FY 2014-15 Annual Adopted Budget

Tourism

Parks & Recreation

CITY SERVICES

Tradition

Train History

Public Works

Public Safety

Technology

Benson Arizona Founded in 1880

Gateway to the San Pedro Valley

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Annual Budget
Fiscal Year 2014-2015
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Mayor and Council

Mayor
Honorable Toney King, Sr.

Vice-Mayor
Al Sacco

Councilman
Ron Brooks

Councilman
Chris Moncada

Councilman
Jeff Cook

Councilman
Peter Wangsness

Councilman
Patrick Boyle

City Manager
William Stephens

Department Heads

City Engineer/Public Works
Bradley Hamilton

Finance Director
Megan Moreno

Building Official/Planning Administrator
Luis Garcia Jr.

Police Chief
Paul Moncada

Fire Chief
Keith Spangler

Library Director
Peggy Scott

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

Magistrate
Joseph Knoblock

City of Benson

Fiscal 2014-2015 Budget Calendar

Tuesday	May 6	Recommended Budget to Council
Thursday	May 15	Post Proposed Property Tax Rate Increase on City Website
Friday 8AM to 5PM	May 16	All Day Budget Work Session Breakfast, Lunch provided
Wednesday, 6 PM	May 21, if necessary	Follow Up Work Session
Monday, 7 PM	June 2, Special Meeting	Approve Tentative Budget
Wednesday	June 4	Publish 1st Public Hearing Notice In Local Paper
Wednesday	June 11	Publish 2nd Public Hearing Notice In Local Paper
Thursday, 7 PM	June 19	Public Hearings for: Truth in Taxation Property Tax Levy Tentative Budget
Monday, 7 PM	June 23, Council Meeting	Adopt Final Budget!
Monday, 7 PM	July 28, Council Meeting	Adopt Property Tax Levy

Summary by City Manager and Finance Director

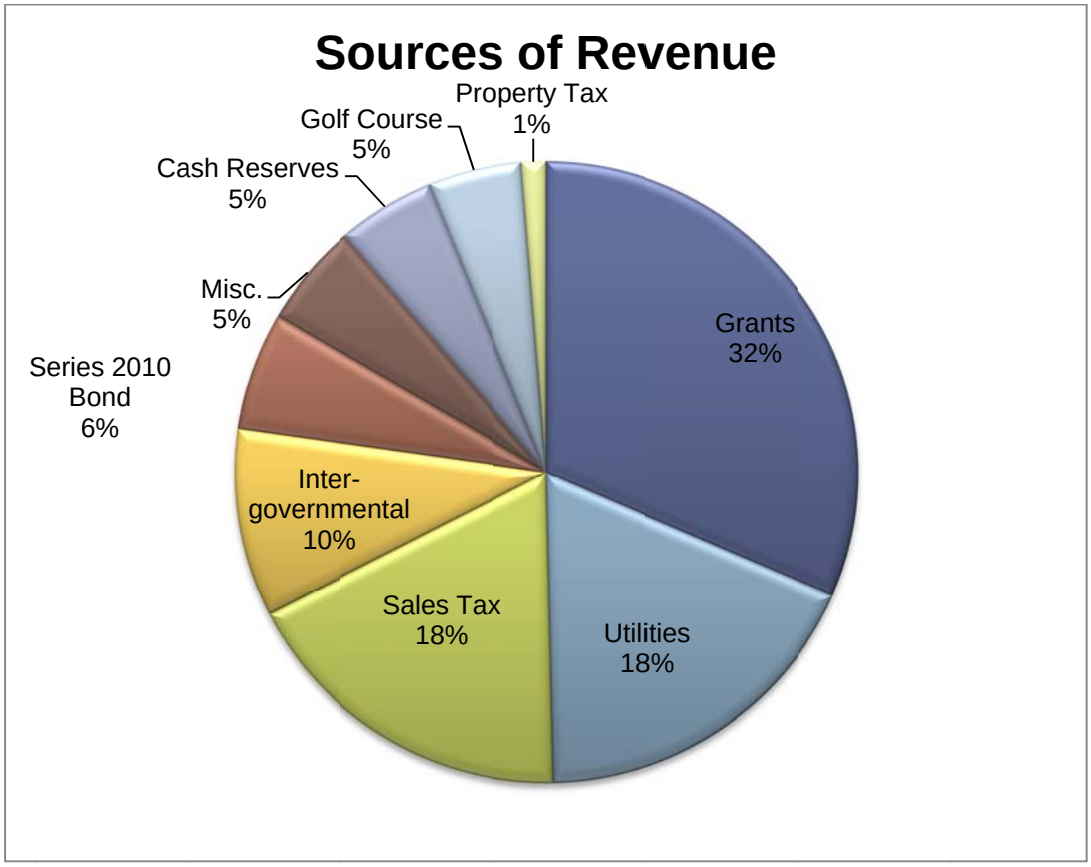
Fiscal Year 2014 – 2015 Annual Budget

TO: Honorable Mayor and City Council Members

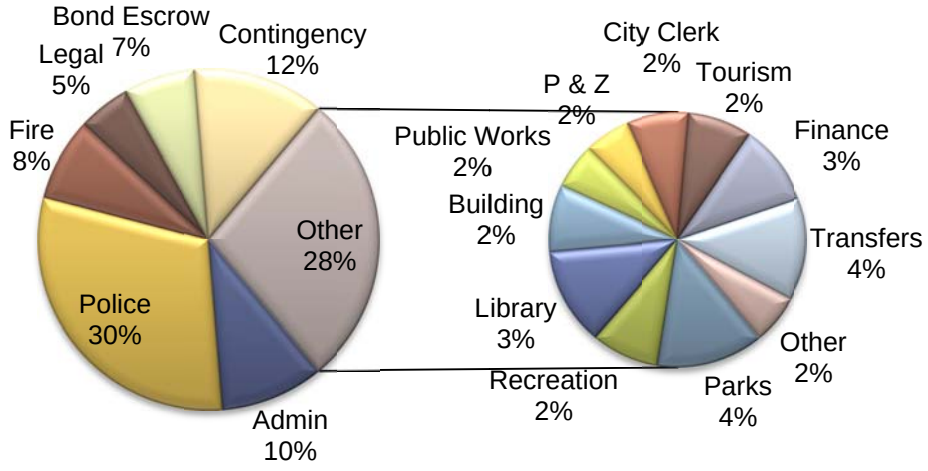
The City of Benson's fiscal year 2014-2015 Budget is scheduled to be adopted by Mayor and Council on June 23, 2014. The Budget, which was prepared based on input received at Council work sessions, is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding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

The City's $17,811,967 budget is balanced with a combination of funds carried forward from prior years and revenues expected to be collected during the new budget year. The fiscal 2014-2015 budget is $2,149,389 less than the 2013-2014 budget, principally due to a combination of less funds carried forwarded and a commitment to reduce expenditures.

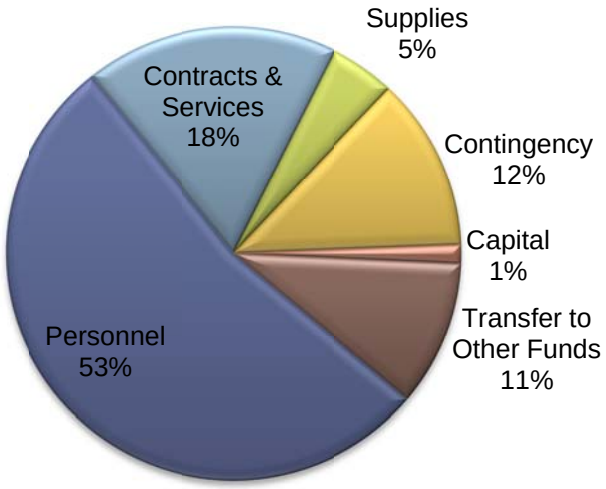
The charts below illustrate in picture form the makeup of the City's revenues and expenditures.

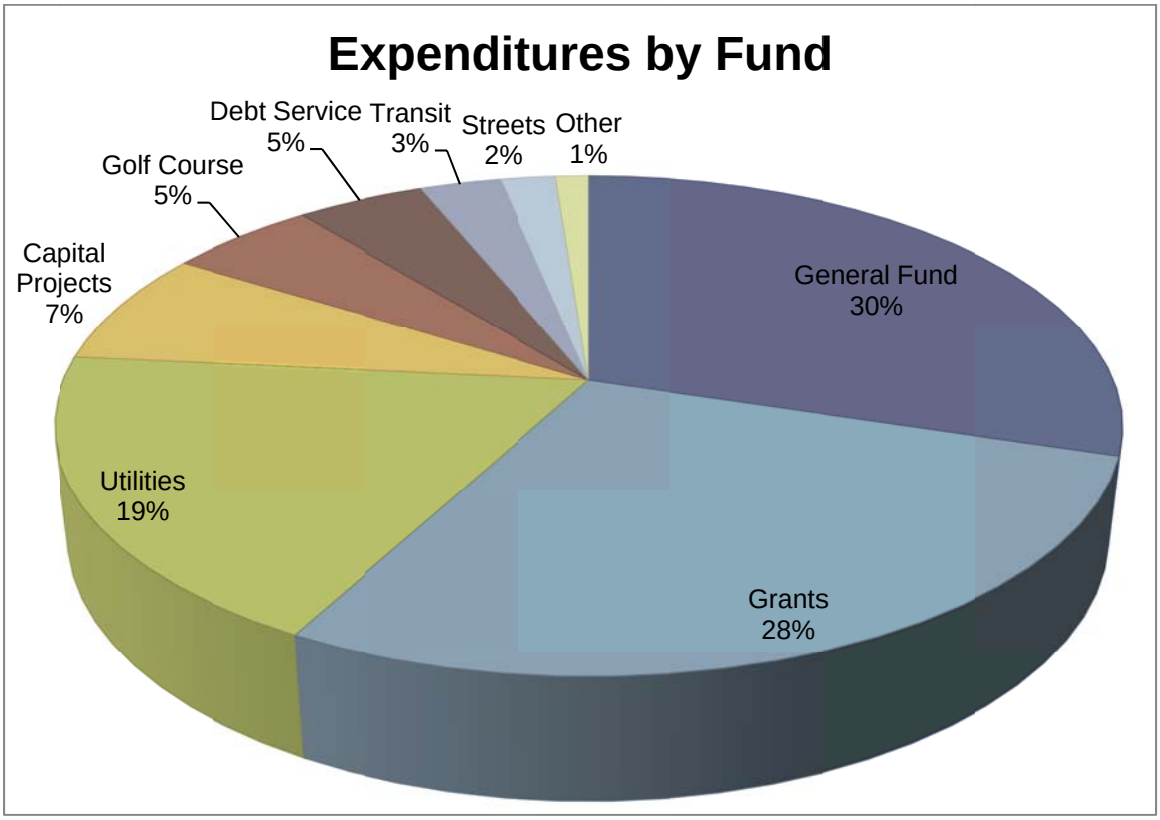


Expenditures by General Fund Department



Expenditures by General Fund Category




Expenditures by Fund
Debt Service 5%
Transit 3%
Streets 2%
Other 1%
Golf Course 5%
Capital Projects 7%
General Fund 30%
Utilities 19%
Grants 28%

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

Personnel

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Respectfully submitted,

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William Stephens	Megan J. Moreno
City Manager	Finance Director

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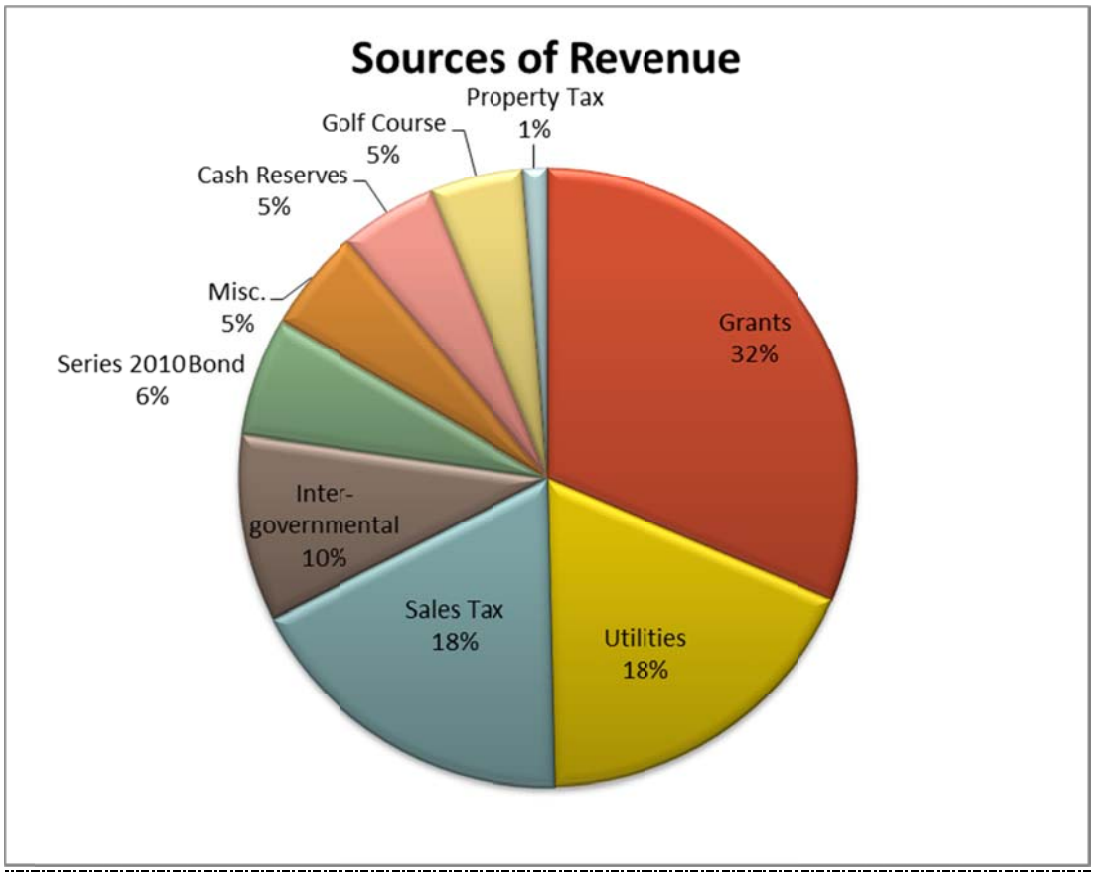
Fiscal 2014-2015 Salary Rate Plan				
Job Families and Job Titles	**Salary Grade**	**Recommended**		
		Minimum	**Midpoint**	**Maximum**
City Management				
City Manager	72	89,890.12	112,362.65	134,835.18
Human Resources Director	55	59,075.34	73,844.18	88,613.01
Executive Asst. to City Manager	30	31,864.68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

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

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

Summary of Expenditures by Department or Fund			
	Fiscal 2013-2014		Fiscal
		Estimated	2014-2015
Description	**Budget**	**Actual**	**Budget**
General Fund			
Administration	617,491	519,050	576,796
City Council	50,252	30,683	27,824
City Clerk	147,623	121,414	132,208
Community Enrichment	98,137	62,268	73,650
Miscellaneous	1,233,381	400,438	1,347,229
Finance	204,906	202,527	169,549
Tourism	160,090	126,861	133,102
Police	2,077,558	1,884,259	1,800,214
Fire	547,732	441,947	461,380
City Attorney	238,087	216,855	234,853
Magistrate	65,111	61,532	65,338
Library	249,868	228,360	204,201
Parks	263,547	234,539	223,981
Recreation	210,843	122,503	142,905
Building	157,763	140,713	139,835
Planning & Zoning	133,351	95,481	94,966
Public Works	109,397	72,323	94,357
Total General Fund	**6,565,141**	**4,961,754**	**5,922,388**
Natural Gas	1,262,500	856,175	1,164,000
Water	852,000	573,954	847,500
Wastewater	765,000	572,991	720,000
Sanitation	680,500	519,459	610,000
Golf Course	1,069,277	991,686	954,311
Total Enterprise Funds	**4,629,277**	**3,514,264**	**4,295,811**
Airport	173,750	100,408	182,750
Streets	361,147	343,584	359,893
Transit	210,970	171,201	515,135
Debt Service	1,200,000	400,438	1,500,538
Capital Projects	2,055,000	310,849	1,309,600
Impact Fees	50,000	650	100
Grants	5,845,690	21,114	4,985,000
Firemen's Pension	24,600	26,400	26,400
Total - Other Funds	**9,921,157**	**1,374,643**	**8,879,415**
TOTAL - ALL FUNDS	**21,115,575**	**9,850,662**	**19,097,615**
Less: Interfund Transfers	(1,154,219)		(1,285,648)
Total Net Expenditures	**19,961,356**		**17,811,967**

Revenues


Sources of Revenue
Property Tax
1%
Golf Course
5%
Cash Reserves
5%
Misc.
5%
Series 2010 Bond
6%
Grants
32%
Inter-
governmental
10%
Sales Tax
18%
Utilities
18%

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

General Fund Revenues	2012-13 Budget	2012-13 Actual	2013-14 Budget	2013-14 Actual Thru Mar 2014	2013-14 Projected Actual	2014-15 Budget
Fire Dept						
Firemen's Revenue	18,000	10,980	30,000	1,830	2,440	30,000
Fire Dept Donations	500	-	500	-	-	500
Total Fire Dept	**18,500**	**10,980**	**30,500**	**1,830**	**2,440**	**30,500**
Magistrate						
Citations from Benson PD	100	1,490	1,500	233	311	1,500
Total Magistrate	**100**	**1,490**	**1,500**	**233**	**311**	**1,500**
Library						
Library Fines	7,500	6,183	7,500	5,967	7,955	7,500
Library Donations - Restricted	100		100	-	-	100
Total Library	**7,600**	**6,183**	**7,600**	**5,967**	**7,955**	**7,600**
Parks & Recreation						
Pool Fees	4,000	6,877	5,000	779	5,000	5,000
Summer Program Fees	600	1,775	600	525	700	600
Park User Fees	2,000	2,326	2,000	4,286	5,713	4,500
Donations	1,000	-	1,000	-	-	1,000
July 4 Revenue / Donations	15,000	3,229	10,000	1,520	7,500	10,000
Bluegrass	20,000	15,331	24,000	-	-	-
Other Events	20,000	1,040	20,000	105	140	5,000
Miscellaneous	4,000	1,875	2,500	200	267	2,500
Total Parks & Recreation	**66,600**	**32,452**	**65,100**	**7,414**	**19,319**	**28,600**
Tourism						
Tourism Sales	1,000	1,221	1,500	1,367	1,823	1,500
Total Tourism	**1,000**	**1,221**	**1,500**	**1,367**	**1,823**	**1,500**
Cemetery						
Plot Sales	1,200	750	1,000	750	1,000	1,000
Total Cemetery	**1,200**	**750**	**1,000**	**750**	**1,000**	**1,000**
Miscellaneous						
Miscellaneous Revenue	-	100,000				
Contingency Reserve	900,000		900,000	-	-	500,000
Carry Forward Balance	1,100,000		800,000	-	-	400,000
Total Miscellaneous	**2,000,000**	**100,000**	**1,700,000**	**-**	**-**	**900,000**
Total General Fund Revenue	**6,775,269**	**4,711,164**	**6,565,141**	**3,494,450**	**4,646,447**	**5,922,388**

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

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

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

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

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

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

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

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

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

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

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

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

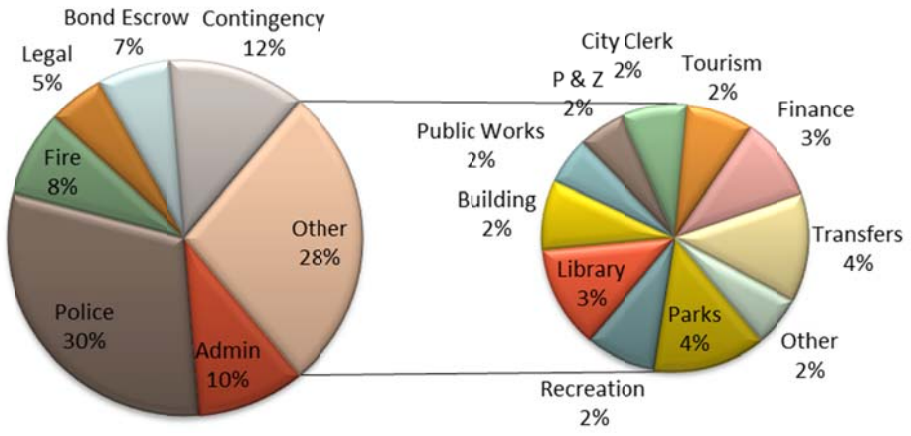
Fire Pension Fund	2012-13 Budget	2012-13 Actual	2013-14 Budget	2013-14 Actual Thru March 2014	2013-14 Projected Actual	2014-15 Budget
Revenues						
Contributions From State Fund	6,000	5,569	6,000	5,676	5,676	6,000
Contributions From Fire, Inc	1,200	1,561	1,200	1,065	1,420	1,200
Contributions From General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

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

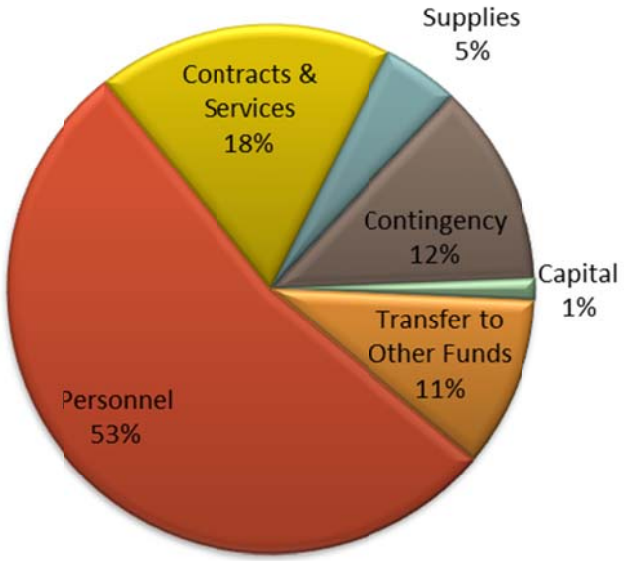
Revenues	19,097,615
Less: Transfers Between Funds	[1,285,648]
TOTAL REVENUES	$17,811,967

General Fund Expenditures

Expenditures by General Fund Department



Expenditures by General Fund Category



City Council

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

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

City Council	**2012-13 Budget**	**2012-13 Actual**	**2013-14 Budget**	**2013-14 Actual Thru March 2014**	**2013-14 Projected Actual**	**2014-15 Budget**
Personnel						
Salaries and Wages	19,200	19,200	19,200	12,600	16,796	19,200
Payroll Taxes	1,469	1,739	1,469	964	1,284.88	1,469
Workman's Compensation	44	426	33	66	87.84	55
Total Personnel	**20,713**	**21,365**	**20,702**	**13,630**	**18,169**	**20,724**
Contracts & Services						
Travel	5,200	9,398	5,200	4,581	6,107.09	5,200
Council Photos	500	-	500	-	-	-
Youth Council	3,000	-	3,000	-	-	-
Employee Council	900	900	900	238	318	400
Total Contracts & Services	**9,600**	**10,298**	**9,600**	**4,820**	**6,425**	**5,600**
Supplies						
Operating Supplies	1,200	653	1,750	1,050	1,400.30	1,500
League of Cities	3,200	2,430	3,200	3,187	4,248	
Title 9 Books	900	526	-		-	
Total Supplies & Expenses	**5,300**	**3,609**	**4,950**	**4,237**	**5,648**	**1,500**
Capital Projects						
CIP CM 12-2 Audio Equip.	12,000	9,155	-	442	442.00	
CIP CM 12-3 Video Equip.	15,000	10,513	15,000	-	-	
Total Capital Costs	**27,000**	**19,669**	**15,000**	**442**	**442**	**-**
Total Council	**62,613**	**54,941**	**50,252**	**23,129**	**30,683**	**27,824**

City Manager / City Administration

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

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

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

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

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

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

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

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

Community Enrichment	2012-13 Budget	2012-13 Actual	2013-14 Budget	2013-14 Actual Thru March 2014	2013-14 Projected Actual	2014-15 Budget
Contracts & Services						
City Promotion	54,000	44,250	2,500	3,500	3,500	4,500
Bluegrass		107	27,000		-	-
Historical Commission	600	-	600		-	
Arts Council	1,200	1,200	1,500		1,500	
Food Pantry	1,200	1,560	1,560	1,170	1,560	
Food Bank	-	5,762	5,652	3,579	4,770	
Economic Development	5,000	2,000	4,000	398	530	25,000
Fire Works/ Advertising	15,000	16,659	24,000	12,786	24,000	14,000
Governor's Alliance Recreation Programs	4,000	4,000	4,000		4,000	
Butterfield Rodeo	750	750	4,675	4,650	4,650	4,650
Arizona Rangers Rodeo	750	-	750		-	-
Shop with a Cop	500	500	500	500	500	500
Relay for Life	5,000	2,000	1,500		1,500	
City/School Joint Cooperative Activities	750	750	750		-	
Southwest Ranch Roping Association			1,000	1,000	1,000	
Butterfield Stage Days			200	2,474	2,474	2,500
Southeastern AZ Economic Development Group			2,000		-	
City Billboards w/lights			11,400	6,800	9,064	20,000
Holiday Tree purchase & Lighting			2,850	2,219	2,219	1,500
Holiday Light Parade			1,700	1,011	1,000	1,000
Miscellaneous Enrichment Project					-	
Total Contracts & Services	**88,750**	**79,539**	**98,137**	**40,086**	**62,268**	**73,650**
Total Community Enrichment	**88,750**	**79,539**	**98,137**	**40,086**	**62,268**	**73,650**

Miscellaneous	2012-13 Budget	2012-13 Actual	2013-14 Budget	2013-14 Actual Thru March 2014	2013-14 Projected Actual	2014-15 Budget
Contribution to Fire Pension	9,200	9,900	9,900	-	-	14,200
Contribution to Airport	90,700	-	111,750	-	-	82,750
Contribution to Transit	60,041	-	44,970	-	-	29,348
Contribution to Golf Course	-	-	117,599	-	-	89,212
Contribution to Debt Service						400,538
Contingency	5,625	-	-	-	-	-
Contingency Reserve Set Aside	900,000	-	548,724	-	-	731,181
Bond Escrow Reserve	396,000	399,688	400,438	400,438	400,438	
Total Miscellaneous	**1,461,566**	**409,588**	**1,233,381**	**400,438**	**400,438**	**1,347,229**

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City Clerk

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

Fiscal 2014-2015 Goals & Objectives:

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

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

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

Tourism Division

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

Fiscal 2013-2014 Achievements:

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

Fiscal 2014-2015 Goals:

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

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

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

Finance Department

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

Fiscal 2013-2014 Accomplishments

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

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

Finance	2012-13 Budget	2012-13 Actual	2013-14 Budget	2013-14 Actual Thru March 2014	2013-14 Projected Actual	2014-15 Budget
Personnel						
Salaries and Wages	141,543	123,698	112,470	79,443	105,897.17	106,138
Overtime Wages	-	-	-	-	-	-
Payroll Taxes	10,828	9,077	8,604	5,779	7,703	8,120
Retirement Benefits	15,775	13,780	12,979	9,172	12,227	12,312
Employee Insurance	21,041	13,709	16,053	12,548	16,726	10,309
Total Personnel	**189,187**	**160,264**	**150,106**	**106,941**	**142,553**	**136,879**
Contracts & Services						
Professional Services	18,000	29,550	21,000	18,165	24,214.42	19,000
IT Services	1,800	1,828	7,200	5,450	7,265	-
Education and Training	2,400	4,240	2,400	(236)	(314)	500
Bank Charges	3,600	8,272	8,400	8,204	10,936	6,000
Telephone	2,700	2,030	1,500	1,138	1,517	840
Repairs & Maintenance	300	2,371	300	1,122	1,496	300
Uniforms	200	-	-	-	-	-
Public Notices, Advertising	4,000	8,028	4,000	291	4,000	4,000
Travel	100	23	100	-	-	-
Dues & Licenses	600	280	500	272	363	230
Total Contracts & Services	**33,700**	**56,621**	**45,400**	**34,407**	**49,478**	**30,870**
Supplies						
Office Supplies	1,200	2,731	1,200	1,352	1,802.32	600
Postage & Shipping	-	-	100	18	24	-
Computer Supplies	4,800	5,832	2,000	2,590	3,453	200
Operating Supplies	3,600	1,368	3,600	567	756	1,000
Total Supplies	**9,600**	**9,931**	**6,900**	**4,527**	**6,035**	**1,800**
Capital Projects						
Capital Outlay	8,000	5,000	2,500	3,347	4,462	-
Total Capital Projects	**8,000**	**5,000**	**2,500**	**3,347**	**4,462**	**-**
Total Finance Dept.	**240,487**	**231,816**	**204,906**	**149,223**	**202,527**	**169,549**

Police Department

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

Fiscal 2013-2014 Achievements:

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

Grant Funding:

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

2014-2015 Goals & Objectives:

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

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

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

Fire Department

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

2013-2014 Accomplishments:

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

2014-2015 Continued Progress and Direction:

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

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

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

City Attorney

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

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

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

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

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

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

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

Magistrate Division

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

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

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

Library

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

Achievements

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

Goals

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

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

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

Parks

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

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

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

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

Recreation Department

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

2014/15 Fiscal Year Main Goals:

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

2013/14 Fiscal Year Accomplishments:

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

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

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

Building Department

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

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

Building Division Goals for Fiscal Year 14/15:

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

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

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

Planning and Zoning Department

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

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

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

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

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

Public Works

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

Engineering

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

Public Works Field Engineering Division

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

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

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

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Enterprise Funds

San Pedro Golf Course

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

Accomplishments:

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

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

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

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

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

Natural Gas Utility

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

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

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

Water Utility

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

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

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

Wastewater Utility

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

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

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

Sanitation Fund

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

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

Other Funds

Airport Fund

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

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

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

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

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

Street (HURF) Fund

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

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

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

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

Transit Fund

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

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

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

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

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

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

Capital Projects Fund

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

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

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

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

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

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

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

Debt Service Fund

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

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

Impact Fee Fund

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

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

Grants Fund

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

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

Fireman's Pension Fund

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

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

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Capital Improvement Plan (CIP)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

CIP Status Report

Projects Completed during fiscal 2013-2014

CIP PD 12-3	Tahoe Police Vehicle	42,000
CIP PD 13-1	Drug Dog	12,000
CIP PR 13-3	Lions Park Fields	6,000
CIP WA 10-5	Hillcrest St Water Line	21,000
CIP PR 12-2	Storage Container	4,000
CIP PR 13-4	ADA Compliant Bathrooms	215,000
CIP WA 07-2	Telemeters	5,000
CIP GS 07-4	Telemeters	40,000

Total CIP Projects Completed during fiscal 2013-2014		**$345,000**

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

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

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

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

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

Project Number: **CM 12-3**

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

Submitting Department: City Council

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **CM 12-5**

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

Submitting Department: Administration

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Undefined

Project Time Table/Budget: As needed

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

Project Number : FD 07-02

Name of Project: Fire Hose and Accessories

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 09-1

Name of Project: Chevy Tahoe

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 09-2

Name of Project: Chevy Crew Truck

Submitting Department: Fire Department

Project Description: Purchase Chevy Crew Cab Truck

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 10-1

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

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **FD 10-3**

Name of Project: **Extraction Equipment Upgrade**

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **FD 10-4**

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

Submitting Department: Fire Department

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

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 12-1

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

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 13-01

Name of Project: **SCBA Bottle Replacement**

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Routine replacement program

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 13-02

Name of Project: Portable Pump

Submitting Department: Fire Department

Project Description: Portable pump to pump water from static sources

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **LB 15-1**

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

Submitting Department: Library

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: LB 15-2

Name of Project: **Carpet**

Submitting Department: Library

Project Description: Replace existing carpet throughout the entire building

Is the Project Routine Replacement? No

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: PD 07-1

Name of Project: **Patrol Vehicle Replacements**

Submitting Department: Police Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PD 07-2**

Name of Project : **Animal Control Vehicle**

Submitting Department: Police Department

Project Description: Purchase replacement vehicle for Animal Control Dept.

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PD 13-03**

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

Submitting Department: Police

Project Description: Replace worn out unmarked police cars

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PR 06-2

Name of Project: **Apache Park Improvements**

Submitting Department: Parks & Recreation

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: PR 07-5

Name of Project: **Senior Center**

Submitting Department: Parks and Recreation

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

Is the Project Routine Replacement?

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

Project Staffing Implications: Contract Administration, Project Management

Project Time Table/Budget:

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

Project Number: **PR 12-1**

Name of Project: **Skate Park Improvements**

Submitting Department: Recreation Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Requires Staff time.

Project Time Table/Budget:

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

Project Number: **PW 07-2**

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

Submitting Department: Public Works Department

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PW 07-3**

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

Submitting Department: Public Works Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Contract Administration and Construction Management

Project Time Table/Budget:

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

Project Number: **PW 07-4**

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

Submitting Department: Public Works Department

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: PW 11-6

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

Submitting Department: Public Works Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PZ 12-01

Name of Project: **Permit Tracking Database**

Submitting Department: Planning & Zoning

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: none

Project Time Table/Budget:

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

Project Number: **CM 07-1**

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

Submitting Department: City Manager

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **CM 08-1**

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

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

Is the Project Routine Replacement? No

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: **PR 06-1**

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

Submitting Department: Parks and Recreation

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PR 07-2**

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

Submitting Department: Parks and Recreation

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PR 08-1**

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

Submitting Department: Parks & Recreation

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PR 12-4**

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

Submitting Department: Parks Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Minimal

Project Time Table/Budget: As needed

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

Project Number: **PR 12-3**

Name of Project : **ATV Gator**

Submitting Department: Parks

Project Description: ATV John Deere Gator

Is the Project Routine Replacement? No

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

Project Staffing Implications: none

Project Time Table/Budget:

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

Project Number : PR 13-1

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

Submitting Department: Recreation Department

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: PR 13-3

Name of Project: Lions Park Fields

Submitting Department: Public Works (Parks)

Project Description: Maintenance and upgrades to playing fields

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PR 15-1**

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

Submitting Department: Recreation Department

Project Description: Outline facilities for Lions Park

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

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

Project Number: **AIR 13-01**

Name of Project: **Airport Hangers**

Submitting Department: Public Works (Airport)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 07-5

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PW 07-6**

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PW 07-7**

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

Submitting Department: Public Works

Project Description: Repaving Ocotillo Avenue from Union to Via Javelina

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PW 07-8**

Name of Project: **Ongoing Pavement Management**

Submitting Department: Public Works

Project Description: Repave, patch and rehab existing City Streets

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **PW 08-1**

Name of Project : **City Hall Improvements**

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number : **PW 11-2**

Name of Project: **Utility Rate Studies**

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PW 11-8**

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PW 12-1**

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Undefined

Project Time Table/Budget: As needed

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

Project Number: **PW 13-1**

Name of Project: **Library Expansion**

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PZ 07-1**

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

Submitting Department: Planning Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Project Management is required.

Project Time Table/Budget:

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

Project Number: **GS 10-2**

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

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **ST 10-1**

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

Submitting Department: Public Works (Streets)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Additional Staff will be required

Project Time Table/Budget:

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

Project Number: **ST 10-2**

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

Submitting Department: Public Works (Streets)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **ST 10-3**

Name of Project: **Street Signage Upgrades**

Submitting Department: Public Works (Streets)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WA 10-3**

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WA 10-4**

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-6

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WW 10-1**

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

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WW 10-2**

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

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WW 10-3**

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

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PR 13-4**

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

Submitting Department: Public Works (Parks)

Project Description: Remove and preplace two restrooms at Lions Park

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **PW 13-2**

Name of Project: **SCADA and Energy**

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **GAS 07-1**

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

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

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **GAS 07-2**

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

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **GAS 07-3**

Name of Project: **Benson Regulator System**

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **GAS 07-4**

Name of Project: **Telemeter System**

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **GAS 07-5**

Name of Project: **Work Truck Replacements**

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **GAS 07-6**

Name of Project: **SKP Line Extension**

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Project Management required.

Project Time Table/Budget:

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

Project Number: **GAS 08-1**

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

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Project Management required.

Project Time Table/Budget:

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

Project Number: **GS 10-1**

Name of Project: **Ocotillo Line Replacement**

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **GAS 12-1**

Name of Project: **Gas Detection Equipment**

Submitting Department: Public Works (gas)

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

Is the Project Routine Replacement? yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WA 07-1**

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **WA 07-2**

Name of Project: **Telemeter System**

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WA 07-3**

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **WA 07-5**

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **WA 07-6**

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: WA 07-8

Name of Project : Planning Area Potable Water Skeletal Model

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Contract Administration, Project Management

Project Time Table/Budget:

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

Project Number: WA 07-9

Name of Project: **Replacement Trucks**

Submitting Department: Public Works (Water)

Project Description: This is routine replacement of City Trucks

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WA 08-1**

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

Submitting Department: Water Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WA 10-5**

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WA 15-1**

Name of Project: **302 Pump Replacement**

Submitting Department: Public Works (water)

Project Description:

Is the Project Routine Replacement? No

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: **WW 07-1**

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

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

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **WW 07-4**

Name of Project: **Replacement Trucks**

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WW 07-5**

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

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

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **WW 07-6**

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

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number : **WW 07-7**

Name of Project: **Prickly Pear**

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **WW 08-1**

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

Submitting Department: Public Works (Wastewater)

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

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **TR 15-1**

Name of Project : **Passenger Shelters**

Submitting Department: Transit

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

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **TR 15-2**

Name of Project : **Busses**

Submitting Department: Transit

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

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **GC14-01**

Name of Project: **72 Golf Cars**

Submitting Department: Golf Course

Project Description: Replace 12 year old golf car fleet

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **GC14-02**

Name of Project: **Greens Aerator**

Submitting Department: Golf Course

Project Description: Replace 12 year old greens aerator

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **GC14-03**

Name of Project: **Chemical Applicator Rig**

Submitting Department: Golf Course

Project Description: Replace 12 year old spray rig

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: AIR 08-1

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: AIR 08-2

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

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

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

Project Number: **AIR 08-3**

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

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

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

Project Number: **AIR 08-4**

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

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

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