CITY OF BENSON
CITY COUNCIL
MAY 20, 2019 – 7:00 P.M.
SPECIAL MEETING

A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
WILL BE HELD ON MAY 20, 2019 AT 7:00 P.M.,
AT THE BENSON COMMUNITY CENTER,
705 W. UNION 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 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.

NEW BUSINESS:

1. Discussion and possible action during and after presentation by Pat Walker regarding a five-year financial plan and forecast; all revenues and expenditures of the City may be discussed – **Seth Judd, Finance Director**

2. Discussion and possible action regarding the City of Benson, Fiscal Year 2019-2020; all revenues and expenditures of the City may be discussed – **Seth Judd, Finance Director** *

3. Discussion and possible action regarding Resolution 14-2019 of the Mayor and Council of the City of Benson, Arizona, approving a Tentative Budget for Fiscal Year 2019-2020 – **Seth Judd, Finance Director** *

ADJOURNMENT

POSTED this 17th day of May, 2019

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.

City of Benson
City Council Communication

Special Meeting **May 20, 2019**

To: Mayor and Council Agenda Item # 1

From: Seth Judd, Finance Director

Subject:

Discussion and possible action during and after presentation by Pat Walker regarding a five-year financial plan and forecast; all revenues and expenditures of the City may be discussed

Discussion:

During the worksession on January 7th, 2019, Ms. Pat Walker, the City financial consultant, discussed creating a five-year financial plan for the City and projecting revenues and expenditures for the next 5 years. This item is a follow up to that worksession with updated numbers from our fiscal year 2017-2018 audit, Fiscal Year 2018-2019 projections, and the Tentative Budget for Fiscal Year 2019-2020.

Staff Recommendation:

Presentations, followed by Council discussion

City of Benson
City Council Communication

Special Meeting **May 20, 2019**

To: Mayor and Council Agenda Item # 2

From: Seth Judd, Finance Director

Subject:

Discussion and possible action regarding the City of Benson, Fiscal Year 2019-2020 budget; all revenues and expenditures of the City may be discussed

Discussion:

The recommended budget was presented and discussed at the worksession held on May 13, 2019. After further recommendations from Council and Staff, changes to the recommended budget include the following:

- A 2% Cost of Living Adjustment based on the CPI
- Addition of rentals and Capital Projects for Police Department
- Addition of funding for turn outs and Capital Projects for Fire Department
- Additional salary adjustments in Golf Food & Beverage
- Budgeting maximum possible rate increases in Water and Wastewater funds
- Additional staff member added to Streets that was forgotten in Recommended Budget
- Adjusted health insurance to actual 1.83% increase

These changes resulted in an increase from the recommended budget in the overall budget of $1,264,993.

It is important to note that the Tentative Budget expenditures cannot be increased following Council adoption of the Tentative Budget, but they CAN be decreased or rearranged. The current tentative budget amount may be amended by Council if there are further recommendations.

Staff Recommendation:

Recommendations and Information

Benson
Arizona
Founded in 1880
Gateway to the San Pedro Valley

Tentative
Fiscal Year 2019-2020
Budget

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Annual Budget
Fiscal Year 2019-2020
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Mayor and Council

Mayor
Honorable Toney D. King, Sr.

Vice-Mayor
Joe Konrad

Councilmember
Patrick Boyle

Councilmember
Larry Dempster

Councilmember
Lupe Diaz

Councilmember
Anicleto Maldonado

Councilmember
Barbara Nunn

City Manager

Vicki L. Vivian, CMC

Department Heads

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

City Clerk
Vicki L. Vivian, CMC

Finance Director
Seth C. Judd

Building Official/Planning Administrator
Vacant

Chief of Police
Paul Moncada

Fire Chief
Keith Spangler

City Attorney
Gary Cohen & Paul Loucks
Mesch Clark Rothschild

Magistrate
Bruce Staggs

City of Benson

Fiscal 2019-2020 Budget Calendar

Tuesday	May 7	Recommended Budget to Council
Monday, 5:30 pm	May 13	Work Session
Monday, 7 PM	**May 20, Special Meeting**	Approve Tentative Budget
Wednesday	May 29	Publish 1st Public Hearing Notice In Local Paper
Wednesday	June 5	Publish 2nd Public Hearing Notice in Local Paper
Thursday, 7 PM	**June 13, Special Meeting**	Public Hearing on Final Budget & Property Tax Levy Convene Special Meeting Adopt Final Budget
Monday, 7 PM	July 8, Regular Meeting	Adopt Property Tax Levy

Summary by City Manager and Finance Director

Fiscal Year 2019 – 2020 Annual Budget

TO: Honorable Mayor and City Council Members

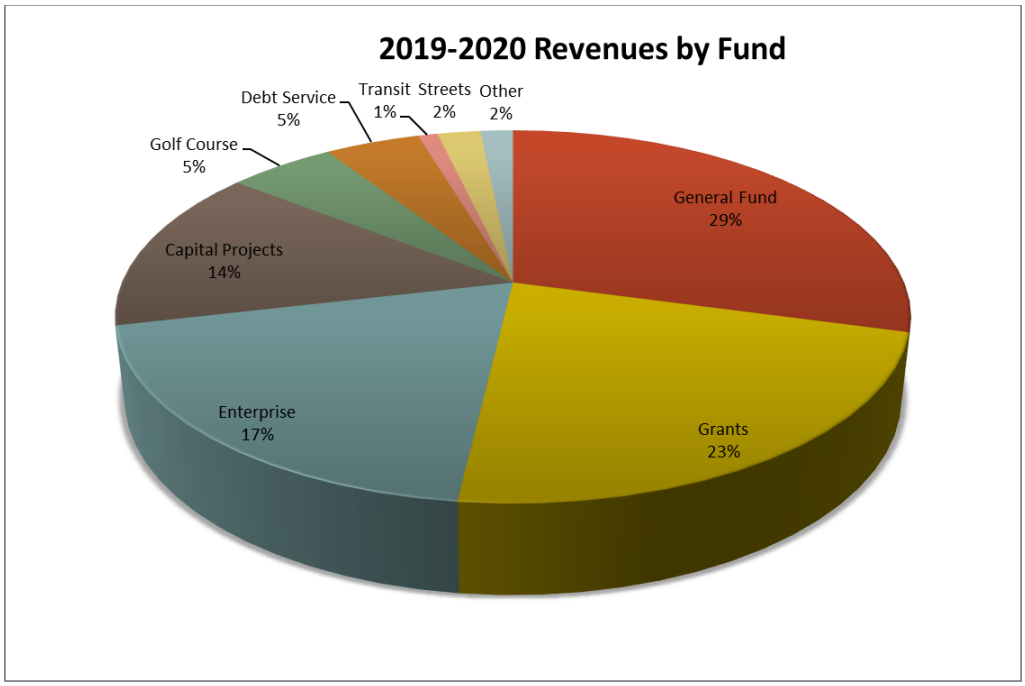
The City of Benson's fiscal year 2019-2020 (FY20) Budget is scheduled to be adopted by Mayor and Council on June 13, 2019. The Budget is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding of the increasingly complex finances of the City.

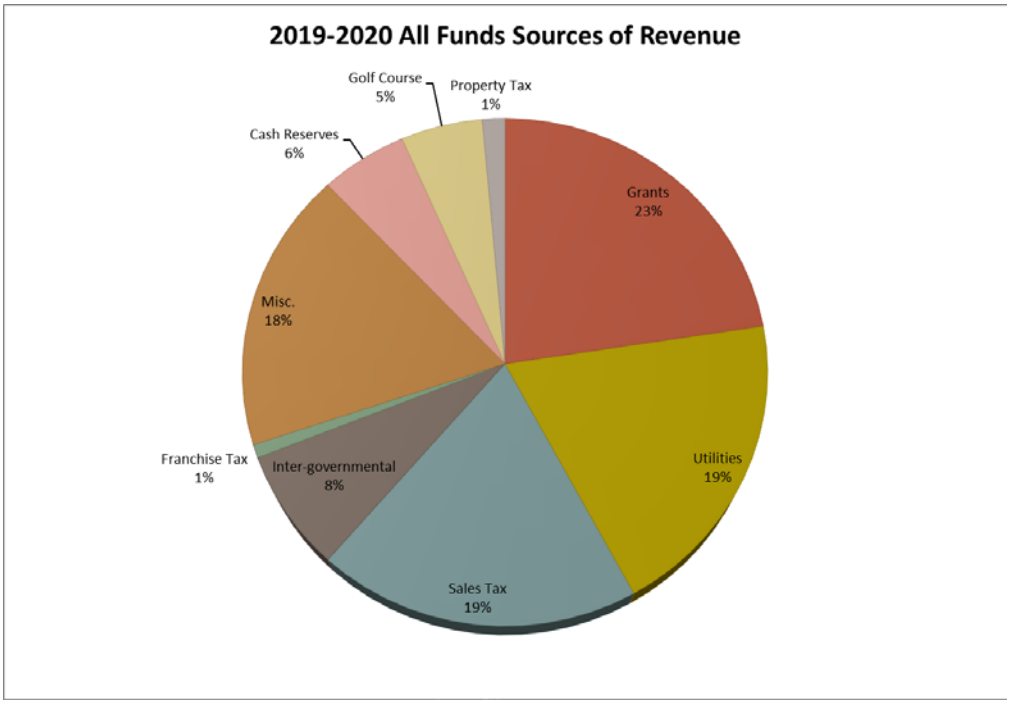
The City's $22,641,903 budget is balanced with a combination of funds carried forward from prior years and revenues expected to be collected during the new budget year. The fiscal 2019-2020 budget is $2,240,707 more than the 2018-2019 (FY19) primarily due to creating a realistic budget close to actual revenues and expenditures in fiscal year 2018-2019. Many of these changes can be attributed to increasing revenues and expenditures in the utility funds and the General Fund. 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 2019-2020. The first chart breaks down the revenues by fund. The largest percentage of the revenues in the City is in the General Fund at $6.97 million or 29%. 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 23% for grants that the City may receive in fiscal year FY20. The Enterprise Funds include Gas, Water, Wastewater, and Sanitation and make up $4.64 million or 17% of the total budget. Capital Projects make up $3.40 million or 14% of the total budget and the other funds comprise the rest of the budget, or 15%. Expenditures will be divided the same way in the funds as the City must present a balanced budget.

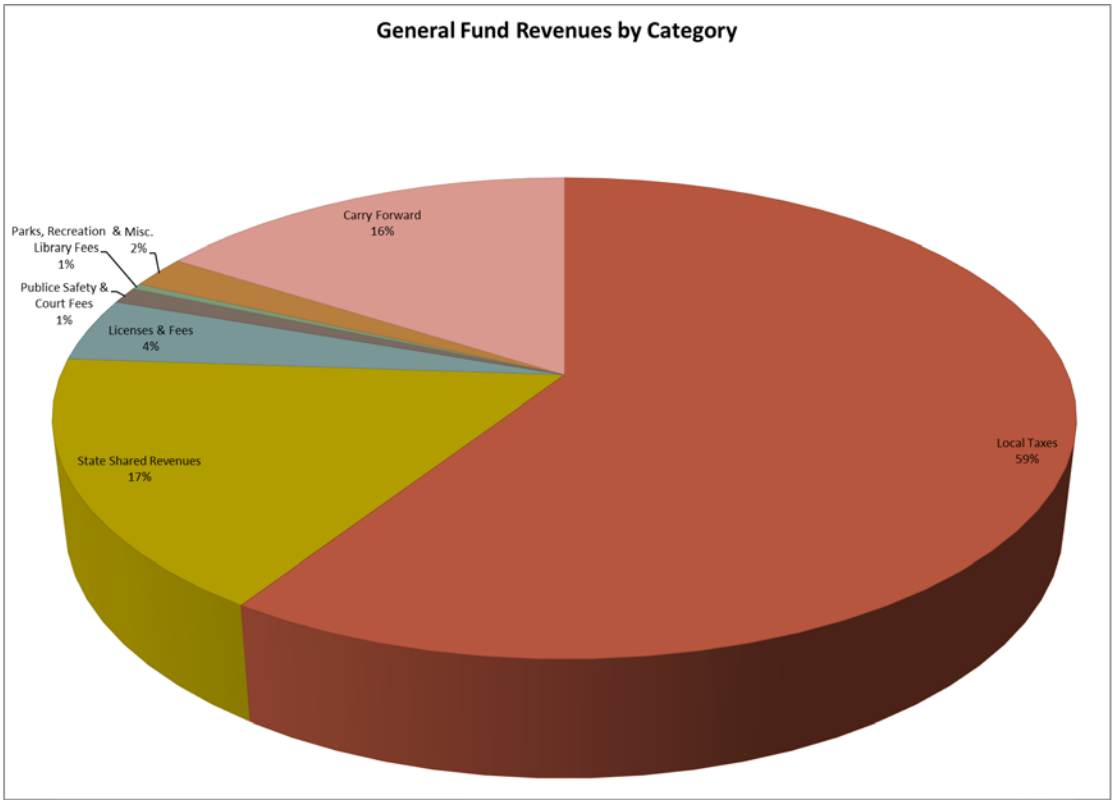
The following chart breaks down revenue by source. The largest revenue category for next fiscal year is grants at $5.39 million or 23% of the total projected revenues. The majority of the grants are for Airport and Unclassified Grants. The reason the City has $5.39 million in grants is because if they 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 $4.60 million or 19% of the total revenues. This includes the construction sales tax of approximately $240,000 that goes directly into the Capital Project Fund for infrastructure, buildings and equipment. The Utilities percentage of 19% is for user fees for the water, wastewater, gas and sanitation services. All revenues for all funds will be presented later in this document.

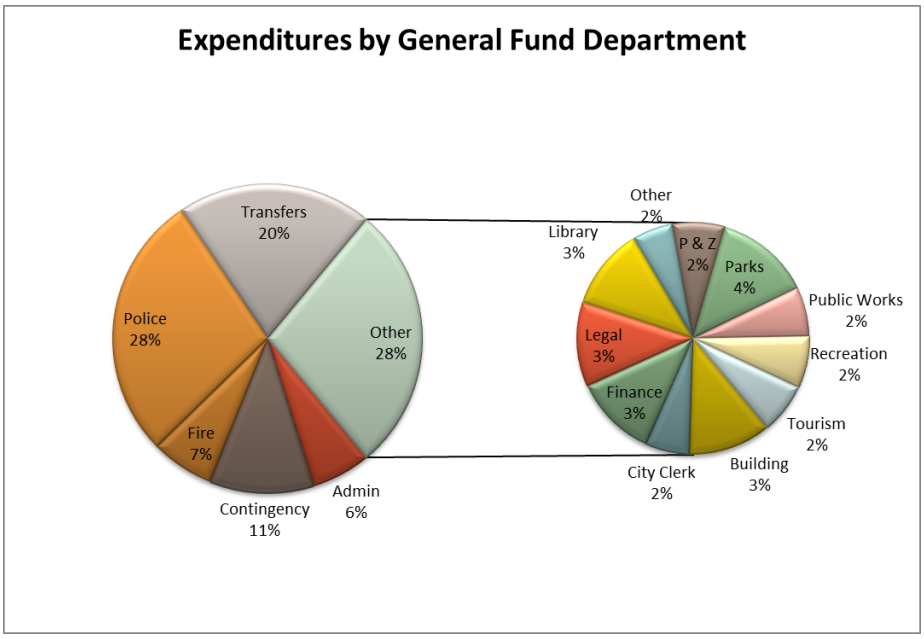




The next chart is the revenues for the General Fund by revenue category. The largest category in the General Fund is Local Taxes at $4.90 million or 59% of the total. This category includes local sales and bed taxes, property and franchise taxes. The second largest category is State Shared Revenues at $1.40 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 $1,320,803.



The chart on the next page is the amount of 2019-2020 General Fund Expenditures by Department. The department that has the largest budget in the General Fund is the Police Department at $2.28 million or 28% of the budget. The next largest department budget is titled "Other" but is further broken out by 10 departments that are 28% of the budget. The Contingency Reserve is the amount that is carryforward from the General Fund and broken down to Contingency Reserve and Operating Contingency. The Contingency Reserve is for unexpected emergency expenditures and revenue shortfalls and must be approved by Council. The operating contingency, which is only $50,000 out of the $897,963 reserve, has been set up this year because of the departments cutting back their line items and is there for the City Manager to transfer at her discretion if something unexpected occurrs and the department needs to have the funds replenished.



The fiscal 2019-2020 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 2019-2020 personnel budget are:

- No Merit Increases
- Reclassification of Accounting Specialist and City Manager Admin Assistant
- Promotion of 2 Sergeants to Lieutenants
- Compression Adjustments across departments totaling $16,248.
- Minimum wage adjustments for all departments
- 1.83% increase in health insurance
- 2% COLA

The total budgeted personnel costs of $6,139,231 reflect a 4% increase over the prior fiscal year. There is an increase of 4.15 full-time equivalent (FTE) employees (a part-time equivalent), for a total of 104.38 FTE employees. The changes of personnel costs by department or fund are due primarily to restructuring city positions and benefit increases, as well as a 2% COLA. Notable changes include:

- Restructuring of positions and minor adjustments in salaries

- The Arizona State Retirement contribution rate increased from 11.80% to 12.11% for both employer and employee.

- The Public Personnel Safety Retirement System (PSPRS) employer contribution rate for Police has gone from 35.67% to 36.26%.

- The PSPRS employer contribution rate for Fire has decreased from 33.16% to 30.83%.

- Health insurance costs increased by 1.83% due to the rising cost of health insurance. During fiscal year 2007-2008 Council approved and staff implemented a Flexible Spending Account (FSA) for all employees. The FSA allows plan participants to pay for health-related expenses on a pretax basis. The contribution limit for 2019-2020 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 2019-2020

	Dollar Amount			Full Time Equivalent Employee		
Department	**2018-19 Budget**	**Est. Actual 2018-19**	**Budget 2019-20**	**Budget 2018-19**	**Budget 2019-20**	**Change**
City Council	20,715	20,764	20,715			
City Administration	242,608	164,586	193,002	3.00	2.50	-0.50
City Clerk	102,770	139,732	129,252	2.00	1.50	-0.50
Finance	156,191	156,921	164,861	2.30	2.30	0.00
Tourism	103,678	98,334	108,536	2.63	2.60	-0.03
Police/ Animal Control	1,954,308	1,944,363	2,005,396	24.20	24.70	0.50
Fire	227,600	156,380	242,300	3.00	3.00	0.00
City Attorney	126,993	126,374	129,906	2.00	2.00	0.00
Magistrate	37,779	43,483	38,535	1.00	1.00	0.00
Library	192,378	191,482	199,213	5.50	4.50	-1.00
Parks	190,154	187,898	186,200	4.00	4.00	0.00
Recreation	124,471	86,072	121,911	4.00	5.25	1.25
Building	136,474	29,814	134,320	2.50	2.50	0.00
Planning & Zoning	97,191	60,442	107,536	1.50	1.50	0.00
Public Works	33,962	35,271	35,271	1.25	0.25	-1.00
Total General Fund	**3,747,271**	**3,441,916**	**3,816,953**	**58.88**	**57.60**	**(1.28)**
Transit	159,978	162,914	153,438	3.33	3.87	0.54
Streets	217,755	225,915	295,689	4.25	4.73	0.48
Natural Gas	346,276	335,467	394,805	5.93	6.83	0.90
Water	411,257	403,871	391,896	6.76	6.11	-0.65
Wastewater	345,298	368,237	351,994	5.76	6.09	0.33
Sanitation	27,687	27,900	28,406	0.45	0.70	0.25
Golf-Operations	205,281	207,909	164,402	5.42	4.87	-0.56
Golf-Maintenance	212,488	217,657	227,937	5.00	5.00	0.00
Golf- Food & Beverage	235,981	320,743	313,711	5.67	8.58	2.91
Total Other Funds	**2,162,001**	**2,270,613**	**2,322,278**	**42.57**	**46.78**	**4.21**
Grand Total	**5,909,272**	**5,712,529**	**6,139,231**	**100.23**	**104.38**	**4.15**

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 other departments with City Manager or designee approval.

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

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

Budget Policy Statement – Human Resources Rate Plan
The Salary Rate Plan for the City of Benson for the 2019-2020 fiscal year is shown beginning on page 13 herein. All salaries paid by the City during the next fiscal year will be within the salary ranges listed on the Plan, except for those salaries that were above the maximum prior to the beginning of the fiscal year.

