

CITY OF BENSON CITY COUNCIL FEBRUARY 26, 2018 – 7:00 P.M. REGULAR MEETING

A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
WILL BE HELD ON FEBRUARY 26, 2018 AT 7:00 P.M.,
AT BENSON CITY HALL,
120 W. 6TH STREET, BENSON, ARIZONA

Vicki L. Vivian, CMC, City Clerk

AGENDA

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.

EMPLOYEE RECOGNITION: The Mayor shall use this time to present employment awards to those City employees or to present recognition awards for specific acts regarding public service, if any.

PROCLAMATION: None

PUBLIC HEARING: None

CALL TO THE PUBLIC: Communications and comments from the citizens regarding the City of Benson or other matters properly addressed to the City Council shall be heard by the Council. Such remarks shall be addressed to the Council as a whole and shall be limited to five (5) minutes unless this time is adjusted in the discretion of the Mayor or Council. **

CITY MANAGER REPORT: The City Manager will announce meetings and events taking place regarding matters involving or related to the City of Benson.

NEW BUSINESS:

1. Discussion and possible action on the Consent Agenda: ***
 - 1a. Minutes of the February 12, 2018 Regular Meeting *
 - 1b. Minutes of the February 5, 2018 Special Meeting *
 - 1c. Minutes of the November 27, 2017 Regular Meeting *
 - 1d. Minutes of the October 23, 2017 Worksession *
 - 1e. Minutes of the September 25, 2017 Regular Meeting *
 - 1f. Minutes of the September 25, 2017 Worksession *
 - 1g. Minutes of the June 12, 2017 Regular Meeting *
 - 1h. Minutes of the June 5, 2017 Special Meeting *
 - 1i. Invoices processed for the period from February 5, 2018 through February 14, 2018 *
2. Discussion and possible action to direct Staff to engage the Benson Future Business Leaders of Arizona (FBLA) for the benefit of the community and to further student education – **Councilmember Dempster**
3. Discussion and possible action regarding Resolution 5-2018 of the Mayor and Council of the City of Benson, Arizona, establishing a Youth Council and encouraging the participation of Benson and St. David High School Students – **Vicki Vivian, Interim City Manager** *
4. Discussion and possible action regarding Resolution 6-2018 of the Mayor and Council of the City of Benson, Arizona, amending the Fiscal Year 2017-2018 Budget – **Vicki Vivian, Interim City Manager** *
5. Discussion and possible action regarding Resolution 7-2018 of the Mayor and Council of the City of Benson, Arizona, approving the application by the Benson Historic Preservation Commission for a Certified Local Government Pass-through Grant administered by the Arizona State Historic Preservation Office for Assistance in Reviewing and Completing an Inventory of Structures on Fourth Street with the goal of Nomination to the National Historic Register – **Michelle Johnson, Planning Technician/GIS** *

6. Discussion and possible action regarding the safety and profitability of the Benson Municipal Airport to include direction to Staff to proceed with the AEPCO (Arizona Electric Power Cooperative) Revolving Loan Application with final application approval to come before Council in March, 2018 – **Vicki Vivian, CMC, Interim City Manager/City Clerk ***

DEPARTMENT REPORTS: Written Department Reports will be provided to Councilmembers as part of the Council packet monthly, discussion and direction to Staff, if any, may ensue.

ADJOURNMENT

POSTED this 9th of February, 2018

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

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

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

Executive Sessions – Upon a vote of the majority of the City Council, the council may enter into Executive Sessions pursuant to Arizona Revised Statutes §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.

Certificate of Appreciation

AWARDED TO

Drayson Harris

This Certificate of Appreciation is to commemorate the completion of

**5 YEARS OF SERVICE
WITH THE CITY OF BENSON**
February 19, 2018



Vicki Vivian

*Vicki Vivian, Interim City Manager,
City Clerk*

Toney D. King Sr., Mayor

City of Benson

MARCH 2018

FOR MORE INFORMATION VISIT WWW.CITYOFBENSON.COM

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|---|---|-----|-----|-----|--|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 Planning & Zoning 7:00 p.m. | 7 | 8 | 9 | 10 |
| 11 | 12 City Council Meeting 7:00 p.m. | 13 | 14 | 15 | 16 | 17  Historic Preservation Commission 9:00 a.m. |
| 18 | 19 | 20  | 21 | 22 | 23 | 24 |
| 25 | 26 City Council Meeting 7:00 p.m. | 27 Community Watershed Alliance 6:30 p.m. | 28 | 29 | 30 | 31 |

Meetings

- Tuesday, February 27, 2018** – Community Watershed Alliance, 6:30 p.m., City Hall
- Tuesday, March 6, 2018** – Planning & Zoning Meeting, 7:00 p.m., City Hall
- Monday, March 12, 2018** – Council Meeting, 7:00 p.m., City Hall
- Saturday, March 17, 2018** – Historic Preservation Commission, 9:00 a.m., City Hall

Events

- Wednesday, February 28, 2018** – Genealogy – Family History Workshop, 5:00 p.m. - 8:00 p.m.
“Roots” and How to find them! Free to the Public
LDS Meetinghouse 381 N. Pomerene Road, Benson
Questions 602-888-3685
- Saturday, March 10, 2018** – Benson City Grille, San Pedro Golf Course
Will be having a Wine Tasting from 5:00 p.m.- 7:00 p.m.
Ranch Maria Vineyards - Benson
- Saturday, March 17, 2018** – Benson City Grille, San Pedro Golf Course
Will be hosting a St. Patrick’s Day dinner from 5:00 p.m.- 8:00 p.m.
Corned Beef and Cabbage

City of Benson City Council Communication



Regular Meeting

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1a

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

Subject:

Minutes of the February 12, 2018 Regular Meeting

Discussion:

Attached are the minutes of the February 12, 2018 Regular Meeting.

Staff Recommendation:

Council pleasure

**THE REGULAR MEETING
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD FEBRUARY 12, 2018 AT 7:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 7:05 p.m. with the Pledge of Allegiance. Mayor King then introduced Dr. Littrell of the Baha'I Faith who offered the invocation.

ROLL CALL:

Present were: Mayor Toney D. King, Sr., Vice Mayor Joe Konrad, Councilmembers Larry Dempster, Lupe Diaz, Levi Garner. Absent were: Councilmembers Pat Boyle, David Lambert.

Mayor King stated both Councilmembers Boyle and Lambert notified the Mayor that they were sick and would not be in attendance.

EMPLOYEE RECOGNITION:

Mayor King recognized Andrew Ronquillo for 5 years of service, Mr. Ronquillo was not present. Mayor King then recognized Paul Moncada for 10 years of service, stating Chief Moncada started his employment with the City in 1976 and has actually served a total of 42 years.

PROCLAMATION: None

PUBLIC HEARING: None

CALL TO THE PUBLIC:

Kay Edwards, S. Land Avenue, Benson, spoke about the summer pool hours for adults, stating adult swim hours are scheduled from 5:00 p.m. to 6:00 p.m. and the seniors miss a lot of pool time because of monsoon season. Ms. Edwards asked for the summer swimming pools hours for adults to be changed.

Donald Buchanan, River Road, St. David, stated he had forgotten to pick up a key for a meeting that was to be held in the Council chambers on a Saturday and the Staff was very helpful in assisting him. Mr. Buchanan then stated he wanted to thank and compliment the kind of people the City has working for them, adding the friendliness of the Benson employees will keep the group who met here coming back to Benson.

CITY MANAGER REPORT:

Interim City Manager Vicki Vivian addressed Council, giving the dates of upcoming meetings and events.

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| Monday, February 26, 2018 | – Council Meeting, 7:00 p.m., City Hall |
| Tuesday, February 27, 2018 | – Community Watershed Alliance, 6:30 p.m., City Hall |
| Tuesday, March 6, 2018 | – Planning & Zoning Meeting, 7:00 p.m., City Hall |
| Monday, March 12, 2018 | – Council Meeting, 7:00 p.m., City Hall |

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| Thursday, February 15, 2018 | – Library Guest Speaker Dr. Eric Kaldahl, 10:30 a.m., City Library Amerind Foundation – Amerind and the Borderlands The current national border separating the US and Mexico is a very recent dividing line when you consider our region's deep history. A discussion will be held on the similarities and differences among our region's ancient cultures, including a discussing of the history of Amerind's archaeological research along the way. His talk will be |
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illustrated with photographs and objects from the Amerind Museum Collection.

Wednesday, February 14, 2018 – Benson City Grille., San Pedro Golf Course
Will be hosting a Valentines dinner from 5:00 p.m.- 8:00 p.m.
Reservation recommended

Monday, February 19, 2018 – President’s Day – City Offices Closed

Mrs. Vivian then stated Cochise Connections started on January 16, and transit routes are being adjusted to better serve Benson, St. David, J6/Mescal and Willow Lakes. Ms. Vivian then noted the public hearing on the grant funding for transit services will be in March as will the possible approval of the grant application. Ms. Vivian then stated the Ocotillo wastewater line is in, and the gas line, which was bypassed during construction, is back together and was done in conjunction with Chiricahua Health Center construction which the Council will be hearing more about during Dr. Melk’s presentation. Ms. Vivian then stated a portion of Aviation Drive that is being paved through grant funding is about 26% complete. Ms. Vivian then stated for a full list of events, activities, locations and times, the public could view the City’s website at www.cityofbenson.com.

Mayor King commented on the Valentine’s Day dinner at the Benson City Grille, stating the reservations were filling up fast.

NEW BUSINESS:

1. Discussion and possible action on the Consent Agenda

- 1a. Resignation of Debbie Braatz from the Benson Planning & Zoning Commission
- 1b. Invoices processed for the period from January 11, 2018 through February 4, 2018 *

Councilmember Garner asked about the reimbursement for personnel/Wildfire services in the amount of \$6,600 and the Wildland fire services revenue with Interim City Manager Vicki Vivian stating the City contractually pays \$6,600 to Benson Volunteer Fire Department Inc. for contracted fire services, but she would verify the payment and send the Wildland fire services revenue information to the Council.

Councilmember Vice Mayor Konrad moved to approve the Consent Agenda. Seconded by Councilmember Garner. Motion passed 5-0.

2. Discussion and possible action regarding Resolution 4-2018 of the Mayor and Council of the City of Benson, Arizona, approving a Special Event Liquor License for Helping Hands @ Cochise Terrace for February 24, 2018 at Cochise Terrace, 1030 S. Barrel Cactus Ridge, Benson, Arizona

Interim City Manager Vicki Vivian stated the organization, Helping Hands @ Cochise Terrace has applied for a Special Event Liquor License which “allows a charitable, civic, fraternal, political or religious organization to sell and serve spirituous liquor for consumption only on the premises where the spirituous liquor is sold, and only for the period authorized on the license, adding as per ARS §4-203.02, the application is sent to the Arizona Department of Liquor Licenses & Control, where the director may “subject to the approval of...the governing body of a city or town...” issue the license on a temporary basis. Ms. Vivian then stated it is further stipulated that “qualifying organizations will be granted a special event license for no more than ten (10) days in a calendar year and a special event may be held for more than one (1) day, but it must be held on consecutive days and at the same location, or additional licenses will be required”. Ms. Vivian then stated if Resolution 4-2018 is approved, this will be their first special event held in 2018, adding Helping Hands @ Cochise Terrace is requesting the permit for a fundraiser to be held at Cochise Terrace on Saturday, February 24, 2018 from 5:00 p.m. to 10:00 p.m. Ms. Vivian then stated this organization has done this type of event for many charitable organizations over the years. Mayor King confirmed there have been many of these events in the past. Vice Mayor Konrad noted the application was not notarized with Ms. Vivian stating she would make sure it was notarized when they came to pick up the paperwork.

Vice Mayor Konrad moved to approve Resolution 4-2018. Seconded by Councilmember Dempster. Motion passed 5-0.

3. **Presentation on the Chiricahua Community Health Centers, Inc. (CCHCI) by Dr. Jonathan Melk, Chief Executive Officer/Chief Medical Officer**

Interim City Manager Vicki Vivian stated Chiricahua Community Health Centers has been serving Cochise County since 1996 and began serving Benson in 2016. Ms. Vivian stated Chiricahua began as a grassroots community effort in the community center of Elfrida and has since grown to be the largest primary care provider in Cochise County, adding Chiricahua currently serves over 28,000 patients in the county, of which 33% are - uninsured. Ms. Vivian then stated their staff and providers are committed to the mission of “Caring for patients, building healthy communities” and the vision of “Health for ALL”. Ms. Vivian then introduced Dr. Jonathan Melk MD, Chief Executive Officer/Chief Medical Officer of the Chiricahua Community Health Centers, Inc., stating Dr. Melk would be making a presentation on their organization and their new facility in Benson.

Dr. Melk introduced Dr. Richard Sampson who has been with Chiricahua Health Centers since its inception. Dr. Melk then gave a brief history of Chiricahua Health Centers and where they are today. Dr. Melk spoke about the patients they have seen in other locations who were from the Benson zip code area, which drove them to consider building a permanent location in Benson. Dr. Melk then spoke of the state-of-the-art facility that is scheduled to open in June, 2018 and the services they will provide.

The Council thanked both Dr. Melk and Dr. Sampson and were happy to hear about the additional medical services Chiricahua Health Centers will be bringing to serve Benson and the surrounding communities.

EXECUTIVE SESSION: Pursuant to A.R.S. section 38-431.03(A)(1) and (3), Discussion or consideration of assignment of Interim City Manager regarding search for a full-time City Manager

Council asked why the executive session was needed with City Attorney Paul Loucks stating the executive session was noticed for discussion or consideration of the assignment to the Interim City Manager regarding the search for a full-time City Manager, adding he wouldn't go beyond that pending disclosure of the Attorney/Client privilege information.

Vice Mayor Konrad moved to enter into executive session with the Mayor and Council, the Interim City Manager, the City Attorney and the Deputy City Clerk at 7:52 p.m. Seconded by Mayor King. Motion passed 5-0.

Interim City Manager Vicki Vivian stated there was no Council action listed on the agenda after the executive session.

Council reconvened at 8:22 p.m.

DEPARTMENT REPORTS: None

ADJOURNMENT:

Mayor King moved to adjourn at 8:23 p.m. Seconded by Councilmember Garner. Motion passed 5-0.

Toney D. King, Sr., Mayor

ATTEST:

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Special Meeting

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1b

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

Subject:

Minutes of the February 5, 2018 Special Meeting

Discussion:

Attached are the minutes of the February 5, 2018 Special Meeting.

Staff Recommendation:

Council pleasure

**THE SPECIAL MEETING
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD FEBRUARY 5, 2018 AT 7:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 7:03 p.m. with the Pledge of Allegiance.

ROLL CALL:

Present were: Mayor King, Vice Mayor Joe Konrad, Councilmembers Pat Boyle, Larry Dempster and David Lambert. Absent was: Councilmember Garner.

Mayor King stated Councilmember Garner could not attend as he was at work.

NEW BUSINESS:

1. **Discussion and possible action on the Consent Agenda**

1a. Minutes of the January 22, 2018 Regular Meeting

Vice Mayor Konrad moved to approve the Consent Agenda. Seconded by Councilmember Lambert. Motion passed 5-0.

EXECUTIVE SESSION: Executive session pursuant to A.R.S. section 38-431.03(A)(3), Discussion or consultation for legal advice with the attorney or attorneys of the public body regarding the calculation of majority of votes cast in an election for Council seats

EXECUTIVE SESSION: Executive session pursuant to A.R.S. section 38-431.03(A)(3), Discussion or consultation for legal advice with the attorney or attorneys of the public body regarding the appointment of a person to fill the vacancy on Council

Councilmember Lambert moved to enter into both executive sessions with the Mayor and Council, the Interim City Manager, the City Attorney, the City Clerk at 7:06 p.m. Motion died for lack of a second.

2. **Discussion and possible action to appoint an individual to fill the Council seat vacated by Councilmember McGoffin**

Interim City Manager Vicki Vivian stated on January 9, 2018, Councilmember Lori McGoffin resigned from the City Council, adding per the City Code, a vacancy must be filled within 30 days. Ms. Vivian then said state law mandates that “The council shall fill a vacancy that may occur by appointment until the next regularly scheduled council election if the vacancy occurs more than thirty days before the nomination petition deadline, otherwise the appointment is for the unexpired term.” Ms. Vivian then stated the appointed person will serve until December, 2018 and the 4-year term will then, along with 2 other 4-year terms and the 2-year Mayoral term, will be on the ballot in the August/November, 2018 election cycle. Ms. Vivian then continued, stating the City Clerk’s office advertised the vacancy and requested interested parties to complete the application process for possible consideration, adding those applications were attached for the Council to review. Ms. Vivian then stated two of the three applicants were interested in being appointed to the previous vacancy in August, 2017 and were interviewed by Council at that time. Ms. Vivian then stated the applicants were asked to be at the meeting on February 5 to answer any questions the Council may have and were also advised that the City Council may consider another resident for the appointment.

Vice Mayor Konrad moved to appoint Lupe Diaz to the Council vacancy. Seconded by Councilmember Boyle.

Councilmember Lambert stated according to Resolution 32-2016, all the votes cast at the last election were 843 votes for Mayor and 2,354 votes for Council. Councilmember Lambert then stated there were 3 seats on Council, so according to state law, the total number of votes for Council is divided by the number of Council seats, adding that number is 785 and a majority of those votes would have been 392 votes. Councilmember Lambert then stated he wanted to make it known publicly that Michael Jabkowski did, at that time, receive 458 votes, which is almost 60% of the popular vote, but because he was actually the lowest number on the election, he did not get seated. Councilmember Lambert then stated he just wanted to make that known; then stated it is the public's decision on who sits on this Council. Councilmember Lambert then stated he knows this Council has made up its mind on who they're going to vote for, adding he knows Mayor King has gone around town, telling everyone he already made up his mind and was voting for Lupe Diaz. Councilmember Lambert then stated it was a waste of time for him to even talk about this, but he believed that Mr. Jabkowski would be a better candidate for the position. Councilmember Lambert then stated the Council did receive two support letters for Mr. Diaz, adding one was from Mr. George Scott saying the Southeast Arizona Economic Development Group (SAEDG) would recommend Mr. Diaz be appointed. Councilmember Lambert then stated that makes sense because that would give Mr. Scott another vote on the Council; then stated Councilmember Dempster was appointed to the Council by a majority vote and Councilmember Dempster actually worked for Mr. Scott, adding Lupe Diaz works hand in hand with Mr. Scott. Councilmember Lambert then stated Mr. Scott is in the process right now of offering the City \$20,000 for a piece of property the City paid \$130,000 for, adding the letter was given to Council and is public. Councilmember Lambert then stated if Mr. Scott gets one more vote on the Council, it will give him one more vote to get anything he wants in the City. Councilmember Lambert then stated he just wants everyone to understand that the positions on Council are elected by the people. Councilmember Lambert then stated he knows the Council is appointing a person tonight and that the Council has already made up their minds on what they want to do so it's a waste of his time discussing it.

Councilmember Dempster stated some of what Councilmember Lambert said was not accurate, adding he has never worked for George Scott.

Councilmember Lambert countered asking if Councilmember Dempster was saying he wasn't the President of SAEDG, which is an entity owned and done by George Scott. Councilmember Dempster stated Councilmember Lambert added some things; then stated he was the President of the SAEDG and was one of those who started SAEDG, but there was no organizational structure that says he worked for George Scott, adding it was not the way it worked on paper or in practice.

Mayor King stated there was no way he was going to support selling the property Councilmember Lambert mentioned and then stated it was ridiculous for Councilmember Lambert to even bring it up.

Councilmember Lambert then stated he had the offer letter.

Vice Mayor Konrad called for a point of order, stating the discussion was to involve the appointment of a person to fill the Council seat.

Mayor King then asked if there was any other discussion; then called for a vote.

Motion passed 4-1 with Councilmember Lambert voting nay. Mayor King stated Mr. Diaz would be sworn in tomorrow in the City Clerk's office. Ms. Vivian stated Mr. Diaz could come in tomorrow and take his oath and receive the necessary Council publications, adding Mr. Diaz will be seated and will be taking action as part of the Council at the Council meeting on February 12.

ADJOURNMENT:

Vice Mayor Konrad moved to adjourn at 7:13 p.m. Seconded by Councilmember Dempster. Motion passed 5-0.

ATTEST:

Toney D. King, Sr., Mayor

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Regular Meeting

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1c

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

Subject:

Minutes of the November 27, 2017 Regular Meeting

Discussion:

Attached are the minutes of the November 27, 2017 Regular Meeting.

Staff Recommendation:

Council pleasure

**THE REGULAR MEETING
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD NOVEMBER 27, 2017 AT 7:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 7:02 p.m. with the Pledge of Allegiance.

ROLL CALL:

Present were: Mayor Toney D. King, Sr., Vice Mayor Joe Konrad, Councilmembers Pat Boyle, Larry Dempster, Levi Garner, Councilmember David Lambert (arriving at 7:04 p.m.) and Lori McGoffin.

EMPLOYEE RECOGNITION: Mayor King recognized Leon Vassar for 35 years of service with the City.

PROCLAMATION: None

PUBLIC HEARING: The governing body of the City of Benson, Arizona, on October 23, 2017, adopted a resolution declaring its intention to form seven (7) tax levying revitalization districts. The public hearing will be held to receive comments from the public or persons who object to the inclusion of their land in the district(s), to the formation of the districts or to the contents of the General Plan.

City Clerk Vicki Vivian stated the governing body of the City of Benson, Arizona, on October 23, 2017, adopted the attached resolution declaring its intention to form seven (7) tax levying revitalization districts. Ms. Vivian then stated the public hearing tonight is to receive comments from the public or persons who object to the inclusion of their land in the district(s), to the formation of the districts or to the contents of the General Plan.

Mayor King stated he wanted everyone to know that the public hearing is being held to hear comments on the tax levying revitalization districts. Mayor King then opened the public hearing at 7:06 p.m.

Tricia Gerrodette, Eagle Ridge Drive, Sierra Vista, stating she had nothing new to say that she didn't say 2 weeks ago which was to question what the General Plan is in terms of the revitalization districts (RDs). Ms. Gerrodette then stated the 376-page application for the RDs sets out pages and pages describing the acreage, it repeats the ARS in a cut and paste way and it references the CMP, but in her opinion, the application is very limited. Ms. Gerrodette then stated the proposed resolutions for the RDs say there is a General Plan for what will happen in those RDs and that the City approves of that plan; then stated once it's approved, it's completely out of the Council's hands. Ms. Gerrodette then stated there are 4 people who own property the size of postage stamps inside each of the RDs, making them voters in the RDs, adding they can then change the General Plan, hold new elections and do whatever in terms of issuing bonds and levying taxes, noting again, it will be out of the Council's hands. Ms. Gerrodette then stated she just wanted it to be clear that everyone understands the ramifications of the actions the Council is going to be asked to take. Ms. Gerrodette then stated she hopes the executive session is productive and that the Council can report something from the executive session to the public, adding she knows the Council can't report actions or decisions, but anything they can report would be appreciated.

Terry and Jeannie Reeves, S. Ridge Drive, Benson, stated they have been Benson residents for 31 years. Ms. Reeves then stated she would like the Council to ask themselves who the people encouraging the formations of these districts are. Ms. Reeves asked if the people Council is dealing with are very ethical people who have Benson's best interest at heart, adding their research shows some serious ethical questions they think should be looked at. Ms. Reeves then stated they are retired teachers, so they're asking the Council to please do their homework and learn more about these districts and what they are supposed to do. Ms. Reeves asked if the Council should govern these districts or if a board of 5 people with no connections to the City, to landowners or to the developers should be appointed. Ms. Reeves then stated at a meeting in September, 2015, George Scott, of SAEDG (Southeast Arizona Economic Development Group) said the Villages project is too important to our City, to the whole region to not have the best, brightest and most experienced board members possible, which is why

SAEDG believed an appointed board is best, adding Mr. Scott said Councilmembers come and go every few years, so there would be no stability or long-term focus to ensure the CFD General Plan moves forward consistently. Ms. Reeves then stated they agree with Mr. Scott that it's a really big job and that experienced people who have a lot of knowledge about it could be a lot of help to Benson. Ms. Reeves then stated they think the public needs to understand more about the purposes of these districts, adding it's very confusing and is hard to understand. Ms. Reeves then stated they think the Council needs to be sure the Benson City budget can't be bankrupted if the project should fail, adding she thinks a lot of people are worried about that and then asked the Council to please wait to make a decision until all the issues and solutions are fully examined.

Anna Lands, Cascabel Road, Benson, asked if the Council was absolutely sure and clear that the proposed new tax districts would contain no assurance or no promise of absolutely legally binding language that when the El Dorado Benson project defaults, the City of Benson and its residents would not be left holding the bill or the bag, that the proposed new tax districts would not be able to expand their established boundaries, noting if they were able to do so, other properties in Benson would be taxed to pay Vigneto's bills, and that the new districts, once established, cannot expand their boundaries and bring in non-El Dorado properties with or without the consent of property owners, adding this action may be attempted because the acreage vote could outweigh the vote of residents. Ms. Lands then asked if each Councilmember was absolutely clear and sure that they were not putting the City of Benson, its land or its residents at risk, by permitting the establishment of these taxing districts. Ms. Lands then stated El Dorado Benson should provide more than adequate insurance for its requested tax districts. Ms. Lands then stated there is some background information about a community in Florida that should be of interest to the Council and she could send it to them. Ms. Lands then stated there was a time when the Mayor and Council expressed conviction that El Dorado Benson would be a great benefit to Benson; then asked if with all things considered and after all these years, that conviction still holds true today.

Jeff Cook, N. Huachuca, Benson, stated the 3 speakers before him raised concerns that if the Council takes seriously and makes them the Council's concerns, it will help the Council make the best decision they can. Mr. Cook then spoke about George Scott, stating when Mr. Cook was on the Council, Mr. Scott told him that the Council should give El Dorado anything they wanted because the development would be good for Benson. Mr. Cook then stated it turned out that one of the things El Dorado wanted was to keep sales tax to pay for the infrastructure in addition to having special taxing districts. Mr. Cook then stated he doesn't think giving the developer anything they want is good for Benson. Mr. Cook then stated he mentioned in a prior address to Council that there was a special taxing district put in the hands of a private board rather than an elected board and the Court of Appeals said it couldn't be done and it must be run by a public board. Mr. Cook then asked what the Council would do if they chose to appoint a private board and it was later determined by Arizona courts that action wasn't legal. Mr. Cook then stated he thinks that is a concern the Council needs to consider before they make a decision, adding another option the Council has is to table the items and get more information before they decide.

