

CITY OF BENSON CITY COUNCIL JULY 9, 2018 – 7:00 P.M. REGULAR MEETING

A REGULAR MEETING OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
WILL BE HELD ON JULY 9, 2018 AT 7:00 P.M.,
AT BENSON CITY HALL,
120 W. 6TH STREET, BENSON, ARIZONA

Vicki L. Vivian, CMC, City Clerk

A G E N D A

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

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

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

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

PROCLAMATION: None

PUBLIC HEARING: None

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

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

NEW BUSINESS:

1. Discussion and possible action on the Consent Agenda: ***
 - 1a. Minutes of the February 26, 2018 Worksession *
 - 1b. Reappointment of George Lounsbury to the Board of Appeals *
 - 1c. Execution of a contract modification by Mayor and Council of the City of Benson, Arizona, approving Ryden Architects Contract Modification 1 for Historic Preservation activities along Fourth Street *
 - 1d. Invoices processed for the period from June 19, 2018 through July 2, 2018 *
2. Presentation and possible discussion of the Golf Advisor's 2018 Top Rated Golf Destination Award to the San Pedro Golf Course – **Vicki Vivian, CMC, Interim City Manager/City Clerk**

3. Discussion and possible action regarding Resolution 21-2018 of the Mayor and Council of the City of Benson, Arizona, approving a Tentative Budget for Fiscal Year 2018-2019 – **Vicki Vivian, CMC, Interim City Manager/City Clerk** *

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

ADJOURNMENT

POSTED this 6th of July, 2018

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

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

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

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

* Denotes an Exhibit in addition to the Council Communication

** Call to the Public

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

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

*** Consent Agenda

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

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

Meetings

- Tuesday, July 10, 2018** – Planning & Zoning Meeting, 7:00 p.m., City Hall
- Saturday, July 21, 2018** – Historic Preservation Commission, 9:00 a.m., City Hall
- Monday, July 23, 2018** – City Council Meeting, 7:00 p.m., City Hall
- Tuesday, July 24, 2018** – Community Watershed Alliance, 6:30 p.m., City Hall
- Thursday, July 26, 2018** – Special Council Meeting, 6:00 p.m., City Hall

Events

- Saturday, July 28, 2018** – **Benson City Pool** –
- Wrap up Pool Party! Saturday, July 28 from 11:00 a.m.-5:00 p.m., Free Admission! Sponsored by the Sun Valley Rides Carnival
- Pool hours and the pool activity schedule is available at www.cityofbenson.com
- July** – Summer Recreation Programs – The Recreation Department offers many activities such as:
- Volleyball Camp
 - Christmas in July
 - Babysitting CPR/First Aide
 - Wrestling Camp
 - Hungry? Let's Cook!
 - Me & My Grownup Water fun and Craft Camp
- More activities and programs are in place. Information on activities and camps are available at www.cityofbenson.com under "Summer Programs"

JULY 2018

FOR MORE INFORMATION VISIT WWW.CITYOFBENSON.COM

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	 Holiday - City Offices Closed	5	Trivia Date Night at the Pool 6-9:00 p.m. 18 & over, Compete for prizes! Drop off the kids at the Community Center for food & crafts!	6 Dive-in Movie "DC Justice League" Gates open: 7:30 p.m. Movie starts: 8:00 p.m. Capacity: 100
8	9 City Council Meeting 7:00 p.m.	10 Planning and Zoning 7:00 p.m.	11	12	13	14
15	16	17	18	19	20	21 Historic Preservation Commission 9:00 a.m.
22	23 City Council Meeting 7:00 p.m.	24 Community Watershed Alliance 6:30 p.m.	25	26 Special Council Meeting 6:00 p.m.	27	28 Wrap Up Pool Party 11 a.m. - 5 p.m. Free Admission Sponsored by: Sun Valley Rides Carnival
29	30	31				

City of Benson City Council Communication

Regular Meeting

July 9, 2018



To: Mayor and Council

Consent Agenda Item # 1a

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

Subject:

Minutes of the February 26, 2018 Worksession

Discussion:

Attached are the minutes of the February 26, 2018 Worksession.

Staff Recommendation:

Council pleasure

**THE WORKSESSION
OF THE MAYOR AND CITY COUNCIL OF BENSON, ARIZONA
HELD FEBRUARY 26, 2018 AT 6:00 P.M.
AT CITY HALL, 120 W. 6TH STREET, BENSON, ARIZONA**

CALL TO ORDER:

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

ROLL CALL:

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

NEW BUSINESS:

1. **Discussion regarding airport safety and making the airport profitable.**

Interim City Manager Vicki Vivian stated this worksession was requested by Councilmember Dempster and allows the Council to discuss airport safety and making the airport profitable, adding an action item has been placed on the Regular Meeting agenda to allow Council to take action regarding the airport safety and making the airport profitable.

Councilmember Dempster stated Public Works Director/Airport Manager Brad Hamilton and Airport Coordinator (ASC) David Thompson's presentations at the Council meeting in September were good and he learned a lot, but he wanted to address a couple issues. Councilmember Dempster then stated the airport should be as safe as possible and comply in every way with any safety requirements of any agencies or anybody and be overly zealous in safety. Councilmember Dempster then stated at the meeting in September, there was mention of a bull on the runway and the Federal Aviation Administration (FAA) suggesting the airport be fenced, adding he felt that was a serious situation, especially since it was now on record that it should be done and that it shouldn't cost that much to fence the airport. Public Works Director Brad Hamilton stated the FAA suggested the airport be fenced because of the cattle on the runway and the FAA agreed to fund it, but the City has to go through a process, which is underway. Mr. Hamilton then stated first step is clearing the environmental evaluation so the fence is funded, again stating the City has to go through the process.

Councilmember Dempster asked about the cost of fencing 3 miles, with Mr. Hamilton stating the cost is expensive, adding the FAA is recommending the whole fence be chain link, with breakaways at the wash crossings. Councilmember Dempster then spoke about his concerns regarding the airport being in compliance from a safety standpoint; particularly fuel-water separators, filters, samples, the timing of when they need to be changed and the documentation that it's been done. Mr. Hamilton stated he has looked into the matter and found there is a difference between a certified airport and a general aviation airport, adding the City's airport is a general aviation airport so a lot of the rules that apply to a certified airport do not apply to the City, but the FAA makes recommendations. Mr. Hamilton then stated all fuel trucks/tanks have to meet NFPA 407 for fueling aircraft and the City enforces the codes through the Fire Marshall, adding the Fire Marshall will be taking a look at all of that and inspecting it. Councilmember Dempster asked about requirements concerning intervals and checking filters, sampling, and things like that for the fuel with Mr. Hamilton stating the only requirements he could find were for certified airports, adding for certified airports, there are regulations and for general aviation airports, there are suggestions. Mr. Hamilton then stated he has been reading through the manuals and he can't find where a general aviation airport would be doing this like a certified airport would.

Mayor King asked Mr. Hamilton to explain the difference between a certified airport and a non-certified airport and to explain the differences between the two with Mr. Hamilton stating a certified airport must have an air carrier that carries more than nine passengers on a plane on a regular basis, basically an airline, adding those airports must be certified, and they have a lot more rules. Mr. Hamilton then stated the City doesn't have an airline and doesn't sell tickets to the general public, the City's airport is not certified and is not required to be certified.

Mayor King stated he is trying to understand the safety issues and asked about an airplane that carries more than nine passengers with Mr. Hamilton stating there must be an airline at the airport that would carry more than nine passengers on a flight. Mayor King then verified that even if the airport runways were extended, the airport would not be a certified airport because there isn't an airline company offering flights in Benson with the ability to carry more than nine passengers. Mayor King then asked about changes that would have to be made before the airport would become a certified airport with Mr. Hamilton stating he wanted to clarify that nine people on a corporate jet flying into Benson will not require being a certified airport, adding the flight service would have to be offered to the general public. Mayor King asked if Mr. Hamilton was talking about a major airline or an airline company with Mr. Hamilton stating anyone who offers tickets to more than nine passengers on their airplanes to the general public flying in and out of the airport on a regular basis would require the airport to become a certified airport. Mr. Hamilton then stated the City's airport consultant will be coming in tomorrow and meeting with Staff to go over this information as well.

Councilmember Dempster asked if it is possible for the FAA to do an inspection for the City with Mr. Hamilton stating he was not sure, as this would be equivalent to the FAA putting their name on it.

Airport Services Coordinator Dave Thompson stated that airline service on scheduled airlines, according to the FAA, is covered under Part 135 and does require fuel sampling and a lot of different requirements. Mr. Thompson then stated Part 91, concerning general aviation, which is what the City's airport is, requires the pilot to be responsible for the quality of the fuel in his aircraft, adding specific to the FAA, the pilot is required to check their own fuel and water for contaminants or whatever; again stating that's the pilot's responsibility. Mr. Thompson then stated the vendor the City has now, Southwestern Aviation, is using trucks that have serviceable filters and they are serviced and logged so Southwestern Aviation is in complete compliance with fuel contamination quorums.

Mayor King confirmed that Mr. Thompson was stating Southwestern Aviation was meeting all the requirements and then asked how many times a year the Fire Marshall inspects something like this with Mr. Hamilton stating he was unsure of the frequency of inspections. Mr. Thompson then stated the FAA did an inspection in December of the City's airport, adding they checked the runway lights. Mayor King then asked about the outcome of that inspection with Mr. Thompson stating the City was fine. Mayor King asked if there were any safety issues with Mr. Thompson stating there were none. Mr. Thompson then stated the only thing the City was required to do down the road was get the back fence fixed, adding the City has been working on that. Mr. Hamilton then stated the FAA found nothing wrong.

Mr. Thompson then stated the City is trying to get the runway extended and in order to comply with the FAA, the City has to do whatever the FAA wants, noting the fence is the first requirement. Mr. Thompson then stated the City is restricting the aircraft that come and go right now because the runway isn't long enough for some planes, such as big twins or light jets.

Mr. King stated the City has been waiting on information to come through to be able to see the governor with both state representatives plus the head of state land. Mayor King then stated once the City gets information, the Council would let the public know.

Mr. Thompson then stated the safety issue applies there because, for instance, Love's fuel station's auditor comes here three times a year to check their books and records and when they fly into Benson, they can't fuel. Mr. Thompson then stated they can legally take off the runway if they are light, but if they fuel up, they are too heavy and can't take off. Mr. Thompson then stated the City loses that economic advantage and it's based strictly on a safety issue.

Vice Mayor Konrad confirmed this was due to the length of the runway. Councilmember Dempster then stated his concern was because he has been involved in various airplane wrecks, adding one was at LAX that involved a private plane and like locusts, every agency in the country was there to check on his company. Councilmember Dempster then stated his company had to come up with all kinds of records and sampling and everything else, stating again, this was a private plane. Councilmember Dempster then stated he wants to feel comfortable that the City has everything needed, such as the documentation, in case anything should happen, adding he likes the idea of the FAA inspecting and signing off that the City is ok. Mr. Hamilton stated he would see what could be done.

Councilmember Diaz asked what was being done about the fence situation with Mr. Hamilton stating the fence is repaired on a regular basis. Mr. Hamilton then stated he hasn't seen the bull lately and isn't sure the bull is still in the pasture next to the airport, adding there was one bull that was big enough to lay the fence right over and when that happened, other cattle would follow. Mr. Hamilton then stated unfortunately, when the airport was built they wanted non-barbed wire on the bottom and top of the fence and that type of fence doesn't prevent this problem, adding the problem has been identified and it is on the way to getting fixed. Mayor King asked how often the fence was visually inspected with Mr. Thompson stating he drives the perimeter road once a week and he's hasn't seen the bull either. Mr. Thompson then stated he inspects the runway all the time, adding usually in the morning, he can turn on the runway lights to make sure all the lights are working and everything is in compliance for night landing, adding at the same time, he is looking for FOD, which is "foreign object deposits" on the runway. Mr. Thompson then stated he removes whatever he finds and there hasn't been any cow stuff in over a year, adding the fence is secure all the way around the backside, which is where the problem was.

Councilmember Dempster asked if the pasture was state land, adding if it is, then whoever has the lease on it can run cattle. Councilmember Dempster then asked about how big the lease was and if it could be purchased cheaply, adding if the City purchased the lease, there would be no cattle. Councilmember Dempster then stated that Mr. Thompson said the FAA wants an 8-foot fence similar to the one in the front and at the ends of the airport and they want it all the way up the backside. Mr. Thompson then stated the TSA (Transportation Safety Authority), has a bulletin out this year and he made sure the City had the proper signage, adding the City did. Mr. Thompson then stated he is also looking at the gates, noting they are operational and the key cards should only be held by people who need access to the airport, noting airport security is very important and is something being reviewed at airports, including small general aviation airports. Mr. Thompson then stated the Casa Grande airport is wide open with no one around, but now they must put gates up and make sure the general public can't just wander onto the airport, adding the FAA is getting stricter on security.

Vice Mayor Konrad asked about restrictions and if it included the runway area with Mr. Thompson stating the public can drive outside the fenced area, as that is all open for public access, but if someone wants to come onto the field, they need a key code to go through the main gates or some type of an access card. Mr. Thompson then stated the City airport uses a magnetic reader card that people can use to swipe their card at the gate so they can drive on, but they must have an aircraft or be part of the crew or they must be working on the airport to have fulltime access, otherwise, they need to be escorted. Mr. Thompson then stated part of this is a big safety issue because at a little airport in Ohio, a man took his girlfriend flying and she went to do something and then came back through an open gate and walked into a propeller, adding the plane was warming up and she wasn't aware of the propeller spinning and she was killed. Mr. Thompson then stated the FAA then became big on safety, adding this girl should have been escorted back in.

Mayor King stated he knew there were problems in the past with keys and locks with Mr. Thompson stating he is going through the key list right now, so there aren't people on the key list who shouldn't be. Mr. Thompson then stated this does affect the repair facility becomes sometimes their customers can't get on the field, so they must call and have someone come let them in, but those are the rules. Mayor King stated he would rather have that slight inconvenience than have someone get hit by a plane or be in areas where planes are getting started up to take off. Mr. Thompson agreed, then stated he is at the airport all the time and doesn't like to see strangers out there or people who don't have any business at the airport.

Councilmember Dempster asked about the insurance at the airport and if it was with the Risk Pool with Interim City Manager Vicki Vivian stating there is a separate carrier for airport insurance and she believes it is with Jones-Wilson Insurance Agency, but she would have to confirm the carrier.

Mayor King asked if anyone had any questions about profitability with Councilmember Garner asking how much the City sells fuel for and if the City could adjust the price to increase income. Mr. Hamilton stated currently Southwestern Aviation sells fuel and the City gets a flowage fee. Mr. Hamilton then stated as far as setting prices, it's a free market and the price is determined by Southwestern Aviation. Mr. Hamilton then stated the City has considered installing a fuel farm for self-serve fuel, which would be a little different operation and could potentially make money that would offset the cost.

Ms. Vivian then stated the FBO (Fixed-base Operator) contract requires the FBO to pay the City a certain amount per gallon, regardless of the price it is sold for, adding she believes the City receives .06 cents a gallon but she's not positive.

Mayor King asked if the City has been approached by anyone who would like to start a fuel farm and if this was something that could be profitable for the City with Mr. Hamilton stating he has met with Arizona Electric Power about installing self-service fuel, adding they have a funding opportunity that may be available with a very low interest rate or possible no interest. Mr. Hamilton then stated the idea would be that the City would make enough money to make the payment and maybe more than that to offset the cost of the airport.

Mayor King asked about procurement for such a project with Ms. Vivian stating the City would have to follow the procurement code and find three different costs, unless Staff found a vendor that was on the state contract and was cheapest. Ms. Vivian then stated it's a little different than an RFP (Request for Proposal, but the City would follow the procurement code.

Mayor King asked Mr. Thompson if there were any interested parties that the City needs to look into who could offer profitability with Mr. Thompson stating he has talked to several airports around the state and 53% of the airports in Arizona have self-fueling. Mr. Thompson then stated most have found that self-fueling jet fuel is okay for the helicopters, but there is no jet pilot that will fuel his own plane because they don't want to get in the airplane and smell like jet fuel, so they require someone to fuel the aircraft for them. Mr. Thompson then stated most of the airports that have helicopter volume, either have a truck like the City's airport does, adding it sits next to the helipad and then if a jet needed to be fueled, the truck would go fuel them and then go back to helipad because that's where most of the jet fueling is done. Mr. Thompson then stated some airports have a stand tank, which is a gravity feed tank on a stand with 2,500-3,000 gallons of jet fuel that is gravity fed and is used just for helicopters, adding they also have a small truck that can run around the field to fuel jets, noting it depends on the size of the airport and how busy they are. Mr. Thompson then stated everyone agrees that 100 LL, gasoline for private aircraft is an extremely good way to go, noting most airports that have installed a self-fueling system have doubled or tripled their volume because people can land at night and fuel. Mr. Thompson then stated the profitability to the airport runs about .65 to .75 cents a gallon. Mr. Thompson then stated Wickenburg installed fuel tanks and paid for their entire system in about 5 ½ years based on fuel sales, adding their fuel sales tripled when they put in the self-fueling tanks. Mr. Thompson then stated Falcon Field in Mesa has self-fueling tanks for 100 LL, but they do not have it for jets because they don't get a lot of jet aircraft, adding they do get a lot of military aircraft that want to be fueled out of trucks because they don't want the smell of fuel on their uniforms. Mr. Thompson then stated they do have two trucks that just go around and service the flight schools that are up there, adding one school has 130 aircraft and every time they come in for lessons, they need to be fueled. Mr. Thompson then stated Falcon Field's profitability runs about .48 cents a gallon and they are open 24 hours a day, but they figure in the manpower that cuts into their overall profitability. Mr. Thompson then stated self-fueling tanks with a credit card reader brings the profitability to .75 cents a gallon.

Councilmember Diaz stated if the City goes to self-fueling, the airport will lose a lot of the other services the FBO provides, adding when the City hires an employee, there are other costs, such as pensions, holiday pay and health care that will cut into the profit, adding the City may look at the profit margin but they need to look at what they would really be getting and take that into consideration. Councilmember Diaz then stated when the City gets rid of an FBO and moves to self-service, they are making a tradeoff, again stating the City would be looking at more employees. Councilmember Diaz then stated he believes the FBO handles promotional events and websites; then stated the Council needs to consider the community and if they would be happy when there isn't anybody to repair their aircraft with Mr. Thompson stating the FBO provides a great service and a lot of people don't want to fuel their own planes. Councilmember Diaz stated if the City goes to self-service, they would lose some of that and there may not be anyone repairing planes. Mr. Thompson stated self-service is standalone, adding it would not cut the FBO or any repair facilities out of the airport. Councilmember Diaz asked if this would mean there could be two options for fuel with Mr. Thompson stating sometimes there are even three or four fueling options at airports. Councilmember Diaz stated what he sees is only adding more costs to the City to operate the airport with Mr. Thompson stating it wouldn't cost the City because it would be a self-standing business. Mr. Thompson then stated in the City's operations, the Airport Services Coordinator is a contract employee, so he has no benefits. Mr. Thompson then stated he could provide the services without there being an extra burden on the City and as far as

self-fueling having an impact on the FBO or repair facilities, the FBO could still offer fueling services and it really doesn't have anything to do with the repair facilities.

Mayor King asked both Mr. Hamilton and Mr. Thompson about the runway extension, how it would affect the airport profitability and what the benefit would be of extending the runway with Mr. Hamilton stating the airport could then take faster aircraft and other services. Mr. Hamilton then stated as far as the profitability of the airport, there was still the big capital expense of the fence to get the FFA to go along with it.

Mr. Thompson stated by bringing in larger aircraft and light jets, the airport could also service charter aircraft and if the need would ever arise, the City could also do a scheduled service and a terminal. Mr. Thompson then stated a longer runway would bring more maintenance facilities, more maintenance workers and much more fuel service thereby increasing the airport's profitability. Mr. Thompson then stated the City could also get the fire fighter planes that are stationed in Willcox now, adding they would rather be at the Benson Municipal Airport because it is in the center of their firefighting area, but they need 5,500 feet to operate and the City only has 4,200 feet. Mr. Thompson then stated there would also be a possibility for freight dogs, which are the small planes from UPS and FedEx, adding they would much rather be at our airport than in Tucson because they are limited by the heavy traffic there. Mr. Thompson then stated in Tucson, it costs them a lot of time, manpower and fuel. Mr. Thompson then stated the profitability to the airport would be that they fuel here, land here and do business here. Mr. Thompson then stated there is no small City that is successful without a good airport and with Vigneto coming, a lot of people will have their own aircraft or they will charter aircraft to come here and look at property, adding the need is there. Councilmember Diaz stated he knows the City subsidizes the airport and there is a big chunk of money going out of the general fund to support the airport; then stated the Council needs to minimize the deficit.

