

CITY OF BENSON CITY COUNCIL JUNE 26, 2018 – 6:00 P.M. WORKSESSION

A WORKSESSION OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
WILL BE HELD ON JUNE 26, 2018 AT 6:00 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.

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

NEW BUSINESS:

1. Budget Worksession for the City of Benson, Fiscal Year 2018-2019; all revenues and expenditures of the City may be discussed – **Vicki Vivian, Interim City Manager/City Clerk ***

ADJOURNMENT

POSTED this 22nd day of June, 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

City of Benson City Council Communication



Worksession

June 26, 2018

To: Mayor and Council

Agenda Item # 1

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

Subject:

Budget Worksession for the City of Benson, Fiscal Year 2018-2019; all revenues and expenditures of the City may be discussed

Discussion:

The Council worksession will consist of the discussion and presentation (by Ms. Pat Walker, Financial Consultant) of the Recommended Budget for FY 2018-2019.

Staff Recommendation:

Recommendations and information



Recommended
Fiscal Year 2018-2019
Budget

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**Annual Budget
Fiscal Year 2018-2019
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Mayor and Council

**Mayor
Honorable Toney King, Sr.**

**Vice-Mayor
Joe Konrad**

**Councilmember
Patrick Boyle**

**Councilmember
Larry Dempster**

**Councilmember
Lupe Diaz**

**Councilmember
Levi Garner**

**Councilmember
David Lambert**

Interim City Manager
Vicki Vivian, CMC

Department Heads

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

City Clerk
Vicki Vivian, CMC

Finance Director
Seth Judd

Building Official/Planning Administrator
Vacant

Chief of Police
Paul Moncada

Fire Chief
Keith Spangler

City Attorney
Gary Cohen & Paul Loucks
Mesch Clark Rothschild

Magistrate
Bruce Staggs

City of Benson

Fiscal 2018-2019 Budget Calendar

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

***Summary by Interim City Manager/City Clerk and
Finance Consultant***
Fiscal Year 2018 – 2019 Annual Budget

TO: Honorable Mayor and City Council Members

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

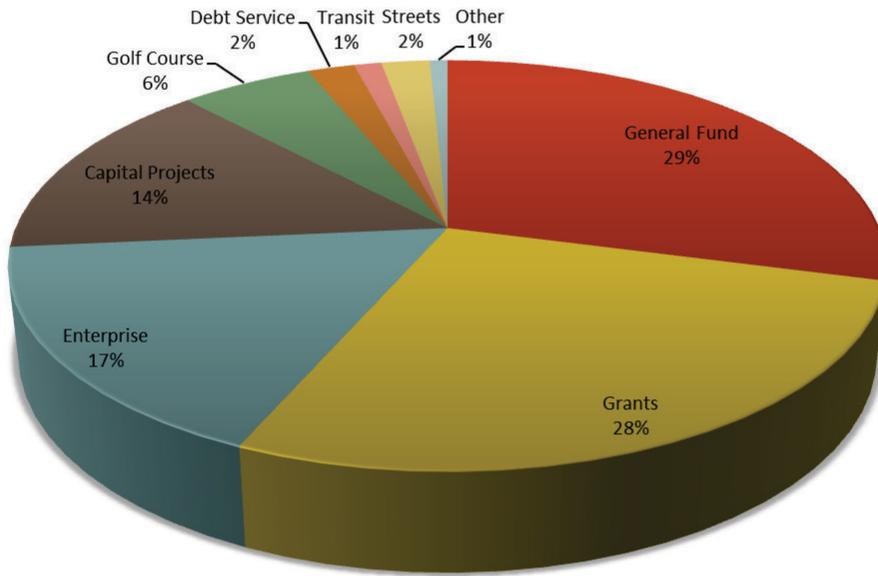
The City's \$19,467,662 budget is balanced with a combination of funds carried forward from prior years and revenues expected to be collected during the new budget year. The fiscal 2018-2019 budget is \$1,365,174 less than the 2017-2018 (FY18). If the revenues for this anticipated development do not occur, then likewise the expenditures that would service this development will be reduced.

The charts on the next page are the City's projected revenues for all funds for fiscal year 2018-2019. The first chart breaks down the revenues by fund. The largest percentage of the revenues in the City is in the General Fund at \$5.7 million or 29%. The General Fund has the most departments in the City and the funds can be used for any municipal purpose. The second largest fund is at 28% for grants that the City may receive in fiscal year FY19. The Enterprise Funds includes Gas, Water, Wastewater, Sanitation and Airport and make up \$3.3 million or 17% of the total budget. Capital Projects make up \$2.8 million or 14% of the total budget and the other funds comprise the rest of the budget, or 12%. Expenditures will be divided the same way in the funds as the City must present a balanced budget.

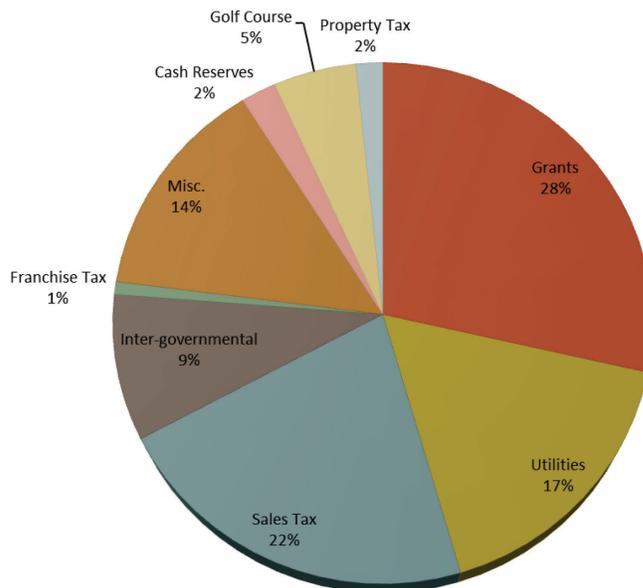
This next chart breaks out the revenues by category for all funds. The following chart breaks down category and the largest revenue category for next fiscal year is grants at \$5.6 million or 28% of the total projected revenues. The majority of the grants are for Airport and Unclassified Grants. The reason the City has \$5.6 million in grants is because if they are not appropriated, they cannot be spent under the alternative expenditure limitation which the City is under per Arizona State Statutes (ARS). Likewise, if a grant is not awarded, no funds will be expended. Grant matches are appropriated in each of the operating department budgets.

The next largest revenue category is Sales Tax at \$4.2 million or 22% of the total revenues. This includes the construction sales tax of approximately \$102,000 that goes directly into the Capital Project Fund for infrastructure, buildings and equipment. The Utilities percentage of 17% is for user fees for the water, wastewater, gas and sanitation services. All revenues for all funds will be presented later in this document.

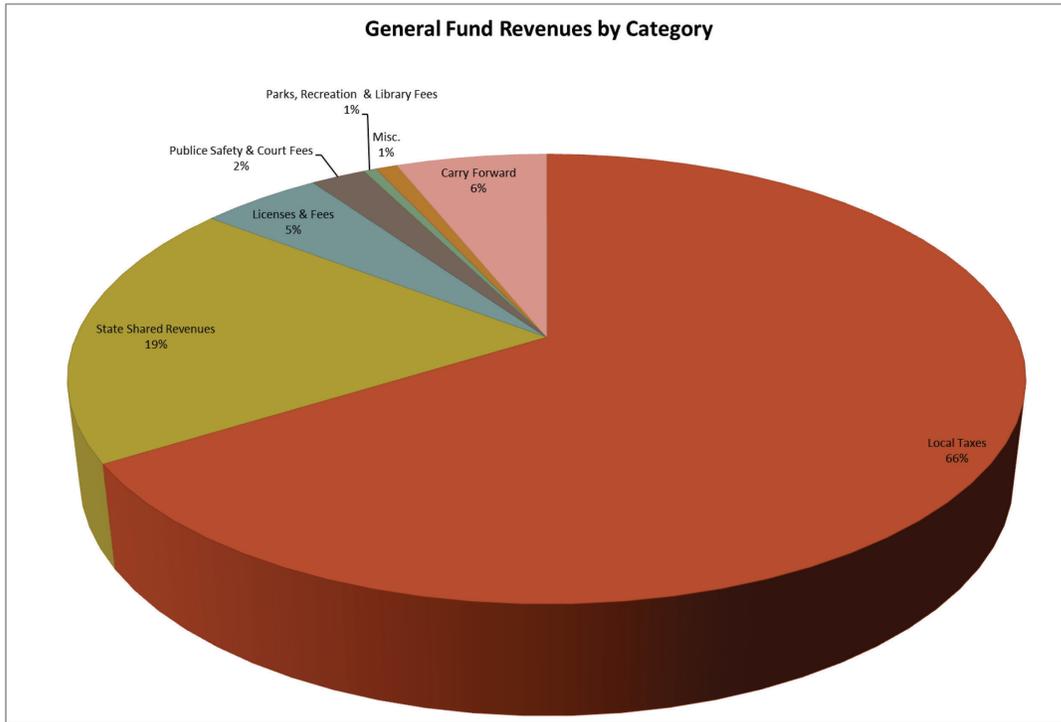
2018-19 Revenues by Fund



2018-2019 All Funds Sources of Revenue -

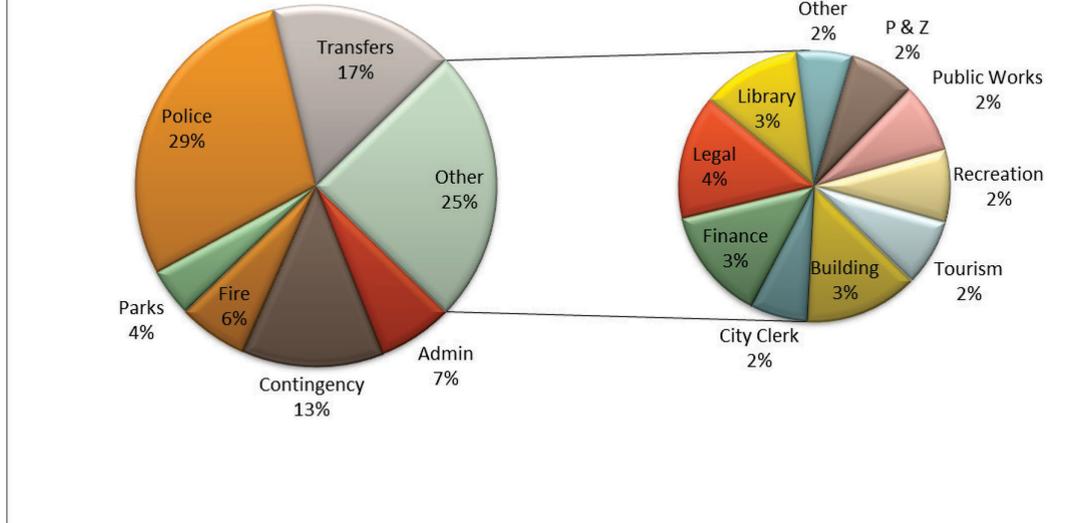


The next chart is the revenues for the General Fund by revenue category. The largest category in the General Fund is Local Taxes at \$4.6 million or 66% of the total. This category includes local sales and bed taxes, property and franchise taxes. The second largest category is State Shared Revenues at \$1.3 million or 19% of the total General Fund Revenues. This includes state shared sales, urban revenue sharing (income), and auto lieu taxes. The last double digit category is Carryforward funds. This is the carryforward in the General Fund of \$424,045.



The chart on the next page is the amount of 2018-2019 General Fund Expenditures by Department. The department that has the largest budget in the General Fund is the Police Department at \$2.3 million or 29% of the budget. The next largest department budget is titled "Other" but is further broken out by 10 departments that are 25% of the budget. The Contingency Reserve is the amount that is carryforward from the General and Gas Funds and and broken down to Contingency Reserve and Operating Contingency. The Contingency Reserve is for unexpected emergency expenditures and revenue shortfalls and must be approved by Council. The operating contingency, which is only \$50 thousand out of the \$1 million reserve, has been set up this year because of the departments cutting back their line items and is there for the City Manager to transfer if something unexpected occurred and the departments need to have the funds replenished.

Expenditures by General Fund Department



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

Personnel

The largest component of the budget is personnel costs that also include benefits such as social security and Medicare, retirement, insurance and workman's compensation insurance. The highlights of the 2018-2019 personnel budget are:

- ❖ No Merit Increases
- ❖ Salary Adjustment for Chief of Police
- ❖ Compression Adjustments for all departments
- ❖ Minimum wage adjustments for all departments
- ❖ No significant changes in employee benefits

The total budgeted personnel costs of \$5,766,544 reflect a 1% decrease over the prior fiscal year. There is an increase of 4.46 full time equivalent (FTE) employees (a part time equivalent), for a total of 104.69 FTE employees. The changes of personnel costs by department or fund are due primarily to restructuring city positions and benefit increases. Notable changes include:

- Restructuring of positions and minor adjustments in salaries
- The Arizona State Retirement contribution rate increased from 11.50% to 11.80% for both employer and employee.

- The Public Personnel Safety Retirement System (PSPRS) employer contribution rate for Police has gone from 34.17% to 35.67%.
- The PSPRS employer contribution rate for Fire has decreased from 33.67% to 33.16%.
- Health insurance costs increased by 1.06% in anticipation of additional requirements under the Affordable Care Act. During fiscal 2007-2008 Council approved and staff implemented a Flexible Spending Account (FSA) for all employees. The FSA allows plan participants to pay for health-related expenses on a pretax basis. About 42% of staff participates in the plan. The contribution limit for 2018-2019 is set at \$2,650.

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

**Budgeted Total Personnel Costs
(includes taxes and benefits)
Fiscal Year 2017-2018**

| Department | Dollar Amount | | | Full Time Equivalent Employee | | |
|---------------------------|------------------|---------------------|------------------|-------------------------------|------------------|-------------|
| | Budget 2016-17 | Est. Actual 2016-17 | Budget 2017-18 | Budget 2016-17 | Budget 2017-2018 | Change |
| City Council | 20,715 | 2,562 | 20,715 | | | |
| City Administration | 234,041 | 184,508 | 238,462 | 3.00 | 3.00 | 0.00 |
| City Clerk | 139,988 | 117,891 | 98,848 | 2.00 | 2.00 | 0.00 |
| Finance | 136,691 | 43,423 | 153,320 | 2.10 | 2.30 | 0.20 |
| Tourism | 102,033 | 103,616 | 101,775 | 2.63 | 2.63 | 0.00 |
| Police/ Animal Control | 1,957,925 | 1,904,045 | 1,921,975 | 22.50 | 24.20 | 1.70 |
| Fire | 209,933 | 236,433 | 208,113 | 3.00 | 3.00 | 0.00 |
| City Attorney | 123,795 | 125,440 | 124,520 | 2.00 | 2.00 | 0.00 |
| Magistrate | 38,535 | 40,972 | 37,779 | 1.00 | 1.00 | 0.00 |
| Library | 180,156 | 182,490 | 188,581 | 5.50 | 4.50 | -1.00 |
| Parks | 175,456 | 140,737 | 186,973 | 4.00 | 4.00 | 0.00 |
| Recreation | 121,874 | 68,519 | 123,279 | 4.00 | 5.75 | 1.75 |
| Building | 149,121 | 66,705 | 136,475 | 2.50 | 2.50 | 0.00 |
| Planning & Zoning | 101,803 | 58,021 | 96,095 | 1.50 | 1.50 | 0.00 |
| Public Works | 73,544 | 36,599 | 33,319 | 1.25 | 0.25 | -1.00 |
| Total General Fund | 3,765,610 | 3,311,961 | 3,670,229 | 56.98 | 58.63 | 1.65 |
| Transit | 123,986 | 106,142 | 144,445 | 3.33 | 3.70 | 0.37 |
| Streets | 215,908 | 208,842 | 213,854 | 4.25 | 3.25 | -1.00 |
| Natural Gas | 278,915 | 288,142 | 340,418 | 5.93 | 5.98 | 0.05 |
| Water | 457,560 | 420,347 | 403,934 | 6.76 | 6.96 | 0.20 |
| Wastewater | 343,593 | 247,299 | 339,542 | 5.76 | 5.81 | 0.05 |
| Sanitation | 26,484 | 26,214 | 27,203 | 0.45 | 0.70 | 0.25 |
| Golf-Operations | 227,541 | 206,302 | 199,158 | 5.42 | 5.84 | 0.42 |
| Golf-Maintenance | 206,221 | 180,880 | 198,257 | 5.00 | 6.00 | 1.00 |
| Golf- Food & Beverage | 189,706 | 249,436 | 229,503 | 5.67 | 7.83 | 2.16 |
| Total Other Funds | 2,069,914 | 1,933,603 | 2,096,316 | 42.57 | 46.07 | 3.50 |
| Grand Total | 5,835,524 | 5,245,565 | 5,766,544 | 100.23 | 104.69 | 4.46 |

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

Some Funds contain a line item called “Contingency”. Those contingency line items are intended for expenditures that are necessary for the efficient operation of the Fund, but were not anticipated or known with certainty at the time the budget was prepared. When contingency funds are used Council will be informed of their use. Any expenditure of contingency funds in excess of \$20,000 requires Council approval. We have placed an Operating Contingency Reserve of \$50,000 that can be transferred to the departments with City Manager or designee approval.

Budget Policy Statement – Capital Improvement Plan

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

Budget Policy Statement – Capital Projects Fund & Restriction on Construction Sales Tax

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

Budget Policy Statement – Human Resources Rate Plan

The Salary Rate Plan for the City of Benson for the 2018-2019 fiscal year is shown beginning on page 13 herein. All salaries paid by the City during the next fiscal year will be within the salary ranges listed on the Plan, except for those salaries that were above the maximum prior to the beginning of the fiscal year.

Organization of the Budget

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

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

Conclusion

The City of Benson has responded to the economic downturn in a most responsible manner. City staff and Council are to be recognized for their dedication to building on past successes despite the significant reduction in revenues during the past several years. Although the City had to increase its sales tax in Fiscal Year 2016-2017, the first increase in the past 17 years, and has implemented the first year of a 5-year utility increase, these tough decisions will help to improve the financial outlook of the City for the coming fiscal years. The fiscal 2018-2019 budget is designed to be a flexible tool that will allow the City to maintain its financial stability and continue to provide quality, cost efficient services our citizens' desire.

Respectfully submitted,

Vicki Vivian, CMC

Interim City Manager/City Clerk

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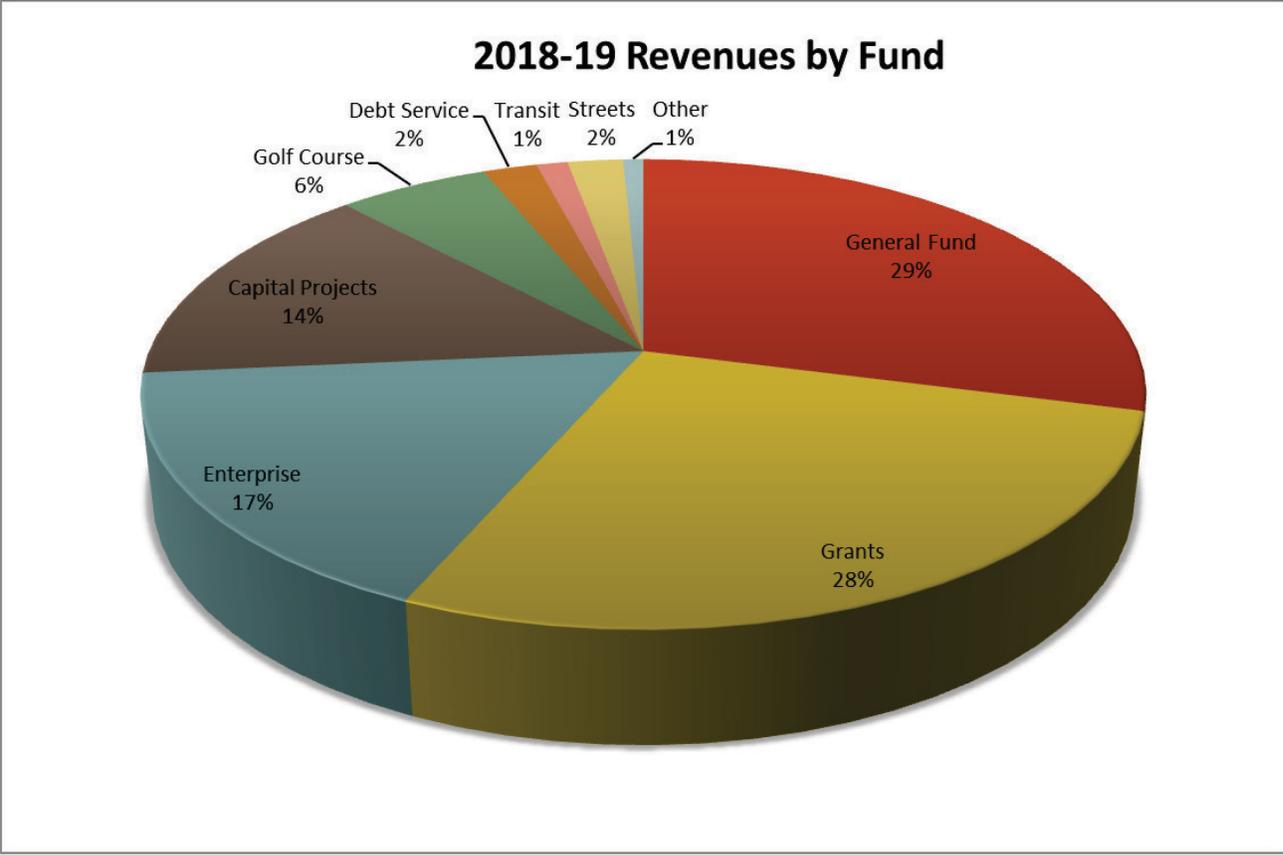
| Fiscal 2018-2019 Salary Rate Plan | | | | |
|--|---------------------|--------------------|-----------------|----------------|
| Job Families and Job Titles | Salary Grade | Recommended | | |
| | | Minimum | Midpoint | Maximum |
| City Management | | | | |
| City Manager | 72 | 94,438.56 | 118,048.20 | 141,657.84 |
| Human Resources Director | 55 | 62,064.55 | 77,580.69 | 93,096.83 |
| Human Resource Assitant | 22 | 27,476.16 | 33,344.86 | 40,013.82 |
| Executive Asst. to City Manager | 30 | 33,477.04 | 41,846.29 | 50,215.55 |
| Facilities Supervisor | 31 | 34,313.96 | 42,892.45 | 51,470.94 |
| Administrative Assistant | 36 | 38,823.09 | 47,115.41 | 56,538.49 |
| Information Technology Specialist | 34 | 36,952.38 | 46,190.48 | 55,428.58 |
| Information Technology Technician | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| Human Resource Analyst I | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| Human Resource Coordinator | 32 | 35,171.81 | 43,964.76 | 52,757.72 |
| Custodian | 14 | 22,550.97 | 28,188.71 | 33,826.45 |
| Legal | | | | |
| City Attorney | 68 | 85,556.67 | 106,945.84 | 128,335.01 |
| Prosecuting Attorney | 58 | 66,836.74 | 83,545.92 | 100,255.10 |
| Legal Assistant | 32 | 35,171.81 | 43,964.76 | 52,757.72 |
| Finance | | | | |
| Finance Director | 58 | 66,836.74 | 83,545.92 | 100,255.10 |
| Deputy Finance Director | 46 | 49,696.85 | 62,121.06 | 74,545.27 |
| Accounting Supervisor | 32 | 35,171.81 | 43,964.76 | 52,757.72 |
| Accounting Specialist | 32 | 35,171.81 | 43,964.76 | 52,757.72 |
| Account Clerk III | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| Account Clerk II | 20 | 26,152.21 | 32,690.26 | 39,228.31 |
| Account Clerk I | 16 | 23,692.61 | 29,615.76 | 35,538.91 |
| City Clerk | | | | |
| City Clerk | 50 | 54,856.02 | 68,570.03 | 82,284.03 |
| Deputy City Clerk | 32 | 35,171.81 | 43,964.76 | 52,757.72 |
| Development Services | | | | |
| Building | | | | |
| Building Official | 50 | 54,856.02 | 68,570.03 | 82,284.03 |
| Building Inspector II | 36 | 38,823.10 | 48,528.87 | 58,234.65 |
| Building Inspector I | 32 | 35,171.81 | 43,964.76 | 52,757.72 |
| Planning Technician | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| Code Enforcement Officer | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| Senior Permit Technician | 26 | 30,328.54 | 37,910.68 | 45,492.81 |
| Planning & Zoning | | | | |
| Planning & Zoning Director | 50 | 54,856.02 | 68,570.03 | 82,284.03 |
| Senior Planner | 40 | 42,853.44 | 53,566.80 | 64,280.15 |
| Planning Technician | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| GIS Manager | 40 | 42,853.44 | 53,566.80 | 64,280.15 |

