8,665
Total Personnel	-	-	55,620	19,967	50,028	147,299
Contracts & Services						
Professional Services	-	-	-	446	446	600
Food Cost			26,250	11,725	35,122	120,000
Beer Cost			6,500	3,700	6,508	17,500
Wine Cost			500	-	561	2,800
Liquor Cost			4,000	991	1,029	6,000
Education and Training	-	-	-	-	-	600
Bank Charges			1,200	-	-	-
Telephone	-	-	-	350	465	600
Direct TV			-	198	263	900
Repairs & Maint	-	-	1,000	349	464	4,800
Rentals	-	-	-	-	-	1,200
Uniforms	-	-	250	-	-	1,800
Insurance	-	-	500	-	-	-
Advertising	-	-	1,000	590	2,400	1,800
Travel	-	-	-	151	201	1,200
Dues & Licenses	-	-	500	509	509	500
Other	-	-	-	-	-	-
Total Contracts & Services	-	-	41,700	19,009	47,968	160,300
Supplies						
Kitchen Supplies	-	-	-	3,435	3,800	12,000
Restaurant Supplies	-	-	-	-	-	3,000
Office Supplies	-	-	300	-	300	600
Postage & Shipping	-	-	-	-	-	-
Computer Supplies	-	-	300	-	300	600
Depreciation	-	-	-	-	-	-
Fuel & Oil	-	-	-	398	398	-
Total Supplies	-	-	600	3,834	4,798	16,200
Contingency			4,747			54,201
Total Expenditures	-	-	102,667	42,810	102,794	378,000

NATURAL GAS UTILITY

Gas Operations Division:

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.

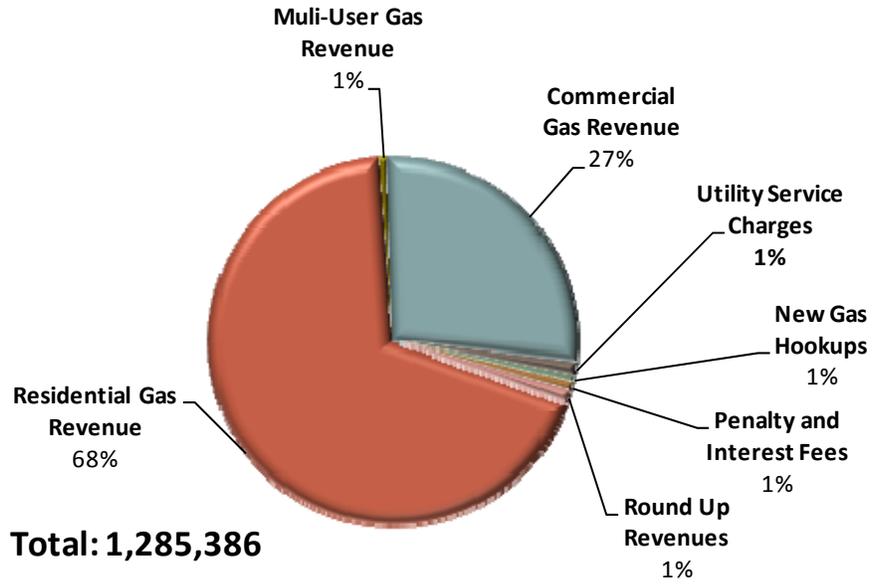
Gas Operations Division provides maintenance to ensure a safe, effective and operational system while ensuring that Federal, and State standards are met or exceeded.

Personnel

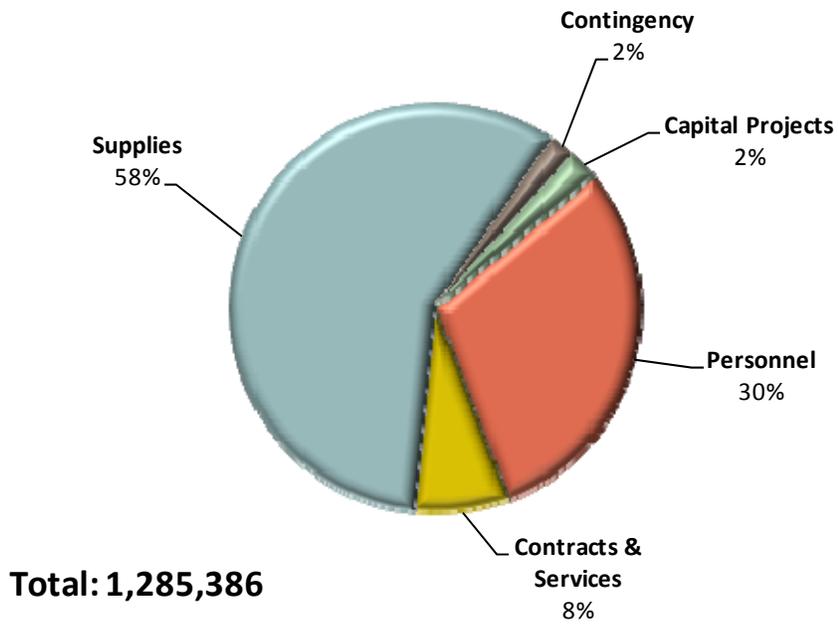
The Gas Department is not requesting any new positions in the budget. Personnel costs are shown below

Position	Number	Percentage
Public Works Director	1	25%
Public Works Superintendent	1	vacant
Streets Superintendent	1	25%
Administrative Assistant, Public Works	1	34%
IT Specialist	1	vacant
Utilities Operations Supervisor - Gas	1	100%
Utilities Operator III	1	90%
Utilities Operator II	1	5%
Utilities Operator I	3	90%
Utilities Operator I	3	5%
Utilities Operator I	1	vacant
Meter Reader	2	50%
Accounting Supervisor	1	20%
Accounting Specialist	1	10%
Accounting Clerk III	1	33%
Accounting Clerk I	1	33%

Gas Fund Revenue



Gas Fund Expenditures



Gas Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Gas Revenue	980,000	741,157	937,303	528,056	676,610	877,724
Muli-User Gas Revenue	25,061	6,916	5,000	5,533	6,710	8,723
Commercial Gas Revenue	420,000	261,452	314,000	216,487	270,338	351,439
Utility Service Charges	15,000	13,720	15,000	9,705	13,037	15,000
New Gas Hookups	5,000	10,020	6,500	5,260	7,214	7,500
Penalty and Interest Fees	17,000	14,157	14,000	6,075	8,149	10,000
Round Up Revenues	-	-	15,000	-	-	15,000
Impact Fee Allocation	-	-	-	-	-	-
Other Income	800	86	100	-	-	-
Total Revenues	1,462,861	1,047,509	1,306,903	771,116	982,058	1,285,386
Expenditures						
Personnel						
Salaries and Wages	295,544	292,916	296,687	211,318	281,053	277,620
Overtime Wages	10,000	9,035	10,000	6,436	8,560	6,000
Payroll Taxes	23,145	22,233	23,462	16,010	21,293	21,697
Retirement Benefits	27,929	28,700	30,223	21,044	27,988	28,640
Employee Insurance	64,751	62,279	60,227	40,767	54,220	55,769
Total Personnel	421,369	415,164	420,599	295,575	393,114	389,726
Contracts & Services						
Professional Services	12,000	11,773	12,000	9,895	11,160	12,000
Education and Training	3,600	4,496	3,600	1,396	1,500	1,500
Bank Charges	3,400	3,529	3,000	3,182	4,232	4,200
Utilities	2,400	2,302	2,000	1,692	2,250	2,400
Telephone	1,800	1,151	1,200	1,764	2,346	2,500
Repairs & Maintenance	12,000	5,514	6,000	8,243	10,963	10,000
Rentals	16,000	7,790	7,200	2,999	3,989	4,000
Uniforms	1,800	2,991	2,400	1,668	2,218	2,100
Insurance	36,000	36,401	48,000	22,370	40,100	40,000
Public Notices & Advertising	900	514	300	275	365	300
Dues & Licenses	1,800	(8,358)	1,500	1,270	1,500	1,500
Round Up Donations	-	-	15,000	-	-	15,000
Bad Debt Write Off	1,000	100	150	115	153	150
Total Contracts & Services	92,700	68,202	102,350	54,869	80,776	95,650
Supplies						
Natural Gas Purchased	821,892	543,061	670,404	389,434	430,000	682,560
Office Supplies	600	229	250	440	585	450
Printing & Postage	4,500	5,526	4,500	3,627	4,824	5,000
Computer Supplies	1,800	2,851	1,800	2,449	3,257	3,000
Gas Outage Supplies	-	-	-	113	113	-
Operating Supplies	45,000	21,531	36,000	24,000	28,920	32,000
Depreciation	-	40,333	-	-	-	-
Vehicle Fuel & Oil	15,000	12,050	12,000	8,301	11,040	11,000
Vehicle Repairs & Maint	5,000	6,801	4,000	8,574	11,403	11,000
Total Supplies	893,792	632,381	728,954	436,939	490,142	745,010
Contingency	25,000	-	25,000	-	-	25,000
Capital Projects						
CIP Equip / Truck Gas	-	-	-	-	-	-
CIP Telemeters	30,000	-	30,000	13,009	20,000	30,000
CIP Gas Planning Model	-	-	-	-	-	-
CIP SKP Line Extension	-	-	-	-	-	-
CIP GS 08-1 SCBA Equip	-	-	-	-	-	-
Total Capital Projects	30,000	-	30,000	13,009	20,000	30,000
Total Expenditures	1,462,861	1,115,748	1,306,903	800,392	984,032	1,285,386
Total Gas Net Revenue (Deficit)	-	(68,239)	-	(29,276)	(1,974)	-

WATER UTILITY

Description:

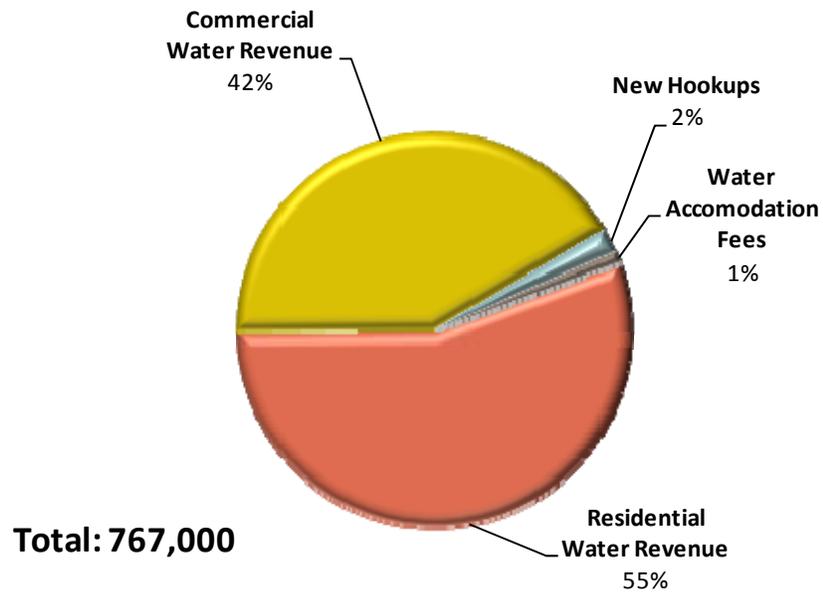
The primary function of the Water Utility is the protection of public health and safety through the production and efficient delivery of water that meets and/or exceeds water quality standards and in sufficient quantity to meet customer demands. The water utility is a Division of the Public Works Department. 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.

Personnel:

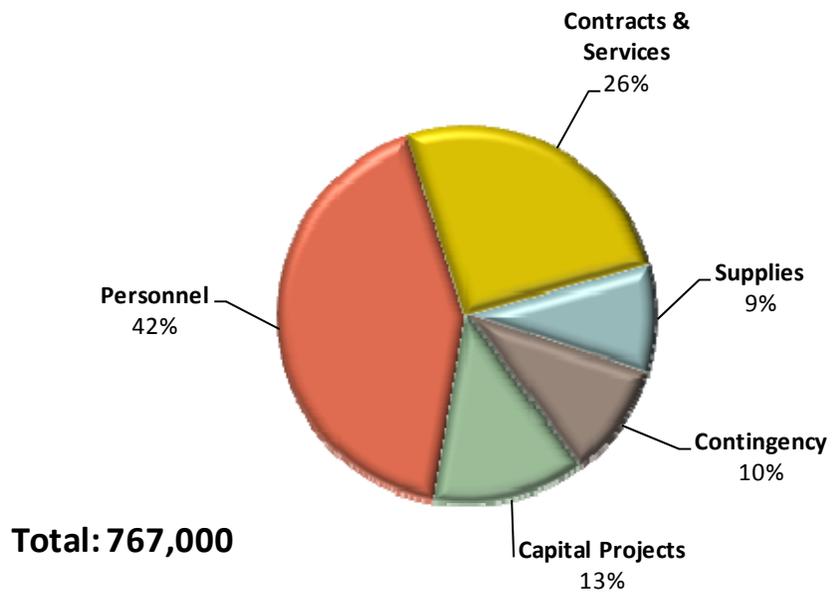
The Water Department is not requesting added personnel in the new budget. Personnel costs are shown below.

Position	Number	Percentage
Public Works Director	1	25%
Streets Superintendent	1	20%
Administrative Assistant, Public Works	1	33%
Utilities Operations Supervisor - Water	1	100%
IT Specialist	1	vacant
Utilities Operator III	1	5%
Utilities Operator II	1	5%
Utilities Operator I	3	90%
Utilities Operator I	4	5%
Utilities Operator I	1	vacant
Meter Reader	2	50%
Accounting Supervisor	1	20%
Accounting Specialist	1	10%
Accounting Clerk III	1	33%
Accounting Clerk I	1	33%

Water Revenues



Water Expenditures



Water Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Water Revenue	411,813	407,966	450,000	298,852	420,441	425,000
Commercial Water Revenue	300,000	322,955	330,000	233,529	317,558	320,000
New Hookups	5,000	29,172	25,000	11,667	14,894	15,000
Impact Fee Allocation	-	-	100,000	-	-	-
Construction Sales Tax Allocation	-	-	-	-	-	-
Water Tank Rental	16,000	397	12,000	-	-	-
Water Accomodation Fees	-	7,380	5,000	4,985	7,054	7,000
SKP Arsenic CIP WA 09-1 Grant	250,000	-	-	-	-	-
Other Income	6,000	-	-	-	-	-
Total Revenues	988,813	767,870	922,000	549,032	759,947	767,000
Expenditures						
Personnel						
Salaries and Wages	253,528	225,653	232,549	178,093	236,863	232,486
Overtime Wages	10,000	4,982	5,000	5,237	6,965	5,000
Payroll Taxes	19,863	17,037	18,140	13,493	17,945	18,168
Retirement Benefits	23,958	21,761	23,406	18,045	24,000	23,986
Employee Insurance	53,314	44,621	45,200	33,025	43,923	43,288
Total Personnel	360,663	314,054	324,295	247,893	329,696	322,928
Contracts & Services						
Professional Services	10,000	8,508	10,000	17,122	24,664	25,000
Chemical Analysis	3,200	12,317	12,000	7,951	12,542	12,000
Education and Training	1,200	370	600	283	485	400
Bank Charges	3,100	3,529	3,200	3,182	4,232	4,500
Utilities	130,000	150,692	112,000	89,598	119,043	110,000
Telephone	5,600	5,052	4,800	4,312	5,780	5,780
Repairs & Maintenance	12,000	34,347	36,055	19,152	25,472	25,492
Rentals	10,000	6,275	7,200	1,681	2,235	2,400
Uniforms	1,600	1,519	1,350	829	1,102	1,100
Insurance	9,500	7,299	9,500	4,474	7,670	9,500
Public Notices & Advertising	1,200	2,062	1,200	79	135	500
Dues & Licenses	6,000	1,455	1,800	-	-	1,200
Series 2005 Bond Interest	19,250	23,345	-	-	-	-
Bad Debt Write Off	200	67	200	17	14	200
Total Contracts & Services	212,850	256,838	199,905	148,680	203,374	198,072
Supplies						
Office Supplies	600	241	300	301	400	300
Printing & Postage	4,200	5,526	4,800	3,586	4,769	4,800
Computer Supplies	1,800	2,850	2,400	2,506	2,961	2,400
Operating Supplies	57,500	41,098	58,000	32,294	42,951	48,000
Depreciation	-	151,323	-	-	-	-
Vehicle Fuel & Oil	12,000	8,635	7,800	5,803	7,718	7,500
Vehicle Repairs & Maint	5,200	6,392	4,500	6,043	8,037	8,000
Total Supplies	81,300	216,064	77,800	50,533	66,836	71,000
Contingency	25,000	-	50,000	13,775	60,000	75,000
Capital Projects						
Cap Out -Equip / Truck	-	-	-	-	-	-
Telemeters	-	-	150,000	14,163	20,492	100,000
Cochise College Land Payment	-	(5,516)	-	-	-	-
Water Planning Model	-	-	-	-	-	-
Upper Storae to SKP Line	-	-	-	-	-	-
CIP WA 08-1 SueJuan Repairs	25,000	-	-	-	-	-
Cochise Well Costs	9,000	-	-	-	-	-
CIP 07-6 Hydrology Study	-	-	-	-	-	-
CIP WA 09-1 SKP Arsenic	250,000	-	-	-	-	-
CIP WA 07-4 Ball Park Reuse Well	-	-	20,000	4,267	3,182	-
CIP Contribution	-	-	100,000	44,944	44,944	-
Capital Carryforward	-	-	-	-	-	-
Total Capital Projects	284,000	(5,516)	270,000	63,374	68,618	100,000
Total Expenditures	963,813	781,440	922,000	524,255	728,524	767,000
Total Water Net Revenue (Deficit)	25,000	(13,570)	-	24,777	31,423	-

WASTEWATER UTILITY

Description:

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.

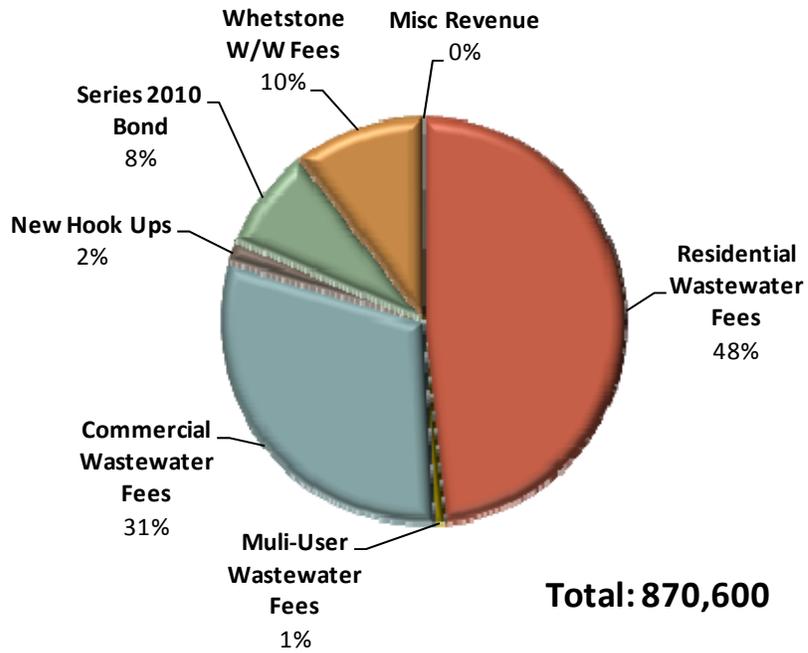
Personnel

The Wastewater Department is not seeking additional personnel in the current budget.

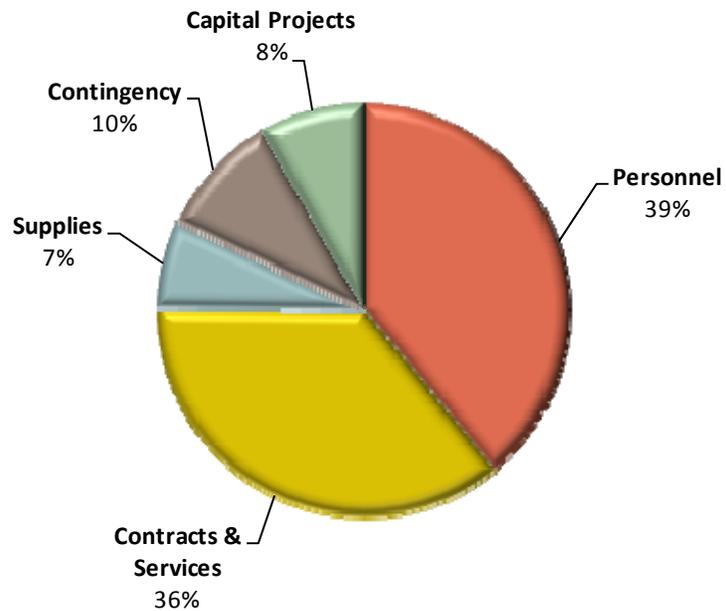
Personnel costs are shown below

Position	Number	Percentage
Public Works Director	1	25%
Public Works Superintendent	1	vacant
Streets Superintendent	1	25%
Administrative Assistant, Public Works	1	33%
IT Specialist	1	15%
Utilities Operations Supervisor - Wastewater	1	100%
Utilities Operator III	1	100%
Utilities Operator III	1	5%
Utilities Operator II	1	90%
Utilities Operator I	1	90%
Utilities Operator I	6	5%
Accounting Supervisor	1	20%
Accounting Specialist	1	10%
Accounting Clerk III	1	34%
Accounting Clerk I	1	34%

WasteWater Fund Revenue



WasteWater Fund Expenditures



Wastewater Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Wastewater Fees	417,060	414,219	423,000	308,999	410,968	420,000
Multi-User Wastewater Fees	8,000	7,385	7,000	5,669	7,540	8,000
Commercial Wastewater Fees	260,000	249,798	249,000	197,989	263,325	265,000
New Hook Ups	17,000	52,175	30,000	11,900	15,827	16,000
Impact Fee Allocation	40,000	-	60,000	-	-	-
Series 2010 Bond	-	-	115,000	44,182	44,182	71,000
Whetstone W/W Fees	62,940	93,829	86,506	67,590	89,894	90,000
Billboard Rental	12,000	14,666	-	-	-	-
Misc Revenue	-	519	100,600	79,366	79,366	600
Total Revenues	817,000	832,591	1,071,106	715,695	911,102	870,600
Expenditures						
Personnel						
Salaries and Wages	305,306	317,725	306,449	213,788	284,338	242,788
Overtime Wages	-	13,923	10,000	13,532	17,997	10,000
Payroll Taxes	23,825	24,938	24,208	17,100	22,743	19,337
Retirement Benefits	28,851	31,459	31,185	21,471	28,556	25,531
Employee Insurance	56,394	52,939	53,329	34,321	45,646	42,999
Total Personnel	414,376	440,983	425,171	300,212	399,280	340,655
Contracts & Services						
Professional Services	30,000	7,605	9,000	23,906	31,794	39,335
Chemical Analysis	12,000	15,881	13,600	10,418	13,855	13,600
Whetstone Waste Disposal	-	93,829	86,506	73,073	90,000	90,000
Education and Training	2,000	355	600	283	376	400
Bank Charges	3,100	3,529	3,200	3,182	4,232	4,200
Utilities	80,000	80,653	72,000	44,182	58,762	60,000
Telephone	3,600	4,384	3,600	3,883	5,164	5,200
Repairs & Maintenance	21,000	26,524	24,000	47,777	63,543	60,000
Rentals	10,000	3,215	4,200	-	-	-
Uniforms	2,000	2,215	2,000	1,190	1,582	1,600
Insurance	28,000	21,840	30,000	13,474	22,905	30,000
Public Notices & Advertising	200	31	100	-	-	200
Dues & Licenses	6,800	8,895	9,000	13,020	13,020	9,310
Bad Debt Write Off	1,000	27	100	10	46	100
Total Contracts & Services	199,700	268,985	257,906	234,398	305,279	313,945
Supplies						
Office Supplies	600	570	400	306	399	400
Printing & Postage	3,600	5,577	4,800	3,611	4,803	4,800
Computer Supplies	1,800	2,850	1,800	2,687	3,243	1,800
Operating Supplies	41,084	31,599	46,129	28,153	37,443	39,000
Depreciation	-	98,199	-	-	-	-
Vehicle Fuel & Oil	8,000	8,463	7,200	5,224	6,948	6,500
Vehicle Repairs & Maint	3,300	2,955	2,700	5,810	7,727	7,500
Lawsuits	-	29,000	-	-	-	-
Total Supplies	58,384	179,213	63,029	45,791	60,563	60,000
Contingency	104,540	-	150,000	5,350	-	85,000
Capital Projects						
CIP 07-4 Truck Purchase	-	-	-	-	-	-
CIP WW 07-5 Plant Expansion	-	-	-	-	-	-
CIP WW 07-1 Planning Model	-	-	-	-	-	-
CIP 07-8 Water Truck	-	-	-	-	-	-
CIP WW 07-3 Vector Trailer	-	-	50,000	44,182	44,182	-
CIP WW 08-1 Jet Router	-	-	65,000	-	-	65,000
CIP WW 09-1 Permit Renewal	40,000	10,035	40,000	-	40,000	-
CIP WW 08-2 NPDES ADEQ Permit	-	-	20,000	-	14,000	6,000
Capital Outlay - Land	-	-	-	-	-	-
Total Capital Projects	40,000	10,035	175,000	44,182	98,182	71,000
Total Expenditures	817,000	899,216	1,071,106	629,934	863,304	870,600
Total WWater Net Revenue (Deficit)	-	(66,625)	-	85,761	47,798	-

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 second five year contract effective July 1, 2007 that has fixed the price for their services through June 30, 2012. The agreement calls for modest annual increases during the contract period.

The City contracts with Cochise County for landfill services.

Sanitation Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Residential Sanitation Fees	305,000	312,696	315,000	246,155	327,386	330,000
Muli-User Sanitation Fees	1,000	997	1,000	233	310	500
Commercial Sanitation Fees	375,000	383,014	385,000	275,454	366,353	370,000
Total Revenues	681,000	696,707	701,000	521,842	694,049	700,500
Contingency	25,000	-	33,394	-	-	38,168
Expenditures						
Bank Charges	3,500	3,529	-	3,182	4,232	4,232
Public Notices, Advertising	-	-	-	-	-	-
Operating Supplies	4,500	-	-	-	-	-
County Solid Waste	227,000	211,900	227,000	153,754	204,492	206,000
Residential Service Contract	195,000	205,443	204,098	161,055	214,203	215,000
Commercial Service Contract	225,000	239,043	236,408	177,854	236,546	237,000
Bad Debt Write Off	1,000	28	100	25	26	100
Total Expenditures	681,000	659,943	701,000	495,870	659,499	700,500
Total Sanitation Net Revenue (Deficit)	-	36,764	-	25,972	34,550	-

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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 unusual 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	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Contribution General Fund	83,800	-	96,100	-	53,917	69,700
Business Revenue	18,000	4,396	3,600	8,749	11,636	12,000
Total Revenues	101,800	4,396	99,700	8,749	65,553	81,700
Expenditures						
Contracts & Services						
Professional Services	24,000	15,005	15,000	12,046	15,046	12,000
Utilities	13,000	13,871	12,000	9,848	13,097	14,000
Telephone	800	694	600	523	695	600
Repairs & Maint	24,000	10,971	14,000	6,090	6,090	14,000
Insurance	20,000	15,315	18,000	10,558	10,558	11,000
Total Contracts & Services	81,800	55,856	59,600	39,064	45,486	51,600
Supplies						
Total Supplies	1,200	1,555	100	45	67	100
Capital Projects						
Depreciation	-	222,245	-	-	-	-
Contingency	20,000	-	20,000	-	-	10,000
Grant Match	-	(61,219)	20,000	-	5,613	20,000
Total Capital Projects	20,000	161,026	40,000	-	5,613	30,000
Total Expenditures	103,000	218,436	99,700	39,109	51,166	81,700
Total Airport Net Revenue (Deficit)	(1,200)	(214,040)	-	(30,361)	14,387	-

STREET (HURF) FUND

Description of Services

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.

Personnel

The Streets Department is not requesting added personnel in the new budget. Personnel costs are shown below

Position	Number	Percentage
Streets Superintendent	1	10%
Streets Maintenance Supervisor	1	100%
Street Maintenance Worker III	1	100%
Street Maintenance Worker II	2	100%
Street Maintenance Worker II	1	vacant

Streets Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Gasoline Tax	359,714	333,064	343,295	247,786	343,295	355,852
State Lottery Revenue	21,941	19,127	-	4,145	4,145	-
Miscellaneous Income			-	24,147	24,147	-
Series 2010 Bond Proceeds	-	-	200,000	167,700	167,700	200,000
Total Revenues	381,655	352,190	543,295	443,778	539,287	555,852
Personnel						
Salaries and Wages	141,462	153,015	142,763	104,591	129,389	110,922
Overtime Wages	750	1,131	1,500	1,379	1,834	1,500
Payroll Taxes	11,072	11,361	10,921	8,083	10,015	8,601
Retirement Benefits	13,368	14,364	14,062	10,240	12,793	11,355
Employee Insurance	36,262	36,768	35,926	22,715	28,874	27,552
Total Personnel	202,914	216,639	205,172	147,009	182,905	159,930
Contracts & Services						
Professional Services	41,250	46,093	24,000	36,713	48,828	46,000
Education and Training	600	995	600	100	400	500
Utilities	54,000	62,461	54,000	43,018	57,213	56,000
Telephone	600	1,582	1,200	1,148	1,527	1,500
Repairs & Maintenance - Equip	4,800	3,277	2,200	3,698	4,918	5,000
Repairs & Maintenance - Streets	40,490	22,738	11,704	13,765	21,584	38,604
Rentals	8,000	750	1,000	2,858	4,899	5,000
Uniforms	1,800	2,119	1,800	1,219	1,621	1,700
Insurance	8,000	8,736	11,619	5,369	9,203	11,618
Materials & Supplies	7,801	8,703	12,000	7,425	10,229	10,000
Vehicle Fuel & Oil	9,000	7,572	6,000	5,845	7,774	6,000
Vehicle Repairs & Maint	2,400	13,602	12,000	10,114	13,867	14,000
Total Contracts & Services	178,741	178,628	138,123	131,273	182,063	195,922
Capital Projects						
CIP PW 07-8 Pavement Management	-	-	200,000	167,700	167,700	200,000
Total Capital Projects	-	-	200,000	167,700	167,700	200,000
Total Expenditures	381,655	395,268	543,295	445,982	532,668	555,852
Total Streets Net Revenue (Deficit)	-	(43,077)	-	(2,204)	6,619	-

Transit Fund

The Transit Division hopes to improve the quality of life for the residents of Benson by providing low cost transportation within the city limits, and surrounding unincorporated areas of the County including St. David, Pomerene and J-6/Mescal.

The City of Benson has applied for over \$400,000 in grant funding for capital and operation of the Transit Division. The Transit Division and its related grants will be managed by the Finance Department.

Goals 2011-12

- Continue to adjust routes for busses to best suit the needs of the community
- Attend Cochise County Transportation Coordination meetings
- Track ridership numbers and demographics
- Ensure drivers are adequately trained for passenger and employee safety
- Ensure all grant reports and reimbursements are done in a timely manner

Position	Number	Percentage
Accounting Specialist	1	50%
Transit Driver	2.90	100%

Transit Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Grant Reimbursement - FTA 5311 - Capital	-	-	335,966	125,331	329,854	168,902
Grant Reimbursement - FTA 5311 - Operating	-	-	71,506	11,095	71,506	72,451
Grant Reimbursement - FTA 5311 - Admin	-	-	30,388	11,619	30,388	28,577
Grant Reimbursement - FTA 5316 (requested)	-	-	23,850	-	23,850	17,000
Grant Reimbursement - FTA 5317 (requested)	-	-	12,750	-	12,750	10,500
SEAGO AAA	-	-	40,000	30,769	30,769	25,240
Fare Revenue	-	-	5,000	2,767	5,167	8,000
Allocation from General Fund	-	-	24,828	-	-	22,233
Total Revenues	-	-	544,288	181,582	504,284	352,903
Personnel						
Salaries and Wages	-	-	85,421	37,698	52,614	85,623
Overtime Wages	-	-	-	125	125	-
Payroll Taxes	-	-	6,535	2,873	4,028	6,550
Retirement Benefits	-	-	7,825	3,726	5,202	8,648
Employee Insurance	-	-	19,507	6,532	9,136	17,838
Total Personnel	-	-	119,288	50,955	71,105	118,659
Contracts & Services						
Professional Services	-	-	4,400	1,418	2,000	1,200
Education and Training	-	-	1,000	431	500	500
Utilities	-	-	300	-	-	1,500
Telephone	-	-	200	1,666	2,425	3,000
Rentals- Office	-	-	1,200	-	-	1,200
Uniforms	-	-	600	225	600	500
Insurance- Vehicles	-	-	7,000	151	300	3,500
Public Notices & Advertising	-	-	4,000	393	500	3,000
Travel	-	-	500	46	300	-
Dues & Licenses	-	-	250	-	-	-
Total Contracts & Services	-	-	19,450	4,329	6,625	14,400
Supplies						
Office Supplies	-	-	500	4	500	1,000
Printing & Postage	-	-	200	6	200	5,000
Computer Supplies	-	-	1,000	982	1,000	-
Operating Supplies	-	-	4,750	205	4,750	500
Vehicle Fuel & Oil	-	-	23,000	3,604	10,204	25,000
Vehicle Repairs & Maint	-	-	6,700	3,922	6,700	3,000
Vehicle License	-	-	3,000	-	8,000	3,000
Total Supplies	-	-	39,150	8,724	31,354	37,500
Contingency			20,200	-	-	1,374
Capital						
CIP TR 10-2 Transit Van	-	-	330,000	125,173	385,000	-
CIP TR 10-3 Bus Stops & Signage	-	-	10,000	2,857	4,000	20,970
CIP TR 10-4 Communication Equipment	-	-	6,200	-	6,200	-
CIP TR 11-1 Bus Barn & Paving	-	-	-	-	-	150,000
CIP TR 11-2 Security Cameras & Installation	-	-	-	-	-	10,000
Total Capital	-	-	346,200	128,031	395,200	180,970
Total Expenditures	-	-	544,288	192,038	504,284	352,903
Total Transit Net Revenue (Defic	-	-	-	(10,456)	-	-

Debt Service Fund

Debt Service Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Debt Service Escrow Carried Forward	-	-	-	-	-	406,000
Bond Proceeds Carried Forward	-	-	-	-	-	1,791,310
Series 2010 Bond Proceeds	-	-	5,420,000	5,194,335	5,194,335	-
Interest Income	-	-	2,000	-	10,000	10,000
Transfer From WW Infrastructure Fund	-	-	400,000	383,928	383,928	-
Transfer of Payments from General Fund	-	-	396,000	-	396,000	396,000
Total Revenues	-	-	6,218,000	5,578,263	5,984,263	2,603,310
Expenditures						
Payment WW Plant Debt	-	-	2,655,450	2,609,613	2,609,613	-
Payment of Zions Bank Loan	-	-	342,000	353,187	353,187	-
Cost of Bond Issuance	-	-	212,717	213,814	213,814	-
Transfer to Capital Projects Fund	-	-	1,204,000	300,000	300,000	745,000
Transfer to Streets Fund	-	-	200,000	167,700	167,700	200,000
Transfer to Waste Water Fund	-	-	115,000	44,182	44,182	71,000
Bond Debt Service	-	-	100,000	98,456	98,457	399,350
Debt Service Escrow Carried Forward	-	-	-	-	406,000	412,650
Bond Proceeds Carried Forward	-	-	1,388,833	1,791,310	1,791,310	775,310
Total Expenditures	-	-	6,218,000	5,578,263	5,984,263	2,603,310
Total Debt Service Net Revenue (Deficit)	-	-	-	-	-	-

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	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Construction Sales Tax	700,000	505,420	600,000	173,792	248,792	400,000
Series 2010 Bond Proceeds	-	-	1,204,000	-	300,000	745,000
CDBG Grant	-	-	-	-	-	355,000
Anticipated Grant	-	-	250,000	-	-	60,000
Impact Fees	-	-	-	-	-	-
Total Revenues	700,000	505,420	2,054,000	173,792	548,792	1,560,000
Expenditures						
CIP CM 07-1 Land Acquisition	-	-	-	-	-	-
CIP CM 08-1 Walmart Payment	250,000	-	250,000	-	500,000	250,000
CIP CM 09-1 Remove Old City Hall	50,000	53,828	-	-	-	-
Cat Backhoe Loader	-	43,032	-	-	-	-
CIP PW 08-1 City Hall Improvements	-	-	-	-	-	-
CIP PW 07-1 Drainage Study Intercity	-	-	-	-	-	75,000
CIP PR 06-1 Lions Park Imp	-	-	-	-	-	-
CIP PR 08-2 Union Park Playgrnd	-	-	-	-	-	10,000
CIP PW 07-5 Ocotillo Phase 1	-	-	-	-	-	-
Janella	-	67,000	-	-	-	-
CIP PW 07-6 Ocotillo Phase II - 4th to I-10	-	-	250,000	-	-	-
CIP PW 08-3 Frontage Rd Alignment	-	-	-	-	-	-
CIP PW 11-1 Police Roof Replacement	-	-	-	-	-	80,000
CIP PW 11-2 Utility Rate Studies	-	-	-	-	-	45,000
CIP PW 11-3 Backup Generator Fire/Police	-	-	-	-	-	60,000
CIP PW 11-4 Central Ave Aller Drainage	-	-	-	-	-	45,000
CIP PW 11-7 5th St Reconstruction	-	-	-	-	-	280,000
CIP PW 11-8 2 Used County Dump Trucks	-	-	-	-	-	50,000
CIP PZ 07-2 General Plan Update	-	-	15,000	-	-	15,000
CIP SueJuan Water Co	-	-	-	-	-	-
CIP PR 10-1 Swimming Pool Improvements	-	-	35,000	6,500	6,500	35,000
CIP PW 10-1 Energy Saving Upgrades	-	-	70,000	34,901	34,901	-
CIP GS 10-1 Ocotillo Line Replacement	-	-	60,000	13,448	13,448	60,000
CIP GS 10-2 Pomerene Line Replacement	-	-	50,000	-	-	-
CIP ST 10-2 4th Street Survey	-	-	12,000	-	-	-
CIP ST 10-3 Street Signage Upgrades	-	-	-	-	-	100,000
CIP WA 10-1 I-10 Water Line Sleeves	-	-	75,000	-	-	-
CIP WA 10-2 West End Pressure Reduce Station	-	-	80,000	-	-	80,000
CIP WA 10-3 5th St & Ocotillo Water Line	-	-	275,000	1,031	1,031	275,000
CIP WA 10-5 Hill Crest St Water Line	-	-	-	-	-	50,000
CIP WA 10-7 Sue Juan Well Cap & Close	-	-	-	-	-	50,000
CIP WW 10-1 Ocotillo Sewer Line Replacement	-	-	310,000	1,031	1,031	-
Zions Bank Payments	333,000	161,000	342,000	-	-	-
Carryforward	67,000	-	230,000	20,120	20,120	-
Transfers	-	-	-	-	-	-
Total Capital Projects	700,000	324,860	2,054,000	77,031	577,031	1,560,000
Total CIP Net Revenue (Deficit)	-	180,560	-	96,761	(28,239)	-

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	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Impact Fee	50,000	141,329	120,000	65,195	86,709	100,000
Carry Forward Balance	-	-	540,000	-	-	-
Total Revenues	50,000	141,329	660,000	65,195	86,709	100,000
Expenditures						
Capital Outlay Reserve	10,000	141,329	120,000	64,675	86,709	100,000
Transfer to Water Fund	-	-	100,000	-	-	-
Transfer to Waste Water Fund	40,000	-	60,000	-	-	-
Carryforward Balance	-	-	380,000	-	-	-
Transfers	-	-	-	-	-	-
Total Expenditures	50,000	141,329	660,000	64,675	86,709	100,000
Total Impact Fee Fund Revenue (Deficit)	-	-	-	520	-	-

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.

Current Grants

Grants budgeted for the 2011-12 fiscal year are shown in the graph on the next page.

Grants Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues:						
PD Stonegarden	-	46,747	-	49,111	49,111	-
CIP AIR 08-1 Phase I Airport	-	-	-	-	-	-
FAA-11, ADOT E8F74 Parking Lot	-	-	-	-	-	-
FAA 13 Helipad, Rehab Runway	69,000	61,220	-	1,741	1,741	-
Faa 14/ ADOT E1F02	-	-	-	229,211	249,211	-
ADOT E5S17 Master Plan	6,400	6,313	-	-	-	-
CDBG Streets	330,000	243,252	72,000	88,540	88,540	-
Historic Preservation	10,000	-	-	1,497	1,497	-
ADOT E5S18 Env Survey	52,000	2,035	-	3,234	3,234	-
ADOT E7S81 Instrument Approach	86,000	-	-	280	280	-
FAA 09 & 10	-	-	-	-	-	-
ADOT E7S82 Perimeter Fence	22,000	-	-	-	-	-
ADOT E8S48 Upgrade Apron	-	-	-	-	-	-
ADOT E8S49 Taxiway Ext.	8,500	83	-	8,375	8,375	-
Police Grants	1,500,000	76,071	-	153,087	153,087	-
Fire Grants	1,000,000	12,300	-	9,029	9,029	-
Misc Grants	45,000	-	-	-	-	-
RICO Grants	25,000	-	-	-	-	-
FAA 12 Rehab Apron	-	(26)	-	-	-	-
09 Public Awareness	-	-	-	-	-	-
EECGB Dept of Commerce	-	-	-	34,900	34,900	-
Library Grants	20,000	-	-	3,749	3,749	-
Tourism Grants	25,000	6,502	-	-	-	-
Fish & Wildlife Grants	-	-	-	-	-	-
Unclassified Airport Grants	1,056,100	-	1,295,000	-	-	550,000
Unclassified Grants	1,955,000	13,450	1,250,000	2,849	2,849	3,500,000
Total Revenues	6,210,000	467,947	2,617,000	585,602	605,603	4,050,000
Expenditures:						
Historic Preservation	10,000	-	-	1,497	1,497	-
CDBG Streets	-	-	72,000	88,540	88,540	-
CIP AIR 08-1 Phase I Airport	-	-	-	-	-	-
PD Stone Garden	-	46,747	-	49,111	49,111	-
FAA-11, ADOT E8F74 Parking Lot	-	-	-	-	-	-
FAA 13 Helipad, Rehab Runway	69,000	61,219	-	1,741	1,741	-
FAA 14/ ADOT E1F02	-	-	-	229,211	249,211	-
ADOT E5S17 Master Plan	6,400	7,015	-	-	-	-
StoneGarden	-	-	-	-	-	-
ACJC Police Grant	-	-	-	-	-	-
GOER GS-01	-	-	-	-	-	-
GOER 132	-	-	-	-	-	-
Police Grants	1,500,000	66,616	-	153,087	153,087	-
Fire Grants	1,000,000	19,644	-	9,029	9,029	-
ADOT E5S18 Env Survey	52,000	2,261	-	3,234	3,234	-
ADOT E7S81 Instrument Approach	86,000	-	-	280	280	-
CIP ST 10-4 Sidewalk Upgrades (CDBG)	330,000	243,252	-	-	-	-
ADOT E7S82 Perimeter Fence	22,000	-	-	-	-	-
ADOT E8S48 Upgrade Apron	-	-	-	-	-	-
ADOT E8S49 Taxiway Ext.	8,500	92	-	8,375	8,375	-
Misc Grants	45,000	-	-	34,900	34,900	-
RICO Grants	25,000	-	-	-	-	-
FAA 12 Rehab Apron	-	-	-	-	-	-
09 Public Awareness	-	-	-	-	-	-
Library Grants	20,000	11,476	-	3,749	3,749	-
Tourism Grants	25,000	-	-	-	-	-
Fish & Wildlife Grants	-	-	-	-	-	-
Unclassified Airport Grants	1,056,100	-	1,295,000	-	-	-
Unclassified Grants	1,955,000	13,347	1,250,000	2,848	2,849	550,000
Funds Transfer	-	-	-	-	-	3,500,000
Total Expenditures	6,210,000	471,669	2,617,000	585,602	605,603	4,050,000
Total Grants Net Revenue (Defi	-	(3,722)	-	-	-	-

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.

Fire Pension Fund	2009-10 Budget	2009-10 Actual	2010-11 Budget	2010-11 Actual Thru March 2011	2010-11 Projected Actual	2011-12 Budget
Revenues						
Contributions From State Fund	4,500	4,659	4,500	5,584	5,584	6,000
Contributions From Fire, Inc			-	413	653	960
Contributions From General Fund	20,000	21,560	19,900	-	9,163	9,440
Interest Income	6,000	12,746	2,000	-	11,000	10,000
Total Revenues	30,500	38,965	26,400	5,997	26,400	26,400
Expenditures						
Pension Payments	28,800	26,400	26,400	19,800	26,400	26,400
Contingency	1,700	-	-	-	-	-
Total Expenditures	30,500	26,400	26,400	19,800	26,400	26,400
Total Fire Pension Net Revenue (Deficit)	-	12,565	-	(13,803)	-	-

Capital
Improvement
Plan
2011-2016

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 2011-2016 CIP form the basis of appropriation in the 2011-2016 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 2011-2016 CIP assumes continued very modest commercial and residential growth of the City. The current plan assumes that 40 new dwelling units will be built and that sales tax collections will equal 2010-2011 collections. Growth of construction sales tax revenues for the following fiscal years is projected to gradually ramp up to pre-recession levels by 2016. 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 \$29 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. \$2.6 million was used to pay off existing debt, and the remaining \$2.4 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 (\$000 omitted) \$400, \$600, \$800, \$850 and \$900 respectively. Actual collections may vary significantly from the projections. New capital projects will be either slowed or accelerated to more closely match actual revenues available.

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

General Funds – A portion of General Fund revenues are allocated to CIP projects each year. CIP project timing is usually somewhat flexible, so the amount allocated from the General Fund each year is related to the excess revenues generated within the Fund. Projected General Fund CIP contributions for the next five years are (\$000) \$47, \$64, \$103, \$142 and \$188 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 2010-2011

CIP PD 10-1	2 Police Vehicles	\$ 90,000
CIP PW 07-8	Neighborhood Pavement Project	\$200,000
CIP WA 07-4	Refurbish Park well	\$ 20,000
CIP WW 07-3	Vactor Trailer	\$ 50,000
CIP WW 08-2	ADEQ Permit	\$20,000
CIP TR10-1	23 Foot Transit Van	\$125,000
CIP TR 10-2	2 x 28 foot Transit Vans	\$260,000
CIP AIR 08-1	Airport Projects	\$230,000
CIP PW 07-9	CDBG Pavement Mgt.	\$89,000

CIP Summary							
	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Total CIP Expenditures		2,543	3,308	4,642	12,185	13,959	36,637
Fund Sources							
General Fund Capital Allocation		47	64	103	142	188	544
Series 2010 Bond		816	530	20	500	0	1,866
Fire Truck Cash Reserve		90	90	0	0	0	180
Scheduled Grants		1,350	884	1,311	3,838	5,654	13,037
Construction Sales Tax		400	600	800	850	900	3,550
Impact Fees		0	100	100	100	100	400
Enterprise Fund Capital		30	265	285	405	385	1,370
Anticipated Grants/Bonds		60	1,025	2,273	6,600	6,982	16,940
Walmart Payments		(250)	(250)	(250)	(250)	(250)	(1,250)
Total Fund Sources		2,543	3,308	4,642	12,185	13,959	36,637

Project	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total	Funding Source
General Fund (GF) (\$000)								
Vehicles - Inspector Trucks	BD 07-2			15			15	G/F
Volunteer Fire Fighter Memorial	CM 07-3		5	18			23	G/F
Vehicle, Ford F550 Crew Truck	FD 07-1	90					90	Truck Reserve
Fire Hoses & Accessories	FD 07-2				23		23	G/F
Vehicle, Chevy Tahoe	FD 09-1					45	45	G/F
Vehicle, Chevy 4500 Crew Truck	FD 09-2		90				90	Truck Reserve
Vehicle Exhaust Removal System	FD 10-1		70				70	Grant
Vehicle, Brush Truck	FD 10-2	281					281	Grant/Loan
Extraction Equipment	FD 10-3		65				65	Grant/Loan
Narrow Band Radio Frequencies	FD 10-4		129				129	Grant
Vehicles, Patrol, equipped	PD 07-1		84	36	36	72	228	Stone. Grant
Vehicle, Animal Control	PD 07-2				22		22	G/F
Apache Park Improvements	PR 06-2				225		225	Grant
Senior Center	PR 07-5				100	400	500	Grant
Quiet Rail Crossing	PW 07-2					67	67	Grant
Union St. Wash Crossing	PW 07-3		45	45			90	G/F
Wal-Mart Site Drainage	PW 07-4		25	20	500		545	Bond
Pavement Management (CDBG)	PW 07-9			300			300	CDBG
Affordable Housing (CDBG)	PW 07-10				34		34	CDBG
Roof Repairs- City Hall	PW 11-6	20					20	G/F
Total Funds Spent		391	513	434	940	584	2,862	
Fund Sources								
Balance, Beginning of Year		0	0	0	0	0	0	
General Fund Capital Allocation		20	50	78	45	45	238	
Series 2010 Bond Proceeds			25	20	500		545	
Stonegarden Grant			84	36	36	72	228	
Fire Grants/Loans		281	264				545	
Fire Truck Reserve Cash Balance		90	90				180	
CDBG Grant Proceeds				300	34		334	
Anticipated Grant/Bond					325	467	792	
Total Fund Sources		391	513	434	940	584	2,862	
Balance, End of Year		0	0	0	0	0	0	

Capital Projects Fund (CPF)								
Project	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total	
Public Safety/Land Acquisitions	CM 07-1		225	120	100	500	945	Bond/Grant
Lions Park Phase I	PR 06-1				500	900	1,400	Bond/Grant
Lions Park Phase II	PR 07-2					185	185	Bond/Grant
Veterans Memorial Park Addns	PR 07-3			25			25	CST
Rodeo/ Events Arena	PR 08-1				20	100	120	Bond/Grant
Union St Park Playground	PR 08-2	10					10	CST
Pool Improvements	PR 10-1	35					35	CST
Drainage Study, Intercity Phase I, (C	PW 07-1	75					75	CDBG
Ocotillo Phase I - 4th to Union	PW 07-5			300	1,000	2,000	3,300	Bond/Grant
Ocotillo Phase II - 4th to I-10	PW 07-6		250		2,500		2,750	Bond/Grant
Ocotillo Phase III - Union to Javalina	PW 07-7					300	300	Bond/Grant
Pavement Management	PW 07-8		200	200	200	200	800	ST/2010 Bond
City Hall Improvements	PW 08-1		20	20	40	40	120	CST
Alignment Study Frontage Road	PW 08-3			18			18	CST
Roof Replacement- Fire/Police Bldg	PW 11-1	80					80	CST
Utility Rate Studies	PW 11-2	45					45	2010 Bond
Replace Backup Generator Fire/Pol	PW 11-3	60					60	Grant
Central Ave Alley Drainage	PW 11-4	45					45	CST
Roof Replacement- Library	PW 11-5		80				80	CST
5th St Reconstruction	PW 11-7	280					280	CDBG
2 Used Dump Trucks	PW 11-8	50					50	2010 Bond
Bike & Pedestrian Plan (Grant)	PZ 07-1			45		30	75	CST
General Plan Update	PZ 07-2	15					15	CST
Ocotillo Line Replacement	GS 10-1	60					60	2010 Bond
Pomerene Road Line Replacement	GS 10-2		50				50	2010 Bond
Street Resurface & Replace	ST 10-1		100	2,000	2,000	2,000	6,100	Bond/Grant
Survey 4th Street	ST 10-2		15				15	CST
Street Signage Upgrades	ST 10-3	100					100	2010 Bond
West End Pressure Reducing Sta.	WA 10-2	80					80	2010 Bond
5th Street & Ocotillo Water Line	WA 10-3	275					275	2010 Bond
N. Side 4th St Waterline Upgrade	WA 10-4		300				300	Bond/Grant
Hill Crest St Water Line	WA 10-5	50					50	2010 Bond
Union St Water Line	WA 10-6		150				150	Bond/Grant
Sue Juan Well Cap and Closure	WA 10-7	50					50	2010 Bond
Ocotillo Sewer Line Replacement	WW 10-1		310				310	2010 Bond
Wastewater Plant Roaders Upgrade	WW 10-2		100				100	2010 Bond
Wastewater Plant Software Upgrade	WW 10-3		80				80	2010 Bond
Total Funds Spent		1,310	1,880	2,728	6,360	6,255	18,533	
Fund Sources								
Balance, Beginning of Year		0	0	0	0	0	0	
Construction Sales Tax		400	600	800	850	900	3,550	
CDBG Grant Proceeds		355					355	
Series 2010 Bond Proceeds		745	505				1,250	
Anticipated Grant/Bond		60	1,025	2,178	5,760	5,605	14,628	
Less: Wal-Mart Payment		(250)	(250)	(250)	(250)	(250)	(1,250)	CST
Total Fund Sources		1,310	1,880	2,728	6,360	6,255	18,533	
Balance, End of Year		0	0	0	0	0	0	

Natural Gas Fund							
Project	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Gas Planning Model	GS 07-1			25		30	55
Hwy 80 Utility Relocation	GS 07-2				35	60	95
Benson Regulator System	GS 07-3		20	100			120
Telemeters	GS 07-4	30	60	60	60	60	270
Truck Replacements	GS 07-5		20			20	40
SKP Line Extension	GS 07-6				60		60
Self Contained Breathing App. X2	GS 08-1				10	10	20
Total Funds Spent		30	100	185	165	180	660
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Gas Fund Capital Allocation		30	100	185	165	180	660
Total Fund Sources		30	100	185	165	180	660
Balance, End of Year		0	0	0	0	0	0

Water Fund							
Project	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Upper Storage to SKP	WA 07-1			200	200	500	900
Telemeter	WA 07-2		150	50	50		250
Hwy 80 Utility Relocation	WA 07-3				35	60	95
Cochise Storage Tank	WA 07-5				400	550	950
Hydrological Studies Update	WA 07-6			45			45
Water Planning Model	WA 07-8		25				25
Truck Replacements	WA 07-9		20		30		50
Total Funds Spent		0	195	295	715	1,110	2,315
Fund Sources							
Balance, Beginning of Year			0	0	0	0	0
Impact Fees			100	100	100	100	400
Water Fund Capital Allocation			95	100	100	100	395
Anticipated Grant/Loan		0		95	515	910	1,520
Total Fund Sources		0	195	295	715	1,110	2,315
Balance, End of Year		0	0	0	0	0	0

Wastewater Fund							
Project	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Planning Area WW Skeletal Model	WW 07-1		50		50		100
Truck Replacements	WW 07-4		20		30		50
Reclaimed System model	WW 07-5				25	20	45
Hwy 80 Utility Relocation	WW 07-6				35	60	95
Prickly Pear	WW 07-7					25	25
High Pressure Jet Router	WW 08-1	65					65
NPDES ADEQ Permit	WW 08-2	6					6
Total Funds Spent		71	70	0	140	105	386
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
WW Fund Capital Allocation			70		140	105	315
Series 2010 Bond Proceeds		71					71
Total Fund Sources		71	70	0	140	105	386
Balance, End of Year		0	0	0	0	0	0

Transit Fund							
Project	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Bus Stops & Signage	TR 10-3	21					21
IT & Communication Equipment	TR 10-4	10					10
Bus Barn & Paving	TR 11-1	150					150
Surveillance Camera	TR 11-2	10					10
Total Funds Spent		191	0	0	0	0	191
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
5311 Grant Funds		178					178
General Fund Grant Match		13					13
Total Fund Sources		191	0	0	0	0	191
Balance, End of Year		0	0	0	0	0	0

Airport Fund							
Project	CIP #	2011-12	2012-13	2013-14	2014-15	2015-16	Total
Phase I	AIR 08-1	550	550	1,000	740		2,840
Phase II	AIR 08-2	0	0	0	3,125	0	3,125
Phase III	AIR 08-3	0	0	0	0	3,200	3,200
Phase IV	AIR 08-4	0	0	0	0	2,525	2,525
Total Funds Spent		550	550	1,000	3,865	5,725	11,690
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Grant Funds		536	536	975	3,768	5,582	11,397
General Fund Capital Allocation		14	14	25	97	143	293
Total Fund Sources		550	550	1,000	3,865	5,725	11,690
Balance, End of Year		0	0	0	0	0	0

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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.

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
2011-2012	Design & Construction	550,000
2012-2013		550,000
2013-2014		1,000,000
2014-2015		740,000
2015-2016		
Project Total		\$2,840,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		
2013-2014		
2014-2015	Design & Construction	3,125,000
2015-2016		
Project Total		\$3,125,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		
2013-2014		
2014-2015		
2015-2016	Design & Construction	3,200,000
Project Total		\$3,200,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		
2013-2014		
2014-2015		
2015-2016	Design & Construction	2,525,000
Project Total		\$2,525,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: BD 07-2

Name of Project: Truck Purchases

Submitting Department: Building Department

Project Description: Purchase one compact, 2 wheel drive crew cab truck for use by building inspectors.

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014	Purchase	15,000
2014-2015		
2015-2016		
Project Total		\$15,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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 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 temporarily. 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.

Financing Options (Grant, Lease-Purchase, etc.): The project will be paid for by CPF generated from construction sales tax & debt.

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Space Needs Study / Planning Land Acquisition	225,000
2013-2014	Land Acquisition / Planning	120,000
2014-2015	Land Acquisition	100,000
2015-2016	Design	500,000
Project Total		\$945,000

*cost estimate method: preliminary planning level

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: CM 07-3

Name of Project: Volunteer Fire Fighter Memorial

Submitting Department: City Manager

Project Description: A Memorial will be built in either on Fire Dept. property or in Memorial Park. It will honor all retired volunteer fire fighters.

Financing Options (Grant, Lease-Purchase, etc.): The project will be paid for by general funds.

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Planning and Construction	5,000
2013-2014		18,000
2014-2015		
2015-2016		
Project Total		\$23,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: FD 07-1

Name of Project: Crew Truck

Submitting Department: Fire Department

Project Description: Purchase Ford F-550 Crew Cab Diesel Pickup Truck. This replaces an overloaded vehicle with no crew cab. Old truck will be used for fire admin type activities.

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Purchase Truck	90,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$90,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: FD 07-2

Name of Project: Fire Hose & Accessories

Submitting Department: Fire Department

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

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015	Purchase Equipment	23,000
2015-2016		
Project Total		\$23,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: FD 09-1

Name of Project: Chevy Tahoe

Submitting Department: Fire Department

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

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015		
2015-2016	Vehicle and Equipment	45,000
Project Total		\$45,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: FD 09-2

Name of Project: Chevy Crew Truck

Submitting Department: Fire Department

Project Description: Purchase Chevy Crew Cab Truck for use as

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014	Vehicle and Equipment	90,000
2014-2015		
2015-2016		
Project Total		\$90,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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 accidentally put into the breathing air system.

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Install Exhaust Removal System	70,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$70,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: FD 10-2

Name of Project: Purchase Type III Brush Truck

Submitting Department: Fire Department

Project Description: The purchase of this apparatus will enable the department to replace two small trucks for a multipurpose apparatus. This will enable the department to have a station Vehicle and have the existing brush truck serve as a backup brush vehicle and a service truck for other scenes. This would take the money slotted for the two previous CIP projects and combine them.

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Purchase Type III Brush Truck	281,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$281,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: FD 10-3

Name of Project: Extrication Equipment - Up Grade

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.

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Extrication Equipment	65,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$65,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: FD 10-4

Name of Project: Narrow Banding of Radio Frequencies

Submitting Department: Fire Department

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

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Narrow Band Radio System	129,000
2013-2014		
2014-2015		
2015-2016		
Project Total		129,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 07-1

Name of Project: Planning Area Gas Skeletal and upgrade Model

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014	Model	25,000
2014-2015		
2015-2016	Update	30,000
Project Total		\$55,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 07-2

Name of Project: Highway 80 Utility Relocation

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015		35,000
2015-2016		60,000
Project Total		\$95,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 07-3

Name of Project: Benson Regulator System

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		20,000
2013-2014		100,000
2014-2015		
2015-2016		
Project Total		\$120,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 07-4

Name of Project: Telemeter System

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		30,000
2012-2013		60,000
2013-2014		60,000
2014-2015		60,000
2015-2016		60,000
Project Total		\$270,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 07-5

Name of Project: Work Truck Replacements

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: none.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Split	20,000
2013-2014		
2014-2015		
2015-2016		20,000
Project Total		\$40,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 07-6

Name of Project: SKP Line Extension

Submitting Department: Public Works (Gas Department)

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

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

Project Staffing Implications: Project Management required.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015		60,000
2015-2016		
Project Total		\$60,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 08-1

Name of Project: Self Contained Breathing Apparatus

Submitting Department: Public Works (Gas Department)

Project Description: Purchase four (4) Breathing Apparatus to replace outdated safety equipment. (two in 11-12, and two in 11-12)

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

Project Staffing Implications: Project Management required.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015		10,000
2015-2016		10,000
Project Total		\$20,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 10-1

Name of Project: Ocotillo line Replacement

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Design & Construction	60,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$60,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: GAS 10-2

Name of Project: Pomerene Road 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
2011-2012		
2012-2013	Design & Construction	50,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$60,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PD 07-1

Name of Project: Patrol Vehicle Replacements

Submitting Department: Police Department

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

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Purchase 2 vehicles	84,000
2013-2014	Purchase 1 vehicle	36,000
2014-2015	Purchase 1 vehicle	36,000
2015-2016	Purchase 2 vehicles	72,000
Project Total		\$228,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PD 07-2

Name of Project: Animal Control Vehicle

Submitting Department: Police Department

Project Description: Purchase replacement vehicle for Animal Control Dept.

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015	Purchase truck	22,000
2015-2016		
Project Total		\$22,000

**City of Benson Capital Improvement Plan
Project Sheet FY 11-12**

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.

Financing Options (Grant, Lease-Purchase, etc.): The main source of funding for this project will be the Capital Project Fund (CPF), financed via a GADA loan. Additional funds will come from the general fund and donations. Staff will apply for State grants.

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015	Planning/Design	500,000
2015-2016	Design/Construction	900,000
Project Total		\$1,400,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PR 06-2

Name of Project: Apache Park Improvements

Submitting Department: Parks & Recreation

Project Description: The Historic Preservation Commission has recommended improvement to Apache Park using Historic Preservation guidelines. 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.

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
2011-2012		
2012-2013		
2013-2014		
2014-2015	Design & Construction	225,000
2015-2016		
Project Total		\$225,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PR 07-2

Name of Project: Lions Park Improvements Phase II

Submitting Department: Parks and Recreation

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

Financing Options (Grant, Lease-Purchase, etc.): The main source of funding for this project will be the capital infrastructure improvement fund (construction sales tax). Additional funds will come from general funds and donations. Staff will apply for a Heritage Grant.

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015		
2015-2016	Design	185,000
Project Total		\$185,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PR 07-3

Name of Project: Veterans Memorial Park Additions

Submitting Department: Parks & Recreation

Project Description: A memorial park honoring the veterans of the Benson area that gave their lives for our country. This addition to the memorial will be designed to be expandable and will include a list of service men and women who gave they lives during service. The names will be listed by war. It is important to coordinate this project with the Veterans of Foreign Wars (VFW), American Legion and other veterans' organizations.

Is the Project Routine Replacement?

Financing Options (Grant, Lease-Purchase, etc.): Possible grants & donations.

Project Staffing Implications: This will require project management.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014	Design/Construction	25,000
2014-2015		
2015-2016		
Project Total		\$25,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PR 07-5

Name of Project: Senior Center

Submitting Department: Parks and Recreation

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

Is the Project Routine Replacement?

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015	Design / Land/ Connection	100,000
2015-2016		400,000
Project Total		\$500,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PR 08-1

Name of Project: Rodeo Grounds and Land Acquisitions

Submitting Department: Parks & Recreation

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

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015	Study	20,000
2015-2016	Acquisition and Construction	100,000
Project Total		\$120,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PR 08-2

Name of Project: Union St. Park Playground

Submitting Department: Parks Recreation

Project Description: Playground relocation and fence installation. After new playground is installed at Lions Park, remove existing playground equipment at Loins Park and relocate to Union St. Park. Add new fence around 3' in height around relocated play ground at Union St. Park.

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

Project Staffing Implications: Project Management, Parks employees and Construction Inspections are required.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014	Relocate Equipment and New Fence	15,000
2014-2015		
2015-2016		
Project Total		\$15,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PR 10-1

Name of Project: City Pool Improvements

Submitting Department: Parks Recreation

Project Description: Replace and upgrade existing filters and pumps, purchase new cover for pool and install salt system.

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2010-2011		
2011-2012	Purchase Equipment	35,000
2012-2013		
2013-2014		
2014-2015		
Project Total		\$35,000

**City of Benson Capital Improvement Plan
Project Sheet FY 11-12**

Project Number: PW 07-1

Name of Project: Drainage Study Inter City Phase I

Submitting Department: Public Works

Project Description: A drainage study to define drainage problems in the downtown area of Benson. This study would include an overview of the drainage system and identify projects to upgrade the system to safely and efficiently move storm water from the downtown area. This would also include cost estimates to plan these projects in future CIP's

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Study	75,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$75,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 07-2

Name of Project: Quiet Zone Train Crossing Phase I Study

Submitting Department: Public Works Department

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

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015		
2015-2016	Study	67,000
Project Total		\$67,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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.

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
2011-2012		
2012-2013		45,000
2013-2014		45,000
2014-2015		
2015-2016		
Project Total		\$90,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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.

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
2011-2012		
2012-2013	Design	25,000
2013-2014	Construction	20,000
2014-2015		500,000
2015-206		
Project Total		\$545,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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.

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
2011-2012		
2012-2013		
2013-2014	Study / Design	300,000
2014-2015	Construction	1,000,000
2015-2016	Construction	2,000,000
Project Total		\$3,300,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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.