Councilmember Dempster asked if an income statement could be prepared for the airport; a balance sheet with sales, expenses, and profit so the Council could analyze sales and determine how they could decrease expenses and increase profit. Ms. Vivian stated Staff could look at expenses and income, but there aren't any City sales at the airport to look at with Councilmember Dempster stating he would like to change sales to income of any kind for the City. Councilmember Dempster then stated the Council could then address each item, including the insurance policy expense.

Mayor King asked if there were any other questions. There were none.

ADJOURNMENT:

Vice Mayor Konrad moved to adjourn at 6:42 p.m. Seconded by Councilmember Garner. Motion passed 7-0.

Toney D. King, Sr., Mayor

ATTEST:

Vicki L. Vivian, CMC, City Clerk

City of Benson City Council Communication

Regular Meeting

July 9, 2018



To: Mayor and Council

Consent Agenda Item # 1b

From: Michelle Johnson, Planning Technician/GIS

Subject:

Reappointment of George Lounsbury to the Board of Appeals

Discussion:

The Board of Appeals is required by the International Building Code (IBC) as a means of allowing citizens to appeal decisions of the Building Official. The Board hears citizens' grievances and determines whether or not a reversal should be granted from the orders, requirements, decisions or determinations made by the Building Official.

The Board of Appeals has five (5) positions, of which one is expiring on July 31, 2018. Applicants must be knowledgeable of the construction trade. The Board of Appeals must have at least 3 members present, a quorum, in order to hear and decide on an issue. Under the IBC, there are no residency requirements for board members.

Term 1 2013-2016: Vacant
Term 2 2013-2016: Filled
Term 3 2014-2017: Filled
Term 4 2014-2017: Filled
Term 5 2015-2018: Have interested applicant

Attachments: Renewal request from George Lounsbury

Staff Recommendation:

Staff recommends the reappointment of George Lounsbury to the Board of Appeals

From: [George Lounsbury](#)
To: [Michelle Johnson](#)
Subject: Re: Board of Building Code Appeals
Date: Thursday, June 28, 2018 11:01:34 AM

Yes, please!

On Thu, Jun 28, 2018 at 10:23 AM Michelle Johnson <mjohnson@bensonaz.gov> wrote:

George,

Your membership on the board expires the end of July. Are you interested in renewing for another 3 years? If so, please send me a new email or letter stating your desire to remain on the Board.

Thanks.

Michelle Johnson, AICP

120 W. Sixth Street

Benson, AZ 85602

520-720-6328

mjohnson@bensonaz.gov

City of Benson City Council Communication

Regular Meeting

July 9, 2018



To: Mayor and Council

Consent Agenda Item # 1c

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

Subject:

Execution of a contract modification by Mayor and Council of the City of Benson, Arizona approving Ryden Architects Contract Modification 1 for Historic Preservation activities along Fourth Street.

Discussion:

At the initiative of the City of Benson Historic Preservation Commission, an inventory of 52 structures along Fourth Street was conducted in 2014. These inventories were partially grant funded and were submitted to the State Historic Preservation Office (SHPO) with the intent of evaluating the feasibility of creating a historic district for nomination to the Federal National Register. An acceptable federal nomination package was never been submitted to SHPO after that inventory.

Mid-way through the 2017 grant cycle, SHPO approached the City of Benson about continuing the nomination process as they had excess grant funds available to distribute. In February 2017, City Council approved submitting an application for grant funding. The funds were awarded and a professional services contract with Ryden Architects was signed in April 2017.

Having completed several aspects of the original scope of work, Ryden Architects realized the integrity of the buildings was not sufficient to create a cohesive district for nomination. Ryden Architects came up with an alternative method to nominate those individual structures which they believe are eligible. The first step involves revising the existing 1994 Multiple Property Documentation Form to expand eligibility parameters to encompass a wider date range, 1880-1979, rather than existing 1880-1942. SHPO is aware of and agrees with this alternative method.

Ryden Architects has submitted a modification to their original contract showing a revised scope of work based on the new nomination strategy. The additional cost associated with changing strategy is covered by additional pass-through grant funds offered to Benson by SHPO. There was no match for accepting these funds.

Staff Recommendation:

Staff recommends approval of contract modification 1, as submitted by Ryden Architects, to the Professional Services contract signed on April 25-2018.

Update of National Register MULTIPLE PROPERTY DOCUMENTATION FORM for **BENSON COMMERCIAL ARCHITECTURE 1942-1979**

RYDEN ARCHITECTS, INC. – 902 West McDowell Road – Phoenix, Arizona 85007 – 602-253-5381

Don W. Ryden, AIA – Historical Architect and Architectural Historian – don@rydenarchitects.com

Prepared for the **Benson Historic Preservation Committee and the City of Benson, AZ**

19 June 2018

UPDATED PROJECT UNDERSTANDING and COMPREHENSIVE APPROACH

After a competitive procurement process monitored by the SHPO grants administrator, the City of Benson commissioned Ryden Architects, Inc. to complete an unfinished National Register nomination for the “Benson Commercial Historic District” using existing inventory forms and a nomination narrative drafted by Ralph Comey. The proposed Benson Commercial Historic District stands on the south side of 4th Street/SR-80 within the townsite. Although the unfinished National Register nomination and its inventory forms did not state or imply non-eligibility of the district, the City and SHPO were concerned about its design integrity being sufficient for eligibility.

Ryden Architects’ field reconnaissance of the proposed commercial district revealed that the railroad-related commercial area of 4th Street/SR-80 is *ineligible* as a historic district because of the collective loss of design integrity due to remodeling of many facades after 1942. Then, as part of our archival investigation and consultation with SHPO, we discovered the existence of a 1994 Multiple Property Documentation Form (MPDF) for “Historic Architectural Properties in the Benson, AZ Survey Area, 1880 through 1942” by Janet Gibson & Janet Strittmatter. Four individual properties in Benson were nominated and listed as part of that MPDF. These properties include two residences, a motor court, and two retail stores both of which are within the proposed commercial district. Evidently, the MPDF nomination was based on the 1991 survey and report by SHPO James Garrison. His survey area included the Benson Townsite plus Bryan’s Addition and Walker’s Addition.

These discoveries in the field and archives forced Ryden Architects immediately to re-evaluate the mutually understood nomination strategy and eligibility justification for the proposed commercial historic district. Then, addressing an additional \$5,000 grant supplement fortuitously offered by SHPO, we also re-examined our remaining scope of work and fee to develop a way to modify the nomination strategy and project goal to satisfy the City’s underlying economic development needs and the SHPO’s grant stipulations. We found an attainable solution mutually beneficial to all parties and to the historic resources as well.

For the benefit of the City of Benson in retaining its SHPO grant and promoting economic development through heritage conservation, Ryden Architects proposes to change our scope of work from preparing a commercial historic district nomination to updating the “Benson Commercial Architecture” portion of the 1994 Benson MPDF to extend its period of significance include 1942 to 1979. By including architecture from the beginnings of World War II (1942) to the opening of Interstate-10 (1979) which diverted transcontinental traffic off US-80 through town, the MPDF can include the new buildings and remodeling related to the Modern Movement and to auto-related commerce of the mid-twentieth century.

This nomination strategy increases the number of potentially eligible buildings along 4th Street/SR-80 especially within the railroad-related commercial district of adjacent storefronts. The updated MPDF permits individual nominations of buildings of post-WWII types and styles. More individual property owners will have an opportunity to participate in heritage conservation and economic revitalization than if eligibility was limited to 1942 and design integrity did not include Modern façade remodeling. The scope modification allows the City of Benson to retain and expand its 2018 SHPO grant. The City and SHPO both concur with this proposed approach. The modification of our contractual scope of work and fee as described on the attached Work Program will allow Ryden Architects, Inc., in consultation with the City and SHPO, to complete the MPDF Update. The 2019 grant cycle may provide funds for individual nominations for several commercial buildings under the Updated MPDF.

Ryden Architects, Inc.

902 West McDowell Road – Phoenix, AZ 85007

602-253-5381 – don@rydenarchitects.com

Update of National Register MPDF for

BENSON COMMERCIAL ARCHITECTURE 1942-1979

Proposal for Contract Modification #1 – 19 June 2018

ORIGINAL AGREEMENT:

National Register Nomination of the Benson Commercial Historic District *Fixed fee \$11,500*

PART ONE – 2018 NPS Grant

Fee invoiced and paid \$5,750

Fee remaining \$5,750

Original Work Program Completed to Date

Basic Services

- | | | |
|------------|--|--|
| 1.0 | INVESTIGATION | <i>no deliverables</i> |
| 1.1 | MOBILIZATION | <i>review documents from Client; one conference call w/Client & stakeholders</i> |
| 1.2 | ARCHIVAL RESEARCH | <i>develop a contextual history of town and evolution of buildings</i> |
| 1.3 | FIELD INVESTIGATION | <i>one field trip; photograph streetscapes; review data on existing inventory forms</i> |
| 2.0 | DATA INTEGRATION | <i>no deliverables</i> |
| 2.1 | ANALYSIS OF ARCHIVAL AND FIELD DATA | <i>prepare threshold of integrity and eligibility criteria</i> |
| 2.2 | MAP | <i>use district map provided by Client from previous field survey</i> |
| 2.3 | - | |
| 2.4 | INVENTORY LIST AND FORMS | <i>make spreadsheet inventory list using previous field survey forms</i> |
| 3.0 | ELIGIBILITY JUSTIFICATION | <i>for City and SHPO review and comment</i> |
| 3.1 | PROPERTY IDENTIFICATION DATA | <i>compile NR criteria and eligibility list</i> |
| 3.2 | - | |
| 3.3 | - | |
| 3.4 | ELIGIBILITY JUSTIFICATION | <i><u>Recommend update MPDF for “Benson Commercial Architecture 1880-1979”</u></i> |
| 3.5 | COMPILATION, SUBMITTAL, AND CONSULTATION | <i>one conference call with Client and SHPO</i> |

CONTRACT MODIFICATION #1:

Update of the Benson MPDF for Benson Commercial Architecture 1942-1979 *Fixed fee \$10,750*

PART ONE – 2018 NPS Grant Remainder \$5,750 + SHPO Supplement \$5,000

Proposed Work Program

Basic Services

- | | | |
|--------------------------|--|----------------|
| 1.0 INVESTIGATION | approx 21 DWR-hrs | \$3,500 |
| 1.1 MOBILIZATION | <i>review MPDF and documents from Client; one conference call w/Client</i> | |
| 1.2 ARCHIVAL RESEARCH | <i>research post-WWII history of town and evolution of commercial buildings</i> | |
| 1.3 FIELD INVESTIGATION | <i>coord volunteer to photo post-WWII bldgs/remodels; evaluate streetscape changes</i> | |

Deliverables: - project status report

- | | | |
|---|---|----------------|
| 2.0 DATA INTEGRATION | approx 15 DWR-hrs | \$2,500 |
| 2.1 ANALYSIS OF ARCHIVAL AND FIELD DATA | <i>explain update; prepare threshold of integrity & eligibility criteria</i> | |
| 2.2 CONTEXT OUTLINE | <i>develop a post-WWII contextual history of town and evolution of commercial buildings</i> | |
| 2.3 DESCRIPTION OF PROPERTY TYPES | <i>identify exterior/interior characteristics of commercial building types</i> | |
| 2.4 MAP | <i>provide a map of pre-WWII area of 4th St.; identify listed/potentially eligible bldgs</i> | |
| 2.5 PHOTOGRAPHS | <i>label photos of typical streetscapes and buildings; reference to photo key map</i> | |
| 2.6 BUILDING LIST | <i>make spreadsheet list of commercial bldgs in pre-WWII area of 4th St.</i> | |
| 2.7 OPINION OF ELIGIBILITY | <i>evaluate eligibility of commercial bldgs in pre-WWII area of 4th St.</i> | |

Deliverables: - project status report

- | | | |
|---|--|----------------|
| 3.0 DRAFT MPDF UPDATE | approx 18 DWR-hrs | \$3,000 |
| 3.1 ELIGIBILITY JUSTIFICATION | <i>Verify approach to MPDF Update; two conference calls with Client/SHPO</i> | |
| 3.2 Sections A-D IDENTIFICATION AND UPDATE JUSTIFICATION | <i>NR-listed bldgs. promote redevelopment</i> | |
| 3.3 Section E STATEMENT OF HISTORIC CONTEXT | <i>Commercial Architectural Development 1942-1979</i> | |
| 3.4 Section F ASSOCIATED PROPERTY TYPES | <i>Comm'l bldgs (e.g., motel, restaurant, gas station, bank)</i> | |
| 3.5 Section G IDENTIFICATION AND EVALUATION METHODS | <i>Ryden Architects' update work program</i> | |
| 3.6 Section H BIBLIOGRAPHICAL REFERENCES | | |
| 3.7 Cont. Sheets PHOTOGRAPHS and CAPTIONS | <i>historic and new photos of post-WWII bldgs and streets</i> | |
| 3.8 Cont. Sheets MAPS | <i>photo key and potential eligibility map of 4th St. commercial area</i> | |
| 3.9 DRAFT MPDF SUBMITTAL for review by Client, SHPO & HSRC | <i>one conference call with Client/SHPO</i> | |
| 3.10 PRESENTATION to Historic Sites Review Committee (in Phoenix) | | |

Deliverables: - email copy of Draft MPDF Update and Continuation Sheets to Client and SHPO
- one hard copy of Draft MPDF Update and Continuation Sheets, photos, map to SHPO
- project status report

- | | | |
|---|--|----------------|
| 4.0 FINAL MPDF UPDATE | approx 10 DWR-hrs | \$1,750 |
| 4.1 REVISE MPDF NARRATIVE per comments from Client/SHPO/Historic Sites Review Committee | | |
| 4.2 FINAL MPDF SUBMITTAL AND CONSULTATION | <i>one conference call with Client/SHPO</i> | |

Deliverables: - email copy of Final MPDF Update copy and Continuation Sheets
- one hard copy of Final MPDF Update and Continuation Sheets, photos, and map to SHPO
- project status report

Additional Services (as authorized in writing by Client)

Time-and-expenses Basis

1. Revisions to MPDF Update/nomination beyond those noted in Basic Services.
2. Revisions to MPDF Update/nomination per NPS/Keeper comments.
3. Research, survey, and evaluation of the MPDF survey area and individual buildings (and comparable areas elsewhere) in preparation of a contextual narrative supporting the MPDF Update/nomination justification and evaluation.
4. Client meetings and site visits beyond those noted in the Work Program.
5. Negotiation/consultation with regulatory agencies beyond those noted in the Work Program.
6. Consultations regarding Design Guidelines and Zoning Ordinance Revisions
7. Consultations regarding economic redevelopment programs similar to AZ Main Street Program.
8. Consultations regarding urban planning and streetscape enhancements.
9. Consultations regarding feasibility studies for rehabilitation of buildings and infill construction.
10. Consultation regarding public education in historic preservation and heritage tourism.
11. Preparation of National Register nominations under the MPDF for individual buildings.
12. Coordination of volunteers or subconsultants.

Limitations and Other Conditions

1.0 LIMITATIONS

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

2.0 ADDITIONAL REVISIONS AND SUBMITTALS

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

3.0 CONSULTATION WITH THE HISTORIC PRESERVATION AGENCIES

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

4.0 STANDARD HOURLY RATES FOR ADDITIONAL SERVICES

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

Staff Positions	Hourly Rate
Historical Architect / Architectural Historian	\$165
Planner / Designer	\$105
Field Technician	\$ 85
Administrative Assistant	\$ 75

TONEY D. KING, SR., Mayor

ATTEST:

VICKI L. VIVIAN, CMC, City Clerk

APPROVED AS TO FORM:

MESCH, CLARK AND ROTHSCHILD, P.C.
By Gary J. Cohen
City's Attorney

City of Benson City Council Communication



Regular Meeting

July 9, 2018

To: Mayor and Council

Consent Agenda Item # 1d

From: Seth Judd, Finance Director

Subject:

Invoices processed for the period from June 19, 2018 through July 2, 2018.

Discussion:

Arizona Public Safety Retirement	Bi-weekly retirement contribution	26,583.57
Arizona State Retirement	Bi-weekly retirement contribution	23,474.28
National Bank of Arizona	Credit Card Invoice - Various Supplies, Parts, etc	77,977.98
Southwest Disposal	Monthly Garbage Collection	29,371.58
US Bank - Corporate Trust	Bond Principal Payment	323,812.50

Attached is a list of large and/or unusual invoices processed by the Finance Department during the period from June 19, 2018 through July 2, 2018. The total of the invoices is \$481,219.91.

Staff Recommendation:

Approval of invoices processed for the period from June 19, 2018 through July 2, 2018.

Report Criteria:

Report type: Summary

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

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount	
06/18	06/22/2018	684	6756	SOUTHERN ARIZONA DISTRIBUTING	507.65	M
06/18	06/22/2018	685	5910	PIERCE WINES ARIZONA LLC	420.00	M
06/18	06/22/2018	686	6765	SOUTHERN GLAZER'S OF AZ	543.46	M
06/18	06/22/2018	687	6756	SOUTHERN ARIZONA DISTRIBUTING	1,884.45	M
06/18	06/28/2018	688	6756	SOUTHERN ARIZONA DISTRIBUTING	317.25	M
06/18	06/30/2018	689	6756	SOUTHERN ARIZONA DISTRIBUTING	201.81	M
06/18	06/26/2018	5248	7399	US BANK - CORPORATE TRUST	323,812.50	M
06/18	06/30/2018	5249	7856	XPRESS BILL PAY	1,212.70	M
06/18	06/30/2018	5250	1136	AMERICAN EXPRESS	27.40	M
06/18	06/30/2018	5251	3651	ETS CORPORATION	1,393.98	M
06/18	06/30/2018	5252	2663	CHASE	1,541.41	M
06/18	06/29/2018	7479	5495	NATIONWIDE RETIREMENT SOLUTION	585.00	M
06/18	06/29/2018	7480	5496	NATIONWIDE RETIREMENT SOLUTIONS	300.00	M
06/18	06/29/2018	7481	1490	AZ STATE RETIREMENT ACC REC	23,474.28	M
06/18	06/29/2018	7482	1430	AZ PUBLIC SAFETY RETIREMENT	12,723.56	M
06/18	06/30/2018	7483	5454	NATIONAL BANK OF ARIZONA	3,588.77	M
06/18	06/30/2018	7484	5454	NATIONAL BANK OF ARIZONA	74,389.21	M
06/18	06/30/2018	7485	5157	MARYLAND CHILD SUPPORT ACCOUNT	69.81	M
06/18	06/22/2018	51934	1053	ADEQ	300.00	
06/18	06/22/2018	51935	1095	AIRGAS USA, LLC	249.62	
06/18	06/22/2018	51936	1116	ALL CREATURES VETERINARY SERVICE	65.00	
06/18	06/22/2018	51937	1231	ANGELO J FRATTAROLE	126.00	
06/18	06/22/2018	51938	12088	ARIZONA TREE PROFESSIONALS	562.61	
06/18	06/22/2018	51939	1430	AZ PUBLIC SAFETY RETIREMENT	13,860.01	
06/18	06/22/2018	51940	2565	BRIDGESTONE GOLF INC	491.68	
06/18	06/22/2018	51941	6982	CEMEX	7,924.19	
06/18	06/22/2018	51942	3610	EMPIRE SOUTHWEST, LLC	5,629.91	
06/18	06/22/2018	51943	12085	ERNEST D RODRIGUEZ	24.71	
06/18	06/22/2018	51944	3983	GEORGE'S AUTOMOTIVE	1,178.26	
06/18	06/22/2018	51945	4111	GREATAMERICA FINANCIAL SVCS.	243.77	
06/18	06/22/2018	51946	12089	JOSHUA OR NASHARA GONZALEZ	118.98	
06/18	06/22/2018	51947	5989	LEGALSHIELD	79.75	
06/18	06/22/2018	51948	4907	LEGEND TECHNICAL SERVICES	176.00	
06/18	06/22/2018	51949	5224	MERIT FOODS OF ARIZONA	1,872.93	
06/18	06/22/2018	51950	5852	PETHEALTH SERVICES (USA) INC	4.85	
06/18	06/22/2018	51951	5928	PIONEER LANDSCAPING MATERIALS, INC	1,355.04	
06/18	06/22/2018	51952	5950	PITNEY BOWES GLOBAL FINANCIAL	403.99	
06/18	06/22/2018	51953	5426	PROLOGIC TECHNOLOGY GROUP LLC	4,200.00	
06/18	06/22/2018	51954	12087	RICHARD FULLER	101.41	
06/18	06/22/2018	51955	6564	SENERGY PETROLEUM	5,144.70	
06/18	06/22/2018	51956	6659	SIMPSON NORTON CORP	264.75	
06/18	06/22/2018	51957	6750	SOUTHEASTERN ARIZONA	5,000.00	
06/18	06/22/2018	51958	6774	SOUTHWEST DISPOSAL	29,371.58	
06/18	06/22/2018	51959	12084	STEPHEN HOFFMAN	118.15	
06/18	06/22/2018	51960	7004	TCF EQUIPMENT FINANCE INC	4,774.90	
06/18	06/22/2018	51961	5230	THE PENWORTHY COMPANY LLC	81.87	
06/18	06/22/2018	51962	7253	TITLEIST	320.42	
06/18	06/22/2018	51963	7291	TREJO REFRIGERATION AND	690.92	
06/18	06/22/2018	51964	7296	TRENCH SHORE RENTALS	1,040.67	
06/18	06/22/2018	51965	7402	US FOODS	1,965.34	
06/18	06/22/2018	51966	7536	USA BLUEBOOK	480.03	
06/18	06/22/2018	51967	12086	ZACHARY OR MINERVA HANLEY	42.99	
06/18	06/27/2018	51968	1966	BENSON ANIMAL HOSPITAL	617.54	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Amount
06/18	06/27/2018	51969	2630	CG CREATIONS EMBROIDERY	400.46
06/18	06/27/2018	51970	2749	CITY OF BENSON	25.00
06/18	06/27/2018	51971	2750	CITY OF BENSON - UTILITIES	1,565.30
06/18	06/27/2018	51972	3453	DPS	22.00
06/18	06/27/2018	51973	3596	ELITE SALES & SERVICE	61.15
06/18	06/27/2018	51974	4640	JONES-WILSON INSURANCE &	1,815.00
06/18	06/27/2018	51975	5121	MARLIN BUSINESS BANK	1,677.66
06/18	06/27/2018	51976	5190	MATTSON QUALITY PRODUCTS, INC	275.90
06/18	06/27/2018	51977	3151	OCCUPATIONAL HEALTH CENTERS	1,169.50
06/18	06/28/2018	51978	1216	AMERIPRIDE SERVICES INC	430.56
06/18	06/28/2018	51979	3119	COX COMMUNICATIONS	979.01
06/18	06/28/2018	51980	3365	DEPARTMENT OF THE TREASURY	363.00
06/18	06/28/2018	51981	3392	DIAMONDBACK SHOOTING SPORTS	1,934.84
06/18	06/28/2018	51982	3677	EXECUTECH	1,307.70
06/18	06/28/2018	51983	3704	FARMER BROTHERS COFFEE	283.44
06/18	06/28/2018	51984	4293	HORIZON	2,061.94
06/18	06/28/2018	51985	5224	MERIT FOODS OF ARIZONA	1,894.70
06/18	06/28/2018	51986	5268	MESCH, CLARK & ROTHSCHILD PC	3,632.50
06/18	06/28/2018	51987	5295	MICROMARKETING, LLC	15.19
06/18	06/28/2018	51988	5823	PEPSI COLA OF SAFFORD	449.63
06/18	06/28/2018	51989	6480	SAN PEDRO VALLEY NEWS	665.25
06/18	06/28/2018	51990	6570	SHANNON'S AUTO PARTS	406.00
06/18	06/28/2018	51991	7279	TRANSWORLD NETWORK CORP	239.72
06/18	06/28/2018	51992	7402	US FOODS	3,514.27
06/18	06/29/2018	51993	1334	ARIZONA DEPARTMENT OF CORRECTIONS	1,197.00
06/18	06/29/2018	51994	1610	AVENET, LLC	1,200.00
06/18	06/29/2018	51995	2304	BROWN & ASSOCIATES	8,460.00
06/18	06/29/2018	51996	2530	CASELLE INC	17,100.00
06/18	06/29/2018	51997	2750	CITY OF BENSON - UTILITIES	2,950.57
06/18	06/29/2018	51998	2784	CNG	2,030.00
06/18	06/29/2018	51999	2870	COCHISE COUNTY TREASURER	18,088.40
06/18	06/29/2018	52000	3648	ESG CORP	2,900.00
06/18	06/29/2018	52001	5927	PIONEER CREDIT RECOVERY INC	128.45
06/18	06/29/2018	52002	3603	REPORTING SYSTEMS, INC	2,384.90
06/18	06/29/2018	52003	6768	SOUTHWEST RISK SERVICES	572.75
06/18	06/29/2018	52004	2791	SUPPORT PAYMENT CLEARINGHOUSE	316.62
06/18	06/29/2018	52005	7493	UNIFIRST CORPORATION	1,309.93
06/18	06/29/2018	52006	7598	VALLEY IMAGING SOLUTIONS	893.25
06/18	06/29/2018	52007	7753	WICK COMMUNICATIONS	71.00
06/18	06/30/2018	52008	2630	CG CREATIONS EMBROIDERY	786.85
06/18	06/30/2018	52009	3090	CORE & MAIN LP	351.36
06/18	06/30/2018	52010	3593	ELISIA RODRIGUEZ	519.84
Grand Totals:					622,326.45

Report Criteria:

Report type: Summary

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

Report Criteria:

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

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
GENERAL FUND					
10-14300 PREPAID EXPENSE					
GENERAL FUND	AVENET, LLC	42660	06/05/2018	GOV OFFICE ANNUAL SERVICE PKG 7/1/18-6	1,200.00
GENERAL FUND	CASELLE INC	88515	06/01/2018	ANNUAL SUPPORT & MAINTENANCE 7/1/18-	17,100.00
GENERAL FUND	CITY OF BENSON	051418A	05/14/2018	BUSINESS LICENSE - BMPC	25.00
GENERAL FUND	JONES-WILSON INSURANCE &	052418	05/24/2018	VFP 42032189E-3 18/19 SICK POLICY	1,815.00
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	LEAGUE OF AZ CITIES & TOWNS REGISTRA	4,550.00
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	ANOVA CONFERENCE REGISTRATION	477.44
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	AZ FIRE LEADERSHIP CONF REGISTRATION	420.00
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	GOV CONFERENCE ON TOURISM 7/18-7/20/	375.00
GENERAL FUND	REPORTING SYSTEMS, INC	2018-3011	06/01/2018	FIRE EMS COMBO 7/18-6/19	2,384.90
GENERAL FUND	US BANK - CORPORATE TRUST	1059768	05/15/2018	AZ EXCISE TAX & STATE SHARE REV SER 2	158,006.25
GENERAL FUND	US BANK - CORPORATE TRUST	1059770	05/15/2018	AZ EXCISE TAX & STATE SHARED REV SER	165,806.25
Total 10-14300 PREPAID EXPENSE:					352,159.84
10-22250 RETIREMENT PAYABLE					
GENERAL FUND	AZ STATE RETIREMENT ACC	062218	06/29/2018	RETIREMENT CONTRIBUTION	23,474.28
GENERAL FUND	NATIONWIDE RETIREMENT SO	062218	06/29/2018	DEFERRED COMPENSATION	300.00
GENERAL FUND	NATIONWIDE RETIREMENT SO	062218	06/29/2018	DEFERRED COMPENSATION	585.00
Total 10-22250 RETIREMENT PAYABLE:					24,359.28
10-22255 POLICE DEPARTMENT RET PAYABLE					
GENERAL FUND	AZ PUBLIC SAFETY RETIREME	060818	06/08/2018	P.D. RETIREMENT	13,050.83
GENERAL FUND	AZ PUBLIC SAFETY RETIREME	060818A	06/15/2018	F.D. RETIREMENT	809.18
GENERAL FUND	AZ PUBLIC SAFETY RETIREME	PS18-109013	06/29/2018	F.D. RETIREMENT	809.18
GENERAL FUND	AZ PUBLIC SAFETY RETIREME	PS18-109014	06/29/2018	P.D. RETIREMENT	11,914.38
Total 10-22255 POLICE DEPARTMENT RET PAYABLE:					26,583.57
10-22265 GARNISHMENTS PAYABLE					
GENERAL FUND	MARYLAND CHILD SUPPORT A	L-062218	06/29/2018	#340002729	69.81
GENERAL FUND	PIONEER CREDIT RECOVERY I	062218	06/29/2018	GARNISHMENT	128.45
GENERAL FUND	SUPPORT PAYMENT CLEARIN	A-62218	06/29/2018	#0002160133-00	52.93
GENERAL FUND	SUPPORT PAYMENT CLEARIN	L-062218	06/29/2018	000508942900	136.68
GENERAL FUND	SUPPORT PAYMENT CLEARIN	V-062218	06/29/2018	#000857303900	127.01
Total 10-22265 GARNISHMENTS PAYABLE:					514.88
10-22293 PRE-PAID LEGAL SERVICES					
GENERAL FUND	LEGALSHIELD	060518	06/05/2018	PRE-PAID LEGAL SERVICE	79.75
Total 10-22293 PRE-PAID LEGAL SERVICES:					79.75
10-41-230 EMPLOYEE INSURANCE					
GENERAL FUND	DEPARTMENT OF THE TREASU	063018	06/28/2018	HRA TAX	363.00
GENERAL FUND	ESG CORP	37990	06/08/2018	COBRA ADMINISTRATION	131.75
Total 10-41-230 EMPLOYEE INSURANCE:					494.75
10-41-300 PROFESSIONAL SERVICES					
GENERAL FUND	OCCUPATIONAL HEALTH CENT	159320254	05/30/2018	NEW EMPLOYEE DRUG TESTING - X6	354.00

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 10-41-300 PROFESSIONAL SERVICES:					354.00
10-41-310 PROFESSIONAL SERVICES - HR					
GENERAL FUND	DPS	062718	06/27/2018	FINGERPRINT CARD	22.00
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	ADOT DRUG TESTING	109.99
GENERAL FUND	OCCUPATIONAL HEALTH CENT	159335062	06/13/2018	NEW EMPLOYEE DRUG TESTING - X5	295.00
GENERAL FUND	OCCUPATIONAL HEALTH CENT	159342545	06/20/2018	EMPLOYEE DRUG TESTING - FINANCE	59.00
Total 10-41-310 PROFESSIONAL SERVICES - HR:					485.99
10-41-330 IT SERVICES					
GENERAL FUND	EXECUTECH	53048	05/31/2018	EXCHANGE HOSTING	1,307.70
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	TREND MICRO	1,014.43
GENERAL FUND	PROLOGIC TECHNOLOGY GRO	4846	05/31/2018	JUNE IT SERVICES	4,200.00
Total 10-41-330 IT SERVICES:					6,522.13
10-41-340 EDUCATION & TRAINING					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	LEAGUE OF AZ CITIES & TOWNS REGISTRA	50.00
Total 10-41-340 EDUCATION & TRAINING:					50.00
10-41-410 UTILITIES					
GENERAL FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	187.86
GENERAL FUND	COX COMMUNICATIONS	060118	06/01/2018	CABLE	2.99
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	987.45
Total 10-41-410 UTILITIES:					1,178.30
10-41-415 TELEPHONE					
GENERAL FUND	COX COMMUNICATIONS	060118	06/01/2018	MONTHLY INTERNET SERVICES	214.00
GENERAL FUND	COX COMMUNICATIONS	060118	06/01/2018	TELEPHONE	537.19
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RING CENTRAL	3,631.65
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RING CENTRAL	47.16
Total 10-41-415 TELEPHONE:					4,430.00
10-41-430 REPAIRS & MAINTENANCE					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIR AC	496.48
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145F	06/07/2018	CHARGE FOR COPIES	276.58
Total 10-41-430 REPAIRS & MAINTENANCE:					773.06
10-41-440 RENTALS					
GENERAL FUND	PITNEY BOWES GLOBAL FINAN	3102187897	05/31/2018	POSTAGE MACHINE LEASE 3/30/18-6/29/18	403.99
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	MATS	81.80
Total 10-41-440 RENTALS:					485.79
10-41-470 UNIFORMS					
GENERAL FUND	CG CREATIONS EMBROIDERY	062918	06/29/2018	SHIRTS FOR CITY STAFF	191.90
Total 10-41-470 UNIFORMS:					191.90
10-41-540 PUBLIC NOTICES, ADVERTISING					
GENERAL FUND	SAN PEDRO VALLEY NEWS	053118	05/31/2018	BUILDING INSPECTOR AD	129.44

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
GENERAL FUND	XPRESS BILL PAY	33544	06/01/2018	SETUP PAYMENT SYSTEM - CITY EVENTS	500.00
Total 10-41-540 PUBLIC NOTICES, ADVERTISING:					629.44
10-41-542 ADVERTISING - HR					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	HELP WANTED ADS	364.20
Total 10-41-542 ADVERTISING - HR:					364.20
10-41-610 OFFICE SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	43.99
Total 10-41-610 OFFICE SUPPLIES:					43.99
10-41-640 OPERATING SUPPLIES					
GENERAL FUND	GREATAMERICA FINANCIAL SV	22704972	05/22/2018	COPIER LEASE	146.58
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	45.06
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	4.90
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	SUPPLIES	69.28
Total 10-41-640 OPERATING SUPPLIES:					265.82
10-41-670 VEHICLE REPAIR & MAINT					
GENERAL FUND	CNG	Q115	06/14/2018	#001 - SEBRING - MISC REPAIRS TO AUTO	245.00
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	CAR WASH	8.00
Total 10-41-670 VEHICLE REPAIR & MAINT:					253.00
10-42-591 EMPLOYEE COUNCIL					
GENERAL FUND	PEPSI COLA OF SAFFORD	230149	06/06/2018	VENDING MACHINE DRINKS - ACCT 02520	176.42
Total 10-42-591 EMPLOYEE COUNCIL:					176.42
10-42-592 YOUTH COUNCIL					
GENERAL FUND	CG CREATIONS EMBROIDERY	062718	06/27/2018	YOUTH COUNCIL SHIRT	400.46
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	OVERHEAD PROJECTOR	64.59
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	PHOTOS	14.47
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	PHOTO ALBUMS	15.28
Total 10-42-592 YOUTH COUNCIL:					494.80
10-42-630 COMPUTER SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	CHARGER CORD FOR IPADS	38.12
Total 10-42-630 COMPUTER SUPPLIES:					38.12
10-42-640 OPERATING SUPPLIES					
GENERAL FUND	CG CREATIONS EMBROIDERY	062918	06/29/2018	SHIRTS FOR CITY COUNCILMEMBERS	594.95
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	GRAVEL	14.99
Total 10-42-640 OPERATING SUPPLIES:					609.94
10-42-685 LEAGUE OF CITIES BOOTH					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	GIVE AWAY FOR LEAGUE BOOTH	674.08
Total 10-42-685 LEAGUE OF CITIES BOOTH:					674.08

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
10-43-300 PROFESSIONAL SERVICES					
GENERAL FUND	BROWN & ASSOCIATES	31543	05/31/2018	BUILDING INSPECTIONS & PLAN REVIEW 5/	8,460.00
Total 10-43-300 PROFESSIONAL SERVICES:					8,460.00
10-43-470 UNIFORMS					
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	UNIFORMS	27.72
Total 10-43-470 UNIFORMS:					27.72
10-43-640 OPERATING SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RETIREMENT CAKE	13.97
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RETIREMENT FOOD	98.64
Total 10-43-640 OPERATING SUPPLIES:					112.61
10-45-300 PROFESSIONAL SERVICES					
GENERAL FUND	OCCUPATIONAL HEALTH CENT	159342545	06/20/2018	AZ POST PHYSICAL EXAM - PD	461.50
Total 10-45-300 PROFESSIONAL SERVICES:					461.50
10-45-410 UTILITIES					
GENERAL FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	39.23
GENERAL FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	101.77
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	177.53
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	661.71
Total 10-45-410 UTILITIES:					980.24
10-45-415 TELECOMMUNICATIONS					
GENERAL FUND	COX COMMUNICATIONS	060118A	06/01/2018	MONTHLY INTERNET SERVICES	194.00
GENERAL FUND	TRANSWORLD NETWORK COR	14367663-033	06/10/2018	INTERNET SVC	64.93
Total 10-45-415 TELECOMMUNICATIONS:					258.93
10-45-430 BLDG & EQUIP REPAIRS & MAINT					
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145C	06/07/2018	CHARGE FOR COPIES	133.95
Total 10-45-430 BLDG & EQUIP REPAIRS & MAINT:					133.95
10-45-440 RENTALS					
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	MATS	26.18
Total 10-45-440 RENTALS:					26.18
10-45-470 UNIFORMS					
GENERAL FUND	DIAMONDBACK SHOOTING SP	3098	05/14/2018	POLICE VESTS	1,934.84
Total 10-45-470 UNIFORMS:					1,934.84
10-45-540 PUBLIC NOTICES, ADVERTISING					
GENERAL FUND	SAN PEDRO VALLEY NEWS	053118	05/31/2018	GRADUATION AD/POLICE DEPT	40.11
Total 10-45-540 PUBLIC NOTICES, ADVERTISING:					40.11
10-45-590 DUES & LICENSES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	MEMBERSHIP	50.00

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 10-45-590 DUES & LICENSES:					50.00
10-45-593 ANIMAL CONTROL MEDICAL					
GENERAL FUND	COCHISE COUNTY TREASURE	24108	05/31/2018	DOMESTIC ANIMALS	20.00
Total 10-45-593 ANIMAL CONTROL MEDICAL:					20.00
10-45-594 ANIMAL MEDICAL FROM DONATIONS					
GENERAL FUND	ALL CREATURES VETERINARY	151084	04/09/2018	CANINE NEUTER	65.00
GENERAL FUND	BENSON ANIMAL HOSPITAL	143620	04/27/2018	RABIES X4, FELINE SPAY & RABIES X2	238.34
GENERAL FUND	BENSON ANIMAL HOSPITAL	144130	05/15/2018	CANINE SPAY & RABIES	100.00
GENERAL FUND	BENSON ANIMAL HOSPITAL	144232	05/25/2018	FELINE NEUTER, RABIES X2	95.00
GENERAL FUND	BENSON ANIMAL HOSPITAL	144296	05/31/2018	FELINE NEUTER & RABIES X2 AND MEDS	184.20
GENERAL FUND	PETHEALTH SERVICES (USA) I	SIUN11660091	04/30/2018	REGISTRATION/ADOPTION	4.85
Total 10-45-594 ANIMAL MEDICAL FROM DONATIONS:					687.39
10-45-610 OFFICE SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	34.82
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	130.20
Total 10-45-610 OFFICE SUPPLIES:					165.02
10-45-640 OPERATING SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	4.22
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	41.05
Total 10-45-640 OPERATING SUPPLIES:					45.27
10-45-670 VEHICLE REPAIRS & MAINT					
GENERAL FUND	GEORGE'S AUTOMOTIVE	42789	05/30/2018	#26 - LUBE, BRAKE SYSTEM INSPECT PAD	419.03
GENERAL FUND	GEORGE'S AUTOMOTIVE	42800	06/01/2018	#16 - BRAKE SYSTEM REPLACEMENT	251.38
GENERAL FUND	GEORGE'S AUTOMOTIVE	42827	06/06/2018	#27 - AC SYSTEM CHARGE/REPAIR	379.31
GENERAL FUND	GEORGE'S AUTOMOTIVE	42840	06/07/2018	#10 - CHARGE AC SYSTEM, BULB REPLACE	128.54
Total 10-45-670 VEHICLE REPAIRS & MAINT:					1,178.26
10-46-410 UTILITIES					
GENERAL FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	101.77
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	661.71
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	33.72
Total 10-46-410 UTILITIES:					797.20
10-46-415 TELEPHONE					
GENERAL FUND	COX COMMUNICATIONS	060818	06/08/2018	TELEPHONE	30.83
Total 10-46-415 TELEPHONE:					30.83
10-46-431 TURNOUT MAINTENANCE					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIRS	302.38
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	TURNOUT	111.69
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIRS	310.50
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIRS	82.00

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 10-46-431 TURNOUT MAINTENANCE:					806.57
10-46-432 STATION REPAIRS & MAINT					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIRS/PARTS	90.00
Total 10-46-432 STATION REPAIRS & MAINT:					90.00
10-46-440 RENTALS					
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	MATS, SHOP TOWELS	39.82
Total 10-46-440 RENTALS:					39.82
10-46-640 OPERATING SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	142.84
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	505.41
Total 10-46-640 OPERATING SUPPLIES:					648.25
10-46-660 FUEL & OIL					
GENERAL FUND	SENERGY PETROLEUM	454934	06/14/2018	DIESEL	110.20
Total 10-46-660 FUEL & OIL:					110.20
10-49-410 UTILITIES					
GENERAL FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	374.62
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	763.97
Total 10-49-410 UTILITIES:					1,138.59
10-49-430 REPAIRS & MAINTENANCE					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIRS	144.75
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	MATS	75.23
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145E	06/07/2018	CHARGE FOR COPIES	146.85
Total 10-49-430 REPAIRS & MAINTENANCE:					366.83
10-49-540 PUBLIC NOTICES, ADVERTISING					
GENERAL FUND	SAN PEDRO VALLEY NEWS	053118	05/31/2018	LIBRARY AD	40.11
Total 10-49-540 PUBLIC NOTICES, ADVERTISING:					40.11
10-49-640 OPERATING SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES - CLEANING	185.84
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	READING PROGRAM SUPPLIES	91.25
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	CLEANING OFFICE SUPPLIES	126.30
Total 10-49-640 OPERATING SUPPLIES:					403.39
10-49-696 BOOKS					
GENERAL FUND	MICROMARKETING, LLC	720137	05/15/2018	BOOK	15.19
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES - DVD	28.97
GENERAL FUND	THE PENWORTHY COMPANY L	0540994-IN	05/16/2018	BOOKS	81.87
Total 10-49-696 BOOKS:					126.03