Paul Lotsof, a non-resident and business owner of the CAVE FM radio station in Benson, stated he didn't think the Council has a choice on whether or not they are going to establish these tax districts. Mr. Lotsof then stated that decision was already made and formalized in a development agreement the Council approved about 18 months ago, which calls for the Council to do their best to establish these districts, adding the Council has to establish them or the City will probably be held in breach of the contract, which lasts for 40 years. Mr. Lotsof then stated he thinks the agreement was a foolish thing, adding future Councils will know a lot more than the current Council and the Council has tied the hands of future Councils for many years to come. Mr. Lotsof then stated the City had 3 experts on special taxing districts appear before Council, Mr. Cafiso, Mr. Gukenberger, and Mr. Reader, adding all 3 used the word, "disaster" when talking about what could happen if the districts are not run properly. Mr. Lotsof then stated his question is has the Council done anything to make sure a disaster doesn't take place and the districts are run properly and if the City even had the resources to do that. Mr. Lotsof then stated on September 11, he asked approximately 11 questions he thinks are extremely vital and he doesn't think the Council should go forward without answers to those questions. Mr. Lotsof then stated Councilmember Garner asked for a copy of those questions and he sent it to Councilmember Garner as well as the City Manager, but he hasn't heard anything back. Mr. Lotsof then asked if those questions would be answered; then stated the Council may be discussing those questions and answers in the executive session tonight, but he feels the public also deserves answers to those very basic questions.

Mayor King closed the public hearing at 7:19 p.m.

CALL TO THE PUBLIC:

Tricia Gerrodette, Eagle Ridge Drive, Sierra Vista, stated yesterday in the Tucson Daily Star was a very extensive article regarding Vigneto, the Corp of Engineers and the Fish and Wildlife Service, adding it's a complex mess and she would urge the Council to read it. Ms. Gerrodette then stated she is going to make what is going to be a regular request that either the Mayor or the City Manager report on what's happening at City Hall and what the Benson activities are, adding the City Manager simply reading the calendar is not terribly informative on what the Council and the City is engaged in and what they have been doing over the past 2 weeks. Ms. Gerrodette then stated she doesn't think it's appropriate for her to have to bug the City Clerk for everything that's happened and it would be wonderful if the City would dispense that information.

Kimberly Kling, S. Coyote Song Lane, Hereford, stated she didn't want to come here, she hates public speaking and she had to drive over an hour from Palominas, but she felt she had to come as a voice for the San Pedro River and her 4-year-old son, who loves the river, adding they take frequent hikes there. Ms. Kling then stated when someone purchases land, they enter into partnership with it and with great privilege comes great responsibility, adding what they do affects the surrounding land, the greater watershed and the wildlife that inhabits all of it. Ms. Kling then stated the current population of Benson is around 5,000, and it's estimated the Villages of Vigneto could bring up to 70,000 new residents, which is 14 times the number currently living in the area. Ms. Kling then stated she has a Masters in Landscape Architecture with a focus on Community Design has observed what happens to small towns when they grow in a rapid manner, which the development would most likely make happen. Ms. Kling then spoke about the implications of rapid growth without a solid plan in place, which include a lot of congestion, overburdened infrastructure, big box stores, minimum wage jobs and sprawl, stating Benson will most likely become a bedroom community for Tucson with Benson residents commuting to Tucson for work. Ms. Kling then asked if the City has an extensive plan in place to ensure that rapid growth does not lead to overburdened infrastructure and sprawl. Ms. Kling then stated the General Plan shows the projected water use increasing by 235% by the year 2030, but if the development brings in 70,000 new people, it would result in a 1500% increase. Ms. Kling then asked how the Council was going to ensure that this development does not impact the already scarce water of this desert region, adding the river is a shared currency and it belongs to all the creatures that inhabit it and all the future generations of humans who deserve to see it thrive, like her son. Ms. Kling then stated the actions of one small group of people can have huge ripples of impact. Ms. Kling then stated the San Pedro River and the water in this region are the birthright of her son, the children that live here and all future generations to come, adding water is life, not a commodity to be squandered in the name of profit or economic growth. Ms. Kling then stated as adults, she thinks it our collective duty to ensure that this land is left at least as good as it was found and she wanted the Council to consider that and take her questions to heart.

Anna Lands, Cascabel Road, Benson, stated the Army Corps of Engineers has noticed for public comment regarding the El Dorado Benson Vigneto proposed development and the comment deadline is Monday, December 4. Ms. Lands then stated two important elements arrived on her desk: a peer-reviewed paper by geo-hydrologist Christopher Eastoe and an article on light pollution. Ms. Lands then quoted Dr. Eastoe's Executive Summary, reading, "Warm groundwater discharging into wetlands at the St. David Cienega and the Dunlevy Wells has stable Oxygen and Hydrogen isotopes consistent with water originating from a confined aquifer beneath a unit of clay present under much of the Middle San Pedro Basin. Groundwater from the confined aquifer beneath the St. David area has a variety of isotope compositions suggesting compartmentalization of the aquifer. Large increases in ground water withdrawal from adjacent areas of the confined aquifer would bring a risk of drying the wetlands, removing riparian water, and diminishing the water supply for other users." Ms. Lands noted the previous speaker stated there would be a 1500% increase. Ms. Lands then continued stating the second item was an article from NASA showing that the earth at night is becoming ever-brighter and is endangering all aspects of nature including our own. Ms. Lands stated Phoenix is proud of changing out its orange city lights for the new and cheaper LEDs, but unfortunately, the costs are in excessive light, which she feels is wasted money, being splashed into space, deterring night-time pollinators, disturbing migration routes, noting the San Pedro Valley is the last major migration route in the Desert Southwest since the Santa Cruz and other rivers have been over-used, and is obliterating dark night skies. Ms. Lands then asked the Council to remember that astronomy, birding, and other adventures into the natural world here in Cochise County are dependent on dark night skies. Ms. Lands then

stated further information can be obtained from NASA and the International Dark Sky Association, or the Council could just look up into the sky when they left the meeting.

CITY MANAGER REPORT:

City Manager William Stephens addressed Council, giving the dates of upcoming meetings and events.

- Tuesday, November 28, 2017 – Community Watershed Alliance, 6:00 p.m., City Hall
- Tuesday, December 5, 2017 – Planning & Zoning Commission, 7:00 p.m., City Hall
- Monday, December 11, 2017 – City Council Meeting, 7:00 p.m., City Hall

- Saturday, December 2, 2017 – Festival of Lights – Light Parade, Floats that best represent the “Dreaming of a White Christmas”, will be awarded 1st, 2nd, and 3rd place prizes!

Win prizes by donating non-perishable food items for the Benson Food Bank – Drop off items anytime at City Hall, the Visitors Center, the Community Center and the Tree Lighting.

The Light Parade starts at 6:00 p.m.

Santa will be attending the Christmas Tree Lighting at Benson City Hall, 120 W. 6th Street. The Christmas Tree Lighting starts immediately following the Light Parade.

- Saturday, December 16, 2017 – Benson Festival – 10 a.m. – 4 p.m.
Vendors for Shopping, Entertainment, Food, and Children’s Activities.

4th (Main Street) between Patagonia Street and San Pedro Street

Mr. Stephens then stated for a full list of events, activities, locations and times, the public could view the City’s website at www.cityofbenson.com. Mayor King asked those present to please donate to the Food Banks and to encourage others to do the same, adding this time of year can be very difficult for people and he knows firsthand how the food banks helps people through hard times.

NEW BUSINESS:

1. Discussion and possible action on the Consent Agenda

- 1a. Minutes of the April 10, 2017 Regular Meeting
- 1b. Minutes of the April 24, 2017 Regular Meeting
- 1c. Invoices processed for the period of October 16, 2017 through November 19, 2017

Councilmember McGoffin moved to approve the Consent Agenda. Seconded by Councilmember Garner. Motion passed 7-0.

EXECUTIVE SESSION: Pursuant to A.R.S. §38-431.03 (A)(3) and (4), discussion and consultation for legal advice with the public body’s attorneys, and possible instruction to those attorneys, about the following matters all related to the proposed Villages at Vigneto Development: the Revitalization District Act at A.R.S. §§ 48-6801, *et seq.*; the Community Facility District Act at §§ 48-701, *et seq.*; the pending application to form Revitalization Districts; the pending Development Agreements; and the role of a Financial Advisor to the City regarding Vigneto.

Mayor King stated he was moving the executive session to the end of the meeting.

2. Southeastern Arizona Governments Organization (SEAGO) Technical Assistance Contract for the Community Development Block Grant (CDBG)

Public Works Director Brad Hamilton stated this contract for SEAGO to administer certain provisions of the CDBG grant, adding every grant cycle contains this agreement. Councilmember Boyle moved to approve the Southeastern Arizona Governments Organization (SEAGO) Technical Assistance Contract for the Community Development Block Grant. Seconded by Vice Mayor Konrad. Motion passed 7-0.

3. **Discussion and possible action regarding additional time off for the holidays in recognition of City Employee Service**

City Manager Bill Stephens stated every year, the Council considers giving an extra day to the City Staff. Councilmember McGoffin interrupted, stating she would be abstaining and then left the dias. Mr. Stephens continued stating annually the Council considers approving an extra day in conjunction with Christmas and with New Years for the City Staff, adding during this holiday time of year, the City Council gives direction on how to thank Staff for their service to the City of Benson. Mr. Stephens stated in recent years, the City Council has recognized Staff's excellent service with an additional day off as he mentioned, at Christmas and New Year's, adding the essential services would still be covered. Mr. Stephens stated this year Christmas Day and New Year's Day fall on Mondays and a possibility would be to approve Tuesday, December 26 and Tuesday, January 2 as additional time off. Mayor King stated this is something that was started many years ago, adding the Council used to give out different things, but he thinks this is the best way of thanking them, adding it gives them time to travel and the chance to spend extra time with their families. Vice Mayor Konrad stated things like this sometimes appear to be rubberstamped, but he wanted the Staff and the City to understand that the Council truly appreciates all Staff does, especially in the last couple years, adding employees have taken on quite a role, carrying the weight of several employees who have left over time, noting there are fewer people doing more and more work and it's truly appreciated.

Vice Mayor Konrad moved to recognize the employees with additional time off as suggested by the City Manager, Tuesday, December 26 and Tuesday, January 2. Seconded by Mayor King. Mayor King stated he wanted to thank the employees for what they do. Motion passed 7-0.

4. **Discussion and possible action regarding the cancellation of the December 25, 2017 Regular Council Meeting**

City Manager Bill Stephens stated the second Regular Council meeting falls on December 25, Christmas Day, adding City offices will be closed. Mr. Stephens then stated as in the past, if any pressing issues need to come before the Council, a Special Meeting could be called. Councilmember Boyle moved to cancel the December 25, 2017 Regular Council Meeting. Seconded by Councilmember McGoffin. Motion passed 7-0.

EXECUTIVE SESSION: Pursuant to A.R.S. §38-431.03 (A)(3) and (4), discussion and consultation for legal advice with the public body's attorneys, and possible instruction to those attorneys, about the following matters all related to the proposed Villages at Vigneto Development: the Revitalization District Act at A.R.S. §§ 48-6801, *et seq.*; the Community Facility District Act at §§ 48-701, *et seq.*; the pending application to form Revitalization Districts; the pending Development Agreements; and the role of a Financial Advisor to the City regarding Vigneto.

Executive Session from earlier on the agenda. Vice Mayor Konrad moved to enter into an executive session with the Mayor and Council, the City Manager, the City Attorney and the City Clerk at 7:38 p.m. Seconded by Councilmember McGoffin.

Councilmember Lambert stated he was strongly opposed to this executive session for the simple fact that there is no action item afterward for the Council to discuss in public. Councilmember Lambert then stated in his opinion, this is the Council trying to be non-transparent and by using the term "legal advice" to hold an executive session borderline on circumvention of the Open Meeting Law. Councilmember Lambert then stated he would be voting nay and would not be attending the executive session.

Mayor King asked City Attorney Paul Loucks if the Council was breaking any rules or violating any laws with Mr. Loucks stating the Council receiving legal advice was not violating any laws. Councilmember Lambert stated it was a way to circumvent the law and voted nay.

Mayor King again asked Mr. Loucks if the Council was violating any laws with Mr. Loucks stating they were not.

Councilmember Boyle stated he didn't think there was any intent to deceive anyone, adding he was unaware there was an executive session until the meeting, again stating he didn't think there was any intention to do anything wrong against the citizens of Benson, either overtly or covertly, adding the Council was only getting legal advice.

Motion passed 6-1 with Councilmember Lambert voting nay and not attending the executive session.

Council reconvened at 8:23 p.m. and Councilmember Lambert was not present.

DEPARTMENT REPORTS: No comments from Council.

ADJOURNMENT:

Councilmember McGoffin moved to adjourn at 8:23 p.m. Seconded by Councilmember Boyle. Motion passed 6-0.

ATTEST:

Toney D. King, Sr., Mayor

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Worksession

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1d

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

Subject:

Minutes of the October 23, 2017 Worksession

Discussion:

Attached are the minutes of the October 23, 2017 Worksession.

Staff Recommendation:

Council pleasure

**THE WORKSESSION
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD OCTOBER 23, 2017 AT 6:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 6:05 p.m. with the Pledge of Allegiance.

ROLL CALL:

Present were: Mayor Toney D. King, Sr., Vice Mayor Joe Konrad, Councilmembers Pat Boyle, Larry Dempster, Levi Garner and Lori McGoffin. Absent was: Councilmember David Lambert.

NEW BUSINESS:

1. **Discussion about City building, electric and/or fire codes, and the possible need to update or modify those**

Public Works Director Brad Hamilton introduced Michael McMillan, the City's contracted certified Building Official with Brown and Associates, stating Mr. McMillan would be giving a brief presentation on code updates. Mayor King stated the Council could ask questions with Mr. McMillan stating he would like to address questions after the presentation, adding the presentation may answer some of the questions Council may have.

Mr. McMillan stated he has over 20 years of experience in the construction/building safety industry and is a certified Building Official, Plans Examiner and Inspector, as well as the Interim Building Official for the City, adding he is available on an as-needed basis. Mr. McMillan stated he has provided service to the City since 2007, noting he loved Benson so much, he moved here 10 years ago, adding his children graduated in Benson, they work here and his son volunteers for Fire Department, noting his family is very involved in the community. Mr. McMillan then stated the company he works for is Brown and Associates, a leading provider of a diversified team of certified professionals providing many different building and life safety code consulting, review and assessment services throughout the southwest.

Mr. McMillan then spoke about the history of codes, stating in early 20th century, the system of building regulations in the US were based on model building codes developed by three model code groups: the Building Official Code Administration in the northeast, the Southern Building Congressional International, handling the southwest and the International Conference of Building Officials handling the mid-west and the west. Mr. McMillan stated this was quite a problem if you were a contractor or a homeowner and owned or worked in different areas, adding it was hard to keep up with which code was in place. Mr. McMillan then stated the City of Benson adopted the first building code in 1947 and in 1979 adopted the uniform codes, adding the City has adopted those codes up to 2006 edition. Mr. McMillan then stated to simplify the code compliance process, the 3 organizations combined efforts in 1994 to develop a national code, noting there was an advantage to do that, but the codes are very generic in nature, so individual Councils adopt and amend the codes to meet whatever the regional needs are; then noted examples include earthquakes in California, winds in Florida and bad soils in Benson. Mr. McMillan stated the 3 combined organizations became the International Code Council (ICC) and the first published ICC model code was the 2000 edition, with updates being made every 3 years, adding the updates are primarily related to incidents that happen, such as fires, deaths and loss of property, as more is studied and learned about those incidents and how to best mitigate those situations. Mr. McMillan then stated he wanted to make it very clear that these codes are developed, written and published in the US and there is nothing international about them except their name and the fact that the ICC codes are used throughout the world because a lot of professionals write the code which is provided to other countries to use.

Councilmember McGoffin asked if these were the codes the Council looked at before with the public uproar with Mayor King stating these are the codes are different and asked Mr. McMillan to explain why the Council needs to adopt them.

Mr. McMillan then spoke about why the City Council needs to adopt code updates, stating Insurance Services Offices (ISO) are to collect statistical data about loss of life, property and claims and then they actually grade jurisdictions with ISO ratings for both Building Departments and Fire Departments. Mr. McMillan then stated there are two different ISO ratings; the first is a public protection classification that's for the Fire Department and emergency services and the second is a building code effectiveness rating schedule, directly related to the Building Department, which would be on the fire prevention side of things. Mr. McMillan then stated the ISO ratings are comprised of a numerical classification with 1 being the lowest risk and 10 being the highest risk. Mr. McMillan then stated this information is then provided to insurance companies that develop insurance rates based on the rating and the projections of future losses, adding the lower the number, the better insurance rates customers get.

Mr. McMillan then stated the Fire Department public protection classification survey was completed, noting the information observed for the survey were the fire protection systems including emergency communication, operations and training, water supply availability and community reduction of risk programs. Mr. McMillan then stated the current ISO rating for the Fire Department is a 5, which is a good number for a community of this size, and is due to the Fire Department and the Water Department. Mr. McMillan then stated the building code effectiveness rating schedule was determined after an evaluation in 2012, which reviewed the administration of the codes, what codes were in use, what modifications had been made, the zoning provisions, mitigation of natural hazards, building plan review, staffing levels and their qualifications and field inspections. Mr. McMillan then stated the current building code effectiveness classification is a 9 for 1- or 2-family dwellings and a 9 for commercial and industrial property, which is not good, adding the Building Department is actually starting to see people come in who can't get insurance for their buildings, homes or businesses or their insurance rates are doubling or tripling, and they are asking why. Mr. McMillan stated the reason this is happening is that the current adopted codes don't represent the latest edition available and because of reduction in staff, further explaining that there is a more prevalent potential for loss of life and property, because the City is using the 2006 edition of the codes which are clearly outdated for today's times. Mr. McMillan then stated there is also an issue with methods, materials and building equipment, adding technology is moving at an increased rate and the newer codes recognize that technology and add that information which assists in making sure items are properly installed and the right equipment is being used, such as a new air conditioner which uses less electricity. Mr. McMillan then stated there is also safety concerns based on prescriptive and performance-related requirements not being properly represented in the design guidelines, noting from 2006 edition to the 2015 edition, which is the code being proposed, there have been updates in earthquake data, wind data, soils data, adding they have changed considerably due to a lot of advancements not represented in the 2006 edition. Mr. McMillan then stated the solutions are to adopt the most the current edition of the codes, which is the 2015 edition, adding the 2018 edition won't be out until February of next year, and utilizing Staff for proper application and execution of the codes as adopted.

Mr. McMillan then stated the City can also utilize the resources and qualifications of the Brown & Associates team to satisfy ISO requirements and as a support system to the current Staff, adding this gives the City resumes of 20 people to utilize and show ISO they are on board, noting the City only pays for those resources when they are used, but they are glad to represent the City and work with ISO to ensure the classification is lowered, in turn lowering insurance rates and eliminating the denial of coverage, which is what is happening now. Mr. McMillan then stated this is important not only for the rating, but for the community, adding the newer codes may lower the cost of construction by mitigating any specific material being used that is unnecessary. Mr. McMillan then stated everything in the code are minimum requirements.

Councilmember Garner asked what needed to be done in addition to adopting the newer codes to lower the ISO rating with Mr. McMillan stating there are 2 things to address; the adoption of the latest code and staffing availability with training and qualified personnel. Mr. McMillan then stated once the codes are adopted, he will contact ISO and they will come in, reevaluate the department and provide recommendations, adding as long as the City implements those recommendations, they will review and adjust the ISO rating to what it should be. Councilmember Garner asked about that rating with Mr. McMillan stating the previous ISO ratings were a 3 for residential and a 4 for commercial, adding this was prior to January, 2013. Mr. McMillan then stated the previous Building Official, Luis Garcia, attempted to get the code adoption approved, but the political climate at that time, didn't allow it.

Mayor King asked about staffing levels with Mr. McMillan stating no one has notified the ISO that he is filling the position of the Building Official and the Plans Examiner, adding the City has a full-time Building Inspector and City Engineer, which puts the City where it needs to be. Mr. McMillan then stated using Brown and Associates for the positions he fills means little risk to the City as Brown and Associates is fully insured with liability and E&O, adding the City only pays for their services when they are needed and are in lieu of filling staff positions until the time it's decided to fill those positions with full-time employees.

Mayor King asked about adopting the 2018 codes with Mr. McMillan stating ISO works on a 10-year system so as long as a city is 10 years ahead of the last edition, it's good. Mr. McMillan then stated the code updates every 3 years, but most cities adopt code editions every 6 years. Mayor King then asked about the amendments and for Mr. McMillan to review those with Mr. McMillan stating the amendments are pretty much identical to the amendments made when the 2006 code was adopted. Mr. McMillan then stated the code is a baseline code document which is then revised to meet the needs of Benson and this region, adding one example is that there is no penalty clause and because that's a state law, it must be added. Mr. McMillan then stated the code also says that a soils report may or may not have to be provided so another amendment is requiring a soils report because of the soils in Benson, adding again, the majority of the amendments are the same amendments made to 2006 codes. Mayor King asked what the most critical changes were with Mr. McMillan stating additional amendments are some clarification on deferred items and submitting those to the Building Department and dealing with fire sprinklers, adding the new code pretty much requires everything to be sprinklered, but an amendment allows some exceptions for existing buildings as well as buildings that provide shade to people or animals, such as gazebos and parks, adding a lot of types of uses don't really warrant sprinklers. Mr. McMillan then stated sprinklers are now required for residential homes, but there is a state moratorium in place right now because Arizona is trying to recover from the 2009 housing crash, but noted the moratorium will eventually go away. Mr. McMillan then stated sprinklers were originally designed and installed to protect the loss of property, but it has now been found that they save lives, adding the mentality on sprinklers is changing on residential side, but as of right now, they are not required for residential structures due to the state moratorium.

Vice Mayor Konrad asked if this affected new construction only and when it would be in effect with Mr. McMillan stating it would only be for new construction unless an existing building was changing to a more hazardous occupancy such as an office building with only 10 people changing to an assembly such as a bar with 150 people. Mr. McMillan then stated a higher hazard change in occupancy use may require sprinklers be installed or retro-fitted, but they would not be required in every situation, adding sometimes the existing building code allows for other provisions to be used in place of sprinklers as was the case in the VFW. Mr. McMillan then stated the VFW was not sprinklered when they had their large fire and they based on the exception, he might have been able to require sprinklers, but he went into the existing fire code, evaluated the structure and what the true hazards were and what would make the situation better, and it was determined that the VFW could install a full fire detection system and alarm system in lieu of sprinklers, adding this gave the VFW enough points to be able to do that and not have to install sprinklers.

Councilmember Boyle asked how the City was billed for the services by Brown and Associates with Mr. McMillan stating Brown and Associates bills the City hourly for inspections or other Building Official services. Mr. McMillan then stated plan review is billed differently, adding the total project cost is broken down into a permit fee and the plan review is 65% of that. City Attorney Paul Loucks stated the discussion was off topic.

Vice Mayor Konrad then stated some of the terms the Council hears when dealing with building codes are "draconian, restrictive, etc." and asked how the Council could dispel those, adding he knows the codes are in place for a reason and to help mitigate loss of life and for the protection of property. Vice Mayor Konrad then stated on the other hand, there are low-income families with properties not worth a lot, and when they want to fix their property up, they find its cost restrictive, asking if there was anything that could be done to work around that. Mr. McMillan asked for an example with Vice Mayor Konrad stating he was talking about remodeling in general or changing windows and how it was not affordable due to the codes. Mr. McMillan then stated each situation is different, adding the code needs to be applied in a common sense, straightforward manner. Mr. McMillan then stated if windows are going to be replaced, the only thing really affected would be the bedroom egress window, which would have to be brought up to code, but the rest are what they are. Mr. McMillan then stated additionally, one of the only other requirements the code has for remodeling, is that when work is done on a home, it requires updating the smoke detectors, noting if the work is being done in the attic or is accessing the

attic, the code requires hard-wired smoke detectors and if the work is something like replacing windows, batter-operated smoke detectors are permitted. Mr. McMillan then stated unfortunately, the code defines what requires permits and what doesn't, adding page 3 addresses the work exempt from permits. Mr. McMillan then stated when the Council looked at the 2006 code edition, there was a contractor and a developer on the Council and the Council really pressed hard to make sure the amendments were good for the community and the citizens, adding the proposed amendments are really the same document that has been updated.

Mayor King asked about the code adoption coming to Council and if a public hearing was required with Mr. Loucks stating a public hearing was not required.

Mayor King then stated he remembers the situation in considering code updates in the past, but it's time the Council gets the codes up-to-date. Council thanked Mr. McMillan, who asked the Council to contact him if they had any further questions.

ADJOURNMENT:

Councilmember McGoffin moved to adjourn at 6:35 p.m. Seconded by Councilmember Garner. Motion passed 6-0.

Toney D. King, Sr., Mayor

ATTEST:

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Regular Meeting

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1e

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

Subject:

Minutes of the September 25, 2017 Regular Meeting

Discussion:

Attached are the minutes of the September 25, 2017 Regular Meeting.

Staff Recommendation:

Council pleasure

**THE REGULAR MEETING
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD SEPTEMBER 25, 2017 AT 7:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 7:04 p.m. with the Pledge of Allegiance.

ROLL CALL:

Present were: Mayor Toney D. King, Sr., Vice Mayor Joe Konrad, Councilmembers Pat Boyle, Larry Dempster, David Lambert and Lori McGoffin. Absent was: Councilmember Levi Garner.

Mayor King stated Councilmember Garner notified him he was unavailable and was excused.

EMPLOYEE RECOGNITION:

Mayor King recognized P.J. Moncada for 10 years of service with the City. Mayor King then recognized Clint Montijo for 25 years of service with the City.

PROCLAMATION:

Mayor King stated the proclamation will be read again on Friday at the Homecoming Pep Rally then read a proclamation of the Mayor and Council proclaiming the week of September 25-29, 2017 as "Benson Bobcat Week." Mayor King then urged everyone to recognize and acknowledge the impact of the school and the community on children's lives. Mayor King then asked everyone to support the Bobcats, noting the parade is on Friday, followed by the Pep Rally.