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
2010-2011		
2011-2012	Study/Design	250,000
2012-2013		
2013-2014	Construction	2,500,000
2014-2015		
Project Total		\$2,750,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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

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
2011-2012		
2012-2013		
2013-2014		
2014-2015		
2015-2016		300,000
Project Total		\$300,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 07-8

Name of Project: Ongoing Pavement Management

Submitting Department: Public Works

Project Description: Repave, patch and rehab existing City Streets

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
2011-2012	Construction	200,000
2012-2013		200,000
2013-2014		200,000
2014-2015		200,000
2015-2016		200,000
Project Total		\$1,000,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 07 - 9

Name of Project: Pavement Management CDBG

Submitting Department: Public Works

Project Description: This is a continuation of the current program of using CDBG to improve the street network in the parts of the City that qualify.

Is the Project Routine Replacement? No

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

Project Staffing Implications: Contract Administration and Project Management are required and operations staff.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Construction	300,000
2012-2013		
2013-2014		300,000
2014-2015		
2015-2016		
Project Total		\$600,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 07-10

Name of Project: Affordable Housing Project

Submitting Department: Public Works

Project Description: CDBG project to provide more affordable housing in Benson

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

Project Staffing Implications: Will require project management and administration.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		
2014-2015		34,000
2015-2016		
Project Total		\$34,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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, bathroom ADA improvements, and painting.

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
2011-2012		
2012-2013	Construction	20,000
2013-2014		20,000
2014-2015	Construction	40,000
2015-2016		40,000
Project Total		\$120,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 08-3

Name of Project: Alignment Study

Submitting Department: Public Works

Project Description: Alignment Study to connect 4th Street and SR90 in conformance with the General Plan. This Alignment Study will lead the Development Process by providing alternatives for this arterial roadway.

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

Project Staffing Implications: Project Management

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014	Study	18,000
2014-2015		
2015-2016		
Project Total		\$18,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 11-1

Name of Project: Roof replacement on Fire-Police Building

Submitting Department: Public Works

Project Description: Replacement of Roofing on Fire- Building

Is the Project Routine Replacement? Yes (20-25 years)

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Construction	80,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$80,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 11-2

Name of Project: Utility Rate Studies

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Conduct Studies	45,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$45,000

**City of Benson Capital Improvements Plan
Project Sheet FY 10-11**

Project Number: PW 11-3

Name of Project: Replacement of Backup Generator on Police-Fire Building

Submitting Department: Public Works

Project Description: Replacement of the current 10kw with a 100kw Generator

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Construction	60,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$60,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 11-4

Name of Project: Central Ave Alley to Sixth Street

Submitting Department: Public Works (Streets)

Project Description: Reconstruct road from crown to invert. This will be a joint project with Benson School district and Cochise County to solve drainage problems around the High School.

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Construction	45,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$45,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 11-5

Name of Project: Roof replacement on Library Building

Submitting Department: Public Works

Project Description: Replacement of Roofing on Library Building

Is the Project Routine Replacement? Yes (20-25 years)

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Construction	80,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$80,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 11-6

Name of Project: Roof Repairs on City Hall

Submitting Department: Public Works

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

Is the Project Routine Replacement? no

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Construction	20,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$20,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 11-7

Name of Project: 5th Street Reconstruction

Submitting Department: Public Works

Project Description: This project is to reconstruct 5th Street from Ocotillo to Quarterhorse Lane

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Design & Construction	280,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$280,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PZ 07-1

Name of Project: Bike and Pedestrian Plan

Submitting Department: Planning Department

Project Description: In order to take the maximum advantage of the unique outdoor environment of Benson it is proposed to develop a Bike and Pedestrian Plan. The plan will set a direction for an interconnected bike and pedestrian system so the City of Benson can take maximum advantage of grant and developer contributions. This plan will attempt to connect the San Pedro Valley to the Whetstone Mountains by developing a system for multi use paths, bike routes, and trails system. This Bike and Pedestrians Plan will include trail heads and parking facilities. The City of Benson has unique opportunities such as the birding trail along the San Pedro, the abandoned railroad route and the trails in the Whetstones. This plan will be developed with a series of public participation meetings to maximize public input.

Financing Options (Grant, Lease-Purchase, etc.): The source of funding for this project will be general funds.

Project Staffing Implications: Project Management is required.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		45,000
2014-2015		
2015-2016		30,000
Project Total		\$75,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PZ 07-2

Name of Project: General Plan Update

Submitting Department: Planning and Zoning

Project Description: In order to process a major amendment to the General Plan the circulation of element maps and land use maps are needed. The circulation element will include enhanced bicycle and pedestrian trails. The land use element will include updated wildlife corridors, public access and environmentally sensitive areas.

Financing Options (Grant, Lease-Purchase, etc.): The project will be paid for by general funds generated from construction sales tax.

Project Staffing Implications: Project Management

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Study / Update	15,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$15,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: ST 10-1

Name of Project: Street resurfacing and replacement

Submitting Department: Public Works (Streets)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: additional Staff will be required

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013	Design	100,000
2013-2014	Construction	2,000,000
2014-2015	Construction	2,000,000
2015-2016	Construction	2,000,000
Project Total		\$6,100,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		12,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$12,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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 meet the 2012 MUTCD standards.

Is the Project Routine Replacement? No

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

Project Staffing Implications: No additional Staff will be required

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		100,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$100,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: TR 10-3

Name of Project: Transit Stops and Signage

Submitting Department: Transit Division

Project Description: Purchase Bus Stops for Transit Program

Is the Project Routine Replacement? No

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Purchase	21,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$21,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: TR 10-4

Name of Project: Transit IT & Communication Equipment

Submitting Department: Transit Division

Project Description: Purchase Bus Equipment for Transit Program

Is the Project Routine Replacement? No

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Purchase	10,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$10,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: TR 11-1

Name of Project: Bus Barn and Paving

Submitting Department: Transit

Project Description: Construct Bus Pole Barn, Pave parking area

Is the Project Routine Replacement? No

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

Project Staffing Implications: In Kind Labor

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Construction	150,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$150,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: TR 11-2

Name of Project: Surveillance Cameras

Submitting Department: Transit

Project Description: Purchase and install surveillance cameras

Is the Project Routine Replacement? No

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

Project Staffing Implications: In Kind Labor

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Purchase	10,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$10,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WA 07-1

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		200,000
2013-2014		200,000
2014-2015		500,000
2015-2016		
Project Total		\$900,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		150,000
2013-2014		50,000
2014-2015		50,000
2015-2016		
Project Total		\$250,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		
2013-2014		
2014-2015		35,000
2015-2016		60,000
Project Total		\$95,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WA 07-5

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

Submitting Department: Public Works (Water)

Project Description: This to 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
2011-2012		
2012-2013		
2013-2014		
2014-2015		400,000
2015-2016		550,000
Project Total		\$950,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WA 07-6

Name of Project: Hydrological Studies (update)

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		
2012-2013		
2013-2014		45,000
2014-2015		
2015-2016		
Project Total		\$45,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013	Plan Update	25,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$25,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		20,000
2013-2014		
2014-2015		30,000
2015-2016		
Project Total		\$50,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WA 10-2

Name of Project: West Benson-Wal-Mart Pressure Reducing Station

Submitting Department: Public Works (water)

Project Description: Design and Construction of a PR station on the 12" Wal-Mart water line and connection to the upper zone water system

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
2011-2012	Design & Construction	80,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$80,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012	Design & Construction	275,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$275,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012	Design & Construction	300,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$300,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012	Design & Construction	50,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$50,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012	Design & Construction	150,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$150,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WA 10-7

Name of Project: Sue Juan Well Cap and Closure

Submitting Department: Public Works (water)

Project Description: Capping of the Two Sue Juan well and removal of the equipment at the Sue Juan Well Site.

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
2011-2012	Construction	50,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$50,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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 off site 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
2011-2012		
2012-2013	Planning	50,000
2013-2014		
2014-2015	Plan Update	50,000
2015-2016		
Project Total		\$100,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WW 07-4

Name of Project: Work Truck Replacements

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
2011-2012		
2012-2013	Split	20,000
2013-2014		
2014-2015	1 Truck	30,000
2015-2016		
Project Total		\$50,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		
2013-2014		
2014-2015		25,000
2015-2016		20,000
Project Total		\$45,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		
2013-2014		
2014-2015		35,000
2015-2016		60,000
Project Total		\$95,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		
2013-2014		
2014-2015		
2015-2016		25,000
Project Total		\$25,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WW 08-1

Name of Project: High Pressure Jet Router

Submitting Department: Waste Water

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

Financing Options (Grant, Lease-Purchase, etc.): Waste water funds.

Project Staffing Implications: None.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Purchase	65,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$65,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: WW 08-2

Name of Project: NPDES ADEQ Permit

Submitting Department: Public Works (Waste Water Department)

Project Description: F1 Discharge Permit to match the capacity of the waste water plant.

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

Project Staffing Implications: Contract Management and Project Management required.

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012		6,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$6,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013		310,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$310,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013	Design & install	100,000
2013-2014		
2014-2015		
2015-2016		
Project Total		\$100,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

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
2011-2012		
2012-2013	Design & install	80,000
2013-2014		
2014-2015		
2015-2016		
Project Total		80,000

**City of Benson Capital Improvements Plan
Project Sheet FY 11-12**

Project Number: PW 11-6

Name of Project: Purchase of one or two used 10 wheel dump trucks

Submitting Department: Public Works

Project Description: Purchase of one or two used 10 wheel dump trucks from Cochise County.

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2011-2012	Purchase	50,000
2012-2013		
2013-2014		
2014-2015		
2015-2016		
Project Total		\$50,000