DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

1110 W. Washington, Suite #100
Phoenix, AZ 85007
PHONE: 520-338-4537 FAX: (520) 628-6930

Name, Address of IGA Partner *(Please type or print)*

City of Benson

120 W. 6th St.

Benson AZ 85602

IGA MONTHLY REPORT

Reporting Month: March 2016

Date Submitted: 4/5/16

Submitted By: Sheila Perkins

Email: sperkins@bensonaz.gov

Phone Number: 520-586-2003

Monthly Permit Volume		
	Number of Permits Issued	**Total Fees Collected**
FBB COMMERCIAL	0	0.00
FBB RESIDENTIAL	0	0.00
MANUFACTURED HOMES	0	0

Only complete section below when final inspection is completed.

HUD Label, FBB Mfg. Certificate or Rehabilitation Certificate Number	Unit Serial Number	Installer/ROC Contractor License Number	Installation Address	Final Insp. Date
NO ACTIVITY	NO ACTIVITY		NO ACTIVITY	

Monthly Reports are due by the 15th of each month for the previous month's installation activity.
A Report MUST be submitted every month whether or not there has been any installation activity.

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **April 25, 2016**

TO: **William Stephens, City Manager**

FROM: **Dustin DeSpain, Finance Director**

cc: **Benson City Council Members**

SUBJECT: **Finance/Transit Department Monthly Report for March, 2016**

Current Department Projects:

- Continually working on reporting compliance with the new HealthCare Reforms
- Working on Risk Pool Insurance Safety Training
- Preparing Preliminary Audit Documents ASRS Audit.
- 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.
- Starting Transit Grant Application for upcoming Fiscal Year.
- We continue in our Joint efforts with City Clerk's office to monitor and provide Human Resource support.
- Ordered 2 New Buses arriving in 120 Days
- Working on Budget Projections for 2016-2017

Upcoming:

- Monitoring Airport Tie Down agreements and fee collections
- Coordinating Human Resource activities with Vicki, as we have no HR Coordinator
- Assisting in New Job Descriptions
- Assisting in Greyhound Close Out
- Completing Training and Audit adjustments for Transit Compliance
- Volunteer Fire Department Retirement Funds
- Working on Financial Projections with DA/CMP
- Budget Meetings and Work sessions FY 2016-2017

Finance Department Statistics for March, 2016

Utility payments processed	3108
Other payments processed	406
Payroll checks issued	184
Accounts Payable checks issued	228
New Business License Applications taken	4
Customers enrolled on Xpress Bill Pay	833
Customers signed up for Online Statements	318
Fixed Route Bus #7003 Rides	224
Fixed Route Bus #7005 Rides	422
Dial–A-Ride Bus #7004 Rides	590
Back-up Bus #7001 Rides	0

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 4/15/16

TO: Bill Stephens, City Manager

FROM: Keith Spangler, Fire Chief

SUBJECT: March 2016 Department Head Report

Operations

During the month of March, Benson Fire Department responded to 79 calls. The average number of Firefighters responding to the calls for the month was 8. The lowest number was 1 and the highest number was 11. The average response time from page to on scene was 17 minutes. The average time from page to en-route was 4 minutes and the average time from en-route to on scene was 3 minutes. The break down of calls is listed below.

Type	Number
Structure Fire	2
Vehicle Fire	3
Brush Fire	2
EMS	50
Rescue	2
Haz-Mat	1
Service Calls	0
Good Intent Calls	19
False Alarms	0
Miscellaneous Calls	0

Benson Fire Department had no Mutual Aide calls.

Meetings and Trainings

Vehicle Maintenance

Miscellaneous

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **April 21, 2016**

TO: **Bill Stephens, City Manager**

cc: **Dustin DeSpain, Finance Director**

FROM: **Joe DelVecchio, Director of Golf Operations**

SUBJECT: **FY16 Golf Course Update for Jan - March.**

Golf Operations

This report will focus on numbers from Jan. – March 2016

As of the end of March 2016 we are down 2,966 rounds compared to the same period in in FY 15. That number, even at our lowest rate of $25 per round equals a $74,150 loss in revenue for FY 16.

To date we have a $120,265.82 contribution from the general fund. With just the same number of rounds from last FY we would be looking at a $46,115 contribution from the general fund, well below the budgeted $91,454.

I do believe that the construction on I10 and the weak Canadian dollar has hurt our rounds this Fiscal Year. We do have many winter members from Canada that did not come down this year.

As I said in my previous report I do believe that if we can hold on to the golf course until construction ends on I10 and construction begins on Vigneto, we as a municipal golf course will succeed in our goals.

With all that said I want to assure you I am taking steps to limit losses. We are at 67% of expended budget for the 9 months FY16. The same period for FY15 we were at 74%. That's $32,778 less expended this year to date. That is with spending $24,585 in equipment repair compared to $16,960 last FY. We had a $6500 tractor repair in March of this year.

In an effort to cut expenditures we have delayed print marketing to the Tucson area, concentrating on on-line and email marketing. In March of this year I acquired a 80,000+ golfer data base for Southern Arizona and we are aggressively pushing out email campaigns to create more play. I am also still working on getting club play from Tucson. We are only repairing essential equipment and are getting by with just one fairway unit, one workman and two rough units.

We did have some bookings for March but they are still worried about the trip down and back do to the construction.

What to do

- We have spent less and completed more. We have completed the Sod wall bunker and it is open for play. This was done with sod from our stock, with the only expense being the sand. It and the course will be in the Summer issue of Golf Arizona Magazine. Should be great advertisement for the course and area surrounding.

- We are going to aggressively recruit from Tucson and Green Valley. Offering Golf and Lunch packages to have them leave on a full stomach for their ride home.

- Working with third party booking agents on specials throughout the Summer. We have increased our Pedro Pass green fee by stopping the inclusion of tax. This will effectively raise our fee a couple dollars on average per round.

- Work with hotels in the area, offering golf and food specials.

On a bright note we did make money in January, February and March. April started out great, with rounds actually up do to new golfers using the email campaign offer. However, as of April 19th the bulk of our winter visitors have left so we need to focus on Tucson and Green Valley for our Summer play.

In the next week you will be receiving a detailed report on this facility. I have been looking at the numbers for this course from the first year the city took over up to the current year. You will see how it was managed, specifically the first three years and how they compare to the last two.

As always, I am available to you for any concerns and questions anytime.

Thank you,

Joe DelVecchio PGA

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **April 6, 2016**

To: **William Stephens, City Manager**

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

SUBJECT: **End of the month report for March 2016**

The adult lecture series continued last month. They are being very well attended and we are getting positive feedback from participants. The schedule for March was:

March 1 – Safer (web) Surfing simplified by Dave Beutler
March 8 – Airline Accidents, an Insider's Perspective by Dennis Mitchell
March 15 – Native fishes of Arizona by Dr. Chuck Minckley
March 22 – Journey through Geologic Time in SE AZ by Jeff Bickel
March 29 – Origami by Anna Taylor

These lectures will continue into May. All are welcome to attend.

On March 10th Kelli Jeter viewed a Cat Express webinar put on by OCLC. This webinar demonstrated how to bring in cataloguing records from Cat Express.

On March 17th Kelli Jeter participated a webinar titled "Public Library Director 101", this webinar was presented by WebJunction and hosted by COSLA. Many different areas of running a library were discussed from budgeting to scheduling.

On March 31st Kelli Jeter took part in a symposium hosted by WebJunction in collaboration with ALA's Learning Round Table. The subject was Supervisor Success: Development Programs That Work. There were a lot of good ideas to motivate and train staff.

Benson Public Library

Statistical Report
March-16

	Mar-16	Mar-15	YTD-2016	YTD-2015	
Total Circulation	6,370	6,396	48,232	61,931	monthly circulation of material
Patrons	5,723	4,980	44,191	46,026	patrons entering the library
New Registration	60	75	443	626	new patron cards
Total Registration	8,249	7,776	8,249	7,776	total # of patrons in database
Programs	20	7	77	58	#of programs provided by library
Pr. Attend	303	131	1,137	1,050	total attendance for programs
Ref. Questions	718	677	5,344	5,202	ref questions answered by staff
Volunteers	0	0	13	9	new volunteers this month
Volunteer hours	22.75	16.25	144.75	294.4	total of monthly volunteer hours
Book Count					
Titles added	180	175	1,067	1,292	new titles added to database
Titles deleted	132	119	1,224	2,213	titles removed from collection
Collection Total	33,933	33,686	33,933	33,686	total material in database
Overdues:					
Titles overdue	580	598	4,184	5,296	number of overdue items
Contacts	132	216	1,094	1,389	number of patrons contacted
Titles returned	442	400	2,263	3,646	# of overdue items returned

Internet Users	984	N/A	# of people signed up for p.c.'s

COCHISE COUNTY LIBRARY DISTRICT
REQUEST SYSTEM STATISTICS
MARCH, 2016

To:	BE	CQ	DG	HC	SV	TO	ESH	BKM	BW	EL	PO	SCL	SZ	CCLD	TOTAL ITEMS LENT
From:															
BE	0	21	23	8	124	2	40	5	1	14	2	10	7	15	272
CQ	2	0	39	7	111	8	22	1	0	25	10	14	14	14	267
DG	31	10	0	1	91	5	20	1	2	21	4	9	7	9	211
HC	21	5	12	0	77	1	0	0	0	33	5	7	5	4	170
SV	126	57	59	16	0	20	81	4	5	74	16	49	60	35	602
TO	6	5	4	4	28	0	18	0	0	6	5	4	5	2	87
ESH	22	15	7	7	113	4	0	2	0	25	1	7	5	11	219
BKM	2	1	1	0	12	0	2	0	0	5	0	1	0	6	30
BW	4	3	7	5	26	0	5	1	0	7	1	1	3	2	65
EL	5	7	6	11	34	4	12	1	0	0	1	7	2	14	104
PO	3	7	3	1	26	2	2	1	0	30	0	2	15	5	104
SCL	9	13	6	2	46	8	18	3	0	15	4	0	5	3	132
SZ	19	5	6	4	0	4	11	1	0	13	8	2	0	10	83
CCLD	53	36	18	18	142	13	46	10	3	49	15	19	16	0	438
TOTAL ITEMS REC'D	303	185	191	84	830	71	277	30	11	317	72	132	144	130	2777

PC Reservation PC Usage Report

Organized By Date

Prepared 4/1/2016

From 3/1/2016 to 3/31/2016
Includes Timeouts, Inactivity, Early Close, Forced Close, Declined Policy

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Totals

Date	Total Uses	Total Time	Average Session
3/1/2016	43	25:46	35.953
3/2/2016	54	31:02	34.481
3/3/2016	37	24:51	40.297
3/4/2016	31	19:09	37.065
3/7/2016	56	34:14	36.679
3/8/2016	34	24:26	43.118
3/9/2016	41	24:51	36.366
3/10/2016	45	34:26	45.911
3/11/2016	34	19:34	34.529
3/14/2016	60	37:23	37.383
3/15/2016	46	28:23	37.022
3/16/2016	37	21:29	34.838
3/17/2016	42	25:37	36.595
3/18/2016	50	26:46	32.120
3/21/2016	42	27:38	39.476
3/22/2016	39	25:37	39.410
3/23/2016	35	26:12	44.914
3/24/2016	35	22:37	38.771
3/25/2016	38	25:08	39.684
3/28/2016	62	38:38	37.387
3/29/2016	38	20:08	31.789
3/30/2016	41	28:45	42.073
3/31/2016	44	25:39	34.977
TOTALS	984	618:19	37.702

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: 04/12/2016

TO: Mayor King & City Council

FROM: Paul Moncada, Chief of Police PM

CC:

SUBJECT: March Report

Attached is the March recap of Police Department calls for service, calls by type, Animal Control activity 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 dispatchers, we have hired Jonathan Williams as a probationary police officer, and he started the police academy on April 11th.

Offense	ACT	CC	CEX	CLO	CAA	FDT	CRA	TOA	Other	Total
	18	34	4	0	0	0	0	0	0	56
8-201.13 Incorigle Juvenile	4	3	0	0	0	0	0	0	0	7
8-303C2 Runaway Juvenile	1	0	0	0	0	0	0	0	0	1
13-1302A Custodial interfere	1	0	0	0	0	0	0	0	0	1
13-1404 Sexual abuse	0	0	0	0	0	1	0	0	0	1
13-1419 Unlawful Sexual Cond	1	0	0	0	0	0	0	0	0	1
13-1504A1 Tresspss-res struc	0	0	0	0	1	0	0	0	0	1
13-1506 Burglary-3rd degree	1	1	0	1	0	0	0	0	0	3
13-1602 Criminal damage	2	1	0	3	0	0	0	0	0	6
13-1602A1 Deface or damage p	1	1	0	0	0	0	0	0	0	2
13-1814A4 Theft of Means of	3	2	0	0	0	0	0	0	0	5
13-1202A Threatening/Intimid	2	3	1	0	0	0	0	0	0	6
13-1203 Assault	2	1	0	0	0	0	0	0	0	3
13-1903A Agg rob oth wp misc	2	0	0	0	0	0	0	0	0	2
13-1802 Larceny/Theft	5	3	0	1	0	0	0	0	0	10
13-2011A Fraudulent creatio	2	2	0	1	0	0	0	0	0	5
13-2904 Disorderly conduct	1	1	0	0	1	0	0	0	0	3
13-2904A Disorderly conduct	1	0	0	0	0	0	0	0	0	1
13-2917B1 disturb prvt/pub	8	6	1	0	0	0	0	0	0	15
13-3415A Poss or use drug pa	0	0	0	1	0	0	0	0	0	1
13-3407A4 manu danger drug	1	1	0	0	1	0	0	0	0	3
13-3601 Domestic Violence	9	5	0	2	0	0	0	0	0	16
13-4902A1 Criminal trespass	3	1	0	0	0	0	0	0	0	4
Animal control	7	14	2	0	0	0	0	0	0	23
Welfare Check	4	8	2	0	0	0	0	0	0	14
Missing Person	1	0	0	0	0	0	0	0	0	1
Found Property	4	1	0	0	0	0	0	0	0	5
Suspicious person	11	18	2	2	2	0	0	0	0	35
Information	11	18	3	0	0	1	0	0	0	34
Suspicious prowler	0	1	0	0	0	0	0	0	0	1
Alarm	2	8	0	0	0	0	0	0	0	10
Warrant Arrest	0	0	0	1	1	0	0	0	1	3
Citizen Dispute- non crimina	1	2	0	0	0	0	0	0	0	3
Assist other agency	10	5	2	0	0	0	0	1	0	18
Message delivery	0	1	0	0	0	0	0	0	0	1
Civil complaint	1	1	0	0	0	0	0	0	0	2
Civil standby/domstc viol	0	4	0	0	0	0	0	0	0	4
Death Investigation- Natural	0	1	0	1	0	0	0	0	0	2
Public - other types	11	18	1	0	0	0	0	0	0	30
911 Hangup	3	2	0	0	0	0	0	0	0	5
Attempt to Locate	5	1	0	0	0	0	0	0	0	6
Medical assistance	7	3	0	0	0	0	0	0	0	11
Lost Property	1	0	0	0	0	0	0	0	0	1
Search Warrant	0	0	0	0	1	0	0	0	0	1
Vioation of Court order	1	1	1	1	0	0	0	0	0	4
28-693 Reckless Driving	1	2	0	0	0	0	0	0	0	3
28-4831 Unlwfl abandonment o	0	0	2	0	0	0	0	0	0	2
Pers injury accidents	0	0	0	2	0	0	0	0	0	2
Personal Injury Collision Ve	0	0	0	1	0	0	0	0	0	1
Prop Damage: Miscellaneous	5	3	0	5	0	0	0	0	0	13
Other Traffic Incidents	68	22	7	0	0	0	1	0	0	98
Accident,no injury	2	2	0	3	0	0	0	0	0	7

Offense	ACT	CC	CEX	CLO	CAA	FDT	CRA	TOA	Other	Total
Grand Totals	224	201	28	25	7	2	1	1	4	493
Percentages	45.4	40.8	5.7	5.1	1.4	0.4	0.2	0.2	0.8	100.0

Report Includes:
All dates between `00:00:00 03/01/16` and `23:59:59 03/31/16`
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/rptY4rmXZ-rplwods.r1_1 ***

Nature of Call	Total Calls Received	% of Total
911 HANGUP	5	1.01
Abandoned Vehicle	2	0.41
Agency Assistance	18	3.65
Alarm	10	2.03
Robbery Alarm	2	0.41
Animal/Lost Animal	3	0.61
Animal Problem	15	3.04
Welfare of Animal	1	0.20
Assault	3	0.61
Attempt to Locate	6	1.22
Barking Dog	3	0.61
Burglary	2	0.41
Citizen Assist	25	5.07
Citizen Dispute	1	0.20
Civil	2	0.41
Civil Standby	4	0.81
Courtesy Transportation	1	0.20
Criminal Damage	6	1.22
Custodial Interference	1	0.20
Dead Body	1	0.20
Deliver Message	1	0.20
Disorderly Conduct	2	0.41
Disturbance	15	3.04
Domestic Trouble	17	3.45
Driving on Suspended license	1	0.20
Controlled Substance Problem	3	0.61
Drunk Subject	1	0.20
EMS	5	1.01
Extra Patrol	3	0.61
Fight	2	0.41
Fingerprints	38	7.71
Fire	4	0.81
Vehicle Fire	2	0.41
Follow Up	1	0.20
Found Property	5	1.01
Fraud	4	0.81
Fraud Credit Card	1	0.20
Gas Leak/Odor	1	0.20
Harrassment	2	0.41
Traffic Accident Hit and Run	1	0.20
House Check	1	0.20
Information Report	36	7.30
Juvenile Problem	7	1.42
Lost Property	1	0.20
Medical Emergency	12	2.43
Missing Person	1	0.20
Traffic Accident w/ Damage	15	3.04
Traffic Accident, w/ Injuries	2	0.41
Prowler	1	0.20
Reckless Driving	3	0.61
Recovered Stolen Vehicle	1	0.20
Return Propery	1	0.20
Runaway Juvenile	1	0.20
Sex Offense	2	0.41
Stray Animal	1	0.20

Nature of Call	Total Calls Received	% of Total
Suspicious Person/Circumstanc	32	6.49
Theft	10	2.03
Threatening	6	1.22
Traff Acc N/I	5	1.01
Traffic Acc	7	1.42
Traffic Hazard	13	2.64
Traffic Stop	77	15.62
Trespassing	4	0.81
Unsecure Premise	1	0.20
Unwanted Person	3	0.61
Utilities Callout	2	0.41
Vandalism	2	0.41
Vehicle Theft	4	0.81
Viol Crt Order	4	0.81
Wanted Person	2	0.41
Warrant	3	0.61
Welfare Check	13	2.64
Total Calls:	493	

Report Includes:
All dates between `00:00:00 03/01/16` and `23:59:59 03/31/16`
All nature of incidents
All cities
All types
All priorities
All agencies matching `BNPD`

*** End of Report /tmp/rptXdic9W-rpcdtccr.rl_1 ***

Benson Animal Control Monthly Report

Month in Report___March 2016____

Description	***Current Month***	***Year to Date***
Dogs Turned in:	4	8
Dogs Picked up:	1	8
Dogs Transferred to Rescues		13
Dogs Adopted:	6	18
Dogs Euthanized / Owner Requested:	0	2
Dogs Euthanized / Unadoptable (Aggressive, Sick,Bite History):	0	1
Dogs Returned to Owner:	2	2
Dog Complaints:	6	34
Dog Bites:	0	0
Dog Licenses Sold:	80	188
Cats Turned In:	0	8
Cats Picked up:	0	2
Cats Returned to Owner:	0	0
Cats Adopted:	3	7
Cats transferred to Rescues		0
Cats Euthanized / Owner Requested	0	1
Cats Euthanized / Unadoptable (Feral, Sick, Injured):	0	1
Cat Bites:	0	0
Removals (Snake,Skunk, birds, etc):***	1	1
Calls Responded to:	7	27
Compliance Notices (Warnings):	0	0
Citations Issued:	0	0
P.D.Assist		0
Dogs at the shelter (time of Report):		**7**
Cats at the shelter (time of Report):		**0**

Removal: 1 - 901 Javelina

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **April 13, 2016**

TO: **MAYOR AND CITY COUNCIL**

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

SUBJECT: **Prosecutorial Statistics for March, 2016**

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

TRIALS:

Child Abuse	00
Criminal Traffic Trials:	01
General Crime Trials:	03
Drug Related Trials:	05
Domestic Violence Trials:	00
D.U.I. Jury Trials:	00
Animal Control/Game and Fish Trials/Registrar of Contractors:	00
Total Trials	09

PRETRIAL CONFERENCES:

Criminal Traffic Pretrial Conference Hearings:	38
General Crime Pretrial Conference Hearings:	13
Drug Related Pretrial Conference Hearings:	07
Domestic Violence Pretrial Conference Hearings:	09
D.U.I. Pretrial Conference Hearings:	07
Animal Control/Game and Fish Pretrial Conference Hearings:	00
Total Pretrials	74

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	38
PROSECUTORIAL TIME SPENT IN COURT	**22.00 HRS**
PROSECUTORIAL TIME SPENT OUTSIDE OF COURT*	**67.00 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: **April 19, 2016**

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

FROM: **Laura Parkin, Recreation Coordinator**

SUBJECT: **Monthly Report – February 16, 2016 through April 19, 2016**

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:

- Cate Bradley and I have completed draft one of the Parks, Trails and Open Spaces Master Plan and it is available online.
- We are holding one of two Master Plan Open Houses April 19, and the next will be held on May 3.
- This has been a very long and beneficial process that has consumed the majority of my working hours over the past 6 months.

Completed Tasks:

- We continue to take Ramada Reservations and Center Rental Reservations.
- Deposited Revenues.
- Attended Department Head Meetings.
- Preformed regular pool maintenance.
- Communicated with the appropriate City Departments regarding questions from community members through social media.
- Posted Council Meetings to the City Facebook page.
- I have sent the recommended changes to Chapter 11 of the City Code to the attorney.
- I processed and approved three Special Event Permit Applications.
- Interviewed and hired two new Recreation Aides for the summer.

Cochise County Tourism Council:

- 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.

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.
- 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 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.

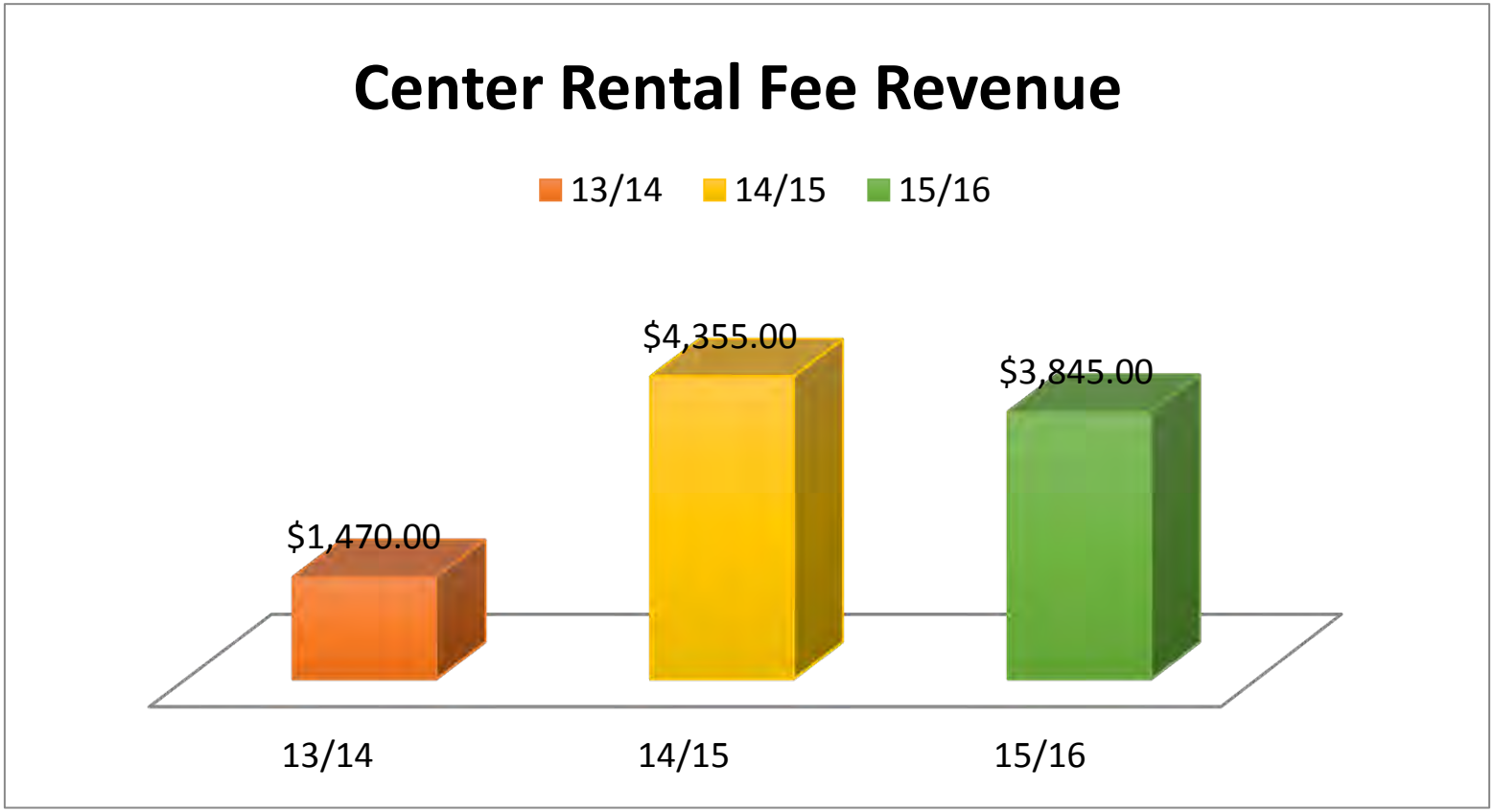
Dorthey's Completed Monthly/Daily Tasks:

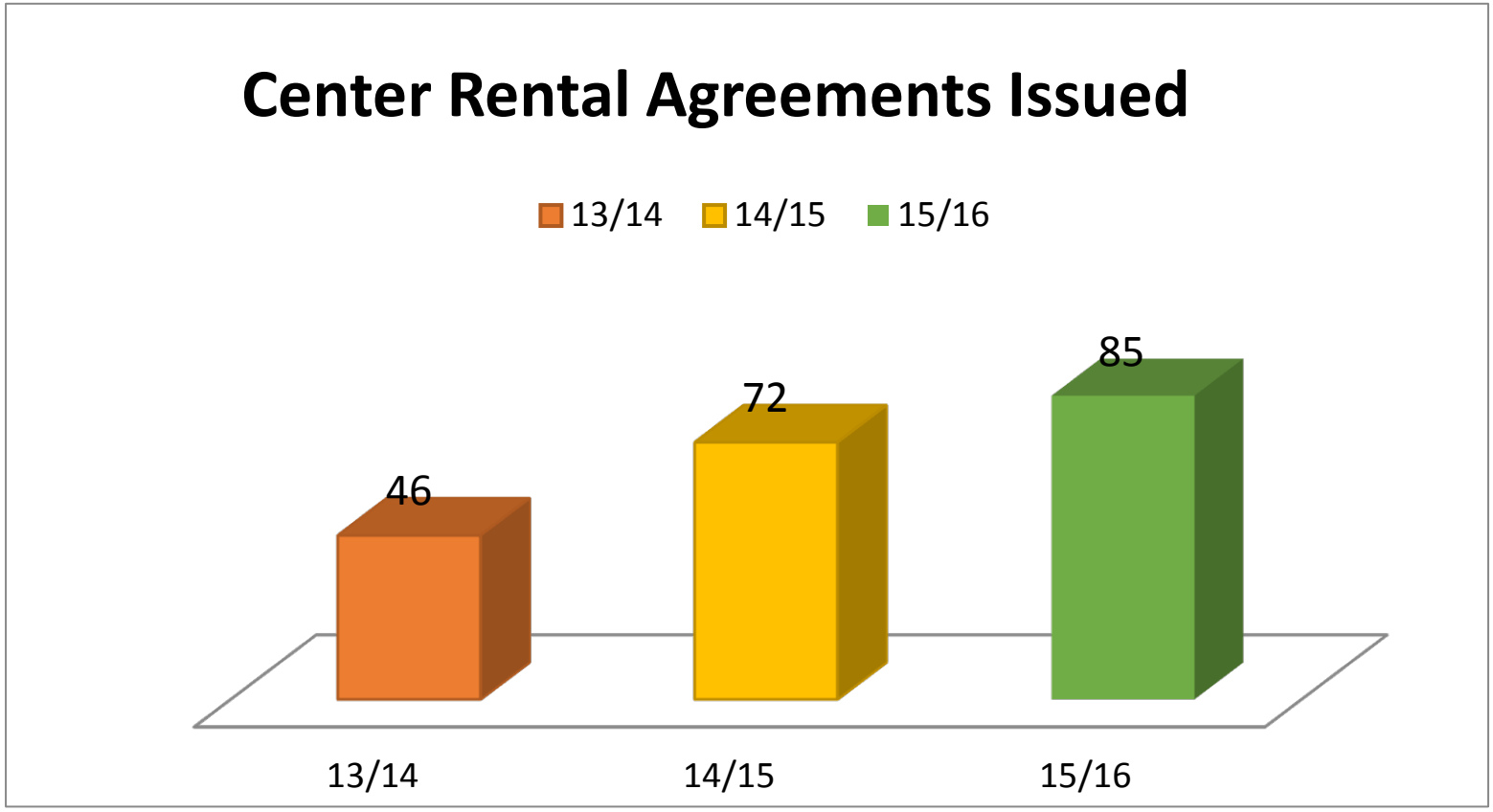
- Cleaned Community Center Weekly
- Arts and Crafts and Family and Me project planning is near completion
- Weekly Safety Check which includes (Pool):
    - Testing Eye Wash Station and documenting
- Monthly Safety Check which includes (Center and Pool):
    - Testing smoke detectors
    - Fire Extinguishers
    - Testing emergency exit lights

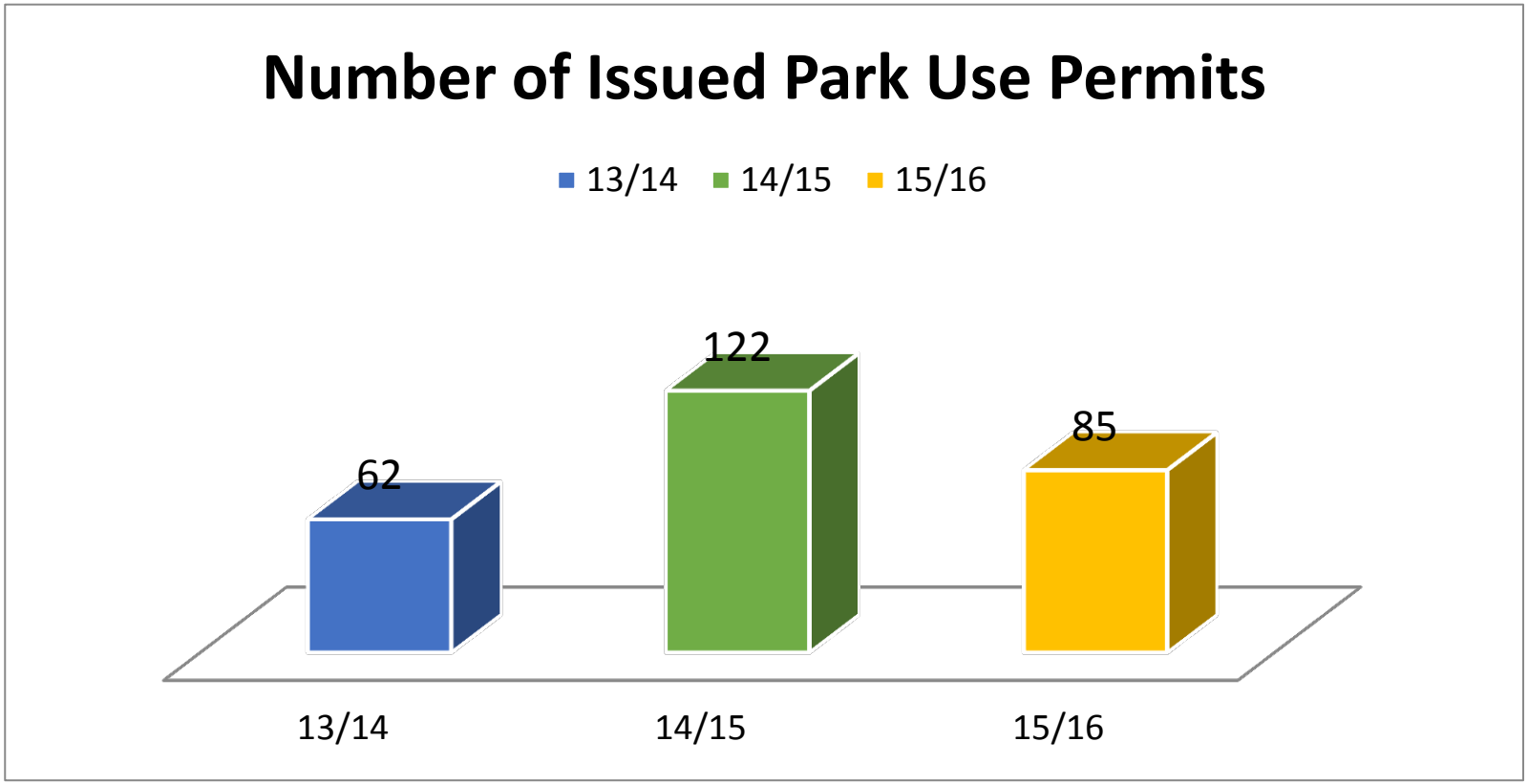
    - Testing GFI Switches
    - Testing the Defibrillator
    - Documenting all checks
- Bingo which includes:
    - Getting change from the bank
    - Balancing till
    - Deposit
    - Record keeping
    - Setup tables and chairs
    - Sell Bingo Cards
    - Handout prize money
    - Scheduling and coordinating with volunteers
    - Verifying winning cards
- Attended a planning meeting with one of our volunteers
- Notified the Police Department of Park Reservations and Events.

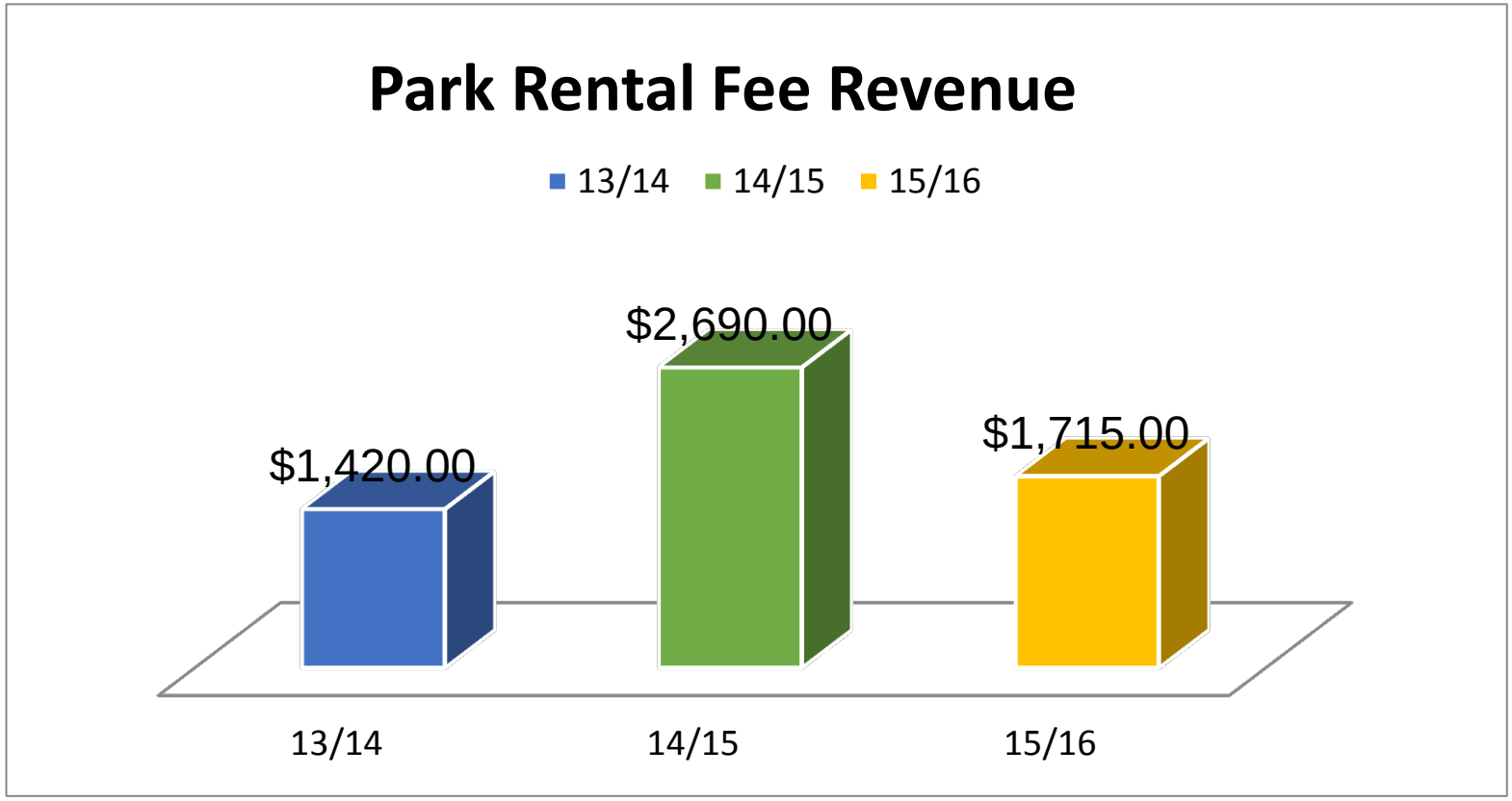
Attachments:

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

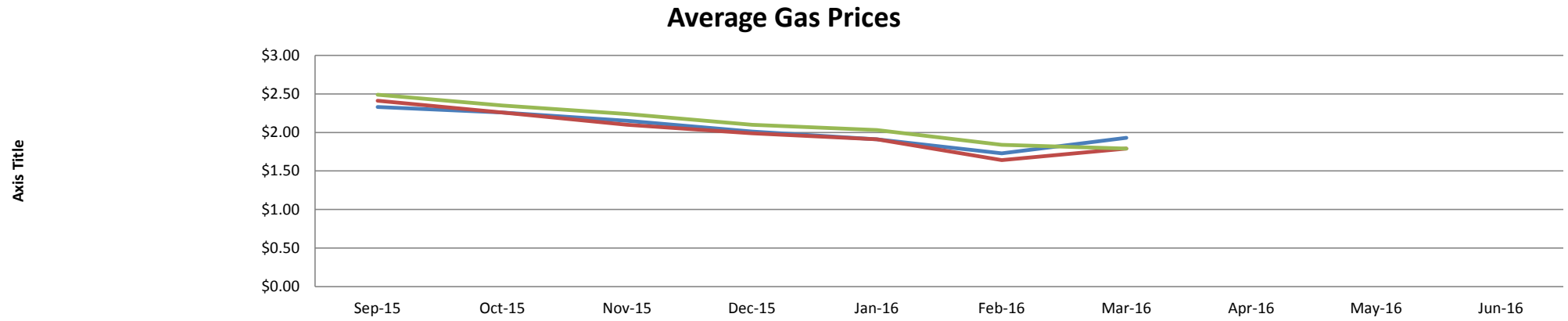

Center Rental Fee Revenue
13/14
14/15
15/16
$1,470.00
$4,355.00
$3,845.00
13/14
14/15
15/16


Center Rental Agreements Issued
13/14
14/15
15/16
46
72
85
13/14
14/15
15/16


Number of Issued Park Use Permits
13/14
14/15
15/16
62
122
85
13/14
14/15
15/16


Park Rental Fee Revenue
13/14
14/15
15/16
$1,420.00
$2,690.00
$1,715.00
13/14
14/15
15/16

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
1/5/2016	64	29.2	1.2	46	24.6	2.8	52.8	32.8	3.8	35.4	16.3	1.6	37.4	20.1	33.8
2/4/2016	64.6	30.3	1.2	41.6	21.2	2.6	50.9	30.4	3.7	31	11.4	1.3	32.5	14.1	3.3
3/5/2016	67.6	32.2	1.2	49.7	26.7	2.3	54.3	32.6	3.6	35.7	14.9	1.3	35.5	15.7	3
4/5/2016	73.1	35	0.9	52.1	28.6	2.3	62.5	39.4	4.3	46.6	24.7	2.1	43.9	24.1	3.8



	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	$1.91	$1.73	$1.93			
Regular Gas Price (AZ $/G)	$2.41	$2.26	$2.10	$1.99	$1.91	$1.64	$1.79			
Regular Gas Price Benson (Benson$/G)	$2.49	$2.35	$2.24	$2.10	$2.03	$1.84	$1.79			

CITY OF BENSON
INTEROFFICE MEMORANDUM

DATE: **April 19, 2016**

TO: **William Stephens, City Manager**

FROM: **Bob Nilson, Tourism Supervisor**

SUBJECT: **Tourism Report for March 2016**

• Our Visitor count for March 2016 was 1,137 as compared to 1,862 in March of 2015, down 725 from last year. The winter visitors have been going home by early April.

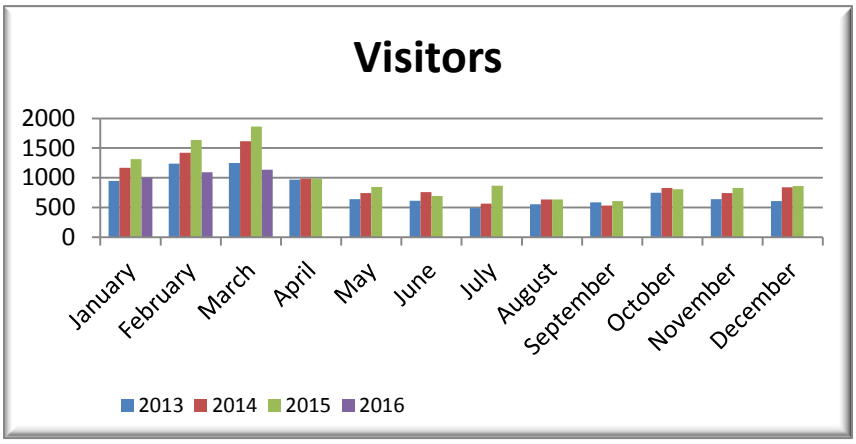
• Again Greyhound ticket sales are the same in March with 20 ticket transactions. More people have been purchasing Greyhound ticket on line. We will continue selling Greyhound tickets until May 11th 2016 when we will discontinue our Greyhound contract.

• We have a community service guy pulling the weeds in front of the Visitor Center. It looks really nice. Also we have a Queen Victoria agave sending up a sprout with flowers which Robin has put on our Visit Benson Face Book page.

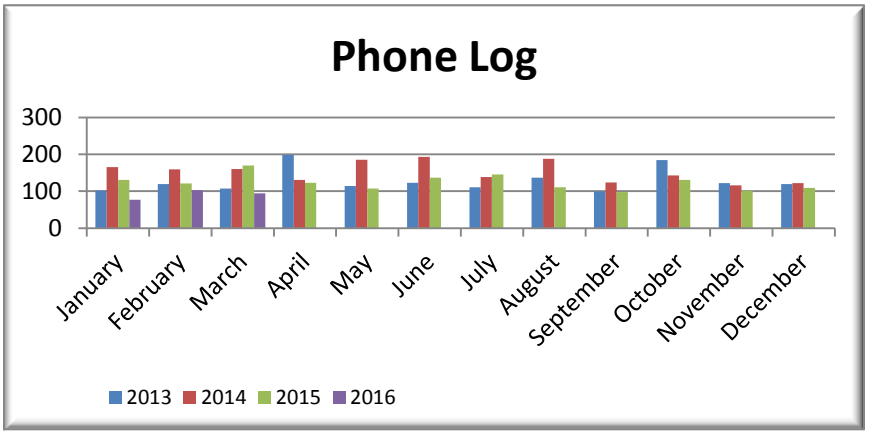
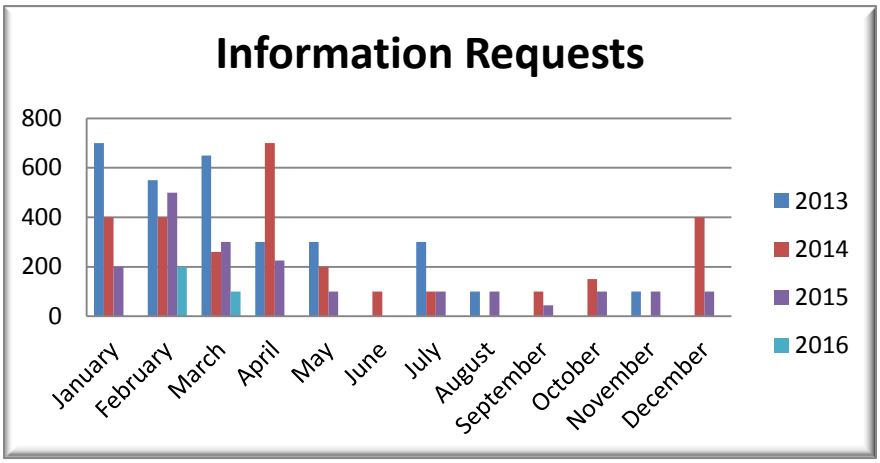
• We are still working on our "G" Scale model railroad layout at the Visitor Center that was provided by last year's Union Pacific Foundation grant. We will hopefully have it completed by May of this year.

• Below are our Visitor Counts for March of 2016

Visitor Center Headcount Comparisons March, 2016



Visitor Center Phone calls Comparisons by Graph March, 2016



Visitor Center Information Requests Comparisons by Graph March, 2016