PUBLIC HEARING: None

CALL TO THE PUBLIC:

Tricia Gerrodette, Eagle Ridge Drive, Sierra Vista, spoke about the airport, adding while she doesn't follow the Sierra Vista airport, she thinks the City is still supporting the airport with general funds, but she believes the 24-hour fueling was a plus to their income. Ms. Gerrodette then stated in case anyone missed it, the Mayor was quoted briefly in an Arizona Daily Star article about water. Ms. Gerrodette then stated she had a conversation between the worksession and this meeting with City Manager Bill Stephens and she appreciated the information he shared which was that he gives a report to the Council of what's been happening in the City. Ms. Gerrodette then stated she doesn't see that in the packet and noted she would be very interested in seeing that report as she is frustrated by just getting the calendar read during the meeting. Ms. Gerrodette then stated she would check with the City Clerk, but it seems appropriate that the report Mr. Stephens was speaking about would be available to the public. Ms. Gerrodette then stated the reason she asked was that she wanted to know what was happening with the Villages, adding it's been 4 weeks since there was a special meeting and a worksession learning about special taxing districts and Mr. Stephens told her that the taxing district applications were withdrawn. Ms. Gerrodette then stated she believed that was still the status, but she would like to have that confirmed. Ms. Gerrodette then stated because Mr. Stephens shared that information with her, she was glad that she didn't have to manufacture some criticism or insulting remarks to allow the Council to respond.

Mayor King then stated he missed the invocation and introduced Pastor Ron York from the Peace in the Valley Lutheran Church, who gave the invocation.

Jeff Cook, N. Huachuca Street, Benson stated he wanted to address the National League of Cities item and would do so through the budget. Mr. Cook then stated the .5% sales tax would be going away next year, but the City would still have the \$300,000 bond payment for another 12 years, then noted the City is \$1.2 million in debt for

the Public Safety Personnel Retirement System which has to be paid somehow. Mr. Cook then stated if the Council wants to put in a Quiet Zone, it would cost about \$500,000, even though they already paid around \$19,000 on that and have gotten nothing, in addition to the City Hall building that may have to be replaced. Mr. Cook then stated just last week, he saw that Washington State is suing one of their detention centers for paying their inmates \$1.00 an hour in violation of their minimum wage, and he wonders if that is going to be something that cities like Benson will have to deal with that since Benson pays inmates \$.50 an hour. Mr. Cook then stated the sign at the Visitor Center has not been working, and it will be about \$20,000 to fix that and noted that any additional money spent on the airport is something that hasn't been taken in account yet. Mr. Cook then stated as far as the construction boom from Vigneto, he came across a packet for the mayor/manager meeting in October, 2014, and one of the talking points then was El Dorado saying they expected to break ground a year from then, which would have been 2015, then everyone was told it would be in 2016, 2017 and now it's 2018, adding he doesn't think the City can rely on that and will have to wait and see when it happens. Mr. Cook then stated the it would be premature to spend or to commit to the \$4,000 or \$5,000 it would cost to join the National League of Cities and send a representative to their convention. Mr. Cook then stated one of the reasons he says this is because in years past, the City has jumped on board with any good idea and spent money on it, adding the City spent so much money that it was on the verge of entirely eliminating its cash reserves, and had to force furloughs on City employees. Mr. Cook then stated there's a lot of things to think about in the budget and he thinks this is a needless waste.

CITY MANAGER REPORT:

City Manager William Stephens addressed Council, giving the dates of upcoming meetings and events.

Tuesday, September 26, 2017 – Community Watershed Alliance, 6:30 p.m., City Hall
Tuesday, October 3, 2017 – Planning & Zoning Commission, 7:00 p.m., City Hall
Monday, October 9, 2017 – City Council Meeting, 7:00 p.m., City Hall
Tuesday, October 10, 2017 – Library Advisory Board, 4:00 p.m., City Library

Tuesday, September 26, 2017 – Benson High School Homecoming Bonfire, Benson School overflow parking lot, 8:00 p.m. – 10:00 p.m.
Friday, September 29, 2017 – Benson High School Parade, 12:00 p.m. – 2:00 p.m.
Friday, October 13 through Sunday, October 15, 2017 – Benson Butterfield Overland Stage Days & Rodeo
This event includes a Parade, Car Show, the Benson Pony Express and a the Rodeo

For a full list of activities, locations and times, please see the City's website and www.bensonbutterfieldrodeo.com

Mr. Stephens then stated for a full list of City events, activities, locations and times, the public could view the City's website at www.cityofbenson.com

Mayor King then encouraged those present to attend the rodeo, adding he has been fortunate enough to attend a lot of rodeos and this rodeo is probably one of the best rodeos in southern Arizona.

NEW BUSINESS:

1. Discussion and possible action on the Consent Agenda

- 1a. Minutes of the February 27, 2017 Regular Council Meeting
- 1b. Minutes of the March 13, 2017 Regular Council Meeting
- 1c. Minutes of the June 29, 2017 Special Council Meeting
- 1d. Minutes of the July 10, 2017 Regular Council Meeting
- 1e. Minutes of the July 24, 2017 Regular Council Meeting
- 1f. Minutes of the August 14, 2017 Regular Council Meeting
- 1g. Minutes of the September 7, 2017 Special Council Meeting

1h. Minutes of the September 11, 2017 Regular Council Meeting

1i. Invoices processed for the period from September 7, 2017 through September 19, 2017

Councilmember Lambert moved to approve the Consent Agenda. Seconded by Councilmember Boyle. Motion passed 6-0.

2. **Discussion and possible action regarding Resolution 32-2017 of the Mayor and Council of the City of Benson, Arizona, approving a Special Event Liquor License for the Boy Scouts of America Catalina Council for October 21-October 23, 2017 at Cochise Terrace, 1030 S. Barrel Cactus Ridge, Benson, Arizona**

City Clerk Vicki Vivian stated the Boy Scouts of America Catalina Council has applied for a special event liquor license which “allows a charitable, civic, fraternal, political or religious organization to sell and serve spirituous liquor for consumption only on the premises where the spirituous liquor is sold, and only for the period authorized on the license.” Ms. Vivian then stated as per ARS §4-203.02, the application is sent to the Arizona Department of Liquor Licenses & Control, where the director may “subject to the approval of...the governing body of a city or town...” issue the license on a temporary basis. Ms. Vivian then stated it is further stipulated that “qualifying organizations will be granted a special event license for no more than ten (10) days in a calendar year and a special event may be held for more than one (1) day, but it must be held on consecutive days and at the same location, or additional licenses will be required”. Ms. Vivian then stated if approved, this will be their first special event held in 2017. Ms. Vivian then stated the Boy Scouts of America Catalina Council is requesting the permit for a fundraiser to be held at Cochise Terrace on Friday, October 21, 5:00 p.m.-8:00 p.m.; Saturday, October 22, 11:00 a.m.-8:00 p.m.; and Sunday, October 23, 8:00 a.m.-3:00 p.m. Ms. Vivian then stated she spoke to Sam Albo who wanted her to assure everyone this is an adult-only event, ages 55 and over and there will be no Boy Scouts in attendance. Ms. Vivian then stated Mr. Albo also informed her that the Catalina Council does different fund-raisers in various places and Art Bale is a member of the board who offered Cochise Terrace as a location for the event.

Mayor King stated a lot of these special events are held at Cochise Terrace and they do a lot of good in the community. Councilmember Lambert stated he found no errors in the application and then moved to approve Resolution 32-2017. Seconded by Vice Mayor Konrad. Councilmember McGoffin stated on Sunday, alcohol can't be sold until a certain hour with City Attorney Gary Cohen stating that applied to retail sales only. Motion passed 6-0.

3. **Discussion and possible action regarding approval for the City of Benson to become a member of the National League of Cities (NLC)**

City Manager Bill Stephens stated this item was tabled to the September 25, 2017 Council meeting after being placed on the September 11 Council agenda by Councilman David Lambert. Mr. Stephens then stated while at the 2017 League of Arizona Cities and Towns conference, Councilman David Lambert attended an NLC session where city membership and associated benefits were discussed and is in the packets Council has been provided. Mr. Stephens then stated membership is annual and the costs are dependent on population, adding a chart is provided in the Council packet contained in the membership application in Section 6 and the cost for a city our size is \$1,117.00 based on the 2010 census. Mr. Stephens then stated the packet from the NLC will also be used for the next two Council items.

Vice Mayor Konrad moved to not join the National League of Cities at this time. Councilmember McGoffin asked if anyone from the NLC was present to discuss their organization. After being told there was no one present from the NLC, Councilmember McGoffin seconded the motion. Mayor King asked about the following two new business items with City Attorney Gary Cohen stating the Council needs to address each item. Mr. Cohen then stated he thought Mayor King was going to ask if the motion precludes the Council from changing its mind in the future, adding the Council could choose to join at a future time, as Vice Mayor Konrad's motion included the language “at this time.” Motion passed 5-1 with Boyle voting nay. Councilmember Boyle then asked about the motion and after the motion being restated, he asked to change his vote to yes. Mr. Cohen stated it was clear the motion passed 6-0.

4. **Discussion and possible action regarding Resolution 30-2017 of the Mayor and Council of the City of Benson, Arizona, appointing _____ as the City's representative to the National League of Cities**

Mayor King started to make a motion with Councilmember Lambert stating the item could simply die for a lack of a motion. City Attorney Gary Cohen stated for the Council to be consistent, he would recommend a motion. Mayor King then moved to appoint no one as a City representative to the National League of Cities. Vice Mayor Konrad suggested Mayor King's motion be to reject resolution 30-2017. Mayor King amended his motion to reject Resolution 30-2017. Seconded by Vice Mayor Konrad. Motion passed 6-0.

5. **Discussion and possible action regarding authorization for a City of Benson representative to attend the National League of Cities (NLC) Annual Conference, November 15-18, 2017, in Charlotte, North Carolina**

Councilmember McGoffin moved to send no one to attend the National League of Cities conference. Seconded by Mayor King. Motion passed 6-0.

6. **Discussion and possible direction to Staff regarding the audio recording system; including possible authorization to investigate and/or procure the possible purchase of a digital recorder**

City Clerk Vicki Vivian stated this item was placed on the agenda by Councilmember Lambert, adding the recording system has had adjustments made to it over the last year, but unfortunately, there have been problems with the audio quality. Ms. Vivian then stated Councilmember Lambert came into the office and made adjustments to the audio system (separate from the recording system) to include grounding the audio system, adjusting volumes and turning off equipment that was not being utilized, adding Councilmember Lambert then suggested contacting the company that installed the audio system to see what other recording devices were available. Ms. Vivian then stated one of the options is a portable digital recorder with Wi-Fi that saves audio to a memory card; however, it was an analog conversion, adding the estimated cost for this device, power pack, cables and installation is approximately \$350.00. Ms. Vivian then stated for a true digital recording, the mixers would need to be upgraded and a small PC would be installed in the audio rack, adding to do something like this is estimated at \$2,000. Ms. Vivian then stated the adjustments Councilmember Lambert made seem to have taken care of the audio system problems feeding into the recording system, however, should the Council decide that another recording system should be investigated and/or purchased, this item allows for that direction to Staff. Ms. Vivian then stated she would like to add that on Friday, after some final adjustments were made, a test recording was made that included all the microphone areas and she sent that recording to Council this morning, adding it does sound clear, but she does know there are some wiring problems, then noted they removed a CAT 5 wire coming across for the conference phone. Ms. Vivian then stated she believes the recording is now clear, but she feels for \$350, it would be good to have a backup.

Councilmember Lambert then spoke about the audio system stating he spent time with both City Manager Bill Stephens and the City Clerk and they tested each microphone individually, adding several problems were found. Councilmember Lambert then stated the less expensive system would be an analog system and the more expensive system would be a digital recording system. Councilmember Lambert then continued stating the same system is used for the Planning & Zoning meetings also and the on-going costs of the current system is about \$900 per year. Councilmember Lambert then stated the new analog recording system would probably cost between \$350-\$500, but it would be a dual recording system, with a recording to both a CD and a thumb drive, so if 1 fails, there would be a backup. Councilmember Lambert then stated he found wires that shouldn't be plugged in and he moved some microphones, adding this resulted in the much clearer audio recording Ms. Vivian sent to the Council this morning. Councilmember Lambert then stated when the current recording system was installed, it cost about \$4,000 and has had an annual maintenance cost of about \$900 for 10 years, adding if one of the proposed recording equipment is purchased, the City will own it and won't have those costs.

Councilmember McGoffin asked about operating a new system and if there was a system that would produce text for the minutes with Ms. Vivian stating the minutes for the Council are summary minutes, unless there is a political issue that would include more detail. City Attorney Gary Cohen stated the agenda is phrased to direct Mr. Stephens to investigate a new recording system and he would come back to the Council with his findings.

Councilmember Lambert then stated the Council received a long email from the company that originally installed the microphones and speakers, then stated the Council could direct Staff to investigate and/or purchase a new recording system, so it doesn't have to come back to Council.

Councilmember McGoffin stated she thought it was a great idea, but that the Council should let Staff decide between the systems, adding if Mr. Stephens wanted to bring it back to Council, he could, but she felt it wasn't necessary. Vice Mayor Konrad agreed, stating in looking to the future, he would be interested in the digital system, noting the cost over the last 9 years is almost \$10,000 and paying about \$2,000 for a system with no additional costs would be a long-term savings to the City. Councilmember McGoffin agreed, stating eventually an analog system would be outdated. Mayor King agreed, stating not only would a new system save money, but it would help employees do their jobs and he would support that. Mayor King then agreed that Staff should investigate both systems.

Councilmember Lambert stated either system was well under the City Manager's authority and he could go ahead and purchase the system he thought would be best with Mayor King asking Mr. Stephens to notify the Council of the decision beforehand, in case the Council had any questions.

Vice Mayor Konrad stated there may be some hidden costs, but hopefully, they will be minimal, adding Mr. Stephens could use his judgment on those.

Councilmember Lambert asked if a motion was necessary with Mr. Cohen stating he thought the direction was clear.

DEPARTMENT REPORTS: No comments from Council.

ADJOURNMENT:

Councilmember McGoffin moved to adjourn at 7:40 p.m. Seconded by Councilmember Boyle. Motion passed 5-1 with Councilmember Lambert voting nay.

Toney D. King, Sr., Mayor

ATTEST:

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Worksession

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1f

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

Subject:

Minutes of the September 25, 2017 Worksession

Discussion:

Attached are the minutes of the September 25, 2017 Worksession.

Staff Recommendation:

Council pleasure

**THE WORKSESSION
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD SEPTEMBER 25, 2017 AT 6:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 6:04 p.m. with the Pledge of Allegiance.

ROLL CALL:

Present were: Mayor Toney D. King, Sr., Vice Mayor Joe Konrad, Councilmembers Pat Boyle, Larry Dempster, David Lambert and Lori McGoffin. Absent was: Councilmember Levi Garner.

NEW BUSINESS:

1. **Presentation and discussion regarding the Benson Municipal Airport**

City Manager Bill Stephens stated this worksession is being held at the request of Vice Mayor Konrad, who asked several months ago to have it in the fall. Mr. Stephens then stated Public Works Director/Airport Manager Brad Hamilton, Airport Services Coordinator (ASC) David Thompson and he were in attendance and there may be some in the audience who may have information about the airport also. Mr. Stephens stated not only can they answer questions, but they can present some of the things done at the airport.

Mr. Hamilton asked if the Council wanted to focus on any specific area or if they wanted an overview first with Vice Mayor Konrad stating when he asked for the worksession, his intent was to get an overview, adding the Council hears about airport expansion and the original intent and he would like Mr. Hamilton to guide the Council through how it all fits together with the original plan, where the airport is going, the hangar layouts and leases so the Council can make more informed decisions about the airport.

Mr. Hamilton stated Council has seen the FAA grant for the roadway into the airport and it will be a major improvement. Mr. Hamilton then stated since the ASC has been on, there has been a lot of work done at the airport and the ASC has been a lot of help. Mr. Hamilton then spoke about maintenance at the airport, stating the taxiway and apron have been crack sealed, noting this was to be covered by an ADOT grant, but due to the state of the aviation fund, the project was kicked back to 2021, and the cracks were bad enough, the City moved forward with the project. Mr. Hamilton stated there has been some restriping, he's working on tiedown fees and boxes to put them in, and the Council approved a hangar lease for the construction of a hangar on Pad C, noting the outside party has been talking with their architects and engineers and are moving the project along, taking soil samples and getting designs done for the foundation. Mr. Hamilton then stated there was some repaving done on the runway 2 or 3 years ago, using an ADOT grant to crack seal and overlay it with rubberized asphalt, adding rubberized asphalt is more forgiving for less experienced pilots. Mr. Hamilton noted the product used is normally called quiet pavement, but it's basically ground up tires in the asphalt to rubberize it. Mr. Hamilton continued, stating the AWOS (Automated Weather Observation System) has been moved from the old FBO building to the equipment room, high speed internet has been installed and by doing so, the AWOS is now being broadcast over the internet, adding anyone can go to the website and get the weather. Mr. Hamilton then stated they are also working on wifi, adding a lot of aircraft file their flight plans and such now by wifi, so that will be a good change coming. Mr. Hamilton then talked about the phones at the airport stating he is currently working citywide to change the phones to voice over IP for savings and he now has the voice over IP phone lines at the airport and the ability to put in more voice over iP phones, noting there was only 1 phone line at the airport before with Century link and they wouldn't install more than one. Mr. Hamilton then stated the AWOS had to share the phone line with the credit card machine, was a challenge, so they worked to solve that issue. Mr. Hamilton then stated a couple of years ago, the beacon was replaced along with other navigational aids, adding when he was looking at maintenance of those items, he kept hearing the phrase "functionally obsolete," which meant they were old and the companies that provided parts no longer existed. Mr. Hamilton then stated with the changes and upgrades, there is a much nicer beacon that now tips down, so no one has to climb up to it to perform maintenance.

Mr. Hamilton then stated a second helicopter parking pad was added a few years ago, which gives the airport 2 now, adding they are heavily used. Mr. Hamilton then stated Mignonne Hollis is here from Arizona Regional Economic Development Foundation and they met last week on UASs at the airport. Mr. Hamilton then stated he worked with Northrup Grummond a couple of years ago to get flight time on their UAVs, which was a really positive experience, adding they loved our airport, because our airport is busy on the weekend, but light during the week, which was good for them. Mr. Hamilton then stated Ms. Hollis and Mr. George Scott have been working on bringing companies in, especially from North Dakota where the weather isn't always cooperative. Mr. Hamilton then stated Worldview likes the airport and they've launched several high-altitude balloons from there, adding it has been going really well. Mr. Hamilton then stated Pima County built Worldview a facility in Tucson that they are leasing, but the problem is when they want to launch, due to the controlled airspace, Tucson will only give them 15 minutes and they need 4 or 5 hours, whereas in Benson, they usually come in at 9 or 10 at night and begin setting up, and then they launch the next morning at dawn and after cleaning up, they are gone by 7:30 or 8:00 a.m. Mr. Hamilton stated this has been a very positive relationship. Mr. Hamilton then stated airport fees are being updated to bring the airport more in line for the type of facility it is.

Mayor King asked about state land around the airport, stating he was ready to take a group of the Council up to Phoenix and meet with people. Mr. Hamilton stated right now, state land is not the problem, adding that may change, but in 2009 the City submitted an environmental study and in 2012, the FAA gave back comments, noting it was 3 years before the comments were issued. Mr. Hamilton then stated in his discussions with the FAA, the FAA runway extensions have become a very low priority and they are not being funded, unless there is a safety need. Mr. Hamilton then stated his discussions for extensions includes being able to attract more jet aircraft that need the extension, which justifies the extension, but it's kind of which comes first, the chicken or egg. Mayor King stated he understands the environmental time with Mr. Hamilton stating the long wait period for federal comments and not passing the environmental study is the federal government's way of saying they are going to hold the project up. Mayor King stated the City shouldn't take no for an answer, adding he has contact information from someone who offered to help and a meeting should be set up. Mr. Hamilton stated the state land department may have a different attitude than in 2009, but until the FAA buys into it, the City won't get any funding for it. Mr. Hamilton then stated the next project the FAA is lobbying for is the security fence all around the airport parameter, adding when the FAA staff came down from Phoenix, a bull had pushed the fence over and was on the airport and some FAA staff asked about cow patties on the runway and told Mr. Hamilton that it was a problem. Mr. Hamilton then stated he argued that the runway was more important than a fence, but was told the fence will be their priority for the next project. Mr. Hamilton then stated he is working on the grant application, but it would probably be about 18 months until it would be funded as a grant project.

Mayor King stated if the runway could be expanded, he believed more businesses would move to the airport.

ASC David Thompson then addressed the Council stating he has talked to Vigneto, and they have chartered a Cessna 208 to bring their surveyors and engineers down to Benson, adding that aircraft is an 8-12 passenger, single-engine heavy plane, and the airport can handle it just fine, but when we move into summer with a higher-density altitude, they will either have to limit the number of people on the aircraft or will have to find a smaller aircraft, so the runway extension is becoming very important. Mr. Thompson then stated he has heard FedEx and UPS would love to move their small aircraft to Benson because they have so much trouble with Tucson, adding the problems are the distance they have to taxi, the time they have to wait to take off, and the holding pattern they have to enter before landing, which costs them a lot of fuel and time. Mr. Thompson then stated they can build a giant facility together and they are interested in doing that in Benson, adding they want to get out of Tucson. Mr. Thompson then stated, as Mr. Hamilton mentioned, Worldview has been at the airport several times, adding their flight director is frustrated with Tucson because they can't fly. Mr. Thompson then stated Worldview has gone into a system where they are building their own balloons because commercial balloons were too expensive, so they have patented a process of plastic welding and they are welding their own balloons. Mr. Thompson then stated they want to set up their new equipment in Benson and they can sell or lease their current building for what they have in it, adding they can then move to Benson and he knows they are pushing for that. Mr. Thompson then stated these are all positive things at the airport, but the runway issue is starting to bother Vigneto, because their customers will be coming in with twins and light jet aircraft and those need more room, adding technically they require 800', so if we could get a 1400' extension on one end of the runway, the airport would be in good shape and could do flight operations that wouldn't limit it.

Vice Mayor Konrad asked about the cost for the extensions with Mr. Thompson stating the estimate for both ends was \$3.3 million, but if the FAA doesn't want to do it all at once, they could do the runway and the City could do the fence. Mr. Hamilton noted the estimate was done in 2008 or 2009 and would likely be around \$4 million now. Mr. Thompson asked about using grant money from Bisbee when they didn't use all the grant money awarded to them, then stated he knows the fence needs to be done, but the perimeter road has been done and the bull has been kept off the runway for at least 5 or 6 months now, adding he performs daily FOD (foreign object deposits) checks on the runway. Mr. Thompson then talked about profitable projects for the airport, stating the City could build an FBO building, but it is not profitable, adding the City could build shade hangars instead. Mr. Thompson then stated shade hangars are in extremely high demand and could be rented for \$100 per month, noting the rate for these in Tucson is \$145 per month. Mr. Thompson then stated these buildings are zero maintenance buildings, as they have no doors, no lights, no plumbing and are basically pole sheds to park airplanes in, adding there is already an approved area for them in the airport master plan. Mr. Thompson then stated if the City builds it, they don't need to do any soils engineering with Mr. Hamilton stating it would depend on what funding is used, adding if the City used federal money to build them, there are rules that must be followed. Mr. Thompson stated he is trying to suggest things that would be in income for the airport, adding another option would be to move to a self-fueling station, adding it is very profitable, but is expensive to set up. Mr. Thompson then stated the shade hangars could bring in \$4,000-\$5,000 a month, then that money could be used to set up a self-fueling station, adding instead of the City making \$.06 cents a gallon, they could make \$.78 a gallon. Mayor King asked about the amount of fuel sold at the airport with Mr. Thompson stating currently, the monthly sales for fuel is about 3,500 gallons a month, but if self-fueling is available 24 hours a day, as most self-fueling stations are, fuel sales triple, adding he has confirmed this with Ryan Aviation, Wickenburg, Sedona, and several others.

Councilmember Dempster asked if the runway extension was hung up by money or permission with Mr. Hamilton stating it was both; permission first and money second. Mr. Hamilton then stated that may change because during the Bush administration, runway extensions were higher priority and under the Obama administration, that reversed and a higher priority was equipment, but he doesn't know how it will be under the Trump administration and the priorities may change, adding the difference between the Bush and Obama Administrations was night and day. Councilmember Dempster asked Mr. Hamilton about the possibility of oil companies putting in fuel facilities with Mr. Hamilton stating all the companies he has spoken to would love to sell the City the fuel for City equipment, but he can't find one that would supply the equipment. Mr. Thompson then stated he just received a directory of 66 self-fueling vendors in the country and it gives a broader range to shop from. Mr. Thompson then stated in Wickenburg, they were going to spend about \$200,000 for tanks, equipment, and card readers to purchase two 10,000-gallon tanks; one for jet fuel and one for aircraft fuel. Mr. Thompson then stated Wickenburg found a vendor with used tanks, who brought the tanks in, set them up and plumbed them, but noted Wickenburg had to buy new card readers, and the cost was about \$140,000 total. Mr. Thompson then stated the vendor took a down payment around \$35,000 and then took 50% of the fuel sales profit and Wickenburg had it paid for it in 6 years. Mr. Thompson then stated a year ago, Wickenburg became the owners, and increased their fuel price from about \$.30 a gallon to about \$.80 a gallon. Mr. Thompson then stated their jet fuel sales when they started was about 600 gallons a month and when they went to self-fueling, their jet fuel sales went to 8,500 gal a month, then added they have a lot of fire helicopters, forest service controlled helicopters, some military, sheriff's departments and air ambulances that use their self-fueling station. Mr. Thompson said for the first two months of sales, they thought their fuel meters were off because they were selling so much more fuel.

Mr. Hamilton then spoke about the funding given to the City by Bisbee, stating Bisbee was not able to spend that funding in the required timeline, which is usually 4 years, adding this funding, if not spent in that time, goes back into the national pot, so in an effort to keep it in the State of Arizona, Bisbee transferred it to Benson because we were next with construction. Mr. Hamilton then stated the City will spend that money before it expires, adding it will be spent first before any new funding is spent. Mr. Hamilton then stated if the City has any new funding left over, it will be saved and used on the next project, adding it does have to be spent in 4 years, and the City could be in the same boat Bisbee was in, but the City has never had that happen, noting the City moves projects as fast as they can to avoid this. Mr. Hamilton then stated regarding the shade hangars and fuel tanks, the FAA first has to agree that the Benson airport doesn't need any more air side projects, adding they have already told him they want to see a fence and some other things out of the master plan, and the City would have to agree to give up all FAA money for 3 years, because these projects are for profit. Mr. Hamilton then stated the City would be giving

up about \$300,000 for the next 3 years. Councilmember McGoffin asked how much the City got from the Bisbee donation with Mr. Hamilton stating that funding was about \$150,000. Mr. Hamilton then continued, stating if the City pursued a for-profit endeavor such as shade hangars or a fuel station, the FAA would consider it a profit venture and would assume, at that point, the Benson airport has everything it needs and would take away 3 years of funding, adding that is why there isn't a lot of grant money funding those projects.

Mr. Thompson then stated that makes the runway the most important project.

