CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 25, 2013**

TO: **Mayor and City Council**

FROM: **Glenn Nichols, City Manager**

SUBJECT: **Manager's Report – February 6, 2013 through March 8, 2013**

February 6, 2013	10:00 a.m.	Met with Laura Parkin, Rec. Coordinator About Programs
February 6, 2013	11:30 a.m.	Rotary Luncheon
February 11, 2013	9:00 a.m.	Department Head Meeting
February 13, 2013	9:00 a.m.	Met with Kelli Jeter, Senior Library Assistant Regarding 2013-14 Library Budget
February 13, 2013	11:30 a.m.	Rotary Luncheon
February 13, 2013	3:00 p.m.	Met with Laura Parkin, Rec. Coordinator Regarding 2013-14 Recreation Budget
February 14, 2013	10:00 a.m.	Met with Mignonne Hollis and Brad Hamilton, PW Director for a UAS Update
February 15, 2013	10:00 a.m.	Meeting about Litigation
February 15, 2013	3:00 p.m.	Met with Bob Nilson, Tourism Supervisor Regarding 2013-14 Tourism Budget
February 18, 2013		Presidents Day-Offices Closed
February 19, 2013	9:00 a.m.	Department Head Meeting
February 19, 2013	10:00 a.m.	Met with Luis Garcia, Building Official Regarding 2013-14 Building Budget

February 19, 2013	2:00 p.m.	Met with Peggy Scott, Library Director & Melissa Quiroz, HR Coordinator Regarding 2013-14 Library Budget
February 20, 2013	11:30 a.m.	Rotary Luncheon
February 21, 2013	7:00 a.m.	Chamber Breakfast
February 21, 2013	9:30 a.m.	Conference Call with Brad Hamilton, PW Director & Keith Spangler, Fire Chief Regarding Litigation
February 21, 2013	12:00 p.m.	Mayor/Manager Luncheon In McNeal
February 21, 2013	3:00 p.m.	Met with Keith Spangler, Fire Chief Regarding 2013-14 Fire Dept. Budget
February 21, 2013	5:30 p.m.	Attended the Open House for tour of new Facilities at Benson School
February 22, 2013	1:30 p.m.	Met with Bob Nilson, Tourism Supervisor Regarding 2013-14 Tourism Dept. Budget
February 22, 2013	2:00 p.m.	Met with Jay Tomerlin, Director of Golf Operations Regarding 2013-14 Golf Course Budget
February 22, 2013	3:00 p.m.	Met with Vicki Vivian, City Clerk Regarding 2013-14 Clerk Dept. Budget
February 26, 2013	9:30 p.m.	Read to Benson Primary School Students for the Dr. Seuss Celebration
February 26, 2013	11:00 a.m.	Met with Luis Garcia, Building Official Regarding 2013-14 Building Dept. Budget
February 27, 2013	1:00 p.m.	Transit Meeting in Sierra Vista with Cochise County Transit Group and ADOT
February 28, 2013	10:00 a.m.	Met with Megan Moreno, Deputy Finance Director Regarding 2013-14 Budget
February 28, 2013	11:00 a.m.	Met with Jay Tomerlin, Director of Golf Operations & Melissa Quiroz, HR Coordinator Regarding Employee Leave

February 28, 2013	2:00 p.m.	Met with Bob Nilson, Tourism Supervisor &Laura Parkin, Recreation Coordinator Regarding Community Activities
February 28, 2013	3:00 p.m.	Met with Paul F. Moncada, Police Chief Regarding 2012-13 Police Dept. Budget
March 1, 2013	2:00 p.m.	Met with Jay Tomerlin, Director of Golf Operations Regarding 2013-14 Golf Course Budget
March 5, 2013	10:30 a.m.	Met with Megan Moreno, Deputy Finance Director
March 5, 2013	2:00 p.m.	Reviewed Applications with Melissa Quiroz, HR Coordinator
March 6, 2013	9:00 a.m.	Met with Laura Parkin, Rec. Coordinator Regarding the City Website
March 6, 2013	11:30 a.m.	Rotary Luncheon
March 7, 2013	2:00 p.m.	Met with Steven Rose & Rafael Carrillo Owner and Manager of Little Caesars Pizza and Donnie Seguin of Eagle Plumbing
March 8, 2013	9:30 a.m.	Met with Brad Hamilton, PW Director Regarding Little Caesars Pizza
March 8, 2013	10:00 a.m.	Met with Brad Hamilton, PW Director Regarding 2013-14 Public Work Budget

As of March 8, 2013 the Relay for Life currently have 21 teams registered with 169 participants and have raised approximately $9,500.00.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 03/13/2013

TO: Mayor King & City Council

FROM: Paul Moncada, Chief of Police PM

CC:

SUBJECT: February Report

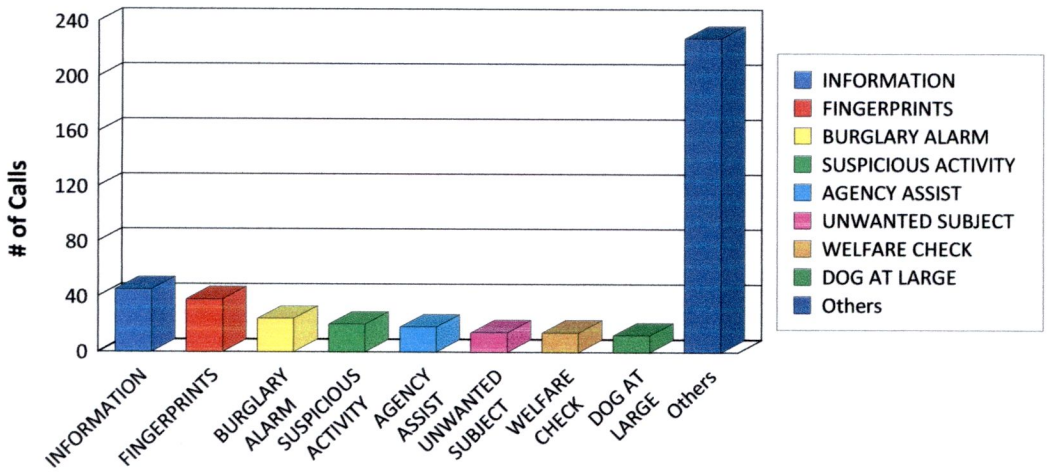
Attached is the February recap of calls for service, calls by type, incidents by description, and Animal Control Division activities.

The police department currently has two officer and one dispatcher vacancies, for which we are currently starting the testing process. In addition one additional dispatcher is on medical leave.
On March 27th, the Department of Homeland Security will conduct an audit of three of our Stonegarden Grants.

Calls Statistics by Type Summary

2/1/2013 - 2/28/2013
00:00:00 - 23:59:59

Agency - BPD



	2/2013	Total
30 DAY IMPOUND HEARING	2	2
911 HANG UP	9	9
ABANDONDED/DISABLED VEH	7	7
ACCIDENT W/INJURY	4	4
ACCIDENT W/OUT INJURY	8	8
ACCIDENT/NO INJURY PP	5	5
ACCIDENT/UNKNOWN INJ	2	2
AGENCY ASSIST	18	18
ASSAULT	5	5
ATTEMPT TO LOCATE	8	8
BARKING DOGS	4	4
BUILDING SEARCH	2	2
BURGLARY	3	3
BURGLARY ALARM	24	24
CHILD ABUSE	1	1
CHILD RESTRAINT VIOL	1	1
CIVIL MATTER-REFERED	4	4
CIVIL MATTER-STAND BY	4	4
CODE WATCH PATROL	2	2

	2/2013	Total
CRIMINAL DAMAGE	7	7
CUSTODIAL INTERFERENCE	2	2
DEBRIS	3	3
DISCHARGE OF FIREARM	1	1
DISORDERLY CONDUCT	6	6
DISTURBANCE	7	7
DOG AT LARGE	12	12
DOG BITE/ANIMAL BITE	1	1
DOMESTIC VIOLENCE	3	3
DRIVING ON SUSPENDED LIC	2	2
DRUGS	7	7
DRUNK DRIVER	1	1
DRUNK SUBJECT	1	1
ENDANGERMENT	1	1
ESCORT/PARADE	1	1
FAILURE TO YIELD	1	1
FALSE INFO TO PO	1	1
FIGHT	1	1
FINGERPRINTS	38	38
FIRE ALARM	1	1
FIREWORKS	1	1
FOUND DRUG PARAPHERNALI	1	1
FOUND PROPERTY/ETC/RETUI	7	7
FRAUD	8	8
GAS ASSISTANCE	1	1
HARRASSMENT	3	3
IDENTITY THEFT	1	1
INCORRIGIBLE JUVENILE	1	1
INFORMATION	45	45
INSANE PERSON	8	8
LOST PROPERTY	1	1
MEDIC ASSIST	7	7
NOISE COMPLAINT	5	5
OTHER ANIMAL CONTROL	8	8

	2/2013	Total
PUBLIC ASSISTANCE	5	5
PUBLIC RELATIONS	2	2
RECOVERED STOLEN V	1	1
REPOSSESSION	1	1
SEX OFFENDER NOTIFICATION	2	2
SHOPLIFTING	1	1
STRUCTURE FIRE	1	1
SUBJECT W/KNIFE	1	1
SUICIDE	1	1
SUICIDE THREAT	1	1
SUSPICIOUS ACTIVITY	20	20
SUSPICIOUS PERSON	3	3
SUSPICIOUS VEHICLE	3	3
THEFT	12	12
THREAT	2	2
TRAFFIC OFFENSE	4	4
TRESPASSING	3	3
UDA	2	2
UNWANTED SUBJECT	14	14
UTILITIES CALLOUT	1	1
VEHICLE RELEASE	4	4
VERBAL DV	1	1
VICTIM NOTIFICATION	1	1
WARRANT	6	6
WELFARE CHECK	14	14
Total	413	413

Incidents - By Description

Report Date: 02/01/2013- 02/28/2013

		CASE STATUS				
Description	***#Incidents***	***#Active(A)***	***#Cleared(B/C)***	***#Cleared Juv(J)***	***#Unfounded(U)***	***#Other***
ABANDONDED/DISABLED VEHIC	1	0	1	0	0	0
ACCIDENT W/INJURY	3	0	3	0	0	0
ACCIDENT W/OUT INJURY	6	0	6	0	0	0
AGENCY ASSIST	4	0	4	0	0	0
ASSAULT	1	0	1	0	0	0
BURGLARY	2	0	2	0	0	0
CRIMINAL DAMAGE	2	1	1	0	0	0
DISORDERLY CONDUCT	2	0	2	0	0	0
DOG BITE/ANIMAL BITE	1	0	1	0	0	0
DOMESTIC VIOLENCE	5	0	5	0	0	0
DRIVING ON SUSPENDED LIC	2	0	2	0	0	0
DRUGS	3	1	2	0	0	0
DRUGS/SALE	2	0	2	0	0	0
FAILURE TO YIELD	1	0	1	0	0	0
FALSE INFO TO PO	1	0	1	0	0	0
FOUND DRUG PARAPHERNALIA	1	0	1	0	0	0
FOUND PROPERTY/ETC/RETURN	2	0	2	0	0	0
FRAUD	2	0	2	0	0	0
IDENTITY THEFT	1	0	1	0	0	0
INFORMATION	2	0	2	0	0	0
RECOVERED STOLEN V	1	0	1	0	0	0
SEX OFFENDER NOTIFICATION	2	1	1	0	0	0
SHOPLIFTING	1	0	1	0	0	0
SUBJECT W/KNIFE	1	0	1	0	0	0
SUICIDE	1	1	0	0	0	0
THEFT	5	0	5	0	0	0
TRAFFIC OFFENSE	1	0	1	0	0	0
TRESPASSING	1	0	1	0	0	0
UDA	3	0	3	0	0	0
WARRANT	6	0	6	0	0	0
TOTAL	66	4	62	0	0	0

RANGE USED

Officer#: -
Team#: -
Location#: -
Violation#: -
Agency#: BPD

BENSON POLICE DEPARTMENT JULY 01, 2012 THRU JUNE 2013 ACTIVITY REPORT

MONTH	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL
SERVICE CALLS	659	654	494	621	490	423	505	478					4324
SELF INITIATED	303	340	246	238	296	247	210	220					2100
CITIZEN	10	26	7	34	18	16	15	14					140
PUBLIC RELATIONS	212	216	58	209	28	49	123	116					1011
PAPERS SERVED	15	13	16	10	7	8	24	14					107
FOLLOW UP	82	33	28	43	11	13	9	16					235
VERBAL WARNING	119	181	141	147	184	194	105	90					1161
DRUG RLTD DR'S	3	8	4	5	9	1	7	5					42
ACCIDENT REPORTS	8	4	4	6	5	6	13	11					57
ALCOHOL INVL	0	0	2	0	1	0	1	1					5
SPEED CITE INVL	5	0	0	1	0	1	2	3					12
PEDESTRIAN INVL	0	0	0	0	0	2	0	0					2
BICYCLE INVL	0	0	0	0	0	0	0	0					0
FELONY OBSERVED	8	6	6	5	9	2	3	9					48
MISD. OBSERVED	29	37	42	34	20	15	26	17					220
DOMESTIC VIOL	2	3	3	2	3	1	6	5					25
ALCOHOL INVL	2	0	0	0	1	0	1	2					6
WEAPON INVL	0	0	0	0	0	0	0	1					1
CHILD PRESENT	1	0	1	1	0	0	2	1					6
DV ARREST(S)	3	1	0	2	2	1	3	2					14
FEMALE	2	0	0	1	1	0	1	1					6
MALE	1	1	0	1	1	1	2	1					8
DUAL	1	0	0	1	1	0	0	0					3
JUVENILE ARREST(S)	0	3	1	1	2	1	1	0					9
ALCOHOL INVL	0	0	0	0	0	0	0	0					0
DRUGS INVL	0	0	0	0	0	1	0	0					1
STATUS OFFENSE	0	2	0	0	0	0	0	0					2
OTHER	0	0	0	0	0	0	0	0					0
DUI	1	4	1	2	2	0	1	0					11
BACK UPS	79	111	75	76	128	69	62	46					646
AGENCY ASSIST	10	10	9	14	12	5	8	10					78
TRANSPORTS	20	11	10	26	8	9	7	11					102

Benson Animal Control

Monthly Report

Month in Report___ February 2013_____

Discription	***Current Month***	***Year to Date***
Dogs Turned in:	5	10
Dogs Picked up:	9	17
Dogs Adopted:	14	31
Dogs Euthanized / Owner Requested:	2	2
Dogs Euthanized / Unadoptable (Aggressive, Sick,Bite History):	2	5
Dogs Returned to Owner:	2	6
Dog Complaints:	25	51
Dog Bites:	1	3
Dog Licenses Sold:	73	145
Cats Turned In:	6	12
Cats Trapped:		
Cats Returned to Owner:	2	3
Cats Adopted:	7	20
Cats Euthanized / Owner Requested	1	1
Cats Euthanized / Unadoptable (Feral, Sick, Injured):	2	2
Cat Bites:		0
Removals (Snake,Skunk, birds, etc):***		0
Calls Responded to:	25	54
Compliance Notices (Warnings):	0	2
Citations Issued:		0
P.D.Assist		0
Dogs at the shelter (time of Report):		**20**
Cats at the shelter (time of Report):		**10**

Removals:***

Donations:

650 lbs misc. cat food and dog food, Livestock food and litter from Walmart

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 8, 2013, 2013**

TO: **Glenn Nichols, City Manager**

FROM: **Peggy Scott, Library Director**

SUBJECT: **End of the month report for February 2013**

Andrew Parkin completed the IS-0070.a FEMA course.

The front bathrooms required several visits from the plumber. It took about a week for the problem to be corrected.

On February 21st, Megan Oros and Andrew Parkin viewed the Common Core/Novelist webinar. Common Core is geared to educational institutions to assist with reading requirements for students. This is a new program that the state of Arizona is implementing in public schools. This will helps us to assist the teachers to obtain their goals.

February 25th a local Cub Scout group toured the library. They completed 4 activities at the library to receive their badges. They had to make book covers, tour the library, have a story read to them, and know what is required to receive a library card.

Kelli Jeter, Andrew Parkin, and Peggy Scott viewed a webinar Big Talk from Small Libraries 2013. Topics covered programming, social media, electronics (laptops, e-readers, mp3 players, etc.), and grants. This webinar ran from 7:45 to 4 p.m. on February 28th.

Attachment: Monthly statistics

Benson Public Library

Statistical Report
February-13

	Feb-13	Feb-12	YTD-2013	YTD-2012	
Total Circulation	6,706	6,617	46,697	52,984	monthly circulation of material
Patrons	5,460	5,997	46,038	46,607	patrons entering the library
New Registration	67	85	606	692	new patron cards
Total Registration	6,594	6,707	6,594	6,707	total # of patrons in database
Programs	11	13	35	77	#of programs provided by library
Pr. Attend	210	262	680	1,199	total attendance for programs
Ref. Questions	792	499	6,671	3,589	ref questions answered by staff
Volunteers	0	0	0	2	new volunteers this month
Volunteer hours	86.75	106.05	623.5	762.3	total of monthly volunteer hours
Book Count					
Titles added	117	187	1,442	1,606	new titles added to database
Titles deleted	138	137	1,798	1,287	titles removed from collection
Collection Total	37,725	38,573	37,725	38,573	total material in database
Overdues:					
Titles overdue	437	587	4,235	5,634	number of overdue items
Contacts	125	158	1,118	1,139	number of patrons contacted
Titles returned	373	473	2,950	3,787	# of overdue items returned

Internet Users	*1191	1,675	# of people signed up for p.c.'s
Workforce	15		
Hours	12.5		

* public computers were down on a Saturday and limited on a Monday

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 25, 2013**

TO: **Mayor and City Council**

FROM: **Melissa Quiroz, HR Coordinator** MQ

SUBJECT: **February 2013 Monthly Report**

For the month of February Human Resources opened and advertised for the positions of Recreation Assistant, Lifeguards and Head Guard.

Interviews were conducted for Golf Course Customer Service Representatives and Custodian.

- New hires include:
  - Golf Course Customer Service Representative (4 Part Time Employees)

Currently working on the RFQ for IT Services.

HR worked with Ken Strobeck from the League of Arizona Cities and Towns in reviewing, proof reading and providing requested information to City Council regarding the upcoming City Manager opening.

Read to 1st graders at Benson Primary School for their Dr. Seuss Celebration.

HR is continuing to work with Megan Moreno, Deputy Finance Director, regarding new hire and changes in employee benefit paperwork. This will enable HR and the Finance Department to work together for consistency of paperwork.

HR assisted the Library with drafting their 2013-2014 budget and reclassification of an employee.

Worked with Brad Hamilton, PW Director and Paul Moncada, Police Chief, updating job descriptions.

HR provides assistance to the City Manager with scheduling, phone calls, public record requests and correspondence as requested.

HR works with employees who have benefit questions, inquiries and reimbursements.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 03/13/13

TO: Glenn Nichols, City Manager

FROM: Keith Spangler, Fire Chief

SUBJECT: February 2013 Department Head Report

Operations

During the month of February Benson Fire Department responded to 58 calls. The average number of Firefighters responding to the calls for the month was 3. The lowest number was 1 and the highest number was 7. The average response time from page to on scene was 7 minutes. The average time from page to en route was 4 minutes and the average time from en route to on scene was 2 minutes. The break down of calls is listed below.

Type	Number
Structure Fire	1
Vehicle Fire	2
Brush Fire	0
EMS	26
Rescue	2
Haz-Mat	1
Service Calls	0
Good Intent Calls	25
False Alarms	1
Miscellaneous Calls	0

Benson Fire Department had no Mutual Aide calls.

Meetings and Trainings

Business/Training meetings were held on February 13 and February 23, 2013.

Vehicle Maintenance

Engine 711 was sent in for inspection and maintenance.

Fire Prevention

Conducted fire inspections at various Businesses

Additional Items

2012 Department of Homeland Security Grant: We are working on getting a CAD System for all Apparatus.

Brush Truck: Side Boxes are in, working on installation and paint.

We are scheduling the Wildland Refresher and Pack Test for the Department. The Pack Test is an endurance test. They have to walk 3 miles with a 45 lb. weight vest in 45 minutes. This will be a required Fit for Duty test for all Firefighters next year.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 14, 2013**

TO: **MAYOR AND CITY COUNCIL**

FROM: **Ann P. Roberts, City Prosecutor**
CC: **Glenn Nichols, City Manager**

SUBJECT: **Prosecutorial Statistics for February, 2013**

Statistics for prosecutorial activity in the Benson Magistrate/Justice of the Peace, Precinct No. III:

TRIALS:

Child Abuse	00
Criminal Traffic Trials:	00
General Crime Trials:	00
Drug Related Trials:	00
Domestic Violence Trials:	00
D.U.I. Jury Trials:	00
Animal Control/Game and Fish Trials/Registrar of Contractors:	00
Total Trials – All trials vacated in February	00

PRETRIAL CONFERENCES:

Criminal Traffic Pretrial Conference Hearings:	68
General Crime Pretrial Conference Hearings:	22
Drug Related Pretrial Conference Hearings:	24
Domestic Violence Pretrial Conference Hearings:	08
D.U.I. Pretrial Conference Hearings:	06
Animal Control/Game and Fish Pretrial Conference Hearings:	04
Total Pretrials	132

HEARINGS:

Restitution and Sentencing Hearings:	05
Probation Revocation Hearings:	00
Bond Forfeiture Hearings:	00
Rule Eleven (Incompetency) Hearings:	00
DUI Status/Suppression/Evidentiary Hearing	00
Change of Plea Hearing	01
Vicious Dog Hearing	00
Planning and Zoning Violations/Health Code Hearings	00
Total Hearings	06
Total Case Matters Closed this Month	72
PROSECUTORIAL TIME SPENT IN COURT	**15.00 HRS**
PROSECUTORIAL TIME SPENT OUTSIDE OF COURT*	**45.00 HRS**

*TIME SPENT DEALING WITH DEFENSE COUNCIL, VICTIMS, DEFENDANTS AND ON OTHER MATTERS SUCH AS ISSUING WARRANTS, CASE PREPARATION, LEGAL RESEARCH AND REVIEW OF PENDING CRIMINAL CHARGES.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 14th, 2013**

TO: **Glenn Nichols, City Manager**

FROM: **Jay Tomerlin, Director of Golf Operations**

SUBJECT: **February 2013 Golf Course Report**

San Pedro Golf Course month of February was positive with 2304 rounds of golf. This is an increase from Last year of 460 rounds. The course conditions are really good at this point even with the snow that we received in February. Customer feedback continues to be positive with the over seeded fairways and current playing conditions. We have also have targeted the Sunsites Golf Group, there golf course is closed and we have sold Pedro's passes to most of their Men's and Ladies golf group.

Maintenance has continued to use millings to improve cart paths on the golf course and will complete all paths by the end of March. They are currently removing weeds from native areas on the course to improve playing conditions and trimming and removing trees from key areas around the #11, #12, #13, #14, & #15 greens. By increasing air flow in these areas, it will aid in the reduction of turf diseases in the humid months.

February was an interesting month for the Grille, the restaurant incurred a few changes. First, we introduced our temporary short menu. This menu satisfied our weekly regulars and golfers although we did get negative feedback from our Sunday crowd. For the Sunday guests we offer larger specials. There are a few guests anxious to see a new menu with more options especially entrée salads. Overall, I believe our new approach with the menu will prove successful as long as we advertise.

The new restaurant hours have really accommodated our golfers, especially the regular groups who golf weekly. Our business regulars have been eating here more often now that we are open seven days a week. Unfortunately, the response from closing dinners was not so positive. After explaining to guests on our new approach for the Grille most of our customers understood. However, we lost those few who just want dinner and said they would return when we served dinner again.

The rounds continue to stay very positive, up from last year because course conditions are consistently better with the over-seeded fairways. The golf course will continue to use online bookings engines, social media, and advertising in key market areas to promote the golf course and grille. Also the golf course will continue selling the Pedro's Pass and the Player's Pass, I believe both passes will gain a loyal following from golfers and give them reason to continue to play San Pedro Golf Course.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 14, 2013**

TO: **Glenn Nichols, City Manager**

FROM: **Bradley J. Hamilton, P.E.** B. Ham

CC: **Mayor & Council**

SUBJECT: **February 2013 Department Head Report**

Staff met with representatives from Southwest Disposal to review the new contract for waste disposal.

The playground equipment project at the park next to the Community Center began and to be completed in March.

Public Works Department welcomes 3 new employees: Drayson Harris, Andy Ronquillo and Greg Powell.

Installation of the emergency generator at the Airport continues.

Progress on the softball field continues with the installation of the sprinkler system.

Staff now performs the "vault and haul" activity and the Whetstone Ranch Water Reclamation Facility.

1. Gas Department.

(For the Week Ending Wednesday, March 13, 2013) *(U.S. Energy Information Administration)*

- Natural gas prices at major trading hubs increased moderately for the report week (Wednesday to Wednesday). Henry Hub prices increased from $3.57 per million British thermal units (MMBtu) last Wednesday to $3.72 per MMBtu yesterday, while natural gas prices at Algonquin Citygate, for delivery into Boston increased from $7.77 per MMBtu to $8.69 per MMBtu.

- The April 2013 New York Mercantile Exchange (Nymex) contract increased by 21 cents, from $3.470 per MMBtu last Wednesday to close at $3.680 per MMBtu yesterday.

- Working natural gas in storage declined to 1,938 Bcf as of Friday, March 8, according to EIA's *Weekly Natural Gas Storage Report* (*WNGSR*). An implied storage withdrawal of 145 Bcf for the week moved storage levels 440 Bcf below year-ago levels, and 198 Bcf above the 5-year average.

- The Baker Hughes Incorporated natural gas rotary rig count decreased by 13 to 407 active units on the week ending March 8, 2013. The oil-directed rig count increased by 8 to 1,341 units.

Gas Department cont.

- Performed regular maintenance and compliance matters on the gas system as required by the Arizona Corporation Commission.
- Performed quarterly patrolling and odorant checks for the last quarter
- Check chart boxes weekly and performed monthly calibrations on gas detection equipment.
- Continue to perform meter inspections and upgrade gas meters.

2. Water Department.

- Continued daily monitoring and maintenance on wells/tanks sites including painting and meter / valve maintenance.
- General maintenance and repairs on meters and hydrants.
- Monthly water sampling of the water as required by ADEQ.
- Continue upgrading water meters.

3. Wastewater Department.

- Continued maintenance and repair at the treatment plant.
- Staff now performs the "vault and haul" activity and the Whetstone Ranch Water Reclamation Facility.
- Daily and monthly monitoring samples as required by ADEQ permits.
- Wastewater Department continues the scheduled sewer main and manhole maintenance and cleaning.

4. Streets Department:

Street department continues to regularly maintain the streets by filling the potholes, weed control, sign maintenance, tree trimming and maintain curbing.

Inmate labor continues along various locations picking up trash, weed control and filling potholes Monday thru Thursday.

5. Parks Department:

The Parks department continues work on all fields in preparation of spring events. Parks crews also continue keeping up with the weed and trash control at the various park locations and landscape areas.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: March 25, 2013

TO: Glenn Nichols, City Manager

FROM: Jim Cox, Finance Director; Megan Moreno, Deputy Finance Director

cc: Benson City Council Members

SUBJECT: Finance Department Monthly Report for February, 2013

Current Department Projects:

- Annual Financial Statement audit is still ongoing. We are anticipating our published report by the end of March.
- The budget process is underway. Finance has received all budget worksheets from department heads and just received state revenue estimates. We are currently compiling this information into our budget forms.
- Online Bill Pay service is actively being researched. We have contacted two companies so far to get an idea of how the services can be incorporated into our utility billings and Caselle software. We are also looking into coordinating our software with the software at the Golf Course- EZ Links. Preliminary information received from vendors show that we can implement the online bill pay service with minimal cost to the City!
- Review of and preparation of financial reports for the month of February have been completed and written reports have been submitted to the City Manager and Council.
- Deferred Compensation plan changes are being studied for possible presentation to Council.
- Current monitoring of House Bill HB 265- Changes to Transaction Privilege Tax and how this will impact the City.
- Finance is making preparations to be in compliance with new transparency reporting requirements. Our best option is to utilize Arizona OpenBooks (OpenBooks.az.gov). Our first posting of transactions will be in April 2013.

Ongoing Department Projects:

- Monitoring of Sales Tax receipts. Still no support from the Department of Revenue.
- Documentation of a formal Accounting Manual which will show all procedures and internal controls for the Finance Department.
- Cross Training for all Finance positions continues.
- Roundup Utility Assistance Fund is being researched.
- Preparation and updates of departmental SOP's.
- The installation of the animal control module on Caselle is in progress.

- The City Code does not address the position of Finance Director or the functions of the Finance Department. Drafting of that portion of the Code has been submitted to the City Manager for approval.

During the next few months the finance department will be actively working on the budget process, wrapping up the annual audit, completing an internal audit of garbage users, and preparing Megan to take the lead upon Jim's retirement. The Finance staff will also be attending a basic bookkeeping training at Cochise College this month.

Finance Department Statistics for February, 2013

Utility payments processed	1,811
Other payments processed	278
Work orders processed	178
Traffic count	387
Telephone calls	1,173

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 12, 2013**

TO: **Honorable Mayor and Council**

FROM: **Luis Garcia Jr., CBO, CSBA Building Official/ Zoning Administrator**

SUBJECT: **Department Head Report February 2013**

Planning, Zoning, and Building Divisions:

- *Projects/ Events of Interest:* Meetings and Community support!
  - During the month of February staff participated in Dr. Seuss Celebration. Building Official/ Zoning Inspector Luis Garcia read to a Benson kindergarten class to show support to reading advocacy.
  - On February 6th Building Official/ Zoning Administrator met with the local organization of realtors to discuss when a building permit was required according to the adopted building safety code. Additional conversation ensued on various topics, but the meeting was overtaken with conversations on the proposed Chapter 7 and 7.1. Garcia was able to correct untruths that were being told to the participants.

Attachment: Included in this monthly report is an article from the Building Safety Journal. This article is the celebration of 10 years since the Building Officials and Code Administrators International (BOCA), International Conference of Building Officials (ICBO), Southern Building Code Conference International (SBCCI) consolidated into one unified association to develop codes across the United States. Currently there are 110 counties, cities, and towns in Arizona who have adopted and are enforcing the I-Codes. The City of Bisbee is the only municipality in Cochise County to not currently have the I-Codes adopted.

- *Inspector Activity- October 2012*

MONTHLY ACTIVITY REPORT **February** 2013

									TOTALS
RESIDENTIAL INSPECTION STOPS									16
									Inspection Totals
New SFR"s									6
Remodels									4
Additions									4
Accessory Structures									1
Building	new sfr	4	remodel	1	add	1	acc.struc	1	7
Electrical	new sfr	0	remodel	2	add	4	acc.struc	1	7
Fuel Gas	new sfr	0	remodel	1	add	0	acc.struc	1	2
Mechanical	new sfr	0	remodel	2	add	4	acc.struc	1	7
Plumbing	new sfr	2	remodel	1	add	2	acc.struc	1	6
Reroofs									0

Pools										1
Demolition										0
COMMERCIAL INSPECTION STOPS										3
New Buildings		0								
Tenant Improvements		1								
Additions		0								
Accessory Structures		2								
Building	new bldg	0	ti	0	add	0	acc.struc	2		2
Electrical	new bldg	0	ti	0	add	0	acc.struc	0		0
Fuel Gas	new bldg	0	ti	0	add	0	acc.struc	0		0
Mechanical	new bldg	0	ti	0	add	0	acc.struc	0		0
Plumbing	new bldg	0	ti	1	add	0	acc.struc	0		1
Reroofs										0
Pools - Public / Semi-public										0
Demolition										0
MANUFACTURED / MODULAR HOME / FACTORY BUILT - BUILDING INSPECTION STOPS										3
				NEW INSTALLATIONS						
Building										1
Electrical										1
Fuel Gas										1
Mechanical										0
Plumbing										1
Accessory Structures										1
M.H/MODULAR/FACTORY BUILT BUILDING REMODEL & ADDITION INSPECTION STOPS										4
Remodel of										2
Addition to										0
Accessory Structures										2
Building										2
Electrical										3
Fuel Gas										0
Mechanical										1
Plumbing										1
Reroofs										0
Demolition										0

GAS RECONNECT INSPECTIONS----------	2
PRE-BUSINESS SAFETY INSPECTIONS----------	1
PRE-CONSTRUCTION MEETINGS----------	0
ZONING INSPECTIONS----------	0
STOP WORK ORDERS----------	3
FIRE SAFETY INSPECTIONS----------	26
VIOLATION INSPECTIONS----------	2
COURTESY INSPECTIONS----------	4

- *Permit Activity*

MONTHLY PERMIT REPORT

PERMIT REPORT FOR MONTH OF: February-13

RESIDENTIAL	NUMBER OF PERMITS	VALUATION	
1 NEW HOMES:	0	$0.00	
2 ADDN/REPAIRS:	3	$10,100.00	
3 REROOFING:	1	$4,000.00	
4 GARAGE/CARPORT:	0	$0.00	
5 ACCESSORY BLDG:	0	$0.00	
6 MISC; GAS, ELEC, SEWER:	5	$7,760.00	
6.5 MULTI FAMILY	0	$0.00	
7 ZONING/INSPECTION	0	$0.00	
		RESIDENTIAL TOTAL:	**$21,860.00**
COMMERCIAL			
7 NEW BUILDING	0	$0.00	
8 ADDITION/REPAIRS:	0	$0.00	
9 REROOF:	0	$0.00	
10 MISC; GAS, ELEC, SEWER:	2	$9,300.00	
11 RV PARKS:	0	$0.00	
12 ZONING	0	$0.00	
13 PUBLIC WORKS	0	$0.00	
		COMMERCIAL TOTAL:	**$9,300.00**
		CONSTRUCTION TOTAL:	**$31,160.00**
PARK MODELS:	0		**$0.00**
MANUFACTURED HOMES:			
TOTAL PAYMENTS:	11	**MONTHLY TOTAL:**	**$31,160.00**
DEMOLITION:	0		
RESIDENTIAL:	0		$0.00
COMMERCIAL:	0		$0.00

10th Anniversary of ICC's Consolidation: Looking Back, Moving Forward

A Decade of Safety and Service:
ICC Celebrates10 Years as a Consolidated Association

By Trey Hughes

In what was described as "the most historic day in code enforcement in 100 years," the official consolidation of the International Code Council took place on January 21, 2003, at a special ceremony in Las Vegas. Representatives from the legacy organizations – Building Officials and Code Administrators International (BOCA), International Conference of Building Officials (ICBO) and Southern Building Code Congress International (SBCCI) – signed a joint resolution to create a unified association that combined more than 190 years of building safety experience and 30 years of anticipation for one set of codes for use across the country.

Following are some of the highlights and events of the past 10 years that have helped the consolidated International Code Council become the hallmark professional membership association that is dedicated to providing its Members and building industry professionals with the tools they need to ensure the public's safety in the built environment.

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2003

The *International Codes* are in use in 48 states, with local jurisdictions ranging from Anchorage, Alaska, to Miami, Florida.

Noting the significance of the Code Council consolidation, ICBO Chairman Roger Evans said: "We now move forward with one code, one staff and one purpose. Having a unified organization will do nothing but let us be more helpful to the public, a goal that I'm sure the ICC will pursue as effectively during the next century as it has in the last." Pictured at the signing ceremony in Las Vegas are: (seated, left to right) ICBO Chairman Roger Evans, ICBO CEO Bob Heinrich, SBCCI Board President William L. Duck, SBCCI CEO Dominic Sims, BOCA Board Chairman Steve Shapiro, BOCA CEO Paul K. Heilstedt, (standing, left to right) Frank Thompson of the National Association of Home Builders, Ron Nickson of the National Multi-Housing Council, Dave Collins of the American Institute of Architects, and ICC Board President Paul E. Myers.

Anne von Weller of Murray City, Utah, is sworn in as President of the 2003-04 ICC Board of Directors.

ICC's first post-consolidation Annual Conference is held in Nashville, Tenn. Heilstedt is presented the Bobby J. Fowler Award and David L. Wismer of the city of Philadelphia is the recipient of the Code Official of the Year Award. Other honorees are: Affiliate Award—Dave Collins of the American Institute of Architects (AIA); Community Service Awards—Jerry Mallory of Johnson City, Kan., Ron Hampton of Ashland, Ky., and the city of Asheville, N.C.

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2004

At the 2004 Spring Meeting in Overland Park, Kan., more than 600 delegates participate in Final Action Hearings that are the final step of the 2003/2004 Code Development Cycle.

ICC and the National Storm Shelter Association announce they are working along with Governmental Members, design professionals, industry representatives and academics to create a new standard for the design and construction of community storm shelters and residential safe rooms. FEMA is providing funding for the project.

On its one-year anniversary as a consolidated association, the Code Council launches an initiative to develop an energized vision and refocused mission statement that defines the ICC and meets the needs of its Members and the building safety industry. The ICC Board implements the "Blueprint to the Future" initiative to develop a new long-term business plan for the association.

In the wake of Hurricanes Charley and Frances in Florida and Ivan in Alabama, ICC launches an initiative to create a hurricane resistant construction standard with prescriptive details for light-frame construction in high-wind coastal areas. (ICC 600-2008 Standard for Residential Construction in High-Wind Regions is currently being updated for inclusion in the 2015 International Codes.)

Frank Hodge of Hilton Head Island, S.C., is sworn in as President of the 2004-05 ICC Board of Directors.

At ICC's Annual Conference in Salt Lake City, Utah, Jim Sealy, a Fellow with the AIA, is presented the Fowler Award while Terry Summey of Asheville, N.C., is the recipient of the Code Official of the Year Award. Other honorees are: Fire Service Award—Jackie Gibbs of Marietta, Ga.; Community Service Award—Phillip Randall Whisman of Winchester, Ky.; and Affiliate Award—Building Owners and Managers Association (BOMA). The ICC Chapter of the Year is the Virginia Building and Code Officials Association.

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2005

More than 14,000 U.S. jurisdictions are enforcing the *International Codes*.

The United States Marines Corps is the first federal agency to earn International Accreditation Service (IAS) Accreditation.

Following Hurricane Katrina's landfall in Louisiana and Mississippi, CEO James Lee Witt says the Code Council will spare no resources in assisting ICC Members and jurisdictions in their recovery efforts. "We may not be able to replace their hopes and dreams, but together we will help them build new ones."

The ICC Foundation (ICCF) hosts the inaugural Silent Defenders Awards Dinner in Washington, D.C. The inspiration for the awards comes from a comment by Pennsylvania Congressman Curt Weldon (pictured) who refers to the "Silent Defenders" in the building and fire safety community who work daily to ensure the safety of the built environment. The first honorees are Weldon, Oregon Congressman Earl Blumenauer, Fire Marshal George Sacco and the World Bank.

ICC Technical Services staff is among the approximately 220 participants in the National Institute for Standards and Technology (NIST) Technical Conference on the Federal Building and Fire Safety Investigation of the World Trade Center Disaster.

Newly-elected Code Council Board President Henry Green appears before the U.S. House of Representatives Committee on Science to share ICC's insights regarding NIST's report on the collapse of the World Trade Center towers. In examining the report's 30 recommendations, Chairman Sherwood Boehlert of New York asks Green to assist the committee in understanding what is being and remains to be done to present NIST's recommendations as code change proposals.

ICC holds its 2005 Annual Conference in Detroit, Mich. Ron Nienaber, Building Official for the city of Maple Grove, Minn, is presented the Fowler Award while Ron Bell, Chief Building Official for the city of Sioux Falls, S.D., is the recipient of the Code Official of the Year Award. Other honorees are: Fire Service Award—retired Chief Robert Weitzel of Hamilton County, Ohio; Community Service Awards—Quinn Davis, Building Inspector for Wasatch County, Utah, and the Building Officials Association of Florida; and Affiliate Award—Robert Raymer, Technical Director for the California Building Industry Association. The ICC Chapter of the Year is the Building Officials Association of Texas.

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2006

In the aftermath of Hurricanes Katrina and Rita, the state of Louisiana is poised to rebuild stronger and safer as the state legislature approves the adoptions of the *International Building, Residential, Existing Building, Mechanical* and *Fuel Gas Codes*. In one of its first official actions following Hurricane Katrina, the new Mississippi Building Codes Council adopts the 2003 *International Building* and *Residential Codes* for rebuilding efforts. The Mississippi council's action requires jurisdictions that adopt building codes to use the *I-Codes*.

ICC is among the cosponsors of the Restoration 2006 conference held in New Orleans. The conference, which draws over 900 participants, focuses on long-term and sustainable community and economic recovery in the aftermath of natural or man-made disasters.

Two new ICC Certifications introduced—the Coastal and Flood Plan Construction Inspector Certification and the Disaster Response Inspector Certification—help ensure that code officials are competent to assess that coastal homes and businesses meet site-specific code provisions and can focus on key site assessment activities and related duties required of an inspector during post-disaster response.

Wally Bailey of Fort Smith, Ark., is sworn in as President of the 2006-07 ICC Board of Directors.

ICC holds its 2006 Annual Conference in Orlando, Fla. Rick Vognild, retired Director of Technical Services for the SBCCI, is the recipient of the Fowler Award while Donald "Mickey" Arp of Chattanooga, Tenn., is presented the Code Official of the Year Award. Other honorees include: Fire Service Award—Robert Davidson, retired Fire Marshal for South Brunswick, N.J.; Community Service Awards—Jill Gray, North Central Texas Permit Technician Chapter co-founder, and the Washington Association of Building Officials; and Affiliate Award—Shirley Muns, Texas A&M University Research Engineering Associate and Code Specialist. The ICC Chapter of the Year is the California Building Officials (CALBO) Chapter.

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2007

Massachusetts is the 35th state to adopt the *International Residential Code* statewide while Georgia, Iowa and Washington update to the 2006 I-Codes. Also, the Federal Bureau of Prisons approves the use of the *International Building, Plumbing* and *Mechanical Codes* for all federal prison building projects.

Following an EF-5 tornado that devastates Greensburg, Kan., the Code Council and its Heart of America Chapter partner to establish the city's first Building Inspection Department. ICC Board member James T. "Tim" Ryan plays an instrumental role in setting up a code library for the city. Ryan is Codes Administrator for the city of Overland Park, Kan..

The Code Council and National Association of Home Builders (NAHB) announce the development of the *National Green Building Standard* for residential construction. Later in the year, the California Building Standards Commission (CBSC) Green Building Focus Group announces plans for the development of the state's first voluntary green building standard for state buildings and residences. The standard will include best practices and most restrictive requirements, including the *National Green Building Standard*.

With adoptions in Hawaii, the *International Codes* are now enforced in all 50 states and Washington, D.C.

Mayor Michael Bloomberg signs legislation approving the *New York City Construction Codes*, which are based on the *I-Codes*. Department of Buildings Commissioner Patricia Lancaster (front row, fourth from left) participates in the ceremony. On the other side of the country, the CBSC unveils the new *California Building Standards Code*, which is based on the *International Building Code*.

The city of New Orleans and state of Louisiana update to the 2006 editions of the *International Building, Mechanical* and *Fuel Gas Codes* and require that all new homes and businesses built in coastal areas be able to withstand winds of 130 miles per hour.

ICC opens its new World Headquarters in Washington, D.C., located just blocks from the U.S. Capitol.

Steven I. Shapiro of Hampton, Va., is sworn in as the 2008 President of the ICC Board of Directors.

ICC holds its 2007 Annual Conference in Reno, Nev.. Retired Waco, Texas, Building Official George Walker, Sr., is the recipient of the Fowler Award while Johnson County, Kan., Building Official Jerry Mallory is presented the Code Official of the Year Award. Other honorees are: Fire Service Award—Thomas Brace, Executive Director of the Minnesota State Fire Chiefs Association; Community Service Awards—Amarillo, Texas, Building Official Scott McDonald and Hoffman States, Ill., Administrative Director of Code Enforcement Don Plass; and Affiliate Award—David Eisenberg, Executive Director of the Development Center for Appropriate Technology. The ICC Chapter of the Year is the Building Officials Association of Florida.

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2008

The American National Standards Institute (ANSI) approves ICC 500-2008, *Standard for the Design and Construction of Storm Shelters* as an American National Standard.

The Code Council welcomes the American Gas Association as its newest strategic partner. AGA joins the AIA, the NAHB, the National Multi Housing Council and the BOMA as organizations that have publicly stated their support for the *International Codes* and consistently lend their resources to achieving code adoptions.

The ICC Board of Directors approves the creation of a Sustainable Building Technology Committee to support its many ongoing efforts in green, sustainable and safe construction. ICC Evaluation Service announces the development of the Green Verification Program in response to the Code Council's commitment to developing and fostering sustainable design and construction activities. ICC-ES also announces the creation of the Sustainable Attributes Verification and Evaluation (SAVE) program where participants have the opportunity to earn confirmation that their products are sustainable.

ICC and FEMA sign a Memorandum of Understanding to support the maintenance, adoption, outreach, training and enforcement of disaster-resistant building safety codes to reduce human and economic losses resulting from natural hazards including hurricanes, earthquakes, tornados and flooding.

Adolf Zubia of Las Cruces, N.M., is sworn in as President of the 2008-09 ICC Board of Directors.

ICC holds its 2008 Annual Conference in Minneapolis. Bob Weber, code consultant and former Building Official and Director of the Clark County, Nev., Building Department, is the recipient of the Fowler Award while Costa Mesa, Calif., Building Official Khanh Nguyen is presented the Code Official of the Year Award. Other honorees are: Fire Service Award— Chief John Mueller, Deputy State Fire Administrator for the State of New York; Community Service Award— Sun City, Ariz., Fire Prevention Bureau; and Affiliate Award— Jim Messersmith, Coordinating Manager of Regional Code Services for the Portland Cement Association. The ICC Chapter of the Year is the Heart of American Chapter in Kansas.

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2009

The economic stimulus bill signed into law by President Obama includes the *International Energy Conservation Code*. The stimulus package calls for funding through 2010 for state energy programs, and for states to certify they will implement building energy codes for residential buildings that are likely to meet or exceed the 2009 IECC.

The ICC Foundation Code of Honor Scholarship Program receives its first donation from the AIA.

The Code Council, American Institute of Architects and ASTM International launch the initiative to develop the International Green Construction Code. Other cooperating sponsors are the U.S. Green Building Council and the Illuminating Engineering Society. Pictured at the unveiling, from left, are ICC CEO Rick Weiland, AIA Executive Vice President/ CEO Christine McEntee, Code Council Board President Adolf Zubia and ASTM International President James A. Thomas.

Ronald L. Lynn of Clark County, Nev., is sworn in as President of the 2009-10 ICC Board of Directors.

ICC holds its 2009 Annual Conference in Baltimore, Md. Emory Rodgers, Deputy Director of the Building and Fire Regulation Division of the Virginia Department of Housing and Community Development, is the recipient of the Fowler Award while Michael Fink, Deputy Commissioner of the city of Philadelphia's Department of Licenses and Inspections, is presented the Code Official of the Year Award. Other honorees include: Fire Service Award—Azarang "Ozzie" Mirkhah, Fire Protection Engineer for the Las Vegas Department of Fire and Rescue; Community Service Award—Building Officials of Suffolk County, New York; and Affiliate Award—Thomas Phillips, Code Compliance Manager for Target Corporation's Property Development. The Chapter of the Year is the Colorado Chapter of ICC.

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2010

Public Version 1.0 of the *International Green Construction Code* is officially unveiled in Washington, D.C. Endorsements include the U.S. Conference of Mayors, the U.S. Green Building Council and the Building Officials Association of Florida. The city of Richland, Wash., and the state of Rhode Island are the first jurisdictions to adopt the IgCC. After 1,500 Public Comments are received and reviewed during hearings in Chicago, Public Version 2.0 of the IgCC debuts in November.

The ICC Board's Code Development Review Ad-Hoc Committee (CDRAC) begins developing recommendations for improving the code development process.

International Code Council Chief Executive Officers

William J. Tangye was named the first Chief Executive Officer of the International Code Council in 2001. Tangye, who passed away one year later, served as Chief Executive Officer of the legacy organization Southern Building Code Congress International from 1982–2002. Prior to joining SBCCI, Tangye was director of field engineering for the legacy organization BOCA. Tangye was succeeded by:

Bob Heinrich
2002–2003

Richard P. Weiland
2006–2012

James Lee Witt
2003–2006

Dominic Sims
2012–present

Lobby Day at the Ohio Statehouse recognizing Building Safety Week 2009

After three decades of success, the Code Council and ICCF expand Building Safety Week into a month-long celebration.

James L. Brothers of Decatur, Ala., is sworn as President of the 2010-11 ICC Board of Directors.

ICC holds its 2010 Annual Conference in Charlotte, N.C.. Terrence L. Cobb, Director of the Department of Codes and Building Safety for Nashville and Davidson County, Tenn., is the recipient of the Fowler Award while Jay Elbettar, Building Director for the City of Newport Beach, Calif., is presented the Code Official of the Year Award. Other honorees include: Fire Service Award— Cleveland Fire Department Battalion Chief and International Association of Fire Fighters (IAFF) advocate Sean DeCrane; Community Service Award—Fort Smith, Ark., Development Services Department; and Affiliate Award— William E. Koffel, President of Koffel Associates. The Chapter of the Year is the Southern Nevada Chapter of ICC.

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2011

ICC re-engineers its Code Councils and expands its Code Action Committee structure. New Membership Councils along with a multi-disciplinary Codes and Standards Council broaden participation in ICC technical committees and councils. The Code Action Committee structure also expands to increase the quality of code change proposals.

The Code Council Board adopts the recommendations from its CDRAC committee along with two additional recommendations from the Code Appeals Board not addressed in the CDRAC report.

While Tuscaloosa, Ala., continues to recover from a devastating EF-4 tornado that struck the city in April, local officials are eyeing the future and the city's rebuilding process. "There's some good coming from the bad, there's no doubt about that," says Chief Building Official Alan Boswell.

After a May tornado destroys more than 2,000 structures and renders another 2,000 uninhabitable, Joplin, Mo., makes a number of inexpensive upgrades to its building code to help mitigate future storms. "It's not going to stop direct hits," Building Official Steven Cope says, "but will help in peripheral areas where people lost roofs, or where walls lifted off foundations. For a couple of hundred dollars extra in building cost, we are looking at a significant improvement in preventing the type of damage we experienced."

The 2012/2013 Code Develop Schedule is the first to fully implement a change where the *International Codes* are distributed into two, 12-month code cycles: Group A Codes in 2012 and Group B Codes in 2013.

William D. Dupler of Chesterfield County, Va., is sworn in as President of the 2011-12 ICC Board of Directors.

ICC holds its 2011 Annual Conference in Phoenix. William D. Dupler of Chesterfield County, Va., is sworn in as President of the 2011-12 ICC Board of Directors.Tenn., Division Manager and Building Official Tim Ward is the recipient of the Fowler Award while Boswell is presented the Code Official of the Year Award. Other honorees include: Fire Service Award—Ken Kraus, retired Inspector for the city of Los Angeles Fire Department; Community Service Award—25-year industry veteran and long-time building safety advocate Tony Falcone; and Affiliate Award—Ron Nickson, Vice President of Building Codes for the National Multi-Housing Council. The ICC Chapter of the Year is the Virginia Plumbing & Mechanical Inspectors Association.

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2012

The U.S. Department of Energy's Building Energy Codes Program Annual Report cites the *International Energy Conservation Code* as the national benchmark for development, adoption and compliance of energy-efficient buildings.

The ICC Board approves Group C Code Development in 2014 to include the IgCC.

The *International Swimming Pool and Spa Code* debuts and is the first comprehensive code to upgrade pool and spa safety and meet the requirements of the Virginia Graeme Baker Act. The ISPSC uses prescriptive and performance-related provisions to establish minimum safety requirements for public and residential pools, spas and hot tubs.

ICC and the National Fire Protection Association (NFPA) create the Coalition for Current Safety Codes to advance public safety in the built environment by advocating states and municipal jurisdictions adopt current building, fire prevention, sustainable, electrical and life safety codes. ICC and NFPA seek participation in the coalition from other standard development organizations, the construction and insurance industries, government and the private sector.

ICC launches the cdp ACCESS initiative to expand participation in its code development process while preserving the quality and transparency of the proceedings. During its winter meeting, the ICC Board approves the cdp ACCESS Steering Committee's final recommendations that outline several key elements for the initiative.

Ronald E. Piester of the New York Department of State is sworn in as President of the 2012-13 ICC Board of Directors.

ICC holds its 2012 Annual Conference in Portland, Ore.. Ryan is the recipient of the Fowler Award while John Terry, Manager of Code Services for the state of New Jersey, is presented the Code Official of the Year Award. Other honorees include: Fire Service Award— Joe Sauerwein, District Manager of the Blue Point Fire District on Long Island, New York; Community Service Award— Deborah Vanek, Code Compliance Officer for California's San Ramon Valley Fire Protection District; and Affiliate Award— Judith Rothschild Dicine, Supervisor and Assistant State's Attorney of Housing for the state of Connecticut. The Chapter of the Year is the Central Florida Chapter of ICC.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **February 14, 2013**

TO: **Glenn Nichols, City Manager**

FROM: **Laura Parkin, Recreation Coordinator**

SUBJECT: **Monthly Report – February 14, 2013 through March 14, 2013**

Summer Programs:

- We are working toward completion of the 2013 schedule.

Pool:

- We have completed the 2013 Aquatics Schedule.
- We are working with the school on recruiting candidates for the 2013 Lifeguard positions.
- The Cove in Sierra Vista is doing a Lifeguard Certification Class for 10 High School Students from Benson. This class will be held in March during Spring Break.
- We are working with Pima County and the Cove to hold a WSI Certification Class in Sierra Vista, so that we can increase our number of WSI Certified Lifeguards.

Lions Park:

- We are working with San Pedro Valley Little League in assisting them with the scheduling of Lions Park. Opening day is Saturday, March 23, 2013.

Community Center:

- The next available Saturday, for the Community Center is March 23.
- AARP Tax Aide is at the Community Center every Tuesday.

Other Items:

- Restructuring the Website – We continue to add information to the website as it is provided to us by other departments.
- We are creating Emergency Action Plans for the Recreation Department.
- We are redoing our Standard Operating Procedures for the Recreation Department.
- We are on target for completion of the outside survey by mid-March.
- We are working on Bluegrass in the Park.
- We are working with the 4th of July Committee on the 2013 July 4, Celebration.
- We are working with Ty Moncada on the Skate Park Project.
- We have completed our 2013/14 Goals and Accomplishments.
- We have completed two of the Emergency Response Certification Classes and are in the process of completing the third.
- Maggie Castillo is helping in our office a few hours a day for the last two weeks in March.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **March 18, 2013**

TO: **Glenn Nichols, City Manager**

FROM: **Vicki Vivian, CMC, City Clerk**

SUBJECT: **Monthly Department Report**

The on-going organization of records in the Clerk's office continues with records being scanned and stored as Council action is taken and continues to move forward with scanning and indexing all previous Council action in the form of Ordinances, Resolutions and Contracts.

Deputy City Clerk Danna Judd earned her Certified Municipal Clerk (CMC) designation. This designation is attained through attending and completing the Arizona Municipal Clerk's Association's Institute and other education criteria. Please join me in congratulating Ms. Judd on her accomplishment.

The Clerk's office held a Voter Registration Day on February 1, 2013, setting up a table at the Benson Post Office from 9:00 to noon. The goal was not only to register qualified voters, but to inform and encourage citizens to participate in their local government, by showing them where information can be found on the City's website and explaining how they can participate through attendance and the Call to the Public at City Council meetings. While many people seemed wary, we were able to hand out approximately 10 voter registration forms and informed others that they could register to vote online at the Arizona Department of Motor Vehicles website. I believe this Voter Outreach program should be continued holding a Voter Registration Day each year to familiarize the public with the voter registration process and increase citizen participation in both voting and the government process.

The Clerk's office continued preparation for the Primary Election, which was held on March 12, 2013. Election preparations are comprised of numerous duties, such as witnessing the required test of Automatic Equipment and Programs, held at the Cochise County Elections Department in Bisbee. It also includes a training class and set up with the Elections Board at the Fire Station, which was held on March 7. As you are aware, the Alternative Expenditure Limitation (Prop. 406) passed and also a candidate for Mayor and 3 candidates for Council seats received more than 50% of the ballots cast, resulting in no need for a General Election.

There are still questions regarding HB2826 (consolidated elections) and how it affects municipalities. After hearing Mr. Tom Belshe at the Mayor/Manager luncheon in January, it appears the Legislature will address the length of terms for current Councilmembers, as well as those elected in the 2013 elections. Further information will be given to Council as it becomes available.

The EDSC held a meeting on March 4. The next EDSC meeting will be held May 6 at City Hall. The Clerk serves in the same function as Council's support for the EDSC.

The Clerk's office continues to work closely with other departments concerning public records requests, documentation for research purposes and the drafting of documentation for upcoming items requiring Council action, as well as continuing research and discovery for our outside counsel, Mr. Jeff Murray for pending litigation cases.