| Fiscal 2018-2019 Salary Rate Plan | | | | |
|--|---------------------|--------------------|-----------------|----------------|
| Job Families and Job Titles | Salary Grade | Recommended | | |
| | | Minimum | Midpoint | Maximum |
| Tourism | | | | |
| Tourism Supervisor | 30 | 33,477.04 | 41,846.29 | 50,215.55 |
| Tourism Clerk | 12 | 22,276.80 | 27,846.00 | 33,415.20 |
| Library | | | | |
| Library Director | 40 | 42,853.44 | 53,566.80 | 64,280.15 |
| Library Branch Manager | 32 | 35,171.81 | 42,684.24 | 51,221.09 |
| Senior Library Assistant | 22 | 27,476.16 | 34,345.20 | 41,214.24 |
| Library Assistant | 14 | 22,550.97 | 28,188.71 | 33,826.45 |
| Library Page | 6 | 22,276.80 | 27,846.00 | 33,415.20 |
| Parks | | | | |
| Parks Director | 50 | 54,856.02 | 68,570.03 | 82,284.03 |
| Parks Supervisor | 31 | 34,313.96 | 42,892.45 | 51,470.94 |
| Parks Maintenance Worker II | 19 | 25,514.35 | 31,892.94 | 38,271.52 |
| Parks Maintenance Worker I | 15 | 23,114.74 | 28,893.43 | 34,672.11 |
| Recreation | | | | |
| Recreation Coordinator | 32 | 35,171.81 | 43,964.76 | 52,757.72 |
| Recreation Asst. | 12 | 22,276.80 | 27,846.00 | 33,415.20 |
| Recreation Aids | 12 | 22,276.80 | 27,846.00 | 33,415.20 |
| Pool Cashier | 4 | 22,276.80 | 27,846.00 | 33,415.20 |
| Lead Lifeguard | 10 | 31,824.00 | 39,780.00 | 47,736.00 |
| Lifeguard | 9 | 22,276.80 | 27,846.00 | 33,415.20 |
| Police Operations | | | | |
| Police Chief | 60 | 70,220.35 | 87,775.43 | 105,330.52 |
| Police Commander | 50 | 54,856.02 | 68,570.03 | 82,284.03 |
| Support Services Division Lieutenant | 46 | 49,696.85 | 62,121.06 | 74,545.27 |
| Police Sergeant | 44 | 47,302.18 | 59,127.72 | 70,953.26 |
| Police Corporal | 40 | 42,853.44 | 53,566.80 | 64,280.15 |
| Detective | 40 | 42,853.44 | 53,566.80 | 64,280.15 |
| Police Officer | 38 | 40,788.52 | 50,985.65 | 61,182.78 |
| Police Support | | | | |
| Police Communications Supervisor | 34 | 36,952.38 | 46,190.48 | 55,428.58 |
| Police Communications Specialist | 22 | 27,476.16 | 34,345.20 | 41,214.24 |
| Police Assistant | 26 | 30,328.54 | 37,910.68 | 45,492.81 |
| Police Records Clerk | 22 | 27,476.16 | 34,345.20 | 41,214.24 |
| Senior Animal Control Officer | 26 | 30,328.54 | 37,910.68 | 45,492.81 |
| Animal Control Officer | 20 | 26,152.21 | 32,690.26 | 39,228.31 |
| Fire Department | | | | |
| Fire Chief | 50 | 54,856.02 | 68,570.03 | 82,284.03 |
| Admin Specialist | 27 | 31,086.76 | 38,858.44 | 46,630.13 |

| Fiscal 2018-2019 Salary Rate Plan | | | | |
|--|---------------------|--------------------|-----------------|----------------|
| Job Families and Job Titles | Salary Grade | Recommended | | |
| | | Minimum | Midpoint | Maximum |
| Public Works Department | | | | |
| Public Works Director | 60 | 70,220.35 | 87,775.43 | 105,330.52 |
| Public Works Superintendent | 50 | 54,856.02 | 68,570.03 | 82,284.03 |
| Streets Superintendent | 40 | 42,853.44 | 53,566.80 | 64,280.15 |
| Administrative Assistant, Public Works | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| Engineering Aide | 24 | 28,867.14 | 36,083.93 | 43,300.71 |
| Utilities Operations Supervisor | 35 | 37,876.19 | 47,345.24 | 56,814.29 |
| Utilities Operator III | 31 | 34,313.96 | 42,892.45 | 51,470.94 |
| Utilities Operator II | 27 | 31,086.76 | 38,858.44 | 46,630.13 |
| Utilities Operator I | 23 | 28,163.07 | 35,203.83 | 42,244.60 |
| Street Maintenance Supervisor | 31 | 34,313.96 | 42,892.45 | 51,470.94 |
| Street Maintenance Worker III | 27 | 31,086.76 | 38,858.44 | 46,630.13 |
| Street Maintenance Worker II | 23 | 28,163.07 | 35,203.83 | 42,244.60 |
| Street Maintenance Worker I | 19 | 25,514.35 | 31,892.94 | 38,271.52 |
| Maintenance Technician | 27 | 31,086.76 | 38,858.44 | 46,630.13 |
| Meter Reader | 23 | 28,163.07 | 35,203.83 | 42,244.60 |
| Transit | | | | |
| Dispatcher/Admin Assistant | 22 | 27,476.16 | 33,344.86 | 40,013.82 |
| Transit Driver I | 19 | 25,514.35 | 31,892.94 | 38,271.52 |
| Transit Driver II | 19 | 25,514.35 | 31,892.94 | 38,271.52 |
| Golf Course | | | | |
| Director of Golf Operations | 40 | 42,853.44 | 53,566.80 | 64,280.15 |
| Golf Shop Manager | 16 | 23,692.61 | 28,753.17 | 34,503.80 |
| Golf Shop Customer Service | 4 | 22,276.80 | 27,846.00 | 33,415.20 |
| Golf Course Superintendent | 31 | 34,313.96 | 42,892.45 | 51,470.94 |
| G.C. Mechanic/Maintenance | 14 | 22,550.97 | 28,188.71 | 33,826.45 |
| Foreman/Irrigation Tech. | 16 | 23,692.61 | 29,615.76 | 35,538.91 |
| Equipment Operator | 8 | 22,945.10 | 28,681.38 | 34,417.66 |
| Kitchen Manager & Chef | 22 | 27,476.16 | 33,344.86 | 41,214.24 |
| Cook | 10 | 22,276.80 | 27,846.00 | 33,415.20 |
| Dishwasher/Prep Cook | 4 | 22,276.80 | 27,846.00 | 33,415.20 |
| Lead Waitstaff | 6 | 18,508.63 | 23,135.79 | 27,762.94 |
| Waitstaff | 4 | 17,616.78 | 22,020.97 | 26,425.17 |
| Beverage Cart Attendent | 4 | 17,616.78 | 22,020.97 | 26,425.17 |

| Summary of Expenditures by Department or Fund | | | |
|--|-------------------------|------------------|-------------------|
| Description | Fiscal 2017-2018 | | Fiscal |
| | Budget | Estimated | 2018-2019 |
| | | Actual | Budget |
| General Fund | | | |
| Administration | 512,001 | 543,031 | 535,114 |
| City Council | 43,615 | 14,952 | 47,615 |
| City Clerk | 151,488 | 127,791 | 132,058 |
| Community Enrichment | 79,850 | 44,867 | 82,300 |
| Miscellaneous | 3,277,671 | - | 2,306,965 |
| Finance | 204,990 | 109,523 | 263,363 |
| Tourism | 153,244 | 158,033 | 153,786 |
| Police | 2,267,821 | 2,163,290 | 2,303,203 |
| Fire | 537,333 | 466,395 | 490,113 |
| City Attorney | 324,495 | 224,022 | 244,870 |
| Magistrate | 76,586 | 42,322 | 42,326 |
| Library | 237,506 | 222,365 | 225,887 |
| Parks | 305,006 | 248,767 | 341,673 |
| Recreation | 170,529 | 105,065 | 168,879 |
| Building | 265,821 | 141,116 | 263,375 |
| Planning & Zoning | 142,303 | 126,358 | 151,345 |
| Public Works | 197,994 | 49,795 | 159,769 |
| Total General Fund | 8,948,253 | 4,787,692 | 7,912,641 |
| Natural Gas | 1,038,815 | 752,828 | 1,004,549 |
| Water | 882,443 | 718,368 | 811,694 |
| Wastewater | 897,274 | 567,343 | 804,945 |
| Sanitation | 770,000 | 541,298 | 676,240 |
| Golf Course | 1,103,293 | 1,078,599 | 1,130,565 |
| Total Enterprise Funds | 4,691,825 | 3,658,436 | 4,427,994 |
| Airport | 150,300 | 108,534 | 121,700 |
| Streets | 419,408 | 406,386 | 413,068 |
| Transit | 209,936 | 164,289 | 234,721 |
| Debt Service | 396,950 | - | 402,625 |
| Capital Projects | 2,625,000 | 465,527 | 2,821,600 |
| Impact Fees | - | - | - |
| Grants | 5,186,677 | 369,755 | 5,355,000 |
| Firemen's Pension | 36,000 | 30,200 | 30,200 |
| Total - Other Funds | 9,024,270 | 1,544,692 | 9,378,914 |
| TOTAL - ALL FUNDS | 22,664,350 | 9,990,819 | 21,719,550 |
| Less: Interfund Transfers | (716,190) | | (1,310,161) |
| Total Net Expenditures | 21,948,160 | | 20,409,389 |

Revenues



| General Fund Revenues | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---|---------------------------|---------------------------|---------------------------|---|-------------------------------------|---------------------------|
| Revenues | | | | | | |
| Administration | | | | | | |
| General Property Tax | 226,000 | 236,080 | 323,409 | 216,561 | 323,409 | 329,714 |
| City Sales Tax (3.5%) | 3,850,000 | 3,681,940 | 3,850,000 | 3,009,497 | 4,012,663 | 4,052,790 |
| Bed Tax | 70,000 | 71,797 | 70,000 | 54,332 | 72,443 | 73,168 |
| State Sales Tax | 460,381 | 408,995 | 464,597 | 363,239 | 484,319 | 482,243 |
| Franchise Tax | 165,000 | 145,287 | 165,000 | 178,010 | 217,164 | 156,614 |
| Auto Lieu Tax | 247,834 | 221,597 | 270,284 | 171,895 | 229,194 | 274,336 |
| Business License | 12,000 | 20,425 | 20,800 | 5,793 | 20,800 | 20,800 |
| State Revenue Sharing | 598,394 | 598,012 | 613,501 | 452,397 | 603,196 | 585,741 |
| Interest Income | 1,000 | 2,611 | 1,800 | 3,007 | 4,009 | 4,090 |
| Copies and Notary Fees | 500 | 198 | 500 | 131 | 200 | 250 |
| Miscellaneous | 10,000 | 105 | 10,000 | 28,875 | 29,500 | 10,000 |
| Sale of Fixed Assets | 5,000 | 11,973 | 5,000 | - | 0 | 10,000 |
| Property Rental | 40,000 | 33,736 | 40,000 | 26,792 | 30,000 | 30,000 |
| Total Administration | 5,686,109 | 5,432,755 | 5,834,891 | 4,510,528 | 6,026,896 | 6,029,745 |
| Building / Planning & Zoning Development | | | | | | |
| Planning & Zoning Fees | 75,000 | 1,127 | 75,000 | 190 | 200 | 75,000 |
| Building Permits | 75,000 | 39,646 | 75,000 | 46,403 | 61,871 | 75,000 |
| Building Plan Review Fees | 20,000 | 15,729 | 20,000 | 11,975 | 15,966 | 20,000 |
| Public Works Review Fees | 150,000 | 8,449 | 150,000 | 10,875 | 14,500 | 150,000 |
| PW Recording/ Misc. Fees | 600 | - | 600 | - | - | - |
| Total Development | 320,600 | 64,951 | 320,600 | 69,443 | 92,538 | 320,000 |
| Police / Animal Control | | | | | | |
| Forfeiture Rev /Check proof Veh | 6,000 | - | 1,000 | - | - | 1,000 |
| Report Income | 750 | 814 | 750 | 268 | 357 | 500 |
| Fingerprint Revenue | 1,200 | 1,110 | 1,200 | 610 | 813 | 850 |
| Dog License / Shelter Fees | 5,000 | 4,322 | 5,000 | 3,218 | 4,291 | 4,500 |
| Animal medical Donations | 10,000 | 11,521 | 13,000 | 11,887 | 15,849 | 13,000 |
| Spay/Neuter Grants | 5,000 | - | 5,000 | - | - | 500 |
| Shelter Fees from County | 8,000 | 4,171 | 8,000 | 3,385 | 4,514 | 5,000 |
| Soldiers Best Friend | - | - | - | - | - | - |
| Stonegarden Grant for OT | 75,000 | 36,569 | 50,000 | 23,861 | 31,814 | 40,000 |
| Stonegarden Grant for Equipment | - | - | - | - | - | 20,000 |
| Police Grant - HIDT | - | 2,500 | 2,500 | - | - | 2,500 |
| Auto Theft Task Force GITEM GRANT | 65,000 | 66,320 | 65,000 | 9,879 | 13,172 | 10,000 |
| GOHS Grant OT | 2,000 | - | 2,000 | - | - | 5,000 |
| RICO Seizure Revenue | 1,000 | 474 | 1,000 | 717 | 800 | 1,000 |
| Officer Safety Equipment | 1,000 | 760 | 1,000 | 232 | - | 1,000 |
| Other Income | 3,000 | 39,037 | 70,349 | 5,182 | 6,910 | 8,000 |
| Total Police Dept | 182,950 | 167,598 | 225,799 | 59,240 | 78,521 | 112,850 |

| Fire Dept | | | | | | |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Firemen's Revenue | 30,000 | 35,543 | 40,000 | 18,841 | | 40,000 |
| Fire Dept Donations | 500 | - | 500 | - | - | 500 |
| Total Fire Dept | 30,500 | 35,543 | 40,500 | 18,841 | - | 40,500 |
| Magistrate | | | | | | |
| Citations from Benson PD | - | 174 | 36,250 | 811 | | 1,000 |
| Total Magistrate | - | 174 | 36,250 | 811 | - | 1,000 |
| Library | | | | | | |
| Library Fines | 7,500 | 8,373 | 7,500 | 6,099 | 8,131 | 8,300 |
| Library Donations - Restricted | 100 | | 100 | - | - | 100 |
| Miscellaneous | 500 | | | - | - | 100 |
| Total Library | 8,100 | 8,373 | 7,600 | 6,099 | 8,131 | 8,400 |
| Parks & Recreation | | | | | | |
| Pool Fees | 5,000 | 3,188 | 5,900 | 536 | 3,200 | 3,300 |
| Summer Program Fees | 600 | 3,290 | 5,700 | 300 | 3,400 | 3,500 |
| Bingo | 5,000 | 487 | 1,000 | 426 | 568 | 600 |
| Park User Fees | 5,000 | 5,595 | 5,000 | 3,220 | 4,293 | 4,500 |
| Donations | 1,000 | - | 1,000 | | - | 4,900 |
| July 4 Revenue / Donations | 10,000 | 7,279 | 15,000 | 2,260 | 10,000 | 10,000 |
| Other Events | 500 | 60 | 500 | 75 | 100 | 150 |
| Miscellaneous | 500 | 100 | 500 | - | - | 500 |
| Total Parks & Recreation | 27,600 | 19,998 | 34,600 | 6,817 | 21,561 | 27,450 |
| Tourism | | | | | | |
| Tourism Sales | 2,800 | 3,318 | 2,800 | 3,807 | 5,075 | 5,126 |
| Total Tourism | 2,800 | 3,318 | 2,800 | 3,807 | 5,075 | 5,126 |
| Cemetery | | | | | | |
| Plot Sales | 1,000 | 1,050 | 1,000 | 1,350 | 1,800 | 1,800 |
| Total Cemetery | 1,000 | 1,050 | 1,000 | 1,350 | 1,800 | 1,800 |
| Miscellaneous | | | | | | |
| Transfer from Gas Fund Balance | 400,000 | - | 400,000 | | | |
| Carry Forward Balance | 1,300,000 | - | 1,058,035 | | | 424,045 |
| Total Miscellaneous | 1,700,000 | - | 1,458,035 | - | - | 424,045 |
| Total General Fund Revenue | 7,959,659 | 5,733,760 | 7,962,075 | 4,676,936 | 6,234,523 | 6,970,916 |

| | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|--|-------------------|-------------------|-------------------|------------------------------------|--------------------------------|-------------------|
| Natural Gas Fund | | | | | | |
| Revenues | | | | | | |
| Residential Gas Revenue | 700,000 | 499,738 | 622,878 | 522,864 | 631,198 | 694,318 |
| Muli-User Gas Revenue | 10,000 | 7,516 | 11,000 | 8,001 | 10,668 | 11,734 |
| Commercial Gas Revenue | 350,000 | 199,222 | 253,424 | 201,929 | 248,093 | 272,902 |
| Utility Service Charges | 15,000 | 14,345 | 16,500 | 11,850 | 16,500 | 17,380 |
| New Gas Hookups | 7,000 | 1,119 | 7,700 | 2,427 | 4,600 | 3,560 |
| Penalty and Interest Fees | 5,000 | 3,747 | 5,500 | 3,174 | 4,100 | 4,655 |
| Series 2010 Bond Proceeds | 75,000 | - | - | - | - | - |
| Round Up Revenues | 15,000 | - | 121,813 | - | - | - |
| Total Revenues | 1,177,000 | 725,685 | 1,038,815 | 750,244 | 915,159 | 1,004,549 |
| Water Fund | | | | | | |
| Revenues | | | | | | |
| Residential Water Revenue | 465,000 | 399,756 | 441,340 | 300,700 | 387,370 | 426,107 |
| Commercial Water Revenue | 335,000 | 290,997 | 342,756 | 255,866 | 323,145 | 355,460 |
| New Hookups | 10,000 | 2,919 | 10,000 | 6,224 | 9,300 | 9,500 |
| Impact Fee Allocation | - | - | - | - | - | - |
| Water Accomodation Fees | 12,000 | 8,595 | 12,593 | 7,130 | 9,507 | 10,457 |
| Series 2010 Bond Proceeds | 50,000 | - | - | - | - | - |
| Contribution from General Fund | - | - | - | - | - | - |
| Projected Carryforward for Contingency | - | - | - | - | - | - |
| Other Income | 250 | 960 | 275 | - | - | - |
| Total Revenues | 872,250 | 703,227 | 806,964 | 569,920 | 729,322 | 801,524 |
| Wastewater Fund | | | | | | |
| Revenues | | | | | | |
| Residential Wastewater Fees | 475,000 | 429,998 | 487,446 | 347,254 | 445,645 | 490,210 |
| Muli-User Wastewater Fees | 9,000 | 4,757 | 7,134 | 3,911 | 5,215 | 5,736 |
| Commercial Wastewater Fees | 300,000 | 261,132 | 310,610 | 203,649 | 261,614 | 287,775 |
| New Hook Ups | 15,000 | 3,073 | 4,889 | 10,381 | 13,841 | 15,225 |
| Series 2010 Bond | 280,000 | - | - | - | - | - |
| Whetstone WW Fees | - | - | - | - | - | - |
| Misc Revenue | 6,000 | 2,500 | 4,080 | - | - | 6,000 |
| Projected Carryforward for Contingency | - | - | - | - | - | - |
| Total Revenues | 1,085,000 | 701,460 | 814,159 | 565,195 | 726,315 | 804,946 |
| Sanitation Fund | | | | | | |
| Revenues | | | | | | |
| Residential Sanitation Fees | 360,000 | 335,469 | 385,000 | 243,095 | 324,126 | 356,539 |
| Muli-User Sanitation Fees | - | - | - | - | - | - |
| Commercial Sanitation Fees | 320,000 | 336,719 | 375,000 | 211,160 | 281,546 | 309,701 |
| Neighborhood Clean Up Programs | - | - | - | - | - | 10,000 |
| Total Revenues | 680,000 | 672,188 | 760,000 | 454,254 | 605,672 | 676,240 |
| Streets Fund | | | | | | |
| Revenues | | | | | | |
| Gasoline Tax | 361,555 | 354,561 | 385,564 | 306,211 | 433,435 | 413,068 |
| One Time Gasoline Tax | 14,560 | - | 14,409 | - | - | - |
| Contribution from General Fund | 57,268 | - | 19,435 | 9,718 | - | - |
| Total Revenues | 433,383 | 354,561 | 419,408 | 315,929 | 433,435 | 413,068 |

| San Pedro Golf Operations | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | Actual Thru May 2018 | Projected Actual | 2018-19 Budget |
|--|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Memberships | - | 52,709 | 62,000 | 46,054 | 61,405 | 62,000 |
| Green and Cart Fees | 468,730 | 319,561 | 421,500 | 234,636 | 312,849 | 421,500 |
| Merchandise Sales | 35,000 | 25,944 | 35,000 | 11,122 | 14,830 | 15,000 |
| Practice Facility | 18,250 | 13,297 | 20,000 | 10,526 | 14,035 | 20,000 |
| Other Income | - | 15 | - | 2,810 | 3,747 | 4,000 |
| Teaching Revenue | 1,500 | 36 | 1,000 | - | - | - |
| Contribution from General Fund | 171,932 | - | 176,792 | 88,396 | 287,465 | 133,065 |
| Total Revenues | 695,412 | 411,561 | 716,292 | 393,544 | 694,330 | 655,565 |
| San Pedro F&B | | | | | | |
| | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
| Revenues | | | | | | |
| Food Sales | 192,500 | 221,103 | 192,500 | 204,393 | 272,524 | 300,000 |
| Beer Sales | 60,300 | 62,234 | 60,300 | 47,121 | 62,828 | 90,000 |
| Wine Sales | 6,000 | 10,048 | 6,000 | 7,433 | 9,911 | 15,000 |
| Liquor Sales | 18,500 | 24,041 | 18,500 | 19,904 | 26,538 | 30,000 |
| Banquet Revenue | 14,000 | 26,622 | 14,000 | 9,352 | 12,469 | 20,000 |
| Total Revenues | 291,300 | 344,049 | 291,300 | 288,202 | 384,270 | 455,000 |
| Transit Fund | | | | | | |
| | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
| Revenues | | | | | | |
| Grant Reimbursement - FTA 5311 - Capital | 135,000 | 3,225 | 16,000 | 16,061 | 18,257 | 65,800 |
| Grant Reimbursement - FTA 5311 - Operating | 77,360 | 72,307 | 75,386 | 57,347 | 75,386 | 52,200 |
| Grant Reimbursement - FTA 5311 - Admin | 34,405 | 32,331 | 36,272 | 45,630 | 60,840 | 68,000 |
| SEAGO AAA | 18,650 | 25,184 | 18,650 | 16,667 | 22,917 | 25,000 |
| Fare Revenue | 8,000 | 5,091 | 8,000 | 4,487 | 5,535 | 7,000 |
| Allocation from General Fund | 57,646 | - | 54,129 | 27,065 | - | - |
| Grant Revenue | - | - | - | - | - | - |
| Greyhound Revenue | - | - | - | - | - | - |
| RTAP | 1,500 | 432 | 1,500 | - | - | 1,500 |
| Total Revenues | 332,561 | 138,569 | 209,937 | 167,257 | 182,935 | 219,500 |
| Airport Fund | | | | | | |
| | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
| Revenues | | | | | | |
| Contribution General Fund | 135,800 | - | 135,300 | 67,650 | 93,879 | 99,430 |
| Business Revenue | 15,000 | 750 | 15,000 | 742 | 989 | 1,000 |
| Insurance Recoveries | - | - | - | - | - | - |
| Total Revenues | 150,800 | 750 | 150,300 | 68,392 | 94,868 | 100,430 |
| Capital Projects Fund | | | | | | |
| | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
| Revenues | | | | | | |
| Construction Sales Tax | 500,000 | 124,485 | 800,000 | 16,325 | 32,650 | 102,000 |
| Hanger Financing | - | - | 500,000 | - | - | 1,000,000 |
| Series 2010 Bond Proceeds | 284,600 | - | 250,000 | - | - | 1,067,000 |
| Cenpatico's Community Reinvestment Grant Parks | - | - | 75,000 | 5,074 | 5,074 | - |
| K9 Memorail Donations | - | - | 6,000 | - | - | - |
| Legacy Foundation Grants | - | - | 52,000 | - | - | - |
| Anticipated Grant | - | - | 1,245,345 | - | - | - |
| Total Revenues | 784,600 | 124,485 | 2,928,345 | 21,399 | 37,724 | 2,169,000 |

| Debt Service Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|--|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Bond Proceeds Carried Forward | 1,070,000 | - | - | - | - | - |
| Transfer of Payments from General Fund | 396,950 | - | 396,444 | - | 396,444 | 402,625 |
| Total Revenues | 1,466,950 | - | 396,444 | - | 396,444 | 402,625 |
| Fireman's Pension Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
| Revenues | | | | | | |
| Contributions From State Fund | 6,000 | 5,346 | 6,000 | 4,618 | 4,700 | 4,700 |
| Contributions From Fire, Inc | 1,200 | 2,602 | 1,200 | 2,059 | 2,059 | 2,059 |
| Contributions From General Fund | 23,800 | - | 23,800 | 11,900 | 23,441 | 22,441 |
| Interest Income | 5,000 | - | - | - | 600 | 1,000 |
| Other Income | - | 553 | 5,000 | (204) | - | - |
| Total Revenues | 36,000 | 8,500 | 36,000 | 18,373 | 30,800 | 30,200 |
| Grants Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru May 2018 | 2017-18 Projected Actual | 2018-19 Budget |
| Revenues: | | | | | | |
| Historic Preservation Grant | - | 360 | - | - | - | - |
| Tourism Grant | - | 7,500 | 7,000 | - | - | - |
| Police Grants | - | 9,359 | - | - | - | - |
| Fire Grants | 427,500 | 430,068 | 300,000 | 1,500 | 3,000 | 925,000 |
| Emergency Generator | - | - | - | - | - | - |
| FAA 16 / ADOT | - | - | - | - | - | - |
| Unclassified Airport Grants | 1,200,000 | - | 1,200,000 | - | - | 1,200,000 |
| Unclassified Grants | 3,500,000 | 26,318 | 1,490,000 | - | - | 1,565,000 |
| WIFA SCADA and Energy Study | - | - | - | - | - | 60,000 |
| State Airport Grants | - | - | - | 8,224 | 16,448 | - |
| Score Board Donations | - | - | 10,000 | - | - | - |
| Contribution From General Fund | 35,000 | 50,726 | - | - | - | - |
| Police K9 Statue Donation | - | - | 6,000 | - | - | 6,000 |
| New SCBA Equipment | - | - | - | - | - | 500,000 |
| Apache Park Improvments | - | - | - | - | - | 400,000 |
| CDBG Park Grant | 237,500 | 190,822 | - | - | - | 250,000 |
| Total Revenues | 5,400,000 | 715,153 | 3,013,000 | 9,724 | 19,448 | 4,906,000 |

General Fund Expenditures

City Council

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

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

| City Council | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 19,200 | 17,600 | 19,200 | 15,800 | 0 | 19,200 |
| Payroll Taxes | 1,469 | 1,418 | 1,469 | 1,281 | 2,562 | 1,469 |
| Workman's Compensation | 55 | 46 | 46 | 38 | | 46 |
| Total Personnel | 20,724 | 19,064 | 20,715 | 17,119 | 2,562 | 20,715 |
| Contracts & Services | | | | | | |
| Travel | 13,000 | 12,507 | 13,000 | 5,925 | 6,000 | 13,000 |
| Council Photos | 500 | - | 500 | - | - | |
| Employee Council | 900 | 526 | 900 | 590 | - | 2,200 |
| Total Contracts & Services | 14,400 | 13,032 | 14,400 | 6,515 | 6,000 | 15,200 |
| Supplies | | | | | | |
| Operating Supplies | 3,000 | 2,025 | 3,000 | 992 | 1,323 | 2,500 |
| Computer Supplies | 9,430 | 12,652 | 2,000 | 538 | 717 | 700 |
| League of Cities | 3,200 | 3,326 | 3,500 | 4,350 | 4,350 | 4,000 |
| Youth Council | | | | | | 4,500 |
| Total Supplies & Expenses | 15,630 | 18,004 | 8,500 | 5,880 | 6,390 | 11,700 |
| Capital Projects | | | | | | |
| | - | - | - | - | - | - |
| Total Capital Costs | - | - | - | - | - | - |
| Total Council | 50,754 | 50,100 | 43,615 | 29,513 | 14,952 | 47,615 |

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City Manager / City Administration

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

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

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

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

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

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

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

| Administration | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 156,485 | 92,344 | 184,214 | 119,685 | 155,590 | 190,144 |
| Overtime Wages | - | - | - | - | - | - |
| Payroll Taxes | 11,971 | 7,066 | 14,092 | 8,572 | 11,144 | 12,618 |
| Retirement Benefits | 17,965 | 10,601 | 21,185 | 10,533 | 13,693 | 19,463 |
| Employee Insurance | 14,477 | 1,930 | 14,550 | 3,061 | 4,081 | 16,237 |
| Total Personnel | 200,898 | 111,941 | 234,041 | 141,851 | 184,508 | 238,462 |
| Contracts & Services | | | | | | |
| Professional Services | 1,500 | 10,037 | 4,000 | 12,760 | 13,972 | 4,000 |
| Professional Services - HR | 4,000 | 6,438 | 4,000 | 12,996 | 17,329 | 56,500 |
| Legal Fees | 96,000 | - | - | - | - | - |
| IT Services | 95,000 | 113,846 | 110,000 | 82,650 | 110,200 | 110,200 |
| Intergovernmental Relations | 5,000 | 5,668 | 5,500 | 5,305 | 5,500 | 5,700 |
| Education and Training | 1,000 | 230 | 1,200 | - | - | 1,300 |
| Utilities | 15,000 | 14,678 | 15,000 | 11,029 | 14,706 | 14,000 |
| Telephone | 15,000 | 22,242 | 15,000 | 33,972 | 45,297 | 15,000 |
| Repairs & Maintenance | 10,000 | 13,194 | 11,000 | 6,515 | 8,687 | 9,000 |
| Rentals | 2,000 | 1,678 | 2,000 | 782 | 1,043 | 1,000 |
| Uniforms | 500 | 97 | 500 | - | - | 500 |
| Insurance | 60,000 | 62,096 | 63,000 | 69,118 | 92,157 | 35,142 |
| Public Notices, Advertising | 800 | 1,178 | 1,000 | 737 | 1,000 | 1,000 |
| Advertising - HR | 10,000 | 2,262 | 3,500 | 802 | 1,070 | 2,500 |
| Travel | 4,000 | 2,497 | 4,000 | 1,090 | 2,000 | 1,200 |
| Dues & Licenses | 10,000 | 7,884 | 10,000 | 9,602 | 9,950 | 10,000 |
| Total Contracts & Services | 329,800 | 264,025 | 249,700 | 247,358 | 322,909 | 267,042 |
| Supplies | | | | | | |
| Office Supplies | 2,500 | 534 | 750 | 2,041 | 2,722 | - |
| Postage & Shipping | 3,000 | 4,322 | 3,000 | 2,635 | 3,513 | 4,000 |
| Computer Supplies | 1,000 | 3,285 | 250 | 5,006 | 6,675 | 450 |
| IT Supplies | 10,000 | - | 4,000 | 1,806 | 2,407 | 2,400 |
| Operating Supplies | 2,500 | 2,687 | 2,500 | 1,017 | 1,357 | 3,500 |
| Vehicle Fuel & Oil | 2,500 | 887 | 2,500 | 596 | 794 | 1,000 |
| Vehicle Repairs & Maint | 2,500 | 1,538 | 2,500 | 4,415 | 5,886 | 6,000 |
| Total Supplies | 24,000 | 13,253 | 15,500 | 17,515 | 23,354 | 17,350 |
| Capital Projects | | | | | | |
| CIP CM 16-01 City Mgr Vehicle | - | - | - | - | - | - |
| Property Payment | - | 18,990 | 12,760 | 6,130 | 12,260 | 12,260 |
| Contingency Reserve | - | - | - | - | - | - |
| Total Capital Projects | - | 18,990 | 12,760 | 6,130 | 12,260 | 12,260 |
| Total Administration | 554,698 | 408,209 | 512,001 | 412,855 | 543,031 | 535,114 |

| Community Enrichment | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2017-18 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Contracts & Services | | | | | | |
| City Promotion | 6,850 | 7,000 | 2,500 | 2,200 | | 2,500 |
| Clean & Beautiful | | | 3,500 | - | 3,000 | 3,500 |
| San Pedro Valley Alliance | | | 3,000 | - | 3,700 | 3,000 |
| Historical Commission | 1,000 | - | 1,000 | - | - | 2,900 |
| Arts Commission | | 400 | | | | |
| Food Pantry | 1,560 | 2,601 | 2,200 | 1,170 | 2,340 | 2,200 |
| Food Bank | 5,500 | 5,904 | 5,500 | 5,695 | 11,390 | 5,500 |
| Economic Development | 20,000 | - | 16,500 | - | - | 20,000 |
| Fire Works/ Advertising | 29,000 | 23,266 | 30,000 | 12,219 | 24,437 | 30,000 |
| Butterfield Rodeo | 4,650 | 4,650 | 4,650 | 4,650 | | 5,000 |
| Shop with a Cop | 500 | 500 | 500 | - | | 500 |
| Butterfield Stage Days | 2,500 | 2,643 | 2,500 | 1,528 | | 2,500 |
| Christmas Tree Lighting | 1,500 | 2,091 | 3,000 | 3,425 | | 3,000 |
| Christmas Light Parade | 1,000 | 983 | 1,500 | 1,559 | | 1,700 |
| Youth Council | | | 3,500 | | | |
| Total Contracts & Services | 74,060 | 50,038 | 79,850 | 32,445 | 44,867 | 82,300 |
| Total Community Enrichment | 74,060 | 50,038 | 79,850 | 32,445 | 44,867 | 82,300 |

| Miscellaneous | 2016-17 Budget | 2016-17 Actual | 2018-19 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|-------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Contribution to Fire Pension | 23,800 | | 23,800 | 11,900 | | 22,441 |
| Contribution to Airport | 135,800 | | 99,430 | 67,650 | | 99,430 |
| Contribution to Transit | 57,646 | | - | 27,065 | | - |
| Contribution to Golf Course | 171,932 | | 133,065 | 88,396 | | 133,065 |
| Contribution to Debt Service | 399,975 | | 402,625 | 38,006 | | 402,625 |
| Contribution to CIP Fund | - | | 10,000 | | | |
| Contribution to Streets Fund | 57,268 | | - | 9,718 | | 652,600 |
| Contribution to Water Fund | | | - | 10,211 | | |
| Operating Contingency | | | 50,000 | | | 50,000 |
| Contingency Reserve Set Aside | 1,746,964 | | 1,488,751 | - | 0 | 946,804 |
| Total Miscellaneous | 2,593,385 | - | 2,207,671 | 252,945 | - | 2,306,965 |

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City Clerk

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

Fiscal Year 2018-2019 Goals & Objectives:

- Continue progress on organizing, scanning and indexing City records utilizing the City Council meeting minutes per the Clerk’s strategic plan
- Work with the City Attorney to establish quarterly work sessions to keep City Council abreast of policies, procedures and new legislation
- Integrate the Council approved “City Council Policies & Procedures” into the City Code, present amended to Code Chapter(s) to Council for action
- Hold a “Voter Registration Day” to encourage voter registration and participation, showing where information can be found on the City’s website and explaining public participation through attendance and the Call to the Public at City Council meetings
- Work with the City Attorney to renew Boards & Commissions training seminar

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

| City Clerk | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 90,761 | 74,953 | 103,678 | 66,749 | 86,774 | 68,650 |
| Overtime Wages | - | 168 | 200 | - | | 200 |
| Payroll Taxes | 6,943 | 5,638 | 7,931 | 5,080 | 6,604 | 5,252 |
| Retirement Benefits | 10,419 | 8,456 | 11,923 | 7,676 | 9,979 | 8,101 |
| Employee Insurance | 14,415 | 7,053 | 16,256 | 10,901 | 14,535 | 16,645 |
| Total Personnel | 122,538 | 96,268 | 139,988 | 90,406 | 117,891 | 98,848 |
| Contracts & Services | | | | | | |
| Professional Services | 1,000 | 606 | 1,000 | - | 0 | 3,400 |
| Education and Training | 3,000 | 1,486 | 3,500 | 860 | 2,450 | 3,000 |
| Telephone | | | | 283 | 377 | 1,560 |
| Public Notices & Advertising | 1,500 | 2,042 | 1,500 | 2,546 | 3,394 | 1,500 |
| Travel | 350 | 36 | 500 | 113 | 250 | 250 |
| Dues & Licenses | 1,000 | 380 | 1,200 | 679 | 929 | 1,000 |
| Total Contracts & Services | 6,850 | 4,551 | 7,700 | 4,481 | 7,400 | 10,710 |
| Supplies | | | | | | |
| Election Supplies & Postage | 15,000 | 18,555 | | - | - | 20,000 |
| Office Supplies | 1,000 | 1,804 | 1,000 | 1,596 | 1,800 | - |
| Computer Supplies | 1,000 | 3,274 | 2,500 | 299 | 300 | 500 |
| Operating Supplies | 300 | 46 | 300 | 118 | 400 | 2,000 |
| Total Supplies | 17,300 | 23,679 | 3,800 | 2,012 | 2,500 | 22,500 |
| Total City Clerk | 146,688 | 124,497 | 151,488 | 96,899 | 127,791 | 132,058 |

Tourism Division

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

Fiscal Year 2017-2018 Accomplishments:

- The Cochise County Tourism Council is still marketing the county as a region and partners with Arizona Office of Tourism to help promote regional tourism as well as Benson attractions.
- Continues to update and produce fifty thousand 8½" X 11" full color maps of Benson locating all motels, restaurants, and RV parks, as well as library, schools, hospital, post office and other important information. We have also a contract for distribution through Pima, Pinal and Cochise Counties.
- Advertising our G-Scale model railroad with a working AAR control stand to run the train. We are now advertising Benson as a place to come watch the trains come through town and to operate our G scale train. We have now given out 1,574 souvenir engineer's certificates to date.

Fiscal Year 2018-2019 Goals:

- We have installed three of the eight Map Signs and will be installing the five more at key locations around Benson as we get permission from property owners.
- Create a FACEBOOK page for the Visitor Center and develop more Social Media advertising opportunities.
- Continue to add railroad and historical items to displays in the Visitor Center. This tends to draw people to the Visitor Center and most spend more time in Benson.
- Staff continues developing better tracking mechanisms for events and advertising.

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

| Tourism | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 73,487 | 71,772 | 74,953 | 57,370 | 74,581 | 73,887 |
| Overtime Wages | - | 139 | | | | |
| Payroll Taxes | 5,622 | 5,558 | 5,734 | 4,332 | 5,631 | 5,652 |
| Retirement Benefits | 8,436 | 8,235 | 8,620 | 6,598 | 8,577 | 8,719 |
| Employee Insurance | 12,738 | 10,869 | 12,726 | 11,121 | 14,828 | 13,517 |
| Total Personnel | 100,283 | 96,574 | 102,033 | 79,420 | 103,616 | 101,775 |
| Contracts & Services | | | | | | |
| Education and Training | 1,261 | - | 900 | - | 900 | 1,100 |
| Utilities | 2,500 | 2,905 | 2,500 | 2,536 | 3,381 | 3,400 |
| Telephone | 2,757 | 4,383 | 2,000 | 3,663 | 4,883 | 1,600 |
| Repairs & Maintenance | 1,334 | 3,193 | 8,000 | 1,929 | 2,572 | 8,000 |
| Public Notices, Advertising | 21,000 | 22,428 | 21,000 | 19,507 | 26,010 | 21,000 |
| County Tourism Council | 10,011 | - | 10,011 | 7,508 | 10,011 | 10,011 |
| Travel | 500 | 651 | 800 | 144 | 200 | 400 |
| Total Contracts & Services | 39,363 | 33,559 | 45,211 | 35,287 | 47,957 | 45,511 |
| Supplies | | | | | | |
| Office Supplies | 1,000 | 967 | 1,500 | 764 | 1,019 | - |
| Computer Supplies | 500 | 536 | - | - | | |
| Souviner Inventory | 2,600 | 3,402 | 3,000 | 2,496 | 3,328 | 3,500 |
| Operating Supplies | 1,500 | 1,303 | 1,500 | 1,585 | 2,113 | 3,000 |
| Total Supplies | 5,600 | 6,208 | 6,000 | 4,845 | 6,460 | 6,500 |
| Total Tourism | 145,245 | 136,341 | 153,244 | 119,551 | 158,033 | 153,786 |

Finance Department

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

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

| Finance | 2016-17 Budget | 2016-17 Actual | 2016-17 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 117,919 | 83,457 | 104,302 | 42,050 | 25,230 | 114,223 |
| Overtime Wages | | | | 20 | 20 | |
| Payroll Taxes | 9,021 | 6,063 | 7,979 | 3,162 | 4,110 | 8,738 |
| Retirement Benefits | 13,537 | 9,194 | 11,995 | 4,866 | 6,326 | 13,478 |
| Employee Insurance | 18,457 | 13,768 | 12,415 | 5,803 | 7,737 | 16,881 |
| Total Personnel | 158,934 | 112,482 | 136,691 | 55,900 | 43,423 | 153,320 |
| Contracts & Services | | | | | | |
| Professional Services | 22,000 | 39,238 | 27,000 | 4,442 | 25,922 | 56,800 |
| Education and Training | 2,500 | 2,731 | 2,500 | 2,653 | 2,800 | 9,000 |
| Bank Charges | 7,500 | 11,068 | 15,000 | 8,103 | 10,804 | 13,000 |
| Telephone | 1,000 | 1,076 | 600 | 755 | 1,007 | 4,680 |
| Repairs & Maintenance | 1,500 | 3,271 | 1,500 | 1,868 | 2,491 | 1,500 |
| Public Notices, Advertising | 4,500 | 2,843 | 3,000 | 887 | 3,000 | 3,000 |
| Travel | 500 | 293 | 500 | 1,332 | 1,400 | 500 |
| Dues & Licenses | 10,000 | 10,113 | 10,000 | 10,338 | 10,338 | 11,863 |
| Total Contracts & Services | 49,500 | 70,633 | 60,100 | 30,378 | 57,762 | 100,343 |
| Office Supplies | 1,200 | 1,247 | 1,200 | 1,570 | 2,093 | - |
| Computer Supplies | 5,000 | 10,020 | 5,000 | 4,684 | 6,245 | 6,500 |
| Operating Supplies | 2,000 | 2,648 | 2,000 | 1,240 | | 3,200 |
| Total Supplies | 8,200 | 13,915 | 8,200 | 7,493 | 8,338 | 9,700 |
| Capital Projects | | | | | | |
| Capital Outlay | - | - | - | - | - | - |
| Total Capital Projects | - | - | - | - | - | - |
| Total Finance Dept. | 216,634 | 197,030 | 204,991 | 93,771 | 109,523 | 263,363 |

Police Department

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

Fiscal 2017-2018 Achievements:

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

Grant Funding:

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

Grant Applications Pending:

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

2018-2019 Goals & Objectives:

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

| Position | Number | Percentage |
|----------------------------------|---------------|-------------------|
| Police Chief | 1 | 100% |
| Police Lieutenant | 2 | 100% |
| Police Sergeant | 1 | 100% |
| Patrol Corporal/Detective | 1 | 100% |
| Police Officer/Detective | 1 | 100% |
| Police Officer | 7 | 100% |
| Police Officer/Drug Taskforce | 1 | 100% |
| Police Assistants | 2 | 100% |
| Police Officer/SRO | 1 | 100% |
| Police Communications Specialist | 4.5 | 100% |
| Senior Animal Control Officer | 1.5 | 100% |

| Police | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 1,060,206 | 1,026,209 | 1,114,533 | 889,501 | 1,156,352 | 1,105,066 |
| Overtime Wages | 75,000 | 123,556 | 85,000 | 82,342 | 107,045 | 85,000 |
| StoneGarden OT | 60,000 | 34,412 | 50,000 | 5,494 | 7,142 | 50,000 |
| GITEM OT | - | - | - | - | - | - |
| Auto Theft Task Force OT | 5,000 | 1,095 | 5,000 | 792 | 1,030 | 5,000 |
| GOHS OT | 2,000 | 319 | 2,000 | 5,220 | 6,786 | 2,000 |
| Payroll Taxes | 91,969 | 86,683 | 95,589 | 66,290 | 86,177 | 95,401 |
| Retirement Benefits | 269,164 | 282,087 | 350,155 | 239,659 | 311,557 | 360,991 |
| Employee Insurance | 209,898 | 188,050 | 255,648 | 170,969 | 227,959 | 218,518 |
| Total Personnel | 1,773,237 | 1,742,411 | 1,957,925 | 1,460,266 | 1,904,045 | 1,921,975 |
| Contracts & Services | | | | | | |
| Professional Services | 35,000 | 24,819 | 35,000 | 21,950 | 29,267 | 35,000 |
| Holding Cell Supplies & Meals | 300 | 95 | 300 | 216 | 288 | 300 |
| IT Services | 10,000 | 10,000 | - | - | - | - |
| Education and Training | 10,000 | 13,326 | 10,000 | 3,390 | 4,520 | 10,000 |
| Utilities | 13,500 | 14,640 | 12,000 | 10,691 | 14,255 | 15,000 |
| Telecommunications | 25,000 | 26,688 | 25,000 | 21,491 | 28,655 | 32,000 |
| Bldg & Equip Repairs & Maint | 5,000 | 6,924 | 4,500 | 5,690 | 7,586 | 10,000 |
| Rentals | 20,000 | 2,540 | 15,000 | 1,200 | 2,500 | 2,500 |
| Uniforms | 24,000 | 22,020 | 24,000 | 14,529 | 19,372 | 24,000 |
| Travel | 2,000 | 1,605 | 2,000 | 615 | 820 | 2,000 |
| Dues & Licenses | 3,000 | 1,798 | 2,000 | 1,436 | 1,915 | 2,500 |
| Animal Control Medical | 2,500 | 70 | 2,000 | 249 | 332 | 500 |
| Animal Med. From Donations | 10,000 | 11,292 | 10,000 | 9,779 | 13,038 | 13,000 |
| Spay & Neuter from Grants | 6,500 | 1,075 | 2,500 | 180 | 240 | 500 |
| Grant Matches | 3,000 | - | 6,000 | - | 0 | - |
| Total Contracts & Services | 169,800 | 136,893 | 150,300 | 91,416 | 122,788 | 147,300 |
| Supplies | | | | | | |
| Office Supplies | 2,500 | 1,571 | 2,500 | 2,713 | 2,900 | - |
| Computer Supplies | 13,000 | 7,472 | 10,000 | 10,846 | 11,000 | 10,000 |
| Operating Supplies | 9,500 | 6,743 | 18,000 | 14,345 | 16,500 | 29,000 |
| Vehicle Fuel & Oil | 30,000 | 30,798 | 25,000 | 24,836 | 33,114 | 34,000 |
| Vehicle Repairs & Maint | 22,000 | 40,607 | 20,000 | 27,812 | 33,500 | 25,000 |
| Total Supplies | 77,000 | 87,191 | 75,500 | 80,552 | 97,014 | 98,000 |
| Capital Projects | | | | | | |
| PD 19-04 Rifle Optics | 11,000 | 15,130 | - | - | - | 6,250 |
| PD 19-03 Unmarked PD Vehicle | 13,585 | - | 13,585 | - | - | 22,335 |
| PD 19-02 PD Auto Equipment | - | - | - | - | - | 49,200 |
| PD 19-01 Patrol Vehicle Replac | 37,111 | 57,402 | 37,111 | 28,701 | 28,701 | 27,143 |
| PD 17-02 Replace Portable Comm | 10,000 | 10,828 | 10,000 | - | - | 10,000 |
| PD 18-01 Replace Long Guns | - | - | 9,000 | 9,013 | 9,013 | - |
| PD 18-02 Security Upgrade | - | - | 10,000 | - | - | 21,000 |
| PD 18-03 Animal Shelter Improv | - | - | 4,400 | 1,728 | 1,728 | - |
| Total Capital Projects | 71,696 | 83,360 | 84,096 | 39,442 | 39,442 | 135,928 |
| Total Police Dept. | 2,091,733 | 2,049,855 | 2,267,821 | 1,671,676 | 2,163,290 | 2,303,203 |

Fire Department

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

2017- 2018 Accomplishments:

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

2018 - 2019 Continued Progress and Direction:

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

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

| Fire | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 147,067 | 119,806 | 150,018 | 127,083 | 165,208 | 150,030 |
| Overtime Wages | - | 1,159 | | 2,912 | 3,785 | 3,680 |
| Payroll Taxes | 11,251 | 4,825 | 7,012 | 5,498 | 7,148 | 7,013 |
| Retirement Benefits | 25,198 | 18,960 | 33,216 | 27,396 | 35,615 | 33,085 |
| Employee Insurance | 18,573 | 11,310 | 19,687 | 18,507 | 24,677 | 14,305 |
| Total Personnel | 202,089 | 156,059 | 209,933 | 181,397 | 236,433 | 208,113 |
| Contracts & Services | | | | | | |
| Professional Services | 79,200 | 80,570 | 99,200 | 59,834 | 79,779 | 91,200 |
| Fire Marshall Fees | 1,200 | - | 4,000 | - | 0 | |
| Firefighter Healthcare | 8,000 | 50 | 8,000 | 50 | 67 | 8,000 |
| Education and Training | 10,000 | 7,378 | 10,000 | 3,657 | 4,876 | 5,000 |
| Utilities | 10,000 | 10,306 | 10,000 | 6,968 | 9,291 | 10,000 |
| Telephone | 9,000 | 10,014 | 9,500 | 8,110 | 10,813 | 11,000 |
| Equipment Repairs & Maint | 14,000 | 13,500 | 14,000 | 20,270 | 27,027 | 15,000 |
| Turnout Maint | 5,000 | 121 | 5,000 | 2,095 | 2,794 | 5,000 |
| Station Repairs & Maint | 15,000 | 16,426 | 10,000 | 5,798 | 7,731 | 10,000 |
| Turnout Replacements | 12,000 | 9,438 | 15,000 | 19,597 | 26,130 | 17,000 |
| Rentals | 3,000 | 6,056 | 7,000 | 1,200 | 1,600 | 2,000 |
| Records Management | 2,000 | - | 2,000 | - | 0 | 2,000 |
| Uniforms | 800 | 800 | 800 | 670 | 893 | 800 |
| Insurance | | 2,050 | | | 0 | |
| Travel | 300 | 241 | 300 | 177 | 236 | 300 |
| Dues | 1,700 | 275 | 2,000 | 175 | 233 | 300 |
| Community Service Projects | 4,500 | 2,982 | 3,000 | 5,150 | 6,866 | 5,000 |
| Grant Matches | 50,000 | - | 50,000 | - | 0 | 45,000 |
| Total Contracts & Services | 225,700 | 160,206 | 249,800 | 133,752 | 178,336 | 227,600 |
| Supplies | | | | | | |
| Office Supplies | 2,000 | 1,730 | 2,000 | 1,377 | 1,836 | |
| Postage | | 51 | | | | |
| Computer Supplies | 4,000 | 980 | 600 | - | 0 | 600 |
| Operating Supplies | 20,000 | 10,572 | 12,000 | 6,470 | 8,627 | 10,800 |
| EMS Supplies | 5,000 | 3,650 | 7,000 | 5,218 | 6,958 | 7,000 |
| Vehicle Fuel & Oil | 14,000 | 6,488 | 6,000 | 3,203 | 4,270 | 6,000 |
| Vehicle Repairs & Maint | 45,000 | 50,936 | 45,000 | 22,452 | 29,935 | 30,000 |
| Total Supplies | 90,000 | 74,406 | 72,600 | 38,720 | 51,626 | 54,400 |
| Capital Projects | | | | | | |
| SCBA Bottle Replacement | - | - | - | - | 0 | - |
| FD 13-02 Portable Fire Pump | - | - | - | - | 0 | - |
| FD 07-02 Fire Equipment | 23,000 | 17,865 | 5,000 | | 0 | - |
| FD 18-01 Ford & Rescue Bed | | | | | | - |
| FD 18-02 Communications Equip | | | | | | |
| FD 18-03 Extrication Equipment | | | | | | |
| Total Capital Projects | 23,000 | 17,865 | 5,000 | - | - | - |
| Total Fire Dept. | 540,789 | 408,536 | 537,333 | 353,869 | 466,395 | 490,113 |

City Attorney

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

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

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

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

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

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

| City Attorney | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries & Wages | 96,475 | 96,427 | 98,400 | 75,659 | 98,356 | 98,405 |
| Payroll Taxes | 7,380 | 7,247 | 7,528 | 5,700 | 7,410 | 7,528 |
| Retirement Benefits | 11,075 | 11,070 | 11,316 | 8,701 | 11,311 | 11,612 |
| Employee Insurance | 6,580 | 5,651 | 6,551 | 6,272 | 8,363 | 6,975 |
| Total Personnel | 121,510 | 120,395 | 123,795 | 96,332 | 125,440 | 124,520 |
| Contracts & Services | | | | | | |
| Professional Services | 120,000 | 120,840 | 120,000 | 73,862 | 98,482 | 100,000 |
| Outside Legal Fees | | | 80,000 | - | | 20,000 |
| Travel | 300 | 101 | 300 | 85 | 100 | 100 |
| Total Contracts & Services | 120,300 | 120,940 | 200,300 | 73,947 | 98,582 | 120,100 |
| Supplies | | | | | | |
| Office Supplies | 400 | 223 | 250 | 236 | 0 | 200 |
| Operating Supplies | 150 | 56 | 150 | - | 0 | 150 |
| Total Supplies | 550 | 279 | 400 | 236 | - | 250 |
| Total City Attorney | 242,360 | 241,614 | 324,495 | 170,514 | 224,022 | 244,870 |

Magistrate Division

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

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

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

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

Library

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

Fiscal Year 2016-2017 Usage:

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

Fiscal Year 2017-2018 Accomplishments:

- We had a successful Summer Reading Program
- We had reading in the park during June that was well attended
- Preschool, Pre-Kindergarten and Story-time has been successful
- The adult speaker series was continued and well received
- An adult coloring club has continued and has been well attended

Fiscal Year 2018-2019 Goals & Objectives:

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

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

| Library | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 137,187 | 123,199 | 127,487 | 99,366 | 129,176 | 135,268 |
| Overtime Wages | - | - | - | - | 0 | - |
| Payroll Taxes | 10,495 | 9,319 | 9,753 | 7,623 | 9,910 | 10,348 |
| Retirement Benefits | 15,749 | 13,955 | 14,661 | 11,376 | 14,789 | 15,962 |
| Employee Insurance | 26,917 | 24,795 | 28,255 | 22,011 | 28,614 | 27,004 |
| Total Personnel | 190,348 | 171,268 | 180,156 | 140,377 | 182,490 | 188,581 |
| Contracts & Services | | | | | | |
| Professional Services | 700 | 669 | 700 | 90 | 100 | 100 |
| IT Services | 2,000 | - | 1,000 | - | 0 | - |
| Utilities | 10,500 | 11,798 | 12,000 | 9,651 | 12,867 | 14,000 |
| Telephone | 3,100 | 2,730 | 3,100 | 1,110 | 1,480 | 1,500 |
| Repairs & Maintenance | 8,000 | 4,153 | 3,500 | 3,901 | 5,201 | 5,500 |
| Travel | 250 | 148 | 250 | 215 | 287 | 300 |
| Dues & Licenses | 300 | 285 | 300 | 285 | 285 | 285 |
| Total Contracts & Services | 24,850 | 19,783 | 20,850 | 15,251 | 20,220 | 21,685 |
| Supplies | | | | | | |
| Office Supplies | 1,000 | 632 | - | - | - | - |
| Computer Supplies | 6,393 | 7,104 | 11,000 | 350 | 699 | 700 |
| Operating Supplies | 4,000 | 4,297 | 5,500 | 2,181 | - | - |
| Books | 20,000 | 18,810 | 20,000 | 9,478 | 18,957 | 20,000 |
| Total Supplies | 31,393 | 30,842 | 36,500 | 12,009 | 19,656 | 20,700 |
| Total Library | 246,591 | 221,894 | 237,506 | 167,636 | 222,365 | 230,966 |

Parks

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

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

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

| Parks | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 114,313 | 110,099 | 117,897 | 71,827 | 93,374 | 123,573 |
| Overtime Wages | 2,575 | 3,903 | 5,100 | 2,532 | 3,292 | 5,000 |
| Payroll Taxes | 8,936 | 8,384 | 9,409 | 5,603 | 7,284 | 9,836 |
| Retirement Benefits | 13,410 | 12,914 | 14,145 | 8,464 | 11,003 | 15,172 |
| Employee Insurance | 29,398 | 25,304 | 28,905 | 19,833 | 25,783 | 33,393 |
| Total Personnel | 168,632 | 160,603 | 175,456 | 108,259 | 140,737 | 186,973 |
| Contracts & Services | | | | | | |
| Professional Services | 1,200 | 4,915 | 2,500 | 330 | 440 | 2,000 |
| Contract Labor DOC | 4,000 | 3,302 | 4,000 | 1,525 | 2,033 | 3,400 |
| Education and Training | 500 | 155 | 1,000 | 92 | 123 | 1,000 |
| Utilities | 22,000 | 27,490 | 25,000 | 18,149 | 24,199 | 25,000 |
| Telephone | 1,000 | 2,809 | 2,800 | 2,110 | 2,813 | 2,800 |
| Repairs & Maintenance | 25,000 | 27,362 | 25,000 | 25,145 | 33,527 | 35,000 |
| Uniforms | 1,500 | 1,398 | 2,000 | 709 | 945 | 2,000 |
| Dues & Licenses | 500 | 592 | 500 | 40 | 53 | 250 |
| Total Contracts & Services | 55,700 | 68,023 | 62,800 | 48,099 | 64,132 | 71,450 |
| Supplies | | | | | | |
| Office Supplies | 250 | 12 | 250 | 64 | 85 | 250 |
| Computer Supplies | 1,500 | - | 1,500 | - | 0 | 1,500 |
| Operating Supplies | 25,000 | 35,387 | 35,000 | 18,359 | 24,478 | 25,000 |
| Vehicle Fuel & Oil | 10,148 | 6,004 | 7,500 | 4,671 | 6,229 | 10,000 |
| Equipment Repairs and Service | 5,000 | - | 5,000 | - | 0 | 5,000 |
| CIP PR 17-2 Union Street Park Canopy | | | 8,000 | | 0 | |
| Vehicle Repairs & Maint | 6,000 | 6,824 | 9,500 | 9,829 | 13,106 | 9,000 |
| Capital Outlay | | 134 | | | 0 | |
| Total Supplies | 47,898 | 48,361 | 66,750 | 32,924 | 43,898 | 50,750 |
| Capital Outlay | | | | | | |
| CIP PR 12-3 ATV Gator | - | - | - | - | - | - |
| CIP PR 18-2 Mower | | | | | | 12,500 |
| CIP PR 18-2 Small ramadas | | | | | | 10,000 |
| CIP PR 18-3 Score board | | | | | | 10,000 |
| Total Capital Outlay | - | - | - | - | - | 32,500 |
| Total Parks Dept. | 272,230 | 276,988 | 305,006 | 189,282 | 248,767 | 341,673 |

Recreation Department

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

Fiscal Year 2018-2019 Goals & Objectives:

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

| Position | Number | Percentage |
|--------------------------|---------------|-------------------|
| Recreation Coordinator | 1 | 0% |
| Senior Recreation Leader | 1 | 100% |
| Recreation Assistant | 1 | 50% |
| Lifeguards | 5 | 100% |
| Head Lifeguard | 1 | 100% |
| Pool Cashier | 1 | 100% |
| Recreation Aids | 5 | 100% |

| Recreation | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 98,072 | 44,151 | 100,742 | 43,839 | 56,991 | 106,191 |
| Summer Programs Instructors | - | 400 | | | | |
| Overtime | - | 1,891 | | 1,464 | 1,903 | |
| Payroll Taxes | 7,502 | 3,766 | 7,707 | 3,676 | 4,778 | 8,124 |
| Retirement Benefits | 5,131 | 2,349 | 4,769 | 2,806 | 3,648 | 4,834 |
| Employee Insurance | 10,056 | 977 | 8,656 | 899 | 1,198 | 4,130 |
| Total Personnel | 120,761 | 53,534 | 121,874 | 52,684 | 68,519 | 123,279 |
| Contracts & Services | | | | | | |
| Professional Services | 700 | 163 | 700 | 330 | 439 | 700 |
| Summer Programs | 2,500 | 1,761 | 2,500 | 75 | 2,000 | 2,500 |
| Summer Program Events | 2,000 | 2,178 | 2,000 | 139 | 2,200 | 2,500 |
| IT Services | 1,046 | - | - | | 0 | |
| Education and Training | 1,500 | 1,585 | 1,500 | - | 0 | 1,500 |
| Utilities - Pool | 8,680 | 8,070 | 8,680 | 6,008 | 8,011 | 8,500 |
| Utilities - Comm. Center | 13,007 | 11,235 | 13,007 | 5,901 | 12,000 | 8,500 |
| Telephone - Pool | 510 | 455 | 510 | 229 | 500 | 500 |
| Telephone - Comm. Center | 1,878 | 2,148 | 1,878 | 2,128 | 2,837 | 2,000 |
| Repairs & Maintenance Pool | 5,210 | 2,893 | 5,210 | 240 | 1,000 | 5,250 |
| Repairs - Comm. Center | 6,360 | 1,613 | 3,500 | 2,067 | 2,756 | 3,500 |
| Uniforms | 500 | 523 | 600 | - | 0 | 750 |
| Dues & Licenses | 6,474 | 1,050 | 1,600 | 483 | 644 | 1,600 |
| Total Contracts & Services | 50,365 | 33,675 | 41,685 | 17,601 | 32,388 | 37,800 |
| Supplies | | | | | | |
| Office Supplies | 520 | 231 | 520 | 317 | 422 | 500 |
| Bingo Qualified/Unqualified | 1,802 | 59 | 500 | 440 | 587 | 550 |
| Computer Supplies | 2,608 | 553 | 1,500 | 1,462 | 1,950 | 1,500 |
| Pool Supplies | 2,100 | 4,933 | 1,200 | 294 | 392 | 2,000 |
| Operating Supplies | 2,510 | 1,792 | 1,350 | 404 | 539 | 1,350 |
| Vehicle Fuel & Oil | 500 | 214 | 500 | 151 | 201 | 500 |
| Vehicle Repairs & Maint | 1,391 | 330 | 1,400 | 50 | 66 | 1,400 |
| Total Supplies | 11,431 | 8,111 | 6,970 | 3,118 | 4,157 | 7,800 |
| Capital Outlay | | | | | | |
| | - | - | - | - | - | - |
| | - | - | - | - | - | - |
| Total Capital Outlay | - | - | - | - | - | - |
| Total Recreation | 182,557 | 95,320 | 170,529 | 73,403 | 105,065 | 168,879 |

Building Department

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

Some of the major functions of the Building Division are:

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

Fiscal Year 2018-2019 Goals & Objectives:

- Launch a new electronic permit system to be more cost effective and decrease processing time.
- Cross train personnel for most effective office operations.
- Continue to work to remove blight from the City

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

| Building | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 102,713 | 60,183 | 102,240 | 35,591 | 46,269 | 101,151 |
| Overtime Wages | | | | 33 | 43 | 121 |
| Payroll Taxes | 7,858 | 4,395 | 7,821 | 2,644 | 3,437 | 7,738 |
| Retirement Benefits | 11,792 | 6,853 | 11,758 | 4,097 | 5,326 | 11,936 |
| Employee Insurance | 20,773 | 12,100 | 27,302 | 8,723 | 11,630 | 15,529 |
| Total Personnel | 143,136 | 83,530 | 149,121 | 51,088 | 66,705 | 136,475 |
| Contracts & Services | | | | | | |
| Professional Services | 40,000 | 56,902 | 65,000 | 53,979 | 71,972 | 75,000 |
| Education and Training | 3,000 | 500 | 3,000 | - | 0 | 3,500 |
| Telephone | 500 | - | 500 | - | 0 | 500 |
| Repairs & Maintenance | 500 | 449 | 500 | 256 | 341 | 500 |
| Uniforms | 500 | 420 | 800 | 242 | 323 | 750 |
| Public Notices, Advertising | 250 | 398 | 250 | 80 | 106 | 250 |
| Dues & Licenses | 350 | - | 400 | | 0 | 400 |
| Total Contracts & Services | 45,100 | 58,670 | 70,450 | 54,557 | 72,742 | 80,900 |
| Supplies | | | | | | |
| Office Supplies | 1,500 | 403 | 1,000 | 145 | 194 | 750 |
| Postage & Shipping | 200 | 11 | 400 | - | 0 | 400 |
| Computer Supplies | 5,750 | 250 | 2,800 | - | 0 | 2,800 |
| Operating Supplies | 300 | 269 | 300 | 86 | 114 | 300 |
| Vehicle Fuel & Oil | 1,000 | 473 | 1,000 | 495 | 660 | 1,000 |
| Vehicle Repairs & Maint | 750 | 305 | 750 | 525 | 700 | 750 |
| Total Supplies | 9,500 | 1,711 | 6,250 | 1,251 | 1,668 | 6,000 |
| Capital Projects | | | | | | |
| Permit Tracking Database | - | - | 40,000 | - | - | 40,000 |
| Total Capital Projects | - | - | 40,000 | - | - | 40,000 |
| Total Building Dept. | 197,736 | 143,911 | 265,821 | 106,896 | 141,116 | 263,375 |

Planning and Zoning Department

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

Fiscal Year 2018-2019 Goals & Objectives:

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

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

| Planning & Zoning | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 69,039 | 42,381 | 70,419 | 32,031 | 41,640 | 69,891 |
| Overtime Wages | - | 813 | - | 268 | 349 | - |
| Payroll Taxes | 5,281 | 3,072 | 5,387 | 2,416 | 3,141 | 5,347 |
| Retirement Benefits | 7,926 | 4,959 | 8,098 | 3,714 | 4,829 | 8,247 |
| Employee Insurance | 13,593 | 7,850 | 17,899 | 6,046 | 8,062 | 12,610 |
| Total Personnel | 95,839 | 59,073 | 101,803 | 44,476 | 58,021 | 96,095 |
| Contracts & Services | | | | | | |
| Professional Services | 30,000 | 2,214 | 30,000 | 58,088 | 65,000 | 30,000 |
| Education and Training | 1,000 | 16 | 1,000 | - | - | 1,000 |
| Repairs & Maintenance | - | - | - | 39 | 51 | 500 |
| Public Notices, Advertising | 5,000 | 490 | 2,500 | 2,464 | 3,285 | 3,500 |
| Dues & Licenses | 250 | 325 | 250 | - | - | 250 |
| Total Contracts & Services | 36,250 | 3,045 | 33,750 | 60,591 | 68,337 | 35,250 |
| Supplies | | | | | | |
| Office Supplies | 500 | 1,524 | - | - | - | - |
| Computer Supplies | 5,500 | 304 | 5,500 | - | - | 17,500 |
| Operating Supplies | 250 | 98 | 1,250 | 92 | - | 2,500 |
| Total Supplies | 6,250 | 1,927 | 6,750 | 92 | - | 20,000 |
| Capital Projects | | | | | | |
| GIS Software and Equipment | - | - | - | - | - | - |
| Total Capital Projects | - | - | - | - | - | - |
| Total Planning & Zoning | 138,339 | 64,045 | 142,303 | 105,159 | 126,358 | 151,345 |

Public Works

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

Engineering

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

Public Works Field Engineering Division

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

| Position | Number | Percentage |
|-----------------------|---------------|-------------------|
| Public Works Director | 1 | 25% |

| Public Works | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Personnel | | | | | | |
| Salaries and Wages | 52,250 | 24,762 | 53,295 | 20,643 | 26,835 | 25,267 |
| Payroll Taxes | 3,997 | 1,780 | 4,077 | 1,488 | 1,935 | 1,933 |
| Retirement Benefits | 5,998 | 2,843 | 6,129 | 2,374 | 3,086 | 2,981 |
| Employee Insurance | 9,127 | 2,521 | 10,043 | 3,557 | 4,743 | 3,138 |
| Total Personnel | 71,372 | 31,905 | 73,544 | 28,062 | 36,599 | 33,319 |
| Contracts & Services | | | | | | |
| Professional Services | 100,000 | 20,216 | 100,000 | 100 | 133 | 100,000 |
| Education and Training | 1,000 | - | 1,000 | - | 0 | 1,000 |
| Utilities | 6,000 | 5,768 | 6,600 | 1,972 | 2,630 | 6,600 |
| Telephone | 4,000 | 4,301 | 4,400 | 2,505 | 3,340 | 4,400 |
| Repairs & Maintenance | 1,500 | 1,958 | 2,400 | 520 | 693 | 2,400 |
| Rentals | 1,000 | - | 1,000 | - | 0 | 1,000 |
| Uniforms | 250 | 97 | 250 | - | 0 | 250 |
| Public Notices, Advertising | 500 | 43 | 250 | - | 0 | 250 |
| Travel | 250 | 38 | 250 | 2 | 3 | 250 |
| Dues & Licenses | 300 | 225 | 300 | - | 0 | 300 |
| Total Contracts & Services | 114,800 | 32,646 | 116,450 | 5,100 | 6,800 | 116,450 |
| Supplies | | | | | | |
| Office Supplies | 750 | 291 | - | 7 | 9 | - |
| Postage & Shipping | 100 | 5 | 100 | - | 0 | 100 |
| Computer Supplies | 4,500 | 2,174 | 2,400 | 1,024 | 1,365 | 2,400 |
| Operating Supplies | 3,500 | 1,996 | 2,500 | 799 | 1,065 | 2,500 |
| Cemetery | 2,500 | - | 1,000 | - | 0 | 1,000 |
| Vehicle Fuel & Oil | 1,500 | 871 | 1,000 | 852 | 1,136 | 1,000 |
| Equipment Repairs | 500 | - | - | - | 0 | - |
| Vehicle Repairs & Maint | 1,000 | 192 | 1,000 | 2,116 | 2,822 | 3,000 |
| Total Supplies | 14,350 | 5,529 | 8,000 | 4,797 | 6,397 | 10,000 |
| Capital Projects | | | | | | |
| Quiet Rail Crossing | - | - | - | - | - | - |
| Total Capital Projects | - | - | - | - | - | - |
| Total Public Works | 200,522 | 70,081 | 197,994 | 37,959 | 49,795 | 159,769 |

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Enterprise Funds

San Pedro Golf Course

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

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

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

| Position | Number | Percentage |
|----------------------------|---------------|-------------------|
| Golf Operations | | |
| Director of Golf | 1 | 100% |
| Golf Shop Manager | 1 | 100% |
| Customer Service (.25 FTE) | 1 | 50% |
| Golf Shop (3.65 FTE) | 1.5 | 100% |
| Outside Operations (0 FTE) | 4 | 100% |
| Maintenance | | |
| Superintendent | 1 | 100% |
| Foreman/Irrigation Tech | 1 | 100% |
| Mechanic/Maintenance | 1 | 100% |
| Equipment Operator | 3 | 100% |
| Food and Beverage | | |
| Kitchen Manager | 1 | 100% |
| Cook | 2 | 100% |
| Dishwasher (1 FTE) | 2 | 100% |
| Wait staff | 1 | 100% |
| Wait staff (2.5 FTE) | 5 | 100% |

| San Pedro Golf Operations | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Memberships | - | 52,709 | 62,000 | 46,054 | 61,405 | 62,000 |
| Green and Cart Fees | 468,730 | 319,561 | 421,500 | 234,636 | 312,849 | 421,500 |
| Merchandise Sales | 35,000 | 25,944 | 35,000 | 11,122 | 14,830 | 15,000 |
| Practice Facility | 18,250 | 13,297 | 20,000 | 10,526 | 14,035 | 20,000 |
| Other Income | - | 15 | - | 2,810 | 3,747 | 4,000 |
| Teaching Revenue | 1,500 | 36 | 1,000 | - | - | - |
| Outside Events | - | - | - | - | - | 20,000 |
| Contribution from General Fund | 171,932 | - | 176,792 | 88,396 | 287,465 | 133,065 |
| Total Revenues | 695,412 | 411,561 | 716,292 | 393,544 | 694,330 | 675,565 |
| Expenditures | | | | | | |
| Personnel | | | | | | |
| Salaries and Wages | 134,543 | 136,836 | 172,603 | 114,783 | 149,218 | 158,626 |
| Overtime Wages | - | 3,336 | - | 2,177 | 2,831 | - |
| Payroll Taxes | 10,293 | 10,850 | 13,204 | 9,016 | 11,721 | 12,135 |
| Retirement Benefits | 9,649 | 12,279 | 14,982 | 10,106 | 13,138 | 10,149 |
| Employee Insurance | 12,400 | 19,097 | 26,752 | 22,045 | 29,394 | 18,248 |
| Total Personnel | 166,885 | 182,398 | 227,541 | 158,128 | 206,302 | 199,158 |
| Contracts & Services | | | | | | |
| Professional Services | 6,181 | 5,132 | 7,300 | 1,021 | 1,361 | 5,000 |
| Pro Shop Inventory | 28,000 | 16,151 | 18,000 | 7,173 | 9,564 | 20,000 |
| Education and Training | 500 | 33 | - | - | - | - |
| Bank Charges | 9,192 | 8,097 | 7,000 | 5,249 | 6,999 | 7,000 |
| Cash Short | 250 | (91) | - | - | - | - |
| Utilities | 30,000 | 28,885 | 23,000 | 20,187 | 26,916 | 24,000 |
| Telephone | 6,000 | 8,527 | 4,000 | 6,241 | 8,321 | 2,000 |
| Repairs & Maint - Building | 3,000 | 3,360 | 2,500 | 690 | 919 | 2,000 |
| Rentals | 500 | 906 | 500 | 12 | 16 | 2,000 |
| Uniforms | 750 | - | - | - | - | - |
| Insurance | 8,500 | 7,928 | 12,000 | 8,851 | 11,802 | 12,038 |
| Advertising | 10,000 | 1,451 | 10,000 | 192 | 256 | 10,000 |
| Travel | 300 | 90 | 300 | 113 | 150 | 300 |
| Dues & Licenses | 800 | 534 | 600 | 509 | 679 | 600 |
| Total Contracts & Services | 103,973 | 81,003 | 85,200 | 50,237 | 66,983 | 84,938 |
| Supplies | | | | | | |
| Operating Supplies | 1,500 | 1,216 | 1,000 | 300 | 400 | 1,500 |
| Office Supplies | 1,000 | 1,813 | 600 | 175 | 234 | - |
| Postage & Shipping | 200 | 10 | 100 | 46 | 62 | 100 |
| Computer Supplies | - | - | - | - | - | - |
| Golf Cart Operating Costs | - | (1,775) | - | - | - | - |
| Range Operating Supplies | 2,500 | - | 2,000 | 1,201 | 1,601 | 1,300 |
| Fuel & Oil- Golf Carts | 10,000 | 4,059 | 7,000 | 4,027 | 5,369 | 6,000 |
| Repairs & Maint- Golf Carts | 800 | 1,429 | 1,000 | 9 | 12 | 20 |
| Total Supplies | 16,000 | 6,751 | 11,700 | 5,758 | 7,677 | 8,920 |
| Capital Expenditures | 57,300 | 66,849 | 57,300 | 33,424 | - | 28,650 |
| Contingency | - | - | - | - | - | - |
| Total Expenditures | 344,158 | 337,002 | 381,741 | 247,547 | 280,961 | 321,666 |

| S.P. Golf Maintenance | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Expenditures | | | | | | |
| Personnel | | | | | | |
| Salaries and Wages | 127,625 | 92,466 | 131,148 | 93,004 | 120,906 | 133,624 |
| Overtime Wages | 5,000 | 6,509 | 10,200 | 4,757 | 6,184 | 10,000 |
| Payroll Taxes | 9,763 | 7,617 | 10,813 | 7,532 | 9,791 | 10,987 |
| Retirement Benefits | 14,651 | 11,160 | 16,255 | 11,163 | 14,513 | 16,948 |
| Employee Insurance | 30,621 | 19,945 | 37,805 | 22,682 | 29,487 | 26,699 |
| Total Personnel | 187,660 | 137,697 | 206,221 | 139,139 | 180,880 | 198,257 |
| Contracts & Services | | | | | | |
| Professional Services | 2,000 | 5,791 | 1,500 | 3,346 | 5,019 | 2,000 |
| Contract Labor- DOC | 8,200 | 8,003 | 8,000 | 5,000 | 7,500 | 8,000 |
| Education and Training | 200 | - | - | - | - | - |
| Utilities | 36,500 | 45,080 | 37,000 | 33,876 | 50,814 | 50,814 |
| Telephone | 250 | 1,254 | 100 | 886 | 1,329 | 1,400 |
| Repairs & Maint - Irrigation | 5,000 | 1,990 | 3,000 | 4,205 | 6,307 | 5,000 |
| Rentals | 500 | 78 | 500 | 323 | 484 | 500 |
| Uniforms | 500 | 745 | 500 | 476 | 713 | 500 |
| Travel | 250 | 102 | 250 | 113 | 169 | 250 |
| Dues & Licenses | 250 | - | 250 | - | - | - |
| Total Contracts & Services | 53,650 | 63,044 | 51,100 | 48,224 | 72,336 | 68,464 |
| Supplies | | | | | | |
| Golf Course Supplies | 3,000 | 6,896 | 3,500 | 2,942 | 3,923 | 3,500 |
| Fertilizers | 10,000 | 7,348 | 8,000 | 7,538 | 10,051 | 4,000 |
| Chemicals | 10,000 | 6,363 | 8,000 | 4,624 | 6,166 | 10,000 |
| Landscaping | 500 | 20 | 500 | - | - | 500 |
| Sand & Gravel | 10,000 | 8,944 | 7,000 | 4,237 | 5,650 | 8,000 |
| Seed | 30,000 | 26,205 | 29,000 | 24,457 | 32,610 | 29,000 |
| Office Supplies | 100 | - | 100 | 167 | 222 | 200 |
| Other Operating Supplies | 1,000 | 693 | 200 | 564 | 752 | 600 |
| Fuel & Oil | 18,192 | 22,917 | 19,000 | 11,312 | 15,083 | 18,000 |
| Repairs & Maint- Equipment | 20,000 | 25,944 | 19,000 | 28,719 | 38,292 | 20,000 |
| Total Supplies | 102,792 | 105,328 | 94,300 | 84,561 | 112,748 | 93,800 |
| Contingency | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - |
| Capital Projects | | | | | | |
| GC 17-01 Chemical Applicator Rig | 10,000 | 7,794 | 7,990 | 5,270 | 7,990 | 7,990 |
| GC 17-02 Utility Maint Vehicle | 6,700 | 7,794 | 7,990 | 5,270 | 7,990 | 7,990 |
| GC 17-03 Fairway Unit Mower | 11,500 | 7,794 | 7,990 | 5,270 | 7,990 | 7,990 |
| Total Capital Expenditures | 28,200 | 23,381 | 23,970 | 15,811 | 23,970 | 23,970 |
| Total Golf Maint. | 372,302 | 329,450 | 375,591 | 287,735 | 389,934 | 384,491 |

| San Pedro F&B | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Food Sales | 192,500 | 221,103 | 192,500 | 204,393 | 272,524 | 300,000 |
| Beer Sales | 60,300 | 62,234 | 60,300 | 47,121 | 62,828 | 90,000 |
| Wine Sales | 6,000 | 10,048 | 6,000 | 7,433 | 9,911 | 15,000 |
| Liquor Sales | 18,500 | 24,041 | 18,500 | 19,904 | 26,538 | 30,000 |
| Banquet Revenue | 14,000 | 26,622 | 14,000 | 9,352 | 12,469 | 20,000 |
| Total Revenues | 291,300 | 344,049 | 291,300 | 288,202 | 384,270 | 455,000 |
| Expenditures | | | | | | |
| Personnel | | | | | | |
| Salaries and Wages | 99,501 | 113,575 | 132,855 | 122,646 | 159,439 | 163,649 |
| Overtime Wages | 5,000 | 25,910 | 11,220 | 14,183 | 18,438 | 11,000 |
| Payroll Taxes | 8,473 | 13,998 | 11,022 | 13,560 | 17,628 | 13,491 |
| Retirement Benefits | 10,945 | 12,036 | 12,909 | 10,619 | 13,805 | 16,068 |
| Employee Insurance | 27,784 | 21,100 | 21,700 | 30,093 | 40,124 | 25,295 |
| Total Personnel | 151,703 | 186,618 | 189,706 | 191,102 | 249,436 | 229,503 |
| Contracts & Services | | | | | | |
| Professional Services | 3,000 | 24,369 | 4,000 | 3,923 | 5,230 | 5,000 |
| Food Cost | 70,000 | 100,583 | 100,000 | 70,371 | 93,828 | 125,000 |
| Beer Cost | 16,000 | 21,503 | 21,000 | 16,626 | 22,167 | 23,000 |
| Wine Cost | 900 | 4,259 | 2,400 | 3,217 | 4,289 | 4,300 |
| Liquor Cost | 3,000 | 4,960 | 5,000 | 4,211 | 5,615 | 6,000 |
| Education and Training | - | - | - | - | - | - |
| Bank Charges | 3,000 | 6,004 | 3,000 | 4,751 | 6,334 | 6,400 |
| Cash Short | - | (74) | - | (191) | - | - |
| Telephone | - | - | - | - | - | - |
| Direct TV | 2,100 | 2,339 | 2,100 | 2,039 | 2,719 | 2,100 |
| Repairs & Maint | 6,000 | 4,271 | 6,000 | 2,132 | 2,842 | 6,000 |
| Rentals | 4,000 | 4,491 | 4,500 | 2,778 | 3,704 | 4,000 |
| Uniforms | 500 | 91 | 500 | 26 | 34 | 250 |
| Advertising | 2,000 | 3,978 | 500 | 1,192 | 1,589 | 2,000 |
| Fees & Licenses | 300 | 400 | 200 | 150 | 200 | 200 |
| Travel | 500 | 714 | 500 | 112 | 149 | 500 |
| Dues & Licenses | 650 | 169 | 300 | 380 | 507 | 600 |
| Total Contracts & Services | 111,950 | 178,057 | 150,000 | 111,715 | 149,209 | 185,350 |
| Supplies & Expenses | | | | | | |
| Supplies & Expenses | 200 | 1,029 | 500 | - | - | 250 |
| Kitchen Supplies | 3,000 | 3,876 | 3,000 | 3,172 | 4,230 | 4,500 |
| Restaurant Supplies | 3,000 | 4,641 | 2,500 | 3,395 | 4,526 | 4,500 |
| Office Supplies | 300 | 205 | 200 | 228 | 304 | 250 |
| Printing & Postage | 100 | - | 55 | - | - | 55 |
| Computer Supplies | - | 37 | - | - | - | - |
| Total Supplies | 6,600 | 9,788 | 6,255 | 6,795 | 9,060 | 9,555 |
| Contingency | - | - | - | - | - | - |
| Total Expenditures | 270,253 | 374,463 | 345,961 | 309,613 | 407,705 | 424,408 |

Natural Gas Utility

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

| Position | Number | Percentage |
|--|---------------|-------------------|
| Public Works Director | 1 | 25% |
| Streets Superintendent | 1 | 25% |
| Administrative Assistant, Public Works | 1 | 34% |
| Utilities Operations Supervisor - Gas | 1 | 100% |
| Utilities Operator III | 1 | 34% |
| Utilities Operator I | 1 | 10% |
| Utilities Operator I | 1 | 34% |
| Utilities Operator I | 1 | 90% |
| Utilities Operator I | 5 | 5% |
| Utilities Operator I | 1 | 80% |
| Meter Reader | 2 | 50% |
| Accounting Supervisor | 1 | 15% |
| Accounting Clerk III | 1 | 25% |
| Accounting Clerk I | 1 | 25% |
| Accounting Specialist | 1 | 10% |

| Natural Gas Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Residential Gas Revenue | 700,000 | 499,738 | 622,878 | 522,864 | 631,198 | 694,318 |
| Muli-User Gas Revenue | 10,000 | 7,516 | 11,000 | 8,001 | 10,668 | 11,734 |
| Commercial Gas Revenue | 350,000 | 199,222 | 253,424 | 201,929 | 248,093 | 272,902 |
| Utility Service Charges | 15,000 | 14,345 | 16,500 | 11,850 | 16,500 | 17,380 |
| New Gas Hookups | 7,000 | 1,119 | 7,700 | 2,427 | 4,600 | 3,560 |
| Penalty and Interest Fees | 5,000 | 3,747 | 5,500 | 3,174 | 4,100 | 4,655 |
| Series 2010 Bond Proceeds | 75,000 | - | - | - | - | - |
| Carryforward Fund Balance | 15,000 | - | 121,813 | - | - | - |
| Total Revenues | 1,177,000 | 725,685 | 1,038,815 | 750,244 | 915,159 | 1,004,549 |
| Expenditures | | | | | | |
| Personnel | | | | | | |
| Salaries and Wages | 248,905 | 176,940 | 183,729 | 145,925 | 189,703 | 228,434 |
| Overtime Wages | 10,300 | 7,374 | 10,200 | 7,018 | 9,124 | 10,000 |
| Payroll Taxes | 19,806 | 13,481 | 14,836 | 11,063 | 14,382 | 18,240 |
| Retirement Benefits | 29,722 | 20,754 | 22,302 | 17,587 | 22,863 | 28,135 |
| Employee Insurance | 59,054 | 30,605 | 47,848 | 39,053 | 52,071 | 55,609 |
| Total Personnel | 367,787 | 249,153 | 278,915 | 220,647 | 288,142 | 340,418 |
| Contracts & Services | | | | | | |
| Professional Services | 25,000 | 9,679 | 25,000 | 2,817 | 3,756 | 30,000 |
| Education and Training | 5,000 | 2,914 | 5,000 | 578 | 600 | 5,000 |
| Bank Charges | 3,000 | 4,157 | 3,500 | 2,698 | 3,597 | 3,750 |
| Utilities | 2,000 | 2,022 | 2,000 | 2,869 | 3,825 | 4,000 |
| Telephone | 2,000 | 1,598 | 1,500 | 1,157 | 1,543 | 1,600 |
| Repairs & Maintenance | 10,000 | 11,224 | 5,000 | 3,018 | 4,024 | 5,000 |
| Rentals | 5,000 | 5,889 | 5,000 | 4,074 | 5,432 | 5,500 |
| Uniforms | 2,100 | 1,552 | 2,000 | 1,030 | 1,374 | 2,100 |
| Insurance | 45,000 | 51,573 | 50,000 | 55,325 | 73,766 | 57,500 |
| Public Notices & Advertising | 1,500 | 241 | 700 | 284 | 379 | 1,500 |
| Fees & Licenses | 500 | - | - | - | - | - |
| Dues & Licenses | 2,500 | 3,146 | 3,500 | 3,741 | 4,988 | 5,000 |
| Round Up Donations | 15,000 | - | - | - | - | - |
| Bad Debt Write Off | 1,500 | 2,864 | 1,500 | 1,265 | 1,687 | 2,000 |
| Total Contracts & Services | 120,100 | 96,858 | 104,700 | 78,856 | 104,970 | 122,950 |
| Supplies | | | | | | |
| Natural Gas Purchased | 375,000 | 304,100 | 375,000 | 194,787 | 259,717 | 325,000 |
| Office Supplies | 250 | - | - | 29 | 39 | - |
| Printing & Postage | 4,500 | 4,573 | 4,500 | 2,978 | 3,970 | 4,500 |
| Computer Supplies | 5,200 | 4,095 | 7,500 | 2,949 | 3,932 | - |
| Gas Outage Supplies | 250 | - | 250 | - | - | - |
| Operating Supplies | 30,000 | 24,875 | 30,000 | 24,677 | 32,902 | 35,250 |
| Vehicle Fuel & Oil | 12,000 | 9,459 | 10,000 | 6,892 | 9,190 | 10,000 |
| Vehicle Repairs & Maint | 10,000 | 9,969 | 10,000 | 7,017 | 9,356 | 10,000 |
| Total Supplies | 437,200 | 357,071 | 437,250 | 239,329 | 319,105 | 384,750 |
| Contingency | 151,913 | - | 168,950 | - | - | 111,431 |
| Capital Projects | | | | | | |
| CIP GS 07-5 Truck | 25,000 | 3,833 | 25,000 | 6,783 | 10,950 | 25,000 |
| CIP GS 07-4 Telemeters | 50,000 | 42,955 | - | 16,934 | 29,659 | - |
| CIP GS 07-3 Benson Regulator System | - | - | 20,000 | - | - | 20,000 |
| CIP GS 10-1 Ocotillo Line Replacement | - | - | - | - | - | - |
| CIP GS 12-1 Gas Detection Equipment | 25,000 | 6,304 | - | - | - | - |
| CIP GS 08-01 Self Contained Breathing App | - | - | 4,000 | - | - | - |
| Total Capital Projects | 100,000 | 53,092 | 49,000 | 23,718 | 40,609 | 45,000 |
| Total Expenditures | 1,177,000 | 756,175 | 1,038,815 | 562,549 | 752,828 | 1,004,549 |
| Total Natural Gas | - | (30,490) | - | 187,695 | 162,331 | (0) |

Water Utility

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

| Position | Number | Percentage |
|--|---------------|-------------------|
| Public Works Director | 1 | 25% |
| Streets Superintendent | 1 | 25% |
| Administrative Assistant, Public Works | 1 | 34% |
| Utilities Operations Supervisor - Gas | 1 | 100% |
| Utilities Operator III | 1 | 34% |
| Utilities Operator I | 1 | 10% |
| Utilities Operator I | 1 | 34% |
| Utilities Operator I | 1 | 90% |
| Utilities Operator I | 5 | 5% |
| Utilities Operator I | 1 | 80% |
| Meter Reader | 2 | 50% |
| Accounting Supervisor | 1 | 15% |
| Accounting Clerk III | 1 | 25% |
| Accounting Clerk I | 1 | 25% |
| Accounting Specialist | 1 | 10% |

| Water Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|--|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Residential Water Revenue | 465,000 | 399,756 | 441,340 | 300,700 | 387,370 | 426,107 |
| Commercial Water Revenue | 335,000 | 290,997 | 342,756 | 255,866 | 323,145 | 355,460 |
| New Hookups | 10,000 | 2,919 | 10,000 | 6,224 | 9,300 | 9,500 |
| Impact Fee Allocation | - | - | - | - | 0 | - |
| Water Tank Rental | - | - | - | 6,934 | 6,934 | 10,170 |
| Water Accomodation Fees | 12,000 | 8,595 | 12,593 | 7,130 | 9,507 | 10,457 |
| Series 2010 Bond Proceeds | 50,000 | - | - | - | 0 | - |
| Contribution from General Fund | - | - | 20,422 | - | - | - |
| Projected Carryforward for Contingency | - | - | 55,057 | - | 0 | - |
| Other Income | 250 | 960 | 275 | - | 0 | - |
| Total Revenues | 872,250 | 703,227 | 882,443 | 576,853 | 736,256 | 811,694 |
| Expenditures | | | | | | |
| Personnel | | | | | | |
| Salaries and Wages | 250,930 | 310,419 | 309,117 | 214,520 | 278,876 | 277,358 |
| Overtime Wages | 10,300 | 14,364 | 10,710 | 16,832 | 21,882 | 10,500 |
| Payroll Taxes | 19,961 | 23,876 | 24,467 | 16,976 | 22,069 | 22,021 |
| Retirement Benefits | 29,955 | 37,103 | 36,780 | 26,604 | 34,585 | 33,967 |
| Employee Insurance | 52,808 | 57,417 | 76,486 | 47,201 | 62,935 | 60,088 |
| Total Personnel | 363,954 | 443,178 | 457,560 | 322,134 | 420,347 | 403,934 |
| Contracts & Services | | | | | | |
| Professional Services | 25,000 | 3,450 | 20,000 | 1,465 | 1,954 | 35,000 |
| Chemical Analysis | 4,000 | 2,346 | 3,000 | 2,158 | 2,877 | 3,000 |
| IT Services | 2,500 | - | - | - | - | - |
| Education and Training | 3,000 | 2,740 | 4,000 | 1,337 | 1,782 | 4,000 |
| Bank Charges | 3,000 | 4,157 | 3,000 | 2,698 | 3,597 | 3,000 |
| Utilities | 120,000 | 131,864 | 110,000 | 95,994 | 127,992 | 135,000 |
| Telephone | 1,200 | 1,659 | 1,500 | 1,527 | 2,036 | 2,000 |
| Repairs & Maintenance | 25,000 | 25,160 | 20,000 | 39,985 | 40,200 | 20,000 |
| Rentals | 1,500 | 997 | 1,500 | 814 | 1,485 | 1,500 |
| Uniforms | 2,000 | 1,533 | 1,800 | 1,485 | 1,485 | 1,800 |
| Insurance | 10,000 | 9,910 | 10,000 | 11,065 | 14,753 | 10,000 |
| Public Notices & Advertising | 1,000 | 109 | 1,000 | 644 | 858 | 1,000 |
| Fees & Licenses | - | 330 | - | - | - | - |
| Dues & Licenses | 15,000 | 7,412 | 15,000 | 7,500 | 10,000 | 15,000 |
| Bad Debt Write Off | 1,500 | 1,582 | 1,500 | 804 | 1,072 | 1,500 |
| Total Contracts & Services | 214,700 | 193,248 | 192,300 | 167,475 | 210,091 | 232,800 |
| Supplies | | | | | | |
| Office Supplies | 250 | - | - | 29 | 40 | - |
| Printing & Postage | 5,000 | 4,468 | 5,000 | 2,978 | 3,970 | 5,000 |
| Computer Supplies | 5,200 | 4,095 | 5,200 | 2,949 | 2,949 | 1,500 |
| Operating Supplies | 45,000 | 15,387 | 40,000 | 17,278 | 30,000 | 40,000 |
| Vehicle Fuel & Oil | 12,000 | 7,979 | 10,000 | 5,717 | 7,623 | 10,000 |
| Equipment Repairs & Maint | 5,000 | - | 5,000 | - | 0 | 5,000 |
| Vehicle Repairs & Maint | 10,000 | 11,890 | 10,000 | 11,624 | 15,499 | 15,000 |
| Total Supplies | 82,450 | 43,818 | 75,200 | 40,576 | 60,082 | 76,500 |
| Contingency | 51,146 | - | 47,383 | - | - | 53,460 |
| Capital Projects | | | | | | |
| CIP WA 07-9 Truck | 25,000 | 3,833 | 25,000 | 6,783 | 10,950 | 20,000 |
| Capital Projects | - | - | - | 34 | 34 | - |
| Telemeters | 50,000 | 5,861 | - | 11,438 | 16,864 | - |
| CIP WA 08-1 SueJuan Repairs | 10,000 | - | 10,000 | - | 0 | - |
| Transfer to Capital Projects | - | - | - | - | 0 | - |
| CIP WA 10-5 Hill Crest St Water Line | 25,000 | - | 25,000 | - | 0 | 25,000 |
| CIP WA 15-1 302 Pump Replacement | 50,000 | - | 50,000 | - | 0 | - |
| Total Capital Projects | 160,000 | 9,694 | 110,000 | 18,256 | 27,848 | 45,000 |
| Total Expenditures | 872,250 | 689,939 | 882,443 | 548,440 | 718,368 | 811,694 |
| Total Water Fund | - | 13,288 | - | 28,413 | 17,888 | (0) |

Wastewater Utility

Wastewater Utility provides outstanding customer service, while providing the most effective and economical methods for the collection and treatment of wastewater.

The wastewater utility is a Division of the Public Works Department. The engineering and administration of utility is done in that as a function of Public Works. Wastewater Operations Division provides maintenance to ensure a safe, effective and operational system while ensuring that Federal, and State environmental standards are met or exceeded.

| Position | Number | Percentage |
|--|---------------|-------------------|
| Public Works Director | 1 | 25% |
| Streets Superintendent | 1 | 25% |
| Administrative Assistant, Public Works | 1 | 34% |
| Utilities Operations Supervisor - Gas | 1 | 100% |
| Utilities Operator III | 1 | 34% |
| Utilities Operator I | 1 | 10% |
| Utilities Operator I | 1 | 34% |
| Utilities Operator I | 1 | 90% |
| Utilities Operator I | 5 | 5% |
| Utilities Operator I | 1 | 80% |
| Meter Reader | 2 | 50% |
| Accounting Supervisor | 1 | 15% |
| Accounting Clerk III | 1 | 25% |
| Accounting Clerk I | 1 | 25% |
| Accounting Specialist | 1 | 10% |

| Wastewater Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Residential Wastewater Fees | 475,000 | 429,998 | 487,446 | 347,254 | 445,645 | 490,210 |
| Multi-User Wastewater Fees | 9,000 | 4,757 | 7,134 | 3,911 | 5,215 | 5,736 |
| Commercial Wastewater Fees | 300,000 | 261,132 | 310,610 | 203,649 | 261,614 | 287,775 |
| New Hook Ups | 15,000 | 3,073 | 4,889 | 10,381 | 13,841 | 15,225 |
| Series 2010 Bond | 280,000 | | - | | | |
| Whetstone WW Fees | - | | - | | | |
| Misc Revenue | 6,000 | 2,500 | 4,080 | | | 6,000 |
| Projected Carryforward for Contingency | | | 83,115 | | | |
| 304 Developer's Contribution | | 247 | | | | |
| Total Revenues | 1,085,000 | 701,707 | 897,274 | 565,195 | 726,315 | 804,946 |
| Expenditures | | | | | | |
| Personnel | | | | | | |
| Salaries and Wages | 218,800 | 161,650 | 228,336 | 119,880 | 168,448 | 223,700 |
| Overtime Wages | 15,450 | 6,495 | 15,300 | 5,697 | 8,700 | 15,000 |
| Payroll Taxes | 17,886 | 12,603 | 18,638 | 9,333 | 12,600 | 18,261 |
| Retirement Benefits | 26,840 | 18,977 | 28,018 | 14,439 | 20,342 | 28,167 |
| Employee Insurance | 46,520 | 26,558 | 53,301 | 27,906 | 37,209 | 54,415 |
| Total Personnel | 325,496 | 226,283 | 343,593 | 177,256 | 247,299 | 339,542 |
| Contracts & Services | | | | | | |
| Professional Services | 25,000 | 23,364 | 30,000 | 5,305 | 7,073 | 35,000 |
| Chemical Analysis | 15,000 | 9,737 | 11,000 | 6,784 | 9,045 | 10,000 |
| Whetstone Waste Disposal | - | - | - | - | - | - |
| IT Services | 5,000 | - | 5,000 | - | - | - |
| Education and Training | 25,000 | 4,557 | 7,500 | 2,551 | 3,401 | 5,000 |
| Bank Charges | 3,000 | 4,157 | 5,000 | 2,698 | 3,597 | 5,000 |
| Utilities | 75,000 | 84,220 | 65,000 | 53,375 | 71,167 | 75,000 |
| Telephone | 3,500 | 3,785 | 4,000 | 3,131 | 4,175 | 4,500 |
| Repairs & Maintenance | 85,000 | 138,727 | 150,000 | 70,711 | 78,000 | 100,000 |
| Rentals | 1,000 | 15,548 | 5,000 | 1,255 | 3,200 | 5,000 |
| Uniforms | 1,500 | 1,270 | 1,500 | 776 | 1,035 | 1,500 |
| Insurance | 28,000 | 29,731 | 30,000 | 33,195 | 33,195 | 35,000 |
| Public Notices & Advertising | 250 | - | 250 | 100 | 134 | 250 |
| Fees & Licenses | | 3,110 | | | - | |
| Dues & Licenses | 25,000 | 9,044 | 25,000 | 8,687 | 9,300 | 12,000 |
| Bad Debt Write Off | 1,500 | 2,584 | 1,500 | 1,196 | 1,594 | 1,500 |
| Total Contracts & Services | 293,750 | 329,834 | 340,750 | 189,763 | 224,916 | 289,750 |
| Supplies | | | | | | |
| Office Supplies | 400 | - | - | 29 | 60 | - |
| Printing & Postage | 5,000 | 4,485 | 5,000 | 2,978 | 3,970 | 5,000 |
| Computer Supplies | 7,700 | 5,121 | 7,500 | 2,949 | 3,932 | 7,500 |
| Operating Supplies | 35,000 | 43,299 | 35,000 | 35,449 | 47,266 | 45,000 |
| Vehicle Fuel & Oil | 7,500 | 11,220 | 7,500 | 7,253 | 9,671 | 10,000 |
| Equipment Repairs & Maint | 5,000 | | 5,000 | | - | 5,000 |
| Vehicle Repairs & Maint | 10,000 | 12,604 | 10,000 | 14,461 | 19,281 | 20,000 |
| Total Supplies | 70,600 | 76,728 | 70,000 | 63,119 | 84,180 | 92,500 |
| Contingency | 20,154 | - | 47,931 | - | - | 58,153 |
| Refunds | | | | | | |
| Capital Projects | | | | | | |
| CIP 07-4 Truck Purchase | 25,000 | 3,833 | 25,000 | 6,783 | 10,949 | 25,000 |
| CIP WW 17-01 UV System | 200,000 | | | | | |
| CIP WW 17-02 Wastewater Plant Software Upgrad | 80,000 | | | | | |
| CIP WW 17-03 Back Up Generator | | 94,300 | | | | |
| CIP WW 08-1 Jet Router | 70,000 | - | 70,000 | | | |
| Total Capital Projects | 375,000 | 98,134 | 95,000 | 6,783 | 10,949 | 25,000 |
| Total Expenditures | 1,085,000 | 730,978 | 897,274 | 436,921 | 567,343 | 804,945 |
| Total Wastewater | - | (29,271) | - | 128,274 | 158,972 | 0 |

Sanitation Fund

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

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

| Sanitation Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|-------------------------------------|-------------------|-------------------|-------------------|--------------------------------------|--------------------------------|-------------------|
| Revenues | | | | | | |
| Residential Sanitation Fees | 360,000 | 335,469 | 385,000 | 243,095 | 324,126 | 356,539 |
| Multi-User Sanitation Fees | - | | - | | | |
| Commercial Sanitation Fees | 320,000 | 336,719 | 375,000 | 211,160 | 281,546 | 309,701 |
| Neighborhood Clean Up Program | | | 10,000 | | | 10,000 |
| Total Revenues | 680,000 | 672,188 | 770,000 | 454,254.36 | 605,672 | 676,240 |
| Expenditures | | | | | | |
| Personnel | | | | | | |
| Salaries and Wages | 14,609 | 18,372 | 18,467 | 13,814 | 17,958 | 19,239 |
| Overtime Wages | | | - | 20 | 20 | |
| Payroll Taxes | 1,118 | 1,357 | 1,413 | 1,008 | 1,344 | 1,472 |
| Retirement Benefits | 1,677 | 2,104 | 2,124 | 1,588 | 2,118 | 2,270 |
| Employee Insurance | 3,317 | 2,821 | 4,480 | 3,581 | 4,775 | 4,222 |
| Total Personnel | 20,721 | 24,653 | 26,484 | 20,011 | 26,214 | 27,203 |
| Contracts & Services | | | | | | |
| Bank Charges | 3,000 | 4,157 | 3,500 | 2,698 | 3,597 | 3,750 |
| Public Notices, Advertising | 200 | 150 | 200 | - | | |
| Postage and Printing | 4,000 | 4,457 | 4,000 | 2,978 | 3,970 | 4,000 |
| Operating Supplies | | 1,608 | | | | |
| County Solid Waste | 214,500 | 208,527 | 214,500 | 144,735 | 192,980 | 214,500 |
| Residential Service Contract | 206,000 | 206,524 | 226,000 | 139,005 | 185,339 | 220,000 |
| Commercial Service Contract | 193,000 | 146,097 | 213,000 | 95,824 | 127,766 | 150,000 |
| Bad Debt Write Off | 1,500 | 2,197 | 1,500 | 1,074 | 1,432 | 1,500 |
| Neighborhood Clean Up Program | | | 30,000 | | | 30,000 |
| Total Contracts and Services | 622,200 | 573,716 | 692,700 | 386,313 | 515,084 | 623,750 |
| Contingency | 37,079 | - | 50,816 | - | - | 25,287 |
| Total Expenditures | 680,000 | 598,369 | 770,000 | 406,324 | 541,298 | 676,240 |
| Total Sanitation | - | 73,818 | - | 47,930 | 64,375 | (0) |

Other Funds

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Airport Fund

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

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

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

| Airport Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Contribution General Fund | 135,800 | - | 135,300 | 67,650 | 93,879 | 99,430 |
| Business Revenue | 15,000 | 750 | 15,000 | 742 | 989 | 1,000 |
| Land Lease Payments | | 17,707 | | 7,702 | 10,270 | 10,270 |
| Tie Down Revenue | | 2,513 | | 495 | 660 | 1,000 |
| Flowage Revenue | | 3,299 | | 2,052 | 2,736 | 10,000 |
| Insurance Recoveries | - | - | - | - | - | - |
| Total Revenues | 150,800 | 24,269 | 150,300 | 78,641 | 108,534 | 121,700 |
| Expenditures | | | | | | |
| Contracts & Services | | | | | | |
| Professional Services | 45,000 | 21,766 | 30,000 | 13,382 | 24,500 | 30,000 |
| Utilities | 15,000 | 13,536 | 15,000 | 8,784 | 11,713 | 15,000 |
| Telephone | 800 | 2,005 | 800 | 2,197 | 2,929 | 3,000 |
| Repairs & Maint | 25,000 | 36,137 | 35,000 | 31,397 | 32,000 | 35,000 |
| Property Rentals | | | | 1,700 | 2,267 | 1,700 |
| Supplies | | 3,676 | 4,500 | 6,441 | 8,588 | 10,000 |
| Insurance | 25,000 | 18,056 | 25,000 | 19,904 | 26,538 | 27,000 |
| Total Contracts & Services | 110,800 | 95,176 | 110,300 | 83,805 | 108,534 | 121,700 |
| Supplies | | | | | | |
| Total Supplies | - | - | - | - | - | - |
| Other | | | | | | |
| Contingency | 10,000 | - | 10,000 | - | - | - |
| Grant Match | 30,000 | 1,950 | 30,000 | - | - | 30,000 |
| Total Other | 40,000 | 1,950 | 40,000 | - | - | - |
| Total Expenditures | 150,800 | 97,126 | 150,300 | 83,805 | 108,534 | 121,700 |
| Total Airport | - | (72,857) | - | (5,164) | (0) | - |

Street (HURF) Fund

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

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

| Position | Number | Percentage |
|--------------------------------|---------------|-------------------|
| Streets Superintendent | 1 | 25% |
| Streets Maintenance Supervisor | 1 | 100% |
| Street Maintenance Worker III | 2 | 100% |

| Streets Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|---------------------------------------|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Gasoline Tax | 361,555 | 354,561 | 385,564 | 306,211 | 433,435 | 413,068 |
| One Time Gasoline Tax | 14,560 | - | 14,409 | | | |
| Contribution from General Fund | 57,268 | | 19,435 | 9,718 | - | |
| State Lottery Revenue | - | 10,242 | - | - | - | - |
| Total Revenues | 433,383 | 364,803 | 419,408 | 315,929 | 433,435 | 413,068 |
| Personnel | | | | | | |
| Salaries and Wages | 161,754 | 137,682 | 140,179 | 107,844 | 140,198 | 144,810 |
| Overtime Wages | 1,545 | 394 | 1,530 | 389 | 506 | 1,500 |
| Payroll Taxes | 12,489 | 10,167 | 10,841 | 8,051 | 10,466 | 11,193 |
| Retirement Benefits | 18,741 | 15,819 | 16,297 | 12,447 | 16,181 | 17,265 |
| Employee Insurance | 50,154 | 35,395 | 47,061 | 31,118 | 41,491 | 39,087 |
| Total Personnel | 244,683 | 199,457 | 215,908 | 159,850 | 208,842 | 213,854 |
| Contracts & Services | | | | | | |
| Professional Services | 45,000 | 49,194 | 45,000 | 29,778 | 39,705 | 40,000 |
| Contract Labor - DOC | 4,000 | 4,583 | 4,500 | 2,257 | 3,009 | 4,250 |
| Education and Training | 1,000 | 155 | 1,000 | 223 | 297 | 500 |
| Utilities | 70,000 | 84,230 | 80,000 | 57,219 | 76,292 | 80,000 |
| Telephone | 1,000 | 1,068 | 1,000 | 1,026 | 1,367 | 1,000 |
| Repairs & Maintenance - Equip | 6,000 | 9,778 | 6,000 | 3,708 | 4,943 | 6,000 |
| Repairs & Maintenance - Streets | 15,000 | 26,579 | 15,000 | 13,033 | 15,000 | 15,000 |
| Rentals | 500 | - | 500 | - | - | 500 |
| Uniforms | 1,200 | 1,567 | 1,500 | 1,049 | 1,398 | 1,500 |
| Insurance | 12,000 | 11,892 | 12,000 | 13,278 | 17,704 | 15,000 |
| Materials & Supplies | 10,000 | 11,637 | 10,000 | 4,262 | 7,000 | 7,500 |
| Vehicle Fuel & Oil | 8,000 | 9,568 | 10,000 | 6,222 | 8,296 | 8,500 |
| Equipment Maint & Repair | 5,000 | - | 7,000 | | - | 7,000 |
| Vehicle Repairs & Maint | 10,000 | 16,179 | 10,000 | 16,899 | 22,533 | 10,000 |
| Total Contracts & Services | 188,700 | 226,431 | 203,500 | 148,954 | 197,544 | 196,750 |
| Capital Projects | | | | | | |
| Contingency | - | - | - | | - | 2,464 |
| Total Capital Projects | - | - | - | - | - | 2,464 |
| Total Expenditures | 433,383 | 425,888 | 419,408 | 308,804 | 406,386 | 413,068 |
| Total Streets | - | (61,085) | - | 7,125 | 27,049 | 0 |

Transit Fund

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

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

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

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

| Position | Number | Percentage |
|------------------------------------|---------------|-------------------|
| Dispatcher/Admin Assistant | 1 | 50% |
| Transit Driver (2.25 FTE) | 3 | 100% |
| Temporary Transit Driver (.58 FTE) | 3 | 100% |

| Transit Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|--|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Grant Reimbursement - FTA 5311 - Capital | 135,000 | 3,225 | 16,000 | 16,061 | 18,257 | 65,800 |
| Grant Reimbursement - FTA 5311 - Operating | 77,360 | 72,307 | 75,386 | 57,347 | 75,386 | 52,200 |
| Grant Reimbursement - FTA 5311 - Admin | 34,405 | 32,331 | 36,272 | 45,630 | 60,840 | 68,000 |
| SEAGO AAA | 18,650 | 25,184 | 18,650 | 16,667 | 22,917 | 25,000 |
| Fare Revenue | 8,000 | 5,091 | 8,000 | 4,487 | 5,535 | 7,000 |
| Miscellaneous Income | | 569 | | | | |
| Allocation from General Fund | 57,646 | - | 54,129 | 27,065 | 0 | |
| Grant Revenue | | | - | | | |
| Greyhound Revenue | - | | - | | | |
| Carryforward Fund Balance | | | | | | 15,221 |
| RTAP | 1,500 | 432 | 1,500 | | | 1,500 |
| Total Revenues | 332,561 | 139,138 | 209,937 | 167,257 | 182,935 | 234,721 |
| Personnel | | | | | | |
| Salaries and Wages | 94,438 | 79,482 | 96,643 | 72,651 | 79,916 | 113,102 |
| Overtime Wages | - | 1,234 | - | 551 | 734 | - |
| Payroll Taxes | 7,225 | 6,249 | 7,393 | 5,807 | 7,743 | 8,652 |
| Retirement Benefits | 9,096 | 8,702 | 9,331 | 8,098 | 10,798 | 11,918 |
| Employee Insurance | 9,102 | 6,432 | 10,619 | 5,213 | 6,951 | 10,773 |
| Total Personnel | 119,861 | 102,099 | 123,986 | 92,320 | 106,142 | 144,445 |
| Contracts & Services | | | | | | |
| Professional Services | 1,600 | 2,432 | 2,500 | 807 | 1,076 | 2,500 |
| Education and Training | 3,000 | - | - | 183 | 244 | 1,000 |
| Utilities | - | - | - | - | - | - |
| Telephone | 2,500 | 2,501 | 2,500 | 1,585 | 2,113 | 1,960 |
| Rentals- Office | - | - | - | - | - | - |
| Uniforms | - | - | - | - | - | 500 |
| Insurance- Vehicles | 12,000 | 18,322 | 18,500 | 13,278 | 17,704 | 21,376 |
| Public Notices & Advertising | 1,000 | - | 1,200 | 249 | 332 | 2,000 |
| Travel | 400 | 825 | 550 | 579 | 772 | 400 |
| Dues & Licenses | 3,500 | - | 3,900 | - | - | - |
| Total Contracts & Services | 24,000 | 24,081 | 29,150 | 16,681 | 22,241 | 29,736 |
| Supplies | | | | | | |
| Office Supplies | 200 | - | - | 599 | 799 | - |
| Printing & Postage | - | - | - | - | - | - |
| Computer Supplies | - | - | - | 1,805 | 2,406 | - |
| Operating Supplies | 500 | 322 | 800 | 49 | 65 | 800 |
| Vehicle Fuel & Oil | 20,000 | 17,544 | 20,000 | 13,003 | 17,337 | 20,000 |
| Vehicle Repairs & Maint | 18,000 | 24,899 | 17,500 | 7,109 | 9,479 | 7,240 |
| Vehicle Preventive Maintenance | | | | 4,365 | 5,820 | 12,500 |
| Vehicle License | - | - | 3,500 | - | - | - |
| Total Supplies | 38,700 | 42,766 | 41,800 | 26,930 | 35,906 | 40,540 |
| Contingency | | | | | | |
| | | | | - | - | 20,000 |
| Capital | | | | | | |
| CIP TR 15-1 Passenger Shelters | - | | - | - | - | - |
| CIP TR 15-2 2 Fixed Route Busses | - | | - | - | - | - |
| CIP TR 17-1 Dial-A-Ride Buses | 150,000 | 6,275 | | | | |
| CIP TR 18-01 Surveillance Cameras | | | 15,000 | | | |
| Total Capital | 150,000 | 6,275 | 15,000 | - | - | - |
| Total Expenditures | 332,561 | 175,220 | 209,936 | 135,931 | 164,289 | 234,721 |
| Total Transit | - | (36,082) | 1 | 31,326 | 18,646 | (0) |

Capital Projects Fund

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

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

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

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

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

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

| Capital Projects Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|--|---------------------------|---------------------------|---------------------------|---|-------------------------------------|---------------------------|
| Revenues | | | | | | |
| Construction Sales Tax | 800,000 | 29,588 | 400,000 | 38,244 | 101,763 | 102,000 |
| General Fund Transfer | | | | | | 652,600 |
| Loan/Lease Financing | 500,000 | - | 1,150,000 | | | 1,000,000 |
| Series 2010 Bond Proceeds | 250,000 | | 1,075,000 | | | 1,067,000 |
| Cenpatico's Community Reinvestment Grant Parks | 75,000 | 5,074 | - | | | |
| K9 Memorail Donations | 6,000 | | - | | | |
| Legacy Foundation Grants | 52,000 | | - | | | |
| Anticipated Grant | 1,245,345 | - | - | | | |
| Potential Bonds | | | | | | 150,000 |
| Total Revenues | 2,928,345 | 34,662 | 2,625,000 | 38,244 | 101,763 | 2,821,600 |
| Expenditures | | | | | | |
| Quiet Rail Crossing | | | 450,000 | | | 150,000 |
| CIP CM 08-1 Walmart Payment | 250,000 | 250,000 | 250,000 | - | 285,402 | - |
| CIP WW 10-3 Wastewater Plant Software Upgrade | 80,000 | - | 100,000 | - | - | 80,000 |
| CIP WA 15-1 302 Pump Replacement | 50,000 | - | - | - | - | - |
| CIP ST 10-3 Street Signage Upgrades | 75,000 | - | 25,000 | - | - | 25,000 |
| CIP ST 10-2 Survey Of 4th Street | 15,000 | | - | | | |
| CIP ST 17-1 Complete Street Study | 20,000 | | - | | | |
| CIP PD 17-3 K9 Memorial | 6,000 | - | - | - | - | - |
| CIP PR 12-1 Skate Park Improvements | 30,000 | 5,068 | - | | | |
| CIP PR 17-1 Pool Improvement Canopy | 33,173 | | - | | | |
| CIP PR 17-2 Union Street Park Canopy | 33,172 | | - | | | |
| CIP PW 17-1 Slum & Blight Abatement | 25,000 | 47 | 100,000 | | | 100,000 |
| CIP PW 11-6 Roof Repairs | | | - | | | |
| CIP PR 12-4 Park Master Plan | - | - | - | - | - | - |
| CIP PW 12-1 UAS Infrastructure Develop. | 50,000 | | - | | | |
| CIP PW 08-1 City Hall Improvements | 20,000 | 4,750 | - | 2,375 | 3,166 | |
| CIP LB 17-1 Carpet | 11,000 | - | - | - | - | |
| CIP AIR 08-1 Airport Phase 1 Improvements | 1,200,000 | | - | | | 1,000,000 |
| Airport Hanger (s) | - | - | 500,000 | | | |
| Water Well Filters | | | - | | | |
| CIP PW 07-8 Pavement Management | 200,000 | 54,586 | | 100,247 | 100,247 | 200,000 |
| Benson Motel Abatement | | 65,730 | | 10,864 | 10,864 | |
| 101 6th St Abatement | | 17,671 | 100,000 | | | |
| CIP PW 07-03 Union Street Crossing | - | | - | | | |
| CIP PZ 12-01 Permit Tracking Database | 30,000 | | - | | | |
| 5th Street & Ocotillo Water Line | | | 118,600 | | | 118,600 |
| Ocotillo Sewer Line Replacement | | | 216,400 | 50,848 | 50,848 | |
| Wastewater Plant Roaders Upgrade | | | - | | | |
| City Hall Replacement Building | | | 200,000 | | | 200,000 |
| Ocotillo Javalina to Post Ranch Rd | | | 50,000 | | | |
| Telemeters | | | | 4,818 | | 50,000 |
| Gas Temeters | | | 50,000 | 12,784 | 15,000 | 25,000 |
| CIP WW 17-01 UV System | | | 250,000 | | | 250,000 |
| CIP WW 17-02 Wastewater Plant Software Upgrad | | | 80,000 | | | 80,000 |
| Broadband Infrastructure | - | | - | | | |
| CIP GS 07-4 Telemeters | | | 50,000 | | | |
| CIP GS 10-1 Ocotillo Line Replacement | | | 60,000 | | | |
| CIP GS 12-1 Gas Detection Equipment | | | 25,000 | | | 25,000 |
| CIP WW 08-01 Jet Router | - | - | - | - | - | 75,000 |
| Golf Course Equipment/Improvements | | | - | | | 443,000 |
| Reserve Funds | 800,000 | | - | | | |
| Parks, Trails Open Spaces Master Plan | - | | - | | | |
| Total Capital Projects | 2,928,345 | 397,853 | 2,625,000 | 181,935 | 465,527 | 2,821,600 |
| Total Capital Projects Fund | - | (363,191) | - | (143,691) | (363,764) | - |

Debt Service Fund

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

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

Grants Fund

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

| Grants Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|--------------------------------|---------------------------|---------------------------|---------------------------|---|-------------------------------------|---------------------------|
| Revenues: | | | | | | |
| Historic Preservation Grant | | | | - | 4,000 | 4,000 |
| Tourism Grant | 7,000 | 10,000 | - | | | |
| WIFA Grant | - | | - | | | 35,000 |
| Fire Grants | 300,000 | 1,500 | 925,000 | | | 1,265,000 |
| FAA 16 / ADOT | - | | - | | | |
| Unclassified Airport Grants | 1,200,000 | | 1,200,000 | | | 1,200,000 |
| Unclassified Grants | 1,490,000 | | 1,565,000 | 88,468 | 338,729 | 1,565,000 |
| WIFA SCADA and Energy Study | - | | 60,000 | | 15,951 | 60,000 |
| State Airport Grants | - | 8,370 | - | | | 50,000 |
| Score Board Donations | 10,000 | | - | | 145 | 10,000 |
| Union Pacific Grants | - | | - | | | 10,000 |
| Police K9 Statue Donation | 6,000 | | 6,000 | | 3,680 | 6,000 |
| New SCBA Equipment | | | 500,000 | | | |
| Fire SAFER GRANT | | | 280,677 | | | |
| Apache Park Improvements | | | 400,000 | | | 400,000 |
| CDBG Park Grant | - | | 250,000 | | | 250,000 |
| New SCBA Equipment | | | | | | 500,000 |
| Total Revenues | 3,013,000 | 19,870 | 5,186,677 | 88,468 | 362,505 | 5,355,000 |
| Expenditures: | | | | | | |
| Historic Preservation Grant | - | - | | 4,000 | 4,000 | 4,000 |
| UAS Infrastructure Development | | - | 50,000 | | | |
| WIFA Grant | | - | | | | 35,000 |
| Fire Grants | | - | 925,000 | | | 1,265,000 |
| FAA 16 / ADOT | - | | - | | | - |
| Unclassified Airport Grants | 300,000 | | 1,200,000 | 349,659 | 349,659 | 1,200,000 |
| Unclassified Grants | 1,200,000 | | 1,490,000 | 15,951 | 15,951 | 1,565,000 |
| WIFA SCADA and Energy Study | 1,490,000 | | 60,000 | | | 60,000 |
| State Airport Grants | - | | - | 145 | 145 | 50,000 |
| Score Board Donations | - | 3,279 | | | | 10,000 |
| Union Pacific Grants | | 557 | | | | 10,000 |
| Police K9 Statue Donation | 7,000 | 6,716 | 6,000 | - | - | 6,000 |
| New SCBA Equipment | 6,000 | - | 500,000 | | | |
| Fire SAFER GRANT | 10,000 | | 280,677 | | | |
| Apache Park Improvements | | | 400,000 | | | 400,000 |
| CDBG Park Grant | | | 250,000 | | | 250,000 |
| New SCBA Equipment | | | - | | | 500,000 |
| Union Street Park Canopy | | | 25,000 | | | |
| Total Expenditures | 3,013,000 | 10,552 | 5,186,677 | 369,755 | 369,755 | 5,355,000 |
| Total Grants Fund | - | 9,319 | - | (281,287) | (7,250) | - |

Fireman's Pension Fund

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

| Fireman's Pension Fund | 2016-17 Budget | 2016-17 Actual | 2017-18 Budget | 2017-18 Actual Thru March 2018 | 2017-18 Projected Actual | 2018-19 Budget |
|--|---------------------------|---------------------------|---------------------------|---|---|---------------------------|
| Revenues | | | | | | |
| Contributions From State Fund | 6,000 | 5,346 | 6,000 | 4,618 | 4,700 | 4,700 |
| Contributions From Fire, Inc | 1,200 | 2,602 | 1,200 | 2,059 | 2,059 | 2,059 |
| Contributions From General Fund | 23,800 | | 23,800 | 11,900 | 23,441 | 22,441 |
| Interest Income | 5,000 | - | - | | 600 | 1,000 |
| Other Income (Fund balance carryforward) | - | 553 | 5,000 | (204) | | |
| Total Revenues | 36,000 | 8,500 | 36,000 | 18,373 | 30,800 | 30,200 |
| Expenditures | | | | | | |
| Pension Payments | 36,000 | 31,600 | 36,000 | 22,400 | 30,200 | 30,200 |
| Total Expenditures | 36,000 | 31,600 | 36,000 | 22,400 | 30,200 | 30,200 |
| Total Fireman's Pension Fund | - | (23,100) | - | (4,027) | 600 | - |

Capital Improvement Plan

Capital Improvement Plan (CIP)

Developing the Capital Improvement Plan

The CIP is the City's five-year blueprint for creating and maintaining the crucial infrastructure that will support the continued growth and development of City of Benson. Each year, in conjunction with the annual budgeting process, the City Manager and Finance Department coordinate the process of revising and updating the long-range CIP document. Other documents, such as the City's General Plan and Strategic Plan, also provide valuable information and guidance in the preparation of the CIP. Several of the City's department heads and all Council Members annually review past capital project accomplishments and identify new projects for inclusion in the Plan. Projects included in the 2019-2023 CIP form the basis of appropriation in the 2019-2023 fiscal year capital budget.

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

The 2019-2023 CIP assumes very modest commercial and residential growth of the City. The current plan assumes sales tax collections will increase from 2014-2015 collections based on anticipated development coming into the City. Construction sales tax revenues for the following fiscal years are projected to gradually ramp up by 2019. The CIP is designed so that expenditures can be accelerated or decelerated based on the actual financial performance of the City.

Definition of a Capital Improvement Project

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

Financing the Capital Improvement Plan

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

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

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

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

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

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

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

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

Carryover Projects/Fund Balance

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

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

Operating and Capital Budget Relationship

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

| Capital Projects Fund (CPF) | | | | | | | | |
|--------------------------------------|---------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Lions Park Fields | | | | | | | 50 | 50 |
| Airport Hangers | 107 | PW-AIR 18-01 | | | | | | 0 |
| Pavement Management | 109 | PW 07-8 | 200 | 200 | 200 | 200 | 200 | 1,000 |
| UAS Infrastructure Development | 110 | PW 12-1 | | 50 | | | | 50 |
| Airport Shade Hangars | 108 | PW-AIR 18-02 | | | | 80 | 800 | 880 |
| Library Expansion | 111 | PW 13-1 | | | | | 20 | 20 |
| Slum and Blight Abatement | 112 | PW 17-1 | 100 | | | | | 100 |
| Pomerene Road Line Replacement | 113 | GS 10-2 | | 50 | | | | 50 |
| Street Signage Upgrades | 114 | ST 10-3 | 75 | 75 | | | | 150 |
| 5th Street & Ocotillo Water Line | 115 | WA 10-3 | 250 | | | | | 250 |
| N. Side 4th St Waterline Upgrade | 116 | WA 10-4 | | | | 300 | | 300 |
| Union St Water Line | 117 | WA 10-6 | | 150 | | | | 150 |
| Wastewater Plant Roaders Upgrade | 118 | WW 10-2 | | | | 125 | 100 | 225 |
| Wastewater Plant Software Upgrade | 119 | WW 10-3 | 100 | 80 | | | | 180 |
| City Hall Replacement Building | 120 | PW 17-2 | 200 | 2,500 | | | | 2,700 |
| Ocotillo Javelina to Post Ranch Rd | 121 | PW 17-3 | | | 50 | 200 | 2,500 | 2,750 |
| Post Ranch Road | 122 | PW 17-4 | | | | 50 | 200 | 250 |
| Total Funds Spent | | | 925 | 3,105 | 250 | 955 | 3,870 | 9,105 |
| Capital Projects Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | (580) | (580) |
| Construction Sales Tax | | | 100 | 0 | 50 | 50 | 270 | 470 |
| CDBG Grant Proceeds | | | | | | | | 0 |
| Series 2010 Bond Proceeds | | | 625 | 455 | 200 | 325 | 300 | 1,905 |
| Anticipated Grant | | | 0 | 150 | 0 | 0 | 300 | 450 |
| Loan/Lease Financing | | | 200 | 2,500 | 0 | 0 | 0 | 2,700 |
| Total Fund Sources | | | 925 | 3,105 | 250 | 375 | 290 | 4,945 |
| Balance, End of Year | | | 0 | 0 | 0 | (580) | (3,580) | (4,160) |
| Grants Fund | | | | | | | | |
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Lions Park ADA Bathrooms | 123 | PR 13-4 | 250 | | | | | 250 |
| New SCBA Equipment | 95 | FD 13-01 | 267 | | | | | 267 |
| SCADA and Energy Study | 124 | PW 13-2 | 60 | | | | | 60 |
| Total Funds Spent | | | 577 | 0 | 0 | 0 | 0 | 577 |
| Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 233 | 233 | 233 | 233 | 932 |
| Scheduled Grants | | | 810 | | | | | 810 |
| General Fund Capital Allocation | | | | | | | | 0 |
| Total Fund Sources | | | 810 | 233 | 233 | 233 | 233 | 1,742 |
| Balance, End of Year | | | 233 | 233 | 233 | 233 | 233 | 1,165 |

| General Fund (GF) (\$000) | | | | | | | | |
|-------------------------------------|-----|----------|------------|--------------|--------------|--------------|-----------|--------------|
| Fire Equipment | 89 | FD 07-02 | | | | | | 0 |
| Vehicle, Fire F150 4x4 | 90 | FD 09-1 | | | 45 | | | 45 |
| Vehicle, Fire F550 4x4 Rescue/Brush | 91 | FD 09-2 | | 120 | | | | 120 |
| Vehicle Exhaust Removal System | 92 | FD 10-1 | | 70 | | | | 70 |
| Extrication Equipment | 93 | FD10-3 | | 65 | | | | 65 |
| Fire Communications Equipment | 94 | FD 18-01 | 40 | 40 | 40 | 40 | 40 | 200 |
| Fire Engine Type I El Dorado | 95 | FD12-1 | | 700 | | | | 700 |
| SCBA Bottle Replacement | 96 | FD 13-01 | | | | | | 0 |
| Portable Pump | 97 | FD 13-02 | | 9 | 9 | 9 | | 27 |
| Pave West Lot - Library | 98 | LB 15-1 | | 35 | | | | 35 |
| Carpet-Library | 99 | LB 15-2 | | 11 | | | | 11 |
| Vehicles, Patrol | 100 | PD 19-01 | 27 | 27 | 27 | 27 | | 108 |
| Equipment Patrol Vehicles | 101 | PD 19-02 | 49 | | | | | 49 |
| Patrol Trucks | 102 | PD 19-03 | 22 | 22 | 22 | 22 | | 88 |
| Optics for Rifles | 103 | PD 19-04 | 6 | | | | | 6 |
| | | | | | | | | 0 |
| | | | | | | | | 0 |
| | | | | | | | | 0 |
| Apache Park Improvements | 104 | PR 18-01 | 400 | | | | | 400 |
| Quiet Rail Crossing | 105 | PW 18-01 | 50 | 500 | | | | 550 |
| Permit Tracking Database | 106 | PZ 18-01 | 40 | | | | | 40 |
| Total Funds Spent | | | 634 | 1,599 | 143 | 98 | 40 | 2,514 |
| General Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | (194) | (188) | (182) | (564) |
| General Fund Capital Allocation | | | 89 | 853 | 143 | 98 | 40 | 1,223 |
| Series 2010 Bond Proceeds | | | | | | | | 0 |
| Loan/Lease Financing | | | 99 | 500 | 0 | 0 | 0 | 599 |
| Anticipated Grant | | | 446 | 52 | 6 | 6 | 225 | 735 |
| Total Fund Sources | | | 634 | 1,405 | (45) | (84) | 83 | 1,993 |
| Balance, End of Year | | | 0 | (194) | (188) | (182) | 43 | (521) |

| Natural Gas Fund | | | | | | | | |
|----------------------------------|---------------|--------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Gas Planning Model | 125 | GS 07-1 | | 25 | | 30 | | 55 |
| Hwy 80 Utility Relocation | 126 | GS 07-2 | | | | 35 | 60 | 95 |
| Benson Regulator System | 127 | GS 07-3 | 20 | 100 | | | | 120 |
| Telemeters | 128 | GAS 07-4 | 50 | 50 | 50 | | | 150 |
| Truck Replacements | 129 | GS 07-5 | 25 | | 20 | | | 45 |
| Self Contained Breathing App. X2 | | | | | | | | 0 |
| Ocotillo Line Replacement | 130 | GS 10-1 | 60 | | | | | 60 |
| Vacuum excavator | | | | | | | | 25 |
| Gas Detection Equipment | 131 | GS 12-1 | 25 | | | | | 25 |
| Total Funds Spent | | | 180 | 175 | 70 | 65 | 60 | 575 |
| Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| Series 2010 Bond Proceeds | | | 135 | 50 | 50 | 0 | 0 | 235 |
| Gas Fund Capital Allocation | | | 45 | 125 | 20 | 65 | 60 | 315 |
| Total Fund Sources | | | 180 | 175 | 70 | 65 | 60 | 550 |
| Balance, End of Year | | | 0 | 0 | 0 | 0 | 0 | (25) |

| Water Fund | | | | | | | | |
|---------------------------------|---------------|--------------|----------------|----------------|----------------|----------------|----------------|--------------|
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Telemeter | 132 | WA 07-2 | 50 | 50 | 50 | 50 | | 200 |
| Hwy 80 Utility Relocation | 133 | WA 07-3 | | | 35 | 60 | | 95 |
| Cochise Storage Tank | 134 | WA 07-5 | | | | 400 | 550 | 950 |
| Water Planning Model | 135 | WA 07-8 | | | | 25 | | 25 |
| Truck Replacements | 136 | WA 07-9 | 25 | 25 | | | | 50 |
| Sue Juan Repairs | | | | | | | | 0 |
| Hill Crest St Water Line | 137 | WA 10-5 | 25 | | | | | 25 |
| Vacuum excavator | | | | | | | | 25 |
| 302 Pump Replacement | | | | | | | | 0 |
| Total Funds Spent | | | 100 | 75 | 85 | 535 | 550 | 1,370 |
| Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 25 | 425 | 550 | 1,000 |
| Series 2010 Bond Proceeds | | | 50 | 50 | 50 | 50 | 0 | 200 |
| Water Fund Capital Allocation | | | 50 | 50 | 35 | 60 | 0 | 195 |
| Anticipated Grant/Loan | | | | | 400 | 550 | | 950 |
| Total Fund Sources | | | 100 | 100 | 510 | 1,085 | 550 | 2,345 |
| Balance, End of Year | | | 0 | 25 | 425 | 550 | 0 | 975 |
| Wastewater Fund | | | | | | | | |
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Planning Area WW Skeletal Model | 138 | WW 07-1 | | 75 | | 50 | | 125 |
| Truck Replacements | 139 | WW 07-4 | 25 | 25 | | | | 50 |
| Hwy 80 Utility Relocation | 140 | WW 07-6 | | | 35 | 60 | | 95 |
| Prickly Pear | 141 | WW 07-7 | | | | 25 | | 25 |
| Wastewater UV System | 143 | WW 17-1 | 250 | | | | | 250 |
| Wastewater Software Upgrade | 144 | WW 17-2 | 80 | | | | | 80 |
| Vacuum excavator | | | | | | | | 25 |
| High Pressure Jet Router | 142 | WW 08-1 | 70 | | | | | 70 |
| Total Funds Spent | | | 425 | 100 | 35 | 135 | 0 | 720 |
| Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | | 0 |
| WW Fund Capital Allocation | | | 95 | 100 | 35 | 135 | 0 | 365 |
| Series 2010 Bond Proceeds | | | 330 | 0 | 0 | 0 | 0 | 330 |
| Total Fund Sources | | | 425 | 100 | 35 | 135 | 0 | 695 |
| Balance, End of Year | | | 0 | 0 | 0 | 0 | 0 | (25) |
| Transit Fund | | | | | | | | |
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Surveillance Cameras | 145 | TR 18-1 | 15 | | | | | 15 |
| | | | | | | | | 0 |
| Total Funds Spent | | | 15 | 0 | 0 | 0 | 0 | 15 |
| Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |
| 5311 Grant Funds | | | 14 | | | | | 14 |
| General Fund Grant Match | | | 2 | | | | | 2 |
| Total Fund Sources | | | 15 | 0 | 0 | 0 | 0 | 15 |
| Balance, End of Year | | | 0 | 0 | 0 | 0 | 0 | 0 |

| Golf Course Fund | | | | | | | | |
|------------------------------------|---------------|--------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| ATV Gator Bev Cart | 153 | GC 18-02 | 17 | | | | | 17 |
| Building Upgrades | 152 | GC 18-01 | 250 | | | | | 250 |
| New Patio | 154 | GC 18-03 | 100 | | | | | 100 |
| Driving Range Upgrades | 155 | GC 18-04 | 100 | | | | | 100 |
| Golf Car Fleet Replacement | 146 | GC 14-01 | | 57 | 57 | | | 114 |
| Greens Aerator | 147 | GC 14-02 | | 13 | | | | 13 |
| Golf Course Bridge | 151 | GC 17-04 | | | | 72 | | 72 |
| Fairway Unit Mower | 150 | GC 17-03 | | 7 | 7 | | | 14 |
| Utility Maintenance Vehicle | 149 | GC 17-02 | | 12 | 12 | | | 24 |
| Chemical Applicator Rig | 148 | GC 17-01 | | 10 | 10 | | | 20 |
| Total Funds Spent | | | 467 | 99 | 86 | 72 | 0 | 257 |
| Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | (467) | (467) | (467) | (467) | (1,868) |
| Loan/Lease Financing | | | 0 | 57 | 57 | 0 | 0 | 114 |
| Golf Course Fund Match | | | 0 | 42 | 29 | 72 | 0 | 143 |
| Total Fund Sources | | | 0 | (368) | (381) | (395) | (467) | (1,611) |
| Balance, End of Year | | | (467) | (467) | (467) | (467) | (467) | (1,868) |
| Airport Fund | | | | | | | | |
| Project | Page # | CIP # | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Phase I | 156 | AIR 08-1 | 2,500 | | | | | 2,500 |
| Phase II | 157 | AIR 08-2 | | 3,125 | | | | 3,125 |
| Phase III | 158 | AIR 08-3 | | | 3,200 | | | 3,200 |
| Phase IV | 159 | AIR 08-4 | | | | 2,525 | | 2,525 |
| Total Funds Spent | | | 2,500 | 3,125 | 3,200 | 2,525 | 0 | 11,350 |
| Fund Sources | | | | | | | | |
| Balance, Beginning of Year | | | 0 | (1,300) | (1,300) | (1,300) | (1,300) | (5,200) |
| Grant Funds | | | 1,200 | 3,125 | 3,200 | 2,525 | | 10,050 |
| General Fund Capital Allocation | | | 0 | 0 | 0 | 0 | | 0 |
| Total Fund Sources | | | 1,200 | 1,825 | 1,900 | 1,225 | (1,300) | 4,850 |
| Balance, End of Year | | | (1,300) | (1,300) | (1,300) | (1,300) | (1,300) | (6,500) |
| CIP Summary | | | | | | | | |
| | | | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 | Total |
| Total CIP Expenditures | | | 5,823 | 8,278 | 3,869 | 4,385 | 4,520 | 26,483 |
| Fund Sources | | | | | | | | |
| General Fund Capital Allocation | | | 91 | 853 | 143 | 98 | 40 | 1,225 |
| Series 2010 Bond | | | 1,140 | 555 | 300 | 375 | 300 | 2,670 |
| Scheduled Grants | | | 824 | 0 | 0 | 0 | 0 | 824 |
| Construction Sales Tax | | | 100 | 0 | 50 | 50 | 270 | 470 |
| Enterprise Fund Capital Allocation | | | 190 | 317 | 119 | 332 | 60 | 1,018 |
| Anticipated Grants | | | 1,646 | 3,327 | 3,606 | 3,081 | 525 | 12,185 |
| Loan/Lease Financing | | | 299 | 3,057 | 57 | 0 | 0 | 3,413 |
| Total Fund Sources | | | 4,289 | 8,109 | 4,275 | 3,936 | 1,195 | 21,804 |

Project Number: FD 07-02

Name of Project: Fire Equipment

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Additional Comments:

Project Number: FD 09-1

Name of Project: Ford F150 4x4 Crew Cab

Submitting Department: Fire Department

Project Description: Purchase Ford F150 4x4 Command Vehicle

Is the Project Routine Replacement? Replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 09-2

Name of Project: Ford F550 4x4

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 10-1

Name of Project: Vehicle Exhaust Removal System at Station

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 10-3

Name of Project: Extraction Equipment Upgrade

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 18-01

Name of Project: Communications Equipment

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 12-1

Name of Project: Fire Engine Type I El Dorado

Submitting Department: Fire Department

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 13-01

Name of Project: SCBA and Bottle Replacement

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Replace out of compliance equipment

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 13-02

Name of Project: Portable Pump

Submitting Department: Fire Department

Project Description: Portable pump to pump water from static sources

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: LB 15-1

Name of Project: Pave lot west of building

Submitting Department: Library

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: LB 15-2

Name of Project: LB 17-1 Carpet

Submitting Department: Library

Project Description: Replace existing carpet throughout the entire building

Is the Project Routine Replacement? No

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: PD 19-01

Name of Project: Replacement of Patrol Units

Submitting Department: Police

Project Description: Replace old patrol cars

Is the Project Routine Replacement? Yes

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: PD 19-02

Name of Project: Equipment for new Patrol Units

Submitting Department: Police

Project Description: Equipment for new patrol cars

Is the Project Routine Replacement? Yes

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: PD 19-03

Name of Project: New Patrol Units

Submitting Department: Police

Project Description: New patrol Trucks

Is the Project Routine Replacement? Yes

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: PD 19-04

Name of Project: Optics for rifles

Submitting Department: Police

Project Description: Purchase optics for patrol rifles

Is the Project Routine Replacement? yes

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: PR 18-01

Name of Project: Apache Park Improvements

Submitting Department: Parks & Recreation

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: PW 18-01

Name of Project: Quiet Zone Train Crossing

Submitting Department: Public Works Department

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: PZ 18-01

Name of Project: Permit Tracking Database

Submitting Department: Planning & Zoning

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: none

Project Time Table/Budget:

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

Project Number: PW-AIR 18-01

Name of Project: Airport Hangers

Submitting Department: Public Works (Airport)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW-AIR 18-02

Name of Project: Airport Shade Hangers

Submitting Department: Public Works (Airport)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 07-8

Name of Project: Ongoing Pavement Management

Submitting Department: Public Works

Project Description: Repave, patch and rehab existing City Streets

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: PW 12-1

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Undefined

Project Time Table/Budget: As needed

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

Project Number: PW 13-1

Name of Project: Library Expansion

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-1

Name of Project: Slum and Blight Abatement

Submitting Department: Public Works

Project Description: Demolition of Properties under abatement

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GS 10-2

Name of Project: Pomerene Road Line Replacement

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: ST 10-3

Name of Project: Street Signage Upgrades

Submitting Department: Public Works (Streets)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-3

Name of Project: 5th Street and Ocotillo Water line

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-4

Name of Project: North side 4th Street Waterline upgrades

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-6

Name of Project: Union Street Water line

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WW 10-2

Name of Project: Wastewater plant roaders upgrade.

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WW 10-3

Name of Project: Wastewater plant software upgrade

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-2

Name of Project: City Hall Replacement Building

Submitting Department: Public Works

Project Description: Design and construction of new City Hall Offices

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-3

Name of Project: Octotillo /Javalina to Post Ranch Rd

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-4

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PR 13-4

Name of Project: Lions Park ADA Restrooms

Submitting Department: Public Works (Parks)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 13-2

Name of Project: SCADA and Energy

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GS 07-1

Name of Project: Planning Area Gas Skeletal and upgrade Model

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: GS 07-2

Name of Project: Highway 80 Utility Relocation

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: GS 07-3

Name of Project: Benson Regulator System

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: GAS 07-4

Name of Project: Telemeter System

Submitting Department: Public Works (Gas Department)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: GS 07-5

Name of Project: Work Truck Replacements

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GS 10-1

Name of Project: Ocotillo Gas Line Replacement

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GS 12-1

Name of Project: Gas Detection Equipment

Submitting Department: Public Works (gas)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 07-2

Name of Project: Telemeter System

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 07-3

Name of Project: Highway 80 Utility Relocation

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: WA 07-5

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

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: WA 07-8

Name of Project: Planning Area Potable Water Skeletal Model

Submitting Department: Public Works (Water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Contract Administration, Project Management

Project Time Table/Budget:

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

Project Number: WA 07-9

Name of Project: Replacement Trucks

Submitting Department: Public Works (Water)

Project Description: This is routine replacement of City Trucks

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-5

Name of Project: Hill Crest Street Water Line

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WW 07-1

Name of Project: Planning Area Wastewater Skeletal Model

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: WW 07-4

Name of Project: Replacement Trucks

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WW 07-6

Name of Project: Highway 80 Utility Relocation Wastewater

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: WW 07-7

Name of Project: Prickly Pear

Submitting Department: Public Works (Wastewater)

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: **WW 08-1**

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

Submitting Department: Public Works (Wastewater)

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

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WW 17-1

Name of Project: Wastewater UV SYSTEM

Submitting Department: Public Works (Wastewater)

Project Description: Replace UV System.

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: **WW 17-2**

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

Submitting Department: Public Works (Wastewater)

Project Description: Replace Wastewater Software with New Version

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: TR 18-01

Name of Project: Surveillance Camera's

Submitting Department: Transit

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

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GC14-01

Name of Project: 72 Golf Cars

Submitting Department: Golf Course

Project Description: Replace 12 year old golf car fleet

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GC14-02

Name of Project: Greens Aerator

Submitting Department: Golf Course

Project Description: Replace 12 year old greens aerator

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GC17-01

Name of Project: Chemical Applicator Rig

Submitting Department: Golf Course

Project Description: Replace 16 year old spray rig

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GC17-02

Name of Project: Utility Maintenance Vehicle

Submitting Department: Golf Course

Project Description: Replace old utility Vehicle

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

| <u>FISCAL YEAR</u> | <u>ACTIVITY</u> | <u>BUDGET</u> |
|---------------------------|------------------------|----------------------|
| 2018-2019 | | |
| 2019-2020 | Purchase equipment | \$11,500 |
| 2020-2021 | Purchase Equipment | \$11,500 |
| 2021-2022 | | |
| 2022-2023 | | |
| Project Total | | \$23,000 |

Project Number: GC17-03

Name of Project: Fairway Unit Mower

Submitting Department: Golf Course

Project Description: Replace old Fairway Unit Mower

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

| <u>FISCAL YEAR</u> | <u>ACTIVITY</u> | <u>BUDGET</u> |
|---------------------------|------------------------|----------------------|
| 2018-2019 | | |
| 2019-2020 | Purchase equipment | \$6,700 |
| 2020-2021 | | |
| 2021-2022 | | |
| 2022-2023 | | |
| Project Total | | \$13,400 |

Project Number: GC17-04

Name of Project: Golf Course Bridge

Submitting Department: Golf Course

Project Description: Construct Bridge over wash

Is the Project Routine Replacement? Routine replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

| <u>FISCAL YEAR</u> | <u>ACTIVITY</u> | <u>BUDGET</u> |
|---------------------------|------------------------|----------------------|
| 2017-2018 | | |
| 2018-2019 | | |
| 2019-2020 | | |
| 2020-2021 | Construct Bridge | \$72,000 |
| 2021-2022 | | |
| Project Total | | \$72,000 |

Project Number: GC18-01

Name of Project: Golf Course Building Upgrades

Submitting Department: Golf Course

Project Description: Upgrades to existing clubhouse/restaurant

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

| <u>FISCAL YEAR</u> | <u>ACTIVITY</u> | <u>BUDGET</u> |
|---------------------------|------------------------|----------------------|
| 2018-2019 | Building Upgrades | \$250,000 |
| 2019-2020 | | |
| 2020-2021 | | |
| 2021-2022 | | |
| 2022-2023 | | |
| Project Total | | \$250,000 |

Project Number: GC18-02

Name of Project: Golf Course Beverage Cart

Submitting Department: Golf Course

Project Description: Replace current beverage cart

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

| <u>FISCAL YEAR</u> | <u>ACTIVITY</u> | <u>BUDGET</u> |
|---------------------------|------------------------|----------------------|
| 2018-2019 | Beverage Cart | \$17,000 |
| 2019-2020 | | |
| 2020-2021 | | |
| 2021-2022 | | |
| 2022-2023 | | |
| Project Total | | \$17,000 |

Project Number: GC18-03

Name of Project: New Patio

Submitting Department: Golf Course

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

| <u>FISCAL YEAR</u> | <u>ACTIVITY</u> | <u>BUDGET</u> |
|---------------------------|------------------------|----------------------|
| 2018-2019 | New Patio | \$100,000 |
| 2019-2020 | | |
| 2020-2021 | | |
| 2021-2022 | | |
| 2022-2023 | | |
| Project Total | | \$100,000 |

Project Number: GC18-04

Name of Project: Driving Range Upgrades

Submitting Department: Golf Course

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

| <u>FISCAL YEAR</u> | <u>ACTIVITY</u> | <u>BUDGET</u> |
|---------------------------|---------------------------|----------------------|
| 2018-2019 | Driving Range Improvement | \$100,000 |
| 2019-2020 | | |
| 2020-2021 | | |
| 2021-2022 | | |
| 2022-2023 | | |
| Project Total | | \$100,000 |

Project Number: AIR 08-1

Name of Project: Airport Phase 1 improvements

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: AIR 08-2

Name of Project: Airport Phase 2 improvements

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

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

Project Number: AIR 08-3

Name of Project: Airport Phase 3 Improvements

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

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

Project Number: AIR 08-4

Name of Project: Airport Phase 4 Improvements

Submitting Department: Public Works

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

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

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

Project Time Table/Budget:

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