Mayor King then asked about private money being used for the airport and if it would affect grant funding with Mr. Hamilton stating it would not affect grant funding. Mr. Hamilton then stated private and individual donations have their own rules; a lot less than federal funding, which has its own requirements.

Mr. Stephens asked if there were any further questions with Councilmember Lambert asking if the money granted from Bisbee could be used for any profitable endeavors. Mr. Hamilton stated the funding from Bisbee will be used for the first payment on the roadway extension to ensure that money is spent. Mr. Hamilton then stated the next money will be new money, then stated had there been another airport ready for construction, the funding would've been given to it, but the idea was to keep that funding in the state of Arizona.

Councilmember Boyle asked about the quality of voice over ip, adding it used to be sketchy with Mr. Hamilton stating the Council took a call on the conference phone that was very clear and it was the voice over ip phone. Mr. Hamilton then stated the voice over ip phones at City Hall are very clear with great call quality. Councilmember Boyle then asked about the launched balloons disintegrating with Mr. Thompson stating the balloons are launched in Benson, they then go over to Alamogordo, NM at about 80,000 ft. carrying a 1,600-lb. payload, which is equivalent to a capsule, adding eventually they will take 6 people up to 85,000 ft. which is subspace, adding from that height, the curvature of the earth can be seen, the sky is black and all the stars can be seen. Mr. Thompson then stated they will go to NM and back, adding when they drop in altitude from 85,000 ft. back to 64,000 ft., the winds reverse and it brings the people back to Benson. Mr. Thompson then stated they then cut the capsule lose and it paraglides in. Mr. Thompson then stated when they did the chicken launch, the balloon was to stay up for 6 days, but it had a pinhole, so it only stayed up about 30 hours. Mr. Thompson then stated in bringing the balloon back, they actually rip the balloon remotely, which splits the balloon, so it doesn't drift, then a parachute opens and it comes back. Mr. Thompson then noted they have a chase vehicle to retrieve it.

Mayor King stated there have been balloons at the airport before and he was able to get involved, go up and do a chase a couple of times. Mr. Thompson then stated they have 3 chase vehicles, 1 in NM, 1 he believes in Silver City, NM and 1 in Benson. Mr. Thompson then stated the chase vehicles are not used unless there's something wrong, adding if the balloon is leaking or something, the closest chase vehicle then handles the problem, noting the last time there was a problem, the lowered the balloon and brought it down between here and Willcox and the vehicle retrieved it.

Mr. Hamilton stating the technology for these balloons is amazing, adding the City did do some earth work to accommodate larger balloons. Mr. Thompson then stated the next balloon they want to launch is 400 ft. high, adding it tethers at about 1,000 ft and is amazing. Mr. Thompson then stated when the balloon gets to 88,000, it is 350 ft. in diameter.

Mayor King asked if Mignonne Hollis and George Scott could address the Council and talk about what they are doing with airport projects. Ms. Hollis, Executive Director for the Arizona Regional Economic Development Foundation, which is also the founder of Aerospace Arizona, stated she has been working with the City, setting up a UAS test site, and they had a very productive meeting last week. Ms. Hollis stated they have several clients ready to go, which prompted the urgency of a quick meeting last week, adding she had a client that needed to test that very day. Ms. Hollis then stated they needed to make sure everyone was on the same page to get the client in and ready. Ms. Hollis then stated they are working with some clients from North Dakota, adding ND was awarded one of the test sites through the FAA, but this client is unable to test, not only due to the weather, but because some of the air space issues with military and where they're located. Ms. Hollis then stated due to these issues not being worked out, they need to do testing and have indicated they want to be here to do that. Ms. Hollis then stated the projects she can speak freely about are partnerships with the U of A Tech Parks and the ASU Research Division called Assure. Ms. Hollis stated ASU was forming an indoor test range, but they needed

a counterpart outdoor test range and she is working with them on how to make that happen for innovators within ASU who have designed UAS and first wanted to test them indoors and the next step is testing outdoors. Ms. Hollis then stated with the Tech Park, many of the tenants there need to test their UAS systems in one way or another, whether payload or sensors, so they need to be able to do that and Benson is a quick trip, adding Mr. Scott uses the phrase, "it's less than 30 minutes front door to front door," adding Benson works perfectly for those tenants. Ms. Hollis then stated those are the two entities they are excited about and can freely talk about. Ms. Hollis then stated she wanted to thank the City Manager and the Staff at the airport for all their help, adding it's great to be able to call, and ask how to make something work and see willingness on the other end. Ms. Hollis then stated she also has Aerospace Arizona cards for the Council if they would like to see who they are and what they do. Mayor King asked Ms. Hollis to give the cards to the City Clerk, who could distribute them.

Mayor King stated he appreciated them looking at Benson, adding he knows there has been a lot of communication between all parties and he considers it a privilege and honor to have the city looked at. Mayor King then stated one of his dreams is to see the airport grow to the point where it takes care of itself with Ms. Hollis stating she thinks he's about to see that dream come true. Ms. Hollis then stated she was very excited in the association, adding they are taking field trips, have looked at Falcon Field and will be going later to Watts, adding all that networking is very important. Ms. Hollis then stated they have a UAS summit, in which last year, they had collateral from the City of Benson to show the airport. Ms. Hollis then stated they have been working on things for years, that they have now been moving forward on in the last month. Ms. Hollis then stated she also works very closely with the Governor's office and if she knows what the Council's message is, she can carry that message, adding she took some notes on the runway extension, how many feet it is and approximate costs. Ms. Hollis then stated she wants them to hear the same message from her organization as well as from the City, adding she wants to make sure the priorities are the same, noting she wouldn't want to ask for a fence when the Council wants a runway extension.

Mr. Stephens then stated there was one last issue he wanted to address, stating Mr. Thompson, in his comments at the Call to the Public, talked about the funding the Council approved for SAEDG (Southeast Arizona Economic Development Group) to put on an event at the airport. Mr. Stephens then stated that hasn't happened yet, due to circumstances surrounding that, such as airport clean up and some other things to prepare, but he met with Mr. Scott and they have discussed an air event. Mr. Stephens then stated Mr. Scott has contacts that would be beneficial for this type of event, and between Mr. Scott, Mr. Thompson and Ms. Hollis, they will be able to put on a really good event, which will offer an opportunity for local people to go out and see what is going on at the airport in addition to providing an opportunity for those who come in to see our airport, recruit and think about operations off our airport. Mr. Stephens then stated the event is still on and they are looking at potential times, adding they would like to hold it in the spring, but they want to be sure the winds won't be a problem. Mr. Stephens then stated he wanted to give the Council an update.

Mayor King stated it was important to do anything we can to get people interested in the airport, adding a lot of people don't think about the airport, but it's important to highlight the airport and do what can be done to make it bigger and better.

Councilmember Dempster stated he has heard from Mike Ingram how important the runway extension is, adding Mr. Ingram has offered his considerable influence and the City should use that influence to get the runway extension. Mr. Stephens then stated he was asked by Mr. Ingram and Mr. Reinbold if Mr. Stephens would mind if they contacted the City's airport consultant, Armstrong Consultants and Mr. Stephens welcomed their comments. Mr. Stephens then stated he knows they met with Armstrong and talked about that issue, so some of the dominos are starting to lay into effect and hopefully they will move forward. Mr. Stephens then stated he also knows Congresswoman Martha McSally and Senator John McCain were at least interested in hearing about the issue and seeing if they can support us with that in Washington.

Mr. Scott, with SAEDG stated he wanted to bring up what Ms. Hollis didn't mention, adding one of the reasons there is so much interest in the Benson airport rather than the Sierra Vista airport is that they can't do the testing they want to do at the Sierra Vista airport. Mr. Scott then stated that is why Benson is so important and it's so important to get this project up and going. Mr. Scott then stated he would like to thank Mr. Stephens, Mr. Hamilton and Mr. Thompson for their cooperation in getting this done. Mr. Scott then stated the Council did approve funding for an event, but at that time, the airport wasn't really presentable for an event, and it was

suggested that it wait until the paving was done and it was cleaned up, adding a lot of that is getting done and a lot of thanks was owed to Mr. Thompson's efforts, but the Council should still consider allocating funding to clean up the entryway and put signs up. Mr. Scott then reiterated that they would like to hold the event this spring, and that they will be sitting down the Mr. Thompson and everyone to plan it out.

DEPARTMENT REPORTS: No comments from Council.

ADJOURNMENT:

Councilmember McGoffin moved to adjourn at 6:50 p.m. Seconded by Councilmember Boyle. Motion passed 6-0.

Toney D. King, Sr., Mayor

ATTEST:

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Special Meeting

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1g

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

Subject:

Minutes of the June 12, 2017 Regular Meeting

Discussion:

Attached are the minutes of the June 12, 2017 Regular Meeting.

Staff Recommendation:

Council pleasure

**THE REGULAR MEETING
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD JUNE 12, 2017 AT 7:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 7:04 p.m. with the Pledge of Allegiance.

ROLL CALL:

Present were: Mayor Toney D. King, Sr., Vice Mayor Joe Konrad, Councilmembers David Lambert, Crystal Lewie and Lori McGoffin. Absent were: Councilmembers Pat Boyle, Levi Garner

EMPLOYEE RECOGNITION: Mayor King recognized Svetlana Dubovskaya for 5 years of service with the City.

PROCLAMATION:

Mayor King read a proclamation of the Mayor and Council proclaiming June 14, 2017 to be the United States Army's 242nd birthday. Mayor King publicly thanked all those who have served and those who made the ultimate sacrifice in service to our country. City Clerk Vicki Vivian stated she would mail the proclamation to the requesting party.

PUBLIC HEARING: None

CALL TO THE PUBLIC:

Stephen Insalaco, W. Pinto Place, J6, spoke about the airport layout and the need for covered hangar space. Mr. Insalaco stated the proposal to build hangars should be a welcome event, adding hangars help to have more based aircraft and greater revenue streams for the City, as well as airport businesses. Mr. Insalaco stated the City should keep advertising for more developers to build hangars. Mr. Insalaco then spoke about his ideas for other pads and how they should be utilized, stating he would like to ask Council and Staff to encourage future private detached hangars on Pad E, one or more commercial grade hangar structures on Pad A and to reserve the east apron pad for a future terminal building and fuel depot. Mr. Insalaco stated Pad A is oversized and can provide space for one or more large commercial grade hangars, adding it is understood this would result in losing the larger type 2 aircraft tiedowns on the western periphery of the west ramp, but the larger taxiway aisle there would facilitate the movement of larger aircraft not only from the tiedown positions but in and out of the commercial grade hangar that would be built on Pad A. Mr. Insalaco then stated it was his idea long ago to encourage the westward extension of "Flightline Drive" which is the name he suggests, to be retreated away from the southern edge of the then-under construction east apron pad. Mr. Insalaco then stated that pad commands special attention on the service ramp that should be delegated to a future terminal building, adding if that site is not reserved for that purpose, when a terminal building is built, it will be located to the far east or far west out of everyone's perception and will not command the proper attention it should get being at a municipal airport. Mr. Insalaco then stated he hopes the Council will consider reserving the east apron pad for the purpose of a terminal building and fuel depot.

CITY MANAGER REPORT:

City Manager William Stephens addressed Council, giving the dates of upcoming meetings and events.

| | | |
|-------------------------|---|---|
| Monday, June 26, 2017 | – | City Council Meeting, 7:00 p.m., City Hall |
| Tuesday, June 27, 2017 | – | Community Watershed Alliance, 6:30 p.m., City Hall |
| Thursday, June 29, 2017 | – | City Council Special Meeting, 6:00 p.m., City Hall |
| | | Public Hearing – Budget for Fiscal Year 2017-2018 |
| | | Public Hearing – Truth in Taxation, Property Tax Levy for Fiscal Year 2017-2018 |

- May/June – Benson City Pool –
- Friday, June 23 – Friday Evenings at the Pool, 6:00 p.m.-9:00 p.m., Game Night! Games in the pool with raffle prizes and music!! Another Friday Evening event will be held June 30.
- Saturday, June 24 – Dive in Movie, featuring “The Jungle Book” rated PG, gates open at 7:30 p.m., Movie starts at 8:00 p.m. Capacity is limited to 100, be sure and arrive on time!
- Information on these events, swim lessons, active adult swim hours and the pool activity schedule is available at www.cityofbenson.com
- June – Benson Public Library – Wednesday, June 14 – Build a Better World
- Free summer reading program from 9:00 a.m. to 10:00 a.m. offering activities, crafts, prizes, books and special guests and entertainment. All ages are welcome and must be accompanied by an adult. Other dates for this program are June 21 and June 28, please see the City’s website for details.
- Friday, June 16, 2017 – Movie in the Park, “Secret Lives of Pets” rated PG, will be showing in Lions Park at dusk (7:00 p.m.), Arrive at 6:30 p.m. for free popcorn and sodas (while supplies last.)
- June/July – Summer Recreation Programs – The Recreation Department offers many activities such as: Sweet Treat Camp, Kartchner Caverns State Park – Tuesdays in June Camp, Tennis Camp, Baseball Camp, Basketball Camp, Volleyball Camp, Dance & Cheer Camp, Wrestling Camp, Gymnastics Camp, Self-Defense Camp, Archery Camp and Arts & Crafts
- More activities and programs are in place. Information on activities and camps are available at www.cityofbenson.com under “Summer Programs”

Mr. Stephens then stated for a full list of events, activities, locations and times, the public could view the City’s website at www.cityofbenson.com

Vice Mayor Konrad thanked Tourism Director Bob Nilson for getting the marquis back up and running. A lot of people read that for information.

NEW BUSINESS:

1. Discussion and possible action on the Consent Agenda

1a. Invoices processed for the period from May 16, 2017 through May 31, 2017

Councilmember McGoffin moved to approve the Consent Agenda. Seconded by Vice Mayor Konrad. Motion passed 4-0.

2. Discussion and Possible action regarding the Benson Municipal Airport Hanger Lease Agreement (Pad C) between the City of Benson and Plane Barns, LLC

Public Works Director Brad Hamilton stating in January of this year, the City released an RFP for building hangars at the airport and after receiving a proposal, negotiated the lease agreement before Council for

consideration. Mr. Hamilton stated Plane Barns is moving steadily forward with design and construction documents and this is a good opportunity to fill another hanger pad.

City Attorney Gary Cohen stated as a technical point, if there is to be a motion to enter into the agreement the Council has in their packet, the motion should be contingent upon the change to a typographical error in Paragraph III F, the second line of which has the word “manger” which should be changed to “manner,” adding Vice Mayor Konrad pointed out the error, which was a mistake at the attorney’s office, but he sent over a revised contract. Mr. Cohen stated the change is a technical change and it doesn’t change substance, but asked the Council to please include the provision that the word in Paragraph III F be changed from “manger” to “manner” if there were a motion.

Vice Mayor Konrad moved to approve the Benson Municipal Airport Hanger Lease Agreement between the City of Benson and Plane Barns, LLC contingent on the text change City Attorney Gary Cohen mentioned. Seconded by Councilmember McGoffin. Motion passed 4-0.

3. **Discussion and possible action regarding Resolution 15-2017 of the Mayor and Council of the City of Benson, Arizona, declaring as a Public Record that certain document entitled “Benson City Code, Chapter 2, ‘Mayor and Council’, Article 2-4, ‘Council Procedure,’ Section 2-4-3(B) ‘Meetings to be Public,’ Section 2-4-4 ‘Quorum,’ and Section 2-4-6(A-J) ‘Order of Business’ ”**

City Attorney Gary Cohen stated this is a matter he has been thinking about for some time now, adding in general, an entity, whether it be a private corporation or a governmental organization, tries not to set the bar higher than it needs to be in order to comply with the law, and this section of the City Code did just that and arguably limited the flexibility of the Mayor or the Chair. Mr. Cohen then stated Council was given a red-lined version to see exactly what is being proposed, and stated one example in 2-4-6, reads that the meeting shall be conducted with certain items in a certain order and as a matter of practice, the Council has not done that, adding there are times the Council should take items out of order and there is no reason for the code to require the Council business to be taken in a particular order. Mr. Cohen then stated another example addresses the Call to the Public and a rigid reading of the code requires it be part of every meeting, but state law doesn’t require that. Mr. Cohen then stated there is no intent to do away with the Call to the Public, noting that is not on anyone’s radar, but there are certain meetings and times where it may not make sense to have a Call to the Public and there’s no reason for the code to suggest it’s required. Mr. Cohen then stated simply put, this proposal is designed to give the Mayor or Chair some flexibility and some discretion on how meetings are run. Mr. Cohen then stated the proposed changes bring the code up to speed and puts in practices that are followed anyway, adding he personally went through this and made the changes and would recommend they all be accepted.

Councilmember McGoffin moved to approve Resolution 15-2017. Seconded by Mayor King. Motion passed 4-0.

4. **Discussion and possible action regarding Ordinance 585 of the Mayor and Council of the City of Benson, Arizona, amending the Benson City Code, Chapter 2 “Mayor and Council,” Article 2-4 “Council Procedure,” Section 2-4-3(B) “Meetings to be Public,” Section 2-4-4 “Quorum,” and Section 2-4-6(A-J) “Order of Business”**

City Attorney Gary Cohen stated this ordinance fulfills the technical requirement to effectuate the changes Council approved in the previous item with regard to the City Code.

Vice Mayor Konrad moved to approve Ordinance 585. Seconded by Councilmember McGoffin. Motion passed 4-0.

DEPARTMENT REPORTS: No comments from Council.

ADJOURNMENT:

Councilmember McGoffin moved to adjourn at 7:25 p.m. Seconded by Vice Mayor Konrad. Motion passed 4-0.

ATTEST:

Toney D. King, Sr., Mayor

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Special Meeting

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1h

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

Subject:

Minutes of the June 5, 2017 Special Meeting

Discussion:

Attached are the minutes of the June 5, 2017 Special Meeting.

Staff Recommendation:

Council pleasure

**THE SPECIAL MEETING
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD JUNE 5, 2017 AT 7:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

Mayor King called the meeting to order at 7:08 p.m. with the Pledge of Allegiance.

ROLL CALL:

Present were: Mayor Toney D. King, Sr., Councilmembers Pat Boyle, Levi Garner and David Lambert. Absent were: Vice Mayor Joe Konrad, Councilmembers Crystal Lewie and Lori McGoffin.

Mayor King stated Councilmember Lewie was unavailable due to family emergency.

PUBLIC HEARING: The Mayor and Council will be available to receive comments from the public regarding the use of approximately \$215,000 in Fiscal Year 2017 Federal Community Development Block Grant (CDBG) funds from the Arizona Department of Housing Regional Account (RA).

Mayor King opened the public hearing at 7:11 p.m. and welcomed the public to the second Fiscal Year 2017 Community Development Block Grant Public Hearing stating the first public hearing was held on April 10, 2017. Mayor King then stated the public hearings are held to gather citizen input on the use of Community Development Block Grant (CDBG) funds and the Fiscal Year 2017 CDBG application. Mayor King then stated some of the projects done in the past with CDBG funds included water, sewer and gas system improvements, the City library expansion and large print books for the City library, street improvements including paving, curbs and sidewalks, a senior (now a community) center, a drainage study and installation of ADA compliant restrooms at Lions Park. Mayor King then stated there are certain types of projects that are eligible for CDBG funds and emphasized that the projects must principally benefit low and moderate-income persons, adding some of the eligible projects include water, sewer and gas system improvements, road/Street improvements, flood and draining improvements and public housing rehabilitation. Mayor King then stated a more comprehensive list of eligible projects could be obtained from the City Clerk, Vicki Vivian, at City Hall during business hours.

Stephen Insalaco, W. Pinto Place, J6, stated he was not sure what the grant funds could be allocated to, so he looked it up on internet with Wikipedia, which reads the funds could be used for public infrastructure, housing, administration and planning, public services, economic development, public property acquisition and other items. Mr. Insalaco then stated roads sound like public infrastructure, so he was not sure why these funds couldn't be used to pave Aviation Drive. Mr. Insalaco spoke about the condition of Aviation Drive having a detrimental impact on several perspective airport tenants and that the roadway improvements would help make the airport self-sustaining. Mr. Insalaco then spoke about Benson's improved but still struggling economy and about Willcox's more severe struggling economy, noting many of the Willcox residents now shop in Benson or Safford, not only due to high prices, but to the loss of businesses. Mr. Insalaco then spoke about keeping Benson from becoming the next the Willcox and how Benson needs to be the place people want to go for their shopping. Mr. Insalaco stated the community needs a Walgreens, a Home Depot, a Costco, real Italian restaurant, a sea food restaurant, a movie theatre and possibly a mall, in addition to needing someone to open the former Gracie's Station and the Cochise Benson Center expanding. Mr. Insalaco asked the Council to not let the Villages at Vigneto be the only economic development plan, adding the Council can't keep solving financial woes by raising taxes and utility rates. Mr. Insalaco then stated some of these grant funds can be used to reach out and invite developers and business owners to Benson to set up shop and bring some new revenue to Benson and asked the Council to consider doing so.

Jeff Cook, N. Huachuca, Benson, stated he hadn't thought of mentioning Aviation Drive, but he recalls a contract being approved to resurface several miles of it. Mr. Cook then stated with economic development, government dollars are directed to one specific individual or one specific business at the cost of all other possible and current businesses, adding that is the way it happens and asked the Council to remember that. Mr. Cook then spoke about

using CDBG grant money to restore historic buildings, stating the prevailing attitude is that nothing can be done, but he would like to contrast that attitude with what was done at the San Javier mission, which he believes was built in the 1700s. Mr. Cook then stated during the mid-1800s the mission was abandoned and rundown and that prevailing attitude could have been the same, but thankfully, it wasn't and instead the building was repaired. Mr. Cook then stated there are adobe buildings in town that can still be saved, adding some may not be able to be saved, but he thinks the rest can still be prevented from going into condemnation and some in condemnation can be brought back out with these funds. Mr. Cook then stated this was a concept he hoped the Council would think about, adding he didn't expect them to switch projects in this cycle, but asked them to please keep rehabilitating historic buildings in mind for next grant cycle.

Mayor King asked if there was anyone else present who did not sign up to speak during the public hearing who would like to speak now. After no responses, Mayor King closed the public hearing at 7:20 p.m.

NEW BUSINESS:

1. Discussion and possible action regarding Resolution 13-2017 of the Mayor and Council of the City of Benson, Arizona, approving a Tentative Budget for Fiscal Year 2017-2018

Mayor King stated a few things changed in the budget, including the addition of a SAFER grant that Councilmember Garner wished to include. Councilmember Garner then stated a SAFER Grant is a grant funded by FEMA allowing for the addition of full-time fire staff to cities, adding the positions would be funded 100% for 3 years and then it would be up to the cities to finance those positions from that point forward. Councilmember Garner then stated he thinks the City is approaching a point of starting to see some growth and it would be good to be prepared for the additional houses and businesses that come with growth. Councilmember Garner then stated this grant could be bridge the gap between growth starting and having the tax base to support those full-time fire fighters, adding it's a good opportunity for the City. Mayor King talked about the developer paying for additional firefighters, but he wanted to be sure the funding was included in the budget, in case the decision is made to hire in the Fire Department. Councilmember Garner then continued stating careful consideration is needed in the SAFER grant process because if the City were to apply and receive the grant, the City would be responsible for maintaining those positions or would have to pay those grant funds back. Councilmember Garner then stated the City would need to proceed with caution, but he would like to include the possibility of applying for the grant in the budget to be prepared for the growth that might take place.

Councilmember Lambert stated he thought it was a great idea, adding he would be against the grant application if it only funded 1 year, but he looked into it and it would fund the positions for 3 years, which would help the City if they hired full-time fire personnel.

Mayor King stated he discussed this with City Manager Bill Stephens, adding they discussed having funding in the budget for anticipated growth not only in the Fire Department with the SAFER grant, but in other departments such as Planning & Zoning, Building and Finance, should it be needed. Mr. Stephens stated the funding they discussed was already laid in the budget with regard to some of the development activity, the biggest of which is the El Dorado project, but noted there are other developers talking to the City. Mr. Stephens then stated the proposed developments will create activity in the Planning & Zoning Department and the funding is there to step up the pace once that happens. Mayor King stated he realizes this funding inflates the budget, but if the development funding doesn't come in, the City doesn't pay for those development expenses with Mr. Stephens agreeing. Mr. Stephens then stated, just like with the SAFER grant, the funding and expenses are included in the budget. Mr. Stephens then stated with the SAFER grant, there would be some additional personnel costs that come into play, but the City could work on that. Mr. Stephens then stated the important part of the SAFER grant is that it is a 5-year concept, adding funding for positions is provided for 3 years and then the City has to fund those positions for 2 additional years, adding this is important because if the City doesn't fund those positions for the 2 additional years, the entire grant award has to be paid back. Mr. Stephens then stated the budget also contains funding to support development activity, adding the City already has 6 on-call engineering firms that can be utilized as needed, noting the City has 6 firms due to each firm having specialties. Mr. Stephens then stated in the Planning & Zoning Department, the City has Brown & Associates on retainer, adding this decision was made due to budget constraints in previous years and in trying to recover from the economic downtimes. Mr. Stephens then stated instead of filling the vacant position, it was left open and the City pays Brown & Associates as needed

opposed to a full-time employee with benefits, but he is watching and once the expenses are equal to or greater than a full-time employee, he will advertise the position and hire someone to replace the position former Building Official Luis Garcia vacated.

Mayor King then stated the budget includes funding for vacant positions and he knows Mr. Stephens is working on hiring an HR person and a Finance Director, but he wanted to stress that these positions, in addition to the positions of an Administrative Assistant and a Deputy Clerk needed to be filled as soon as they can.

Councilmember Lambert stated he wanted the public to know the reason grant funding and extra development funding were included in the budget, noting if the funding isn't in the budget, it can't be spent. Councilmember Lambert then stated it was just like the \$450,000 in the budget to address the CIP of the quiet zone, adding if the Council does get a grant to address the quiet zone, no money could be spent on it unless it was included in the budget.

Mayor King agreed, stating the extra funding inflates the budget, noting the grant funding alone is over \$5 million with the addition of the SAFER grant, but if those funding opportunities are included, then none of that funding, should it be awarded can be spent. Mayor King then stated once the budget is approved by the Council, money can be moved around in the budget, but the overall budget cannot be increased. Mayor King then asked if there was any further discussion.

Councilmember Lambert moved to approve Resolution 13-2017. Seconded by Councilmember Garner. Motion passed 4-0.

