MONTHLY PERMIT REPORT

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

RESIDENTIAL	**NUMBER OF PERMITS**	**VALUATION**		
1 NEW HOMES:	1	1	$180,966.00	
2 ADDN/REPAIRS:	1	2	$400.00	
3 REROOFING:	1	3	$500.00	
4 GARAGE/CARPORT:	0	4	$0.00	
5 ACCESSORY BLDG:	1	5	$2,000.00	
6 MISC; GAS, ELEC, SEWER:	6	6	$17,454.00	
6.5 MULTI FAMILY	0	6.5	$0.00	
7 ZONING/INSPECTION	0	7	$0.00	
		RESIDENTIAL TOTAL:		**$201,320.00**

COMMERCIAL				
7 NEW BUILDING	0	7	$0.00	
8 ADDITION/REPAIRS:	2	8	$21,000.00	
9 REROOF:	0	9	$0.00	
10 MISC; GAS, ELEC, SEWER:	2	10	$8,300.00	
11 RV PARKS:	0	11	$0.00	
12 ZONING	0	12	$0.00	
13 PUBLIC WORKS	0	13	$0.00	
		COMMERCIAL TOTAL:		**$29,300.00**
		CONSTRUCTION TOTAL:		**$230,620.00**
PARK MODELS:	1		$20,880.00	**$20,880.00**
MANUFACTURED HOMES:	1		$35,000.00	**$35,000.00**
TOTAL PAYMENTS:	16	**MONTHLY TOTAL:**		**$286,500.00**
DEMOLITION:	0			

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 8/18/15

TO: William Stephens, City Manager

FROM: Keith Spangler, Fire Chief

SUBJECT: July 2015 Department Head Report

Operations

During the month of July, Benson Fire Department responded to 91 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 12. The average response time from page to on scene was 5 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	1
Brush Fire	1
EMS	64
Rescue	0
Haz-Mat	3
Service Calls	0
Good Intent Calls	21
False Alarms	0
Miscellaneous Calls	1

No Mutual Aide calls this month.

Meetings and Trainings

Business/Training meeting was held on July 8th and July 15th, 2015.

Vehicle Maintenance

Engine 71 motor failed. Currently at a vendor in Tucson to be repaired. New Fire Apparatus is still on assembly line. Should be off line at the end of the month.

Miscellanous

Attended the CCEMS and CCFA meetings in Sierra Vista.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **August 24, 2015**

TO: **William Stephens, City Manager**

FROM: **Dustin DeSpain, Finance Director**

cc: **Benson City Council Members**

SUBJECT: **Finance Department Monthly Report for July, 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
- Collaborating with City of Douglas on Transit Issues and possible IGA

Finance Department Statistics for July, 2015

Utility payments processed	2743
Other payments processed	611
Payroll checks issued	293
Accounts Payable checks issued	274
New Business License Applications taken	4
Customers enrolled on Xpress Bill Pay	731
Customers signed up for Online Statements	411

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **July 9, 2015**

To: **William Stephens, City Manager**

FROM: **Peggy Scott, Library Director**

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

The Fraternal Order of Eagles Aerie & Auxiliary donated $500 to the library for special needs collection. We have ordered a selection of nonfiction and fiction large print books to add to this group.

On July 1st the adult program on Origami was given by Anna Taylor who travels the United States attending conferences to advance her skills.
July 8th an adult program on container gardening given by Master Gardener Jan Groth of Sierra Vista.
July 15th "Airline accidents…an insider's perspective" given by former airline executive and retired jet pilot Dennis Mitchell.
July 22nd was a presentation by Eric Kaldahl, the Chief Curator from the Amerind Foundation.
And the 29th was stretching exercises for the Silver Sneakers program by Rich Cortes from Frontier Fitness.
Total attendance on these programs was 55 patrons.

Attachment: Monthly statistics

Benson Public Library

Statistical Report
July-15

	Jul-15	Jul-14	YTD-2015	YTD-2014	
Total Circulation	6,150	6,259	6,150	6,259	monthly circulation of material
Patrons	4,888	4,712	4,888	4,712	patrons entering the library
New Registration	84	81	84	81	new patron cards
Total Registration	7,936	7,418	7,936	7,418	total # of patrons in database
Programs	5	2	5	2	#of programs provided by library
Pr. Attend	55	95	55	95	total attendance for programs
Ref. Questions	479	448	479	448	ref questions answered by staff
Volunteers	0	6	10	6	new volunteers this month
Volunteer hours	10.5	28.75	10.5	28.75	total of monthly volunteer hours
Book Count					
Titles added	314	103	314	103	new titles added to database
Titles deleted	117	385	117	385	titles removed from collection
Collection Total	34,128	34,437	34,128	34,437	total material in database
Overdues:					
Titles overdue	435	597	435	597	number of overdue items
Contacts	148	180	148	180	number of patrons contacted
Titles returned	497	424	497	424	# of overdue items returned
Internet Users	1,024	1,028			# of people signed up for p.c.'s

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 07/17/2015

TO: Mayor King & City Council

FROM: Paul Moncada, Chief of Police

CC:

SUBJECT: July Report

Attached is the July 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 is the same as in my June report, in the communications section we have hired a new dispatcher who was previously employed by CCSO . The Police Department is currently advertising for police officers and is performing background checks, on four officer applicants.

Nature of Call	Total Calls Received	% of Total
30 Day Impound Hearing	1	0.24
911 HANGUP	12	2.91
Misuse of 911	1	0.24
Abandoned Vehicle	5	1.21
Agency Assistance	4	0.97
Alarm	11	2.67
Robbery Alarm	3	0.73
Animal/Lost Animal	1	0.24
Animal Problem	27	6.55
Welfare of Animal	3	0.73
Assault	5	1.21
Barking Dog	1	0.24
Check Proof of Ownership	1	0.24
Citizen Assist	41	9.95
Citizen Dispute	1	0.24
Civil	3	0.73
Civil Standby	4	0.97
Criminal Damage	4	0.97
Curfew Violation	1	0.24
Custodial Interference	2	0.49
Dead Body	4	0.97
Deliver Message	1	0.24
Disorderly Conduct	1	0.24
Disturbance	7	1.70
Domestic Trouble	12	2.91
Driving on Suspended license	2	0.49
DUI Alcohol or Drugs	2	0.49
EMS	3	0.73
Extra Patrol	4	0.97
Fight	1	0.24
Fingerprints	51	12.38
Fire	2	0.49
Fireworks	2	0.49
Found Property	3	0.73
Fraud	4	0.97
Fraud Credit Card	1	0.24
Gas Leak/Odor	4	0.97
Harassment	4	0.97
Harrassment	2	0.49
Traffic Accident Hit and Run	2	0.49
Identity Theft	1	0.24
Information Report	14	3.40
Intoxicated Person	1	0.24
Juvenile Problem	5	1.21
Liquor Law Violation	1	0.24
Litter/Pollution/Public Healt	2	0.49
Lost Property	2	0.49
Medical Emergency	4	0.97
Missing Person	2	0.49
Traffic Accident w/ Damage	3	0.73
Traffic Accident, w/ Injuries	1	0.24
Prowler	2	0.49
Public Works	1	0.24
Return Propery	2	0.49
Sex Offense	1	0.24

Nature of Call	Total Calls Received	% of Total
Shots Fired	3	0.73
Animal snake	5	1.21
Stray Animal	6	1.46
Suspicious Person/Circumstanc	28	6.80
Theft	16	3.88
Theft-Automobil	1	0.24
Threatening	7	1.70
Traff Acc N/I	3	0.73
Traffic Acc	1	0.24
Traffic Hazard	8	1.94
Traffic Violation	3	0.73
Trespassing	8	1.94
Unwanted Person	10	2.43
Utilities Callout	2	0.49
Vehicle Theft	2	0.49
Vicious Animal	1	0.24
Viol Crt Order	2	0.49
Warrant	1	0.24
Welfare Check	20	4.85
Total Calls:	412	

Report Includes:
All dates between `00:00:00 07/01/15` and `23:59:59 07/31/15`
All nature of incidents
All cities
All types
All priorities
All agencies matching `BNPD`

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

Offense	CC	ACT	CLO	CAA	UNF	CAM	CRA	CEX	Other	Total
	44	22	0	0	1	0	0	0	0	67
6-2-14 Vicious Animals	0	0	0	0	0	0	1	0	0	1
6-2-9.D Dog at large	1	0	0	0	0	0	0	0	0	1
8-201.13 Incorigle Juvenile	2	2	1	0	0	0	0	0	0	5
10-1-1C Curfew	1	0	0	0	0	0	0	0	0	1
10-1-4 Illegal Fireworks	1	1	0	0	0	0	0	0	0	2
13-810 Failure to pay fine	0	0	0	1	0	0	0	0	0	1
13-1302A Custodial interfere	1	0	1	0	0	0	0	0	0	2
13-1404 Sexual abuse	0	1	0	0	0	0	0	0	0	1
13-1419 Unlawful Sexual Cond	0	1	0	0	0	0	0	0	0	1
13-1602 Criminal damage	1	0	3	0	0	0	0	0	0	4
13-1602A1 Deface or damage p	0	0	1	0	0	0	0	0	0	1
13-1603A1 Litter on pub or p	1	1	0	0	0	0	0	0	0	2
13-1802A Theft	0	1	0	0	0	0	0	0	0	1
13-1802A1 Theft-Deprive of P	0	0	1	0	0	0	0	0	0	1
13-1814A4 Theft of Means of	1	1	0	0	0	0	0	0	0	2
13-1202 Threat/intim domesti	0	0	1	0	0	0	0	0	0	1
13-1202A Threatening/Intimid	4	1	1	0	1	0	0	0	0	7
13-1203 Assault	4	1	0	0	0	0	0	0	0	5
13-1203 +DV Assault/Domestic	0	0	0	1	0	0	0	0	0	1
13-1903A Agg rob oth wp misc	3	0	0	0	0	0	0	0	0	3
13-1802 Larceny/Theft	14	3	1	0	0	0	0	0	0	18
Title 4 Liquor Offenses	1	0	0	0	0	0	0	0	0	1
4-244.21 Pss/Tran unlaw manu	1	0	0	0	0	0	0	0	0	1
13-2011A Fraudulent creatio	2	2	0	0	0	0	0	0	0	4
13-2810 Interfere with judic	0	0	0	1	0	0	0	0	0	1
13-2904 Disorderly conduct	1	0	1	0	0	0	0	0	0	2
13-2904A1 Fightng, Disruptv	0	0	0	0	0	1	0	0	0	1
13-2904A6 Recklsly handl/dis	3	0	0	0	0	0	0	0	0	3
13-2917B1 disturb prvt/pub	7	0	0	0	0	0	0	0	0	7
13-2904+DV Disord Conduct +	0	0	1	0	0	0	0	0	0	1
13-2921B Harass against publ	4	0	0	0	0	0	0	0	0	4
13-3415A Poss or use drug pa	0	1	1	0	0	0	0	0	0	2
13-3601 Domestic Violence	4	3	2	1	0	0	0	0	0	10
13-3623B2 Intl chld abuse-re	0	0	1	0	0	0	0	0	0	1
13-4902A1 Criminal trespass	7	1	0	0	0	0	0	0	0	8
Animal control	26	13	1	0	0	0	0	1	1	42
Welfare Check	17	2	0	1	0	0	0	0	0	20
Missing Person	1	0	1	0	0	0	0	0	0	2
Found Property	0	1	1	0	1	0	0	0	0	3
Suspicious person	31	7	0	0	0	0	0	0	0	38
Information	7	7	0	0	0	0	0	0	0	14
Suspicious prowler	2	0	0	0	0	0	0	0	0	2
Alarm	8	3	0	0	0	0	0	0	0	11
Warrant Arrest	0	1	0	0	0	0	0	0	0	1
Citizen Dispute- non crimina	2	0	0	0	0	0	0	0	0	2
Assist other agency	4	0	0	0	0	0	0	0	0	4
Message delivery	1	0	0	0	0	0	0	0	0	1
Civil complaint	3	0	0	0	0	0	0	0	0	3
Civil standby/domstc viol	4	0	0	0	0	0	0	0	0	4
Civil - paper service	0	1	0	0	0	0	0	0	0	1
Death Investigation- Natural	1	1	2	0	0	0	0	0	0	4
Public - other types	35	9	1	0	1	0	0	0	0	46
911 Hangup	8	4	0	0	0	0	0	0	0	12
Medical assistance	0	3	0	0	0	0	0	0	1	4

Offense	CC	ACT	CLO	CAA	UNF	CAM	CRA	CEX	Other	Total
Lost Property	1	1	0	0	0	0	0	0	0	2
Search Warrant	0	0	0	1	0	0	0	0	0	1
Vioation of Court order	1	0	0	1	0	0	0	0	0	2
28-729.1 Drv in one lane;Uns	0	0	1	0	0	0	0	0	0	1
28-774 Fail to yld frm priv	0	0	1	0	0	0	0	0	0	1
28-1381A1 DUI;alch,drugs,tox	1	0	0	0	0	1	0	0	0	2
28-3316 Drv w/suspd,revokd l	0	0	0	1	0	0	0	0	0	1
28-3473A Drv w/susp/revok/ca	0	0	1	0	0	0	0	0	0	1
28-4831 Unlwfl abandonment o	3	2	0	0	0	0	0	0	0	5
Pers injury accidents	0	0	1	0	0	0	0	0	0	1
Prop Damage: Miscellaneous	1	2	0	0	0	0	0	0	0	3
Other Traffic Incidents	7	4	3	1	0	0	0	0	0	15
Accident,no injury	1	1	3	0	0	0	0	0	0	5
Grand Totals	273	104	32	9	4	2	1	1	2	428
Percentages	63.8	24.3	7.5	2.1	0.9	0.5	0.2	0.2	0.5	100.0

Report Includes:
All dates between `00:00:00 07/01/15` and `23:59:59 07/31/15`
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

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Benson Animal Control

Monthly Report

Month in Report___March 2015_____

Description	***Current Month***	***Year to Date***
Dogs Turned in:	0	4
Dogs Picked up:	1	7
Dogs Adopted:	2	16
Dogs Euthanized / Owner Requested:	0	1
Dogs Euthanized / Unadoptable (Aggressive, Sick,Bite History):	0	1
Dogs Returned to Owner:	1	6
Dog Complaints:	16	60
Dog Bites:	1	2
Dog Licenses Sold:	66	183
Cats Turned In:	3	11
Cats Picked up:	0	2
Cats Returned to Owner:	0	0
Cats Adopted:	2	11
Cats Euthanized / Owner Requested	1	1
Cats Euthanized / Unadoptable (Feral, Sick, Injured):	0	4
Cat Bites:	0	0
Removals (Snake,Skunk, birds, etc):***	0	1
Calls Responded to:	16	60
Compliance Notices (Warnings):	1	1
Citations Issued:	0	3
P.D.Assist	0	0
Dogs at the shelter (time of Report):	**30**	**65**
Cats at the shelter (time of Report):	**7**	**17**

Removals:***

Donations:
2500 lbs dog/cat food, kitty litter

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **August 13, 2015**

TO: **MAYOR AND CITY COUNCIL**

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

SUBJECT: **Prosecutorial Statistics for July, 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:	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	00

PRETRIAL CONFERENCES:

Criminal Traffic Pretrial Conference Hearings:	33
General Crime Pretrial Conference Hearings:	10
Drug Related Pretrial Conference Hearings:	10
Domestic Violence Pretrial Conference Hearings:	04
D.U.I. Pretrial Conference Hearings:	05
Animal Control/Game and Fish Pretrial Conference Hearings:	02
Total Pretrials	64

HEARINGS:

Restitution/OSC and Sentencing Hearings:	00
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	01
Total Case Matters Closed this Month	32
PROSECUTORIAL TIME SPENT IN COURT	**15.50 HRS**
PROSECUTORIAL TIME SPENT OUTSIDE OF COURT*	**58.00 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: **August 17, 2015**

TO: **Mr. Stephens, City Manager**

FROM: **Laura Parkin, Recreation Coordinator**

SUBJECT: **Monthly Report – July 21, 2015 through August 17, 2015**

Summer Programs:

- Baseball Camp – 28 registered participants, $280.00 revenue, ($120.00) wages, $160.00 profit.
- We are working on next year's Summer Program.

Pool:

- Please see attached July's monthly head count.
- We are working on next year's aquatic schedule.

Lions Park:

- Lions park reservations remain consistent the next available Saturday, for the Big Ramada is August 22.

Community Center:

- The Center remains full with reservations.
- The Community Center is booked every Saturday, until August 22.

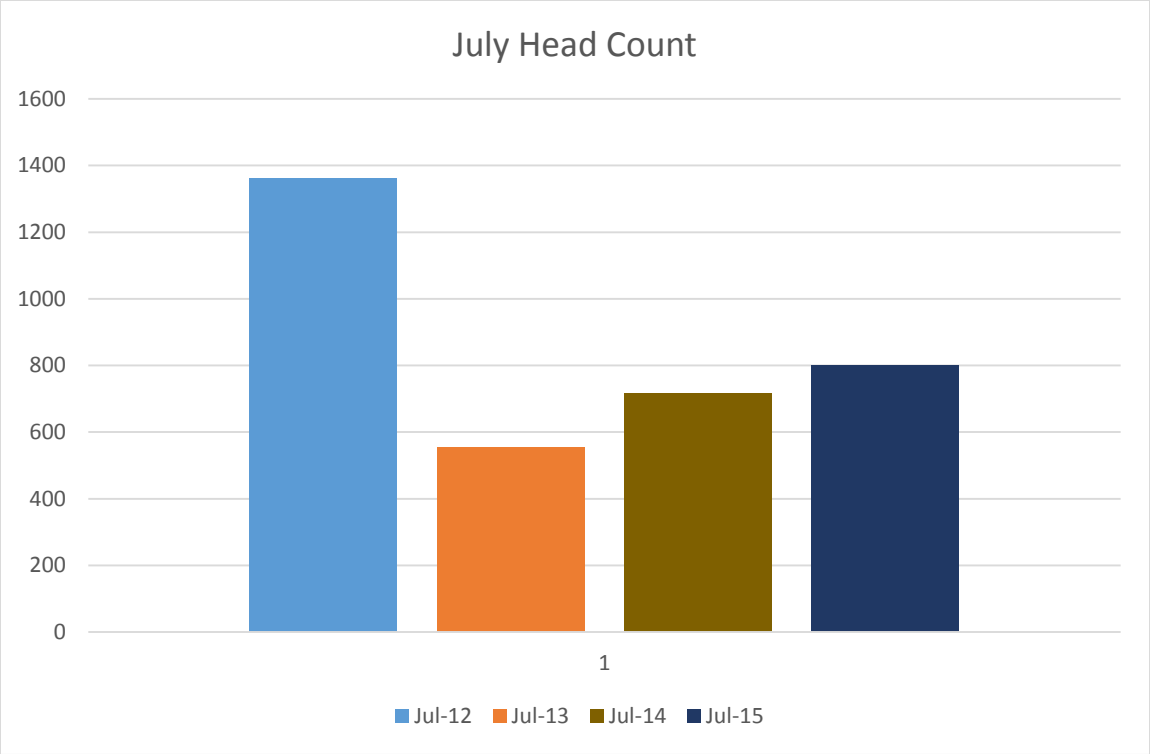
Completed Tasks:

- We continue to take Ramada Reservations and Center Rental Reservations.
- Deposited Revenues.
- Attended Department Head Meetings.
- Preformed regular pool maintenance.
- Dorthey and Laura changed the filters in the heating units.
- Dorthey and Laura replaced 5 burned out florescent light bulbs.
- Completed weekly janitorial duties at the Community Center.
- Completed weekly/monthly safety checks at the Community Center and Pool.
- Communicated with the appropriate City Departments regarding questions from community members through social media.
- Dorthey has brought us up to date on Records Retention, and will continue to ensure we remain current.
- Posted Council Meetings to the City Facebook page.
- Notified the Police Department of Park Reservations and Events.

- I submitted the Request for Assistance to the National Park Service, they will notify of awards in September.
- Dorthey completed the pool supply inventory and will continue to keep it current.
- Dorthey has completed updates to the SDS book and will continue to keep it current.

Status of Ongoing Projects:

- Due to the desperate need for lights on the Sand Lot and an additional Softball/Baseball Fields, we have been working on the feasibility of a Ball field Project; to include working with member of the community for possible funding, looking for available grants, cost analysis and communicating with the appropriate City Departments.
- I have begun modifying our existing park master plan based on the 2013 Parks and Recreation Survey Results. Once we complete changes, we will meet with Mr. Stephens and Mr. Hamilton prior to moving forward.
- I am working toward completion of departmental updates to our SOPs.
- I am working on departmental Emergency Action Plans.
- I am working to find local High School Students to create and implement a Skin Cancer Prevention and Awareness Program. Once I have implemented this program for a year, I will be able to apply for a grant to purchase a shade structure for the Union Street Playground Equipment.
- I have emailed each of the Department Heads a link to their sections of the new City website, I am waiting for feedback from them for changes, suggestions, etc. so we can go live with it.
- I am looking at the feasibility of hosting a Cycling Event in Benson.
- I need to apply for the skate park grant.
- I need to complete my Emergency Response Certification Classes.
- I need to re review the changes to Chapter 11 of the City Code and send them to the attorney.
- I am re reviewing the draft of the Special Event Chapter of the City Code to send to the attorney.
- I am working on the Sun Corridor Trail project.
- I am working with an intern on the Parks, Trails, and Open Spaces Master Plan.
- I am working to complete a volunteer background check policy and procedure for City volunteers who work directly with children.


July Head Count
1600
1400
1200
1000
800
600
400
200
0
1
Jul-12
Jul-13
Jul-14
Jul-15

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **August 04, 2015**

TO: **William Stephens, City Manager**

FROM: **Bob Nilson, Tourism Supervisor**

SUBJECT: **Tourism Report for July 2015**

• Our Visitor count for July 2015 was 867 as compared to 563 in July of 2014, up 304 from last year. This is the largest visitation for July since we have been keeping records.

• Again Greyhound ticket sales are up in July, as well as more freight shipments.

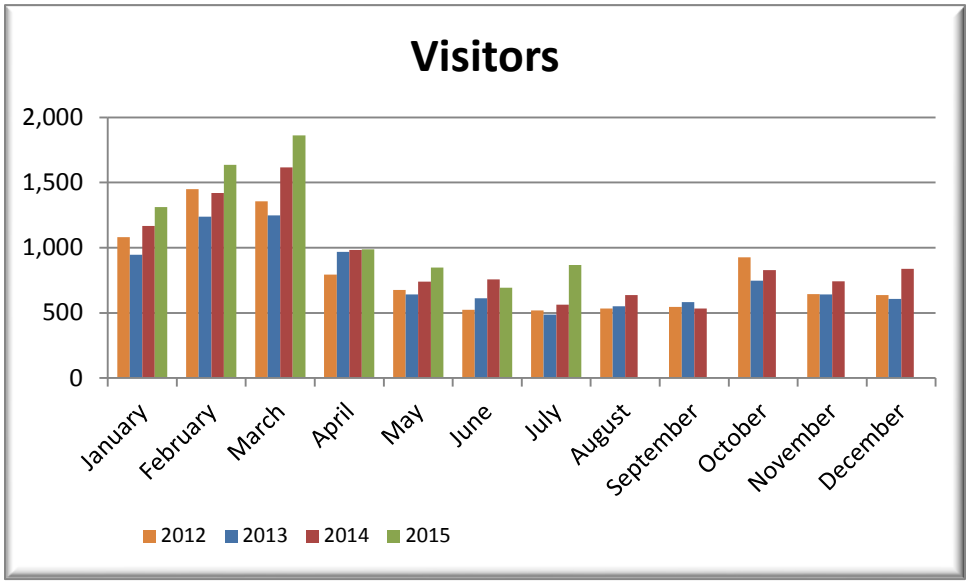
• We are still working on getting the assembly structure built for our Union Pacific model railroad grant.

• Bill Bolin, of Systems Technology Staffing, will be applying for a Broadband planning grant through the USDA. If we are successful in obtaining the grant it will identify all areas needed to move forward to having Broadband connected to Benson Airport E-95. The areas include: **Project Identification, Planning, Estimated Cost, Design and Engineering, Grants and/or Funding Proposals and Sources.**

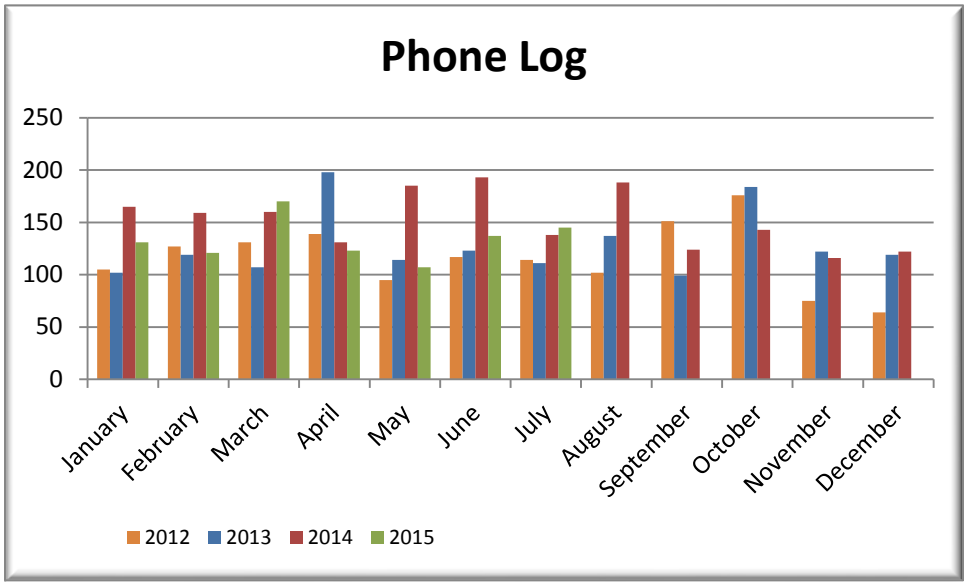
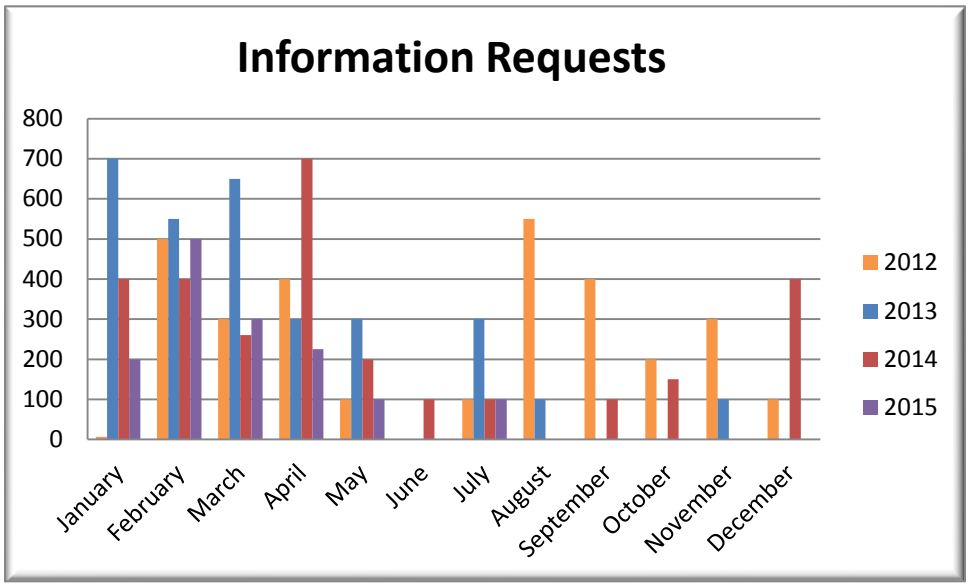
• We have applied for another Union Pacific Foundation Grant for a possible rest area enhancement at exit 306. If this grant is accepted, the City of Benson should receive up to $7,500 to install a small Ramada with a picnic table as well as a cement slab and some other landscaping improvements. We will be notified in February 2016 if we are chosen.

• Below are our Visitor Counts for July of 2015

Visitor Center Headcount Comparisons July, 2015



Visitor Center Phone calls Comparisons by Graph July, 2015



Visitor Center Information Requests Comparisons by Graph July, 2015