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**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, AUGUST 3, 2022 at 6:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/88906023962?pwd=andzSWVBOWpKN0lacC9XY05GU2prdz09>

Phone: 1-669-444-9171 or 1-669-900-9128

Meeting ID: 889 0602 3962

Passcode: 147893

Note: Council member(s) may attend Council Sessions either in person, by telephone, or internet/video conferencing.

1. **Call to Order**
2. **Roll Call.** Council Members Jackie Baker, Cris McPhail, Marie Moore, Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins.
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
 - a) **Approval of the Minutes:**
 - 1) Work Session – July 20, 2022 at 5:00 p.m. Page 4
 - 2) Special Session – July 20, 2022 at 6:00 p.m. Page 10
 - 3) Regular Session– July 20, 2022 at 6:30 p.m. Page 13
 - b) **Set Next Meeting, Date and Time:**
 - 1) Work Session – Wednesday August 10, 2022 at 5:30 p.m.
 - 2) Regular Session – Wednesday August 17, 2022 at 6:30 p.m.
 - 3) Regular Session – Wednesday September 7, 2022 at 6:30 p.m.
 - 4) Regular Session – Wednesday September 21, 2022 at 6:30 p.m.
5. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body

shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.
(Pursuant to ARS §38-431.01(H))

6. **Discussion, Consideration and possible approval of funding of the Meals on Wheels program for Camp Verde residents operated by the Verde Valley Senior Center in an amount up to \$50,000.** Staff Resource: Russ Martin Page 27
7. **Discussion, Consideration a possible approval of the Town of Camp Verde FY23 Final Budget.** Staff Resource: Mike Showers Page 29
8. **Discussion, Consideration and possible approval for the Town Finance Director to sign the attached IGA with the City of Glendale for access to the Glendale Tax Application software at a cost of \$3500 for the first year and \$1500 annually.** Staff Resource: Mike Showers Page 93
9. **Discussion, Consideration, and Possible Approval of digital radios and laptops to complete the upgrades to the communication systems in the Marshal's Office in the amount not to exceed \$175,000 from Capital Improvement Funding.** Staff Resource: Corey Rowley Page 102
10. **Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))
11. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
12. **Legislative Update.** Final Report
13. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the

item be placed on a future agenda.

14. Discussion regarding applicants for Town Attorney with possible direction on the hiring process and next steps. The Council may, by majority vote, recess the regular session, hold an executive session and then reconvene the regular session for discussion and possible action on this item as covered by A.R.S. §38.431.03 (A)(1).

- **Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(1)**
- **Reconvene Open Session**

15. Adjournment

Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes: (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1)); (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2)); (3) Discussion or consultation for legal advice with the attorneys of the public body. (A.R.S. §38-431.03(A)(3)); (4) Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. § 38-431.03(A)(4)); (5) Discussion or consultation with designated representatives of the public body to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5)); (6) Discussion, consultation or consideration for negotiations by the town or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6)); (7) Discussion or consultation with designated representatives of the town to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 07-28-2022 at 4:30 p.m. in accordance with the statement filed by the Camp Verde Town Council with the Town Clerk

Cindy Pemberton

Cindy Pemberton, Town Clerk

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.



**AGENDA
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JULY 20, 2022 AT 5:00 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/81498338128?pwd=WVM4ZkptZyt1Q2lKaFdvNWdRbnhtUT09>

One Tap Mobile: 1-253-215-8782 or 1-346-248-7799

Meeting ID: 814 9833 8128

Passcode: 819589

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

- 1. Call to Order** Mayor Dee Jenkins called the meeting to order at 5:00 P.M.
- 2. Roll Call.** Council Members Jackie Baker, Cris McPhail, Marie Moore, Jessie Murdock, Robin Whatley, Vice Mayor Joe Butner, and Mayor Dee Jenkins

Also Present Town Manager Russ Martin (Zoom), Finance Manager Mike Showers, Town Clerk Cindy Pemberton

- 3. Pledge of Allegiance** Vice Mayor Joe Butner led the pledge of allegiance.
- 4. Discussion with Town Staff Regarding FY23 Final Budget.**

Mayor Dee Jenkins began by asking Finance Director Mike Showers if he was going to be leading off the discussion.

Mr. Showers responded and said his thoughts were that he'd give everyone an opportunity to ask questions and get any details clarified.

Mayor Jenkins brought up that there has been much discussion recently about merit increases for employees who are operating at extraordinary level. She said she would hope merit would motivate employees. Merits are at the discretion of the managers, and her hopes are that employees who are having issues would not receive merits

Mr. Showers gave a preview of what has happened recently with merit increases. He said some employees did not get merit increases, and there were others who got well over 3%.

She reviewed managers' merit and said she thinks there should be a review before a manager receives a merit increase. She stated it's the Council's job to approve those merits.

Mr. Showers agreed and said that all merits don't automatically go into effect just because the budget has been passed. He stated that all merits are noted by Town Manager Russ Martin and must wait until final approval is given.

Councilor Baker said she thought this topic was already made clear in a recent meeting.

Mr. Showers agreed and said that merits are budgeted in at 3% but that doesn't mean they'll automatically be given. He stated some employees are still in a probationary period. They only get them if they've been there long enough to have their review.

Councilor Moore asked if there is a policy on merit. Mr. Showers told her there is not.

Councilor Moore said that may be an issue. There should be a policy on how long an employee must be there and whether they are passed the probationary period. Mr. Showers agreed and Councilor Moore said moving forward they should make sure there is a standard to follow. She also wanted to know if there was justification for the merit raises that have already been given out. Was a review completed? If so, it needs to be put in their personal file to be able to look back on.

Mr. Showers gave an example about two employees in the finance department outside of probationary period. He gave those employees a review based on the job review form, or things he has shown as important in their role. He continued giving examples on how he chose to give merit raises. He said he picked up how to do that based on how the Marshal's office gives their raises. He said their format was a fantastic way to go about it.

Councilor Moore brought up a tentative issue about a department maybe having an outstanding employee who has only been there for 6 months, wondering if they could get a merit raise, when another department says they only give merit raises when an employee has been there for at least a year. She commented that it needs to be the same across the board.

Mr. Showers agreed and said employee job descriptions could be used as a baseline and parameter for giving merits.

Vice Mayor Butner spoke and asked if merit raises are 3% and no more.

Mr. Showers said that was not correct, and Vice Mayor Butner was confused, stating he thought that 3% is what Mr. Showers has previously said.

Mr. Showers clarified that they haven't all been 3% because different departments had a different take on what 3% meant. He said how it should have gone was departments had an allocation of the maximum potential merit increase based on 3% of the employees' wages who could receive a merit.

Vice Mayor Butner asked if the amount of money a department must appropriate is based on the total wages in that department divided by 3%. He asked if a department

head could end up giving all of that allocated money to one person in the department if they thought that was appropriate.

Mr. Showers said technically yes, but that didn't end up happening. He said department heads could also end up giving no merit, if there were no employees who merited it. Councilor Murdock said that in the past when they were given raises, it was just a broad COLA, not necessarily merits, which is why there is no merit policy. She stated that now that they're in play with a Human Resources Director, it would be a good policy for them to visit. She suggested maybe they could investigate changing the policy so you can't just give all the merit percentages to just one person.

Councilor Baker said that she agrees they need to address how this is performed because it is not the first time this has been brought up in a council meeting.

Councilor Moore spoke up and said she understood that it would be 3% COLA, and 3% merit for all who earned them.

Mayor Jenkins agreed that it would be 3% COLA increase and 3% merit increase. She said, though merit is new to Camp Verde, a lot of municipalities have been doing things like this for a long time. Employees that are doing an excellent job, need to be recognized to improve their performance. COLA and Merits would be maximum 6%.

Council Murdock wondered if maybe this is all a learning curve because of not having Human resources in the past. Mr. Showers didn't think so.

Councilor Murdock said that Council needs to figure out where the fault was. They gave delegated duties to the Finance and HR Director, but they can't expect them to implement these COLAS and merits without solidified policies behind each, or without a solidified decision on allocated amounts for each.

Mayor Jenkins said that clear direction was given at a previous work session that it was 3% and 3% for COLAS and Merits. Council had all agreed on that. She's not sure why staff is not on the same page as them.

Councilor Murdock asked that going forward there is clear and concise clarification for all after a motion is made.

Vice Mayor Butner said that in the past there was a very lengthy discussion about COLA and merit increases. He said he came away from it with an understanding that COLA increases would be 3% across the board for employees, and merit increases, if any, would be at the most 3%. He said there was no discussion about grouping one department together and figuring out what 3% of the total wages would be for those deserving of merit in order to come up with merit amounts to allocate. It was 3% for each person deemed deserving of such. He commented that it's a shame that we haven't done merits before. He knows there are employees who deserve it. He didn't think that everyone should get one, but most certainly if they earn it. 3% is a significant raise for someone to bring the employees up to speed with comparable communities.

Councilor Moore said it wouldn't be any more than 3% merit raise, and thanked Mr. Showers for his work on the budget in front of her, stating that's what they're looking for.

She is concerned that it's not capped at 6% between merit and COLA. She said they need to figure out whether they send the paperwork back so it's not an issue with the budget? Some departments will be 3% for each person deserving of merit, and others will do a percentage of 3% based on salaries of those who earn merits. She wants the budget, specifically the merit portion, to be clear and concise and the money to be in place to do what they need to do. She does not want money to be moved from other areas. She said council keeps coming back to situations where they all think they agree, but there really wasn't reconciliation. She would like to see merit pulled back until this is done.

Mayor Jenkins stated to Mr. Showers that she doesn't feel comfortable passing a budget until it's clear.

Vice Mayor Butner agreed with Councilor Moore and Mayor Jenkins not to proceed until numbers are straightened out.

Mr. Showers said there are less than 10 individuals who received more than a 3% raise in the past. He suggested moving forward capping all employees at 3% merit. He said there's a big difference between government budget and for-profit budget. He said government budget cannot be increased. When they budgeted for wages, it doesn't guarantee they get the wages. It must go through the whole approval process. He said that the money is there for 3% merit raises, so let's not hold off on approving the budget. Council told him in May they are doing merit raises. He wasn't sure how to make that happen so quickly.

Mayor Jenkins was confused because she thought the paperwork for merit raises was already being sent to payroll. She wants to get a budget that's right. She doesn't understand why they can't communicate clearly to one another.

Councilor McPhail clarified that they're okay with the majority of budget, but not the part about merits and COLA. So, when they go forward to vote they'll explicitly say there is a 3% COLA and 3% cap on merit for the next fiscal year.

Councilor Moore asked several department heads when they had to have their merit paperwork into Mr. Martin.

Community Development Director John Knight said that they started the merit process within a couple of months. He said that the way it was communicated to him was to take a bucket of money and distribute it out. He said the bucket of money was 3% of the wages of the folks in his department. He suggested also capping it at 3%. He said they have spent way too much time on this issue, and it needs to be settled and clear to department heads.

Councilor Baker said it's clear to her that in the past discussions they clarified the 3% merit raises and how they are to be distributed. She said they're going on and on about an issue that Council believed was already handled. She asked Town Manager Russ Martin if he can respond how this misunderstanding has occurred on this merit topic. She said it is Council's duties to set clear policies to staff, and though they thought they were clear and concise, they were not.

Mayor Jenkins told Mr. Showers she would like to see the budget sheet restated so that numbers are clear.

Vice Mayor Butner said that it was at a previous Council meeting that they decided to limit merit to 3%. It was Council's job to establish that, and they did. But unfortunately, some were not clear on that. He would like the numbers pinned down the way they agreed on them- which is 3% merit cap for individuals who earned them.

Mr. Showers said that department managers can move money around in their budget without Council approval. He said there is no line level approval. He stated that making a policy decision on the amount a raise can happen doesn't necessarily become a strict budget issue for a department. Departments are budgeted a specific number of wages and ERE and within that number, they can decide that for raises that year they don't want to see more than 6%. He said the budget issue is based on each department.

Mayor Jenkins told him he needed to make a change in payroll and change the budget sheets they were given. The budget is going to have to be re-done because numbers are changing.

Mr. Showers said it doesn't have to be redone. He could change things or he can move things to contingency, as they did with a budget adjustment recently. Mr. Showers said that if we cap departments at 3%, and they have money left over in their budgets, they are going to just go out and spend it on things such as office supplies. We can request an immediate budget adjustment, or just bring the budget back in August.

Councilor Moore said there's 7 minutes left and asked if there are any additional issues on the budget, other than merit and COLA discussion. They've all agreed there needs to be more understanding about COLA and merit, but there isn't a lot of time to keep doing that. She said she has a lot of concerns about new town employees coming in and how it's affecting payroll, and how the town is going to sustain bringing them all in. She also would like to talk about the new fees schedule.

Town Clerk Cindy Pemberton said that they will be discussing the new fee schedule in a regularly scheduled meeting

Vice Mayor Butner agreed with her and said there's a misunderstanding with staff regarding merit and COLA. He said it's also reflective of the new employee situation and their salaries and wages. He said they DID discuss a policy regarding merit and cola in the past, and it was not what has been described today. He said Mr. Showers communicated the budget vaguely and said that things need to be solid and understandable. He said we're dealing with general numbers, but they are big general numbers that are increasing. He believes the economic future for the town going forward is good, but things need to be concise.

Mayor Jenkins looked at the budget and asked Mr. Showers about CIP and how much they allocated and how much is left. She wanted to know if the appropriated all of it.

Mr. Showers clarified CIP for her and what some of his best estimates were. There is \$400,000 left for the rest of the year.

Mayor Jenkins said Council has consciously tried to take care of the employees over the years, they've responded to equipment requests, etc, for employees to do their jobs.

She questioned what they are doing for the citizens. How will citizens see direct impact on city approval?

Mr. Showers answered with several examples of what they're doing such as: signage on Main St., storm weather, rodeo arena, and park facilities.

Mayor Jenkins said that the rodeo arena didn't ask for money.

Mr. Showers said he must budget something for them in case they need it.

Councilor Baker said she's amazed that there's so much misunderstanding about a topic Council thought was made clear. She told Mr. Showers that money shouldn't be moved if they have already approved it to go somewhere else. If she's approved money to go somewhere, council needs to be told if it's being moved.

Ms. Pemberton said we must adjourn the meeting to start the next one at 6:00 p.m.

Mayor Jenkins said they will go into a special session again about budget.

5. Discussion with Town Staff Regarding FY23 Fee Schedule

This was not addressed at this session.

6. Adjournment Mayor Jenkins adjourned the meeting at 5:59 P.M.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bhasas on 07-14-2022 at 3:00 p.m.

Cindy Pemberton

Cindy Pemberton, Town Clerk

Note: Pursuant to A.R.S. §38-431.03. (A)(1); (A)(2) and (A)(3), the Council may hold an Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the agenda, or discussion of records exempt by law from public inspection associated with an agenda item. Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021

MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, July 20, 2022 at 6:00 P.M.

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. Call to Order

Mayor Dee Jenkins called the meeting to order at 6:02 p.m.

2. Roll Call

Mayor Dee Jenkins, Vice Mayor Joe Butner, Councilor Robin Whatley, Councilor Jackie Baker, Councilor Cris McPhail, Councilor Marie Moore, and Councilor Jesse Murdock are present.

Also Present

Town Manager Russ Martin (via ZOOM), Finance Manager Mike Showers, Town Clerk Cindy Pemberton, and Rec Secretary Rebecca Miller.

3. Pledge of Allegiance

Councilor Murdock led the Pledge.

4. Public Hearing followed by Discussion, Consideration and Approval of the Town of camp Verde FY 23 Final Budget.

Mayor Jenkins opened the public hearing. Elaine Bremner, Executive Director of Verde Valley Senior Center, made an appeal for financial assistance for the Senior Center's Meals on Wheels Program. Ms. Bremner stated that during FY 21-22, VV Senior Center's Meals on Wheels Program delivered approximately 10,912 meals to senior citizens in Camp Verde (excluding Lake Montezuma).

In April it was discovered that NACOG had formed a wait list of individuals without informing the Verde Valley Senior Center. More than 100 people were on that wait list. NACOG put some of them on an emergency program for 90 days. They did not do this until April, when it came to Ms. Bremner's attention and she "raised the roof."

NACOG stated that it is because it is short-handed, and VV Senior Center is short-handed as well, but no one should go hungry. This evening, Ms. Bremner learned that there are 122 people on the wait list for Meals on Wheels, 24 of them who live in Camp Verde. It is her opinion that no one should be on a wait list.

Ms. Bremner stated that she has notified NACOG this situation is unacceptable and they should be working through this problem immediately. Average cost per meal is \$10.79; currently supplies are only delivered on MWF, with extra food for

the non-delivery days. They are especially short in Camp Verde, where six drivers are needed.

Ms. Bremner ended with the following statement: "I appreciate the effort Camp Verde has made over the years to contribute to this program. Every year you get better and bigger. It is a critical needs program. We wanted to thank you for any consideration. But let's be real, with high food costs and increased costs, we need your help. Without the service, people will die. A client was lost last week to suicide. This is a serious matter and becoming far too common an occurrence. Older citizens are giving up. We must take care of them and feed them. Senior lives matter."

Cheri Wischmeyer addressed the Council to address her concerns over "actions taken or not taken" during the budget approval process. She believes the Council tentatively approved the 22-23 Final Camp Verde Budget without adhering to the requirements of ARS §42.17103, 104, and 105. Ms. Wischmeyer believes the Council failed to: make copies available at the local library and town administrative offices; comply with publishing, public hearing, and meeting requirements, or prominently publish copies on the Town's website.

Ms. Wischmeyer read from an extensive document, a copy of which was provided to the Council and is attached to these minutes.

Ms. Wischmeyer's main concerns were that she attempted to view copies of the proposed budget at the Town Hall and library and was advised at both locations that they did not have the documents; when she requested that the Clerk's office provide her with a copy of the budget summary, she was required to complete a request for information; she was not provided with a copy of the newspaper affidavit of publication; and the tentative budget was difficult to locate on the website.

Ms. Wischmeyer requested Council to direct staff to take the required steps to ensure no further action is taken on the 22-23 budget until the proper notice, public hearing, posting and meeting requirements have been met.

Mayor Jenkins asked Finance Manager Showers to address the alleged lack of proper notice and appropriate hearing processes.

Mr. Showers stated that it appeared Ms. Bremner was referring to an old copy of the statute. He read from the current statute and explained how each of the four sections of the statute had been complied with:

Section A – The Tentative Budget must be published within 7 days "after estimates are initially presented before the Council." In other words, after the Tentative Budget is presented to the Council, it must be published on our website within 7 days." It was. And is.

Section B – you must retain those budgets for 5 years on the website. We retain them for 10 years.

Section C – only section that specifically requires publication in a newspaper. The statute says “publish 2 times AFTER the tentative budget was adopted.” It was published two times after the tentative budget was adopted. We are unable to provide a copy of the affidavit until the newspaper provides it to us.

Section D - Truth in Taxation – Does not apply; the Town itself not tax.

Mr. Showers stated that the tentative budget was approved at a regular 6:30 p.m. meeting, and the Final Budget will be approved at a regular meeting.

Lastly, Mr. Showers stated that the budget is available at the library, Town Council, and on the website. Vice Mayor Butner asked Mr. Showers to look into why staff at those locations were not aware.

Mayor Jenkins closed the Public Hearing.

The Council determined it was appropriate to postpone passing of the budget of the 22-23 budgeted year until further discussions could be held. A Work Session to discuss the Budget was scheduled for Wednesday, July 27th at 5:00 p.m.

6. **Adjournment**

Mayor Jenkins adjourned the meeting at 6:37 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on July 20, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2022.

Cindy Pemberton, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JULY 20, 2022 at 6:30 P.M.

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. Call to Order

Mayor Dee Jenkins called the meeting to order at 6:44 p.m.

2. Roll Call

Mayor Dee Jenkins, Vice Mayor Joe Butner, Councilor Robin Whatley, Councilor Jackie Baker, Councilor Chris McPhail, Councilor Marie Moore, and Councilor Jesse Murdock are present.

Also Present

Town Manager Russ Martin (via ZOOM), Finance Manager Mike Showers, Community Development Director John Knight, Town Clerk Cindy Pemberton, and Rec Secretary Rebecca Miller.

3. Pledge of Allegiance

Councilor McPhail led the Pledge.

4. Consent Agenda – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

1. Special Session– June 8, 2022 at 6:30 p.m.
2. Executive Session – June 8, 2022 at 6:30 p.m. (recorded and on file)
3. Regular Session– July 6, 2022 at 6:30 p.m.
4. Executive Session – July 6, 2022 at 6:30 p.m. (recorded and on file)

b) Set Next Meeting, Date and Time:

1. Regular Session – Wednesday August 3, 2022 at 5:30 p.m.
2. Regular Session – Wednesday August 17, 2022 at 6:30 p.m.
3. Regular Session – Wednesday September 7, 2022 at 6:30 p.m.

c) Approve renewal of Consultant Agreement for prosecutorial services between Carrie A. Montavon, P.L.L.C., Attorney at Law and the Town of Camp Verde for a three (3) year period to begin July 2022 and run through July 2025. Staff Resource: Heather Vinson

Mayor Jenkins questioned whether the 5:30 p.m. start time for the Regular Session on Wednesday, August 3, 2022 was correct. Town Clerk Cindy Pemberton stated the time was incorrect, it should be 6:30 p.m.

Ms. Pemberton further stated that in the July 6, 2022 Regular Session meeting minutes, staff notated that the minutes did not reflect action regarding the Town Marshall that took place after the Executive Session in Public Hearing. Because it was a public motion, it needs to be reflected in the public minutes. Those minutes should be pulled from tonight's consent agenda to make that change.

Councilor McPhail requested a correction to page 12 of the Councilor's Report for the minutes of Special Session on June 8, 2022 at 6:30 p.m. to state that the Recycling Program was with "Economic Development" instead of "Community Development."

Motion made by Councilor Murdoch to approve the consent agenda as presented, with the following exceptions:

- Pulling and having revisions brought back of Items 4(a)(3) and 4(a)(4), approval of the minutes for a Regular and Executive Session dated July 6, 2022.
- Item 4(b)(1): Change the start date of the August 3, 2022 meeting to 6:30 p.m.

Second was made by Councilor Moore.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdoch: aye
Councilor Baker: aye
Councilor Moore: aye
Councilor McPhail: aye

Motion carried 7-0.

- 5. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

Community Member Terry Link addressed the Council with his concern about community events such as Cornfest. Mr. Link is a local business owner who recently opened up a CBD store in the Thanks a Lot Mall. Mr. Link stated that during the Cornfest last Saturday, the business owners in the mall had no business all day because the parking lot was filled with people from the Cornfest. He asked the Council for any suggestions for providing other alternatives for parking for events. Mayor Jenkins advised Mr. Link that the Council could not speak to him directly, but will have the Clerk make a note of his request.

Community Member Charlotte Salzman addressed the Council with her concern about the behavior of Finance Manager Mike Showers. Ms. Salzman stated that Mr. Showers and Cheri Wischmeyer had gotten into a discussion of “who was right and who was wrong.” Mr. Showers ended up getting angry and raised his voice and brought Cheri to tears. Ms. Salzman believes Mr. Showers’ behavior was unacceptable and asked the Council to “do something about it.” Mayor Jenkins advised Ms. Salzman that the Council could not speak to her directly, but will have the Clerk make a note of her request.

6. Discussion, Consideration, and Possible Approval of a request for Community Outreach Funding for Friends of the Verde River up to \$9,500.00. Staff Resource: Russ Martin

Tony Gioia, Vice President of Friends of the Verde River, introduced Nancy Steele, Executive Director, who made a PowerPoint presentation to the Council regarding the health of the Verde River. Ms. Steele began by acknowledging that the Verde River is an amazing and wonderful resource to the Verde Valley. “It enriches our lives and allows us to have a milder and much more beneficial climate. However, recent studies have shown that the river baseflow is declining, and this must be turned around if the river is to remain healthy.”

The Friends of the Verde River works with volunteers in events such as the MLK day of service and other projects around the state, to clean up the trails and remove invasive species. Ms. Steele stated they would like to expand their current outreach efforts, in particular the Bioblitz program (coincides with the Verde Valley Birding and Nature Festival), where they get people outside to look at nature, to take photos and identify them, and develop an affinity with the natural world.

Ms. Steele acknowledged and thanked the Town of Camp Verde for its support of the annual State of The Verde Watershed Conference to be held at Cliff Castle Casino on September 26-28, 2022.

Ms. Steele clarified her organization’s relationship with Verde Front, a collaborative group of mayors, supervisors, directors of federal and state agencies regarding sustainability, collaboration, and recreation. It is another program supported by the Town of Camp Verde (\$2,272), but those monies do not go into Friends of the Verde River’s coffers. Friends of the Verde River is simply the fiscal agent for Verde Front, which does not have its own nonprofit status.

Councilor Baker noted that the Town of Camp Verde, in addition to its contribution to Verde Front, also donated \$4,000 to the Watershed Project.

Ms. Steele responded to a question from Councilor Baker regarding the benefit of Cottonwood trees to the river. She said that trees cool the water, hold the bank so soil doesn't wash away, provide home and food for wildlife, and shade for all of us. The cottonwoods and willows work together as a community, and replacing the cottonwoods with other trees would jeopardize the entire system.

Quoting John Muir, Ms. Steele stated: "If you take one thing out, you can unravel everything."

A discussion was held regarding the request for \$9,500 from The Friends of the Verde River, given that total outreach funding for the year is set at \$60,000.

Motion made by Councilor Whatley to approve funding from Community Outreach in the amount of \$9,500.

Second was made by Councilor Moore.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor Moore: aye
Councilor McPhail: aye

Motion carried 7-0.

7. **DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF RESOLUTION 2022- 1093 A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA DECLARING AS A PUBLIC RECORD A CERTAIN DOCUMENT FILED WITH THE TOWN CLERK AND ENTITLED "ALCANTARA WINERY & RESORT EXPANSION – LETTER OF INTENT, DATED APRIL 29, 2022 AND PLANNED AREA DEVELOPMENT STIPULATIONS FOR DENSITY AND INTENSITY OF USE AND REQUIRED MITIGATION PLANS" FOR THE ZONING MAP CHANGE TO C2- PAD FOR THE 87 ACRES LOCATED AT 3445 S. GRAPEVINE WAY, CAMP VERDE, ARIZONA, WHICH IS ALSO KNOWN AS ALCANTARA WINERY AND RESORT.**

Staff Resource: John Knight

Community Development Director John Knight stated that this a great project that has been a long time in the works. It includes a hotel, casino, condos, glamping, wine tasting, wineries (much of which is already being done currently), conference and

events centers, and recreational components. It will be on a par with destination resorts in the surrounding regions and will be a great asset to the Town of Camp Verde as well as the Verde Valley in general.

Before the Council tonight is approval of the Re-zoning and Overlay Zone as presented by Mr. Knight. The company will need to come back to the Council for final approval of the site plan; the Council's role today is setting a conceptual design, a master plan for the future. The Planning Commission has reviewed and approved the Plan. Tonight is not the public hearing, that hearing was held at the planning commission level.

There are two pieces – the ordinance and the resolution. Because the ordinance is too voluminous to publish in the newspaper, the relevant language is included in the resolution. This agenda item is the approval of the first part -- the resolution, and the next agenda item will be approval of the ordinance.

Mr. Knight discussed the zoning procedure. The PAD will allow the resort to customize to its own standards, like setting up its own unique zoning district. The PAD process allows the resort to set intensity and density.

Mr. Knight introduced John Bradshaw, who answered questions from the Council. Vice Mayor Joe Butner stated his biggest concern with the proposal was the glamping, as it appeared the glampers would be required to cross the river.

Mr. Bradshaw assured the Council that the glamping would be a night activity conducted on this side of the river and glampers would not be required to cross the river. For day use, they provide shuttles across the river at low water crossings that are already in place and have been beefed up. When the water exceeds 6 inches, vehicles are not allowed to cross.

Councilor McPhail commended the Planning & Zoning Commission for the excellent job it had done on this project.

Councilor Whatley thanked Mr. Bradshaw for including a wastewater treatment facility in the plan which includes potential assignment of ownership of the wastewater treatment facility to the Town of Camp Verde.

Motion by Councilor Moore to approve Resolution 2022-1093, a resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, to request a zoning map change from PAD and RR-2A to C2-PAD on approximately 87 acres. The purpose of the re-zone is to allow development and expansion of the Alcantara Winery and Resort located on property located at 3445 S. Grapevine Way in Camp Verde, Arizona. Currently these plans comprise Parcels 407-21-015 A,C,E,G & H.

Seconded by Councilor Baker.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor Moore: aye
Councilor McPhail: aye
Motion carried 7-0.

8. DISCUSSION, CONSIDERATION AND POSSIBLE APPROVAL OF ORDINANCE 2022-A467, AN ORDINANCE OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY ARIZONA FOR A ZONING MAP CHANGE, SUBJECT TO STIPULATIONS, FROM RR-2A AND PAD TO C2-PAD FOR 87 ACRES LOCATED AT 3445 S. GRAPEVINE WAY, CAMP VERDE, AZ WHICH IS ALSO KNOWN AS ALCANTARA WINERY AND RESORT. Staff Resource: John Knight

Community Development Director Russ Knight stated this is the actual legal document for the re-zoning. If approved it will take effect 30 days from the approval. An important part of the project, during the annexation of the property was a discussion about bringing in the Thousand Trails property. Mr. Knight stated there is a small city of RVs out there, and their wastewater treatment plant is a septic system that has needed to be replaced for some time.

Mr. Bradshaw has been in recent discussions with the owner of Thousand Trails toward that end, and a meeting will be set up next week. Combining those two properties together is an important part of making this wastewater treatment plant happen. It would also be a significant feather in the town's cap to have that property. Mr. Knight just wanted to give the Council a heads up that staff will start the process again about getting the property annexed. The Public Works Engineer and Wastewater Treatment operator stated that if we can meet their standards and if we can get enough volume, they are interested in having the Town take over that small wastewater treatment plant. Staff recommends approval of the ordinance.

Motion made by Councilor Baker to approve Ordinance 2022-A467, an ordinance of the Mayor and Common Council of the Town of Camp Verde, Yavapai, Arizona to request a zoning map change from RR-2A and PAD to C2-PAD on approximately 87 acres. The purpose of the re-zone is to allow development and expansion to Alcantara Winery and Resort on property located at 3445 S. Grapevine Way, Camp Verde, Arizona. Currently these lands comprise Parcel 407-21-015 A, C, E, G & H.

Second was made by Vice Mayor Butner.

Town Clerk, Cindy Pemberton declared the language was not the same as the ordinance. No additional corrections were made and voting continued.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor Moore: aye
Councilor McPhail: aye

Motion carried 7-0.

9. Discussion, Consideration, and Possible Approval of amendment to the Town's Salary Plan by adding the Water Division job descriptions to include the Water Division Manager, Water Division Foreman, Water Operator and Utilities Clerk to the Plan. Staff Resource: Russ Martin

Town Manager Russ Martin stated these are basically positions that mirror the Wastewater Division. Certificate requirements are not specifically called out here by staff. He would like to pull this item from the agenda to allow him to add certification requirements for these positions.

Mayor Jenkins stated the three positions -- the Manager, the Foremen and the Operator, all have the same qualifications. It seems like the Manager would have a higher level of responsibility and additional requirements for education and experience. Mayor Jenkins asked Mr. Martin to address this in his revisions.

Councilor Moore stated these employees are already employed by the water company owned by the Town, not newly created positions.

Community Member Charlotte Salzman addressed the Council. She stated she is aware they are existing employees, but she believes we could do with less employees. Some of the positions overlap; she feels the wastewater staff could be reduced to two employees.

Ms. Salzman stated that we are in a recession in a town full of seniors (22% of the population 65 and older with lower incomes) and 24.1% of the residents in Camp Verde live in poverty. She asked where this money is going to come from and stated that instead of adding these new positions, the Town should be pursuing economic development. She questioned what Staff of the Town were doing to earn their salaries.

Ms. Salzman concluded by stating, "We need to do something different."

Councilor Murdock responded that when we purchased the water company, it took many years of work and she sat in on those meetings. The water company pays for itself. There are no new fees added other than what the Town incurred. The water

company makes it own money, it is a self-sufficient business. These positions must be filled by people educated in their craft and that have the proper certifications. The persons currently in those positions know a lot about water and come with a lot of knowledge about the groundwork which the Town was built upon. Although they are technically new employees, their salaries are afforded by the users of the system. Councilor Murdoch stated she does not think we are wasting money on our Town Manager or anyone in our wastewater Division.

Ms. Salzman asked if she could respond.

Mayor Jenkins asked if Ms. Salzman would be willing to sit down with her or the Town Manager so they could better understand her questions. Ms. Salzman agreed to such a meeting.

However, in response to Councilor Murdoch, Ms. Salzman wanted to know what the ratio is for Town employees to the Town residents. According to her calculations, The Town has 1 employee for approximately 115 residents. She believes that number is too low, that it should be more like two town employees per 500-700 residents.

Mayor Jenkins asked the Town Clerk to set up an appointment with Ms. Salzman.

This agenda item was tabled until the stated revisions could be made and approved at a future meeting.

10. Discussion, Consideration, and Possible Approval of amendment to the Town's Salary Plan by adding the Utilities Director to the Plan. Staff Resource: Russ Martin

Town Manager Russ Martin stated the Utilities Director position is precipitated by all the work necessary in the Utilities Division, and allows the upgrade to a Department. This position would be the Department Manager, under the direction of the Town Manager, and will be in charge of the Water, Wastewater, and Stormwater Departments. The position is being presented to the Council tonight because it is needed fairly quickly.

Motion made by Councilor Moore to approve the revisions to the Town's Salary Plan adding a Utilities Director.

Second was made by Councilor McPhail.

Roll Call Vote:

Mayor Jenkins: aye

Vice Mayor Butner: aye

Councilor Whatley: aye

Councilor Murdock: aye

Councilor Baker: aye

Councilor Moore: aye

Councilor McPhail: aye
Motion carried 7-0.

11. Discussion, Consideration, and Possible Approval of amendment to the Town's Salary Plan by adding the Senior Building Inspector to the Plan. Staff Resource: John Knight

Community Development Director John Knight stated this is the 3rd of three newly created positions. The Town's inspectors are extremely busy, and the chief building inspector needs to spend more time in the office. Mr. Knight's office has someone who potentially qualifies to be a Building Inspector 3 with a higher level of certification.

Councilor Murdock wanted to know why we need another inspector now. Mr. Knight responded that many of the projects have been in the pipeline for some time and are also getting more complicated. Some are self-funded, some multi-family projects, many with their own funding. Those projects are still coming in the door and they are also getting more complicated

Mr. Knight stated that the beauty of the building inspectors and the Building Division is that they generate revenue. "If we didn't have people coming in the door asking us to review plans, we wouldn't need anybody. But right now we do have people coming in the door, and we need to service them." Mr. Knight stated that the Town could use somebody right away, and will definitely need someone going forward 6 months to a year.

Councilor Moore – is concerned over \$1 million in raises being approved by the Council. She questioned whether it is possible to wait and see what Town revenues are in 6 months before this position is hired.

Mr. Knight stated the Council could approve the position, without guaranteeing that it will be funded or employed.

For the record, Mayor Jenkins clarified that tonight the Council is approving the job description, not authorizing the position at this time. Mr. Knight concurred.

Motion by Vice Mayor Butner to approve the revisions to the Town's Salary plan adding the Senior Building Inspector, with the caveat that it does not mean the Town is going to hire a Senior Building Inspector immediately.

Seconded by Councilor Baker.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor Moore: aye
Councilor McPhail: aye

Motion carried 7-0.

12. Discussion, Consideration, and Possible Approval of amendment to the Town's Salary Plan by adding the Youth Services Supervisor to the Plan. Staff Resource: Kathy Hellman

Kathy Hellman, Library Director, stated that she has been trying to have the job description for this position changed for some time. It is basically a title change because the new library has separate child and teen sections. Either one of those positions could be a Youth Services Supervisor over both sections. She stated that there is not immediate intention to hire, but she wants the title available in case someone comes along with the qualifications to manage both the children and teen's departments and coordinate between the two groups. It is basically changing the title from "Children' Librarian" to "Youth Services Librarian."

Councilor Whatley pointed out that besides a few summer and sports programs, the library is the one thing the Town can give to the children of Camp Verde. She recently attended a Children's Night with beautiful murals painted by the children, and the teens have many activities such as Game Nights. She wanted to commend the library for those programs.

Motion made by Councilor Whatley to approve the revisions to the Town's Salary Plan adding a Youth Services Supervisor.

Second was made by Councilor McPhail.

Roll Call Vote:

Mayor Jenkins: aye
Vice Mayor Butner: aye
Councilor Whatley: aye
Councilor Murdock: aye
Councilor Baker: aye
Councilor Moore: aye
Councilor McPhail: aye

Motion carried 7-0.

13. Discussion, Consideration & Direction to staff in regards to any potential adjustments to the approved FY23 Town of Camp Verde Fee Schedule. Staff Resource: Michael Showers

Councilor Moore did not see the budget questions for the fee schedule in her agenda packet. She wondered if the Council needed a work session to discuss before it is brought to the Council.

Finance Manager Showers stated an email from John Knight answered some of those

questions. The fees go into effect August 1st; the Council may choose to revisit them any time it wants and can reduce them almost immediately. Changes require additional notice.

Mayor Jenkins requested that the next time the fee schedule is published, please include numbered line items in the schedule.

A thorough discussion was held regarding various fees charge by the Town, including copy fees, community pool entrance fee, and fees involving attorneys. Also discussed were the situations in which deferrals or waivers of fees might be applied.

The Council decided to take no action at this time to adjust the fee schedule. Consequently, no further approval is needed, and the current fee schedule will remain in effect.

- 14. Call to the Public for items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to A.R.S. §38-431.01(H))

Finance Director Showers addressed the Council regarding previous comments made by him:

“For everyone here -- citizens, town staff, council members and Mayor Jenkins, every once in a while, you have one of those times where you are required to deal with a person you wished you had stayed home and hadn’t come to the meeting. One of those times happened tonight”.

My comments had a tone, I’m sure you noticed. In discussion with the citizen, I’m sure that tone had a negative impact on that citizen. It is more than regrettable. It is also regrettable that most everyone is gone as well.

However, I was able to spend a lot of time directly with that person, apologized directly, we worked through our issues, and I believe we are on very good footing now.

However, a public hurt like that I think requires a public apology. So, even though she’s gone, for the public record, I believe that Ms. Cheri Wischmeyer deserves an apology from me that says, ‘Cheri, I am so sorry for the way that I responded to the issues. It was uncalled for, unneeded, and simply got away from me.’

I’ve not represented the Town in a positive light by doing that, and it needed to be

addressed. I do commit myself to really not allowing that to happen again. I've let you down tonight, and I do apologize."

Councilor Baker accepted Mr. Showers' apology on behalf of the Council.

15. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.

Councilor Whatley attended the Phillip England Center for the Performing Arts; it's a go for *Kingdom of the Spiders* on October 30th at 3:00 p.m. at the Multi-Use building. They are asking for artifacts or anything that the Town or citizen might have related to this movie. They are also encouraging the use of costumes.

Councilor Whatley also stated that the Cornfest was amazing, it was so well attended and staff did an amazing job. Many community members had favorable comments. Kudos to the entire Parks and Rec staff. She also wanted to give a shout-out to the Maintenance Department, who did an excellent job in spite of being seriously understaffed.

Councilor McPhail reiterated Councilor Whatley's comments about the Cornfest. She attended the School Board Meeting, Tribal Council, and finally won one at Game Night.

Vice Mayor Butner had nothing to report other than that the Cornfest was really great. The Town Staff does a great job and it makes you proud to be a member of the community of Camp Verde. I just wish it could be bigger like it was before and hope that it could be expanded.

Councilor Moore agreed that the Cornfest was a big success, but received feedback that there was nothing for kids. Staff advised her that it was not true, there were many things for kids to do at the Cornfest.

Mayor Jenkins attended the bi-weekly Verde Valley Mayor Managers Meeting, attended the Public Works Meet and Greet, and had the pleasure of attending a get-together for Rainbow Acres to meet their new director. She attended Sgt. Lopez's funeral services together with many others. She had the great honor of being invited

to and spending time at the Camp Verde Children’s Summer program. Mayor Jenkins reiterated the success of the Cornfest, and stated that the only problem is the heat. She hopes the Town will look into adding some outside water features for kids to future Cornfest events.

- 16. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.

Town Clerk Cindy Pemberton informed the Council that staff has updated the Request to Speak card to include a new box that identifies “I wish for Council to contact me.” When a member of the public wishes to do their 3-minute discussion, they can check this box and the following day after the Council meeting, the Clerk will notify Council that this individual requested for somebody on the dais to follow up with this individual.

Town Manager Russ Martin is currently at the twice annually training for managers in Tucson and is attending this meeting via Zoom. He was asked to speak this year as part of a panel other city managers as a small-town representative.

Mayor Jenkins asked for a heads up on Mr. Knight’s upcoming schedule. He stated he will be doing annual reviews for the next few weeks. He will be out of town at the end of August.

Library Director Kathy Hellman wanted to let Councilor Moore know that the Library had a booth at the Cornfest and did provide multiple activities for children, including giving away 200 ice sticks.

Adjournment

Mayor Dee Jenkins adjourned the meeting at 9:07 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on July 20, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of July, 2022.

Cindy Pemberton, Town Clerk

DRAFT



Agenda Item Submission Form – Section I

Meeting Date: August 3, 2022

- Consent Agenda Decision Agenda Executive Session Requested
 Presentation Only Action/Presentation Special Session

Requesting Department: Administration

Staff Resource/Contact Person: Russ Martin

Agenda Title (be exact): Discussion, Consideration, and Possible approval of the Meals on Wheels program for Camp Verde residents operated by the Verde Valley Senior Center in the amount up to \$50,000.

List Attached Documents: N/A

Estimated Presentation Time: 5 Minutes

Estimated Discussion Time: 5 Minutes

Reviews Completed by:

Department Head: Russ Martin

Town Attorney:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

Fiscal Impact: \$60,000 has been budgeted for Community Outreach.

Comments: \$9500 and \$1000 have been allocated already out of the fund.

Background Information:

This is copied from the email request from Elaine Bremner:

Dear Mayor and Council Members:

I respectfully request to be an item on the Wednesday, August 3rd, 2022 Town Council Agenda. I am seeking approval of a request for Community Outreach Funding for the Verde Valley Senior Center's Meals-on-Wheels program, serving the citizens of Camp Verde, in the amount of \$50,000.00.

Most Sincerely,

Elaine Bremner

Executive Director

Recommended Action (Motion):

Move to approve \$_____ from the Community Outreach budget for Meals on Wheels funding to the Verde Valley Senior Center.



Agenda Item Submission Form – Section I

Meeting Date: August 3, 2022

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation

Requesting Department: Finance Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, consideration and possible approval of the "The Town of Camp Verde FY23 Final Budget".

List Attached Documents: 1) Town of Camp Verde FY23 Proposed Final Budget

Estimated Presentation Time: 5 mins

Estimated Discussion Time: 5 mins

Reviews and comments Completed by:

Town Manager: _____ Department Head: _____

Town Attorney Comments: _____

Risk Management: _____

Finance Department
 Fiscal Impact:
 Budget Code: N/A Amount Remaining: _____

Comments: The Final Budget has been updated to include the payroll changes discussed on July27, 2022 Council work session.

Background Information: None.

Recommended Action (Motion): Approve "The Town of Camp Verde FY23 Proposed Final Budget".

Instructions to the Clerk: N/A



Proposed Final Budget

Fiscal Year - 2022/23

Town of Camp Verde, Arizona

473 S Main Street
Camp Verde, AZ 86322
(928) 554-0000
www.campverde.az.gov

The Center Of It All

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Revenue & Expense Summary

All Funds

Revenues by Source

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUESTED	2022-23 MANAGER RECOMMEND	2022-23 COUNCIL PROPOSED
Local Sales Taxes	4,640,417	6,557,976	6,954,800	6,349,534	91%	7,713,910	7,713,910	7,713,910
Franchise Fees	274,960	297,150	280,000	248,741	89%	290,000	285,600	285,600
Intergovernmental Revenues	4,955,919	9,033,924	8,240,710	5,062,807	61%	36,423,700	36,423,700	36,385,745
Licenses & Permits	244,119	315,361	259,500	273,560	100%	335,125	335,125	335,125
Fines & Forfeitures	182,612	148,816	189,600	100,209	53%	164,000	164,000	164,000
Charges for Services	175,402	194,631	221,560	172,800	78%	245,160	248,760	248,760
Wastewater User Fees	1,756,373	1,762,077	1,668,200	1,666,991	100%	1,847,949	1,847,949	1,847,949
Water User Fees	0	0	1,600,000	0		1,541,400	1,541,400	1,541,400
Grants & Donations	286,863	143,730	5,231,793	1,965,429	38%	2,965,718	2,965,718	2,965,718
Debt Funds	919,949	2,886,099	17,775,000	10,340,000		715,000	715,000	715,000
Miscellaneous	550,189	645,929	364,855	331,192	91%	488,570	499,500	499,500
Total Revenues	\$ 13,986,803	\$ 21,985,693	\$ 42,786,018	\$ 26,511,263	62%	\$ 52,730,532	\$ 52,740,662	\$ 52,702,707

Expenses by Type

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUESTED	2022-23 MANAGER RECOMMEND	2022-23 COUNCIL PROPOSED
Wages & ERE	7,128,453	7,575,838	9,615,660	7,315,083	76%	11,148,010	10,939,610	10,859,936
Operating	3,002,407	3,410,171	5,097,532	3,357,986	66%	27,350,164	27,243,664	5,271,382
Capital Outlay	3,168,153	4,476,868	29,050,926	13,499,481	46%	16,608,104	16,708,104	38,704,104
Debt Service	1,676,299	1,896,006	5,785,235	1,321,455	23%	2,468,905	2,468,905	2,468,905
Depreciation & Bad Debt	1,000,000	945,760	1,300,000	0	0%	1,150,000	1,150,000	1,150,000
Total Expenses	\$ 15,975,312	\$ 18,304,643	\$ 50,849,353	\$ 25,494,005	50%	\$ 58,725,183	\$ 58,510,283	\$ 58,454,327

Complete Town Budget Overview

By Fund FY 2022-23

Revenues by Source	Major Budget Funds								
	General Fund	Wastewater Fund	Federal Grants Fund	Water Fund	Parks Fund	Debt Service Fund	CIP Fund	Non-Fed Fund	ARPA Fund
Local Sales Taxes	7,713,910	0	0	0	0	0			
Franchise Fees	285,600	0	0	0	0	0			
Intergovernmental Revenues	5,344,390	0	28,366,000	0	0	0		1,023,375	
Licenses & Permits	335,125	0	0	0	0	0			
Fines & Forfeitures	137,000	0	0	0	0	0			
Charges for Services	248,760	1,847,949	0	1,541,400	0	0			
Grants & Donations	14,500	0	0	0	0	0		1,000,000	1,868,118
Debt Funds	0	0	0	0	0	0	715,000		
Miscellaneous	175,200	205,400	0	58,600	0	0			
Total Revenues	\$ 14,254,485	\$ 2,053,349	\$ 28,366,000	\$ 1,600,000	\$ -	\$ -	\$ 715,000	\$ 2,023,375	\$ 1,868,118

Expenses by Type

Wages & ERE	9,086,026	768,915	4,000	498,345	0	0		0	
Operating	2,787,363	820,880	88,700	289,700	0	0	0	89,678	35,375
Capital Outlay	54,600	5,506,710	22,050,000	296,000	5,399,488	0	1,307,479	2,007,375	1,522,452
Debt Service	0	230,300	0	465,400	0	1,773,205			
Depreciation	0	1,100,000	0	50,000	0	0			
Total Expenses	\$ 11,927,989	\$ 8,426,805	\$ 22,142,700	\$ 1,549,445	\$ 5,399,488	\$ 1,773,205	\$ 1,307,479	\$ 2,097,053	\$ 1,557,827

Operating Transfers

Transfers Out	2,515,105	0	6,250,000	0	0	0	169,000		1,781,710
Transfers In	0	(5,281,710)	0	0	(3,534,000)	(1,773,205)	(250,000)		
Total Transfers	\$ 2,515,105	\$ (5,281,710)	\$ 6,250,000	\$ -	\$ (3,534,000)	\$ (1,773,205)	\$ (81,000)	\$ -	\$ 1,781,710

Net Increase/(Decrease) in Fund Balance

	\$ (188,609)	\$ (1,091,746)	\$ (26,700)	\$ 50,555	\$ (1,865,488)	\$ -	\$ (511,479)	\$ (73,678)	\$ (1,471,419)
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Changes in Fund Balance

Beginning Fund Balance Estimate	5,611,463	16,235,168	26,700	10,300,000	1,865,488	0	511,479	73,678	1,471,419
Ending Fund Balance	\$ 5,422,854	\$ 15,143,422	\$ -	\$ 10,350,555	\$ -	\$ -	\$ -	\$ -	\$ -

Percentage change in Fund Balance

	<u>3%</u>	<u>7%</u>	<u>100%</u>	<u>0%</u>	<u>100%</u>	<u>N/A</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>
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Complete Town Budget Overview

By Fund FY 2022-23

	HURF Fund	CDBG Fund	Magistrate Fund	911 Fund	Housing Fund	Rest'd Fund	Non Major Funds	Total Governmental Funds
Revenues by Source								
Local Sales Taxes							0	7,713,910
Franchise Fees							0	285,600
Intergovernmental Revenues	1,268,480	381,000	2,500				2,675,355	36,385,745
Licenses & Permits							0	335,125
Fines & Forfeitures			22,500			4,500	27,000	164,000
Charges for Services							1,541,400	3,638,109
Grants & Donations						83,100	2,951,218	2,965,718
Debt Funds							715,000	715,000
Miscellaneous	0				300	60,000	118,900	499,500
Total Revenues	\$ 1,268,480	\$ 381,000	\$ 25,000	\$ -	\$ 300	\$ 147,600	\$ 8,028,873	\$ 52,702,707
Expenses by Type								
Wages & ERE	502,650						1,000,995	10,859,936
Operating	350,765		154,000	1,361	123,800	529,760	1,574,439	5,271,382
Capital Outlay	10,000	550,000					11,092,794	38,704,104
Debt Service							2,238,605	2,468,905
Depreciation							50,000	1,150,000
Total Expenses	\$ 863,415	\$ 550,000	\$ 154,000	\$ 1,361	\$ 123,800	\$ 529,760	\$ 15,906,833	\$ 58,454,327
Operating Transfers								
Transfers Out	292,100				0		2,242,810	11,007,915
Transfers In		(169,000)					(5,726,205)	(11,007,915)
Total Transfers	\$ 292,100	\$ (169,000)	\$ -	\$ -	\$ -	\$ -	\$ (3,483,395)	\$ -
Net Increase/(Decrease) in Fund Balance	\$ 112,965	\$ -	\$ (129,000)	\$ (1,361)	\$ (123,500)	\$ (382,160)	\$ (4,394,565)	\$ (5,751,620)
Changes in Fund Balance								
Beginning Fund Balance Estimate	855,174	0	130,384	1,361	123,500	382,160	15,714,643	37,587,974
Ending Fund Balance	\$ 968,139	\$ -	\$ 1,384	\$ -	\$ -	\$ -	\$ 11,320,078	\$ 31,836,354
Percentage change in Fund Balance	13%	N/A	99%	100%	100%	100%	28%	15%

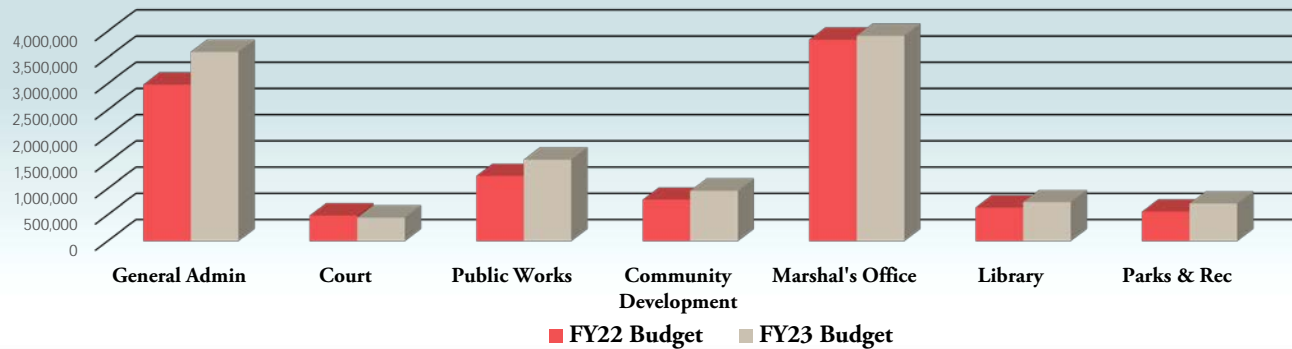
FTE Staffing Levels

Department	FY20 Actual	FY21 Actual	FY22 Approved	FY23 Budget
General Government	11.30	10.90	13.05	17.30
Town Council	N/A	N/A	N/A	N/A
Manager's Office	1.00	1.00	1.00	2.00
Clerk's Office	2.00	2.00	2.25	3.00
Finance Dept.	3.00	3.00	3.25	4.00
HR	1.00	1.00	1.25	2.00
Risk Management	1.20	0.80	1.20	2.20
Economic Development	3.10	3.10	4.10	4.10
IT Dept	N/A	N/A	N/A	N/A
Magistrate Court	6.20	6.20	6.20	4.50
Public Works	25.90	27.00	32.30	36.65
Engineering	1.00	1.00	1.00	2.05
Stormwater	1.20	1.30	1.40	1.50
Maintenance	10.00	11.00	11.00	12.50
Streets	5.20	5.20	5.30	5.80
Sewer	8.50	8.50	8.60	9.30
Water	N/A	N/A	5.00	5.50
Community Development	6.80	6.80	8.80	10.75
Building	3.80	3.80	4.30	5.80
Planning & Zoning	1.00	.50	2.00	2.75
Code Enforcement	1.00	1.00	1.00	1.00
Admin	1.00	1.50	1.50	1.00
Marshal's Office	34.75	34.00	38.70	41.50
Sworn Officers	20.75	20.00	24.70	23.50
Dispatch	8.00	8.00	8.00	9.00
Admin	6.00	6.00	6.00	9.00
Library	9.40	8.90	8.90	9.90
Parks & Rec	6.70	6.50	6.50	8.50
Pool	2.60	2.60	2.60	3.20
Events	.60	.60	.60	1.10
Rec Programs	2.30	2.30	2.30	2.70
Admin	1.20	1.00	1.00	1.50
Total FTE's	<u>101.05</u>	<u>100.30</u>	<u>114.45</u>	<u>128.90</u>

General Fund FY23 Summary

FUNCTIONAL AREAS	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
General Admin	2,084,646	2,368,422	2,982,060	2,309,802	77%	3,534,995	3,575,695	3,605,478	21%	623,418
Court	391,608	365,512	487,245	356,472	73%	454,755	454,755	447,600	-8%	-39,645
Public Works	930,924	1,051,110	1,239,630	1,097,350	89%	1,655,225	1,591,995	1,551,360	25%	311,730
Community Development	490,802	539,322	786,925	557,330	71%	1,070,460	944,465	956,416	22%	169,491
Marshal's Office	3,070,327	3,316,731	3,839,320	3,231,537	84%	3,920,835	3,920,835	3,914,845	2%	75,525
Library	560,449	637,890	640,270	558,910	87%	813,675	776,290	740,145	16%	99,875
Parks & Rec	454,693	482,207	560,560	455,972	81%	725,745	725,745	712,145	27%	151,585
Total Expenses	7,983,449	8,761,194	10,536,010	8,567,373	81%	12,175,690	11,989,780	11,927,989	13%	1,391,979
REVENUES										
State Revenues	3,411,860	3,874,793	3,629,160	3,740,648	103%	5,157,345	5,157,345	5,119,390	41%	1,490,230
Local Taxes	4,640,417	6,557,976	6,954,800	6,349,534	91%	7,713,910	7,713,910	7,713,910	11%	759,110
Departmental	847,576	923,159	910,760	733,849	81%	956,935	960,585	960,585	5%	49,825
Other	471,600	407,076	376,055	345,424	92%	454,120	460,600	460,600	22%	84,545
Total Revenues	9,371,453	11,763,004	11,870,775	11,169,455	94%	14,282,310	14,292,440	14,254,485	20%	2,383,710
Net Operating Transfers Out	1,640,762	1,435,302	2,257,220	1,676,803	74%	2,515,105	2,515,105	2,515,105	11%	257,885
Total General Fund	(252,758)	1,566,508	(922,455)	925,279		(408,485)	(212,445)	(188,609)		

FY22 to FY23 General Fund Expense Budget



**General Fund Expenditures
by Category**

EXPENSE CATEGORY	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Salary Related Expenditures										
Wages	4,249,369	4,452,606	5,463,310	4,304,424	78.8%	6,549,030	6,410,770	6,358,506	16%	895,196
Taxes	233,668	249,341	297,300	243,636	81.9%	397,985	387,410	384,475	29%	87,175
Benefits	1,656,512	1,902,088	2,333,695	1,832,183	78.5%	2,407,930	2,377,355	2,343,045	0%	9,350
Total Salary Related Expenditures	\$ 6,139,549	\$ 6,604,035	\$ 8,094,305	\$ 6,380,243	78.8%	\$ 9,354,945	\$ 9,175,535	\$ 9,086,026	12.3%	991,721
Operational Expenditures										
Training	23,665	30,989	49,565	36,019	72.7%	68,455	67,455	67,455	36.1%	17,890
Tuition Reimbursement	1,663	1,116	2,000	2,500	125.0%	4,500	4,500	4,500	125.0%	2,500
Travel	21,873	12,967	37,450	25,208	67.3%	48,380	45,880	45,880	22.5%	8,430
Uniforms	9,265	12,951	7,050	36,481	517.5%	8,050	8,050	8,050	14.2%	1,000
Office Supplies	34,026	34,162	32,450	41,755	128.7%	39,150	39,150	39,150	20.6%	6,700
Subscriptions/Memberships	31,413	30,887	33,050	26,736	80.9%	42,915	42,915	42,915	29.8%	9,865
Books/Tapes/Publications	30,043	35,115	34,870	34,408	98.7%	35,710	35,710	35,710	2.4%	840
Printing	1,556	739	3,450	1,338	38.8%	2,150	2,150	2,150	-37.7%	(1,300)
Advertising	8,856	6,567	11,975	5,907	49.3%	10,325	10,325	10,325	-13.8%	(1,650)
Postage	9,723	6,842	9,500	7,818	82.3%	9,800	9,800	9,800	3.2%	300
Computer Services/Software	260,766	288,488	243,410	270,708	111.2%	234,835	234,835	234,835	-3.5%	(8,575)
Auto Repair/Maintenance	48,818	44,961	74,500	69,417	93.2%	84,750	84,750	84,750	13.8%	10,250
Fuel	52,781	48,939	56,950	66,999	117.6%	64,800	64,800	64,800	13.8%	7,850
Utilities	174,480	189,544	207,620	177,874	85.7%	211,880	211,880	211,880	2.1%	4,260
Waste Removal	9,193	9,805	10,520	12,262	116.6%	14,805	14,805	14,805	40.7%	4,285
Cell Phone	14,523	21,829	25,295	21,904	86.6%	28,680	28,680	28,680	13.4%	3,385
Pest Control	2,971	3,235	3,200	3,432	107.3%	3,780	3,780	3,780	18.1%	580
Consulting Services	99,568	132,522	139,800	86,341	61.8%	186,500	186,500	186,500	33.4%	46,700
Legal Services	55,846	60,696	63,200	42,939	67.9%	66,150	66,150	66,150	4.7%	2,950
Contract Labor/Services	124,027	145,531	154,040	173,175	112.4%	229,200	229,200	229,200	48.8%	75,160
Interpreters	2,144	647	1,500	574	38.3%	1,500	1,500	1,500	0.0%	0
Equipment & Maint	77,880	96,335	138,410	124,940	90.3%	138,275	138,275	138,275	-0.1%	(135)
Service Charges	5,146	3,132	5,000	3,029	60.6%	5,000	5,000	5,000	0.0%	0
Credit Card Processing Fees	3,927	5,736	4,500	6,000	133.3%	5,750	5,750	5,750	27.8%	1,250
Liability Insurance	175,347	191,979	196,625	210,995	107.3%	231,000	231,000	231,000	17.5%	34,375
Safety / Security Program	1,573	2,128	1,500	453	30.2%	1,500	1,500	1,500	0.0%	0
Department Specific Expenditures	493,053	659,834	779,915	623,327	79.9%	878,305	875,305	895,305	14.8%	115,390
Employee Term Payouts	65,618	54,645	35,000	54,853	156.7%	35,000	35,000	35,000	0.0%	0
Contingency	0	0	75,000	0	0.0%	75,000	75,000	82,718	10.3%	7,718
Total Operational Expenditures	\$ 1,839,744	\$ 2,132,321	\$ 2,437,345	\$ 2,167,392	88.9%	\$ 2,766,145	\$ 2,759,645	\$ 2,787,363	14.4%	350,018

General Fund Expenditures
by Category (Cont'd)

EXPENSE CATEGORY	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Equipment/Capital Expenditures										
Office Equipment/Furniture	0	9,453	0	1,484	#DIV/0!	50,000	50,000	50,000	N/A	50,000
Structural	0	0	0	15,135	N/A	0	0	0	N/A	0
Equipment Lease	4,156	3,953	4,360	3,119	71.5%	4,600	4,600	4,600	5.5%	240
Total Equipment/Capital Expenditures	\$ 4,156	\$ 13,406	\$ 4,360	\$ 19,738	452.7%	\$ 54,600	\$ 54,600	\$ 54,600	1152.3%	50,240
Total General Fund Expenditures	\$ 7,983,449	\$ 8,749,762	\$ 10,536,010	\$ 8,567,373	81.3%	\$ 12,175,690	\$ 11,989,780	\$ 11,927,989	13.2%	1,391,979

Operating Transfers

General Fund

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUESTED	2022-23 MANAGER RECOMMEND	2022-23 COUNCIL PROPOSED
Non-Departmental Transfers								
Transfer In from Non-Fed Grants Fund	0	(275)	0	0		0	0	0
Transfer In from Fed Grants Fund	0	(12,601)	0	0		0	0	0
Transfer In from Housing Fund	(20,000)	0	0	0		0	0	0
Transfer Out to CIP Fund	424,555	276,275	1,000,000	888,557		250,000	250,000	250,000
Transfer Out to Parks Fund	0	0	0	0		784,000	784,000	784,000
Transfer Out to Debt Service Fund	1,236,207	1,171,903	1,257,220	788,246		1,481,105	1,481,105	1,481,105
Total Non-Departmental Transfers	\$ 1,640,762	\$ 1,435,302	\$ 2,257,220	\$ 1,676,803		\$ 2,515,105	\$ 2,515,105	\$ 2,515,105
Net Effect on General Fund Balance								
General Revenues	(8,523,877)	(10,839,845)	(10,960,015)	(10,435,606)		(13,325,375)	(13,331,855)	(13,293,900)
Net Departmental Costs & Transfers	8,776,635	9,273,337	11,882,470	9,510,327		13,733,860	13,544,300	13,482,509
Use of / (Surplus to) Fund Balance	\$ 252,758	\$ (1,566,508)	\$ 922,455	\$ (925,279)		\$ 408,485	\$ 212,445	\$ 188,609

General Purpose Revenues General Fund

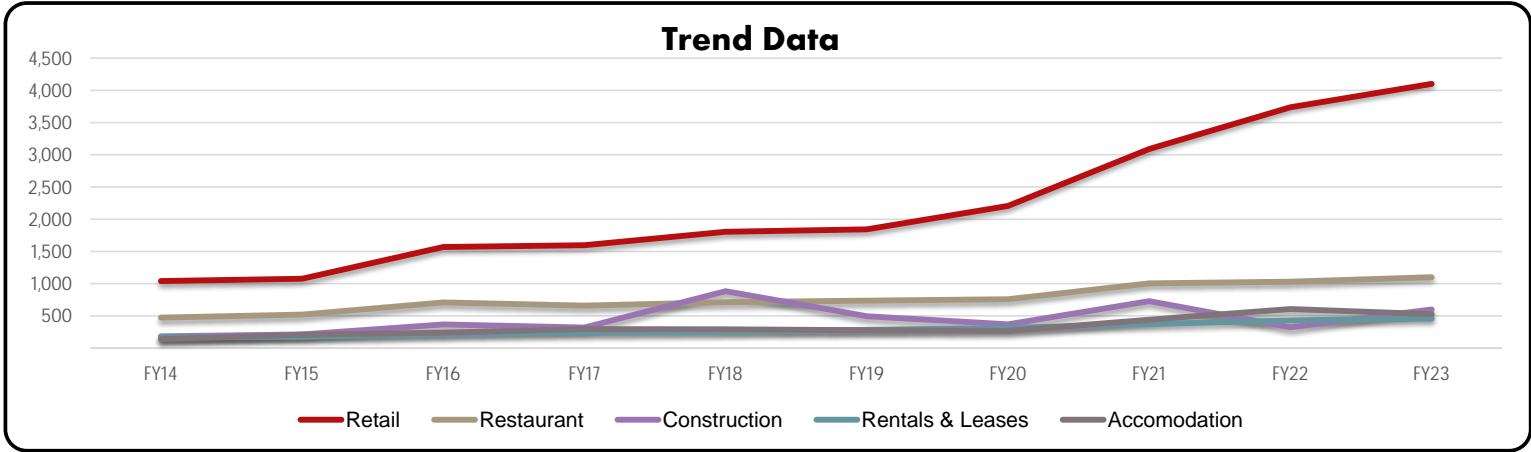
ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Local Revenues										
Sales Taxes										
Town Sales Tax	3,892,842	5,506,469	5,898,410	5,343,545	91%	6,470,800	6,470,800	6,470,800	9.7%	\$ 572,390
Est'd .65 Portion of Tax Rate	747,575	1,051,507	1,056,390	1,005,989	95%	1,243,110	1,243,110	1,243,110	17.7%	\$ 186,720
Total Sales Taxes	\$ 4,640,417	\$ 6,557,976	\$ 6,954,800	\$ 6,349,534	91%	\$ 7,713,910	\$ 7,713,910	\$ 7,713,910	10.9%	\$ 759,110
Franchise Fees										
APS	246,671	268,997	254,000	230,254	91%	264,000	259,080	259,080	2.0%	\$ 5,080
NPG Cable	20,002	19,854	18,000	12,687	70%	18,000	18,360	18,360	2.0%	\$ 360
UNS Gas	8,287	8,299	8,000	5,800	73%	8,000	8,160	8,160	2.0%	\$ 160
Total Franchise Fees	\$ 274,960	\$ 297,150	\$ 280,000	\$ 248,741	89%	\$ 290,000	\$ 285,600	\$ 285,600	2.0%	\$ 5,600
Miscellaneous										
Yav-Apache Gaming Funds	18,370	14,863	18,000	15,981	N/A	15,000	18,000	18,000	0.0%	0
Wastewater Admin Fee	70,348	70,601	67,055	55,000	82%	138,120	146,000	146,000	117.7%	78,945
Refunds & Reimbursements	18,787	5,035	8,000	14,675	100%	8,000	8,000	8,000	0.0%	0
Miscellaneous	547	1,042	500	3,461	N/A	500	500	500	0.0%	0
Surplus Property Sales	119	0	0	2,511	N/A	0	0	0	N/A	0
Proceeds from Sale of Assets	68,699	16,024	0	0	N/A	0	0	0	N/A	0
Interest	19,770	2,361	2,500	5,055	100%	2,500	2,500	2,500	0.0%	0
Total Miscellaneous	\$ 196,640	\$ 109,926	\$ 96,055	\$ 96,683	100%	\$ 164,120	\$ 175,000	\$ 175,000	82.2%	\$ 78,945
Total Local Revenues	\$ 5,112,017	\$ 6,965,052	\$ 7,330,855	\$ 6,694,958	91%	\$ 8,168,030	\$ 8,174,510	\$ 8,174,510	11.5%	\$ 843,655
State Tax Revenues										
Urban Revenue Sharing	1,453,365	1,598,779	1,459,635	1,444,764	99%	2,344,475	2,344,475	2,322,700	59.1%	\$ 863,065
State Sales Tax	1,160,413	1,327,149	1,313,525	1,492,415	100%	1,738,660	1,738,660	1,722,480	31.1%	\$ 408,955
Vehicle License Tax	798,082	948,865	856,000	803,469	94%	1,074,210	1,074,210	1,074,210	25.5%	\$ 218,210
Total Intergovernmental Revenues	\$ 3,411,860	\$ 3,874,793	\$ 3,629,160	\$ 3,740,648	100%	\$ 5,157,345	\$ 5,157,345	\$ 5,119,390	41.1%	\$ 1,490,230
Total General Purpose Revenues	\$ 8,523,877	\$ 10,839,845	\$ 10,960,015	\$ 10,435,606	95%	\$ 13,325,375	\$ 13,331,855	\$ 13,293,900	21.3%	\$ 2,333,885

Revenue History

Local Transaction Privilege Tax Detail - Top 5 Categories (in Thousands)

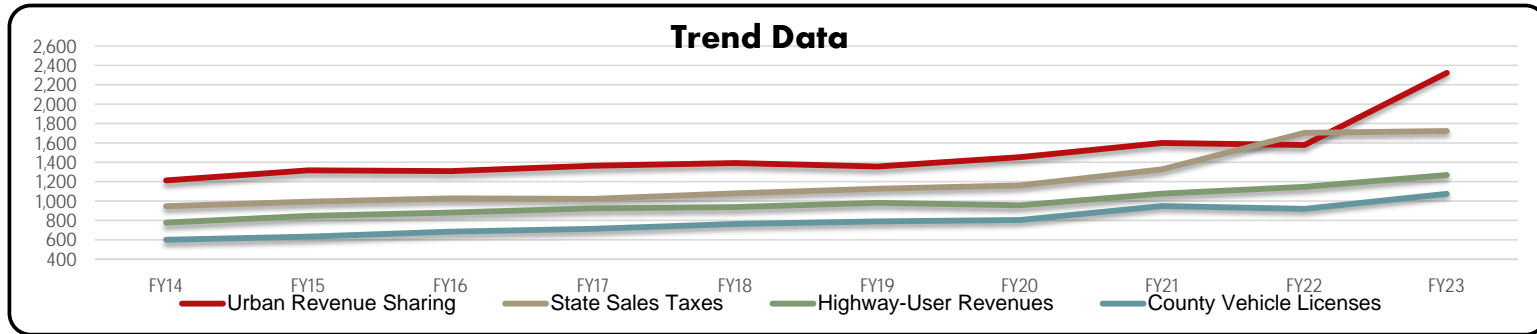
Source	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Retail	1,040	1,076	1,569	1,596	1,806	1,843	2,206	3,091	3,737	4,100
Restaurant	473	520	709	659	713	737	758	1,004	1,030	1,100
Construction	183	213	367	320	883	495	369	729	323	600
Rentals & Leases	170	174	216	235	253	283	313	373	430	460
Accommodation	139	208	239	295	292	278	266	441	606	525

*Est'd *Budget



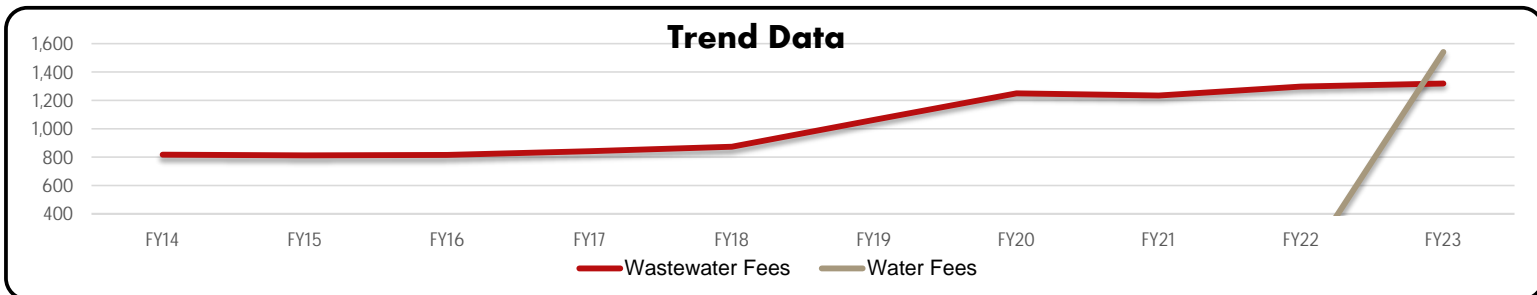
State & County Tax Detail (in Thousands)

Source	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Urban Revenue Sharing	1,213	1,316	1,309	1,365	1,392	1,356	1,453	1,599	1,578	2,323
State Sales Taxes	946	994	1,028	1,022	1,079	1,127	1,160	1,327	1,704	1,722
Highway-User Revenues	777	846	881	924	937	981	956	1,076	1,147	1,268
County Vehicle Licenses	600	633	684	713	763	790	804	949	919	1,074
									*Est'd	*Budget



Enterprise Funds Fee Revenue (in Thousands)

Source	FY14	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23
Wastewater Fees	817	812	816	842	873	1,063	1,250	1,234	1,297	1,319
Water Fees	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1,541
									*Est'd	*Budget



GENERAL GOVERNMENT SUMMARY



Departments

Manager ◆ Clerk ◆ Council ◆ Finance ◆ HR ◆ IT
 Risk Management ◆ Economic Development ◆ Non Departmental

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 1,070,316	\$ 1,159,569	\$ 1,635,025	\$ 1,169,521	\$ 2,046,760	\$ 2,090,460	\$ 2,092,525
Operating Expenditures	\$ 1,014,330	\$ 1,208,853	\$ 1,347,035	\$ 1,140,281	\$ 1,438,235	\$ 1,435,235	\$ 1,462,953
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Total Expenditures	\$ 2,084,646	\$ 2,368,422	\$ 2,982,060	\$ 2,309,802	\$ 3,534,995	\$ 3,575,695	\$ 3,605,478
Revenues							
Total Revenues	\$ 24,815	\$ 25,314	\$ 34,200	\$ 38,971	\$ 27,000	\$ 27,200	\$ 27,200
Net Cost to General Fund	\$ 2,059,831	\$ 2,343,108	\$ 2,947,860	\$ 2,270,831	\$ 3,507,995	\$ 3,548,495	\$ 3,578,278

MAYOR & COUNCIL

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 22,200	\$ 22,200	\$ 22,200	\$ 20,100	91%	\$ 35,500	\$ 35,500	\$ 35,500
Taxes & Benefits	\$ 2,016	\$ 1,964	\$ 2,375	\$ 1,710	72%	\$ 3,655	\$ 3,655	\$ 3,665
Operations	\$ 17,481	\$ 15,525	\$ 24,500	\$ 17,673	72%	\$ 27,500	\$ 24,500	\$ 24,500
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 41,697	\$ 39,689	\$ 49,075	\$ 39,483	80%	\$ 66,655	\$ 63,655	\$ 63,665
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	41,697	39,689	49,075	39,483	80%	66,655	63,655	63,665

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
Council Members	7	7	7	7	7	7	7

TOWN MANAGER

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 130,303	\$ 137,682	\$ 138,440	\$ 123,500	89%	\$ 287,755	\$ 287,755	\$ 287,765
Taxes & Benefits	\$ 35,040	\$ 38,630	\$ 40,045	\$ 35,185	88%	\$ 84,240	\$ 84,240	\$ 84,270
Operations	\$ 9,148	\$ 3,440	\$ 5,250	\$ 2,565	49%	\$ 6,000	\$ 6,000	\$ 6,000
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 174,491	\$ 179,752	\$ 183,735	\$ 161,250	88%	\$ 377,995	\$ 377,995	\$ 378,035
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	174,491	179,752	183,735	161,250	88%	377,995	377,995	378,035

Staffing

	<i>FY20 Act</i>	<i>FY21 Act</i>	<i>FY22 Bud</i>	<i>FY22 Act</i>	<i>FY23 Dept</i>	<i>FY23 Mngr</i>	<i>FY23 Cncl</i>
FTE's	1.0	1.0	1.0	1.0	2.0	2.0	2.0
FT Positions	1.0	1.0	1.0	1.0	2.0	2.0	2.0
PT Positions	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Seasonal	0.0	0.0	0.0	0.0	0.0	0.0	0.0

TOWN CLERK

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 123,607	\$ 143,356	\$ 154,330	\$ 134,752	87%	\$ 219,015	\$ 219,015	\$ 218,230
Taxes & Benefits	\$ 42,526	\$ 50,622	\$ 61,365	\$ 49,164	80%	\$ 83,830	\$ 83,830	\$ 83,690
Operations	\$ 13,502	\$ 44,563	\$ 18,300	\$ 9,473	52%	\$ 39,750	\$ 39,750	\$ 39,750
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 179,635	\$ 238,541	\$ 233,995	\$ 193,389	83%	\$ 342,595	\$ 342,595	\$ 341,670
Revenues	\$ 24,753	\$ 24,532	\$ 27,000	\$ 23,307	86%	\$ 27,000	\$ 27,000	\$ 27,000
Total Department Cost	154,882	214,009	206,995	170,082	82%	315,595	315,595	314,670

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	2.0	2.0	2.3	2.0	3.0	3.0	3.0
FT Positions	2.0	2.0	3.0	2.0	3.0	3.0	3.0
PT Positions	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Seasonal	0.0	0.0	0.0	0.0	0.0	0.0	0.0

FINANCE

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 170,844	\$ 177,930	\$ 197,330	\$ 184,402	93%	\$ 273,285	\$ 273,285	\$ 272,065
Taxes & Benefits	\$ 63,253	\$ 70,300	\$ 82,085	\$ 69,042	84%	\$ 108,025	\$ 108,025	\$ 107,805
Operations	\$ 99,506	\$ 103,094	\$ 111,170	\$ 71,453	64%	\$ 110,000	\$ 110,000	\$ 110,000
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 333,603	\$ 351,324	\$ 390,585	\$ 324,897	83%	\$ 491,310	\$ 491,310	\$ 489,870
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	333,603	351,324	390,585	324,897	83%	491,310	491,310	489,870

Staffing

	<i>FY20 Act</i>	<i>FY21 Act</i>	<i>FY22 Bud</i>	<i>FY22 Act</i>	<i>FY23 Dept</i>	<i>FY23 Mngr</i>	<i>FY23 Cncl</i>
FTE's	3.0	3.0	3.3	3.3	4.0	4.0	4.0
FT Positions	3	3	4	4	4	4	4
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

HUMAN RESOURCES

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 60,776	\$ 78,029	\$ 343,870	\$ 70,664	21%	\$ 153,630	\$ 153,630	\$ 158,040
Taxes & Benefits	\$ 129,631	\$ 150,262	\$ 187,105	\$ 119,222	64%	\$ 207,415	\$ 207,415	\$ 208,310
Operations	\$ 22,131	\$ 32,284	\$ 44,915	\$ 25,351	56%	\$ 26,150	\$ 26,150	\$ 26,150
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 212,538	\$ 260,575	\$ 575,890	\$ 215,237	37%	\$ 387,195	\$ 387,195	\$ 392,500
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	212,538	260,575	575,890	215,237	37%	387,195	387,195	392,500

Staffing

	<i>FY20 Act</i>	<i>FY21 Act</i>	<i>FY22 Bud</i>	<i>FY22 Act</i>	<i>FY23 Dept</i>	<i>FY23 Mngr</i>	<i>FY23 Cncl</i>
FTE's	1.0	1.0	1.3	1.3	2.0	2.0	2.0
FT Positions	1	1	2	1	2	2	2
PT Positions	0	0	0	1	0	0	0
Seasonal	0	0	0	0	0	0	0

RISK MANAGEMENT

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 77,331	\$ 57,818	\$ 84,480	\$ 78,517	93%	\$ 169,935	\$ 169,935	\$ 169,095
Taxes & Benefits	\$ 27,213	\$ 23,119	\$ 31,650	\$ 28,703	91%	\$ 63,475	\$ 63,475	\$ 63,330
Operations	\$ 261,564	\$ 279,954	\$ 285,410	\$ 261,853	92%	\$ 300,000	\$ 300,000	\$ 300,000
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 366,108	\$ 360,891	\$ 401,540	\$ 369,073	92%	\$ 533,410	\$ 533,410	\$ 532,425
Revenues	\$ -	\$ -	\$ -	\$ 2,500	N/A	\$ -	\$ -	\$ -
Total Department Cost	366,108	360,891	401,540	366,573	91%	533,410	533,410	532,425

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	1.2	0.8	1.2	1.5	2.2	2.2	2.2
FT Positions	2	2	2	2	3	3	3
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

ECONOMIC DEVELOPMENT

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 144,106	\$ 157,005	\$ 214,420	\$ 191,770	89%	\$ 275,885	\$ 301,185	\$ 301,210
Taxes & Benefits	\$ 41,470	\$ 50,652	\$ 75,330	\$ 62,790	83%	\$ 81,115	\$ 99,515	\$ 99,550
Operations	\$ 49,167	\$ 60,540	\$ 149,000	\$ 137,627	92%	\$ 144,900	\$ 144,900	\$ 144,900
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 234,743	\$ 268,197	\$ 438,750	\$ 392,187	89%	\$ 501,900	\$ 545,600	\$ 545,660
Revenues	\$ 62	\$ 782	\$ 7,200	\$ 13,164	183%	\$ -	\$ 200	\$ 200
Total Department Cost	234,681	267,415	431,550	379,023	88%	501,900	545,400	545,460

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	3.1	3.1	4.1	4.1	4.1	4.1	4.1
FT Positions	2	2	3	3	3	3	3
PT Positions	3	3	3	3	3	3	3
Seasonal	0	0	0	0	0	0	0

INFORMATION TECHNOLOGY

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Taxes & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Operations	\$ 218,557	\$ 251,792	\$ 270,000	\$ 255,119	94%	\$ 252,600	\$ 252,600	\$ 252,600
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ 50,000	\$ 50,000	\$ 50,000
Net Expenses	\$ 218,557	\$ 251,792	\$ 270,000	\$ 255,119	94%	\$ 302,600	\$ 302,600	\$ 302,600
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	218,557	251,792	270,000	255,119	94%	302,600	302,600	302,600

Staffing

	<i>FY20 Act</i>	<i>FY21 Act</i>	<i>FY22 Bud</i>	<i>FY22 Act</i>	<i>FY23 Dept</i>	<i>FY23 Mngr</i>	<i>FY23 Cncl</i>
FTE's	Outsourced	Outsourced	Outsourced	Outsourced	Outsourced	Outsourced	Outsourced
FT Positions							
PT Positions							
Seasonal							

NON-DEPARTMENTAL

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Taxes & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Operations	\$ 323,274	\$ 417,661	\$ 438,490	\$ 359,167	82%	\$ 531,335	\$ 531,335	\$ 559,053
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 323,274	\$ 417,661	\$ 438,490	\$ 359,167	82%	\$ 531,335	\$ 531,335	\$ 559,053
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	323,274	417,661	438,490	359,167	82%	531,335	531,335	559,053

MAGISTRATE COURT SUMMARY



Departments

◆ Magistrate Court ◆

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 351,575	\$ 323,331	\$ 438,505	\$ 278,799	\$ 322,880	\$ 322,880	\$ 315,725
Operating Expenditures	\$ 40,033	\$ 42,181	\$ 48,740	\$ 77,673	\$ 131,875	\$ 131,875	\$ 131,875
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 391,608	\$ 365,512	\$ 487,245	\$ 356,472	\$ 454,755	\$ 454,755	\$ 447,600
Revenues							
Total Revenues	\$ 155,274	\$ 127,612	\$ 155,000	\$ 86,614	\$ 135,000	\$ 135,000	\$ 135,000
Net Cost to General Fund	\$ 236,334	\$ 237,900	\$ 332,245	\$ 269,858	\$ 319,755	\$ 319,755	\$ 312,600

MUNICIPAL COURT

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 257,170	\$ 229,635	\$ 305,150	\$ 193,310	63%	\$ 214,450	\$ 214,450	\$ 214,200
Taxes & Benefits	\$ 94,405	\$ 93,696	\$ 133,355	\$ 85,489	64%	\$ 108,430	\$ 108,430	\$ 101,525
Operations	\$ 40,033	\$ 42,181	\$ 48,740	\$ 77,673	159%	\$ 131,875	\$ 131,875	\$ 131,875
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 391,608	\$ 365,512	\$ 487,245	\$ 356,472	73%	\$ 454,755	\$ 454,755	\$ 447,600
Revenues	\$ 155,274	\$ 127,612	\$ 155,000	\$ 86,614	56%	\$ 135,000	\$ 135,000	\$ 135,000
Total Department Cost	236,334	237,900	332,245	269,858	81%	319,755	319,755	312,600

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	6.2	6.2	6.2	6.2	4.5	4.5	4.5
FT Positions	6	6	6	6	5	5	5
PT Positions	1	1	1	1	0	0	0
Seasonal	0	0	0	0	0	0	0

PUBLIC WORKS SUMMARY



Departments

Engineering



Stormwater



Maintenance

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 690,320	\$ 776,237	\$ 899,135	\$ 773,696	\$ 1,276,300	\$ 1,216,070	\$ 1,175,435
Operating Expenditures	\$ 240,604	\$ 263,441	\$ 340,495	\$ 308,519	\$ 378,925	\$ 375,925	\$ 375,925
Equipment/Capital Expenditures	\$ -	\$ 11,432	\$ -	\$ 15,135	\$ -	\$ -	\$ -
Total Expenditures	\$ 930,924	\$ 1,051,110	\$ 1,239,630	\$ 1,097,350	\$ 1,655,225	\$ 1,591,995	\$ 1,551,360
Revenues							
Total Revenues	\$ 25,150	\$ 25,944	\$ 15,000	\$ 5,745	\$ 15,000	\$ 15,000	\$ 15,000
Net Cost to General Fund	\$ 905,774	\$ 1,025,166	\$ 1,224,630	\$ 1,091,605	\$ 1,640,225	\$ 1,576,995	\$ 1,536,360

ENGINEERING

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 78,270	\$ 82,334	\$ 87,550	\$ 80,390	92%	\$ 176,730	\$ 176,730	\$ 159,285
Taxes & Benefits	\$ 26,028	\$ 28,627	\$ 30,935	\$ 28,269	91%	\$ 63,460	\$ 63,460	\$ 59,820
Operations	\$ 4,496	\$ 3,130	\$ 9,750	\$ 7,553	77%	\$ 11,220	\$ 11,220	\$ 11,220
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 108,794	\$ 114,091	\$ 128,235	\$ 116,212	91%	\$ 251,410	\$ 251,410	\$ 230,325
Revenues	\$ 25,150	\$ 25,944	\$ 15,000	\$ 5,745	38%	\$ 15,000	\$ 15,000	\$ 15,000
Total Department Cost	83,644	88,147	113,235	110,467	98%	236,410	236,410	215,325

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	1.0	1.0	1.0	1.0	2.0	2.0	2.0
FT Positions	3	3	3	3	4	4	4
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

STORMWATER

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 66,335	\$ 65,049	\$ 77,980	\$ 69,064	89%	\$ 145,635	\$ 103,695	\$ 99,630
Taxes & Benefits	\$ 25,021	\$ 24,632	\$ 33,930	\$ 27,814	82%	\$ 62,255	\$ 43,965	\$ 43,215
Operations	\$ 20,562	\$ 18,593	\$ 46,750	\$ 19,511	42%	\$ 48,250	\$ 48,250	\$ 48,250
Capital	\$ -	\$ 11,432	\$ -	\$ 1,740	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 111,918	\$ 119,706	\$ 158,660	\$ 118,129	74%	\$ 256,140	\$ 195,910	\$ 191,095
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	111,918	119,706	158,660	118,129	74%	256,140	195,910	191,095

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	1.2	1.3	1.4	1.3	2.3	1.5	1.5
FT Positions	9	9	10	9	10	10	10
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

MAINTENANCE

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 337,811	\$ 389,753	\$ 437,590	\$ 372,909	85%	\$ 544,350	\$ 544,350	\$ 531,885
Taxes & Benefits	\$ 156,855	\$ 185,842	\$ 231,150	\$ 195,250	84%	\$ 283,870	\$ 283,870	\$ 281,600
Operations	\$ 215,546	\$ 241,718	\$ 283,995	\$ 281,455	99%	\$ 319,455	\$ 316,455	\$ 316,455
Capital	\$ -	\$ -	\$ -	\$ 13,395	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 710,212	\$ 817,313	\$ 952,735	\$ 863,009	91%	\$ 1,147,675	\$ 1,144,675	\$ 1,129,940
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	710,212	817,313	952,735	863,009	91%	1,147,675	1,144,675	1,129,940

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	10.0	10.0	11.0	11.0	12.5	12.5	12.5
FT Positions	13	12	14	14	14	14	14
PT Positions	0	0	0	0	0	0	0
Seasonal	1	0	0	0	1	1	1

COMMUNITY DEVELOPMENT SUMMARY



Departments

Community Development ♦ Building ♦ Planning & Zoning ♦ Code Enforcement

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 441,387	\$ 485,318	\$ 711,260	\$ 503,549	\$ 959,080	\$ 833,085	\$ 845,036
Operating Expenditures	\$ 47,495	\$ 52,490	\$ 73,745	\$ 52,898	\$ 108,580	\$ 108,580	\$ 108,580
Equipment/Capital Expenditures	\$ 1,920	\$ 1,514	\$ 1,920	\$ 883	\$ 2,800	\$ 2,800	\$ 2,800
Total Expenditures	\$ 490,802	\$ 539,322	\$ 786,925	\$ 557,330	\$ 1,070,460	\$ 944,465	\$ 956,416
Revenues							
Total Revenues	\$ 304,641	\$ 385,337	\$ 317,300	\$ 335,061	\$ 421,275	\$ 421,125	\$ 421,125
Net Cost to General Fund	\$ 186,161	\$ 153,985	\$ 469,625	\$ 222,269	\$ 649,185	\$ 523,340	\$ 535,291

COMMUNITY DEVELOPMENT

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 68,092	\$ 74,963	\$ 110,635	\$ 87,219	79%	\$ 98,115	\$ 98,115	\$ 97,190
Taxes & Benefits	\$ 23,953	\$ 27,745	\$ 41,445	\$ 30,624	74%	\$ 34,080	\$ 34,080	\$ 33,925
Operations	\$ 25,684	\$ 26,226	\$ 19,025	\$ 21,721	114%	\$ 63,450	\$ 63,450	\$ 63,450
Capital	\$ 1,920	\$ 1,514	\$ 1,920	\$ 883	46%	\$ 2,800	\$ 2,800	\$ 2,800
Net Expenses	\$ 119,649	\$ 130,448	\$ 173,025	\$ 140,447	81%	\$ 198,445	\$ 198,445	\$ 197,365
Revenues	\$ 87	\$ 52	\$ -	\$ 135	N/A	\$ 150	\$ -	\$ -
Total Department Cost	119,562	130,396	173,025	140,312	81%	198,295	198,445	197,365

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	1.0	1.5	1.5	1.2	1.0	1.0	1.0
FT Positions	1	2	2	2	1	1	1
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

BUILDING

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 157,816	\$ 151,866	\$ 222,025	\$ 196,103	88%	\$ 302,570	\$ 302,570	\$ 301,040
Taxes & Benefits	\$ 65,519	\$ 65,325	\$ 97,860	\$ 89,413	91%	\$ 139,910	\$ 139,910	\$ 139,685
Operations	\$ 11,857	\$ 12,519	\$ 28,325	\$ 20,752	73%	\$ 13,130	\$ 13,130	\$ 13,130
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 235,192	\$ 229,710	\$ 348,210	\$ 306,268	88%	\$ 455,610	\$ 455,610	\$ 453,855
Revenues	\$ 266,841	\$ 340,152	\$ 276,100	\$ 292,346	106%	\$ 371,125	\$ 371,125	\$ 371,125
Total Department Cost	(31,649)	(110,442)	72,110	13,922	19%	84,485	84,485	82,730

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	3.8	3.8	4.3	4.8	5.8	5.8	5.8
FT Positions	4	4	5	5	6	6	6
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

PLANNING & ZONING

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 48,642	\$ 87,065	\$ 117,330	\$ 35,438	30%	\$ 154,080	\$ 112,380	\$ 137,666
Taxes & Benefits	\$ 20,194	\$ 40,890	\$ 49,085	\$ 16,835	34%	\$ 73,005	\$ 54,295	\$ 66,300
Operations	\$ 2,088	\$ 2,043	\$ 3,295	\$ 2,108	64%	\$ 16,500	\$ 16,500	\$ 16,500
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 70,924	\$ 129,998	\$ 169,710	\$ 54,381	32%	\$ 243,585	\$ 183,175	\$ 220,466
Revenues	\$ 37,713	\$ 45,133	\$ 41,200	\$ 42,580	103%	\$ 50,000	\$ 50,000	\$ 50,000
Total Department Cost	33,211	84,865	128,510	11,801	9%	193,585	133,175	170,466

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	1.0	1.0	2.0	2.0	3.0	2.3	2.8
FT Positions	1	1	2	2	3	3	3
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

CODE ENFORCEMENT

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 39,796	\$ 26,602	\$ 50,135	\$ 32,103	64%	\$ 107,845	\$ 61,870	\$ 46,120
Taxes & Benefits	\$ 17,375	\$ 10,862	\$ 22,745	\$ 15,814	70%	\$ 49,475	\$ 29,865	\$ 23,110
Operations	\$ 7,866	\$ 11,702	\$ 23,100	\$ 8,317	36%	\$ 15,500	\$ 15,500	\$ 15,500
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 65,037	\$ 49,166	\$ 95,980	\$ 56,234	59%	\$ 172,820	\$ 107,235	\$ 84,730
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Total Department Cost	65,037	49,166	95,980	56,234	59%	172,820	107,235	84,730

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	1.0	1.0	1.0	1.0	2.0	1.3	1.0
FT Positions	1	1	1	1	2	2	1
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

MARSHAL'S OFFICE SUMMARY



Departments

Marshal's Office ◆ Dispatch

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 2,778,121	\$ 2,959,790	\$ 3,500,190	\$ 2,877,790	\$ 3,515,655	\$ 3,515,655	\$ 3,509,665
Operating Expenditures	\$ 289,970	\$ 345,049	\$ 336,690	\$ 350,027	\$ 403,380	\$ 403,380	\$ 403,380
Equipment/Capital Expenditures	\$ 2,236	\$ 11,892	\$ 2,440	\$ 3,720	\$ 1,800	\$ 1,800	\$ 1,800
Total Expenditures	\$ 3,070,327	\$ 3,316,731	\$ 3,839,320	\$ 3,231,537	\$ 3,920,835	\$ 3,920,835	\$ 3,914,845
Revenues							
Total Revenues	\$ 207,182	\$ 217,498	\$ 208,300	\$ 147,900	\$ 162,700	\$ 163,300	\$ 163,300
Net Cost to General Fund	\$ 2,863,145	\$ 3,099,233	\$ 3,631,020	\$ 3,083,637	\$ 3,758,135	\$ 3,757,535	\$ 3,751,545

MARSHAL'S OFFICE

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 1,841,002	\$ 1,866,168	\$ 2,193,315	\$ 1,836,039	84%	\$ 2,052,565	\$ 2,052,565	\$ 2,068,445
Taxes & Benefits	\$ 908,620	\$ 1,032,898	\$ 1,240,895	\$ 977,821	79%	\$ 810,750	\$ 810,750	\$ 796,265
Operations	\$ 284,940	\$ 339,752	\$ 322,550	\$ 344,755	107%	\$ 329,525	\$ 329,525	\$ 329,525
Capital	\$ 2,236	\$ 11,892	\$ 2,440	\$ 3,720	N/A	\$ 1,800	\$ 1,800	\$ 1,800
Net Expenses	\$ 3,036,798	\$ 3,250,710	\$ 3,759,200	\$ 3,162,335	84%	\$ 3,194,640	\$ 3,194,640	\$ 3,196,035
Revenues	\$ 205,020	\$ 215,469	\$ 201,800	\$ 146,272	72%	\$ 72,700	\$ 73,300	\$ 73,300
Total Department Cost	2,831,778	3,035,241	3,557,400	3,016,063	85%	3,121,940	3,121,340	3,122,735

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	33.8	34.0	38.7	37.7	32.5	32.5	32.5
Sworn	22	24	27	24	24	24	24
Non-sworn	13	13	14	13	9	9	9
Part-time	0	0	0	0	0	0	0

DISPATCH

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ -	\$ -	N/A	\$ 438,055	\$ 438,055	\$ 431,790
Taxes & Benefits	\$ -	\$ -	\$ -	\$ -	N/A	\$ 214,285	\$ 214,285	\$ 213,165
Operations	\$ -	\$ -	\$ -	\$ -	N/A	\$ 73,855	\$ 73,855	\$ 73,855
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ -	\$ -	\$ -	\$ -	N/A	\$ 726,195	\$ 726,195	\$ 718,810
Revenues	\$ -	\$ -	\$ -	\$ -	N/A	\$ 90,000	\$ 90,000	\$ 90,000
Total Department Cost	0	0	0	0	N/A	636,195	636,195	628,810

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	0.0	0.0	0.0	0.0	9.0	9.0	9.0
FT Positions	0	0	0	0	9	9	9
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

COMMUNITY LIBRARY SUMMARY



Departments

◆ Community Library ◆

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 471,998	\$ 536,336	\$ 533,430	\$ 463,931	\$ 703,765	\$ 666,880	\$ 630,735
Operating Expenditures	\$ 88,451	\$ 101,554	\$ 106,840	\$ 94,979	\$ 109,910	\$ 109,410	\$ 109,410
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 560,449	\$ 637,890	\$ 640,270	\$ 558,910	\$ 813,675	\$ 776,290	\$ 740,145
Revenues							
Total Revenues	\$ 75,923	\$ 78,745	\$ 69,500	\$ 48,856	\$ 80,500	\$ 80,500	\$ 80,500
Net Cost to General Fund	\$ 484,526	\$ 559,145	\$ 570,770	\$ 510,054	\$ 733,175	\$ 695,790	\$ 659,645

LIBRARY

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 349,318	\$ 386,712	\$ 378,290	\$ 325,600	86%	\$ 506,045	\$ 472,100	\$ 447,395
Taxes & Benefits	\$ 122,680	\$ 149,624	\$ 155,140	\$ 138,331	89%	\$ 197,720	\$ 194,780	\$ 183,340
Operations	\$ 88,451	\$ 101,554	\$ 106,840	\$ 94,979	89%	\$ 109,910	\$ 109,410	\$ 109,410
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 560,449	\$ 637,890	\$ 640,270	\$ 558,910	87%	\$ 813,675	\$ 776,290	\$ 740,145
Revenues	\$ 75,923	\$ 78,745	\$ 69,500	\$ 48,856	70%	\$ 80,500	\$ 80,500	\$ 80,500
Total Department Cost	484,526	559,145	570,770	510,054	89%	733,175	695,790	659,645

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	9.4	8.9	8.9	8.9	11.4	10.4	9.9
FT Positions	7	7	7	7	8	8	8
PT Positions	5	5	4	4	7	5	5
Seasonal	0	0	0	0	1	0	0



PARKS & REC SUMMARY



Departments

Administration ◆ Events ◆ Heritage Pool ◆ Programs

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 335,832	\$ 363,454	\$ 376,760	\$ 312,957	\$ 530,505	\$ 530,505	\$ 516,905
Operating Expenditures	\$ 118,861	\$ 118,753	\$ 183,800	\$ 143,015	\$ 195,240	\$ 195,240	\$ 195,240
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 454,693	\$ 482,207	\$ 560,560	\$ 455,972	\$ 725,745	\$ 725,745	\$ 712,145
Revenues							
Total Revenues	\$ 54,591	\$ 62,709	\$ 111,460	\$ 70,702	\$ 115,460	\$ 118,460	\$ 118,460
Net Cost to General Fund	\$ 400,102	\$ 419,498	\$ 449,100	\$ 385,270	\$ 610,285	\$ 607,285	\$ 593,685

PARKS & REC

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 65,892	\$ 67,918	\$ 60,745	\$ 59,527	98%	\$ 90,775	\$ 90,775	\$ 81,130
Taxes & Benefits	\$ 23,691	\$ 26,165	\$ 24,630	\$ 23,004	93%	\$ 37,895	\$ 37,895	\$ 33,900
Operations	\$ 50,109	\$ 46,074	\$ 74,615	\$ 51,573	69%	\$ 78,495	\$ 78,495	\$ 78,495
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 139,692	\$ 140,157	\$ 159,990	\$ 134,104	84%	\$ 207,165	\$ 207,165	\$ 193,525
Revenues	\$ 3,105	\$ 2,990	\$ 3,000	\$ 8,920	297%	\$ 3,000	\$ 6,000	\$ 6,000
Total Department Cost	136,587	137,167	156,990	125,184	80%	204,165	201,165	187,525

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	1.2	1.0	1.0	1.0	1.5	1.5	1.5
FT Positions	5	5	4	4	5	5	5
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

EVENTS

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 35,823	\$ 34,895	\$ 42,055	\$ 38,875	92%	\$ 70,855	\$ 70,855	\$ 67,050
Taxes & Benefits	\$ 14,219	\$ 14,548	\$ 15,765	\$ 17,183	109%	\$ 28,400	\$ 28,400	\$ 26,965
Operations	\$ 21,073	\$ 25,001	\$ 47,600	\$ 55,579	117%	\$ 52,800	\$ 52,800	\$ 52,800
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 71,115	\$ 74,444	\$ 105,420	\$ 111,637	106%	\$ 152,055	\$ 152,055	\$ 146,815
Revenues	\$ 17,959	\$ 18,330	\$ 47,210	\$ 39,589	84%	\$ 49,210	\$ 49,210	\$ 49,210
Total Department Cost	53,156	56,114	58,210	72,048	124%	102,845	102,845	97,605

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	0.6	0.6	0.6	0.6	1.1	1.1	1.1
FT Positions	3	3	3	3	5	5	5
PT Positions	1	1	1	1	1	1	1
Seasonal	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible

POOL

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 80,802	\$ 104,580	\$ 88,305	\$ 63,275	72%	\$ 119,885	\$ 119,885	\$ 110,635
Taxes & Benefits	\$ 15,957	\$ 17,372	\$ 21,240	\$ 15,826	75%	\$ 28,900	\$ 28,900	\$ 25,235
Operations	\$ 35,474	\$ 40,122	\$ 31,885	\$ 26,621	83%	\$ 34,245	\$ 34,245	\$ 34,245
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 132,233	\$ 162,074	\$ 141,430	\$ 105,722	75%	\$ 183,030	\$ 183,030	\$ 170,115
Revenues	\$ 11,722	\$ 20,209	\$ 21,000	\$ 7,375	35%	\$ 21,000	\$ 21,000	\$ 21,000
Total Department Cost	120,511	141,865	120,430	98,347	82%	162,030	162,030	149,115

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	2.6	2.6	2.6	2.6	3.2	3.2	3.2
FT Positions	6	6	6	6	9	9	9
PT Positions	0	0	0	0	1	1	1
Seasonal	14	20	Flexible	22	Flexible	Flexible	Flexible

PROGRAMS

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 74,164	\$ 69,865	\$ 92,820	\$ 68,880	74%	\$ 112,070	\$ 112,070	\$ 123,140
Taxes & Benefits	\$ 25,284	\$ 28,111	\$ 31,200	\$ 26,387	85%	\$ 41,725	\$ 41,725	\$ 48,850
Operations	\$ 12,205	\$ 7,556	\$ 29,700	\$ 9,242	31%	\$ 29,700	\$ 29,700	\$ 29,700
Capital	\$ -	\$ -	\$ -	\$ -	N/A	\$ -	\$ -	\$ -
Net Expenses	\$ 111,653	\$ 105,532	\$ 153,720	\$ 104,509	68%	\$ 183,495	\$ 183,495	\$ 201,690
Revenues	\$ 21,805	\$ 21,180	\$ 40,250	\$ 14,818	37%	\$ 42,250	\$ 42,250	\$ 42,250
Total Department Cost	89,848	84,352	113,470	89,691	79%	141,245	141,245	159,440

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	2.3	2.3	2.3	2.3	2.7	2.7	2.7
FT Positions	3	3	3	3	5	5	5
PT Positions	2	2	2	2	1	1	1
Seasonal	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible

CAPITAL FUNDS SUMMARY



Departments

Capital Improvement Projects ◆ Parks

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL COUNCIL	2022-23 CARRY FORWARD	2022-23 NEW REQUESTS
Expenditures									
Buildings & Improvements	\$ 4,760	\$ -	\$ 1,686,099	\$ -	\$ 154,575	\$ 154,575	\$ 154,575	\$ 154,575	\$ -
Vehicles	\$ -	\$ 370,194	\$ 150,000	\$ 203,537	\$ 715,000	\$ 715,000	\$ 715,000	\$ -	\$ 715,000
Equipment	\$ 14,800	\$ 103,572	\$ 1,867,673	\$ 59,207	\$ 250,000	\$ 250,000	\$ 250,000	\$ -	\$ 250,000
Land & Improvements	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streets & Structural	\$ 9,242	\$ 363,873	\$ 184,263	\$ 763,880	\$ 74,263	\$ 74,263	\$ 74,263	\$ 74,263	\$ -
Community Parks	\$ 1,045,805	\$ 2,519,106	\$ 5,775,838	\$ 1,057,966	\$ 5,513,129	\$ 5,513,129	\$ 5,513,129	\$ 5,513,129	\$ -
Total Expenditures	\$ 1,134,607	\$ 3,356,745	\$ 9,663,873	\$ 2,084,590	\$ 6,706,967	\$ 6,706,967	\$ 6,706,967	\$ 5,741,967	\$ 965,000
Funding									
Fund Transfers	\$ 17,973	\$ 750,137	\$ 4,617,230	\$ 125,000	\$ 3,615,000	\$ 3,615,000	\$ 3,615,000	\$ 3,534,000	\$ 81,000
Debt	\$ -	\$ 2,886,099	\$ 635,000	\$ 165,000	\$ 715,000	\$ 715,000	\$ 715,000	\$ -	\$ 715,000
General Fund Reserves	\$ 424,555	\$ -	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	\$ -	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding	\$ 442,528	\$ 3,696,236	\$ 6,252,230	\$ 1,290,000	\$ 4,330,000	\$ 4,330,000	\$ 4,330,000	\$ 3,534,000	\$ 796,000
Net Current Year Shortage / (Overage)	\$ 692,079	\$ (339,491)	\$ 3,411,643	\$ 794,590	\$ 2,376,967	\$ 2,376,967	\$ 2,376,967	\$ 2,207,967	\$ 169,000
Fund Balance									
Prior Year Ending Balance	\$ 3,250,327	\$ 2,558,248	\$ 3,018,448	\$ 2,898,340	\$ 2,558,748	\$ 2,558,748	\$ 2,558,748	\$ 2,389,748	\$ 169,000
Current Year Ending Balance	\$ 2,558,248	\$ 2,897,739	\$ (393,195)	\$ 2,103,750	\$ 181,781	\$ 181,781	\$ 181,781	\$ 181,781	\$ -

DEBT SERVICE SUMMARY



Departments

◆ Debt Service Fund ◆

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Principal	\$ 1,049,955	\$ 1,249,075	\$ 4,496,770	\$ 872,964	\$ 1,204,030	\$ 1,204,030	\$ 1,204,030
Interest & Charges	\$ 433,277	\$ 420,031	\$ 491,340	\$ 294,337	\$ 569,175	\$ 569,175	\$ 569,175
Total Expenditures	\$ 1,483,232	\$ 1,669,106	\$ 4,988,110	\$ 1,167,301	\$ 1,773,205	\$ 1,773,205	\$ 1,773,205
Funding							
Transfers from General Fund	\$ 1,236,208	\$ 1,171,903	\$ 1,257,220	\$ 788,246	\$ 1,481,105	\$ 1,481,105	\$ 1,481,105
Other Financing Sources	\$ -	\$ -	\$ 3,500,000	\$ -	\$ -	\$ -	\$ -
Transfers from HURF Fund	\$ 247,024	\$ 246,912	\$ 230,890	\$ 164,050	\$ 292,100	\$ 292,100	\$ 292,100
Total Funding	\$ 1,483,232	\$ 1,418,815	\$ 4,988,110	\$ 952,296	\$ 1,773,205	\$ 1,773,205	\$ 1,773,205
Net Fund Balance	\$ -	\$ 250,291	\$ -	\$ 215,005	\$ -	\$ -	\$ -

Debt Service Fund

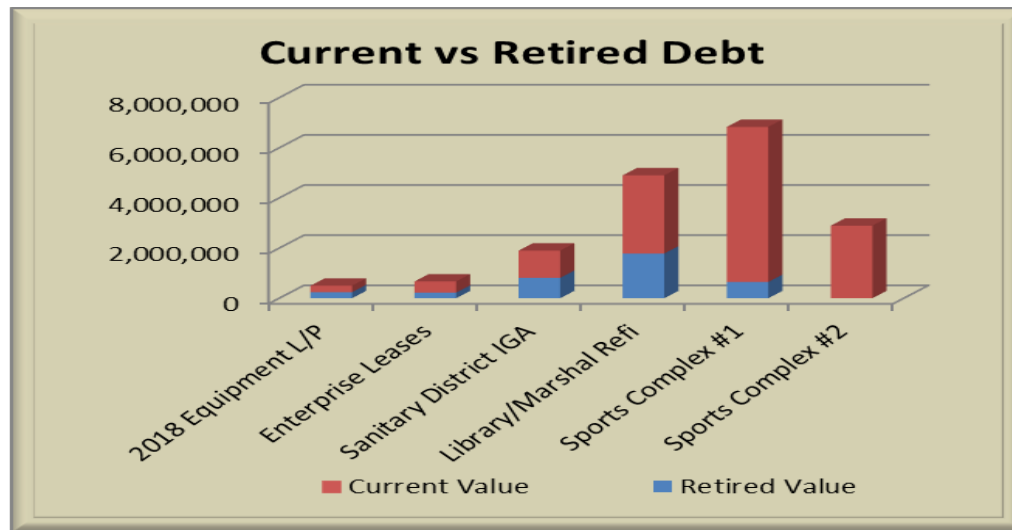
Debt	Fund	Budget	Maturity	Current Balance
2018 Equipment L/P	General, HURF	\$ 107,920	8/1/2023	\$ 157,000
Entreprise Leases	General, HURF, WW	\$ 374,830	Rolling 5 years	\$ 724,990
Sports Complex #1	General	\$ 383,520	7/1/2044	\$ 6,185,000
Sports Complex #2	General	\$ 106,220	8/1/2035	\$ 2,882,000
New Library / CVMO Refi	General	\$ 452,210 **	7/1/2030*	\$ 2,749,000
PRPRS Refinace	General	\$ 230,120	8/1/2035	\$ 3,015,000
Sanitary District IGA	General	\$ 118,385	7/1/2032	\$ 1,087,732
Total Debt Payments -				\$ 16,800,722
		\$ 1,773,205		

Funding Source	Fund	Budget
FY23 General Revenues	General Fund	\$ 1,481,105
FY23 General Revenues	HURF Fund	\$ 292,100
Total Debt Funding -		\$ 1,773,205

Debt Service Ratio (Debt Budget to Revenue)	11%
Debt per Resident (Est'd from 2020)	\$ 1,383
Avg. Time to Maturity	9.0 yrs
Median Time to Maturity	9.0 yrs

*The CVMO building refinance portion of the New Library/CVMO Refi debt will be paid off reducing the annual debt payment at the original timeline of 7/1/2024.

**The Library's portion of the New Library/CVMO Refi Budget is approx. \$281K while the CVMO portion is approx. \$170K.



SPECIAL REVENUE FUNDS SUMMARY



Departments

HURF ♦ Magistrate ♦ Federal Grants ♦ Non-Federal Grants
 Housing ♦ Restricted Use ♦ CDBG ♦ 911 ♦ ARPA

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 385,236	\$ 365,988	\$ 441,450	\$ 364,159	\$ 512,565	\$ 512,565	\$ 506,650
Operating Expenditures	\$ 486,769	\$ 562,347	\$ 1,527,736	\$ 534,761	\$ 23,473,439	\$ 23,373,439	\$ 1,373,439
Equipment/Capital Expenditures	\$ 94,363	\$ 456,167	\$ 2,997,693	\$ 270,610	\$ 4,139,827	\$ 4,139,827	\$ 26,139,827
Operating Transfers	\$ 290,622	\$ 1,659,207	\$ 3,513,427	\$ 164,050	\$ 8,154,810	\$ 8,154,810	\$ 8,154,810
Total Expenditures	\$ 1,256,990	\$ 3,043,709	\$ 8,480,306	\$ 1,333,580	\$ 36,280,641	\$ 36,180,641	\$ 36,174,726
Revenues							
Total Revenues	\$ 1,546,310	\$ 5,037,436	\$ 6,908,643	\$ 3,212,984	\$ 34,079,873	\$ 34,079,873	\$ 34,079,873
Net Dec/(Inc) in Fund Balances	\$ (289,320)	\$ (1,993,727)	\$ 1,571,663	\$ (1,879,404)	\$ 2,200,768	\$ 2,100,768	\$ 2,094,853

HURF / STREETS

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 226,918	\$ 225,564	\$ 291,300	\$ 257,665	88%	\$ 344,300	\$ 344,300	\$ 338,905
Taxes & Benefits	\$ 94,671	\$ 99,164	\$ 136,150	\$ 104,746	77%	\$ 164,265	\$ 164,265	\$ 163,745
Operations	\$ 381,560	\$ 438,496	\$ 341,615	\$ 311,638	91%	\$ 450,765	\$ 350,765	\$ 350,765
Capital	\$ 1,299	\$ 71,662	\$ -	\$ 10,103	N/A	\$ 10,000	\$ 10,000	\$ 10,000
Net Expenses	\$ 704,448	\$ 834,886	\$ 769,065	\$ 684,152	89%	\$ 969,330	\$ 869,330	\$ 863,415
Revenues	\$ 1,173,118	\$ 1,082,626	\$ 967,500	\$ 1,037,846	107%	\$ 1,268,480	\$ 1,268,480	\$ 1,268,480
Operating Transfers	\$ (247,024)	\$ (246,912)	\$ (230,890)	\$ (164,050)	71%	\$ (292,100)	\$ (292,100)	\$ (292,100)
Total Fund Cost	(221,646)	(828)	32,455	(189,644)	-584%	(7,050)	(107,050)	(112,965)

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	5.2	5.2	5.3	4.3	5.8	5.8	5.8
FT Positions	8	8	8	7	8	8	8
PT Positions	0	0	0	0	0	0	0
Seasonal	1	1	1	1	1	1	1

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Magistrate Court Net	22,811	15,352	(118,500)	8,730	-7%	(129,000)	(129,000)	(129,000)	9%	(10,500)
Expenses										
Wages & ERE	0	0	0	0	N/A	0	0	0	N/A	\$0
Operations	1,775	3,421	149,500	3,068	2%	154,000	154,000	154,000	3%	\$4,500
Capital	0	0	0	0	N/A	0	0	0	N/A	\$0
Transfers Out	0	0	0	0	N/A	0	0	0	N/A	\$0
Net Expenses	1,775	3,421	149,500	3,068	2%	154,000	154,000	154,000	3%	\$4,500
Revenues	24,586	18,773	31,000	11,798	38%	25,000	25,000	25,000	-19%	(\$6,000)

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Non Federal Grants Net	(39,221)	31,908	(58,150)	59,209	-102%	(73,678)	(73,678)	(73,678)	27%	(15,528)
Expenses										
Wages & ERE	54,628	35,242	0	0	N/A	0	0	0	N/A	\$0
Operations	9,994	29,366	141,650	6,752	5%	89,678	89,678	89,678	-37%	(\$51,972)
Capital	49,031	23,154	1,180,000	10,777	1%	2,007,375	2,007,375	2,007,375	70%	\$827,375
Transfers Out	0	275	0	0	N/A	0	0	0	N/A	\$0
Net Expenses	113,653	88,037	1,321,650	17,529	1%	2,097,053	2,097,053	2,097,053	59%	\$775,403
Revenues	74,432	119,945	1,263,500	76,738	6%	2,023,375	2,023,375	2,023,375	60%	\$759,875

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Federal Grants Net	9,979	1,882,144	(1,014,427)	(83,931)	8%	(26,700)	(26,700)	(26,700)	-97%	987,727
Expenses										
Wages & ERE	9,019	6,018	14,000	1,748	12%	4,000	4,000	4,000	-71%	(\$10,000)
Operations	20,771	61,463	431,440	157,933	37%	22,088,700	22,088,700	88,700	-79%	(\$342,740)
Capital	7,483	10,435	8,000	0	0%	50,000	50,000	22,050,000	N/A	\$22,042,000
Transfers Out	3,598	1,493,471	3,407,537	0	0%	6,250,000	6,250,000	6,250,000	83%	\$2,842,463
Net Expenses	40,871	1,571,387	3,860,977	159,681	4%	28,392,700	28,392,700	28,392,700	635%	\$24,531,723
Revenues	50,850	3,453,531	2,846,550	75,750	3%	28,366,000	28,366,000	28,366,000	897%	\$25,519,450
Transfers In	0	0	0	0	N/A	0	0	0	N/A	\$0

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
CDBG Net	(30,800)	-	-	(246)	N/A	-	-	-	N/A	-
Expenses										
Wages & ERE	0	0	0	0	N/A	0	0	0	N/A	\$0
Operations	0	0	0	0	N/A	0	0	0	N/A	\$0
Capital	36,550	350,916	475,000	246	0%	550,000	550,000	550,000	16%	\$75,000
Net Expenses	36,550	350,916	475,000	246	0%	550,000	550,000	550,000	16%	\$75,000
Revenues	5,750	270,643	350,000	0	0%	381,000	381,000	381,000	9%	\$31,000
Transfers In	0	80,273	125,000	0	0%	169,000	169,000	169,000	35%	\$44,000

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Restricted Monies Net	142,873	13,409	(276,970)	91,941	-33%	(382,160)	(382,160)	(382,160)	38%	(105,190)
Expenses										
Wages & ERE	0	0	0	0	N/A	0	0	0	N/A	\$0
Operations	70,473	29,601	392,170	50,745	13%	529,760	529,760	529,760	35%	\$137,590
Capital	0	0	0	0	N/A	0	0	0	N/A	\$0
Net Transfers	0	(1,178)	0	0	N/A	0	0	0	N/A	\$0
Net Expenses	70,473	28,423	392,170	50,745	13%	529,760	529,760	529,760	35%	\$137,590
Revenues	213,346	41,832	115,200	142,686	124%	147,600	147,600	147,600	28%	\$32,400

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
Housing Fund Net	(17,968)	50,086	(69,800)	48	0%	(123,500)	(123,500)	(123,500)	77%	(53,700)
Expenses										
Wages & ERE	0	0	0	0	N/A	0	0	0	N/A	\$0
Operations	2,196	0	70,000	0	0%	123,800	123,800	123,800	77%	\$53,800
Capital	0	0	0	0	N/A	0	0	0	N/A	\$0
Net Transfers	20,000	0	0	0	N/A	0	0	0	N/A	\$0
Net Expenses	22,196	0	70,000	0	0%	123,800	123,800	123,800	77%	\$53,800
Revenues	4,228	50,086	200	48	24%	300	300	300	50%	\$100

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
911 Fund Net	-	-	(1,361)	-	0%	(1,361)	(1,361)	(1,361)	0%	-
Expenses										
Wages & ERE	0	0	0	0	N/A	0	0	0	N/A	\$0
Operations	0	0	1,361	0	0%	1,361	1,361	1,361	0%	\$0
Capital	0	0	0	0	N/A	0	0	0	N/A	\$0
Net Transfers	0	0	0	0	N/A	0	0	0	N/A	\$0
Net Expenses	0	0	1,361	0	0%	1,361	1,361	1,361	0%	\$0
Revenues	0	0	0	0	N/A	0	0	0	N/A	N/A

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED	% Chng	\$ Chng
ARPA Fund Net	-	-	-	1,614,009	N/A	(1,471,419)	(1,471,419)	(1,471,419)	N/A	(1,471,419)
Expenses										
Wages & ERE	0	0	0	0	N/A	0	0	0	N/A	\$0
Operations	0	0	0	4,625	N/A	35,375	35,375	35,375	N/A	\$35,375
Capital	0	0	1,334,693	249,484	N/A	1,522,452	1,522,452	1,522,452	14%	\$1,522,452
Net Transfers	0	0	0	0	N/A	1,781,710	1,781,710	1,781,710	N/A	\$1,781,710
Net Expenses	0	0	1,334,693	254,109	19%	3,339,537	3,339,537	3,339,537	150%	\$2,004,844
Revenues	0	0	1,334,693	1,868,118	N/A	1,868,118	1,868,118	1,868,118	40%	N/A



ENTERPRISE FUND SUMMARY



Departments

Wastewater Fund ♦ Water Fund

	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 603,668	\$ 605,815	\$ 1,079,905	\$ 570,681	\$ 1,280,500	\$ 1,251,510	\$ 1,267,260
Operating Expenditures	675,894	715,503	1,132,451	655,833	1,110,580	1,110,580	1,110,580
Equipment/Capital Expenditures	1,935,027	650,550	6,210,000	949,543	5,706,710	5,806,710	5,802,710
Depreciation, Debt, Other	1,193,067	1,172,660	2,097,125	154,154	1,486,700	1,486,700	1,845,700
Utility Purchase	-	-	10,175,000	10,175,000	-	-	-
Total Expenditures	\$ 4,407,656	\$ 3,144,528	\$ 20,694,481	\$ 12,505,211	\$ 9,584,490	\$ 9,655,500	\$ 10,026,250
Revenues							
Monthly User Fees	\$ 1,212,890	\$ 1,234,074	\$ 1,220,400	\$ 1,188,889	\$ 2,860,349	\$ 2,860,349	\$ 2,860,349
Other Fees	\$ 543,483	\$ 528,003	\$ 447,800	\$ 478,102	\$ 587,600	\$ 587,600	\$ 587,600
Grants & Donations	\$ 177,757	\$ -	\$ 2,755,000	\$ -	\$ -	\$ -	\$ -
Debt Funds	\$ 919,949	\$ -	\$ 13,640,000	\$ 10,175,000	\$ -	\$ -	\$ -
Other Revenues/Transfers	\$ 218,898	\$ 215,899	\$ 208,400	\$ 131,833	\$ 5,487,110	\$ 5,487,110	\$ 5,487,110
Net Dec/(Inc) in Fund Balances	\$ 1,334,679	\$ 1,166,552	\$ 2,422,881	\$ 531,387	\$ 649,431	\$ 720,441	\$ 1,091,191

WASTEWATER

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ 427,933	\$ 413,038	\$ 470,430	\$ 390,400	83%	\$ 543,520	\$ 525,235	\$ 532,600
Taxes & Benefits	\$ 175,735	\$ 192,777	\$ 209,475	\$ 180,281	86%	\$ 245,635	\$ 234,930	\$ 236,315
Operations	\$ 675,894	\$ 715,503	\$ 717,931	\$ 655,833	91%	\$ 820,880	\$ 820,880	\$ 820,880
Capital	\$ 217,279	\$ 289,563	\$ 5,910,000	\$ 949,543	16%	\$ 5,406,710	\$ 5,506,710	\$ 5,506,710
Net Expenses	\$ 1,496,841	\$ 1,610,881	\$ 7,307,836	\$ 2,176,057	30%	\$ 7,016,745	\$ 7,087,755	\$ 7,096,505
REVENUES								
Monthly User Fees	\$ 1,212,890	\$ 1,234,074	\$ 1,220,400	\$ 1,188,889	97%	\$ 1,318,949	\$ 1,318,949	\$ 1,318,949
Operating Transfers In	\$ -	\$ -	\$ -	\$ -		\$ 5,281,710	\$ 5,281,710	\$ 5,281,710
Other Fees	\$ 546,119	\$ 530,945	\$ 455,800	\$ 478,580	105%	\$ 534,000	\$ 534,000	\$ 534,000
Total Operations Cost/(Savings)	(262,168)	(154,138)	5,631,636	508,588	9%	5,163,796	5,234,806	(38,154)
Non-Operating Net Exps	1,596,847	1,320,690	721,475	920,084	128%	1,129,900	1,129,900	1,129,900
Total Fund Cost	1,334,679	1,166,552	6,353,111	1,428,672	N/A	6,293,696	6,364,706	1,091,746

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY23 Cncl
FTE's	8.5	8.5	8.6	8.6	9.3	9.3	9.3
FT Positions	10	10	10	10	11	11	11
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

WATER

Budget

EXPENSE TYPE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	% of Bud	2022-23 DEPT REQUEST	2022-23 MANAGER RECMN'D	2022-23 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ -	\$ -	N/A	\$ 340,595	\$ 340,595	\$ 349,845
Taxes & Benefits	\$ -	\$ -	\$ 400,000	\$ -	0%	\$ 150,750	\$ 150,750	\$ 148,500
Operations	\$ -	\$ -	\$ 414,520	\$ -	0%	\$ 289,700	\$ 289,700	\$ 289,700
Capital	\$ -	\$ -	\$ 10,175,000	\$ 10,175,000	100%	\$ 300,000	\$ 300,000	\$ 296,000
Depreciation, Debt, Other	\$ -	\$ -	\$ 510,250	\$ -	0%	\$ 515,400	\$ 515,400	\$ 515,400
Net Expenses	\$ -	\$ -	\$ 11,499,770	\$ 10,175,000	88%	\$ 1,596,445	\$ 1,596,445	\$ 1,599,445
REVENUES								
Monthly User Fees	\$ -	\$ -	\$ 1,600,000	\$ -	0%	\$ 1,541,400	\$ 1,541,400	\$ 1,541,400
Other Fees	\$ -	\$ -	\$ -	\$ -	N/A	\$ 58,600	\$ 58,600	\$ 58,600
Other Revenues	\$ -	\$ -	\$ 10,175,000	\$ 10,175,000	100%	\$ -	\$ -	\$ -
Total Department Cost	0	0	(275,230)	0	0%	(3,555)	(3,555)	(555)

Staffing

	FY20 Act	FY21 Act	FY22 Bud	FY22 Act	FY23 Dept	FY23 Mngr	FY22 Cncl
FTE's	0.0	0.0	5.0	0.0	5.5	5.5	5.5
FT Positions	0	0	5	0	6	6	6
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Camp Verde Sanitary District Agency Fund

Debt Service

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 THRU MAY EST'D	2022-23 DEPT REQUESTED	2022-23 MANAGER RECOMMEND	2022-23 COUNCIL PROPOSED
Principal & Interest							
Debt Principle Payments	690,921	779,866	793,790	144,000	805,895	805,895	805,895
Interest & Misc Fees	201,905	224,216	203,215	126,530	206,220	206,220	206,220
Total Principal & Interest	\$ 892,826	\$ 1,004,082	\$ 997,005	\$ 270,530	\$ 1,012,115	\$ 1,012,115	\$ 1,012,115
Revenue Sources							
Property Taxes	871,887	876,039	878,580	620,827	893,730	893,730	893,730
IGA with Town of Camp Verde	118,508	118,466	118,425	118,423	118,385	118,385	118,385
Interest	33,539	2,666	4,000	1,191	800	800	800
Total Tax Levy & IGA	\$ 1,023,934	\$ 997,171	\$ 1,001,005	\$ 740,441	\$ 1,012,915	\$ 1,012,915	\$ 1,012,915
Net Effect on Fund	\$ (131,108)	\$ 6,911	\$ (4,000)	\$ (469,911)	\$ (800)	\$ (800)	\$ (800)

Town of Camp Verde
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2023

Fiscal Year	S c h	FUNDS								
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds	
2022	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	10,500,065	3,659,661	1,488,110	9,663,873	0	7,427,951	0	32,739,660
2022	Actual Expenditures/Expenses**	E	8,567,373	1,169,530	1,167,301	2,084,590	0	12,505,211	0	25,494,005
2023	Beginning Fund Balance/(deficit) or net Position/(deficit) at July 1***		5,611,463	3,064,376	0	2,376,967		26,535,168		37,587,974
2023	Primary Property Tax Levy	B								0
2023	Secondary Property Tax Levy	B								0
2023	Estimated Revenues Other than Property Taxes	C	14,254,485	34,079,873	0	0	0	3,653,349	0	51,987,707
2023	Other Financing Sources	D	0	0	0	715,000	0	0	0	715,000
2023	Other Financing (Uses)	D	0	0	0	715,000	0	0	0	715,000
2023	Interfund Transfers In	D	0	169,000	1,773,205	3,784,000	0	5,281,710	0	11,007,915
2023	Interfund Transfers (Out)	D	2,515,105	8,323,810	0	169,000	0	0	0	11,007,915
2023	Line 11: Reduction for Fund Balance Reserved for Future Budget Year Expenditures									
	Maintained for Future Debt Retirement									0
	Maintained for Future Capital Projects									0
	Maintained for Future Financial Stability									0
2023	Total Financial Resources Available		17,350,843	28,989,439	1,773,205	5,991,967	0	35,470,227	0	89,575,681
2023	Budgeted Expenditures/Expenses	E	11,927,989	28,019,916	1,773,205	5,991,967	0	10,026,250	0	57,739,327

EXPENDITURE LIMITATION COMPARISON

	2022	2023
1. Budgeted expenditures/expenses	\$ 32,739,660	\$ 57,739,327
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	32,739,660	57,739,327
4. Less: estimated exclusions	17,470,438	41,310,731
5. Amount subject to the expenditure limitation	\$ 15,269,222	\$ 16,428,596
6. EEC expenditure limitation	\$ 16,408,064	\$ 18,872,615

The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent Beginning Fund Balance/(deficit) or Net Position/(deficit) amounts except for nonspendable amounts(e.g., prepaids and inventories) or amounts legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2023**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2022	ACTUAL REVENUES* FY2022	ESTIMATED REVENUES FY2023
GENERAL FUND			
Local taxes			
Transaction Priviledge Tax	\$ 6,954,800	\$ 6,349,534	\$ 7,713,910
Franchise Fees	280,000	248,741	285,600
Licenses and permits			
Building Fees & Permits	227,500	248,772	303,125
Business License & Events	27,000	23,300	27,000
Pet License	5,000	1,488	5,000
Intergovernmental			
State Shared Revenues	1,459,635	1,444,764	2,322,700
State Transaction Priviledge Tax	1,313,525	1,492,415	1,722,480
Vehicle License Tax	856,000	803,469	1,074,210
Dispatch Services	195,000	137,560	150,000
Other	65,000	45,170	75,000
Charges for services			
Charges for Services	221,560	172,800	248,760
Fines and forfeits			
Magistrate Court	150,000	82,042	130,000
Other	7,000	5,463	7,000
Interest on investments			
Interest	2,500	5,055	2,500
In-lieu property taxes			
None			
Contributions			
Voluntary contributions	12,500	13,400	14,500
Grants	0	0	0
Miscellaneous			
Miscellaneous	93,755	92,847	172,700
Total General Fund	\$ 11,870,775	\$ 11,166,820	\$ 14,254,485

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2023**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2022	ACTUAL REVENUES* FY2022	ESTIMATED REVENUES FY2023
SPECIAL REVENUE FUNDS			
Magistrate Fund			
Local JCEF	\$ 3,000	\$ 1,244	\$ 2,500
Fill The Gap	3,000	1,398	2,500
Court Enhancement	25,000	9,156	20,000
	<u>\$ 31,000</u>	<u>\$ 11,798</u>	<u>\$ 25,000</u>
HURF Fund			
State HURF Revenues	\$ 967,500	\$ 1,035,846	\$ 1,268,480
Interest & Other	0	2,000	0
	<u>\$ 967,500</u>	<u>\$ 1,037,846</u>	<u>\$ 1,268,480</u>
Housing Fund			
Loan Payment Principle	\$ 0	\$ 0	\$ 0
Interest	200	48	300
	<u>\$ 200</u>	<u>\$ 48</u>	<u>\$ 300</u>
Federal Grants Fund	2,846,550	75,750	28,366,000
Non-Federal Grants Fund	1,263,500	76,738	2,023,375
ARPA Fund	1,334,693	1,868,118	1,868,118
CDBG Fund	350,000	0	381,000
Donations Fund	115,200	142,686	147,600
	<u>\$ 5,909,943</u>	<u>\$ 2,163,292</u>	<u>\$ 32,786,093</u>
Total Special Revenue Funds	<u>\$ 6,908,643</u>	<u>\$ 3,212,984</u>	<u>\$ 34,079,873</u>

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2023**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2022	ACTUAL REVENUES* FY2022	ESTIMATED REVENUES FY2023
DEBT SERVICE FUNDS			
Interest	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
Total Debt Service Funds	\$ 0	\$ 0	\$ 0
CAPITAL PROJECTS FUNDS			
	\$ 0	\$ 0	\$ 0
Total Capital Projects Funds	\$ 0	\$ 0	\$ 0
PERMANENT FUNDS			
None	\$ 0	\$ 0	\$ 0
Total Permanent Funds	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS			
Wastewater Fund			
Operating Revenues	\$ 1,676,200	\$ 1,667,469	\$ 1,852,949
Grants	2,755,000	0	0
Interest & Other	201,200	131,355	200,400
	\$ 4,632,400	\$ 1,798,824	\$ 2,053,349
Water Fund			
Operating Revenues	\$ 1,600,000	\$ 0	\$ 1,600,000
	\$ 1,600,000	\$ 0	\$ 1,600,000
Total Enterprise Funds	\$ 6,232,400	\$ 1,798,824	\$ 3,653,349
INTERNAL SERVICE FUNDS			
None	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 25,011,818	\$ 16,178,628	\$ 51,987,707

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

Town of Camp Verde
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2023

FUND	OTHER FINANCING FY2023		INTERFUND TRANSFERS FY2023	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
CIP Fund	\$	\$	\$	250,000
Debt Service Fund				1,481,105
Parks Fund				784,000
Total General Fund	\$ 0	\$ 0	\$ 0	\$ 2,515,105
SPECIAL REVENUE FUNDS				
Federal Grants Fund	\$	\$	\$ 0	6,250,000
ARPA Fund	\$	\$	\$ 0	1,781,710
CDBG Fund			169,000	
HURF Fund				292,100
Total Special Revenue Funds	\$ 0	\$ 0	\$ 169,000	\$ 8,323,810
DEBT SERVICE FUNDS				
General Fund	\$	\$	\$ 1,481,105	\$
HURF Fund			292,100	
PSPRS Refinancing	0	0		
Total Debt Service Funds	\$ 0	\$ 0	\$ 1,773,205	\$ 0
CAPITAL PROJECTS FUNDS				
General Fund	\$	\$	\$ 250,000	169,000
Federal Grants			3,534,000	
Lease Financing	715,000			
Vehicle Purchases		715,000		
Total Capital Projects Funds	\$ 715,000	\$ 715,000	\$ 3,784,000	\$ 169,000
PERMANENT FUNDS				
None	\$	\$	\$	\$
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
Wastewater Fund	\$	\$	\$ 5,281,710	\$
	\$	\$	\$	\$
Total Enterprise Funds	\$ 0	\$ 0	\$ 5,281,710	\$ 0
INTERNAL SERVICE FUNDS				
None	\$	\$	\$	\$
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 715,000	\$ 715,000	\$ 11,007,915	\$ 11,007,915

**Town of Camp Verde
Expenditures/Expenses by Fund
Fiscal Year 2023**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES FY2022	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED FY2022	ACTUAL EXPENDITURES/ EXPENSES* FY2022	BUDGETED EXPENDITURES/ EXPENSES FY2023
GENERAL FUND				
General Admin	\$ 2,982,060	\$ (35,945)	\$ 2,309,802	\$ 3,605,478
Magistrate Court	487,245	0	356,472	447,600
Public Works	1,239,630	0	1,097,350	1,551,360
Community Development	786,925	0	557,330	956,416
Marshal's Office	3,839,320	0	3,231,537	3,914,845
Library	640,270	0	558,910	740,145
Parks & Rec	560,560	0	455,972	712,145
Total General Fund	\$ 10,536,010	\$ (35,945)	\$ 8,567,373	\$ 11,927,989
SPECIAL REVENUE FUNDS				
Magistrate Fund	\$ 149,500	\$ 0	\$ 3,068	\$ 154,000
Non-Federal Grants Fund	1,321,650	0	17,529	2,097,053
Federal Grants Fund	453,440	0	159,681	22,142,700
ARPA Fund	0	0	254,109	1,557,827
CDBG Fund	475,000	0	246	550,000
911 fund	1,361	0	0	1,361
Library Fund	0	0	0	0
Impact Fee Fund	0	0	0	0
Housing Fund	70,000	0	0	123,800
Donations Fund	392,170	0	50,745	529,760
HURF Fund	769,065	27,475	684,152	863,415
Total Special Revenue Funds	\$ 3,632,186	\$ 27,475	\$ 1,169,530	\$ 28,019,916
DEBT SERVICE FUNDS				
Debt Service Fund	\$ 1,488,110	\$ 0	\$ 1,167,301	\$ 1,773,205
Total Debt Service Funds	\$ 1,488,110	\$ 0	\$ 1,167,301	\$ 1,773,205
CAPITAL PROJECTS FUNDS				
CIP Fund	\$ 4,024,751	\$ 0	\$ 1,128,197	\$ 592,479
Parks Fund	5,639,122	0	956,393	5,399,488
Total Capital Projects Funds	\$ 9,663,873	\$ 0	\$ 2,084,590	\$ 5,991,967
PERMANENT FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
Wastewater	\$ 6,094,711	\$ 8,470	\$ 2,330,211	\$ 8,426,805
Water	1,324,770	0	10,175,000	1,599,445
Total Enterprise Funds	\$ 7,419,481	\$ 8,470	\$ 12,505,211	\$ 10,026,250
INTERNAL SERVICE FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 32,739,660	\$ 0	\$ 25,494,005	\$ 57,739,327

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed budget

**Town of Camp Verde
Full-Time Employees and Personnel Compensation
Fiscal Year 2023**

FUND	Full-Time Equivalent (FTE) FY2023	Employee Salaries and Hourly Costs FY2023	Retirement Costs FY2023	Healthcare Costs FY2023	Other Benefit Costs FY2023	Total Estimated Personnel Compensation FY2023
GENERAL FUND	108	\$ 6,742,981	\$ 732,290	\$ 1,487,160	\$ 123,595	\$ 9,086,026
SPECIAL REVENUE FUNDS						
HURF Fund	6	\$ 366,040	\$ 41,385	\$ 73,260	\$ 21,965	\$ 502,650
Federal Grants		2,964	336	540	160	4,000
						0
Total Special Revenue Funds	6	\$ 369,004	\$ 41,721	\$ 73,800	\$ 22,125	\$ 506,650
DEBT SERVICE FUNDS						
N/A		\$	\$	\$	\$	\$ 0
Total Debt Service Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
CAPITAL PROJECTS FUNDS						
N/A		\$	\$	\$	\$	\$ 0
Total Capital Projects Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
PERMANENT FUNDS						
None		\$	\$	\$	\$	\$ 0
Total Permanent Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS						
Wastewater Fund	9	\$ 574,730	\$ 64,975	\$ 115,370	\$ 13,840	\$ 768,915
Water Fund	6	\$ 377,555	\$ 42,685	\$ 72,600	\$ 5,505	\$ 498,345
Total Enterprise Funds	15	\$ 952,285	\$ 107,660	\$ 187,970	\$ 19,345	\$ 1,267,260
INTERNAL SERVICE FUND						
None		\$	\$	\$	\$	\$ 0
Total Internal Service Fund	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	129	\$ 8,064,270	\$ 881,671	\$ 1,748,930	\$ 165,065	\$ 10,859,936



Agenda Item Submission Form – Section I

Meeting Date: August 3, 2022

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation

Requesting Department: Finance Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, consideration and possible approval for the town Finance Director to sign the attached IGA with the City of Glendale for access to the Glendale Tax Application software at a cost of \$3500 for the first year and \$1500 annually.

List Attached Documents: 1) IGA with the City of Glendale
Estimated Presentation Time: 2 mins

Estimated Discussion Time: 5 mins

Reviews and comments Completed by:

Town Manager: Approves _____ Department Head: _____

Town Attorney Comments: Approved _____

Risk Management: _____

Finance Department
Fiscal Impact:
Budget Code: 01-130-20-710000 Amount Remaining: \$3,500

Comments: The Town currently pays the City of Phoenix, \$375 per year to access their web-based TPT reporting system. While it is a step above the Excel spreadsheets that the State provides, it is extremely slow and has limited search features. The City of Glendale has developed a web-based software that is extremely fast, has an enormous array of search features and will allow us to track payments, by physical locations, owner name, and numerous other keys. There is a 1-time setup fee of \$2,000 and an annual cost of \$1,500. These costs are already specifically in the budget for FY23, however, the IGA itself specifically has to be approved by Council. The increased cost is well worth the efficiency and effectiveness of the program.

Background Information: None.

Recommended Action (Motion): Approve the town Finance Director to sign the attached IGA with the City of Glendale for access to the Glendale Tax Application software.

Instructions to the Clerk: N/A

**INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE CITY OF GLENDALE
AND
THE TOWN OF CAMP VERDE**

THIS INTERGOVERNMENTAL AGREEMENT (the “Agreement” or “IGA”) is entered into this 3rd day of August 2022, pursuant to Arizona Revised Statutes (ARS) §11-952, between the **City of Glendale** (“**GLENDALE**”) acting by and through its city council and the **Town of Camp Verde** (“**CAMP VERDE**”), acting by and through its town council. ARS. §42-6001 establishes that the Arizona Department of Revenue (“**DOR**”) will collect and administer municipal privilege, transaction and use taxes (“**Taxes**”) for all Arizona cities and towns. As part of their administration of the Taxes, DOR shall provide each city or town access to data covering the amount of Taxes reported and the amount of Taxes distributed to that specific city and town. The purpose of this Agreement is to provide **GLENDALE** the mechanism to allow other cities and towns to cooperatively use the **GLENDALE** hosted and developed **GLENDALE TAX APPLICATION** (“**TAX APP**”) to access and interact with the Statewide Tax data supplied by DOR.

RECITALS

1. **GLENDALE** is authorized to enter into intergovernmental agreements by Arizona Revised Statutes § 11-951, et seq., and the disclosure of information relating to State Taxes and Municipal Taxes is governed by A.R.S. § 42-2001, *et seq.*, and by Model City Tax Code § 510.

2. **CAMP VERDE** is authorized by Arizona Revised Statutes § 11-951, *et seq.*, and the disclosure of information relating to State Taxes and Municipal Taxes is governed by A.R.S. § 42-2001, *et seq.*, and by Model City Tax Code § 510.

3. This Agreement establishes the structure whereby other cities and towns access the **TAX APP** for an annual subscription fee.

THEREFORE, in consideration of the mutual agreements expressed in this Agreement, it is agreed as follows:

I. SCOPE OF AGREEMENT

1. **TAX APP** provides searches, dashboards, and automated notifications for the municipal tax data furnished by **DOR**.

2. **CAMP VERDE** agrees **GLENDALE** will maintain, upgrade, and administer the **TAX APP**.

3. **CAMP VERDE** will work with **GLENDALE** to establish role-based access control permissions for each user in the **TAX APP**.

4. All **CAMP VERDE** users must have **CAMP VERDE** access credentials in order to be granted permissions to use the **TAX APP**. This requires that users have the appropriate background checks from their organizations that meet or exceed screening requirements established by ARS §41-4401.

5. Support services will be provided via **GLENDALE's** customer portal.

6. Outages due to scheduled or emergency network, software and/or hardware maintenance will be broadcast to authorized users in advance.
7. Any failure to follow **GLENDALE's** acceptable use policy of the **TAX APP** may result in revocation of the access to the **TAX APP**.
8. Municipal tax data hosted by **GLENDALE** and presented in the **TAX APP** is confidential information and may not be distributed or copied except as permitted by ARS §42-2003. The data sources are furnished by the DOR and are considered confidential information as defined in ARS §42-2001. **GLENDALE** does not control and cannot guarantee the relevance, timeliness, or accuracy of this data and provides no warranty, expressed or implied, as to the accuracy, reliability or completeness of furnished data, and **CAMP VERDE** releases **GLENDALE** from any liability related to the data. Data types include but may not be limited to the information detailed set forth in Appendix B in the respective intergovernmental agreement with the State of Arizona and **CAMP VERDE**.
9. The **TAX APP** supports the security model listed below. Each jurisdiction will select a security profile below for each user designated for **TAX APP** access. **CAMP VERDE** acknowledges each individual user should be assigned the least privileged access needed depending on their job duties. **CAMP VERDE** also acknowledges information obtained from DOR, and displayed by **GLENDALE**, is confidential information and may only be disclosed as authorized by ARS§ 42-2003.

Role	Role Description
City Admin	<ul style="list-style-type: none"> - Add, update, and suspend user accounts - View city employee activity logs - Search, view, and interact with DOR data
City User	<ul style="list-style-type: none"> - Search, view, and interact with DOR data

10. **CAMP VERDE** City admin user will suspend employee access and notify **GLENDALE** within 1 business day of employee termination, reassignment, or departure.

11. **Compensation.** **CAMP VERDE** shall pay **GLENDALE** as defined in the Compensation Schedule, which is attached hereto as Exhibit A. **CAMP VERDE** will be billed by **GLENDALE**, in advance of its access to the **TAX APP**. Payments shall be due thirty (30) days from the invoice date.

II. MISCELLANEOUS PROVISIONS

1. This Agreement shall become effective on the date of execution and shall continue in full force and effect for one (1) year. The Agreement will renew automatically unless one of the parties notifies the other no later than thirty (30) days prior to the expiration of the term that the party wishes not to renew the Agreement.

2. **CAMP VERDE** or **GLENDALE** may cancel with this Agreement at any time

without penalty or further obligation, as long as the party wishing to cancel the Agreement gives the other party at least ninety (90) calendar days advance written notice of its intention to cancel. No pro-rata refund will be returned.

3. This Agreement is subject to the cancellation provisions of ARS §38-511.

4. Cancellation pursuant to either Paragraphs 2 or 3 above shall be effective when written notice from the chief executive officer of one city/town is received by the other party to this Agreement, unless the notice specifies a later time.

5. To the extent permitted by law, each party (as "Indemnitor") agrees to indemnify, defend, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) whether direct or indirect (hereinafter collectively referred to as "Claims") arising out of **TAX APP** use, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

6. **CAMP VERDE** acknowledges that **GLENDAL**E is not responsible for the security practices of **CAMP VERDE**, and consequently **CAMP VERDE** releases and holds harmless **GLENDAL**E for any liability and/or damages that emerge from a data breach that occurs as a result of **CAMP VERDE**'s security practices or was otherwise caused by or was the fault of **CAMP VERDE**.

7. **CAMP VERDE** and **GLENDAL**E both have an intergovernmental agreement with

the State of Arizona whereby each obtains taxpayer information from the State subject to the conditions set forth in the intergovernmental agreement, including those pertaining to confidentiality as defined in ARS §42-2001, and that confidential information may not be disclosed except as provided by statute, ARS §42-2001(B). To the extent that information being utilized by **CAMP VERDE** and hosted by **GLENDALE** may have been obtained initially from the State, each agrees to abide by the terms and conditions set forth in their respective intergovernmental agreements with the State of Arizona.

8. All notices or demands upon any party to this Agreement shall be in writing and shall be delivered in person or sent by mail addressed as follows:

TOWN OF CAMP VERDE
Finance Department
395 S. Main St.
Camp Verde, AZ 86322

CITY OF GLENDALE
Budget and Finance Department, Tax & License Division
Attn: Tax and License Manager
5850 W. Glendale Avenue, Suite 104
Glendale, AZ 85301

9. This Agreement contains the entire understanding between the parties, and no statements, promises or inducements made by either party, their agents or employees that are not contained herein shall be valid or binding. This Agreement may not be altered except in writing and signed by each party hereto.

10. The failure to exercise any right, power or privilege under this Agreement shall not constitute a waiver thereof, nor shall a single or partial exercise thereof preclude any other or

further exercise of that or any right, power or privilege.

11. In the event that any provision, or any portion of any provision, of this Agreement is held invalid, illegal or unenforceable, such invalidity, illegality or unenforceability shall have no effect on the remaining portion of any provision or any other provision which can be given effect without the invalid provision and to this end the provisions of this Agreement shall be deemed to be severable.

IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.

CITY OF GLENDALE
a municipal corporation
KEVIN PHELPS, City Manager

TOWN OF CAMP VERDE
a municipal corporation
MICHAEL E. SHOWERS, Finance Director

APPROVED AS TO FORM AND WITHIN
THE POWER AND AUTHORITY GRANTED
UNDER THE LAWS OF
THE STATE OF ARIZONA TO
THE CITY OF GLENDALE

APPROVED AS TO FORM AND WITHIN
THE POWER AND AUTHORITY
GRANTED UNDER THE LAWS OF
THE STATE OF ARIZONA TO
THE TOWN OF CAMP VERDE

ATTEST:

ATTEST:

Julie K. Bower, City Clerk (SEAL)

Cindy Pemberton, Town Clerk (SEAL)

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Michael D. Bailey, City Attorney

William Sims

Town Attorney

EXHIBIT A

Compensation Schedule

1. **CAMP VERDE** will be billed \$1,500 on September 1st of each year. The invoice is due thirty (30) days from the invoice date.

2. **CAMP VERDE** will be billed a one-time onboarding fee of \$2,000 on September 1, 2022. The invoice is due thirty (30) days from the invoice date.



Agenda Item Submission Form – Section I

Meeting Date: August 3, 2022

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation Special Session

Requesting Department: Marshal's Office

Staff Resource/Contact Person: Marshal Corey Rowley / John Lindsey (Niles Communication)

Agenda Title (be exact): Discussion, Consideration and possible approval of digital radios and laptops to complete the upgrades to the communication systems in the Marshal's Office in the amount not to exceed \$175,000.

List Attached Documents: Price quote packet

Estimated Presentation Time: 20 minutes

Estimated Discussion Time: 10 minutes

Reviews and comments Completed by:

- Town Manager: _____
- Department Head: Corey Rowley
- Town Attorney Comments: _____
- Risk Management: _____
- Finance Department
Fiscal Impact:
Budget Code:___ Amount Remaining: _____

Background Information: these projects were submitted as CIP projects for this new fiscal year, we have completed the dispatch center for digital, these last two items will complete our digital process thus increasing our officer safety by replacing outdated antiquated equipment due to our recent upgrade in dispatch. Due to the difficulty of getting electronics our vendors have placed these on hold to ensure delivery if approved.

Recommended Action (Motion): Move to approve the allocation out of the Capital Improvement Fund and purchase of up to \$175,000 for digital capable radios and mobile computers .

Town of Camp Verde Capital Improvement Plan Project Request

Project Title: *Patrol Unit Police Radio Upgrade (Priority # 1 of 7)*

Date: 02/28/2021
Contact: D. Jacobs

Dept: CVMO
Req'd by: C. Rowley

Prepared by: D. Jacobs

Project Summary:

Replacement of older Analog style Police radios mounted in existing CVMO vehicles with Digital capable Radios.

Location:

Marshal's Office

Need / Justification:

The Marshals Office currently has 17 Patrol/Admin/VIP units that do not have a digital capable Police radio installed in them. Some of these Police radios have been in service for close to or over 10 years. They have been good reliable Police Radios and have served the Department well. However, with the transition to digital communications these Police Radios will become obsolete. In order for CVMO to be able to communicate with Dispatch these old style radios will need to be replaced with new Digital capable ones. The new Kenwood Viking series Police Radio's will be a suitable replacement to the current analog radios mounted in these Police vehicles. Each radio with accessories costs \$3,521.16.

Full-Cost:

Segmented Timeline:

Activity / Segment	Timeline	Cost
17 Digital capable Police radios	Summer 2022	\$ 53,128

Operational Impact:

There is a need in the 2022-2023 budget year for 17 mounted vehicle Police radios to be replaced. Currently all new Police units are ordered with new radios and the Department has been in the process of phasing out these

Town of Camp Verde Capital Improvement Plan Project Request

Project Title: In car mobile computer upgrades (MDC's) (Priority #2 of 7)

Date: 02/24/2022
Contact: Darby Martin

Dept: Marshal's Office
Req'd by: Lt. Jacobs

Prepared by: Rowley

Project Summary:

Technology has changed over the last 10 years improving mobile computers allowing for better location identifying tools between dispatch and patrol officers. Current computers are aging out and are not under warranty. GETAC mobile computers have a built in GPS system for locating and tracking officers giving real time information to our dispatch center. There is a cost savings not shown with this purchase as our outdated computers will be given a turn in value and the actual cost of the project will be lower once the rebate has been determined.

Location:

CVMO

Need / Justification:

Officer safety is the highest priority we have, our current MDC's are lacking several features to ensure we are able to know where our officers located at all times. This allows not only for officer safety if they need back up but allows dispatch to send the closest officer to a call while watching them on a mapping system live in our dispatch center.

Full-Cost: \$119,900.00

Segmented Timeline:

Activity / Segment	Timeline	Cost
Purchase and install new MDC	Summer 2022	\$119,900.00

Operational Impact:

Reduce the response time to calls and increase officer safety

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

CIP Reserves

Date: 2/15/2022
 QUOTE: 22-068

Darby Martin
 Camp Verde Marshal's Office
 646 S. 1st Street.
 Camp Verde, AZ 86322
 928-554-8308

Customer ID: CVMOAZ001

Salesperson	Project	Payment Terms	Contract#
Clay Jeppsen	MDCs Getac B360s	Net 30	

Part#	Description	Qty	Unit Price
BM27T4CAB8GX	GETAC : B360 - i5-10210U, Win Hello Webcam, Win10 64+16GB RAM, 256GB PCIe SSD, SR HD LCD+TS, BC rdr, Backlit KB, Wifi+BT+4G LTE w/ GPS/Glonass+Passthru, RS232+VGA, SCrd, RJ45, HDMI, 3yb2b	25	\$3562
*GE-SVTBNFX5Y	Bumper-to-Bumper + Extended Warranty - Tablet (Years 4 & 5)	*Optional	\$489
543390100102	HAVIS B360 TF1-STANDARD VEHICLE DOCKING;W/ TRI-PASS THRU;W/ DS-DA-418 Screen Support,PKG-DS-GTC-1201-3	25	\$699
GAD3L1	LIND 12-16V DC vehicle adapter/charger	25	\$99
*590GBL000242	*Airgain Cell/LTE, GNSS, 19ft coax, color black, (Threaded bolt)	*Optional	\$129
*GDODU1	*B360 - Office Dock with 120W AC Adapter (US)	*Optional	\$299
*Optional items are not in quote total		Subtotal	\$109,000.00
		Sales Tax	\$10,900.00
		Shipping	\$0.00
		Total	\$119,900.00



Thanks for your business!
 Quote expires **7/31/2022***