2. **Discussion and possible action regarding Resolution 14-2017 of the Mayor and Council of the City of Benson, Arizona, authorizing the submission of an application(s) for FY 2017 State Community Development Block Grant (CDBG) Funds, certifying that said application(s) meets the community's previously identified housing and community development needs and the requirements of the State CDBG Program, and authorizing all actions necessary to implement and complete this activities outlined in said application(s)**

Public Works Director Brad Hamilton stated he would like to address some of the projects that were brought up in the Call to the Public, adding the biggest CDBG grant focus is on low- to moderate-income areas. Mr. Hamilton then stated for a street to be improved, the street would have to be in a neighborhood that would qualify as a low- to moderate-income neighborhood, adding the beneficiaries of Aviation Drive would be the City of Benson and possibly Union Pacific, so Aviation Drive would not qualify for this funding. Mr. Hamilton then stated in the past, the City tried to use CDBG funds to pay for improving Adams Street and could not because it was determined that Adams Street abutted the City park and property owned by El Paso natural gas, adding the Council can see there are restrictions to streets that can be done. Mr. Hamilton then stated there are also restrictions on using this funding for economic development, adding that would also have to be centered on low- to moderate-income areas, such as building a job training center in a low- to moderate-income area, but noted a restaurant or other businesses outside that area would not qualify. Mr. Hamilton then stated abatement is another goal of CDBG, but with the heavy rules in place, he is not sure it would make sense fiscally to do that. Mr. Hamilton then stated for the past few years, this funding has been used to replace bathrooms that were not ADA compliant with ADA accessible bathrooms, adding making government building ADA accessible is a special category for CDBG. Mr. Hamilton then stated the bathroom projects at the park have been popular and there is 1 bathroom left that qualifies, which is being suggested at this time.

City Manager Bill Stephens stated with relationship to Mr. Insalaco's comments, he agrees with much of what Mr. Insalaco said, adding he would like to spend money on just about everything Mr. Insalaco spoke about, as long as the City could stay in the bounds of the CDBG rules. Mr. Stephens then stated he would look into what could be done, adding the City will make every effort to utilize the CDBG funds to the maximum extent possible.

Mayor King stated he remembered not being allowed to pave Adams Street, adding the funding rules are very strict, but he agrees that the Council could see what else they could do regarding the ideas brought up at the Call to the Public.

Councilmember Lambert asked what the amount was determining low- to moderate-income with Mr. Hamilton stating it was defined by the census, but didn't know it off-hand. Councilmember Lambert then asked how much funding the grant provided with Mr. Hamilton stating the state hasn't released the amount of the grants yet. Councilmember Lambert then stated he knew certain roads prequalified for this grant funding and several years ago, the previous City Manager Glenn Nichols and others, went door-to-door to try and get income levels to qualify other roads or areas, but they got the door slammed in their faces most of the time with Mr. Hamilton stating Mr. Nichols was successful in getting a special survey done for 5th street, which qualified, but when he tried to qualify Union Street, no one would talk to him about their income, so Union Street didn't qualify for funding.

Mayor King asked about the barrio area with Mr. Hamilton stating that area was prequalified through the census. Councilmember Lambert then stated if the Council wants to qualify an area in the future, advertising needs to be done and inform citizens what is being done with Mr. Hamilton stating the City did advertise the last time this was attempted, but he heard the ads were misinterpreted and there was a rumor the survey was being done to allow new low-income apartments, adding unfortunately, the specific language in any advertisements are dictated by the grant program.

Councilmember Lambert moved to approve Resolution 14-2017. Seconded by Councilmember Boyle. Motion passed 4-0.

DEPARTMENT REPORTS: No comments from Council.

ADJOURNMENT:

Councilmember Boyle moved to adjourn at 7:40 p.m. Seconded by Councilmember Lambert. Motion passed 4-0.

ATTEST:

Toney D. King, Sr., Mayor

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication



Regular Meeting

February 26, 2018

To: Mayor and Council

Consent Agenda Item # 1i

From: Debra Trate, Finance Director

Subject:

Invoices processed for the period from February 5, 2018 through February 14, 2018

Discussion:

Attached is a list of large and/or unusual invoices processed by the Finance Department during the period from February 5, 2018 through February 14, 2018. The total of the invoices is \$115,231.33.

| Name | | |
|--------------------------|---|-----------|
| Arizona State Retirement | Bi-weekly retirement contribution | 23,703.72 |
| AZ Dept of Revenue | Sales Tax Remitted | 19,107.92 |
| Benson Volunteer Fire | Reimbursement from State for Wildfire Services | 11,801.99 |
| Brown & Associates | On call Services | 10,778.73 |
| City of Benson Sales Tax | Monthly Sales Tax - Gas \$7,867.49 Golf Course \$2,852.90 | 10,720.39 |
| CM Construction | Repairs Sewer Manhole Hamilton Dr | 15,984.00 |
| ESG Corp | Monthly Charges & Funding | 3,645.27 |
| Prologic | Monthly IT Services | 4,200.00 |
| Trejo Refrigeration | Parking Lot Lights - Golf Course | 4,134.92 |
| TCF Equipment | Golf Cart Financing | 4,774.90 |
| Voyager | Monthly Fuel for City Fleet | 6,379.49 |

Staff Recommendation:

Approval of invoices processed for the period from February 5, 2018 through February 14, 2018

Report Criteria:

Report type: Invoice detail

Check.Type = {<->} "Adjustment"

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Amount | Input Date |
|-----------|------------------|--------------|---------------|---------------------------------------|-----------|--------------|
| 02/18 | 02/09/2018 | 51069 | 5923 | PING | 160.73- | V 02/02/2018 |
| 02/18 | 02/08/2018 | 51099 | 1950 | BENSON ACE HARDWARE | 2,423.30 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51100 | 2071 | BENSON LUMBER & SUPPLY LLC | 953.01 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51101 | 2160 | BENSON VOLUNTEER FIRE DEPT INC | 5,022.58 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51102 | 2482 | CAMERON JUDD | 53.10 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51103 | 2750 | CITY OF BENSON - UTILITIES | 581.40 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51103 | 2750 | CITY OF BENSON - UTILITIES | 81.59 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51104 | 2730 | DAVID STEVENS | 169.50 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51105 | 3593 | ELISIA RODRIGUEZ | 496.29 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51106 | 4470 | JACOBSEN | 137.91 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51107 | 4640 | JONES-WILSON INSURANCE & | 50.00 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51107 | 4640 | JONES-WILSON INSURANCE & | 65.00 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51108 | 5978 | POSTAL PROS SOUTHWEST INC | 1,479.34 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51109 | 6550 | SECRETARY OF STATE | 43.00 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51110 | 6564 | SENERGY PETROLEUM | 864.14 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51111 | 7004 | TCF EQUIPMENT FINANCE INC | 4,774.90 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51112 | 7291 | TREJO REFRIGERATION AND | 4,134.92 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51113 | 5211 | VERIZON BUSINESS | 167.33 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51114 | 7667 | VERIZON WIRELESS | 280.17 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51114 | 7667 | VERIZON WIRELESS | 78.04 | 02/08/2018 |
| 02/18 | 02/08/2018 | 51115 | 7675 | WAL-MART BUSINESS | 1,302.37 | 02/08/2018 |
| 02/18 | 02/09/2018 | 599 | 1111 | ALLIANCE BEVERAGE DISTRIBUTING CO LLC | 536.41 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 600 | 6756 | SOUTHERN ARIZONA DISTRIBUTING | 444.05 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 600 | 6756 | SOUTHERN ARIZONA DISTRIBUTING | 291.80 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 2226 | 3728 | FINTECH.NET | 20.00 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 5225 | 7856 | XPRESS BILL PAY | 624.00 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 7423 | 5496 | NATIONWIDE RETIREMENT SOLUTIONS | 300.00 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 7424 | 1490 | AZ STATE RETIREMENT ACC REC | 23,693.18 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 7424 | 1490 | AZ STATE RETIREMENT ACC REC | 10.54 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 7425 | 3649 | ESG CORP | 3,645.27 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 7426 | 5495 | NATIONWIDE RETIREMENT SOLUTION | 570.00 | M 02/09/2018 |
| 02/18 | 02/09/2018 | 51116 | 1116 | ALL CREATURES VETERINARY SERVICE | 92.20 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51116 | 1116 | ALL CREATURES VETERINARY SERVICE | 30.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51116 | 1116 | ALL CREATURES VETERINARY SERVICE | 75.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51117 | 1216 | AMERIPRIDE SERVICES INC | 50.88 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51117 | 1216 | AMERIPRIDE SERVICES INC | 50.88 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51118 | 1299 | ARIZONA BUSINESS | 1,507.50 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51119 | 1901 | BARNETT'S PROPANE | 13.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51120 | 1966 | BENSON ANIMAL HOSPITAL | 95.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51121 | 2075 | BENSON NAPA | 2,272.67 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51122 | 2160 | BENSON VOLUNTEER FIRE DEPT INC | 6,779.41 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51123 | 2304 | BROWN & ASSOCIATES | 388.75 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51123 | 2304 | BROWN & ASSOCIATES | 8,200.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51123 | 2304 | BROWN & ASSOCIATES | 490.91 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51123 | 2304 | BROWN & ASSOCIATES | 1,339.07 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51123 | 2304 | BROWN & ASSOCIATES | 360.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51124 | 2480 | CALLAWAY | 7.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51124 | 2480 | CALLAWAY | 1,193.57 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51125 | 2739 | CINTAS CORP. LOC. 445 | 7.83 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51125 | 2739 | CINTAS CORP. LOC. 445 | 55.22 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51125 | 2739 | CINTAS CORP. LOC. 445 | 28.07 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51125 | 2739 | CINTAS CORP. LOC. 445 | 7.83 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51125 | 2739 | CINTAS CORP. LOC. 445 | 55.22 | 02/09/2018 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Amount | Input Date |
|-----------|------------------|--------------|---------------|--------------------------------|-----------|--------------|
| 02/18 | 02/09/2018 | 51125 | 2739 | CINTAS CORP. LOC. 445 | 28.07 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51126 | 2750 | CITY OF BENSON - UTILITIES | 3,115.11 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51127 | 2833 | CM CONSTRUCTION INC | 15,984.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51128 | 3190 | DAKOTAPRO | 158.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51128 | 3190 | DAKOTAPRO | 158.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51129 | 3410 | DIGGINS & SONS POWER SWEEPING | 1,900.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51130 | 3983 | GEORGE'S AUTOMOTIVE | 84.35 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51130 | 3983 | GEORGE'S AUTOMOTIVE | 58.84 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51130 | 3983 | GEORGE'S AUTOMOTIVE | 20.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51130 | 3983 | GEORGE'S AUTOMOTIVE | 371.21 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51131 | 12037 | JOHN OGAO | 48.72 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51132 | 5157 | MARYLAND CHILD SUPPORT ACCOUNT | 69.81 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51133 | 5224 | MERIT FOODS OF ARIZONA | 649.28 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51133 | 5224 | MERIT FOODS OF ARIZONA | 649.28 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51133 | 5224 | MERIT FOODS OF ARIZONA | 525.90 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51133 | 5224 | MERIT FOODS OF ARIZONA | 374.14 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51134 | 3151 | OCCUPATIONAL HEALTH CENTERS | 59.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51135 | 5645 | OFFICE DEPOT, INC | 16.28 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51135 | 5645 | OFFICE DEPOT, INC | 46.46 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51135 | 5645 | OFFICE DEPOT, INC | 60.79 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51135 | 5645 | OFFICE DEPOT, INC | 71.99 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51135 | 5645 | OFFICE DEPOT, INC | 74.28 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51135 | 5645 | OFFICE DEPOT, INC | 193.29 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51136 | 5823 | PEPSI COLA OF SAFFORD | 377.56 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51137 | 5923 | PING | 157.71 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51138 | 5927 | PIONEER CREDIT RECOVERY INC | 71.80 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51139 | 5426 | PROLOGIC TECHNOLOGY GROUP LLC | 4,200.00 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51140 | 7731 | PURCELL WESTERN STATES TIRE | 568.12 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51140 | 7731 | PURCELL WESTERN STATES TIRE | 692.40 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51141 | 12038 | RECKER REALTY | 30.74 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51142 | 6180 | RECORDED BOOKS, LLC | 79.98 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51143 | 6802 | STAMBACK SEPTIC SERVICE | 197.28 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51143 | 6802 | STAMBACK SEPTIC SERVICE | 208.24 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51144 | 1415 | STOTZ EQUIPMENT | 311.88 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51145 | 2791 | SUPPORT PAYMENT CLEARINGHOUSE | 52.93 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51145 | 2791 | SUPPORT PAYMENT CLEARINGHOUSE | 140.77 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51145 | 2791 | SUPPORT PAYMENT CLEARINGHOUSE | 136.68 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51146 | 5230 | THE PENWORTHY COMPANY LLC | 76.90 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51147 | 7296 | TRENCH SHORE RENTALS | 2,479.88 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51148 | 7402 | US FOODS | 1,382.44 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51148 | 7402 | US FOODS | 305.36 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51149 | 7598 | VALLEY IMAGING SOLUTIONS | 68.01 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51149 | 7598 | VALLEY IMAGING SOLUTIONS | 38.57 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51149 | 7598 | VALLEY IMAGING SOLUTIONS | 668.16 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51149 | 7598 | VALLEY IMAGING SOLUTIONS | 232.05 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51149 | 7598 | VALLEY IMAGING SOLUTIONS | 49.10 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51149 | 7598 | VALLEY IMAGING SOLUTIONS | 119.69 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51149 | 7598 | VALLEY IMAGING SOLUTIONS | 117.34 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51150 | 5211 | VERIZON BUSINESS | 136.77 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51151 | 5663 | WIST OFFICE PRODUCTS | 43.98 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51151 | 5663 | WIST OFFICE PRODUCTS | 41.88 | 02/09/2018 |
| 02/18 | 02/09/2018 | 51151 | 5663 | WIST OFFICE PRODUCTS | 110.86 | 02/09/2018 |
| 02/18 | 02/12/2018 | 7427 | 1430 | AZ PUBLIC SAFETY RETIREMENT | 481.28 | M 02/12/2018 |
| 02/18 | 02/12/2018 | 7428 | 1690 | AZ DEPT OF REVENUE - SALES TAX | 19,107.92 | M 02/12/2018 |
| 02/18 | 02/12/2018 | 51152 | 1964 | BENSON BLOSSOM SHOP | 64.80 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51153 | 2751 | CITY OF BENSON - SALES TAX | 7,867.49 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51153 | 2751 | CITY OF BENSON - SALES TAX | 2,852.90 | 02/12/2018 |

| GL Period | Check Issue Date | Check Number | Vendor Number | Payee | Amount | Input Date |
|---------------|------------------|--------------|---------------|---------------------------|------------|------------|
| 02/18 | 02/12/2018 | 51154 | 11367 | DAVID THOMPSON | 1,500.00 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51154 | 11367 | DAVID THOMPSON | 1,500.00 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51155 | 5161 | JOHNSON MARK LLC | 53.36 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51156 | 5224 | MERIT FOODS OF ARIZONA | 271.45 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51157 | 5661 | O'REILLY AUTOMOTIVE INC | 41.28 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51158 | 6570 | SHANNON'S AUTO PARTS | 421.76 | 02/12/2018 |
| 02/18 | 02/12/2018 | 51159 | 7671 | VOYAGER FLEET SYSTEMS INC | 6,379.49 | 02/12/2018 |
| Total 2: | | | | | 154,504.27 | |
| Grand Totals: | | | | | 154,504.27 | |

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment"

Report Criteria:

Invoices with totals above \$0.00 included.
Only paid invoices included.

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|---|----------------------------|----------------|--------------|-------------------------------------|--------------------|
| GENERAL FUND | | | | | |
| 10-22250 RETIREMENT PAYABLE | | | | | |
| GENERAL FUND | AZ STATE RETIREMENT ACC | 020218 | 02/09/2018 | RETIREMENT CONTRIBUTION | 23,693.18 |
| GENERAL FUND | AZ STATE RETIREMENT ACC | 020218A | 02/02/2018 | ACR RETIREMENT CONTRIBUTION | 10.54 |
| GENERAL FUND | NATIONWIDE RETIREMENT SO | 020218 | 02/09/2018 | VOLUNTARY RETIREMENT | 300.00 |
| GENERAL FUND | NATIONWIDE RETIREMENT SO | 020218 | 02/09/2018 | DEFERRED COMPENSATION | 570.00 |
| Total 10-22250 RETIREMENT PAYABLE: | | | | | 24,573.72 |
| 10-22255 POLICE DEPARTMENT RET PAYABLE | | | | | |
| GENERAL FUND | AZ PUBLIC SAFETY RETIREME | PS18-103020 | 02/08/2018 | F.D. RETIREMENT | 481.28 |
| Total 10-22255 POLICE DEPARTMENT RET PAYABLE: | | | | | 481.28 |
| 10-22265 GARNISHMENTS PAYABLE | | | | | |
| GENERAL FUND | JOHNSON MARK LLC | 020218 | 02/09/2018 | GARNISHMENT | 53.36 |
| GENERAL FUND | MARYLAND CHILD SUPPORT A | L-020218 | 02/09/2018 | #340002729 | 69.81 |
| GENERAL FUND | PIONEER CREDIT RECOVERY I | 020218 | 02/09/2018 | GARNISHMENT | 71.80 |
| GENERAL FUND | SUPPORT PAYMENT CLEARIN | A-020218 | 02/09/2018 | #0002160133-00 | 52.93 |
| GENERAL FUND | SUPPORT PAYMENT CLEARIN | B-020218 | 02/09/2018 | 0001716217-00 | 140.77 |
| GENERAL FUND | SUPPORT PAYMENT CLEARIN | L-020218 | 02/09/2018 | #000508942900 | 136.68 |
| Total 10-22265 GARNISHMENTS PAYABLE: | | | | | 525.35 |
| 10-22292 FSA PAYABLE | | | | | |
| GENERAL FUND | ESG CORP | 020218 | 02/09/2018 | MONTHLY FUNDING | 3,645.27 |
| Total 10-22292 FSA PAYABLE: | | | | | 3,645.27 |
| 10-306-10 FIREMEN'S REVENUE | | | | | |
| GENERAL FUND | BENSON VOLUNTEER FIRE DE | 020218 | 02/02/2018 | AZ DEPT OF FORESTRY & FIRE MANAGEME | 5,022.58 |
| GENERAL FUND | BENSON VOLUNTEER FIRE DE | 020818 | 02/08/2018 | AZ DEPT OF FORESTRY & FIRE MANAGEME | 6,779.41 |
| Total 10-306-10 FIREMEN'S REVENUE: | | | | | 11,801.99 |
| 10-41-310 PROFESSIONAL SERVICES - HR | | | | | |
| GENERAL FUND | OCCUPATIONAL HEALTH CENT | 159189365 | 01/17/2018 | NEW HIRE DRUG TESTING - ADMIN | 59.00 |
| Total 10-41-310 PROFESSIONAL SERVICES - HR: | | | | | 59.00 |
| 10-41-330 IT SERVICES | | | | | |
| GENERAL FUND | PROLOGIC TECHNOLOGY GRO | 4825 | 02/08/2018 | IT SERVICES - 2/18 | 4,200.00 |
| Total 10-41-330 IT SERVICES: | | | | | 4,200.00 |
| 10-41-410 UTILITIES | | | | | |
| GENERAL FUND | CITY OF BENSON - UTILITIES | 011918 | 01/19/2018 | UTILITIES | 21.92 |
| Total 10-41-410 UTILITIES: | | | | | 21.92 |
| 10-41-430 REPAIRS & MAINTENANCE | | | | | |
| GENERAL FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 42.65 |
| GENERAL FUND | VALLEY IMAGING SOLUTIONS | 027726B | 01/30/2018 | CHARGE FOR COPIES | 668.16 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|---------------------------|----------------|--------------|---------------------------------------|--------------------|
| Total 10-41-430 REPAIRS & MAINTENANCE: | | | | | 710.81 |
| 10-41-610 OFFICE SUPPLIES | | | | | |
| GENERAL FUND | OFFICE DEPOT, INC | 101170548001 | 01/24/2018 | STAPLER | 16.28 |
| GENERAL FUND | OFFICE DEPOT, INC | 101170604001 | 01/24/2018 | OFFICE SUPPLIES | 46.46 |
| GENERAL FUND | OFFICE DEPOT, INC | 996936798001 | 01/12/2018 | INK POSTAGE MACHINE | 71.99 |
| GENERAL FUND | OFFICE DEPOT, INC | 997000754001 | 01/12/2018 | OFFICE SUPPLIES | 74.28 |
| Total 10-41-610 OFFICE SUPPLIES: | | | | | 209.01 |
| 10-41-640 OPERATING SUPPLIES | | | | | |
| GENERAL FUND | BENSON BLOSSOM SHOP | 10000529 | 01/24/2018 | SYMPATHY ARRANGEMENT - PD | 64.80 |
| Total 10-41-640 OPERATING SUPPLIES: | | | | | 64.80 |
| 10-41-660 VEHICLE FUEL & OIL | | | | | |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 37.14 |
| Total 10-41-660 VEHICLE FUEL & OIL: | | | | | 37.14 |
| 10-41-670 VEHICLE REPAIR & MAINT | | | | | |
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 140.02 |
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 48.15 |
| GENERAL FUND | PURCELL WESTERN STATES TI | 6112795 | 01/25/2018 | TIRES | 311.11 |
| Total 10-41-670 VEHICLE REPAIR & MAINT: | | | | | 499.28 |
| 10-43-300 PROFESSIONAL SERVICES | | | | | |
| GENERAL FUND | BROWN & ASSOCIATES | 31083 | 01/09/2018 | PLAN REVIEW EVANGELICAL LUTHERAN | 388.75 |
| GENERAL FUND | BROWN & ASSOCIATES | 31098 | 01/26/2018 | PLAN REVIEW/BUILDING INSPECTIONS 1/18 | 8,200.00 |
| GENERAL FUND | BROWN & ASSOCIATES | 31158 | 01/25/2018 | PLAN REVIEW - J.K TENANT IMPROVEMENT | 490.91 |
| GENERAL FUND | BROWN & ASSOCIATES | 31159 | 01/25/2018 | PLAN REVIEW/FIRE BUTTERFIELD PLAZA | 1,339.07 |
| GENERAL FUND | BROWN & ASSOCIATES | 31160 | 01/25/2018 | PLAN REVIEW CCHS FIRE SPRINKLERS | 360.00 |
| Total 10-43-300 PROFESSIONAL SERVICES: | | | | | 10,778.73 |
| 10-43-430 REPAIRS & MAINTENANCE | | | | | |
| GENERAL FUND | VALLEY IMAGING SOLUTIONS | 027726A | 01/30/2018 | CHARGE FOR COPIES | 38.57 |
| Total 10-43-430 REPAIRS & MAINTENANCE: | | | | | 38.57 |
| 10-43-590 DUES & LICENSES | | | | | |
| GENERAL FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 37.44 |
| Total 10-43-590 DUES & LICENSES: | | | | | 37.44 |
| 10-43-660 VEHICLE FUEL & OIL | | | | | |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 36.00 |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 123.29 |
| Total 10-43-660 VEHICLE FUEL & OIL: | | | | | 159.29 |
| 10-45-320 HOLDING CELL SUPPLIES & MEALS | | | | | |
| GENERAL FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 107.86 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|---|----------------------------|----------------|--------------|--|--------------------|
| Total 10-45-320 HOLDING CELL SUPPLIES & MEALS: | | | | | 107.86 |
| 10-45-410 UTILITIES | | | | | |
| GENERAL FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 521.21 |
| Total 10-45-410 UTILITIES: | | | | | 521.21 |
| 10-45-415 TELECOMMUNICATIONS | | | | | |
| GENERAL FUND | VERIZON BUSINESS | 09589658 | 12/25/2017 | LONG DISTANCE SERVICE - 12/17 | 78.39 |
| GENERAL FUND | VERIZON BUSINESS | 09722763 | 01/25/2018 | LONG DISTANCE SERVICE | 63.08 |
| Total 10-45-415 TELECOMMUNICATIONS: | | | | | 141.47 |
| 10-45-430 BLDG & EQUIP REPAIRS & MAINT | | | | | |
| GENERAL FUND | VALLEY IMAGING SOLUTIONS | 027726E | 01/30/2018 | CHARGE FOR COPIES | 119.69 |
| Total 10-45-430 BLDG & EQUIP REPAIRS & MAINT: | | | | | 119.69 |
| 10-45-580 TRAVEL | | | | | |
| GENERAL FUND | CAMERON JUDD | 012418 | 01/24/2018 | PER DIEM - DESERT SNOW 2/21-2/23/18 TU | 53.10 |
| Total 10-45-580 TRAVEL: | | | | | 53.10 |
| 10-45-590 DUES & LICENSES | | | | | |
| GENERAL FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 37.44 |
| Total 10-45-590 DUES & LICENSES: | | | | | 37.44 |
| 10-45-594 ANIMAL MEDICAL FROM DONATIONS | | | | | |
| GENERAL FUND | ALL CREATURES VETERINARY | 149803 | 01/17/2018 | CANINE SPAY, MEDICINE | 92.20 |
| GENERAL FUND | ALL CREATURES VETERINARY | 149841 | 01/09/2018 | RABIES X 2 | 30.00 |
| GENERAL FUND | ALL CREATURES VETERINARY | 149888 | 01/23/2018 | FELINE SPAY, RABIES | 75.00 |
| GENERAL FUND | BENSON ANIMAL HOSPITAL | 142598 | 01/16/2018 | CANINE NEUTER, RABIES | 95.00 |
| Total 10-45-594 ANIMAL MEDICAL FROM DONATIONS: | | | | | 292.20 |
| 10-45-610 OFFICE SUPPLIES | | | | | |
| GENERAL FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 12.40 |
| Total 10-45-610 OFFICE SUPPLIES: | | | | | 12.40 |
| 10-45-660 FUEL & OIL | | | | | |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 2,906.42 |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 150.03 |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 64.70 |
| Total 10-45-660 FUEL & OIL: | | | | | 3,121.15 |
| 10-45-670 VEHICLE REPAIRS & MAINT | | | | | |
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 8.32 |
| GENERAL FUND | GEORGE'S AUTOMOTIVE | 41949 | 01/22/2018 | #8 - LUBE, TIRE ROTATION | 84.35 |
| GENERAL FUND | GEORGE'S AUTOMOTIVE | 41974 | 01/26/2018 | #28 - BATTERY | 58.84 |
| GENERAL FUND | GEORGE'S AUTOMOTIVE | 41998 | 01/31/2018 | #20 - REPAIRS | 371.21 |
| GENERAL FUND | O'REILLY AUTOMOTIVE INC | 012818 | 01/28/2018 | PARTS | 8.86 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|-------------------------------|--------------------|
| Total 10-45-670 VEHICLE REPAIRS & MAINT: | | | | | 531.58 |
| 10-46-415 TELEPHONE | | | | | |
| GENERAL FUND | VERIZON BUSINESS | 09589658 | 12/25/2017 | LONG DISTANCE SERVICE - 12/17 | 78.39 |
| GENERAL FUND | VERIZON BUSINESS | 09722763 | 01/25/2018 | LONG DISTANCE SERVICE | 63.07 |
| GENERAL FUND | VERIZON WIRELESS | 900407899 | 01/23/2018 | AIR CARDS | 280.17 |
| Total 10-46-415 TELEPHONE: | | | | | 421.63 |
| 10-46-432 STATION REPAIRS & MAINT | | | | | |
| GENERAL FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 15.14 |
| Total 10-46-432 STATION REPAIRS & MAINT: | | | | | 15.14 |
| 10-46-640 OPERATING SUPPLIES | | | | | |
| GENERAL FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 87.72 |
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 101.28 |
| Total 10-46-640 OPERATING SUPPLIES: | | | | | 189.00 |
| 10-46-660 FUEL & OIL | | | | | |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 233.00 |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 29.25 |
| Total 10-46-660 FUEL & OIL: | | | | | 262.25 |
| 10-49-430 REPAIRS & MAINTENANCE | | | | | |
| GENERAL FUND | VALLEY IMAGING SOLUTIONS | 027726F | 01/30/2018 | CHARGE FOR COPIES | 117.34 |
| Total 10-49-430 REPAIRS & MAINTENANCE: | | | | | 117.34 |
| 10-49-590 DUES & LICENSES | | | | | |
| GENERAL FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 37.44 |
| Total 10-49-590 DUES & LICENSES: | | | | | 37.44 |
| 10-49-696 BOOKS | | | | | |
| GENERAL FUND | RECORDED BOOKS, LLC | 75706354 | 01/16/2018 | BOOKS ON CD | 79.98 |
| GENERAL FUND | THE PENWORTHY COMPANY L | 0536530-IN | 01/16/2018 | BOOKS | 76.90 |
| Total 10-49-696 BOOKS: | | | | | 156.88 |
| 10-50-410 UTILITIES | | | | | |
| GENERAL FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 110.42 |
| GENERAL FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 16.61 |
| Total 10-50-410 UTILITIES: | | | | | 127.03 |
| 10-50-430 REPAIRS & MAINTENANCE | | | | | |
| GENERAL FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 389.73 |
| GENERAL FUND | TREJO REFRIGERATION AND | 10730 | 12/29/2017 | PARKING LOT LIGHTS | 4,134.92 |
| Total 10-50-430 REPAIRS & MAINTENANCE: | | | | | 4,524.65 |
| 10-50-640 OTHER OPERATING SUPPLIES | | | | | |
| GENERAL FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 730.63 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|-------------------------|--------------------|
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 25.16 |
| GENERAL FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 204.41 |
| Total 10-50-640 OTHER OPERATING SUPPLIES: | | | | | 960.20 |
| 10-50-660 VEHICLE FUEL & OIL | | | | | |
| GENERAL FUND | SENERGY PETROLEUM | 425464 | 02/06/2018 | DIESEL | 172.82 |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 309.62 |
| Total 10-50-660 VEHICLE FUEL & OIL: | | | | | 482.44 |
| 10-50-670 VEHICLE REPAIRS & MAINT | | | | | |
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 96.29 |
| GENERAL FUND | GEORGE'S AUTOMOTIVE | 41985 | 01/29/2018 | #69 - TIRE REPAIR | 20.00 |
| Total 10-50-670 VEHICLE REPAIRS & MAINT: | | | | | 116.29 |
| 10-56-350 BANK CHARGES | | | | | |
| GENERAL FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | LATE FEE/FINANCE CHARGE | 64.19 |
| Total 10-56-350 BANK CHARGES: | | | | | 64.19 |
| 10-56-430 REPAIRS & MAINTENANCE | | | | | |
| GENERAL FUND | VALLEY IMAGING SOLUTIONS | 027726 | 01/30/2018 | CHARGE FOR COPIES | 68.01 |
| GENERAL FUND | VALLEY IMAGING SOLUTIONS | 027726C | 01/30/2018 | CHARGE FOR COPIES | 232.05 |
| Total 10-56-430 REPAIRS & MAINTENANCE: | | | | | 300.06 |
| 10-56-610 OFFICE SUPPLIES | | | | | |
| GENERAL FUND | OFFICE DEPOT, INC | 101429497001 | 01/25/2018 | COPY PAPER | 60.79 |
| Total 10-56-610 OFFICE SUPPLIES: | | | | | 60.79 |
| 10-57-412 UTILITIES - COMM CENTER | | | | | |
| GENERAL FUND | CITY OF BENSON - UTILITIES | 011218 | 01/12/2018 | UTILITIES | 433.57 |
| Total 10-57-412 UTILITIES - COMM CENTER: | | | | | 433.57 |
| 10-57-432 REPAIRS & MAINT - COMM CENTER | | | | | |
| GENERAL FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 17.53 |
| Total 10-57-432 REPAIRS & MAINT - COMM CENTER: | | | | | 17.53 |
| 10-57-590 DUES & LICENSES | | | | | |
| GENERAL FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 37.44 |
| Total 10-57-590 DUES & LICENSES: | | | | | 37.44 |
| 10-57-630 COMPUTER SUPPLIES | | | | | |
| GENERAL FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 16.41 |
| Total 10-57-630 COMPUTER SUPPLIES: | | | | | 16.41 |
| 10-57-640 OPERATING SUPPLIES | | | | | |
| GENERAL FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 9.46 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|-----------------------------------|--------------------|
| Total 10-57-640 OPERATING SUPPLIES: | | | | | 9.46 |
| 10-58-583 HOLIDAY LIGHT PARADE | | | | | |
| GENERAL FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 66.21 |
| Total 10-58-583 HOLIDAY LIGHT PARADE: | | | | | 66.21 |
| 10-60-430 REPAIRS & MAINTENANCE | | | | | |
| GENERAL FUND | VALLEY IMAGING SOLUTIONS | 027726D | 01/30/2018 | CHARGE FOR COPIES | 49.10 |
| Total 10-60-430 REPAIRS & MAINTENANCE: | | | | | 49.10 |
| 10-60-540 PUBLIC NOTICES, ADVERTISING | | | | | |
| GENERAL FUND | ARIZONA BUSINESS | 32168 | 01/19/2018 | ADVERTISING | 1,507.50 |
| Total 10-60-540 PUBLIC NOTICES, ADVERTISING: | | | | | 1,507.50 |
| 10-60-560 FEES & LICENSES | | | | | |
| GENERAL FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 37.44 |
| Total 10-60-560 FEES & LICENSES: | | | | | 37.44 |
| 10-60-610 OFFICE SUPPLIES | | | | | |
| GENERAL FUND | OFFICE DEPOT, INC | 997533404001 | 01/15/2018 | OFFICE SUPPLIES | 193.29 |
| Total 10-60-610 OFFICE SUPPLIES: | | | | | 193.29 |
| 10-61-580 TRAVEL | | | | | |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 17.90 |
| Total 10-61-580 TRAVEL: | | | | | 17.90 |
| 10-61-610 OFFICE SUPPLIES | | | | | |
| GENERAL FUND | WIST OFFICE PRODUCTS | 1697488 | 01/24/2018 | OFFICE SUPPLIES | 43.98 |
| GENERAL FUND | WIST OFFICE PRODUCTS | 1697488 A | 02/08/2018 | CREDIT | 41.88 |
| GENERAL FUND | WIST OFFICE PRODUCTS | 1701212 | 02/01/2018 | OFFICE SUPPLIES | 110.86 |
| Total 10-61-610 OFFICE SUPPLIES: | | | | | 112.96 |
| 10-62-540 PUBLIC NOTICES, ADVERTISING | | | | | |
| GENERAL FUND | DAVID STEVENS | 020618 | 02/06/2018 | 10-DEVELOPMENT AGREEMENTS FOR THE | 169.50 |
| Total 10-62-540 PUBLIC NOTICES, ADVERTISING: | | | | | 169.50 |
| 10-62-590 DUES & LICENSES | | | | | |
| GENERAL FUND | JONES-WILSON INSURANCE & | 4628 | 01/23/2018 | NOTARY BOND | 50.00 |
| GENERAL FUND | JONES-WILSON INSURANCE & | 4629 | 01/23/2018 | NOTARY BOND/PE&O | 65.00 |
| GENERAL FUND | SECRETARY OF STATE | 020718 | 02/07/2018 | NOTARY FILLING FEE | 43.00 |
| Total 10-62-590 DUES & LICENSES: | | | | | 158.00 |
| 10-65-410 UTILITIES | | | | | |
| GENERAL FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 16.61 |
| Total 10-65-410 UTILITIES: | | | | | 16.61 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|---|---------------------------|----------------|--------------|-----------------------------|--------------------|
| 10-65-415 TELEPHONE | | | | | |
| GENERAL FUND | VERIZON BUSINESS | 09589658 | 12/25/2017 | LONG DISTANCE SERVICE 12/17 | 10.55 |
| GENERAL FUND | VERIZON BUSINESS | 09722763 | 01/25/2018 | LONG DISTANCE SERVICE | 10.62 |
| Total 10-65-415 TELEPHONE: | | | | | 21.17 |
| 10-65-640 OTHER OPERATING SUPPLIES | | | | | |
| GENERAL FUND | BENSON LUMBER & SUPPLY LL | 011418 | 01/14/2018 | SUPPLIES | 18.29 |
| Total 10-65-640 OTHER OPERATING SUPPLIES: | | | | | 18.29 |
| 10-65-660 VEHICLE FUEL & OIL | | | | | |
| GENERAL FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 90.33 |
| Total 10-65-660 VEHICLE FUEL & OIL: | | | | | 90.33 |
| 10-65-670 VEHICLE REPAIRS & MAINT | | | | | |
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 184.16 |
| GENERAL FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 48.15 |
| Total 10-65-670 VEHICLE REPAIRS & MAINT: | | | | | 232.31 |
| Total GENERAL FUND: | | | | | 73,822.05 |
| TRANSIT FUND | | | | | |
| 14-40-415 TELEPHONE | | | | | |
| TRANSIT FUND | VERIZON WIRELESS | 9800471280 | 01/23/2018 | VIDEO CARDS | 78.04 |
| Total 14-40-415 TELEPHONE: | | | | | 78.04 |
| 14-40-660 VEHICLE FUEL & OIL | | | | | |
| TRANSIT FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 818.12 |
| TRANSIT FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 6.48 |
| Total 14-40-660 VEHICLE FUEL & OIL: | | | | | 824.60 |
| 14-40-675 VEHICLE PREVENTIV MAINTENANCE | | | | | |
| TRANSIT FUND | BENSON NAPA | 013118 | 01/31/2018 | SUPPLIES/PARTS | 304.23 |
| TRANSIT FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 96.29 |
| Total 14-40-675 VEHICLE PREVENTIV MAINTENANCE: | | | | | 400.52 |
| Total TRANSIT FUND: | | | | | 1,303.16 |
| CAPITAL PROJECTS FUND | | | | | |
| 15-40-059 CIP WW 10-1 OCOTILLO SEWER LIN | | | | | |
| CAPITAL PROJECTS FUN | TRENCH SHORE RENTALS | 160787-2 | 01/16/2018 | N OCOTILLO & 4TH ST RENTAL | 2,479.88 |
| Total 15-40-059 CIP WW 10-1 OCOTILLO SEWER LIN: | | | | | 2,479.88 |
| Total CAPITAL PROJECTS FUND: | | | | | 2,479.88 |
| STREET FUND | | | | | |
| 20-40-300 PROFESSIONAL SERVICES | | | | | |
| STREET FUND | DIGGINS & SONS POWER SWE | 55586 | 01/31/2018 | SWEEP STREETS - 1/18 | 1,900.00 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|---------------------------|--------------------|
| Total 20-40-300 PROFESSIONAL SERVICES: | | | | | 1,900.00 |
| 20-40-410 UTILITIES | | | | | |
| STREET FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 248.65 |
| Total 20-40-410 UTILITIES: | | | | | 248.65 |
| 20-40-640 MATERIALS & SUPPLIES | | | | | |
| STREET FUND | BARNETT'S PROPANE | 013118 | 01/31/2018 | PROPANE | 13.00 |
| STREET FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 108.58 |
| STREET FUND | SHANNON'S AUTO PARTS | 013118 | 01/31/2018 | PARTS | 77.53 |
| STREET FUND | STAMBACK SEPTIC SERVICE | 18733 | 01/26/2018 | POT A POTS 1/23 - 2/20/18 | 208.24 |
| Total 20-40-640 MATERIALS & SUPPLIES: | | | | | 407.35 |
| 20-40-660 VEHICLE FUEL & OIL | | | | | |
| STREET FUND | SENERGY PETROLEUM | 425464 | 02/06/2018 | DIESEL | 172.83 |
| STREET FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 257.57 |
| Total 20-40-660 VEHICLE FUEL & OIL: | | | | | 430.40 |
| 20-40-670 VEHICLE MAINTENANCE & REPAIRS | | | | | |
| STREET FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 447.56 |
| STREET FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 96.29 |
| STREET FUND | PURCELL WESTERN STATES TI | 6112232 | 01/09/2018 | TIRES | 568.12 |
| STREET FUND | SHANNON'S AUTO PARTS | 013118 | 01/31/2018 | CREDIT | 281.18 |
| Total 20-40-670 VEHICLE MAINTENANCE & REPAIRS: | | | | | 830.79 |
| Total STREET FUND: | | | | | 3,817.19 |
| GAS FUND | | | | | |
| 50-12500 ACCOUNTS RECEIVABLE | | | | | |
| GAS FUND | JOHN OGAO | 020718 | 02/07/2018 | REFUND CREDIT BALANCE | 35.73 |
| GAS FUND | RECKER REALTY | 013018 | 01/30/2018 | REFUND CREDIT BALANCE | 43.07 |
| Total 50-12500 ACCOUNTS RECEIVABLE: | | | | | 78.80 |
| 50-24500 SALES TAX PAYABLE | | | | | |
| GAS FUND | AZ DEPT OF REVENUE - SALES | 1/18 | 01/31/2018 | UTILITY SALES TAX | 13,560.82 |
| GAS FUND | CITY OF BENSON - SALES TAX | 1/18 | 01/31/2018 | SALES TAX | 7,867.49 |
| Total 50-24500 SALES TAX PAYABLE: | | | | | 21,428.31 |
| 50-40-351 BANK CHARGES | | | | | |
| GAS FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 109.20 |
| Total 50-40-351 BANK CHARGES: | | | | | 109.20 |
| 50-40-410 UTILITIES | | | | | |
| GAS FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 248.66 |
| Total 50-40-410 UTILITIES: | | | | | 248.66 |
| 50-40-620 PRINTING & POSTAGE | | | | | |
| GAS FUND | POSTAL PROS SOUTHWEST IN | 4563 | 01/31/2018 | UTILITY BILLS | 369.84 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|-----------------------|--------------------|
| Total 50-40-620 PRINTING & POSTAGE: | | | | | 369.84 |
| 50-40-640 OPERATING SUPPLIES | | | | | |
| GAS FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 135.16 |
| GAS FUND | BENSON LUMBER & SUPPLY LL | 011418 | 01/14/2018 | SUPPLIES | 9.85 |
| GAS FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 100.87 |
| Total 50-40-640 OPERATING SUPPLIES: | | | | | 245.88 |
| 50-40-660 VEHICLE FUEL & OIL | | | | | |
| GAS FUND | SENERGY PETROLEUM | 425464 | 02/06/2018 | DIESEL | 172.83 |
| GAS FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 528.76 |
| Total 50-40-660 VEHICLE FUEL & OIL: | | | | | 701.59 |
| 50-40-670 VEHICLE REPAIRS & MAINT | | | | | |
| GAS FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 112.44 |
| GAS FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 96.29 |
| GAS FUND | PURCELL WESTERN STATES TI | 6112795 | 01/25/2018 | TIRES | 127.10 |
| GAS FUND | SHANNON'S AUTO PARTS | 013118 | 01/31/2018 | PARTS, SHOP LABOR | 118.91 |
| Total 50-40-670 VEHICLE REPAIRS & MAINT: | | | | | 454.74 |
| Total GAS FUND: | | | | | 23,637.02 |
| WATER FUND | | | | | |
| 51-12500 ACCOUNTS RECEIVABLE | | | | | |
| WATER FUND | RECKER REALTY | 013018 | 01/30/2018 | REFUND CREDIT BALANCE | 7.43- |
| Total 51-12500 ACCOUNTS RECEIVABLE: | | | | | 7.43- |
| 51-300-30 NEW WATER HOOKUPS | | | | | |
| WATER FUND | AZ DEPT OF REVENUE - SALES | 1/18 | 01/31/2018 | RETAIL SALES TAX | 22.06 |
| Total 51-300-30 NEW WATER HOOKUPS: | | | | | 22.06 |
| 51-40-350 BANK CHARGES | | | | | |
| WATER FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 109.20 |
| Total 51-40-350 BANK CHARGES: | | | | | 109.20 |
| 51-40-410 UTILITIES | | | | | |
| WATER FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 248.66 |
| Total 51-40-410 UTILITIES: | | | | | 248.66 |
| 51-40-430 REPAIRS & MAINTENANCE | | | | | |
| WATER FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 58.48 |
| Total 51-40-430 REPAIRS & MAINTENANCE: | | | | | 58.48 |
| 51-40-620 PRINTING & POSTAGE | | | | | |
| WATER FUND | POSTAL PROS SOUTHWEST IN | 4563 | 01/31/2018 | UTILITY BILLS | 369.84 |
| Total 51-40-620 PRINTING & POSTAGE: | | | | | 369.84 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|-----------------------------------|--------------------|
| 51-40-640 OTHER OPERATING COSTS | | | | | |
| WATER FUND | AZ DEPT OF REVENUE - SALES | 1/18 | 01/31/2018 | MUNI WATER SALES TAX | 598.49 |
| WATER FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 26.65 |
| WATER FUND | BENSON LUMBER & SUPPLY LL | 011418 | 01/14/2018 | SUPPLIES | 77.47 |
| WATER FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 68.27 |
| Total 51-40-640 OTHER OPERATING COSTS: | | | | | 770.88 |
| 51-40-660 FUEL & OIL | | | | | |
| WATER FUND | SENERGY PETROLEUM | 425464 | 02/06/2018 | DIESEL | 172.83 |
| WATER FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 456.58 |
| Total 51-40-660 FUEL & OIL: | | | | | 629.41 |
| 51-40-670 VEHICLE REPAIRS & MAINT | | | | | |
| WATER FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 112.44 |
| WATER FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 96.29 |
| WATER FUND | PURCELL WESTERN STATES TI | 6112795 | 01/25/2018 | TIRES | 127.10 |
| WATER FUND | SHANNON'S AUTO PARTS | 013118 | 01/31/2018 | SHOP LABOR | 32.16 |
| Total 51-40-670 VEHICLE REPAIRS & MAINT: | | | | | 367.99 |
| Total WATER FUND: | | | | | 2,569.09 |
| WASTEWATER FUND | | | | | |
| 52-12500 ACCOUNTS RECEIVABLE | | | | | |
| WASTEWATER FUND | JOHN OGAO | 020718 | 02/07/2018 | REFUND CREDIT BALANCE | 7.02 |
| WASTEWATER FUND | RECKER REALTY | 013018 | 01/30/2018 | REFUND CREDIT BALANCE | 9.19 |
| Total 52-12500 ACCOUNTS RECEIVABLE: | | | | | 16.21 |
| 52-40-350 BANK CHARGES | | | | | |
| WASTEWATER FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 109.20 |
| Total 52-40-350 BANK CHARGES: | | | | | 109.20 |
| 52-40-410 UTILITIES | | | | | |
| WASTEWATER FUND | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 207.62 |
| Total 52-40-410 UTILITIES: | | | | | 207.62 |
| 52-40-430 REPAIRS & MAINTENANCE | | | | | |
| WASTEWATER FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 76.67 |
| WASTEWATER FUND | CM CONSTRUCTION INC | 951 | 01/26/2018 | REPAIRS SEWER MANHOLE HAMILTON DR | 15,984.00 |
| Total 52-40-430 REPAIRS & MAINTENANCE: | | | | | 16,060.67 |
| 52-40-620 PRINTING & POSTAGE | | | | | |
| WASTEWATER FUND | POSTAL PROS SOUTHWEST IN | 4563 | 01/31/2018 | UTILITY BILLS | 369.83 |
| Total 52-40-620 PRINTING & POSTAGE: | | | | | 369.83 |
| 52-40-640 OPERATING SUPPLIES | | | | | |
| WASTEWATER FUND | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 564.98 |
| WASTEWATER FUND | BENSON LUMBER & SUPPLY LL | 011418 | 01/14/2018 | SUPPLIES | 836.10 |
| WASTEWATER FUND | BENSON LUMBER & SUPPLY LL | 011418 | 01/14/2018 | SUPPLIES | 11.30 |
| WASTEWATER FUND | SHANNON'S AUTO PARTS | 013118 | 01/31/2018 | PARTS | 474.34 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|-----------------------|--------------------|
| WASTEWATER FUND | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 16.88 |
| Total 52-40-640 OPERATING SUPPLIES: | | | | | 1,903.60 |
| 52-40-660 FUEL & OIL | | | | | |
| WASTEWATER FUND | SENERGY PETROLEUM | 425464 | 02/06/2018 | DIESEL | 172.83 |
| WASTEWATER FUND | VOYAGER FLEET SYSTEMS IN | 869208801804 | 01/24/2018 | FUEL | 314.30 |
| Total 52-40-660 FUEL & OIL: | | | | | 487.13 |
| 52-40-670 VEHICLE REPAIRS & MAINT | | | | | |
| WASTEWATER FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 34.01 |
| WASTEWATER FUND | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 96.29 |
| WASTEWATER FUND | PURCELL WESTERN STATES TI | 6112795 | 01/25/2018 | TIRES | 127.09 |
| Total 52-40-670 VEHICLE REPAIRS & MAINT: | | | | | 257.39 |
| Total WASTEWATER FUND: | | | | | 19,411.65 |
| SANITATION FUND | | | | | |
| 53-12500 ACCOUNTS RECEIVABLE | | | | | |
| SANITATION FUND | JOHN OGAO | 020718 | 02/07/2018 | REFUND CREDIT BALANCE | 5.97 |
| SANITATION FUND | RECKER REALTY | 013018 | 01/30/2018 | REFUND CREDIT BALANCE | 14.09- |
| Total 53-12500 ACCOUNTS RECEIVABLE: | | | | | 8.12- |
| 53-40-350 BANK CHARGES | | | | | |
| SANITATION FUND | XPRESS BILL PAY | 31473 | 02/01/2018 | CREDIT CARD FEES | 109.20 |
| Total 53-40-350 BANK CHARGES: | | | | | 109.20 |
| 53-40-620 POSTAGE & PRINTING | | | | | |
| SANITATION FUND | POSTAL PROS SOUTHWEST IN | 4563 | 01/31/2018 | UTILITY BILLS | 369.83 |
| Total 53-40-620 POSTAGE & PRINTING: | | | | | 369.83 |
| Total SANITATION FUND: | | | | | 470.91 |
| SAN PEDRO GOLF COURSE | | | | | |
| 55-24500 SALES TAX PAYABLE | | | | | |
| SAN PEDRO GOLF COUR | AZ DEPT OF REVENUE - SALES | 1/18 | 01/31/2018 | RETAIL SALES TAX - GC | 4,926.55 |
| SAN PEDRO GOLF COUR | CITY OF BENSON - SALES TAX | 1/18A | 01/31/2018 | SALES TAX | 2,852.90 |
| Total 55-24500 SALES TAX PAYABLE: | | | | | 7,779.45 |
| 55-40-310 INVENTORY- PRO SHOP | | | | | |
| SAN PEDRO GOLF COUR | PING | 14043761 A | 01/16/2018 | PRO SHOP INVENTORY | 157.71 |
| Total 55-40-310 INVENTORY- PRO SHOP: | | | | | 157.71 |
| 55-40-410 UTILITIES | | | | | |
| SAN PEDRO GOLF COUR | CITY OF BENSON - UTILITIES | 011918 | 01/19/2018 | UTILITIES | 59.67 |
| SAN PEDRO GOLF COUR | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 1,193.21 |
| Total 55-40-410 UTILITIES: | | | | | 1,252.88 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|----------------------|--------------------|
| 55-40-415 TELEPHONE | | | | | |
| SAN PEDRO GOLF COUR | DAKOTAPRO | 1270408 | 02/01/2018 | INTERNET 3/1-3/31/18 | 158.00 |
| Total 55-40-415 TELEPHONE: | | | | | 158.00 |
| 55-40-645 RANGE OPERATING SUPPLIES | | | | | |
| SAN PEDRO GOLF COUR | CALLAWAY | 1800020317 | 12/31/2017 | RANGE SUPPLIES | 7.00 |
| SAN PEDRO GOLF COUR | CALLAWAY | 928375480 | 10/24/2017 | SUPPLIES - RANGE | 1,193.57 |
| Total 55-40-645 RANGE OPERATING SUPPLIES: | | | | | 1,200.57 |
| 55-40-700 CAPITAL EXPENDITURES | | | | | |
| SAN PEDRO GOLF COUR | TCF EQUIPMENT FINANCE INC | 5346523 | 01/12/2018 | GOLF CART FINANCING | 4,774.90 |
| Total 55-40-700 CAPITAL EXPENDITURES: | | | | | 4,774.90 |
| 55-50-410 UTILITIES | | | | | |
| SAN PEDRO GOLF COUR | CITY OF BENSON - UTILITIES | 012618 | 01/26/2018 | UTILITIES | 303.46 |
| Total 55-50-410 UTILITIES: | | | | | 303.46 |
| 55-50-430 REPAIRS & MAINT- IRRIGATION | | | | | |
| SAN PEDRO GOLF COUR | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 15.75 |
| Total 55-50-430 REPAIRS & MAINT- IRRIGATION: | | | | | 15.75 |
| 55-50-440 RENTALS | | | | | |
| SAN PEDRO GOLF COUR | CINTAS CORP. LOC. 445 | 445195867 | 01/22/2018 | TOWELS | 7.83 |
| SAN PEDRO GOLF COUR | CINTAS CORP. LOC. 445 | 445195869 | 01/22/2018 | UNIFORMS, SHOP TOWEL | 28.07 |
| SAN PEDRO GOLF COUR | CINTAS CORP. LOC. 445 | 445197776 | 01/29/2018 | TOWELS | 7.83 |
| SAN PEDRO GOLF COUR | CINTAS CORP. LOC. 445 | 445197778 | 01/29/2018 | UNIFORMS/SHOP TOWELS | 28.07 |
| Total 55-50-440 RENTALS: | | | | | 71.80 |
| 55-50-600 GOLF COURSE SUPPLIES | | | | | |
| SAN PEDRO GOLF COUR | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 42.72 |
| SAN PEDRO GOLF COUR | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 62.91 |
| Total 55-50-600 GOLF COURSE SUPPLIES: | | | | | 105.63 |
| 55-50-670 REPAIRS & MAINT- EQUIPMENT | | | | | |
| SAN PEDRO GOLF COUR | BENSON ACE HARDWARE | 013118 | 01/31/2018 | SUPPLIES | 109.64 |
| SAN PEDRO GOLF COUR | BENSON NAPA | 013118 | 01/31/2018 | PARTS | 129.01 |
| SAN PEDRO GOLF COUR | JACOBSEN | 90135839 | 10/12/2017 | PART | 137.91 |
| SAN PEDRO GOLF COUR | O'REILLY AUTOMOTIVE INC | 012818 | 01/28/2018 | PARTS | 32.42 |
| SAN PEDRO GOLF COUR | STOTZ EQUIPMENT | P33114 | 11/10/2017 | PARTS | 311.88 |
| Total 55-50-670 REPAIRS & MAINT- EQUIPMENT: | | | | | 720.86 |
| 55-60-300 PROFESSIONAL SERVICES | | | | | |
| SAN PEDRO GOLF COUR | CINTAS CORP. LOC. 445 | 445195868 | 01/22/2018 | SUPPLIES | 55.22 |
| SAN PEDRO GOLF COUR | CINTAS CORP. LOC. 445 | 445197777 | 01/29/2018 | SUPPLIES | 55.22 |
| Total 55-60-300 PROFESSIONAL SERVICES: | | | | | 110.44 |
| 55-60-310 FOOD COST | | | | | |
| SAN PEDRO GOLF COUR | ELISIA RODRIGUEZ | 020718 | 02/07/2018 | REIMBURSE FOOD | 459.40 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|---------------------------|----------------|--------------|------------------------------|--------------------|
| SAN PEDRO GOLF COUR | MERIT FOODS OF ARIZONA | 323072B | 01/20/2018 | FOOD | 649.28 |
| SAN PEDRO GOLF COUR | MERIT FOODS OF ARIZONA | 323072B - 1 | 01/20/2018 | FOOD / DIFFERENCE SHORT PAID | 271.45 |
| SAN PEDRO GOLF COUR | MERIT FOODS OF ARIZONA | 323628A | 01/23/2018 | FOOD | 649.28 |
| SAN PEDRO GOLF COUR | MERIT FOODS OF ARIZONA | 324284C | 01/27/2018 | FOOD | 525.90 |
| SAN PEDRO GOLF COUR | MERIT FOODS OF ARIZONA | 324903B | 01/30/2018 | FOOD | 374.14 |
| SAN PEDRO GOLF COUR | PEPSI COLA OF SAFFORD | 220640 | 01/18/2018 | DRINKS | 377.56 |
| SAN PEDRO GOLF COUR | US FOODS | 3956203 | 01/22/2018 | FOOD | 1,382.44 |
| SAN PEDRO GOLF COUR | WAL-MART BUSINESS | 011618 | 01/16/2018 | FOOD | 525.35 |
| Total 55-60-310 FOOD COST: | | | | | 5,214.80 |
| 55-60-315 BEER COSTS | | | | | |
| SAN PEDRO GOLF COUR | SOUTHERN ARIZONA DISTRIB | 367907 | 01/19/2018 | BEER COSTS | 444.05 |
| SAN PEDRO GOLF COUR | SOUTHERN ARIZONA DISTRIB | 368811 | 01/26/2018 | BEER COSTS | 291.80 |
| Total 55-60-315 BEER COSTS: | | | | | 735.85 |
| 55-60-320 LIQUOR COSTS | | | | | |
| SAN PEDRO GOLF COUR | ALLIANCE BEVERAGE DISTRIB | 327183748 | 01/24/2018 | LIQUOR COSTS | 536.41 |
| Total 55-60-320 LIQUOR COSTS: | | | | | 536.41 |
| 55-60-350 BANK CHARGES | | | | | |
| SAN PEDRO GOLF COUR | FINTECH.NET | 4080749 | 01/31/2018 | MONTHLY FEE 1/18 | 20.00 |
| Total 55-60-350 BANK CHARGES: | | | | | 20.00 |
| 55-60-440 RENTALS | | | | | |
| SAN PEDRO GOLF COUR | AMERIPRIDE SERVICES INC | 1700738325 | 01/24/2018 | LINENS | 50.88 |
| SAN PEDRO GOLF COUR | AMERIPRIDE SERVICES INC | 1700740414 | 01/31/2018 | LINENS | 50.88 |
| Total 55-60-440 RENTALS: | | | | | 101.76 |
| 55-60-603 KITCHEN SUPPLIES | | | | | |
| SAN PEDRO GOLF COUR | US FOODS | 3956204 | 01/22/2018 | SUPPLIES | 305.36 |
| SAN PEDRO GOLF COUR | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 26.02 |
| Total 55-60-603 KITCHEN SUPPLIES: | | | | | 331.38 |
| 55-60-605 RESTAURANT SUPPLIES | | | | | |
| SAN PEDRO GOLF COUR | ELISIA RODRIGUEZ | 020718 | 02/07/2018 | REIMBURSE SUPPLIES | 36.89 |
| Total 55-60-605 RESTAURANT SUPPLIES: | | | | | 36.89 |
| 55-60-610 OFFICE SUPPLIES | | | | | |
| SAN PEDRO GOLF COUR | WAL-MART BUSINESS | 011618 | 01/16/2018 | SUPPLIES | 22.40 |
| Total 55-60-610 OFFICE SUPPLIES: | | | | | 22.40 |
| Total SAN PEDRO GOLF COURSE: | | | | | 23,650.94 |
| AIRPORT | | | | | |
| 56-40-300 PROFESSIONAL SERVICES | | | | | |
| AIRPORT | DAVID THOMPSON | 020118A | 02/01/2018 | AIRPORT COORDINATOR | 1,500.00 |
| AIRPORT | DAVID THOMPSON | 1/1/18A | 01/01/2018 | AIRPORT COORDINATOR | 1,500.00 |

| Fund | Vendor Name | Invoice Number | Invoice Date | Description | Net Invoice Amount |
|--|----------------------------|----------------|--------------|------------------------------|-----------------------|
| Total 56-40-300 PROFESSIONAL SERVICES: | | | | | 3,000.00 |
| 56-40-410 UTILITIES | | | | | |
| AIRPORT | CITY OF BENSON - UTILITIES | 011218 | 01/12/2018 | UTILITIES | 147.83 |
| Total 56-40-410 UTILITIES: | | | | | 147.83 |
| 56-40-415 TELEPHONE | | | | | |
| AIRPORT | DAKOTAPRO | 1271174 | 02/01/2018 | INTERNET - 3/1-3/31/18 | 158.00 |
| Total 56-40-415 TELEPHONE: | | | | | 158.00 |
| 56-40-640 SUPPLIES | | | | | |
| AIRPORT | STAMBACK SEPTIC SERVICE | 18732 | 01/26/2018 | PORT A POTS - 1/23 - 2/20/18 | 197.28 |
| Total 56-40-640 SUPPLIES: | | | | | 197.28 |
| Total AIRPORT: | | | | | 3,503.11 |
| Grand Totals: | | | | | 154,665.00 |

Report Criteria:

Invoices with totals above \$0.00 included.
Only paid invoices included.

City of Benson City Council Communication

Regular Meeting

February 26, 2018



To: Mayor and Council

Agenda Item # 2

From: Vicki Vivian, Interim City Manager

Subject:

Discussion and possible action to direct Staff to engage the Benson Future Business Leaders of Arizona (FBLA) for the benefit of the community and to further student education

Discussion:

This item is on the agenda at the request of Councilmember Dempster, who has served as a business advisor to the Future Business Leaders of Arizona (FBLA) in the past.

I have reached out to the FBLA Sponsor Megan Moreno at the Benson High School and she has expressed interest in having the FBLA partner with the City for such opportunities and in being the liaison between the City and the FBLA. Ms. Moreno also expressed interest in working with Ms. Lamb as an additional liaison/chaperone for the Youth Council, should it be approved.

I have contacted Mr. Micha Mortenson the Benson School on Friday afternoon and expect to receive a response that is supportive of this endeavor. I will notify the Council as soon as I receive a response.

Staff Recommendation:

Direction to Staff to engage the Benson Future Business Leaders of Arizona (FBLA) for the benefit of the community and to further student education

City of Benson City Council Communication

Regular Meeting

February 26, 2018



To: Mayor and Council

Agenda Item # 3

From: Vicki Vivian, Interim City Manager

Subject:

Discussion and possible action regarding Resolution 5-2018 of the Mayor and Council of the City of Benson, Arizona, establishing a Youth Council and encouraging the participation of Benson and St. David High School Students

Discussion:

The City Council recently received a letter from Ms. Kaileigh Thompson requesting the creation of a Youth Council. Ms. Thompson feels a Youth Council would help the youth work closely with influential members of the community, gain leadership skills they could not get anywhere else, and understand the importance of working hard and being involved in their community. In addition, she feels it would provide the participating youth with volunteer opportunities that allow them to assist the City and learn how our City operates.

After the Council received Ms. Thompson's letter, several of you, including Mayor King, Vice Mayor Konrad and Councilmember Lambert contacted me about creating a Youth Council.

Councilmember Lambert championed this idea in 2011, but when I contacted the school at that time, the Administrator felt there would not be the needed participation due to the students being involved in many year-round activities. When Councilmember Lambert received the letter, he contacted Ms. Linda Lamb, who offered to serve as a liaison for the Youth Council. Councilmember Lambert then had a meeting with Ms. Lamb and Ms. Thompson arranged to discuss the Youth Council in more detail. I also communicated with Mr. Micha Mortenson at the School and received a response that is supportive of the Youth Council.

The proposed resolution to create the Youth Council approves Ms. Thompson as the chair and will allow her to work with City Staff and School District personnel to formally establish the Youth Council and begin its operation. If approved, Staff will contact Ms. Thompson and the Council will be kept up-to-date on the progress and activity of the Youth Council.

Staff Recommendation:

Approval of Resolution 5-2018

RESOLUTION 5-2018

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, ESTABLISHING A YOUTH COUNCIL AND ENCOURAGING THE PARTICIPATION OF BENSON AND SAINT DAVID HIGH SCHOOL STUDENTS

WHEREAS, it is most appropriate that Benson and Saint David High School students become aware and involved in City government; and

WHEREAS, the Mayor and Council wish to encourage and support the idea of student involvement in local government affairs;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, that a Benson Youth Council is hereby established to promote youth leadership, encourage the participation of high school students in City government and promote appropriate community activities designed to enlighten and inform both high school students and the public concerning City government operations.

BE IT FURTHER RESOLVED that Ms. Kaileigh Thompson is hereby appointed as chairperson of the Benson Youth Council and is hereby designated of an official representative of the Council to work with City Staff and the School Districts' personnel to formally establish the Benson Youth Council and begin its operations.

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

TONEY D. KING, SR., Mayor

ATTEST:

APPROVED AS TO FORM:

VICKI L. VIVIAN, CMC, City Clerk

MESCH, CLARK & ROTHSCHILD
By GARY J. COHEN
City's Attorney

Kaileigh Thompson
301 W Corral Ct
St. David, AZ 85630
(520) 343-2918
Kaileigh713@gmail.com

08 February 2018

Toney D. King, Sr.
P.O. Box 2223
Benson, AZ 85602

Dear Mr. King,

I am a student at Benson High School and I am writing to you about an idea I have. Recently I have learned about Youth Councils that many other cities in Arizona have and I wish to propose starting one here for our students. It would help youth in our high school work closely with influential members of their community, gain leadership skills that they could not get anywhere else, and understand the importance of working hard and being involved in their community. You would be able to make a huge difference in the lives of our students. You would provide us with volunteer opportunities that allow us to assist you and learn about how our city works. I would be more than happy to represent Benson High School and would love to schedule a meeting to discuss further details to see if this might be a possibility. Please feel free to contact me at the phone number or the email address above any time after 5PM on weekdays.

Sincerely,

Kaileigh Thompson
Kaileigh Thompson

Can we get this
started. Please.

A handwritten signature in blue ink, consisting of a horizontal line above a large, stylized, scribbled signature.

From: [Micah Mortensen](#)
To: [Vicki Vivian](#)
Subject: RE: Youth Council
Date: Tuesday, February 20, 2018 3:54:29 PM

Hi Vicki,

I apologize for the tardiness in my response.

This sounds like a great idea. You wouldn't be able to find a more qualified young person than Kaileigh.

Please keep me informed of the progress.

Thanks so much for including me.

Micah

From: Vicki Vivian
Sent: Monday, February 12, 2018 10:51 AM
To: Micah Mortensen
Subject: Youth Council

Mr. Mortenson,

The City is in receipt of a letter from Ms. Kaileigh Thompson proposing the creation of a Youth Council. Ms. Thompson states that she would be happy to meet to discuss the possibility. The City of Benson had actually proposed this idea to previous Benson School staff, but it was decided at that time, the youth were involved in many areas and the Youth Council may not be able to have enough student participation. If there would be interest, the City would like to pursue the idea.

When Ms. Thompson's letter was received, Councilmember Lambert, who had been championing the idea in 2011, contacted Ms. Linda Lamb and spoke to her about being the school's contact and being available to chaperone the Youth Council if and when they attend the Annual Conference hosted by the League of Arizona Cities & Towns.

Councilmember Lambert and I would like to meet with Ms. Lamb and Ms. Thompson formally to discuss the proposal further. I wanted you to be aware of the idea and the progress.

If you have any suggestions or would like to discuss it further, please let me know.
Thank you.

Vicki
Vicki L. Vivian, CMC

Interim City Manager/City Clerk
City of Benson
120 W. 6th Street
P.O. Box 2223
Benson, AZ 85602
Phone: 520-720-6311
Fax: 520-720-6311
www.cityofbenson.com

City of Benson City Council Communication

Regular Meeting

February 26, 2018



To: Mayor and Council

Agenda Item # 4

From: Vicki Vivian, Interim City Manager

Subject:

Discussion and possible action regarding Resolution 6-2018 of the Mayor and Council of the City of Benson, Arizona, amending the Fiscal Year 2017-2018 Budget

Discussion:

The creation of a Benson Youth Council was not contemplated when the 2017-2018 Final Budget was approved by Council. To fund the Youth Council, the City Council would need to approve a General Fund budget transfer. Staff is recommending funding in the Community Enrichment Fund for Economic Development be reduced by \$3,500 and the Benson Youth Council under the City Council budget be reactivated and funded with \$3,500.

Any revenue the Youth Council earns will be submitted under the Administration Revenue Budget in the Miscellaneous line item. This revenue, if any, will be tracked, allowing the revenue to be allocated to the Youth Council in the upcoming budget year.

Staff Recommendation:

Approval of Resolution 6-2018

RESOLUTION 6-2018

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, AMENDING THE FISCAL YEAR 2017-2018 BUDGET

WHEREAS, on June 29, 2017, the Mayor and Council adopted Resolution 20-2017, the City's final budget for Fiscal Year 2017-2018; and

WHEREAS, due to the unforeseen and unbudgeted need for a Youth Council, there is a need to transfer funds from the Community Enrichment Fund, Economic Development account in the the General Fund to the City Council Fund, Youth Council account; and

WHEREAS, there are sufficient unexpended funds available in the above referenced Fiscal Year 2017-2018 budgeted funds to allow this transfer without raising total expenditures in the budget above the authorized amount of \$20,832,836.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, as follows:

1. That \$3,500 of the General Fund is hereby reallocated from the General Fund Community Enrichment Fund, Economic Development line item to the City Council Fund, Youth Council line item.

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

TONEY D. KING SR., Mayor

ATTEST:

VICKI L. VIVIAN, CMC, City Clerk

APPROVED AS TO FORM:

MESCH, CLARK & ROTHSCHILD
By GARY J. COHEN
City's Attorney

City of Benson City Council Communication

Regular Meeting

February 26, 2018



To: Mayor and Council

Agenda Item # 5

From: Michelle Johnson, Planning Technician/GIS

Subject:

Discussion and possible action regarding Resolution 7-2018 of the Mayor and Council of the City of Benson, Arizona, approving the application by the Benson Historic Preservation Commission for a Certified Local Government Pass-through Grant administered by the Arizona State Historic Preservation Office for Assistance in Reviewing and Completing an Inventory of Structures on Fourth Street with the goal of Nomination to the National Historic Register

Discussion:

At the initiative of the City of Benson Historic Preservation Commission, an inventory of 52 structures along Fourth Street was conducted in 2014. Drafted by a licensed architect, these inventories were partially grant funded and were submitted to the State Historic Preservation Office (SHPO) with the intent of evaluating the feasibility of creating a historic district for nomination to the Federal National Register. An acceptable federal nomination package has never been submitted to SHPO and in the intervening years, at least one structure has been demolished and others have undergone minor changes.

Though we are mid-way through the fiscal year 2017 grant cycle, SHPO has grant funding available to continue the pursuit the formation of a historic district. The first phase will be to reevaluate some or all of the 2014 inventory forms and create the nomination strategy, that is, begin to draft the story of who, how and why Benson's buildings are important and unique. The second phase, to be applied for in the next fiscal year grant cycle, is to create the final nomination package. Both phases will be performed by a licensed architect familiar with SHPO's requirements and having successful nominations in the past.

The grant application requires a Council resolution confirming support for the endeavor and that matching funds can be supplied. SHPO currently has \$10,000.00 available to fund the first phase and the City of Benson must provide a match of only \$1,500.00. This will fund the first phase only; another grant application will be submitted to fund the second phase.

Staff Recommendation:

Approval of Resolution 7-2018

RESOLUTION 7-2018

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, APPROVING THE APPLICATION BY THE BENSON HISTORIC PRESERVATION COMMISSION FOR A CERTIFIED LOCAL GOVERNMENT PASS-THROUGH GRANT ADMINISTERED BY THE ARIZONA STATE HISTORIC PRESERVATION OFFICE FOR ASSISTANCE IN REVIEWING AND COMPLETING AN INVENTORY OF STRUCTURES ON FOURTH STREET WITH THE GOAL OF NOMINATION TO THE NATIONAL HISTORIC REGISTER

WHEREAS, the Legislature, pursuant to A.R.S. §41-511, et seq., has authorized the establishment of the CLG Pass-Through Grant Program to provide funds through the State of Arizona for eligible applicants for the purpose of preserving historic and prehistoric resources; and

WHEREAS, the Arizona State Parks Board (“Board”) is responsible for the administration of the program within the State, which has established rules and procedures governing application under the program; and

WHEREAS, the Board requires the applicant to certify by resolution the approval of application, signature authorization, the availability of local matching funds, and authorization to sign a Participant Agreement with the Board; and

WHEREAS, the Council endeavors to raise awareness of historic preservation and specific properties within corporate limit that may be suitable for nomination to the National Register; and

WHEREAS, a full inventory and completion of both inventory and nomination forms are required. The Benson Historical Commission has identified a project on which it intends to file an application to receive grant funding. The Benson Historic Preservation Commission estimates that the initial cost of the work will be \$11,500.00 and will apply for a grant in that amount (which will require matching funds from the City), which project is the subject of the attached Application to the Board for a grant. A condition of the grant, should it be awarded, is that the City match any grant received.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, that the City of Benson hereby accepts and approves the filing of an application by the Benson Historical Preservation Commission for funding through a FY 2017 CLG Pass-Through Grant in the amount of \$11,500.00 to review, update and correct property inventories and to identify nominations for properties along Fourth Street for the creation of a historic preservation district.

BE IT FURTHER RESOLVED that the City of Benson certifies that it will, through the Benson Historic Preservation Commission, comply with all appropriate state

and federal regulations, policies, guidelines and requirements as they relate to the application.

BE IT FURTHER RESOLVED that the City of Benson agrees to comply with all appropriate procedures, guidelines and requirements established by the Board as part of the application process.

BE IT FURTHER RESOLVED that the City of Benson certified that the City of Benson General Funds has matching funds available in the amount of \$1,500.00 and that if awarded the subject grant, the City is authorized to expend these funds on this project.

BE IT FURTHER RESOLVED that the City of Benson hereby authorizes the Mayor to take the action necessary for the completion of the aforementioned project.

PASSED AND ADOPTED by the Mayor and Council of the City of Benson, Arizona, this 26th day of February, 2018.

TONEY D. KING, SR., Mayor

ATTEST:

VICKI L. VIVIAN, CMC, City Clerk

APPROVED AS TO FORM:

MESCH CLARK ROTHSCHILD

By Gary J. Cohen
City's Attorney



Certified Local Government
HISTORIC PRESERVATION FUND PASS-THROUGH APPLICATION
Federal Fiscal Year 2017
DUE DATE: July 14, 2017



1. PROJECT NAME: City of Benson Inventory Review and Nomination Pre-Preparation
2. TYPE OF PROJECT:

| | | |
|---|---|--|
| <input type="checkbox"/> Context Development | <input type="checkbox"/> Ordinance Development | <input type="checkbox"/> Ordinance Update |
| X Survey and Inventory | X Nomination Preparation | <input type="checkbox"/> Nomination Update |
| <input type="checkbox"/> Preservation Plan | <input type="checkbox"/> Historic District Plan | <input type="checkbox"/> Design Guidelines |
| <input type="checkbox"/> Design Guidelines Update | <input type="checkbox"/> Local Workshop | <input type="checkbox"/> |
3. PROJECT DESCRIPTION: (Attach a detailed project description, product to be submitted, specific scope items, anticipated schedule for completion including major milestones and the proposed line-item budget).
4. RELATIONSHIP OF THE PROJECT TO THE CLGs WORK PRIORITIES: (Attach statement.)
5. RELATIONSHIP OF THE PROJECT TO THE GOALS OUTLINED IN THE ARIZONA HISTORIC PRESERVATION PLAN UPDATE 2009 (Attach a statement regarding the applicable goals, which begin on page 31 of the plan.)
6. FUNDING:

| | | |
|-------------------------------|-----------------------|--------------|
| ESTIMATED TOTAL PROJECT COST: | \$ <u>11,500</u> | <u>100</u> % |
| GRANT FUNDS REQUESTED: | \$ <u>10,000</u> | <u>87</u> % |
| MATCHING FUNDS: | \$ <u>1,500</u> | <u>13</u> % |
| SOURCE OF MATCHING FUNDS*: | <u>City of Benson</u> | |

*(Please include a letter of intent for the matching funds by the above listed party.)
7. PROJECT COORDINATOR/CONTACT:

NAME: Michelle Johnson

TITLE: Planner

ADDRESS: 120 W. Sixth Street, Benson, AZ 85602

EMAIL ADDRESS: mjohnson@bensonaz.gov

TELEPHONE: 520-720-6328
8. MONTHS TO COMPLETE THE PROJECT: 8 (Feb-Sept 2018)
 (Project Period Ends on September 30, 2018 with no possibility for extension.)
9. PROJECT PARTNERS: Benson Historic Preservation Commission
10. Sign the *Certifications Regarding Debarment, Suspension and Other Responsibility Matters, Drug-Free Workplace Requirements and Lobbying* (DI-2010) on page 3 and return it with this form and the required attachments.

Return this form by March 15, 2017 to:

Eric Vondy
 Preservation Planner
 State Historic Preservation Office
 1300 W. Washington Street
 Phoenix, AZ 85007
 Email: evondy@azstateparks.gov
 Telephone: 602-542-6998 Fax: 602-542-4180

Benson Fourth Street Historic Inventory Verification and Nomination

Benson, Arizona was founded in 1880 by Southern Pacific Railroad. The town was sited strictly on the basis of topography - it was an acceptable location to cross the San Pedro River. The station was a junction point, closer than Tucson, to accept the ore and metal coming overland by wagon from the mines in Tombstone, Bisbee and Fairbank. The railroad conducted an auction to sell parcels of land fronting the rail line to settlers and intrepid businessmen. The area recorded as Benson Townsite includes those original railroad parcels, 25 feet wide by 150 feet long, with many of the original building footprints still standing. These parcels were first recorded on September 18, 1907. This thoroughfare and the shops and business associated with it became known as Fourth Street and remains the main street through Benson.

Several years ago, the City of Benson Historic Preservation Commission initiated an inventory of 54 structures long the original thoroughfare, Fourth Street which is owned by ADOT as Business Route 10/Hwy 80. The architect performing the inventory at the time believed that 30 of the buildings qualified as contributors toward a historic district and those inventory forms were accepted by SHPO. The buildings are spread over 6 blocks and since the year of inventory, at least one has since been demolished.

The Commission requests grant funds to update and refine the inventory with the goal of nominating a smaller scale district (3 blocks instead of 6) to the National Register. These three block encompass 32 parcels, of which 24 have been found to be contributors and 8 non-contributors due to vacancy or structural deficiencies. With concerns as to the accuracy of the original research of the 32 parcels, the Commission would like these to be reviewed and the conclusions of contributor or non-contributor wholly confirmed.

Mr. Don W. Ryden of Ryden Architects has submitted a 2-phase bid to review and update the inventory and then complete and submit the nomination package. As a planner, Mr. Ryden's proposal encouraged the City to think beyond nomination, toward maintenance and upkeep of the district in continuation of Benson's appreciation for its history. With a 28,000 home development planned, the City of Benson hopes to elevate the prominence of the historic core and increase the economic vitality of the "old" town in the face of new development challenges.

As a two part bid, phase one includes inventory review, field work, data integration and historic justification at a cost of \$11,500. We are requesting the \$10,000 remaining funds with a City match of \$1,500. A grant application to fund phase two's nomination package, estimated at \$9,400, will be submitted at next year's grant cycle.

Cochise County, Benson inclusive, has some of the best known Wild West stories and was a vital part of the economy and area at that time. These tales include the Earps, Apache Indian tribes, Buffalo Soldiers, and the Butterfield Stage lines. People from all over the world came to Benson, best evidenced by the Hi Wo Grocery building, owned and operated until 1989 by a Chinese man, his Mexican wife and their descendants. And tourists are still looking for the Wild West. As recently as December 2017 British radio

show “Breakfast with BenSon” called into Benson, AZ to talk cowboys and Indians. And in February 2018, a group of travel writers from 6 countries on 3 continents will tour Benson and Cochise County. With an accurate inventory, solid nomination package and sound development/maintenance plans for the district’s future, Benson can continue to serve residents and international travelers alike. The Commission and the City of Benson desire to successfully integrate the spirit of the old town with the glitz of the new development.

NATIONAL REGISTER NOMINATION for

BENSON COMMERCIAL HISTORIC DISTRICT

On south side of Fourth Street between Patagonia St. and Gila St., Benson, Arizona 19 January 2018

PROJECT UNDERSTANDING and COMPREHENSIVE APPROACH

The proposed Benson Commercial Historic District study area reportedly consists of 3 listed buildings, about 30 contributor buildings, and about 24 noncontributors. The scope of work would involve documentation and evaluation of about **54 properties**, justification of eligibility, and preparation of a National Register nomination.

The original National Register nomination project has languished for several years. The Historic Preservation Committee and the City of Benson are reviving it through a grant from the National Park Service through the State Historic Preservation Office. The **\$11,500 cash** funding now available to hire a new, proven historic preservation consultant consists of \$10,000 from SHPO and \$1,500 from the City. It is necessary for the community to spend ALL the grant money by **31 Sep 2018** and not return any to NPS. Thus, the community is best served by the consultant that provides the BEST VALUE rather than the LOW BID. The best value would prepare a comprehensive nomination written in a manner *not only* to satisfy National Register expectations *but also* to support the City's economic development planning.

SHPO and the Benson City planner may concur with Ryden Architects that the **\$11,500 likely is an insufficient budget to complete the total project** through submittal of the nomination to the NPS in Washington, DC. SHPO believes that small extra sums of grant money may be gathered later this year to supplement this project budget. So too, SHPO suggested that the total *phased* project could be funded by NPS in **two subsequent annual grants**. Simultaneously, **public education** in preservation can go forward to **build community consensus** and gain ideas.

Our recent consultation with SHPO (Eric Vondy) has revealed that the survey work of 2014 provides only marginal data and no firm justification for strategizing the eligibility of the historic district. Nonetheless, **SHPO will accept the existing inventory forms as is**, but caution us all that those documents are barely complete and provide insufficient data for informing the nomination without additional archival research and field observation.

Although the SHPO briefly consulted with the Benson Historic Preservation Committee during the first survey, the parties did not **strategize a strong eligibility justification** of the historic district to guide preparation of the National Register nomination. SHPO recognizes that the integrity loss of façades in this railroad town commercial district will pose challenges in justifying eligibility. Yet, SHPO believes the spatial characteristics of the district streetscape convey a special feeling that may be the basis for nomination. The nomination would tell the story of the evolution of the commercial district as conveyed through its streetscape buildings.

Our recent consultation with the City of Benson Planner (Michelle Johnson, AICP) has revealed the long-range **goals of economic development** for the commercial district and the challenges of developing consensus among property owners, tenants, citizens, elected officials, and City staff. A **public education program** led by SHPO staff may be the first step toward agreement for short-range **tax benefits**, mid-range **streetscape improvements**, and long-range **economic development**. The people of Benson must agree on an approach to development that balances historic preservation with entrepreneurial gain. Furthermore, a National Register nomination will protect the Benson Commercial Historic District from **adverse impact by changes of SR80** as in Tombstone and Bisbee.

Following the listing of the Benson Commercial Historic District nationally and locally, the City must prepare a Historic Preservation section to the **Zoning Ordinance**, and provide a user-friendly **HP Design Guidelines** document to protect and rehabilitate buildings and public spaces. Based on the opportunities afforded by a National Register nomination, the City (a Certified Local Government) and merchants should develop a local **Main Street Program**. That program would implement a self-help, boot-strap economic development plan established on heritage tourism, enhanced public spaces and parking, and re-purposed buildings to serve residents and visitors alike. Reaching success begins with the first wise step. Ryden Architects has 33 years of HP experience to guide you.

Ryden Architects, Inc.
902 West McDowell Road – Phoenix, AZ 85007
602-253-5381 – don@rydenarchitects.com

Preparation of a National Register Nomination
BENSON COMMERCIAL HISTORIC DISTRICT
Proposal – 19 January 2018

NATIONAL REGISTER NOMINATION for

BENSON COMMERCIAL HISTORIC DISTRICT

On south side of Fourth Street between Patagonia St. and Gila St., Benson, Arizona 19 January 2018

RYDEN ARCHITECTS, INC. – 902 West McDowell Road – Phoenix, Arizona 85007 – 602-253-5381Don W. Ryden, AIA – Historical Architect and Architectural Historian – don@rydenarchitects.comPrepared for the **Benson Historic Preservation Committee and the City of Benson, AZ****WORK PROGRAM****Basic Services****PART ONE – 2018 NPS Grant Cycle**Fixed fee **\$11,500**

- | | | | |
|------------|---|--|------------------------------------|
| 1.0 | INVESTIGATION | (20%) \$4,200 | no deliverables |
| 1.1 | MOBILIZATION | review documents from Client; one conference call w/Client & stakeholders | |
| 1.2 | ARCHIVAL RESEARCH | develop a contextual history of town and evolution of buildings | |
| 1.3 | FIELD INVESTIGATION | one field trip ; photograph streetscapes; review data on existing inventory forms | |
| 2.0 | DATA INTEGRATION | (15%) \$3,100 | no deliverables |
| 2.1 | ANALYSIS OF ARCHIVAL AND FIELD DATA | prepare threshold of integrity and eligibility criteria | |
| 2.2 | MAP | use district map provided by Client from previous field survey | |
| 2.3 | PHOTOGRAPHS | label streetscape photos and reference to photo key map | |
| 2.4 | INVENTORY LIST AND FORMS | make spreadsheet inventory list using previous field survey forms | |
| 3.0 | ELIGIBILITY JUSTIFICATION | (20%) \$4,200 | for SHPO review and comment |
| 3.1 | PROPERTY IDENTIFICATION DATA | compile NR criteria, eligibility list, inventory forms, map | |
| 3.2 | BRIEF PHYSICAL DESCRIPTION AND INTEGRITY EVALUATION | evaluate modifications of original facades | |
| 3.3 | STATEMENT OF SIGNIFICANCE | importance of Commerce and Architecture during 1880-1968 | |
| 3.4 | ELIGIBILITY JUSTIFICATION | "AZ railroad town Main Street conveying commercial history thru architecture" | |
| 3.4 | COMPILATION, SUBMITTAL, AND CONSULTATION | one conference call with Client and SHPO | |

PART TWO – 2019 NPS Grant CycleFixed fee **\$9,400**

- | | | | |
|------------|--|---|---|
| 4.0 | DRAFT NOMINATION | (35%) \$7,300 | for Client and SHPO review and comment |
| 4.1 | Sections 1-6 | IDENTIFICATION DATA | |
| 4.2 | Section 7 | PHYSICAL DESCRIPTION AND INTEGRITY EVALUATION | |
| 4.3 | Section 8 | STATEMENT OF SIGNIFICANCE AND ELIGIBILITY JUSTIFICATION | |
| 4.4 | Sections 9-11 | SUPPORTING INFORMATION | |
| 4.5 | PHOTOGRAPHS, MAPS, AND INVENTORY FORMS | | |
| 4.7 | COMPILATION, SUBMITTAL AND CONSULTATION | | one conference call with Client and SHPO |
| 5.0 | FINAL NOMINATION | (10%) \$2,100 | for HSRC review and Keeper approval |
| 5.1 | REFINEMENT OF NARRATIVE SECTIONS | | |
| 5.2 | REFINEMENT OF ILLUSTRATIVE MATERIALS | | |
| 5.3 | COMPILATION, SUBMITTAL, AND PRESENTATION | | Historic Sites Review Committee meeting in Phoenix |
| 5.4 | REVISIONS PER HSRC COMMENTS | | |
| 5.5 | COMPILATION AND SUBMITTAL | | for forwarding by SHPO to Keeper of the National Register |

Total for Two-year Phased Project (100%)Fixed fee **\$20,900**

Additional Services (as authorized in writing by Client)

Time-and-expenses Basis

- 1.1 Revisions to nomination beyond those noted in Basic Services in the Work Program.
- 1.2 Revisions to nomination per NPS/Keeper comments.
- 1.3 Addressing research, survey, and evaluation of the property and comparable properties in preparation of a contextual narrative supporting the nomination justification and evaluation.
- 1.4 Client meetings and site visits beyond those noted in the Work Program.
- 1.5 Negotiations and consultations with regulatory agencies beyond those noted in the Work Program.
- 1.6 Consultations regarding Design Guidelines and Zoning Ordinance Revisions
- 1.7 Consultations regarding economic redevelopment programs similar to AZ Main Street Program.
- 1.8 Consultations regarding urban planning and streetscape enhancements.
- 1.9 Consultations regarding feasibility studies for rehabilitation of buildings and infill construction.
- 1.10 Consultation regarding public education in historic preservation and heritage tourism.

Limitations and Other Conditions

1.0 LIMITATIONS

- 1.1 The Architect *does not guarantee or imply* that the National Register nomination, as prepared with the standard level of professional care, will result in the listing of the property on the State Register of Historic Places or on the National Register of Historic Places.
- 1.2 The Architect *does not make assurances* as to the time necessary for the completion of the project, especially regarding the regulatory agency review periods and the number of submittals or re-submittals requested by the reviewing agencies or committees.
- 1.3 The Consulting Architect *does not guarantee or imply* that the property (or contributing properties of the historic district), once listed on the National and State Registers of Historic Places will necessarily qualify for property tax reduction programs or historic preservation grant or tax credit programs.

2.0 ADDITIONAL REVISIONS AND SUBMITTALS

- 2.1 Any additional revisions beyond those noted in Basic Services required by the State Historic Preservation Office, Historic Sites Review Committee, or National Register Keeper may be prepared as Additional Services on a time-and-expenses basis.

3.0 CONSULTATION WITH THE HISTORIC PRESERVATION AGENCIES

- 3.1 The Architect will consult with the State Historic Preservation Office to establish an eligibility justification strategy for the preparation of the nomination. The Architect makes no assurance that this strategy will receive concurrence from the Historic Sites Review Committee or the Keeper of the National Register when they evaluate the nomination. Should a reviewing agency require that the justification strategy be substantially revised or replaced, the Architect may provide such work as an Additional Service.

4.0 STANDARD HOURLY RATES FOR ADDITIONAL SERVICES

The following hourly rates are effective 1 January 2018 through 31 December 2018. Hourly rates are subject to change after expiration of this period.

STAFF POSITIONS

| | <u>HOURLY RATE</u> |
|--|---------------------------|
| Historical Architect / Architectural Historian | \$165 |
| Planner / Designer | \$105 |
| Field Technician | \$ 85 |
| Administrative Assistant | \$ 75 |

U.S. Department of the Interior

**Certifications Regarding Debarment, Suspension and
Other Responsibility Matters, Drug-Free Workplace
Requirements and Lobbying**

Persons signing this form should refer to the regulations referenced below for complete instructions:

Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions - **The prospective primary participant further agrees by submitting this proposal that it will include the clause titled, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. See below for language to be used or use this form certification and sign. (See Appendix A of Subpart D of 43 CFR Part 12.)**

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions - (See Appendix B of Subpart D of 43 CFR Part 12.)

Certification Regarding Drug-Free Workplace Requirements - Alternate I. (Grantees Other Than Individuals) and Alternate II. (Grantees Who are Individuals) - (See Appendix C of Subpart D of 43 CFR Part 12)

Signature on this form provides for compliance with certification requirements under 43 CFR Parts 12 and 18. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of the Interior determines to award the covered transaction, grant, cooperative agreement or loan.

**PART A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters-
Primary Covered Transactions**

CHECK IF THIS CERTIFICATION IS FOR A PRIMARY COVERED TRANSACTION AND IS APPLICABLE.

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**PART B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -
Lower Tier Covered Transactions**

CHECK IF THIS CERTIFICATION IS FOR A LOWER TIER COVERED TRANSACTION AND IS APPLICABLE.

- A) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- B) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

PART C: Certification Regarding Drug-Free Workplace Requirements

CHECK IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS NOT AN INDIVIDUAL.

Alternate I. (Grantees Other Than Individuals)

- A. The grantee certifies that it will or continue to provide a drug-free workplace by:
- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - (b) Establishing an ongoing drug-free awareness program to inform employees about--
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - (e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 - (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted --
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a) (b), (c), (d), (e) and (f).
- B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on files that are not identified here.

PART D: Certification Regarding Drug-Free Workplace Requirements

CHECK IF THIS CERTIFICATION IS FOR AN APPLICANT WHO IS AN INDIVIDUAL.

Alternate II. (Grantees Who Are Individuals)

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to the grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

PART E: Certification Regarding Lobbying
Certification for Contracts, Grants, Loans, and Cooperative Agreements

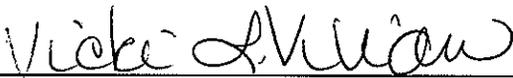
CHECK IF CERTIFICATION IS FOR THE AWARD OF ANY OF THE FOLLOWING AND THE AMOUNT EXCEEDS \$100,000: A FEDERAL GRANT OR COOPERATIVE AGREEMENT; SUBCONTRACT, OR SUBGRANT UNDER THE GRANT OR COOPERATIVE AGREEMENT.

CHECK IF CERTIFICATION FOR THE AWARD OF A FEDERAL LOAN EXCEEDING THE AMOUNT OF \$150,000, OR A SUBGRANT OR SUBCONTRACT EXCEEDING \$100,000, UNDER THE LOAN.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

As the authorized certifying official, I hereby certify that the above specified certifications are true.



SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

Vicki Vivian, Interim City Manager

TYPED NAME AND TITLE

January 23, 2018

DATE

City of Benson City Council Communication

Regular Meeting

February 26, 2018



To: Mayor and Council

Agenda Item # 6

From: Vicki Vivian, Interim City Manager
Brad Hamilton, P.E., Public Works Director/City Engineer/Airport Manager

Subject:

Discussion and possible action regarding the safety and profitability of the Benson Municipal Airport to include direction to Staff to proceed with the AEPCO (Arizona Electric Power Cooperative) Revolving Loan Application with final application approval to come before Council in March, 2018

Discussion:

This item has been placed on the agenda at the request of Councilmember Dempster.

There have been some discussions regarding both safety at the airport and making the airport profitable to include the City installing fuel tanks at the airport. The Airport Manager met with Mr. Geoff Oldfather to gather information on the Arizona Electric Power Cooperative, Inc., (AEPCO) Revolving Loan Program, which is a low-interest program made available to businesses located in the communities they serve. Eligible entities include federal, state and local organizations, among others. One of the goals of the program is to use the funding to foster economic development. Loans are made in the amount of \$3,000 to \$300,000 depending on the nature of the project. In order to qualify for the program funds, there are several requirements that are outlined in the application.

This item allows the Council to take action regarding the safety and profitability of the airport to include direction to Staff to proceed with the AEPCO (Arizona Electric Power Cooperative) Revolving Loan Application with the final application approval to come before Council in March, 2018.

Staff Recommendation:

Council pleasure

AEPCO

REVOLVING LOAN APPLICATION

Equal Credit Opportunity Lender

Be it policy that the AEPCO will not discriminate against any applicant in any aspect of a credit transaction on the basis of race, color, religion, national origin, sex, marital status, disability or age provided the applicant has the capacity to enter into a legal and binding contract nor shall it discriminate against any applicant on the basis of the fact that all or part of the applicant's income derives from any public assistance program or the fact that the applicant has in good faith exercised any right under the Consumer Credit Protection Act or under the law of any state which has been exempted from requirement of the Equal Credit Opportunity Act.

**AEPCO Revolving Loan Program
Application Packet**

Thank you for your interest in the Arizona Electric Power Cooperative, Inc., (AEPCO) Cooperative Revolving Loan Program. This is a low-interest loan program made available to businesses located in the communities we serve. Our goal is that these monies will be used to foster economic development and a better quality of life for the people living in those communities.

Loans are made in the amount of \$3,000 to \$300,000 depending on the nature of the project. AEPCO will charge a transaction fee not to exceed the amount needed in order to cover the administrative costs associated with processing the loan. Additionally AEPCO will charge an interest rate on the loan that will always be less than the prime rate of interest published at that time by the Wall Street Journal but will not exceed 10% per annum. The term of the loan shall not exceed ten (10) years.

In order to qualify for AEPCO Revolving Loan funds, applicants must satisfy several requirements. These are outlined below.

Eligible Businesses:

The only general program restriction is that a business must be a “user business” in order to qualify for financing. This requirement excludes real estate developers from eligibility. The applicant must prove that the business qualifies as one of the following:

- Industrial Manufacturing: Production
- Wholesalers
- Retail Businesses
- Services (i.e., professional offices)
- Tourism
- Federal, State, Local and Non-Profit Organizations as targeted by distribution cooperatives
- General Community Needs (potential Low Income Housing), Health and Educational Service

Eligible Use of Funds:

The applicant must prove that the business will use the funds in one of the following ways:

- Land and Building Acquisition
- Land Improvements
- New Building Construction
- Building Renovation
- Machinery and Equipment (including Commercial Energy-Saving Equipment)
- Infrastructure
- Engineering Planning
- Housing
- Fire Equipment (improving the ISO Rating)

Please note that loan funds cannot be used for:

- Refinancing of existing debt, or payment to business owners or partners.
- Agricultural production costs (i.e., cultivation, production and harvesting).
- Television or radio stations; oil or gas facilities; churches.
- No board member or employee or active consultants of participating cooperatives is eligible.

Loan Review Criteria and Process

The completed application and any supporting materials must be submitted to AEPCO for review by the Loan Review Committee (LRC). If the LRC approves the application it will then be forwarded to the board of directors for the Distribution Cooperative in which service territory the application originates. The Distribution Cooperative board of directors can pass a resolution to forward the completed application to the AEPCO Board of Directors, or it can choose not to submit the loan application to AEPCO for final consideration.

If the loan application proceeds to AEPCO, staff will review the completed loan application packet and present it to the AEPCO Board of Directors at the soonest available regularly scheduled meeting. At that time, the AEPCO Board of Directors will decide either to fund or not fund the project.

If the loan is approved, a third-party administrator such as a title company, will set up escrow and originate all documentation and procedures required to implement the loan, including the establishment of an automated method of payment. All associated fees will be built in to the loan amount and repayment plan. Applicants shall also demonstrate to AEPCO that all required licenses, environmental and building permits and any other documentation necessary have been obtained, and will have executed and delivered all documentation required by AEPCO prior to the release of any loan funds. Failure to obtain such licenses and permits and failure to execute and deliver required documentation at any time shall void all prior approvals given an applicant pursuant to this program.

Once all documentation and procedures are completed and agreed to AEPCO will deposit the loan funds into escrow and the title company will distribute the funds.

Some considerations in loan review are:

- Demonstrated Ability to Re-Pay
- Other sources of funding (AEPCO will not fund projects for which it is the sole source of funding)
- Credit worthiness of Applicant
- Adequate Collateral Coverage
- Management Capability/Borrower's Reputation
- Equity Commitment
- Proposed Business and Marketing Plans
- Leveraging of Other Funding Sources
- Other Considerations
 - Impact on loan growth/loan maintenance

- Job creation/retention

If you have any questions about this or need assistance in filling out the loan application, please call Geoff Oldfather, programs administrator, at (520) 586-5465.

APPLICANT CHECKLIST

A completed application form and business data, based on the following list, is essential to the application process. The following is a list of supporting documentation generally needed to develop a loan recommendation. AEPCO understands that not all items are applicable to every loan. If information is not available or you have questions about what is required for a complete application, please contact Kathy Moreno at (520) 586-5391.

- _____ Application (use attached form)
- _____ Business Plan, including:
 - Financials
 - Balance Sheet - past two years and current (if applicable) and pro formas going out five years
 - Income and Cash Flow Statement - past two years and current (if applicable) and pro formas going out five years
 - Cost estimates on real estate, construction and/or equipment purchases
 - Personal Financial Statements(s) of the principal owner(s) (with over 20% ownership), current and signed
 - Preliminary building plans and specifications (if applicable)
 - Lease Agreement (if applicable)
 - Summary of available collateral and collateral positions of all lenders
 - Commercial lender denial letter or commitment letter - establishing need for funds
 - Resolution giving authority to borrow funds and execute loan documents, if applicant is a corporation, LLC, or government entity
 - Business and/or Personal Federal Tax Returns (Past 2 years) depending on business' legal structure
 - Mission and Objective of business
 - Detailed description of business
 - Competitive Advantage – what does this business do/what need does it fulfill that no other local business does or can?
 - Competitive Analysis – who is your competition? What are their strengths?
 - Analysis of Local Market – population growth trends, buying habits, income levels, etc.
 - Marketing Strategy – include target market, methods to reach them, etc.
 - Management Summary – include Resume or background information on principal owner(s), normally those with 20% ownership or more, as well as on any board members or key staff.

**AEPCO Revolving Loan Program
Application Form**

Please type or print clearly. Be sure to fill in each blank and answer each question. If not applicable, mark N/A and explain. If there is not enough room, attach additional sheets. Financial data and supplemental information as noted on the Applicant Checklist are required prior to loan review.

1. APPLICANT INFORMATION

Applicant Name(s): _____

Business Name: _____ e-mail _____

Address: _____ Phone: _____ Fax: _____

City: _____ State: _____ Zip Code: _____

Legal Description of Real Estate: _____

Cooperative Issuing Application: _____

Electric Service Provider: _____

Project Classification: ___ Infrastructure ___ Community
___ Retail ___ Manufacturing, light ___ Manufacturing, heavy
___ Back Office ___ Wholesale Distributor ___ Home-Based Business
___ Other (_____)

Date Business Established: _____

Employer ID#: _____ Owner Soc. Sec. No. _____

Amount Requested: _____ Term: _____ Purpose: _____

Collateral Offered: _____

2. BUSINESS ENTITY

Is this business a:

___ "C" corporation ___ "S" corporation ___ L.L.C
___ partnership ___ proprietorship ___ municipality
___ cooperative ___ non-profit, tax exempt

Who is borrowing in this project? ___ Corporation ___ Partnership ___ Individual(s)

Corporate Officers: _____

President Vice-President

Secretary Treasurer

3. LEGAL CONSIDERATIONS

Is the company or any officer of the company involved in any pending lawsuits?

____ Yes ____ No

If yes, please explain _____

4. SOURCES AND USES OF FUNDS

Proposed Sources of Funds (include equity and all loans)

Amount applied for from AEPCO: _____
Amount applied for from Commercial Lender: _____
Amount applied for from State/Federal Funds: _____
Amount applied for from regional/local loan funds: _____
Amount applied for from other: _____

Owner's Equity (include source information below): _____

TOTAL SOURCES OF FUNDS: \$ _____

Proposed Uses of Funds (include all costs associated with project).

Land and Land Improvements _____
Purchase or Remodeling Building _____
New Construction _____
Machinery & Equipment (attach list and cost) _____
Furniture & Fixtures (attach list and cost) _____
Working Capital _____
Inventory _____
Accounts Receivable _____
Other (specify) _____

TOTAL USES OF FUNDS: \$ _____

5. BORROWER'S COMMERCIAL LENDER:

The primary objective of the AEPCO Revolving Loan Program is to assist projects that contribute to rural development, job retention and/or creation, improve rural infrastructure and meet unmet needs in rural areas resulting in the creation of new wealth. The AEPCO Revolving Loan Program requests that the applicant obtain a commitment or denial letter from a commercial lender, stating conditions. Loan approval may be contingent upon the nature of this commitment.

Lender Name: _____
Address: _____
City: _____ Phone: _____ Fax: _____
Business Account Number: _____
Amount of Loan requested for this Project: _____
Term: _____ Interest Rate: _____
Contact Person: _____

**6. JOBS CREATED AS A RESULT OF THE AEPCO LOAN.
(Do not include owners.)**

| | Full-Time | Part-Time |
|---|------------------|------------------|
| NUMBER OF JOBS TO BE CREATED | _____ | _____ |
| DATE BY WHICH JOBS WILL BE ESTABLISHED | _____ | _____ |
| PROJECTED TOTAL ANNUAL PAYROLL | _____ | _____ |

BENEFITS: please list benefits provided to employees and total benefits cost

Full Time: _____

Part Time: _____

7. COMMUNITY IMPACT:

Explain the benefits to the community/area and the effects on the local tax base. if there is a tax abatement or TIF District, please explain.

The applicant recognizes that AEPCO cannot process an application that is not complete. Incomplete applications will be returned to the applicant for completion. Please refer to the Application Checklist to ensure that you have included all pertinent materials. If you have any questions, please call Kathy Moreno, program administrator, at (520) 586-5391.

All information provided in schedules attached hereto is true and complete to the best knowledge and belief of the applicant and there is no intent to deceive or defraud AEPCO or any potential participant in any loans to finance the described project.

NAME OF APPLICANT COMPANY:

NAME OF AUTHORIZED OFFICIAL: _____

TITLE OF AUTHORIZED OFFICIAL: _____

SIGNATURE: _____ DATE: _____



2900 NORTH FM 157

PO BOX 570

VENUS TX 76084

HUGHESTANK@AOL.COM

1-800-596-9500 TOLL FREE

972-366-8684

972-366-3130 FAX

HUGHESTANKCOMPANY.COM

2-14-2018

Customer: Job Aire Group

20,000 gallon UL 142 Double Wall skid tank **\$37,400.00**

Plumbing option:

FE Petro 1 ½ HP Pump, 2" OPW Gauge, 2" filter kit: Jet Fuel, 2" vent,
3" remote fill with overflow prevention valve, 3" locking remote fill spill box,
Bennett Single Dispenser High Flow 60GPM, 2" pipe & fittings, 3" pipe & fittings,
Manual hose reel with 1 ½ hose, ground reel, & Aviation nozzle,
labor & installation

\$26,000.00

Freight to Benson AZ **\$3500.00**

Lead time 4 weeks

Signature

Date

****Quote Valid for 10days** Customer is responsible for meeting all
Federal\State rules and regulations*All plumbing is completed\air tested by a
licensed contractor***



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HUGHESTANKCOMPANY.COM

2-14-2018

Customer: Job Aire Group

15,000 gallon UL 142 Double Wall skid tank **\$26,400.00**

Plumbing option:

FE Petro 1 ½ HP Pump, 2" OPW Gauge, 2" filter kit:LO LEAD, 2" vent,
3" remote fill with overflow prevention valve, 3" locking remote fill spill box,
Bennett Single Dispenser High Flow 60GPM, 2" pipe & fittings, 3" pipe & fittings,
Manual hose reel with 1 ½ hose, ground reel, & Aviation nozzle,
PV200 OPW 100 Cards with Network Bypass, labor and installation

\$41,898.00

Freight to Benson AZ **\$3000.00**

Lead time 4 weeks

Signature

Date

****Quote Valid for 10days** Customer is responsible for meeting all
Federal\State rules and regulations*All plumbing is completed\air tested by a
licensed contractor***