



Support your local merchants

AGENDA

**TOWN OF CAMP VERDE
WORK SESSION
PARKS & RECREATION COMMISSION
473 S MAIN STREET, SUITE 106
MONDAY, MARCH 4, 2024 AT 4:30 P.M.**

<https://us02web.zoom.us/j/83323975368?pwd=MThLWC9mVnJLVitUSnRvNUJwc1Uvdz09>

**One Tap Mobile: 1-253-205-0468 or 1-253-215-7799
Meeting ID: 833 2397 5368
Passcode: 217002**

If you want to speak ON ANY ITEM ON THE AGENDA, PLEASE complete the Request to Speak Form

1. **Call to Order**
2. **Roll Call:** Chairperson Dave Grondin, Vice Chairperson Jerry Morris, Commissioner Glenda Duncan, Commissioner Mary Hughes, Commissioner Candra Faulkner, Commissioner Jeffrey Noonan, and Commissioner Wayne Smith
3. **Discussion and review regarding parks and recreation CIP and Parks and Recreation Budget update.** (Staff Resource Michael Marshall)
4. **Discussion about P&R Commission public survey questions and methodology.** (Staff Resource Michael Marshall)
5. **Discussion regarding the role of the Parks and Recreation Commission at events.** (Staff Resource Michael Marshall)
6. **Adjournment**

Note: Pursuant to A.R.S. §38-431.03A.2 and A.3, the Parks and Recreation Commission may vote to go into 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. 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.

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 the Town Web site on 2/27/2024 at 12:00 p.m.

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PRC Survey Questions – Draft for review and feedback

- 1) The pool is currently open until 6:00 pm. Would you be interested in the pool remaining open until 8:00 pm? Every day, weekdays, weekends only?
- 2) The pool has traditionally been closed weekly on Fridays for scheduled maintenance. We are considering changing that to be closed on Mondays for maintenance and be open on Fridays. Would you support this change?
- 3) We get many comments about marketing. Our marketing plan includes press releases, radio and newspaper ads, social media, fliers, public service announcements and bulletins, Town website, marquee, and banners. Do you have other ideas or suggestions on ways we can market programs and events? What is your preferred method of finding information?
- 4) Other than a carnival at Fort Verde Days, what types of activities would you like to see for teenagers at events?
- 5) Parks & Recreation currently offers Friday trips, Pickleball, and a variety of exercise classes including Zumba and Yoga, dependent on instructors. What programs or activities would you like to see added to our offerings for Seniors? Please note our current Senior Center is not operated by the Town, but does receive some financial support from the Town annually.

Town of Camp Verde
 FY24 Capital Improvements Plan
 Proposed Projects

General Fund

Funding Source	FY24										5 Year Funding Total
	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total				
ARPA Funds		\$ 1,356,355									\$ 1,356,355
Grants		\$ 5,828,150	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 6,628,150
Interest		\$ 35,000									\$ 35,000
Debt Financing		\$ 625,000	\$ 110,000								\$ 735,000
Court Enhancement Funds		\$ 80,000									\$ 80,000
Parts Fund Carry-forward Balance		\$ 1,469,400									\$ 1,469,400
CIP Carry-forward Balance		\$ 887,955	\$ 106,270								\$ 994,225
General Fund Transfers		\$ 2,777,570	\$ 1,926,145	\$ 1,511,714	\$ 1,587,300	\$ 1,587,300	\$ 1,587,300	\$ 1,587,300	\$ 1,587,300	\$ 1,587,300	\$ 9,326,243
Total Potential Funding		\$ 13,030,430	\$ 2,362,415	\$ 1,711,714	\$ 1,707,300	\$ 1,707,300	\$ 1,707,300	\$ 1,707,300	\$ 1,707,300	\$ 1,707,300	\$ 20,594,373

Expenditures	Funding Source	Project	Status	CompDate	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total	
												2023
Parks & Public Use Facilities	CIP	Sports Complex Construction	Midway	2025	\$ 5,399,488	\$ 4,304,450	\$ 25,000	\$ 25,000			\$ 4,304,450	
		Verde Lakes Park Improvements	Midway	N/A	\$ 27,585	\$ 27,585	\$ 92,375	\$ 45,000			\$ 77,585	
		Pool Filter System					\$ 45,000	\$ 45,000			\$ 90,000	
		Playground Fall Material					\$ 150,000				\$ 150,000	
		Community Center Playground						\$ 68,500			\$ 68,500	
		Town Soccer Field Sprinkler System									\$ 500,000	
		Commercial Kitchen Project									\$ 500,000	
		Sports Complex Turf Equipment									\$ 148,500	
		Sports Complex Broadband									\$ 48,510	
		ARPA	Bldg 300 Entry Doors	On Hold	N/A		\$ 30,000	\$ 30,000				\$ 30,000
Public Use Infrastructure	CIP	Gym Restroom Improvements			\$ 100,000		\$ 150,000				\$ 150,000	
		Gazebo Repair			\$ 42,800	\$ 42,800					\$ 42,800	
		Persons Riverfront Preserve			\$ 45,000	\$ 45,000					\$ 45,000	
		Pool Improvements			\$ 30,000	\$ 30,000					\$ 30,000	
		Rodeo Arena Concession & Restrooms			\$ 28,305	\$ 28,305					\$ 28,305	
		Wildshire & Industrial Round-a-bouts			\$ 15,015	\$ 15,015					\$ 15,015	
		Greer Hill Trailhead				\$ 220,600						\$ 220,600
		Annual Outdoor Rec & Park Improvements				\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
							\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
							\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Total Public Use Facilities:					\$ 5,915,203	\$ 5,490,765	\$ 580,875	\$ 120,000	\$ 50,000	\$ 50,000	\$ 6,291,640	
Total Public Use Infrastructure:					\$ 1,269,100	\$ 4,294,100	\$ 870,000	\$ 1,059,000	\$ 1,190,000	\$ 1,567,000	\$ 8,971,100	

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Verde Lakes Community Park Improvements*

Project Cost: *\$50,000*

Dept/Div.: *Public Works / Parks & Rec*

Date Completed: *5/24/23*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Project Summary:

Continue to add improvements to Verde Lakes Community Park (VLCP). This may include amenities such as picnic tables and games and property improvements such as parking and fencing. It may include matching available grant funding for improvements such as play structures or shade ramadas. Final decisions will be based on funding options available, Council and P&R Commission input as well as public ideas while considering property lease/ownership status. This is similar to the process for improvements at Rezzonico Family Park.

Location: To be determined by project



Community Impact:

As a new park this facility had minimal amenities and was in serious need of maintenance. In FY23, P&R was approved for \$50,000 in CIP funding for basic amenities such as picnic tables, park benches, signage and fencing etc. Town Council is concerned about the short-term lease situation and P&R was directed to use caution about larger, more permanent improvements. Grant opportunities are limited due to land control requirements, but the Town is continuing to pursue lease options and funding options. P&R is working to have a reliable funding source available for this developing situation.

Project Title: *Verde Lakes Community Park Improvements*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY25	\$ 25,000
	FY26	\$ 25,000

Operational Impact:

Impact on Staffing: Planning, research, meetings and project oversight as part of staff work

Impact on operational costs: All items and projects can be added and constructed with minimal impact to existing users.

Project Funding: This project will be funded with Operating Transfers from the General Fund

Town of Camp Verde Capital Improvement Plan Project Request

Project Title: New Pool Filter System

Date: 01/24/2023
Contact: Ken Krebbs

Dept: Finance
Req'd by: Jeff Kobel

Prepared by: Jeff Kobel

Project Summary:

Replacing the pool filtration system. Removing and installing a double steel security door. Removing of old out dated dual sand filter system. Installing single sand filter system increasing the flow rate. Make changes to the pool system as needed.

Location:

290 West Apache Trail

Need / Justification:

Replacing the out dated under sized pool sand filters to a newer single or double sand filter system that will help reduce pool cycle time helping combat daily pool pollution.

Full-Cost: \$92,375

Segmented Timeline:

Activity / Segment	Timeline	Cost
Removal and installation of Sand filter system	1 week	\$86,105
Double doors	N/A	\$ 3,170
Installation	2 days	\$ 3,100

Operational Impact:

Pool filter system down for a week. Yearly upkeep absorbed into operational budget.

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

Town of Camp Verde Capital Improvement Plan Project Request

Project Title: Playground Fall Material

Date: 01/25/2023

Dept: Finance

Contact: Ken Krebbs

Req'd by: Jeff Kobel

Prepared by: Jeff Kobel

Project Summary:

Replacing wood chips fall material at Arturo and Verde Lakes Park playgrounds with pea gravel and adding extra pea gravel to Butler Park and the town playground. Butler park ADA swing set will remain wood chips or can be up graded to rubber mat.

Location:

Arturo Park, Butler Park, Town park, Verde Lakes.

Need / Justification:

Wood chip fall material has to be maintenance more often than pea gravel. Wood chips become compressed and will rot over time.

Full-Cost: \$85,430

Segmented Timeline:

Activity / Segment	Timeline	Cost
ADA swing area 1247 sq. ft x \$24 per sq. ft.	1 week	\$29,930
Arturo Park, Verde Lakes Park replace with pea gravel	1 week	\$52,000
Butler Park and Town Park adding pea gravel (5 tons)	1 week	\$ 3,500

Operational Impact:

Minimum maintenance and up keep out of budget.

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

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: Community Centers Playground

Project Cost: \$150,000

Dept/Div: Public Works / Maintenance Division

Date Completed: 1/26/2022

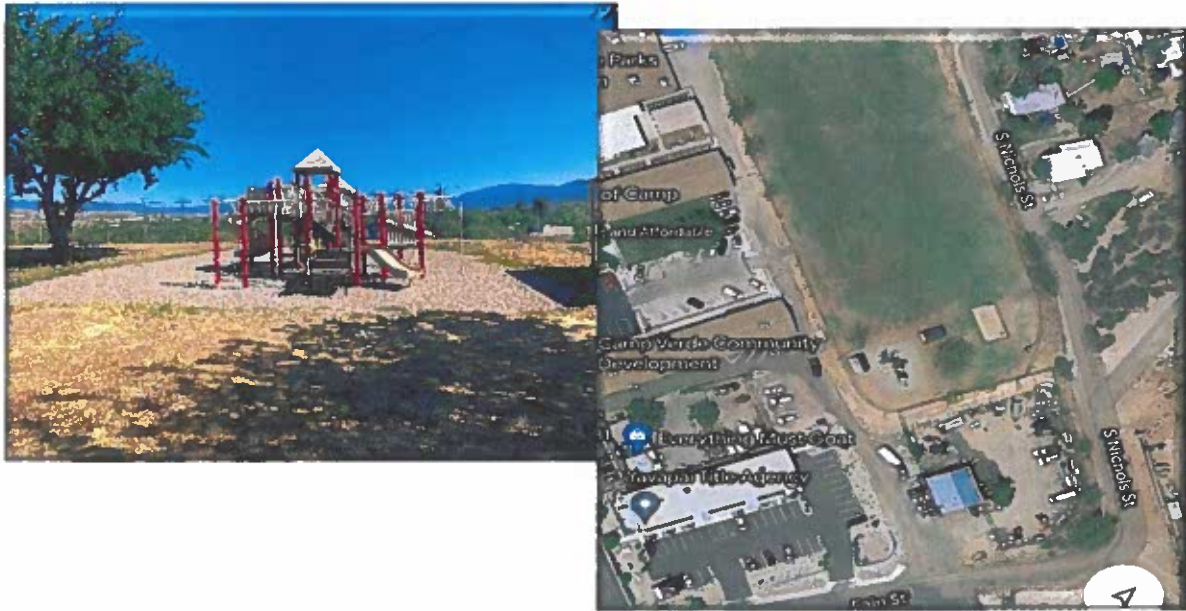
Contact: K. Krebbs

Requested by: J. Kobel

Project Summary:

The removal of the existing playground and fall material. Installation of a new play ground and fall material that is up to date with the National Playground Standards. This will ensure a safer environment for all the children that play on the equipment that is rated with the appropriate age group requirements for the playground that is purchased.

Location: Community Center Field



Community Impact:

The Maintenance Division will be starting the demolition and reconstructing of the new playground around August of 2024 with a start to finish of one month without any interruptions. The area will be blocked off and the surrounding area for the public's safety till the construction is completed. The new playground would be designed to be utilized by a larger age group than the traditional playground equipment. The new playground that can safely support a larger group of kids playing at the same time. With the intent to have more shade covering structures this would also help combat the heat and sun exposure during the hot summer days.

Project Title: Community Centers Playground

Timeline:

Activity / Segment	Timeline	Cost
New Playground	FY25	\$40,000-\$80,000
Demo/installation	FY25	\$20,000-\$40,000
Replacement of Fall Material	FY25	\$20,000-\$40,000

Operational Impact:

Impact on Staffing: Minimum work; barricades, safety checks, inspections.

Impact on operational costs: Daily inspections for damaged and graffiti. Monthly over all safety inspections. Standard deterioration of equipment.

Project Funding: This project will be funded with Operating Transfers from the General Fund.

Town of Camp Verde Capital Improvement Plan Project Request

Project Title: Town Soccer Field Sprinkler System

Date: 01/25/2022
Contact: Ken Krebbs

Dept: Finance
Req'd by: Jeff Kobel

Prepared by: Jeff Kobel

Project Summary:

Installing a new sprinkler system that is up to current date for the town soccer field. This system can still work off of the irrigation line but be connected to the future reclaimed water line that is being installed in a year or two.

Location:

Town soccer field.

Need / Justification:

Replace broken sprinkler system at the town park. This sprinkler system feeds off of the Verde ditch with a pump that has to be manually started and sprinkler heads that have to manually be connected and moved periodically throughout the day wasting 1.5 hrs. per day by a maintenance worker. This sprinkler system can operate at night allowing more field usage throughout the year.

Full-Cost:

Segmented Timeline:

Activity / Segment	Timeline	Cost
Sprinkler system and installation	Undetermined	\$68,475

Operational Impact:

The loss of playing time on the field for a month. Maintenance will be absorbed into the operational budget.

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

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Annual Recreation and Park Improvements*

Project Cost: *\$250,000*

Dept/Div.: *Public Works / Parks & Rec*

Date Completed: *5/25/23*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Project Summary:

This plan is to create an annual sum funding amount that can be utilized by the Parks & Recreation Division for a variety of recreation and park improvements at various locations in the Town. This may include basic amenities such as picnic tables, grills, benches, signage and construction improvements such as picnic ramadas, parking and fencing as well as design and construction work for other improvements and amenities. It may include matching available grant funding for improvements such as play structures or shade ramadas and others. Projects may be solely Town of Camp Verde projects or may be cooperative projects with other groups such as Prescott and Coconino National Forests, AZ State Parks & Trails and groups such as the Kiwanis of Camp Verde and Camp Verde Recreation Association. Final expenditure decisions will be made by Parks & Rec staff based on funding options available with input from the P&R Commission and the public. Additional specific project funding may be approved by Council.

Location: Camp Verde Town limits



Community Impact:

Camp Verde has several parks and recreation facilities which have needs for improvements throughout the fiscal year to benefit the public as a whole, partner organizations or Parks & Rec programs. Some of these needs may not be apparent early in the financial planning process as a result of damage, increased use and demand or additional public expectations. This funding availability and flexibility will allow Parks & Rec to respond quickly to meet public needs. P&R is working to have a reliable funding source available for these developing situations.

Project Title: *Annual Recreation and Park Improvements*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY24	\$50,000
	FY25	\$50,000
	FY26	\$50,000
	FY27	\$50,000
	FY28	\$50,000

Operational Impact:

Impact on Staffing: Planning, research, meetings, purchasing and contracting and project oversight will require additional staff work as part of available work capacity.

Impact on operational costs: Normally limited to staff wages described as above.

Project Funding: This project will be funded with Operating Transfers from the General Fund



Town of Camp Verde

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 12/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND							50%
Revenue							
01-800-40-470000	FACILITY RENTALS	6,000.00	6,000.00	615.00	2,264.00	-3,736.00	62.27 %
	Revenue Total:	6,000.00	6,000.00	615.00	2,264.00	-3,736.00	62.27%
Expense							
01-800-20-600000	SALARIES	70,710.00	70,710.00	6,465.56	40,064.18	30,645.82	43.34 %
01-800-20-601000	FICA	4,385.00	4,385.00	391.00	2,415.62	1,969.38	44.91 %
01-800-20-601100	MEDICARE	1,025.00	1,025.00	91.56	565.09	459.91	44.87 %
01-800-20-601200	RETIREMENT	8,690.00	8,690.00	781.29	4,663.12	4,026.88	46.34 %
01-800-20-601300	UNEMPLOYMENT INSURANCE	160.00	160.00	0.57	11.04	148.96	93.10 %
01-800-20-601400	WORKERS COMPENSATION	780.00	780.00	72.31	446.55	333.45	42.75 %
01-800-20-602000	HEALTH, DENTAL & LIFE INSURANCE	14,785.00	14,785.00	1,131.74	6,837.49	7,947.51	53.75 %
01-800-20-701000	1 TRAINING	3,000.00	3,000.00	0.00	2,170.00	830.00	27.67 %
01-800-20-701500	2 TRAVEL	2,500.00	2,500.00	0.00	940.48	1,559.52	62.38 %
01-800-20-703000	OFFICE SUPPLIES	1,000.00	1,000.00	9.56	176.53	823.47	82.35 %
01-800-20-703500	3 MEMBERSHIPS	850.00	850.00	0.00	45.00	805.00	94.71 %
01-800-20-703800	4 ADVERTISING	450.00	450.00	0.00	0.00	450.00	100.00 %
01-800-20-704000	COMPUTER SERVICES/SOFTWARE	8,000.00	8,000.00	0.00	7,601.21	398.79	4.98 %
01-800-20-705000	AUTO REPAIR/MAINTENANCE	3,000.00	3,000.00	73.82	3,138.72	-138.72	-4.62 %
01-800-20-705500	FUEL	900.00	900.00	0.00	201.61	698.39	77.60 %
01-800-20-706000	ELECTRIC	48,850.00	48,850.00	4,313.04	22,528.52	26,321.48	53.88 %
01-800-20-706100	GAS/PROPANE	3,600.00	3,600.00	933.22	1,588.05	2,011.95	55.89 %
01-800-20-706200	WATER	1,400.00	1,400.00	94.78	702.57	697.43	49.82 %
01-800-20-706400	WASTE REMOVAL	3,600.00	3,600.00	295.75	1,774.50	1,825.50	50.71 %
01-800-20-706600	CELL PHONE	1,320.00	1,320.00	92.74	555.94	764.06	57.88 %
01-800-20-711000	LEGAL SERVICES	500.00	0.00	0.00	0.00	0.00	0.00 %
01-800-20-712000	CONTRACT LABOR/SERVICES	2,250.00	2,250.00	150.00	750.00	1,500.00	66.67 %
01-800-20-713210	OFFICE EQUIPMENT	600.00	600.00	427.67	560.50	39.50	6.58 %
01-800-20-721000	CREDIT CARD PROCESSING FEES	1,300.00	1,300.00	0.00	699.63	600.37	46.18 %
01-800-20-751300	5 OSHA MEDICAL SUPPLIES	400.00	400.00	0.00	0.00	400.00	100.00 %
01-800-20-760400	6 PERMITS	850.00	850.00	0.00	0.00	850.00	100.00 %
	Expense Total:	184,905.00	184,405.00	15,324.61	98,436.35	85,968.65	46.62%
	Fund: 01 - GENERAL FUND Surplus (Deficit):	-178,905.00	-178,405.00	-14,709.61	-96,172.35	82,232.65	46.09%
	Report Surplus (Deficit):	-178,905.00	-178,405.00	-14,709.61	-96,172.35	82,232.65	46.09%

Notes

- 1 Mostly APRA Conference in August 2023 - paid July 2023
- 2 Mostly APRA Conference in August 2024 - to be paid June 2024
- 3 Most memberships are renewed in Jan - Mar 2024
- 4 Usually for Pool and Summer Day camp in spring/early summer
- 5 Annual restock in spring
- 6 Kitchen County Health license and MUSCO Control- Link Jan - Mar 2024



Town of Camp Verde

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 12/31/2023

Pool operating season spans two Fiscal years - FY23 & FY24

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND							50%
Revenue							
01-820-40-417000	1 POOL USER FEES	20,000.00	20,000.00	0.00	5,787.85	-14,212.15	71.06 %
01-820-40-482000	POOL CONCESSION SALES	1,000.00	1,000.00	0.00	310.00	-690.00	69.00 %
	Revenue Total:	21,000.00	21,000.00	0.00	6,097.85	-14,902.15	70.96%
Expense							
01-820-20-600000	SALARIES	107,045.00	107,045.00	2,313.32	45,027.00	62,018.00	57.94 %
01-820-20-601000	FICA	6,640.00	6,640.00	138.53	2,761.35	3,878.65	58.41 %
01-820-20-601100	MEDICARE	1,555.00	1,555.00	32.51	646.02	908.98	58.46 %
01-820-20-601200	RETIREMENT	2,990.00	2,990.00	272.68	1,615.50	1,374.50	45.97 %
01-820-20-601300	UNEMPLOYMENT INSURANCE	1,720.00	1,720.00	0.49	165.78	1,554.22	90.36 %
01-820-20-601400	WORKERS COMPENSATION	1,180.00	1,180.00	25.87	501.24	678.76	57.52 %
01-820-20-602000	HEALTH, DENTAL & LIFE INSURANCE	5,915.00	5,915.00	434.56	2,643.05	3,271.95	55.32 %
01-820-20-701000	2 TRAINING	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
01-820-20-706000	ELECTRIC	7,000.00	7,000.00	683.50	4,159.31	2,840.69	40.58 %
01-820-20-706100	GAS/PROPANE	6,800.00	6,800.00	0.00	2,477.75	4,322.25	63.56 %
01-820-20-706400	WASTE REMOVAL	780.00	780.00	0.00	300.00	480.00	61.54 %
01-820-20-706500	TELEPHONE	880.00	880.00	0.00	293.77	586.23	66.62 %
01-820-20-751300	3 OSHA MED SUPPLIES	225.00	225.00	0.00	0.00	225.00	100.00 %
01-820-20-760000	POOL CHEMICALS	10,000.00	10,000.00	0.00	2,834.50	7,165.50	71.66 %
01-820-20-760100	4 POOL SUPPLIES & EQUIPMENT	3,000.00	3,000.00	790.26	843.05	2,156.95	71.90 %
01-820-20-760200	5 POOL EQUIPMENT MAINTENANCE/...	2,000.00	2,000.00	0.00	621.94	1,378.06	68.90 %
01-820-20-760300	POOL CONCESSION SUPPLIES	900.00	900.00	0.00	370.19	529.81	58.87 %
01-820-20-760400	6 PERMITS	1,140.00	1,140.00	0.00	0.00	1,140.00	100.00 %
	Expense Total:	163,270.00	163,270.00	4,691.72	65,260.45	98,009.55	60.03%
	Fund: 01 - GENERAL FUND Surplus (Deficit):	-142,270.00	-142,270.00	-4,691.72	-59,162.60	83,107.40	58.42%
	Report Surplus (Deficit):	-142,270.00	-142,270.00	-4,691.72	-59,162.60	83,107.40	58.42%

Notes

- 1 Approximately 2/3 of revenue is at start of pool season - end of FY24
- 2 Staff training is prior to start of pool season
- 3 Annual restock prior to pool season
- 4 Staff uniforms & supplies for season start
- 5 For pool equipment maintenance
- 6 County Health Pool license in Spring '24



Town of Camp Verde

Budget Report Account Summary

For Fiscal: 2023-2024 Period Ending: 12/31/2023

			Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 01 - GENERAL FUND								50%
Revenue		Notes						
01-830-40-421001		CHILDREN'S REC PROGRAM	6,000.00	6,000.00	79.74	3,677.20	-2,322.80	38.71 %
01-830-40-421002	1	ADULT REC PROGRAM	6,000.00	6,000.00	100.00	575.04	-5,424.96	90.42 %
01-830-40-421003		COMMUNITY PROGRAM	15,750.00	15,750.00	0.00	3,987.00	-11,763.00	74.69 %
01-830-40-421500	2	SUMMER PROGRAM	20,000.00	20,000.00	0.00	3,259.00	-16,741.00	83.71 %
01-830-40-423010		CHILD REC PROGRAM SUPPORT	1,500.00	1,500.00	0.00	0.00	-1,500.00	100.00 %
01-830-40-423015		CHILD REC TUITION SUPPORT	1,000.00	1,000.00	0.00	350.00	-650.00	65.00 %
01-830-40-423030		COMMUNITY PROGRAM SUPPORT	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
01-830-49-501900		OPERATING TRANSFER IN - REST'D ...	0.00	0.00	0.00	3,500.00	3,500.00	0.00 %
Revenue Total:			51,250.00	51,250.00	179.74	15,348.24	-35,901.76	70.05%
Expense								
01-830-20-600000		SALARIES	153,850.00	153,850.00	10,594.84	70,652.21	83,197.79	54.08 %
01-830-20-601000		FICA	9,540.00	9,540.00	633.31	4,321.17	5,218.83	54.70 %
01-830-20-601100		MEDICARE	2,235.00	2,235.00	147.85	1,010.07	1,224.93	54.81 %
01-830-20-601200		RETIREMENT	14,120.00	14,120.00	1,156.13	6,996.44	7,123.56	50.45 %
01-830-20-601300		UNEMPLOYMENT INSURANCE	1,195.00	1,195.00	6.17	103.34	1,091.66	91.35 %
01-830-20-601400		WORKERS COMPENSATION	1,695.00	1,695.00	118.50	1,022.31	672.69	39.69 %
01-830-20-602000		HEALTH, DENTAL & LIFE INSURANCE	38,295.00	38,295.00	2,953.21	17,817.15	20,477.85	53.47 %
01-830-20-712000	3	CONTRACT LABOR/SERVICES	2,700.00	2,700.00	0.00	2,940.00	-240.00	-8.89 %
01-830-20-713220		REC EQUIPMENT	3,000.00	3,000.00	0.00	668.38	2,331.62	77.72 %
01-830-20-761010		CHILDREN'S PROGRAMS	5,000.00	5,000.00	0.00	3,645.82	1,354.18	27.08 %
01-830-20-761020		ADULT PROGRAMS	1,000.00	1,000.00	0.00	153.32	846.68	84.67 %
01-830-20-761030	4	COMMUNITY PROGRAMS	14,000.00	14,000.00	704.74	2,432.77	11,567.23	82.62 %
01-830-20-762000		SUMMER PROGRAM	5,500.00	5,500.00	0.00	280.03	5,219.97	94.91 %
Expense Total:			252,130.00	252,130.00	16,314.75	112,043.01	140,086.99	55.56%
Fund: 01 - GENERAL FUND Surplus (Deficit):			-200,880.00	-200,880.00	-16,135.01	-96,694.77	104,185.23	51.86%
Report Surplus (Deficit):			-200,880.00	-200,880.00	-16,135.01	-96,694.77	104,185.23	51.86%

Notes

- 1 Adult softball is revenue driver in May-June '24
- 2 Summer camp spans two Fiscal Years w/ 5 of 8 weeks in late FY '24
- 3 Contract Pool supervisor
- 4 Most summer camp expenses are at start up and 5 of 8 weeks of camp in FY 24

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Annual Recreation and Park Improvements*

FY25 Impact: \$50,000

5-Yr Project Cost: \$250,000

New Project or Rollover: *Rollover Project*

Dept/Div: *Parks & Recreation Department*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Date Completed: *2/6/24*

Project Summary:

Allows Parks & Recreation to address various recreation and park improvements needs during the year based on staff determination, P&R Commission advice and Council authorization.

Location: Camp Verde Town limits



Community Impact:

Camp Verde has several parks and recreation facilities which have needs for improvements throughout the fiscal year to benefit the public as a whole, partner organizations or Parks & Rec programs. Some of these needs may not be apparent early in the financial planning process as a result of damage, increased use and demand or additional public expectations. This funding availability and flexibility will allow Parks & Rec to respond quickly to meet public needs.

Project Title: *Annual Recreation and Park Improvements*

Operational Impact:

Impact on Staffing: Planning, research, meetings, purchasing and contracting and project oversight will require additional staff work as part of available work capacity.

Impact on operational costs: Normally limited to P&R staff wages described as above with some additional work hours from Maintenance.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	P&R Projects	Variable	\$ 50,000
FY26	P&R Projects	Variable	\$ 50,000
FY27	P&R Projects	Variable	\$ 50,000
FY28	P&R Projects	Variable	\$ 50,000
FY29	P&R Projects	Variable	\$ 50,000
Total			\$ 250,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Wages & ERE	\$ 0
FY25	Supplies	\$ 0
Total		\$ 0

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Resurface Butler Park Tennis Court*

FY25 Impact: \$40,000

5-Yr Project Cost: \$40,000

New Project or Rollover: *New Project*

Dept/Div: *Parks & Recreation Department*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Date Completed: *2/21/24*

Project Summary:

Repair, resurface and stripe existing single tennis court at Butler Park to include under 10 tennis striping and pickleball options.

Location: 1213 Garner Lane



Community Impact:

Camp Verde has one current tennis court at Butler Park in need of repair. Currently we have three indoor pickleball courts but none outside. This improvement to the tennis court and the addition of two pickleball courts would help transition until the larger court complex is complete at the Sports Complex.

Project Title: *Resurface Butler Park Tennis Court*

Operational Impact:

Impact on Staffing: Minimal impact with potential grant writing and construction oversight in cooperation with CIP Project Manager.

Impact on operational costs: None

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Resurface Butler Park Tennis Court	FY 25	\$ 40,000
	Total		\$ 40,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Wages & ERE	\$ 0
FY25	Supplies	\$ 0
	Total	\$ 0

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund. There may be USTA Grant available for up to half project cost.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Parks & Recreation Master Planning*

FY25 Impact: \$130,000

5-Yr Project Cost: \$120,000

New Project or Rollover: *New Project*

Dept/Div: *Parks & Recreation*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Date Completed: *2/21/24*

Project Summary:

Hire contractor to work with P&R Commission and Parks & Recreation to develop a strategic Town Parks & Recreation Master Plan in accordance with Council Strategic Plan.

Location: 395 S. Main Street



Community Impact:

A strategic Parks & Recreation Master Plan will coordinate and guide future Council, Parks and Recreation Commission, Parks & Recreation Division, Maintenance Division and other Town staff in prioritizing, planning and decision making for parks & recreation improvements for the public for several years.

Project Title: *Parks & Recreation Master Planning*

Operational Impact:

Impact on Staffing: Parks & Recreation and other Town staff will need additional time for working with the contractor providing information, reviewing drafts and attending stakeholder and public meetings.

Impact on operational costs: There is not an expected additional operational cost associated with developing the plan.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	P&R Master Plan	6 months	\$ 100,000
FY26	P&R Master Plan Implementation	FY26	\$ 20,000
	Total		\$ 120,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Wages & ERE	\$Unknown
FY25	Supplies	\$Unknown
	Total	\$ Unknown

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Verde Lakes Community Park Improvements*

FY25 Impact: \$25,000

5-Yr Project Cost: \$50,000

New Project or Rollover: *Rollover Project*

Dept/Div: *Parks & Recreation*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Date Completed: *2/6/24*

Project Summary:

Continue to add recreation and facility improvements to Verde Lakes Community Park (VLCP).

Location: 3012 S. Aspen Way



Community Impact:

As a new leased and cooperatively managed park in 2022 this facility had minimal amenities and was in serious need of maintenance. Except for a small, leased playground, this is the only municipal park in this populated neighborhood of mostly lower income residents. Basic maintenance including grading and drainage improvements have been completed and the first round of improvements including fencing, picnic tables, barbeque grills and concrete corn hole have been purchased and installed. Additional basic amenities and facility improvements are needed to meet community and P&R expectations.

Project Title: *Verde Lakes Community Park Improvements*

Operational Impact:

Impact on Staffing: additional maintenance staff hours will need to maintain the park.

Impact on operational costs: The only expected cost increases will come from extra supplies and equipment maintenance (fuel, mower maintenance etc.).

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	P&R Projects	Variable	\$ 25,000
FY26	P&R projects	Variable	\$ 25,000
Total			\$ 50,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Wages & ERE	\$
FY25	Supplies	\$
Total		\$ 0

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Building 300 Entry Doors*

FY25 Impact: *\$30,000*

5-Yr Project Cost: *\$34,000*

New Project or Rollover: *Rollover*

Dept/Div: *Public Works / Parks & Rec*

Contact: *M. Smith*

Requested by: *M. Smith*

Date Completed: *2/14/24*

Project Summary:

Add ADA compliant push-button door openers to select existing exterior doorways on the 300 building.

Location: 395 S. Main St.



Community Impact:

The Public Works facility is currently lacking ADA compliant automatic door openers. This project will install button operated door openers on several of the building's exterior doors to make the facility more accessible by individuals with disabilities.

Project Title: *Building 300 Entry Doors*

Operational Impact:

Impact on Staffing: No impact to staffing is anticipated.

Impact on operational costs: The door opener system will require periodic maintenance and/or adjustment. No immediate impacts on operational costs are anticipated.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Install door openers	Variable	\$ 30,000
	Total		\$ 30,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY26	Maintenance and adjustment	\$ 1,000
	Total	\$ 1,000

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Gymnasium Restroom Improvements*

FY25 Impact: *\$150,000*

5-Yr Project Cost: *\$150,000*

New Project or Rollover: *Rollover*

Dept/Div: *Public Works / Parks & Rec*

Contact: *M. Smith*

Requested by: *M. Smith*

Date Completed: *2/14/24*

Project Summary:

Remodel the gym restrooms up to current codes and standards.

Location: 51 E. Hollamon St.



Community Impact:

The men's and women's restrooms are out of code and require updating. Remodeling these restrooms will make them ADA accessible, more functional, and increase their appearance.

Project Title: *Gymnasium Restroom Improvements*

Operational Impact:

Impact on Staffing: No additional impact anticipated.

Impact on operational costs: No additional impact anticipated.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Design and plan preparation	July/August 2025	\$ 30,000
FY25	Construction	Jan./Feb. 2026	\$120,000
	Total		\$ 150,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	No anticipated impact	
	Total	\$ 0

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Replacement of town community playground*

FY25 Impact: \$150,000

5-Yr Project Cost: \$3,000.00

New Project or Rollover: *Rollover*

Dept/Div: *Public Works / Maintenance*

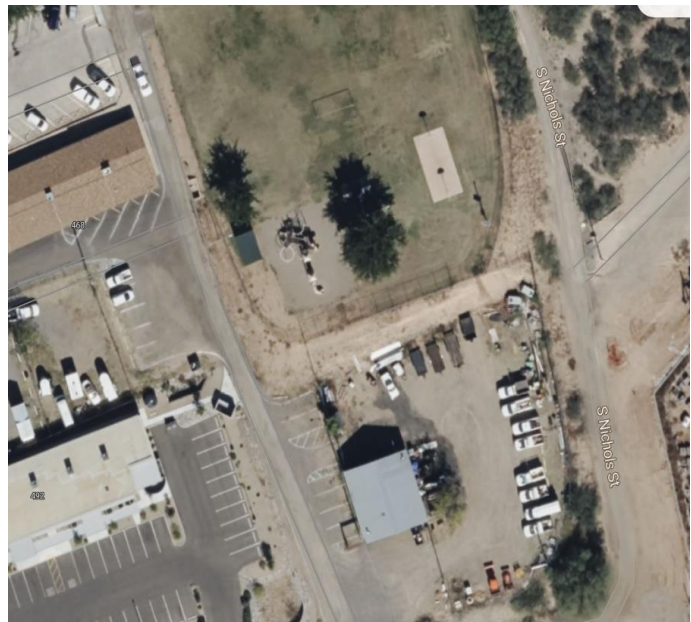
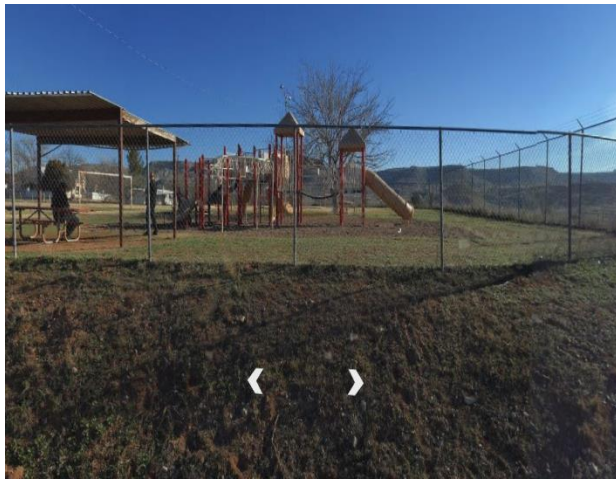
Contact: *Jeff Kobel*

Requested by: *Jeff Kobel*

Date Completed: *2/16/2024*

Project Summary:

Removal and installation of the community park playground. The current playground violates multiple safety standards.



Location: 488 S Nichols St.

The community impact will be a playground that will be up to date on the U.S. Consumer Product Safety Commission’s (“CPSC” or “Commission”) Public Playground Safety Handbook rules. This playground structure accommodates up to 68 children ages 5-12 years.

Community Impact:

Project Title: *Replacement of town community playground*

Operational Impact:

Impact on Staffing: No additional employees needed. Continual daily/weekly inspection by staff.

Impact on operational costs: Vandalism cleanup/repairs and stanrd maintenance care.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Playground removal and installation	Variable	\$150,000
	Total		\$150,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Vandalism/repairs	\$ 2,000
	Total	\$2,000

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Playground Fall Material*

FY25 Impact: *\$50,000*

5-Yr Project Cost:

New Project or Rollover: *Rollover*

Dept/Div: *Public Works / Maintenance*

Contact: *Jeff Kobel*

Requested by: *Jeff Kobel*

Date Completed: *2/21/2024*

Project Summary:

Removal and replacement of playground fall material at Butler Park, Town Community Park, Arturo Park, Verde Lakes Park.

Location: 1213 N Gardner Ln, 2455 N Arturo Ln, 488 S Nichols St, 3594 E Tumbleweed Dr.



Community Impact:

The community parks get used more frequently while the town population continues growing, fall material needs replacing. Old fall material becomes a safety issue for anyone playing on the town playgrounds.

Project Title: *Playground Fall Material*

Operational Impact:

Impact on Staffing: Yearly maintenance and upkeep.

Impact on operational costs: Standard tool wear or replacement of tools.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Material	3 Weeks	\$50,000
	Total		\$50,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Upkeep/maintenance	\$300
FY35	Upkeep/maintenance	\$300
	Total	\$3,000

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Pool filtration system replacement*

FY25 Impact: *\$150,000*

5-Yr Project Cost:

New Project or Rollover: *Rollover*

Dept/Div: *Public Works / Maintenance Division*

Contact: *Jeff Kobel*

Requested by: *Jeff Kobel*

Date Completed: *2/14/24*

Project Summary:

Replacing the pool filtration system will increase waterflow/turn over rate and maintaining a cleaner pool.

Location: 290 W Apache Tr.



Community Impact:

The pool is relied on to remain open during the pool season. With the weather surrounding environment (leaves, dirt, rock, bugs) the pools underrated filtration system continues to be overloaded and help cause the pool to shut down. The new filtration system will be the correct filter for the size of the pool.

Project Title: *Pool filtration system replacement*

Operational Impact:

Impact on Staffing: Standard yearly maintenance.

Impact on operational costs: Yearly cost will be absorbed in maintenance general fund.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Pool filter and plumbing	2 weeks	\$150,000
	Total		\$150,000

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Annual Maintenance	\$2,000
	Total	\$2,000

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points

TOWN OF CAMP VERDE

FY25 Capital Improvement Project

Project Title: *Town Community Park Sprinkler System*

FY25 Impact: \$75,350

5-Yr Project Cost:

New Project or Rollover: *Rollover*

Dept/Div: *Public Works / Maintenance*

Contact: *J. Kobel*

Requested by: *J. Kobel*

Date Completed: *2/20/2024*

Project Summary:

Installation of a new sprinkler system, valves, controllers and main water supply line replacement.

Location: 473 S Main St.



Community Impact:

The new sprinkler system will allow maintenance to water The Community Park at night instead of in the early morning and afternoon. Allow the field to be utilized daily by the community while using less water. This new sprinkler system will also cut maintenance time from rotating the current sprinkler system heads.

Project Title: *Town Community Park Sprinkler System*

Operational Impact:

Impact on Staffing: None

Impact on operational costs: The only expected cost increase will come from damaged sprinklers and water supply line breaks.

Project Budget:

Fiscal	Activity / Segment	Timeline	Cost
FY25	Sprinkler system	3-4 weeks	\$75,350
	Total		\$ 75,350

Estimated Annual Operational Impact – Cost/(Savings):

Starting Year	Category	Cost
FY25	Maintenance	\$500
	Total	\$500

Project Funding:

Tracking Fund: CIP Fund

Funding Source: Operating Transfer from the General Fund.

Staff Rating Score:

Need	Cost/ Efficiency	Safety	Strategic Plan	Total Points