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

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

Conclusion
The City of Benson has 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 second 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 Year 2019-2020 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 L. Vivian, CMC	Seth Judd
City Manager/City Clerk	Finance Director

Fiscal 2019-2020 Salary Plan 2% COLA				
Job Families and Job Titles	**Salary Grade**	**Recommended**		
		Minimum	**Midpoint**	**Maximum**
City Management				
City Manager	72	98,350.22	122,937.78	147,525.33
Human Resources Director	55	64,635.28	80,794.10	96,952.92
Human Resourse Assitant	22	28,614.22	35,767.78	42,921.33
Executive Asst. to City Manager	30	34,863.66	43,579.58	52,295.49
Facilities Supervisor	31	35,735.26	44,669.08	53,602.89
Administrative Assistant	32	36,628.64	45,785.80	54,942.96
Information Technology Specialist	34	38,482.95	48,103.69	57,724.43
Information Technology Technician	24	30,062.83	37,578.54	45,094.25
Human Resource Analyst I	24	30,062.83	37,578.54	45,094.25
Human Resource Coordinator	32	36,628.64	45,785.80	54,942.96
Custodian	14	23,485.04	29,356.30	35,227.56
Legal				
City Attorney	68	89,100.44	111,375.55	133,650.66
Prosecuting Attorney	58	69,605.13	87,006.41	104,407.70
Legal Assistant	32	36,628.64	45,785.80	54,942.96
Finance				
Finance Director	58	69,605.13	87,006.41	104,407.70
Deputy Finance Director	46	51,755.30	64,694.13	77,632.95
Accounting Supervisor	32	36,628.64	45,785.80	54,942.96
Accounting Specialist	38	42,477.98	53,097.48	63,716.97
Account Clerk Ⅲ	24	30,062.83	37,578.54	45,094.25
Account Clerk Ⅱ	20	27,235.44	34,044.30	40,853.16
Account Clerk I	16	24,673.97	30,842.46	37,010.96
City Clerk				
City Clerk	50	57,128.16	71,410.20	85,692.24
Deputy City Clerk	32	36,628.64	45,785.80	54,942.96
Development Services				
Building				
Building Official	50	57,128.16	71,410.20	85,692.24
Building Inspector Ⅱ	36	40,431.16	50,538.95	60,646.74
Building Inspector I	32	36,628.64	45,785.80	54,942.96
Planning Technician	24	30,062.83	37,578.54	45,094.25
Code Enforcement Officer	24	30,062.83	37,578.54	45,094.25
Senior Permit Technician	26	31,584.76	39,480.95	47,377.14
Planning & Zoning				
Planning & Zoning Director	50	57,128.16	71,410.20	85,692.24
Senior Planner	40	44,628.45	55,785.56	66,942.68
Planning Technician	24	30,062.83	37,578.54	45,094.25
GIS Manager	40	44,628.45	55,785.56	66,942.68

Job Families and Job Titles	Salary Grade	Recommended Minimum	Recommended Midpoint	Recommended Maximum
Tourism				
Tourism Supervisor	30	34,863.66	43,579.58	52,295.49
Tourism Clerk	13	22,880.00	28,600.00	34,320.00
Library				
Library Director	40	44,628.45	55,785.56	66,942.68
Library Branch Manager	32	36,628.64	45,785.80	54,942.96
Senior Library Assistant	22	28,614.22	35,767.78	42,921.33
Library Assistant	14	23,485.04	29,356.30	35,227.56
Library Page	13	22,880.00	28,600.00	34,320.00
Parks			0.00	0.00
Parks Director	50	57,128.16	71,410.20	85,692.24
Parks Supervisor	31	36,075.98	45,094.98	54,113.97
Parks Maintenance Worker II	19	26,571.17	33,213.96	39,856.76
Parks Maintenance Worker I	15	24,072.15	30,090.19	36,108.23
Recreation				
Recreation Coordinator	32	36,628.64	45,785.80	54,942.96
Sr.Recreation Leader	26	31,584.76	39,480.95	47,377.14
Recreation Asst.	13	22,880.00	28,600.00	34,320.00
Recreation Aids	13	22,880.00	28,600.00	34,320.00
Pool Cashier	13	22,880.00	28,600.00	34,320.00
Lead Lifeguard	14	23,485.04	29,356.30	35,227.56
Lifeguard	13	22,880.00	28,600.00	34,320.00
Police Operations				
Police Chief	60	73,128.88	91,411.10	109,693.32
Police Commander	50	57,128.16	71,410.20	85,692.24
Support Services Division Lieutena	46	51,755.30	64,694.13	77,632.95
Police Sergeant	44	48,248.22	60,310.28	72,372.33
Police Corporal	40	44,628.45	55,785.56	66,942.68
Detective	40	44,628.45	55,785.56	66,942.68
Police Officer	38	42,477.98	53,097.48	63,716.97
Police Support				
Police Communications Supervisor	34	38,482.95	48,103.69	57,724.43
Police Communications Specialist	22	28,614.22	35,767.78	42,921.33
Police Administrative Assistant	26	31,584.76	39,480.95	47,377.14
Police Assistant	26	31,584.76	39,480.95	47,377.14
Police Records Clerk	22	28,614.22	35,767.78	42,921.33
Senior Animal Control Officer	26	31,584.76	39,480.95	47,377.14
Animal Control Officer	20	27,235.44	34,044.30	40,853.16
Fire Department				
Fire Chief	50	57,128.16	71,410.20	85,692.24
Admin Specialist	27	32,374.38	40,467.98	48,561.57

Job Families and Job Titles	Salary Grade	Recommended Minimum	Recommended Midpoint	Recommended Maximum
Public Works Department				
Public Works Director	60	73,128.88	91,411.10	109,693.32
Public Works Superintendent	50	57,128.16	71,410.20	85,692.24
Streets Superintendent	40	44,628.45	55,785.56	66,942.68
Administrative Assistant, Public Wo	24	30,062.83	37,578.54	45,094.25
Engineering Aide	24	30,062.83	37,578.54	45,094.25
Utilities Operations Supervisor	35	39,445.02	49,306.28	59,167.53
Utilities Operator III	31	36,075.98	45,094.98	54,113.97
Utilities Operator II	27	32,374.38	40,467.98	48,561.57
Utilities Operator I	23	29,329.59	36,661.99	43,994.39
Street Maintenance Supervisor	31	36,075.98	45,094.98	54,113.97
Street Maintenance Worker III	27	32,374.38	40,467.98	48,561.57
Street Maintenance Worker II	23	29,329.59	36,661.99	43,994.39
Street Maintenance Worker I	19	26,571.17	33,213.96	39,856.76
Maintenance Technician	27	32,374.38	40,467.98	48,561.57
Meter Reader	23	29,329.59	36,661.99	43,994.39
Transit				
Dispatcher/Admin Assistant	22	28,614.22	35,767.78	42,921.33
Transit Driver I	19	26,571.17	33,213.96	39,856.76
Transit Driver II	19	26,571.17	33,213.96	39,856.76
Golf Course				
Golf Shop Manager	16	24,673.97	30,842.46	37,010.96
Golf Shop Customer Service	13	22,880.00	28,600.00	34,320.00
Golf Course Superintendent	31	36,075.98	45,094.98	54,113.97
G.C. Mechanic/Maintenance	14	23,485.04	29,356.30	35,227.56
Foreman/Irrigation Tech.	16	24,673.97	30,842.46	37,010.96
Equipment Operator	13	22,880.00	28,600.00	34,320.00
Kitchen Manager & Chef	22	28,614.22	35,767.78	42,921.33
Cook	13	22,880.00	28,600.00	34,320.00
Dishwasher/Prep Cook	13	22,880.00	28,600.00	34,320.00
Lead Waitstaff	8	17,472.00	21,840.00	26,208.00
Waitstaff	5	16,640.00	20,800.00	24,960.00
Beverage Cart Attendent	5	16,640.00	20,800.00	24,960.00

Summary of Expenditures by Department or Fund		
	Fiscal	Fiscal
	2018-2019	2019-2020
Description	Budget	Budget
General Fund		
Administration	539,260	514,762
City Council	47,615	45,715
City Clerk	132,980	143,062
Community Enrichment	82,300	84,800
Miscellaneous	2,174,248	2,634,428
Finance	266,234	268,346
Tourism	155,689	162,647
Police	2,335,536	2,277,378
Fire	494,164	544,579
City Attorney	250,343	233,256
Magistrate	42,327	40,885
Library	254,564	264,563
Parks	344,854	310,100
Recreation	170,071	167,811
Building	263,374	266,485
Planning & Zoning	152,441	169,986
Public Works	160,412	158,712
Total General Fund	**7,866,411**	**8,287,514**
Natural Gas	1,004,549	1,133,398
Water	811,694	913,729
Wastewater	804,945	1,942,328
Sanitation	676,240	651,489
Golf Course	1,157,397	1,235,005
Total Enterprise Funds	**4,454,826**	**5,875,949**
Airport	121,700	348,371
Streets	414,505	497,239
Transit	234,721	225,738
Debt Service	402,625	1,097,825
Capital Projects	2,821,600	3,400,325
Impact Fees	-	-
Grants	5,355,000	5,388,805
Firemen's Pension	30,200	26,600
Total - Other Funds	**9,380,351**	**10,984,903**
TOTAL - ALL FUNDS	**21,701,588**	**25,148,368**
Less: Interfund Transfers	(1,300,393)	(2,506,465)
Total Net Expenditures	**20,401,195**	**22,641,903**

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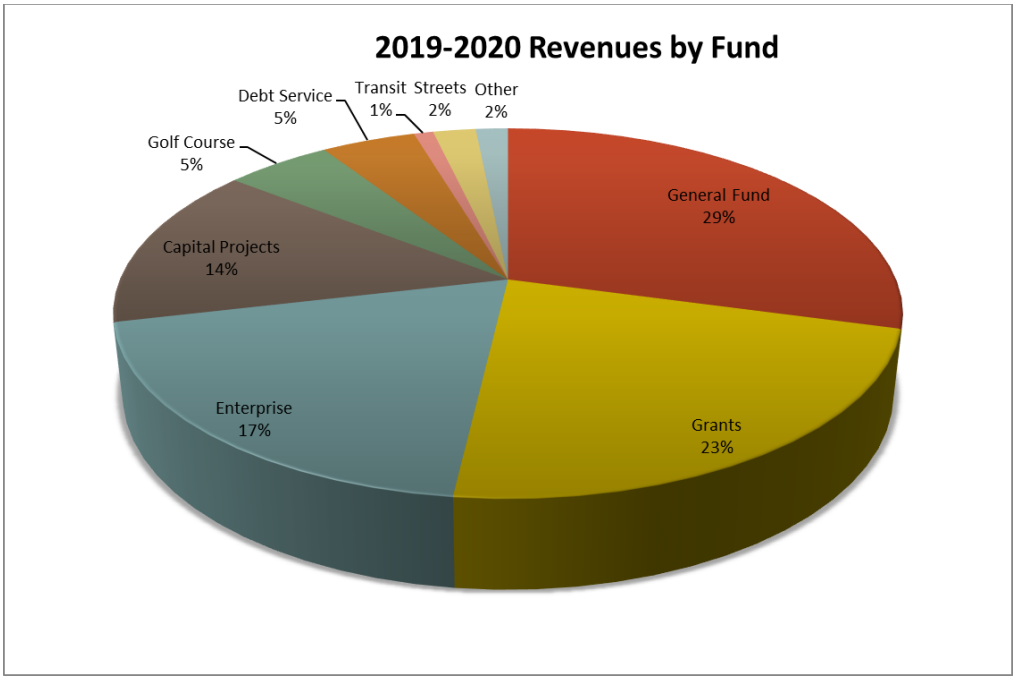
Revenues


2019-2020 Revenues by Fund
Debt Service 5%
Transit 1%
Streets 2%
Other 2%
Golf Course 5%
General Fund 29%
Capital Projects 14%
Enterprise 17%
Grants 23%

General Fund Revenues	2016-17 Actual	2017-18 Audited	2018-19 Budget	2018-19 Year End Proj.	2019-20 Budget
Revenues					
Administration					
General Property Tax	236,080	324,370	323,278	323,278	342,404
City Sales Tax (3.5%)	3,681,940	4,392,625	4,052,790	4,260,938	4,303,547
Bed Tax	71,797	76,215	73,168	59,994	60,593
State Sales Tax	408,995	467,526	482,243	476,471	503,310
Franchise Tax	145,287	245,104	156,614	195,198	197,150
Auto Lieu Tax	221,597	251,467	274,336	249,379	260,809
Business License	20,425	18,888	20,800	20,000	20,000
State Revenue Sharing	598,012	603,196	585,741	585,759	640,214
Interest Income	2,611	4,338	4,090	5,160	20,000
Copies and Notary Fees	198	153	250	146	147
Miscellaneous	105	41,942	10,000	28,000	133,000
Sale of Fixed Assets	11,973		10,000	1,623	10,000
Property Rental	33,736	27,917	30,000	4,000	5,000
Youth Council				1,264	3,000
Employee Council Vending Machine		148		1,417	2,500
Total Administration		**6,453,887**	**6,023,310**	**6,212,627**	**6,501,675**
Building / Planning & Zoning Development					
Planning & Zoning Fees	1,127	190	75,000	11,680	75,000
Building Permits	39,646	66,940	75,000	82,690	80,000
Building Plan Review Fees	15,729	28,965	20,000	38,502	30,000
Public Works Review Fees	8,449	11,932	150,000	3,952	150,000
PW Recording/ Misc. Fees	-	-	-	-	
Total Development		**108,027**	**320,000**	**136,825**	**335,000**
Police / Animal Control					
Forfeiture Rev /Check proof Veh	-		1,000	-	-
Report Income	814	506	500	621	628
Fingerprint Revenue	1,110	900	850	847	855
Dog License / Shelter Fees	4,322	3,643	4,500	4,813	4,861
Animal medical Donations	11,521	13,170	13,000	-	13,000
Spay/Neuter Grants	-		500	5,693	5,750
Shelter Fees from County	4,171	3,822	5,000	-	5,000
Soldiers Best Friend	-			-	-
Stonegarden Grant for OT	36,569	42,326	40,000	47,152	-
Stonegarden Grant for Equipment			20,000	-	-
DPS Grant OT				4,711	-
Police Grant - HIDT	2,500		2,500	-	-
Auto Theft Task Force GITEM GRANT	66,320	18,847	10,000	-	-
GOHS Grant OT	-		5,000	-	-
RICO Seizure Revenue	474	717	1,000	-	1,000
Officer Safety Equipment	760	313	1,000	207	1,000
Other Income	39,037	12,189	8,000	25,000	8,000
Total Police Dept		**96,432**	**112,850**	**89,046**	**40,094**

Fire Dept					
Firemen's Revenue	35,543	50,224	40,000	50,500	50,500
Fire Dept Donations	-	-	500	-	500
Total Fire Dept	**35,543**	**50,224**	**40,500**	**50,500**	**51,000**
Magistrate					
Citations from Benson PD	174	811	1,000		1,000
Total Magistrate	**174**	**811**	**1,000**	**-**	**1,000**
Library					
Library Fines	8,373	8,253	8,300	8,467	8,550
Library Donations - Restricted		125	100	91	100
Miscellaneous		-	100	433	450
Total Library	**8,373**	**8,378**	**8,400**	**8,558**	**9,100**
Parks & Recreation					
Pool Fees	3,188	2,455	3,300	3,000	3,030
Summer Program Fees	3,290	4,725	3,500	3,500	3,535
Bingo	487	583	600	712	719
Park User Fees	5,595	5,109	4,500	5,473	5,528
Donations	-		4,900	-	-
July 4 Revenue / Donations	7,279	8,045	10,000	10,000	10,100
Other Events	60	75	150	80	81
Miscellaneous	100	-	500	-	-
Vendor License Fee				260	263
Total Parks & Recreation	**19,998**	**20,992**	**27,450**	**23,025**	**23,255**
Tourism					
Tourism Sales	3,318	5,037	5,126	5,000	5,000
Total Tourism	**3,318**	**5,037**	**5,126**	**5,000**	**5,000**
Cemetery					
Plot Sales	1,050	1,650	1,800	440	587
Total Cemetery	**1,050**	**1,650**	**1,800**	**440**	**587**
Miscellaneous					
Transfer from CFD Fund	-	43,459			
Carry Forward Balance	-		1,325,976.00		1,320,803
Total Miscellaneous	-	43,459	1,325,976.00	-	1,320,803
Total General Fund Revenue	**5,733,760**	**6,788,899**	**7,866,412**	**6,526,021**	**8,287,515**

Natural Gas Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Residential Gas Revenue	622,878	635,054	694,318	779,677	763,750
Muli-User Gas Revenue	11,000	10,605	11,734	12,204	12,907
Commercial Gas Revenue	253,424	253,813	272,902	290,788	300,192
Utility Service Charges	16,500	16,590	17,380	17,300	18,249
New Gas Hookups	7,700	5,030	3,560	6,079	7,000
Penalty and Interest Fees	5,500	4,449	4,655	6,242	6,300
Series 2010 Bond Proceeds	-			-	-
Carryforward Fund Balance	121,813			-	25,000
Other Income		12,792		-	-
Total Revenues	**1,038,815**	**938,332**	**1,004,549**	**1,112,290**	**1,133,398**

Water Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Residential Water Revenue	441,340	428,154	426,107	401,612	461,854
Commercial Water Revenue	342,756	350,617	355,460	348,067	400,277
New Hookups	10,000	9,353	9,500	7,248	9,500
Impact Fee Allocation	-	-		-	-
Water Tank Rental		6,934	10,170	31,249	31,500
Water Accomodation Fees	12,593	9,460	10,457	9,900	10,098
Series 2010 Bond Proceeds	-			-	-
Contribution from General Fund	20,422	-		-	-
Projected Carryforward for Contingency	55,057			-	-
Other Income	275	38,369		386	500
Total Revenues	**882,443**	**842,888**	**811,694**	**798,462**	**913,728**

Wastewater Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Residential Wastewater Fees	487,446	472,549	490,210	517,533	905,683
Multi-User Wastewater Fees	7,134	4,840	5,735	4,088	7,154
Commercial Wastewater Fees	310,610	280,318	287,775	311,709	545,491
New Hook Ups	4,889	12,011	15,225	6,398	8,000
Series 2010 Bond	-			-	-
Whetstone W/W Fees	-			-	-
Misc Revenue	4,080	122,854	6,000	4,674	6,000
Projected Carryforward for Contingency	83,115			-	-
Loans				-	470,000
Total Revenues	**897,274**	**892,572**	**804,945**	**844,403**	**1,942,328**

Sanitation Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Residential Sanitation Fees	385,000	329,178	356,539	333,141	349,799
Muli-User Sanitation Fees	-			-	-
Commercial Sanitation Fees	375,000	287,512	309,701	287,325	301,691
Neighborhood Clean Up Program	10,000		10,000	-	-
Total Revenues	**770,000**	**616,691**	**676,240**	**620,466**	**651,490**

Streets Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Gasoline Tax	385,564	416,317	413,068	420,345	411,271
One Time Gasoline Tax	14,409			-	-
Contribution from General Fund	19,435	-		-	85,968
State Lottery Revenue	-	-	-	1,530	-
Miscellaneous Income		15,768		-	-
Carryforward Fund Balance			1,437	-	-
Total Revenues	**419,408**	**432,086**	**414,505**	**421,875**	**497,239**

San Pedro Golf Operations	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Memberships	62,000	55,786	62,000	60,764	56,000
Green and Cart Fees	421,500	320,282	421,500	301,855	321,000
Merchandise Sales	35,000	20,440	15,000	13,573	21,000
Practice Facility	20,000	13,460	20,000	64	30,000
Other Income	-	7,812	4,000	367	4,000
Teaching Revenue	1,000	-		-	-
Outside Events		-	20,000	50,000	120,000
Contribution from General Fund	176,792	-	159,897	334,079	253,005
Total Revenues	**716,292**	**417,780**	**702,397**	**760,701**	**805,005**

