



Tentative
Fiscal Year 2020-2021
Budget

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Mayor and Council

**Mayor
Honorable Toney D. King, Sr.**

**Vice-Mayor
Barbara Nunn**

**Councilmember
Patrick Boyle**

**Councilmember
Larry Dempster**

**Councilmember
Lupe Diaz**

**Councilmember
Aniceto Maldonado**

**Councilmember
Chris Tapia**

City Manager
Vicki L. Vivian, CMC

Department Heads

City Engineer/Public Works
Bradley Hamilton, P.E.

City Clerk
Vicki L. Vivian, CMC

Finance Director
Seth C. Judd

Building Official/Planning Administrator
Vacant

Chief of Police
Paul Moncada

Fire Chief
Keith Spangler

City Attorney
Gary Cohen
Mesch Clark Rothschild

Magistrate
Bruce Staggs

City of Benson

Fiscal 2020-2021 Budget Calendar

Monday	May 11	Recommended Budget to Council
Monday, 5:30 pm	May 11	Work Session
Monday, 7 PM	May 26, Special Meeting	Approve Tentative Budget
Wednesday	June 10	Publish 1st Public Hearing Notice In Local Paper
Wednesday	June 17	Publish 2nd Public Hearing Notice in Local Paper
Wednesday, 7 PM	June 24, Special Meeting	Public Hearing on Final Budget & Property Tax Levy Convene Special Meeting Adopt Final Budget
Monday, 7 PM	July 13, Regular Meeting	Adopt Property Tax Levy

Summary by City Manager and Finance Director

Fiscal Year 2020 – 2021 Annual Budget

TO: Honorable Mayor and City Council Members

The City of Benson's fiscal year 2020-2021 (FY21) Budget is scheduled to be adopted by Mayor and Council on June 24, 2020. The Budget is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding of the increasingly complex finances of the City.

This year's budget process will be different than prior years due to the COVID-19 crisis. We have created two estimates for revenues and two estimates for expenses for FY21.

The revenues that will be adopted will become the City's "ceiling" budget in the event that the economy rebounds faster than anticipated. We also developed a revenue projection for the General Fund, Highway User Revenue Fund (HURF), and Golf Course Funds as those are the ones that may be the most economically impacted by the COVID-19. Every revenue was looked at to determine what impact the shutdown of the economy would have on it. For example, local sales taxes, state shared taxes, gas tax for HURF and fees and charges for the golf course. The difference between the "ceiling budget" and the "COVID-19 Budget" will need to be made up of either departmental budget expense reductions, fund balance reduction, postponing capital projects or a combination of all three.

For the projected expenditures for FY21, each department was asked to review each line item and look at expenditures that could be postponed and were not an immediate expense that would impact the health, safety or welfare of our citizens. These amounts are then going to be placed into a COVID-19 reserve in each department and will be reviewed with the City Manager in December to determine if funds can or need to be moved back into line items.

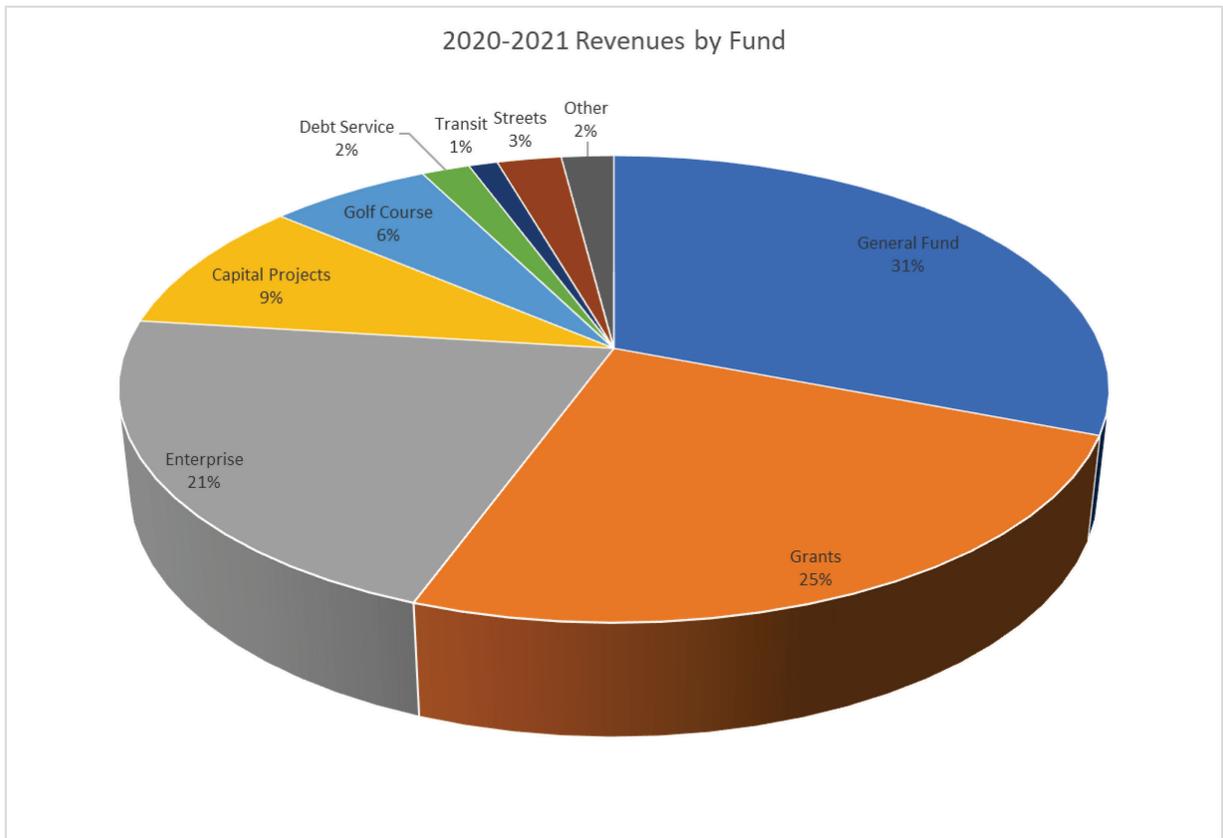
The City's \$21,428,013 budget is balanced with a combination of funds carried forward from prior years and revenues expected to be collected during the new budget year. The fiscal 2020-2021 budget is \$791,128 less than the 2019-2020 (FY20) primarily due to creating a realistic budget close to actual revenues and expenditures in fiscal year and some changes to our Capital Improvement Plan. These will be monitored closely throughout the year to ensure departments are within budget and fall within the approved budget.

The chart on the next page are the City's projected revenues for all funds for fiscal year 2020-2021. The first chart breaks down the revenues by fund. The largest percentage of the revenues in the City is in the General Fund at \$6.43 million or 31%. The General Fund has the most departments in the City and the funds can be used for any municipal purpose. The second largest fund is at 25% for grants that the City may receive in fiscal year FY21. The Enterprise Funds include Gas, Water, Wastewater, and Sanitation and make up \$4.45 million or 21% of the total budget. Capital Projects make up \$1.93 million or 9% of the total budget and the other funds comprise the rest of the budget, or 14%. Expenditures will be divided the same way in the funds as the City must present a balanced budget.

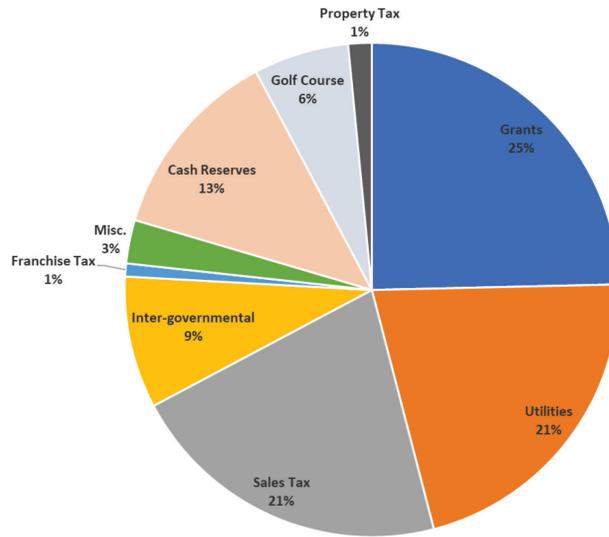
The next chart breaks down revenue by source. The largest revenue category for next fiscal year is grants at \$5.14 million or 25% of the total projected revenues. The majority of the grants are for Airport and Unclassified Grants. The reason the City has \$5.14 million in grants is because if they

are not appropriated, they cannot be spent under the alternative expenditure limitation which the City is under per Arizona Revised Statutes (ARS). Likewise, if a grant is not awarded, no funds will be expended. Grant matches are appropriated in each of the department operating budgets.

The next largest revenue category is Sales Tax at \$4.44 million or 21% of the total revenues. This includes the construction sales tax of approximately \$240,000 that goes directly into the Capital Project Fund for infrastructure, buildings and equipment. The Utilities percentage of 21% is for user fees for the water, wastewater, gas and sanitation services. All revenues for all funds will be presented later in this document.

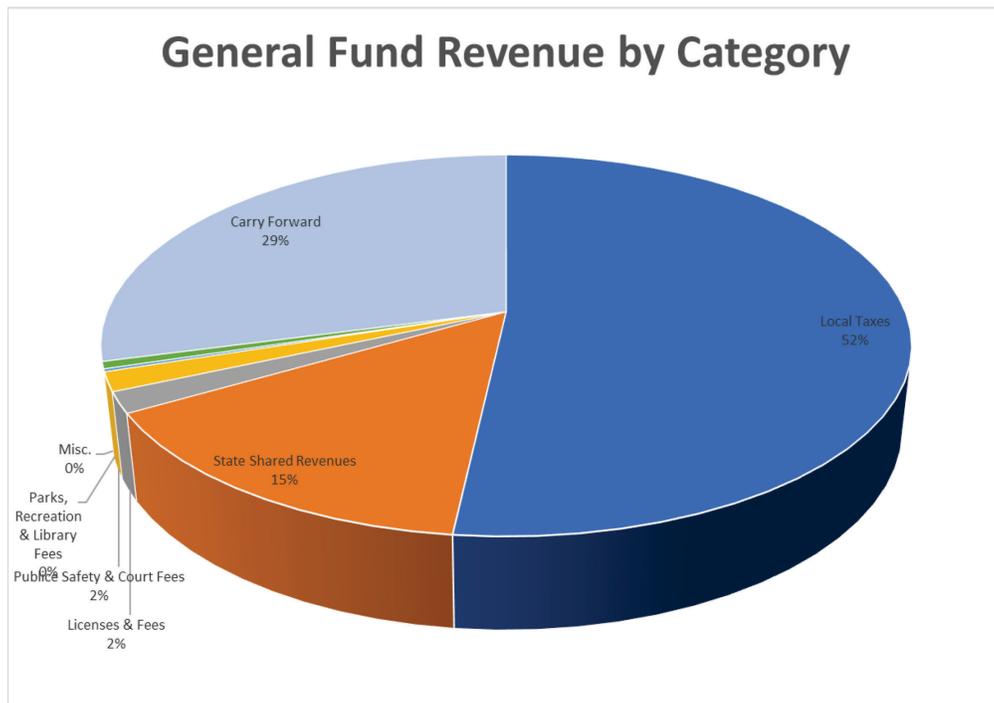


2020-21 All Funds Sources of Revenue

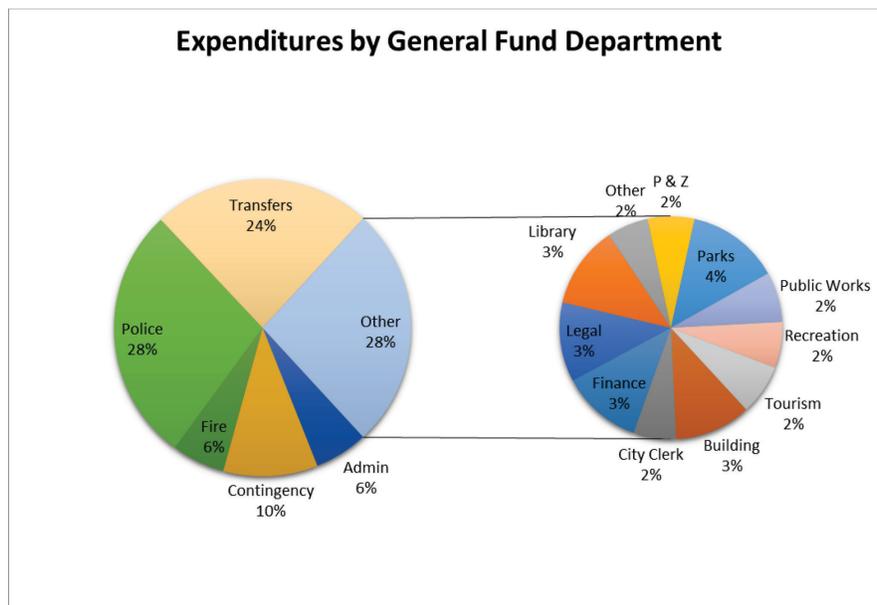


The next chart is the revenues for the General Fund by revenue category. The largest category in the General Fund is Local Taxes at \$4.70 million or 52% of the total. This category includes local sales and bed taxes, property and franchise taxes. The second largest category is State Shared Revenues at \$1.35 million or 15% of the total General Fund Revenues. This includes state shared sales, urban revenue sharing (income), and auto lieu taxes. The last double digit category is Carryforward funds. This is the carryforward in the General Fund of \$2,725,234 that is being used to balance the budget.

General Fund Revenue by Category



The chart on this page is the amount of 2020-2021 General Fund Expenditures by Department. The department that has the largest budget in the General Fund is the Police Department at \$2.57 million or 28% of the budget. The next largest department budget is titled “Other” but is further broken out by 10 departments that are 28% of the budget. The Contingency Reserve is the amount that is carryforward from the General Fund and broken down to Contingency Reserve and Operating Contingency. The Contingency Reserve is for unexpected emergency expenditures and revenue shortfalls and must be approved by Council. The operating contingency, which is only \$50,000 out of the \$941.016 reserve, has been set up this year because of the departments cutting back their line items and is there for the City Manager to transfer at her discretion if something unexpected occurs and the department needs to have the funds replenished.



The fiscal 2020-2021 budget has been prepared with the COVID-19 crisis in mind and will be monitored throughout the year to ensure that departments are not exceeding their budget. However, it is flexible enough that spending could be accelerated or decelerated if the economy improves or declines during the year.

Personnel

The largest component of the budget is personnel costs that also include benefits such as social security and Medicare, retirement, insurance and workman’s compensation insurance. The highlights of the 2020-2021 personnel budget are:

- ❖ No Merit Increases
- ❖ Compression Adjustments across departments.
- ❖ 2% increase in employee health insurance
- ❖ 2% COLA effective January 1, 2021
- ❖ Increase in ASRS and PSPRS contribution rates

The total budgeted personnel costs of \$6,299,988 reflect a 3% increase over the prior fiscal year. There is a decrease of .14 full-time equivalent (FTE) employees (a part-time equivalent), for a

total of 104.24 FTE employees. The changes of personnel costs by department or fund are due primarily to restructuring city positions and benefit increases. Notable changes include:

- Restructuring of positions and minor adjustments in salaries
- The Arizona State Retirement contribution rate increased from 12.11% to 12.22% for both employer and employee.
- The Public Personnel Safety Retirement System (PSPRS) employer contribution rate for Police has gone from 36.26% to 40.04%.
- The PSPRS employer contribution rate for Fire has decreased from 30.83% to 25.65%.
- Health insurance cost increase of 2% due to the rising cost of health insurance. During fiscal year 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. The contribution limit for 2020-2021 is set at \$2,750.

The table on the next page shows recent actual and budgeted total personnel costs by department.

Budgeted Total Personnel Costs						
Department	Dollar Amount			Full Time Equivalent Employee		
	Budget 2019-20	Est. Actual 2019-20	Budget 2020-21	Budget 2019-20	Budget 2020-21	Change
City Council	20,715	22,773	31,072			
City Administration	193,002	150,567	210,552	2.50	2.50	0.00
City Clerk	129,252	135,481	129,904	1.50	1.50	0.00
Finance	164,861	172,083	165,770	2.30	2.30	0.00
Tourism	108,536	107,058	112,261	2.60	2.62	0.02
Police/ Animal Control	2,005,395	2,030,383	2,100,476	24.70	23.63	-1.07
Fire	215,779	229,558	213,127	3.00	3.00	0.00
City Attorney	129,906	43,676	131,783	2.00	2.00	0.00
Magistrate	38,535	43,676	39,737	1.00	1.00	0.00
Library	199,213	202,419	205,615	4.50	4.63	0.13
Parks	186,200	152,443	186,789	4.00	4.00	0.00
Recreation	121,911	88,629	107,015	5.25	4.32	-0.93
Building	134,320	54,236	132,037	2.50	2.50	0.00
Planning & Zoning	107,536	70,319	107,229	1.50	1.50	0.00
Public Works	34,362	35,783	52,991	0.25	0.75	0.50
Total General Fund	3,789,523	3,539,085	3,926,360	57.60	56.25	(1.35)
Transit	153,438	170,572	156,244	3.87	4.42	0.55
Streets	295,689	244,882	296,428	4.73	4.73	0.00
Natural Gas	394,805	353,149	382,583	6.83	6.60	-0.23
Water	391,896	427,739	412,840	6.11	6.57	0.46
Wastewater	351,994	354,898	340,751	6.09	6.33	0.24
Sanitation	28,406	26,902	26,985	0.70	0.70	0.00
Golf-Operations	164,402	140,870	187,911	4.87	5.43	0.56
Golf-Maintenance	227,937	206,056	227,211	5.00	5.00	0.00
Golf- Food & Beverage	313,711	246,192	342,674	8.58	8.21	-0.37
Total Other Funds	2,322,278	2,171,261	2,373,628	46.78	47.99	1.21
Grand Total	6,111,801	5,710,346	6,299,988	104.38	104.24	(0.14)

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

Some 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 \$20,000 requires Council approval. We have placed an Operating Contingency Reserve of \$50,000 that can be transferred to other departments with City Manager or designee approval.

Budget Policy Statement – Use of COVID-19 Contingency Line Items in the Various Funds

Some departments/funds contain a line item called “Covid-19 Contingency”. This line item was created due to the COVID-19 health pandemic and are put into each department in order to assist in monitoring expenditures for the year. These funds were taken from other line items and placed here to be allocated to other lines in the budget with City Manager 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 2019-2020 fiscal year is shown beginning on page 13 herein. All salaries paid by the City during the next fiscal year will be within the salary ranges listed on the Plan, except for those salaries that were above the maximum prior to the beginning of the fiscal year.

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 tried to plan for the uncertainty that has come from the COVID-19 crisis with this budget. 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 to create a healthy reserve to help carry us through any times of uncertainty that may be ahead. Although the City had to increase its sales tax in Fiscal Year 2016-2017, the first increase in the past 17 years, and has had utility rate increases across all utilities based on professional recommendations, these tough decisions will help to improve the financial outlook of the City for the coming fiscal years. The Fiscal Year 2020-2021 budget is designed to be a flexible tool that will allow the City to maintain its financial stability and continue to provide quality, cost efficient services our citizens’ desire.

Respectfully submitted,

Vicki L. Vivian, CMC

City Manager/City Clerk

Seth Judd

Finance Director

Fiscal 2020-2021 Salary Plan 2% COLA				
Job Families and Job Titles	Salary Grade	Recommended		
		Minimum	Midpoint	Maximum
City Management				
City Manager	72	100,317.22	125,396.53	150,475.84
Human Resources Director	55	65,927.99	82,409.98	98,891.98
Human Resource Assitant	22	29,186.50	36,483.13	43,779.76
Executive Asst. to City Manager	30	35,560.93	44,451.17	53,341.40
Facilities Supervisor	31	36,449.97	45,562.46	54,674.95
Administrative Assistant	32	37,361.21	46,701.52	56,041.82
Information Technology Specialist	34	39,252.61	49,065.76	58,878.91
Information Technology Technician	24	30,664.09	38,330.11	45,996.13
Human Resource Analyst I	24	30,664.09	38,330.11	45,996.13
Human Resource Coordinator	32	37,361.21	46,701.52	56,041.82
Custodian	14	23,954.74	29,943.43	35,932.11
Legal				
City Attorney	68	90,882.45	113,603.06	136,323.67
Prosecuting Attorney	58	70,997.23	88,746.54	106,495.85
Legal Assistant	32	37,361.21	46,701.52	56,041.82
Finance				
Finance Director	58	70,997.23	88,746.54	106,495.85
Deputy Finance Director	46	52,790.41	65,988.01	79,185.61
Accounting Supervisor	32	37,361.21	46,701.52	56,041.82
Accounting Specialist	32	37,361.21	46,701.52	56,041.82
Account Clerk III	24	30,664.09	38,330.11	45,996.13
Account Clerk II	20	27,780.15	34,725.19	41,670.22
Account Clerk I	16	25,167.45	31,459.31	37,751.17
City Clerk				
City Clerk	50	58,270.72	72,838.40	87,406.08
Deputy City Clerk	32	37,361.21	46,701.52	56,041.82
Development Services				
Building				
Building Official	50	58,270.72	72,838.40	87,406.08
Building Inspector II	36	41,239.78	51,549.73	61,859.67
Building Inspector I	32	37,361.21	46,701.52	56,041.82
Planning Technician	24	30,664.09	38,330.11	45,996.13
Code Enforcement Officer	24	30,664.09	38,330.11	45,996.13
Senior Permit Technician	26	32,216.46	40,270.57	48,324.68
Planning & Zoning				
Planning & Zoning Director	50	58,270.72	72,838.40	87,406.08
Senior Planner	40	45,521.02	56,901.27	68,281.53
Planning Technician	24	30,664.09	38,330.11	45,996.13
GIS Manager	40	45,521.02	56,901.27	68,281.53

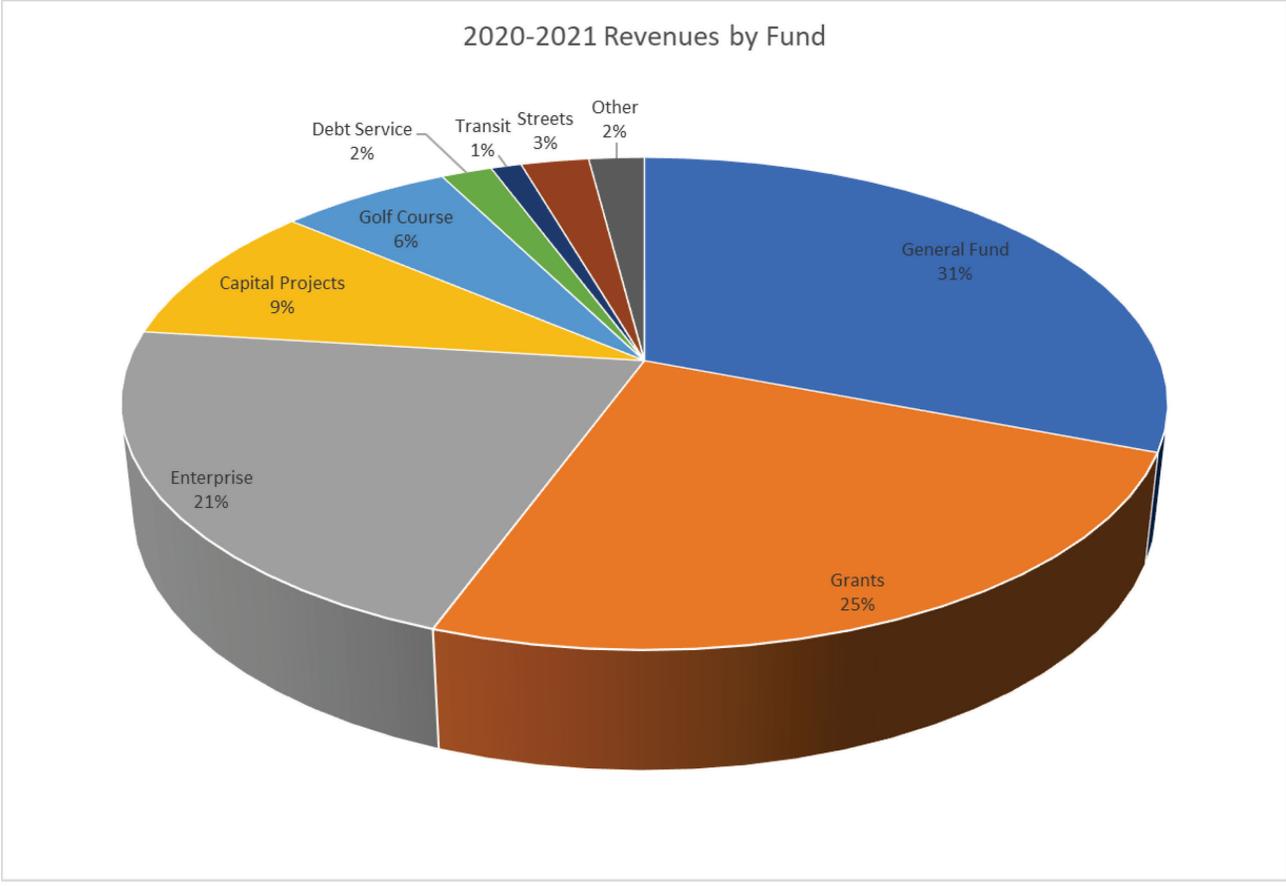
Job Families and Job Titles	Salary Grade	Recommended		
		Minimum	Midpoint	Maximum
Tourism				
Tourism Supervisor	30	35,560.93	44,451.17	53,341.40
Tourism Clerk	13	23,337.60	29,172.00	35,006.40
Library				
Library Director	40	45,521.02	56,901.27	68,281.53
Library Branch Manager	32	37,361.21	46,701.52	56,041.82
Senior Library Assistant	22	29,186.50	36,483.13	43,779.76
Library Assistant	14	23,954.74	29,943.43	35,932.11
Library Page	13	23,337.60	29,172.00	35,006.40
Parks				
Parks Director	50	58,270.72	72,838.40	87,406.08
Parks Supervisor	31	36,797.50	45,996.87	55,196.25
Parks Maintenance Worker II	19	27,102.59	33,878.24	40,653.89
Parks Maintenance Worker I	15	24,553.59	30,691.99	36,830.39
Recreation				
Recreation Coordinator	32	37,361.21	46,701.52	56,041.82
Sr.Recreation Leader	26	32,216.46	40,270.57	48,324.68
Recreation Asst.	13	23,337.60	29,172.00	35,006.40
Recreation Aids	13	23,337.60	29,172.00	35,006.40
Pool Cashier	13	23,337.60	29,172.00	35,006.40
Lead Lifeguard	14	23,954.74	29,943.43	35,932.11
Lifeguard	13	23,337.60	29,172.00	35,006.40
Police Operations				
Police Chief	60	74,591.46	93,239.32	111,887.19
Police Commander	50	58,270.72	72,838.40	87,406.08
Support Services Division Lieutenant	46	52,790.41	65,988.01	79,185.61
Police Sergeant	44	49,213.18	61,516.48	73,819.78
Police Corporal	40	45,521.02	56,901.27	68,281.53
Detective	40	45,521.02	56,901.27	68,281.53
Police Officer	38	43,327.54	54,159.42	64,991.31
Police Support				
Police Communications Supervisor	34	39,252.61	49,065.76	58,878.91
Police Communications Specialist	22	29,186.50	36,483.13	43,779.76
Police Administrative Assistant	26	32,216.46	40,270.57	48,324.68
Police Assistant	26	32,216.46	40,270.57	48,324.68
Police Records Clerk	22	29,186.50	36,483.13	43,779.76
Senior Animal Control Officer	26	32,216.46	40,270.57	48,324.68
Animal Control Officer	20	27,780.15	34,725.19	41,670.22
Fire Department				
Fire Chief	50	58,270.72	72,838.40	87,406.08
Admin Specialist	27	33,021.87	41,277.33	49,532.80

Job Families and Job Titles	Salary Grade	Recommended		
		Minimum	Midpoint	Maximum
Public Works Department				
Public Works Director	60	74,591.46	93,239.32	111,887.19
Public Works Superintendent	50	58,270.72	72,838.40	87,406.08
Streets Superintendent	40	45,521.02	56,901.27	68,281.53
Administrative Assistant, Public Works	24	30,664.09	38,330.11	45,996.13
Engineering Aide	24	30,664.09	38,330.11	45,996.13
Utilities Operations Supervisor	35	40,233.92	50,292.40	60,350.88
Utilities Operator III	31	36,797.50	45,996.87	55,196.25
Utilities Operator II	27	33,021.87	41,277.33	49,532.80
Utilities Operator I	23	29,916.18	37,395.23	44,874.27
Street Maintenance Supervisor	31	36,797.50	45,996.87	55,196.25
Street Maintenance Worker III	27	33,021.87	41,277.33	49,532.80
Street Maintenance Worker II	23	29,916.18	37,395.23	44,874.27
Street Maintenance Worker I	19	27,102.59	33,878.24	40,653.89
Maintenance Technician	27	33,021.87	41,277.33	49,532.80
Meter Reader	23	29,916.18	37,395.23	44,874.27
Transit				
Dispatcher/Admin Assistant	22	29,186.50	36,483.13	43,779.76
Transit Driver I	19	27,102.59	33,878.24	40,653.89
Transit Driver II	19	27,102.59	33,878.24	40,653.89
Golf Course				
Golf Shop Manager	16	25,167.45	31,459.31	37,751.17
Golf Shop Customer Service	13	23,337.60	29,172.00	35,006.40
Golf Course Superintendent	31	36,797.50	45,996.87	55,196.25
G.C. Mechanic/Maintenance	14	23,954.74	29,943.43	35,932.11
Foreman/Irrigation Tech.	16	25,167.45	31,459.31	37,751.17
Equipment Operator	13	23,337.60	29,172.00	35,006.40
Kitchen Manager & Chef	22	29,186.50	36,483.13	43,779.76
Cook	13	23,337.60	29,172.00	35,006.40
Dishwasher/Prep Cook	13	23,337.60	29,172.00	35,006.40
Lead Waitstaff	8	17,821.44	22,276.80	26,732.16
Waitstaff	5	16,972.80	21,216.00	25,459.20
Beverage Cart Attendent	5	16,972.80	21,216.00	25,459.20

Summary of Expenditures by Department or Fund			
	Fiscal	Fiscal	Fiscal
	2019-2020	2020-21	2020-2021
Description	Budget	Budget	COVID Budget
General Fund			
Administration	514,762	530,612	530,612
City Council	45,715	56,572	56,572
City Clerk	143,062	146,714	146,714
Community Enrichment	84,800	86,800	86,800
Miscellaneous	2,640,589	2,790,395	3,115,145
Finance	268,346	280,798	280,798
Tourism	162,647	174,861	174,861
Police	2,318,454	2,586,935	2,586,935
Fire	544,579	528,261	528,262
City Attorney	233,256	235,033	235,033
Magistrate	40,885	42,087	42,087
Library	264,563	284,465	284,465
Parks	310,100	320,439	320,439
Recreation	167,811	159,615	159,615
Building	266,485	265,687	265,688
Planning & Zoning	169,986	165,729	165,729
Public Works	158,712	174,341	174,341
Total General Fund	8,334,752	8,829,346	9,154,097
Natural Gas	1,133,398	1,108,898	1,108,898
Water	913,729	956,890	956,890
Wastewater	1,942,328	1,736,001	1,736,002
Sanitation	651,489	651,490	651,490
Golf Course	1,235,005	1,304,187	1,304,187
Total Enterprise Funds	5,875,949	5,757,466	5,757,467
Airport	348,371	392,274	392,274
Streets	497,239	514,678	514,678
Transit	225,738	291,647	291,647
Debt Service	1,097,825	388,063	388,063
Capital Projects	3,400,325	1,931,270	1,931,270
Impact Fees	-	-	-
Grants	5,388,805	5,141,237	5,141,237
Firemen's Pension	26,600	29,600	29,600
Total - Other Funds	10,984,903	8,688,770	8,688,770
TOTAL - ALL FUNDS	25,195,605	23,275,583	23,600,334
Less: Interfund Transfers	(2,976,465)	(1,847,572)	(2,172,322)
Total Net Expenditures	22,219,140	21,428,013	21,428,013

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Revenues



	2017-18 Audited	2018-19 Audited	2019-20 Budget	2019-20 Actual through March 2020	2019-20 Estimated	2020-21 Proposed Budget	2020-21 COVID-19 Potential Budget
General Fund Revenues							
Revenues							
Administration							
General Property Tax	324,370	323,778	342,404	247,795	325,284	355,422	319,880
City Sales Tax (3.5%)	4,392,625	4,416,738	4,303,547	3,778,416	4,472,849	4,357,577	4,139,698
Bed Tax	76,215	81,048	60,593	59,045	65,000	65,000	58,500
State Sales Tax	467,526	486,835	503,310	361,669	498,581	548,992	439,194
Franchise Tax	245,104	190,570	197,150	178,777	198,000	198,000	178,200
Auto Lieu Tax	251,467	254,323	260,809	181,118	251,398	279,253	237,365
Business License	18,888	16,775	20,000	5,275	20,000	20,000	19,000
State Revenue Sharing	603,196	585,760	640,214	472,612	630,150	707,759	672,371
Interest Income	4,338	10,774	20,000	10,261	13,681	18,000	14,400
Copies and Notary Fees	153	161	147	84	112	150	135
Miscellaneous	41,942	37,103	133,000	142,274	145,000	20,000	16,000
Recovery of Prior Year Expense				17,240	17,240	-	-
Sale of Fixed Assets		10,133	10,000	7,013	7,013	10,000	8,500
Property Rental	27,917	5,137	5,000	3,345	4,460	5,000	5,000
Youth Council		1,264	3,000		-	3,000	3,000
Employee Council Vending Machine	148	1,829	2,500	1,697	2,263	2,500	2,265
Total Administration	6,453,887	6,422,228	6,501,675	5,466,623	6,651,031	6,590,653	6,113,508
Building / Planning & Zoning Development							
Planning & Zoning Fees	190	8,760	75,000	4,100	5,467	75,000	-
Building Permits	66,940	68,196	80,000	49,469	65,959	80,000	64,000
Building Plan Review Fees	28,965	36,809	30,000	25,731	34,308	35,000	28,000
Public Works Review Fees	11,932	2,964	150,000	61	81	150,000	50,000
PW Recording/ Misc. Fees	-	-	-	30	40	50	50
Total Development	108,027	116,729	335,000	79,391	105,855	340,050	142,050
Police / Animal Control							
Forfeiture Rev/Check proof Veh		1,085	-		-		
Report Income	506	785	628	361	481	500	500
Fingerprint Revenue	900	830	855	848	1,131	1,200	850
Dog License / Shelter Fees	3,643	5,112	4,861	5,506	7,341	5,000	4,750
Animal medical Donations	13,170	7,220	13,000	16,649	22,199	20,000	15,000
Spay/Neuter Grants		-	5,750		-		
Shelter Fees from County	3,822	-	5,000		-	-	-
Stonegarden Grant for OT	42,326	20,976	-	20,368	27,157	28,000	28,000
Stonegarden Grant for Equipment		-	-		-		
GITEM Grant		17,028			-		
DPS Grant OT		4,781	-	5,921	7,895	8,000	8,000
Police Grant - HIDT		-	-		-		
Auto Theft Task Force GITEM GRANT	18,847	-	-		-		
GOHS Grant OT		4,544	-	11,904	15,872	16,000	16,000
GOHS Grant Equipment				1,869	2,492	2,500	2,500
RICO Seizure Revenue	717	556	1,000	1,840	2,454	2,500	2,500
Officer Safety Equipment	313	275	1,000	1,123	1,498	1,500	1,500
Other Income	12,189	24,226	8,000	1,749	2,332	2,500	2,000
Total Police Dept	96,432	87,419	40,094	68,138	90,850	87,700	81,600

Total Fire Dept	50,224	55,361	51,000	24,649	32,865	65,500	65,000
Magistrate							
Citations from Benson PD	811	-	1,000	188	251	1,000	250
Total Magistrate	811	-	1,000	188	251	1,000	250
Library							
Library Fines	8,253	8,646	8,550	5,030	6,707	7,000	7,000
Library Donations - Restricted	125	68	100	-	-	100	-
Miscellaneous	-	325	450	-	-	450	-
Total Library	8,378	9,039	9,100	5,030	6,707	7,550	7,000
Parks & Recreation							
Pool Fees	2,455	4,149	3,030	932	2,000	4,000	-
Summer Program Fees	4,725	4,145	3,535	160	2,000	2,000	-
Bingo	583	692	719	247	247	500	-
Park User Fees	5,109	5,631	5,528	3,380	3,380	5,550	4,440
Donations		-	-	-	-		
July 4 Revenue / Donations	8,045	7,270	10,100	2,315	10,100	10,100	9,090
Other Events	75	55	81	101	101	100	100
Miscellaneous	-	40	-	25	25	25	25
Vendor License Fee		235	263	400	500	500	400
Total Parks & Recreation	20,992	22,216	23,255	7,559	18,353	22,775	14,055
Tourism							
Tourism Sales	5,037	1,728	5,000	1,653	2,204	5,000	4,000
Total Tourism	5,037	1,728	5,000	1,653	2,204	5,000	4,000
Cemetery							
Plot Sales	1,650	1,230	587	1,050	1,400	1,400	1,400
Total Cemetery	1,650	1,230	587	1,050	1,400	1,400	1,400
Miscellaneous							
Capital Leases		178,674					
Transfer from CFD Fund	43,459						
Carry Forward Balance			1,368,041			1,707,718	2,725,234
Total Miscellaneous	43,459	178,674	1,368,041	-	-	1,707,718	2,725,234
Total General Fund Revenue	6,788,899	6,894,624	8,334,753	5,654,281	6,909,516	8,829,346	9,154,097

Natural Gas Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Residential Gas Revenue	635,054	853,923	763,750	980,382	763,750	763,750
Multi-User Gas Revenue	10,605	12,268	12,907	13,056	12,907	12,907
Commercial Gas Revenue	253,813	320,605	300,192	380,582	300,192	300,192
Utility Service Charges	16,590	17,835	18,249	15,507	18,249	18,249
New Gas Hookups	5,030	5,990	7,000	8,181	7,000	7,000
Recovery of Prior Year Expense				2,538	-	-
Penalty and Interest Fees	4,449	6,268	6,300	6,653	6,300	6,300
Series 2010 Bond Proceeds					-	-
Carryforward Fund Balance			25,000		-	-
Other Income	12,792	(1,242)		118	500	500
Total Revenues	938,332	1,215,647	1,133,398	1,407,016	1,108,898	1,108,898
Water Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Residential Water Revenue	428,154	420,662	461,854	478,655	461,854	438,761
Commercial Water Revenue	350,617	349,356	400,277	413,937	400,277	380,263
New Hookups	9,353	7,223	9,500	13,891	9,500	9,025
Recovery of Prior Year Expense				1,861	-	-
Impact Fee Allocation	-			-	-	-
Water Tank Rental	6,934	31,249	31,500	42,233	31,500	29,925
Water Accomodation Fees	9,460	10,255	10,098	11,027	10,098	9,593
Series 2010 Bond Proceeds				-	-	-
Contribution from General Fund	-			-	-	-
Projected Carryforward for Contingency				-	43,162	88,823
Other Income	38,369	(7,198)	500	40	500	500
Total Revenues	842,888	811,547	913,728	961,644	956,890	956,890
Wastewater Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Residential Wastewater Fees	472,549	507,141	905,683	853,055	860,399	860,399
Multi-User Wastewater Fees	4,840	4,193	7,154	7,894	6,797	6,797
Commercial Wastewater Fees	280,318	309,941	545,491	532,131	518,217	518,217
New Hook Ups	12,011	6,249	8,000	7,635	7,600	7,600
Series 2010 Bond				-	-	-
Whetstone W/W Fees				-	-	-
Rents Received - Billboards				552	-	-
Recovery of Prior Year Expense				2,611	-	-
Misc Revenue	122,854	10,724	6,000	1,895	5,700	5,700
Projected Carryforward for Contingency				-	337,289	337,289
Loans			470,000	-		
Total Revenues	892,572	838,247	1,942,328	1,405,773	1,736,001	1,736,001
Sanitation Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Residential Sanitation Fees	329,178	332,355	349,799	334,133	349,799	349,799
Commercial Sanitation Fees	287,512	288,150	301,691	298,078	301,691	301,691
Recovery of Prior Year Expense				12	-	-
Neighborhood Clean Up Program		-		-	-	-
Total Revenues	616,691	620,505	651,490	632,223	651,490	651,490

Streets Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Gasoline Tax	416,317	427,663	411,271	627,568	452,256	361,805
One Time Gasoline Tax						
Contribution from General Fund	-		85,968			
Recovery of Prior Year Expense	-			1,230		
Miscellaneous Income	15,768	7,660				
Carryforward Fund Balance					62,422	152,874
Total Revenues	432,086	435,323	497,239	628,798	514,678	514,679
San Pedro Golf Operations	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Memberships	55,786	56,479	56,000	69,802	58,000	43,500
Green and Cart Fees	320,282	305,916	321,000	328,608	300,000	225,000
Merchandise Sales	20,440	18,959	21,000	19,253	21,000	15,750
Practice Facility	13,460	576	30,000	11,175	30,000	22,500
Other Income	7,812		4,000	673	4,000	3,000
Teaching Revenue	-		-	-		
Outside Events	-	40,668	120,000	57,180	120,000	-
Recovery of Prior Year Expense				2,159		
Contribution from General Fund	-		253,005	343,511	365,187	689,937
Total Revenues	417,780	422,598	805,005	832,361	898,187	999,687
San Pedro F&B	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Food Sales	288,216	331,114	300,000	145,460	280,000	210,000
Beer Sales	64,466	63,738	65,000	53,788	65,000	48,750
Wine Sales	9,364	8,474	10,000	4,299	6,000	4,500
Liquor Sales	26,134	33,850	30,000	22,802	30,000	22,500
Special Event Revenue	30,586	3,879	25,000	8,000	25,000	18,750
Total Revenues	418,766	441,055	430,000	234,349	406,000	304,500
Transit Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Grant Reimbursement - FTA 5311 - Capital	13,999	41,183	65,800	55,280	68,000	
Grant Reimbursement - FTA 5311 - Operating	62,910	40,702	52,200	31,639	66,579	
Grant Reimbursement - FTA 5311 - Admin	43,292	57,351	68,000	50,470	69,450	
SEAGO AAA	25,000	25,000	25,000	22,443	21,618	
Fare Revenue	5,766	5,687	7,000	4,794	6,000	
Miscellaneous Income		24,767		-		
Recovery of Prior Year Expense				1,161		
Allocation from General Fund	26,526		6,238	57,896		
Grant Revenue				-	60,000	
Greyhound Revenue				-		
Carryforward Fund Balance				-		
RTAP		1,388	1,500	-		
Total Revenues	177,493	196,077	225,738	223,683	291,647	

Airport Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Contribution General Fund			41,849	76,103	85,752	
FAA, ADOT Grant	364,476	23,978		-	-	
Recovery Prior Year Expense				1,603	-	
Business Revenue	756	180	1,000	210	1,000	
Land Lease Payments	7,702	15,411	15,873	16,000	15,873	
Tie Down Revenue	495	680	1,000	-	1,000	
Flowage Revenue	2,995	2,950	288,649	1,837	288,649	
Insurance Recoveries	-			-		
Total Revenues	376,424	43,199	348,371	95,753	392,274	
Capital Projects Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Construction Sales Tax			704,780	125,000	240,000	
General Fund Transfer			25,000		971,270	
Water Fund Transfer			470,000		-	
Sewer Fund Transfer			50,000		-	
Gas Fund Transfer			900,000			
Loan/Bond/Lease Financing			695,000	359,006	420,000	
Series 2010 Bond Proceeds				67,576	50,000	
CDBG Grant			65,545			
Anticipated Grant			250,000			
Developer Donation					250,000	
Series 2010 Bond	-	107,153	3,400,325			
Total Revenues	-	107,153	6,560,650	551,582	1,931,270	
Debt Service Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Bond Proceeds Carried Forward	-		695,000			
Interest Income	7,454	16,991				
Transfer of Payments from General Fund	124,461		402,825	402,825	388,063	
Total Revenues	131,915	16,991	1,097,825	402,825	388,063	
Fireman's Pension Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Contributions From State Fund		4,595	4,600	3,851	4,600	
Contributions From Fire, Inc		13,616	2,600	1,089	2,600	
Contributions From Fire Employees		-	2,600		2,600	
Contributions From General Fund		-	1,800	15,601	9,800	
Interest Income		12,909	15,000	7,959	10,000	
Other Income (Fund balance carryforward)		3,965	-			
Recovery of Prior Year Expense				200		
Total Revenues	-	35,085.21	26,600.00	28,699.97	29,600.00	

Grants Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues:						
Historic Preservation Grant	-	8,083	15,000	1,562	4,000	
Tourism Grant						
WIFA Grant						
Fire Grants					1,265,000	
FAA 16 / ADOT					185,000	
Unclassified Airport Grants		23,978		299,456	1,000,000	
Unclassified Grants	88,468				2,000,000	
WIFA SCADA and Energy Study					60,000	
State Airport Grants					50,000	
Score Board Donations		5,250	5,250	5,250	10,000	
Union Pacific Grants					10,000	
Police K9 Statue Donation						
Police Grants				9,243		
New SCBA Equipment						
Fire Portable Radios					129,737	
PD Portable Radios						
Stonegarden Patrol Car						
Fire SAFER GRANT						
Apache Park Improvements					400,000	
CDBG Park Grant		250,000	227,518			
Transfer In			87,313	11,286	27,500	
New SCBA Equipment						
Total Revenues	88,468	287,311	335,081	326,797	5,141,237	

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General Fund Expenditures

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City Council

The Mayor and City Council are comprised of seven elected officials of the City. The Mayor is directly elected by the citizens every two years while the Vice-Mayor is selected by the Council. They serve four-year overlapping terms in the manner prescribed by State Law. The 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.

The City Council budget includes costs for the annual League of Cities booth. It also includes the Youth Council and the expenditures needed for their attendance to the youth portion of the League of Cities annual conference, as well as the Employee Council expenditures for employee promotions.

City Council	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID-19
Personnel						
Salaries and Wages	18,235	20,085	19,200	21,067	28,800	28,800
Payroll Taxes	1,525	1,494	1,469	1,656	2,203	2,203
Workman's Compensation	46	46	46	51	69	69
Total Personnel	19,805	21,624	20,715	22,773	31,072	31,072
Contracts & Services						
Professional Services		40		5	-	
Travel	5,942	10,528	13,000	6,050	13,000	10,000
Council Photos	54	-				
Employee Council	1,314	1,536	2,500	957	2,500	1,500
Total Contracts & Services	7,310	12,104	15,500	7,012	15,500	11,500
Supplies						
Operating Supplies	630	2,263	2,500	2,063	2,500	2,500
Computer Supplies	576	-				
League of Cities	2,082	2,344	4,000	4,000	4,000	4,000
Youth Council	6,378	2,173	3,000	1,488	3,500	3,500
Total Supplies & Expenses	9,666	6,781	9,500	7,551	10,000	10,000
Capital Projects						
COVID-19 Contingency	-	-	-	-	-	4,000
Total Capital Costs	-	-	-	-	-	4,000
Total Council	36,781	40,509	45,715	37,336	56,572	56,572

City Manager / City Administration

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

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

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

Economic Development: The City’s previous Economic Development Subcommittee was 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 create and pursue opportunities for collaboration and partnerships to maximize resources. 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	50%
Human Resources Coordinator	1	100%
Administrative Assistant	1	100%

Administration	2017-18 Actual	2018-19 Actual	2019-2020 Budget	2019-20 Estimated	2020-2021 Budget	2020-21 Budget COVID-19
Personnel						
Salaries and Wages	140,863	137,067	157,895	108,874	158,527	158,527
Overtime Wages				1,082	-	-
Payroll Taxes	10,301	10,075	10,151	8,065	10,200	10,200
Retirement Benefits	13,079	12,908	16,069	12,952	16,293	16,293
Employee Insurance	4,504	5,197	8,886	19,594	25,533	25,533
Total Personnel	168,748	165,247	193,002	150,567	210,552	210,552
Contracts & Services						
Professional Services	18,385	9,064	4,000	4,551	4,000	4,000
Professional Services - HR	14,207	6,324	56,500	4,199	31,500	6,500
IT Services	100,936	92,488	110,200	117,792	110,200	110,200
Intergovernmental Relations	5,305	4,602	5,700	953	5,000	2,500
Education and Training	50	1,531	2,500	138	2,000	500
Utilities	17,042	13,715	14,500	14,863	15,000	15,000
Telephone	51,725	34,683	15,000	28,757	15,000	15,000
Repairs & Maintenance	9,221	6,484	9,000	4,282	9,000	5,000
Rentals	1,515	3,273	1,000	4,122	1,500	1,500
Uniforms	192	-	500	417	500	500
Insurance	69,690	56,403	61,000	72,420	73,000	73,000
Public Notices, Advertising	1,829	443	1,000	738	1,000	1,000
Advertising - HR	1,192	641	1,500	1,178	1,500	1,500
Travel	1,090	-	1,200	549	1,200	600
Dues & Licenses	9,980	7,757	10,000	20,986	20,000	11,000
Total Contracts & Services	302,359	237,408	293,600	275,944	290,400	247,800
Supplies						
Office Supplies	2,634	13	-	46	-	-
Postage & Shipping	4,153	5,562	4,000	3,444	4,000	4,000
Computer Supplies	5,006	1,201	2,000	1,076	2,000	1,500
IT Supplies	1,806	5,055	1,000	1,296	1,000	1,000
Operating Supplies	2,213	5,957	3,000	5,637	4,500	4,500
Vehicle Fuel & Oil	767	1,344	1,200	842	1,200	1,200
Vehicle Repairs & Maint	5,807	2,939	5,000	4,262	5,000	4,500
Total Supplies	22,385	22,070	16,200	16,603	17,700	16,700
Capital Projects						
CIP CM 16-01 City Mgr Vehicle	-	-	-	-	-	-
Property Payment		11,760	11,960	11,460	11,960	11,960
COVID-19 Contingency		7,978				43,600
Total Capital Projects	-	19,738	11,960	11,460	11,960	55,560
Total Administration	493,492	444,462	514,762	454,575	530,612	530,612

Miscellaneous	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 COVID Budget
Contribution to Fire Pension	23,800		1,800	15,601	9,800	9,800
Contribution to Airport			41,849	76,103	85,752	85,752
Contribution to Transit	26,526	21,366	6,238	57,896	-	-
Contribution to Golf Course			253,005	343,511	365,187	689,937
Contribution to Debt Service	124,461		402,825	402,825	388,063	388,063
Contribution to CIP Fund	175,546		944,780	-	971,270	971,270
Land Purchases	10,000					
Interest Expense	2,160					
Contribution to Grant Fund	50,661	87,313		11,286	27,500	27,500
Contribution to Streets Fund	0		85,968	-	-	-
Contribution to Water Fund	-		-	-	-	-
Operating Contingency			50,000		50,000	50,000
Contingency Reserve Set Aside	25,237		854,124		892,823	892,823
Total Miscellaneous	438,391	108,679	2,640,589	907,222	2,790,395	3,115,145

Community Enrichment	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID-19
Contracts & Services						
City Promotion	2,502	4,132	2,500	164	2,500	
Clean & Beautiful	3,000	-	5,000	5,000	5,000	
San Pedro Valley Alliance	3,700	3,000	3,500	3,500	3,500	
Historical Commission	84	-	2,900		2,900	
Food Pantry	1,560	1,560	2,200	1,755	2,200	
Food Bank	9,067	7,081	6,000	9,354	8,500	
Economic Development		11,015	20,000	20,000	20,000	
Fire Works/ Advertising	22,077	21,681	30,000	25,000	30,000	
Butterfield Rodeo	4,650	5,000	5,000	5,000	5,000	
Shop with a Cop	-	-	500	-		
Butterfield Stage Days	1,528	418	2,500	2,500	2,500	
Christmas Tree Lighting	3,425	1,941	3,000	1,937	3,000	
Christmas Light Parade	1,673	2,016	1,700	1,125	1,700	
COVID 19 Contingency						86,800
Total Contracts & Services	53,265	57,843	84,800	75,335	86,800	86,800
Total Community Enrichment	53,265	57,843	84,800	75,335	86,800	86,800

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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, serving as the Deputy Secretary to the Benson Municipal Property Corporation, the Firefighters' Pension & Relief Fund and various committees established by the Council, in addition to providing support for the newly-formed Benson Youth Council. The Clerk's Office also 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.

Position	Number	Percentage
City Clerk	1	50%
Deputy City Clerk	1	100%

City Clerk	2017-18			2019-20		2020-21 Budget	
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID-19	
Personnel							
Salaries and Wages	91,407	100,596	95,449	100,656	96,206	96,206	
Overtime Wages		20	-	1,087	200	200	
Payroll Taxes	6,814	7,457	7,302	7,325	7,375	7,375	
Retirement Benefits	10,432	11,921	11,559	12,319	11,781	11,781	
Employee Insurance	13,266	15,274	14,942	14,095	14,342	14,342	
Total Personnel	121,919	135,268	129,252	135,481	129,904	129,904	
Contracts & Services							
Professional Services		2,536	4,000	200	4,000	2,500	
Education and Training	2,907	3,565	3,000	1,873	3,000	2,000	
Telephone	283	-	1,560	-	1,560	1,560	
Public Notices & Advertising	2,583	509	1,500	1,500	1,500	1,500	
Travel	113	45	250	279	250	250	
Dues & Licenses	1,109	626	1,000	1,000	1,000	1,000	
Total Contracts & Services	6,996	7,280	11,310	4,852	11,310	8,810	
Supplies							
Election Supplies & Postage	-	2,307			3,000	3,000	
Office Supplies	1,726						
Computer Supplies	2,692		1,500	-	1,500	1,000	
Operating Supplies	355		1,000	600	1,000	1,000	
COVID-19 Contingency						3,000	
Total Supplies	4,772	2,307	2,500	600	5,500	8,000	
Total City Clerk	133,687	144,855	143,062	140,933	146,714	146,714	

Tourism Division

The Tourism Division manages the Benson Visitor Center 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 calendar of events.

Fiscal Year 2019-2020 Accomplishments:

- 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.
- Continues to update and produce fifty thousand 8½” X 11” full color maps of Benson locating all motels, restaurants, and RV parks, as well as library, schools, hospital, post office and other important information. We have a contract for distribution through Pima, Pinal and Cochise Counties.
- Advertising our G-Scale model railroad with a working AAR control stand to run the train. We are now advertising Benson as a place to come watch the trains come through town and to operate our G scale train. In addition, we have added a second track to the display.

Fiscal Year 2020-2021 Goals:

- We have installed three of the eight Map Signs and will be installing the five more at key locations around Benson as we get permission from property owners.
- Continue to add railroad and historical items to 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	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Personnel						
Salaries and Wages	79,531	73,707	79,040	77,294	81,910	81,910
Overtime Wages		0	0	0	0	0
Payroll Taxes	5,896	5,526	6,047	5,850	6,266	6,266
Retirement Benefits	8,587	8,619	9,572	9,359	10,009	10,009
Employee Insurance	13,710	13,088	13,877	14,554	14,075	14,075
Total Personnel	107,724	100,939	108,536	107,058	112,261	112,261
Contracts & Services						
Education and Training	40	904	1,300	-	1,300	650
Utilities	5,118	4,738	3,500	5,092	5,000	5,000
Telephone	5,212	4,143	2,500	4,264	2,500	4,000
Repairs & Maintenance	3,247	2,201	5,000	3,539	5,000	3,500
Rentals	23	-		-	-	-
Public Notices, Advertising	22,072	17,684	25,000	26,291	27,000	20,000
County Tourism Council	7,508	10,011	10,011	10,011	15,000	15,000
Travel	209	205	300	334	300	150
Total Contracts & Services	43,430	39,887	47,611	49,530	56,100	48,300
Supplies						
Office Supplies	796					
Computer Supplies						
Souviner Inventory	2,996	165	3,500	3,169	3,500	3,000
Operating Supplies	2,163	1,900	3,000	2,400	3,000	2,500
COVID 19 Contingency						8,800
Total Supplies	5,956	2,064	6,500	5,569	6,500	14,300
Total Tourism	157,110	142,891	162,647	162,157	174,861	174,861

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.

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

Finance	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Personnel						
Salaries and Wages	74,836	126,641	121,314	125,790	121,548	121,548
Overtime Wages	18	0		-	-	-
Payroll Taxes	4,289	8,718	9,281	8,922	9,298	9,298
Retirement Benefits	6,808	14,240	14,691	14,886	14,853	14,853
Employee Insurance	7,630	18,630	19,576	22,486	20,070	20,070
Total Personnel	93,582	168,228	164,861	172,083	165,770	165,770
Contracts & Services						
Professional Services	45,832	72,149	56,800	69,151	70,000	70,000
Education and Training	3,622	8,167	3,000	2,700	3,000	1,500
Bank Charges	11,355	12,020	12,000	15,444	12,000	13,000
Telephone	843	608	4,680	1,781	3,500	3,500
Repairs & Maintenance	2,403	2,562	1,500	2,183	1,500	1,500
Public Notices, Advertising	961	1,685	3,500	3,500	3,500	3,000
Travel	1,332	29	250	250	250	100
Dues & Licenses	10,338	11,863	13,255	13,255	13,253	13,253
Total Contracts & Services	76,686	109,083	94,985	108,263	107,003	105,853
Office Supplies	2,024	-				
Printing, Postage, and Shipping				9	25	25
Computer Supplies	4,749	3,889	5,000	3,000	3,500	3,000
Operating Supplies	1,698	4,554	3,500	4,800	4,500	4,000
State Check Expense						
Total Supplies	8,472	8,443	8,500	7,809	8,025	7,025
Capital Projects						
Capital Outlay	-	-				
COVID 19 Contingency						2,150
Total Capital Projects	-	-	-	-	-	2,150
Total Finance Dept.	178,739	285,754	268,346	288,155	280,798	280,798

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”

Grant Funding:

- \$ 35,000.00 Stone Garden-overtime money and mileage
- \$5,000.00 HIDTA grant for Overtime
- \$10,500.00 Stone Garden Equipment Grant
- \$6, 000.00 Overtime Money from Governor’s Office of Highway Safety

Grant Applications Pending:

- \$120,000.00 Stone Garden Funding for Overtime and Mileage
- \$ 60,000.00 GOHS Grant for overtime and equipment

2020-2021 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.
- Promote two Lieutenants and one Sergeant

Position	Number	Percentage
Police Chief	1	100%
Police Sergeant	2	100%
Patrol Corporal	1	100%
Police Officer/Detective	2	100%
Police Officer	9	100%
Police Assistant	1	100%
Records Clerk	1	100%
Police Communications Specialist	5	100%
Senior Animal Control Officer	1	100%
Animal Control Officer	1	63%

Police	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Personnel						
Salaries and Wages	1,038,390	1,167,910	1,182,585	1,192,319	1,196,438	1,196,438
Overtime Wages	101,480	97,357	100,000	119,930	139,000	139,000
StoneGarden OT	7,238	40,892		18,762		-
GITTEM OT	792			-		-
GOHS OT	5,626	4,838		13,000		-
DPS OT Grant		3,974		6,000		-
100 Club Stipend Expense				10,000		-
GOHS Grant Equipment				2,500		-
Payroll Taxes	85,157	93,511	101,101	98,318	102,161	102,161
Retirement Benefits	306,719	335,987	388,899	352,303	430,544	430,544
Employee Insurance	234,278	204,781	232,810	217,253	232,334	232,334
Total Personnel	1,779,679	1,949,250	2,005,395	2,030,383	2,100,476	2,100,476
Contracts & Services						
Professional Services	28,783	31,872	35,000	35,000	38,000	35,000
Holding Cell Supplies & Meals	247	168	200	300	300	300
IT Services						
Education and Training	5,099	6,086	10,000	10,000	15,000	10,000
Utilities	16,810	16,577	17,000	21,436	20,000	17,000
Telecommunications	29,306	34,048	36,000	36,667	36,500	36,500
Bldg & Equip Repairs & Maint	11,624	5,623	10,000	7,610	15,000	10,000
Rentals	2,447	2,632	5,000	5,000	5,000	5,000
Uniforms	20,921	21,090	27,600	26,639	30,000	27,600
Public Notices, Advertising	40	-				
Travel	635	2,331	2,000	2,000	2,000	1,000
Dues & Licenses	2,112	1,445	2,500	2,152	3,000	3,000
Animal Control Medical	319	768	2,500	663	5,000	3,500
Animal Med. From Donations	12,069	10,764	12,000	10,000	12,000	10,000
Spay & Neuter from Grants	180	-				
Alice Training Supplies		500	750	750	750	500
Grant Matches		-				
Total Contracts & Services	130,593	133,904	160,550	158,218	182,550	159,400
Supplies						
Office Supplies	3,360	-				
Computer Supplies	10,925	6,093	8,000	1,141	10,000	8,000
Operating Supplies	17,250	17,539	18,000	14,766	30,000	20,000
Vehicle Fuel & Oil	39,588	42,311	40,000	31,447	40,000	35,000
Vehicle Repairs & Maint	34,477	26,545	20,000	20,522	22,000	22,000
Total Supplies	105,600	92,488	86,000	67,876	102,000	85,000
Capital Projects						
Dispatch Upgrades						
Rifle Optics	-	6,782				
Unmarked PD Vehicle		76,484	10,698	21,397	21,396	21,396
PD Auto Equipment		46,801			10,500	
Patrol Vehicle Replacement		102,189	14,294	28,588	28,588	28,588
Replace Portable Comm	14,621	9,389			21,750	
NIBRS Module Spillman			10,000		10,000	10,000
AC/Evidence Vehicles					50,000	
Body Cameras			15,662		11,475	11,475
Capital Projects	55,897	44,838				
Interest Payments	1,505	5,148				
Replace Long Guns	9,013				8,300	
Security Upgrade						
MLO Training System					19,900	
File Storage for Police Records			15,855			
PD 18-03 Animal Shelter Improv	1,728				20,000	
Police Ballistic Shield						
COVID 19 Contingency						170,600
Total Capital Projects	82,764	291,631	66,509	49,985	201,909	242,059
Total Police Dept.	2,098,636	2,467,273	2,318,454	2,306,462	2,586,935	2,586,935

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.

2019- 2020 Accomplishments:

- The Department continues to respond to EMS calls and maintain a working relationship with the local ambulance service, train and work with the area Fire Departments for Mutual Aid Interoperability, and work on the Commercial Fire Inspection Program alongside the City's Building Department.
- Have Hired Reserve Firefighters to help with response during the day and night time hours.
- Participated in applying for a regional grant for communications equipment.

2020 - 2021 Continued Progress and Direction:

- The Department will continue to look for funding opportunities for equipment, including grants.
- The Department will continue to encourage the members to further their education and become certified as EMTs, hold certificates in Firefighter I and II and Wild-land training as well.
- Will continue the current aggressive maintenance program for the equipment to prevent loss or out of service for the firefighting equipment.
- Continue the Turnout replacement program for 8 sets per year
- Look to funding for replacement of current Self Contained Breathing Apparatus (SCBA) as our current SCBAs are not compliant to the new National Fire Protection Association (NFPA) standards which limits the amount of time a Firefighter can work in a hazardous environment.
- Continue to purchase rescue equipment to increase the service the department can safely deliver to our community.

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

Fire	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2021-22 Projected
Personnel						
Salaries and Wages	150,198	153,576	156,256	168,771	157,812	157,812
Overtime Wages	2,984	1,581	3,000	3,000	3,000	3,000
Payroll Taxes	7,126	7,362	7,533	8,097	7,605	7,605
Retirement Benefits	23,896	32,900	33,326	35,049	29,825	29,825
Employee Insurance	21,994	13,810	15,665	14,641	14,884	14,884
Total Personnel	206,198	209,229	215,779	229,558	213,127	213,127
Contracts & Services						
Professional Services	79,941	81,559	79,200	81,682	79,200	79,200
Fire Marshall Fees				-		
Firefighter Healthcare	50	-	5,000	-	2,500	2,500
Education and Training	6,695	7,550	6,000	1,745	6,000	3,500
Utilities	10,773	9,292	10,000	11,111	12,000	12,000
Telephone	11,376	11,221	11,000	11,975	12,000	12,000
Equipment Repairs & Maint	24,545	11,703	10,000	12,448	12,000	10,000
Turnout Maint	3,255	3,305	5,000	3,479	5,000	5,000
Station Repairs & Maint	12,086	8,441	8,000	6,000	8,000	5,000
Turnout Replacements	19,597	17,539	32,000	3,280	20,000	15,000
Wildland Reimbursement		13,990	12,000	5,353	12,000	12,000
Rentals	2,440	2,400	2,000	2,400	2,400	2,400
Records Management		2,385	2,500	-	2,500	2,500
Uniforms	870	802	800	800	800	800
Insurance		1,815	3,200	3,272	3,200	3,200
Community Sponsorships	60			-		
Travel	177		300	-	300	200
Dues	175	385	300	300	300	300
Community Service Projects	5,150	5,020	5,000	4,274	5,500	3,500
Grant Matches		-	50,000	-	50,000	50,000
Total Contracts & Services	177,189	177,406	242,300	148,118	233,700	219,100
Supplies						
Office Supplies	1,580	127				
Postage						
Computer Supplies						
Operating Supplies	14,071	20,754	12,000	11,307	14,000	12,000
EMS Supplies	6,888	7,529	7,500	1,510	7,500	5,000
Vehicle Fuel & Oil	5,850	7,832	8,000	6,371	8,000	8,000
Vehicle Repairs & Maint	29,749	44,446	34,000	31,646	40,000	34,000
Total Supplies	58,137	80,688	61,500	50,834	69,500	59,000
Capital Projects						
SCBA Bottle Replacement	(100)					
Command Vehicle	-				11,935	11,935
Fire Equipment						
Brush Truck Replacement			25,000			
Communications Equipment						
Extrication Equipment						
COVID 19 Contingency						25,100
Total Capital Projects	(100)	-	25,000	-	11,935	37,035
Total Fire Dept.	441,423	467,323	544,579	428,510	528,261	528,262

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 (Contract Benefits)	1	100%
Legal Assistant	1	100%
Contracted City Attorney	NA	

City Attorney	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Personnel						
Salaries & Wages	98,573	101,345	102,494	107,823	103,885	103,885
Payroll Taxes	7,326	7,482	7,841	8,046	7,947	7,947
Retirement Benefits	11,312	11,852	12,412	13,057	12,695	12,695
Employee Insurance	7,631	6,770	7,158	7,516	7,257	7,257
Total Personnel	124,843	127,450	129,906	136,443	131,783	131,783
Contracts & Services						
Professional Services	78,550	62,859	80,000	58,812	80,000	65,000
Outside Legal Fees	-	-	19,900	-	19,900	10,000
Education & Training	-	297	3,000	-	3,000	1,500
Travel	137	128	100	124	100	50
Total Contracts & Services	78,687	63,284	103,000	58,936	103,000	76,550
Supplies						
Office Supplies	482	403	200	400	250	250
Operating Supplies	-	27	150	75	-	-
COVID 19 Contingency	-	-	-	-	-	26,450
Total Supplies	482	430	350	475	250	26,700
Total City Attorney	204,012	191,164	233,256	195,854	235,033	235,033

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 are conducted every three years. Other services provided are Interpreting, Alternative Dispute Resolution, Court Security, Judicial Fine Enforcement and collection reporting.

Position	Number	Percentage
Magistrate (Contract – Payroll Taxes)	1	100%

Magistrate	2017-18			2019-20		2020-21 Budget	
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID 19	
Personnel							
Salaries & Wages	33,992	37,774	35,700	40,460	36,814	36,814	
Payroll Taxes	2,709	2,757	2,731	3,127	2,816	2,816	
Employee Insurance	80	80	104	89	107	107	
Total Personnel	36,781	40,612	38,535	43,676	39,737	39,737	
Contracts & Services							
Professional Services	-		-	-			
Education & Training	1,458		2,000	1,000	2,000	1,000	
Fines to County			200	-	200	100	
Dues & Licenses	50	50	50	50	50	50	
State Fees Paid	-		100	100	100	100	
COVID 19 Contingency						1,100	
Total Contracts & Services	1,508	50	2,350	1,150	2,350	2,350	
Total Magistrate	38,289	40,662	40,885	44,826	42,087	42,087	

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. The support from the City shows that the health, welfare, and literacy of all its residents and visitors are a primary concern.

Fiscal Year 2019-2020 Usage:

- Circulation – 70,499
- Patron visits – 50,703
- Reference questions – 10,597
- Volunteer hours – 925.25
- Public computer users – 7,722

Fiscal Year 2019-2020 Accomplishments:

- Successful Summer Reading Program
- Reading in the park during June that was well attended
- Preschool, Pre-Kindergarten and Story-time has been successful
- The adult speaker series was continued and well received
- An adult coloring club has continued and has been well attended
- Word Crafters has started meeting in the library

Fiscal Year 2020-2021 Goals & Objectives:

- Replace lights throughout the building with LED lights
- Replace public and staff computers on a rotating basis

Description	Number	Percentage
Library Branch Manager	1	100%
Library Assistant	3	100%
Library Page	1	63%

Library	2017-18	2018-19 Actual	2019-20 Budget	2019-20	2020-21 Budget	2020-21 Budget
	Actual			Estimated		COVID 19
Personnel						
Salaries and Wages	130,651	139,367	140,254	148,314	145,690	145,690
Overtime Wages		105		123	-	-
Payroll Taxes	9,832	10,095	10,729	10,721	11,145	11,145
Retirement Benefits	14,781	16,342	16,985	17,750	17,803	17,803
Employee Insurance	28,710	27,860	31,245	25,511	30,976	30,976
Total Personnel	183,973	193,769	199,213	202,419	205,615	205,615
Contracts & Services						
Professional Services	90	50				
IT Services						
Education & Training			3,000	500	3,000	1,500
Utilities	15,757	14,316	15,500	18,000	18,000	18,000
Telephone	1,317	302				
Repairs & Maintenance	11,895	6,739	10,500	6,000	8,000	6,000
Rentals	45	-				
Public Notices, Advertising	79	307	400	200	400	200
Travel	215	640	3,000	500	3,000	500
Dues & Licenses	285	285	450	450	450	450
Total Contracts & Services	29,682	22,639	32,850	25,650	32,850	26,650
Supplies						
Office Supplies	35					
Computer Supplies	5,529	14,256	7,000	7,000	7,000	3,500
Operating Supplies	4,197	5,002	5,500	4,000	5,000	2,500
Books	17,621	16,208	20,000	20,000	23,000	15,000
Total Supplies	27,382	35,466	32,500	31,000	35,000	21,000
Capital Projects						
Library Carpet						
West Lot Paving						
LED Light Upgrades					11,000	
COVID 19 Contingency						31,200
Total Capital Projects	-	-	-	-	11,000	31,200
Total Library	241,038	251,874	264,563	259,069	284,465	284,465

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, Ramada's, 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	1	100%
Parks Maintenance Worker I	2	100%

Parks	2017-18			2019-20		2020-21 Budget
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID 19
Personnel						
Salaries and Wages	98,760	114,829	121,419	100,626	122,014	122,014
Overtime Wages	2,636	3,123	5,000	3,871	5,000	5,000
Payroll Taxes	7,588	8,835	9,671	7,772	9,717	9,717
Retirement Benefits	11,369	13,174	15,309	12,655	15,521	15,521
Employee Insurance	28,944	29,355	34,800	27,519	34,537	34,537
Total Personnel	149,296	169,315	186,200	152,443	186,789	186,789
Contracts & Services						
Professional Services	2,019	2,899	3,000	2,155	2,500	1,250
Contract Labor DOC	2,218	1,747	3,400	1,924	3,400	1,700
Education and Training	304	80	750	750	750	200
Utilities	29,662	21,459	26,000	31,655	28,000	28,000
Telephone	2,816	6,006	3,000	2,091	2,500	2,500
Repairs & Maintenance	28,795	34,039	30,000	40,255	30,000	15,000
Rentals		1,344		-		
Uniforms	1,244	1,281	1,750	846	1,500	1,500
Dues & Licenses	115	55	250	250	250	250
Total Contracts & Services	67,172	68,909	68,150	79,926	68,900	50,400
Office Supplies	64	16	250	-	250	200
Computer Supplies		(5,088)	1,500	-	1,500	750
Operating Supplies	35,412	59,260	30,000	23,354	28,000	28,000
Vehicle Fuel & Oil	6,722	7,876	10,000	6,952	10,000	8,000
Equipment Repairs and Service	917	-	5,000	-	5,000	5,000
CIP PR 17-2 Union Street Park Car	11,623	-		-	-	
Vehicle Repairs & Maint		9,275	9,000	10,508	10,000	8,000
Capital Outlay		105		-	-	
Total Supplies	54,738	71,444	55,750	40,814	54,750	49,950
Capital Outlay						
CIP PR 12-3 ATV Gator	-					
CIP PR 18-2 Mower		11,222				
CIP PR 18-2 Small ramadas		2,579			10,000	
CIP PR 18-3 Score board						
Heavy Equipment Replacement						
Capital Outlay		5,094				
COVID 19 Contingency						33,300
Total Capital Outlay	-	18,896	-	-	10,000	33,300
Total Parks Dept.	271,206	328,564	310,100	273,183	320,439	320,439

Recreation Department

Parks and Recreation has the potential to contribute to the Economic Development of Benson. The goal over the next three fiscal years is to create, implement, and/or update Park Master Plans to allow for grant applications to develop new facilities, and continue making 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 expanding the City's 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 current and future residents.

Fiscal Year 2020-2021 Goals & Objectives:

- Maintain rental schedules & collect fees for all Park and Community facilities
- Update Chapter 8 to include a special event permit
- Continue active programs such as bingo, summer recreation program, Fourth of July, and the Christmas Tree lighting/Light Parade
- Negotiate intergovernmental agreement with surrounding school districts

Position	Number	Percentage
Senior Recreation Leader	1	100%
Recreation Assistant	1	50%
Lifeguards (5 FTE)	10	50%
Head Lifeguard	1	100%
Pool Cashier	1	100%
Recreation Aids	5	100%

Recreation	2017-18			2019-20		2020-21 Budget
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID 19
Personnel						
Salaries and Wages	70,130	75,840	88,591	68,589	75,407	75,407
Summer Programs Instructors		114	16,065	8,000	15,750	15,750
Overtime	1,684	2,477		1,380		-
Payroll Taxes	5,900	6,060	8,006	5,486	6,973	6,973
Retirement Benefits	3,686	3,948	5,232	4,215	5,365	5,365
Employee Insurance	1,552	1,373	4,017	959	3,520	3,520
Total Personnel	82,952	89,812	121,911	88,629	107,015	107,015
Contracts & Services						
Professional Services	330	150	700	120	400	200
Summer Programs	1,954	2,864	2,500	2,500	2,800	1,400
Summer Program Events	1,872	1,867	2,500	2,500	2,800	1,400
IT Services				-		
Education and Training	900	893	1,200	1,000	1,200	600
Utilities - Pool	9,226	6,816	8,500	7,266	9,000	9,000
Utilities - Comm. Center	8,784	8,627	9,500	12,101	12,000	12,000
Telephone - Pool	375	533	500	357	500	400
Telephone - Comm. Center	2,649	1,442	1,800	1,600	1,800	1,800
Repairs & Maintenance Pool	5,258	10,324	5,250	1,545	7,000	5,000
Repairs - Comm. Center	3,057	10,160	3,500	2,500	5,000	3,000
Uniforms	719	682	750	-	750	250
Fees & Licenses				200	200	200
Dues & Licenses	135	1,455	1,600	1,100	1,200	1,200
Total Contracts & Services	35,257	45,813	38,300	32,789	44,650	36,450
Supplies						
Office Supplies	614	501	500	550	500	250
Postage	13		-			
Bingo Qualified/Unqualified	458	74	550	100	550	225
Computer Supplies	1,616	2,099	1,500	600	1,500	750
Pool Supplies	2,624	2,065	2,000	2,000	2,200	1,100
Operating Supplies	1,310	1,473	1,350	1,484	1,500	750
Vehicle Fuel & Oil	293	336	500	174	500	250
Vehicle Repairs & Maint	1,028	460	1,200	454	1,200	600
Total Supplies	7,956	7,008	7,600	5,361	7,950	3,925
Capital Outlay						
COVID 19 Contingency	-					12,225
Total Capital Outlay	-	-	-	-	-	12,225
Total Recreation	126,165	142,634	167,811	126,779	159,615	159,615

Building Department

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

Some of the major functions of the Building Division are:

- 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.

Fiscal Year 2020-2021 Goals & Objectives:

- Cross train personnel for most effective office operations.
- Continue to work to remove blight from the City

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

Building	2017-18			2019-20		2020-21 Budget
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID 19
Personnel						
Salaries and Wages	45,672	20,709	95,646	35,532	93,265	93,265
Overtime Wages	33	-		153	100	100
Payroll Taxes	3,427	1,534	7,317	2,856	7,142	7,142
Retirement Benefits	4,914	2,265	11,583	4,828	11,409	11,409
Employee Insurance	9,970	3,950	19,774	10,868	20,121	20,121
Total Personnel	64,016	28,457	134,320	54,236	132,037	132,037
Contracts & Services						
Professional Services	91,487	135,652	120,000	157,567	120,000	120,000
Education and Training		1,880	3,500	2,617	3,500	1,750
Telephone		560	720	1,148	1,150	1,150
Repairs & Maintenance	380	103	350	1,127	400	400
Uniforms	328	40	750	282	550	350
Public Notices, Advertising	80	260	250	-	250	
Dues & Licenses		230	245	25	200	200
Total Contracts & Services	92,276	138,726	125,815	162,765	126,050	123,850
Supplies						
Office Supplies	145	47	500	150	500	250
Postage & Shipping		35	300	31	300	150
Computer Supplies		321	2,800	-	2,800	1,400
Operating Supplies	329	298	1,000	74	1,000	500
Vehicle Fuel & Oil	697	1,292	1,000	1,344	1,000	1,000
Vehicle Repairs & Maint	525	4,505	750	2,054	2,000	2,000
Total Supplies	1,696	6,498	6,350	3,654	7,600	5,300
Capital Projects						
COVID 19 Contingency						4,500
Permit Tracking Database	-	13,750	-	-		
Total Capital Projects	-	13,750	-	-	-	4,500
Total Building Dept.	157,988	187,431	266,485	220,655	265,687	265,688

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 Commission, the Historical Preservation Commission and the Board of Adjustments.

Fiscal Year 2020-2021 Goals & Objectives:

- Continue updates to the Zoning Regulations with community involvement.
- Seek volunteers to fill vacant board positions as well encouraging engagement in other community activities.
- Coordinate with Vigneto and other potential developers.
- Encourage the theme of healthy lifestyles within the community.

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

Planning & Zoning	2017-18 Budget	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Personnel						
Salaries and Wages	70,419	44,817	76,770	51,258	76,984	76,984
Overtime Wages	-	412		35		-
Payroll Taxes	5,387	3,249	5,873	3,716	5,889	5,889
Retirement Benefits	8,098	5,285	9,297	6,212	9,407	9,407
Employee Insurance	17,899	8,089	15,596	9,100	14,948	14,948
Total Personnel	101,803	61,852	107,536	70,319	107,229	107,229
Contracts & Services						
Professional Services	30,000	1,009	30,000	-	30,000	15,000
Education and Training	1,000	33	1,100	1,110	1,200	600
Repairs & Maintenance		699	500	50	450	225
Public Notices, Advertising	2,500	959	3,500	1,000	2,500	1,250
Dues & Licenses	250	-	350	350	350	350
Total Contracts & Services	33,750	2,700	35,450	2,510	34,500	17,425
Supplies						
Supplies & Expenses			8500		0	0
Travel		67.85				
Office Supplies	-	157				
Computer Supplies	5,500		17,500	12,375	7,000	4,500
Operating Supplies	1,250	94		8,500	3,000	2,800
Total Supplies	6,750	319	26,000	20,875	10,000	7,300
Capital Projects						
Permitting Software	-		1,000		14,000	14,000
COVID 19 Contingency						19,775
Total Capital Projects	-	-	1,000	-	14,000	33,775
Total Planning & Zoning	142,303	64,871	169,986	93,704	165,729	165,729

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%

Public Works	2017-18 Budget	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Personnel						
Salaries and Wages	53,295	33,227	26,313	27,683	41,890	41,890
Overtime Wages		11		-		-
Payroll Taxes	4,077	2,204	2,013	2,030	3,205	3,205
Retirement Benefits	6,129	3,116	3,187	3,352	5,119	5,119
Employee Insurance	10,043	3,293	2,849	2,717	2,777	2,777
Total Personnel	73,544	41,851	34,362	35,783	52,991	52,991
Contracts & Services						
Professional Services	100,000	6,435	100,000	1,969	100,000	50,000
Education and Training	1,000	127	1,000	281	1,000	500
Utilities	6,600	267	3,500	177	3,000	2,000
Telephone	4,400	1,306	4,400	1,888	2,800	2,500
Repairs & Maintenance	2,400	750	3,000	31	3,000	1,500
Rentals	1,000	-	1,000	-	1,000	500
Uniforms	250	283	350	-	350	150
Public Notices, Advertising	250	48	250	60	250	200
Fees & Licenses				5	-	
Travel	250	-	250	-	250	100
Dues & Licenses	300	53	300	300	300	300
Total Contracts & Services	116,450	9,270	114,050	4,712	111,950	57,750
Supplies						
Office Supplies	-	33	-	50	-	
Postage & Shipping	100	-	100	100	100	50
Computer Supplies	2,400	-	2,400	2,400	2,000	1,500
Operating Supplies	2,500	742	2,500	2,500	2,000	2,000
Cemetery	1,000	-	1,000	1,000	1,000	1,000
Vehicle Fuel & Oil	1,000	1,495	1,800	1,472	1,800	1,500
Equipment Repairs	-		-	-	-	-
Vehicle Repairs & Maint	1,000	1,673	2,500	1,918	2,500	2,000
Total Supplies	8,000	3,943	10,300	9,439	9,400	8,050
Capital Projects						
Quiet Rail Crossing						
COVID 19 Contingency						55,550
Total Capital Projects	-	-	-	-	-	55,550
Total Public Works	197,994	55,063	158,712	49,934	174,341	174,341

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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 and the Public Works Director.

Position	Number	Percentage
Golf Operations		
Golf Shop Manager	1	100%
Customer Service (.5 FTE)	1	50%
Golf Shop (2.02 FTE)	5	100%
Outside Operations (1.35 FTE)	3	100%
Maintenance		
Superintendent	1	100%
Mechanic/Maintenance	1	100%
Equipment Operator	3	100%
Food and Beverage		
Chef/Kitchen Manager	1	100%
Cook	2	100%
Dishwasher/Prep Cook (1.23 FTE)	2	100%
Wait Staff	2	100%
Wait Staff	3	48%
Wait Staff	1	45%
Beverage Cart Attendant	1	48%

San Pedro Golf Operations	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Memberships	55,786	56,479	56,000	69,802	58,000	43,500
Green and Cart Fees	320,282	305,916	321,000	328,608	300,000	225,000
Merchandise Sales	20,440	18,959	21,000	19,253	21,000	15,750
Practice Facility	13,460	576	30,000	11,175	30,000	22,500
Other Income	7,812		4,000	673	4,000	3,000
Teaching Revenue	-		-	-		
Outside Events	-	40,668	120,000	57,180	120,000	-
Recovery of Prior Year Expense				2,159		
Contribution from General Fund	-		253,005	343,511	365,187	689,937
Total Revenues	417,780	422,598	805,005	832,361	898,187	999,687
Expenditures						
Personnel						
Salaries and Wages	151,828	143,132	129,872	121,320	149,514	149,514
Overtime Wages	3,748	1,029	10,000	306	10,000	-
Payroll Taxes	11,692	11,263	10,700	9,885	12,203	12,203
Retirement Benefits	12,880	2,605	9,443	6,844	11,415	11,415
Employee Insurance	26,428	14,751	4,386	2,515	4,779	4,779
Total Personnel	206,576	172,780	164,402	140,870	187,911	177,911
Contracts & Services						
Professional Services	1,263	1,818	5,000	5,913	5,000	2,500
Pro Shop Inventory	11,266	23,555	20,000	13,903	20,000	10,000
Education and Training			-	-		
Bank Charges	8,334	7,593	7,000	13,258	7,000	7,000
Cash Short	(22)	(13)	-	36	-	-
Utilities	45,000	29,342	30,000	27,778	30,000	30,000
Telephone	7,334	2,892	3,000	3,439	3,500	3,500
Repairs & Maint - Building	10,934	2,411	2,500	4,098	5,000	5,000
Rentals	12	266	2,000	18	1,500	500
Uniforms	8	-	-	-		
Insurance	8,851	7,157	7,500	12,363	7,500	7,500
Advertising	192	7,951	10,000	5,014	10,000	5,000
Travel	113	226	-	-		
Dues & Licenses	509	648	650	165	650	650
Total Contracts & Services	93,794	83,846	87,650	85,985	90,150	71,650
Supplies						
Operating Supplies	1,321	1,229	2,000	2,556	2,500	1,500
Office Supplies	437	328	-	914	-	-
Lantern Festival		13,009	20,000	35,279	25,000	-
Benson Country Music Festival		13,089	20,000	532	20,000	-
Other Outside Events			20,000	-	20,000	-
Postage & Shipping	46	-	-	-		
Computer Supplies		444	-	-		
Golf Cart Operating Costs	1	1,221	-	371	500	500
Range Operating Supplies	1,444	1,974	4,000	4,930	5,000	2,500
Depreciation		154,843		-		
Fuel & Oil- Golf Carts	4,027	9,850	10,000	5,986	10,000	6,500
Repairs & Maint- Golf Carts	84	3,739	10,000	8,146	10,000	6,500
Stale Check Expense				1,362	-	-
Interest Expense	7,721		-	-	-	-
Transfer		(107,631)		-	-	-
COVID 19 Contingency						104,000
Total Supplies	15,080	92,095	86,000	60,076	93,000	121,500
Capital Expenditures	2,488	4,931				
Contingency	-					
Total Expenditures	317,938	353,651	338,052	286,931	371,061	371,062

San Pedro F&B	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Food Sales	288,216	331,114	300,000	145,460	280,000	210,000
Beer Sales	64,466	63,738	65,000	53,788	65,000	48,750
Wine Sales	9,364	8,474	10,000	4,299	6,000	4,500
Liquor Sales	26,134	33,850	30,000	22,802	30,000	22,500
Special Event Revenue	30,586	3,879	25,000	8,000	25,000	18,750
Total Revenues	418,766	441,055	430,000	234,349	406,000	304,500
Expenditures						
Personnel						
Salaries and Wages	172,333	212,388	210,592	180,745	238,307	238,307
Overtime Wages	22,529	21,711	10,000	2,451	10,000	-
Payroll Taxes	18,567	21,736	16,007	16,213	17,029	17,029
Retirement Benefits	15,729	5,960	22,252	18,097	22,925	22,925
Employee Insurance	40,721	38,986	54,860	28,685	54,413	54,413
Total Personnel	269,879	300,782	313,711	246,192	342,674	332,674
Contracts & Services						
Professional Services	5,745	6,961	5,000	10,278	7,000	7,000
Food Cost	113,477	119,838	120,000	60,000	120,000	80,000
Beer Cost	24,099	21,247	21,000	18,000	21,000	15,000
Wine Cost	4,825	3,311	3,700	2,500	3,000	2,500
Liquor Cost	4,817	7,010	5,000	6,000	6,000	4,500
Education and Training	-	-	-	-	2,400	-
Bank Charges	8,236	8,350	7,000	7,000	7,000	7,000
Cash Short	(42)	(24)	-	(20)	-	-
Telephone	-	-	-	-	-	-
Direct TV	2,454	2,514	2,100	2,586	2,586	2,586
Repairs & Maint	2,396	8,799	6,000	10,000	6,000	6,000
Rentals	5,219	5,301	2,500	4,478	5,000	2,500
Uniforms	363	561	700	700	700	500
Advertising	1,844	710	2,000	2,000	2,000	1,000
Fees & Licenses	150	150	250	250	250	250
Travel	610	898	500	500	500	100
Dues & Licenses	680	774	600	750	750	750
Total Contracts & Services	174,874	186,401	176,350	125,022	184,186	129,686
Supplies & Expenses						
Supplies & Expenses	836	972	500	300	250	250
Kitchen Supplies	6,595	7,992	4,500	3,500	4,000	3,000
Restaurant Supplies	8,068	7,243	4,500	4,500	4,500	4,000
Office Supplies	392	540	500	916	-	-
Printing & Postage	-	161	55	-	55	55
Computer Supplies	-	216	-	249	-	-
Other Operating Costs	-	-	-	-	500	-
COVID 19 Contingency	-	-	-	-	-	66,500
Total Supplies	15,891	17,125	10,055	9,465	9,305	73,805
Contingency	-	-	-	-	-	-
Total Expenditures	460,644	504,308	500,116	380,678	536,165	536,165

S.P. Golf Maintenance	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimated	2020-21 Budget	2020-21 Budget COVID 19
Expenditures						
Personnel						
Salaries and Wages	127,484	151,193	151,907	138,500	144,955	144,955
Overtime Wages	5,695	14,258	10,000	8,300	10,000	10,000
Payroll Taxes	10,021	12,464	12,386	11,204	11,854	11,854
Retirement Benefits	14,463	4,945	19,607	16,827	18,936	18,936
Employee Insurance	26,722	25,124	34,037	31,224	41,466	41,466
Total Personnel	184,385	207,984	227,937	206,056	227,211	227,211
Contracts & Services						
Professional Services	4,013	3,103	3,000	4,741	3,000	3,000
Contract Labor- DOC	8,617	7,292	8,000	6,536	8,000	4,000
Education and Training	-	-	-	-	-	-
Utilities	46,165	34,006	50,000	55,000	55,000	55,000
Telephone	1,036	642	1,000	537	1,000	1,000
Repairs & Maint - Irrigation	4,784	5,106	5,000	4,241	5,000	5,000
Rentals	1,051	-	500	935	750	750
Uniforms	882	2,302	2,000	2,282	2,000	2,000
Travel	113	273	250	-	250	100
Dues & Licenses	450	40	50	-	50	50
Total Contracts & Services	67,110	52,765	69,800	74,271	75,050	70,900
Supplies						
Golf Course Supplies	4,884	7,755	6,000	6,241	6,000	6,000
Fertilizers	7,538	9,539	8,000	1,064	5,000	5,000
Chemicals	5,509	3,057	8,000	1,338	5,000	5,000
Landscaping	38	38	500	-	1,200	600
Sand & Gravel	5,592	11,498	8,000	-	5,000	2,500
Seed	24,457	27,114	25,000	23,000	23,000	23,000
Office Supplies	167	-	-	-	-	-
Other Operating Supplies	800	3,958	600	1,272	1,500	1,200
Fuel & Oil	15,709	15,007	13,000	15,536	13,000	13,000
Repairs & Maint- Equipment	26,780	52,212	30,000	70,323	35,000	35,000
Total Supplies	91,476	130,177	99,100	118,774	94,700	91,300
COVID 19 Contingency	-	-	-	-	-	7,550
Equipment	-	-	-	-	-	-
Capital Projects						
GC 17-01 Chemical Applicator Rig	533	204	-	-	-	-
GC 17-02 Utility Maint Vehicle	533	204	-	-	-	-
GC 17-03 Fairway Unit Mower	533	204	-	-	-	-
Total Capital Expenditures	1,599	611	-	-	-	-
Total Golf Maint.	344,570	391,537	396,837	399,101	396,961	396,961

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 I	2	34%
Utilities Operator I	1	33%
Utilities Operator I	2	90%
Utilities Operator I	4	5%
Meter Reader	2	50%
Accounting Supervisor	1	15%
Accounting Clerk III	1	25%
Accounting Clerk I	1	25%
Accounting Specialist	1	10%

Natural Gas Fund	2017-18			2019-20		2020-21 Budget	
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID 19	
Revenues							
Residential Gas Revenue	635,054	853,923	763,750	980,382	763,750	763,750	
Multi-User Gas Revenue	10,605	12,268	12,907	13,056	12,907	12,907	
Commercial Gas Revenue	253,813	320,605	300,192	380,582	300,192	300,192	
Utility Service Charges	16,590	17,835	18,249	15,507	18,249	18,249	
New Gas Hookups	5,030	5,990	7,000	8,181	7,000	7,000	
Recovery of Prior Year Expense				2,538	-	-	
Penalty and Interest Fees	4,449	6,268	6,300	6,653	6,300	6,300	
Series 2010 Bond Proceeds					-	-	
Carryforward Fund Balance			25,000		-	-	
Other Income	12,792	(1,242)		118	500	500	
Total Revenues	938,332	1,215,647	1,133,398	1,407,016	1,108,898	1,108,898	
Expenditures							
Personnel							
Salaries and Wages	197,577	237,112	263,139	241,229	255,450	255,450	
Overtime Wages	7,714	5,528	10,000	10,471	10,000	10,000	
Payroll Taxes	14,568	17,181	20,895	18,291	20,307	20,307	
Retirement Benefits	23,418	6,929	33,077	30,295	32,438	32,438	
Employee Insurance	48,833	55,839	67,694	52,864	64,388	64,388	
Total Personnel	292,110	322,590	394,805	353,149	382,583	382,583	
Contracts & Services							
Professional Services	4,541	11,219	20,000	5,845	20,000	10,000	
Education and Training	1,026	2,074	5,000	1,416	5,000	1,500	
Bank Charges	4,526	5,143	4,000	6,415	6,000	6,000	
Utilities	4,105	2,958	3,500	22,335	3,500	3,500	
Telephone	1,757	2,478	3,000	2,547	3,000	3,000	
Repairs & Maintenance	5,159	5,456	5,000	11,362	6,000	6,000	
Rentals	5,766	2,612	5,500	3,462	5,500	5,500	
Uniforms	1,633	1,763	2,100	1,631	2,100	2,100	
Insurance	55,325	44,848	57,500	57,953	60,000	60,000	
Public Notices & Advertising	433	282	1,500	331	1,000	500	
Fees & Licenses	-	696	-	-	-	-	
Dues & Licenses	4,146	5,516	5,000	6,000	6,000	6,000	
Round Up Donations					-	-	
Bad Debt Write Off	1,265	2,925	2,000	233	2,000	2,000	
Total Contracts & Services	89,682	87,969	114,100	119,531	120,100	106,100	
Supplies							
Natural Gas Purchased	244,395	302,939	350,000	278,662	325,000	325,000	
Office Supplies	41	-		34	-	-	
Printing & Postage	4,524	4,322	4,500	5,315	4,500	4,500	
Computer Supplies	2,965	45		232	-	-	
Gas Outage Supplies	-			-		-	
Operating Supplies	33,185	29,189	35,250	44,435	35,000	35,000	
Depreciation		47,916				-	
Vehicle Fuel & Oil	11,021	16,592	15,000	13,174	15,000	15,000	
Vehicle Repairs & Maint	9,837	12,385	15,000	15,062	15,500	15,500	
Stale Check Expense				3,574	-	-	
Total Supplies	305,967	413,388	419,750	356,915	395,000	395,000	
Contingency	-		99,743		26,215	26,215	
Capital Projects							
CIP GS 07-5 Truck	-	950	25,000	15,800	25,000	-	
CIP GS 07-4 Telemeters	51,656	30,743			50,000	25,000	
CIP GS 07-3 Benson Regulator System	-				25,000	-	
Loss on asset disposal		4,094				-	
Heavy Equipment Purchase	-		30,000		30,000	-	
Gas Detection Equipment					25,000	-	
City Yard Improvements					30,000	-	
CIP GS 08-01 Self Contained Breathing App						-	
Transfer to Capital Projects Fund	(12,784)	(30,743)	50,000			-	
COVID 19 Contingency						174,000	
Total Capital Projects	38,873	5,044	105,000	15,800	185,000	199,000	
Total Expenditures	726,631	828,990	1,133,398	845,395	1,108,898	1,108,898	
Total Natural Gas	211,701	386,657	0	561,621	0	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 I	3	33%
Utilities Operator I	2	90%
Utilities Operator I	4	5%
Meter Reader	2	50%
Accounting Supervisor	1	15%
Accounting Clerk III	1	25%
Accounting Clerk I	1	25%
Accounting Specialist	1	10%

Water Fund	2017-18			2019-20		2020-21 Budget	
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID 19	
Revenues							
Residential Water Revenue	428,154	420,662	461,854	478,655	461,854	438,761	
Commercial Water Revenue	350,617	349,356	400,277	413,937	400,277	380,263	
New Hookups	9,353	7,223	9,500	13,891	9,500	9,025	
Recovery of Prior Year Expense				1,861	-	-	
Impact Fee Allocation	-			-	-	-	
Water Tank Rental	6,934	31,249	31,500	42,233	31,500	29,925	
Water Accomodation Fees	9,460	10,255	10,098	11,027	10,098	9,593	
Series 2010 Bond Proceeds				-	-	-	
Contribution from General Fund	-			-	-	-	
Projected Carryforward for Contingency				-	43,162	88,823	
Other Income	38,369	(7,198)	500	40	500	500	
Total Revenues	842,888	811,547	913,728	961,644	956,890	956,890	
Expenditures							
Personnel							
Salaries and Wages	280,095	267,336	263,874	290,584	277,550	277,550	
Overtime Wages	19,063	9,844	10,500	15,444	10,500	10,500	
Payroll Taxes	21,614	19,526	20,990	22,328	22,036	22,036	
Retirement Benefits	33,952	1,250	33,227	36,794	35,200	35,200	
Employee Insurance	59,545	55,736	63,305	62,590	67,555	67,555	
Total Personnel	414,269	353,692	391,896	427,739	412,840	412,840	
Contracts & Services							
Professional Services	1,565	14,832	20,000	5,540	20,000	10,000	
Chemical Analysis	2,736	2,856	3,500	2,048	3,500	3,500	
IT Services				-	-	-	
Education and Training	1,573	704	3,000	1,264	3,000	1,200	
Bank Charges	4,526	5,143	4,000	6,415	6,500	6,500	
Utilities	160,020	113,211	135,000	106,771	110,000	110,000	
Telephone	2,265	3,697	4,000	3,209	3,500	3,500	
Repairs & Maintenance	22,342	5,377	18,000	4,837	18,000	10,000	
Rentals	1,464	1,383	1,500	-	1,500	750	
Uniforms	1,828	1,840	1,800	1,154	1,800	1,800	
Insurance	11,065	9,060	11,000	11,591	12,000	12,000	
Public Notices & Advertising	1,429	852	750	270	750	250	
Fees & Licenses		696	-	-	-	-	
Dues & Licenses	7,664	17,226	15,000	16,883	18,000	18,000	
Bad Debt Write Off	804	933	1,500	559	1,500	1,500	
Total Contracts & Services	219,281	177,810	219,050	160,542	200,050	179,000	
Supplies							
Office Supplies	41						
Printing & Postage	4,465	3,998	5,000	4,666	5,000	5,000	
Computer Supplies	2,965	4,320	2,000	964	2,000	1,000	
Operating Supplies	32,954	37,015	35,000	55,000	35,000	35,000	
Depreciation		145,181		-	-	-	
Vehicle Fuel & Oil	9,454	13,241	12,000	11,292	12,000	12,000	
Equipment Repairs & Maint	-	-	5,000	-	5,000	1,000	
Vehicle Repairs & Maint	15,717	16,348	15,000	15,221	15,000	15,000	
Stale Check Expense				1,342	-	-	
Total Supplies	65,596	220,102	74,000	88,485	74,000	69,000	
Contingency	-		83,783				
Capital Projects							
Truck Replacement	-	950	25,000	15,800	25,000	-	
Capital Projects	34						
Telemeters	26,230	16,837				10,000	
CIP WA 08-1 SueJuan Repairs							
Heavy Equipment Replacement			30,000		30,000	-	
CIP WA 10-5 Hill Crest St Water Line	(4,818)						
291 Pump Upgrade			65,000		65,000	65,000	
Whetstone Water Interconnect					20,000		
Whetstone SCADA Connection					30,000		
Hillcrest St Waterline Replacement							
City Yard Improvements			-		25,000	-	
West Benson Well Abandonment			-	20,157	75,000		
Transfer to CIP Fund		(16,837)	25,000				
CIP WA 15-1 302 Pump Replacement							
COVID 19 Contingency						221,050	
Total Capital Projects	21,447	950	145,000	35,957	270,000	296,050	
Total Expenditures	720,592	752,555	913,729	712,723	956,890	956,890	
Total Water Fund	122,296	58,992	(0)	248,921	(0)	(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 - Gas	1	100%
Utilities Operator III	1	34%
Utilities Operator I	2	33%
Utilities Operator I	1	80%
Utilities Operator I	3	5%
Utilities Operator I	1	80%
Meter Reader	2	50%
Accounting Supervisor	1	15%
Accounting Clerk III	1	25%
Accounting Clerk I	1	25%
Accounting Specialist	1	10%

Wastewater Fund	2017-18			2019-20	2020-21 Budget	
	Actual	2018-19 Actual	2019-20 Budget	Estimated	2020-21 Budget	COVID 19
Revenues						
Residential Wastewater Fees	472,549	507,141	905,683	853,055	860,399	860,399
Multi-User Wastewater Fees	4,840	4,193	7,154	7,894	6,797	6,797
Commercial Wastewater Fees	280,318	309,941	545,491	532,131	518,217	518,217
New Hook Ups	12,011	6,249	8,000	7,635	7,600	7,600
Series 2010 Bond				-	-	-
Whetstone W/W Fees				-	-	-
Rents Received - Billboards				552	-	-
Recovery of Prior Year Expense				2,611	-	-
Misc Revenue	122,854	10,724	6,000	1,895	5,700	5,700
Projected Carryforward for Contingency				-	337,289	337,289
Loans			470,000	-		
Total Revenues	892,572	838,247	1,942,328	1,405,773	1,736,001	1,736,001
Expenditures						
Personnel						
Salaries and Wages	190,234	219,480	228,177	234,424	220,645	220,645
Overtime Wages	9,198	13,597	15,000	19,711	15,000	15,000
Payroll Taxes	13,113	17,387	18,603	18,686	18,027	18,027
Retirement Benefits	20,612	9,260	29,449	30,472	28,796	28,796
Employee Insurance	37,099	51,467	60,766	51,604	58,284	58,284
Total Personnel	270,257	311,191	351,994	354,898	340,751	340,751
Contracts & Services						
Professional Services	10,572	22,955	30,000	12,183	30,000	15,000
Chemical Analysis	9,370	10,472	12,000	9,624	12,000	12,000
Education and Training	3,495	1,498	3,000	1,602	3,000	1,000
Bank Charges	4,804	5,143	5,000	6,592	7,000	7,000
Utilities	89,541	70,512	78,000	107,806	108,000	108,000
Telephone	4,332	3,377	4,500	2,998	4,500	4,500
Repairs & Maintenance	146,341	31,719	100,000	7,312	100,000	50,000
Rentals	5,624	11,430	5,000	16,206	5,000	5,000
Uniforms	1,436	1,520	1,500	1,201	1,500	1,500
Insurance	33,195	26,954	35,000	34,772	35,000	35,000
Public Notices & Advertising	100	144	250	250	250	250
Fees & Licenses		696	-	-	-	-
Dues & Licenses	11,911	5,346	3,000	10,000	6,000	6,000
Bad Debt Write Off	1,196	3,251	1,500	569	1,500	1,500
Total Contracts & Services	321,915	195,017	278,750	211,114	313,750	246,750
Supplies						
Office Supplies	60	-				
Printing & Postage	4,465	3,998	5,000	4,009	5,000	4,000
Computer Supplies	2,949	4,455	5,000	1,500	5,000	2,000
Operating Supplies	47,408	56,147	46,000	40,377	46,000	43,000
Depreciation		278,721				
Vehicle Fuel & Oil	9,821	8,997	9,000	9,757	10,500	10,000
Equipment Repairs & Maint	-	88				
Vehicle Repairs & Maint	24,236	26,995	20,000	25,601	25,000	25,000
State Check Expense				342	-	-
Total Supplies	88,939	379,401	85,000	81,243	91,500	84,000
Contingency	-	-	701,584	-	-	-
Refunds						
Capital Projects						
Truck Purchase		950	25,000	15,800	25,000	-
Heavy Equipment Replacement			30,000		30,000	-
WW Planning Model						
WW Master Plan						
UV System Replacement			-		260,000	
High Pressure Jet Router			-		125,000	
Whetstone SCADA Connection						
Wastewater SCADA Upgrades					100,000	
Whetstone Force Main Pump System					30,000	
Wastewater Collections Improvements			-		100,000	
Wastewater Plant Roaders Upgrade					300,000	
City Yard Improvements			-		20,000	-
CIP WW 17-02 Wastewater Plant Software Upgrad						
Transfer to Capital Projects	(50,848)	(19,994)	470,000			
Transfer		(63)				
COVID 19 Contingency						1,064,500
Total Capital Projects	(50,848)	(19,107)	525,000	15,800	990,000	1,064,500
Total Expenditures	630,263	866,502	1,942,328	663,055	1,736,001	1,736,002
Total Wastewater	262,309	(28,255)	(0)	742,717	(0)	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 City also contracts with Cochise County for landfill services.

Position	Number	Percentage
Clerk I	1	15%
Clerk III	1	15%
Supervisor	1	15%
Specialist (.55 FTE)	1	10%

Sanitation Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Residential Sanitation Fees	329,178	332,355	349,799	334,133	349,799	349,799
Commercial Sanitation Fees	287,512	288,150	301,691	298,078	301,691	301,691
Recovery of Prior Year Expense				12	-	-
Neighborhood Clean Up Program		-		-	-	-
Total Revenues	616,691	620,505	651,490	632,223	651,490	651,490
Expenditures						
Personnel						
Salaries and Wages	17,436	18,148	20,479	20,272	19,218	19,218
Overtime Wages	19	1		-		-
Payroll Taxes	1,253	1,316	1,567	1,395	1,470	1,470
Retirement Benefits	2,009	328	2,480	2,283	2,348	2,348
Employee Insurance	4,103	3,326	3,880	2,952	3,948	3,948
Total Personnel	24,821	23,120	28,406	26,902	26,985	26,985
Contracts & Services						
Professional Services	100	-				
Bank Charges	4,248	5,143	4,000	6,044	6,500	6,500
Public Notices, Advertising	-			-		
Postage and Printing	4,465	3,998	4,000	5,803	4,000	4,000
Operating Supplies	35			-		
County Solid Waste	218,670	229,553	214,500	204,467	214,500	214,500
Residential Service Contract	208,502	208,652	220,000	174,872	231,000	231,000
Commercial Service Contract	144,263	145,046	150,000	140,148	157,500	157,500
Stale Check Expense				34	-	-
Bad Debt Write Off	1,074	308	1,500	230	1,500	1,500
Neighborhood Clean Up Program	133	548	-	-	5,000	-
COVID 19 Contingency						5,000
Total Contracts and Services	581,491	593,248	594,000	531,598	620,000	620,000
Contingency	-		29,083		4,505	4,505
Total Expenditures	606,313	616,367	651,489	558,500	651,490	651,490
Total Sanitation	10,378	4,137	0	73,723	0	0

Other Funds

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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 Grants Fund.

The current goal of the fund is to break even on airport activities. The budget reflects the addition of a self-serve fuel farm that will be installed in the coming fiscal year and will have a major impact on operations at the airport. Airport revenues earned are budgeted to equal the City's day-to-day costs for the operation.

Airport Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget
Revenues					
Contribution General Fund			41,849	76,103	85,752
FAA, ADOT Grant	364,476	23,978		-	-
Recovery Prior Year Expense				1,603	-
Business Revenue	756	180	1,000	210	1,000
Land Lease Payments	7,702	15,411	15,873	16,000	15,873
Tie Down Revenue	495	680	1,000	-	1,000
Flowage Revenue	2,995	2,950	288,649	1,837	288,649
Insurance Recoveries	-			-	
Total Revenues	376,424	43,199	348,371	95,753	392,274
Expenditures					
Contracts & Services					
Professional Services	33,678	30,328	35,000	38,873	40,000
Utilities	14,159	10,522	15,000	14,346	16,000
Telephone	2,789	2,724	3,000	2,692	3,000
Repairs & Maint	26,324	15,002	35,000	4,636	30,000
Property Rentals	1,700	-	1,700	-	1,700
Supplies	6,609	1,709	2,097	10,679	3,000
Insurance	19,904	16,515	27,000	24,527	27,000
Depreciation		296,766		-	-
Airplane Fuel Supply			229,574	-	229,574
Debt Service			42,000	-	42,000
Total Contracts & Services	105,162	373,566	390,371	95,753	392,274
Supplies					
Total Supplies	-				
Other					
Contingency	-				
Grant Match	-				
Total Other	-	-	-	-	-
Total Expenditures	105,162	373,566	390,371	95,753	392,274
Total Airport	271,262	(330,367)	(42,000)	0	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	2	100%
Street Maintenance Worker II	1	100%
Utility Operator	1	48%

Streets Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget	2020-21 Budget COVID 19
Revenues						
Gasoline Tax	416,317	427,663	411,271	627,568	452,256	361,805
One Time Gasoline Tax						
Contribution from General Fund	-		85,968			
Recovery of Prior Year Expense	-			1,230		
Miscellaneous Income	15,768	7,660				
Carryforward Fund Balance					62,422	152,874
Total Revenues	432,086	435,323	497,239	628,798	514,678	514,679
Personnel						
Salaries and Wages	138,667	157,747	201,902	165,793	203,020	203,020
Overtime Wages	389	112	-	537	-	-
Payroll Taxes	10,375	11,368	15,446	12,240	15,531	15,531
Retirement Benefits	16,167	17,372	24,450	19,904	24,809	24,809
Employee Insurance	39,510	41,151	53,891	46,408	53,068	53,068
Total Personnel	205,108	227,750	295,689	244,882	296,428	296,428
Contracts & Services						
Professional Services	42,913	47,012	40,000	45,826	45,000	
Contract Labor - DOC	3,464	2,996	3,750	2,630	3,750	1,875
Education and Training	509	135	300	-		
Utilities	93,296	78,681	82,000	93,965	90,000	90,000
Telephone	1,561	1,796	2,000	1,837	2,000	2,000
Repairs & Maintenance - Equip	4,494	3,502	6,000	2,521	6,000	5,000
Repairs & Maintenance - Streets	18,338	15,781	16,000	14,196	16,000	12,000
Rentals	951	-	-	-		
Uniforms	1,646	1,515	1,500	1,122	1,500	1,500
Insurance	13,278	10,850	15,000	18,545	16,000	16,000
Materials & Supplies	10,067	13,409	9,000	13,385	12,000	12,000
Vehicle Fuel & Oil	9,677	12,275	11,000	11,957	11,000	10,000
Equipment Maint & Repair	-	-	-	-		
Vehicle Repairs & Maint	22,450	18,109	15,000	18,971	15,000	15,000
Total Contracts & Services	222,642	206,061	201,550	224,955	218,250	165,375
Capital Projects						
COVID 19 Contingency						52,875
Total Capital Projects	-	-	-	-	-	52,875
Total Expenditures	427,750	433,810	497,239	469,837	514,678	514,678
Total Streets	4,335	1,513	(0)	158,961	(0)	0

Transit Fund

Benson Area Transit (BAT) has been in operation since 2010. The BAT system has two separate components. It provides a fixed route service and the new flex 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 or flex 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 continue partnerships with neighboring transit service providers to fill the gap in our regional connections including a connection to Tucson.

Position	Number	Percentage
Transit Specialist	1	100%
Transit Driver	2	100%
Temporary Transit Driver	3	100%

Transit Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget
Revenues					
Grant Reimbursement - FTA 5311 - Capital	13,999	41,183	65,800	55,280	68,000
Grant Reimbursement - FTA 5311 - Operating	62,910	40,702	52,200	31,639	66,579
Grant Reimbursement - FTA 5311 - Admin	43,292	57,351	68,000	50,470	69,450
SEAGO AAA	25,000	25,000	25,000	22,443	21,618
Fare Revenue	5,766	5,687	7,000	4,794	6,000
Miscellaneous Income		24,767		-	
Recovery of Prior Year Expense				1,161	
Allocation from General Fund	26,526		6,238	57,896	
Grant Revenue				-	60,000
Greyhound Revenue				-	
Carryforward Fund Balance				-	
RTAP		1,388	1,500	-	
Total Revenues	177,493	196,077	225,738	223,683	291,647
Personnel					
Salaries and Wages	95,877	125,503	121,006	133,959	124,746
Overtime Wages	464	343		15	
Payroll Taxes	7,652	9,754	9,257	10,338	9,543
Retirement Benefits	10,585	12,291	12,172	14,918	10,627
Employee Insurance	6,789	10,004	11,003	11,342	11,328
Total Personnel	121,366	157,896	153,438	170,572	156,244
Contracts & Services					
Professional Services	1,017	1,344	1,200	88	1,000
Education and Training	309	1,880	1,500	5,059	2,600
Utilities				-	
Telephone	1,993	1,433	1,500	1,451	1,500
Rentals- Office				-	
Uniforms			500	-	500
Insurance- Vehicles	13,278	13,503	19,000	15,673	19,000
Public Notices & Advertising	570	300	1,200	475	500
Travel	579	187	400	505	400
Dues & Licenses	-			-	
Total Contracts & Services	17,746	18,648	25,300	23,251	25,500
Supplies					
Office Supplies	916			-	
Printing & Postage				-	
Computer Supplies	1,805			-	
Operating Supplies	49	858	800	152	500
Vehicle Fuel & Oil	21,015	22,377	20,600	20,598	23,500
Vehicle Repairs & Maint	7,838	8,191	14,600	1,931	3,000
Vehicle Preventive Maintenance	6,758	9,475	11,000	7,179	15,000
Vehicle License	-			-	
Stale Check Expense				572.75	
Total Supplies	38,381	40,899	47,000	29,861	42,000
Contingency	-	-	-	-	7,903
Capital					
CIP TR 15-1 Passenger Shelters	-				
CIP TR 15-2 2 Fixed Route Busses	-				
Transfer to Transit	-	(21,366)			
Replacement Bus					60,000
CIP TR 18-01 Surveillance Cameras					
Total Capital	-	(21,366)	-	-	60,000
Total Expenditures	177,494	196,077	225,738	223,684	291,647
Total Transit	(0)	-	0	(0)	(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	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget
Revenues					
Construction Sales Tax		107,153	240,000	125,000	240,000
General Fund Transfer			704,780		971,270
Water Fund Transfer			25,000		-
Sewer Fund Transfer			470,000		-
Gas Fund Transfer			50,000		
Loan/Bond/Lease Financing			900,000	359,006	420,000
Series 2010 Bond Proceeds			695,000	67,576	50,000
CDBG Grant					
Anticipated Grant			65,545		
Developer Donation			250,000		250,000
Series 2010 Bond					
Total Revenues	-	107,153	3,400,325	551,582	1,931,270

Expenditures					
Pump Upgrade	-				
101 6th St Abatement					
5th Street & Ocotillo Water Line					
Airport Hanger (s)					
Apache Park Improvements			20,000		20,000
Benson Motel Abatement	12,097				
Body Cameras					
Carryforward					
CIP AIR 08-1 Airport Phase 1 Improvements					
CIP CM 08-1 Walmart Payment					
CIP GS 07-4 Telemeters					
CIP GS 10-1 Ocotillo Line Replacement					
CIP LB17-1 Carpet	-				
CIP PD 17-3 K9 Memorial	-				
CIP PR 12-1 Skate Park Improvments					
CIP PR 12-4 Park Master Plan	-				
CIP PR 13-01 LIONS PARK RESTRO					
CIP PR 17-1 Pool Improvement Canopy					
CIP PR 17-2 Union Street Park Canopy					
CIP PW 08-1 City Hall Improvements	2,375				
CIP PW 12-1 UAS Infrastructure Develop.	-				
CIP PZ 12-01 Permit Tracking Database					
CIP ST 17-1 Complete Street Study					
CIP WW 10-3 Wastewater Plant Software Upgrade	-		65,000	2,017	
CIP WW 17-01 UV System			260,000		
City Hall Replacement Building		950	300,000		300,000
City Yard Improvements			75,000		30,000
Dual Band Portable Radios					
Fire Command Vehicle			30,545	11,935	
Gas Detection Equipment			25,000		
Gas Telemeters			50,000	65,000	
Gas Master Plan					50,000
Golf Course Improvements					50,000
Golf Course Equipment Replacement	-		450,000	110,000	20,000
Golf Course Driving Range 2nd Stage					25,000
Golf Course Clubhouse Improvements					200,000
Heavy Equipment Replacements					25,000
High Pressure Jet Router			85,000		
Hillcrest St Water Line Replacement			40,000		40,000
Interview Room Recording Upgrade			13,780	14,698	

Library LED Lights			11,000		
Library Pave Parking Lots					
Lion's Park Electrical Upgrades			25,000		25,000
Lion's Park Light Upgrades			30,000		35,000
Lion's Park Security Upgrades					20,000
Lion's Park Small Ramadas			10,000		10,000
Lion's Park Main Ramada Replacement					60,000
NIBRS Module Spillman					
North 4th St Water Line Replacement					
Ocotillo Javalina to Post Ranch Rd					
Ocotillo Sewer Line Replacement	50,848				
Ocotillo Water Line Replacement					
Parking Lot Paving - PD & Fire					
Patrol Vehicle Replacement					
Pavement Management	100,247		250,000		250,000
PD Records Storage					
Portable Genset			200,000		250,000
Quiet Rail Crossing			150,000	9,342	25,000
Repairs to Food Bank - Public Works			30,000		30,000
Reserve Funds					
Self Serve Fuel Farm			450,000	74,811	100,000
Self Serve Water Station					
Slum & Blight Abatement		41,504	75,000	750	75,000
Splash Pad			300,000		20,000
Street Signage Upgrades	-		35,000		35,000
Survey Of 4th Street & Landscape Plan					
Timekeeping Module					16,270
Transfers		(755,511)			
Truck Replacement					20,000
UF Sewer Replacement			-		
Union Street Waterline Replacement					50,000
Wastewater Collection Improvements	-		100,000		
Wastewater Plant Roaders Upgrade					
Water Master Plan					
Water Planning Model					50,000
Water SCADA Control System Upgrade			50,000		50,000
Water Telemeters	-		50,000	85,000	50,000
Water Well Filters	-				
Whetstone Force Main Pump System					
Whetstone Water Interconnect			40,000		
Whetstone SCADA Connection					
WW 17-02 SOFTWARE UPGRADE					
WW Plant SCADA Upgrade			180,000	69,498	
Total Capital Projects	165,567	(713,056)	3,400,325	443,050	1,931,270
Total Capital Projects Fund	(165,567)	820,210	-	108,532	-

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Debt Service Fund

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

Debt Service Fund	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget
Revenues					
Bond Proceeds Carried Forward	-		695,000		
Interest Income	7,454	16,991			
Transfer of Payments from General Fund	124,461		402,825	402,825	388,063
Total Revenues	131,915	16,991	1,097,825	402,825	388,063
Expenditures					
Bond Debt Service	161,444	152,725	196,213	196,213	133,063
Bond Principle	235,000	245,000	206,613	206,613	255,000
Transfer to Capital Projects Fund	100,247	930,778	695,000		
Transfer to Gas Fund	12,784				
Transfer to Water Fund	4,818				
Transfer to Waste Water Fund	50,848				
Bond Proceeds Carried Forward	-				
Total Expenditures	565,140	1,328,503	1,097,825	402,826	388,063
Total Debt Service	(433,225)	(1,311,512)	-	(1)	-

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	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget
Revenues:					
Historic Preservation Grant	-	15,000	4,000	1,562	4,000
Tourism Grant					
WIFA Grant					
Fire Grants			1,265,000		1,265,000
FAA 16 / ADOT			185,000		185,000
Unclassified Airport Grants			1,000,000	299,456	1,000,000
Unclassified Grants	88,468		2,000,000		2,000,000
WIFA SCADA and Energy Study			60,000		60,000
State Airport Grants			50,000		50,000
Score Board Donations		5,250	10,000	5,250	10,000
Union Pacific Grants			10,000		10,000
Police K9 Statue Donation					
Police Grants				9,243	
New SCBA Equipment			240,262		
Fire Portable Radios			57,793		129,737
PD Portable Radios			21,750		
Stonegarden Patrol Car			85,000		
Fire SAFER GRANT					
Apache Park Improvements			400,000		400,000
CDBG Park Grant		227,518			
Transfer In		87,313		11,286	27,500
New SCBA Equipment			-		
Total Revenues	88,468	335,081	5,388,805	326,797	5,141,237
Expenditures:					
Historic Preservation Grant	4,000	10,917	4,000		4,000
UAS Infrastructure Development					
WIFA Grant					
Fire Grants			1,265,000		1,265,000
FAA 16 / ADOT			185,000		185,000
Unclassified Airport Grants	349,659		1,000,000	326,797	1,020,000
Unclassified Grants	15,951		2,000,000		2,000,000
WIFA SCADA and Energy Study			60000		60000
State Airport Grants	145		50,000		50,000
Score Board Donations		10,063	10,000		10,000
Union Pacific Grants			10,000		10,000
Police K9 Statue Donation	-				
New SCBA Equipment			240,262		
Fire Portable Radios			57,793		129,737
Stonegarden Patrol Car			85,000		
PD Portable Radios			21,750		
Fire SAFER GRANT					
Apache Park Improvements			400,000		400,000
CDBG Park Grant		289,099			
CDBG SEAGO		20,000			
Tourism Ramada					7,500
New SCBA Equipment			-		
Union Street Park Canopy					
Total Expenditures	369,755	330,079	5,388,805	326,797	5,141,237
Total Grants Fund	(281,287)	5,003	-	-	-

Fireman's Pension Fund

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

Fire Pension	2017-18 Budget	2018-19 Actual	2019-20 Budget	2019-20 Estimate	2020-21 Budget
Revenues					
Contributions From State Fund	6,000	4,595	4,600	3,851	4,600
Contributions From Fire, Inc	1,200	13,616	2,600	1,089	2,600
Contributions From Fire Employees		-	2,600		2,600
Contributions From General Fund	23,800	-	1,800	15,601	9,800
Interest Income	-	12,909	15,000	7,959	10,000
Other Income (Fund balance carryforward)	5,000	3,965	-		
Recovery of Prior Year Expense				200	
Total Revenues	36,000	35,085	26,600	28,700	29,600
Expenditures					
Bank Charges		25	-	-	
Pension Payments	36,000	33,000	16,800	18,900	16,800
Contriubtion to Fire Pension Fund Principal			9,800	9,800	9,800
Contingency					3,000
Total Expenditures	36,000	33,025	26,600	28,700	29,600
Total Fireman's Pension Fund	-	2,060	-	(0)	-

Capital Improvement Plan

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 Director 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 2021-2025 CIP form the basis of appropriation in the 2021-2025 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 2021-2025 CIP assumes very modest commercial and residential growth of the City. The current plan assumes sales tax collections will increase from 2019-2020 collections based on anticipated development coming into the City, but projects will be postponed if revenue projections are not met. Construction sales tax revenues for the following fiscal years are projected to gradually ramp up by 2021. 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 \$1.15 million in grant funding over the next five fiscal years.

Long-term Debt/Bonds – Debt financing is an important component of most Capital Improvement Plans. The proceeds from any long term debt issuance are restricted for uses as described within the loan/bond covenants. The City successfully completed a \$5 million Excise Tax Revenue Bond issue in 2010. Of those proceeds, \$2.6 million was used to pay off existing debt, \$1.4 million was spent for capital improvements during fiscal years 2010-18, and the remaining \$900,000 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.

Capital projects will be either slowed or accelerated to more closely match actual revenues available.

Development Impact Fees – Each new home constructed in the City has an impact on the City's water, wastewater, public safety, parks and administrative infrastructure. Development fees are assessments on new home construction that allow for "pay-as-you-go" financing for capital projects that benefit the home under construction. The majority (85%) of impact fees previously collected will be spent on water and wastewater capital projects. As of August 2014, the City will no longer collect Impact Fees.

General Funds – A portion of General Fund revenues are allocated to CIP projects each year. CIP project timing is usually somewhat flexible, so the amount allocated from the General Fund each year is related to the excess revenues generated within the Fund.

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.

Capital Improvement Plan (CIP) Budget Summary 2020-2025							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
General Fund (GF) (\$000)							
Patrol Vehicle Replacement		28,588	28,588				57,176
Unmarked Police Vehicles		21,396	21,396				42,792
Truck Replacement -Parks			20,000		20,000		40,000
Heavy Equipment Replacement-Parks		25,000		25,000		25,000	75,000
Electrical Uparades - Parks			25,000	25,000	25,000	25,000	100,000
Small Ramadas - Parks		10,000	10,000				20,000
Animal Shelter New Roof		20,000					20,000
Police Replace Colt Parol Rifles		8,300					8,300
Police Milo Training System		19,900					19,900
Body Cameras		11,475	11,475	11,475	11,475	0	45,900
Pavement of Fire/Police Parking				50,000			50,000
Pave Library Parking Lots				40,000			40,000
NIBRS Module Spillman		10,000	1,000	1,000	1,000	1,000	14,000
Library Carpet			11,000				11,000
Library LED Light Upgrade		11,000					11,000
Library Parking Lot Pavement				35,000			35,000
Toursim Construction		7,500					7,500
Replacement Rescue Vehicle			300,000				300,000
Police Replace Trucks AC & Evidence		50,000					50,000
Total Funds Spent		223,159	428,459	187,475	57,475	51,000	947,568
General Fund Sources							
Balance, Beginning of Year							0
General Fund Capital Allocation		165,659	128,459	137,475	57,475	51,000	540,068
Series 2010 Bond Proceeds							0
Loan/Lease Financing			300,000				300,000
Unfunded				50,000			50,000
Anticipated Grant		57,500					57,500
Total Fund Sources		223,159	428,459	187,475	57,475	51,000	947,568
Balance, End of Year		0	0	0	0	0	0
Capital Projects Fund (CPF)							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
City Yard Improvements		30,000	30,000	30,000	30,000		120,000
Timekeeping Module		16,270	10,000	10,000	10,000	10,000	56,270
Lions Park Lighting Upgrades			35,000	35,000	35,000	30,000	135,000
Replacement of Main Ramada Lion's Park			60,000				60,000
Heavy Equipment Replacement							0
Splash Pad			20,000	300,000			320,000
Repairs to Food Bank			30,000				30,000
Street Signage Upgrade		35,000	35,000	35,000	35,000	35,000	175,000
Slum & Blight Abatement		75,000	75,000	75,000	75,000	75,000	375,000
Pavement Management- PW		250,000	250,000	250,000	250,000	250,000	1,250,000
Lion's Park Security Upgrade			20,000	50,000	50,000		120,000
Apache Park Improvements		20,000	50,000	75,000	50,000	50,000	245,000
4th St Survey & Landscape Plan					30,000	100,000	130,000
Quiet Rail Crossing		25,000	60,000	800,000	800,000		1,685,000
City Hall Replacement Building		5,000,000					5,000,000
Total Funds Spent		5,451,270	675,000	1,660,000	1,365,000	550,000	9,701,270
Capital Projects Fund Sources							
Balance, Beginning of Year		0	0	0	0		0
Construction Sales Tax		250,000	250,000	250,000	250,000	250,000	1,250,000
General Fund Allocation		51,270	170,000	360,000	60,000	25,000	666,270
Series 2010 Bond Proceeds		125,000	145,000	175,000	175,000	125,000	745,000
Anticipated Grant			50,000	75,000	50,000	50,000	225,000
Loan/Bond Financing		5,000,000					5,000,000
Unfunded		50,000	60,000	825,000	830,000	125,000	1,890,000
Total Fund Sources		5,476,270	675,000	1,685,000	1,365,000	575,000	9,776,270
Balance, End of Year		25,000	0	25,000	0	25,000	75,000

Grants Fund							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
Dual Band Portable Radios		21,750	15,000	15,000	15,000		66,750
Fire Portable Radios			129,737				129,737
SCBA Equipment			805,673				805,673
PD In-car Computers		10,500					10,500
New Engine Company & Equipment			780,000				780,000
Softball Field Scoreboard			10,000				10,000
Stonegarden Patrol Car							0
Total Funds Spent		32,250	1,740,410	15,000	15,000	0	1,802,660
Fund Sources							
Balance, Beginning of Year							0
Scheduled Grants		32,250	895,127				927,377
Developer Participation			780,000				780,000
General Fund Capital Allocation			65,283	15,000	15,000		95,283
Total Fund Sources		32,250	1,740,410	15,000	15,000	0	1,802,660
Balance, End of Year		0	0	0	0	0	0
Natural Gas Fund							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
Gas Telemeters		50,000	50,000	40,000	40,000	40,000	220,000
Gas Detection Equipment		25,000		25,000		25,000	75,000
Truck Replacement		25,000	25,000	25,000	25,000	25,000	125,000
Heavy Equipment Replacement		30,000	35,000	35,000	35,000	35,000	170,000
Rate Study					30,000		30,000
Benson Reg Station Replacement			25,000	100,000			125,000
Gas Master Plan				50,000			50,000
Pomerene Line Upgrades					40,000	100,000	140,000
Benson to Pomerene Reg Upgrade						50,000	50,000
Gas Planning Model				75,000			75,000
Total Funds Spent		130,000	135,000	350,000	170,000	275,000	1,060,000
Fund Sources							
Balance, Beginning of Year							0
Series 2010 Bond Proceeds		50,000	50,000	40,000	40,000	40,000	220,000
Gas Fund Capital Allocation		80,000	85,000	235,000	130,000	235,000	765,000
Unfunded				75,000			75,000
Total Fund Sources		130,000	135,000	350,000	170,000	275,000	1,060,000
Balance, End of Year		0	0	0	0	0	0
Water Fund							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
Water Telemeters		50,000	40,000	30,000	20,000	20,000	160,000
Water Planning Model			50,000				50,000
Water Master Plan				60,000			60,000
Hillcrest St Water Line Replacement			40,000				40,000
North 4th St Water Line Replacement				65,000			65,000
Water SCADA Control System Upgrade			50,000	30,000	30,000	30,000	140,000
Portable Genset			250,000				250,000
Whetstone Water Interconnect		20,000	40,000		150,000		210,000
City Yard Improvements		25,000	25,000	25,000	25,000		100,000
Self-Serve Water Station					35,000		35,000
Union Street Water Line Replacement			50,000				50,000
Ocotillo Water Line Replacement				50,000			50,000
291 Pump Upgrade			65,000				65,000
Truck Replacement		25,000	25,000	25,000	25,000	25,000	125,000
West Benson Well Abandonment		75,000	25,000				100,000
Heavy Equipment Replacement		35,000	35,000	35,000	35,000	35,000	175,000
Total Funds Spent		230,000	695,000	320,000	320,000	110,000	1,675,000
Fund Sources							
Balance, Beginning of Year							0
Series 2010 Bond Proceeds		50,000	40,000	30,000	20,000	20,000	160,000
Water Fund Capital Allocation		145,000	620,000	255,000	115,000	55,000	1,190,000
Developer Participation					150,000		150,000
Unfunded		35,000	35,000	35,000	35,000	35,000	175,000
Total Fund Sources		230,000	695,000	320,000	320,000	110,000	1,675,000
Balance, End of Year		0	0	0	0	0	0

Wastewater Fund							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
WW Plant Software Upgrade							0
WW Plant Roaders Upgrade			300,000	250,000			550,000
WW Plant UV System			260,000				260,000
WW Plant SCADA Upgrade	100000		50,000				150,000
High Pressure Jet Router			125,000				125,000
WW Collection Improvements		100000	100,000	100,000	100,000	100,000	500,000
Truck Replacement		25,000	25,000	25,000	25,000	25,000	125,000
Heavy Equipment Replacement		35,000	35,000	35,000	35,000	35,000	175,000
WW Planning Model				80,000			80,000
WW Master Plan					50,000		50,000
Whetstone SCADA Connection			30,000	50,000			80,000
Whetstone Force Main Pump System			30,000	300,000			330,000
City Yard Improvements		20,000	20,000	20,000	20,000		80,000
Total Funds Spent		280,000	975,000	860,000	230,000	160,000	2,505,000
Fund Sources							
Balance, Beginning of Year							0
WW Fund Capital Allocation		260,000	925,000	490,000	210,000	160,000	2,045,000
Series 2010 Bond Proceeds		0			0		0
Developer Participation		0	30,000	350,000	0	0	380,000
Unfunded		20,000	20,000	20,000	20,000	0	80,000
Total Fund Sources		280,000	975,000	860,000	230,000	160,000	2,505,000
Balance, End of Year		0	0	0	0	0	0
Golf Course Fund							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
							0
Driving Range 2nd Stage			25,000				25,000
Golf Course Equipment/Improvements			20,000				20,000
Clubhouse Improvements			200,000				200,000
Golf Course Improvements/ Prof Serv.		50,000	450,000				500,000
Golf Cart Replacements		32,000	16,000	16,000	16,000	16,000	96,000
							0
							0
							0
							0
Total Funds Spent		82,000	711,000	16,000	16,000	16,000	841,000
Fund Sources							
Balance, Beginning of Year							0
General Fund Capital Allocation		50,000	245,000	16,000	16,000	16,000	343,000
Developer Participation			250,000				250,000
Golf Course Fund Match		32,000	16,000				48,000
Unfunded			200,000				200,000
Total Fund Sources		82,000	711,000	16,000	16,000	16,000	841,000
Balance, End of Year		0	0	0	0	0	0
Airport Fund							
Project	Page #	2020-21	2021-22	2022-23	2023-24	2024-25	Total
Premier Fencing		400,000					400,000
Master Plan Update w/Drainage Study				350,000			350,000
Self Serve Fuel Farm		100,000	450,000				550,000
Pad E-3 Hangars						400,000	400,000
Shade Hangers						500,000	500,000
Pad A Hangars					150,000	1,500,000	1,650,000
Terminal Building (Design)						150,000	150,000
Aviation Dr. Pavement Management				100,000			100,000
							0
Total Funds Spent		500,000	450,000	450,000	150,000	2,550,000	4,100,000
Fund Sources							
Balance, Beginning of Year							0
Grant Funds		380,000		334,250		150,000	864,250
General Fund Capital Allocation		120,000	450,000	15,750			585,750
Unfunded				100,000	150,000	2,400,000	2,650,000
Total Fund Sources		500,000	450,000	450,000	150,000	2,550,000	4,100,000
Balance, End of Year		0	0	0	0	0	0
CIP Summary							
		2020-21	2021-22	2022-23	2023-24	2024-25	Total
Total CIP Expenditures		6,928,679	5,809,869	3,858,475	2,323,475	3,712,000	22,632,498
Fund Sources							
General Fund Capital Allocation		386,929	813,742	528,225	132,475	76,000	1,937,371
Series 2010 Bond		225,000	235,000	245,000	235,000	185,000	1,125,000
Scheduled Grants		32,250	895,127	0	0	0	927,377
Construction Sales Tax							0
Enterprise Fund Capital Allocation		517,000	1,646,000	980,000	455,000	450,000	4,048,000
Anticipated Grants		437,500	50,000	409,250	50,000	200,000	1,146,750
Developer Participation		0	1,060,000	350,000	150,000	0	1,560,000
Loan/Lease Financing		0	300,000	0	0	0	300,000
Unfunded		105,000	315,000	1,105,000	1,035,000	2,560,000	5,120,000
Total Fund Sources		1,703,679	5,314,869	3,617,475	2,057,475	3,471,000	16,164,498

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CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Purchase Dual Band Portables						
Project Title					Police	
					Department	
Paul Moncada					\$66,750	66750
Contact Person					Estimated Cost	
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	21,750	15,000	15,000	15,000		66,750
Professional Services						0
Contingency						0
TOTAL	\$21,750	\$15,000	\$15,000	\$15,000	\$0	\$66,750
<u>FUNDING</u>						
Cash		15,000	15,000	15,000		45,000
Bonds						0
Grants	21,750					21,750
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$21,750	\$15,000	\$15,000	\$15,000	\$0	\$66,750
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Purchase dual band radios to enable communication with CCSO						
JUSTIFICATION:						
Interoperable Communicationn						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						
Stone Garden/Homeland Security						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Replace In-Car Computers	Police
Project Title	Department
Paul Moncada	\$10,500
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	10,500					10,500
Professional Services						0
Contingency						0
TOTAL	\$10,500	\$0	\$0	\$0	\$0	\$10,500

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants	10,500					10,500
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$10,500	\$0	\$0	\$0	\$0	\$10,500

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace three in car computers

JUSTIFICATION:
Keep up to date equipment

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:
1) Stone Garden
2)

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Body Cameras		Police
Project Title		Department
Paul Moncada		\$45,900
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services	11,475	11,475	11,475	11,475		45,900
Contingency						0
TOTAL	\$11,475	\$11,475	\$11,475	\$11,475	\$0	\$45,900
<u>FUNDING</u>						
Cash	11,475	11,475	11,475	11,475		45,900
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$11,475	\$11,475	\$11,475	\$11,475	\$0	\$45,900
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
year two for Body camera project support and licenses

JUSTIFICATION:
provide transparency to officer interactions

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:
General Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Patrol Car Replacement							Police
Project Title							Department
Paul Moncada							\$28,588
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	14,294	14,294				28,588
Professional Services						0
Contingency						0
TOTAL	\$14,294	\$14,294	\$0	\$0	\$0	\$28,588
<u>FUNDING</u>						
Cash	14,294	14,294				28,588
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$14,294	\$14,294	\$0	\$0	\$0	\$28,588
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Lease payments on three marked patrol units

JUSTIFICATION:
Replaced old unsafe units

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:
General Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Unmarked Police Vehicles	Police
Project Title	Department
Paul Moncada	\$21,396
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	10,698	10,698				21,396
Professional Services						0
Contingency						0
TOTAL	\$10,698	\$10,698	\$0	\$0	\$0	\$21,396
<u>FUNDING</u>						
Cash	10,698	10,698				21,396
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$10,698	\$10,698	\$0	\$0	\$0	\$21,396
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Lease payments on two unmarked trucks.

JUSTIFICATION:

Replaced one unmarked unit and a marked unit which were passed down.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

General Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Interview Room Upgrade	Police				
Project Title	Department				
Paul Moncada	\$12,000				
Contact Person	Estimated Cost				

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services	3,000	3,000	3,000	3,000		12,000
Contingency						0
TOTAL	\$3,000	\$3,000	\$3,000	\$3,000	\$0	\$12,000
<u>FUNDING</u>						
Cash	3,000	3,000	3,000	3,000		12,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$3,000	\$3,000	\$3,000	\$3,000	\$0	\$12,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

year two support for interview room recording system

JUSTIFICATION:

provide quality recorded interviews for cases

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

General Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

New Animal Shelter Roof		Police
Project Title		Department
Paul Moncada		\$20,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services	20,000					20,000
Contingency						0
TOTAL	\$20,000	\$0	\$0	\$0	\$0	\$20,000
<u>FUNDING</u>						
Cash	20,000					20,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$20,000	\$0	\$0	\$0	\$0	\$20,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
replace current roof with metal roof will last longer

JUSTIFICATION:
maintain the shelter

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:
General Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Replace Colt Patrol Rifles	Police
Project Title	Department
Paul Moncada	\$8,300
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	8,300					8,300
Professional Services						0
Contingency						0
TOTAL	\$8,300	\$0	\$0	\$0	\$0	\$8,300
<u>FUNDING</u>						
Cash	8,300					8,300
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$8,300	\$0	\$0	\$0	\$0	\$8,300
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

replace colt patrol rifles that are 20+ years old

JUSTIFICATION:

officer safety

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

General Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

New trucks for AC/Property	Police
Project Title	Department
Paul Moncada	\$50,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	50,000					50,000
Professional Services						0
Contingency						0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$50,000
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants	50,000					50,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$50,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

buy two replacement trucks one for property and evidence and one for animal control

JUSTIFICATION:

replace old vehicles

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

Grant

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Milo Training System							Police
Project Title							Department
Paul Moncada							\$19,900
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	19,900					19,900
Professional Services						0
Contingency						0
TOTAL	\$19,900	\$0	\$0	\$0	\$0	\$19,900
<u>FUNDING</u>						
Cash	19,900					19,900
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$19,900	\$0	\$0	\$0	\$0	\$19,900
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Training system for judgemental shoots

JUSTIFICATION:
we are required to perform at least one judgemental shoot per year, now we all have to go to Bisbee to train

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:
General Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Premier Fencing	Airport
Project Title	Department
Brad Hamilton	\$400,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	400,000					400,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$400,000	\$0	\$0	\$0	\$0	\$400,000
<u>FUNDING</u>						
Cash	20,000					20,000
Bonds						0
Grants	380,000					380,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$400,000	\$0	\$0	\$0	\$0	\$400,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Perimeter fence around the airport to restrict access of cattle and wildlife

JUSTIFICATION:

Required by FAA because of obvious signs of cattle on the runway

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Master Plan Update w/ Drainage Study						Airport
Project Title						Department
Brad Hamilton						\$350,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		350,000				350,000
Contingency						0
TOTAL	\$0	\$350,000	\$0	\$0	\$0	\$350,000
<u>FUNDING</u>						
Cash		15,750				15,750
Bonds						0
Grants		334,250				334,250
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$350,000	\$0	\$0	\$0	\$350,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Update of Master plan and is required to receive grant funds and a Drainage study to solve drainage problems						
JUSTIFICATION:						
Current master plan is over 10 years and update is required to receive federal grant funding for airport.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Self Serve Fuel Farm		Airport
Project Title		Department
Brad Hamilton		\$550,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	100,000	450,000				550,000
Professional Services						0
Contingency						0
TOTAL	\$100,000	\$450,000	\$0	\$0	\$0	\$550,000
<u>FUNDING</u>						
Cash	100,000	450,000				550,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$100,000	\$450,000	\$0	\$0	\$0	\$550,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Installing of 2 12,000 gallon tanks for aviation fuel self-serve

JUSTIFICATION:

Provide self-serve fuel at the airport for convenience and to help the airport fiscally sustainable

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Pad E-3 Hangars	Airport
Project Title	Department
Brad Hamilton	\$400,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction					400,000	400,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$0	\$400,000	\$400,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded					400,000	400,000
TOTAL	\$0	\$0	\$0	\$0	\$400,000	\$400,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Build out the remaining part of Pad E allowing City to lease out hangar space

JUSTIFICATION:
Help make the airport more fiscally sustainable

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Shade Hangars		Airport
Project Title		Department
Brad Hamilton		\$500,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction					500,000	500,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$0	\$500,000	\$500,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded					500,000	500,000
TOTAL	\$0	\$0	\$0	\$0	\$500,000	\$500,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Design and construct shade hangars at the airport for rent or lease.

JUSTIFICATION:

Would allow the City to attract more aircraft and become more fiscally sustainable

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

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**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Pad A Hangars	Airport
Project Title	Department
Brad Hamilton	\$1,650,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction				150,000	1,500,000	1,650,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$150,000	\$1,500,000	\$1,650,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded				150,000	1,500,000	1,650,000
TOTAL	\$0	\$0	\$0	\$150,000	\$1,500,000	\$1,650,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Design and construction of commercial hangars for lease to businesses operating at the airport

JUSTIFICATION:
Would allow the City to collect rent on hangar leases and attract more businesses to Benson

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Terminal Building (Design)	Airport
Project Title	Department
Brad Hamilton	\$150,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering					150,000	150,000
Construction						0
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$0	\$150,000	\$150,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants					150,000	150,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$0	\$0	\$150,000	\$150,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Design future construction of a terminal building to increase air traffic

JUSTIFICATION:
Improvements to Benson airport to attract more visitation to Benson

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Aviation Dr. Pavement Management	Airport
Project Title	Department
Brad Hamilton	\$100,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction			100,000			100,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$100,000	\$0	\$0	\$100,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded			100,000			100,000
TOTAL	\$0	\$0	\$100,000	\$0	\$0	\$100,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Chip seal of Aviation Dr. from Airport to Ocotillo

JUSTIFICATION:
Road is in need of improvements and would allow better access to the airport

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Union Pacific Rest Stop Ramada	Tourism
Project Title	Department
Bob Nilson	\$7,500
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	7,500					7,500
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$7,500	\$0	\$0	\$0	\$0	\$7,500
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants	7,500					7,500
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$7,500	\$0	\$0	\$0	\$0	\$7,500
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION: Rest Stop Covered Ramada with Picnic Table

JUSTIFICATION: the City Received the grant money in 2016 and ramada was never constructed

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

Type of Grant: Union Pacific Foundation Grant

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Carpet Library						
Project Title						Library
						Department
Kelli Jeter						\$12,751
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		11,000				11,000
Contingency						0
TOTAL	\$0	\$11,000	\$0	\$0	\$0	\$11,000
<u>FUNDING</u>						
Cash		11,000	567	583	601	12,751
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$11,000	\$567	\$583	\$601	\$12,751
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs		550	567	583	601	2,301
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$550	\$567	\$583	\$601	\$2,301
PROJECT DESCRIPTION:						
To carpet all area's of the Library that are now carpeted. This total would be \$11,000 for carpet then funds needed in future years to have carpet cleaned.						
JUSTIFICATION:						
This would improve the look of the library and make for a more inviting place for the public.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
Quality of life and fiscal sustainability						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Pave West Lot at Library	Library				
Project Title	Department				
Brad Hamilton	\$35,000				
Contact Person	Estimated Cost				

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering			3,500			3,500
Construction			31,500			31,500
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$35,000	\$0	\$0	\$35,000
<u>FUNDING</u>						
Cash			35,000			35,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$35,000	\$0	\$0	\$35,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
This project would pave the lot directly west of the library.

JUSTIFICATION:
The Friends of the Library purchased the lot west of the library, this project would pave that lot so it could be used for additional parking at the library, food bank, parades, etc.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

LED Light Upgrades	Library
Project Title	Department
Kelli Jeter	\$11,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	11,000					11,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$11,000	\$0	\$0	\$0	\$0	\$11,000
<u>FUNDING</u>						
Cash	11,000					11,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$11,000	\$0	\$0	\$0	\$0	\$11,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Upgrade to the lighting at the Library. Current lighting is not efficient and the bulbs burn out regularly and are costly to replace.

JUSTIFICATION:
Current lighting is not efficient and the bulbs burn out regularly and are costly to replace.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:
Community Quality of Lifew, Fiscal Sustainability

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Timekeeping System		Finance
Project Title		Department
Seth Judd		\$56,270
Contact Person		Estimated Cost

PROJECT COMPONENTS	2020	2021	2022	2023	2024	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	16,270					16,270
Professional Services		10,000	1,000	10,000	1,000	22,000
Contingency						0
TOTAL	\$16,270	\$10,000	\$1,000	\$10,000	\$1,000	\$38,270
<u>FUNDING</u>						
Cash	16,270	10,000	10,000	10,000	10,000	56,270
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$16,270	\$10,000	\$10,000	\$10,000	\$10,000	\$56,270
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
 This would replace our current timekeeping system with a Novatime system and would give us a lot more tracking capabilities. It would integrate with our current accounting software and would be a lot more user friendly. It would allow us the ability to geo-fence employees to a specific location for clocking in and out and would give us the option to have a keycard swipe or a fingerprint recognition. It also has an app for your phone and a desktop application.

JUSTIFICATION:
 This would give us better tracking capabilities for our employees and would be simpler and more effective in tracking employees time.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Fiscal sustainability

NOTES/COMMENTS:

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Portable Radios	Fire
Project Title	Department
Keith Spangler	\$129,737
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	129,737					129,737
Professional Services						0
Contingency						0
TOTAL	\$129,737	\$0	\$0	\$0	\$0	\$129,737
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants	129,737					129,737
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$129,737	\$0	\$0	\$0	\$0	\$129,737
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs		1,000	1,030			2,030
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$1,000	\$1,030	\$0	\$0	\$2,030

PROJECT DESCRIPTION:

This project will be a grant from the Tohono O'odham Nation. This will be a no match grant if awarded.

JUSTIFICATION:

This is to replace radios that are out dated and no longer servicable if they stop working.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

10% will be from general funds
90% will be from FEMA AFG Grant

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Rescue Vehicle/Brush Truck						Fire
Project Title						Department
Keith Spangler						\$300,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings		300,000				300,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$300,000	\$0	\$0	\$0	\$300,000
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded		300,000				300,000
TOTAL	\$0	\$300,000	\$0	\$0	\$0	\$300,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs		4,404	4,404	4,404	4,404	17,616
Operating Savings		423	423	423	423	1,692
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$4,827	\$4,827	\$4,827	\$4,827	\$19,308
PROJECT DESCRIPTION:						
This project is to replace a 22 year old rescue truck and a 39 Yr old brush truck with a combinaiton rescue brush truck. This will be on a Ford F550 chassis and rescue bed. It will also have a water tank and pump.						
JUSTIFICATION:						
The current truck is overweight and not all of the equipment can be kept out of the elements. This causes the equipment to breakdown and have to be replaced. Maintenance has been increasing each year. The engine and transmission will need work as they are starting to show the need for major repair. The brush truck in 39 Yrs old and						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
Community Quality of Life						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						
Funding is General Fund. This also available as a lease purchase.						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Self Contained Breathing Apperatus	Fire
Project Title	Department
Keith Spangler	\$805,673
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings		805,673				805,673
Professional Services						0
Contingency						0
TOTAL	\$0	\$805,673	\$0	\$0	\$0	\$805,673

<u>FUNDING</u>						
Cash		40,283				40,283
Bonds						0
Grants		765,390				765,390
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$805,673	\$0	\$0	\$0	\$805,673

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs		0	0	0	0	0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
This project is to replace out of compliance Self Contained Breathing Apparatus (SCBA). This is also to replace out dated breathing air compressor and cascade system to fill the new SCBAs as the current compressor and cascade system are not large enough to fill the SCBAs to the new standard.

JUSTIFICATION:
This will bring the Fire Department's breathing air up to the current standard for breathing air and SCBAs.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

NOTES/COMMENTS:

1) Cash Funding Source; ie: General Fund, HURF Fund, etc.

2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

10% will be from the General Fund

90 % will be grant funded from a regional FEMA grant.

The purchase is contingent on the grant being awarded.

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
New Engine Company and Equipment						Fire
Project Title						Department
Keith Spangler						\$700,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings			780,000			780,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$780,000	\$0	\$0	\$780,000
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation			700,000			700,000
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$700,000	\$0	\$0	\$700,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's			\$1,061,292	\$1,093,130.76	\$1,125,924.68	3,280,347
Operating Costs			2,549	2,625	2,704	7,879
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$1,063,841	\$1,095,756	\$1,128,629	\$3,288,226
PROJECT DESCRIPTION:						
This project is the purchase of a new Engine Company for the new development of Eldorado Holdings. This is also for twelve full time employees plus overtime.						
JUSTIFICATION:						
This is to provide protection for the new development when it gets underway.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
Community Quality of Life						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						
This is 100% developer funded including equipment.						

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Rate Study						Natural Gas
Project Title						Department
Brad Hamilton						\$30,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services				30,000		30,000
Contingency						0
TOTAL	\$0	\$0	\$0	\$30,000	\$0	\$30,000
<u>FUNDING</u>						
Cash				30,000		30,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$0	\$30,000	\$0	\$30,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Rate study to ensure that the Gas Fund remains self-sustaining. Rate study should be performed every 3-5 years.						
JUSTIFICATION:						
Ensure that the Gas Enterprise Fund remains self-sustaining						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Gas Telemeters	Natural Gas
Project Title	Department
Brad Hamilton	\$220,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	50,000	50,000	40,000	40,000	40,000	220,000
Professional Services						0
Contingency						0
TOTAL	\$50,000	\$50,000	\$40,000	\$40,000	\$40,000	\$220,000
<u>FUNDING</u>						
Cash	50,000	50,000	40,000	40,000	40,000	220,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$50,000	\$50,000	\$40,000	\$40,000	\$40,000	\$220,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Upgrade out of date meters to new MXU meters

JUSTIFICATION:

Upgrade meters to be electronically read and replace old meters

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

This could b funded by left over bond proceeds

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Benson Reg. Station Replacement	Natural Gas
Project Title	Department
Brad Hamilton	\$125,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	25,000	100,000				125,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$100,000	\$0	\$0	\$0	\$125,000

<u>FUNDING</u>						
Cash	25,000	100,000				125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$100,000	\$0	\$0	\$0	\$125,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replacement of the Benson Main regulator station

JUSTIFICATION:
Regulator station is over 20 years old and components are becoming obsolete and hard to find replacement parts.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Truck Replacements	Natural Gas
Project Title	Department
Brad Hamilton	\$125,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000	25,000	125,000
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<u>FUNDING</u>						
Cash	25,000	25,000	25,000	25,000	25,000	125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Replace old vehicle fleet with new vehicles

JUSTIFICATION:

Update fleet to more reliable vehicles that will require less maintenance

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Heavy Equipment Replacements	Natural Gas
Project Title	Department
Brad Hamilton	\$170,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	35,000	35,000	35,000	35,000	170,000
Professional Services						0
Contingency						0
TOTAL	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$170,000
<u>FUNDING</u>						
Cash	30,000	35,000	35,000	35,000	35,000	170,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$170,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Replace out of date heavy equipment

JUSTIFICATION:

Replace with more reliable equipment that will require less maintenance

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

Could be funded with construction sales tax or cash from the Gas Fund

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Gas Planning Model		Natural Gas
Project Title		Department
Brad Hamilton		\$75,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services			75,000			75,000
Contingency						0
TOTAL	\$0	\$0	\$75,000	\$0	\$0	\$75,000
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded			75,000			75,000
TOTAL	\$0	\$0	\$75,000	\$0	\$0	\$75,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Create a planning model to project infrastructure required for future gas needs

JUSTIFICATION:

Will be required for any major growth in business or housing

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

Will be funded with construction sales tax

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Gas Master Plan	Natural Gas
Project Title	Department
Brad Hamilton	\$50,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		50,000				50,000
Contingency						0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$50,000
<u>FUNDING</u>						
Cash		50,000				50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$50,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Use Gas Model to identify projects that need to be completed for additional capacity and reliability

JUSTIFICATION:

Current master plan is outdated.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Pomerene Line Upgrade	Natural Gas
Project Title	Department
Brad Hamilton	\$140,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings				40,000	100,000	140,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$40,000	\$100,000	\$140,000
<u>FUNDING</u>						
Cash				40,000	100,000	140,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$0	\$40,000	\$100,000	\$140,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace 2" line running to Pomerene with a 4" line to improve capacity

JUSTIFICATION:
Current gas pipeline size does not allow for much growth

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Benson to Pomerene Reg Upgrade						
Project Title					Natural Gas	
					Department	
Brad Hamilton					\$50,000	
Contact Person					Estimated Cost	
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings					50,000	50,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$0	\$50,000	\$50,000
<u>FUNDING</u>						
Cash					50,000	50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$0	\$0	\$50,000	\$50,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Design & Engineering for regulator upgrade						
JUSTIFICATION:						
Future capacity and redundancy between the 2 regulator stations. Current system as varying pipe sizes and needs to be upgraded for consistency.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

City Yard Improvements		Natural Gas
Project Title		Department
Brad Hamilton		\$120,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	30,000	30,000	30,000		120,000
Professional Services						0
Contingency						0
TOTAL	\$30,000	\$30,000	\$30,000	\$30,000	\$0	\$120,000
<u>FUNDING</u>						
Cash	30,000	30,000	30,000	30,000		120,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$30,000	\$30,000	\$30,000	\$30,000	\$0	\$120,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Upgrades to make the yard more efficient and secure including pouring concrete, upgrading fence, electrical, and building additions.

JUSTIFICATION:
Current yard needs attention for security and safety

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Gas Detection Equipment						Natural Gas
Project Title						Department
Brad Hamilton						\$75,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000		25,000		25,000	75,000
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$25,000	\$75,000
<u>FUNDING</u>						
Cash	25,000		25,000		25,000	75,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$25,000	\$75,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Necessary equipment upgrades. Current equipment is getting hard to find replacement parts. Functionally obsolete.						
JUSTIFICATION:						
Equipment needs to be upgraded every few years						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Golf Cart Replacements			Golf			
Project Title			Department			
Brad Hamilton			\$94,000			
Contact Person			Estimated Cost			
PROJECT COMPONENTS						
	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	32,000	16,000	16,000	16,000	16,000	96,000
Professional Services						0
Contingency						0
	TOTAL	\$32,000	\$16,000	\$16,000	\$16,000	\$96,000
<u>FUNDING</u>						
Cash	30,000	16,000	16,000	16,000	16,000	94,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
	TOTAL	\$30,000	\$16,000	\$16,000	\$16,000	\$94,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
	NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Need a 2nd fairway unit to take the stress off our only working unit. The golf course has always had at least two fairway units. They						
JUSTIFICATION:						
Our equipment repair dollars are going up every year. That's inline with the age of most of the equipment we use.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
Better maintained golf course attracts more golfers, the more golfers the higher chance of spending throughout the town.						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Equipment replacement	Golf				
Project Title	Department				
Brad Hamilton	\$20,000				
Contact Person	Estimated Cost				

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	20,000					20,000
Professional Services						0
Contingency						0
TOTAL	\$20,000	\$0	\$0	\$0	\$0	\$20,000
<u>FUNDING</u>						
Cash	20,000					20,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$20,000	\$0	\$0	\$0	\$0	\$20,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

This fund is to buy used golf equipment as other courses close.

JUSTIFICATION:

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Golf Course Improvements	Golf Course
Project Title	Department
Brad Hamilton	\$450,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction		400,000				400,000
Equipment & Furnishings						0
Professional Services	50,000	50,000				100,000
Contingency						0
TOTAL	\$50,000	\$450,000	\$0	\$0	\$0	\$500,000

<u>FUNDING</u>						
Cash		200,000				200,000
Bonds						0
Grants						0
Developer Participation		250,000				250,000
Improvement District						0
Unfunded						0
TOTAL	\$0	\$450,000	\$0	\$0	\$0	\$450,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Improvements to the front of the Golf Course along with additions to the building and landscaping.

JUSTIFICATION:
Improve the appearance of the Golf Course to attract more customers to both the course and the restaurant.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Softball Field Scoreboard	Parks
Project Title	Department
Brad Hamilton	\$10,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	10,000					0
Professional Services						0
Contingency						0
TOTAL	\$10,000	\$0	\$0	\$0	\$0	\$0

<u>FUNDING</u>						
Cash	10,000					10,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$10,000	\$0	\$0	\$0	\$0	\$10,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Installing a new scoreboard at the softball field similar to the one at the current little league field

JUSTIFICATION:
Improvements to the park could invite more tournaments and players to the fields.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Lions Park Field lighting upgrades			Parks
Project Title			Department
Brad Hamilton			\$135,000
Contact Person			Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	35,000	35,000	35,000	30,000		135,000
Professional Services						0
Contingency						0
TOTAL	\$35,000	\$35,000	\$35,000	\$30,000	\$0	\$135,000
<u>FUNDING</u>						
Cash	35,000	35,000	35,000	30,000		135,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$35,000	\$35,000	\$35,000	\$30,000	\$0	\$135,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace current incandescent field lighting to LED field lighting

JUSTIFICATION:
Current field lighting is expensive to maintain and is inefficient. New lighting would save the City in electric bills.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Replacement of Main Ramada							Parks
Project Title							Department
Brad Hamilton							\$60,000
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	60,000					60,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$60,000	\$0	\$0	\$0	\$0	\$60,000
<u>FUNDING</u>						
Cash	60,000					60,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$60,000	\$0	\$0	\$0	\$0	\$60,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

replace the current wooden ramada with a steel ramada

JUSTIFICATION:

Main ramada is starting show signs of wear and have structural problems.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

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**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Truck Replacements							Parks
Project Title							Department
Brad Hamilton							\$40,000
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings		20,000		20,000		40,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$20,000	\$0	\$20,000	\$0	\$40,000
<u>FUNDING</u>						
Cash		20,000		20,000		40,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$20,000	\$0	\$20,000	\$0	\$40,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace aging vehicle fleet with newer trucks

JUSTIFICATION:
Current fleet requires extra maintenance and this will save the City money in the long run

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Heavy Equipment Replacements							Parks
Project Title							Department
Brad Hamilton							\$75,000
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000		25,000		25,000	75,000
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$25,000	\$75,000
<u>FUNDING</u>						
Cash	25,000		25,000		25,000	75,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$0	\$25,000	\$0	\$25,000	\$75,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Replace equipment that is outdated and unable to be certified

JUSTIFICATION:

Current equipment is high mileage and in some cases is able to be certified

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

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**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Electrical Upgrades							Parks
Project Title							Department
Brad Hamilton							\$100,000
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000		100,000
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$0	\$100,000
<u>FUNDING</u>						
Cash	25,000	25,000	25,000	25,000		100,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$0	\$100,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Replacement of electrical components at the park

JUSTIFICATION:

Much of the electrical system at the park is old and not up to code

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Lions Park Security System	Parks					
Project Title	Department					
Brad Hamilton	\$120,000					
Contact Person	Estimated Cost					

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	20,000	50,000	50,000			120,000
Professional Services						0
Contingency						0
TOTAL	\$20,000	\$50,000	\$50,000	\$0	\$0	\$120,000
<u>FUNDING</u>						
Cash						0
Bonds	20,000	50,000	50,000			120,000
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$20,000	\$50,000	\$50,000	\$0	\$0	\$120,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Cameras around Lion's Park to reduce vandalism and crime

JUSTIFICATION:

This would reduce vandalism and crime and help keep the parks looking nice

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Small Ramadas	Parks
Project Title	Department
Brad Hamilton	\$20,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	10,000	10,000				20,000
Professional Services						0
Contingency						0
TOTAL	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000
<u>FUNDING</u>						
Cash	10,000	10,000				20,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$10,000	\$10,000	\$0	\$0	\$0	\$20,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Would improve appearance of Park and allow more places for people to enjoy it.

JUSTIFICATION:
There is currently very limited ramada space at the park. This would attract more people to the park.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Repairs to Food Bank Building	Public Works
Project Title	Department
Brad Hamilton	\$30,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	30,000					30,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$30,000	\$0	\$0	\$0	\$0	\$30,000
<u>FUNDING</u>						
Cash	30,000					30,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$30,000	\$0	\$0	\$0	\$0	\$30,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Tenting for termites and possible roof replacement.

JUSTIFICATION:
Existing building is need of repairs and is showing signs of wear

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Pavement Management							Public Works
Project Title							Department
Brad Hamilton							\$1,250,000
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	250,000	250,000	250,000	250,000	250,000	1,250,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
<u>FUNDING</u>						
Cash	125,000	125,000	125,000	125,000	125,000	625,000
Bonds	125,000	125,000	125,000	125,000	125,000	625,000
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$1,250,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Chip seal of existing City Streets

JUSTIFICATION:
Current streets are in need of maintenance.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Slum and Blight Abatement	Public Works
Project Title	Department
Brad Hamilton	\$375,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	75,000	75,000	75,000	75,000	75,000	375,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
<u>FUNDING</u>						
Cash	75,000	75,000	75,000	75,000	75,000	375,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Remove old buildings and hazards from the City

JUSTIFICATION:

Benson has a lot of Slum and Blight that needs to be removed to improve community quality of life.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
City Hall Replacement Building						Public Works
Project Title						Department
Brad Hamilton						\$5,300,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering	300,000					300,000
Construction		5,000,000				5,000,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$300,000	\$5,000,000	\$0	\$0	\$0	\$5,300,000
<u>FUNDING</u>						
Cash						0
Bonds	300,000	5,000,000				5,300,000
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$300,000	\$5,000,000	\$0	\$0	\$0	\$5,300,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Construct new City Hall facility to replace current building that was built in the 1960s.						
JUSTIFICATION:						
Current City Hall is falling apart and is no longer available to meet for Council or other organizations in the community. This would allow a meeting place within town and accomadate a growing staff.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Quiet Zone		Public Works
Project Title		Department
Brad Hamilton		\$1,685,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering	25,000	60,000				85,000
Construction			800,000	800,000		1,600,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$60,000	\$800,000	\$800,000	\$0	\$1,685,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded	25,000	60,000	800,000	800,000		1,685,000
TOTAL	\$25,000	\$60,000	\$800,000	\$800,000	\$0	\$1,685,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Construct improvements to rail crossings to establish a Quiet Zone through town.

JUSTIFICATION:
This would improve quality of life for Benson residents and downtown businesses.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Pave Library Parking Lots	Public Works
Project Title	Department
Brad Hamilton	\$40,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering			5,000			5,000
Construction						0
Equipment & Furnishings			35,000			35,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$40,000	\$0	\$0	\$40,000
<u>FUNDING</u>						
Cash			40,000			40,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$40,000	\$0	\$0	\$40,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Pave West and South lots of the library

JUSTIFICATION:

Current parking lots in need of repair and parking is limited

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Pavement of Fire/Police Parking	Public Works
Project Title	Department
Brad Hamilton	\$50,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction				50,000		50,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$50,000	\$0	\$50,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded				50,000		50,000
TOTAL	\$0	\$0	\$0	\$50,000	\$0	\$50,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Repaving of current parking lot

JUSTIFICATION:
Current parking lot is need of repair and parking is limited.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
4th St Survey and Landscape Plan						Public Works
Project Title						Department
Brad Hamilton						\$130,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services				30,000	100,000	130,000
Contingency						0
TOTAL	\$0	\$0	\$0	\$30,000	\$100,000	\$130,000
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded				30,000	100,000	130,000
TOTAL	\$0	\$0	\$0	\$30,000	\$100,000	\$130,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Survey and landscape plan for 4th street to improve appearance of 4th street						
JUSTIFICATION:						
This would improve the appearance of the main street in Benson and would improve economic growth and quality of life						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						
Construction Sales Tax						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Splash Pad		Public Works
Project Title		Department
Brad Hamilton		\$320,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering	20,000					20,000
Construction		300,000				300,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$20,000	\$300,000	\$0	\$0	\$0	\$320,000
<u>FUNDING</u>						
Cash	20,000	300,000				320,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$20,000	\$300,000	\$0	\$0	\$0	\$320,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Construction of a splash pad for Parks and Recreation

JUSTIFICATION:

This would improve quality of life and provide citizens with another activity within the City

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Water Telemeter	Water
Project Title	Department
Brad Hamilton	\$160,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	50,000	40,000	30,000	20,000	20,000	160,000
Professional Services						0
Contingency						0
TOTAL	\$50,000	\$40,000	\$30,000	\$20,000	\$20,000	\$160,000
<u>FUNDING</u>						
Cash						0
Bonds	50,000	40,000	30,000	20,000	20,000	160,000
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$50,000	\$40,000	\$30,000	\$20,000	\$20,000	\$160,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Upgrade out of date meters to upgraded MXU for auto-read

JUSTIFICATION:
This would ensure that all of the water meters would be able to be read electronically and would save the meter readers time and improve accuracy.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

291 Pump Upgrade	Water
Project Title	Department
Brad Hamilton	\$65,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings		65,000				65,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$65,000	\$0	\$0	\$0	\$65,000
<u>FUNDING</u>						
Cash		65,000				65,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$65,000	\$0	\$0	\$0	\$65,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Upgrade of current 100 hp pump to 150 hp. This project would only move forward when the current pump fails. This would allow for for more capacity.

JUSTIFICATION:
The current pump is outdated and is overdue to be replaced. It would allow for us to have more capacity on our water system.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Truck Replacements	Water
Project Title	Department
Brad Hamilton	\$125,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000	25,000	125,000
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<u>FUNDING</u>						
Cash	25,000	25,000	25,000	25,000	25,000	125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace out of date fleet with newer vehicles for safety and reliability. This would also reduce maintenance costs.

JUSTIFICATION:
Replace aging vehicle fleet and acquire new vehicles for additional staff.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Heavy Equipment Replacement							Water
Project Title							Department
Brad Hamilton							\$170,000
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	35,000	35,000	35,000	35,000	170,000
Professional Services						0
Contingency						0
TOTAL	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$170,000

<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded	30,000	35,000	35,000	35,000	35,000	170,000
TOTAL	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$170,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace aging equipment to reduce maintenance costs and equipment that can no longer be certified

JUSTIFICATION:
Replace aging equipment and reduce maintenance costs

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Water Planning Model		Water
Project Title		Department
Brad Hamilton		\$50,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		50,000				50,000
Contingency						0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$50,000
<u>FUNDING</u>						
Cash		50,000				50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$50,000	\$0	\$0	\$0	\$50,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Update of the City's current water planning model to provide for capacity for future growth

JUSTIFICATION:
Would put into place a plan for future development coming to the City

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Water Master Plan		Water
Project Title		Department
Brad Hamilton		\$60,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services			60,000			60,000
Contingency						0
TOTAL	\$0	\$0	\$60,000	\$0	\$0	\$60,000
<u>FUNDING</u>						
Cash			60,000			60,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$60,000	\$0	\$0	\$60,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Would provide a plan for the City to be able to accommodate future growth by increasing capacity

JUSTIFICATION:

Would put into place a plan for future development coming to the City

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Hillcrest St Water Line Replacement						
Project Title						Water
						Department
Brad Hamilton						\$40,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	40,000					40,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$40,000	\$0	\$0	\$0	\$0	\$40,000
<u>FUNDING</u>						
Cash	40,000					40,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$40,000	\$0	\$0	\$0	\$0	\$40,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
Replace aging and failing water lines. Repairs including repairing and replacing fire hydrant.						
JUSTIFICATION:						
Current water line has been repaired multiple times and could fail at any time						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Union St. Water Line	Water
Project Title	Department
Brad Hamilton	\$50,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	50,000					50,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$50,000

<u>FUNDING</u>						
Cash	50,000					50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$50,000	\$0	\$0	\$0	\$0	\$50,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace aging and failing water lines

JUSTIFICATION:
Current water line has been repaired multiple times and could fail at any time

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Ocotillo Ave Water Line		Water
Project Title		Department
Brad Hamilton		\$50,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction			50,000			50,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$50,000	\$0	\$0	\$50,000

<u>FUNDING</u>						
Cash			50,000			50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$50,000	\$0	\$0	\$50,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace aging and failing water lines

JUSTIFICATION:
current water line has been repaired multiple times and could fail at any time. This would allow greater water pressure for the hospital and future development.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

North 4th St Water Line		Water
Project Title		Department
Brad Hamilton		\$65,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction			65,000			65,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$65,000	\$0	\$0	\$65,000

<u>FUNDING</u>						
Cash			65,000			65,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$65,000	\$0	\$0	\$65,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace aging and failing water lines

JUSTIFICATION:
Current water line has been repaired multiple times and could fail at any time

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

SCADA Control System	Water
Project Title	Department
Brad Hamilton	\$140,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	50,000	30,000	30,000	30,000		140,000
Professional Services						0
Contingency						0
TOTAL	\$50,000	\$30,000	\$30,000	\$30,000	\$0	\$140,000

<u>FUNDING</u>						
Cash	50,000	30,000	30,000	30,000		140,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$50,000	\$30,000	\$30,000	\$30,000	\$0	\$140,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
electronic monitoring of the water system including pumps, valves, tanks, etc. this will be implemented over time to increase efficiency.

JUSTIFICATION:
This would allow City staff to better monitor the water system remotely and would eliminate the need for scheduled tank routes

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Portable Genset						Water
Project Title						Department
Brad Hamilton						\$250,000
Contact Person						Estimated Cost
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering	50,000					50,000
Construction						0
Equipment & Furnishings	200,000					200,000
Professional Services						0
Contingency						0
TOTAL	\$250,000	\$0	\$0	\$0	\$0	\$250,000
<u>FUNDING</u>						
Cash	250,000					250,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$250,000	\$0	\$0	\$0	\$0	\$250,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
To pump water in case of a major power failure. This could also be used for events where we currently rent this equipment.						
JUSTIFICATION:						
This would allow the City to be able to pump water in the case of an emergency. It would also decrease the cost of some of our events where we currently rent generators.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Whetstone Water Interconnect		Water
Project Title		Department
Brad Hamilton		\$210,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering	20,000	40,000				60,000
Construction				150,000		150,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$20,000	\$40,000	\$0	\$150,000	\$0	\$210,000

<u>FUNDING</u>						
Cash	20,000	40,000				60,000
Bonds						0
Grants						0
Developer Participation				150,000		150,000
Improvement District						0
Unfunded						0
TOTAL	\$20,000	\$40,000	\$0	\$150,000	\$0	\$210,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Would connect the current City of Benson water system to the Whetstone/Vigneto water system.

JUSTIFICATION:
This would cut the amount of compliance testing and paperwork in half and possibly delay the need for additional capacity improvements in half.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

City Yard Improvements		Water
Project Title		Department
Brad Hamilton		\$100,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	25,000	25,000	25,000	25,000		100,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$0	\$100,000

<u>FUNDING</u>						
Cash	25,000	25,000	25,000	25,000		100,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$0	\$100,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Provide much needed updates to the City yard to increase efficiency and safety.

JUSTIFICATION:
The current yard is in need of safety and security upgrades. This will allow for the City to be able to store more equipment at the yard.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

West Benson Well Abandonment	Water
Project Title	Department
Brad Hamilton	\$100,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	75,000	25,000				100,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$75,000	\$25,000	\$0	\$0	\$0	\$100,000

<u>FUNDING</u>						
Cash	75,000	25,000				100,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$75,000	\$25,000	\$0	\$0	\$0	\$100,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
To properly abandon the filled West Benson Well as required by state law

JUSTIFICATION:
Required by state law

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Self Serve Water Station		Water
Project Title		Department
Brad Hamilton		\$35,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings				35,000		35,000
Professional Services						0
Contingency						0
TOTAL	\$0	\$0	\$0	\$35,000	\$0	\$35,000

<u>FUNDING</u>						
Cash				35,000		35,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$0	\$35,000	\$0	\$35,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Credit Card operated water station for bulk water sales

JUSTIFICATION:
This would help reduce loss of water at the current yard where there is no way to supervise when sales are made.
Would also allow sales 24/7

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

WW Plant Roaders Upgrades	Wastewater
Project Title	Department
Brad Hamilton	\$550,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	300,000	250,000				550,000
Professional Services						0
Contingency						0
TOTAL	\$300,000	\$250,000	\$0	\$0	\$0	\$550,000
<u>FUNDING</u>						
Cash	300,000	250,000				550,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$300,000	\$250,000	\$0	\$0	\$0	\$550,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

To replace the current roaders with compressors and micro-bubblers

JUSTIFICATION:

Roaders will need rebuilding by that time and micro-bubblers are more energy efficient

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

WW Plant SCADA Upgrades		Wastewater
Project Title		Department
Brad Hamilton		\$150,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	100,000	50,000				150,000
Professional Services						0
Contingency						0
TOTAL	\$100,000	\$50,000	\$0	\$0	\$0	\$150,000
<u>FUNDING</u>						
Cash	100,000	50,000				150,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$100,000	\$50,000	\$0	\$0	\$0	\$150,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Upgrade to 20 year old SCADA system

JUSTIFICATION:
Current SCADA system runs on Window ME and needs to be upgraded. This would allow for the plant to be run remotely and cut down on overtime

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Truck Replacements		Wastewater
Project Title		Department
Brad Hamilton		\$125,000
Contact Person		Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000	25,000	125,000
Professional Services						0
Contingency						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<u>FUNDING</u>						
Cash	25,000	25,000	25,000	25,000	25,000	125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$125,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Purchase newer vehicles to replace worn out fleet

JUSTIFICATION:

Current vehicles require a lot of maintenance and have high mileage

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Heavy Equipment Replacements							Wastewater
Project Title							Department
Brad Hamilton							\$170,000
Contact Person							Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	35,000	35,000	35,000	35,000	170,000
Professional Services						0
Contingency						0
TOTAL	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$170,000

<u>FUNDING</u>						
Cash	30,000	35,000	35,000	35,000	35,000	170,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$30,000	\$35,000	\$35,000	\$35,000	\$35,000	\$170,000

<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Replace worn out equipment and equipment that can no longer be certified

JUSTIFICATION:
Current equipment is high mileage and requires a lot of maintenance. This would reduce costs across the utility funds.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Wastewater Planning Model	Wastewater
Project Title	Department
Brad Hamilton	\$80,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services			80,000			80,000
Contingency						0
TOTAL	\$0	\$0	\$80,000	\$0	\$0	\$80,000
<u>FUNDING</u>						
Cash			80,000			80,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$80,000	\$0	\$0	\$80,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Planning model to help the City plan for growth and increased capacity

JUSTIFICATION:

The City is expecting growth and this will help us to identify areas that can be upgraded to increase capacity

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Wastewater Master Plan	Wastewater
Project Title	Department
Brad Hamilton	\$50,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services				50,000		50,000
Contingency						0
TOTAL	\$0	\$0	\$0	\$50,000	\$0	\$50,000
<u>FUNDING</u>						
Cash				50,000		50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$0	\$0	\$0	\$50,000	\$0	\$50,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Plan to help the City plan for growth and increased capacity

JUSTIFICATION:

The City is expecting growth and this will help us to identify areas that can be upgraded to increase capacity

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

WW UV System replacement	Wastewater
Project Title	Department
Brad Hamilton	\$260,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering	10,000					10,000
Construction						0
Equipment & Furnishings	250,000					250,000
Professional Services						0
Contingency						0
TOTAL	\$260,000	\$0	\$0	\$0	\$0	\$260,000
<u>FUNDING</u>						
Cash	260,000					260,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$260,000	\$0	\$0	\$0	\$0	\$260,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Replace current UV system that is becoming functionally obsolete.

JUSTIFICATION:

Current UV system is failing. Replacement parts are unavailable. This system is what disinfects the wastewater before it leaves the plant.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

High Pressure Jet Router	Wastewater
Project Title	Department
Brad Hamilton	\$125,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	125,000					125,000
Professional Services						0
Contingency						0
TOTAL	\$125,000	\$0	\$0	\$0	\$0	\$125,000
<u>FUNDING</u>						
Cash	125,000					125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$125,000	\$0	\$0	\$0	\$0	\$125,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Replacement of current 30 year old jet router. Unless the current jet router fails we will delay the purchase.

JUSTIFICATION:

Current equipment is becoming functionally obsolete and is necessary to clean out sewer lines.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Whetstone SCADA Connection	Wastewater
Project Title	Department
Brad Hamilton	\$80,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings		50,000				50,000
Professional Services	30,000					30,000
Contingency						0
TOTAL	\$30,000	\$50,000	\$0	\$0	\$0	\$80,000
<u>FUNDING</u>						
Cash						0
Bonds						0
Grants						0
Developer Participation	30,000	50,000				80,000
Improvement District						0
Unfunded						0
TOTAL	\$30,000	\$50,000	\$0	\$0	\$0	\$80,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:
Would link the monitoring and control system of the Whetstone WW Treatment plant to the main Benson WW treatment plant to allow remote operation from Benson

JUSTIFICATION:
This would allow us to monitor the plant remotely and reduce the need for an employee at the Whetstone plant

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

CITY OF BENSON						
CAPITAL IMPROVEMENTS PROGRAM						
Whetstone force main pump system						
Project Title					Wastewater	
					Department	
Brad Hamilton					\$330,000	
Contact Person					Estimated Cost	
PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering	30,000					30,000
Construction		300,000				300,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$30,000	\$300,000	\$0	\$0	\$0	\$330,000
<u>FUNDING</u>						
Cash	30,000					30,000
Bonds						0
Grants						0
Developer Participation		300,000				300,000
Improvement District						0
Unfunded						0
TOTAL	\$30,000	\$300,000	\$0	\$0	\$0	\$330,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (if funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0
PROJECT DESCRIPTION:						
This project would provide a force main from the current Whetston WW treatment plant to the City of Benson WW system and would remove the need to truck WW several times a week						
JUSTIFICATION:						
With the addition of people to the Whetstone area with development, this would allow the Whetstone WW system to be tied into the Benson sewer system and eliminate the need to haul WW.						
LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:						
NOTES/COMMENTS:						
1) Cash Funding Source; ie: General Fund, HURF Fund, etc.						
2) List type of Grant and type of agency such as CDBG, Federal, etc.						
NOTE INFORMATION:						

**CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM**

Wastewater Collections Improvements	Wastewater
Project Title	Department
Brad Hamilton	\$500,000
Contact Person	Estimated Cost

PROJECT COMPONENTS	2021	2022	2023	2024	2025	TOTAL
<u>COSTS</u>						
Land & Right-of-Way						0
Design & Engineering						0
Construction	100,000	100,000	100,000	100,000	100,000	500,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<u>FUNDING</u>						
Cash	100,000	100,000	100,000	100,000	100,000	500,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$500,000
<u>FISCAL IMPACT</u>						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	\$0	\$0	\$0	\$0	\$0	\$0

PROJECT DESCRIPTION:

Improvements on current sewer collection system within the City of Benson

JUSTIFICATION:

Large majority of the current City of Benson sewer collection system was built in 1947 and 1948 and is in need of replacement/rehab

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

NOTES/COMMENTS:

- 1) Cash Funding Source; ie: General Fund, HURF Fund, etc.
- 2) List type of Grant and type of agency such as CDBG, Federal, etc.

NOTE INFORMATION:

