CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **September 21, 2015**

TO: **William Stephens, City Manager**

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

SUBJECT: **Monthly Department Report**

The organization of records in the Clerk's office continues to move forward, scanning and indexing all current and previous Council action in the form of Ordinances, Resolutions, Contracts, Deeds & Easements and Declared Public Documents.

The Clerk's office has been assisting with Human Resource functions since the HR Coordinator left the City's employ on March 12. The duties have temporarily been divided between the Clerk's office and the Finance Department with the Clerk's office handling all administration of new hires, from advertising, the interview process and all paperwork for the implementation of a new employee and the Finance Department handling all existing employee issues. The Clerk's office worked hand in hand with the Finance Department on open enrollment meetings resulting in a smooth transition for any employee who changed or enrolled into benefit programs.

The Clerk's office also continues to work closely with the City Manager and other departments concerning public records requests, documentation for research purposes and the drafting of documentation for upcoming items requiring Council action.

I have attached a news release from Cochise County concerning elections, with the most notable issue being Vote Center locations. Vote Centers are consolidated polling locations and will enable registered voters to vote at any Voter Center. The advantage to this is that voters who live in one location and work in another will be able to choose the most convenient Vote Center location for them to vote on Election Day. Registered voters will still need to present an acceptable form of ID in order to vote at the polls. Should voters opt to cast an early ballot, they may still do so, as there is no change in the vote by mail process.

Another change at the County is the equipment that will be used for elections. The new ExpressVote machines are discussed in the attached news release in more detail.

NEWS RELEASE

1415 Melody Lane Building A Bisbee AZ 85603 www.cochise.az.gov

For Immediate Release
August 26, 2015

Contact: Katie Howard
khoward@cochise.az.gov
520-432-8970

Board of Supervisors Approves 18 Vote Center Locations

At their regular Board meeting Tuesday, August 25th, at 10:00 a.m., the Board of Supervisors approved staff recommendations for eighteen 2016 Vote Center locations. Voters will vote at the new Vote Centers beginning with the March 22, 2016 Presidential Preference Election.

Vote Centers are consolidated polling locations. The advantage of Vote Centers for voters is that any registered voter in Cochise County can vote at any Vote Center. Cochise County voters will no longer be required to vote only at designated precinct locations. Voters who live in one location and work in another will be able to choose the most convenient Vote Center location for them to vote on Election Day. The idea is to help voters get to the polls, no matter where they are in the County on Election Day.

Registered voters will still need to present an acceptable form of ID in order to vote at the polls, where they will cast ballots using the County's new ExpressVote machines – universal ballot marking devices featuring touch-screen technology. These machines enable voters to easily select candidates, review completed ballots, and make changes before printing a final ballot. Voters will deposit printed ballots in a tabulation machine, where votes are counted and ballots are safely stored in a locked collection bin. Vote Center election volunteers will be present, similar to the polling locations in the past.

Voters may still choose to vote an Early Ballot, if they wish, instead of going to a Vote Center to vote. There is no change to the vote by mail process.

For more information on Election dates, the voting process and the Elections Department's new voting system, please visit our website at: https://www.cochise.az.gov/elections-special-districts/home

Also, watch the Elections website for an upcoming calendar of events for Voter Outreach meetings and demonstrations of our new equipment. Please plan to join us at one of these events to try the new voting equipment for yourself!

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NEWS RELEASE

1415 Melody Lane Building A Bisbee AZ 85603 www.cochise.az.gov

For Immediate Release
August 26, 2015

Contact: Katie Howard
khoward@cochise.az.gov
520-432-8970

Junta de Supervisores Aprueba los 18 Localizaciones de Centro de Votación

En su reunión regular de la Junta Martes, 25 de Agosto a las 10:00 horas, la Junta de Supervisores aprobó las recomendaciones del personal para dieciocho localizaciones de los Centros de Votación. Los votantes votarán en los nuevos Centros de Votación con la Elección de Preferencia Presidencial el 22 de Marzo de 2016.

Centros de Votación son lugares de votación consolidada. La ventaja de los Centros de Votación para los votantes es que cualquier votante registrado en el Condado de Cochise puede votar en cualquier Centro de Votación. Los votantes del Condado de Cochise no deberán votar sólo en los lugares del recinto designado. Los votantes que viven en un solo lugar y trabajan en otro podrán elegir la localización más conveniente de Centro de Votación para que puedan votar el Día de Elección. La idea es ayudar a los votantes llegar a las urnas, no importa donde estén en el Condado el Día de las Elecciones.

Votantes registrados todavía tendrá que presentar una forma aceptable de identificación para votar en las urnas, donde serán depositados los votos utilizando nuevas máquinas ExpressVote del Condado - votación universal que marca dispositivos con tecnología de pantalla táctil. Estas máquinas permiten a los votantes para seleccionar fácilmente los candidatos, revisión completa boletas, y hacer cambios antes de imprimir una boleta final. Los votantes depositar las boletas impresas en una máquina de la tabulación, donde los votos se cuentan y las boletas se almacenan con seguridad en un contenedor de recogida cerrado con llave. Los voluntarios de elección de Centros de Votación estarán presentes, similares a los lugares de votación en el pasado.

Los votantes pueden elegir todavía votar con Boleta Temprana, si lo desean, en vez de ir a un Centro de Votación para votar. No hay ningún cambio en la votación por el proceso del correo.

Para obtener más información sobre las fechas de la Elección, el proceso de votación y el nuevo sistema de votación del Departamento de Elecciones, por favor visite nuestro sitio web en: https://www.cochise.az.gov/elections-special-districts/home

También, vea el sitio web de Elecciones para un próximo calendario de eventos para reuniones y demostraciones de nuestro nuevo equipo para el votante. ¡Por favor haga planes para unirse a nosotros en uno de estos eventos para probar el nuevo equipo de votación usted mismo!

COCHISE COUNTY ELECTIONS UPDATE FOR 2016 ELECTION CYCLE

Many changes have been instituted during 2015 that will enhance the voting experience for voters in Cochise County beginning in the 2016 Election cycle.

Following a difficult election cycle in 2014, the Board of Supervisors, County Administration and Elections staff met to review what had gone wrong and how to prevent a recurrence of these same problems. The new Elections Director was mandated to:

- Identify and procure new voting equipment to replace the aging election system
- Review and revise procedures as necessary to ensure smooth operations, streamline processes, avoid errors and ensure absolutely accurate results
- Obtain necessary training for staff responsible for election functions and ensure the election system is sustainable
- Establish a back-up plan and identify and obtain cost-savings wherever possible
- Conduct substantial voter outreach and regain voters' confidence in the integrity of the election process in Cochise County.

Elections staff spent several months researching and investigating available elections systems and evaluating their fit for Cochise County. Of critical importance was that the system be certified by the Arizona Secretary of State, that the system be easy for Poll Workers and voters to use and that the system had built in safeguards to prevent some of the problems occurring in the past. Staff visited other counties, attended conferences and vendor shows, arranged in-house demos, met with staff from multiple firms, discussed findings with other county elections departments and ultimately made a recommendation to the Board of Supervisors for the Elections Systems & Solutions (ES&S) new hardware and software: an end-to-end elections solution that met all of the requirements.

Vote Centers: Staff also recommended, and the Board approved, consolidating the polling locations (previously one per each of the 49 precincts) into 17 Vote Centers. Vote Centers will be like large polling places. There will be more people, more equipment and more assistance available to voters at each of the Vote Centers. Also, importantly, voters will have the choice to go to ANY Vote Center they choose in the County. No longer must a voter vote only in his/her precinct. If a voter lives in Benson, but works in Sierra Vista during the day, the voter can vote in Sierra Vista! Once a voter signs-in wherever he/she chooses to vote, that information is communicated to all other Vote Centers; this prevents the voter from signing in again and voting a second time elsewhere in the County. Vote Centers will provide more convenience to the voters by allowing them to vote where they are and the consolidation of people and equipment will provide better service. Going to the Vote Center model also meant that the County had to purchase less equipment, which is a savings of taxpayer dollars!

At the Vote Centers: The new system is state of the art and, for those voters who vote at a Vote Center, they will begin with check-in using the new electronic tablets (ePoll books) which contain the voter registration roll and registration status for the entire County. Once a voter signs the ePoll book, the voter will be given a ballot card (about 5" wide)

which will have only a printed bar code at the top. The bar code contains the appropriate ballot style for that voter (i.e., party (for Primary elections), and the precinct and precinct splits (fire district, water district, school district, etc.) reflecting the races that the voter is entitled to vote). There is no information about the voter's identity in the bar code.

The voter then takes the ballot card and feeds it into an ExpressVote. This device is a universal ballot marking device. The ExpressVote guides the voter through the process to make selections in each race. Voters will no longer have to fill in ovals on a paper ballot. Just like an ATM, voters will use the touch-screen technology on the ExpressVote to select choices for each race, and then review all of their choices for accuracy. Once the voter is satisfied that the races are all voted as intended, the voter will press "Print Ballot" and the machine will do so. The printed card will contain only the selections the voter made, for each race the voter voted. (This device is fully ADA-compliant and has many features to assist voters who are blind, low-vision, or who have difficulty reading; in addition, the device presents the ballot to the voter in either English or Spanish (voter's choice)).

After the ballot card is printed, the voter feeds the card into the DS200 Tabulator which reads the voter's selections and counts the ballot.

That's it!

Early Voting: Early voting remains an option and, in fact, the number of registered voters who vote Early ballots has historically been increasing by approximately 10% each major election cycle (i.e., every two years).

With the new system, Early voters will still receive a paper ballot, although it should be more "user friendly" with clearer separation between federal, state and local races. Using the new Electionware software, the Elections staff will be programming all of the ballots and will have the ability to customize the ballot to make it easier to read.

The envelope the voter will use to return the ballot to the Recorder has also been redesigned. No longer will there be two envelopes (inner and outer); instead, the return envelope has a secrecy flap that covers the voter's signature on the affidavit, eliminating the need for two envelopes. In addition, the Election's & Recorder's offices have established a joint contract with a Vote by Mail provider who will be printing and mailing all of the Early ballots. The Vote by Mail provider will ensure that all Early voters receive the correct ballot based on a bar-code tracking system that matches the ballot style the voter would receive if voting in person. After confirming the match, the ballot/instruction sheet and return envelope are inserted into the outbound envelope. By eliminating the inner envelope and taking advantage of digital printing technology and services, the two departments are saving money and time, Early voters will receive the correct ballot and the entire process is auditable!

One word of caution: If you plan to vote an Early ballot, put it in the mail at least <u>one-week before the Election!</u> This is because all of the US Postal Service mail in Cochise County is now routed through either Phoenix or Albuquerque and you must allow time for the return mail to be **received at the Recorder's Office on or before Election Day!** If your ballot arrives after Election Day, it will not be counted.

You can also choose to drop off your Early ballot at the Recorder's Office by Election Day, OR drop it off at any Vote Center in the County *on Election Day*. However, keep in mind that Early ballots dropped off at Vote Centers on Election Day have to be

counted after the election, thus potentially delaying election results in close races.

Bottom line: If you are going to vote an Early ballot, MAIL IT IN EARLY – ONE WEEK BEFORE ELECTION!

Voting an Early Ballot on-site: The Recorder's Office will continue to use their Bisbee location as an on-site Early voting option. Those who choose to vote Early on-site before Election Day will be voting on the same ExpressVote ballot marking device that will be used at the Vote Centers.

Counting Early Ballots: The new system also includes a high-speed digital scanner which has the capability of counting more than 300 ballots per minute. The processes for batching Early ballots have also been streamlined, and additional verification checks have been instituted. The combination of new equipment and procedures will ensure that Early ballots will be processed accurately and quickly.

The election process in Cochise County has been changed to provide a more efficient, user-friendly process for our voters; a more economical approach to staffing/equipping and servicing voting locations and utilizes state-of-the-art technology and systems to assure accurate and timely results.

Presidential Preference Election Dates –

Day / Date	Description
Monday, February 22, 2016	Last Day to register to vote for PPE
Friday, March 11, 2016	Last Day to request an Early Ballot
Wednesday, February 24, 2016	Early Voting begins for PPE
Monday, March 14, 2016	*Suggested* Last Day to *safely* MAIL an Early Ballot (to ensure it reaches Recorder's Office on or before Election Day)
Friday, March 18, 2016	Last Day to Vote On Site @ Recorder's Office
Tuesday, March 22, 2016	Last Day to Drop Off an Early Ballot (either at Recorder's Office or any Vote Center in the County)
Tuesday, March 22, 2016	**Presidential Preference Election**

Primary Election – August 30, 2016

General Election – November 8, 2016

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **September 24, 2015**

TO: **William Stephens, City Manager**

FROM: **Bradley J. Hamilton, P.E., Director of Public Works**

SUBJECT: **August 2015 Department Head Report for Public Works**

1. Gas Department.

- Performed regular maintenance and compliance matters on the gas system as required by the Arizona Corporation Commission and PHMSA.
- Check chart boxes weekly and performed monthly calibrations on gas detection equipment.
- Perform meter inspections and perform maintenance as needed.

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 continues 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 including spraying for roaches 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:

Parks Department continues maintenance of fields and parks. Preparing parks and fields for upcoming events. Parks have inmate labor maintaining parks.

6. Transit Department:

Ridership ending August 2015:

AM Fixed Bus Route: 460 riders
PM Fixed Bus Route: 411 riders
Dial a Ride Route: 535 riders

City of Benson
Public Works Department

2015 Gas Dept. O&M	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
New Service	0	0	0	0	0	0	0	0					0
Meter Inspections	1	0	0	0	0	0	0	0					1
Remove/Repair equipment	3	4	2	0	5	1	3	4					22
Monthly Operation/Maintain	7	5	7	6	5	5	5	5					45
Gas Odor/Leak survey	8	4	3	2	3	5	4	3					32
Install Protection Poles	2	0	1	0	1	0	1	0					5
3rd Party Hit	1	0	1	0	1	2	0	1					6
Meter Upgrades	0	0	0	0	0	0	0	0					0
High Usage	1	2	0	0	1	0	0	0					4
No Gas / zero usage	1	0	1	0	0	2	0	1					5
Bluestakes	46	25	40	34	43	33	43	41					305
Gas Units Sold	206,715	118,069	85,444	57,193	54,122	32,745	27,193	33,036					614,517
(100) cubic feet per unit													
2015 Water Dept.O&M													
New Service	0	0	0	1	1	2	0	1					5
Leaks	1	4	0	6	2	3	4	4					24
Instal/Remove Hydrant Meter	0	0	1	1	0	2	0	1					5
No water / pressure	1	0	0	1	1	0	1	3					7
Repair/replace equipment	1	0	2	0	2	0	1	1					7
Meter Upgrades	1	0	0	0	0	0	0	0					1
High usage / re-read	0	0	2	0	0	0	0	0					2
Bluestakes	46	25	40	34	43	33	43	41					305
Water Units Sold	24,166	18,893	20,550	24,439	31,075	27,266	26,841	27,426					200,656
(748 gallons per unit)													
2015 Sewer Dept.O&M													
New service	0	0	0	0	0	0	1	0					1
Sewer Backup	2	3	0	2	0	1	2	0					10
Spray for pests/odor	0	0	0	0	0	0	1	0					1
Clean sewer mains	0	0	0	0	1	0	0	0					1
Raise / repair manhole	1	0	0	0	0	0	0	0					1
Maintenance / Repairs		0	0	0	0	0	3	0					3
Bluestakes	46	25	40	34	43	33	43	41					305
Gallons Treated	13,252	11,700	12,713	11,502	11,041	10,458	11,424	10,838					92,928
(million gallons)													

MONTHLY PERMIT REPORT

PERMIT REPORT FOR MONTH OF: **August-15**

RESIDENTIAL	**NUMBER OF PERMITS**	**VALUATION**		
1 NEW HOMES:	0	1	$0.00	
2 ADDN/REPAIRS:	0	2	$0.00	
3 REROOFING:	1	3	$4,875.00	
4 GARAGE/CARPORT:	0	4	$0.00	
5 ACCESSORY BLDG:	2	5	$1,400.00	
6 MISC; GAS, ELEC, SEWER:	6	6	$24,626.00	
6.5 MULTI FAMILY	0	6.5	$0.00	
7 ZONING/INSPECTION	0	7	$0.00	
		RESIDENTIAL TOTAL:		**$30,901.00**
COMMERCIAL				
7 NEW BUILDING	0	7	$0.00	
8 ADDITION/REPAIRS:	1	8	$47,054.00	
9 REROOF:	0	9	$0.00	
10 MISC; GAS, ELEC, SEWER:	5	10	$19,960.00	
11 RV PARKS:	0	11	$0.00	
12 ZONING	0	12	$0.00	
13 PUBLIC WORKS	0	13	$0.00	
		COMMERCIAL TOTAL:		**$67,014.00**
		CONSTRUCTION TOTAL:		**$97,915.00**
PARK MODELS:	1			**$20,000.00**
MANUFACTURED HOMES:	0			**$0.00**
TOTAL PAYMENTS:	16	**MONTHLY TOTAL:**		**$117,915.00**
DEMOLITION:	0			

YEAR TO DATE PERMIT 2015

PERMIT REPORT FOR MONTH OF: **JAN-AUG**

RESIDENTIAL	**NUMBER OF PERMITS**	**VALUATION**		
1 NEW HOMES:	1	1	$180,966.00	
2 ADDN/REPAIRS:	7	2	$70,200.00	
3 REROOFING:	6	3	$21,975.00	
4 GARAGE/CARPORT:	3	4	$17,147.00	
5 ACCESSORY BLDG:	9	5	$29,844.00	
6 MISC; GAS, ELEC, SEWER:	37	6	$193,775.00	
6.5 MULTI FAMILY	0	6.5	$0.00	
7 ZONING/INSPECTION	1	7	$15,000.00	
		RESIDENTIAL TOTAL:		**$528,907.00**

COMMERCIAL				
7 NEW BUILDING	1	7	$51,500.00	
8 ADDITION/REPAIRS:	9	8	$288,488.00	
9 REROOF:	2	9	$8,800.00	
10 MISC; GAS, ELEC, SEWER:	11	10	$46,660.00	
11 RV PARKS:	0	11	$0.00	
12 ZONING	0	12	$0.00	
13 PUBLIC WORKS	1	13	$20,000.00	
		COMMERCIAL TOTAL:		**$415,448.00**

		CONSTRUCTION TOTAL:	**$944,355.00**
PARK MODELS:	6		**$147,880.00**
MANUFACTURED HOMES:	6		**$282,000.00**
TOTAL PAYMENTS:	100	**YTD TOTAL:**	**$1,374,235.00**

DEMOLITION:

RESIDENTIAL:
COMMERCIAL:

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **September 9, 2015**

To: **William Stephens, City Manager**

FROM: **Peggy Scott, Library Director**

SUBJECT: **End of the month report for August 2015**

August 18th Kelli Jeter and Vicki Hinecker attended a workshop at Tucson/Pima Library. Black belt Librarian author and speaker Warren Graham spoke about ways to protect staff and increase safety in the library. This was sponsored by the Arizona State Library.

Since the closing of Postal Annex, and Safeway no longer providing a copy machine for the public, our copying for the public has increased significantly. Staff has had to shift duties around to accommodate these additional patrons and their requests.

Attachment: Monthly statistics

Benson Public Library

Statistical Report
August-15

	Aug-15	Aug-14	YTD-2015	YTD-2014	
Total Circulation	5,552	5,499	11,702	11,758	monthly circulation of material
Patrons	4,300	4,035	9,188	8,747	patrons entering the library
New Registration	60	60	144	141	new patron cards
Total Registration	7,980	7,467	7,980	7,467	total # of patrons in database
Programs	1	0	6	2	#of programs provided by library
Pr. Attend	7	0	62	95	total attendance for programs
Ref. Questions	466	537	945	985	ref questions answered by staff
Volunteers	1	1	11	7	new volunteers this month
Volunteer hours	29.5	102.75	40	131.5	total of monthly volunteer hours
Book Count					
Titles added	108	149	422	252	new titles added to database
Titles deleted	422	622	539	1,007	titles removed from collection
Collection Total	33,814	33,964	33,814	33,964	total material in database
Overdues:					
Titles overdue	420	586	855	1,183	number of overdue items
Contacts	77	147	225	327	number of patrons contacted
Titles returned	343	279	840	703	# of overdue items returned
Internet Users	982	902			# of people signed up for p.c.'s

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **September 15, 2015**

TO: **MAYOR AND CITY COUNCIL**

FROM: **Ann P. Roberts, City Prosecutor**
CC: **William Stephens, City Manager**

SUBJECT: **Prosecutorial Statistics for August, 2015**

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:	03
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	03

PRETRIAL CONFERENCES:

Criminal Traffic Pretrial Conference Hearings:	45
General Crime Pretrial Conference Hearings:	16
Drug Related Pretrial Conference Hearings:	13
Domestic Violence Pretrial Conference Hearings:	08
D.U.I. Pretrial Conference Hearings:	01
Animal Control/Game and Fish Pretrial Conference Hearings:	01
Total Pretrials	84

HEARINGS:

Restitution/OSC and Sentencing Hearings:	01
Probation Revocation Hearings:	00
Bond Forfeiture Hearings:	00
Rule Eleven (Incompetency) Hearings:	00
DUI Status/Suppression/Evidentiary Hearing/Status	00
Change of Plea Hearing	01
Vicious Dog Hearing	00
Planning and Zoning Violations/Health Code Hearings	00
Total Hearings	02
Total Case Matters Closed this Month	45
PROSECUTORIAL TIME SPENT IN COURT	**20.50 HRS**
PROSECUTORIAL TIME SPENT OUTSIDE OF COURT*	**64.50 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: 09/21/2015

TO: Mayor King & City Council

FROM: Paul Moncada, Chief of Police PJM

CC:

SUBJECT: August Report

Attached is the August recap of Police Department calls for service, calls by type, and incidents by description. The report is in the new format, Spillman Technologies provides a lot of different reporting options at this time the two attached are the ones that provide council with the information that they are used to getting from the police department. At the time of this report the police department's manpower level in patrol has changed with the hire of Jessie Ingram who started the academy in Tucson, in the communications section we are hiring a new dispatcher who was previously employed by CCSO . The Police Department is currently advertising for police officers and is performing background checks, on two officer applicants.

Nature of Call	Total Calls Received	% of Total
911 HANGUP	5	1.17
Misuse of 911	4	0.93
Agency Assistance	22	5.13
Alarm	13	3.03
Robbery Alarm	2	0.47
Animal/Lost Animal	2	0.47
Animal Problem	34	7.93
Welfare of Animal	4	0.93
Assault	6	1.40
Attempt to Locate	2	0.47
Background Check	1	0.23
Barking Dog	3	0.70
Burglary	1	0.23
Child Abuse or Neglect	1	0.23
Citizen Assist	22	5.13
Citizen Dispute	3	0.70
Civil Standby	3	0.70
Criminal Damage	8	1.86
Custodial Interference	2	0.47
Disorderly Conduct	2	0.47
Disturbance	6	1.40
Domestic Trouble	17	3.96
Controlled Substance Problem	3	0.70
DUI Alcohol or Drugs	1	0.23
Endangerment	1	0.23
Extra Patrol	7	1.63
Fight	5	1.17
Fingerprints	33	7.69
Fire	1	0.23
Found Property	8	1.86
Fraud	7	1.63
Gas Leak/Odor	2	0.47
Harassment	3	0.70
Harrassment	1	0.23
Traffic Accident Hit and Run	2	0.47
Information Report	22	5.13
Juvenile Problem	7	1.63
Litter/Pollution/Public Healt	2	0.47
Lost Person	1	0.23
Lost Property	1	0.23
Medical Emergency	4	0.93
Noise	1	0.23
Parking Problem	1	0.23
Traffic Accident w/ Damage	4	0.93
Traffic Accident, w/ Injuries	2	0.47
Prowler	1	0.23
Return Propery	3	0.70
Shots Fired	2	0.47
Animal snake	10	2.33
Stray Animal	2	0.47
Suspect Vehicle	1	0.23
Suspicious Person/Circumstanc	32	7.46
Theft	19	4.43
Threatening	6	1.40
Traff Acc N/I	3	0.70

Nature of Call	Total Calls Received	% of Total
Traffic Acc	9	2.10
Traffic Hazard	5	1.17
Traffic Violation	5	1.17
Trespassing	7	1.63
Unwanted Person	9	2.10
Utilities Callout	5	1.17
Vandalism	1	0.23
Vehicle Theft	1	0.23
Viol Crt Order	2	0.47
Wanted Person	3	0.70
Warrant	1	0.23
Weapon Offense	2	0.47
Welfare Check	18	4.20
Total Calls:	429	

Report Includes:
All dates between `00:00:00 08/01/15` and `23:59:59 08/31/15`
All nature of incidents
All cities
All types
All priorities
All agencies matching `BNPD`

*** End of Report /tmp/rptChamUK-rpcdtccr.r1_1 ***

Offense	CC	ACT	CLO	CAA	ADF	CJA	FTI	EJN	Other	Total
	35	14	0	0	0	0	0	0	0	49
NOT A VAILID CODE!!!!!!!!!	1	0	0	0	0	0	0	0	0	1
8-201.13 Incorigle Juvenile	4	2	1	0	0	0	0	0	0	7
13-1302A Custodial interfere	2	0	0	0	0	0	0	0	0	2
13-1507 Burglary-2nd degree	0	0	1	0	0	0	0	0	0	1
13-1602 Criminal damage	5	1	1	0	1	0	0	0	0	8
13-1602A1 Deface or damage p	1	0	0	0	1	0	0	0	0	2
13-1603A1 Litter on pub or p	2	0	0	0	0	0	0	0	0	2
13-1802 Theft	0	1	0	0	0	0	0	0	0	1
13-1802A1 Theft-Deprive of P	1	0	0	0	1	0	0	0	0	2
13-1814A4 Theft of Means of	0	0	0	1	0	0	0	0	0	1
13-1201 Endangerment	1	0	0	0	0	0	0	0	0	1
13-1202A Threatening/Intimid	5	1	0	0	0	0	0	0	0	6
13-1203 Assault	0	3	1	2	0	0	0	0	0	6
13-1203A Assault	0	1	0	0	0	0	0	0	0	1
13-1903A Agg rob oth wp misc	2	0	0	0	0	0	0	0	0	2
13-1802 Larceny/Theft	7	7	1	3	1	0	0	0	0	19
13-1803A1 lar/thf unlawful u	0	0	0	1	0	0	0	0	0	1
13-1805A1 lar/thf shplft-rem	0	0	0	1	0	0	0	0	0	1
13-1805A5 theft Shplft-conce	0	0	0	2	0	0	0	0	0	2
13-2011A Fraudulent creatio	4	2	1	0	0	0	0	0	0	7
13-2506 Fail to appear in 2n	0	0	0	2	0	0	0	0	0	2
13-2904 Disorderly conduct	3	0	0	0	0	0	0	0	0	3
13-2904A1 Fightng, Disruptv	0	0	1	0	0	0	0	0	0	1
13-2904A6 Recklsly handl/dis	2	0	0	0	0	0	0	0	0	2
13-2917B1 disturb prvt/pub	1	5	0	0	0	0	0	0	0	6
13-2921B Harass against publ	0	2	1	0	0	0	0	0	0	3
13-3102 Misconduct involving	1	0	0	0	0	1	0	0	0	2
13-3102A12 Poss deadly weap	0	0	0	1	0	0	0	0	0	1
13-3403A1 Breathe toxic vapo	0	1	0	0	0	0	0	0	0	1
13-3415A Poss or use drug pa	0	0	1	0	0	0	0	0	0	1
13-3407A4 manu danger drug	0	1	1	1	0	0	0	0	0	3
13-3408A1 Poss use narcotic	0	0	0	1	0	0	0	0	0	1
13-3601 Domestic Violence	13	3	0	0	0	0	0	0	0	16
13-3623+DV Child abuse + Dom	0	0	0	0	0	0	1	0	0	1
13-4902A1 Criminal trespass	4	3	0	0	0	0	0	0	0	7
Animal control	23	28	3	0	0	0	0	0	0	54
Welfare Check	14	4	0	0	0	0	0	0	0	18
Missing Person	0	1	0	0	0	0	0	0	0	1
Found Property	4	2	2	0	0	0	0	0	0	8
Suspicious person	28	11	1	1	0	0	0	0	0	41
Suspicious vehicle	1	0	0	0	0	0	0	0	0	1
Information	13	10	0	0	0	0	0	0	0	23
Suspicious prowler	0	1	0	0	0	0	0	0	0	1
Alarm	10	3	0	0	0	0	0	0	0	13
Warrant Arrest	0	3	0	0	0	0	0	0	0	3
Citizen Dispute- non crimina	3	5	0	0	0	0	0	0	0	8
Assist other agency	16	4	0	0	0	0	0	0	1	21
Civil standby/domstc viol	2	1	0	0	0	0	0	0	0	3
Public - other types	19	10	0	0	0	0	0	0	0	29
911 Hangup	3	2	0	0	0	0	0	0	0	5
Attempt to Locate	0	2	0	0	0	0	0	0	0	2
Background Check	0	1	0	0	0	0	0	0	0	1
Medical assistance	0	4	0	0	0	0	0	0	0	4
Lost Property	0	1	0	0	0	0	0	0	0	1

Offense	CC	ACT	CLO	CAA	ADF	CJA	FTI	EJN	Other	Total
Search Warrant	1	0	0	0	0	0	0	0	0	1
Vioation of Court order	1	0	0	1	0	0	0	0	0	2
28-701A Flr Ctrl Spd/Nt Rsn/	0	1	1	0	0	0	0	0	0	2
28-855 Stop sgn viol/FYRW fr	0	0	1	0	0	0	0	0	0	1
28-871 Unsfe park,stop,stand	0	1	0	0	0	0	0	0	0	1
28-1381 Driving under the in	0	0	0	1	0	0	0	0	0	1
28-1381A1 DUI;alch,drugs,tox	0	0	0	1	0	0	0	0	0	1
28-1382A Extreme DUI 0.15 or	0	0	0	1	0	0	0	0	0	1
Pers injury accidents	1	1	0	0	0	0	0	0	0	2
Prop Damage: Miscellaneous	0	3	1	0	0	0	0	0	0	4
Other Traffic Incidents	15	0	4	0	0	0	0	0	0	19
Accident,no injury	1	3	1	0	0	0	0	0	0	5
Grand Totals	249	149	24	20	4	1	1	0	1	449
Percentages	55.5	33.2	5.3	4.5	0.9	0.2	0.2	0.0	0.2	100.0

Report Includes:
All dates between `00:00:00 08/01/15` and `23:59:59 08/31/15`
All agencies matching `BNPD`
All officers
All dispositions
All natures
All locations
All cities
All clearance codes
All observed offenses
All reported offenses
All offense codes

*** End of Report /tmp/rptCVaVH7-rplwods.r1_1 ***

Benson Animal Control Monthly Report

Month in Report___August 2015_____

Description	***Current Month***	***Year to Date***
Dogs Turned in:	1	17
Dogs Picked up:	10	41
Dogs Adopted:	9	63
Dogs Euthanized / Owner Requested:	0	4
Dogs Euthanized / Unadoptable (Aggressive, Sick,Bite History):	1	5
Dogs Returned to Owner:	5	23
Dog Complaints:	19	130
Dog Bites:	2	8
Dog Licenses Sold:	1	266
Cats Turned In:	11	47
Cats Picked up:	4	11
Cats Returned to Owner:	0	0
Cats Adopted:	17	53
Cats Euthanized / Owner Requested	0	4
Cats Euthanized / Unadoptable (Feral, Sick, Injured):	1	8
Cat Bites:	0	0
Removals (Snake,Skunk, birds, etc):***	4	10
Calls Responded to:	19	127
Compliance Notices (Warnings):	0	3
Citations Issued:	0	3
P.D.Assist	0	0
Dogs at the shelter (time of Report):	**28**	**199**
Cats at the shelter (time of Report):	**14**	**100**

Removals:***

Donations:
400 lbs dog/cat food, kitty litter

Total number of kennels at shelter: Dogs-22, Cats-13, 1 Feral Cat Kennel

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 9/23/15

TO: William Stephens, City Manager

FROM: Keith Spangler, Fire Chief

SUBJECT: August 2015 Department Head Report

Operations

During the month of August, Benson Fire Department responded to 86 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 9. The average response time from page to on scene was 6 minutes. The average time from page to en route was 1 minute and the average time from en route to on scene was 4 minutes. The break down of calls is listed below.

Type	Number
Structure Fire	0
Vehicle Fire	0
Brush Fire	2
EMS	56
Rescue	0
Haz-Mat	1
Service Calls	0
Good Intent Calls	27
False Alarms	0
Miscellaneous Calls	0

No Mutual Aide calls this month.

Meetings and Trainings

Business/Training meeting was held on Aug. 12th and Aug. 19th, 2015.

Vehicle Maintenance

Engine 71 in for motor repairs. New Fire Apparatus is in the final inspection stage at factory. Delivery date is scheduled for September.

Miscellanous

Benson Fire Department hosted the Cochise County Emergency Medical Service Sub Region Council and the Cochise County Fire Association Meeting.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **September 23, 2015**

TO: **William Stephens, City Manager**

FROM: **Bob Nilson, Tourism Supervisor**

SUBJECT: **Tourism Report for August 2015**

• Our Visitor count for August 2015 was 635 as compared to 636 in August of 2014, down 1 from last year.

• Again Greyhound ticket sales are up in August with 26 ticket transactions.

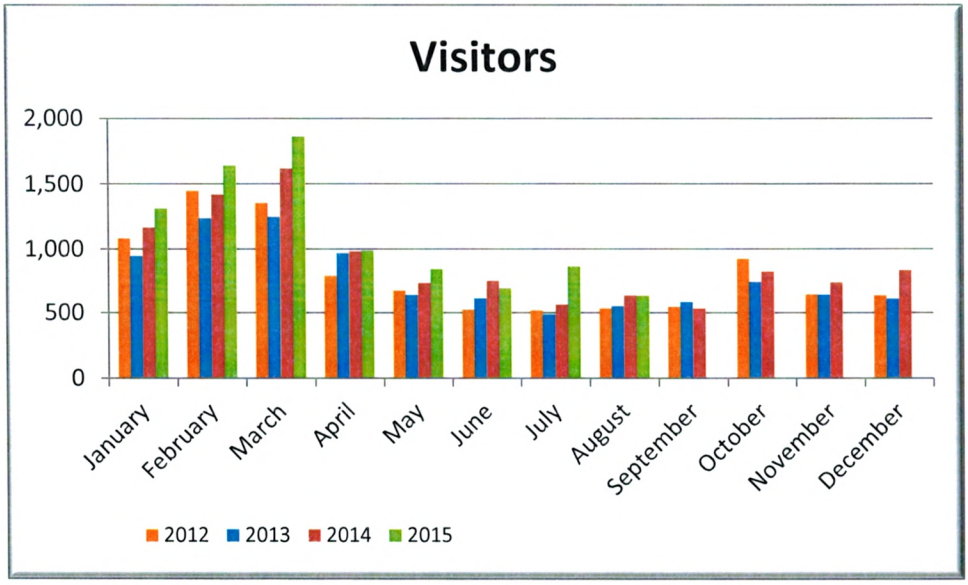
• Al Carruthers from the City is working on getting the assembly structure built for our Union Pacific model railroad grant.

• We are still waiting to hear if we will receive the UADA Broadband planning grant.

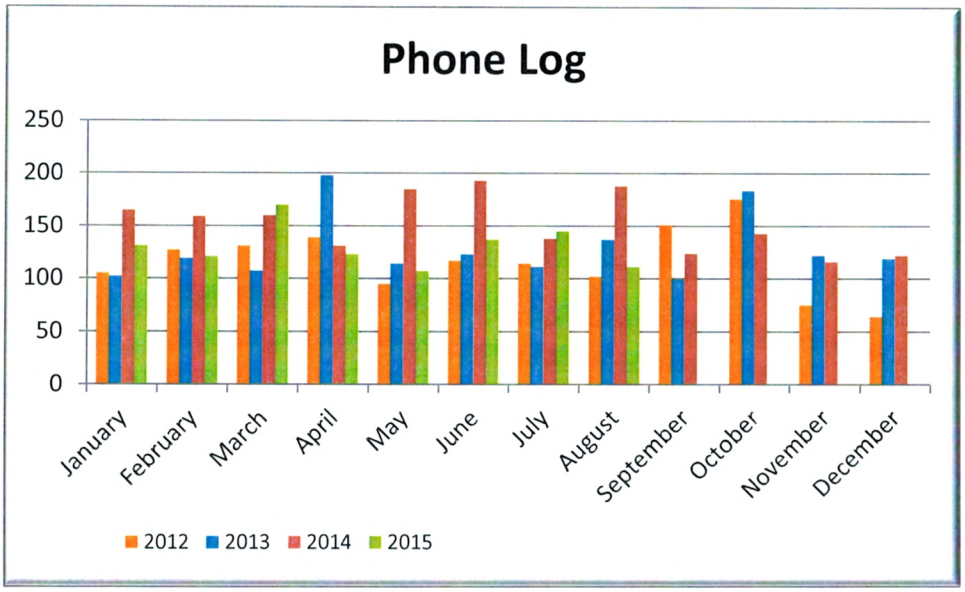
• We attended the League of Arizona Cities and Towns Celebration on Thursday August 20, 2015. We used the Bat car and featured Benson the home of Kartchner Caverns as our theme.

• Below are our Visitor Counts for August of 2015

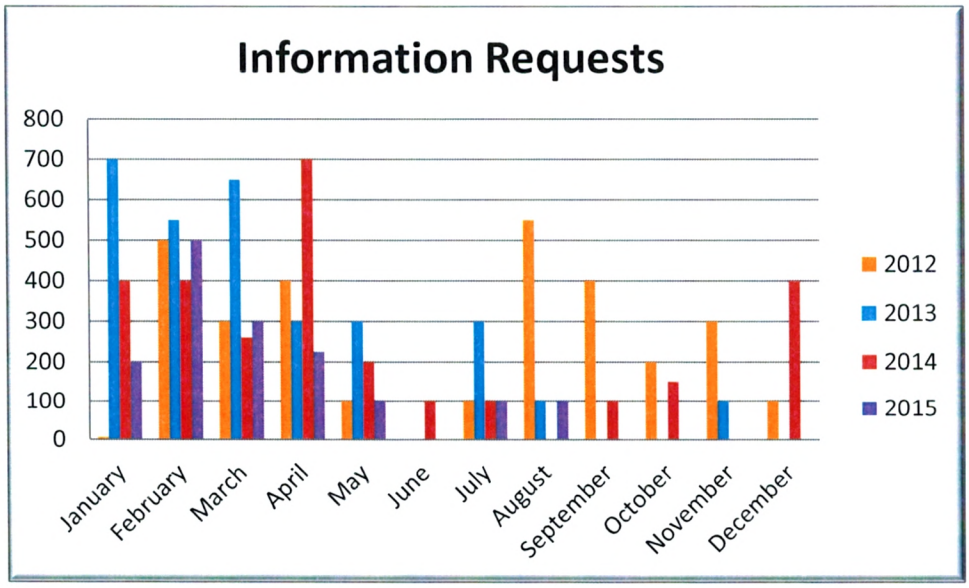
Visitor Center Headcount Comparisons August, 2015



Visitor Center Phone calls
Comparisons by Graph August, 2015



Visitor Center Information Requests
Comparisons by Graph August, 2015



CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **September 28, 2015**

TO: **William Stephens, City Manager**

FROM: **Dustin DeSpain, Finance Director**

cc: **Benson City Council Members**

SUBJECT: **Finance Department Monthly Report for August, 2015**

Current Department Projects:

- Continually working on reporting compliance with the new HealthCare Reforms
- Working on Risk Pool Insurance Safety Training
- Audit RFP for 2014-2015, 2015-2016, 2016-2017.
- We are working on a change to our tax code regarding rental tax. We plan to bring this change to Council. .
- We have been working on our Transit Grant Budget and Filing.
- We continue in our Joint efforts with City Clerk's office to monitor and provide Human Resource support.
- We are working on quotes for new buses for Transit and working to streamline our transit department
- We continue to monitor the budget, as we are no longer on furloughs.

Upcoming:

- Coordinating Human Resource activities with Vicki, as we have no HR Coordinator
- Completing Training and Audit adjustments for Transit Compliance
- Volunteer Fire Department Retirement Funds
- Moving Transit to Finance Department
- CFD Policy and Procedures

Finance Department Statistics for August, 2015

Utility payments processed	2392
Other payments processed	352
Payroll checks issued	187
Accounts Payable checks issued	266
New Business License Applications taken	7
Customers enrolled on Xpress Bill Pay	746
Customers signed up for Online Statements	425