San Pedro F&B	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Food Sales	270,000	288,216	300,000	330,000	300,000
Beer Sales	70,000	64,466	90,000	59,981	65,000
Wine Sales	9,000	9,364	15,000	8,716	10,000
Liquor Sales	20,000	26,134	30,000	30,750	30,000
Special Event Revenue	18,000	30,586	20,000	12,542	25,000
Total Revenues	**387,000**	**418,766**	**455,000**	**441,989**	**430,000**

Transit Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Grant Reimbursement - FTA 5311 - Capital	16,000	13,999	65,800	42,349	65,800
Grant Reimbursement - FTA 5311 - Operating	75,386	62,910	52,200	54,275	52,200
Grant Reimbursement - FTA 5311 - Admin	36,272	43,292	68,000	57,948	68,000
SEAGO AAA	18,650	25,000	25,000	28,321	25,000
Fare Revenue	8,000	5,766	7,000	5,871	7,000
Miscellaneous Income				24,767	-
Allocation from General Fund	54,129	26,526		6,955	6,238
Grant Revenue	-			-	-
Greyhound Revenue	-			-	-
Carryforward Fund Balance			15,221	-	-
RTAP	1,500		1,500	1,388	1,500
Total Revenues	**209,937**	**177,493**	**234,721**	**221,873**	**225,738**

Airport Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Contribution General Fund	135,300		99,430	66,224	41,849
FAA, ADOT Grant		364,476		-	-
Business Revenue	15,000	756	1,000	160	1,000
Land Lease Payments		7,702	10,270	15,411	15,873
Tie Down Revenue		495	1,000	750	1,000
Flowage Revenue		2,995	10,000	1,800	288,649
Insurance Recoveries	-	-		-	-
Total Revenues	**150,300**	**376,424**	**121,700**	**84,345**	**348,371**

Capital Projects Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Construction Sales Tax	400,000		102,000	114,847	240,000
General Fund Transfer			616,000	1,657	704,780
Water Fund Transfer				-	25,000
Sewer Fund Transfer				-	470,000
Gas Fund Transfer				-	50,000
Loan/Bond/Lease Financing	1,150,000		1,150,000	-	900,000
Series 2010 Bond Proceeds	1,075,000		953,600	200,000	695,000
Anticipated Grant	-			-	65,545
Developer Donation				-	250,000
Total Revenues	**2,625,000**	**-**	**2,821,600**	**316,504**	**3,400,325**

Debt Service Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Bond Proceeds Carried Forward		-	-	200,000	695,000
Interest Income		7,454			-
Transfer of Payments from General Fund	396,444	124,461	402,625	397,725	402,825
Total Revenues	**396,444**	**131,915**	**402,625**	**597,725**	**1,097,825**

Fireman's Pension Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Contributions From State Fund	6,000		4,700	4,595	4,600
Contributions From Fire, Inc	1,200		2,059	-	2,600
Contributions From Fire Employees				-	2,600
Contributions From General Fund	23,800		22,441	8,313	1,800
Interest Income	-		1,000	12,167	15,000
Other Income (Fund balance carryforward)	5,000			5,150	-
Total Revenues	**36,000**	**-**	**30,200**	**30,225**	**26,600**

Grants Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues:					
Historic Preservation Grant		-	4,000	8,083	4,000
Tourism Grant	-			-	-
WIFA Grant	-		35,000	-	-
Fire Grants	925,000		1,265,000	-	1,265,000
FAA 16 / ADOT	-			-	185,000
Unclassified Airport Grants	1,200,000		1,200,000	23,978	1,000,000
Unclassified Grants	1,565,000	88,468	1,565,000	-	2,000,000
WIFA SCADA and Energy Study	60,000		60,000	-	60,000
State Airport Grants	-		50,000	-	50,000
Score Board Donations	-		10,000	5,250	10,000
Union Pacific Grants	-		10,000	-	10,000
Police K9 Statue Donation	6,000		6,000	-	-
New SCBA Equipment	500,000			-	240,262
Fire Portable Radios				-	57,793
PD Portable Radios				-	21,750
Stonegarden Patrol Car				-	85,000
Fire SAFER GRANT	280,677			-	-
Apache Park Improvements	400,000		400,000	-	400,000
CDBG Park Grant	250,000		250,000	250,000	-
New SCBA Equipment			500,000	-	-
Total Revenues	**5,186,677**	**88,468**	**5,355,000**	**287,311**	**5,388,805**

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General Fund Expenditures

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City Council

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

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

City Council	**2017-18 Budget**	**2017-18 Actual**	**2018-19 Budget**	**2018-19 Projected**	**2019-20 Budget**
Personnel					
Salaries and Wages	19,200	18,235	19,200	19,200	19,200
Payroll Taxes	1,469	1,525	1,469	1,511	1,469
Workman's Compensation	46	46	46	54	46
Total Personnel	**20,715**	**19,805**	**20,715**	**20,764**	**20,715**
Contracts & Services					
Travel	13,000	5,942	13,000	13,000	13,000
Council Photos	500	54			
Employee Council	900	1,314	2,200	1,000	2,500
Total Contracts & Services	**14,400**	**7,310**	**15,200**	**14,000**	**15,500**
Supplies					
Operating Supplies	3,000	630	2,500	1,307	2,500
Computer Supplies	2,000	576	700	-	
League of Cities	3,500	2,082	4,000	4,000	4,000
Youth Council		6,378	4,500	3,000	3,000
Total Supplies & Expenses	**8,500**	**9,666**	**11,700**	**8,307**	**9,500**
Capital Projects					
	-	-			
Total Capital Costs	**-**	**-**	**-**	**-**	**-**
Total Council	**43,615**	**36,781**	**47,615**	**43,071**	**45,715**

City Manager / City Administration

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

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

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

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

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

Intergovernmental Liaison: One of the strategic plan goals is to create and pursue opportunities for collaboration and partnerships to maximize resources. This can best be accomplished by working on an intergovernmental liaison strategy. The City Manager develops, represents, and advocates the interests of the City of Benson.

Position	Number	Percentage
City Manager	1	50%
Human Resources Coordinator	1	100%
Administrative Assistant	1	100%

Administration	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-2020 Projected
Personnel					
Salaries and Wages	184,214	140,863	193,608	138,156	157,895
Overtime Wages	-		-		
Payroll Taxes	14,092	10,301	12,883	10,605	10,151
Retirement Benefits	21,185	13,079	19,872	11,622	16,069
Employee Insurance	14,550	4,504	16,245	4,203	8,886
Total Personnel	**234,041**	**168,748**	**242,608**	**164,586**	**193,002**
Contracts & Services					
Professional Services	4,000	18,385	4,000	-	4,000
Professional Services - HR	4,000	14,207	56,500	6,379	56,500
Legal Fees	-				
IT Services	110,000	100,936	110,200	100,000	110,200
Intergovernmental Relations	5,500	5,305	5,700	5,700	5,700
Education and Training	1,200	50	1,300	1,300	2,500
Utilities	15,000	17,042	14,000	13,465	14,500
Telephone	15,000	51,725	15,000	34,015	15,000
Repairs & Maintenance	11,000	9,221	9,000	5,000	9,000
Rentals	2,000	1,515	1,000	2,517	1,000
Uniforms	500	192	500		500
Insurance	63,000	69,690	35,142	55,600	61,000
Public Notices, Advertising	1,000	1,829	1,000	200	1,000
Advertising - HR	3,500	1,192	2,500	250	1,500
Travel	4,000	1,090	1,200	-	1,200
Dues & Licenses	10,000	9,980	10,000	10,000	10,000
Total Contracts & Services	**249,700**	**302,359**	**267,042**	**234,425**	**293,600**
Supplies					
Office Supplies	750	2,634	-	-	-
Postage & Shipping	3,000	4,153	4,000	3,500	4,000
Computer Supplies	250	5,006	450	1,550	2,000
IT Supplies	4,000	1,806	2,400	-	1,000
Operating Supplies	2,500	2,213	3,500	3,500	3,000
Vehicle Fuel & Oil	2,500	767	1,000	1,211	1,200
Vehicle Repairs & Maint	2,500	5,807	6,000	2,000	5,000
Total Supplies	**15,500**	**22,385**	**17,350**	**11,761**	**16,200**
Capital Projects					
CIP CM 16-01 City Mgr Vehicle	-	-	-		
Property Payment	12,760		12,260	11,960	11,960
Contingency Reserve	-		-		
Total Capital Projects	**12,760**	**-**	**12,260**	**11,960**	**11,960**
Total Administration	**512,000**	**493,492**	**539,260**	**422,732**	**514,762**

Miscellaneous	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Contribution to Fire Pension	23,800	23,800	22,441	8,313	1,800
Contribution to Airport	135,300		99,430	66,224	41,849
Contribution to Transit	54,129	26,526	-	6,955	6,238
Contribution to Golf Course	176,792		159,897	334,079	253,005
Contribution to Debt Service	396,444	124,461	402,625	402,625	402,825
Contribution to CIP Fund	-	175,546	616,000	1,657	944,780
Land Purchases		10,000			
Interest Expense		2,160			
Contribution to Grant Fund		50,661			
Contribution to Streets Fund	19,435	0	-	-	85,968
Contribution to Water Fund	20,422	-		-	-
Operating Contingency	50,000		50,000	-	50,000
Contingency Reserve Set Aside	1,396,664	25,237	823,855	-	847,963
Total Miscellaneous	**2,272,986**	**438,391**	**2,174,248**	**819,853**	**2,634,428**

Community Enrichment	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Projected
Contracts & Services					
City Promotion	2,500	2,502	2,500		2,500
Clean & Beautiful	3,500	3,000	3,500		5,000
San Pedro Valley Alliance	3,000	3,700	3,000		3,500
Historical Commission	1,000	84	2,900		2,900
Food Pantry	2,200	1,560	2,200	1,560	2,200
Food Bank	5,500	9,067	5,500	7,754	6,000
Economic Development	16,500		20,000	11,015	20,000
Fire Works/ Advertising	30,000	22,077	30,000	25,272	30,000
Butterfield Rodeo	4,650	4,650	5,000	5,000	5,000
Shop with a Cop	500	-	500	500	500
Butterfield Stage Days	2,500	1,528	2,500	418	2,500
Christmas Tree Lighting	3,000	3,425	3,000	1,263	3,000
Christmas Light Parade	1,500	1,673	1,700	1,154	1,700
Youth Council	3,500				
Total Contracts & Services	**79,850**	**53,265**	**82,300**	**53,936**	**84,800**
Total Community Enrichment	**79,850**	**53,265**	**82,300**	**53,936**	**84,800**

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City Clerk

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

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

City Clerk	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Projected
Personnel					
Salaries and Wages	103,678	91,407	71,897	106,625	95,249
Overtime Wages	200		236	35	200
Payroll Taxes	7,931	6,814	5,500	7,861	7,302
Retirement Benefits	11,923	10,432	8,484	12,567	11,559
Employee Insurance	16,256	13,266	16,653	12,644	14,942
Total Personnel	**139,988**	**121,919**	**102,770**	**139,732**	**129,252**
Contracts & Services					
Professional Services	1,000		3,400	2,388	4,000
Education and Training	3,500	2,907	-	3,000	3,000
Telephone		283	1,560	-	1,560
Public Notices & Advertising	1,500	2,583	1,500	1,000	1,500
Travel	500	113	250	200	250
Dues & Licenses	1,200	1,109	1,000		1,000
Total Contracts & Services	**7,700**	**6,996**	**7,710**	**6,588**	**11,310**
Supplies					
Election Supplies & Postage		-	20,000	2,307	
Office Supplies	1,000	1,726	-		
Computer Supplies	2,500	2,692	500	-	1,500
Operating Supplies	300	355	2,000	-	1,000
Total Supplies	**3,800**	**4,772**	**22,500**	**2,307**	**2,500**
Total City Clerk	**151,488**	**133,687**	**132,980**	**148,627**	**143,062**

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 2018-2019 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 2019-2020 Goals:

- We have installed three of the eight Map Signs and will be installing the five more at key locations around Benson as we get permission from property owners.

- Continue to add railroad and historical items to displays in the Visitor Center. This tends to draw people to the Visitor Center and most spend more time in Benson.

- Staff continues developing better tracking mechanisms for events and advertising.

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

Tourism	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Projected
Personnel					
Salaries and Wages	74,953	79,531	75,477	71,578	79,040
Overtime Wages				-	-
Payroll Taxes	5,734	5,896	5,774	5,342	6,047
Retirement Benefits	8,620	8,587	8,906	8,446	9,572
Employee Insurance	12,726	13,710	13,521	12,967	13,877
Total Personnel	**102,033**	**107,724**	**103,678**	**98,334**	**108,536**
Contracts & Services					
Education and Training	900	40	1,100	1,394	1,300
Utilities	2,500	5,118	3,400	4,246	3,500
Telephone	2,000	5,212	1,600	4,527	2,500
Repairs & Maintenance	8,000	3,247	8,000	1,000	5,000
Rentals		23			
Public Notices, Advertising	21,000	22,072	21,000	24,500	25,000
County Tourism Council	10,011	7,508	10,011	10,011	10,011
Travel	800	209	400	200	300
Total Contracts & Services	**45,211**	**43,430**	**45,511**	**45,878**	**47,611**
Supplies					
Office Supplies	1,500	796	-		
Computer Supplies	-				
Souviner Inventory	3,000	2,996	3,500	180	3,500
Operating Supplies	1,500	2,163	3,000	2,532	3,000
Total Supplies	**6,000**	**5,956**	**6,500**	**2,712**	**6,500**
Total Tourism	**153,244**	**157,110**	**155,689**	**146,924**	**162,647**

Finance Department

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

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

Finance	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	104,302	74,836	116,622	116,145	121,314
Overtime Wages		18			
Payroll Taxes	7,979	4,289	8,922	8,314	9,281
Retirement Benefits	11,995	6,808	13,761	13,705	14,691
Employee Insurance	12,415	7,630	16,886	18,757	19,576
Total Personnel	**136,691**	**93,582**	**156,191**	**156,921**	**164,861**
Contracts & Services					
Professional Services	27,000	45,832	56,800	56,800	56,800
Education and Training	2,500	3,622	9,000	8,200	3,000
Bank Charges	15,000	11,355	13,000	10,500	12,000
Telephone	600	843	4,680	514	4,680
Repairs & Maintenance	1,500	2,403	1,500	1,770	1,500
Public Notices, Advertising	3,000	961	3,000	2,500	3,500
Travel	500	1,332	500	6	250
Dues & Licenses	10,000	10,338	11,863	11,863	13,255
Total Contracts & Services	**60,100**	**76,686**	**100,343**	**92,153**	**94,985**
Office Supplies	1,200	2,024	-		
Computer Supplies	5,000	4,749	6,500	2,500	5,000
Operating Supplies	2,000	1,698	3,200	3,700	3,500
Total Supplies	**8,200**	**8,472**	**9,700**	**6,200**	**8,500**
Capital Projects					
Capital Outlay	-	-			
Total Capital Projects	**-**	**-**	**-**	**-**	**-**
Total Finance Dept.	**204,991**	**178,739**	**266,234**	**255,274**	**268,346**

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 2018-2019 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 Phone System in Police/Fire Complex
- Continued Training all Benson Public School Teachers-Active Shooter
- Lease/Purchased new Patrol units
- Trained Wilcox School Teachers-Active Shooter

Grant Funding:

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

Grant Applications Pending:

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

2019-2020 Goals & Objectives:

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

Position	Number	Percentage
Police Chief	1	100%
Police Sergeant	2	100%
Patrol Corporal/Detective	1	100%
Patrol Corporal	1	100%
Police Officer/Detective	1	100%
Police Officer	9	100%
Police Assistant	1	100%
Records Clerk	1	100%
Police Communications Specialist	5	100%
Senior Animal Control Officer	1	100%
Animal Control Officer	1	70%

Police	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	1,114,533	1,038,390	1,128,223	1,166,276	1,182,585
Overtime Wages	85,000	101,480	85,000	99,223	85,000
StoneGarden OT	50,000	7,238	50,000	31,378	
GITTEM OT	5,000	792	5,000		
GOHS OT	2,000	5,626	2,000		
DPS OT Grant				4,337	
Payroll Taxes	95,589	85,157	97,172	94,561	96,970
Retirement Benefits	350,155	306,719	367,636	346,008	369,319
Employee Insurance	255,648	234,278	219,277	202,580	230,445
Total Personnel	**1,957,925**	**1,779,679**	**1,954,308**	**1,944,363**	**1,964,319**
Contracts & Services					
Professional Services	35,000	28,783	35,000	35,000	35,000
Holding Cell Supplies & Meals	300	247	300	150	200
IT Services	-				
Education and Training	10,000	5,099	10,000	10,000	10,000
Utilities	12,000	16,810	15,000	16,000	17,000
Telecommunications	25,000	29,306	32,000	36,000	36,000
Bldg & Equip Repairs & Maint	4,500	11,624	10,000	5,000	10,000
Rentals	15,000	2,447	2,500	3,000	5,000
Uniforms	24,000	20,921	24,000	24,000	27,600
Public Notices, Advertising		40			
Travel	2,000	635	2,000	2,200	2,000
Dues & Licenses	2,000	2,112	2,500	2,500	2,500
Animal Control Medical	2,000	319	500	1,100	2,500
Animal Med. From Donations	10,000	12,069	13,000	12,000	12,000
Spay & Neuter from Grants	2,500	180	500		
Alice Training Supplies				500	750
Grant Matches	6,000		-		
Total Contracts & Services	**150,300**	**130,593**	**147,300**	**147,450**	**160,550**
Supplies					
Office Supplies	2,500	3,360	-		
Computer Supplies	10,000	10,925	10,000	5,000	8,000
Operating Supplies	18,000	17,250	29,000	10,000	18,000
Vehicle Fuel & Oil	25,000	39,588	34,000	39,000	40,000
Vehicle Repairs & Maint	20,000	34,477	25,000	25,000	20,000
Total Supplies	**75,500**	**105,600**	**98,000**	**79,000**	**86,000**
Capital Projects					
Dispatch Upgrades					
Rifle Optics		-	6,250	6,250	
Unmarked PD Vehicle	13,585		22,335	10,699	10,698
PD Auto Equipment	-		49,200	49,200	
Patrol Vehicle Replacement	37,111		27,143	14,294	14,294
Replace Portable Comm	10,000	14,621	10,000	10,000	
NIBRS Module Spillman					10,000
Body Cameras					15,662
Capital Projects		55,897			
Interest Payments		1,505			
Replace Long Guns	9,000	9,013			
Security Upgrade	10,000		21,000		
File Storage for Police Records					15,855
PD 18-03 Animal Shelter Improv	4,400	1728			
Total Capital Projects	**84,096**	**82,764**	**135,928**	**90,443**	**66,509**
Total Police Dept.	**2,267,821**	**2,098,636**	**2,335,536**	**2,261,256**	**2,277,378**

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.

2018- 2019 Accomplishments:

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

2019 - 2020 Continued Progress and Direction:

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

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

Fire	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	150,018	150,198	153,181	156,152	156,256
Overtime Wages		2,984	3,680	2,064	3,000
Payroll Taxes	7,012	7,126	7,160	7,455	7,533
Retirement Benefits	33,216	23,896	33,780	33,530	33,326
Employee Insurance	19,687	21,994	14,363	10,925	15,665
Total Personnel	**209,933**	**206,198**	**212,163**	**210,125**	**215,779**
Contracts & Services					
Professional Services	99,200	79,941	91,200	81,857	79,200
Fire Marshall Fees	4,000				
Firefighter Healthcare	8,000	50	8,000	5,000	5,000
Education and Training	10,000	6,695	5,000	5,068	6,000
Utilities	10,000	10,773	10,000	8,948	10,000
Telephone	9,500	11,376	11,000	9,852	11,000
Equipment Repairs & Maint	14,000	24,545	15,000	8,499	10,000
Turnout Maint	5,000	3,255	5,000	3,072	5,000
Station Repairs & Maint	10,000	12,086	10,000	6,495	8,000
Turnout Replacements	15,000	19,597	17,000	17,000	32,000
Wildland Reimbursement					12,000
Rentals	7,000	2,440	2,000	1,200	2,000
Records Management	2,000		2,000	2,385	2,500
Uniforms	800	870	800	800	800
Insurance				3,111	3,200
Community Sponsorships		60			
Travel	300	177	300		300
Dues	2,000	175	300	300	300
Community Service Projects	3,000	5,150	5,000	2,793	5,000
Grant Matches	50,000		45,000		50,000
Total Contracts & Services	**249,800**	**177,189**	**227,600**	**156,380**	**242,300**
Supplies					
Office Supplies	2,000	1,580			
Postage					
Computer Supplies	600		600		
Operating Supplies	12,000	14,071	10,800	11,500	12,000
EMS Supplies	7,000	6,888	7,000	7,000	7,500
Vehicle Fuel & Oil	6,000	5,850	6,000	8,226	8,000
Vehicle Repairs & Maint	45,000	29,749	30,000	34,000	34,000
Total Supplies	**72,600**	**58,137**	**54,400**	**60,726**	**61,500**
Capital Projects					
SCBA Bottle Replacement	-	(100)	-		
Portable Fire Pump	-	-	-		
Fire Equipment	5,000		-		
Brush Truck Replacement			-		25,000
Communications Equipment					
Extrication Equipment					
Total Capital Projects	**5,000**	**(100)**	**-**	**-**	**25,000**
Total Fire Dept.	**537,333**	**441,423**	**494,164**	**427,232**	**544,579**

City Attorney

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

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

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

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

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

Position	Number	Percentage
Prosecuting Attorney (Contract Benefits)	1	100%
Legal Assistant	1	100%
Contracted City Attorney	NA	

City Attorney	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries & Wages	98,400	98,573	100,471	100,415	102,494
Payroll Taxes	7,528	7,326	7,686	7,476	7,841
Retirement Benefits	11,316	11,312	11,856	11,849	12,412
Employee Insurance	6,551	7,631	6,980	6,634	7,158
Total Personnel	**123,795**	**124,843**	**126,993**	**126,374**	**129,906**
Contracts & Services					
Professional Services	120,000	78,550	100,000	47,278	80,000
Outside Legal Fees	80,000	-	19,900	-	19,900
Education & Training	-	-	3,000	-	3,000
Travel	300	137	100	74	100
Total Contracts & Services	**200,300**	**78,687**	**123,000**	**47,352**	**103,000**
Supplies					
Office Supplies	250	482	200	200	200
Operating Supplies	150	-	150	150	150
Total Supplies	**400**	**482**	**350**	**350**	**350**
Total City Attorney	**324,495**	**204,012**	**250,343**	**174,076**	**233,256**

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	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries & Wages	35,700	33,992	35,000	36,132	35,700
Payroll Taxes	2,731	2,709	2,678	2,782	2,731
Employee Insurance	104	80	102	4,568	104
Total Personnel	**38,535**	**36,781**	**37,779**	**43,483**	**38,535**
Contracts & Services					
Professional Services	36,000	-	3,197	-	-
Education & Training	1,001	1,458	1,000	-	2,000
Fines to County	500		200	-	200
Dues & Licenses	50	50	50	50	50
State Fees Paid	500	-	100	-	100
Total Contracts & Services	**38,051**	**1,508**	**4,547**	**50**	**2,350**
Total Magistrate	**76,586**	**38,289**	**42,327**	**43,533**	**40,885**

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 4,749 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 2018-2019 Usage:

- Circulation – 71,129
- Patron visits – 50,449
- Reference questions – 10,460
- Volunteer hours – 1,128
- Public computer users – 7,788

Fiscal Year 2018-2019 Accomplishments:

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

Fiscal Year 2019-2020 Goals & Objectives:

- Replace lights throughout the building with LED lights
- Replace public and staff computers on a rotating basis
- Working with Cochise County Library District to implement “One County One Card”

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

Library	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	127,487	130,651	138,440	138,198	140,254
Overtime Wages	-		-	181	
Payroll Taxes	9,753	9,832	10,591	10,064	10,729
Retirement Benefits	14,661	14,781	16,336	16,328	16,985
Employee Insurance	28,255	28,710	27,012	26,711	31,245
Total Personnel	**180,156**	**183,973**	**192,378**	**191,482**	**199,213**
Contracts & Services					
Professional Services	700	90	100		
IT Services	1,000				
Education & Training					3,000
Utilities	12,000	15,757	14,000	14,686	15,500
Telephone	3,100	1,317	1,500	173	
Repairs & Maintenance	3,500	11,895	5,500	8,200	10,500
Rentals		45			
Public Notices, Advertising		79		321	400
Travel	250	215	300	699	3,000
Dues & Licenses	300	285	285	285	450
Total Contracts & Services	**20,850**	**29,682**	**21,685**	**24,363**	**32,850**
Supplies					
Office Supplies	-	35			
Computer Supplies	11,000	5,529	15,000	15,000	7,000
Operating Supplies	5,500	4,197	5,500	5,500	5,500
Books	20,000	17,621	20,000	20,000	20,000
Total Supplies	**36,500**	**27,382**	**40,500**	**40,500**	**32,500**
Total Library	**237,506**	**241,038**	**254,564**	**256,346**	**264,563**

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	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	117,897	98,760	126,168	129,274	121,419
Overtime Wages	5,100	2,636	5,000	2,444	5,000
Payroll Taxes	9,409	7,588	10,034	9,931	9,671
Retirement Benefits	14,145	11,369	15,478	14,421	15,309
Employee Insurance	28,905	28,944	33,474	31,829	34,800
Total Personnel	**175,456**	**149,296**	**190,154**	**187,898**	**186,200**
Contracts & Services					
Professional Services	2,500	2,019	2,000	2,885	3,000
Contract Labor DOC	4,000	2,218	3,400	1,573	3,400
Education and Training	1,000	304	1,000	100	750
Utilities	25,000	29,662	25,000	24,804	26,000
Telephone	2,800	2,816	2,800	2,996	3,000
Repairs & Maintenance	25,000	28,795	35,000	25,000	30,000
Uniforms	2,000	1,244	2,000	1,235	1,750
Dues & Licenses	500	115	250	-	250
Total Contracts & Services	**62,800**	**67,172**	**71,450**	**58,593**	**68,150**
Office Supplies	250	64	250	16	250
Computer Supplies	1,500		1,500	-	1,500
Operating Supplies	35,000	35,412	25,000	30,000	30,000
Vehicle Fuel & Oil	7,500	6,722	10,000	7,299	10,000
Equipment Repairs and Service	5,000	917	5,000	-	5,000
CIP PR 17-2 Union Street Park Car	8,000	11,623		-	
Vehicle Repairs & Maint	9,500		9,000	9,000	9,000
Capital Outlay					
Total Supplies	**66,750**	**54,738**	**50,750**	**46,315**	**55,750**
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.	**305,006**	**271,206**	**344,854**	**292,807**	**310,100**

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 2019-2020 Goals & Objectives:

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

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

Recreation	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	100,742	70,130	107,178	73,196	88,591
Summer Programs Instructors					16,065
Overtime		1,684		1,821	
Payroll Taxes	7,707	5,900	8,199	5,883	8,006
Retirement Benefits	4,769	3,686	4,951	3,871	5,232
Employee Insurance	8,656	1,552	4,143	1,301	4,017
Total Personnel	**121,874**	**82,952**	**124,471**	**86,072**	**121,911**
Contracts & Services					
Professional Services	700	330	700	500	700
Summer Programs	2,500	1,954	2,500	2,500	2,500
Summer Program Events	2,000	1,872	2,500	2,500	2,500
IT Services	-				
Education and Training	1,500	900	1,500	900	1,200
Utilities - Pool	8,680	9,226	8,500	8,129	8,500
Utilities - Comm. Center	13,007	8,784	8,500	9,000	9,500
Telephone - Pool	510	375	500	500	500
Telephone - Comm. Center	1,878	2,649	2,000	1,500	1,800
Repairs & Maintenance Pool	5,210	5,258	5,250	500	5,250
Repairs - Comm. Center	3,500	3,057	3,500	4,500	3,500
Uniforms	600	719	750	500	750
Dues & Licenses	1,600	135	1,600	1,600	1,600
Total Contracts & Services	**41,685**	**35,257**	**37,800**	**32,629**	**38,300**
Supplies					
Office Supplies	520	614	500	450	500
Postage		13		-	-
Bingo Qualified/Unqualified	500	458	550	150	550
Computer Supplies	1,500	1,616	1,500	-	1,500
Pool Supplies	1,200	2,624	2,000	1,800	2,000
Operating Supplies	1,350	1,310	1,350	1,350	1,350
Vehicle Fuel & Oil	500	293	500	400	500
Vehicle Repairs & Maint	1,400	1,028	1,400	700	1,200
Total Supplies	**6,970**	**7,956**	**7,800**	**4,850**	**7,600**
Capital Outlay					
	-	-	-		
	-		-		
Total Capital Outlay	**-**	**-**	**-**	**-**	**-**
Total Recreation	**170,529**	**126,165**	**170,071**	**123,551**	**167,811**

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 2019-2020 Goals & Objectives:

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

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

Building	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	102,240	45,672	101,150	21,239	95,646
Overtime Wages		33	121		
Payroll Taxes	7,821	3,427	7,738	1,650	7,317
Retirement Benefits	11,758	4,914	11,936	2,506	11,583
Employee Insurance	27,302	9,970	15,529	4,419	19,774
Total Personnel	**149,121**	**64,016**	**136,474**	**29,814**	**134,320**
Contracts & Services					
Professional Services	65,000	91,487	75,000	106,442	120,000
Education and Training	3,000		3,500	3,500	3,500
Telephone	500		500	275	720
Repairs & Maintenance	500	380	500	100	350
Uniforms	800	328	750	200	750
Public Notices, Advertising	250	80	250	100	250
Dues & Licenses	400		400	230	245
Total Contracts & Services	**70,450**	**92,276**	**80,900**	**110,847**	**125,815**
Supplies					
Office Supplies	1,000	145	750		500
Postage & Shipping	400		400		300
Computer Supplies	2,800		2,800		2,800
Operating Supplies	300	329	300		1,000
Vehicle Fuel & Oil	1,000	697	1,000	700	1,000
Vehicle Repairs & Maint	750	525	750		750
Total Supplies	**6,250**	**1,696**	**6,000**	**700**	**6,350**
Capital Projects					
Permit Tracking Database	40,000	-	40,000		-
Total Capital Projects	**40,000**	**-**	**40,000**	**-**	**-**
Total Building Dept.	**265,821**	**157,988**	**263,374**	**141,361**	**266,485**

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 2019-2020 Goals & Objectives:

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

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

Planning & Zoning	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	70,419	42,356	70,806	43,692	76,770
Overtime Wages	-	339	-	713	
Payroll Taxes	5,387	3,120	5,417	3,238	5,873
Retirement Benefits	8,098	4,855	8,355	5,240	9,297
Employee Insurance	17,899	7,356	12,612	7,559	15,596
Total Personnel	**101,803**	**58,026**	**97,191**	**60,442**	**107,536**
Contracts & Services					
Professional Services	30,000		30,000	-	30,000
Education and Training	1,000		1,000	400	1,100
Repairs & Maintenance		385	500	700	500
Public Notices, Advertising	2,500	2,824	3,500	845	3,500
Dues & Licenses	250	325	250	350	350
Total Contracts & Services	**33,750**	**3,534**	**35,250**	**2,295**	**35,450**
Supplies					
Supplies & Expenses			2,500	300	8,500
Office Supplies	-				
Computer Supplies	5,500		17,500	-	17,500
Operating Supplies	1,250	113	-	100	
Total Supplies	**6,750**	**113**	**20,000**	**400**	**26,000**
Capital Projects					
GIS Software and Equipment	-	-	-		1,000
Total Capital Projects	**-**	**-**	**-**	**-**	**1,000**
Total Planning & Zoning	**142,303**	**61,674**	**152,441**	**63,137**	**169,986**

Public Works

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

Engineering

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

Public Works Field Engineering Division

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

Position	Number	Percentage
Public Works Director	1	25%

Public Works	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Personnel					
Salaries and Wages	53,295	28,508	25,797	26,833	26,313
Overtime Wages				20	
Payroll Taxes	4,077	2,031	1,974	1,969	2,013
Retirement Benefits	6,129	3,254	3,044	3,169	3,187
Employee Insurance	10,043	4,140	3,147	3,280	2,849
Total Personnel	**73,544**	**37,932**	**33,962**	**35,271**	**34,362**
Contracts & Services					
Professional Services	100,000	522	100,000	5,061	100,000
Education and Training	1,000	76	1,000	141	1,000
Utilities	6,600	2,039	6,600	171	3,500
Telephone	4,400	2,746	4,400	1,481	4,400
Repairs & Maintenance	2,400	750	2,400	1,285	3,000
Rentals	1,000	410	1,000	-	1,000
Uniforms	250		250	300	350
Public Notices, Advertising	250		250	-	250
Travel	250	2	250	-	250
Dues & Licenses	300		300	300	300
Total Contracts & Services	**116,450**	**6,545**	**116,450**	**8,740**	**114,050**
Supplies					
Office Supplies	-	7	-	-	-
Postage & Shipping	100	-	100	-	100
Computer Supplies	2,400	1,055	2,400	-	2,400
Operating Supplies	2,500	1,247	2,500	533	2,500
Cemetery	1,000	-	1,000	-	1,000
Vehicle Fuel & Oil	1,000	1,374	1,000	1,336	1,800
Equipment Repairs	-			-	-
Vehicle Repairs & Maint	1,000	2,508	3,000	2,000	2,500
Total Supplies	**8,000**	**6,191**	**10,000**	**3,868**	**10,300**
Capital Projects					
Quiet Rail Crossing			-		
Total Capital Projects	**-**	**-**	**-**	**-**	**-**
Total Public Works	**197,994**	**50,669**	**160,412**	**47,879**	**158,712**

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Enterprise Funds

San Pedro Golf Course

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

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

San Pedro Golf Operations	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Memberships	62,000	55,786	62,000	60,764	56,000
Green and Cart Fees	421,500	320,282	421,500	301,855	321,000
Merchandise Sales	35,000	20,440	15,000	13,573	21,000
Practice Facility	20,000	13,460	20,000	64	30,000
Other Income	-	7,812	4,000	367	4,000
Teaching Revenue	1,000	-		-	-
Outside Events		-	20,000	50,000	120,000
Contribution from General Fund	176,792	-	159,897	334,079	253,005
Total Revenues	**716,292**	**417,780**	**702,397**	**760,701**	**805,005**
Expenditures					
Personnel					
Salaries and Wages	172,603	151,828	163,987	145,059	129,872
Overtime Wages	-	3,748		1,454	10,000
Payroll Taxes	13,204	11,692	12,545	11,078	10,700
Retirement Benefits	14,982	12,880	10,393	10,828	9,443
Employee Insurance	26,752	26,428	18,355	39,490	4,386
Total Personnel	**227,541**	**206,576**	**205,281**	**207,909**	**164,402**
Contracts & Services					
Professional Services	7,300	1,263	5,000	5,000	5,000
Pro Shop Inventory	18,000	11,266	20,000	20,000	20,000
Education and Training	-				-
Bank Charges	7,000	8,334	7,000	5,656	7,000
Cash Short	-	(22)	-	(25)	-
Utilities	23,000	45,000	24,000	31,057	30,000
Telephone	4,000	7,334	2,000	2,773	3,000
Repairs & Maint - Building	2,500	10,934	2,000	2,622	2,500
Rentals	500	12	2,000		2,000
Uniforms	-	8			-
Insurance	12,000	8,851	12,038	7,157	7,500
Advertising	10,000	192	10,000	500	10,000
Travel	300	113	300	116	-
Dues & Licenses	600	509	600	648	650
Total Contracts & Services	**85,200**	**93,794**	**84,938**	**75,504**	**87,650**
Supplies					
Operating Supplies	1,000	1,321	1,500	775	2,000
Office Supplies	600	437	-	425	-
Lantern Festival				12,678	20,000
Benson Country Music Festival				20,000	20,000
Other Outside Events					20,000
Postage & Shipping	100	46	100	-	-
Computer Supplies	-			357	-
Golf Cart Operating Costs	-	1		276	-
Range Operating Supplies	2,000	1,444	1,300	1,974	4,000
Fuel & Oil- Golf Carts	7,000	4,027	6,000	10,290	10,000
Repairs & Maint- Golf Carts	1,000	84	20	2,990	10,000
Interest Expense		7,721			-
Total Supplies	**11,700**	**15,080**	**8,920**	**49,765**	**86,000**
Capital Expenditures	**57,300**	**2,488**	**28,650**		
Contingency	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**381,741**	**317,938**	**327,789**	**333,178**	**338,052**

S.P. Golf Maintenance	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Expenditures					
Personnel					
Salaries and Wages	131,148	127,484	147,107	149,928	151,907
Overtime Wages	10,200	5,695	10,000	12,883	10,000
Payroll Taxes	10,813	10,021	11,254	12,348	12,386
Retirement Benefits	16,255	14,463	17,359	18,956	19,607
Employee Insurance	37,805	26,722	26,768	23,542	34,037
Total Personnel	**206,221**	**184,385**	**212,488**	**217,657**	**227,937**
Contracts & Services					
Professional Services	1,500	4,013	2,000	2,712	3,000
Contract Labor- DOC	8,000	8,617	8,000	6,202	8,000
Education and Training	-	-			
Utilities	37,000	46,165	50,814	45,599	50,000
Telephone	100	1,036	1,400	669	1,000
Repairs & Maint - Irrigation	3,000	4,784	5,000	4,398	5,000
Rentals	500	1,051	500		500
Uniforms	500	882	500	1,944	2,000
Travel	250	113	250	250	250
Dues & Licenses	250	450		40	50
Total Contracts & Services	**51,100**	**67,110**	**68,464**	**61,814**	**69,800**
Supplies					
Golf Course Supplies	3,500	4,884	3,500	6,920	6,000
Fertilizers	8,000	7,538	4,000	7,992	8,000
Chemicals	8,000	5,509	10,000	3,536	8,000
Landscaping	500	38	500	500	500
Sand & Gravel	7,000	5,592	8,000	7,896	8,000
Seed	29,000	24,457	29,000	24,258	25,000
Office Supplies	100	167	200		-
Other Operating Supplies	200	800	600	100	600
Fuel & Oil	19,000	15,709	18,000	10,272	13,000
Repairs & Maint- Equipment	19,000	26,780	20,000	25,000	30,000
Total Supplies	**94,300**	**91,476**	**93,800**	**86,474**	**99,100**
Contingency	**-**	**-**	**-**		
Equipment	**-**	**-**	**-**		
Capital Projects					
GC 17-01 Chemical Applicator Rig	7,990	533	7,990	3,645	
GC 17-02 Utility Maint Vehicle	7,990	533	7,990	5,607	
GC 17-03 Fairway Unit Mower	7,990	533	7,990	4,626	
Total Capital Expenditures	**23,970**	**1,599**	**23,970**	**13,878**	**-**
Total Golf Maint.	**375,591**	**344,570**	**398,722**	**379,823**	**396,837**

San Pedro F&B	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Projected
Revenues					
Food Sales	270,000	288,216	300,000	330,000	300,000
Beer Sales	70,000	64,466	90,000	59,981	65,000
Wine Sales	9,000	9,364	15,000	8,716	10,000
Liquor Sales	20,000	26,134	30,000	30,750	30,000
Special Event Revenue	18,000	30,586	20,000	12,542	25,000
Total Revenues	**387,000**	**418,766**	**455,000**	**441,989**	**430,000**
Expenditures					
Personnel					
Salaries and Wages	132,855	172,333	169,383	206,901	210,592
Overtime Wages	11,220	22,529	11,000	30,307	10,000
Payroll Taxes	11,022	18,567	13,833	21,790	16,007
Retirement Benefits	12,909	15,729	16,398	23,106	22,252
Employee Insurance	21,700	40,721	25,368	38,639	54,860
Total Personnel	**189,706**	**269,879**	**235,981**	**320,743**	**313,711**
Contracts & Services					
Professional Services	4,000	5,745	5,000	8,794	5,000
Food Cost	100,000	113,477	125,000	102,124	120,000
Beer Cost	21,000	24,099	23,000	16,214	21,000
Wine Cost	2,400	4,825	4,300	3,234	3,700
Liquor Cost	5,000	4,817	6,000	5,568	5,000
Education and Training	-	-			
Bank Charges	3,000	8,236	6,400	6,857	7,000
Cash Short	-	(42)		39	
Telephone	-				
Direct TV	2,100	2,454	2,100	2,845	2,100
Repairs & Maint	6,000	2,396	6,000	5,093	6,000
Rentals	4,500	5,219	4,000	4,000	2,500
Uniforms	500	363	250	700	700
Advertising	500	1,844	2,000	2,000	2,000
Fees & Licenses	200	150	200	200	250
Travel	500	610	500		500
Dues & Licenses	300	680	600	630	600
Total Contracts & Services	**150,000**	**174,874**	**185,350**	**158,298**	**176,350**
Supplies & Expenses	500	836	250	500	500
Kitchen Supplies	3,000	6,595	4,500	4,500	4,500
Restaurant Supplies	2,500	8,068	4,500	5,100	4,500
Office Supplies	200	392	250	550	500
Printing & Postage	55	-	55		55
Computer Supplies		-			-
Total Supplies	**6,255**	**15,891**	**9,555**	**10,650**	**10,055**
Contingency	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**345,961**	**460,644**	**430,886**	**489,691**	**500,116**

Natural Gas Utility

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

Position	Number	Percentage
Public Works Director	1	25%
Streets Superintendent	1	25%
Administrative Assistant, Public Works	1	34%
Utilities Operations Supervisor - Gas	1	100%
Utilities Operator I	1	34%
Utilities Operator I	1	10%
Utilities Operator I	2	90%
Utilities Operator I	4	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	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Residential Gas Revenue	622,878	635,054	694,318	779,677	763,750
Muli-User Gas Revenue	11,000	10,605	11,734	12,204	12,907
Commercial Gas Revenue	253,424	253,813	272,902	290,788	300,192
Utility Service Charges	16,500	16,590	17,380	17,300	18,249
New Gas Hookups	7,700	5,030	3,560	6,079	7,000
Penalty and Interest Fees	5,500	4,449	4,655	6,242	6,300
Series 2010 Bond Proceeds	-				
Carryforward Fund Balance	121,813				25,000
Other Income		12,792			
Total Revenues	**1,038,815**	**938,332**	**1,004,549**	**1,112,290**	**1,133,398**
Expenditures					
Personnel					
Salaries and Wages	183,729	197,577	233,231	233,966	263,139
Overtime Wages	10,200	7,714	10,000	4,930	10,000
Payroll Taxes	14,836	14,568	18,607	17,129	20,895
Retirement Benefits	22,302	23,418	28,701	28,083	33,077
Employee Insurance	47,848	48,833	55,737	51,360	67,694
Total Personnel	**278,915**	**292,110**	**346,276**	**335,467**	**394,805**
Contracts & Services					
Professional Services	25,000	4,541	30,000	12,229	20,000
Education and Training	5,000	1,026	5,000	2,013	5,000
Bank Charges	3,500	4,526	3,750	3,789	4,000
Utilities	2,000	4,105	4,000	3,000	3,500
Telephone	1,500	1,757	1,600	2,500	3,000
Repairs & Maintenance	5,000	5,159	5,000	3,500	5,000
Rentals	5,000	5,766	5,500	2,640	5,500
Uniforms	2,000	1,633	2,100	1,850	2,100
Insurance	50,000	55,325	57,500	53,651	57,500
Public Notices & Advertising	700	433	1,500	500	1,500
Fees & Licenses	-	-		29	-
Dues & Licenses	3,500	4,146	5,000	5,000	5,000
Round Up Donations	-				
Bad Debt Write Off	1,500	1,265	2,000	2,800	2,000
Total Contracts & Services	**104,700**	**89,682**	**122,950**	**93,501**	**114,100**
Supplies					
Natural Gas Purchased	375,000	244,395	325,000	325,000	350,000
Office Supplies	-	41	-		
Printing & Postage	4,500	4,524	4,500	4,078	4,500
Computer Supplies	7,500	2,965			
Gas Outage Supplies	250	-			
Operating Supplies	30,000	33,185	35,250	30,000	35,250
Vehicle Fuel & Oil	10,000	11,021	10,000	15,000	15,000
Vehicle Repairs & Maint	10,000	9,837	10,000	14,304	15,000
Total Supplies	**437,250**	**305,967**	**384,750**	**388,381**	**419,750**
Contingency	**168,950**	-	**105,573**		**99,743**
Capital Projects					
CIP GS 07-5 Truck	25,000	-	25,000	6,950	25,000
CIP GS 07-4 Telemeters	-	51,656	-		
CIP GS 07-3 Benson Regulator System	20,000	-	20,000		
Heavy Equipment Purchase	-	-	-		30,000
	-	-			
CIP GS 08-01 Self Contained Breathing App	4,000	-			
Transfer to Capital Projects Fund		(12,784)			50,000
Total Capital Projects	**49,000**	**38,873**	**45,000**	**6,950**	**105,000**
Total Expenditures	**1,038,815**	**726,631**	**1,004,549**	**824,300**	**1,133,398**
Total Natural Gas	**-**	**211,701**	**(0)**	**287,991**	**0**

Water Utility

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

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

Water Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Residential Water Revenue	441,340	428,154	426,107	401,612	461,854
Commercial Water Revenue	342,756	350,617	355,460	348,067	400,277
New Hookups	10,000	9,353	9,500	7,248	9,500
Impact Fee Allocation	-	-			
Water Tank Rental		6,934	10,170	31,249	31,500
Water Accomodation Fees	12,593	9,460	10,457	9,900	10,098
Series 2010 Bond Proceeds	-				
Contribution from General Fund	20,422	-			
Projected Carryforward for Contingency	55,057				
Other Income	275	38,369		386	500
Total Revenues	**882,443**	**842,888**	**811,694**	**798,462**	**913,728**
Expenditures					
Personnel					
Salaries and Wages	309,117	280,095	283,333	276,690	263,874
Overtime Wages	10,710	19,063	10,500	10,232	10,500
Payroll Taxes	24,467	21,614	22,478	20,717	20,990
Retirement Benefits	36,780	33,952	34,672	33,614	33,227
Employee Insurance	76,486	59,545	60,273	62,618	63,305
Total Personnel	**457,560**	**414,269**	**411,257**	**403,871**	**391,896**
Contracts & Services					
Professional Services	20,000	1,565	35,000	20,000	20,000
Chemical Analysis	3,000	2,736	3,000	3,000	3,500
IT Services	-				
Education and Training	4,000	1,573	4,000	1,000	3,000
Bank Charges	3,000	4,526	3,000	4,545	4,000
Utilities	110,000	160,020	135,000	124,823	135,000
Telephone	1,500	2,265	2,000	3,796	4,000
Repairs & Maintenance	20,000	22,342	20,000	5,000	18,000
Rentals	1,500	1,464	1,500	100	1,500
Uniforms	1,800	1,828	1,800	1,894	1,800
Insurance	10,000	11,065	10,000	12,080	11,000
Public Notices & Advertising	1,000	1,429	1,000	50	750
Fees & Licenses				29	-
Dues & Licenses	15,000	7,664	15,000	14,500	15,000
Bad Debt Write Off	1,500	804	1,500	300	1,500
Total Contracts & Services	**192,300**	**219,281**	**232,800**	**191,118**	**219,050**
Supplies					
Office Supplies	-	41			
Printing & Postage	5,000	4,465	5,000	4,000	5,000
Computer Supplies	5,200	2,965	1,500	4,400	2,000
Operating Supplies	40,000	32,954	40,000	30,000	35,000
Vehicle Fuel & Oil	10,000	9,454	10,000	11,813	12,000
Equipment Repairs & Maint	5,000	-	5,000	-	5,000
Vehicle Repairs & Maint	10,000	15,717	15,000	15,500	15,000
Total Supplies	**75,200**	**65,596**	**76,500**	**65,713**	**74,000**
Contingency	**47,383**	**-**	**46,137**		**83,783**
Capital Projects					
Truck Replacement	25,000	-	20,000	6,950	25,000
Capital Projects		34	-		
Telemeters	-	26,230			
CIP WA 08-1 SueJuan Repairs	10,000				
Heavy Equipment Replacement	-				30,000
CIP WA 10-5 Hill Crest St Water Line	25,000	(4,818)	25,000		
291 Pump Upgrade					65,000
City Yard Improvements					-
West Benson Well Abandonment					-
Transfer to CIP Fund					25,000
CIP WA 15-1 302 Pump Replacement	50,000				
Total Capital Projects	**110,000**	**21,447**	**45,000**	**6,950**	**145,000**
Total Expenditures	**882,443**	**720,592**	**811,694**	**667,652**	**913,729**
Total Water Fund	**-**	**122,296**	**0**	**130,810**	**(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	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Residential Wastewater Fees	487,446	472,549	490,210	517,533	905,683
Multi-User Wastewater Fees	7,134	4,840	5,735	4,088	7,154
Commercial Wastewater Fees	310,610	280,318	287,775	311,709	545,491
New Hook Ups	4,889	12,011	15,225	6,398	8,000
Series 2010 Bond	-				
Whetstone W/W Fees	-				
Misc Revenue	4,080	122,854	6,000	4,674	6,000
Projected Carryforward for Contingency	83,115				
Loans					470,000
Total Revenues	**897,274**	**892,572**	**804,945**	**844,403**	**1,942,328**
Expenditures					
Personnel					
Salaries and Wages	228,336	190,234	228,398	244,746	228,177
Overtime Wages	15,300	9,198	15,000	15,504	15,000
Payroll Taxes	18,638	13,113	18,620	18,855	18,603
Retirement Benefits	28,018	20,612	28,721	30,074	29,449
Employee Insurance	53,301	37,099	54,560	59,058	60,766
Total Personnel	**343,593**	**270,257**	**345,298**	**368,237**	**351,994**
Contracts & Services					
Professional Services	30,000	10,572	35,000	20,000	30,000
Chemical Analysis	11,000	9,370	10,000	9,874	12,000
Whetstone Waste Disposal	-	-		-	-
IT Services	5,000	-		-	-
Education and Training	7,500	3,495	5,000	1,500	3,000
Bank Charges	5,000	4,804	5,000	4,545	5,000
Utilities	65,000	89,541	75,000	75,447	78,000
Telephone	4,000	4,332	4,500	3,368	4,500
Repairs & Maintenance	150,000	146,341	100,000	37,000	100,000
Rentals	5,000	5,624	5,000	5,000	5,000
Uniforms	1,500	1,436	1,500	1,500	1,500
Insurance	30,000	33,195	35,000	35,939	35,000
Public Notices & Advertising	250	100	250	75	250
Fees & Licenses				29	-
Dues & Licenses	25,000	11,911	12,000	3,000	3,000
Bad Debt Write Off	1,500	1,196	1,500	3,500	1,500
Total Contracts & Services	**340,750**	**321,915**	**289,750**	**200,776**	**278,750**
Supplies					
Office Supplies	-	60	-		
Printing & Postage	5,000	4,465	5,000	4,000	5,000
Computer Supplies	7,500	2,949	7,500	5,000	5,000
Operating Supplies	35,000	47,408	45,000	46,000	46,000
Vehicle Fuel & Oil	7,500	9,821	10,000	7,751	9,000
Equipment Repairs & Maint	5,000	-	5,000	-	
Vehicle Repairs & Maint	10,000	24,236	20,000	20,795	20,000
Total Supplies	**70,000**	**88,939**	**92,500**	**83,546**	**85,000**
Contingency	**47,931**	**-**	**52,397**		**701,584**
Refunds					
Capital Projects					
Truck Purchase	25,000		25,000	24,412	25,000
Heavy Equipment Replacement					30,000
WW Planning Model					
WW Master Plan					
UV System Replacement			-		-
High Pressure Jet Router					-
Whetstone SCADA Connection					
Whetstone Force Main Pump System					
Wastewater Collections Improvements					-
City Yard Improvements					-
CIP WW 17-02 Wastewater Plant Sofware Upgrad			-		
Transfer to Capital Projects		(50,848)			470,000
CIP WW 08-1 Jet Router	70,000		-		
Total Capital Projects	**95,000**	**(50,848)**	**25,000**	**24,412**	**525,000**
Total Expenditures	**897,274**	**630,263**	**804,945**	**676,972**	**1,942,328**
Total Wastewater	**-**	**262,309**	**(0)**	**167,431**	**(0)**

Sanitation Fund

The Sanitation Fund accounts for the City's solid waste (garbage) pickup service. Southwest Disposal has contracted with the City for the past seven years to provide this service. The City also contracts with Cochise County for landfill services.

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

Sanitation Fund	**2017-18 Budget**	**2017-18 Actual**	**2018-19 Budget**	**2018-19 Projected**	**2019-20 Budget**
Revenues					
Residential Sanitation Fees	385,000	329,178	356,539	333,141	349,799
Muli-User Sanitation Fees	-				
Commercial Sanitation Fees	375,000	287,512	309,701	287,325	301,691
Neighborhood Clean Up Program	10,000		10,000		
Total Revenues	**770,000**	**616,691**	**676,240**	**620,466**	**651,490**
Expenditures					
Personnel					
Salaries and Wages	18,467	17,436	19,643	20,150	20,479
Overtime Wages	-	19		-	
Payroll Taxes	1,413	1,253	1,503	1,440	1,567
Retirement Benefits	2,124	2,009	2,318	2,341	2,480
Employee Insurance	4,480	4,103	4,223	3,969	3,880
Total Personnel	**26,484**	**24,821**	**27,687**	**27,900**	**28,406**
Contracts & Services					
Professional Services		100			
Bank Charges	3,500	4,248	3,750	4,545	4,000
Public Notices, Advertising	200	-		-	
Postage and Printing	4,000	4,465	4,000	3,710	4,000
Operating Supplies		35			
County Solid Waste	214,500	218,670	214,500	214,500	214,500
Residential Service Contract	226,000	208,502	220,000	133,802	220,000
Commercial Service Contract	213,000	144,263	150,000	150,000	150,000
Bad Debt Write Off	1,500	1,074	1,500	300	1,500
Neighborhood Clean Up Program	30,000	133	30,000	500	-
Total Contracts and Services	**692,700**	**581,491**	**623,750**	**507,356**	**594,000**
Contingency	**50,816**	**-**	**24,803**		**29,083**
Total Expenditures	**770,000**	**606,313**	**676,240**	**535,257**	**651,489**
Total Sanitation	**-**	**10,378**	**0**	**85,210**	**0**

Other Funds

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Airport Fund

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

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

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

Airport Fund	**2017-18 Budget**	**2017-18 Actual**	**2018-19 Budget**	**2018-19 Projected**	**2019-20 Budget**
Revenues					
Contribution General Fund	135,300		99,430	66,224	41,849
FAA, ADOT Grant		364,476			
Business Revenue	15,000	756	1,000	160	1,000
Land Lease Payments		7,702	10,270	15,411	15,873
Tie Down Revenue		495	1,000	750	1,000
Flowage Revenue		2,995	10,000	1,800	288,649
Insurance Recoveries	-	-			
Total Revenues	**150,300**	**376,424**	**121,700**	**84,345**	**348,371**
Expenditures					
Contracts & Services					
Professional Services	30,000	33,678	30,000	33,000	35,000
Utilities	15,000	14,159	15,000	10,504	15,000
Telephone	800	2,789	3,000	2,724	3,000
Repairs & Maint	35,000	26,324	35,000	14,000	35,000
Property Rentals		1,700	1,700	-	1,700
Supplies	4,500	6,609	10,000	2,097	2,097
Insurance	25,000	19,904	27,000	22,020	27,000
Airplane Fuel Supply					229,574
Debt Service					42,000
Total Contracts & Services	**110,300**	**105,162**	**121,700**	**84,345**	**348,371**
Supplies					
Total Supplies	**-**	**-**	**-**		
Other					
Contingency	10,000	-			
Grant Match	30,000	-	-		
Total Other	**40,000**	**-**	**-**	**-**	**-**
Total Expenditures	**150,300**	**105,162**	**121,700**	**84,345**	**348,371**
Total Airport	**-**	**271,262**	**-**	**(0)**	**0**

Street (HURF) Fund

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

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

Position	Number	Percentage
Streets Superintendent	1	25%
Streets Maintenance Supervisor	1	100%
Street Maintenance Worker III	2	100%
Street Maintenance Worker II	1	100%
Utility Operator	1	48%

Streets Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Gasoline Tax	385,564	416,317	413,068	420,345	411,271
One Time Gasoline Tax	14,409				
Contribution from General Fund	19,435	-		-	85,968
State Lottery Revenue	-	-	-	1,530	
Miscellaneous Income		15,768			
Carryforward Fund Balance			1,437		
Total Revenues	**419,408**	**432,086**	**414,505**	**421,875**	**497,239**
Personnel					
Salaries and Wages	140,179	138,667	147,851	155,668	201,902
Overtime Wages	1,530	389	1,500	152	-
Payroll Taxes	10,841	10,375	11,425	11,647	15,446
Retirement Benefits	16,297	16,167	17,623	18,387	24,450
Employee Insurance	47,061	39,510	39,356	40,060	53,891
Total Personnel	**215,908**	**205,108**	**217,755**	**225,915**	**295,689**
Contracts & Services					
Professional Services	45,000	42,913	40,000	37,756	40,000
Contract Labor - DOC	4,500	3,464	4,250	2,442	3,750
Education and Training	1,000	509	500	80	300
Utilities	80,000	93,296	80,000	83,111	82,000
Telephone	1,000	1,561	1,000	1,853	2,000
Repairs & Maintenance - Equip	6,000	4,494	6,000	3,500	6,000
Repairs & Maintenance - Streets	15,000	18,338	15,000	16,500	16,000
Rentals	500	951	500	-	-
Uniforms	1,500	1,646	1,500	1,296	1,500
Insurance	12,000	13,278	15,000	14,466	15,000
Materials & Supplies	10,000	10,067	7,500	9,000	9,000
Vehicle Fuel & Oil	10,000	9,677	8,500	10,956	11,000
Equipment Maint & Repair	7,000	-	7,000	-	-
Vehicle Repairs & Maint	10,000	22,450	10,000	15,000	15,000
Total Contracts & Services	**203,500**	**222,642**	**196,750**	**195,961**	**201,550**
Capital Projects					
Contingency	-		-		
Total Capital Projects	**-**	**-**	**-**	**-**	**-**
Total Expenditures	**419,408**	**427,750**	**414,505**	**421,875**	**497,239**
Total Streets	**-**	**4,335**	**0**	**(0)**	**(0)**

Transit Fund

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

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

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

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

Position	Number	Percentage
Transit Specialist	1	100%
Transit Driver (2.13 FTE)	3	100%
Temporary Transit Driver (.75 FTE)	3	100%

Transit Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Grant Reimbursement - FTA 5311 - Capital	16,000	13,999	65,800	42,349	65,800
Grant Reimbursement - FTA 5311 - Operating	75,386	62,910	52,200	54,275	52,200
Grant Reimbursement - FTA 5311 - Admin	36,272	43,292	68,000	57,948	68,000
SEAGO AAA	18,650	25,000	25,000	28,321	25,000
Fare Revenue	8,000	5,766	7,000	5,871	7,000
Miscellaneous Income				24,767	
Allocation from General Fund	54,129	26,526		6,955	6,238
Grant Revenue	-				
Greyhound Revenue	-				
Carryforward Fund Balance			15,221		
RTAP	1,500		1,500	1,388	1,500
Total Revenues	**209,937**	**177,493**	**234,721**	**221,873**	**225,738**
Personnel					
Salaries and Wages	96,643	95,877	126,918	128,841	121,006
Overtime Wages	-	464	-	469	
Payroll Taxes	7,393	7,652	9,709	10,065	9,257
Retirement Benefits	9,331	10,585	12,168	12,685	12,172
Employee Insurance	10,619	6,789	11,183	10,854	11,003
Total Personnel	**123,986**	**121,366**	**159,978**	**162,914**	**153,438**
Contracts & Services					
Professional Services	2,500	1,017	2,500	1,000	1,200
Education and Training	-	309	1,000	1,651	1,500
Utilities	-				
Telephone	2,500	1,993	1,960	1,431	1,500
Rentals- Office	-				
Uniforms	-		500	500	500
Insurance- Vehicles	18,500	13,278	21,376	18,710	19,000
Public Notices & Advertising	1,200	570	2,000	1,000	1,200
Travel	550	579	400	400	400
Dues & Licenses	3,900	-			
Total Contracts & Services	**29,150**	**17,746**	**29,736**	**24,692**	**25,300**
Supplies					
Office Supplies	-	916	-		
Printing & Postage	-		-		
Computer Supplies	-	1,805	-		
Operating Supplies	800	49	800	495	800
Vehicle Fuel & Oil	20,000	21,015	20,000	20,023	20,600
Vehicle Repairs & Maint	17,500	7,838	7,240	4,414	14,600
Vehicle Preventive Maintenance		6,758	12,500	9,336	11,000
Vehicle License	3,500	-			
Total Supplies	**41,800**	**38,381**	**40,540**	**34,267**	**47,000**
Contingency		-	**4,467**		
Capital					
CIP TR 15-1 Passenger Shelters	-	-	-		
CIP TR 15-2 2 Fixed Route Busses	-	-	-		
Transfer to Transit		-	-		
CIP TR 18-01 Surveillance Cameras	15,000				
Total Capital	**15,000**	**-**	**-**	**-**	**-**
Total Expenditures	**209,936**	**177,494**	**234,721**	**221,873**	**225,738**
Total Transit	**1**	**(0)**	**0**	**0**	**0**

Capital Projects Fund

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

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

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

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

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

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

Capital Projects Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Construction Sales Tax	400,000		102,000	114,847	240,000
General Fund Transfer			616,000	1,657	704,780
Water Fund Transfer					25,000
Sewer Fund Transfer					470,000
Gas Fund Transfer					50,000
Loan/Bond/Lease Financing	1,150,000		1,150,000		900,000
Series 2010 Bond Proceeds	1,075,000		953,600	200,000	695,000
CDBG Grant					
Cenpatico's Community Reinvestment Grant Parks	-				
K9 Memorail Donations	-				
Legacy Foundation Grants	-				
Anticipated Grant	-				65,545
Developer Donation					250,000
Series 2010 Bond			-		
Total Revenues	**2,625,000**	**-**	**2,821,600**	**316,504**	**3,400,325**

Expenditures					
Quiet Rail Crossing	450,000		150,000	-	150,000
Self Serve Fuel Farm					450,000
Fire Command Vehicle					30,545
Heavy Equipment Replacements					
City Yard Improvements					75,000
Lion's Park Light Upgrades					30,000
Lion's Park Electrical Upgrades					25,000
Apache Park Improvements					20,000
Patrol Vehicle Replacement					
Unmarked Police Vehicles					
Body Cameras					
PD Records Storage					
Interview Room Recording Upgrade					13,780
Dual Band Portable Radios					
NIBRS Module Spillman					
Parking Lot Paving - PD & Fire					
Splash Pad					300,000
Repairs to Food Bank - Public Works					30,000
Water Planning Model					
Water Master Plan					
Hillcrest St Water Line Replacement					40,000
North 4th St Water Line Replacement					
Water SCADA Control System Upgrade					50,000
Portable Genset					200,000
Whetstone Water Interconnect					40,000
Self Serve Water Station					
Lion's Park Small Ramadas					10,000
CIP CM 08-1 Walmart Payment	250,000		-	-	
CIP WW 10-3 Wastewater Plant Software Upgrade	100,000	-	80,000		65,000
Pump Upgrade	-	-			
Street Signage Upgrades	25,000	-	25,000		35,000
Survey Of 4th Street & Landscape Plan	-				
CIP ST 17-1 Complete Street Study	-				
CIP PD 17-3 K9 Memorial	-	-			
CIP PR 12-1 Skate Park Improvments	-				
CIP PR 17-1 Pool Improvement Canopy	-				
CIP PR 17-2 Union Street Park Canopy	-				
Slum & Blight Abatement	100,000		100,000	41,504	75,000
CIP PR 12-4 Park Master Plan	-	-			
CIP PW 12-1 UAS Infrastructure Develop.	-	-			
CIP PW 08-1 City Hall Improvements	-	2,375			
CIP LB17-1 Carpet	-	-			
Library LED Lights					11,000
Library Pave Parking Lots					

CIP AIR 08-1 Airport Phase 1 Improvements	-		1,000,000		
CIP PR 13-01 LIONS PARK RESTRO					
Airport Hanger (s)	500,000				
Water Well Filters	-	-			
Pavement Management		100,247	200,000	200,000	250,000
Benson Motel Abatement		12,097			
101 6th St Abatement	100,000				
WW 17-02 SOFTWARE UPGRADE					
Union Street Water Line Replacement	-				
CIP PZ 12-01 Permit Tracking Database	-				
5th Street & Ocotillo Water Line	118,600		118,600		
Ocotillo Sewer Line Replacement	216,400	50,848			
Ocotillo Water Line Replacement					
Wastewater Plant Roaders Upgrade	-				
City Hall Replacement Building	200,000		200,000		300,000
Ocotillo Javalina to Post Ranch Rd	50,000				
Water Telemeters		-	50,000		50,000
Gas Telemeters	50,000		25,000		50,000
CIP WW 17-01 UV System	250,000		250,000		260,000
WW Plant SCADA Upgrade	80,000				180,000
High Pressure Jet Router	-		75,000		85,000
CIP GS 07-4 Telemeters	50,000				
CIP GS 10-1 Ocotillo Line Replacement	60,000				
Gas Detection Equipment	25,000		25,000		25,000
Golf Course Equipment/Improvements	-	-	443,000	75,000	450,000
Reserve Funds	-		80,000		
Wastewater Collection Improvements		-			100,000
Total Capital Projects	**2,625,000**	**165,567**	**2,821,600**	**316,504**	**3,400,325**
Total Capital Projects Fund	**-**	**(165,567)**	**-**	**0**	**-**

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Debt Service Fund

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

Debt Service Fund	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Bond Proceeds Carried Forward		-	-	200,000	695,000
Interest Income		7,454			
Transfer of Payments from General Fund	396,444	124,461	402,625	397,725	402,825
Total Revenues	**396,444**	**131,915**	**402,625**	**597,725**	**1,097,825**
Expenditures					
Bond Debt Service	396,444	161,444	402,625	152,725	196,213
Bond Principle		235,000		245,000	206,613
Transfer to Capital Projects Fund		100,247		200,000	695,000
Transfer to Gas Fund		12,784			
Transfer to Water Fund		4,818			
Transfer to Waste Water Fund		50,848			
Bond Proceeds Carried Forward		-			
Total Expenditures	**396,444**	**565,140**	**402,625**	**597,725**	**1,097,825**
Total Debt Service	**0**	**(433,225)**	**-**	**-**	**-**

Grants Fund

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

Grants Fund	2017-18 Budget	2017-18 Actual	2017-18 Projected Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues:						
Historic Preservation Grant		-	4,000	4,000	8,083	4,000
Tourism Grant	-					
WIFA Grant	-			35,000		
Fire Grants	925,000			1,265,000		1,265,000
FAA 16 / ADOT	-					185,000
Unclassified Airport Grants	1,200,000			1,200,000	23,978	1,000,000
Unclassified Grants	1,565,000	88,468	345,979	1,565,000		2,000,000
WIFA SCADA and Energy Study	60,000		15,951	60,000		60,000
State Airport Grants	-			50,000		50,000
Score Board Donations	-		145	10,000	5,250	10,000
Union Pacific Grants	-			10,000		10,000
Police K9 Statue Donation	6,000		3,680	6,000		
New SCBA Equipment	500,000					240,262
Fire Portable Radios						57,793
PD Portable Radios						21,750
Stonegarden Patrol Car						85,000
Fire SAFER GRANT	280,677					
Apache Park Improvements	400,000			400,000		400,000
CDBG Park Grant	250,000			250,000	250,000	
New SCBA Equipment				500,000		-
Total Revenues	**5,186,677**	**88,468**	**369,755**	**5,355,000**	**287,311**	**5,388,805**
Expenditures:						
Historic Preservation Grant		4,000	4,000	4,000		4,000
UAS Infrastructure Development	50,000					
WIFA Grant				35,000		
Fire Grants	925,000			1,265,000		1,265,000
FAA 16 / ADOT	-			-		185,000
Unclassified Airport Grants	1,200,000	349,659	349,659	1,200,000		1,000,000
Unclassified Grants	1,490,000	15,951	15,951	1,565,000		2,000,000
WIFA SCADA and Energy Study	60,000			60,000		60,000
State Airport Grants	-	145	145	50,000		50,000
Score Board Donations				10,000	6,977	10,000
Union Pacific Grants				10,000		10,000
Police K9 Statue Donation	6,000	-	-	6,000		
New SCBA Equipment	500,000					240,262
Fire Portable Radios						57,793
Sronegarden Patrol Car						85,000
PD Portable Radios						21,750
Fire SAFER GRANT	280,677					
Apache Park Improvements	400,000			400,000		400,000
CDBG Park Grant	250,000			250,000	250,000	
New SCBA Equipment	-			500,000		-
Union Street Park Canopy	25,000					
Total Expenditures	**5,186,677**	**369,755**	**369,755**	**5,355,000**	**256,977**	**5,388,805**
Total Grants Fund	**-**	**(281,287)**	**-**	**-**	**30,334**	**-**

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	2017-18 Budget	2017-18 Actual	2018-19 Budget	2018-19 Projected	2019-20 Budget
Revenues					
Contributions From State Fund	6,000		4,700	4,595	4,600
Contributions From Fire, Inc	1,200		2,059		2,600
Contributions From Fire Employees					2,600
Contributions From General Fund	23,800		22,441	8,313	1,800
Interest Income	-		1,000	12,167	15,000
Other Income (Fund balance carryforward)	5,000			5,150	-
Total Revenues	**36,000**	**-**	**30,200**	**30,225**	**26,600**
Expenditures					
Bank Charges				25	-
Pension Payments	36,000		30,200	30,200	16,800
Contriubtion to Fire Pension Fund Principal					9,800
Total Expenditures	**36,000**	**-**	**30,200**	**30,225**	**26,600**
Total Fireman's Pension Fund	**-**	**-**	**-**	**0**	**-**

Capital Improvement Plan

Capital Improvement Plan (CIP)

Developing the Capital Improvement Plan

The CIP is the City's five-year blueprint for creating and maintaining the crucial infrastructure that will support the continued growth and development of City of Benson. Each year, in conjunction with the annual budgeting process, the City Manager and Finance Director coordinate the process of revising and updating the long-range CIP document. Other documents, such as the City's General Plan and Strategic Plan, also provide valuable information and guidance in the preparation of the CIP. Several of the City's department heads and all Council Members annually review past capital project accomplishments and identify new projects for inclusion in the Plan. Projects included in the 2020-2024 CIP form the basis of appropriation in the 2020-2024 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 2020-2024 CIP assumes very modest commercial and residential growth of the City. The current plan assumes sales tax collections will increase from 2018-2019 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 2020. 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 2010-18, and the remaining $900,000 is being used for projects described in this document.

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

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

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

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

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

Carryover Projects/Fund Balance

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

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

Operating and Capital Budget Relationship

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

Capital Improvement Plan (CIP) Budget Summary 2019-2024

Project	Page #	2019-20	2020-21	2021-22	2022-23	2023-24	Total
General Fund (GF) ($000)							
Patrol Vehicle Replacement	132	14,294	14,294	14,294			42,882
Unmarked Police Vehicles	133	10,698	10,698	10,698			32,094
Truck Replacement	125		20,000		20,000		40,000
Heavy Equipment Replacement	126	25,000		25,000		25,000	75,000
Body Cameras	134	15,662	9,453	9,453	9,453	9,453	53,474
Pavement of Fire/Police Parking	146			50,000			
NIBRS Module Spillman	140	10,000	1,000	1,000	1,000	1,000	14,000
Library Carpet	122		11,000				11,000
Library LED Light Upgrade	120	11,000					11,000
Library Parking Lot Pavement	121				40,000		40,000
Replacement Rescue Vehicle	103					240,000	240,000
Total Funds Spent		**86,654**	**66,445**	**110,445**	**70,453**	**275,453**	**559,450**
General Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
General Fund Capital Allocation		11,654	66,445	110,445	30,453	35,453	254,450
Series 2010 Bond Proceeds							0
Loan/Lease Financing		25,000		0		240,000	265,000
Anticipated Grant		50,000			40,000		90,000
Total Fund Sources		**86,654**	**66,445**	**110,445**	**70,453**	**275,453**	**609,450**
Balance, End of Year		**0**	**0**	**0**	**0**	**0**	**50,000**
Capital Projects Fund (CPF)							
Project	**Page #**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
Quiet Rail Crossing	145	150,000	800,000	800,000			1,750,000
Fire Command Vehicle	106	30,545	14,955	14,955	14,955		75,410
City Yard Improvements	117,163,177	75,000					75,000
Lions Park Lighting Upgrades	123	30,000	35,000	35,000	35,000		135,000
Lion's Park Electrical Upgrades	127	25,000					25,000
Apache Park Improvements	128	20,000	50,000	75,000	50,000	50,000	245,000
Replacement of Main Ramada Lion's Parl	124		60,000				60,000
PD Records Storage	135	15,885					15,885
Interview Room Recording Upgrade	136	13,780	3,000	3,000	3,000	3,000	25,780
Self-Serve Fuel Farm	96	450,000					450,000
Splash Pad	148	300,000					300,000
Repairs to Food Bank	149	30,000					30,000
Lion's Park Small Ramadas	130	10,000					10,000
Lion's Park Security Upgrade	129		20,000	50,000	50,000		
Street Signage Upgrade	142	35,000	35,000	35,000	35,000	35,000	175,000
Survey of 4th and Landscape Plan	147				30,000	100,000	130,000
Slum & Blight Abatement	143	75,000	75,000	75,000	75,000	75,000	375,000
Pavement Management	141	250,000	250,000	250,000	250,000	250,000	1,250,000
City Hall Replacement Building	144	300,000	5,000,000				5,300,000
Total Funds Spent		**1,810,210**	**6,342,955**	**1,337,955**	**542,955**	**513,000**	**10,427,075**
Capital Projects Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Construction Sales Tax		240,000	310,000	250,000	250,000	250,000	1,300,000
General Fund Allocation		325,210	69,955	117,955	167,955	78,000	759,075
CDBG Grant Proceeds							0
Series 2010 Bond Proceeds		325,000	128,000	110,000	110,000	0	673,000
Anticipated Grant		0		0	0		0
Loan/Lease Financing		900,000	5,800,000	800,000	0	0	7,500,000
Total Fund Sources		**1,790,210**	**6,307,955**	**1,277,955**	**527,955**	**328,000**	**10,232,075**
Balance, End of Year		**(20,000)**	**(35,000)**	**(60,000)**	**(15,000)**	**(185,000)**	**(195,000)**

Grants Fund							
Project	**Page #**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
Dual Band Portable Radios	137	21,750					21,750
Fire Portable Radios	107	64,214					64,214
SCBA Equipment	104	266,957					266,957
PD In-car Computers	138	10,500					
New Engine Company & Equipment	105			780,000			
Softball Field Scoreboard	131	10,000					
Stonegarden Patrol Car	139	85,000					85,000
Total Funds Spent		**458,421**	**0**	**780,000**	**0**	**0**	**437,921**
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Scheduled Grants		458,421		780,000			1,238,421
General Fund Capital Allocation							0
Total Fund Sources		**458,421**	**0**	**780,000**	**0**	**0**	**1,238,421**
Balance, End of Year		**0**	**0**	**0**	**0**	**0**	**800,500**
Natural Gas Fund							
Project	**Page #**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
Gas Telemeters	109	50,000	50,000	40,000	40,000	40,000	220,000
Gas Detection Equipment	118	25,000		25,000		25,000	75,000
Truck Replacement	111	25,000	25,000	25,000	25,000	25,000	125,000
Heavy Equipment Replacement	112	30,000	30,000	30,000	30,000	30,000	150,000
Rate Study	108				30,000		30,000
Benson Reg Station Replacement	110		25,000	100,000			125,000
Gas Planning Model	113		75,000				75,000
Gas Master Plan	114			50,000			50,000
Pomerene Line Upgrades	115				40,000	100,000	140,000
Benson to Pomerene Reg Upgrade	116					50,000	50,000
Total Funds Spent		**130,000**	**205,000**	**270,000**	**165,000**	**270,000**	**1,040,000**
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Series 2010 Bond Proceeds		50,000	50,000	90,000	40,000	40,000	270,000
Gas Fund Capital Allocation		80,000	155,000	180,000	125,000	230,000	770,000
Total Fund Sources		**130,000**	**205,000**	**270,000**	**165,000**	**270,000**	**1,040,000**
Balance, End of Year		**0**	**0**	**0**	**0**	**0**	**0**
Water Fund							
Project	**Page #**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
Water Planning Model	154		50,000				50,000
Water Master Plan	155			60,000			60,000
Hillcrest St Water Line Replacement	156	40,000					40,000
North 4th St Water Line Replacement	159			65,000			65,000
Water SCADA Control System Upgrade	160	50,000					50,000
Portable Genset	161	200,000					200,000
Whetstone Water Interconnect	162	40,000					40,000
Self-Serve Water Station	165				35,000		35,000
Union Street Water Line Replacement	157		50,000				50,000
Ocotillo Water Line Replacement	158			50,000			50,000
Water Telemeters	150	50,000	40,000	30,000	20,000	20,000	160,000
291 Pump Upgrade	151	65,000					65,000
Truck Replacement	152	25,000	25,000	25,000	25,000	25,000	125,000
Heavy Equipment Replacement	153	30,000	35,000	35,000	35,000	35,000	170,000
West Benson Well Abandonment	164	75,000					75,000
Total Funds Spent		**575,000**	**200,000**	**265,000**	**115,000**	**80,000**	**1,235,000**
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Series 2010 Bond Proceeds		140,000	140,000	140,000	20,000	20,000	460,000
Water Fund Capital Allocation		435,000	60,000	125,000	95,000	60,000	775,000
Anticipated Grant/Loan							0
Total Fund Sources		**575,000**	**200,000**	**265,000**	**115,000**	**80,000**	**1,235,000**
Balance, End of Year		**0**	**0**	**0**	**0**	**0**	**0**

Wastewater Fund							
Project	**Page #**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
WW Plant Software Upgrade		0					0
WW Plant Roaders Upgrade	166	250,000					250,000
WW Plant UV System	172	260,000					260,000
WW Plant SCADA Upgrade	167	180,000					180,000
High Pressure Jet Router	173	85,000					85,000
WW Collection Improvements	176	100,000					100,000
Truck Replacement	168	25,000	25,000	25,000	25,000	25,000	125,000
Heavy Equipment Replacement	169	30,000	35,000	35,000	35,000	35,000	170,000
WW Planning Model	170	80,000					80,000
WW Master Plan	171			50,000			50,000
Whetstone SCADA Connection	174		30,000	50,000			80,000
Whetstone Force Main Pump System	175		30,000	300,000			330,000
Total Funds Spent		**1,010,000**	**120,000**	**460,000**	**60,000**	**60,000**	**1,710,000**
Fund Sources							
Balance, Beginning of Year		0	(30,000)	(65,000)	(100,000)		(195,000)
WW Fund Capital Allocation		470,000	55,000	425,000	25,000	25,000	1,000,000
Series 2010 Bond Proceeds		510,000	30,000	0	0	0	540,000
Total Fund Sources		**980,000**	**55,000**	**360,000**	**(75,000)**	**25,000**	**1,345,000**
Balance, End of Year		**(30,000)**	**(65,000)**	**(100,000)**	**(135,000)**	**(35,000)**	**(365,000)**
Golf Course Fund							
Project	**Page #**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
Golf Course Equipment/Improvements	119	450000					450,000
							0
							0
							0
							0
							0
							0
							0
							0
							0
Total Funds Spent		**450,000**	**0**	**0**	**0**	**0**	450,000
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Loan/Lease Financing		450,000	0	0	0	0	450,000
Golf Course Fund Match		0	0	0	0	0	0
Total Fund Sources		**450,000**	**0**	**0**	**0**	**0**	**450,000**
Balance, End of Year		**0**	**0**	**0**	**0**	**0**	**0**
Airport Fund							
Project	**Page #**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
Phase I		2,500,000					**2,500,000**
Phase II			3,125,000				**3,125,000**
Phase III				3,200,000			**3,200,000**
Phase IV					2,525,000		**2,525,000**
Total Funds Spent		**2,500,000**	**3,125,000**	**3,200,000**	**2,525,000**	**0**	**11,350,000**
Fund Sources							
Balance, Beginning of Year		0	0	0	0	0	0
Grant Funds		2,500,000	3,125,000	3,200,000	2,525,000		11,350,000
General Fund Capital Allocation		0	0	0	0		0
Total Fund Sources		**2,500,000**	**3,125,000**	**3,200,000**	**2,525,000**	**0**	**11,350,000**
Balance, End of Year		**0**	**0**	**0**	**0**	**0**	**0**
CIP Summary							
		2019-20	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**Total**
Total CIP Expenditures		**7,020,285**	**#########**	**6,423,400**	**3,478,408**	**1,198,453**	**28,179,946**
Fund Sources							
General Fund Capital Allocation		336,864	136,400	228,400	198,408	113,453	1,013,525
Series 2010 Bond		1,025,000	348,000	340,000	170,000	60,000	1,943,000
Scheduled Grants		508,421	0	780,000	40,000	0	1,328,421
Construction Sales Tax		240,000	310,000	250,000	250,000	250,000	1,300,000
Enterprise Fund Capital Allocation		985,000	270,000	730,000	245,000	315,000	2,545,000
Anticipated Grants		2,550,000	3,125,000	3,200,000	2,565,000	0	11,440,000
Loan/Lease Financing		1,375,000	5,800,000	800,000	0	240,000	8,215,000
Total Fund Sources		**7,020,285**	**9,989,400**	**6,328,400**	**3,468,408**	**978,453**	**27,784,946**

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CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	400,000					400,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$400,000**	**$0**	**$0**	**$0**	**$0**	**$400,000**
FUNDING						
Cash	20,000					20,000
Bonds						0
Grants	380,000					380,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$400,000**	**$0**	**$0**	**$0**	**$0**	**$400,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Master Plan Update w/ Drainage Study			Airport			
Project Title			**Department**			
Brad Hamilton			$350,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services			350,000			350,000
Contingency						0
TOTAL	**$0**	**$0**	**$350,000**	**$0**	**$0**	**$350,000**
FUNDING						
Cash			15,750			15,750
Bonds						0
Grants			334,250			334,250
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$350,000**	**$0**	**$0**	**$350,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Update of Master plan and is required to receive grant funs and a Drainage study to solve drainage problems

JUSTIFICATION:

Current master plan is over 10 years and update is required to receive federal grant funding for airport.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Taxiway Connector Improvements	Airport
Project Title	**Department**
Brad Hamilton	$375,000
Contact Person	**Estimated Cost**

PROJECT COMPONENTS	2020	2021	2022	2023	2024	TOTAL
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction					375,000	375,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$375,000**	**$375,000**
FUNDING						
Cash					19,000	19,000
Bonds						0
Grants					356,000	356,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$375,000**	**$375,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Put more connections between taxiway and runway

JUSTIFICATION:

Improve operational efficiency of the runway

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Self Serve Fuel Farm			Airport			
Project Title			**Department**			
Brad Hamilton			$450,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	450,000					450,000
Professional Services						0
Contingency						0
TOTAL	**$450,000**	**$0**	**$0**	**$0**	**$0**	**$450,000**
FUNDING						
Cash	450,000					450,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$450,000**	**$0**	**$0**	**$0**	**$0**	**$450,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Pad E-3 Hangars			Airport			
Project Title			**Department**			
Brad Hamilton			$400,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction					400,000	400,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$400,000**	**$400,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded					400,000	400,000
TOTAL	**$0**	**$0**	**$0**	**$0**	**$400,000**	**$400,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Help make the airport more fiscally sustainable

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Shade Hangars			Airport			
Project Title			**Department**			
Brad Hamilton			$500,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction					500,000	500,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$500,000**	**$500,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded					500,000	500,000
TOTAL	**$0**	**$0**	**$0**	**$0**	**$500,000**	**$500,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction				150,000	1,500,000	1,650,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$150,000**	**$1,500,000**	**$1,650,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded				150,000	1,500,000	1,650,000
TOTAL	**$0**	**$0**	**$0**	**$150,000**	**$1,500,000**	**$1,650,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering					150,000	150,000
Construction						0
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$150,000**	**$150,000**
FUNDING						
Cash						0
Bonds						0
Grants					150,000	150,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$150,000**	**$150,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Design future construction of a terminal building to increase air traffic

JUSTIFICATION:

Improvements to Benson airport to attract more visitation to Benson

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Aviation Dr. Pavement Management			Airport			
Project Title			**Department**			
Brad Hamilton			$100,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction			100,000			100,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$100,000**	**$0**	**$0**	**$100,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded			100,000			100,000
TOTAL	**$0**	**$0**	**$100,000**	**$0**	**$0**	**$100,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Chip seal of Aviation Dr. from Airport to Ocotillo

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

UAS Infrastructure Development			Airport			
Project Title			**Department**			
Brad Hamilton			$100,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	50,000	50,000				100,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$50,000**	**$50,000**	**$0**	**$0**	**$0**	**$100,000**
FUNDING						
Cash	50,000	50,000				100,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$50,000**	**$50,000**	**$0**	**$0**	**$0**	**$100,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Provide improvements to attract UAS operations to the Benson Airport

JUSTIFICATION:

UAS activity at the Benson airport continues to increase and attracts more high-tech industries to Benson

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Replacement Rescue Vehicle			Fire			
Project Title			**Department**			
Keith Spangler			$240,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings					240,000	240,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$240,000**	**$240,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded					240,000	240,000
TOTAL	**$0**	**$0**	**$0**	**$0**	**$240,000**	**$240,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs					4,404	4,404
Operating Savings					423	423
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$4,827**	**$4,827**

PROJECT DESCRIPTION:

This project is to replace a 22 year old rescue truck with a Ford F550 chassis and rescue bed.

JUSTIFICATION:

The current truck is overweight and not all of the equipment can be kept out of the elements. This causes the equipment to breakdown and have to be replaced. Maintenance has been increasing each year. The engine and transmission will need work as they are starting to show the need for major repair.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Self Contained Breathing Apperatus			Fire			
Project Title			**Department**			
Keith Spangler			$266,957			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	266,957					266,957
Professional Services						0
Contingency						0
TOTAL	**$266,957**	**$0**	**$0**	**$0**	**$0**	**$266,957**
FUNDING						
Cash	26,695					26,695
Bonds						0
Grants	240,262					240,262
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$266,957**	**$0**	**$0**	**$0**	**$0**	**$266,957**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs	4,219	4,346	4,476	4,610	4,749	22,399
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$4,219**	**$4,346**	**$4,476**	**$4,610**	**$4,749**	**$22,399**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

New Engine Company and Equipment			Fire			
Project Title			**Department**			
Keith Spangler			$700,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings			780,000			780,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$780,000**	**$0**	**$0**	**$780,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation			700,000			700,000
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$700,000**	**$0**	**$0**	**$700,000**
FISCAL IMPACT						
FUND:						
Number of FTE's			$1,061,292	$1,093,130.76	$1,125,924.68	3,280,347
Operating Costs			2,549	2,625	2,704	7,879
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$1,063,841**	**$1,095,756**	**$1,128,629**	**$3,288,226**

PROJECT DESCRIPTION:

This project is the purchase of a new Engine Company for the new development of Eldorado Holdings. This is also for twelve full time employees plus overtime.

JUSTIFICATION:

This is to provide protection for the new development when it gets underway.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Command Vehicle			Fire			
Project Title			**Department**			
Keith Spangler			$75,410			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,545	14,955	14,955	14,955		75,410
Professional Services						0
Contingency						0
TOTAL	**$30,545**	**$14,955**	**$14,955**	**$14,955**	**$0**	**$75,410**
FUNDING						
Cash	30,545	14,955	14,955	14,955		75,410
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$30,545**	**$14,955**	**$14,955**	**$14,955**	**$0**	**$75,410**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs	2,161	2,226	2,293	2,361	2,432	11,473
Operating Savings	3,278	3,376	3,478	3,582	3,689	17,403
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$5,439**	**$5,602**	**$5,770**	**$5,943**	**$6,122**	**$28,876**

PROJECT DESCRIPTION:

This project is to replace the Command Vehicle for the fire department.

JUSTIFICATION:

The current Command Vehicle is 17 years old with 197000 miles on it. This vehicle is in need of major repairs. The new command vehicle will have lower maintenance costs.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Portable Radios			Fire			
Project Title			**Department**			
Keith Spangler			$64,214			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	2020	2021	2022	2023	2024	TOTAL
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	64,214					64,214
Professional Services						0
Contingency						0
TOTAL	**$64,214**	**$0**	**$0**	**$0**	**$0**	**$64,214**
FUNDING						
Cash	6,421					6,421
Bonds						0
Grants	57,793					57,793
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$64,214**	**$0**	**$0**	**$0**	**$0**	**$64,214**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs	1,000	1,030	1,061	1,093	1,126	5,309
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$1,000**	**$1,030**	**$1,061**	**$1,093**	**$1,126**	**$5,309**

PROJECT DESCRIPTION:

This project is a regional grant with Cochise County Fire Departments for replacement of portable radios. This is a FEMA Grant with a 10 % match by the city.

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Rate Study	Natural Gas
Project Title	**Department**
Brad Hamilton	$30,000
Contact Person	**Estimated Cost**

PROJECT COMPONENTS	2020	2021	2022	2023	2024	TOTAL
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services				30,000		30,000
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$30,000**	**$0**	**$30,000**
FUNDING						
Cash				30,000		30,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$0**	**$30,000**	**$0**	**$30,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Rate study to ensure that the Gas Fund remains self-sustaining. Rate study should be performed every 3-5 years.

JUSTIFICATION:

Ensure that the Gas Enterprise Fund remains self-sustaining

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Gas Telemeters			Natural Gas			
Project Title			**Department**			
Brad Hamilton			$220,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	50,000	50,000	40,000	40,000	40,000	220,000
Professional Services						0
Contingency						0
TOTAL	**$50,000**	**$50,000**	**$40,000**	**$40,000**	**$40,000**	**$220,000**
FUNDING						
Cash	50,000	50,000	40,000	40,000	40,000	220,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$50,000**	**$50,000**	**$40,000**	**$40,000**	**$40,000**	**$220,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Upgrade out of date meters to new MXU meters

JUSTIFICATION:

Upgrade meters to be electronically read and replace old meters

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Benson Reg. Station Replacement			Natural Gas			
Project Title			**Department**			
Brad Hamilton			$125,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction		25,000	100,000			125,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$25,000**	**$100,000**	**$0**	**$0**	**$125,000**
FUNDING						
Cash		25,000	100,000			125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$25,000**	**$100,000**	**$0**	**$0**	**$125,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replacement of the Benson Main regulator station

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000	25,000	125,000
Professional Services						0
Contingency						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$125,000**
FUNDING						
Cash	25,000	25,000	25,000	25,000	25,000	125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$125,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace old vehicle fleet with new vehicles

JUSTIFICATION:

Update fleet to more reliable vehicles that will require less maintenance

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	35,000	35,000	35,000	35,000	170,000
Professional Services						0
Contingency						0
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$170,000**
FUNDING						
Cash	30,000	35,000	35,000	35,000	35,000	170,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$170,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace out of date heavy equipment

JUSTIFICATION:

Replace with more reliable equipment that will require less maintenance

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		75,000				75,000
Contingency						0
TOTAL	**$0**	**$75,000**	**$0**	**$0**	**$0**	**$75,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded		75,000				75,000
TOTAL	**$0**	**$75,000**	**$0**	**$0**	**$0**	**$75,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Will be required for any major growth in business or housing

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services			50,000			50,000
Contingency						0
TOTAL	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
FUNDING						
Cash			50,000			50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Current master plan is outdated.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings				40,000	100,000	140,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$40,000**	**$100,000**	**$140,000**
FUNDING						
Cash				40,000	100,000	140,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$0**	**$40,000**	**$100,000**	**$140,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Current gas pipeline size does not allow for much growth

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Benson to Pomerene Reg Upgrade			Natural Gas			
Project Title			**Department**			
Brad Hamilton			$50,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings					50,000	50,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$50,000**	**$50,000**
FUNDING						
Cash					50,000	50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$50,000**	**$50,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Design & Engineering for regulator upgrade

JUSTIFICATION:

Future capacity and redundancy between the 2 regulator stations. Current system as varying pipe sizes and needs to be upgraded for consistency.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

City Yard Improvements			Natural Gas			
Project Title			**Department**			
Brad Hamilton			$90,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	30,000	30,000			90,000
Professional Services						0
Contingency						0
TOTAL	**$30,000**	**$30,000**	**$30,000**	**$0**	**$0**	**$90,000**
FUNDING						
Cash	30,000	30,000	30,000			90,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$30,000**	**$30,000**	**$30,000**	**$0**	**$0**	**$90,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Current yard needs attention for security and safety

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Gas Detection Equipment			Natural Gas			
Project Title			**Department**			
Brad Hamilton			$75,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000		25,000		25,000	75,000
Professional Services						0
Contingency						0
TOTAL	**$25,000**	**$0**	**$25,000**	**$0**	**$25,000**	**$75,000**
FUNDING						
Cash	25,000		25,000		25,000	75,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$25,000**	**$0**	**$25,000**	**$0**	**$25,000**	**$75,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Necessary equipment upgrades. Current equipment is getting hard to find replacement parts. Functionally obsolete.

JUSTIFICATION:

Equipment needs to be upgraded every few years

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Golf Course Improvements			Golf Course			
Project Title			**Department**			
Vicki Vivian			$450,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	400,000					400,000
Equipment & Furnishings						0
Professional Services	50,000					50,000
Contingency						0
TOTAL	**$450,000**	**$0**	**$0**	**$0**	**$0**	**$450,000**
FUNDING						
Cash	200,000					200,000
Bonds						0
Grants						0
Developer Participation	250,000					250,000
Improvement District						0
Unfunded						0
TOTAL	**$450,000**	**$0**	**$0**	**$0**	**$0**	**$450,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs	1,500	1,545	1,591	1,639	1,688	7,964
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$1,500**	**$1,545**	**$1,591**	**$1,639**	**$1,688**	**$7,964**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Improve the appearance of the Golf Course to attract more customers to both the course and the restauraunt.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Life

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

LED Light Upgrades			Library			
Project Title			**Department**			
Kelli Jeter			$11,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	11,000					11,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$11,000**	**$0**	**$0**	**$0**	**$0**	**$11,000**
FUNDING						
Cash	11,000					11,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$11,000**	**$0**	**$0**	**$0**	**$0**	**$11,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

Community Quality of Lifew, Fiscal Sustainability

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Pave west lot at library			Library			
Project Title			**Department**			
Brad Hamilton			$35,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering			3,500			3,500
Construction			31,500			31,500
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$35,000**	**$0**	**$0**	**$35,000**
FUNDING						
Cash			35,000			35,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$35,000**	**$0**	**$0**	**$35,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

This project would pave the lot directly west of the library.

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Carpet Library			Library			
Project Title			**Department**			
Kelli Jeter			$12,751			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		11,000				11,000
Contingency						0
TOTAL	**$0**	**$11,000**	**$0**	**$0**	**$0**	**$11,000**
FUNDING						
Cash		11,000	567	583	601	12,751
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$11,000**	**$567**	**$583**	**$601**	**$12,751**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs		550	567	583	601	2,301
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$550**	**$567**	**$583**	**$601**	**$2,301**

PROJECT DESCRIPTION:

To carpet all area's of the Library that are now carpeted. This total would be $11,000 for carpet then funds needed in future years to have carpet cleaned.

JUSTIFICATION:

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Lions Park Field lighting upgrades			Parks			
Project Title			**Department**			
Brad Hamilton			$135,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	35,000	35,000	35,000		135,000
Professional Services						0
Contingency						0
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$0**	**$135,000**
FUNDING						
Cash	30,000	35,000	35,000	35,000		135,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$0**	**$135,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace current incandescent field lighting to LED field lighting

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Replacement of Main Ramada			Parks			
Project Title			**Department**			
Brad Hamilton			$60,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction		60,000				60,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$60,000**	**$0**	**$0**	**$0**	**$60,000**
FUNDING						
Cash		60,000				60,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$60,000**	**$0**	**$0**	**$0**	**$60,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

replace the current wooden ramada with a steel ramada

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings		20,000		20,000		40,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$20,000**	**$0**	**$20,000**	**$0**	**$40,000**
FUNDING						
Cash		20,000		20,000		40,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$20,000**	**$0**	**$20,000**	**$0**	**$40,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace aging vehicle fleet with newer trucks

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000		25,000		25,000	75,000
Professional Services						0
Contingency						0
TOTAL	**$25,000**	**$0**	**$25,000**	**$0**	**$25,000**	**$75,000**
FUNDING						
Cash	25,000		25,000		25,000	75,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$25,000**	**$0**	**$25,000**	**$0**	**$25,000**	**$75,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace equipment that is outdated and unable to be certified

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Electrical Upgrades			Parks			
Project Title			**Department**			
Brad Hamilton			$100,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000		100,000
Professional Services						0
Contingency						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$0**	**$100,000**
FUNDING						
Cash	25,000	25,000	25,000	25,000		100,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$0**	**$100,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replacement of electrical components at the park

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Apache Park Improvements			Parks			
Project Title			**Department**			
Brad Hamilton			$245,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	20,000	50,000	75,000	50,000	50,000	245,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$20,000**	**$50,000**	**$75,000**	**$50,000**	**$50,000**	**$245,000**
FUNDING						
Cash	20,000					20,000
Bonds						0
Grants		50,000	75,000	50,000	50,000	225,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$20,000**	**$50,000**	**$75,000**	**$50,000**	**$50,000**	**$245,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Improvements made to Apache Park as outlined in the Apache Park Improvement plan

JUSTIFICATION:

Would improve existing park and allow for more public use. Would improve community quality of life.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings		20,000	50,000	50,000		120,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$20,000**	**$50,000**	**$50,000**	**$0**	**$120,000**
FUNDING						
Cash						0
Bonds		20,000	50,000	50,000		120,000
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$20,000**	**$50,000**	**$50,000**	**$0**	**$120,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Cameras around Lion's Park to reduce vandalism and crime

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Small Ramadas			Parks			
Project Title			**Department**			
Brad Hamilton			$10,000			
Contact Person			**Estimated Cost**			

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

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Softball Field Scoreboard			Parks			
Project Title			**Department**			
Brad Hamilton			$10,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	10,000					10,000
Professional Services						0
Contingency						0
TOTAL	**$10,000**	**$0**	**$0**	**$0**	**$0**	**$10,000**
FUNDING						
Cash	10,000					10,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$10,000**	**$0**	**$0**	**$0**	**$0**	**$10,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Patrol Vehicle Replacement			Police			
Project Title			**Department**			
Paul Moncada			$42,882			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
FUNDING						
Cash	14,294	14,294	14,294			42,882
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$14,294**	**$14,294**	**$14,294**	**$0**	**$0**	**$42,882**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Lease payments for three marked patrol units CIP 19-01

JUSTIFICATION:

Old units were worn out and unsafe

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Unmarked Police Vehicles			Police			
Project Title			**Department**			
Paul Moncada			$32,094			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**
FUNDING						
Cash	10,698	10,698	10,698			32,094
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$10,698**	**$10,698**	**$10,698**	**$0**	**$0**	**$32,094**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace one unmarked unit with a truck and replace a marked unit with an unmarked unit Cip 19-03

JUSTIFICATION:

Ability to patrol more areas and pass down useable units to patrol

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Body Cameras			Police			
Project Title			**Department**			
Paul Moncada			$53,474			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	13,412					13,412
Professional Services	2,250	9,453	9,453	9,453	9,453	40,062
Contingency						0
TOTAL	**$15,662**	**$9,453**	**$9,453**	**$9,453**	**$9,453**	**$53,474**
FUNDING						
Cash	15,662	9,453	9,453	9,453	9,453	53,474
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$15,662**	**$9,453**	**$9,453**	**$9,453**	**$9,453**	**$53,474**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Purchase and deploy Axon body cameras and data storage on a five year replacement agreement. Axon will replace the body cameras every two-three years with new ones

JUSTIFICATION:

To be used for evidence and transparency of police interactions with the public

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Records Storage			Police			
Project Title			**Department**			
Paul Moncada			$15,855			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	7,904					7,904
Professional Services	7,225					7,225
Contingency	726					726
TOTAL	**$15,855**	**$0**	**$0**	**$0**	**$0**	**$15,855**
FUNDING						
Cash	15,855					15,855
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$15,855**	**$0**	**$0**	**$0**	**$0**	**$15,855**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

purchase and install space saving records filing system

JUSTIFICATION:

Due to the amount of records we are required to keep we must increase our storage capability and save space at the same time

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Interview Room Recording Upgrade			Police			
Project Title			**Department**			
Paul Moncada			$25,780			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering	7,330					7,330
Construction						0
Equipment & Furnishings	3,730					3,730
Professional Services	2,720	3,000	3,000	3,000	3,000	14,720
Contingency						0
TOTAL	**$13,780**	**$3,000**	**$3,000**	**$3,000**	**$3,000**	**$25,780**
FUNDING						
Cash	13,780	3,000	3,000	3,000	3,000	25,780
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$13,780**	**$3,000**	**$3,000**	**$3,000**	**$3,000**	**$25,780**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace recording system in Interview room,old system was used and given to the police department around 15 years ago

JUSTIFICATION:

Need to record interviews of suspects

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Upgrade Dual Band Portable Radios			Police			
Project Title			**Department**			
Paul Moncada			$66,750			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	21,750	15,000	15,000	15,000		66,750
Professional Services						0
Contingency						0
TOTAL	**$21,750**	**$15,000**	**$15,000**	**$15,000**	**$0**	**$66,750**
FUNDING						
Cash		15,000	15,000	15,000		45,000
Bonds						0
Grants	21,750					21,750
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$21,750**	**$15,000**	**$15,000**	**$15,000**	**$0**	**$66,750**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Purchase dual band portable radios to enable officers to communicate with the SO

JUSTIFICATION:

Interoperablitiy communications

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Replace in car computers			Police			
Project Title			**Department**			
Paul Moncada			$10,500			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	10,500					10,500
Professional Services						0
Contingency						0
TOTAL	**$10,500**	**$0**	**$0**	**$0**	**$0**	**$10,500**
FUNDING						
Cash						0
Bonds						0
Grants	10,500					10,500
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$10,500**	**$0**	**$0**	**$0**	**$0**	**$10,500**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace three old in car computers

JUSTIFICATION:

Replacement of essential equipment for patrol

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

New patrol unit	Police
Project Title	**Department**
Paul Moncada	$85,000
Contact Person	**Estimated Cost**

PROJECT COMPONENTS	2020	2021	2022	2023	2024	TOTAL
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	85,000					85,000
Professional Services						0
Contingency						0
TOTAL	**$85,000**	**$0**	**$0**	**$0**	**$0**	**$85,000**
FUNDING						
Cash						0
Bonds						0
Grants	85,000					85,000
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$85,000**	**$0**	**$0**	**$0**	**$0**	**$85,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

purchase a new unit to be used for Stone Garden deployments

JUSTIFICATION:

Save wear and tear on city owned patrol units

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

NIBRS Module for Spillman	Police
Project Title	**Department**
Paul Moncada	$14,000
Contact Person	**Estimated Cost**

PROJECT COMPONENTS	2020	2021	2022	2023	2024	TOTAL
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services	10,000	1,000	1,000	1,000	1,000	14,000
Contingency						0
TOTAL	**$10,000**	**$1,000**	**$1,000**	**$1,000**	**$1,000**	**$14,000**
FUNDING						
Cash	10,000	1,000	1,000	1,000	1,000	14,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$10,000**	**$1,000**	**$1,000**	**$1,000**	**$1,000**	**$14,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Purchase a IBERS Module for Spillman RMS, total amount divided by number of agencies. Actual cost may be more or less than the budgeted amount. Federal Government is requiring all Law Enforcement agencies to start reporting their crime stats via NIBRS

JUSTIFICATION:

Federal Requirement

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	250,000	250,000	250,000	250,000	250,000	1,250,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**
FUNDING						
Cash	125,000	125,000	125,000	125,000	125,000	625,000
Bonds	125,000	125,000	125,000	125,000	125,000	625,000
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$1,250,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Chip seal of existing City Streets

JUSTIFICATION:

Current streets are in need of maintenance.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Street Signage Upgrades			Public Works			
Project Title			**Department**			
Brad Hamilton			$175,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	35,000	35,000	35,000	35,000	35,000	175,000
Professional Services						0
Contingency						0
TOTAL	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$175,000**
FUNDING						
Cash	35,000	35,000	35,000	35,000	35,000	175,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$175,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Upgrades to current City Street signs

JUSTIFICATION:

Upgrades to signs as required by new new regulations

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Slum and Blight Abatement			Public Works			
Project Title			**Department**			
Brad Hamilton			$375,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	75,000	75,000	75,000	75,000	75,000	375,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$75,000**	**$75,000**	**$75,000**	**$75,000**	**$75,000**	**$375,000**
FUNDING						
Cash	75,000	75,000	75,000	75,000	75,000	375,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$75,000**	**$75,000**	**$75,000**	**$75,000**	**$75,000**	**$375,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Remove old buildings and hazards from the City

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

City Hall Replacement Building			Public Works			
Project Title			**Department**			
Brad Hamilton			$5,300,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering	300,000					300,000
Construction		5,000,000				5,000,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$300,000**	**$5,000,000**	**$0**	**$0**	**$0**	**$5,300,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded	300,000	5,000,000				5,300,000
TOTAL	**$300,000**	**$5,000,000**	**$0**	**$0**	**$0**	**$5,300,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Construct new City Hall facility to replace current building that was built in the 1960s.

JUSTIFICATION:

Current City Hall is falling apart and is no longer available to meet for Council or other organizations in the community. This would allow a meeting place within town and accomadate a growing staff.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Quiet Zone			Public Works			
Project Title			**Department**			
Brad Hamilton			$1,750,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering	150,000					150,000
Construction		800,000	800,000			1,600,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$150,000**	**$800,000**	**$800,000**	**$0**	**$0**	**$1,750,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded	150,000	800,000	800,000			1,750,000
TOTAL	**$150,000**	**$800,000**	**$800,000**	**$0**	**$0**	**$1,750,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Pavement of Fire/Police Parking			Public Works			
Project Title			**Department**			
Brad Hamilton			$50,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction				50,000		50,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$50,000**	**$0**	**$50,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded				50,000		50,000
TOTAL	**$0**	**$0**	**$0**	**$50,000**	**$0**	**$50,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Repaving of current parking lot

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

4th St Survey and Landscape Plan			Public Works			
Project Title			**Department**			
Brad Hamilton			$130,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services				30,000	100,000	130,000
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$30,000**	**$100,000**	**$130,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded				30,000	100,000	130,000
TOTAL	**$0**	**$0**	**$0**	**$30,000**	**$100,000**	**$130,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Survey and landscape plan for 4th street to improve appearance of 4th street

JUSTIFICATION:

This would improve the appearance of the main street in Benson and would improve economic growth and quality of life

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Splash Pad			Public Works			
Project Title			**Department**			
Brad Hamilton			$320,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering				20,000	300,000	320,000
Construction						0
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$20,000**	**$300,000**	**$320,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded				20,000	300,000	320,000
TOTAL	**$0**	**$0**	**$0**	**$20,000**	**$300,000**	**$320,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Construction of a splash pad for Parks and Recreation

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Repairs to Food Bank Building			Public Works			
Project Title			**Department**			
Brad Hamilton			$30,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	30,000					30,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$30,000**	**$0**	**$0**	**$0**	**$0**	**$30,000**
FUNDING						
Cash	30,000					30,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$30,000**	**$0**	**$0**	**$0**	**$0**	**$30,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Tenting for termites and possible roof replacement.

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	50,000	40,000	30,000	20,000	20,000	160,000
Professional Services						0
Contingency						0
TOTAL	**$50,000**	**$40,000**	**$30,000**	**$20,000**	**$20,000**	**$160,000**
FUNDING						
Cash						0
Bonds	50,000	40,000	30,000	20,000	20,000	160,000
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$50,000**	**$40,000**	**$30,000**	**$20,000**	**$20,000**	**$160,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Upgrade out of date meters to updgraded MXU for auto-read

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	65,000					65,000
Professional Services						0
Contingency						0
TOTAL	**$65,000**	**$0**	**$0**	**$0**	**$0**	**$65,000**
FUNDING						
Cash	65,000					65,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$65,000**	**$0**	**$0**	**$0**	**$0**	**$65,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000	25,000	125,000
Professional Services						0
Contingency						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$125,000**
FUNDING						
Cash	25,000	25,000	25,000	25,000	25,000	125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$125,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	35,000	35,000	35,000	35,000	170,000
Professional Services						0
Contingency						0
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$170,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded	30,000	35,000	35,000	35,000	35,000	170,000
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$170,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Replace aging equipment and reduce maintenance costs

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		50,000				50,000
Contingency						0
TOTAL	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$50,000**
FUNDING						
Cash		50,000				50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$50,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services			60,000			60,000
Contingency						0
TOTAL	**$0**	**$0**	**$60,000**	**$0**	**$0**	**$60,000**
FUNDING						
Cash			60,000			60,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$60,000**	**$0**	**$0**	**$60,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Hillcrest St Water Line Replacement			Water			
Project Title			**Department**			
Brad Hamilton			$40,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	40,000					40,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$40,000**	**$0**	**$0**	**$0**	**$0**	**$40,000**
FUNDING						
Cash	40,000					40,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$40,000**	**$0**	**$0**	**$0**	**$0**	**$40,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace aging and failing water lines. Repairs including repairing and replacing fire hydrant.

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Union St. Water Line			Water			
Project Title			**Department**			
Brad Hamilton			$50,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction		50,000				50,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$50,000**
FUNDING						
Cash		50,000				50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$50,000**	**$0**	**$0**	**$0**	**$50,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace aging and failing water lines

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Ocotillo Ave Water Line			Water			
Project Title			**Department**			
Brad Hamilton			$50,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction			50,000			50,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
FUNDING						
Cash			50,000			50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace aging and failing water lines

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

North 4th St Water Line			Water			
Project Title			**Department**			
Brad Hamilton			$65,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction			65,000			65,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$65,000**	**$0**	**$0**	**$65,000**
FUNDING						
Cash			65,000			65,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$65,000**	**$0**	**$0**	**$65,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace aging and failing water lines

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM

SCADA Control System			Water			
Project Title			**Department**			
Brad Hamilton			$170,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	50,000	30,000	30,000	30,000	30,000	170,000
Professional Services						0
Contingency						0
TOTAL	**$50,000**	**$30,000**	**$30,000**	**$30,000**	**$30,000**	**$170,000**
FUNDING						
Cash	50,000	30,000	30,000	30,000	30,000	170,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$50,000**	**$30,000**	**$30,000**	**$30,000**	**$30,000**	**$170,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Portable Genset			Water			
Project Title			**Department**			
Brad Hamilton			$200,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	200,000					200,000
Professional Services						0
Contingency						0
TOTAL	**$200,000**	**$0**	**$0**	**$0**	**$0**	**$200,000**
FUNDING						
Cash	200,000					200,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$200,000**	**$0**	**$0**	**$0**	**$0**	**$200,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

To pump water in case of a major power failure. This could also be used for events where we currently rent this equipment.

JUSTIFICATION:

This would allow the City to be able to pump water in the case of an emergency. It would also decrease the cost of some of our events where we currently rent generators.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Whetstone Water Interconnect			Water			
Project Title			**Department**			
Brad Hamilton			$190,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering	40,000					40,000
Construction				150,000		150,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$40,000**	**$0**	**$0**	**$150,000**	**$0**	**$190,000**
FUNDING						
Cash	40,000					40,000
Bonds						0
Grants						0
Developer Participation				150,000		150,000
Improvement District						0
Unfunded						0
TOTAL	**$40,000**	**$0**	**$0**	**$150,000**	**$0**	**$190,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON
CAPITAL IMPROVEMENTS PROGRAM

City Yard Improvements			Water			
Project Title			**Department**			
Brad Hamilton			$75,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	25,000	25,000	25,000			75,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$0**	**$0**	**$75,000**
FUNDING						
Cash	25,000	25,000	25,000			75,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$0**	**$0**	**$75,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

West Benson Well Abandonment			Water			
Project Title			**Department**			
Brad Hamilton			$75,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	75,000					75,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$75,000**	**$0**	**$0**	**$0**	**$0**	**$75,000**
FUNDING						
Cash	75,000					75,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$75,000**	**$0**	**$0**	**$0**	**$0**	**$75,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

Required by state law

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings				35,000		35,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$35,000**	**$0**	**$35,000**
FUNDING						
Cash				35,000		35,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$0**	**$35,000**	**$0**	**$35,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Credit Card operated water station for bulk water sales

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

WW Plant Roaders Upgrades			Wastewater			
Project Title			**Department**			
Brad Hamilton			$250,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings				250,000		250,000
Professional Services						0
Contingency						0
TOTAL	**$0**	**$0**	**$0**	**$250,000**	**$0**	**$250,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation				250,000		250,000
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$0**	**$250,000**	**$0**	**$250,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

To replace the current roaders with compressors and micro-bubblers

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

WW Plant SCADA Upgrades			Wastewater			
Project Title			**Department**			
Brad Hamilton			$180,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	180,000					180,000
Professional Services						0
Contingency						0
TOTAL	**$180,000**	**$0**	**$0**	**$0**	**$0**	**$180,000**
FUNDING						
Cash	180,000					180,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$180,000**	**$0**	**$0**	**$0**	**$0**	**$180,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Upgrade to 20 year old SCADA system

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	25,000	25,000	25,000	25,000	25,000	125,000
Professional Services						0
Contingency						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$125,000**
FUNDING						
Cash	25,000	25,000	25,000	25,000	25,000	125,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$125,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Purchase newer vehicles to replace worn out fleet

JUSTIFICATION:

Current vehicles require a lot of maintenance and have high mileage

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	30,000	35,000	35,000	35,000	35,000	170,000
Professional Services						0
Contingency						0
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$170,000**
FUNDING						
Cash	30,000	35,000	35,000	35,000	35,000	170,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$30,000**	**$35,000**	**$35,000**	**$35,000**	**$35,000**	**$170,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace worn out equipment and equipment that can no longer be certified

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services		80,000				80,000
Contingency						0
TOTAL	**$0**	**$80,000**	**$0**	**$0**	**$0**	**$80,000**
FUNDING						
Cash		80,000				80,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$80,000**	**$0**	**$0**	**$0**	**$80,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings						0
Professional Services			50,000			50,000
Contingency						0
TOTAL	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
FUNDING						
Cash			50,000			50,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$0**	**$50,000**	**$0**	**$0**	**$50,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Plan to help the City plan for growth and increased capacity

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

WW UV System replacement			Wastewater			
Project Title			**Department**			
Brad Hamilton			$260,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering	10,000					10,000
Construction						0
Equipment & Furnishings	250,000					250,000
Professional Services						0
Contingency						0
TOTAL	**$260,000**	**$0**	**$0**	**$0**	**$0**	**$260,000**
FUNDING						
Cash	260,000					260,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$260,000**	**$0**	**$0**	**$0**	**$0**	**$260,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Replace current UV system that is becoming functionally obsolete.

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

High Pressure Jet Router			Wastewater			
Project Title			**Department**			
Brad Hamilton			$85,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	85,000					85,000
Professional Services						0
Contingency						0
TOTAL	**$85,000**	**$0**	**$0**	**$0**	**$0**	**$85,000**
FUNDING						
Cash	85,000					85,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$85,000**	**$0**	**$0**	**$0**	**$0**	**$85,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

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

PROJECT COMPONENTS	2020	2021	2022	2023	2024	TOTAL
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings			50,000			50,000
Professional Services		30,000				30,000
Contingency						0
TOTAL	**$0**	**$30,000**	**$50,000**	**$0**	**$0**	**$80,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation		30,000	50,000			80,000
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$30,000**	**$50,000**	**$0**	**$0**	**$80,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

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

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Whetstone force main pump system			Wastewater			
Project Title			**Department**			
Brad Hamilton			$330,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering		30,000				30,000
Construction			300,000			300,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$0**	**$30,000**	**$300,000**	**$0**	**$0**	**$330,000**
FUNDING						
Cash		30,000				30,000
Bonds						0
Grants						0
Developer Participation			300,000			300,000
Improvement District						0
Unfunded						0
TOTAL	**$0**	**$30,000**	**$300,000**	**$0**	**$0**	**$330,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

This project would provide a force main from the current Whetston WW treatment plant to the City of Benson WW system and would remove the need to truck WW several times a week

JUSTIFICATION:

With the addition of people to the Whetstone area with development, this would allow the Whetstone WW system to be tied into the Benson sewer system and eliminate the need to haul WW.

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

Wastewater Collections Improvements			Wastewater			
Project Title			**Department**			
Brad Hamilton			$500,000			
Contact Person			**Estimated Cost**			
PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction	100,000	100,000	100,000	100,000	100,000	500,000
Equipment & Furnishings						0
Professional Services						0
Contingency						0
TOTAL	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$500,000**
FUNDING						
Cash	100,000	100,000	100,000	100,000	100,000	500,000
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded						0
TOTAL	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$100,000**	**$500,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Improvements on current sewer collection system within the City of Benson

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

CITY OF BENSON

CAPITAL IMPROVEMENTS PROGRAM

City Yard Improvements			Wastewater			
Project Title			**Department**			
Brad Hamilton			$60,000			
Contact Person			**Estimated Cost**			

PROJECT COMPONENTS	**2020**	**2021**	**2022**	**2023**	**2024**	**TOTAL**
COSTS						
Land & Right-of-Way						0
Design & Engineering						0
Construction						0
Equipment & Furnishings	20,000	20,000	20,000			60,000
Professional Services						0
Contingency						0
TOTAL	**$20,000**	**$20,000**	**$20,000**	**$0**	**$0**	**$60,000**
FUNDING						
Cash						0
Bonds						0
Grants						0
Developer Participation						0
Improvement District						0
Unfunded	20,000	20,000	20,000			60,000
TOTAL	**$20,000**	**$20,000**	**$20,000**	**$0**	**$0**	**$60,000**
FISCAL IMPACT						
FUND:						
Number of FTE's						0
Operating Costs						0
Operating Savings						0
Debt Service (If funded by bonds)						0
NET OPERATING IMPACT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**

PROJECT DESCRIPTION:

Improvements to current city yard including concrete, building expansion, and security upgrades

JUSTIFICATION:

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

LIST TOWN'S STRATEGIC GOAL THIS PROJECT WILL SUPPORT:

City of Benson
City Council Communication

Special Meeting **May 20, 2019**

To: Mayor and Council Agenda Item # 3

From: Seth Judd, Finance Director

Subject:

Discussion and possible action regarding Resolution 14-2019 of the Mayor and Council of the City of Benson, Arizona, approving a Tentative Budget for Fiscal Year 2019-2020

Discussion:

The Tentative Budget for Fiscal Year (FY) 2019-2020 is before Council for consideration. The total amount of the budget is $22,641,903.

It is important to note that the Tentative Budget expenditures cannot be increased following Council adoption of the Tentative Budget, but they CAN be decreased or rearranged.

Following adoption of the Tentative Budget, the Budget will be prepared on forms designed by the Arizona Auditor General to present the budget information as prescribed by ARS §42-17101 and §42-17102. It will then be advertised in the local newspaper on May 29, 2019 and June 5, 2019. A Public Hearing for the Final Budget is scheduled for June 13, followed by adoption of the Final Budget.

Staff Recommendation:

Approval of Resolution 14-2019

RESOLUTION 14-2019

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, APPROVING A TENTATIVE BUDGET FOR FISCAL YEAR 2019-2020

WHEREAS, A.R.S. §42-17101 requires that the City adopt a tentative budget for the fiscal year by the third Monday in July; and

WHEREAS, the Mayor and City Council have engaged in a public worksession discussing the proposed budget for Fiscal Year (FY) 2019-2020; and

WHEREAS, the City estimates its total revenues and expenditures for FY 2019-2020 to be $22,641,903 and the City has prepared a tentative budget for said amount, which is within the spending limit set forth in Article IX, Section 20, of Arizona State Constitution.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, that the tentative budget for FY 2019-2020 prepared by the City is hereby approved and Staff is directed to schedule a public hearing on said tentative budget and otherwise take all necessary action preliminary to its final adoption by Council.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, this 20th day of May, 2019.

_____
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