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
10-50-305 CONTRACT LABOR - DOC					
GENERAL FUND	ARIZONA DEPARTMENT OF CO	C35118 20180	05/11/2018	DOC LABOR - 4/21-5/4/18	81.00
GENERAL FUND	ARIZONA DEPARTMENT OF CO	C35118 20180	05/30/2018	DOC LABOR - 5/5 - 5/18/18	63.00
Total 10-50-305 CONTRACT LABOR - DOC:					144.00
10-50-410 UTILITIES					
GENERAL FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	108.35
GENERAL FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	16.61
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	2,885.13
Total 10-50-410 UTILITIES:					3,010.09
10-50-470 UNIFORMS					
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	UNIFORMS	170.75
Total 10-50-470 UNIFORMS:					170.75
10-50-590 DUES & LICENSES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RENEW CERTIFICATE	75.00
Total 10-50-590 DUES & LICENSES:					75.00
10-50-640 OTHER OPERATING SUPPLIES					
GENERAL FUND	HORIZON	2W194683	05/24/2018	IRRIGATION PARTS	1,144.56
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	166.84
Total 10-50-640 OTHER OPERATING SUPPLIES:					1,311.40
10-50-660 VEHICLE FUEL & OIL					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	AV GAS	49.80
GENERAL FUND	SENERGY PETROLEUM	454934	06/14/2018	DIESEL	110.20
Total 10-50-660 VEHICLE FUEL & OIL:					160.00
10-50-665 EQUIP REPAIRS & SERVICES					
GENERAL FUND	HORIZON	2V300726	06/13/2018	PARTS	373.74
GENERAL FUND	HORIZON	2W195546	06/11/2018	PARTS	543.64
Total 10-50-665 EQUIP REPAIRS & SERVICES:					917.38
10-50-670 VEHICLE REPAIRS & MAINT					
GENERAL FUND	CNG	Q117	06/20/2018	#3000 - TRAILER REPLACED TIRES	70.00
GENERAL FUND	CNG	Q120	06/23/2018	JOHN DEERE TRACTOR - SERVICE CALL, FI	420.00
Total 10-50-670 VEHICLE REPAIRS & MAINT:					490.00
10-56-300 PROFESSIONAL SERVICES					
GENERAL FUND	ESG CORP	37990	06/08/2018	MONTHLY FSA ADMINISTRATION, BENEFIT,	2,743.25
Total 10-56-300 PROFESSIONAL SERVICES:					2,743.25
10-56-350 BANK CHARGES					
GENERAL FUND	CHASE	5/18	05/31/2018	MAY BILLING - CREDIT CARD FEES	397.90
GENERAL FUND	XPRESS BILL PAY	33544	06/01/2018	MONTHLY CHARGES - ONLINE PAYMENTS	142.54

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 10-56-350 BANK CHARGES:					540.44
10-56-430 REPAIRS & MAINTENANCE					
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145D	06/07/2018	CHARGE FOR COPIES	41.37
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145G	06/07/2018	CHARGE FOR COPIES	66.46
Total 10-56-430 REPAIRS & MAINTENANCE:					107.83
10-56-640 OTHER OPERATING SUPPLIES					
GENERAL FUND	GREATAMERICA FINANCIAL SV	22704972	05/22/2018	COPIER/PRINTER LEASE	97.19
Total 10-56-640 OTHER OPERATING SUPPLIES:					97.19
10-57-310 SUMMER PROGRAMS					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	5.69
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	63.03
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	60.99
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	26.88
Total 10-57-310 SUMMER PROGRAMS:					156.59
10-57-312 SUMMER EVENTS					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUMMER EVENTS SUPPLIES	197.28
Total 10-57-312 SUMMER EVENTS:					197.28
10-57-410 UTILITIES - POOL					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	VISA	588.24
Total 10-57-410 UTILITIES - POOL:					588.24
10-57-412 UTILITIES - COMM CENTER					
GENERAL FUND	CITY OF BENSON - UTILITIES	061518	06/15/2018	UTILITIES	340.88
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	360.45
Total 10-57-412 UTILITIES - COMM CENTER:					701.33
10-57-430 REPAIRS & MAINTENANCE - POOL					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIRS - POOL PUMP	3,130.99
Total 10-57-430 REPAIRS & MAINTENANCE - POOL:					3,130.99
10-57-470 UNIFORMS					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	LIFEGUARD UNIFORMS	153.87
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SWIM SUITS - LIFEGUARDS	164.68
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SWIM SUITS	55.88
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RETURNED UNIFORMS	196.64
Total 10-57-470 UNIFORMS:					177.79
10-57-640 OPERATING SUPPLIES					
GENERAL FUND	SAN PEDRO VALLEY NEWS	053118	05/31/2018	RECREATION AD	40.11
Total 10-57-640 OPERATING SUPPLIES:					40.11

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
10-57-642 POOL SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUNSCREEN SUPPLIES	48.88
Total 10-57-642 POOL SUPPLIES:					48.88
10-58-546 FOOD BANK					
GENERAL FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	51.86
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	540.34
Total 10-58-546 FOOD BANK:					592.20
10-58-583 HOLIDAY LIGHT PARADE					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	WREATH STORAGE	95.44
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	HOLIDAY STORAGE	19.25
Total 10-58-583 HOLIDAY LIGHT PARADE:					114.69
10-60-410 UTILITIES					
GENERAL FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	1,311.33
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	182.57
Total 10-60-410 UTILITIES:					1,493.90
10-60-430 REPAIRS & MAINTENANCE					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REPAIRS	22.75
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145B	06/07/2018	CHARGE FOR COPIES	49.10
Total 10-60-430 REPAIRS & MAINTENANCE:					71.85
10-60-540 PUBLIC NOTICES, ADVERTISING					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	AZ OFFICE OF TOURISM OFFICIALS	62.35
Total 10-60-540 PUBLIC NOTICES, ADVERTISING:					62.35
10-60-635 Souvenir Inventory					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	34.70
Total 10-60-635 Souvenir Inventory:					34.70
10-60-640 OPERATING SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RETIREMENT CAKE	13.96
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RETIREMENT FOOD	98.65
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	OFFICE SUPPLIES	41.53
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	104.95
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	MATS	29.44
Total 10-60-640 OPERATING SUPPLIES:					288.53
10-61-300 PROFESSIONAL SERVICES					
GENERAL FUND	MESCH, CLARK & ROTHSCHILD	219267	06/06/2018	MONTHLY LEGAL FEES 5/18	3,632.50
Total 10-61-300 PROFESSIONAL SERVICES:					3,632.50
10-62-340 EDUCATION & TRAINING					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	REGISTRATION AZ MUNI CLERK INST	625.00

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 10-62-340 EDUCATION & TRAINING:					625.00
10-62-590 DUES & LICENSES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	AMCA MEMBERSHIP	25.00
Total 10-62-590 DUES & LICENSES:					25.00
10-62-640 OTHER OPERATING SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	POWER STRIP	17.34
Total 10-62-640 OTHER OPERATING SUPPLIES:					17.34
10-64-430 REPAIRS & MAINTENANCE					
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145	06/07/2018	CHARGE FOR COPIES	38.57
GENERAL FUND	VALLEY IMAGING SOLUTIONS	029145A	06/07/2018	CHARGE FOR COPIES	140.37
Total 10-64-430 REPAIRS & MAINTENANCE:					178.94
10-65-340 EDUCATION & TRAINING					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	G& F PIZZA & DRINKS	75.69
Total 10-65-340 EDUCATION & TRAINING:					75.69
10-65-410 UTILITIES					
GENERAL FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	16.61
Total 10-65-410 UTILITIES:					16.61
10-65-440 RENTALS					
GENERAL FUND	TRENCH SHORE RENTALS	166920-2	04/24/2018	EQUIPMENT RENTAL - MILLINGS	312.20
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	SHOP TOWELS, MATS	97.70
Total 10-65-440 RENTALS:					409.90
10-65-640 OTHER OPERATING SUPPLIES					
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	MEAL MEETING GOLF COURSE	32.96
GENERAL FUND	UNIFIRST CORPORATION	052918	05/29/2018	SUPPLIES	31.74
Total 10-65-640 OTHER OPERATING SUPPLIES:					64.70
10-65-670 VEHICLE REPAIRS & MAINT					
GENERAL FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	CAR WASH	10.00
GENERAL FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	CAR WASH X 2	15.00
Total 10-65-670 VEHICLE REPAIRS & MAINT:					25.00
Total GENERAL FUND:					463,930.33
TRANSIT FUND					
14-40-300 PROFESSIONAL SERVICES					
TRANSIT FUND	SOUTHWEST RISK SERVICES	061418	06/14/2018	COMMUTER COVERAGE 8/1/18 - 8/1/19	572.75
Total 14-40-300 PROFESSIONAL SERVICES:					572.75
14-40-610 OFFICE SUPPLIES					
TRANSIT FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	65.14

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 14-40-610 OFFICE SUPPLIES:					65.14
14-40-675 VEHICLE PREVENTIV MAINTENANCE					
TRANSIT FUND	CNG	Q114	06/10/2018	#7003 - REPAIRS TO TIRE & MISC CHECKS	140.00
Total 14-40-675 VEHICLE PREVENTIV MAINTENANCE:					140.00
Total TRANSIT FUND:					777.89
CAPITAL PROJECTS FUND					
15-40-109 BENSON MOTEL ABATEMENT					
CAPITAL PROJECTS FUN	COCHISE COUNTY TREASURE	180605	06/05/2018	ROLL OFF - SCOTT STREET	424.36
CAPITAL PROJECTS FUN	EMPIRE SOUTHWEST, LLC	EMRA0018206	05/29/2018	EXCAVATOR RENTAL - HOUSE DEMOLISHE	1,233.25
Total 15-40-109 BENSON MOTEL ABATEMENT:					1,657.61
Total CAPITAL PROJECTS FUND:					1,657.61
STREET FUND					
20-40-300 PROFESSIONAL SERVICES					
STREET FUND	COCHISE COUNTY TREASURE	24108	05/31/2018	YARD WASTE	113.16
Total 20-40-300 PROFESSIONAL SERVICES:					113.16
20-40-305 CONTRACT LABOR - DOC					
STREET FUND	ARIZONA DEPARTMENT OF CO	C35118 20180	05/11/2018	DOC LABOR - 4/21-5/4/18	135.00
STREET FUND	ARIZONA DEPARTMENT OF CO	C35118 20180	05/30/2018	DOC LABOR - 5/5 - 5/18/18	148.50
Total 20-40-305 CONTRACT LABOR - DOC:					283.50
20-40-340 EDUCATION & TRAINING					
STREET FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	RENEW CERTIFICATE	75.00
Total 20-40-340 EDUCATION & TRAINING:					75.00
20-40-410 UTILITIES					
STREET FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	30.56
STREET FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	7,181.39
STREET FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	109.57
Total 20-40-410 UTILITIES:					7,321.52
20-40-415 TELEPHONE					
STREET FUND	TRANSWORLD NETWORK COR	14367665-034	06/10/2018	INTERNET SVC	21.64
Total 20-40-415 TELEPHONE:					21.64
20-40-440 RENTALS					
STREET FUND	EMPIRE SOUTHWEST, LLC	EMRA0018206	05/29/2018	EXCAVATOR RENTAL	924.95
Total 20-40-440 RENTALS:					924.95
20-40-470 UNIFORMS					
STREET FUND	UNIFIRST CORPORATION	052918	05/29/2018	UNIFORMS	138.70

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 20-40-470 UNIFORMS:					138.70
20-40-640 MATERIALS & SUPPLIES					
STREET FUND	CEMEX	9437700834	06/15/2018	CONCRETE	1,623.13
STREET FUND	CEMEX	9437734615	05/24/2018	CONCRETE	357.92
STREET FUND	ELITE SALES & SERVICE	213186	05/24/2018	TRIM LINE	61.15
STREET FUND	MATTSON QUALITY PRODUCT	30623	05/15/2018	FIRST AID SUPPLIES	91.96
STREET FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	43.82
STREET FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	166.84
STREET FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	38.35
STREET FUND	SHANNON'S AUTO PARTS	053118	05/31/2018	WIRE	10.43
Total 20-40-640 MATERIALS & SUPPLIES:					2,393.60
20-40-660 VEHICLE FUEL & OIL					
STREET FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	AV GAS	49.80
STREET FUND	SENERGY PETROLEUM	454934	06/14/2018	DIESEL	220.40
Total 20-40-660 VEHICLE FUEL & OIL:					270.20
20-40-670 VEHICLE MAINTENANCE & REPAIRS					
STREET FUND	CNG	Q116	06/12/2018	#73 - REPAIRS TO CONNECTOR ON TRAILER	105.00
STREET FUND	CNG	Q121	06/23/2018	#154 - MAJOR SERVICE CHANGES	315.00
STREET FUND	EMPIRE SOUTHWEST, LLC	EMPS4380065	05/17/2018	PARTS	696.89
Total 20-40-670 VEHICLE MAINTENANCE & REPAIRS:					1,116.89
Total STREET FUND:					12,659.16
GRANTS FUND					
46-80-100 CDBG PARKS					
GRANTS FUND	SAN PEDRO VALLEY NEWS	053118	05/31/2018	#499069 - ADVERTISING - CDBG	170.52
GRANTS FUND	SOUTHEASTERN ARIZONA	041918	04/19/2018	CDBG 128-18 INVOICE #1	5,000.00
GRANTS FUND	WICK COMMUNICATIONS	126622	06/04/2018	#72691 - CDBG AD	71.00
Total 46-80-100 CDBG PARKS:					5,241.52
Total GRANTS FUND:					5,241.52
GAS FUND					
50-22900 METER DEPOSITS - GAS					
GAS FUND	JOSHUA OR NASHARA GONZA	062118	06/21/2018	REFUND GAS DEPOSIT	68.98
GAS FUND	RICHARD FULLER	061818	06/18/2018	REFUND GAS DEPOSIT	101.41
GAS FUND	STEPHEN HOFFMAN	060518	06/05/2018	REFUND GAS DEPOSIT	68.15
GAS FUND	ZACHARY OR MINERVA HANLE	060618	06/06/2018	REFUND GAS DEPOSIT	42.99
Total 50-22900 METER DEPOSITS - GAS:					281.53
50-40-230 EMPLOYEE INSURANCE					
GAS FUND	ESG CORP	37990	06/08/2018	SET UP FSA ACCOUNT	25.00
Total 50-40-230 EMPLOYEE INSURANCE:					25.00
50-40-300 PROFESSIONAL SERVICES					
GAS FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SHIPPING	46.12

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 50-40-300 PROFESSIONAL SERVICES:					46.12
50-40-351 BANK CHARGES					
GAS FUND	CHASE	5/18A	05/31/2018	MAY BILLING - CREDIT CARD FEES	285.88
GAS FUND	XPRESS BILL PAY	33544	06/01/2018	MONTHLY CHARGES ONLINE UTILITY PAYM	142.54
Total 50-40-351 BANK CHARGES:					428.42
50-40-410 UTILITIES					
GAS FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	30.56
GAS FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	117.46
GAS FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	109.57
Total 50-40-410 UTILITIES:					257.59
50-40-415 TELEPHONE					
GAS FUND	TRANSWORLD NETWORK COR	14367665-034	06/10/2018	INTERNET SVC	21.65
Total 50-40-415 TELEPHONE:					21.65
50-40-440 RENTALS					
GAS FUND	AIRGAS USA, LLC	9954022742	05/31/2018	CYLINDER RENTAL	249.62
GAS FUND	EMPIRE SOUTHWEST, LLC	EMRA0018206	05/29/2018	EXCAVATOR RENTAL	924.94
Total 50-40-440 RENTALS:					1,174.56
50-40-470 UNIFORMS					
GAS FUND	UNIFIRST CORPORATION	052918	05/29/2018	UNIFORMS	141.58
Total 50-40-470 UNIFORMS:					141.58
50-40-590 DUES & LICENSES					
GAS FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	ONLINE ACCESS SHRIMP/DIMP	395.00
GAS FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	PLATE FOR TRUCK #0176	9.67
Total 50-40-590 DUES & LICENSES:					404.67
50-40-640 OPERATING SUPPLIES					
GAS FUND	CEMEX	9437700834	06/15/2018	CONCRETE	1,623.13
GAS FUND	CEMEX	9437734615	05/24/2018	CONCRETE	357.92
GAS FUND	MATTSON QUALITY PRODUCT	30623	05/15/2018	FIRST AID SUPPLIES	91.97
GAS FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	182.59
GAS FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	16.64
Total 50-40-640 OPERATING SUPPLIES:					2,272.25
50-40-660 VEHICLE FUEL & OIL					
GAS FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	AV GAS	49.80
GAS FUND	SENERGY PETROLEUM	454934	06/14/2018	DIESEL - #41517	220.41
Total 50-40-660 VEHICLE FUEL & OIL:					270.21
50-40-670 VEHICLE REPAIRS & MAINT					
GAS FUND	CNG	Q119	06/21/2018	#153 - REPLACED BATTERY, MISC REPAIRS	210.00
GAS FUND	SHANNON'S AUTO PARTS	053118	05/31/2018	SHOP LABOR/TIRES	154.39
GAS FUND	SHANNON'S AUTO PARTS	053118	05/31/2018	SHOP LABOR, VALVE STEM, DISPOSAL	53.38

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 50-40-670 VEHICLE REPAIRS & MAINT:					417.77
Total GAS FUND:					5,741.35
WATER FUND					
51-22900 METER DEPOSITS - WATER					
WATER FUND	ARIZONA TREE PROFESSIONA	061918	06/19/2018	REFUND HYD METER DEPOSIT	562.61
WATER FUND	ERNEST D RODRIGUEZ	060618	06/06/2018	REFUND WATER DEPOSIT	24.71
WATER FUND	JOSHUA OR NASHARA GONZA	062118	06/21/2018	REFUND WATER DEPOSIT	50.00
WATER FUND	STEPHEN HOFFMAN	060518	06/05/2018	REFUND WATER DEPOSIT	50.00
Total 51-22900 METER DEPOSITS - WATER:					687.32
51-40-301 CHEMICAL ANALYSIS					
WATER FUND	LEGEND TECHNICAL SERVICE	1808234	06/07/2018	TESTING	128.00
WATER FUND	LEGEND TECHNICAL SERVICE	1808235	06/07/2018	TESTING	16.00
WATER FUND	LEGEND TECHNICAL SERVICE	1808236	06/07/2018	TESTING	32.00
Total 51-40-301 CHEMICAL ANALYSIS:					176.00
51-40-350 BANK CHARGES					
WATER FUND	CHASE	5/18A	05/31/2018	MAY BILLING - CREDIT CARD FEES	285.88
WATER FUND	XPRESS BILL PAY	33544	06/01/2018	MONTHLY CHARGES - ONLINE UTILITY PMT	142.54
Total 51-40-350 BANK CHARGES:					428.42
51-40-410 UTILITIES					
WATER FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	30.56
WATER FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	107.60
WATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	109.56
WATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	12,380.67
Total 51-40-410 UTILITIES:					12,628.39
51-40-415 TELEPHONE					
WATER FUND	TRANSWORLD NETWORK COR	14367665-034	06/10/2018	INTERNET SVC	21.64
Total 51-40-415 TELEPHONE:					21.64
51-40-440 RENTALS					
WATER FUND	EMPIRE SOUTHWEST, LLC	EMRA0018206	05/29/2018	EXCAVATOR RENTAL	924.94
Total 51-40-440 RENTALS:					924.94
51-40-470 UNIFORMS					
WATER FUND	UNIFIRST CORPORATION	052918	05/29/2018	UNIFORMS	206.13
Total 51-40-470 UNIFORMS:					206.13
51-40-590 DUES & LICENSES					
WATER FUND	ADEQ	061318	06/13/2018	ADEQ OPERATOR CERTIFICATION	150.00
WATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	PLATE FOR TRUCK #0176	9.67
Total 51-40-590 DUES & LICENSES:					159.67

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
51-40-640 OTHER OPERATING COSTS					
WATER FUND	CEMEX	9437700834	06/15/2018	CONCRETE	1,623.13
WATER FUND	CEMEX	9437734615	05/24/2018	CONCRETE	357.92
WATER FUND	CORE & MAIN LP	I792429	05/17/2018	PARTS	351.36
WATER FUND	MATTSON QUALITY PRODUCT	30623	05/15/2018	FIRST AID SUPPLIES	91.97
WATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	16.64
WATER FUND	SHANNON'S AUTO PARTS	053118	05/31/2018	CLEANER	3.41
Total 51-40-640 OTHER OPERATING COSTS:					2,444.43
51-40-660 FUEL & OIL					
WATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	AV GAS	49.80
WATER FUND	SENERGY PETROLEUM	454934	06/14/2018	DIESEL	220.41
Total 51-40-660 FUEL & OIL:					270.21
51-40-670 VEHICLE REPAIRS & MAINT					
WATER FUND	CNG	Q113	06/09/2018	#134 - COMPLETE SERVICE, BRAKE PADS,	455.00
WATER FUND	SHANNON'S AUTO PARTS	053118	05/31/2018	SHOP LABOR/TIRES	169.39
Total 51-40-670 VEHICLE REPAIRS & MAINT:					624.39
Total WATER FUND:					18,571.54
WASTEWATER FUND					
52-40-350 BANK CHARGES					
WASTEWATER FUND	CHASE	5/18A	05/31/2018	MAY BILLING - CREDIT CARD FEES	285.88
WASTEWATER FUND	XPRESS BILL PAY	33544	06/01/2018	MONTHLY CHARGES - ONLINE UTILITY PMT	142.54
Total 52-40-350 BANK CHARGES:					428.42
52-40-410 UTILITIES					
WASTEWATER FUND	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	49.09
WASTEWATER FUND	CITY OF BENSON - UTILITIES	060818	06/08/2018	UTILITIES	107.59
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	7,339.74
Total 52-40-410 UTILITIES:					7,496.42
52-40-415 TELEPHONE					
WASTEWATER FUND	TRANSWORLD NETWORK COR	14364182-024	06/06/2018	INTERNET SERVICE - PERK PLANT	54.93
WASTEWATER FUND	TRANSWORLD NETWORK COR	14367666035	06/10/2018	INTERNET SVC	54.93
Total 52-40-415 TELEPHONE:					109.86
52-40-430 REPAIRS & MAINTENANCE					
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	PRECAST MANHOLE	780.12
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FENCE AT WWTP	5,481.12
Total 52-40-430 REPAIRS & MAINTENANCE:					6,261.24
52-40-440 RENTALS					
WASTEWATER FUND	EMPIRE SOUTHWEST, LLC	EMRA0018206	05/29/2018	EXCAVATOR RENTAL	924.94
Total 52-40-440 RENTALS:					924.94
52-40-470 UNIFORMS					
WASTEWATER FUND	UNIFIRST CORPORATION	052918	05/29/2018	UNIFORMS	173.86

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 52-40-470 UNIFORMS:					173.86
52-40-590 DUES & LICENSES					
WASTEWATER FUND	ADEQ	061318	06/13/2018	ADEQ OPERATOR CERTIFICATION	150.00
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	PLATE FOR TRUCK #0176	9.66
Total 52-40-590 DUES & LICENSES:					159.66
52-40-640 OPERATING SUPPLIES					
WASTEWATER FUND	CEMEX	9437700834	06/15/2018	CONCRETE	1,623.13
WASTEWATER FUND	CEMEX	9437734615	05/24/2018	CONCRETE	357.91
WASTEWATER FUND	COCHISE COUNTY TREASURE	24108	05/31/2018	YARD WASTE	13.44
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	52.48
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	GEAR DRIVE	1,485.07
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	AIR COMPRESSOR	25.20
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SEWER PROJECT	59.18
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	16.64
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	186.29
WASTEWATER FUND	USA BLUEBOOK	588504	06/04/2018	WWTP SUPPLIES 71229	133.62
WASTEWATER FUND	USA BLUEBOOK	588814	06/04/2018	WWTP SUPPLIES 71229	346.41
Total 52-40-640 OPERATING SUPPLIES:					4,299.37
52-40-660 FUEL & OIL					
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	AV GAS	49.80
WASTEWATER FUND	SENERGY PETROLEUM	454934	06/14/2018	DIESEL	220.40
Total 52-40-660 FUEL & OIL:					270.20
52-40-670 VEHICLE REPAIRS & MAINT					
WASTEWATER FUND	CNG	Q118	06/21/2018	#127 - SERVICE CALL, REPLACED SHIFT CA	70.00
WASTEWATER FUND	NATIONAL BANK OF ARIZONA	053118	05/31/2018	TRUCK #2010 INT'L - PARTS	1,495.52
WASTEWATER FUND	SHANNON'S AUTO PARTS	053118	05/31/2018	SHOP LABOR	15.00
Total 52-40-670 VEHICLE REPAIRS & MAINT:					1,580.52
Total WASTEWATER FUND:					21,704.49
SANITATION FUND					
53-40-350 BANK CHARGES					
SANITATION FUND	CHASE	5/18A	05/31/2018	MAY BILLING - CREDIT CARD FEES	285.87
SANITATION FUND	XPRESS BILL PAY	33544	06/01/2018	MONTHLY CHARGES - ONLINE UTILITY PMT	142.54
Total 53-40-350 BANK CHARGES:					428.41
53-40-665 COUNTY SOLID WASTE					
SANITATION FUND	COCHISE COUNTY TREASURE	24108	05/31/2018	TRANSFER STATION EXPENSES	17,517.44
Total 53-40-665 COUNTY SOLID WASTE:					17,517.44
53-40-667 RESIDENTIAL SERVICE CONTRACT					
SANITATION FUND	SOUTHWEST DISPOSAL	1713021	05/31/2018	RESIDENTIAL / COMMERICAL PICK UP	17,374.46
Total 53-40-667 RESIDENTIAL SERVICE CONTRACT:					17,374.46

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
53-40-668	COMMERCIAL SERVICE CONTRACT				
SANITATION FUND	SOUTHWEST DISPOSAL	1713021	05/31/2018	COMMERCIAL PICK UP	11,997.12
Total 53-40-668 COMMERCIAL SERVICE CONTRACT:					11,997.12
Total SANITATION FUND:					47,317.43
SAN PEDRO GOLF COURSE					
55-40-300 PROFESSIONAL SERVICES					
SAN PEDRO GOLF COUR	BRIDGESTONE GOLF INC	1002734880	05/21/2018	GOLF BALLS	41.12
Total 55-40-300 PROFESSIONAL SERVICES:					41.12
55-40-310 INVENTORY- PRO SHOP					
SAN PEDRO GOLF COUR	BRIDGESTONE GOLF INC	1002734385	05/18/2018	GOLF BALLS	41.12
SAN PEDRO GOLF COUR	BRIDGESTONE GOLF INC	1002735754	05/23/2018	GOLF BALLS	409.44
SAN PEDRO GOLF COUR	TITLEIST	905999357	05/31/2018	INVENTORY	320.42
Total 55-40-310 INVENTORY- PRO SHOP:					770.98
55-40-350 BANK CHARGES					
SAN PEDRO GOLF COUR	AMERICAN EXPRESS	6/18	06/01/2018	CREDIT CARD FEES	27.40
SAN PEDRO GOLF COUR	ETS CORPORATION	5/18A	05/31/2018	MAY BILLING - CREDIT CARD FEES	609.80
Total 55-40-350 BANK CHARGES:					637.20
55-40-410 UTILITIES					
SAN PEDRO GOLF COUR	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	1,006.32
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	1,653.66
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	5,811.79
Total 55-40-410 UTILITIES:					8,471.77
55-40-415 TELEPHONE					
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	INTERNET 5/1 - 6/1/18	158.00
Total 55-40-415 TELEPHONE:					158.00
55-40-430 REPAIRS & MAINT - BUILDING					
SAN PEDRO GOLF COUR	TREJO REFRIGERATION AND	11204	05/21/2018	LIGHTING/ELECTRICAL PARKING LIGHTS/KI	690.92
Total 55-40-430 REPAIRS & MAINT - BUILDING:					690.92
55-40-600 OPERATING SUPPLIES					
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	57.85
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	214.26
Total 55-40-600 OPERATING SUPPLIES:					272.11
55-40-610 OFFICE SUPPLIES					
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	013118B	01/31/2018	SUPPLIES	33.98
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	TONER	111.48
Total 55-40-610 OFFICE SUPPLIES:					145.46
55-40-700 CAPITAL EXPENDITURES					
SAN PEDRO GOLF COUR	TCF EQUIPMENT FINANCE INC	5509036	05/12/2018	GOLF CART FINANCING	4,774.90

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
Total 55-40-700 CAPITAL EXPENDITURES:					4,774.90
55-50-305 CONTRACT LABOR- DOC					
SAN PEDRO GOLF COUR	ARIZONA DEPARTMENT OF CO	C35118 20180	05/11/2018	DOC LABOR - 4/21-5/4/18	373.50
SAN PEDRO GOLF COUR	ARIZONA DEPARTMENT OF CO	C35118 20180	05/30/2018	DOC LABOR - 5/5 - 5/18/18	396.00
Total 55-50-305 CONTRACT LABOR- DOC:					769.50
55-50-410 UTILITIES					
SAN PEDRO GOLF COUR	CITY OF BENSON - UTILITIES	052518	05/25/2018	UTILITIES	237.41
Total 55-50-410 UTILITIES:					237.41
55-50-440 RENTALS					
SAN PEDRO GOLF COUR	TRENCH SHORE RENTALS	166920-2	04/24/2018	EQUIPMENT RENTAL - MILLINGS	728.47
Total 55-50-440 RENTALS:					728.47
55-50-608 SAND & GRAVEL					
SAN PEDRO GOLF COUR	PIONEER LANDSCAPING MATE	PSI1165772	05/15/2018	USGA SAND	1,355.04
Total 55-50-608 SAND & GRAVEL:					1,355.04
55-50-660 FUEL & OIL					
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FUEL/OIL	297.08
SAN PEDRO GOLF COUR	SENERGY PETROLEUM	455175	06/13/2018	DIESEL - 47497	4,042.68
Total 55-50-660 FUEL & OIL:					4,339.76
55-50-670 REPAIRS & MAINT- EQUIPMENT					
SAN PEDRO GOLF COUR	SIMPSON NORTON CORP	1528480-00	05/30/2018	PARTS	50.08
SAN PEDRO GOLF COUR	SIMPSON NORTON CORP	1529303-00	05/30/2018	PARTS	214.67
Total 55-50-670 REPAIRS & MAINT- EQUIPMENT:					264.75
55-50-711 GC 17-01 CHEMICAL APPLICATOR					
SAN PEDRO GOLF COUR	MARLIN BUSINESS BANK	16037897	06/13/2018	CHEMICAL APPLICATOR	532.97
Total 55-50-711 GC 17-01 CHEMICAL APPLICATOR:					532.97
55-50-712 GC 17-02 UTILITY MAINT VEHICLE					
SAN PEDRO GOLF COUR	MARLIN BUSINESS BANK	16037897	06/13/2018	UT MAINTENANCE VEHICLE	532.96
Total 55-50-712 GC 17-02 UTILITY MAINT VEHICLE:					532.96
55-50-713 GC 17-03 FAIRWAY UNIT MOWER					
SAN PEDRO GOLF COUR	MARLIN BUSINESS BANK	16037897	06/13/2018	FAIRWAY UNIT MOWER	532.96
Total 55-50-713 GC 17-03 FAIRWAY UNIT MOWER:					532.96
55-60-300 PROFESSIONAL SERVICES					
SAN PEDRO GOLF COUR	ANGELO J FRATTAROLE	060218	06/02/2018	REPAIR EQUIPMENT - GRILLE	126.00
Total 55-60-300 PROFESSIONAL SERVICES:					126.00

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
55-60-310 FOOD COST					
SAN PEDRO GOLF COUR	ELISIA RODRIGUEZ	061618	06/16/2018	REIMBURSE FOOD PURCHASE - BENSON CI	519.84
SAN PEDRO GOLF COUR	FARMER BROTHERS COFFEE	S068048891	06/13/2018	FOOD	171.25
SAN PEDRO GOLF COUR	FARMER BROTHERS COFFEE	SO067992209	05/30/2018	FOOD	112.19
SAN PEDRO GOLF COUR	MERIT FOODS OF ARIZONA	345539A	05/30/2018	FOOD	982.65
SAN PEDRO GOLF COUR	MERIT FOODS OF ARIZONA	346488B	06/05/2018	FOOD	617.17
SAN PEDRO GOLF COUR	MERIT FOODS OF ARIZONA	347115C	06/08/2018	FOOD	273.11
SAN PEDRO GOLF COUR	MERIT FOODS OF ARIZONA	347580D	06/12/2018	FOOD	792.98
SAN PEDRO GOLF COUR	MERIT FOODS OF ARIZONA	348604B	06/20/2018	FOOD	634.64
SAN PEDRO GOLF COUR	MERIT FOODS OF ARIZONA	349180C	06/23/2018	FOOD	467.08
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FOOD	380.37
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FOOD	198.43
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FOOD	141.53
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FOOD	368.92
SAN PEDRO GOLF COUR	PEPSI COLA OF SAFFORD	230347	06/07/2018	DRINKS - ACCT 02198	75.50
SAN PEDRO GOLF COUR	PEPSI COLA OF SAFFORD	231298	06/21/2018	DRINKS - ACCT#02198	197.71
SAN PEDRO GOLF COUR	SOUTHERN GLAZER'S OF AZ	1566200	06/06/2018	MIXES	67.05
SAN PEDRO GOLF COUR	US FOODS	3280826	05/21/2018	FOOD	1,068.67
SAN PEDRO GOLF COUR	US FOODS	3535049	06/04/2018	FOOD	644.03
SAN PEDRO GOLF COUR	US FOODS	3664293	06/11/2018	FOOD	1,163.86
SAN PEDRO GOLF COUR	US FOODS	3664294	06/11/2018	FOOD	233.69
SAN PEDRO GOLF COUR	US FOODS	3792138	06/18/2018	FOOD	1,184.86
SAN PEDRO GOLF COUR	US FOODS	3919735	06/25/2018	FOOD	745.27
Total 55-60-310 FOOD COST:					11,040.80
55-60-315 BEER COSTS					
SAN PEDRO GOLF COUR	SOUTHERN ARIZONA DISTRIB	384783	06/01/2018	BEER COSTS	507.65
SAN PEDRO GOLF COUR	SOUTHERN ARIZONA DISTRIB	385648	06/08/2018	BEER COSTS	702.10
SAN PEDRO GOLF COUR	SOUTHERN ARIZONA DISTRIB	386498	06/15/2018	BEER COSTS	1,182.35
SAN PEDRO GOLF COUR	SOUTHERN ARIZONA DISTRIB	387300	06/22/2018	BEER COSTS	317.25
SAN PEDRO GOLF COUR	SOUTHERN ARIZONA DISTRIB	388161	06/29/2018	BEER COSTS	201.81
Total 55-60-315 BEER COSTS:					2,911.16
55-60-316 WINE COSTS					
SAN PEDRO GOLF COUR	PIERCE WINES ARIZONA LLC	402	06/01/2018	WINE	420.00
Total 55-60-316 WINE COSTS:					420.00
55-60-320 LIQUOR COSTS					
SAN PEDRO GOLF COUR	SOUTHERN GLAZER'S OF AZ	1566200	06/06/2018	LIQUOR COSTS	476.41
Total 55-60-320 LIQUOR COSTS:					476.41
55-60-350 BANK CHARGES					
SAN PEDRO GOLF COUR	ETS CORPORATION	5/18	05/31/2018	MAY CHARGES - CREDIT CARD FEES	784.18
Total 55-60-350 BANK CHARGES:					784.18
55-60-440 RENTALS					
SAN PEDRO GOLF COUR	AMERIPRIDE SERVICES INC	1700774792	05/23/2018	LINENS	53.51
SAN PEDRO GOLF COUR	AMERIPRIDE SERVICES INC	1700776949	05/30/2018	LINENS	53.51
SAN PEDRO GOLF COUR	AMERIPRIDE SERVICES INC	1700778994	06/06/2018	LINENS	55.52
SAN PEDRO GOLF COUR	AMERIPRIDE SERVICES INC	1700781066	06/13/2018	LINENS	53.51
SAN PEDRO GOLF COUR	AMERIPRIDE SERVICES INC	1710036793	05/23/2018	LINENS	38.98
SAN PEDRO GOLF COUR	AMERIPRIDE SERVICES INC	1710036925	06/13/2018	LINENS	175.53

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
SAN PEDRO GOLF COUR	MARLIN BUSINESS BANK	16037897	06/13/2018	DISHWASHER	78.77
Total 55-60-440 RENTALS:					509.33
55-60-470 UNIFORMS					
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	UNIFORMS	311.73
Total 55-60-470 UNIFORMS:					311.73
55-60-540 ADVERTISING					
SAN PEDRO GOLF COUR	SAN PEDRO VALLEY NEWS	053118A	05/31/2018	#499602 - ADVERTISING GRILLE MAY	103.87
SAN PEDRO GOLF COUR	SAN PEDRO VALLEY NEWS	053118B	05/31/2018	#499602 - ADVERTISING GRILLE APRIL	141.09
Total 55-60-540 ADVERTISING:					244.96
55-60-600 SUPPLIES & EXPENSES					
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	CENTER PIECE FLOWER/MOTHER'S DAY	114.85
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FLOWERS MOTHERS DAY HOSTESS STAND	82.20
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	FLOWERS	45.57
Total 55-60-600 SUPPLIES & EXPENSES:					242.62
55-60-603 KITCHEN SUPPLIES					
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	259.89
SAN PEDRO GOLF COUR	NATIONAL BANK OF ARIZONA	053118	05/31/2018	SUPPLIES	257.50
SAN PEDRO GOLF COUR	US FOODS	3535050	06/04/2018	SUPPLIES	252.64
SAN PEDRO GOLF COUR	US FOODS	3792139	06/18/2018	SUPPLIES	186.59
Total 55-60-603 KITCHEN SUPPLIES:					956.62
Total SAN PEDRO GOLF COURSE:					43,280.09
AIRPORT					
56-40-410 UTILITIES					
AIRPORT	CITY OF BENSON - UTILITIES	061518	06/15/2018	UTILITIES	147.83
AIRPORT	NATIONAL BANK OF ARIZONA	053118	05/31/2018	POWER	981.21
Total 56-40-410 UTILITIES:					1,129.04
56-40-415 TELEPHONE					
AIRPORT	NATIONAL BANK OF ARIZONA	053118	05/31/2018	INTERNET 4/1-5/1/18	158.00
AIRPORT	NATIONAL BANK OF ARIZONA	053118	05/31/2018	INTERNET 5/1-6/1/18	158.00
Total 56-40-415 TELEPHONE:					316.00
Total AIRPORT:					1,445.04
Grand Totals:					622,326.45

Fund	Vendor Name	Invoice Number	Invoice Date	Description	Net Invoice Amount
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Report Criteria:

Invoices with totals above \$0.00 included.

Only paid invoices included.

City of Benson City Council Communication

Regular Meeting

July 9, 2018



To: Mayor and Council

Agenda Item # 2

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

Subject:

Presentation and possible discussion of the Golf Advisor's 2018 Top Rated Golf Destination Award to the San Pedro Golf Course

Discussion:

Golf Advisor showcases golf courses throughout the United States and the world. They offer course reviews and ratings giving players the tools to discover, review and recommend top rated golf destinations.

This year, 2018, Golf Advisor has awarded and given distinction to our Golf course as a Top-Rated Golf Destination. The course was given a "Four Star" designation with comments like: Excellent greens! The views are top notch. The pace of play is perfect. A wonderful course, we've played there many times and have always had a good experience. From the tees to the greens, the course was in terrific condition.

Tonight, we've asked the Mayor to present the Golf Advisor award to our Golf Course Director, Mr. Joe DelVecchio. Mr. DelVecchio and his staff have done a fantastic job improving our golf course appearance, dining and operations. The results are evident, and this award highlights the accomplishments and improvements our Golf Course Staff has made the past two years to qualify and receive this award for 2018.

Staff Recommendation:

Presentation of the Award

City of Benson City Council Communication

Special Meeting

July 9, 2018



To: Mayor and Council

Agenda Item # 3

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

Subject:

Discussion and possible action regarding Resolution 21-2018 of the Mayor and Council of the City of Benson, Arizona, approving a Tentative Budget for Fiscal Year 2018-2019

Discussion:

The Tentative Budget for Fiscal Year (FY) 2018-2019 is before Council for consideration. The recommended budget was presented and discussed at the worksession held on June 26, 2018. Changes to the recommended budget (in the Tentative budget as presented on July 9) include the following:

- Adjusted estimated expenditures for end of Fiscal Year
- funding of operating supplies and computer supplies for the Library
- a 2.1% Cost of Living Adjustment

These changes resulted in an increase from the recommended budget in the overall budget of \$280,933.

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

Following adoption of the Tentative Budget, the Budget will be prepared on forms designed by the Arizona Auditor General to present the budget information as prescribed by ARS §42-17101 and §42-17102. It will then be advertised in the local newspaper on July 11 and July 18, 2018. A Public Hearing for the Tentative Budget is scheduled for July 26, followed by adoption of the FINAL BUDGET.

Staff Recommendation:

Approval of Resolution 21-2018

RESOLUTION 21-2018

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

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

WHEREAS, the Mayor and City Council have engaged in public worksessions discussing the proposed budget for Fiscal Year (FY) 2018-2019; and

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

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, that the tentative budget for FY 2018-2019 prepared by the City is hereby approved and Staff is directed to schedule a public hearing on said tentative budget and otherwise take all necessary action preliminary to its final adoption by Council.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, this 9th day of July, 2018.

TONEY D. KING, SR., Mayor

ATTEST:

APPROVED AS TO FORM:

VICKI L. VIVIAN, CMC, City Clerk

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



Tentative
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

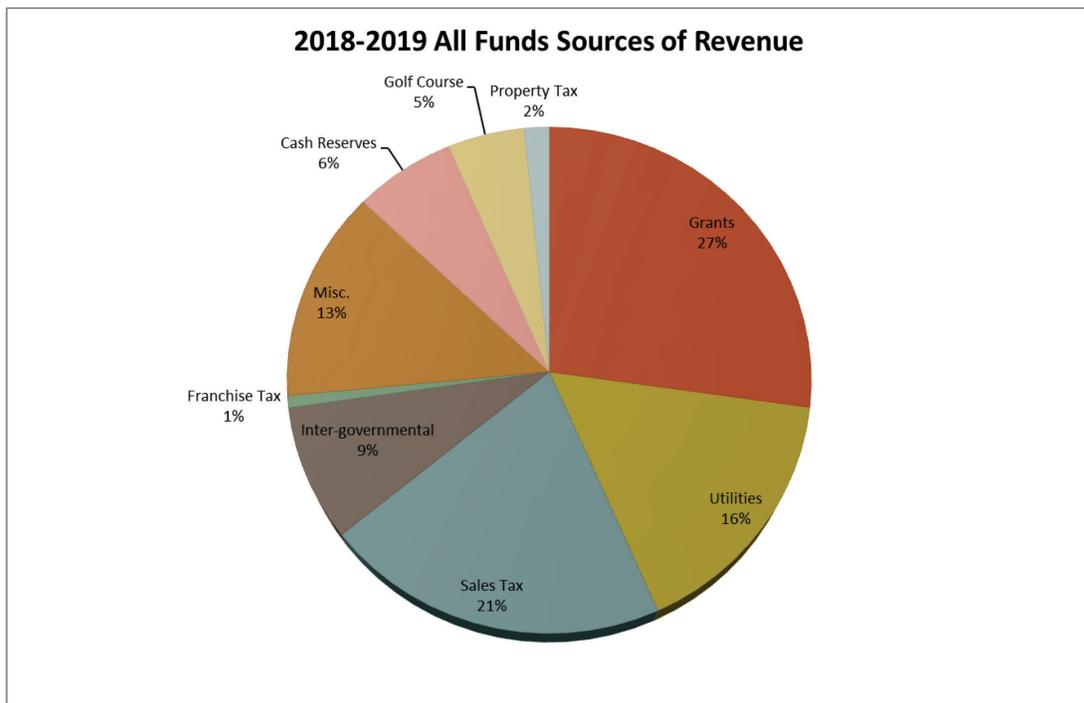
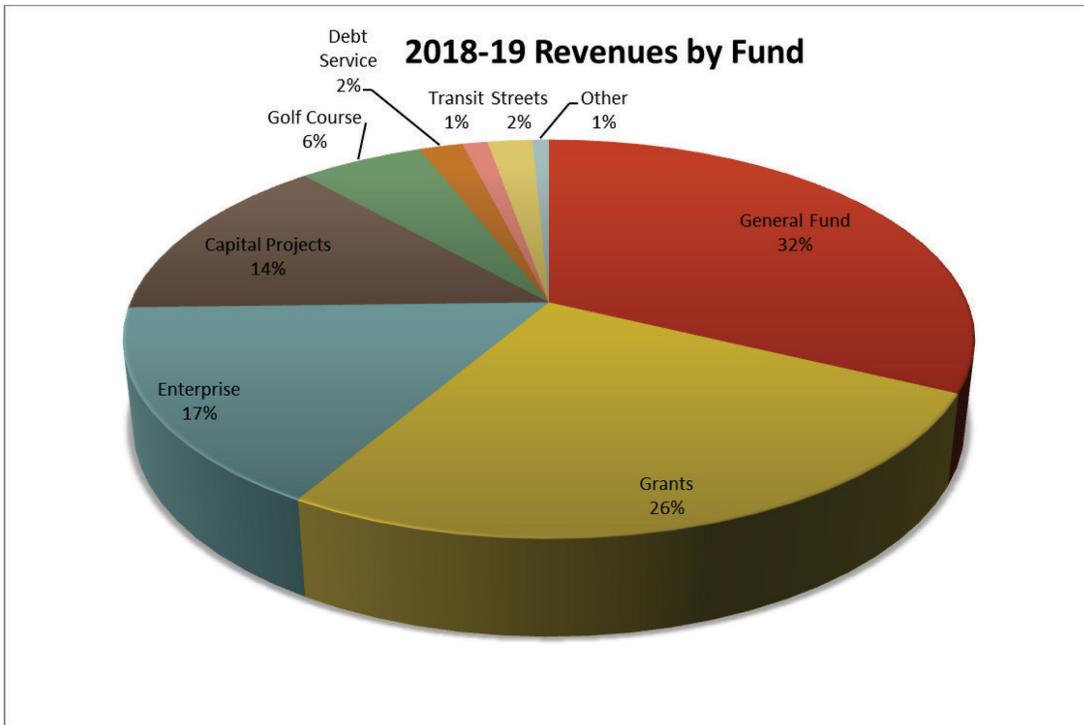
The City of Benson's fiscal year 2018-2019 (FY19) Budget is scheduled to be adopted by Mayor and Council on July 26, 2018. The Budget is hereby respectfully submitted. We hope that this presentation format will give you a deeper understanding of the increasingly complex finances of the City.

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

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

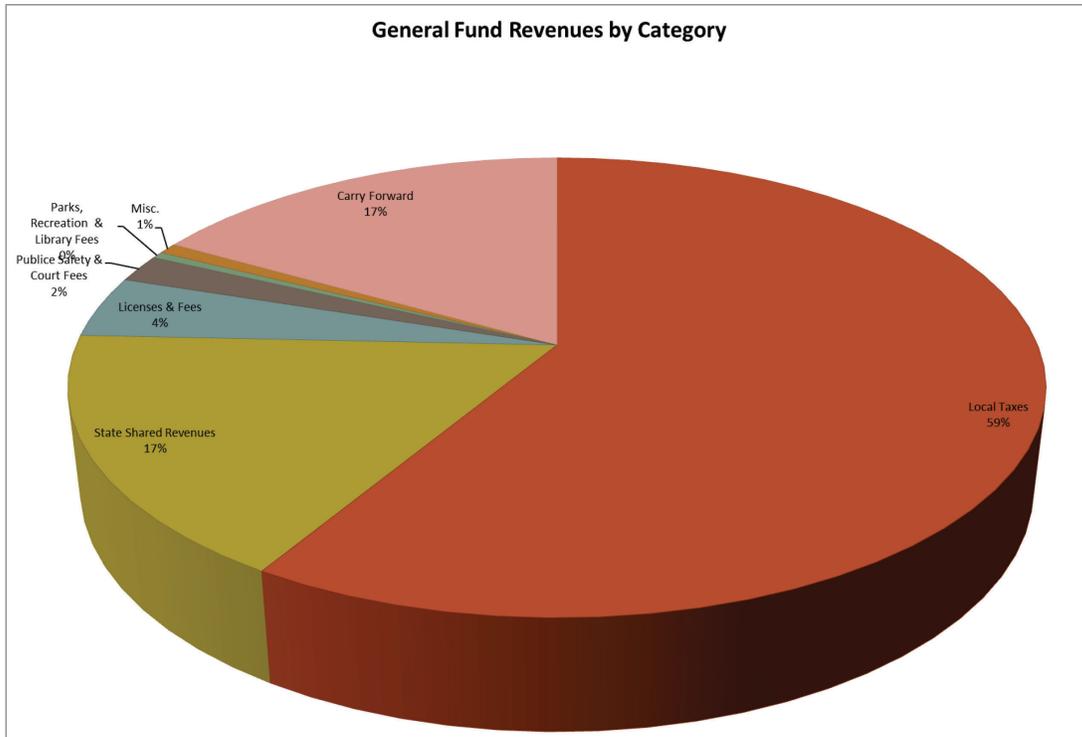
This next chart breaks out the revenues by category for all funds. The following chart breaks down category and the largest revenue category for next fiscal year is grants at \$5.6 million or 27% of the total projected revenues. The majority of the grants are for Airport and Unclassified Grants. The reason the City has \$5.6 million in grants is because if they are not appropriated, they cannot be spent under the alternative expenditure limitation which the City is under per Arizona State 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 21% of the total revenues. This includes the construction sales tax of approximately \$102,000 that goes directly into the Capital Project Fund for infrastructure, buildings and equipment. The Utilities percentage of 16% is for user fees for the water, wastewater, gas and sanitation services. All revenues for all funds will be presented later in this document.



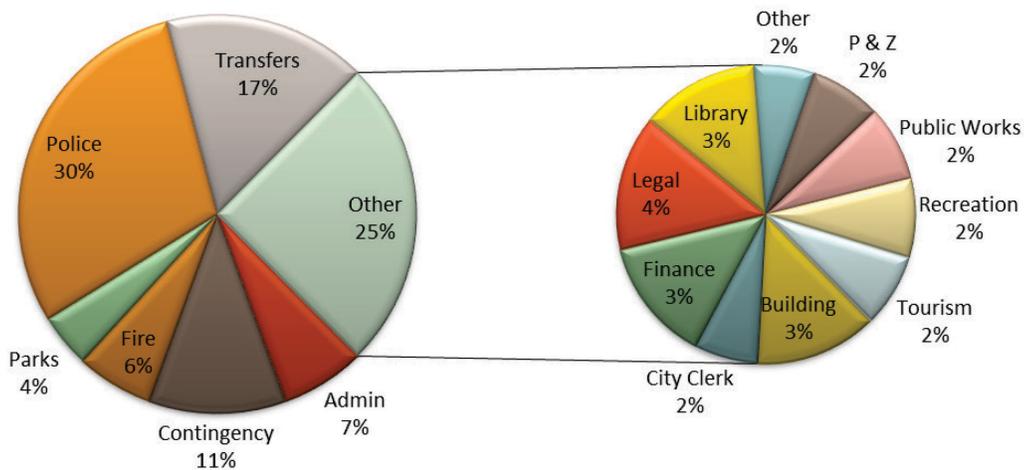
The next chart is the revenues for the General Fund by revenue category. The largest category in the General Fund is Local Taxes at \$4.6 million or 59% of the total. This category includes local sales and bed taxes, property and franchise taxes. The second largest category is State

Shared Revenues at \$1.3 million or 17% of the total General Fund Revenues. This includes state shared sales, urban revenue sharing (income), and auto lieu taxes. The last double digit category is Carryforward funds. This is the carryforward in the General Fund of \$1,319,541.



The chart on the next page is the amount of 2018-2019 General Fund Expenditures by Department. The department that has the largest budget in the General Fund is the Police Department at \$2.3 million or 30% of the budget. The next largest department budget is titled "Other" but is further broken out by 10 departments that are 25% of the budget. The Contingency Reserve is the amount that is carryforward from the General Fund and broken down to Contingency Reserve and Operating Contingency. The Contingency Reserve is for unexpected emergency expenditures and revenue shortfalls and must be approved by Council. The operating contingency, which is only \$50 thousand out of the \$873 thousand reserve, has been set up this year because of the departments cutting back their line items and is there for the City Manager to transfer if something unexpected occurred and the departments need to have the funds replenished.

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:

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

The total budgeted personnel costs of \$5,893,839 reflect a .01% decrease over the prior fiscal year. There is an increase of 4.96 full time equivalent (FTE) employees (a part time equivalent), for a total of 105.19 FTE employees. The changes of personnel costs by department or fund are due primarily to restructuring city positions and benefit increases. Notable changes include:

- Restructuring of positions and minor adjustments in salaries

- The Arizona State Retirement contribution rate increased from 11.50% to 11.80% for both employer and employee.
- The Public Personnel Safety Retirement System (PSPRS) employer contribution rate for Police has gone from 34.17% to 35.67%.
- The PSPRS employer contribution rate for Fire has decreased from 33.67% to 33.16%.
- Health insurance costs increased by 1.06% in anticipation of additional requirements under the Affordable Care Act. During fiscal 2007-2008 Council approved and staff implemented a Flexible Spending Account (FSA) for all employees. The FSA allows plan participants to pay for health-related expenses on a pretax basis. About 42% of staff participates in the plan. The contribution limit for 2018-2019 is set at \$2,650.

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

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

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

Budget Policy Statement – 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

Seth Judd

Finance Director

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Fiscal 2018-2019 Salary Rate Plan

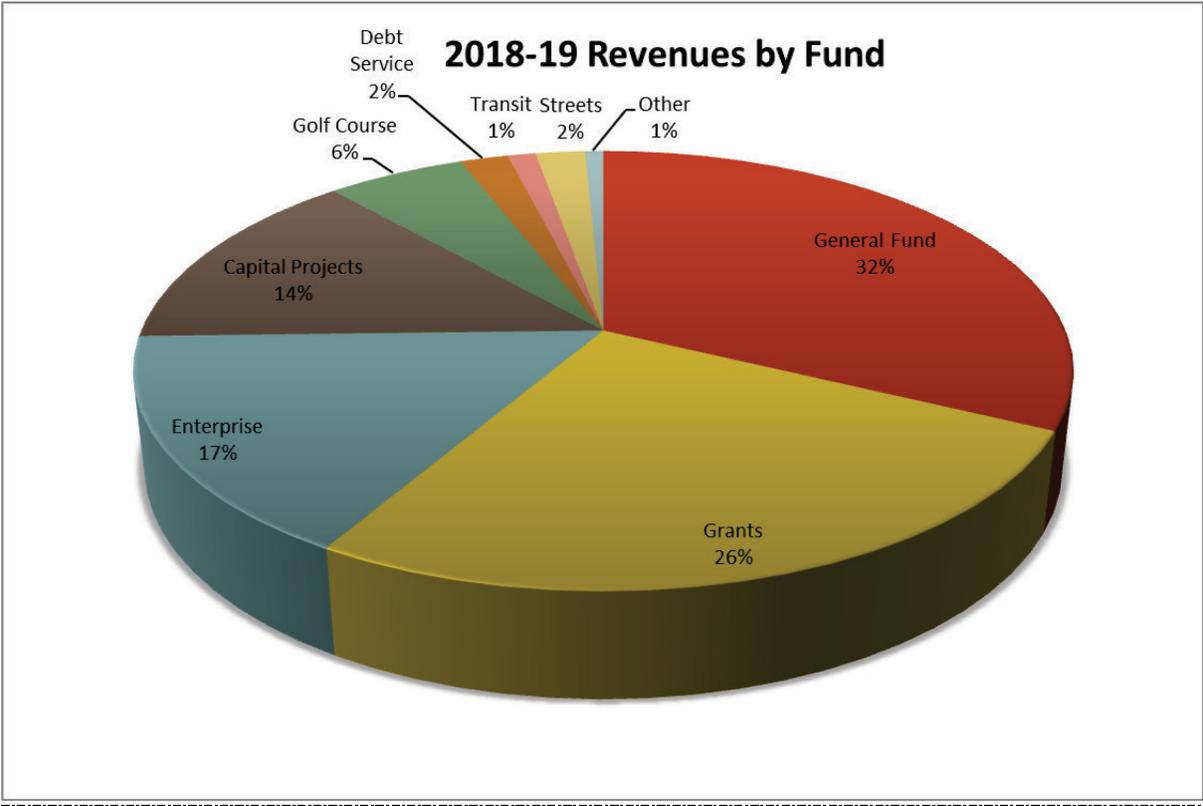
Job Families and Job Titles	Salary Grade	Recommended		
		Minimum	Midpoint	Maximum
City Management				
City Manager	72	94,438.57	118,048.21	141,657.86
Human Resources Director	55	62,064.56	77,580.70	93,096.84
Human Resource Assitant	22	27,476.48	34,345.60	41,214.72
Executive Asst. to City Manager	30	33,477.04	41,846.30	50,215.56
Facilities Supervisor	31	34,313.97	42,892.46	51,470.96
Administrative Assistant	36	38,823.10	48,528.88	58,234.65
Information Technology Specialist	34	36,952.39	46,190.49	55,428.59
Information Technology Technician	24	28,867.15	36,083.94	43,300.73
Human Resource Analyst I	24	28,867.15	36,083.94	43,300.73
Human Resource Coordinator	32	35,171.82	43,964.78	52,757.73
Custodian	14	22,550.97	28,188.71	33,826.46
Legal				
City Attorney	68	85,556.68	106,945.85	128,335.02
Prosecuting Attorney	58	66,836.74	83,545.93	100,255.11
Legal Assistant	32	35,171.82	43,964.78	52,757.73
Finance				
Finance Director	58	66,836.74	83,545.93	100,255.11
Deputy Finance Director	46	49,696.85	62,121.06	74,545.28
Accounting Supervisor	32	35,171.82	43,964.78	52,757.73
Accounting Specialist	32	35,171.82	43,964.78	52,757.73
Account Clerk III	24	28,867.15	36,083.94	43,300.73
Account Clerk II	20	26,152.21	32,690.26	39,228.32
Account Clerk I	16	23,692.62	29,615.78	35,538.93
City Clerk				
City Clerk	50	54,856.02	68,570.03	82,284.03
Deputy City Clerk	32	35,171.82	43,964.78	52,757.73
<i>Development Services</i>				
Building				
Building Official	50	54,856.02	68,570.03	82,284.03
Building Inspector II	36	38,823.10	48,528.88	58,234.65
Building Inspector I	32	35,171.82	43,964.78	52,757.73
Planning Technician	24	28,867.15	36,083.94	43,300.73
Code Enforcement Officer	24	38,867.15	48,583.94	58,300.73
Senior Permit Technician	26	30,328.55	37,910.69	45,492.83
Planning & Zoning				
Planning & Zoning Director	50	54,856.02	68,570.03	82,284.03
Senior Planner	40	42,853.45	53,566.81	64,280.18
Planning Technician	24	28,867.15	36,083.94	43,300.73
GIS Manager	40	42,853.45	53,566.81	64,280.18

Fiscal 2018-2019 Salary Rate Plan				
Job Families and Job Titles	Salary Grade	Recommended		
		Minimum	Midpoint	Maximum
Tourism				
Tourism Supervisor	30	33,477.04	41,846.30	50,215.56
Tourism Clerk	12	21,840.00	27,300.00	32,760.00
Library				
Library Director	40	42,853.45	53,566.81	64,280.18
Library Branch Manager	32	35,171.85	44,844.11	52,757.78
Senior Library Assistant	22	27,476.16	34,345.20	41,214.24
Library Assistant	14	22,550.97	28,188.71	33,826.46
Library Page	13	21,840.00	27,300.00	32,760.00
Parks				
Parks Director	50	54,856.02	68,570.03	82,284.03
Parks Supervisor	31	34,641.14	43,301.43	51,961.71
Parks Maintenance Worker II	19	25,514.46	31,893.08	38,271.69
Parks Maintenance Worker I	15	23,114.74	28,893.43	34,672.11
Recreation				
Recreation Coordinator	32	35,171.85	43,964.81	52,757.78
Recreation Asst.	13	21,840.00	27,300.00	32,760.00
Recreation Aids	13	21,840.00	27,300.00	32,760.00
Pool Cashier	13	21,840.00	27,300.00	32,760.00
Lead Lifeguard	14	22,550.97	28,188.71	33,826.46
Lifeguard	13	21,840.00	27,300.00	32,760.00
Police Operations				
Police Chief	60	70,220.35	87,775.44	105,330.53
Police Commander	50	54,856.02	68,570.03	82,284.03
Support Services Division Lieutenant	46	49,696.85	62,121.06	74,545.28
Police Sergeant	44	47,302.18	59,127.73	70,953.27
Police Corporal	40	42,853.45	53,566.81	64,280.18
Detective	40	42,853.45	53,566.81	64,280.18
Police Officer	38	40,788.52	50,985.65	61,182.78
Police Support				
Police Communications Supervisor	34	37,003.39	46,254.24	55,505.09
Police Communications Specialist	22	27,476.16	34,345.20	41,214.24
Police Assistant	26	30,325.54	37,906.93	45,488.31
Police Records Clerk	22	27,476.16	34,345.20	41,214.24
Senior Animal Control Officer	26	30,325.54	37,906.93	45,488.31
Animal Control Officer	20	26,152.21	32,690.26	39,228.32
Fire Department				
Fire Chief	50	54,856.02	68,570.03	82,284.03
Admin Specialist	27	31,086.76	38,858.45	46,630.14

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	87,775.44	105,330.53
Public Works Superintendent	50	54,856.02	68,570.03	82,284.03
Streets Superintendent	40	42,853.45	53,566.81	64,280.18
Administrative Assistant, Public Works	24	28,867.03	36,083.79	43,300.55
Engineering Aide	24	28,867.03	36,083.79	43,300.55
Utilities Operations Supervisor	35	37,876.19	47,345.24	56,814.29
Utilities Operator III	31	34,313.97	42,892.46	51,470.96
Utilities Operator II	27	31,086.76	38,858.45	46,630.14
Utilities Operator I	23	28,163.07	35,203.84	42,244.61
Street Maintenance Supervisor	31	34,313.97	42,892.46	51,470.96
Street Maintenance Worker III	27	31,086.76	38,858.45	46,630.14
Street Maintenance Worker II	23	28,163.07	35,203.84	42,244.61
Street Maintenance Worker I	19	25,514.36	31,892.95	38,271.54
Maintenance Technician	27	31,086.76	38,858.45	46,630.14
Meter Reader	23	28,163.07	35,203.84	42,244.61
Transit				
Dispatcher/Admin Assistant	22	27,476.16	32,691.04	39,229.24
Transit Driver I	19	25,514.36	31,892.95	38,271.54
Transit Driver II	19	25,514.36	31,892.95	38,271.54
Golf Course				
Director of Golf Operations	40	48,205.20	60,256.50	72,307.80
Golf Shop Manager	16	23,692.62	28,189.38	33,827.25
Golf Shop Customer Service	13	21,840.00	27,300.00	32,760.00
Golf Course Superintendent	31	34,313.97	42,892.46	51,470.96
G.C. Mechanic/Maintenance	14	22,550.97	28,188.71	33,826.46
Foreman/Irrigation Tech.	16	23,692.62	29,615.78	35,538.93
Equipment Operator	13	21,840.00	27,300.00	32,760.00
Kitchen Manager & Chef	22	27,476.16	32,691.04	41,214.24
Cook	13	21,840.00	27,300.00	32,760.00
Dishwasher/Prep Cook	13	21,840.00	27,300.00	32,760.00
Lead Waitstaff	6	16,380.00	20,475.00	24,570.00
Waitstaff	4	15,600.00	19,500.00	23,400.00
Beverage Cart Attendent	4	15,600.00	19,500.00	23,400.00

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

Revenues



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	456,737	363,239	484,319	482,243
Franchise Tax	165,000	145,287	165,000	178,010	217,164	156,614
Auto Lieu Tax	247,834	221,597	270,007	171,895	229,194	274,336
Business License	12,000	20,425	20,800	5,793	20,800	20,800
State Revenue Sharing	598,394	598,012	603,131	452,397	603,196	585,741
Interest Income	1,000	2,611	1,800	3,007	4,009	4,090
Copies and Notary Fees	500	198	500	131	200	250
Miscellaneous	10,000	105	10,000	28,875	29,500	10,000
Sale of Fixed Assets	5,000	11,973	5,000	-	0	10,000
Property Rental	40,000	33,736	40,000	26,792	30,000	30,000
Total Administration	5,686,109	5,432,755	5,816,384	4,510,528	6,026,896	6,029,745
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	313	1,000
Other Income	3,000	39,037	70,349	5,182	6,910	8,000
Total Police Dept	182,950	167,598	225,799	59,240	78,834	112,850

Fire Dept						
Firemen's Revenue	30,000	35,543	40,000	18,841	50,070	40,000
Fire Dept Donations	500	-	500	-	-	500
Total Fire Dept	30,500	35,543	40,500	18,841	50,070	40,500
Magistrate						
Citations from Benson PD	-	174	36,250	811	811	1,000
Total Magistrate	-	174	36,250	811	811	1,000
Library						
Library Fines	7,500	8,373	7,500	6,099	8,131	8,300
Library Donations - Restricted	100		100	-	-	100
Miscellaneous	500			-	-	100
Total Library	8,100	8,373	7,600	6,099	8,131	8,400
Parks & Recreation						
Pool Fees	5,000	3,188	5,900	536	3,200	3,300
Summer Program Fees	600	3,290	5,700	300	3,400	3,500
Bingo	5,000	487	1,000	426	568	600
Park User Fees	5,000	5,595	5,000	3,220	4,293	4,500
Donations	1,000	-	1,000		-	4,900
July 4 Revenue / Donations	10,000	7,279	15,000	2,260	10,000	10,000
Other Events	500	60	500	75	100	150
Miscellaneous	500	100	500	-	-	500
Total Parks & Recreation	27,600	19,998	34,600	6,817	21,561	27,450
Tourism						
Tourism Sales	2,800	3,318	2,800	3,807	5,075	5,126
Total Tourism	2,800	3,318	2,800	3,807	5,075	5,126
Cemetery						
Plot Sales	1,000	1,050	1,000	1,350	1,800	1,800
Total Cemetery	1,000	1,050	1,000	1,350	1,800	1,800
Miscellaneous						
Transfer from Gas Fund Balance	400,000	-	400,000			
Carry Forward Balance	1,300,000	-	1,058,035			1,319,541
Total Miscellaneous	1,700,000	-	1,458,035	-	-	1,319,541
Total General Fund Revenue	7,959,659	5,733,760	7,943,568	4,676,936	6,285,717	7,866,412

	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 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
Multi-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
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	-		-		0	
Water Tank Rental				6,934	6,934	10,170
Water Accomodation Fees	12,000	8,595	12,593	7,130	9,507	10,457
Series 2010 Bond Proceeds	50,000		-		0	
Contribution from General Fund			20,422	-	0	
Projected Carryforward for Contingency			55,057		0	
Other Income	250	960	275		0	
Total Revenues	872,250	703,227	882,443	576,853	736,256	811,694
Wastewater Fund						
Revenues						
Residential Wastewater Fees	475,000	429,998	487,446	347,254	445,645	490,210
Multi-User Wastewater Fees	9,000	4,757	7,134	3,911	5,215	5,736
Commercial Wastewater Fees	300,000	261,132	310,610	203,649	261,614	287,775
New Hook Ups	15,000	3,073	4,889	10,381	13,841	15,225
Series 2010 Bond	280,000		-			
Whetstone W/W Fees	-		-			
Misc Revenue	6,000	2,500	4,080			6,000
Projected Carryforward for Contingency			83,115			
304 Developer's Contribution		247				
Total Revenues	1,085,000	701,707	897,274	565,195	726,315	804,946
Sanitation Fund						
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	605,672	676,240

	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
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	-	
State Lottery Revenue	-	10,242	-	-	-	-
Carryforward Fund Balance						1,437
Total Revenues	433,383	364,803	419,408	315,929	433,435	414,505
San Pedro Golf Operations						
Revenues						
Memberships	-	52,709	62,000	46,054	61,405	62,000
Green and Cart Fees	468,730	319,561	421,500	234,636	312,849	421,500
Merchandise Sales	35,000	25,944	35,000	11,122	14,830	15,000
Practice Facility	18,250	13,297	20,000	10,526	14,035	20,000
Other Income	-	15	-	2,810	3,747	4,000
Teaching Revenue	1,500	36	1,000	-		
Outside Events						20,000
Contribution from General Fund	171,932		176,792	88,396	287,467	159,897
Total Revenues	695,412	411,561	716,292	393,544	694,332	702,397
San Pedro F&B						
Revenues						
Food Sales	192,500	221,103	270,000	204,393	272,524	300,000
Beer Sales	60,300	62,234	70,000	47,121	62,828	90,000
Wine Sales	6,000	10,048	9,000	7,433	9,911	15,000
Liquor Sales	18,500	24,041	20,000	19,904	26,538	30,000
Banquet Revenue	14,000	26,622	18,000	9,352	12,469	20,000
Total Revenues	291,300	344,049	387,000	288,202	384,270	455,000
Transit Fund						
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

	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Airport Fund						
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
Capital Projects Fund						
Revenues						
Construction Sales Tax	800,000	29,588	400,000	97,523	97,524	102,000
General Fund Transfer					(63,644)	616,000
Loan/Bond/Lease Financing	500,000	-	1,150,000			1,150,000
Series 2010 Bond Proceeds	250,000	-	1,075,000		349,979	953,600
Cenpatico's Community Reinvestment Grant Parks	75,000	5,074	-			
K9 Memorail Donations	6,000		-			
Legacy Foundation Grants	52,000		-			
Anticipated Grant	1,245,345	-	-			
Potential Bonds						-
Total Revenues	2,928,345	34,662	2,625,000	97,523	383,859	2,821,600
Debt Service Fund						
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
Fireman's Pension Fund						
Revenues						
Contributions From State Fund	6,000	5,346	6,000	4,618	4,700	4,700
Contributions From Fire, Inc	1,200	2,602	1,200	2,059	2,059	2,059
Contributions From General Fund	23,800		23,800	11,900	22,841	22,441
Interest Income	5,000	-	-		600	1,000
Other Income (Fund balance carryforward)	-	553	5,000	203		
Total Revenues	36,000	8,500	36,000	18,780	30,200	30,200

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

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General Fund Expenditures

City Council

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

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

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

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City Manager / City Administration

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

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

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

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

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

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

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

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

Community Enrichment	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-2019 Budget
Contracts & Services						
City Promotion	6,850	7,000	2,500	2,200	2,500	2,500
Clean & Beautiful			3,500	-	3,000	3,500
San Pedro Valley Alliance			3,000	-	3,700	3,000
Historical Commission	1,000	-	1,000	-	-	2,900
Arts Commission		400				
Food Pantry	1,560	2,601	2,200	1,170	2,340	2,200
Food Bank	5,500	5,904	5,500	5,695	11,390	5,500
Economic Development	20,000	-	16,500	-	-	20,000
Fire Works/ Advertising	29,000	23,266	30,000	12,219	20,035	30,000
Butterfield Rodeo	4,650	4,650	4,650	4,650	4,650	5,000
Shop with a Cop	500	500	500	-	-	500
Butterfield Stage Days	2,500	2,643	2,500	1,528	1,528	2,500
Christmas Tree Lighting	1,500	2,091	3,000	3,425	3,425	3,000
Christmas Light Parade	1,000	983	1,500	1,559	1,559	1,700
Youth Council			3,500			
Total Contracts & Services	74,060	50,038	79,850	32,445	54,126	82,300
Total Community Enrichment	74,060	50,038	79,850	32,445	54,126	82,300
Miscellaneous	2016-17 Budget	2016-17 Actual	2018-19 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Contribution to Fire Pension	23,800		23,800	11,900	22,841	22,441
Contribution to Airport	135,800		135,300	67,650	93,879	99,430
Contribution to Transit	57,646		54,129	27,065	-	-
Contribution to Golf Course	171,932		176,792	88,396	287,467	159,897
Contribution to Debt Service	399,975		396,444	38,006	396,444	402,625
Contribution to CIP Fund	-		-		219,952	616,000
Contribution to Streets Fund	57,268		19,435	9,718	-	-
Contribution to Water Fund			20,422	-		
Operating Contingency			50,000			50,000
Contingency Reserve Set Aside	1,746,964		1,396,664	-	-	823,855
Total Miscellaneous	2,593,385	-	2,272,986	242,734	1,020,583	2,174,248

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City Clerk

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

Fiscal Year 2018-2019 Goals & Objectives:

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

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

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

Tourism Division

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

Fiscal Year 2017-2018 Accomplishments:

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

Fiscal Year 2018-2019 Goals:

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

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

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

Finance Department

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

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

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

Police Department

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

Fiscal 2017-2018 Achievements:

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

Grant Funding:

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

Grant Applications Pending:

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

2018-2019 Goals & Objectives:

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

Position	Number	Percentage
Police Chief	1	100%
Police Lieutenant	2	100%
Police Sergeant	1	100%
Patrol Corporal/Detective	1	100%
Patrol Corporal	1	100%
Police Officer/Detective	1	100%
Police Officer	7	100%
Police Officer/Drug Taskforce	1	100%
Police Assistants	2	100%
Police Officer/SRO	1	100%
Police Communications Specialist	4.48	100%
Senior Animal Control Officer	1	100%
Animal Control Officer	1	100%

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

Fire Department

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

2017- 2018 Accomplishments:

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

2018 - 2019 Continued Progress and Direction:

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

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

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

City Attorney

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

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

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

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

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

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

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

Magistrate Division

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

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

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

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

Library

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

Fiscal Year 2017-2018 Usage:

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

Fiscal Year 2017-2018 Accomplishments:

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

Fiscal Year 2018-2019 Goals & Objectives:

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

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

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

Parks

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

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

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

Parks	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Personnel						
Salaries and Wages	114,313	110,099	117,897	71,827	93,374	126,168
Overtime Wages	2,575	3,903	5,100	2,532	3,292	5,000
Payroll Taxes	8,936	8,384	9,409	5,603	7,284	10,034
Retirement Benefits	13,410	12,914	14,145	8,464	11,003	15,478
Employee Insurance	29,398	25,304	28,905	19,833	25,783	33,474
Total Personnel	168,632	160,603	175,456	108,259	140,737	190,154
Contracts & Services						
Professional Services	1,200	4,915	2,500	330	440	2,000
Contract Labor DOC	4,000	3,302	4,000	1,525	2,033	3,400
Education and Training	500	155	1,000	92	123	1,000
Utilities	22,000	27,490	25,000	18,149	24,199	25,000
Telephone	1,000	2,809	2,800	2,110	2,813	2,800
Repairs & Maintenance	25,000	27,362	25,000	25,145	33,527	35,000
Uniforms	1,500	1,398	2,000	709	945	2,000
Dues & Licenses	500	592	500	40	53	250
Total Contracts & Services	55,700	68,023	62,800	48,099	64,132	71,450
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	344,854

Recreation Department

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

Fiscal Year 2018-2019 Goals & Objectives:

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

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

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

Building Department

The main goal of the Building Division is to safeguard the health, safety and general welfare of the public, 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	101,150
Overtime Wages				33	43	121
Payroll Taxes	7,858	4,395	7,821	2,644	3,437	7,738
Retirement Benefits	11,792	6,853	11,758	4,097	5,326	11,936
Employee Insurance	20,773	12,100	27,302	8,723	11,630	15,529
Total Personnel	143,136	83,530	149,121	51,088	66,705	136,474
Contracts & Services						
Professional Services	40,000	56,902	65,000	53,979	71,972	75,000
Education and Training	3,000	500	3,000	-	0	3,500
Telephone	500	-	500	-	0	500
Repairs & Maintenance	500	449	500	256	341	500
Uniforms	500	420	800	242	323	750
Public Notices, Advertising	250	398	250	80	106	250
Dues & Licenses	350	-	400		0	400
Total Contracts & Services	45,100	58,670	70,450	54,557	72,742	80,900
Supplies						
Office Supplies	1,500	403	1,000	145	194	750
Postage & Shipping	200	11	400	-	0	400
Computer Supplies	5,750	250	2,800	-	0	2,800
Operating Supplies	300	269	300	86	114	300
Vehicle Fuel & Oil	1,000	473	1,000	495	660	1,000
Vehicle Repairs & Maint	750	305	750	525	700	750
Total Supplies	9,500	1,711	6,250	1,251	1,668	6,000
Capital Projects						
Permit Tracking Database	-	-	40,000	-	-	40,000
Total Capital Projects	-	-	40,000	-	-	40,000
Total Building Dept.	197,736	143,911	265,821	106,896	141,116	263,374

Planning and Zoning Department

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

Fiscal Year 2018-2019 Goals & Objectives:

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

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

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

Public Works

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

Engineering

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

Public Works Field Engineering Division

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

Position	Number	Percentage
Public Works Director	1	25%

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

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Enterprise Funds

San Pedro Golf Course

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

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

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

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

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

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

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

Natural Gas Utility

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

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

Natural Gas Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Gas Revenue	700,000	499,738	622,878	522,864	631,198	694,318
Multi-User Gas Revenue	10,000	7,516	11,000	8,001	10,668	11,734
Commercial Gas Revenue	350,000	199,222	253,424	201,929	248,093	272,902
Utility Service Charges	15,000	14,345	16,500	11,850	16,500	17,380
New Gas Hookups	7,000	1,119	7,700	2,427	4,600	3,560
Penalty and Interest Fees	5,000	3,747	5,500	3,174	4,100	4,655
Series 2010 Bond Proceeds	75,000	-	-	-	-	-
Carryforward Fund Balance	15,000	-	121,813	-	-	-
Total Revenues	1,177,000	725,685	1,038,815	750,244	915,159	1,004,549
Expenditures						
Personnel						
Salaries and Wages	248,905	176,940	183,729	145,925	189,703	233,231
Overtime Wages	10,300	7,374	10,200	7,018	9,124	10,000
Payroll Taxes	19,806	13,481	14,836	11,063	14,382	18,607
Retirement Benefits	29,722	20,754	22,302	17,587	22,863	28,701
Employee Insurance	59,054	30,605	47,848	39,053	52,071	55,737
Total Personnel	367,787	249,153	278,915	220,647	288,142	346,276
Contracts & Services						
Professional Services	25,000	9,679	25,000	2,817	3,756	30,000
Education and Training	5,000	2,914	5,000	578	600	5,000
Bank Charges	3,000	4,157	3,500	2,698	3,597	3,750
Utilities	2,000	2,022	2,000	2,869	3,825	4,000
Telephone	2,000	1,598	1,500	1,157	1,543	1,600
Repairs & Maintenance	10,000	11,224	5,000	3,018	4,024	5,000
Rentals	5,000	5,889	5,000	4,074	5,432	5,500
Uniforms	2,100	1,552	2,000	1,030	1,374	2,100
Insurance	45,000	51,573	50,000	55,325	73,766	57,500
Public Notices & Advertising	1,500	241	700	284	379	1,500
Fees & Licenses	500	-	-	-	-	-
Dues & Licenses	2,500	3,146	3,500	3,741	4,988	5,000
Round Up Donations	15,000	-	-	-	-	-
Bad Debt Write Off	1,500	2,864	1,500	1,265	1,687	2,000
Total Contracts & Services	120,100	96,858	104,700	78,856	104,970	122,950
Supplies						
Natural Gas Purchased	375,000	304,100	375,000	194,787	259,717	325,000
Office Supplies	250	-	-	29	39	-
Printing & Postage	4,500	4,573	4,500	2,978	3,970	4,500
Computer Supplies	5,200	4,095	7,500	2,949	3,932	-
Gas Outage Supplies	250	-	250	-	-	-
Operating Supplies	30,000	24,875	30,000	24,677	32,902	35,250
Vehicle Fuel & Oil	12,000	9,459	10,000	6,892	9,190	10,000
Vehicle Repairs & Maint	10,000	9,969	10,000	7,017	9,356	10,000
Total Supplies	437,200	357,071	437,250	239,329	319,105	384,750
Contingency	151,913	-	168,950	-	-	105,573
Capital Projects						
CIP GS 07-5 Truck	25,000	3,833	25,000	6,783	10,950	25,000
CIP GS 07-4 Telemeters	50,000	42,955	-	16,934	29,659	-
CIP GS 07-3 Benson Regulator System	-	-	20,000	-	-	20,000
CIP GS 10-1 Ocotillo Line Replacement	-	-	-	-	-	-
CIP GS 12-1 Gas Detection Equipment	25,000	6,304	-	-	-	-
CIP GS 08-01 Self Contained Breathing App	-	-	4,000	-	-	-
Total Capital Projects	100,000	53,092	49,000	23,718	40,609	45,000
Total Expenditures	1,177,000	756,175	1,038,815	562,549	752,828	1,004,549
Total Natural Gas	-	(30,490)	-	187,695	162,331	(0)

Water Utility

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

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

Water Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Water Revenue	465,000	399,756	441,340	300,700	387,370	426,107
Commercial Water Revenue	335,000	290,997	342,756	255,866	323,145	355,460
New Hookups	10,000	2,919	10,000	6,224	9,300	9,500
Impact Fee Allocation	-	-	-	-	0	-
Water Tank Rental	-	-	-	6,934	6,934	10,170
Water Accomodation Fees	12,000	8,595	12,593	7,130	9,507	10,457
Series 2010 Bond Proceeds	50,000	-	-	-	0	-
Contribution from General Fund	-	-	20,422	-	0	-
Projected Carryforward for Contingency	-	-	55,057	-	0	-
Other Income	250	960	275	-	0	-
Total Revenues	872,250	703,227	882,443	576,853	736,256	811,694
Expenditures						
Personnel						
Salaries and Wages	250,930	310,419	309,117	214,520	278,876	283,333
Overtime Wages	10,300	14,364	10,710	16,832	21,882	10,500
Payroll Taxes	19,961	23,876	24,467	16,976	22,069	22,478
Retirement Benefits	29,955	37,103	36,780	26,604	34,585	34,672
Employee Insurance	52,808	57,417	76,486	47,201	62,935	60,273
Total Personnel	363,954	443,178	457,560	322,134	420,347	411,257
Contracts & Services						
Professional Services	25,000	3,450	20,000	1,465	1,954	35,000
Chemical Analysis	4,000	2,346	3,000	2,158	2,877	3,000
IT Services	2,500	-	-	-	-	-
Education and Training	3,000	2,740	4,000	1,337	1,782	4,000
Bank Charges	3,000	4,157	3,000	2,698	3,597	3,000
Utilities	120,000	131,864	110,000	95,994	127,992	135,000
Telephone	1,200	1,659	1,500	1,527	2,036	2,000
Repairs & Maintenance	25,000	25,160	20,000	39,985	40,200	20,000
Rentals	1,500	997	1,500	814	1,485	1,500
Uniforms	2,000	1,533	1,800	1,485	1,485	1,800
Insurance	10,000	9,910	10,000	11,065	14,753	10,000
Public Notices & Advertising	1,000	109	1,000	644	858	1,000
Fees & Licenses	-	330	-	-	-	-
Dues & Licenses	15,000	7,412	15,000	7,500	10,000	15,000
Bad Debt Write Off	1,500	1,582	1,500	804	1,072	1,500
Total Contracts & Services	214,700	193,248	192,300	167,475	210,091	232,800
Supplies						
Office Supplies	250	-	-	29	40	-
Printing & Postage	5,000	4,468	5,000	2,978	3,970	5,000
Computer Supplies	5,200	4,095	5,200	2,949	2,949	1,500
Operating Supplies	45,000	15,387	40,000	17,278	30,000	40,000
Vehicle Fuel & Oil	12,000	7,979	10,000	5,717	7,623	10,000
Equipment Repairs & Maint	5,000	-	5,000	-	0	5,000
Vehicle Repairs & Maint	10,000	11,890	10,000	11,624	15,499	15,000
Total Supplies	82,450	43,818	75,200	40,576	60,082	76,500
Contingency	51,146	-	47,383	-	-	46,137
Capital Projects						
CIP WA 07-9 Truck	25,000	3,833	25,000	6,783	10,950	20,000
Capital Projects	-	-	-	34	34	-
Telemeters	50,000	5,861	-	11,438	16,864	-
CIP WA 08-1 SueJuan Repairs	10,000	-	10,000	-	0	-
Transfer to Capital Projects	-	-	-	-	0	-
CIP WA 10-5 Hill Crest St Water Line	25,000	-	25,000	-	0	25,000
CIP WA 15-1 302 Pump Replacement	50,000	-	50,000	-	0	-
Total Capital Projects	160,000	9,694	110,000	18,256	27,848	45,000
Total Expenditures	872,250	689,939	882,443	548,440	718,368	811,694
Total Water Fund	-	13,288	-	28,413	17,888	(0)

Wastewater Utility

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

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

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

Wastewater Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Residential Wastewater Fees	475,000	429,998	487,446	347,254	445,645	490,210
Multi-User Wastewater Fees	9,000	4,757	7,134	3,911	5,215	5,736
Commercial Wastewater Fees	300,000	261,132	310,610	203,649	261,614	287,775
New Hook Ups	15,000	3,073	4,889	10,381	13,841	15,225
Series 2010 Bond	280,000		-			
Whetstone W/W Fees	-		-			
Misc Revenue	6,000	2,500	4,080			6,000
Projected Carryforward for Contingency			83,115			
304 Developer's Contribution		247				
Total Revenues	1,085,000	701,707	897,274	565,195	726,315	804,946
Expenditures						
Personnel						
Salaries and Wages	218,800	161,650	228,336	119,880	168,448	228,398
Overtime Wages	15,450	6,495	15,300	5,697	8,700	15,000
Payroll Taxes	17,886	12,603	18,638	9,333	12,600	18,620
Retirement Benefits	26,840	18,977	28,018	14,439	20,342	28,721
Employee Insurance	46,520	26,558	53,301	27,906	37,209	54,560
Total Personnel	325,496	226,283	343,593	177,256	247,299	345,298
Contracts & Services						
Professional Services	25,000	23,364	30,000	5,305	7,073	35,000
Chemical Analysis	15,000	9,737	11,000	6,784	9,045	10,000
Whetstone Waste Disposal	-	-	-	-	-	-
IT Services	5,000	-	5,000	-	-	-
Education and Training	25,000	4,557	7,500	2,551	3,401	5,000
Bank Charges	3,000	4,157	5,000	2,698	3,597	5,000
Utilities	75,000	84,220	65,000	53,375	71,167	75,000
Telephone	3,500	3,785	4,000	3,131	4,175	4,500
Repairs & Maintenance	85,000	138,727	150,000	70,711	78,000	100,000
Rentals	1,000	15,548	5,000	1,255	3,200	5,000
Uniforms	1,500	1,270	1,500	776	1,035	1,500
Insurance	28,000	29,731	30,000	33,195	33,195	35,000
Public Notices & Advertising	250	-	250	100	134	250
Fees & Licenses		3,110			-	
Dues & Licenses	25,000	9,044	25,000	8,687	9,300	12,000
Bad Debt Write Off	1,500	2,584	1,500	1,196	1,594	1,500
Total Contracts & Services	293,750	329,834	340,750	189,763	224,916	289,750
Supplies						
Office Supplies	400	-	-	29	60	-
Printing & Postage	5,000	4,485	5,000	2,978	3,970	5,000
Computer Supplies	7,700	5,121	7,500	2,949	3,932	7,500
Operating Supplies	35,000	43,299	35,000	35,449	47,266	45,000
Vehicle Fuel & Oil	7,500	11,220	7,500	7,253	9,671	10,000
Equipment Repairs & Maint	5,000		5,000		-	5,000
Vehicle Repairs & Maint	10,000	12,604	10,000	14,461	19,281	20,000
Total Supplies	70,600	76,728	70,000	63,119	84,180	92,500
Contingency	20,154	-	47,931	-	-	52,397
Refunds						
Capital Projects						
CIP 07-4 Truck Purchase	25,000	3,833	25,000	6,783	10,949	25,000
CIP WW 17-01 UV System	200,000					-
CIP WW 17-02 Wastewater Plant 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	605,672	676,240
Expenditures						
Personnel						
Salaries and Wages	14,609	18,372	18,467	13,814	17,958	19,643
Overtime Wages			-	20	20	
Payroll Taxes	1,118	1,357	1,413	1,008	1,344	1,503
Retirement Benefits	1,677	2,104	2,124	1,588	2,118	2,318
Employee Insurance	3,317	2,821	4,480	3,581	4,775	4,223
Total Personnel	20,721	24,653	26,484	20,011	26,214	27,687
Contracts & Services						
Bank Charges	3,000	4,157	3,500	2,698	3,597	3,750
Public Notices, Advertising	200	150	200	-		
Postage and Printing	4,000	4,457	4,000	2,978	3,970	4,000
Operating Supplies		1,608				
County Solid Waste	214,500	208,527	214,500	144,735	192,980	214,500
Residential Service Contract	206,000	206,524	226,000	139,005	185,339	220,000
Commercial Service Contract	193,000	146,097	213,000	95,824	127,766	150,000
Bad Debt Write Off	1,500	2,197	1,500	1,074	1,432	1,500
Neighborhood Clean Up Program			30,000			30,000
Total Contracts and Services	622,200	573,716	692,700	386,313	515,084	623,750
Contingency	37,079	-	50,816	-	-	24,803
Total Expenditures	680,000	598,369	770,000	406,324	541,298	676,240
Total Sanitation	-	73,818	-	47,930	64,375	0

Other Funds

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Airport Fund

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

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

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

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

Street (HURF) Fund

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

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

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

Streets Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Gasoline Tax	361,555	354,561	385,564	306,211	433,435	413,068
One Time Gasoline Tax	14,560	-	14,409			
Contribution from General Fund	57,268		19,435	9,718	-	
State Lottery Revenue	-	10,242	-	-	-	-
Carryforward Fund Balance						1,437
Total Revenues	433,383	364,803	419,408	315,929	433,435	414,505
Personnel						
Salaries and Wages	161,754	137,682	140,179	107,844	140,198	147,851
Overtime Wages	1,545	394	1,530	389	506	1,500
Payroll Taxes	12,489	10,167	10,841	8,051	10,466	11,425
Retirement Benefits	18,741	15,819	16,297	12,447	16,181	17,623
Employee Insurance	50,154	35,395	47,061	31,118	41,491	39,356
Total Personnel	244,683	199,457	215,908	159,850	208,842	217,755
Contracts & Services						
Professional Services	45,000	49,194	45,000	29,778	39,705	40,000
Contract Labor - DOC	4,000	4,583	4,500	2,257	3,009	4,250
Education and Training	1,000	155	1,000	223	297	500
Utilities	70,000	84,230	80,000	57,219	76,292	80,000
Telephone	1,000	1,068	1,000	1,026	1,367	1,000
Repairs & Maintenance - Equip	6,000	9,778	6,000	3,708	4,943	6,000
Repairs & Maintenance - Streets	15,000	26,579	15,000	13,033	15,000	15,000
Rentals	500	-	500	-	-	500
Uniforms	1,200	1,567	1,500	1,049	1,398	1,500
Insurance	12,000	11,892	12,000	13,278	17,704	15,000
Materials & Supplies	10,000	11,637	10,000	4,262	7,000	7,500
Vehicle Fuel & Oil	8,000	9,568	10,000	6,222	8,296	8,500
Equipment Maint & Repair	5,000	-	7,000		-	7,000
Vehicle Repairs & Maint	10,000	16,179	10,000	16,899	22,533	10,000
Total Contracts & Services	188,700	226,431	203,500	148,954	197,544	196,750
Capital Projects						
Contingency	-	-	-	-	-	-
Total Capital Projects	-	-	-	-	-	-
Total Expenditures	433,383	425,888	419,408	308,804	406,386	414,505
Total Streets	-	(61,085)	-	7,125	27,049	0

Transit Fund

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

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

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

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

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

Transit Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Grant Reimbursement - FTA 5311 - Capital	135,000	3,225	16,000	16,061	18,257	65,800
Grant Reimbursement - FTA 5311 - Operating	77,360	72,307	75,386	57,347	75,386	52,200
Grant Reimbursement - FTA 5311 - Admin	34,405	32,331	36,272	45,630	60,840	68,000
SEAGO AAA	18,650	25,184	18,650	16,667	22,917	25,000
Fare Revenue	8,000	5,091	8,000	4,487	5,535	7,000
Miscellaneous Income		569				
Allocation from General Fund	57,646	-	54,129	27,065	0	
Grant Revenue						
Greyhound Revenue	-					
Carryforward Fund Balance						15,221
RTAP	1,500	432	1,500			1,500
Total Revenues	332,561	139,138	209,937	167,257	182,935	234,721
Personnel						
Salaries and Wages	94,438	79,482	96,643	72,651	79,916	126,918
Overtime Wages	-	1,234	-	551	734	-
Payroll Taxes	7,225	6,249	7,393	5,807	7,743	9,709
Retirement Benefits	9,096	8,702	9,331	8,098	10,798	12,168
Employee Insurance	9,102	6,432	10,619	5,213	6,951	11,183
Total Personnel	119,861	102,099	123,986	92,320	106,142	159,978
Contracts & Services						
Professional Services	1,600	2,432	2,500	807	1,076	2,500
Education and Training	3,000	-	-	183	244	1,000
Utilities	-	-	-	-	-	-
Telephone	2,500	2,501	2,500	1,585	2,113	1,960
Rentals- Office	-	-	-	-	-	-
Uniforms	-	-	-	-	-	500
Insurance- Vehicles	12,000	18,322	18,500	13,278	17,704	21,376
Public Notices & Advertising	1,000	-	1,200	249	332	2,000
Travel	400	825	550	579	772	400
Dues & Licenses	3,500	-	3,900	-	-	-
Total Contracts & Services	24,000	24,081	29,150	16,681	22,241	29,736
Supplies						
Office Supplies	200	-	-	599	799	-
Printing & Postage	-	-	-	-	-	-
Computer Supplies	-	-	-	1,805	2,406	-
Operating Supplies	500	322	800	49	65	800
Vehicle Fuel & Oil	20,000	17,544	20,000	13,003	17,337	20,000
Vehicle Repairs & Maint	18,000	24,899	17,500	7,109	9,479	7,240
Vehicle Preventive Maintenance				4,365	5,820	12,500
Vehicle License	-	-	3,500	-	-	-
Total Supplies	38,700	42,766	41,800	26,930	35,906	40,540
Contingency				-	-	4,467
Capital						
CIP TR 15-1 Passenger Shelters	-		-	-	-	-
CIP TR 15-2 2 Fixed Route Busses	-		-	-	-	-
CIP TR 17-1 Dial-A-Ride Buses	150,000	6,275				
CIP TR 18-01 Surveillance Cameras			15,000			
Total Capital	150,000	6,275	15,000	-	-	-
Total Expenditures	332,561	175,220	209,936	135,931	164,289	234,721
Total Transit	-	(36,082)	1	31,326	18,646	0

Capital Projects Fund

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

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

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

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

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

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

Capital Projects Fund	2016-17 Budget	2016-17 Actual	2017-18 Budget	2017-18 Actual Thru March 2018	2017-18 Projected Actual	2018-19 Budget
Revenues						
Construction Sales Tax	800,000	29,588	400,000	97,523	97,524	102,000
General Fund Transfer					219,952	616,000
Loan/Bond/Lease Financing	500,000	-	1,150,000			1,150,000
Series 2010 Bond Proceeds	250,000	-	1,075,000		151,095	953,600
Cenpatco's Community Reinvestment Grant Parks	75,000	5,074	-			
K9 Memorail Donations	6,000		-			
Legacy Foundation Grants	52,000		-			
Anticipated Grant	1,245,345	-	-			
Potential Bonds						-
Total Revenues	2,928,345	34,662	2,625,000	97,523	468,571	2,821,600
Expenditures						
Quiet Rail Crossing			450,000			150,000
CIP CM 08-1 Walmart Payment	250,000	250,000	250,000	285,402	285,402	-
CIP WW 10-3 Wastewater Plant Software Upgrade	80,000	-	100,000	-	-	80,000
CIP WA 15-1 302 Pump Replacement	50,000	-	-	-	-	-
CIP ST 10-3 Street Signage Upgrades	75,000	-	25,000	-	-	25,000
CIP ST 10-2 Survey Of 4th Street	15,000		-			
CIP ST 17-1 Complete Street Study	20,000		-			
CIP PD 17-3 K9 Memorial	6,000	-	-	-	-	-
CIP PR 12-1 Skate Park Improvments	30,000	5,068	-			
CIP PR 17-1 Pool Improvement Canopy	33,173		-			
CIP PR 17-2 Union Street Park Canopy	33,172		-			
CIP PW 17-1 Slum & Blight Abatement	25,000	47	100,000			100,000
CIP PW 11-6 Roof Repairs			-			
CIP PR 12-4 Park Master Plan	-	-	-	-	-	-
CIP PW 12-1 UAS Infrastructure Develop.	50,000	-	-	-	-	-
CIP PW 08-1 City Hall Improvements	20,000	4,750	-	2,375	2,375	-
CIP LB17-1 Carpet	11,000	-	-	-	-	-
CIP AIR 08-1 Airport Phase 1 Improvements	1,200,000		-			1,000,000
Airport Hanger (s)	-	-	500,000			-
Water Well Filters			-	-	-	-
CIP PW 07-8 Pavement Management	200,000	54,586		100,247	100,247	200,000
Benson Motel Abatement		65,730		12,097	12,097	
101 6th St Abatement		17,671	100,000			
CIP PW 07-03 Union Street Crossing	-		-			
CIP PZ 12-01 Permit Tracking Database	30,000		-			
5th Street & Ocotillo Water Line			118,600			118,600
Ocotillo Sewer Line Replacement			216,400	50,848	50,848	
Wastewater Plant Roaders Upgrade			-			
City Hall Replacement Building			200,000			200,000
Ocotillo Javalina to Post Ranch Rd			50,000			
Telemeters				-	-	50,000
Gas Telemeters			50,000	12,784	12,784	25,000
CIP WW 17-01 UV System			250,000			250,000
WW17-02 Software Upgrade			80,000			
Broadband Infrastructure	-		-			
CIP GS 07-4 Telemeters			50,000	4,818	4,818	
CIP GS 10-1 Ocotillo Line Replacement			60,000			
CIP GS 12-1 Gas Detection Equipment			25,000			25,000
CIP WW 08-01 Jet Router	-	-	-	-	-	75,000
Golf Course Equipment/Improvements						443,000
Reserve Funds	800,000					80,000
Parks, Trails Open Spaces Master Plan	-	-				
Total Capital Projects	2,928,345	397,853	2,625,000	468,570	468,571	2,821,600
Total Capital Projects Fund	-	(363,191)	-	(371,047)	-	-

Debt Service Fund

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

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

Grants Fund

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

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

Fireman's Pension Fund

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

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

Capital Improvement Plan

Capital Improvement Plan (CIP)

Developing the Capital Improvement Plan

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

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

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

Definition of a Capital Improvement Project

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

Financing the Capital Improvement Plan

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

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

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

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

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

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

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

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

Carryover Projects/Fund Balance

Due to the nature of capital projects, the life of a project may span across fiscal years. As funds are designated for a project, they are accumulated in the appropriate capital fund and expended as the project progresses. When the funds are not spent in one year they remain in the fund balance to be used in the future. This is also referred to as carryover.

As the City refines the annual CIP, these carryover projects will be redefined into areas of contractual obligation, and ongoing projects will be appropriated again in the following year to ensure full project funding.

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

Operating and Capital Budget Relationship

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

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

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

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

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

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

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Project Number: FD 07-02

Name of Project: Fire Equipment

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Additional Comments:

Project Number: FD 09-1

Name of Project: Ford F150 4x4 Crew Cab

Submitting Department: Fire Department

Project Description: Purchase Ford F150 4x4 Command Vehicle

Is the Project Routine Replacement? Replacement

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 09-2

Name of Project: Ford F550 4x4

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: FD 10-1

Name of Project: Vehicle Exhaust Removal System at Station

Submitting Department: Fire Department

Project Description: This project is for installation of an exhaust removal system. This system directly removes all exhaust emissions from all apparatus parked in the bays. This keeps the harmful emissions from settling on equipment and the firefighter's personal protective equipment. The system will keep cancer causing byproducts of diesel fuel from being dispersed in the bays and the firefighters breathing it. It will also keep harmful emissions being 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		\$880,000

Project Number: PW 07-8

Name of Project: Ongoing Pavement Management

Submitting Department: Public Works

Project Description: Repave, patch and rehab existing City Streets

Is the Project Routine Replacement? No

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

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

Project Time Table/Budget:

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

Project Number: PW 12-1

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

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: Undefined

Project Time Table/Budget: As needed

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

Project Number: PW 13-1

Name of Project: Library Expansion

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-1

Name of Project: Slum and Blight Abatement

Submitting Department: Public Works

Project Description: Demolition of Properties under abatement

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: GS 10-2

Name of Project: Pomerene Road Line Replacement

Submitting Department: Public Works (Gas)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: ST 10-3

Name of Project: Street Signage Upgrades

Submitting Department: Public Works (Streets)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-3

Name of Project: 5th Street and Ocotillo Water line

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-4

Name of Project: North side 4th Street Waterline upgrades

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WA 10-6

Name of Project: Union Street Water line

Submitting Department: Public Works (water)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WW 10-2

Name of Project: Wastewater plant roaders upgrade.

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: WW 10-3

Name of Project: Wastewater plant software upgrade

Submitting Department: Public Works (wastewater)

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-2

Name of Project: City Hall Replacement Building

Submitting Department: Public Works

Project Description: Design and construction of new City Hall Offices

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-3

Name of Project: Octotillo /Javalina to Post Ranch Rd

Submitting Department: Public Works

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

Is the Project Routine Replacement? No

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Project Number: PW 17-4

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

Submitting Department: Public Works

Project Description: North/South road 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		
<u>Project Total</u>		\$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

Project Number: PD 18-02

Name of Project Security Upgrade

Submitting Department: Police

Project Description: Upgrade security at the Police Department

Is the Project Routine Replacement? NO

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

Project Staffing Implications:

Project Time Table/Budget:

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

Project Number: 18-2

Name of Project: Replace Rescue 71

Submitting Department: Fire Department

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

Is the Project Routine Replacement? Yes

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

Project Staffing Implications: None

Project Time Table/Budget:

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

Additional Comments: