CITY OF BENSON
CITY COUNCIL
JULY 26, 2018 – 6:00 P.M.
SPECIAL MEETING

A SPECIAL MEETING OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
WILL BE HELD ON JULY 26, 2018 AT 6:00 P.M.,
AT BENSON UNIFIED SCHOOL DISTRICT BOARDROOM,
360 S. PATAGOINA STREET, BENSON, ARIZONA

_____
Vicki L. Vivian, CMC, City Clerk

A G E N D A

The Council may discuss, direct, consider and take possible action as indicated below pertaining to the following:

CALL TO ORDER: The Call to Order will consist of the Mayor or the City Clerk calling the Council to order. The Mayor or his designee shall then lead those present in the pledge of allegiance before introducing the invocation speaker, who will offer the invocation.

ROLL CALL: The City Clerk shall call the roll of the members, and the names of those present shall be entered in the minutes.

PUBLIC HEARING: The Mayor and Council will receive comments and questions from the public regarding the proposed City of Benson Fiscal Year 2018-2019 Tax Levy and Truth in Taxation.

PUBLIC HEARING: The Mayor and Council will receive comments and questions from the public regarding the City of Benson Fiscal Year 2018-2019 Tentative Budget and the Capital Improvement Plan for 2018-2022. *

NEW BUSINESS

1. Discussion and possible action regarding Resolution 22-2018 of the Mayor and Council of the City of Benson, Arizona, approving a Final Budget for Fiscal Year 2018-2019 – **Vicki Vivian, CMC, Interim City Manager/City Clerk ***

ADJOURNMENT

POSTED this 23rd of July, 2018

Material related to the City Council meeting is available for public review the day before and the day of the meeting, during office hours, at the City Clerk's Office located at 120 W. 6th Street, Benson, Arizona, 520-586-2245 x 2011.

All facilities are handicapped accessible. If you have a special accessibility need, please contact Vicki L. Vivian, City Clerk, at (520) 586-2245 or TDD: (520) 586-3624, no later than eight (8) hours before the scheduled meeting time.

Any invocation that may be offered before the start of regular Council business shall be the voluntary offering of a private citizen, for the benefit of the Council and the citizens present. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.

Executive Sessions – Upon a vote of the majority of the City Council, the council may enter into Executive Sessions pursuant to Arizona Revised Statues §38-431.03 (A)(3) to obtain legal advice on matters listed on the Agenda.

* Denotes an Exhibit in addition to the Council Communication

** Call to the Public

Arizona Revised Statutes §38-431.01(H) provides that "A public body may make an open call to the public during a public meeting, subject to reasonable time, place and manner restrictions to allow individuals to address the public body on any issue within the jurisdiction of the public body. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action." As such, a Call to the Public, if on the agenda, is provided as a courtesy.

In order to speak during the Call to the Public, please complete the Call to the Public form requesting to do so.

*** Consent Agenda

The Consent Agenda will be the first item under New Business and shall list separately distinct items requiring action by the City Council that are generally routine items not requiring Council discussion. A single motion will approve all items on the Consent Agenda, including any resolutions or ordinances, or claims/invoices that are of a routine nature. A Councilmember may remove any issue from the Consent Agenda, and that issue will be discussed and voted upon separately, immediately following the Consent Agenda under its proper regular category of New Business.

NOTICE TO PARENTS: Parents and legal guardians have the right (with certain exceptions) to consent before the City of Benson makes a video or voice recording of a minor child. A.R.S. §1-602(A)(9). Regular and Special Meetings of the Mayor and Council for the City of Benson are recorded, and that recording is usually posted on the City's website. If you permit your child to participate in a Regular or Special Meeting of the Mayor and Council for the City of Benson, a recording will be made. If your child is seated in the audience your child may be recorded, but you may request that your child be seated in a designated area to avoid recording. Please submit your request to the City Clerk.

LEGAL NOTICE

CITY OF BENSON
CITY COUNCIL
PUBLIC HEARING
JULY 26, 2018 – 6:00 P.M.

NOTICE IS HEREBY GIVEN PURSUANT TO A.R.S. 38.431.01 THAT THE CITY COUNCIL OF THE CITY OF BENSON, ARIZONA WILL HOLD PUBLIC HEARINGS IN THE CITY COUNCIL CHAMBERS, 120 WEST 6TH STREET, BENSON, ARIZONA AT 6:00 P.M. ON THURSDAY, JULY 26, 2018, FOR THE PURPOSE OF HEARING COMMENTS FOR OR AGAINST THE FISCAL YEAR 2018-2019 TAX LEVY AND THE FISCAL YEAR 2018-2019 BUDGET. ADOPTION OF THE FINAL BUDGET FOR THE FISCAL YEAR 2018-2019 WILL BE CONSIDERED AT THE SPECIAL COUNCIL MEETING TO BE HELD ON THURSDAY, JULY 26, 2018, 6:00 P.M. IN THE CITY COUNCIL CHAMBERS, 120 W. 6TH STREET, BENSON, ARIZONA.

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Vicki L. Vivian, CMC, City Clerk

The City Council of the City of Benson will hold Public Hearings on Thursday, July 26, 2018 at 6:00 p.m. in the Benson City Council Chambers, 120 W. 6th Street, Benson, AZ.

Public participation is encouraged. Persons unable to attend, but desiring to comment, may submit written comments to the City Clerk, 120 W. 6th Street, P.O. Box 2223, Benson, Arizona, 85602 during business hours, Monday through Thursday from 8:30 a.m. to 4:30 p.m. Comments must be received prior to 4:00 p.m. on the meeting date. The proposed budget may be reviewed in the office of the City Clerk or at the Benson Public Library during their regular business hours.

All facilities are handicap accessible. If you have a special accessibility need, please contact Ms. Vicki Vivian, City Clerk, at 520-586-2245 or TDD 586-3624 no later than eight (8) hours before the scheduled meeting time.

Posted this 11th day of July, 2018
Published this 11th day of July, 2018
Published this 18th day of July, 2018

City of Benson
City Council Communication

Special Meeting **July 26, 2018**

To: Mayor and Council Agenda Item # 1

From: Vicki Vivian, CMC, Interim City Manager/City Clerk

Subject:

Discussion and possible action regarding Resolution 22-2018 of the Mayor and Council of the City of Benson, Arizona, approving a Final Budget for Fiscal Year 2018-2019

Discussion:

Council adopted the Tentative Budget for Fiscal Year 2018-2019 at a Regular Meeting on July 9, 2018. All required notices have been published, and a Public Hearing regarding the Budget will be held at the Special Meeting of the Council on July 26, 2018. Therefore, Council is legally able to consider adoption of the proposed Final Budget for Fiscal Year 2018-2019.

The attached resolution adopts the Tentative Budget as the Final Budget for Fiscal Year 2018-2019. The Final Budget total is $20,401,196.

Staff Recommendation:

Approval of Resolution 22-2018

RESOLUTION 22-2018

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, APPROVING A FINAL BUDGET FOR FISCAL YEAR 2018-2019

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

WHEREAS, the public hearing on the proposed budget was held on July 26, 2018 at which time the Council was available to hear from any City taxpayer regarding the proposed budget.

WHEREAS, the City estimates its total revenues and expenditures for Fiscal Year 2018-2019 to be $20,401,196 and the City has prepared a final budget for said amount, which is within the spending limitation set forth in Article IX, Section 20, Arizona State Constitution.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, that the final budget for Fiscal Year 2018-2019 as prepared by the City is hereby approved.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, this 26th day of July, 2018.

_____
TONEY D. KING, SR., Mayor

ATTEST:

_____
VICKI L. VIVIAN, CMC, City Clerk

APPROVED AS TO FORM:

_____
MESCH CLARK ROTHSCHILD
By Gary J. Cohen
City's Attorney

Benson

Arizona Founded in 1880

Gateway to the San Pedro Valley

Final
Fiscal Year 2018-2019
Budget

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Annual Budget
Fiscal Year 2018-2019
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Mayor and Council

Mayor
Honorable Toney King, Sr.

Vice-Mayor
Joe Konrad

Councilmember
Patrick Boyle

Councilmember
Larry Dempster

Councilmember
Lupe Diaz

Councilmember
Levi Garner

Councilmember
David Lambert

Interim City Manager
Vicki Vivian, CMC

Department Heads

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

City Clerk
Vicki Vivian, CMC

Finance Director
Seth Judd

Building Official/Planning Administrator
Vacant

Chief of Police
Paul Moncada

Fire Chief
Keith Spangler

City Attorney
Gary Cohen & Paul Loucks
Mesch Clark Rothschild

Magistrate
Bruce Staggs

City of Benson

Fiscal 2018-2019 Budget Calendar

Wednesday	June 20	Recommended Budget to Council
Tuesday, 6:00 pm	June 26	Work Session
Monday, 7 PM	**July 9, Regular Meeting**	Approve Tentative Budget
Wednesday	July 11	Publish 1st Public Hearing Notice In Local Paper
Wednesday	July 18	Publish 2nd Public Hearing Notice In Local Paper
Thursday, 7 PM	**July 26, Special Meeting**	Public Hearing on Final Budget & Property Tax Levy Convene Special Meeting Adopt Final Budget
Monday, 7 PM	August 13, Regular Meeting	Adopt Property Tax Levy

Summary by Interim City Manager/City Clerk and Finance Consultant

Fiscal Year 2018 – 2019 Annual Budget

TO: Honorable Mayor and City Council Members

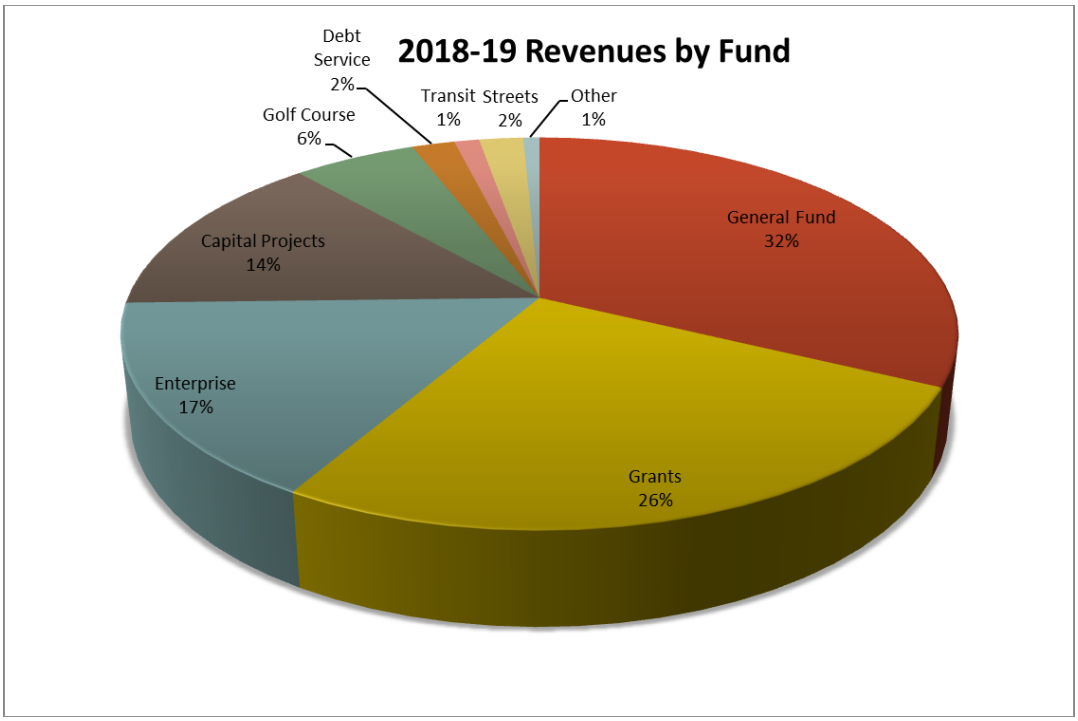
The City of Benson's fiscal year 2018-2019 (FY19) Budget is scheduled to be adopted by Mayor and Council on July 26, 2018. The Budget is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding of the increasingly complex finances of the City.

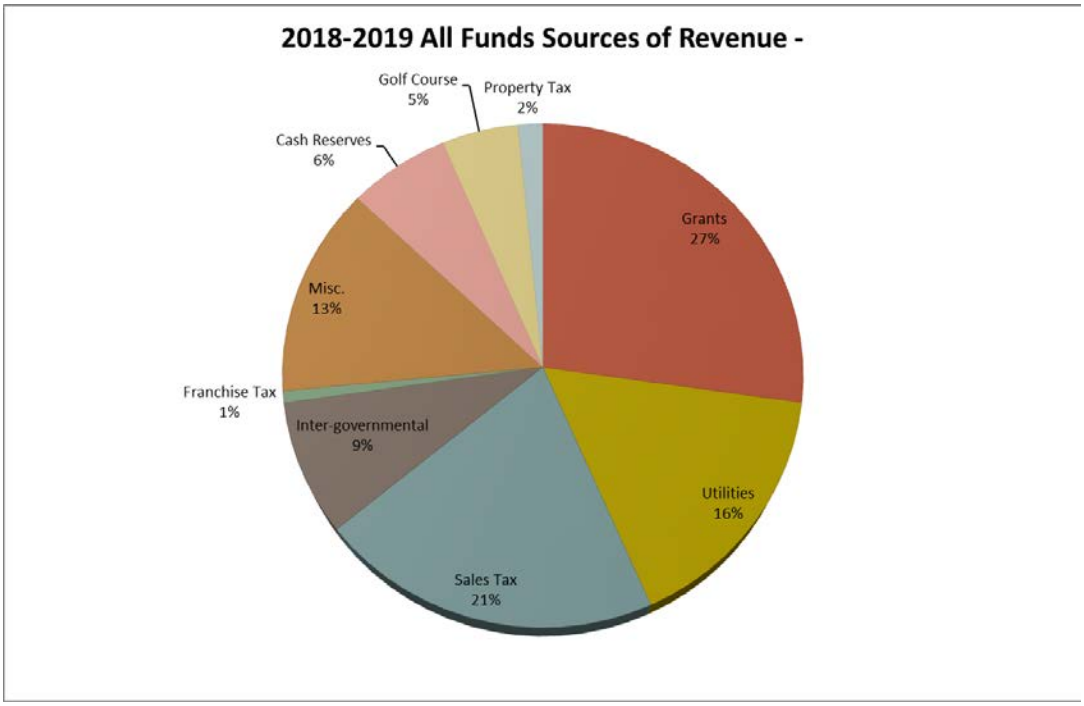
The City's $20,401,196 budget is balanced with a combination of funds carried forward from prior years and revenues expected to be collected during the new budget year. The fiscal 2018-2019 budget is $431,640 less than the 2017-2018 (FY18) primarily due to creating a more realistic budget closer to actual revenues and expenditures in fiscal year 2017-2018. These will be monitored closely throughout the year to ensure departments are within budget.

The charts on the next page are the City's projected revenues for all funds for fiscal year 2018-2019. The first chart breaks down the revenues by fund. The largest percentage of the revenues in the City is in the General Fund at $6.6 million or 32%. 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 26% for grants that the City may receive in fiscal year FY19. The Enterprise Funds includes Gas, Water, Wastewater, Sanitation and Airport and make up $3.3 million or 17% of the total budget. Capital Projects make up $2.8 million or 14% of the total budget and the other funds comprise the rest of the budget, or 12%. Expenditures will be divided the same way in the funds as the City must present a balanced budget.

This next chart breaks out the revenues by category for all funds. The following chart breaks down category and the largest revenue category for next fiscal year is grants at $5.6 million or 27% of the total projected revenues. The majority of the grants are for Airport and Unclassified Grants. The reason the City has $5.6 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 State Statues (ARS). Likewise, if a grant is not awarded, no funds will be expended. Grant matches are appropriated in each of the operating department budgets.

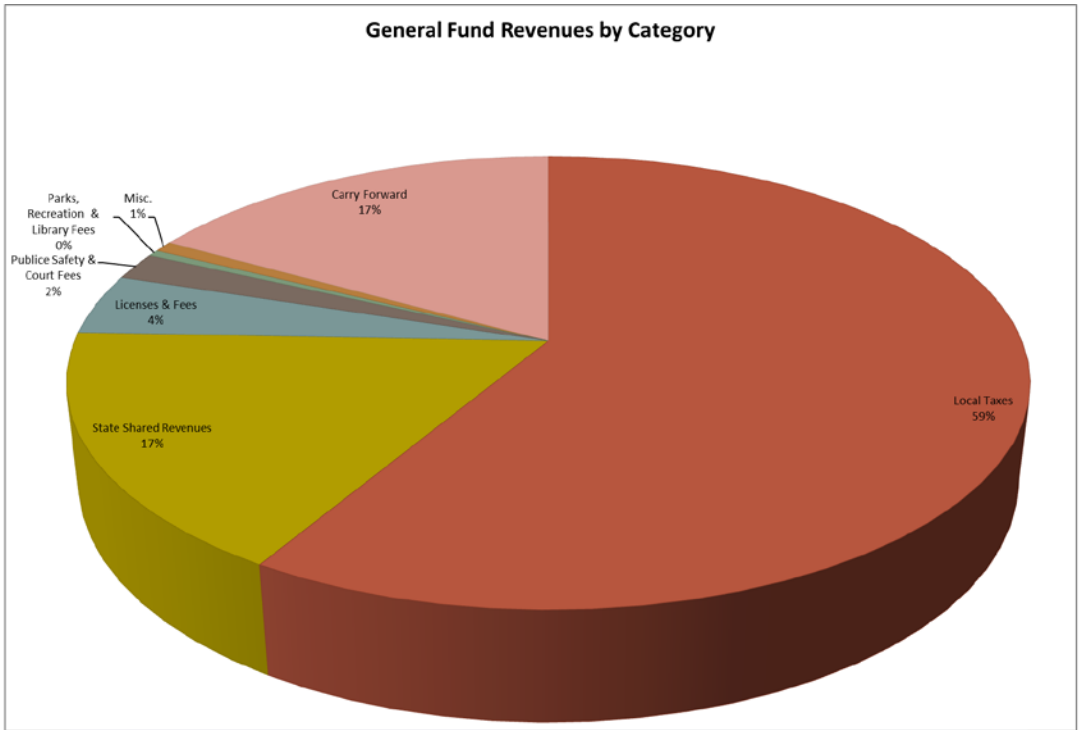
The next largest revenue category is Sales Tax at $4.2 million or 21% of the total revenues. This includes the construction sales tax of approximately $102,000 that goes directly into the Capital Project Fund for infrastructure, buildings and equipment. The Utilities percentage of 16% is for user fees for the water, wastewater, gas and sanitation services. All revenues for all funds will be presented later in this document.



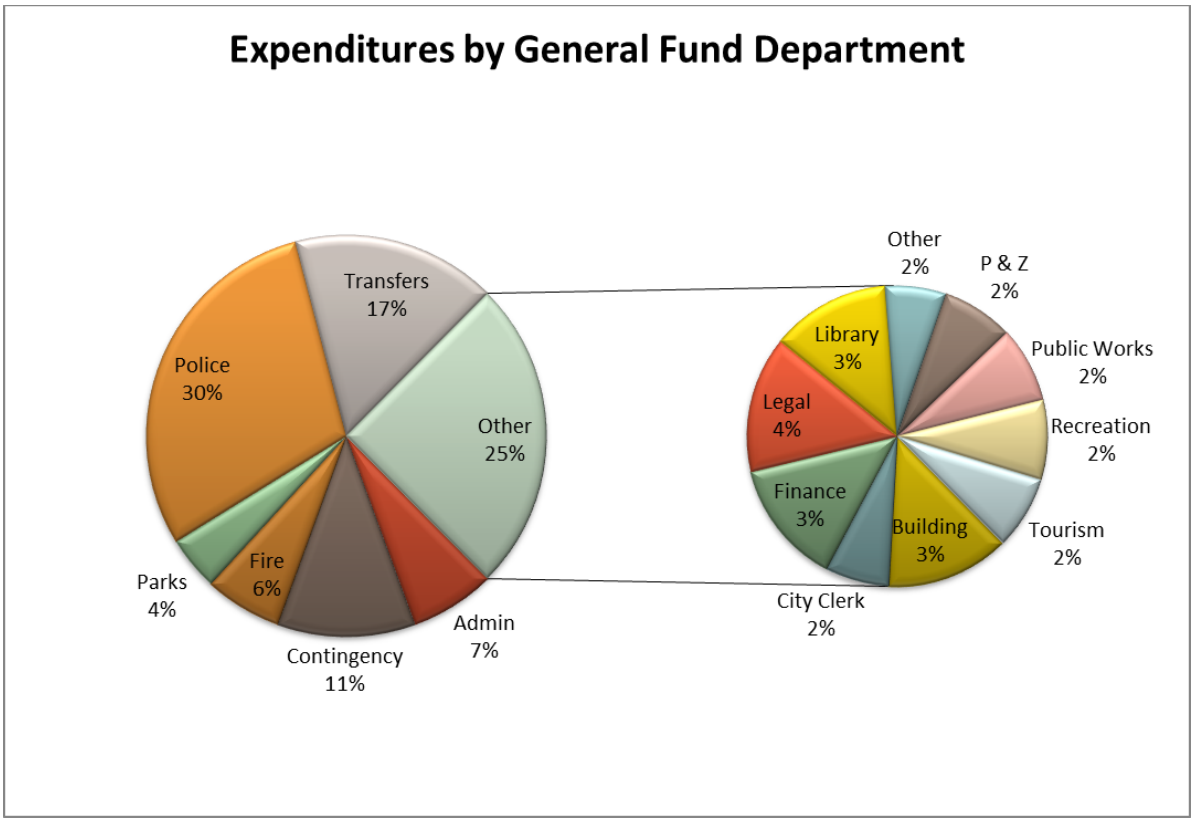


The next chart is the revenues for the General Fund by revenue category. The largest category in the General Fund is Local Taxes at $4.6 million or 59% of the total. This category includes local sales and bed taxes, property and franchise taxes. The second largest category is State

Shared Revenues at $1.3 million or 17% 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 $1,325,977.



The chart on the next page is the amount of 2018-2019 General Fund Expenditures by Department. The department that has the largest budget in the General Fund is the Police Department at $2.3 million or 30% of the budget. The next largest department budget is titled "Other" but is further broken out by 10 departments that are 25% 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 thousand out of the $873 thousand 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 if something unexpected occurred and the departments need to have the funds replenished.



The fiscal 2018-2019 budget has been prepared based on the assumption that the local economy will continue to perform in a manner consistent with the three most recent recessionary fiscal years. However, it is flexible enough that spending could be accelerated or decelerated if the economy improves or declines during the year.

Personnel

The largest 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 2018-2019 personnel budget are:

- 2.1% Cost of Living Adjustment
- No Merit Increases
- Salary Adjustment for Chief of Police, Library Manager
- Compression Adjustments for all departments totaling $87,089.60
- Minimum wage adjustments for all departments
- No significant changes in employee benefits

The total budgeted personnel costs of $5,893,839 reflect a .01% decrease over the prior fiscal year. There is an increase of 4.96 full time equivalent (FTE) employees (a part time equivalent), for a total of 105.19 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 11.50% to 11.80% for both employer and employee.

- The Public Personnel Safety Retirement System (PSPRS) employer contribution rate for Police has gone from 34.17% to 35.67%.

- The PSPRS employer contribution rate for Fire has decreased from 33.67% to 33.16%.

- Health insurance costs increased by 1.06% in anticipation of additional requirements under the Affordable Care Act. During fiscal 2007-2008 Council approved and staff implemented a Flexible Spending Account (FSA) for all employees. The FSA allows plan participants to pay for health-related expenses on a pretax basis. About 42% of staff participates in the plan. The contribution limit for 2018-2019 is set at $2,650.

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

Budgeted Total Personnel Costs **(includes taxes and benefits) Fiscal Year 2017-2018**						
	Dollar Amount			**Full Time Equivalent Employee**		
Department	**Budget 2017-18**	**Est. Actual 2017-18**	**Budget 2018-19**	**Budget 2017-18**	**Budget 2018-19**	**Change**
City Council	20,715	20,916	20,715			
City Administration	234,041	184,508	242,608	3.00	3.00	0.00
City Clerk	139,988	117,891	102,773	2.00	2.00	0.00
Finance	136,691	43,423	156,191	2.10	2.30	0.20
Tourism	102,033	103,616	103,678	2.63	2.63	0.00
Police/ Animal Control	1,957,925	1,904,045	1,954,308	22.50	24.20	1.70
Fire	209,933	236,433	212,163	3.00	3.00	0.00
City Attorney	123,795	125,440	126,993	2.00	2.00	0.00
Magistrate	38,535	40,972	37,779	1.00	1.00	0.00
Library	180,156	182,490	192,378	5.50	4.50	-1.00
Parks	175,456	140,737	190,154	4.00	4.00	0.00
Recreation	121,874	68,519	124,471	4.00	5.75	1.75
Building	149,121	66,705	136,474	2.50	2.50	0.00
Planning & Zoning	101,803	58,021	97,192	1.50	1.50	0.00
Public Works	73,544	36,599	33,962	1.25	0.25	-1.00
Total General Fund	**3,765,610**	**3,330,315**	**3,731,838**	**56.98**	**58.63**	**1.65**
Transit	123,986	106,142	159,978	3.33	4.20	0.87
Streets	215,908	208,842	217,755	4.25	3.25	-1.00
Natural Gas	278,915	288,142	346,276	5.93	5.98	0.05
Water	457,560	420,347	411,257	6.76	6.96	0.20
Wastewater	343,593	247,299	345,298	5.76	5.81	0.05
Sanitation	26,484	26,214	27,687	0.45	0.70	0.25
Golf-Operations	227,541	206,302	205,282	5.42	5.84	0.42
Golf-Maintenance	206,221	180,880	212,488	5.00	6.00	1.00
Golf- Food & Beverage	189,706	249,436	235,980	5.67	7.83	2.16
Total Other Funds	**2,069,914**	**1,933,603**	**2,162,001**	**42.57**	**46.57**	**4.00**
Grand Total	**5,835,524**	**5,263,919**	**5,893,839**	**100.23**	**105.19**	**4.96**

Budget Policy Statement – <u>Use of Contingency Line Items in the Various Funds</u>

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 the departments with City Manager or designee approval.

Budget Policy Statement – <u>Capital Improvement Plan</u>

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

Budget Policy Statement – 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 2018-2019 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 responded to the economic downturn in a most responsible manner. City staff and Council are to be recognized for their dedication to building on past successes despite the significant reduction in revenues during the past several years. Although the City had to increase its sales tax in Fiscal Year 2016-2017, the first increase in the past 17 years, and has implemented the first year of a 5-year utility increase, these tough decisions will help to improve the financial outlook of the City for the coming fiscal years. The fiscal 2018-2019 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,

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Vicki Vivian, CMC	Seth Judd
Interim City Manager/City Clerk	Finance Director

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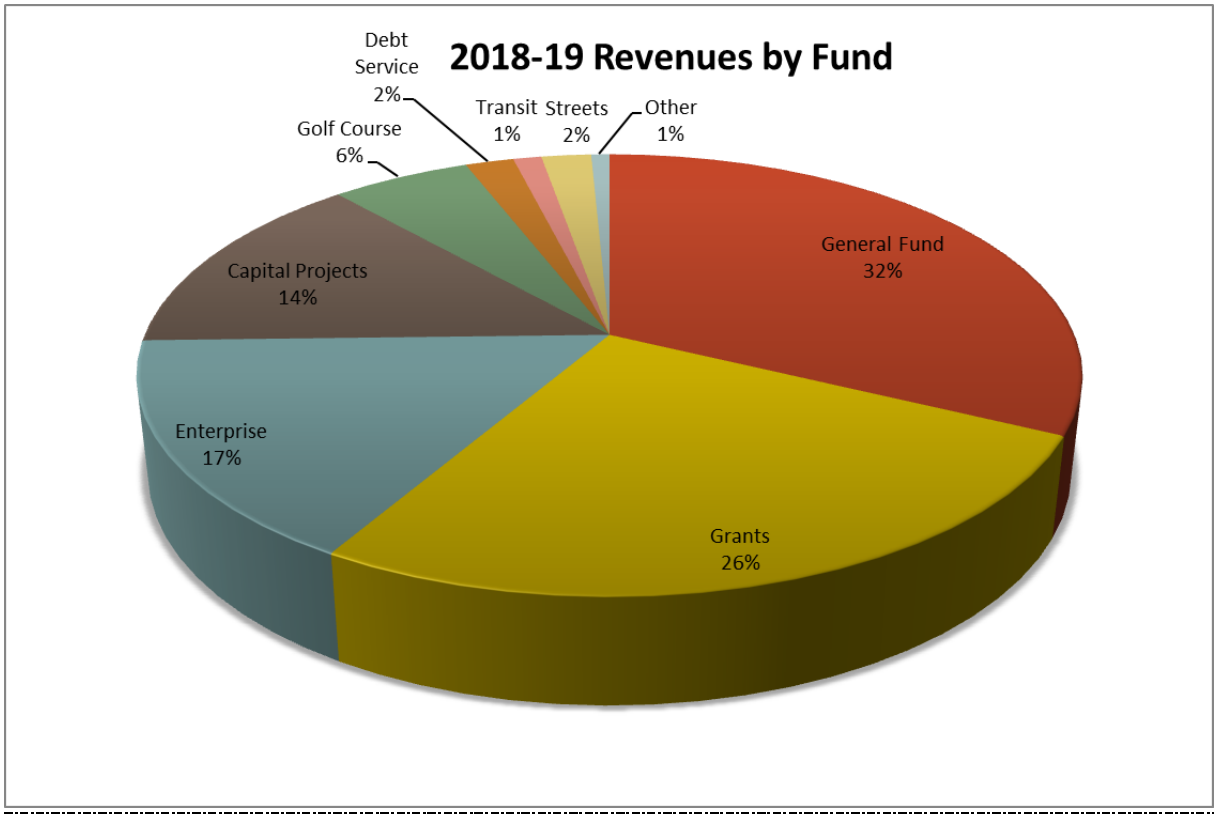
Fiscal 2018-2019 Salary Rate Plan				
Job Families and Job Titles	**Salary Grade**	**Recommended**		
		Minimum	**Midpoint**	**Maximum**
City Management				
City Manager	72	96,421.78	120,527.23	144,632.67
Human Resources Director	55	63,367.92	79,209.90	95,051.88
Human Resourse Assitant	22	28,053.49	35,066.86	42,080.24
Executive Asst. to City Manager	30	34,180.06	42,725.08	51,270.09
Facilities Supervisor	31	35,034.57	43,793.21	52,551.86
Administrative Assistant	36	39,638.39	49,547.99	59,457.59
Information Technology Specialist	34	37,728.38	47,160.48	56,592.57
Information Technology Technician	24	29,473.36	36,841.70	44,210.04
Human Resource Analyst I	24	29,473.36	36,841.70	44,210.04
Human Resource Coordinator	32	35,910.43	44,888.04	53,865.65
Custodian	14	23,024.55	28,780.69	34,536.83
Legal				
City Attorney	68	87,353.37	109,191.71	131,030.06
Prosecuting Attorney	58	68,240.32	85,300.40	102,360.48
Legal Assistant	32	35,910.43	44,888.04	53,865.65
Finance				
Finance Director	58	68,240.32	85,300.40	102,360.48
Deputy Finance Director	46	50,740.49	63,425.61	76,110.74
Accounting Supervisor	32	35,910.43	44,888.04	53,865.65
Accounting Specialist	32	35,910.43	44,888.04	53,865.65
Account Clerk Ⅲ	24	29,473.36	36,841.70	44,210.04
Account Clerk Ⅱ	20	26,701.41	33,376.76	40,052.12
Account Clerk I	16	24,190.17	30,237.71	36,285.26
City Clerk				
City Clerk	50	56,008.00	70,010.00	84,012.00
Deputy City Clerk	32	35,910.43	44,888.04	53,865.65
Development Services				
Building				
Building Official	50	56,008.00	70,010.00	84,012.00
Building Inspector Ⅱ	36	39,638.39	49,547.99	59,457.59
Building Inspector I	32	35,910.43	44,888.04	53,865.65
Planning Technician	24	29,473.36	36,841.70	44,210.04
Code Enforcement Officer	24	29,473.36	36,841.70	44,210.04
Senior Permit Technician	26	30,965.45	38,706.81	46,448.18
Planning & Zoning				
Planning & Zoning Director	50	56,008.00	70,010.00	84,012.00
Senior Planner	40	43,753.38	54,691.73	65,630.07
Planning Technician	24	29,473.36	36,841.70	44,210.04
GIS Manager	40	43,753.38	54,691.73	65,630.07

Fiscal 2018-2019 Salary Rate Plan				
Job Families and Job Titles	**Salary Grade**	**Recommended**		
		Minimum	**Midpoint**	**Maximum**
Tourism				
Tourism Supervisor	30	34,180.06	42,725.08	51,270.09
Tourism Clerk	13	21,840.00	27,300.00	32,760.00
Library				
Library Director	40	43,753.38	54,691.73	65,630.07
Library Branch Manager	32	35,910.43	45,785.84	53,865.65
Senior Library Assistant	22	28,053.16	35,066.45	42,079.74
Library Assistant	14	23,024.54	28,780.68	34,536.81
Library Page	13	21,840.00	27,300.00	32,760.00
Parks				
Parks Director	50	56,008.00	70,010.00	84,012.00
Parks Supervisor	31	35,368.61	44,210.76	53,052.92
Parks Maintenance Worker II	19	26,050.27	32,562.84	39,075.41
Parks Maintenance Worker I	15	23,600.15	29,500.19	35,400.23
Recreation				
Recreation Coordinator	32	35,910.43	44,888.04	53,865.65
Sr.Recreation Leader	26	30,965.45	38,706.81	46,448.18
Recreation Asst.	13	21,840.00	27,300.00	32,760.00
Recreation Aids	13	21,840.00	27,300.00	32,760.00
Pool Cashier	13	21,840.00	27,300.00	32,760.00
Lead Lifeguard	14	22,550.97	28,188.71	33,826.46
Lifeguard	13	21,840.00	27,300.00	32,760.00
Police Operations				
Police Chief	60	71,694.98	89,618.73	107,542.47
Police Commander	50	56,008.00	70,010.00	84,012.00
Support Services Division Lieutena	46	50,740.49	63,425.61	76,110.74
Police Sergeant	44	47,302.18	59,127.73	70,953.27
Police Corporal	40	43,753.38	54,691.73	65,630.07
Detective	40	43,753.38	54,691.73	65,630.07
Police Officer	38	41,645.08	52,056.35	62,467.62
Police Support				
Police Communications Supervisor	34	37,780.47	47,225.59	56,670.71
Police Communications Specialist	22	28,053.16	35,066.45	42,079.74
Police Assistant	26	30,962.38	38,702.98	46,443.57
Police Records Clerk	22	28,053.16	35,066.45	42,079.74
Senior Animal Control Officer	26	30,962.38	38,702.98	46,443.57
Animal Control Officer	20	26,701.41	33,376.76	40,052.12
Fire Department				
Fire Chief	50	56,008.00	70,010.00	84,012.00
Admin Specialist	27	31,739.59	39,674.49	47,609.39

Fiscal 2018-2019 Salary Rate Plan				
Job Families and Job Titles	**Salary Grade**	**Recommended**		
		Minimum	**Midpoint**	**Maximum**
Public Works Department				
Public Works Director	60	71,694.98	89,618.73	107,542.47
Public Works Superintendent	50	56,008.00	70,010.00	84,012.00
Streets Superintendent	40	43,753.38	54,691.73	65,630.07
Administrative Assistant, Public Wo	24	29,473.24	36,841.55	44,209.86
Engineering Aide	24	29,473.24	36,841.55	44,209.86
Utilities Operations Supervisor	35	38,671.59	48,339.49	58,007.39
Utilities Operator III	31	35,368.61	44,210.76	53,052.92
Utilities Operator II	27	31,739.59	39,674.49	47,609.39
Utilities Operator I	23	28,754.50	35,943.13	43,131.75
Street Maintenance Supervisor	31	35,368.61	44,210.76	53,052.92
Street Maintenance Worker III	27	31,736.59	39,670.74	47,604.89
Street Maintenance Worker II	23	28,754.50	35,943.13	43,131.75
Street Maintenance Worker I	19	26,050.17	32,562.71	39,075.26
Maintenance Technician	27	31,739.59	39,674.49	47,609.39
Meter Reader	23	28,754.50	35,943.13	43,131.75
Transit				
Dispatcher/Admin Assistant	22	28,053.16	32,691.04	39,229.24
Transit Driver I	19	26,050.17	32,562.71	39,075.26
Transit Driver II	19	26,050.17	32,562.71	39,075.26
Golf Course				
Director of Golf Operations	40	49,217.51	61,521.89	73,826.27
Golf Shop Manager	16	24,190.17	28,189.38	33,827.25
Golf Shop Customer Service	13	21,840.00	27,300.00	32,760.00
Golf Course Superintendent	31	35,368.61	44,210.76	53,052.92
G.C. Mechanic/Maintenance	14	23,024.54	28,780.68	34,536.81
Foreman/Irrigation Tech.	16	24,190.17	30,237.71	36,285.26
Equipment Operator	13	21,840.00	27,300.00	32,760.00
Kitchen Manager & Chef	22	28,053.16	32,691.04	42,079.74
Cook	13	21,840.00	27,300.00	32,760.00
Dishwasher/Prep Cook	13	21,840.00	27,300.00	32,760.00
Lead Waitstaff	6	16,380.00	20,475.00	24,570.00
Waitstaff	4	15,600.00	19,500.00	23,400.00
Beverage Cart Attendent	4	15,600.00	19,500.00	23,400.00

Summary of Expenditures by Department or Fund			
	Fiscsal 2017-2018		Fiscal
		Estimated	2018-2019
Description	**Budget**	**Actual**	**Budget**
General Fund			
Administration	512,000	543,031	539,260
City Council	43,615	33,906	47,615
City Clerk	151,488	127,791	135,983
Community Enrichment	79,850	54,126	82,300
Miscellaneous	2,272,986	1,020,583	2,174,248
Finance	204,990	109,523	266,234
Tourism	153,244	158,033	155,689
Police	2,267,821	2,163,290	2,335,536
Fire	537,333	466,395	494,163
City Attorney	324,495	224,022	247,343
Magistrate	76,586	42,322	42,326
Library	237,506	224,546	254,563
Parks	305,006	248,767	344,854
Recreation	170,529	105,065	170,071
Building	265,821	141,116	263,374
Planning & Zoning	142,303	126,470	152,442
Public Works	197,994	49,795	160,412
Total General Fund	**7,943,567**	**5,838,781**	**7,866,412**
Natural Gas	1,038,815	752,828	1,004,549
Water	882,443	718,368	811,694
Wastewater	897,274	567,343	804,945
Sanitation	770,000	541,298	676,240
Golf Course	1,103,293	1,078,601	1,157,397
Total Enterprise Funds	**4,691,825**	**3,658,438**	**4,454,825**
Airport	150,300	108,534	121,700
Streets	419,408	406,386	414,505
Transit	209,936	164,289	234,721
Debt Service	396,444	396,444	402,625
Capital Projects	2,625,000	468,571	2,821,600
Impact Fees	-	-	-
Grants	5,186,677	369,755	5,355,000
Firemen's Pension	36,000	30,200	30,200
Total - Other Funds	**9,023,764**	**1,944,180**	**9,380,351**
TOTAL - ALL FUNDS	**21,659,158**	**11,441,399**	**21,701,589**
Less: Interfund Transfers	(826,322)		(1,300,393)
Total Net Expenditures	**20,832,836**		**20,401,196**

Revenues


2018-19 Revenues by Fund
Debt Service 2%
Transit 1%
Streets 2%
Other 1%
Golf Course 6%
General Fund 32%
Capital Projects 14%
Enterprise 17%
Grants 26%

General Fund Revenues	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Administration						
General Property Tax	226,000	236,080	323,409	216,561	323,409	323,278
City Sales Tax (3.5%)	3,850,000	3,681,940	3,850,000	3,009,497	4,012,663	4,052,790
Bed Tax	70,000	71,797	70,000	54,332	72,443	73,168
State Sales Tax	460,381	408,995	456,737	363,239	484,319	482,243
Franchise Tax	165,000	145,287	165,000	178,010	217,164	156,614
Auto Lieu Tax	247,834	221,597	270,007	171,895	229,194	274,336
Business License	12,000	20,425	20,800	5,793	20,800	20,800
State Revenue Sharing	598,394	598,012	603,131	452,397	603,196	585,741
Interest Income	1,000	2,611	1,800	3,007	4,009	4,090
Copies and Notary Fees	500	198	500	131	200	250
Miscellaneous	10,000	105	10,000	28,875	29,500	10,000
Sale of Fixed Assets	5,000	11,973	5,000	-	0	10,000
Property Rental	40,000	33,736	40,000	26,792	30,000	30,000
Total Administration	**5,686,109**	**5,432,755**	**5,816,384**	**4,510,528**	**6,026,896**	**6,023,309**
Building / Planning & Zoning Development						
Planning & Zoning Fees	75,000	1,127	75,000	190	200	75,000
Building Permits	75,000	39,646	75,000	46,403	61,871	75,000
Building Plan Review Fees	20,000	15,729	20,000	11,975	15,966	20,000
Public Works Review Fees	150,000	8,449	150,000	10,875	14,500	150,000
PW Recording/ Misc. Fees	600	-	600	-	-	-
Total Development	**320,600**	**64,951**	**320,600**	**69,443**	**92,538**	**320,000**
Police / Animal Control						
Forfeiture Rev /Check proof Veh	6,000	-	1,000	-		1,000
Report Income	750	814	750	268	357	500
Fingerprint Revenue	1,200	1,110	1,200	610	813	850
Dog License / Shelter Fees	5,000	4,322	5,000	3,218	4,291	4,500
Animal medical Donations	10,000	11,521	13,000	11,887	15,849	13,000
Spay/Neuter Grants	5,000	-	5,000	-		500
Shelter Fees from County	8,000	4,171	8,000	3,385	4,514	5,000
Soldiers Best Friend	-	-	-	-		
Stonegarden Grant for OT	75,000	36,569	50,000	23,861	31,814	40,000
Stonegarden Grant for Equipment	-		-	-		20,000
Police Grant - HIDT	-	2,500	2,500	-		2,500
Auto Theft Task Force GITEM GRANT	65,000	66,320	65,000	9,879	13,172	10,000
GOHS Grant OT	2,000	-	2,000	-		5,000
RICO Seizure Revenue	1,000	474	1,000	717	800	1,000
Officer Safety Equipment	1,000	760	1,000	232	313	1,000
Other Income	3,000	39,037	70,349	5,182	6,910	8,000
Total Police Dept	**182,950**	**167,598**	**225,799**	**59,240**	**78,834**	**112,850**

Fire Dept						
Firemen's Revenue	30,000	35,543	40,000	18,841	50,070	40,000
Fire Dept Donations	500	-	500	-	-	500
Total Fire Dept	**30,500**	**35,543**	**40,500**	**18,841**	**50,070**	**40,500**
Magistrate						
Citations from Benson PD	-	174	36,250	811	811	1,000
Total Magistrate	**-**	**174**	**36,250**	**811**	**811**	**1,000**
Library						
Library Fines	7,500	8,373	7,500	6,099	8,131	8,300
Library Donations - Restricted	100		100	-	-	100
Miscellaneous	500			-	-	100
Total Library	**8,100**	**8,373**	**7,600**	**6,099**	**8,131**	**8,400**
Parks & Recreation						
Pool Fees	5,000	3,188	5,900	536	3,200	3,300
Summer Program Fees	600	3,290	5,700	300	3,400	3,500
Bingo	5,000	487	1,000	426	568	600
Park User Fees	5,000	5,595	5,000	3,220	4,293	4,500
Donations	1,000	-	1,000		-	4,900
July 4 Revenue / Donations	10,000	7,279	15,000	2,260	10,000	10,000
Other Events	500	60	500	75	100	150
Miscellaneous	500	100	500	-	-	500
Total Parks & Recreation	**27,600**	**19,998**	**34,600**	**6,817**	**21,561**	**27,450**
Tourism						
Tourism Sales	2,800	3,318	2,800	3,807	5,075	5,126
Total Tourism	**2,800**	**3,318**	**2,800**	**3,807**	**5,075**	**5,126**
Cemetery						
Plot Sales	1,000	1,050	1,000	1,350	1,800	1,800
Total Cemetery	**1,000**	**1,050**	**1,000**	**1,350**	**1,800**	**1,800**
Miscellaneous						
Transfer from Gas Fund Balance	400,000	-	400,000			
Carry Forward Balance	1,300,000	-	1,058,035			1,325,977
Total Miscellaneous	**1,700,000**	**-**	**1,458,035**	**-**	**-**	**1,325,977**
Total General Fund Revenue	**7,959,659**	**5,733,760**	**7,943,568**	**4,676,936**	**6,285,717**	**7,866,412**

Natural Gas Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Gas Revenue	700,000	499,738	622,878	522,864	631,198	694,318
Muli-User Gas Revenue	10,000	7,516	11,000	8,001	10,668	11,734
Commercial Gas Revenue	350,000	199,222	253,424	201,929	248,093	272,902
Utility Service Charges	15,000	14,345	16,500	11,850	16,500	17,380
New Gas Hookups	7,000	1,119	7,700	2,427	4,600	3,560
Penalty and Interest Fees	5,000	3,747	5,500	3,174	4,100	4,655
Series 2010 Bond Proceeds	75,000	-	-	-	-	-
Round Up Revenues	15,000	-	121,813	-	-	-
Total Revenues	**1,177,000**	**725,685**	**1,038,815**	**750,244**	**915,159**	**1,004,549**

Water Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Water Revenue	465,000	399,756	441,340	300,700	387,370	426,107
Commercial Water Revenue	335,000	290,997	342,756	255,866	323,145	355,460
New Hookups	10,000	2,919	10,000	6,224	9,300	9,500
Impact Fee Allocation	-	-	-	-	-	-
Water Tank Rental						10,170
Water Accomodation Fees	12,000	8,595	12,593	7,130	9,507	10,457
Series 2010 Bond Proceeds	50,000	-	-	-	-	-
Contribution from General Fund						-
Projected Carryforward for Contingency						-
Other Income	250	960	275	-	-	-
Total Revenues	**872,250**	**703,227**	**806,964**	**569,920**	**729,322**	**811,694**

Wastewater Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Wastewater Fees	475,000	429,998	487,446	347,254	445,645	490,210
Muli-User Wastewater Fees	9,000	4,757	7,134	3,911	5,215	5,736
Commercial Wastewater Fees	300,000	261,132	310,610	203,649	261,614	287,775
New Hook Ups	15,000	3,073	4,889	10,381	13,841	15,225
Series 2010 Bond	280,000	-	-	-	-	-
Whetstone W/W Fees	-	-	-	-	-	-
Misc Revenue	6,000	2,500	4,080	-	-	6,000
Projected Carryforward for Contingency						-
Total Revenues	**1,085,000**	**701,460**	**814,159**	**565,195**	**726,315**	**804,946**

Sanitation Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Sanitation Fees	360,000	335,469	385,000	243,095	324,126	356,539
Muli-User Sanitation Fees	-	-	-	-	-	-
Commercial Sanitation Fees	320,000	336,719	375,000	211,160	281,546	309,701
Neighborhood Clean Up Programs						10,000
Total Revenues	**680,000**	**672,188**	**760,000**	**454,254**	**605,672**	**676,240**

Streets Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Gasoline Tax	361,555	354,561	385,564	306,211	433,435	413,068
One Time Gasoline Tax	14,560	-	14,409	-	-	-
Contribution from General Fund	57,268	-	19,435	9,718	-	-
State Lottery Revenue	-	10,242	-	-	-	-
Carryforward Fund Balance	-	-	-	-	-	1,437
Total Revenues	**433,383**	**364,803**	**419,408**	**315,929**	**433,435**	**414,505**

San Pedro Golf Operations	2016-17 Budget	2016-17 Actual	2017-18 Budget	Actual Thru May 2018	Projected Actual	2018-19 Budget
Revenues						
Memberships	-	52,709	62,000	46,054	61,405	62,000
Green and Cart Fees	468,730	319,561	421,500	234,636	312,849	421,500
Merchandise Sales	35,000	25,944	35,000	11,122	14,830	15,000
Practice Facility	18,250	13,297	20,000	10,526	14,035	20,000
Other Income	-	15	-	2,810	3,747	4,000
Teaching Revenue	1,500	36	1,000	-	-	-
Outside Events						20,000
Contribution from General Fund	171,932	-	176,792	88,396	287,467	159,897
Total Revenues	**695,412**	**411,561**	**716,292**	**393,544**	**694,332**	**702,397**

San Pedro F&B	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Food Sales	192,500	221,103	270,000	204,393	272,524	300,000
Beer Sales	60,300	62,234	70,000	47,121	62,828	90,000
Wine Sales	6,000	10,048	9,000	7,433	9,911	15,000
Liquor Sales	18,500	24,041	20,000	19,904	26,538	30,000
Banquet Revenue	14,000	26,622	18,000	9,352	12,469	20,000
Total Revenues	**291,300**	**344,049**	**387,000**	**288,202**	**384,270**	**455,000**

Transit Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Grant Reimbursement - FTA 5311 - Capital	135,000	3,225	16,000	16,061	18,257	65,800
Grant Reimbursement - FTA 5311 - Operating	77,360	72,307	75,386	57,347	75,386	52,200
Grant Reimbursement - FTA 5311 - Admin	34,405	32,331	36,272	45,630	60,840	68,000
SEAGO AAA	18,650	25,184	18,650	16,667	22,917	25,000
Fare Revenue	8,000	5,091	8,000	4,487	5,535	7,000
Allocation from General Fund	57,646	-	54,129	27,065	-	-
Grant Revenue	-	-	-	-	-	-
Greyhound Revenue	-	-	-	-	-	-
Carry Forward Balance						15,221
RTAP	1,500	432	1,500	-	-	1,500
Total Revenues	**332,561**	**138,569**	**209,937**	**167,257**	**182,935**	**234,721**

Airport Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Contribution General Fund	135,800	-	135,300	67,650	93,879	99,430
Business Revenue	15,000	750	15,000	742	989	1,000
Land Lease Payments						10,270
Tie Down Revenue						1,000
Flowage Revenue						10,000
Insurance Recoveries	-	-	-	-	-	-
Total Revenues	**150,800**	**750**	**150,300**	**68,392**	**94,868**	**121,700**

Capital Projects Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Construction Sales Tax	800,000	29,588	400,000	97,523	97,524	102,000
General Fund Transfer	-	-	-	-	219,952	616,000
Loan/Bond/Lease Financing	500,000	-	1,150,000	-	-	1,150,000
Series 2010 Bond Proceeds	250,000	-	1,075,000	-	151,095	953,600
Cenpatico's Community Reinvestment Grant Parks	75,000	5,074	-	-	-	-
K9 Memorail Donations	6,000	-	-	-	-	-
Legacy Foundation Grants	52,000	-	-	-	-	-
Anticipated Grant	1,245,345	-	-	-	-	-
Potential Bonds	-	-	-	-	-	-
Total Revenues	**2,928,345**	**34,662**	**2,625,000**	**97,523**	**468,571**	**2,821,600**

Debt Service Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Bond Proceeds Carried Forward	1,070,000	-	-	-	-	-
Transfer of Payments from General Fund	396,950	-	396,444	-	396,444	402,625
Total Revenues	**1,466,950**	**-**	**396,444**	**-**	**396,444**	**402,625**

Fireman's Pension Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru May 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Contributions From State Fund	6,000	5,346	6,000	4,618	4,700	4,700
Contributions From Fire, Inc	1,200	2,602	1,200	2,059	2,059	2,059
Contributions From General Fund	23,800	-	23,800	11,900	22,841	22,441
Interest Income	5,000	-	-	-	600	1,000
Other Income	-	553	5,000	203	-	-
Total Revenues	**36,000**	**8,500**	**36,000**	**18,780**	**30,200**	**30,200**

Grants Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues:						
Historic Preservation Grant				-	4,000	4,000
Tourism Grant	7,000	10,000	-			
WIFA Grant	-		-			35,000
Fire Grants	300,000	1,500	925,000			1,265,000
FAA 16 / ADOT	-		-			
Unclassified Airport Grants	1,200,000		1,200,000			1,200,000
Unclassified Grants	1,490,000		1,565,000	88,468	345,979	1,565,000
WIFA SCADA and Energy Study	-		60,000		15,951	60,000
State Airport Grants	-	8,370	-			50,000
Score Board Donations	10,000		-		145	10,000
Union Pacific Grants	-		-			10,000
Police K9 Statue Donation	6,000		6,000		3,680	6,000
New SCBA Equipment			500,000			
Fire SAFER GRANT			280,677			
Apache Park Improvements			400,000			400,000
CDBG Park Grant	-		250,000			250,000
New SCBA Equipment						500,000
Total Revenues	**3,013,000**	**19,870**	**5,186,677**	**88,468**	**369,755**	**5,355,000**

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General Fund Expenditures

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 other employee promotions.

City Council	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	19,200	17,600	19,200	15,800	19,200	19,200
Payroll Taxes	1,469	1,418	1,469	1,281	1,665	1,469
Workman's Compensation	55	46	46	38	51	46
Total Personnel	**20,724**	**19,064**	**20,715**	**17,119**	**20,916**	**20,715**
Contracts & Services						
Travel	13,000	12,507	13,000	5,925	6,000	13,000
Council Photos	500	-	500	-	-	
Employee Council	900	526	900	590	600	2,200
Total Contracts & Services	**14,400**	**13,032**	**14,400**	**6,515**	**6,600**	**15,200**
Supplies						
Operating Supplies	3,000	2,025	3,000	992	1,323	2,500
Computer Supplies	9,430	12,652	2,000	538	717	700
League of Cities	3,200	3,326	3,500	4,350	4,350	4,000
Youth Council						4,500
Total Supplies & Expenses	**15,630**	**18,004**	**8,500**	**5,880**	**6,390**	**11,700**
Capital Projects						
	-	-	-	-	-	
Total Capital Costs	**-**	**-**	**-**	**-**	**-**	**-**
Total Council	**50,754**	**50,100**	**43,615**	**29,513**	**33,906**	**47,615**

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City Manager / City Administration

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

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

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	100%
Human Resources Coordinator	1	100%
Administrative Assistant	1	100%

Administration	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	156,485	92,344	184,214	119,685	155,590	193,608
Overtime Wages	-	-	-	-	-	-
Payroll Taxes	11,971	7,066	14,092	8,572	11,144	12,883
Retirement Benefits	17,965	10,601	21,185	10,533	13,693	19,872
Employee Insurance	14,477	1,930	14,550	3,061	4,081	16,245
Total Personnel	**200,898**	**111,941**	**234,041**	**141,851**	**184,508**	**242,608**
Contracts & Services						
Professional Services	1,500	10,037	4,000	12,760	13,972	4,000
Professional Services - HR	4,000	6,438	4,000	12,996	17,329	56,500
Legal Fees	96,000	-	-			
IT Services	95,000	113,846	110,000	82,650	110,200	110,200
Intergovernmental Relations	5,000	5,668	5,500	5,305	5,500	5,700
Education and Training	1,000	230	1,200	-		1,300
Utilities	15,000	14,678	15,000	11,029	14,706	14,000
Telephone	15,000	22,242	15,000	33,972	45,297	15,000
Repairs & Maintenance	10,000	13,194	11,000	6,515	8,687	9,000
Rentals	2,000	1,678	2,000	782	1,043	1,000
Uniforms	500	97	500	-		500
Insurance	60,000	62,096	63,000	69,118	92,157	35,142
Public Notices, Advertising	800	1,178	1,000	737	1,000	1,000
Advertising - HR	10,000	2,262	3,500	802	1,070	2,500
Travel	4,000	2,497	4,000	1,090	2,000	1,200
Dues & Licenses	10,000	7,884	10,000	9,602	9,950	10,000
Total Contracts & Services	**329,800**	**264,025**	**249,700**	**247,358**	**322,909**	**267,042**
Supplies						
Office Supplies	2,500	534	750	2,041	2,722	-
Postage & Shipping	3,000	4,322	3,000	2,635	3,513	4,000
Computer Supplies	1,000	3,285	250	5,006	6,675	450
IT Supplies	10,000	-	4,000	1,806	2,407	2,400
Operating Supplies	2,500	2,687	2,500	1,017	1,357	3,500
Vehicle Fuel & Oil	2,500	887	2,500	596	794	1,000
Vehicle Repairs & Maint	2,500	1,538	2,500	4,415	5,886	6,000
Total Supplies	**24,000**	**13,253**	**15,500**	**17,515**	**23,354**	**17,350**
Capital Projects						
CIP CM 16-01 City Mgr Vehicle	-		-	-	-	-
Property Payment	-	18,990	12,760	6,130	12,260	12,260
Contingency Reserve			-			-
Total Capital Projects	**-**	**18,990**	**12,760**	**6,130**	**12,260**	**12,260**
Total Administration	**554,698**	**408,209**	**512,000**	**412,855**	**543,031**	**539,260**

Community Enrichment	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-2019 Budget
Contracts & Services						
City Promotion	6,850	7,000	2,500	2,200	2,500	2,500
Clean & Beautiful			3,500	-	3,000	3,500
San Pedro Valley Alliance			3,000	-	3,700	3,000
Historical Commission	1,000	-	1,000	-	-	2,900
Arts Commission		400				
Food Pantry	1,560	2,601	2,200	1,170	2,340	2,200
Food Bank	5,500	5,904	5,500	5,695	11,390	5,500
Economic Development	20,000	-	16,500	-	-	20,000
Fire Works/ Advertising	29,000	23,266	30,000	12,219	20,035	30,000
Butterfield Rodeo	4,650	4,650	4,650	4,650	4,650	5,000
Shop with a Cop	500	500	500	-		500
Butterfield Stage Days	2,500	2,643	2,500	1,528	1,528	2,500
Christmas Tree Lighting	1,500	2,091	3,000	3,425	3,425	3,000
Christmas Light Parade	1,000	983	1,500	1,559	1,559	1,700
Youth Council			3,500			
Total Contracts & Services	**74,060**	**50,038**	**79,850**	**32,445**	**54,126**	**82,300**
Total Community Enrichment	**74,060**	**50,038**	**79,850**	**32,445**	**54,126**	**82,300**

Miscellaneous	2016-17 Budget	2016-17 Actual	2018-19 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Contribution to Fire Pension	23,800		23,800	11,900	22,841	22,441
Contribution to Airport	135,800		135,300	67,650	93,879	99,430
Contribution to Transit	57,646		54,129	27,065	-	-
Contribution to Golf Course	171,932		176,792	88,396	287,467	159,897
Contribution to Debt Service	399,975		396,444	38,006	396,444	402,625
Contribution to CIP Fund	-		-		219,952	616,000
Contribution to Streets Fund	57,268		19,435	9,718	-	-
Contribution to Water Fund			20,422	-		
Operating Contingency			50,000			50,000
Contingency Reserve Set Aside	1,746,964		1,396,664	-	-	823,855
Total Miscellaneous	**2,593,385**	**-**	**2,272,986**	**242,734**	**1,020,583**	**2,174,248**

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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.

Fiscal Year 2018-2019 Goals & Objectives:

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

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

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

- Hold a "Voter Registration Day" to encourage voter registration and participation, showing where information can be found on the City's website and explaining public participation through attendance and the Call to the Public at City Council meetings

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

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

City Clerk	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	90,761	74,953	103,678	66,749	86,774	71,897
Overtime Wages	-	168	200	-		239
Payroll Taxes	6,943	5,638	7,931	5,080	6,604	5,500
Retirement Benefits	10,419	8,456	11,923	7,676	9,979	8,484
Employee Insurance	14,415	7,053	16,256	10,901	14,535	16,653
Total Personnel	**122,538**	**96,268**	**139,988**	**90,406**	**117,891**	**102,773**
Contracts & Services						
Professional Services	1,000	606	1,000	-	0	3,400
Education and Training	3,000	1,486	3,500	860	2,450	3,000
Telephone				283	377	1,560
Public Notices & Advertising	1,500	2,042	1,500	2,546	3,394	1,500
Travel	350	36	500	113	250	250
Dues & Licenses	1,000	380	1,200	679	929	1,000
Total Contracts & Services	**6,850**	**4,551**	**7,700**	**4,481**	**7,400**	**10,710**
Supplies						
Election Supplies & Postage	15,000	18,555		-	-	20,000
Office Supplies	1,000	1,804	1,000	1,596	1,800	-
Computer Supplies	1,000	3,274	2,500	299	300	500
Operating Supplies	300	46	300	118	400	2,000
Total Supplies	**17,300**	**23,679**	**3,800**	**2,012**	**2,500**	**22,500**
Total City Clerk	**146,688**	**124,497**	**151,488**	**96,899**	**127,791**	**135,983**

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 2017-2018 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 also 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. We have now given out 1,574 souvenir engineer's certificates to date.

Fiscal Year 2018-2019 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.

- Create a FACEBOOK page for the Visitor Center and develop more Social Media advertising opportunities.

- 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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	73,487	71,772	74,953	57,370	74,581	75,477
Overtime Wages	-	139				
Payroll Taxes	5,622	5,558	5,734	4,332	5,631	5,774
Retirement Benefits	8,436	8,235	8,620	6,598	8,577	8,906
Employee Insurance	12,738	10,869	12,726	11,121	14,828	13,521
Total Personnel	**100,283**	**96,574**	**102,033**	**79,420**	**103,616**	**103,678**
Contracts & Services						
Education and Training	1,261	-	900	-	900	1,100
Utilities	2,500	2,905	2,500	2,536	3,381	3,400
Telephone	2,757	4,383	2,000	3,663	4,883	1,600
Repairs & Maintenance	1,334	3,193	8,000	1,929	2,572	8,000
Public Notices, Advertising	21,000	22,428	21,000	19,507	26,010	21,000
County Tourism Council	10,011	-	10,011	7,508	10,011	10,011
Travel	500	651	800	144	200	400
Total Contracts & Services	**39,363**	**33,559**	**45,211**	**35,287**	**47,957**	**45,511**
Supplies						
Office Supplies	1,000	967	1,500	764	1,019	-
Computer Supplies	500	536	-	-		
Souviner Inventory	2,600	3,402	3,000	2,496	3,328	3,500
Operating Supplies	1,500	1,303	1,500	1,585	2,113	3,000
Total Supplies	**5,600**	**6,208**	**6,000**	**4,845**	**6,460**	**6,500**
Total Tourism	**145,245**	**136,341**	**153,244**	**119,551**	**158,033**	**155,689**

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	10%
Account Clerk III	1	10%
Account Clerk I	1	10%

Finance	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	117,919	83,457	104,302	42,050	25,230	116,622
Overtime Wages				20	20	
Payroll Taxes	9,021	6,063	7,979	3,162	4,110	8,922
Retirement Benefits	13,537	9,194	11,995	4,866	6,326	13,761
Employee Insurance	18,457	13,768	12,415	5,803	7,737	16,886
Total Personnel	**158,934**	**112,482**	**136,691**	**55,900**	**43,423**	**156,191**
Contracts & Services						
Professional Services	22,000	39,238	27,000	4,442	25,922	56,800
Education and Training	2,500	2,731	2,500	2,653	2,800	9,000
Bank Charges	7,500	11,068	15,000	8,103	10,804	13,000
Telephone	1,000	1,076	600	755	1,007	4,680
Repairs & Maintenance	1,500	3,271	1,500	1,868	2,491	1,500
Public Notices, Advertising	4,500	2,843	3,000	887	3,000	3,000
Travel	500	293	500	1,332	1,400	500
Dues & Licenses	10,000	10,113	10,000	10,338	10,338	11,863
Total Contracts & Services	**49,500**	**70,633**	**60,100**	**30,378**	**57,762**	**100,343**
Office Supplies	1,200	1,247	1,200	1,570	2,093	-
Computer Supplies	5,000	10,020	5,000	4,684	6,245	6,500
Operating Supplies	2,000	2,648	2,000	1,240		3,200
Total Supplies	**8,200**	**13,915**	**8,200**	**7,493**	**8,338**	**9,700**
Capital Projects						
Capital Outlay	-	-	-	-	-	
Total Capital Projects	**-**	**-**	**-**	**-**	**-**	**-**
Total Finance Dept.	**216,634**	**197,030**	**204,991**	**93,771**	**109,523**	**266,234**

Police Department

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

Fiscal 2017-2018 Achievements:

- Upgraded Communications Center
- Expanded the use of Spillman System
- Enhanced working relationships with all other Law Enforcement in Cochise County
- Have filled all vacant positions throughout Police Department
- Upgraded Fire Alarm System in Police/Fire Complex
- Trained all Benson Public School Teachers-Active Shooter
- Trained AEPCO employees-Active Shooter
- Trained Wilcox School Teachers-Active Shooter

Grant Funding:

- $ 35,000.00 Stone Garden-overtime money and mileage
- $5,000.00 Stipend from 100 Club of Arizona
- $20,500.00 Stone Garden Equipment Grant

Grant Applications Pending:

- $ 50,000.00 Stone Garden Funding for Overtime and Mileage

2018-2019 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 Lieutenant	2	100%
Police Sergeant	1	100%
Patrol Corporal/Detective	1	100%
Patrol Corporal	1	100%
Police Officer/Detective	1	100%
Police Officer	7	100%
Police Officer/Drug Taskforce	1	100%
Police Assistants	2	100%
Police Officer/SRO	1	100%
Police Communications Specialist	4.48	100%
Senior Animal Control Officer	1	100%
Animal Control Officer	1	100%

Police	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	1,060,206	1,026,209	1,114,533	889,501	1,156,352	1,128,223
Overtime Wages	75,000	123,556	85,000	82,342	107,045	85,000
StoneGarden OT	60,000	34,412	50,000	5,494	7,142	50,000
GITEM OT	-		-	-		-
Auto Theft Task Force OT	5,000	1,095	5,000	792	1,030	5,000
GOHS OT	2,000	319	2,000	5,220	6,786	2,000
Payroll Taxes	91,969	86,683	95,589	66,290	86,177	97,172
Retirement Benefits	269,164	282,087	350,155	239,659	311,557	367,636
Employee Insurance	209,898	188,050	255,648	170,969	227,959	219,277
Total Personnel	**1,773,237**	**1,742,411**	**1,957,925**	**1,460,266**	**1,904,045**	**1,954,308**
Contracts & Services						
Professional Services	35,000	24,819	35,000	21,950	29,267	35,000
Holding Cell Supplies & Meals	300	95	300	216	288	300
IT Services	10,000	10,000	-			
Education and Training	10,000	13,326	10,000	3,390	4,520	10,000
Utilities	13,500	14,640	12,000	10,691	14,255	15,000
Telecommunications	25,000	26,688	25,000	21,491	28,655	32,000
Bldg & Equip Repairs & Maint	5,000	6,924	4,500	5,690	7,586	10,000
Rentals	20,000	2,540	15,000	1,200	2,500	2,500
Uniforms	24,000	22,020	24,000	14,529	19,372	24,000
Travel	2,000	1,605	2,000	615	820	2,000
Dues & Licenses	3,000	1,798	2,000	1,436	1,915	2,500
Animal Control Medical	2,500	70	2,000	249	332	500
Animal Med. From Donations	10,000	11,292	10,000	9,779	13,038	13,000
Spay & Neuter from Grants	6,500	1,075	2,500	180	240	500
Grant Matches	3,000	-	6,000	-	0	-
Total Contracts & Services	**169,800**	**136,893**	**150,300**	**91,416**	**122,788**	**147,300**
Supplies						
Office Supplies	2,500	1,571	2,500	2,713	2,900	-
Computer Supplies	13,000	7,472	10,000	10,846	11,000	10,000
Operating Supplies	9,500	6,743	18,000	14,345	16,500	29,000
Vehicle Fuel & Oil	30,000	30,798	25,000	24,836	33,114	34,000
Vehicle Repairs & Maint	22,000	40,607	20,000	27,812	33,500	25,000
Total Supplies	**77,000**	**87,191**	**75,500**	**80,552**	**97,014**	**98,000**
Capital Projects						
PD 19-04 Rifle Optics	11,000	15,130				6,250
PD 19-03 Unmarked PD Vehicle	13,585	-	13,585			22,335
PD 19-02 PD Auto Equipment	-	-	-			49,200
PD 19-01 Patrol Vehicle Replac	37,111	57,402	37,111	28,701	28,701	27,143
PD 17-02 Replace Portable Comm	10,000	10,828	10,000			10,000
PD 18-01 Replace Long Guns			9,000	9,013	9,013	
PD 18-02 Security Upgrade			10,000			21,000
PD 18-03 Animal Shelter Improv			4,400	1728	1728	
Total Capital Projects	**71,696**	**83,360**	**84,096**	**39,442**	**39,442**	**135,928**
Total Police Dept.	**2,091,733**	**2,049,855**	**2,267,821**	**1,671,676**	**2,163,290**	**2,335,536**

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.

2017- 2018 Accomplishments:

- The Departments continues to respond to EMS calls and maintain a working relationship with the local ambulance service, train and work with the area Fire Departments for Mutual Aid Interoperability, and work on the Commercial Fire Inspection Program alongside the City's Building Department.
- 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.

2018 - 2019 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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	147,067	119,806	150,018	127,083	165,208	153,181
Overtime Wages	-	1,159		2,912	3,785	3,680
Payroll Taxes	11,251	4,825	7,012	5,498	7,148	7,160
Retirement Benefits	25,198	18,960	33,216	27,396	35,615	33,780
Employee Insurance	18,573	11,310	19,687	18,507	24,677	14,363
Total Personnel	**202,089**	**156,059**	**209,933**	**181,397**	**236,433**	**212,163**
Contracts & Services						
Professional Services	79,200	80,570	99,200	59,834	79,779	91,200
Fire Marshall Fees	1,200	-	4,000	-	0	
Firefighter Healthcare	8,000	50	8,000	50	67	8,000
Education and Training	10,000	7,378	10,000	3,657	4,876	5,000
Utilities	10,000	10,306	10,000	6,968	9,291	10,000
Telephone	9,000	10,014	9,500	8,110	10,813	11,000
Equipment Repairs & Maint	14,000	13,500	14,000	20,270	27,027	15,000
Turnout Maint	5,000	121	5,000	2,095	2,794	5,000
Station Repairs & Maint	15,000	16,426	10,000	5,798	7,731	10,000
Turnout Replacements	12,000	9,438	15,000	19,597	26,130	17,000
Rentals	3,000	6,056	7,000	1,200	1,600	2,000
Records Management	2,000	-	2,000	-	0	2,000
Uniforms	800	800	800	670	893	800
Insurance		2,050			0	
Travel	300	241	300	177	236	300
Dues	1,700	275	2,000	175	233	300
Community Service Projects	4,500	2,982	3,000	5,150	6,866	5,000
Grant Matches	50,000	-	50,000	-	0	45,000
Total Contracts & Services	**225,700**	**160,206**	**249,800**	**133,752**	**178,336**	**227,600**
Supplies						
Office Supplies	2,000	1,730	2,000	1,377	1,836	
Postage		51				
Computer Supplies	4,000	980	600	-	0	600
Operating Supplies	20,000	10,572	12,000	6,470	8,627	10,800
EMS Supplies	5,000	3,650	7,000	5,218	6,958	7,000
Vehicle Fuel & Oil	14,000	6,488	6,000	3,203	4,270	6,000
Vehicle Repairs & Maint	45,000	50,936	45,000	22,452	29,935	30,000
Total Supplies	**90,000**	**74,406**	**72,600**	**38,720**	**51,626**	**54,400**
Capital Projects						
SCBA Bottle Replacement	-	-	-	-	0	-
FD 13-02 Portable Fire Pump	-	-	-	-	0	-
FD 07-02 Fire Equipment	23,000	17,865	5,000		0	-
FD 18-01 Ford & Rescue Bed						-
FD 18-02 Communications Equip						
FD 18-03 Extrication Equipment						
Total Capital Projects	**23,000**	**17,865**	**5,000**	**-**	**-**	**-**
Total Fire Dept.	**540,789**	**408,536**	**537,333**	**353,869**	**466,395**	**494,163**

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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries & Wages	96,475	96,427	98,400	75,659	98,356	100,471
Payroll Taxes	7,380	7,247	7,528	5,700	7,410	7,686
Retirement Benefits	11,075	11,070	11,316	8,701	11,311	11,856
Employee Insurance	6,580	5,651	6,551	6,272	8,363	6,980
Total Personnel	**121,510**	**120,395**	**123,795**	**96,332**	**125,440**	**126,993**
Contracts & Services						
Professional Services	120,000	120,840	120,000	73,862	98,482	100,000
Outside Legal Fees			80,000	-		20,000
Travel	300	101	300	85	100	100
Total Contracts & Services	**120,300**	**120,940**	**200,300**	**73,947**	**98,582**	**120,100**
Supplies						
Office Supplies	400	223	250	236	0	200
Operating Supplies	150	56	150	-	0	150
Total Supplies	**550**	**279**	**400**	**236**	**-**	**250**
Total City Attorney	**242,360**	**241,614**	**324,495**	**170,514**	**224,022**	**247,343**

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 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries & Wages	25,750	23,604	35,700	29,167	37,917	35,000
Payroll Taxes	1,970	1,860	2,731	2,286	2,972	2,678
Employee Insurance	68	57	104	64	83	102
Total Personnel	**27,788**	**25,521**	**38,535**	**31,517**	**40,972**	**37,779**
Contracts & Services						
Professional Services	36,000	1,028	36,000	-	-	3,197
Education & Training	500	1,024	1,001	938	1,000	1,000
Fines to County	500	-	500	-	200	200
Dues & Licenses	50	50	50	50	50	50
State Fees Paid	500	-	500	-	100	100
Total Contracts & Services	**37,550**	**2,102**	**38,051**	**988**	**1,350**	**4,547**
Total Magistrate	**65,338**	**27,623**	**76,586**	**32,505**	**42,322**	**42,326**

Library

The business of the library is to meet the information, knowledge, and reading needs of the community. The public library supports this mission by providing services, materials, and electronic access to information that will meet the needs of the adult and youth community. The Benson Library services extend beyond the city limits to include surrounding communities and rural residents of Cochise County. There are currently 8,573 registered card holders. The support from the City shows that the health, welfare, and literacy of all its residents and visitors are a primary concern.

Fiscal Year 2017-2018 Usage:

- Circulation - 72,905
- Patron visits - 54,701
- Reference questions - 7,536

Fiscal Year 2017-2018 Accomplishments:

- We had a successful Summer Reading Program
- We had 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

Fiscal Year 2018-2019 Goals & Objectives:

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

Description	Number	Percentage
Library Branch Manager	1	100%
Library Assistant	3	100%
Library Page	.5	100%

Library	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	137,187	123,199	127,487	99,366	129,176	138,440
Overtime Wages	-	-	-	-	0	-
Payroll Taxes	10,495	9,319	9,753	7,623	9,910	10,591
Retirement Benefits	15,749	13,955	14,661	11,376	14,789	16,336
Employee Insurance	26,917	24,795	28,255	22,011	28,614	27,012
Total Personnel	**190,348**	**171,268**	**180,156**	**140,377**	**182,490**	**192,378**
Contracts & Services						
Professional Services	700	669	700	90	100	100
IT Services	2,000	-	1,000	-	0	
Utilities	10,500	11,798	12,000	9,651	12,867	14,000
Telephone	3,100	2,730	3,100	1,110	1,480	1,500
Repairs & Maintenance	8,000	4,153	3,500	3,901	5,201	5,500
Travel	250	148	250	215	287	300
Dues & Licenses	300	285	300	285	285	285
Total Contracts & Services	**24,850**	**19,783**	**20,850**	**15,251**	**20,220**	**21,685**
Supplies						
Office Supplies	1,000	632	-	-	-	
Computer Supplies	6,393	7,104	11,000	350	699	15,000
Operating Supplies	4,000	4,297	5,500	2,181	2,181	5,500
Books	20,000	18,810	20,000	9,478	18,957	20,000
Total Supplies	**31,393**	**30,842**	**36,500**	**12,009**	**21,837**	**40,500**
Total Library	**246,591**	**221,894**	**237,506**	**167,636**	**224,546**	**254,563**

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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	114,313	110,099	117,897	71,827	93,374	126,168
Overtime Wages	2,575	3,903	5,100	2,532	3,292	5,000
Payroll Taxes	8,936	8,384	9,409	5,603	7,284	10,034
Retirement Benefits	13,410	12,914	14,145	8,464	11,003	15,478
Employee Insurance	29,398	25,304	28,905	19,833	25,783	33,474
Total Personnel	**168,632**	**160,603**	**175,456**	**108,259**	**140,737**	**190,154**
Contracts & Services						
Professional Services	1,200	4,915	2,500	330	440	2,000
Contract Labor DOC	4,000	3,302	4,000	1,525	2,033	3,400
Education and Training	500	155	1,000	92	123	1,000
Utilities	22,000	27,490	25,000	18,149	24,199	25,000
Telephone	1,000	2,809	2,800	2,110	2,813	2,800
Repairs & Maintenance	25,000	27,362	25,000	25,145	33,527	35,000
Uniforms	1,500	1,398	2,000	709	945	2,000
Dues & Licenses	500	592	500	40	53	250
Total Contracts & Services	**55,700**	**68,023**	**62,800**	**48,099**	**64,132**	**71,450**
Office Supplies	250	12	250	64	85	250
Computer Supplies	1,500	-	1,500	-	0	1,500
Operating Supplies	25,000	35,387	35,000	18,359	24,478	25,000
Vehicle Fuel & Oil	10,148	6,004	7,500	4,671	6,229	10,000
Equipment Repairs and Service	5,000	-	5,000	-	0	5,000
CIP PR 17-2 Union Street Park Canopy			8,000		0	
Vehicle Repairs & Maint	6,000	6,824	9,500	9,829	13,106	9,000
Capital Outlay		134			0	
Total Supplies	**47,898**	**48,361**	**66,750**	**32,924**	**43,898**	**50,750**
Capital Outlay						
CIP PR 12-3 ATV Gator	-	-	-	-	-	-
CIP PR 18-2 Mower						12,500
CIP PR 18-2 Small ramadas						10,000
CIP PR 18-3 Score board						10,000
Total Capital Outlay	**-**	**-**	**-**	**-**	**-**	**32,500**
Total Parks Dept.	**272,230**	**276,988**	**305,006**	**189,282**	**248,767**	**344,854**

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 2018-2019 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
Recreation Coordinator	1	0%
Senior Recreation Leader	1	100%
Recreation Assistant	1	50%
Lifeguards (5 FTE)	10	100%
Head Lifeguard	1	100%
Pool Cashier	1	100%
Recreation Aids	5	100%

Recreation	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	98,072	44,151	100,742	43,839	56,991	107,178
Summer Programs Instructors	-	400				
Overtime	-	1,891		1,464	1,903	
Payroll Taxes	7,502	3,766	7,707	3,676	4,778	8,199
Retirement Benefits	5,131	2,349	4,769	2,806	3,648	4,951
Employee Insurance	10,056	977	8,656	899	1,198	4,143
Total Personnel	**120,761**	**53,534**	**121,874**	**52,684**	**68,519**	**124,471**
Contracts & Services						
Professional Services	700	163	700	330	439	700
Summer Programs	2,500	1,761	2,500	75	2,000	2,500
Summer Program Events	2,000	2,178	2,000	139	2,200	2,500
IT Services	1,046	-	-		0	
Education and Training	1,500	1,585	1,500	-	0	1,500
Utilities - Pool	8,680	8,070	8,680	6,008	8,011	8,500
Utilities - Comm. Center	13,007	11,235	13,007	5,901	12,000	8,500
Telephone - Pool	510	455	510	229	500	500
Telephone - Comm. Center	1,878	2,148	1,878	2,128	2,837	2,000
Repairs & Maintenance Pool	5,210	2,893	5,210	240	1,000	5,250
Repairs - Comm. Center	6,360	1,613	3,500	2,067	2,756	3,500
Uniforms	500	523	600	-	0	750
Dues & Licenses	6,474	1,050	1,600	483	644	1,600
Total Contracts & Services	**50,365**	**33,675**	**41,685**	**17,601**	**32,388**	**37,800**
Supplies						
Office Supplies	520	231	520	317	422	500
Bingo Qualified/Unqualified	1,802	59	500	440	587	550
Computer Supplies	2,608	553	1,500	1,462	1,950	1,500
Pool Supplies	2,100	4,933	1,200	294	392	2,000
Operating Supplies	2,510	1,792	1,350	404	539	1,350
Vehicle Fuel & Oil	500	214	500	151	201	500
Vehicle Repairs & Maint	1,391	330	1,400	50	66	1,400
Total Supplies	**11,431**	**8,111**	**6,970**	**3,118**	**4,157**	**7,800**
Capital Outlay						
	-	-	-	-	-	-
	-	-	-		-	-
Total Capital Outlay	**-**	**-**	**-**	**-**	**-**	**-**
Total Recreation	**182,557**	**95,320**	**170,529**	**73,403**	**105,065**	**170,071**

Building Department

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

Some of the major functions of the Building Division are:

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

Fiscal Year 2018-2019 Goals & Objectives:

- Launch a new electronic permit system to be more cost effective and decrease processing time.
- 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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	102,713	60,183	102,240	35,591	46,269	101,150
Overtime Wages				33	43	121
Payroll Taxes	7,858	4,395	7,821	2,644	3,437	7,738
Retirement Benefits	11,792	6,853	11,758	4,097	5,326	11,936
Employee Insurance	20,773	12,100	27,302	8,723	11,630	15,529
Total Personnel	**143,136**	**83,530**	**149,121**	**51,088**	**66,705**	**136,474**
Contracts & Services						
Professional Services	40,000	56,902	65,000	53,979	71,972	75,000
Education and Training	3,000	500	3,000	-	0	3,500
Telephone	500	-	500	-	0	500
Repairs & Maintenance	500	449	500	256	341	500
Uniforms	500	420	800	242	323	750
Public Notices, Advertising	250	398	250	80	106	250
Dues & Licenses	350	-	400		0	400
Total Contracts & Services	**45,100**	**58,670**	**70,450**	**54,557**	**72,742**	**80,900**
Supplies						
Office Supplies	1,500	403	1,000	145	194	750
Postage & Shipping	200	11	400	-	0	400
Computer Supplies	5,750	250	2,800	-	0	2,800
Operating Supplies	300	269	300	86	114	300
Vehicle Fuel & Oil	1,000	473	1,000	495	660	1,000
Vehicle Repairs & Maint	750	305	750	525	700	750
Total Supplies	**9,500**	**1,711**	**6,250**	**1,251**	**1,668**	**6,000**
Capital Projects						
Permit Tracking Database	-	-	40,000	-	-	40,000
Total Capital Projects	**-**	**-**	**40,000**	**-**	**-**	**40,000**
Total Building Dept.	**197,736**	**143,911**	**265,821**	**106,896**	**141,116**	**263,374**

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 2018-2019 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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	69,039	42,381	70,419	32,031	41,640	70,807
Overtime Wages	-	813	-	268	349	-
Payroll Taxes	5,281	3,072	5,387	2,416	3,141	5,417
Retirement Benefits	7,926	4,959	8,098	3,714	4,829	8,355
Employee Insurance	13,593	7,850	17,899	6,046	8,062	12,612
Total Personnel	**95,839**	**59,073**	**101,803**	**44,476**	**58,021**	**97,192**
Contracts & Services						
Professional Services	30,000	2,214	30,000	58,088	65,000	30,000
Education and Training	1,000	16	1,000	-		1,000
Repairs & Maintenance				39	51	500
Public Notices, Advertising	5,000	490	2,500	2,464	3,285	3,500
Dues & Licenses	250	325	250	-		250
Total Contracts & Services	**36,250**	**3,045**	**33,750**	**60,591**	**68,337**	**35,250**
Supplies						
Office Supplies	500	1,524	-			
Computer Supplies	5,500	304	5,500			17,500
Operating Supplies	250	98	1,250	92	112	2,500
Total Supplies	**6,250**	**1,927**	**6,750**	**92**	**112**	**20,000**
Capital Projects						
GIS Software and Equipment	-	-	-	-	-	-
Total Capital Projects	**-**	**-**	**-**	**-**	**-**	**-**
Total Planning & Zoning	**138,339**	**64,045**	**142,303**	**105,159**	**126,470**	**152,442**

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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	52,250	24,762	53,295	20,643	26,835	25,797
Payroll Taxes	3,997	1,780	4,077	1,488	1,935	1,974
Retirement Benefits	5,998	2,843	6,129	2,374	3,086	3,044
Employee Insurance	9,127	2,521	10,043	3,557	4,743	3,147
Total Personnel	**71,372**	**31,905**	**73,544**	**28,062**	**36,599**	**33,962**
Contracts & Services						
Professional Services	100,000	20,216	100,000	100	133	100,000
Education and Training	1,000	-	1,000	-	0	1,000
Utilities	6,000	5,768	6,600	1,972	2,630	6,600
Telephone	4,000	4,301	4,400	2,505	3,340	4,400
Repairs & Maintenance	1,500	1,958	2,400	520	693	2,400
Rentals	1,000	-	1,000	-	0	1,000
Uniforms	250	97	250	-	0	250
Public Notices, Advertising	500	43	250	-	0	250
Travel	250	38	250	2	3	250
Dues & Licenses	300	225	300	-	0	300
Total Contracts & Services	**114,800**	**32,646**	**116,450**	**5,100**	**6,800**	**116,450**
Supplies						
Office Supplies	750	291	-	7	9	-
Postage & Shipping	100	5	100	-	0	100
Computer Supplies	4,500	2,174	2,400	1,024	1,365	2,400
Operating Supplies	3,500	1,996	2,500	799	1,065	2,500
Cemetery	2,500	-	1,000	-	0	1,000
Vehicle Fuel & Oil	1,500	871	1,000	852	1,136	1,000
Equipment Repairs	500	-	-		0	
Vehicle Repairs & Maint	1,000	192	1,000	2,116	2,822	3,000
Total Supplies	**14,350**	**5,529**	**8,000**	**4,797**	**6,397**	**10,000**
Capital Projects						
Quiet Rail Crossing						-
Total Capital Projects	**-**	**-**	**-**	**-**	**-**	**-**
Total Public Works	**200,522**	**70,081**	**197,994**	**37,959**	**49,795**	**160,412**

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Enterprise Funds

San Pedro Golf Course

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

Accomplishments Fiscal Year 2017-2018 and Goals for Fiscal Year 2018-2019:

- Increased outside play from Tucson / Green Valley area
- Installed three new Sod Wall bunkers to increase uniqueness of Golf Course
- Increased online presence with Social Media advertising
- Invited clubs from Tucson that declined due to construction on I10
- Continued with cart paths millings
- Improve playing conditions, remove weeds in the rough
- Remodel landscaping, and increase curb appeal
- Continue repair of golf course areas not kept up in the past by growing grass in bare areas

Position	Number	Percentage
Golf Operations		
Director of Golf	1	100%
Golf Shop Manager	1	100%
Customer Service (.5 FTE)	1	50%
Golf Shop (1.44 FTE)	3	100%
Outside Operations (1.44 FTE)	3	100%
Maintenance		
Superintendent	1	100%
Mechanic/Maintenance	1	100%
Equipment Operator	3	100%
Food and Beverage		
Kitchen Manager	1	100%
Cook	2	100%
Dishwasher (1.48 FTE)	3	100%
Wait staff	1	100%
Wait staff (2.35 FTE)	5	100%

San Pedro Golf Operations	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Memberships	-	52,709	62,000	46,054	61,405	62,000
Green and Cart Fees	468,730	319,561	421,500	234,636	312,849	421,500
Merchandise Sales	35,000	25,944	35,000	11,122	14,830	15,000
Practice Facility	18,250	13,297	20,000	10,526	14,035	20,000
Other Income	-	15	-	2,810	3,747	4,000
Teaching Revenue	1,500	36	1,000	-		
Outside Events						20,000
Contribution from General Fund	171,932		176,792	88,396	287,467	159,897
Total Revenues	**695,412**	**411,561**	**716,292**	**393,544**	**694,332**	**702,397**
Expenditures						
Personnel						
Salaries and Wages	134,543	136,836	172,603	114,783	149,218	163,988
Overtime Wages	-	3,336	-	2,177	2,831	
Payroll Taxes	10,293	10,850	13,204	9,016	11,721	12,545
Retirement Benefits	9,649	12,279	14,982	10,106	13,138	10,393
Employee Insurance	12,400	19,097	26,752	22,045	29,394	18,355
Total Personnel	**166,885**	**182,398**	**227,541**	**158,128**	**206,302**	**205,282**
Contracts & Services						
Professional Services	6,181	5,132	7,300	1,021	1,361	5,000
Pro Shop Inventory	28,000	16,151	18,000	7,173	9,564	20,000
Education and Training	500	33	-		-	
Bank Charges	9,192	8,097	7,000	5,249	6,999	7,000
Cash Short	250	(91)	-	-	-	-
Utilities	30,000	28,885	23,000	20,187	26,916	24,000
Telephone	6,000	8,527	4,000	6,241	8,321	2,000
Repairs & Maint - Building	3,000	3,360	2,500	690	919	2,000
Rentals	500	906	500	12	16	2,000
Uniforms	750	-	-		-	
Insurance	8,500	7,928	12,000	8,851	11,802	12,038
Advertising	10,000	1,451	10,000	192	256	10,000
Travel	300	90	300	113	150	300
Dues & Licenses	800	534	600	509	679	600
Total Contracts & Services	**103,973**	**81,003**	**85,200**	**50,237**	**66,983**	**84,938**
Supplies						
Operating Supplies	1,500	1,216	1,000	300	400	1,500
Office Supplies	1,000	1,813	600	175	234	-
Postage & Shipping	200	10	100	46	62	100
Computer Supplies	-	-	-		-	
Golf Cart Operating Costs	-	(1,775)	-		-	
Range Operating Supplies	2,500	-	2,000	1,201	1,601	1,300
Fuel & Oil- Golf Carts	10,000	4,059	7,000	4,027	5,369	6,000
Repairs & Maint- Golf Carts	800	1,429	1,000	9	12	20
Total Supplies	**16,000**	**6,751**	**11,700**	**5,758**	**7,677**	**8,920**
Capital Expenditures	**57,300**	**66,849**	**57,300**	**33,424**	**-**	**28,650**
Contingency	**-**	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**344,158**	**337,002**	**381,741**	**247,547**	**280,961**	**327,790**

S.P. Golf Maintenance	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Expenditures						
Personnel						
Salaries and Wages	127,625	92,466	131,148	93,004	120,906	147,107
Overtime Wages	5,000	6,509	10,200	4,757	6,184	10,000
Payroll Taxes	9,763	7,617	10,813	7,532	9,791	11,254
Retirement Benefits	14,651	11,160	16,255	11,163	14,513	17,359
Employee Insurance	30,621	19,945	37,805	22,682	29,487	26,768
Total Personnel	**187,660**	**137,697**	**206,221**	**139,139**	**180,880**	**212,488**
Contracts & Services						
Professional Services	2,000	5,791	1,500	3,346	5,019	2,000
Contract Labor- DOC	8,200	8,003	8,000	5,000	7,500	8,000
Education and Training	200	-	-			
Utilities	36,500	45,080	37,000	33,876	50,814	50,814
Telephone	250	1,254	100	886	1,329	1,400
Repairs & Maint - Irrigation	5,000	1,990	3,000	4,205	6,307	5,000
Rentals	500	78	500	323	484	500
Uniforms	500	745	500	476	713	500
Travel	250	102	250	113	169	250
Dues & Licenses	250	-	250		-	
Total Contracts & Services	**53,650**	**63,044**	**51,100**	**48,224**	**72,336**	**68,464**
Supplies						
Golf Course Supplies	3,000	6,896	3,500	2,942	3,923	3,500
Fertilizers	10,000	7,348	8,000	7,538	10,051	4,000
Chemicals	10,000	6,363	8,000	4,624	6,166	10,000
Landscaping	500	20	500	-	-	500
Sand & Gravel	10,000	8,944	7,000	4,237	5,650	8,000
Seed	30,000	26,205	29,000	24,457	32,610	29,000
Office Supplies	100	-	100	167	222	200
Other Operating Supplies	1,000	693	200	564	752	600
Fuel & Oil	18,192	22,917	19,000	11,312	15,083	18,000
Repairs & Maint- Equipment	20,000	25,944	19,000	28,719	38,292	20,000
Total Supplies	**102,792**	**105,328**	**94,300**	**84,561**	**112,748**	**93,800**
Contingency	**-**	**-**	**-**	**-**	**-**	**-**
Equipment	**-**	**-**	**-**	**-**	**-**	**-**
Capital Projects						
GC 17-01 Chemical Applicator Rig	10,000	7,794	7,990	5,270	7,990	7,990
GC 17-02 Utility Maint Vehicle	6,700	7,794	7,990	5,270	7,990	7,990
GC 17-03 Fairway Unit Mower	11,500	7,794	7,990	5,270	7,990	7,990
Total Capital Expenditures	**28,200**	**23,381**	**23,970**	**15,811**	**23,970**	**23,970**
Total Golf Maint.	**372,302**	**329,450**	**375,591**	**287,735**	**389,934**	**398,722**

San Pedro F&B	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Food Sales	192,500	221,103	270,000	204,393	272,524	300,000
Beer Sales	60,300	62,234	70,000	47,121	62,828	90,000
Wine Sales	6,000	10,048	9,000	7,433	9,911	15,000
Liquor Sales	18,500	24,041	20,000	19,904	26,538	30,000
Banquet Revenue	14,000	26,622	18,000	9,352	12,469	20,000
Total Revenues	**291,300**	**344,049**	**387,000**	**288,202**	**384,270**	**455,000**
Expenditures						
Personnel						
Salaries and Wages	99,501	113,575	132,855	122,646	159,439	169,382
Overtime Wages	5,000	25,910	11,220	14,183	18,438	11,000
Payroll Taxes	8,473	13,998	11,022	13,560	17,628	13,833
Retirement Benefits	10,945	12,036	12,909	10,619	13,805	16,398
Employee Insurance	27,784	21,100	21,700	30,093	40,124	25,368
Total Personnel	**151,703**	**186,618**	**189,706**	**191,102**	**249,436**	**235,980**
Contracts & Services						
Professional Services	3,000	24,369	4,000	3,923	5,230	5,000
Food Cost	70,000	100,583	100,000	70,371	93,828	125,000
Beer Cost	16,000	21,503	21,000	16,626	22,167	23,000
Wine Cost	900	4,259	2,400	3,217	4,289	4,300
Liquor Cost	3,000	4,960	5,000	4,211	5,615	6,000
Education and Training	-	-	-		-	
Bank Charges	3,000	6,004	3,000	4,751	6,334	6,400
Cash Short		(74)	-	(191)	-	
Telephone	-		-		-	
Direct TV	2,100	2,339	2,100	2,039	2,719	2,100
Repairs & Maint	6,000	4,271	6,000	2,132	2,842	6,000
Rentals	4,000	4,491	4,500	2,778	3,704	4,000
Uniforms	500	91	500	26	34	250
Advertising	2,000	3,978	500	1,192	1,589	2,000
Fees & Licenses	300	400	200	150	200	200
Travel	500	714	500	112	149	500
Dues & Licenses	650	169	300	380	507	600
Total Contracts & Services	**111,950**	**178,057**	**150,000**	**111,715**	**149,209**	**185,350**
Supplies & Expenses	200	1,029	500	-		250
Kitchen Supplies	3,000	3,876	3,000	3,172	4,230	4,500
Restaurant Supplies	3,000	4,641	2,500	3,395	4,526	4,500
Office Supplies	300	205	200	228	304	250
Printing & Postage	100	-	55	-		55
Computer Supplies		37				
Total Supplies	**6,600**	**9,788**	**6,255**	**6,795**	**9,060**	**9,555**
Contingency	**-**	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**270,253**	**374,463**	**345,961**	**309,613**	**407,705**	**430,885**

Natural Gas Utility

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

Position	Number	Percentage
Public Works Director	1	25%
Streets Superintendent	1	25%
Administrative Assistant, Public Works	1	34%
Utilities Operations Supervisor - Gas	1	100%
Utilities Operator III	1	34%
Utilities Operator I	1	10%
Utilities Operator I	1	34%
Utilities Operator I	1	90%
Utilities Operator I	5	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%

Natural Gas Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Gas Revenue	700,000	499,738	622,878	522,864	631,198	694,318
Muli-User Gas Revenue	10,000	7,516	11,000	8,001	10,668	11,734
Commercial Gas Revenue	350,000	199,222	253,424	201,929	248,093	272,902
Utility Service Charges	15,000	14,345	16,500	11,850	16,500	17,380
New Gas Hookups	7,000	1,119	7,700	2,427	4,600	3,560
Penalty and Interest Fees	5,000	3,747	5,500	3,174	4,100	4,655
Series 2010 Bond Proceeds	75,000	-	-			
Carryforward Fund Balance	15,000		121,813			
Total Revenues	**1,177,000**	**725,685**	**1,038,815**	**750,244**	**915,159**	**1,004,549**
Expenditures						
Personnel						
Salaries and Wages	248,905	176,940	183,729	145,925	189,703	233,231
Overtime Wages	10,300	7,374	10,200	7,018	9,124	10,000
Payroll Taxes	19,806	13,481	14,836	11,063	14,382	18,607
Retirement Benefits	29,722	20,754	22,302	17,587	22,863	28,701
Employee Insurance	59,054	30,605	47,848	39,053	52,071	55,737
Total Personnel	**367,787**	**249,153**	**278,915**	**220,647**	**288,142**	**346,276**
Contracts & Services						
Professional Services	25,000	9,679	25,000	2,817	3,756	30,000
Education and Training	5,000	2,914	5,000	578	600	5,000
Bank Charges	3,000	4,157	3,500	2,698	3,597	3,750
Utilities	2,000	2,022	2,000	2,869	3,825	4,000
Telephone	2,000	1,598	1,500	1,157	1,543	1,600
Repairs & Maintenance	10,000	11,224	5,000	3,018	4,024	5,000
Rentals	5,000	5,889	5,000	4,074	5,432	5,500
Uniforms	2,100	1,552	2,000	1,030	1,374	2,100
Insurance	45,000	51,573	50,000	55,325	73,766	57,500
Public Notices & Advertising	1,500	241	700	284	379	1,500
Fees & Licenses	500	-	-			
Dues & Licenses	2,500	3,146	3,500	3,741	4,988	5,000
Round Up Donations	15,000		-			
Bad Debt Write Off	1,500	2,864	1,500	1,265	1,687	2,000
Total Contracts & Services	**120,100**	**96,858**	**104,700**	**78,856**	**104,970**	**122,950**
Supplies						
Natural Gas Purchased	375,000	304,100	375,000	194,787	259,717	325,000
Office Supplies	250	-	-	29	39	-
Printing & Postage	4,500	4,573	4,500	2,978	3,970	4,500
Computer Supplies	5,200	4,095	7,500	2,949	3,932	
Gas Outage Supplies	250	-	250	-	-	
Operating Supplies	30,000	24,875	30,000	24,677	32,902	35,250
Vehicle Fuel & Oil	12,000	9,459	10,000	6,892	9,190	10,000
Vehicle Repairs & Maint	10,000	9,969	10,000	7,017	9,356	10,000
Total Supplies	**437,200**	**357,071**	**437,250**	**239,329**	**319,105**	**384,750**
Contingency	**151,913**	**-**	**168,950**	**-**	**-**	**105,573**
Capital Projects						
CIP GS 07-5 Truck	25,000	3,833	25,000	6,783	10,950	25,000
CIP GS 07-4 Telemeters	50,000	42,955	-	16,934	29,659	-
CIP GS 07-3 Benson Regulator System			20,000			20,000
CIP GS 10-1 Ocotillo Line Replacement	-		-	-	-	-
CIP GS 12-1 Gas Detection Equipment	25,000	6,304	-	-	-	
CIP GS 08-01 Self Contained Breathing App			4,000			
Total Capital Projects	**100,000**	**53,092**	**49,000**	**23,718**	**40,609**	**45,000**
Total Expenditures	**1,177,000**	**756,175**	**1,038,815**	**562,549**	**752,828**	**1,004,549**
Total Natural Gas	**-**	**(30,490)**	**-**	**187,695**	**162,331**	**(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	34%
Utilities Operations Supervisor - Gas	1	100%
Utilities Operator III	1	34%
Utilities Operator I	1	10%
Utilities Operator I	1	34%
Utilities Operator I	1	90%
Utilities Operator I	5	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%

Water Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Water Revenue	465,000	399,756	441,340	300,700	387,370	426,107
Commercial Water Revenue	335,000	290,997	342,756	255,866	323,145	355,460
New Hookups	10,000	2,919	10,000	6,224	9,300	9,500
Impact Fee Allocation	-		-		0	
Water Tank Rental				6,934	6,934	10,170
Water Accomodation Fees	12,000	8,595	12,593	7,130	9,507	10,457
Series 2010 Bond Proceeds	50,000		-		0	
Contribution from General Fund			20,422	-	0	
Projected Carryforward for Contingency			55,057		0	
Other Income	250	960	275		0	
Total Revenues	**872,250**	**703,227**	**882,443**	**576,853**	**736,256**	**811,694**
Expenditures						
Personnel						
Salaries and Wages	250,930	310,419	309,117	214,520	278,876	283,333
Overtime Wages	10,300	14,364	10,710	16,832	21,882	10,500
Payroll Taxes	19,961	23,876	24,467	16,976	22,069	22,478
Retirement Benefits	29,955	37,103	36,780	26,604	34,585	34,672
Employee Insurance	52,808	57,417	76,486	47,201	62,935	60,273
Total Personnel	**363,954**	**443,178**	**457,560**	**322,134**	**420,347**	**411,257**
Contracts & Services						
Professional Services	25,000	3,450	20,000	1,465	1,954	35,000
Chemical Analysis	4,000	2,346	3,000	2,158	2,877	3,000
IT Services	2,500	-	-			
Education and Training	3,000	2,740	4,000	1,337	1,782	4,000
Bank Charges	3,000	4,157	3,000	2,698	3,597	3,000
Utilities	120,000	131,864	110,000	95,994	127,992	135,000
Telephone	1,200	1,659	1,500	1,527	2,036	2,000
Repairs & Maintenance	25,000	25,160	20,000	39,985	40,200	20,000
Rentals	1,500	997	1,500	814	1,485	1,500
Uniforms	2,000	1,533	1,800	1,485	1,485	1,800
Insurance	10,000	9,910	10,000	11,065	14,753	10,000
Public Notices & Advertising	1,000	109	1,000	644	858	1,000
Fees & Licenses		330			-	
Dues & Licenses	15,000	7,412	15,000	7,500	10,000	15,000
Bad Debt Write Off	1,500	1,582	1,500	804	1,072	1,500
Total Contracts & Services	**214,700**	**193,248**	**192,300**	**167,475**	**210,091**	**232,800**
Supplies						
Office Supplies	250	-	-	29	40	
Printing & Postage	5,000	4,468	5,000	2,978	3,970	5,000
Computer Supplies	5,200	4,095	5,200	2,949	2,949	1,500
Operating Supplies	45,000	15,387	40,000	17,278	30,000	40,000
Vehicle Fuel & Oil	12,000	7,979	10,000	5,717	7,623	10,000
Equipment Repairs & Maint	5,000		5,000		0	5,000
Vehicle Repairs & Maint	10,000	11,890	10,000	11,624	15,499	15,000
Total Supplies	**82,450**	**43,818**	**75,200**	**40,576**	**60,082**	**76,500**
Contingency	**51,146**	**-**	**47,383**	**-**	**-**	**46,137**
Capital Projects						
CIP WA 07-9 Truck	25,000	3,833	25,000	6,783	10,950	20,000
Capital Projects				34	34	-
Telemeters	50,000	5,861	-	11,438	16,864	
CIP WA 08-1 SueJuan Repairs	10,000	-	10,000		0	
Transfer to Capital Projects	-	-	-		0	
CIP WA 10-5 Hill Crest St Water Line	25,000	-	25,000		0	25,000
CIP WA 15-1 302 Pump Replacement	50,000	-	50,000		0	
Total Capital Projects	**160,000**	**9,694**	**110,000**	**18,256**	**27,848**	**45,000**
Total Expenditures	**872,250**	**689,939**	**882,443**	**548,440**	**718,368**	**811,694**
Total Water Fund	**-**	**13,288**	**-**	**28,413**	**17,888**	**(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	34%
Utilities Operations Supervisor - Gas	1	100%
Utilities Operator III	1	34%
Utilities Operator I	1	10%
Utilities Operator I	1	34%
Utilities Operator I	1	90%
Utilities Operator I	5	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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Wastewater Fees	475,000	429,998	487,446	347,254	445,645	490,210
Multi-User Wastewater Fees	9,000	4,757	7,134	3,911	5,215	5,736
Commercial Wastewater Fees	300,000	261,132	310,610	203,649	261,614	287,775
New Hook Ups	15,000	3,073	4,889	10,381	13,841	15,225
Series 2010 Bond	280,000		-			
Whetstone W/W Fees	-		-			
Misc Revenue	6,000	2,500	4,080			6,000
Projected Carryforward for Contingency			83,115			
304 Developer's Contribution		247				
Total Revenues	**1,085,000**	**701,707**	**897,274**	**565,195**	**726,315**	**804,946**
Expenditures						
Personnel						
Salaries and Wages	218,800	161,650	228,336	119,880	168,448	228,398
Overtime Wages	15,450	6,495	15,300	5,697	8,700	15,000
Payroll Taxes	17,886	12,603	18,638	9,333	12,600	18,620
Retirement Benefits	26,840	18,977	28,018	14,439	20,342	28,721
Employee Insurance	46,520	26,558	53,301	27,906	37,209	54,560
Total Personnel	**325,496**	**226,283**	**343,593**	**177,256**	**247,299**	**345,298**
Contracts & Services						
Professional Services	25,000	23,364	30,000	5,305	7,073	35,000
Chemical Analysis	15,000	9,737	11,000	6,784	9,045	10,000
Whetstone Waste Disposal	-		-			
IT Services	5,000	-	5,000	-	-	
Education and Training	25,000	4,557	7,500	2,551	3,401	5,000
Bank Charges	3,000	4,157	5,000	2,698	3,597	5,000
Utilities	75,000	84,220	65,000	53,375	71,167	75,000
Telephone	3,500	3,785	4,000	3,131	4,175	4,500
Repairs & Maintenance	85,000	138,727	150,000	70,711	78,000	100,000
Rentals	1,000	15,548	5,000	1,255	3,200	5,000
Uniforms	1,500	1,270	1,500	776	1,035	1,500
Insurance	28,000	29,731	30,000	33,195	33,195	35,000
Public Notices & Advertising	250	-	250	100	134	250
Fees & Licenses		3,110			-	
Dues & Licenses	25,000	9,044	25,000	8,687	9,300	12,000
Bad Debt Write Off	1,500	2,584	1,500	1,196	1,594	1,500
Total Contracts & Services	**293,750**	**329,834**	**340,750**	**189,763**	**224,916**	**289,750**
Supplies						
Office Supplies	400	-	-	29	60	-
Printing & Postage	5,000	4,485	5,000	2,978	3,970	5,000
Computer Supplies	7,700	5,121	7,500	2,949	3,932	7,500
Operating Supplies	35,000	43,299	35,000	35,449	47,266	45,000
Vehicle Fuel & Oil	7,500	11,220	7,500	7,253	9,671	10,000
Equipment Repairs & Maint	5,000		5,000		-	5,000
Vehicle Repairs & Maint	10,000	12,604	10,000	14,461	19,281	20,000
Total Supplies	**70,600**	**76,728**	**70,000**	**63,119**	**84,180**	**92,500**
Contingency	**20,154**	**-**	**47,931**	**-**	**-**	**52,397**
Refunds						
Capital Projects						
CIP 07-4 Truck Purchase	25,000	3,833	25,000	6,783	10,949	25,000
CIP WW 17-01 UV System	200,000					-
CIP WW 17-02 Wastewater Plant Sofware Upgrad	80,000					-
CIP WW 17-03 Back Up Generator		94,300				
CIP WW 08-1 Jet Router	70,000	-	70,000			-
Total Capital Projects	**375,000**	**98,134**	**95,000**	**6,783**	**10,949**	**25,000**
Total Expenditures	**1,085,000**	**730,978**	**897,274**	**436,921**	**567,343**	**804,945**
Total Wastewater	**-**	**(29,271)**	**-**	**128,274**	**158,972**	**0**

Sanitation Fund

The Sanitation Fund accounts for the City's solid waste (garbage) pickup service. Southwest Disposal has contracted with the City for the past seven years to provide this service. The 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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Sanitation Fees	360,000	335,469	385,000	243,095	324,126	356,539
Muli-User Sanitation Fees	-		-			
Commercial Sanitation Fees	320,000	336,719	375,000	211,160	281,546	309,701
Neighborhood Clean Up Program			10,000			10,000
Total Revenues	**680,000**	**672,188**	**770,000**	**454,254**	**605,672**	**676,240**
Expenditures						
Personnel						
Salaries and Wages	14,609	18,372	18,467	13,814	17,958	19,643
Overtime Wages			-	20	20	
Payroll Taxes	1,118	1,357	1,413	1,008	1,344	1,503
Retirement Benefits	1,677	2,104	2,124	1,588	2,118	2,318
Employee Insurance	3,317	2,821	4,480	3,581	4,775	4,223
Total Personnel	**20,721**	**24,653**	**26,484**	**20,011**	**26,214**	**27,687**
Contracts & Services						
Bank Charges	3,000	4,157	3,500	2,698	3,597	3,750
Public Notices, Advertising	200	150	200	-		
Postage and Printing	4,000	4,457	4,000	2,978	3,970	4,000
Operating Supplies		1,608				
County Solid Waste	214,500	208,527	214,500	144,735	192,980	214,500
Residential Service Contract	206,000	206,524	226,000	139,005	185,339	220,000
Commercial Service Contract	193,000	146,097	213,000	95,824	127,766	150,000
Bad Debt Write Off	1,500	2,197	1,500	1,074	1,432	1,500
Neighborhood Clean Up Program			30,000			30,000
Total Contracts and Services	**622,200**	**573,716**	**692,700**	**386,313**	**515,084**	**623,750**
Contingency	**37,079**	**-**	**50,816**	**-**	**-**	**24,803**
Total Expenditures	**680,000**	**598,369**	**770,000**	**406,324**	**541,298**	**676,240**
Total Sanitation	**-**	**73,818**	**-**	**47,930**	**64,375**	**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 that the General Fund contributions will cover the cost of Grant matches required and some maintenance expenses that are scheduled for the new budget year. Airport revenues earned are budgeted to equal the City's day-to-day costs for the operation.

Airport Fund	**2016-17 Budget**	**2016-17 Actual**	**2017-18 Budget**	**2017-18 Actual Thru March 2018**	**2017-18 Projected Actual**	**2018-19 Budget**
Revenues						
Contribution General Fund	135,800	-	135,300	67,650	93,879	99,430
Business Revenue	15,000	750	15,000	742	989	1,000
Land Lease Payments		17,707		7,702	10,270	10,270
Tie Down Revenue		2,513		495	660	1,000
Flowage Revenue		3,299		2,052	2,736	10,000
Insurance Recoveries	-	-	-	-	-	
Total Revenues	**150,800**	**24,269**	**150,300**	**78,641**	**108,534**	**121,700**
Expenditures						
Contracts & Services						
Professional Services	45,000	21,766	30,000	13,382	24,500	30,000
Utilities	15,000	13,536	15,000	8,784	11,713	15,000
Telephone	800	2,005	800	2,197	2,929	3,000
Repairs & Maint	25,000	36,137	35,000	31,397	32,000	35,000
Property Rentals				1,700	2,267	1,700
Supplies		3,676	4,500	6,441	8,588	10,000
Insurance	25,000	18,056	25,000	19,904	26,538	27,000
Total Contracts & Services	**110,800**	**95,176**	**110,300**	**83,805**	**108,534**	**121,700**
Supplies						
Total Supplies	**-**	**-**	**-**	**-**	**-**	**-**
Other						
Contingency	10,000	-	10,000	-	-	
Grant Match	30,000	1,950	30,000	-	-	30,000
Total Other	**40,000**	**1,950**	**40,000**	**-**	**-**	
Total Expenditures	**150,800**	**97,126**	**150,300**	**83,805**	**108,534**	**121,700**
Total Airport	**-**	**(72,857)**	**-**	**(5,164)**	**(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%

Streets Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Gasoline Tax	361,555	354,561	385,564	306,211	433,435	413,068
One Time Gasoline Tax	14,560	-	14,409			
Contribution from General Fund	57,268		19,435	9,718	-	
State Lottery Revenue	-	10,242	-	-	-	-
Carryforward Fund Balance						1,437
Total Revenues	**433,383**	**364,803**	**419,408**	**315,929**	**433,435**	**414,505**
Personnel						
Salaries and Wages	161,754	137,682	140,179	107,844	140,198	147,851
Overtime Wages	1,545	394	1,530	389	506	1,500
Payroll Taxes	12,489	10,167	10,841	8,051	10,466	11,425
Retirement Benefits	18,741	15,819	16,297	12,447	16,181	17,623
Employee Insurance	50,154	35,395	47,061	31,118	41,491	39,356
Total Personnel	**244,683**	**199,457**	**215,908**	**159,850**	**208,842**	**217,755**
Contracts & Services						
Professional Services	45,000	49,194	45,000	29,778	39,705	40,000
Contract Labor - DOC	4,000	4,583	4,500	2,257	3,009	4,250
Education and Training	1,000	155	1,000	223	297	500
Utilities	70,000	84,230	80,000	57,219	76,292	80,000
Telephone	1,000	1,068	1,000	1,026	1,367	1,000
Repairs & Maintenance - Equip	6,000	9,778	6,000	3,708	4,943	6,000
Repairs & Maintenance - Streets	15,000	26,579	15,000	13,033	15,000	15,000
Rentals	500	-	500	-	-	500
Uniforms	1,200	1,567	1,500	1,049	1,398	1,500
Insurance	12,000	11,892	12,000	13,278	17,704	15,000
Materials & Supplies	10,000	11,637	10,000	4,262	7,000	7,500
Vehicle Fuel & Oil	8,000	9,568	10,000	6,222	8,296	8,500
Equipment Maint & Repair	5,000	-	7,000		-	7,000
Vehicle Repairs & Maint	10,000	16,179	10,000	16,899	22,533	10,000
Total Contracts & Services	**188,700**	**226,431**	**203,500**	**148,954**	**197,544**	**196,750**
Capital Projects						
Contingency	-	-	-		-	-
Total Capital Projects	**-**	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**433,383**	**425,888**	**419,408**	**308,804**	**406,386**	**414,505**
Total Streets	**-**	**(61,085)**	**-**	**7,125**	**27,049**	**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%
Dispatcher	1	50%
Transit Driver (2.25 FTE)	3	100%
Temporary Transit Driver (.58 FTE)	3	100%

Transit Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Grant Reimbursement - FTA 5311 - Capital	135,000	3,225	16,000	16,061	18,257	65,800
Grant Reimbursement - FTA 5311 - Operating	77,360	72,307	75,386	57,347	75,386	52,200
Grant Reimbursement - FTA 5311 - Admin	34,405	32,331	36,272	45,630	60,840	68,000
SEAGO AAA	18,650	25,184	18,650	16,667	22,917	25,000
Fare Revenue	8,000	5,091	8,000	4,487	5,535	7,000
Miscellaneous Income		569				
Allocation from General Fund	57,646	-	54,129	27,065	0	
Grant Revenue			-			
Greyhound Revenue	-		-			
Carryforward Fund Balance						15,221
RTAP	1,500	432	1,500			1,500
Total Revenues	**332,561**	**139,138**	**209,937**	**167,257**	**182,935**	**234,721**
Personnel						
Salaries and Wages	94,438	79,482	96,643	72,651	79,916	126,918
Overtime Wages	-	1,234	-	551	734	-
Payroll Taxes	7,225	6,249	7,393	5,807	7,743	9,709
Retirement Benefits	9,096	8,702	9,331	8,098	10,798	12,168
Employee Insurance	9,102	6,432	10,619	5,213	6,951	11,183
Total Personnel	**119,861**	**102,099**	**123,986**	**92,320**	**106,142**	**159,978**
Contracts & Services						
Professional Services	1,600	2,432	2,500	807	1,076	2,500
Education and Training	3,000	-	-	183	244	1,000
Utilities	-	-	-			
Telephone	2,500	2,501	2,500	1,585	2,113	1,960
Rentals- Office	-	-	-			
Uniforms	-	-	-			500
Insurance- Vehicles	12,000	18,322	18,500	13,278	17,704	21,376
Public Notices & Advertising	1,000	-	1,200	249	332	2,000
Travel	400	825	550	579	772	400
Dues & Licenses	3,500	-	3,900	-		
Total Contracts & Services	**24,000**	**24,081**	**29,150**	**16,681**	**22,241**	**29,736**
Supplies						
Office Supplies	200	-	-	599	799	-
Printing & Postage	-	-	-	-	-	-
Computer Supplies	-	-	-	1,805	2,406	-
Operating Supplies	500	322	800	49	65	800
Vehicle Fuel & Oil	20,000	17,544	20,000	13,003	17,337	20,000
Vehicle Repairs & Maint	18,000	24,899	17,500	7,109	9,479	7,240
Vehicle Preventive Maintenance				4,365	5,820	12,500
Vehicle License	-	-	3,500	-		
Total Supplies	**38,700**	**42,766**	**41,800**	**26,930**	**35,906**	**40,540**
Contingency				-	-	**4,467**
Capital						
CIP TR 15-1 Passenger Shelters	-		-	-	-	-
CIP TR 15-2 2 Fixed Route Busses	-		-	-	-	-
CIP TR 17-1 Dial-A-Ride Buses	150,000	6,275				-
CIP TR 18-01 Surveillance Cameras			15,000			
Total Capital	**150,000**	**6,275**	**15,000**	**-**	**-**	**-**
Total Expenditures	**332,561**	**175,220**	**209,936**	**135,931**	**164,289**	**234,721**
Total Transit	**-**	**(36,082)**	**1**	**31,326**	**18,646**	**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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Construction Sales Tax	800,000	29,588	400,000	97,523	97,524	102,000
General Fund Transfer					219,952	616,000
Loan/Bond/Lease Financing	500,000	-	1,150,000			1,150,000
Series 2010 Bond Proceeds	250,000	-	1,075,000		151,095	953,600
Cenpatico's Community Reinvestment Grant Parks	75,000	5,074	-			
K9 Memorail Donations	6,000		-			
Legacy Foundation Grants	52,000		-			
Anticipated Grant	1,245,345	-	-			
Potential Bonds						-
Total Revenues	**2,928,345**	**34,662**	**2,625,000**	**97,523**	**468,571**	**2,821,600**
Expenditures						
Quiet Rail Crossing			450,000			150,000
CIP CM 08-1 Walmart Payment	250,000	250,000	250,000	285,402	285,402	-
CIP WW 10-3 Wastewater Plant Software Upgrade	80,000	-	100,000	-		80,000
CIP WA 15-1 302 Pump Replacement	50,000	-	-	-		
CIP ST 10-3 Street Signage Upgrades	75,000	-	25,000	-		25,000
CIP ST 10-2 Survey Of 4th Street	15,000		-			
CIP ST 17-1 Complete Street Study	20,000		-			
CIP PD 17-3 K9 Memorial	6,000	-	-	-		
CIP PR 12-1 Skate Park Improvments	30,000	5,068	-			
CIP PR 17-1 Pool Improvement Canopy	33,173		-			
CIP PR 17-2 Union Street Park Canopy	33,172		-			
CIP PW 17-1 Slum & Blight Abatement	25,000	47	100,000			100,000
CIP PW 11-6 Roof Repairs			-			
CIP PR 12-4 Park Master Plan	-	-	-	-	-	
CIP PW 12-1 UAS Infrastructure Develop.	50,000	-	-	-	-	
CIP PW 08-1 City Hall Improvements	20,000	4,750	-	2,375	2,375	
CIP LB17-1 Carpet	11,000	-	-	-	-	
CIP AIR 08-1 Airport Phase 1 Improvements	1,200,000		-			1,000,000
Airport Hanger (s)	-	-	500,000		-	
Water Well Filters		-	-	-	-	
CIP PW 07-8 Pavement Management	200,000	54,586		100,247	100,247	200,000
Benson Motel Abatement		65,730		12,097	12,097	
101 6th St Abatement		17,671	100,000			
CIP PW 07-03 Union Street Crossing	-		-			
CIP PZ 12-01 Permit Tracking Database	30,000		-			
5th Street & Ocotillo Water Line			118,600			118,600
Ocotillo Sewer Line Replacement			216,400	50,848	50,848	
Wastewater Plant Roaders Upgrade			-			
City Hall Replacement Building			200,000			200,000
Ocotillo Javalina to Post Ranch Rd			50,000			
Telemeters				-	-	50,000
Gas Telemeters			50,000	12,784	12,784	25,000
CIP WW 17-01 UV System			250,000			250,000
WW17-02 Software Upgrade			80,000			
Broadband Infrastructure	-		-			
CIP GS 07-4 Telemeters			50,000	4,818	4,818	
CIP GS 10-1 Ocotillo Line Replacement			60,000			
CIP GS 12-1 Gas Detection Equipment			25,000			25,000
CIP WW 08-01 Jet Router	-	-	-	-	-	75,000
Golf Course Equipment/Improvements	-	-	-	-	-	443,000
Reserve Funds	800,000		-			80,000
Parks, Trails Open Spaces Master Plan	-	-		-	-	
Total Capital Projects	**2,928,345**	**397,853**	**2,625,000**	**468,570**	**468,571**	**2,821,600**
Total Capital Projects Fund	**-**	**(363,191)**	**-**	**(371,047)**	**-**	**-**

Debt Service Fund

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

Debt Service Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Bond Proceeds Carried Forward	1,070,000			-	-	-
Interest Income		480		2,442		
Transfer of Payments from General Fund	396,950		396,444		396,444	402,625
Total Revenues	**1,466,950**	**480**	**396,444**	**2,442**	**396,444**	**402,625**
Expenditures						
Bond Debt Service	396,950	398,713	396,444	40,806	396,444	402,625
Transfer to Capital Projects Fund	284,600	-		-	-	
Transfer to Gas Fund	75,000	-		-	-	
Transfer to Water Fund	50,000	-		-	-	
Transfer to Waste Water Fund	280,000	-		-	-	
Bond Proceeds Carried Forward	380,400	-		-	-	
Total Expenditures	**1,466,950**	**398,713**	**396,444**	**40,806**	**396,444**	**402,625**
Total Debt Service	**-**	**(398,233)**	**0**	**(38,365)**	**-**	**-**

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	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues:						
Historic Preservation Grant				-	4,000	4,000
Tourism Grant	7,000	10,000	-			
WIFA Grant	-		-			35,000
Fire Grants	300,000	1,500	925,000			1,265,000
FAA 16 / ADOT	-		-			
Unclassified Airport Grants	1,200,000		1,200,000			1,200,000
Unclassified Grants	1,490,000		1,565,000	88,468	345,979	1,565,000
WIFA SCADA and Energy Study	-		60,000		15,951	60,000
State Airport Grants	-	8,370	-			50,000
Score Board Donations	10,000		-		145	10,000
Union Pacific Grants	-		-			10,000
Police K9 Statue Donation	6,000		6,000		3,680	6,000
New SCBA Equipment			500,000			
Fire SAFER GRANT			280,677			
Apache Park Improvements			400,000			400,000
CDBG Park Grant	-		250,000			250,000
New SCBA Equipment						500,000
Total Revenues	**3,013,000**	**19,870**	**5,186,677**	**88,468**	**369,755**	**5,355,000**
Expenditures:						
Historic Preservation Grant	-	-		4,000	4,000	4,000
UAS Infrastructure Development		-	50,000			
WIFA Grant		-				35,000
Fire Grants		-	925,000			1,265,000
FAA 16 / ADOT	-		-			-
Unclassified Airport Grants	300,000		1,200,000	349,659	349,659	1,200,000
Unclassified Grants	1,200,000		1,490,000	15,951	15,951	1,565,000
WIFA SCADA and Energy Study	1,490,000		60,000			60,000
State Airport Grants	-		-	145	145	50,000
Score Board Donations	-	3,279				10,000
Union Pacific Grants		557				10,000
Police K9 Statue Donation	7,000	6,716	6,000	-	-	6,000
New SCBA Equipment	6,000	-	500,000			
Fire SAFER GRANT	10,000		280,677			
Apache Park Improvements			400,000			400,000
CDBG Park Grant			250,000			250,000
New SCBA Equipment			-			500,000
Union Street Park Canopy			25,000			
Total Expenditures	**3,013,000**	**10,552**	**5,186,677**	**369,755**	**369,755**	**5,355,000**
Total Grants Fund	**-**	**9,319**	**-**	**(281,287)**	**-**	**-**

Fireman's Pension Fund

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

Fireman's Pension Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Contributions From State Fund	6,000	5,346	6,000	4,618	4,700	4,700
Contributions From Fire, Inc	1,200	2,602	1,200	2,059	2,059	2,059
Contributions From General Fund	23,800		23,800	11,900	22,841	22,441
Interest Income	5,000	-	-		600	1,000
Other Income (Fund balance carryforward)	-	553	5,000	203		
Total Revenues	**36,000**	**8,500**	**36,000**	**18,780**	**30,200**	**30,200**

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 Department coordinate the process of revising and updating the long-range CIP document. Other documents, such as the City's General Plan and Strategic Plan, also provide valuable information and guidance in the preparation of the CIP. Several of the City's department heads and all Council Members annually review past capital project accomplishments and identify new projects for inclusion in the Plan. Projects included in the 2019-2023 CIP form the basis of appropriation in the 2019-2023 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 2019-2023 CIP assumes very modest commercial and residential growth of the City. The current plan assumes sales tax collections will increase from 2014-2015 collections based on anticipated development coming into the City. Construction sales tax revenues for the following fiscal years are projected to gradually ramp up by 2019. The CIP is designed so that expenditures can be accelerated or decelerated based on the actual financial performance of the City.

Definition of a Capital Improvement Project

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

Financing the Capital Improvement Plan

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

Grants and Contributions - There are a number of grants available from federal, state, and local sources. The City has begun to aggressively pursue this type of funding. The current CIP anticipates about $37 million in grant funding over the next five fiscal years.

Long-term Debt/Bonds – Debt financing is an important component of most Capital Improvement Plans. The proceeds from any long term debt issuance are restricted for uses as described within the loan/bond covenants. The City successfully completed a $5 million Excise Tax Revenue Bond issue in 2010. Of those proceeds, $2.6 million was used to pay off existing debt, $1.4 million was spent for capital improvements during fiscal years 2010-15, and the remaining $1 million is being used for projects described in this document.

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

Projected construction sales tax revenues for the next five years are (in thousands) $500, $500, $750, $750 and $750 respectively. Actual collections may vary significantly from the projections. New capital projects will be either slowed or accelerated to more closely match actual revenues available.

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

General Funds – A portion of General Fund revenues are allocated to CIP projects each year. CIP project timing is usually somewhat flexible, so the amount allocated from the General Fund each year is related to the excess revenues generated within the Fund. Projected General Fund CIP contributions for the next five years are (in thousands) $159, $519, $55, $172 and $5, respectively.

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

Carryover Projects/Fund Balance

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

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

Operating and Capital Budget Relationship

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

Capital Projects Fund (CPF)								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Lions Park Fields							50	50
Airport Hangers	110	PW-AIR 18-01						0
Pavement Management	112	PW 07-8	200	200	200	200	200	1,000
UAS Infrastructure Development	113	PW 12-1		50				50
Airport Shade Hangars	111	PW-AIR 18-02				80	800	880
Library Expansion	114	PW 13-1					20	20
Slum and Blight Abatement	115	PW 17-1	100					100
Pomerene Road Line Replacement	116	GS 10-2		50				50
Street Signage Upgrades	117	ST 10-3	75	75				150
5th Street & Ocotillo Water Line	118	WA 10-3	250					250
N. Side 4th St Waterline Upgrade	119	WA 10-4				300		300
Union St Water Line	120	WA 10-6		150				150
Wastewater Plant Roaders Upgrade	121	WW 10-2				125	100	225
Wastewater Plant Software Upgrade	122	WW 10-3	100	80				180
City Hall Replacement Building	123	PW 17-2	200	2,500				2,700
Ocotillo Javelina to Post Ranch Rd	124	PW 17-3			50	200	2,500	2,750
Post Ranch Road	125	PW 17-4				50	200	250
Total Funds Spent			**925**	**3,105**	**250**	**955**	**3,870**	**9,105**
Capital Projects Fund Sources								
Balance, Beginning of Year			0	0	0	0	(580)	(580)
Construction Sales Tax			100	0	50	50	270	470
CDBG Grant Proceeds								0
Series 2010 Bond Proceeds			625	455	200	325	300	1,905
Anticipated Grant			0	150	0	0	300	450
Loan/Lease Financing			200	2,500	0	0	0	2,700
Total Fund Sources			**925**	**3,105**	**250**	**375**	**290**	**4,945**
Balance, End of Year			**0**	**0**	**0**	**(580)**	**(3,580)**	**(4,160)**
Grants Fund								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Lions Park ADA Bathrooms	126	PR 13-4	250					250
New SCBA Equipment	99	FD 13-01	267					267
SCADA and Energy Study	127	PW 13-2	60					60
Total Funds Spent			**577**	**0**	**0**	**0**	**0**	**577**
Fund Sources								
Balance, Beginning of Year			0	233	233	233	233	932
Scheduled Grants			810					810
General Fund Capital Allocation								0
Total Fund Sources			**810**	**233**	**233**	**233**	**233**	**1,742**
Balance, End of Year			**233**	**233**	**233**	**233**	**233**	**1,165**

General Fund (GF) ($000)								
Fire Equipment	92	FD 07-02						0
Vehicle, Fire F150 4x4	93	FD 09-1			45			45
Vehicle, Fire F550 4x4 Rescue/Brush	94	FD 09-2		120				120
Vehicle Exhaust Removal System	95	FD 10-1		70				70
Extrication Equipment	96	FD10-3		65				65
Fire Communications Equipment	97	FD 18-01	40	40	40	40	40	200
Vehicle, Ford F550 Rescue	164	FD 18-2		240				240
Fire Engine Type I El Dorado	98	FD12-1		700				700
SCBA Bottle Replacement		FD 13-01						0
Portable Pump	100	FD 13-02		9	9	9		27
Pave West Lot - Library	101	LB 15-1		35				35
Carpet-Library	102	LB 15-2		11				11
Vehicles, Patrol	103	PD 19-01	29	29	29	29		116
Equipment Patrol Vehicles	104	PD 19-02	49					49
Patrol Trucks	105	PD 19-03	22	22	22	22		88
Optics for Rifles	106	PD 19-04	6					6
Security Upgrade	163	PD 18-02	21					21
								0
								0
Apache Park Improvements	107	PR 18-01	400					400
Quiet Rail Crossing	108	PW 18-01	50	500				550
Permit Tracking Database	109	PZ 18-01	40					40
Total Funds Spent			**657**	**1,841**	**145**	**100**	**40**	**2,783**
General Fund Sources								
Balance, Beginning of Year			0	0	(434)	(428)	(422)	(1,284)
General Fund Capital Allocation			112	855	145	100	40	1,252
Series 2010 Bond Proceeds								0
Loan/Lease Financing			99	500	0	0	0	599
Anticipated Grant			446	52	6	6	225	735
Total Fund Sources			**657**	**1,407**	**(283)**	**(322)**	**(157)**	**1,302**
Balance, End of Year			**0**	**(434)**	**(428)**	**(422)**	**(197)**	**(1,481)**

Natural Gas Fund								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Gas Planning Model	128	GS 07-1		25		30		55
Hwy 80 Utility Relocation	129	GS 07-2				35	60	95
Benson Regulator System	130	GS 07-3	20	100				120
Telemeters	131	GAS 07-4	50	50	50			150
Truck Replacements	132	GS 07-5	25		20			45
Self Contained Breathing App. X2								0
Ocotillo Line Replacement	133	GS 10-1	60					60
Vacuum excavator								25
Gas Detection Equipment	134	GS 12-1	25					25
Total Funds Spent			**180**	**175**	**70**	**65**	**60**	**575**
Fund Sources								
Balance, Beginning of Year			0	0	0	0	0	0
Series 2010 Bond Proceeds			135	50	50	0	0	235
Gas Fund Capital Allocation			45	125	20	65	60	315
Total Fund Sources			**180**	**175**	**70**	**65**	**60**	**550**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**(25)**

Water Fund								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Telemeter	135	WA 07-2	50	50	50	50		200
Hwy 80 Utility Relocation	136	WA 07-3			35	60		95
Cochise Storage Tank	137	WA 07-5				400	550	950
Water Planning Model	138	WA 07-8				25		25
Truck Replacements	139	WA 07-9	25	25				50
Sue Juan Repairs								0
Hill Crest St Water Line	140	WA 10-5	25					25
Vacuum excavator								25
302 Pump Replacement								0
Total Funds Spent			**100**	**75**	**85**	**535**	**550**	**1,370**
Fund Sources								
Balance, Beginning of Year			0	0	25	425	550	1,000
Series 2010 Bond Proceeds			50	50	50	50	0	200
Water Fund Capital Allocation			50	50	35	60	0	195
Anticipated Grant/Loan					400	550		950
Total Fund Sources			**100**	**100**	**510**	**1,085**	**550**	**2,345**
Balance, End of Year			**0**	**25**	**425**	**550**	**0**	**975**
Wastewater Fund								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Planning Area WW Skeletal Model	141	WW 07-1		75		50		125
Truck Replacements	142	WW 07-4	25	25				50
Hwy 80 Utility Relocation	143	WW 07-6			35	60		95
Prickly Pear	144	WW 07-7				25		25
Wastewater UV System	146	WW 17-1	250					250
Wastewater Software Upgrade	147	WW 17-2	80					80
Vacuum excavator								25
High Pressure Jet Router	145	WW 08-1	70					70
Total Funds Spent			**425**	**100**	**35**	**135**	**0**	**720**
Fund Sources								
Balance, Beginning of Year			0	0	0	0		0
WW Fund Capital Allocation			95	100	35	135	0	365
Series 2010 Bond Proceeds			330	0	0	0	0	330
Total Fund Sources			**425**	**100**	**35**	**135**	**0**	**695**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**(25)**
Transit Fund								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Surveillance Cameras	148	TR 18-1	15					15
								0
Total Funds Spent			**15**	**0**	**0**	**0**	**0**	**15**
Fund Sources								
Balance, Beginning of Year			0	0	0	0	0	0
5311 Grant Funds			14					14
General Fund Grant Match			2					2
Total Fund Sources			**15**	**0**	**0**	**0**	**0**	**15**
Balance, End of Year			**0**	**0**	**0**	**0**	**0**	**0**

Golf Course Fund								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
ATV Gator Bev Cart	156	GC 18-02	17					17
Building Upgrades	155	GC 18-01	250					250
New Patio	157	GC 18-03	100					100
Driving Range Upgrades	158	GC 18-04	100					100
Golf Car Fleet Replacement	149	GC 14-01		57	57			114
Greens Aerator	150	GC 14-02		13				13
Golf Course Bridge	154	GC 17-04				72		72
Fairway Unit Mower	153	GC 17-03		7	7			14
Utility Maintenance Vehicle	152	GC 17-02		12	12			24
Chemical Applicator Rig	151	GC 17-01		10	10			20
Total Funds Spent			**467**	**99**	**86**	**72**	**0**	**257**
Fund Sources								
Balance, Beginning of Year			0	(467)	(467)	(467)	(467)	(1,868)
Loan/Lease Financing			0	57	57	0	0	114
Golf Course Fund Match			0	42	29	72	0	143
Total Fund Sources			**0**	**(368)**	**(381)**	**(395)**	**(467)**	**(1,611)**
Balance, End of Year			**(467)**	**(467)**	**(467)**	**(467)**	**(467)**	**(1,868)**
Airport Fund								
Project	**Page #**	**CIP #**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Phase I	159	AIR 08-1	2,500					**2,500**
Phase II	160	AIR 08-2		3,125				**3,125**
Phase III	161	AIR 08-3			3,200			**3,200**
Phase IV	162	AIR 08-4				2,525		**2,525**
Total Funds Spent			**2,500**	**3,125**	**3,200**	**2,525**	**0**	**11,350**
Fund Sources								
Balance, Beginning of Year			0	(1,300)	(1,300)	(1,300)	(1,300)	(5,200)
Grant Funds			1,200	3,125	3,200	2,525		10,050
General Fund Capital Allocation			0	0	0	0		0
Total Fund Sources			**1,200**	**1,825**	**1,900**	**1,225**	**(1,300)**	**4,850**
Balance, End of Year			**(1,300)**	**(1,300)**	**(1,300)**	**(1,300)**	**(1,300)**	**(6,500)**
CIP Summary								
			2018-19	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**Total**
Total CIP Expenditures			**5,846**	**8,520**	**3,871**	**4,387**	**4,520**	**26,752**
Fund Sources								
General Fund Capital Allocation			114	855	145	100	40	1,254
Series 2010 Bond			1,140	555	300	375	300	2,670
Scheduled Grants			824	0	0	0	0	824
Construction Sales Tax			100	0	50	50	270	470
Enterprise Fund Capital Allocation			190	317	119	332	60	1,018
Anticipated Grants			1,646	3,327	3,606	3,081	525	12,185
Loan/Lease Financing			299	3,057	57	0	0	3,413
Total Fund Sources			**4,312**	**8,111**	**4,277**	**3,938**	**1,195**	**21,833**

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Project Number: **FD 07-02**

Name of Project: **Fire Equipment**

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Purchase Equipment	$5,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$5,000**

Additional Comments:

Project Number: **FD 09-1**
Name of Project: **Ford F150 4x4 Crew Cab**

Submitting Department: Fire Department

Project Description: Purchase Ford F150 4x4 Command Vehicle

Is the Project Routine Replacement? Replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021	Purchase	$45,000
2021-2022		
2022-2023		
Project Total		**$45,000**

Project Number: **FD 09-2**

Name of Project: **Ford F550 4x4**

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Vehicle and Equipment	$120,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$120,000**

Project Number: **FD 10-1**

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

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Install Exhaust Removal System	$70,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$70,000**

Project Number: **FD 10-3**

Name of Project: **Extraction Equipment Upgrade**

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Extrication Equipment	$65,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$65,000**

Project Number: **FD 18-01**

Name of Project: **Communications Equipment**

Submitting Department: Fire Department

Project Description: Our current mobile and portable radios are at the end of their life cycle. Repair and replacing the current radios is increasingly difficult. The maker of the radios is not going to be supporting our radios. The Federal Government has mandates for radios that will be used for emergency services and our current radios do not have and cannot be programmed for the new mandates.

Is the Project Routine Replacement? Yes

Financing Options (Grant, Lease-Purchase, etc.): 94GFD12-1rants

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Mobile and Portable Radios	$40,000
2019-2020	Mobile and Portable Radios	$40,000
2020-2021	Mobile and Portable Radios	$40,000
2021-2022	Mobile and Portable Radios	$40,000
2022-2023	Mobile and Portable Radios	$40,000
Project Total		**$200,000**

Project Number: **FD 12-1**

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

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Purchase Engine Company	$700,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$700,000**

Project Number: **FD 13-01**

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

Submitting Department: Fire Department

Project Description: This project is to replace the departments out of compliance SCBA s. This is to replace the out dated breathing air compressor and cascade system to refill the SCBAs as the old system cannot not fill to the new standard pressure for SCBAs.

Is the Project Routine Replacement? Replace out of compliance equipment

Financing Options (Grant, Lease-Purchase, etc.): Grant funding will be used for this project with a City Match.

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	SCBA, Compressor and Cascade	$266,957
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$266,957**

Project Number: **FD 13-02**

Name of Project: **Portable Pump**

Submitting Department: Fire Department

Project Description: Portable pump to pump water from static sources

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	BB4US WLDFIR Portable Pump	$12,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$12,000**

Project Number: **LB 15-1**

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

Submitting Department: Library

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Pave Vacant Lot, resurface existing parking lot	$35,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$35,000**

Project Number: **LB 15-2**

Name of Project: **LB 17-1 Carpet**

Submitting Department: Library

Project Description: Replace existing carpet throughout the entire building

Is the Project Routine Replacement? No

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Replace Carpeting	$11,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		**$11,000**

Project Number: **PD 19-01**

Name of Project: **Replacement of Patrol Units**

Submitting Department: Police

Project Description: Replace old patrol cars

Is the Project Routine Replacement? Yes

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Lease/Purchase 3 SUVs	$ 27,142.86
2019-2020	Lease/Purchase 3 SUVs	$ 27, 142.86
2020-2021	Lease/Purchase 3 SUVs	$ 27,142.86
2021-2022	Lease/Purchase 3 SUVs	$ 27, 142.86
2022-2023		
2023-2024		
Project Total		**$108,571.44**

Project Number: **PD 19-02**

Name of Project: **Equipment for new Patrol Units**

Submitting Department: Police

Project Description: Equipment for new patrol cars

Is the Project Routine Replacement? Yes

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Build out new patrol units	$49,200
2019-2020		
2020-2021		
2021-2022		
2022-2023		
2023-2024		
Project Total		**$49,200**

Project Number: **PD 19-03**

Name of Project: **New Patrol Units**

Submitting Department: Police

Project Description: New patrol Trucks

Is the Project Routine Replacement? Yes

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Lease/purchase two pickups	$21, 729.00
2019-2020	Lease/purchase two pickups	$ 21,729.00
2020-2021	Lease/purchase two pickups	$ 21, 729.00
2021-2022	Lease/purchase two pickups	$ 21, 729.00
2022-2023		
2023-2024		
Project Total		**$108,571.44**

Project Number: **PD 19-04**

Name of Project: **Optics for rifles**

Submitting Department: Police

Project Description: Purchase optics for patrol rifles

Is the Project Routine Replacement? yes

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Purchase optics for rifles	$ 6,250.00
2019-2020		
2020-2021		
2021-2022		
2022-2023		
2023-2024		
Project Total		

Project Number: PR 18-01

Name of Project: **Apache Park Improvements**

Submitting Department: Parks & Recreation

Project Description: The Historic Preservation Commission has recommended improvement to Apache Park using Historic Preservation guidelines. The main improvement in the park will include a historic gazebo equipped for a variety of entertainment. Additional improvements are a small parking facility and a pedestrian path that loops the park.

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022		
2022-2023	Design and Construction	$400,000
Project Total		**$400,000**

Project Number: **PW 18-01**

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

Submitting Department: Public Works Department

Project Description: If the City makes safety improvements to the existing railroad crossing, the trains will not have to blow their whistle. Construction costs are estimated until the Study is Completed if 2017.

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Design	$50,000
2019-2020	Construction Start	$500,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$550,000**

Project Number: **PZ 18-01**

Name of Project: **Permit Tracking Database**

Submitting Department: Planning & Zoning

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: none

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Purchase	$40,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$40,000**

Project Number: **PW-AIR 18-01**

Name of Project: **Airport Hangers**

Submitting Department: Public Works (Airport)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022	Design	120,000
2022-2023	Construct	1,200,000
Project Total		**$1,320,000**

Project Number: **PW-AIR 18-02**

Name of Project: **Airport Shade Hangers**

Submitting Department: Public Works (Airport)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022	Design	80,000
2022-2023	Construct	800,000
Project Total		**$880,000**

Project Number: **PW 07-8**

Name of Project: **Ongoing Pavement Management**

Submitting Department: Public Works

Project Description: Repave, patch and rehab existing City Streets

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$200,000
2019-2020		$200,000
2020-2021		$200,000
2021-2022		$200,000
2022-2023		$200,000
Project Total		**$1,000,000**

Project Number: **PW 12-1**

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Undefined

Project Time Table/Budget: As needed

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Incur costs as needed	$50,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$50,000**

Project Number: **PW 13-1**

Name of Project: **Library Expansion**

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022		
2022-2023	Planning & Design	$20,000
Project Total		**$20,000**

Project Number: **PW 17-1**

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

Submitting Department: Public Works

Project Description: Demolition of Properties under abatement

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Abatement	$100,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$100,000**

Project Number: **GS 10-2**

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

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Design/Construction	$50,000
2020-2021		
2021-2022		
2021-2022		
Project Total		**$50,000**

Project Number: **ST 10-3**

Name of Project: **Street Signage Upgrades**

Submitting Department: Public Works (Streets)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Signs	$75,000
2019-2020	Signs	$75,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$75,000**

Project Number: **WA 10-3**

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Design & Construction	$250,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$250,000**

Project Number: **WA 10-4**

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022	Design & Construction	$300,000
2022-2023		
Project Total		**$300,000**

Project Number: **WA 10-6**

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Design & Construction	$150,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$150,000**

Project Number: **WW 10-2**

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

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021	Design & Install	$125,000
2021-2022	Design & Install	$100,000
2022-2023		
Project Total		**$225,000**

Project Number: **WW 10-3**

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

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Design & Install	$100,000
2019-2020	Design & Install	$80,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$180,000**

Project Number: **PW 17-2**

Name of Project: **City Hall Replacement Building**

Submitting Department: Public Works

Project Description: Design and construction of new City Hall Offices

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Design	200,000
2019-2020	Construction	2,500,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**2,700,000**

Project Number: **PW 17-3**

Name of Project: **Octotillo /Javalina to Post Ranch Rd**

Submitting Department: Public Works

Project Description: North/South road extension to connect to Post Ranch Road.

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021	Study/Survey	50,000
2021-2022	Design	200,000
2022-2023	Construction	2,500,000
Project Total		**$2,750,000**

Project Number: **PW 17-4**

Name of Project: **Post Ranch Rd from Octotillo to SR-80**

Submitting Department: Public Works

Project Description: North/South road extention to connect to Post Ranch Road.

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022	Study/Survey	50,000
2022-2023	Design	200,000
Project Total		**$250,000**

Project Number: **PR 13-4**

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

Submitting Department: Public Works (Parks)

Project Description: Remove and replace one restroom/Concession at Lions Park

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Replacement	$250,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$250,000**

Project Number: **PW 13-2**

Name of Project: **SCADA and Energy**

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Planning and Design	$60,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$60,000**

Project Number: **GS 07-1**

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

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

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Model	$25,000
2020-2021		
2021-2022	Update	$30,000
2022-2023		
Project Total		**$55,000**

Project Number: **GS 07-2**

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

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022		$35,000
2022-2023		$60,000
Project Total		**$95,000**

Project Number: **GS 07-3**

Name of Project: **Benson Regulator System**

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$20,000
2019-2020		$100,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$120,000**

Project Number: **GAS 07-4**

Name of Project: **Telemeter System**

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$50,000
2019-2020		$50,000
2020-2021		$50,000
2021-2022		
2022-2023		
Project Total		**$150,000**

Project Number: **GS 07-5**

Name of Project: **Work Truck Replacements**

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$25,000
2019-2020		
2020-2021		$20,000
2021-2022		
2022-2023		
Project Total		**$45,000**

Project Number: **GS 10-1**

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

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Design & Construction	$60,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$60,000**

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Project Number: **GS 12-1**

Name of Project: **Gas Detection Equipment**

Submitting Department: Public Works (gas)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Purchase	$25,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$25,000**

Project Number: **WA 07-2**

Name of Project: **Telemeter System**

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$50,000
2019-2020		$50,000
2020-2021		$50,000
2021-2022		$50,000
2022-2023		
Project Total		**$200,000**

Project Number: **WA 07-3**

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		$35,000
2021-2022		$60,000
2022-2023		
Project Total		**$95,000**

Project Number: **WA 07-5**

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022		$400,000
2022-2023		$550,000
Project Total		**$950,000**

Project Number: **WA 07-8**

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Contract Administration, Project Management

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022		$25,000
2022-2023		
Project Total		**$25,000**

Project Number: **WA 07-9**

Name of Project: **Replacement Trucks**

Submitting Department: Public Works (Water)

Project Description: This is routine replacement of City Trucks

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$25,000
2019-2020		$25,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$50,000**

Project Number: **WA 10-5**

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

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Design & Construction	$25,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$25,000**

Project Number: **WW 07-1**

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

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

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Planning	$75,000
2020-2021		
2021-2022	Plan Update	$50,000
2022-2023		
Project Total		**$100,000**

Project Number: **WW 07-4**

Name of Project: **Replacement Trucks**

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$25,000
2019-2020		$25,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$50,000**

Project Number: **WW 07-6**

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

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		$35,000
2021-2022		$60,000
2022-2023		
Project Total		**$95,000**

Project Number: **WW 07-7**

Name of Project: **Prickly Pear**

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022		$25,000
2022-2023		
Project Total		**$25,000**

Project Number: **WW 08-1**

Name of Project: High Pressure Jet Router

Submitting Department: Public Works (Wastewater)

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

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		70,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$70,000**

Project Number: **WW 17-1**

Name of Project: **Wastewater UV SYSTEM**

Submitting Department: Public Works (Wastewater)

Project Description: Replace UV System.

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$250,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$250,000**

Project Number: **WW 17-2**

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

Submitting Department: Public Works (Wastewater)

Project Description: Replace Wastewater Software with New Version

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$80,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$80,000**

Project Number: **TR 18-01**

Name of Project: **Survelliance Camera's**

Submitting Department: Transit

Project Description: Purchase survelliance camera's for the BAT buses.

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		$15,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$15,000**

Project Number: **GC14-01**

Name of Project: **72 Golf Cars**

Submitting Department: Golf Course

Project Description: Replace 12 year old golf car fleet

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Lease Payment	$57,300
2020-2021	Lease Payment	$57,300
2021-2022		
2022-2023		
Project Total		**$114,600**

Project Number: **GC14-02**

Name of Project: **Greens Aerator**

Submitting Department: Golf Course

Project Description: Replace 12 year old greens aerator

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Purchase Equipment	$13,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$13,000**

Project Number: **GC17-01**

Name of Project: **Chemical Applicator Rig**

Submitting Department: Golf Course

Project Description: Replace 16 year old spray rig

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Purchase Equipment	$10,000
2020-2021	Purchase Equipment	$10,000
2021-2022		
2022-2023		
Project Total		**$20,000**

Project Number: **GC17-02**

Name of Project: **Utility Maintenance Vehicle**

Submitting Department: Golf Course

Project Description: Replace old utility Vehicle

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Purchase equipment	$11,500
2020-2021	Purchase Equipment	$11,500
2021-2022		
2022-2023		
Project Total		**$23,000**

Project Number: **GC17-03**

Name of Project: **Fairway Unit Mower**

Submitting Department: Golf Course

Project Description: Replace old Fairway Unit Mower

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Purchase equipment	$6,700
2020-2021		
2021-2022		
2022-2023		
Project Total		**$13,400**

Project Number: **GC17-04**

Name of Project: **Golf Course Bridge**

Submitting Department: Golf Course

Project Description: Construct Bridge over wash

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2017-2018		
2018-2019		
2019-2020		
2020-2021	Construct Bridge	$72,000
2021-2022		
Project Total		**$72,000**

Project Number: **GC18-01**

Name of Project: **Golf Course Building Upgrades**

Submitting Department: Golf Course

Project Description: Upgrades to existing clubhouse/restaurant

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Building Upgrades	$250,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$250,000**

Project Number: **GC18-02**

Name of Project: **Golf Course Beverage Cart**

Submitting Department: Golf Course

Project Description: Replace current beverage cart

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Beverage Cart	$17,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$17,000**

Project Number: **GC18-03**

Name of Project: **New Patio**

Submitting Department: Golf Course

Project Description: Enclose outdoor patio to be able to serve a variety of events and seat more people at the Grille

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	New Patio	$100,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$100,000**

Project Number: **GC18-04**

Name of Project: **Driving Range Upgrades**

Submitting Department: Golf Course

Project Description: Upgrades to existing driving range to accommodate more events

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Driving Range Improvement	$100,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$100,000**

Project Number: **AIR 08-1**

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Design & Construction	$2,500,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		**$2,500,000**

Project Number: **AIR 08-2**

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

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Design & Construction	$3,125,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$3,125,000**

Project Number: **AIR 08-3**

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

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021	Design & Construction	$3,200,000
2021-2022		
2022-2023		
Project Total		**$3,200,000**

Project Number: **AIR 08-4**

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

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020		
2020-2021		
2021-2022	Design & Construction	$2,525,000
2022-2023		
Project Total		**$2,525,000**

Project Number: **PD 18-02**

Name of Project Security Upgrade

Submitting Department: Police

Project Description: Upgrade security at the Police Department

Is the Project Routine Replacement? NO

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

Project Staffing Implications:

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019	Purchase and Install bullet proof barriers	$21,000
2019-2020		
2020-2021		
2021-2022		
2022-2023		
Project Total		$21,000

Project Number: **18-2**

Name of Project: **Replace Rescue 71**

Submitting Department: Fire Department

Project Description: Purchase Ford F550 and Rescue bed to replace the current rescue truck which is 21 plus years old. It is currently over weight and not all the equipment can be kept out of the sun light which damages the equipment. The truck is starting to have more maintenance issues with the engine and transmission.

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

FISCAL YEAR	ACTIVITY	BUDGET
2018-2019		
2019-2020	Vehicle and Equipment	240,000
2020-2021		
2021-2022		
2022-2023		
Project Total		**$240,000**

Additional Comments: