MONTHLY PERMIT REPORT

PERMIT REPORT FOR MONTH OF: NOV. 2015

RESIDENTIAL	**NUMBER OF PERMITS**	**VALUATION**	
1 NEW HOMES:	0	1	$0.00
2 ADDN/REPAIRS:	1	2	$10,000.00
3 REROOFING:	0	3	$0.00
4 GARAGE/CARPORT:	1	4	$11,800.00
5 ACCESSORY BLDG:	2	5	$7,428.00
6 MISC; GAS, ELEC, SEWER:	3	6	$3,940.00
6.5 MULTI FAMILY	0	6.5	$0.00
7 ZONING/INSPECTION	0	7	$0.00
		RESIDENTIAL TOTAL:	**$33,168.00**

COMMERCIAL

7 NEW BUILDING	7	
8 ADDITION/REPAIRS:	8	
9 REROOF:	9	
10 MISC; GAS, ELEC, SEWER:	10	
11 RV PARKS:	11	
12 ZONING	12	
13 PUBLIC WORKS	13	
	COMMERCIAL TOTAL:	**$0.00**
	CONSTRUCTION TOTAL:	**$33,168.00**

PARK MODELS:

MANUFACTURED HOMES:	1		**$14,600.00**
TOTAL PAYMENTS:	8	**MONTHLY TOTAL:**	**$47,768.00**
DEMOLITION:			$0.00

YEAR TO DATE PERMIT 2015

PERMIT REPORT FOR MONTH OF: JAN-NOV

RESIDENTIAL	**NUMBER OF PERMITS**	**VALUATION**	
1 NEW HOMES:	2	1	$555,966.00
2 ADDN/REPAIRS:	9	2	$81,100.00
3 REROOFING:	8	3	$27,475.00
4 GARAGE/CARPORT:	5	4	$43,947.00
5 ACCESSORY BLDG:	13	5	$47,772.00
6 MISC; GAS, ELEC, SEWER:	48	6	$2,155,640.00
6.5 MULTI FAMILY	0	6.5	$0.00
7 ZONING/INSPECTION	1	7	$15,000.00
		RESIDENTIAL TOTAL:	**$2,926,900.00**

COMMERCIAL

7 NEW BUILDING	1	7	$51,500.00
8 ADDITION/REPAIRS:	10	8	$297,488.00
9 REROOF:	3	9	$18,800.00
10 MISC; GAS, ELEC, SEWER:	19	10	$167,562.00
11 RV PARKS:	0	11	$0.00
12 ZONING	0	12	$0.00
13 PUBLIC WORKS	1	13	$20,000.00
		COMMERCIAL TOTAL:	**$555,350.00**
		CONSTRUCTION TOTAL:	**$3,482,250.00**
PARK MODELS:	9		**$166,880.00**
MANUFACTURED HOMES:	8		**$320,600.00**
TOTAL PAYMENTS:	137	**YTD TOTAL:**	**$3,969,730.00**

DEMOLITION:

RESIDENTIAL:
COMMERCIAL:

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **December 28, 2015**

TO: **William Stephens, City Manager**

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

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 is still providing assistance to the City Manager, as the Human Resources Coordinator position is vacant. The assistance is in the form of scheduling appointments, fielding phone calls and researching records the City Manager needs for various City issues. The assistance also includes Human Resources duties such as advertising vacant positions that have been approved for hiring and the follow through with any hiring, to include all new employee paperwork. These Human Resource duties have been shared with the Finance Director.

The Clerk's office will be working with the City Manager to host the January Mayor/Manager luncheon on January 21, 2016. Invitations will be sent out the week of January 4.

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

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 12/22/15

TO: Bill Stephens, City Manager

FROM: Keith Spangler, Fire Chief

SUBJECT: November 2015 Department Head Report

Operations

During the month of November, Benson Fire Department responded to 78 calls. The average number of Firefighters responding to the calls for the month was 2. The lowest number was 1 and the highest number was 6. The average response time from page to on scene was 6 minutes. The average time from page to en route was 2 minutes 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	1
Vehicle Fire	1
Brush Fire	2
EMS	47
Rescue	1
Haz-Mat	1
Service Calls	0
Good Intent Calls	25
False Alarms	0
Miscellaneous Calls	0

Benson Fire Department had no Mutual Aide calls.

Meetings and Trainings

No Business/Training meetings were held this month

Vehicle Maintenance

None

Miscellaneous

None

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **January 11, 2016**

TO: **William Stephens, City Manager**

FROM: **Dustin DeSpain, Finance Director**

cc: **Benson City Council Members**

SUBJECT: **Finance/Transit Department Monthly Report for November, 2015**

Current Department Projects:

- Continually working on reporting compliance with the new HealthCare Reforms
- Working on Risk Pool Insurance Safety Training
- Preparing Preliminary Audit Documents for Auditing Firm.
- We are working on changes to our tax code regarding rental tax, business licensing and fees. We plan to bring this change to Council. .
- We have been working on our Transit Grant Budget and Filing.
- We are finishing ADOT Transit Audit compliance list
- We had an ADOT Alcohol and Drug Abuse Audit for Transit/ Awaiting items we need to work on.
- 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:

- Audit on Financials for Budget year 2014-2015 starting January 11, 2016
- Monitoring Airport Tie Down agreements and fee collections
- 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/ Drivers will Report to Finance Director
- CFD Policy and Procedures

Finance Department Statistics for November, 2015

Utility payments processed	2729
Other payments processed	330
Payroll checks issued	187
Accounts Payable checks issued	192
New Business License Applications taken	1
Customers enrolled on Xpress Bill Pay	776
Customers signed up for Online Statements	297
Fixed Route Bus #7003 Rides	254
Fixed Route Bus #7005 Rides	309
Dial–A-Ride Bus #7004 Rides	409
Back-up Bus #7001 Rides	15

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **December 3, 2015**

To: **William Stephens, City Manager**

FROM: **Kelli Jeter, Sr. Library Assistant**

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

November 4th we had to ask for police assistance to talk with the children out in front of the library. We had patrons complaining they were blocking traffic, not letting patrons park and being unruly. This has seemed to help with the problem.

November 5th the Cox Communication line was cut at the telephone pole. A Cox technician was able to get this repaired the same day.

November 6th was Library Director Peggy Scott last day. She has stated that she is enjoying her retirement.

November 17th Kelli Jeter started an online class sponsored by Info People. The title of the class is Supervisory Success and Interpersonal Skills for new and not so new supervisors. This is a self-paced 4 week class.

November 23rd we arrived at the library and we were greeted with a pile of clothes at the front door. We believe they came from St Vincent de Paul. We have had problems in the past with individuals taking bags of clothes from St Vincent and going through them here in the middle of the night. We are thinking this was the same situation.

We are short on staff with the retirement of Peggy Scott and we are struggling to meet time off coverage. We will not be able to open the library more until this position is filled.

Attachment: Monthly statistics

Benson Public Library

Statistical Report
November-15

	Nov-15	Nov-14	YTD-2015	YTD-2014	
Total Circulation	5,454	4,883	29,358	28,859	monthly circulation of material
Patrons	4,562	3,943	23,341	22,243	patrons entering the library
New Registration	45	61	321	375	new patron cards
Total Registration	8,083	7,614	8,083	7,614	total # of patrons in database
Programs	3	7	19	20	#of programs provided by library
Pr. Attend	56	114	374	385	total attendance for programs
Ref. Questions	525	437	2,563	2,582	ref questions answered by staff
Volunteers	0	1	11	8	new volunteers this month
Volunteer hours	16.75	24	76.25	211.5	total of monthly volunteer hours
Book Count					
Titles added	101	94	781	715	new titles added to database
Titles deleted	11	107	975	1,369	titles removed from collection
Collection Total	33,760	34,065	33,760	34,065	total material in database
Overdues:					
Titles overdue	463	445	2,396	2,672	number of overdue items
Contacts	108	71	594	650	number of patrons contacted
Titles returned	275	389	744	1,814	# of overdue items returned
Internet Users	958	939			# of people signed up for p.c.'s

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 12/21/2015

TO: Mayor King & City Council

FROM: Paul Moncada, Chief of Police PM

CC:

SUBJECT: November Report

Attached is the November 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. The Police Department is currently advertising for police officers and is performing background checks, on two officer applicants and reviewing dispatcher applications.

Nature of Call	Total Calls Received	% of Total
30 Day Impound Hearing	2	0.49
911 HANGUP	3	0.74
Misuse of 911	1	0.25
Agency Assistance	8	1.97
Alarm	16	3.93
Robbery Alarm	2	0.49
Animal Problem	18	4.42
Welfare of Animal	1	0.25
Cruelty to Animals	1	0.25
Assault	2	0.49
Attempt to Locate	8	1.97
Barking Dog	2	0.49
Burglary	8	1.97
Citizen Assist	19	4.67
Citizen Dispute	1	0.25
Civil	3	0.74
Civil Standby	4	0.98
Criminal Mischief	1	0.25
Criminal Damage	10	2.46
Custodial Interference	4	0.98
Dead Body	1	0.25
Discharge of Firearm	1	0.25
Disorderly Conduct	7	1.72
Disturbance	7	1.72
Domestic Trouble	6	1.47
Controlled Substance Problem	1	0.25
Drunk Subject	2	0.49
DUI Alcohol or Drugs	3	0.74
Escort	1	0.25
Extra Patrol	3	0.74
Fight	3	0.74
Fingerprints	13	3.19
Vehicle Fire	1	0.25
Found Property	4	0.98
Fraud	2	0.49
Fraud Credit Card	1	0.25
Gas Leak/Odor	4	0.98
Harassment	1	0.25
Harrassment	1	0.25
Traffic Accident Hit and Run	3	0.74
House Check	2	0.49
Information Report	28	6.88
Intoxicated Person	2	0.49
Juvenile Problem	8	1.97
Lost Property	2	0.49
Medical Emergency	5	1.23
Missing Person	1	0.25
Parking Problem	1	0.25
Traffic Accident w/ Damage	3	0.74
Return Propery	1	0.25
Runaway Juvenile	1	0.25
Shoplifting	3	0.74
Shots Fired	4	0.98
Animal snake	3	0.74
Stray Animal	6	1.47

Nature of Call	Total Calls Received	% of Total
Suspicious Person/Circumstanc	24	5.90
Theft	18	4.42
Theft-Automobil	1	0.25
Theft	2	0.49
Threatening	7	1.72
Traff Acc N/I	4	0.98
Traffic Hazard	3	0.74
Traffic Violation	1	0.25
Traffic Stop	72	17.69
Trespassing	4	0.98
Unwanted Person	6	1.47
Utilities Callout	1	0.25
Vandalism	4	0.98
Vehicle Theft	1	0.25
Viol Crt Order	2	0.49
Warrant	1	0.25
Welfare Check	7	1.72
Total Calls:	407	

Report Includes:
All dates between `00:00:00 11/01/15` and `23:59:59 11/30/15`
All nature of incidents
All cities
All types
All priorities
All agencies matching `BNPD`

*** End of Report /tmp/rptpafUrP-rpcdtccr.rl_1 ***

Offense	CC	ACT	CEX	CAA	CLO	CRA	UNF	CJA	Other	Total
	12	12	1	0	0	0	0	0	0	25
6-2-14 Vicious Animals	0	0	0	1	0	0	0	0	0	1
8-201.13 Incorigle Juvenile	5	1	1	0	0	0	0	1	0	8
8-303C2 Runaway Juvenile	1	0	0	0	0	0	0	0	0	1
15-803A viol school attendan	0	0	0	0	0	0	0	1	0	1
11-1014.01A2 Aggressive Dogs	0	0	0	1	0	0	0	0	0	1
13-1302A Custodial interfere	4	0	0	0	0	0	0	0	0	4
13-1506 Burglary-3rd degree	2	2	1	0	0	0	0	0	0	6
13-1506A Burglary-3rd degree	0	0	0	1	0	0	0	0	0	1
13-1507 Burglary-2nd degree	0	0	0	1	0	0	0	0	0	1
13-1602 Criminal damage	5	3	1	0	1	0	0	0	0	10
13-1602A1 Deface or damage p	2	1	0	0	1	0	0	0	0	4
13-1802A1 Theft-Deprive of P	1	1	0	0	0	0	0	0	0	2
13-1805A Shoplifting	0	1	0	0	0	0	0	0	0	1
13-1814A4 Theft of Means of	0	0	0	0	0	0	0	0	1	1
13-1202 Threatening/Intimida	0	1	0	0	0	0	0	0	0	1
13-1202A Threatening/Intimid	4	2	1	0	0	0	0	0	0	7
13-1203 Assault	1	0	0	1	0	0	0	0	0	2
13-1203 +DV Assault/Domestic	0	0	0	1	0	0	0	0	0	1
13-1203A1 Int Inj to another	0	0	0	1	0	0	0	0	0	1
13-1903A Agg rob oth wp misc	0	2	0	0	0	0	0	0	0	2
13-1802 Larceny/Theft	10	9	0	1	2	1	0	0	0	23
13-1805 lar/thf Shoplifting	0	0	0	0	0	1	0	0	0	1
13-1805A1 lar/thf shplft-rem	0	1	0	0	0	1	0	0	0	2
Title 4 Liquor Offenses	2	0	0	0	0	0	0	0	0	2
13-2011A Fraudulent creatio	1	0	1	0	1	0	0	0	0	3
13-2507 Fail to appear in 1s	0	1	0	0	0	0	0	0	0	1
13-2904 Disorderly conduct	4	4	0	0	0	0	0	0	0	8
13-2904A6 Recklsly handl/dis	1	3	0	0	0	0	0	0	0	4
13-2908 Criminal nuisance	1	0	0	0	0	0	0	0	0	1
13-2917B1 disturb prvt/pub	5	1	1	0	0	0	0	0	0	7
13-2904+DV Disord Conduct +	0	0	0	0	0	1	0	0	0	1
13-2921B Harass against publ	1	0	0	0	0	0	0	0	0	1
13-3107A Discharg firearm w/	0	0	0	0	0	0	1	0	0	1
13-3407A4 manu danger drug	0	1	0	0	0	0	0	0	0	1
13-3601 Domestic Violence	2	2	0	0	1	0	1	0	0	6
13-4902A1 Criminal trespass	2	2	0	0	0	0	0	0	0	4
Animal control	17	9	1	1	1	0	0	0	0	29
Welfare Check	5	4	0	0	0	0	0	0	0	9
Missing Person	1	0	0	0	0	0	0	0	0	1
Found Property	2	0	0	0	2	0	0	0	0	4
Suspicious person	17	11	1	0	0	0	1	0	0	30
Information	17	10	1	0	0	0	0	0	0	28
Alarm	6	9	1	0	0	0	0	0	0	16
Citizen Dispute- non crimina	1	1	0	1	0	1	0	0	0	4
Assist other agency	3	4	1	0	0	0	0	0	0	8
Escorts/shuttle	1	0	0	0	0	0	0	0	0	1
Civil complaint	2	1	0	0	0	0	0	0	0	3
Civil standby/domstc viol	3	1	0	0	0	0	0	0	0	4
Civil - paper service	1	1	0	0	0	0	0	0	0	2
Death Investigation- Natural	1	0	0	0	0	0	0	0	0	1
Public - other types	8	9	4	0	0	0	0	0	0	22
911 Hangup	1	2	0	0	0	0	0	0	0	3
Attempt to Locate	2	4	2	0	0	0	0	0	0	8
Medical assistance	2	2	0	0	0	0	0	0	0	5

Offense	CC	ACT	CEX	CAA	CLO	CRA	UNF	CJA	Other	Total
Lost Property	2	0	0	0	0	0	0	0	0	2
Search Warrant	0	1	0	0	0	0	0	0	0	1
Vioation of Court order	1	1	0	0	0	0	0	0	0	2
28-701.02A3 Exceed 85mph	0	0	0	1	0	0	0	0	0	1
28-871 Unsfe park,stop,stand	1	0	0	0	0	0	0	0	0	1
28-1381A1 DUI;alch,drugs,tox	0	1	0	2	0	0	0	0	0	3
Prop Damage: Miscellaneous	2	1	0	0	0	0	0	0	0	3
Other Traffic Incidents	21	40	14	1	0	0	0	0	0	76
Accident,no injury	3	4	0	0	0	0	0	0	0	7
Grand Totals	186	166	32	14	9	5	3	2	4	421
Percentages	44.2	39.4	7.6	3.3	2.1	1.2	0.7	0.5	1.0	100.0

Report Includes:
All dates between `00:00:00 11/01/15` and `23:59:59 11/30/15`
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/rpteMq4FX-rplwods.r1_1 ***

Benson Animal Control Monthly Report

Month in Report___November 2015_____

Description	***Current Month***	***Year to Date***
Dogs Turned in:	7	31
Dogs Picked up:	2	56
Dogs Adopted:	9	88
Dogs Euthanized / Owner Requested:	2	6
Dogs Euthanized / Unadoptable (Aggressive, Sick,Bite History):	0	5
Dogs Returned to Owner:	0	30
Dog Complaints:	13	186
Dog Bites:	1	10
Dog Licenses Sold:	1	283
Cats Turned In:	3	61
Cats Picked up:	1	14
Cats Returned to Owner:	0	0
Cats Adopted:	5	67
Cats Euthanized / Owner Requested	0	4
Cats Euthanized / Unadoptable (Feral, Sick, Injured):	1	10
Cat Bites:	0	0
Removals (Snake,Skunk, birds, etc):***	2	12
Calls Responded to:	13	183
Compliance Notices (Warnings):	0	3
Citations Issued:	0	3
P.D.Assist	0	0
Dogs at the shelter (time of Report):	**33**	**285**
Cats at the shelter (time of Report):	**16**	**146**

Removals:***
2 rattlesnakes

Donations:
800 lbs dog/cat food

Total number of kennels at shelter: Dogs-22, Cats-13, 1 Feral Cat Kennel
Total number of visitors at the shelter in November – 135

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **December 14, 2015**

TO: **MAYOR AND CITY COUNCIL**

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

SUBJECT: **Prosecutorial Statistics for November, 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:	45
General Crime Pretrial Conference Hearings:	18
Drug Related Pretrial Conference Hearings:	16
Domestic Violence Pretrial Conference Hearings:	04
D.U.I. Pretrial Conference Hearings:	05
Animal Control/Game and Fish Pretrial Conference Hearings:	00
Total Pretrials	88

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	00
Vicious Dog Hearing	00
Planning and Zoning Violations/Health Code Hearings	00
Total Hearings	00
Total Case Matters Closed this Month	52
PROSECUTORIAL TIME SPENT IN COURT	**14.00 HRS**
PROSECUTORIAL TIME SPENT OUTSIDE OF COURT*	**65.00 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: **December 21, 2015**

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

FROM: **Laura Parkin, Recreation Coordinator**

SUBJECT: **Monthly Report – November 17, 2015 through December 21, 2015**

Summer Programs:

- We are working on next year's Summer Program.

Pool:

- We are working on next year's aquatic schedule.

Lions Park:

- See attached for rentals and revenue.

Community Center:

- See attached for rentals and revenue.

Parks, Trails and Open Spaces Master Plan:

- Second meeting was held on December 16, there were several key Stakeholders in attendance.
- It was recommended at the meeting that we hire a firm to complete a more in depth needs assessment for Parks and Recreation.
- I have setup a plan update page on the City website under Parks and Recreation, so that members of the community can stay up-to-date on the meetings.
- I am looking at the feasibility of applying for Cenpatico's 2015, Community Reinvestment Grant.
- I am looking at the feasibility of applying the Legacy Foundation Grant and Cenpatico's Grant to existing projects.
- I am working on a feasibility study in consideration of park expansion opportunities.

Light Parade:

- Twenty-four entries. Two cancelled due to the weather.
- Dorthey did an outstanding job decorating the float.
- A big thank you to Jose, Chuck and George for helping her build the float.
- Thank you to Drayson Harris for taking the time to pull the float in the parade.
- As always it would not be possible to execute the parade without the help of our volunteers Dick Ferdon, Savannah Quiroz, Andrew Parkin, Cindy Allen, Mia and Peter Cane.

Completed Tasks:

- We continue to take Ramada Reservations and Center Rental Reservations.
- Deposited Revenues.

- Attended Department Head Meetings.
- Preformed regular pool maintenance.
- Changed the filters in the heating units.
- 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.
- Posted Council Meetings to the City Facebook page.
- Notified the Police Department of Park Reservations and Events.
- Processed and issued two Special Event Permit Applications.
- Coordinated Butterfield Stage Days and Rodeo, to include advertising.
- I have completed the mandatory defensive driving class.
- I attended SSVEC's Board of Directors meeting on Monday, December 21, 2015 to present them with a plaque and thank them for their continued support of the Light Parade.
- I attended a collaboration meeting in Bisbee on Tuesday, December 1. Partners included City of Sierra Vista, CCTC Members, and a representative of the International Mountain Biking Association (IMBA), Cochise County Health Department, Supervisor Call and several other key stakeholders. This meeting was held by IMBA to establish a collaborative partnership as IMBA works on funding opportunities to increase Mountain Biking opportunities in Cochise County.

Cochise County Tourism Council:

- Drafted a Resolution of Support and Bluesheet for the Chiricahua Name Change Project.
- Robin and I attended the Arizona Office of Tourism's World Tour Meeting on Thursday, December 10. There was a lot of good marketing information that came out of that meeting on targeting the international market.
- I am working to provide Allen Baker, Committee President with information from the Arizona Department of Liquor to consider the possibility of working with Willcox to bring wine tasting rooms to Benson that would feature wines made in Cochise County.
- I met with Denny Marquez, Desert Diamond Hotel Sales Associate, to discuss ways to include Benson's events, activities and attractions in her marketing packet.

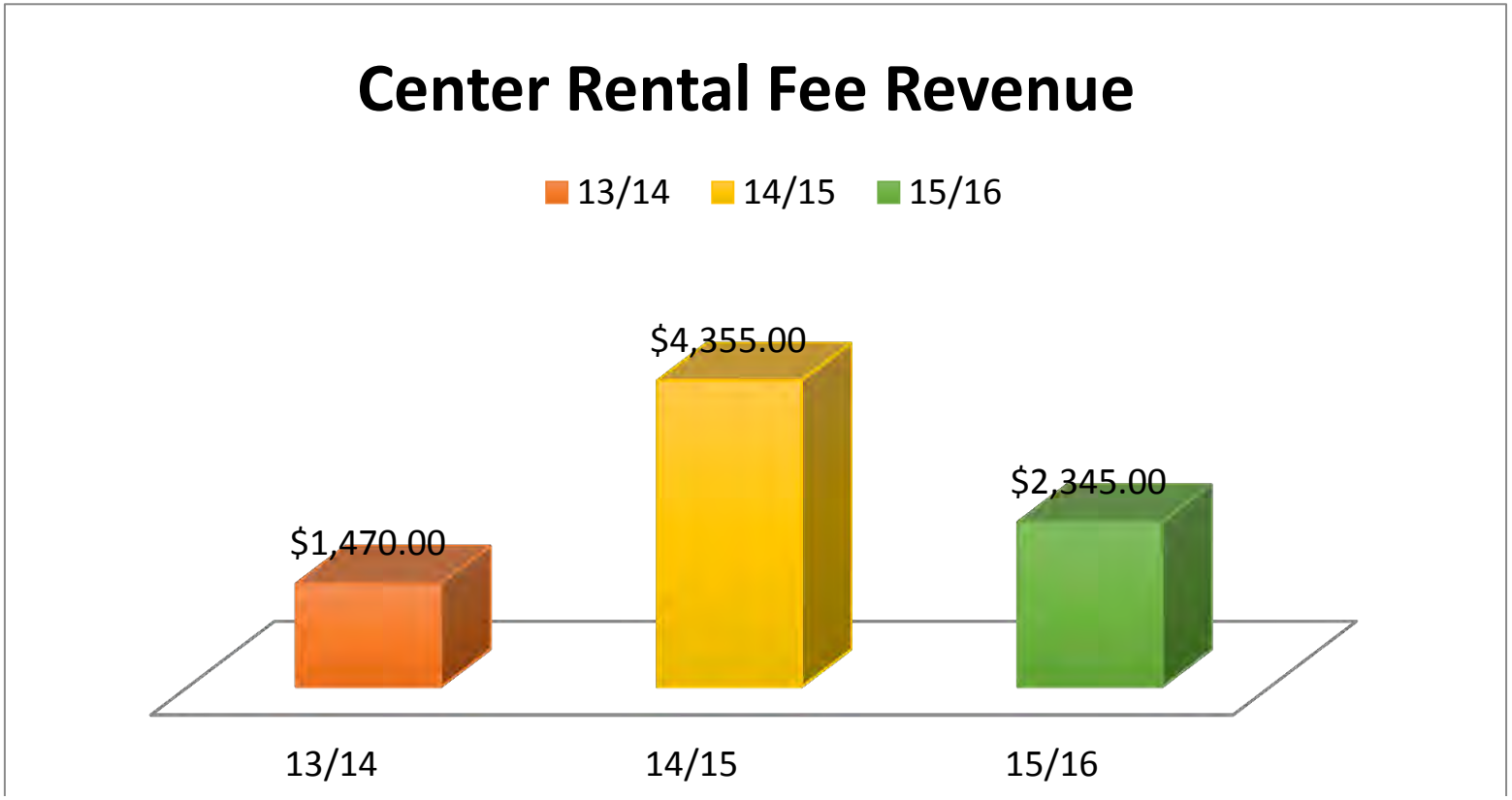
Status of Ongoing Projects:

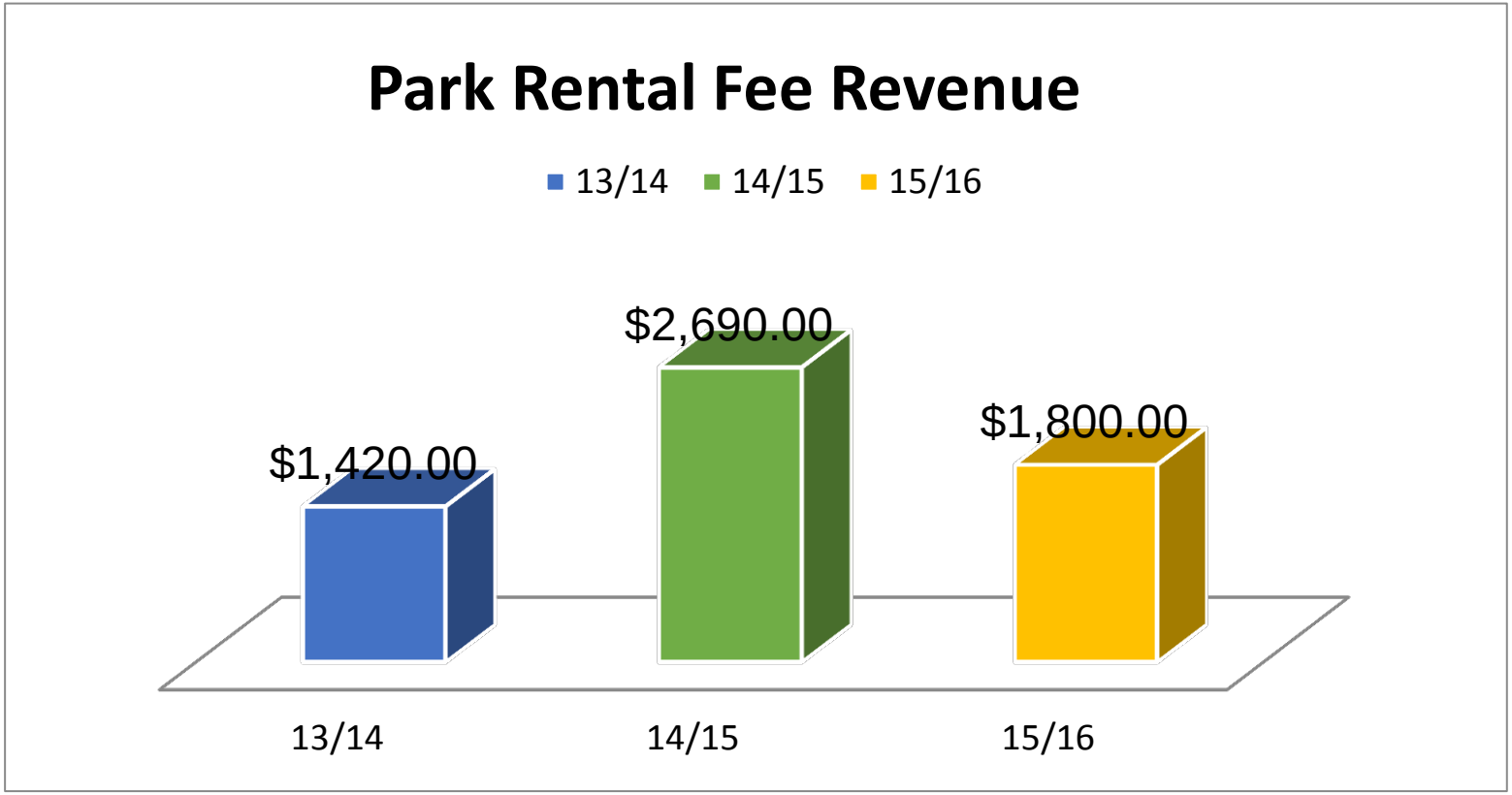
- Dorthey is updating the Safety Data Sheets (SDS) for the Community and Pool. This is an annual project, which ensures our SDS records are in compliance with OSHA regulations.
- Due to the desperate need for lights on the Sand Lot and an additional Softball/Baseball Fields, we have been working on the 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.

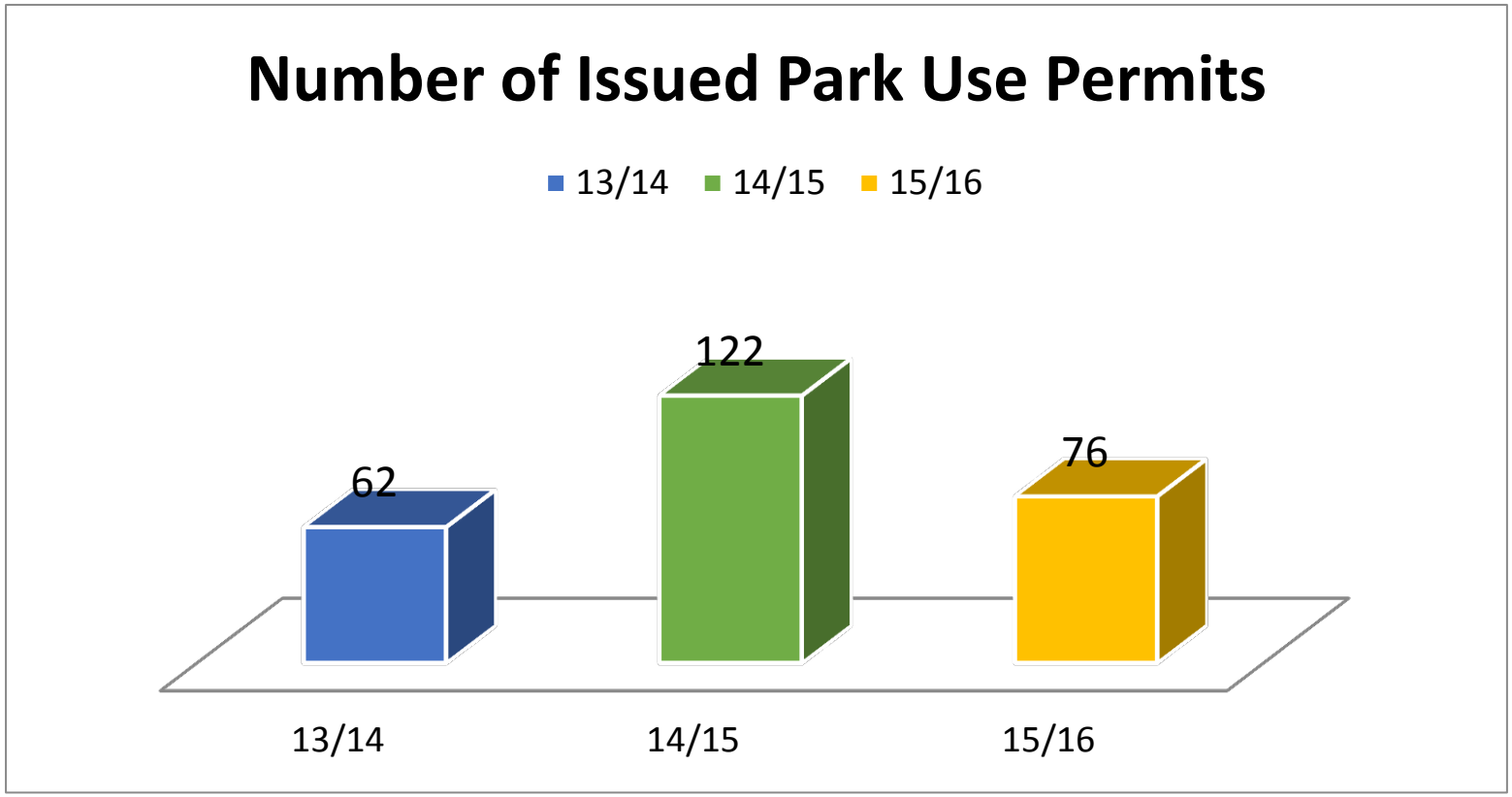
- I have begun modifying our existing park master plan based on the 2013 Parks and Recreation Survey Results. Once we complete changes, we will meet with Mr. Stephens and Mr. Hamilton prior to moving forward.
- I am working toward completion of departmental updates to our SOPs.
- I am working on departmental 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.
- On August 14, 2015 I 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 to complete a volunteer background check policy and procedure for City volunteers who work directly with children.

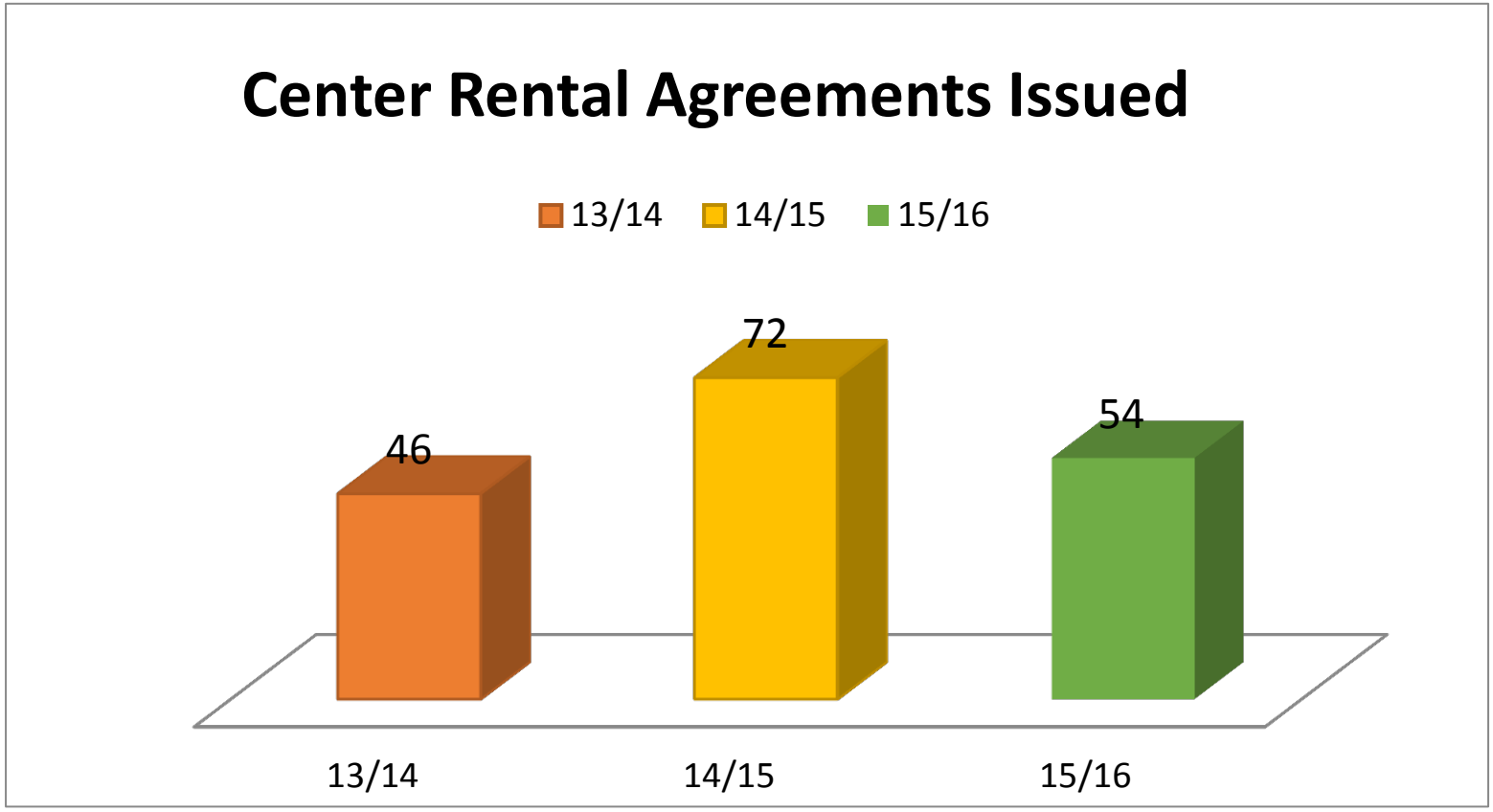
Attachments:

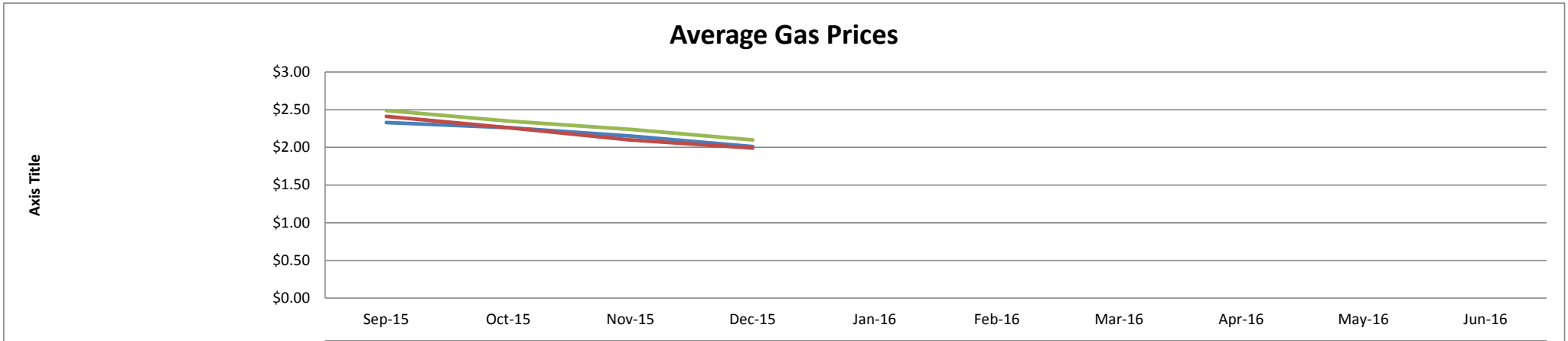
- Center Rental Agreements Issued
- Center Rental Revenue
- Park Use Permits Issued
- Park Rental Revenue
- National Average Weather
- Average Gas Prices


Center Rental Fee Revenue
13/14
14/15
15/16
$1,470.00
$4,355.00
$2,345.00
13/14
14/15
15/16


Park Rental Fee Revenue
13/14
14/15
15/16
$1,420.00
$2,690.00
$1,800.00
13/14
14/15
15/16


Number of Issued Park Use Permits
13/14
14/15
15/16
62
122
76
13/14
14/15
15/16


Center Rental Agreements Issued
13/14
14/15
15/16
46
72
54
13/14
14/15
15/16



	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16
Regular Gas Price (US $/G)	$2.33	$2.26	$2.15	$2.01						
Regular Gas Price (AZ $/G)	$2.41	$2.26	$2.10	$1.99						
Regular Gas Price Benson (Benson$/G)	$2.49	$2.35	$2.24	$2.10						

Average Weather															
Date	Benson Average Temp High	Benson Average Temp Low	Benson Average Precipitation	West Average Temp High	West Average Temp Low	West Average Precipitation	South Average Temp High	South Average Temp Low	South Average Precipitation	Mid West Average Temp High	Midwest Average Temp Low	Midwest Average Precipitation	Northeast Average Temp High	Northeast Average Temp Low	Northeast Average Precipitation
8/30/2015	96	65.1	2.9	82.9	53.4	1.7	87.9	66.7	4.1	83.3	59.3	3.3	78.3	57	3.9
9/30/2015	92.8	57.6	1.3	75.6	46.6	1.7	83.4	61.1	4	74.9	50.5	3	70.9	49.7	3.9
10/31/2015	83.5	46	1	67.4	39.9	2	73.2	49.5	3.4	62.6	39.2	2.4	60.1	40.2	3.6
12/3/2015	73	35	0.67	51.4	29	2.5	62.5	40.1	3.5	46.7	27.4	2	47.9	30.7	4

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **November 16, 2015**

TO: **William Stephens, City Manager**

FROM: **Bob Nilson, Tourism Supervisor**

SUBJECT: **Tourism Report for November 2015**

• Our Visitor count for November 2015 was 830 as compared to 742 in November of 2014, up 88 from last year.

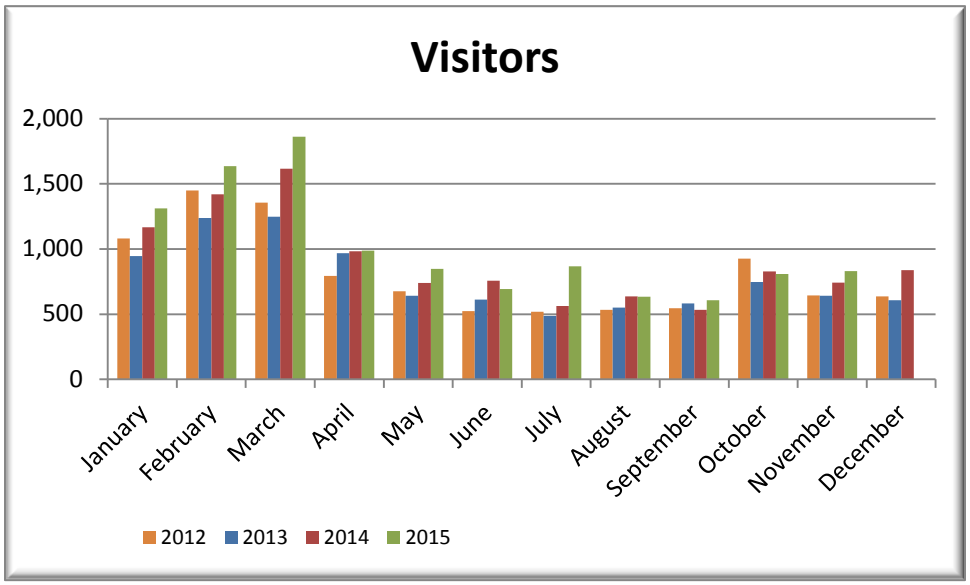
• Again Greyhound ticket sales are up in November with 20 ticket transactions. More people have been purchasing Greyhound ticket on line.

• We built and mounted a sixteen foot rack above the Greyhound office for a static display for the trains. We had two volunteers from the Cochise and Western Model Railroad Club came in and the trains up for display. We will display the trains until we can get our actual train track mounted.

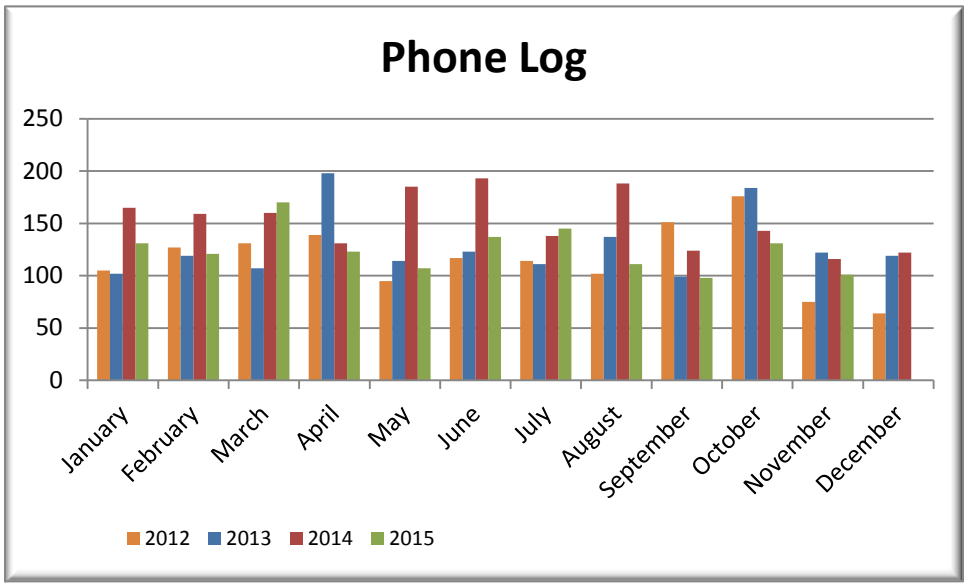
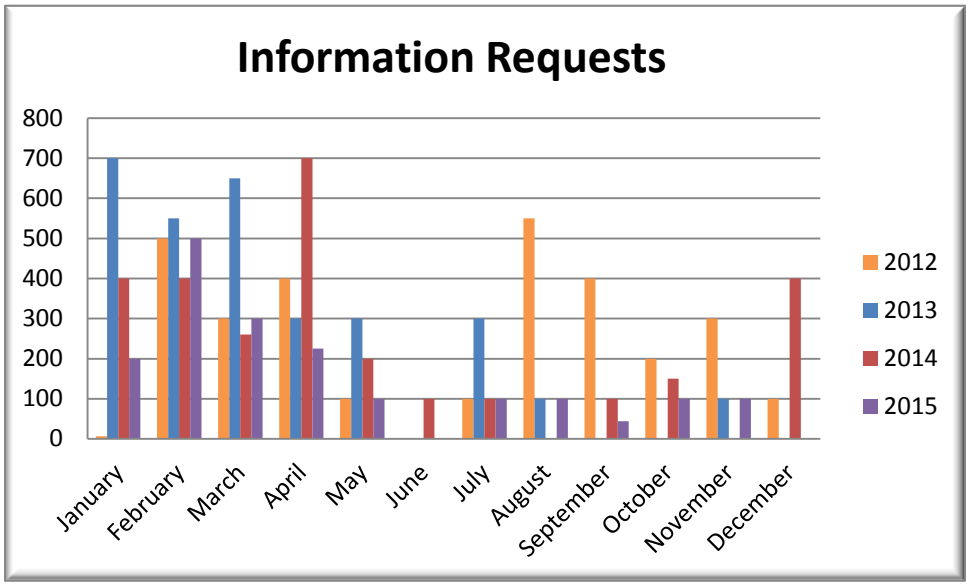
• Stronghold Sign Company has our three map signs complete. I have updated the map and they will be printing this week. We will need to decide where to install the signs.

• Below are our Visitor Counts for November of 2015

Visitor Center Headcount Comparisons November, 2015



Visitor Center Phone calls Comparisons by Graph November, 2015



Visitor Center Information Requests Comparisons by Graph November, 2015