



CAMP VERDE EST. 1865
HOME OF HISTORIC FORT VERDE



Final Budget
for Fiscal Year
2016-17



Town of Camp Verde, Arizona

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

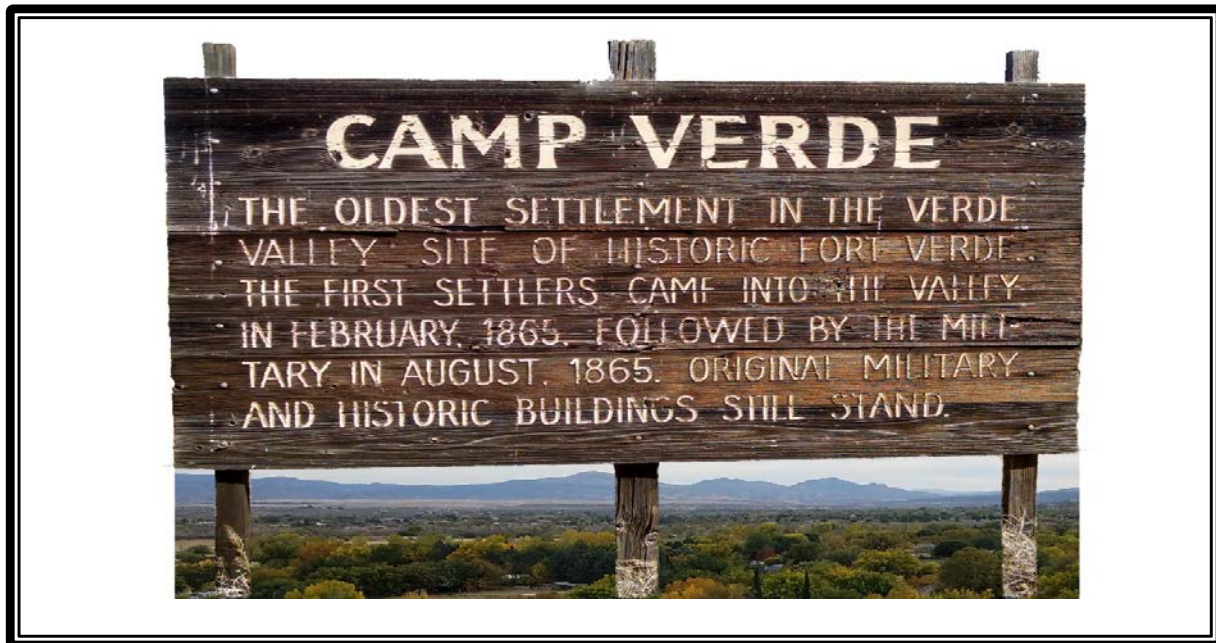
The Center Of It All

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Chapter One

Introduction

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Camp Verde
Arizona**

For the Fiscal Year Beginning

July 1, 2015



Executive Director



Budget Summary

The Town of Camp Verde (Town) is proud to present its annual budget for the fiscal year beginning July 1st, 2016 and ending June 30th, 2017 (FY17). This is a balanced budget operationally keeping operational expenses within budget revenue limits.

Considering all funds together, the Town's total budgeted expenses for FY17 are \$15,655,297. While the Town's Expenditure Limitation is \$11,725,892, exclusions in the amount of \$5,302,957 bring the Town's budgeted expenses subject to the limitation down to \$10,352,340. The Town's total budgeted revenues \$12,070,077. While this seem to suggest that the Town has an un-balanced budget and is over-spending revenues by over \$3 million, the reality is that those expenses are covered by fund balance surpluses generated from prior year revenues in various special revenue funds. Simply stated, revenues came into the various funds in a prior year but a portion of the expenses against those revenues will occur in this fiscal year. A good example would be the Library Fund which had funding for the construction of the new town library back in 2014, but the construction process will actually complete in November of 2016.

The General Fund is where the vast majority of Town services are budgeted for. For FY17, the General Fund budget is \$7,239,565 with an additional \$1,376,747 being transferred out to the Capital Improvement Projects & Debt Service Funds. While the General Fund saw an amazing increase in surplus funds from fiscal year 2016 (approximately \$951 Million), that is believed to be a one-time event. While operationally the General Fund will maintain a balanced budget in FY17, the Town Council has elected to utilize up to \$300,000 of last year's surpluses for a one-time contribution to the Capital Improvement Projects Fund which accounts for the \$284,462 budgeted decrease in the General Fund balance.

Significant Events

- 1) **New Library Construction:** Construction on the Town's new library will be completed in November of 2016. When completed this will be a \$5.2 million project (\$1.6 million of which will come from this year's budget). While the building itself will not directly produce increased revenues, it will have a significant impact on the community through increased utilization, available meeting and program rooms and the overall appeal of our Town to families and businesses.
- 2) **New Medical Center Construction:** The newly completed Verde Valley Medical Center, a 26,000 square foot facility on 11 acres along Highway 260, is another step in our Town's expansive future. Adding to the current footprint of medical facilities along Finnie Flat road, this facility brings a much needed component to our Town in providing needed services directly to our community. This facility will be a draw for professionals, families and jobs.

- 3) **Wastewater Capital Expenses:** The wastewater treatment plant will continue to draw down nearly \$665,000 from a Water Infrastructure Finance Authority (WIFA) loan for work that needs to be completed to keep the plant operating effectively. The loan held and maintained within the Camp Verde Sanitary District of which the Town is Trustee. The debt as such is paid for by property taxes on members within the original sanitary district.
- 4) **Street Improvements & Maintenance:** The Town has undertaken the task of improving and repairing its streets over approximately 7 years (\$5.25 million total estimated cost). The budget for this current year is \$400,000. Funding for this line item comes from both a portion of local sales tax allocated for capital projects (\$150,000) and from reserves within the Highway User Revenue Fund (\$250,000).

Budget & Strategic Planning

This FY17 budget was the first year that a strategic planning process was incorporated into the Town's budget process. The process consisted of 1) an overview of the Town statistically and anecdotally, 2) identifying the values of our Town Council, 3) determining the expectations for our future, 4) evaluating current services, facilities opportunities and needs and finally 5) defining and prioritizing future needs and their impact on the budget.

Through this process, the Town Council was able to determine the areas they value most as follows:

- 1) Preservation of the character and historical values in Camp Verde.
- 2) Preserving and maintaining the Verde River and other water resources.
- 3) Panned business growth.
- 4) Expansion of community recreation facilities; parks, ball fields and river access.
- 5) Providing a stable government

These values were then further refined through SWOT analysis to create a list of prioritized projects and/or issues to be utilized for the creation of the CIP. Those priorities were as follows:

- 1) Expanded utilities for future business growth, especially down the Highway 260 corridor.
- 2) Development of more recreational programs.
- 3) Create more ball fields.
- 4) Flood control issues.
- 5) Street maintenance.
- 6) Water control and conservation
- 7) Buildings and park maintenance.
- 8) Maintaining our cultural heritage.
- 9) Maintaining a stable government

Revenue Assumptions

Of the \$8.33 million of General Fund revenues, nearly 90% comes from state shared revenues (sales tax, income tax and vehicle tax) and local Transaction Privilege Tax (TPT) revenues. As such, these line items are the primary focus for Town revenue forecasting. For FY17, state shared revenues were accepted at face value of state estimates. Local taxes were budgeted to increase by an average of 13%. Though this is a bit aggressive, Town staff and Council feel that the estimate is reasonable based on

current growth we are seeing in the Town, both in proposed housing and business development. The Town allocates the .65% portion of its 3.65% TPT rate to capital projects, generally in the Capital Improvement Projects Fund (CIPF). The remaining 3.0% portion is then available to cover general Town expenses. That amounts to just over \$3.5 million dollars, or 42% of budgeted revenues for the General Fund.

Economic Outlook & Direction

Expansion along the Western Highway 260 corridor is still a predominant focus for future business expansion. Though not a significant impact on the FY17 budget, expansion of wastewater utilities down this corridor will have a significant impact on future budget years, possibly reducing the number and/or scope of contemplated capital projects and most probably requiring some type of debt financing.

Businesses continue to expand along Finnie Flat Road (Main Street) as well establishing a solid retail presence along this main thoroughfare. The Town is also planning on engaging an Economic Development partner to help develop a more robust retail presence within the area.

Capital Expenditures

Capital Expenditures are defined as expenses over \$5,000 that have a useful life of more than 1 year. The Town has budgeted for nearly \$3.6 million in capital expenditures for FY17 as well as another \$754,000 within its Wastewater Fund. This is down \$3.3 from last year's budgeted \$6.9 million. The significant expenditures for this year include:

- 1) \$1.5M for the completion of the new Town library.
- 2) \$754K for improvements to the Wastewater Treatment Plant.
- 3) \$475K for street improvements and repairs.
- 4) \$454K for remodeled Town facilities

Staffing

As our Town has been slowly moving through recovery, our staffing levels have also been increasing to meet the service needs of our community. As seen on the FTE Staffing Levels, page 13 of this budget, our staffing levels have increased 5.9 FTE's from 91.3 FTE's in FY16 to 97.2 FTE's for this coming budget year.

The Marshal's Office has again seen the most growth of that growth at an increase of 2.6 FTE's. This includes 2 new sworn officers and .6 FTE's for admin support. The Library also added a fulltime position as well as .6 FTE's for part-time hours. Community Development is the only other department to increase its fulltime staff. All remaining staff increases were in part-time hours across various departments.

Distinguished Budget Presentation Award

The Town of Camp Verde received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the first time for its FY16 budget. This award is presented to government entities that meet certain criteria in the presentation of their budget.

Town of Camp Verde FY17 General Fund at a Glance Budget

Inflows

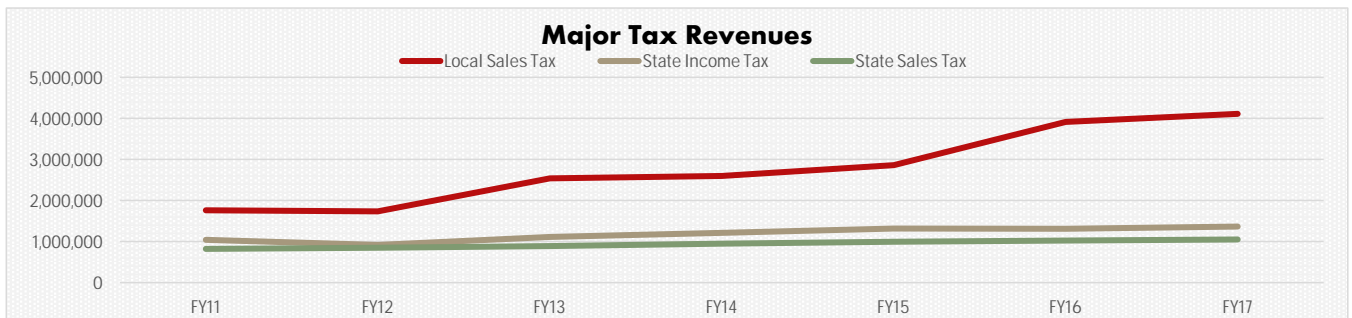
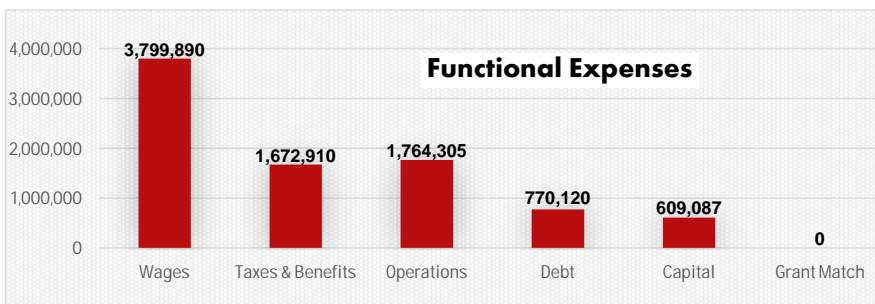
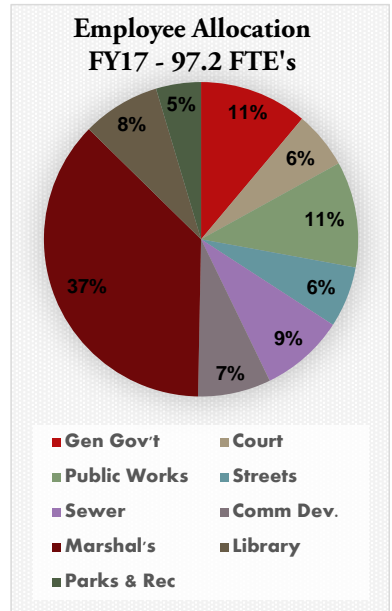
Source	2014-15 AUDITED	2015-16 EST'D	2016-17 BUDGET
Local Sales Taxes	2,863,839	3,915,180	4,110,000
Franchise Fees	266,973	285,835	257,000
Intergovernmental Revenues	3,198,440	3,273,560	3,346,900
Licenses & Permits	174,427	198,155	234,500
Fines & Forfeitures	189,397	225,141	186,300
Charges for Services	90,952	126,764	118,850
Grants & Donations	3,445	1,365	43,300
Miscellaneous	17,631	211,787	35,000
Surplus Revenues from FY16	0	0	300,000
Net Transfers Into General Fund	37,003	54,236	0
Total Funds In	\$ 6,842,107	\$ 8,292,023	\$ 8,631,850

Outflows

Function	2014-15 AUDITED	2015-16 EST'D	2016-17 BUDGET
General Government	1,544,288	1,643,393	1,904,695
Magistrate Court	364,344	358,019	350,475
Public Works	791,923	844,922	894,695
Community Development	427,929	417,501	529,140
Marshal's Office	2,512,091	2,527,401	2,820,910
Library	367,313	390,037	441,105
Parks & Rec	228,877	244,348	298,545
Transfers Out to Pay Debt	353,425	520,310	770,120
Transfers Out to Cover Grant Matches	0	311	0
Transfers Out for Capital Improv's	181,673	394,800	606,627
Total Funds Out	\$ 6,771,863	\$ 7,341,042	\$ 8,616,312
Net From Operations	\$ 70,244	\$ 950,981	\$ 15,538

General Fund Reserve	
(Rounded to nearest \$1000)	
FY13	\$1,590,000
FY14	\$1,843,000
FY15	\$1,869,000
FY16*	\$2,655,000
FY17*	\$2,371,000
* - Estimated	

Local Sales Tax	
(Rounded to nearest \$1000)	
FY13 ¹	\$2,541,000
FY14	\$2,595,000
FY15 ²	\$2,863,000
FY16	\$3,915,000
FY17	\$4,110,000
1 - Aug. tax rate change - 2% to 3%	
2 - Mar. tax rate change - 3% to 3.65%	





Town of Camp Verde Community Profile

The History

The Town of Camp Verde was incorporated on December 8, 1986. The Town's history, however, begins much earlier. In 1865, families from Prescott made the trek through the Black Hills Mountains to arrive in the area that would come to be known as Camp Verde. Fort Verde, now a state historic park, would be established in 1872 to help keep the peace between native americans and the new settlers, though it was eventually vacated in 1890 as the Town of Camp Verde began to take shape. Though Camp Verde saw some prosperity in its early years due to the operation of a salt mine between 1923 and 1933, it remained mostly isolated due to the somewhat treacherous and overall poor road conditions of the area. That changed, however, with the building of the State Route 79 highway in 1961 which would eventually become one of the most highly traveled Interstate's in our nation, better known as I-17. With I-17 established as the main thoroughfare from Phoenix to destinations such as Prescott, Sedona and the Grand Canyon, Camp Verde found itself in the center of a main tourist artery. Camp Verde has been slow in its growth over the years, choosing to remain a small, quiet community. This now, is changing as well, as Camp Verde over the last several years has begun to expand its retail base, most prominently in the area of fantastic locally run restaurants and outdoor recreation.



The community possesses some of the oldest and finest historic resources in the Verde Valley. Camp Verde is one of the few communities in Arizona that have examples of buildings from its entire historic period. Such resources are vibrant links to the past representing the people, processes and events that made the Town what it is today. These resources give Camp Verde a sense of its uniqueness and roots. Whether hiking to various local cave dwellings, visiting historic houses or spending time at either of our state parks, Fort Verde State Park or Montezuma's Castle, you will be emersed in a culture rich in southwestern history.

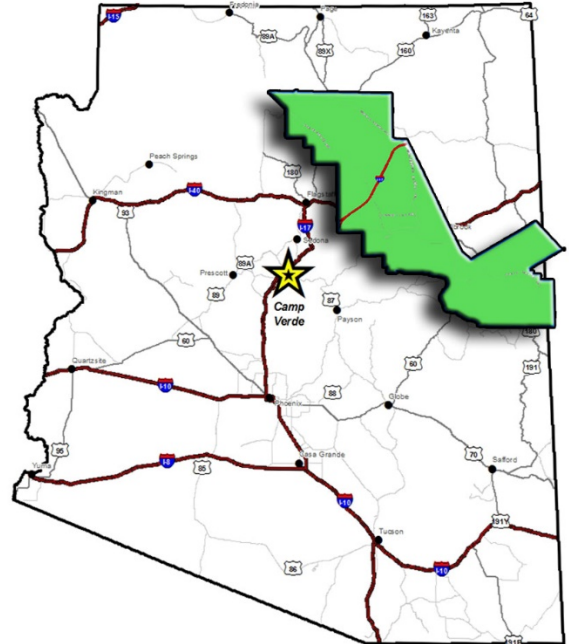
The Town

Camp Verde has received the distinction of being the community closest to the center of Arizona. Located in Eastern Yavapai County, it is 86 miles North of Phoenix and 50 miles South of Flagstaff. The town boundaries stretch out along 18 miles of the Verde River covering a total area of 46 square miles. At an elevation of 3,146 feet, the arid climate provides Camp Verde with hot days and cool evenings during the summer months while winters remain comparatively mild to Arizona's other Northern cities.

Small farms and ranches enhance our rural, western lifestyle. The waterways that meander throughout our quiet community provide an abundance of riverfront properties, recreational opportunities and are a habitat for wildlife, such as bald eagles, hawks, blue heron, beavers and otters. Towering above the valley are majestic mountains that provide a scenic view of unsurpassed beauty.

Camp Verde is predominantly surrounded by US Forrest land which supports the outdoor recreational opportunities in the area. Residents and visitors are able to enjoy outdoor activities such as horseback riding, four wheeling, jeep tours, hiking, camping, canoeing, kayaking and fishing.

Camp Verde plays host to several weekend events throughout the year including Fort Verde Days in October, the Spring Heritage Pecan & Wine Festival in March and Cornfest in July.



The Demographics

The estimated population of Camp Verde is just over 11,000. With a projected growth rate of roughly 1.4%*, Camp Verde could expect to see the following populations through 2030:

<u>2015</u>	<u>2020</u>	<u>2025</u>	<u>2030</u>
11,155	11,960*	12,820*	13,740*

* - Based on inhouse estimates derived from Yavapai County small growth estimate, US Census Bureau

While Camp Verde has historically been seen as a retirement dominated community, recent years has seen a much younger population begin to take root. Camp Verde's population has become quite an eclectic mix of rancher, professional and entrepreneur. Below is a snapshot of Camp Verde families:

	<u>Camp Verde</u>	<u>Yavapai County</u>	<u>Arizona</u>
HS Grad/Equivalent age25+:	85.4%	88.9%	85.4%
Bachelors+, age 25+:	13.5%	22.8%	26.7%
Home Ownership (2010):	76.4%	70.8%	66.0%
Persons per Household	2.52	2.34	2.68
Median Household Income	\$38,871	\$42,987	\$49,774
% below poverty	24.5%	15.8%	17.9%
Aged Under 19	20.6%	20.7%	27.9%
Aged 20-64	58.4%	54.0%	57.7%
Aged over 65	21.0%	25.3%	14.4%

(US Census Bureau 2013)

Unemployment Rates:

	<u>Oct. 2013</u>	<u>Oct. 2014</u>	<u>Oct. 2015</u>
AZ	7.3	6.6	6.1
National (ADOA-EPS)	7.2	5.7	5.0

The Economy

The local economy is predominantly made up of small businesses and local owners. Our local restaurants are a prime example of the successful local flavor of Camp Verde as tax revenues from this segment have climbed 34% in the last 3 years. Over-all local tax receipts have increase 27% over the same 3-year period from \$2.5 million in FY13 to \$3.9 million in FY16. The economy in Camp Verde is significantly impacted by travelers and tourists. Our location on I-17 between Sky Harbor airport in Phoenix and major travel destinations to our North, such as Sedona and the Grand Canyon, create an average of 25,500 vehicles per day (*ADOT June 2016 I-17 corridor study*) through Camp Verde.

Largest Employers

	<u>Employees</u>
Cliff Castle Casino	327
Yavapai-Apache Nation	294
Camp Verde School District	227
Town of Camp Verde	117
Bashas	102
Rainbow Acres	80
The Haven of Camp Verde	55
Out of Africa Wildlife Park	47

Major Attractions



Montezuma Castle National Monument

Montezuma Castle National Monument features well-preserved cliff-dwellings. They were built and used by the Pre-Columbian Sinagua people, northern cousins of the Hohokam, around 700 AD. It was occupied from approximately 1125-1400 AD, and occupation peaked around 1300 AD.

Several Hopi clans trace their roots to immigrants from the Montezuma Castle/Beaver Creek area. Clan members periodically return to their former homes for religious ceremonies. When European Americans discovered them in the 1860s, they named them for the Aztec emperor (of Mexico) Montezuma II, due to mistaken beliefs that the emperor had been connected to their construction. Neither part of the monument's name is correct. The Sinagua dwelling was abandoned 100 years before Montezuma was born and the Dwellings were not a castle. It was more like a "prehistoric high rise apartment complex".



Fort Verde State Historic Park

From 1865 to 1891, U.S. Army officers, doctors, families, enlisted men, and scouts lived in a succession of army bases located in the Verde Valley. Replacing the earlier camps of Lincoln and Verde, Fort Verde became the most established military presence in the Valley. The Fort is best known for its use by General Crook's U.S. Army scouts and soldiers as a base of operation during the Indian Wars of the 1870s and 1880s. Today, visitors can experience three historic house museums, all with period furnishings, that are listed on the National and State Register of Historic Places. The former fort

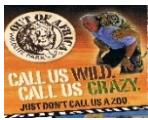
administration building houses the Visitor Center with interpretive exhibits, artifacts from military life, and history of the Indian Wars.

Fort Verde State Historic Park is the best-preserved example of an Indian Wars period fort in Arizona. The park periodically schedules living history programs that offer visitors a glimpse into a significant era of Arizona's history. In addition to the historic buildings and interpretive exhibits, the park has picnic tables, restrooms, RV and tour bus parking, and is ADA accessible.



Cliff Castle Casino

Cliff Castle Casino-Hotel Guests can enjoy fine dining at the award-winning Storytellers Gourmet Steakhouse. They also offer family dining at The Gallery restaurant, tasty old-fashioned burgers at Johnny Rockets, and casual dining at The Gathering restaurant located inside The Hotel at Cliff Castle. Guests can relax at any of the cocktail lounges, which include Fables, Cliff Dwellers and The Gutter located inside the bowling center. Kids will also enjoy Shake Rattle and Bowl bowling center, The Alley Arcade, a collection of the most popular high-action video games, and Kids Quest supervised childcare for children up to 12 years old featuring indoor playground, arts & crafts and arcade games.



Out of Africa Wildlife Park

Located in Camp Verde, Arizona, Out of Africa Wildlife Park is one of Arizona's best wildlife theme parks. Out of Africa Wildlife Park strives to educate and entertain, to provide an exciting and engaging opportunity to love and respect creation and creator. It is a place where family and friends gather to experience oneness with animals and each other during safaris, tours, walks, observations, and shows of wild-by-nature animals in their own, natural splendor.



Predator Zip Line

Experience the wind ripping through your hair on a thrill ride over nature's wildest predators. Enjoy the adventure of a lifetime on a world-class zip line over Out of Africa Wildlife Park in Camp Verde, Arizona!



Verde Valley Archaeology Center

In 2010, a group of avocational archaeologists and volunteers created the Verde Valley Archaeology Center, located in downtown Camp Verde, in an effort to protect what was left of the valley's ancient people. Their museum on Main Street displays and interprets artifacts from both public and private collections, and in doing so has helped to stem the flow of artifacts leaving the valley. The center has an active research facility that assists archaeologists and government agencies throughout the area in identifying and cataloging artifacts. A number of programs are offered throughout the year to help educate the public and instill an appreciation for the ancient cultures that have called the Verde Valley home.



Copper Star Indoor Shooting Range

The Copper Star Indoor Shooting Range is Arizona's largest indoor shooting range. The facility includes a state of the art, air-conditioned, 25 yard pistol range, the only 100 yard rifle range in the state and a 50 yard archery range. It is their mission to provide a safe, fun, family friendly and comfortable environment. They offer a large selection of firearms for rent, including bows and fully automatic machine guns. Copper Star Indoor Shooting Range is a great place to spend your time while traveling through the Verde Valley.



Town of Camp Verde

Key Officials and Staff



Mayor and Council Members (Left to right)

Front Row: Councilor Robin Whatley, Councilor Jackie Baker, Councilor Carol German

Back Row: Vice-Mayor Bruce George, Councilor Brad Gordon, Mayor Charlie German, Councilor Jessie Jones.

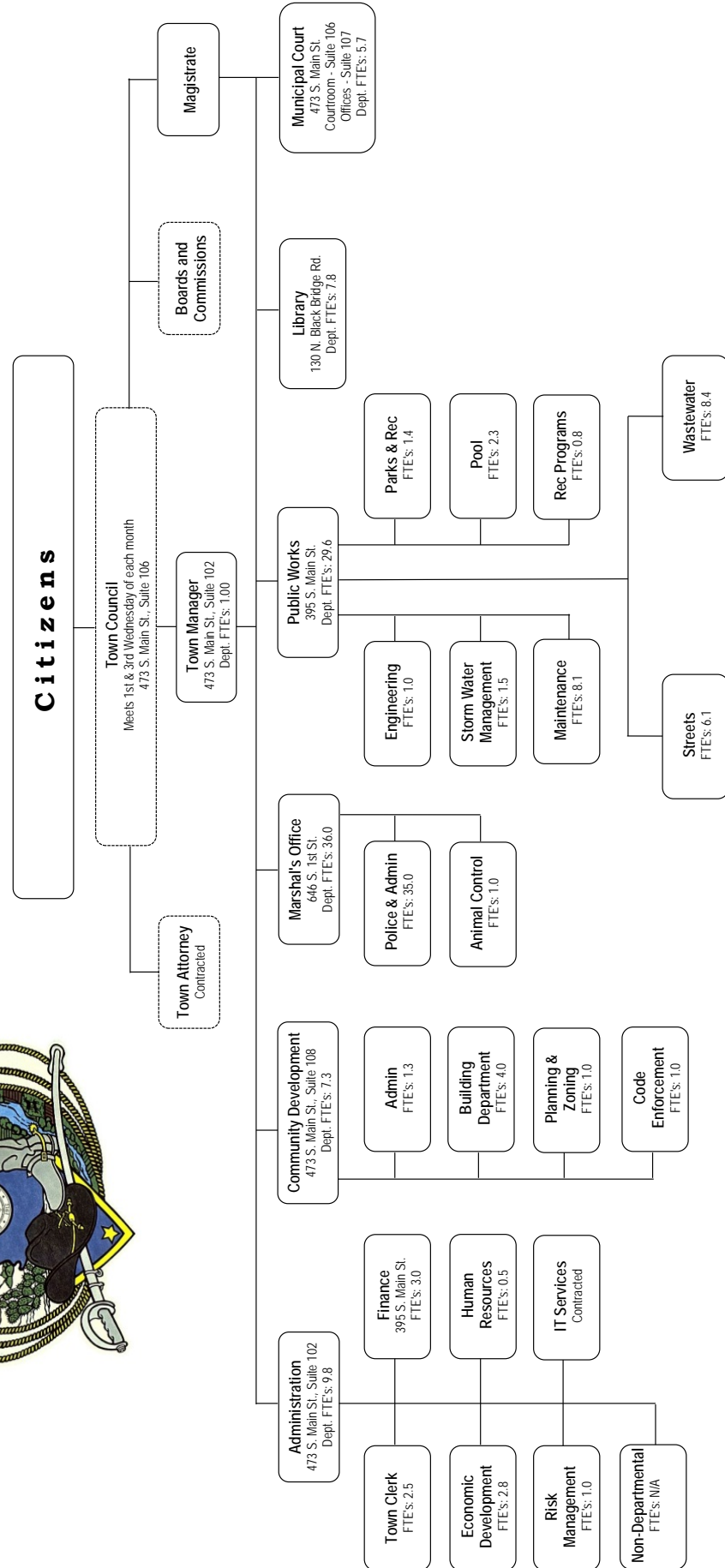
Department Heads

Russ Martin, *Town Manager*
Virginia Jones, *Town Clerk*
Mike Showers, *Finance Director*
Nancy Gardner, *Marshal*
Kathy Hellman, *Library Director*
Paul Schlegel, *Presiding Magistrate*

Michael Jenkins, *Community Development Director*
Ronald Long, *Engineer/Public Works Director*
Steve Ayers, *Economic Development Director*
Veronica Pineda, *Court Supervisor*
Carol Brown, *Risk Management*

Town of Camp Verde, Arizona

Town Organization Chart



FTE Staffing Levels

Department	FY14	FY15	FY16	FY17
General Government	8.90	9.00	9.70	10.80
Town Council	N/A	N/A	N/A	N/A
Manager's Office	1.65	1.35	1.00	1.00
Clerk's Office	2.80	3.00	2.40	2.50
Finance Dept.	2.20	2.20	3.10	3.00
HR	.20	.10	.20	.50
Risk Management	.35	.65	1.00	1.00
Economic Development	1.60	1.60	2.00	2.80
IT Dept	.10	.10	N/A	N/A
Magistrate Court	5.60	5.60	5.70	5.70
Public Works	22.85	22.55	25.00	25.10
Engineering	1.10	1.25	1.25	1.00
Stormwater	1.30	1.50	1.65	1.50
Maintenance	7.20	7.40	7.95	8.10
Streets	6.20	5.20	6.05	6.10
Sewer	7.05	7.20	8.10	8.40
Community Development	5.00	6.00	6.00	7.30
Building	2.00	3.00	3.00	4.00
Planning & Zoning	1.00	1.00	1.00	1.00
Code Enforcement	1.00	1.00	1.00	1.00
Admin	1.00	1.00	1.00	1.30
Marshal's Office	31.20	33.20	34.10	36.00
Sworn Officers	20.00	21.00	21.00	23.00
Dispatch	8.00	9.00	9.70	8.50
Admin	2.20	2.20	2.40	3.50
Animal Control	1.00	1.00	1.00	1.00
Library	5.80	6.20	6.20	7.80
Parks & Rec	4.30	4.55	4.60	4.50
Pool	2.30	2.50	2.50	2.30
Rec Programs	.30	.25	.30	.80
Admin	1.70	1.80	1.80	1.40
Total FTE's	<u>83.65</u>	<u>87.10</u>	<u>91.30</u>	<u>97.20</u>

Staffing Changes – 5.9 FTE's were added in FY17 as follows:

Added hours to PT position and 2 extra PT positions (2).....	+ .8
Reallocated hours of PT HR position to .5 FTE's from .2 FTE's.....	+ .3
Public Works positions were reallocated and PT hours were increased.....	+ .1
Community Development added a FT Permit Tech	+ 1.0
Community Development Director is retiring; added hours for transition to new Director.....	+ .3
The Marshal's Office cut .7 FTE's from dispatch and reallocated another .5 to admin.....	- .7
The Marshal's Office added 2 sworn officers and increase PT admin hours.....	+2.6
The Library added 1 FT position and increased PT hours.....	+1.6



Town of Camp Verde

*Budget Calendar for FY 2016-17
Approved by Council - November 18, 2015*

<u>Date</u>	<u>Task</u>	<u>Day/Time</u>
Nov. 18 th , 2015	Approve budget calendar.	Wed: 6:30pm
Nov. 20 th , 2015	Council to develop Strategic Plan	Fri: 7:00-11:00am
Jan. 22 nd , 2016	Day 1 of CIP development	Fri: 7:00-11:00am
Jan. 29 th , 2016	Day 2 of CIP development	Fri: 8:00-11:00am
Feb. 22 nd , 2016	Any changes to Town fee schedule due to Finance	Mon: End of day
Feb. 29 th , 2016	Dept budgets and Narratives due to Finance	Mon: End of day
Mar. 21-25, 2016	Town Manager to review budgets with department heads	Throughout week
Apr. 15 th , 2016	Day 1 of Council budget presentations	Fri: 8:00-11:00am
Apr. 22 nd , 2016	Day 2 of Council budget presentations	Fri: 8:00-11:00am
May 9 th , 2016	Community engagement meeting	Mon: 7:00-9:00pm
May 13 th , 2016	Council review with Town Manager & Finance Director (Department heads available if requested)	Fri: 8:00-11:00am
May 18 th , 2016	Public hearing; Adoption of Town fees and Sanitary District debt levies	Wed: 6:00pm
June 1 st , 2016	Adoption of Tentative Budget	Wed: 6:30pm
July 6 th , 2016	Public hearing; Adoption of final budget	Wed: 6:00pm

**Please note that dates are estimates only and may change if necessary.*

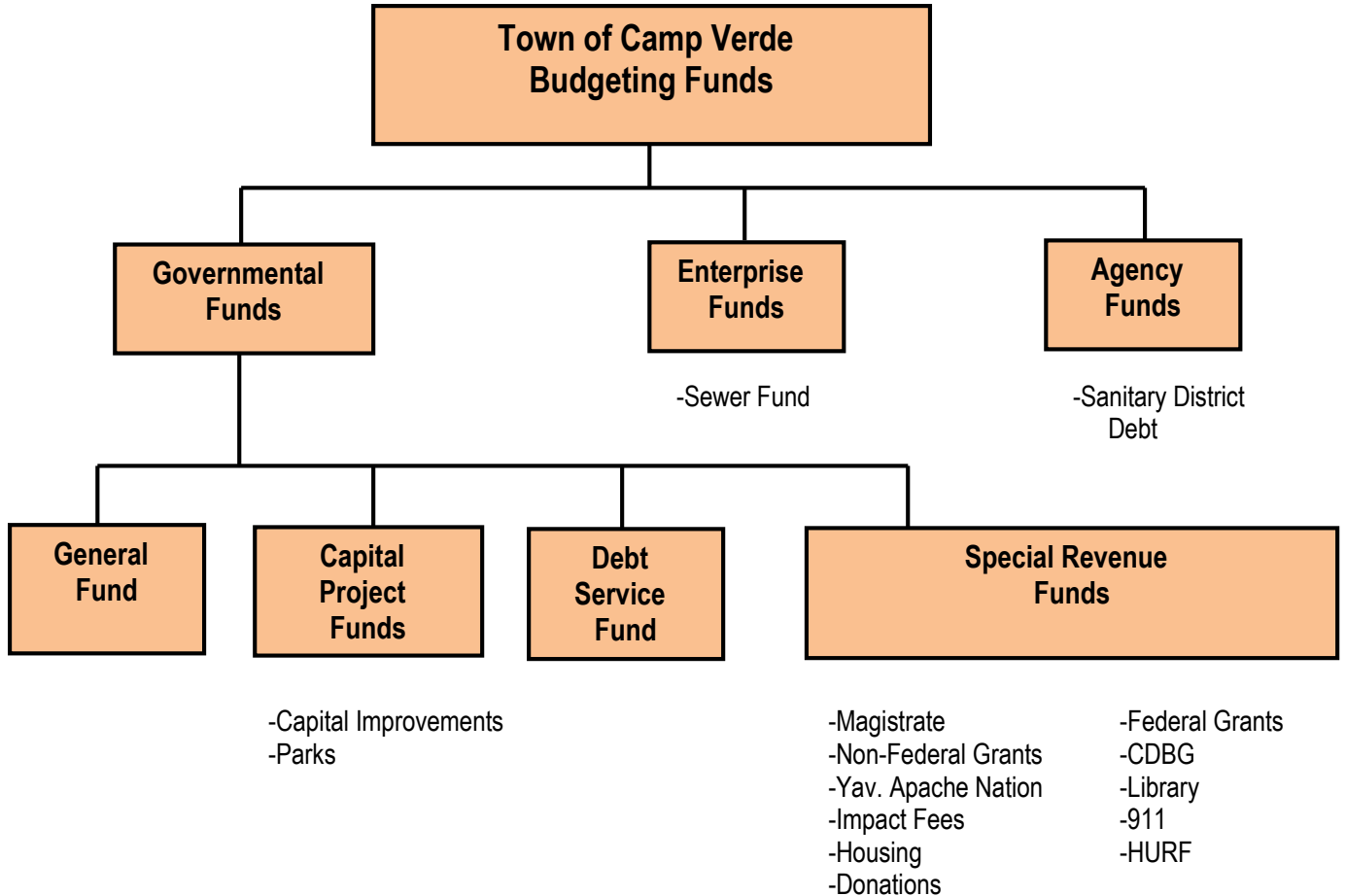


Chapter Two

Financial Structure, Policy & Process

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Budget Fund Structure



Fund Types

Governmental Funds: Are used to account for activities primarily supported by taxes, grants and similar revenue sources.

- **General Fund:** The main operating fund used to account for and report all financial resources not accounted for and reported in another fund.
- **Capital Project Funds:** Used to track the financial resources to be used for the acquisition, construction or major renovation of capital assets.
- **Debt Service Funds:** Used to account for the funding allocations and the payments of general long-term debt principal, interest and related costs.
- **Special Revenue Funds:** Used to account for and report the proceeds from special revenue sources that are restricted or committed for specific purposes other than debt or capital projects.

Enterprise Funds: Used to report any activity for which a fee is charged to external users for goods or services.

Agency Funds: Used to report resources held by the Town in a purely custodial capacity.

Major Funds

Major funds are those funds where expenditures or revenues are greater than 10% of the total budgeted expenditures or revenues for the Town. Major funds for budgetary purposes differ from the major funds reported by the Town in the 2015 audited financial statements. The Town had four major funds in its 2015 audited financial statements (General, Library, Wastewater & Parks) while only three are presented here (General, Wastewater & Capital Improvement Projects (CIP)). The reasons for the difference in major fund reporting is: 1) asset and liability numbers are considered in reporting major funds for financial statement reporting and they are not considered for budgeting purposes. Furthermore, in fiscal year 2017, both the Library Fund and Debt Service funds have fallen off the major fund list but the CIP Fund has come back on due to expected increased spending on capital projects.

General Fund

The General Fund is the main operating fund for the Town. It receives all tax revenues and most fees, fines, permits and license revenue. It is also where the majority of payroll related costs are incurred. For the Town, the General Fund is the focal point for a *Balanced Budget*.

(Budget detail starts on page 41)

Wastewater Fund

The Wastewater Fund contains all operations of what used to be known as the Camp Verde Sanitary District. The Town took over operations of the Sanitary District on July 1, 2013. The Wastewater Fund is a self-sustaining enterprise fund charging user fees to residential and commercial customers within the district boundaries. Those fees pay for all operations within the fund.

(Budget detail starts on page 145)

CIP Fund

The CIP Fund becomes a major fund this year due to the increase in capital project expenses for the 2017 fiscal year. This fund is used to track and fund major projects of the Town, most being larger capital projects such as street construction and park development.

(Budget detail starts on page 107)

Department / Fund Relationships

The following chart depicts which funds each department is budgeted within.

Depts	Funds			
	General	Wastewater	CIP	Non-Major
Mayor & Council	●			
Town Manager	●			
Town Clerk	●			
Finance	●			
HR	●			
Risk Management	●			
Economic Development	●			●
IT	●		●	
Non Departmental	●		●	●
Municipal Court	●		●	●
Engineering	●			
Stormwater	●		●	●
Maintenance	●		●	●
Streets			●	●
Wastewater		●		
Community Development	●			
Building	●			
Planning & Zoning	●			
Code Enforcement	●			●
Marshal's Office	●			●
Animal Control	●			●
Library	●			●
Parks & Rec	●		●	●
Pool	●			
Rec Programs	●			

Basis of Accounting & Budgeting

The *Basis of Accounting* and *Basis of Budgeting* determine when revenues and expenditures are recognized for the purposes of financial reporting and budget control. Accounting on a *cash basis* means that revenues and expenditures are recorded when cash is actually received or paid out. *Full accrual accounting* is where revenues are reported when earned, as opposed to when received, and expenditures are recognized when an obligation to pay is incurred, as opposed to when the payment is made. Capital purchases are recognized over the life of the asset through the use of depreciation.

Governments typically use a hybrid basis of accounting termed *modified accrual*. Under this system, revenues are recognized when they become measurable and available and expenditures are recognized when the obligation to pay is incurred. However, capital expenditures are recognized at the time of purchase. This means that governments may experience significant increases and decreases in total expenditures from year to year, as capital expenses tend to be large and unevenly timed. To help explain year to year expenditure trends, governments typically report capital expenditures separately from operating costs.

The Town of Camp Verde uses modified accrual accounting and budgeting for its governmental fund types. For proprietary fund types (the Sewer Fund), the Town uses full accrual accounting but budgets under the modified accrual accounting to show the purchases of capital assets and the use of other financing sources (ie loans) for a more transparent view of the use of funds within that enterprise fund.



Town of Camp Verde

Financial Policies

Fiscal Policies

ACCOUNTING

The Town's accounting and financial reporting systems will be maintained in conformance with Generally Accepted Accounting Principles and standards of the Government Accounting Standards Board. A fixed asset system will be maintained to identify all Town assets, their condition, historical cost, replacement value and useful life.

AUDIT

An annual audit will be performed by an independent public accounting firm with the subsequent issue of an official Comprehensive Annual Financial Report, including an audit opinion.

FINANCIAL

- To maintain a financially viable Town that can maintain an adequate level of municipal services.
- To maintain financial flexibility in order to be able to continually adapt to local and regional economic changes.
- To maintain and enhance the sound fiscal condition of the Town.
- To maintain a positive municipal credit rating.

RESERVES

The Town will maintain General Fund reserves of unrestricted monies in the amount of \$500,000. The Finance Director will alert the Council anytime Unrestricted General Fund reserves drop below \$1,000,000 and will continue to update Council members until unrestricted General Fund reserves reach the \$1,000,000 threshold or until directed by Council that the reporting is no longer necessary.

The Town will also maintain HURF Fund reserves in an amount equal to three (3) months of budgeted HURF expenditures. This reserve balance shall not be used without approval from the Council.

BUDGET POLICY

PURPOSE: To establish policies and procedures to carefully account for public funds, manage the finances wisely and plan for adequate funding of services that are desired by the public. The following budget policy provides guidance for preparing the Town of Camp Verde's annual budget (all funds) as well as adoption, implementation, and monitoring of the budget.

I. POLICIES

- A. BUDGET PHILOSOPHY. The Town of Camp Verde's budget philosophy includes funding the service delivery system using the resources provided through current revenue collection while planning for future needs through capital funding and maintenance.
- B. BALANCED BUDGET. Arizona law (Title 42 Arizona Revised Statutes) requires the Town Council to annually adopt a balanced budget. The Town of Camp Verde will develop a balanced budget by June 30th each year, where projected revenues meet or exceed projected expenditures. In the event that projected revenues are not adequate to sustain the service delivery system desired by the Town's citizens, a draw on fund balance may be authorized by the Town Council in accordance with Town Code Section 3-4-5 Fund Balance Policy. In addition, the Town will not use one-time (non-recurring) revenues to fund continuing (recurring) expenditures.
- C. CONSERVATIVE PROJECTIONS. Revenues and Expenditures will be determined through conservative projections. Current revenues will be sufficient to support current operating expenditures allowing the Town to maintain a positive operating position.
- D. USER FEES. User Fees will be adjusted as necessary to recover the full cost of services provided, except when the Town Council determines that a subsidy from the General Fund is in the public interest.

II. PROCEDURES

A. BUDGET PROCESS

1. The Town Manager will meet with all Department Directors to discuss his/her outlook for the coming year and give staff direction as to the financial direction of the new year's budget.
2. Department Heads will develop the budgets for their departments based on the recommended direction of the Town Manager.
3. Department Heads will enter their completed budget requests into the computer accounting system with appropriate notes for review by the Town Manager. Individual meetings are held with each of the Department Heads to discuss their budget requests and to assure that the Departments' narratives are complete.
4. The compiled preliminary draft budget is distributed to Council Members and Department Heads. Budget Work Sessions are scheduled to present each budgetary unit to Council, answer questions that may arise, make adjustments as directed, and obtain Council's preliminary approval of the requests. The Finance Department, with the Town Manager's direction, makes final adjustments to the budget and verifies that all information is properly included in the budget document.
5. In June, the Tentative Budget is approved by Council and the budget is advertised in the local newspapers for two consecutive weeks.
6. In July, Public Hearings on the Tentative Budget are held. If no changes have been directed, the Final Budget is adopted and implemented.

B. BUDGET AMENDMENT POLICY

1. Once the tentative budget is adopted, the expenditure limitation amount is set for the fiscal year. The Town Council may not approve additional appropriations above that amount.
2. Throughout the fiscal year, amendments may be made to the adopted budget. All budget amendments must be approved by the Town Council. Budget amendments include, but are not limited to, transfers of appropriations between departments, transfers of appropriations from the Contingency to departments and/or funds, and transfers of appropriations between funds.
3. The Town Manager may approve budget reallocations within functional department areas as follows:
 - a. General Government – All “100 & 900” department account numbers
 - b. Magistrate Court – All “300” department account numbers
 - c. Public Works – All “400” department account numbers
 - d. Community Development – All “500” department account numbers
 - e. Marshal’s Office – All “600” department account numbers
 - f. Library – All “700” department account numbers
 - g. Parks & Rec – All “800” department account numbers
4. A budget adjustment is requested with the Budget Change/Re-Appropriation Form. The form is submitted to the Finance Director for review.
5. The Finance Director shall submit the completed Budget Change/Re-Appropriation Form to Council for approval.
6. Approved changes to the budget shall be documented, signed and entered by the Finance Director and filed in an annual budget adjustment file.

C. BUDGET MONITORING

1. The Finance Department, along with each Department Head, monitors the budget continuously throughout the fiscal year. The Town focuses on the object level (total salary expenditures, total operational expenditures, etc.) of tracking rather than focusing on the sub-object level (each specific line item). This means that instead of tracking each line item to ensure that it remains within the budget appropriation, the focus is on whether the Department as a whole operates within its total budget appropriation.
2. Revenue projections are monitored monthly and statistically projected throughout the remainder of the fiscal year to determine the need to decrease expenditure appropriations in order to maintain a balanced budget.
3. Financial reports are given to the Town Council and Department Heads quarterly detailing the status of each department and the Town as a whole. Along with these reports, the Finance Department also presents a report to Council detailing the revenue projections through the end of the fiscal year and makes recommendations as needed to decrease appropriated expenditures, as a result of any shortfall in our revenue base, which may materialize.

D. BUDGET CALENDAR

1. In February of each year, the Finance Director shall obtain approval of the budget calendar for the following fiscal year.

E. CAPITAL IMPROVEMENTS

1. The Town will make all capital improvements in accordance with an adopted and funded capital improvement program (CIP). The CIP will provide for adequate design, construction, maintenance and replacement of the Town’s capital assets over a five-year period.
2. The Town will use intergovernmental assistance to finance only those capital improvements that is consistent with the Capital Improvement Plan and Town priorities, and who’s operating and maintenance costs have been included in the budget.

3. The Town will coordinate development of the capital improvement budget with the development of the operating budget.
4. If funding new facilities, the Parks Fund and other special development impact funds may only be used if those new facilities are included in the Town's master plans.

F. FUND ACCOUNTING

1. The Town utilizes fund accounting, which is a method of tracking revenues and expenditures based on restrictions being placed on the revenues requiring that they be used for specific purposes only. Each fund is considered a separate accounting entity. All funds except agency funds are included in the budget document. Agency funds are not required to be included in the budget document as they are monies belonging to separate entities, which the Town holds in trust for them.

G. GOVERNMENTAL FUNDS

1. General Fund - The General Fund is the main operating fund of the Town of Camp Verde; it accounts for the majority of the departments within the Town.
2. Special Revenue Fund - Special Revenue Funds are separate accounting records used to track revenues (and the related expenditures) that are legally restricted for specific purposes.
3. Debt Service Fund - Debt Service Fund is used to account for the funding allocations and the payments of general long-term debt principal, interest and related costs.
4. Capital Project Fund - Capital Project Funds are used to track the financial resources to be used for the acquisition or construction of capital assets. A capital asset is defined by the Town as any item with an extended useful life whose purchase price (or value if donated) is \$5,000 or more.
5. All Governmental Funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Measurable means that the amount of the transaction can be determined. Available means that the funds are collectible within the current period or soon thereafter to pay liabilities of the current period. Expenditures are recognized when the related liability is incurred.

H. FIDUCIARY FUNDS

1. Agency Fund - The Agency Fund is used to account for monies belonging to other agencies that the Town holds in a trustee capacity.
2. Fiduciary Funds - Fiduciary Funds are accounted for using the accrual basis of accounting. This method of accounting recognizes the financial effects of transactions and other events and circumstances that have cash consequences in the periods in which transactions, events, and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

I. BUDGET BASIS

1. The Town maintains its financial records in accordance with Generally Accepted Accounting Principles (GAAP) for government entities. The budgets of General Government Funds are prepared on a modified accrual basis. This includes all fund types managed by the Town of Camp Verde.

DEBT POLICY

PURPOSE: To establish policies and procedures to provide for the preservation and eventual enhancement of the Town's bond ratings, the maintenance of adequate debt service reserves, compliance with debt instrument covenants and provisions and required disclosures to investors, underwriters, and rating agencies. These policy guidelines will also be used when evaluating the purpose, necessity, and condition under which debt will be issued. These policies are meant to supplement the legal framework of public debt laws provided by the Arizona Constitution, State Statutes, City Charter, federal tax laws, and the Town's current bond resolutions and covenants.

The Town utilizes long-term debt to finance capital projects with long useful lives. Financing capital projects with debt provides for an "intergenerational equity", as the actual users of the capital asset pay for its cost over time, rather than one group of users paying in advance for the cost of the asset.

All projects funded with General Obligation Bonds or Revenue Bonds can only be undertaken after voter approval through a town-wide bond election.

I. POLICIES/PROCEDURES

- A. The overall debt management policy of the Town is to ensure that financial resources of Town are adequate in any general economic situation to not preclude the Town's ability to pay its debt when due.
- B. The Town will not use long-term debt to fund current operations or projects that can be financed from current revenues or resources. The Town will first attempt "pay as you go" capital financing.
- C. The Town does not intend to issue commercial paper (CP) or bond anticipation notes (BANs) for periods longer than two years or for the term of a construction project. If CP or a BAN is issued for a capital project, it will be converted to a long-term bond or redeemed at its maturity.
- D. Whenever the Town finds it necessary to issue revenue bonds, the following guidelines will be adhered to:
 1. Revenue Bonds are defined as bonds in which the debt service is payable from the revenue generated from the operation of the project being financed or a category of facilities, from other non-tax sources of the Town, or from other designated taxes such as Highway User's Revenues, excise tax, or special fees or taxes. For any bonds or lease-purchase obligations in which the debt service is paid from revenue generated by the project, that debt service is deemed to be revenue bonds and are excluded from the calculation of the annual debt service limitation.
 2. Revenue Bonds of the Town will be analyzed carefully by the Finance Department for fiscal soundness. The issuance of Revenue Bonds will be subject to the most careful review and must be secured by covenants sufficient to protect the bondholders and the name of the Town.
 3. Revenue Bonds should be structured to provide level annual debt service over the life of the issue.
 4. Debt Service Reserve Funds should be provided when required by rating agencies, bond insurers, or existing bond covenants.
 5. Interest earnings on the reserve fund balances will be used to pay debt service on the bonds unless otherwise committed for other uses or purposes of the project.
 6. The term of any revenue bond or lease obligation issue will not exceed the useful life of the capital project, facility or equipment for which the borrowing is intended.
 7. The target for the term of Revenue Bonds will typically be between twenty and thirty years. The target for the "average weighted maturities" for Revenue Bonds of the Town (except for those issued through the Arizona Water Infrastructure Finance Authority) will be twelve and one half (12 1/2) years.

- E. Improvement District (ID) and Community Facility District (CFD) Bonds shall be issued only when the formation of the district demonstrates a clear and significant purpose for the Town. It is intended that Improvement District and Community Facility District Bonds will be primarily issued for neighborhoods and business districts desiring improvements to their property such as roads, water lines, sewer lines, streetlights, and drainage. The District must provide a specific benefit to the property owner(s). The Town will review each project through active involvement of Town staff and/or selected consultants to prepare projections, review pro-forma information and business plans, perform engineering studies, and analyze minimum debt coverage and value to debt ratios, and other analyses necessary to consider the proposal against specific criteria. Both ID and CFD Bonds will be utilized only when it is expected that they will be outstanding for their full term.
- F. Refunding Bonds will be measured against a standard of the net present value debt service savings exceeding 5% of the debt service amount of the bonds being refunded, or if savings exceed \$750,000, or for the purpose of modifying restrictive covenants or to modify the existing debt structure to the benefit of the Town.
- G. The Town shall comply with all U.S. Internal Revenue Service arbitrage rebate requirements for bonded indebtedness.
- H. The Town shall comply with all requirements of Title 15.1 Arizona Revised Statutes and other legal requirements regarding the issuance of bonds and certificates of the Town or its debt issuing authority.
- I. The Town will maintain regular contact with rating agencies through meetings and visits on and off-site. The Town will secure ratings on all bonds issued if economically feasible.

II. SHORT-TERM DEBT

- A. The Town may use short-term debt to cover temporary or emergency cash flow shortages. All short-term borrowing will be subject to Council approval by ordinance or resolution.
- B. The Town may issue inter-fund loans, rather than outside debt instruments to meet short-term cash flow needs. Inter-fund loans will be permitted only if an analysis of the affected fund indicates excess funds are available and the use of these funds will not impact the fund's current operations.

III. LONG-TERM DEBT

- A. The Town will confine long-term borrowing to capital improvements that cannot be funded from current revenues.
- B. Where possible, the Town will use special assessment revenue or other self-supporting bonds instead of general obligation bonds.

INVESTMENT POLICIES

PURPOSE: To establish policies and procedures to create a guide for the investment of Town funds. The Town also desires to take advantage of resources not available to the Town through the Local Government Investment Pool.

Therefore, it is the investment policy of the Town and its designee, the Finance Director, to maintain the safety of principal, maintain liquidity to meet cash flow needs and provide competitive investment returns as identified below. The Finance Director will strive to invest with the judgment and care that prudent individuals would exercise in their own affairs.

I. POLICIES/PROCEDURES

A. GOVERNING AUTHORITY

1. The investment program of the Town shall be operated in conformance with Federal, State and other legal requirements, primarily outlined in A.R.S. §35–323.

B. APPROVAL OF THE INVESTMENT POLICY

1. The investment policy shall be formally approved and adopted by the Town Council and reviewed on or about July 1 of every odd numbered year by the Town Council or their designee.

C. SCOPE

1. The Town will consolidate cash and reserve balances from all funds in order to maximize investment earnings and to increase efficiencies with regard to investment management pricing, safekeeping costs and administration costs, except for cash in certain restricted and/or special funds, which are exempted from this policy.
2. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.
3. The Finance Director will follow A.R.S. §35–323 and other investment guidelines mandated by statute. Investments that need to restrict yield for purposes of the Internal Revenue Service's Arbitrage Bond Regulations (Treasury Regulation Section 1.148-1 *et seq.*) will be deposited into a separate account and invested in a manner that meets arbitrage guidelines permitted by the IRS.

D. INVESTMENT POLICY OBJECTIVES

1. The primary investment objectives of the Town in order of priority are:
 - a. Safety
 - b. Liquidity
 - c. Optimal yield
 - d. Collateralization
2. These objectives are defined below:
 - a. Safety - Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to prudently mitigate credit risk and interest rate risk. It is understood by the Town that no investment is completely free of risk.
 - 1) Credit Risk - The Town will seek to mitigate credit risk, which is defined as the risk of loss due to the failure of the security issuer or backer. Mitigating credit risk is to be accomplished by:
 - a) Limiting investments in the portfolio to the asset classes designated as acceptable in A.R.S. §35-323;

- b) Diversifying the investment portfolio so that the impact of potential losses from any one individual issuer held in the portfolio will be limited. Specific diversification parameters will be noted in Section VIII. Portfolio Criteria;
 - c) Utilizing external research and advice regarding the current global economic condition and its impact on the outlook for domestic corporate credit quality.
- 2) Interest Rate Risk - The Town will seek to mitigate interest rate risk, which is defined as the risk that the market value of securities held in the portfolio will decline due to increases in market interest rates subsequent to their purchase. This mitigation will be accomplished by:
- a) Structuring the investment portfolio so that securities mature concurrent with the anticipated cash requirements for ongoing operations, thereby avoiding, as much as possible, the need to sell securities in an adverse market environment prior to maturity;
 - b) Investing funds primarily in shorter-term securities or similar investment pools and limiting the average maturity of the portfolio in accordance with the needs of the Town;
 - c) Utilizing external research and advice regarding the current interest rate outlook and global economic condition to optimize portfolio duration strategy.
- b. Liquidity - The investment portfolio shall remain sufficiently liquid to meet anticipated cash flow requirements. This is to be accomplished by structuring the portfolio so that securities mature concurrent with anticipated cash flow needs (static liquidity). Furthermore, because all possible cash demands cannot be anticipated, the portfolio should consist of securities for which there exist active secondary markets (dynamic liquidity). Alternately, a portion of the portfolio may be placed in money market mutual funds or the Local Government Investment Pool, which offers same-day liquidity for short-term funds.
- c. Optimal Yield - Return on investment is of lesser importance compared to the safety and liquidity objectives described above. The investment portfolio shall be designed to optimize the yield the Town obtains from the portfolio taking into account the criteria of the investment policy, the dynamic liquidity needs of the Town and the current interest rate outlook/economic condition.
- d. Collateralization – Securities will be registered in the name of the Town of Camp Verde.

E. INVESTMENT MANAGEMENT AUTHORITY

1. Authority to manage internally or to delegate the management of the investment program of the Town to an external manager is granted to the Finance Director. If authority to manage all or a part of the investment program of the Town is delegated to an external manager, the Finance Director is responsible for:
 - a. Periodic investment portfolio reporting;
 - b. Evaluating the performance of the externally managed portfolio;
 - c. Monitoring manager compliance with the investment policy;
 - d. Conveying the investment needs of the Town to the external manager;
 - e. Developing investment strategy with the external manager.

F. BROKERS/DEALERS

1. When the Town is investing directly with Brokers/Dealers, investment transactions shall only be conducted with financial institutions that are licensed, as may be required by law, to do business in Arizona. Primary government securities dealers or broker-dealers, engaged in the business of selling government securities, shall be registered in compliance with section 15 or 15C of the Securities Exchange Act of 1934 and registered pursuant to A.R.S. §44-3101, as amended. In addition, investment transactions shall be conducted only with those direct issuers who meet both credit and capital requirements established by the Finance Director. It shall be the responsibility of the broker-dealer to provide the following:
 - a. Audited, most recent annual financial statements within six months of the close of the fiscal year;
 - b. Unaudited, most recent quarterly financial statements;
 - c. Proof of National Association of Security Dealers certification;
 - d. Proof of Arizona registration (as needed);
 - e. A signed letter acknowledging that they have read and agree to abide by the investment policy.

G. PORTFOLIO CRITERIA

1. Acceptable Asset Classes

As of 4/16/2007, A.R.S. §35-323A defines the acceptable asset classes available for the Town to invest in as follows:

- a. Certificates of deposit in eligible depositories.
- b. Certificates of deposit in one or more federally insured banks or savings and loan associations in accordance with the procedures prescribed in Section 35-323.01.
- c. Interest-bearing savings accounts in banks and savings and loan institutions doing business in this state whose accounts are insured by federal deposit insurance for their industry, but only if deposits in excess of the insured amount are secured by the eligible depository to the same extent and in the same manner as required under this article.
- d. Repurchase agreements with a maximum maturity of one hundred eighty days.
- e. The pooled investment funds established by the state treasurer pursuant to § 35-326.
- f. Obligations issued or guaranteed by the United States or any of the senior debt of its agencies, sponsored agencies, corporations, sponsored corporations or instrumentalities.
- g. Bonds or other evidences of indebtedness of this state or any of its counties, incorporated cities or towns or school districts.
- h. Bonds, notes or evidences of indebtedness of any county, municipal district, municipal utility or special taxing district within this state that are payable from revenues, earnings or a special tax specifically pledged for the payment of the principal and interest on the obligations, and for the payment of which a lawful sinking fund or reserve fund has been established and is being maintained, but only if no default in payment on principal or interest on the obligations to be purchased has occurred within five years of the date of investment, or, if such obligations were issued less than five years before the date of investment, no default in payment of principal or interest has occurred on the obligations to be purchased nor any other obligations of the issuer within five years of the investment.
- i. Bonds, notes or evidences of indebtedness issued by any county improvement district or municipal improvement district in this state to finance local improvements authorized by law, if the principal and interest of the obligations are payable from assessments on real property within the improvement district. An investment shall not be made if:
 - 1) The face value of all such obligations, and similar obligations outstanding, exceeds fifty per cent of the market value of the real property, and if improvements on which the bonds or the assessments for the payment of principal and interest on the bonds are liens inferior only to the liens for general ad valorem taxes.
 - 2) A default in payment of principal or interest on the obligations to be purchased has occurred within five years of the date of investment, or, if the obligations were issued less than five years before the date of investment, a default in the payment of principal or interest has occurred on the obligations to be purchased or on any other obligation of the issuer within five years of the investment.
- j. Commercial paper of prime quality that is rated "P1" by Moody's Investor Service or rated "A1" or better by Standard and Poor's rating service or their successors. All commercial paper must be issued by corporations organized and doing business in the United States.
- k. Bonds, debentures and notes that are issued by corporations organized and doing business in the United States and that are rated "A" or better by Moody's Investor Service or Standard and Poor's rating service or their successors.
- l. All other investments are thereby prohibited from consideration for investment. Furthermore, the Town may desire to be more conservative in its investment portfolio and restrict or prohibit certain of the investments listed above.

H. BENCHMARK

1. The performance of an actively managed portfolio on behalf of the Town will be expected to at least match the performance of the Local Government Investment Pool during any one-year period.
2. Occasionally, based on the liquidity needs and the portfolio strategy of the Town it may be reasonable and desirable to measure portfolio performance against a total return benchmark. The Finance Director shall define such a benchmark after consultation with professionals in the field of financial management and the Town Council.

I. MATURITY PARAMETERS

Funds Maximum Maturity:	3 Years
Maximum Maturity for Repurchase Agreements:	180 Days
Portfolio Duration Target:	To be defined by the Finance Director in consultation with the Town Council.
Portfolio Duration Range:	+ / - 20% of the Portfolio Duration Target

J. CONCENTRATION AND DIVERSIFICATION

1. At the time of purchase a maximum of 5% of the market value of the portfolio may be invested in debt issued by any single entity. Debt backed by the United States Treasury or GSE's are exempt from this concentration criterion.

K. MINIMUM ACCEPTABLE CREDIT QUALITY

1. As indicated in the table below, all corporate portfolio holdings at the time of purchase must have a minimum rating (*) by at least one of the Nationally Recognized Statistical Rating Organizations (NRSRO's).

	S & P	Moody's
Short Term Rating	Not lower than the Town of Camp Verde current G.O. Bond Rating or its commensurate short term rating * (see exhibit 1)	Not lower than the Town of Camp Verde current G.O. Bond Rating or its commensurate short term rating * (see exhibit 1)
Long Term Rating	One grade higher than the Town of Camp Verde current G.O. Bond Rating *	One grade higher than the Town of Camp Verde current G.O. Bond Rating *

*In no case shall the rating be lower than that required by A.R.S. §35-323, as amended.

L. SAFEKEEPING AND CUSTODY

1. Delivery vs. Payment - All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.
2. Safekeeping - Securities will be held by a custodian selected by the Town and evidenced by custodial reports. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

M. REPORTING

1. The Finance Director shall produce for the governing body of the Town or their designee a quarterly investment report.

N. CUSTODIAN RECONCILIATION

1. The report of investment holdings shall be reconciled within 30 days of the close of each month to the Finance Director's custodian bank. Discrepancies shall be reported to the Finance Director.

O. ETHICS AND CONFLICTS OF INTEREST

1. Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose, within ten (10) days, any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the Town.

P. POLICY CONSIDERATIONS

1. Exemption – Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy. Any deviation from the preceding policy shall require the prior specific written authority of the Town Council.

Q. INVESTMENT TRAINING

1. Investment officials shall have a finance, accounting or related degree and knowledge of treasury functions. Investment training must take place not less than once in a two-year period and receive no less than ten hours of instruction relating to investment responsibilities from an independent source such as Government Finance Officers Association, Municipal Treasurers Association, American Institute of Certified Public Accountants, Government Finance Officers Association-Arizona, Arizona Society of Public Accounting or other professional organizations.
2. The Chief Financial Officer and all investment officials of the Town shall attend at least one training session relating to their cash management and investment responsibilities within 12 months of assuming these duties for the Town. Training must include education in investment controls, security risks, strategy risks, market risks, and compliance with state investment statutes.
3. A report of the training(s) attended shall be submitted to Council at the time of the bi-annual review of the Investment Policy subject to Section 3-4-4.3.

Budget Format Tutorial

The Budget Format Tutorial provides a brief explanation of the various components that comprise a budgetary unit's budget worksheet. This format is used throughout the detail sections of the budget document.

Department or Fund Name.		Data from the last 2 completed audits.			
Department / Fund		2011-12	2012-13	2013-14	2014-15
Expenditures	ACCOUNT TITLE	AUDITED ACTUALS	AUDITED ACTUALS	ADJUSTED BUDGET	COUNCIL ADOPTION
Wages & Related					
	Salaries				
	Overtime				
	FICA				
	Medicare				
	Retirement				
	Unemployment Insurance				
	Workman's Compensation				
	Health, Dental, Life & STD Insurance				
	Total Wages & Related	\$ -	\$ -	\$ -	\$ -
Operating Expenditures					
	Training				
	Travel				
	Office Supplies				
	Subscriptions/Memberships				
	Books/Tapes/Publications				
	Printing				
	Advertising				
	Postage				
	Computer Services/Software				
	Fuel				
	Electric				
	Gas/Propane				
	Water				
	Sewer				
	Waste Removal				
	Pest Control				
	Legal Services				
	Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -
Capital Expenditures					
	Office Equipment/Furniture				
	Computer / Network Infrastructure				
	Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -
	Total Expenditures	\$ -	\$ -	\$ -	\$ -
Revenues					
Departmental Revenues					
	Copies				
	Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -
Operating Transfers					
	Op. Trans. In - YAN F07	33,268	33,268	60,000	24,674
	Total Operating Transfers	\$ 33,268	\$ 33,268	\$ 60,000	\$ 24,674
Net Cost to General Fund					
		\$ (33,268)	\$ (33,268)	\$ (60,000)	\$ (24,674)

Department or Fund Name.

Data from the last 2 completed audits.

Department / Fund

Expenditures

ACCOUNT TITLE

2011-12 AUDITED ACTUALS

2012-13 AUDITED ACTUALS

2013-14 ADJUSTED BUDGET

2014-15 COUNCIL ADOPTION

Wages & Related

- Salaries
- Overtime
- FICA
- Medicare
- Retirement
- Unemployment Insurance
- Workman's Compensation
- Health, Dental, Life & STD Insurance

Total Wages & Related

Operating Expenditures

- Training
- Travel
- Office Supplies
- Subscriptions/Memberships
- Books/Tapes/Publications
- Printing
- Advertising
- Postage
- Computer Services/Software
- Fuel
- Electric
- Gas/Propane
- Water
- Sewer
- Waste Removal
- Pest Control
- Legal Services

Total Operating Expenditures

Capital Expenditures

- Office Equipment/Furniture
- Computer / Network Infrastructure

Total Equipment/Capital Expenditures

Total Expenditures

Revenues

Departmental Revenues

- Copies

Total Departmental Revenues

Operating Transfers

- Op. Trans. In - YAN F07

Total Operating Transfers

Net Cost to General Fund

Expenditures are broken down into three (3) categories: Wages & Related, Operating Expenditures, and Capital Expenditures.

Ending Budget after Adjustments made during the fiscal year.

Amount approved by Council to fund fiscal year expenditures.

Budgetary unit's total expenditures.

Revenues generated by the budgetary unit used to offset the unit's expenditures.

Movement of monies between different Funds.

Amount of financial resources required from or (contributed to) the General Fund

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Chapter Three

Financial Overview

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Complete Town Budget Overview

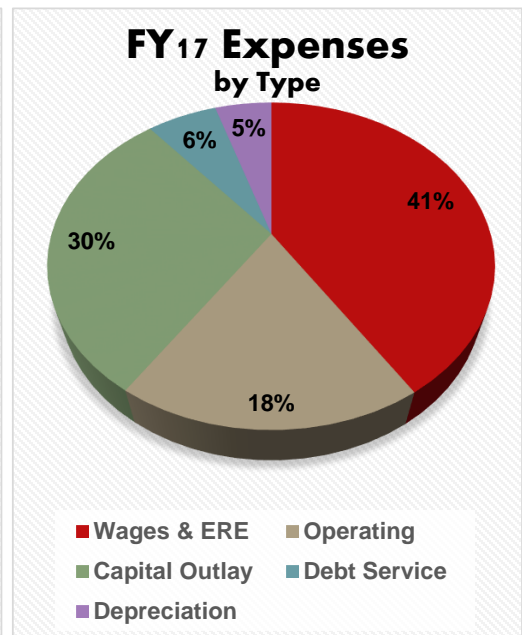
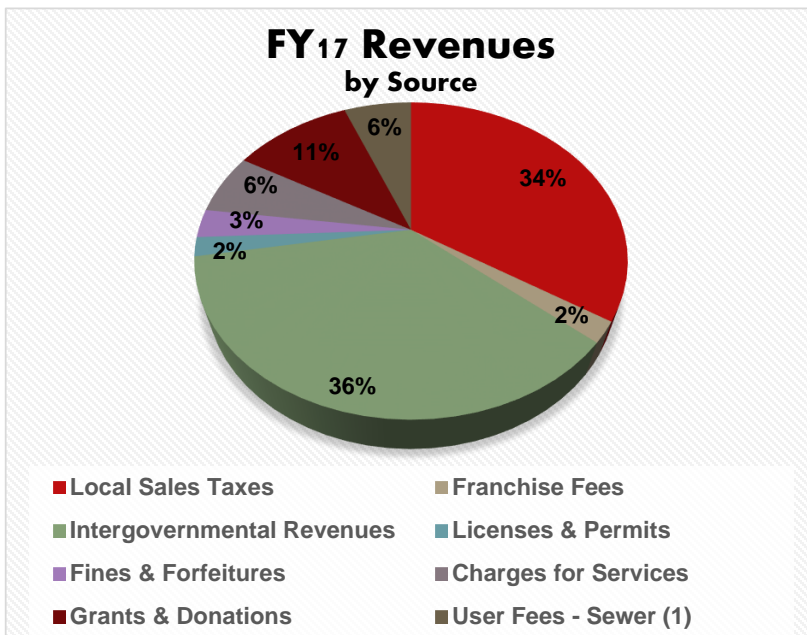
All Funds

Revenues by Source

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Local Sales Taxes	2,597,900	2,863,839	3,622,850	4,110,000
Franchise Fees	267,059	266,973	275,500	257,000
Intergovernmental Revenues	4,191,592	4,498,062	4,624,675	4,359,170
Licenses & Permits	160,291	174,427	212,400	234,500
Fees & Fines	374,923	314,885	422,748	347,650
Grants & Donations	39,419	117,619	600,600	750,800
User Fees - Sewer	1,007,006	1,017,681	1,008,300	1,281,200
Miscellaneous	115,921	3,574,969	874,973	729,757
Total Revenues	\$ 8,754,111	\$ 12,828,455	\$ 11,642,046	\$ 12,070,077

Expenses by Type

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Wages & ERE	5,187,760	5,676,687	6,006,189	6,397,860
Operating	2,297,247	2,445,331	2,523,952	2,896,396
Capital Outlay	1,036,215	1,116,157	6,905,317	4,640,471
Debt Service	550,412	519,074	2,108,593	950,570
Depreciation	744,386	746,528	745,000	770,000
Total Expenses	\$ 9,816,020	\$ 10,503,777	\$ 18,289,051	\$ 15,655,297



All Town Funds Overview

FY 2016-17

Revenues by Source	Major Budget Funds			Non Major Funds	Total Governmental Funds
	General Fund	Wastewater Fund	CIP Fund		
Local Sales Taxes	4,110,000	0	0	0	4,110,000
Franchise Fees	257,000	0	0	0	257,000
Intergovernmental Revenues	3,346,900	0	0	1,012,270	4,359,170
Licenses & Permits	234,500	0	0	0	234,500
Fines & Forfeitures	186,300	0	0	42,500	228,800
Charges for Services	118,850	1,290,600	0	0	1,409,450
Grants & Donations	43,300	0	0	707,800	751,100
Miscellaneous	35,000	664,966	0	20,091	720,057
Total Revenues	\$ 8,331,850	\$ 1,955,566	\$ -	\$ 1,782,661	\$ 12,070,077
Expenses by Type					
Wages & ERE	5,472,800	566,325	0	358,735	6,397,860
Operating	1,764,305	599,875	79,000	532,216	2,896,396
Capital Outlay	2,460	754,366	1,835,061	3,883,645	4,640,471
Depreciation	0	770,000	0	0	770,000
Debt Service	0	0	0	950,570	950,570
Total Expenses	\$ 7,239,565	\$ 2,690,566	\$ 1,914,061	\$ 5,725,166	\$ 15,655,297
Operating Transfers					
Transfers Out	1,376,747	0	0	601,162	1,977,909
Transfers In	0	0	(1,027,339)	(1,977,909)	(1,977,909)
Total Transfers	\$ 1,376,747	\$ -	\$ (1,027,339)	\$ (1,376,747)	\$ -
Net Increase/(Decrease) in Fund Balance	\$ (284,462)	\$ (735,000)	\$ (886,722)	\$ (2,565,758)	\$ (3,585,220)
Changes in Fund Balance					
Beginning Fund Balance	3,348,143	17,683,535	951,299	3,862,033	24,893,711
Ending Fund Balance	\$ 3,063,681	\$ 16,948,535	\$ 64,577	\$ 1,296,275	\$ 21,308,491
Percentage change in Fund Balance	8%	4%	93%	66%	14%

What is Fund Balance?

Fund balance reflects the net financial resources of a fund, in other words, assets minus liabilities. In simpler terms, it is dollars available to spend. If some of the funds' resources are not available to spend, this would be indicated by restricting or reserving a portion of the fund balance. Those restricted portions are broken into four separate categories, which when considering "unrestricted" funds, makes for five separate fund balance categories as defined below:

- **Nonspendable:** The net current financial resources that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. Generally, not in spendable form means that an item is not expected to be converted into cash.
- **Restricted:** The portion of fund balance on which constraints have been placed by creditors, grantors, contributors, laws or regulations of other governments, constitutional provisions or enabling legislation.
- **Committed:** The portion of fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the highest level of decision-making authority; the Town Council. These amounts cannot be used for any other purpose unless the Town Council removes or changes the specified use by taking the same action it employed to previously commit the amounts.
- **Assigned:** The portion of fund balance this is intended to be used for specific purposes, but is neither restricted nor committed.
- **Unassigned:** The remaining portion of fundbalance that represents amounts that are not nonspendable, restricted, committed or assigned to specific purposes.

Explanation of Significant Changes In Fund Balances

Major Budget Funds

CIP Fund: The CIP Fund is used to track capital project and large maintenance projects. Funds necessary for each project are transferred in from other funds. By definition, the CIP Fund is typically budgeted to be fully expended every year. Some years, FY16 for instance, see an number of projects carried-forward that were not completed, causing the large change in fund balance.

Non-Major Budget Funds

Library Fund: The change in the Library Fund is due to our expectation of completing construction of the new Library which, as is the purpose of the fund, would deplete the fund to a zero balance and ultimately its closure.

HURF Fund: The 24% change in the HURF Fund balance is most significantly attributed to operating transfers out of \$601,162 into the CIP and Debt Funds.

Magistrate Fund: The Magistrate Fund's 30% balance increase is a factor of last years transfer of \$150,000 to the CIP Fund for support of the new court remodel project. Without that significant expense, the previously low fund balance climbs 30% due to the absence of planed expenditures for FY17.

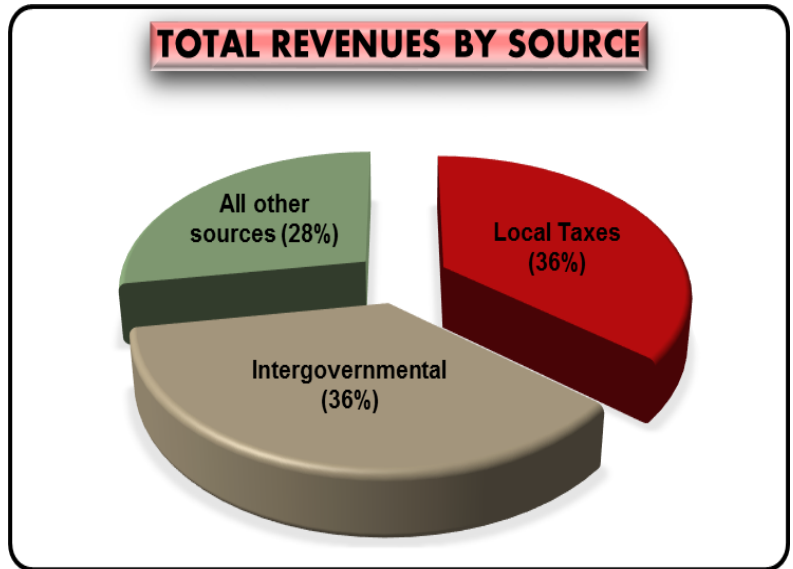
Non-Federal, Impact Fees, 911, Housing & Restricted Use Funds: These 5 funds are typically budgeted to significantly or fully expend any balances they have carried forward and any funding they expect to receive each year.

Revenues

FY17 revenues sources can be broken down into 3 broad sections: 1) Local Taxes, 2) Intergovernmental and 3) all other sources, as seen in the graph to the right. Revenues for FY17 increase roughly 4% from FY16 to just over \$12M. The most significant portion of this roughly \$428K increase can be attributed directly to the budgeted increase in local Transaction Privilege Tax (TPT) revenues of \$487K from FY16.

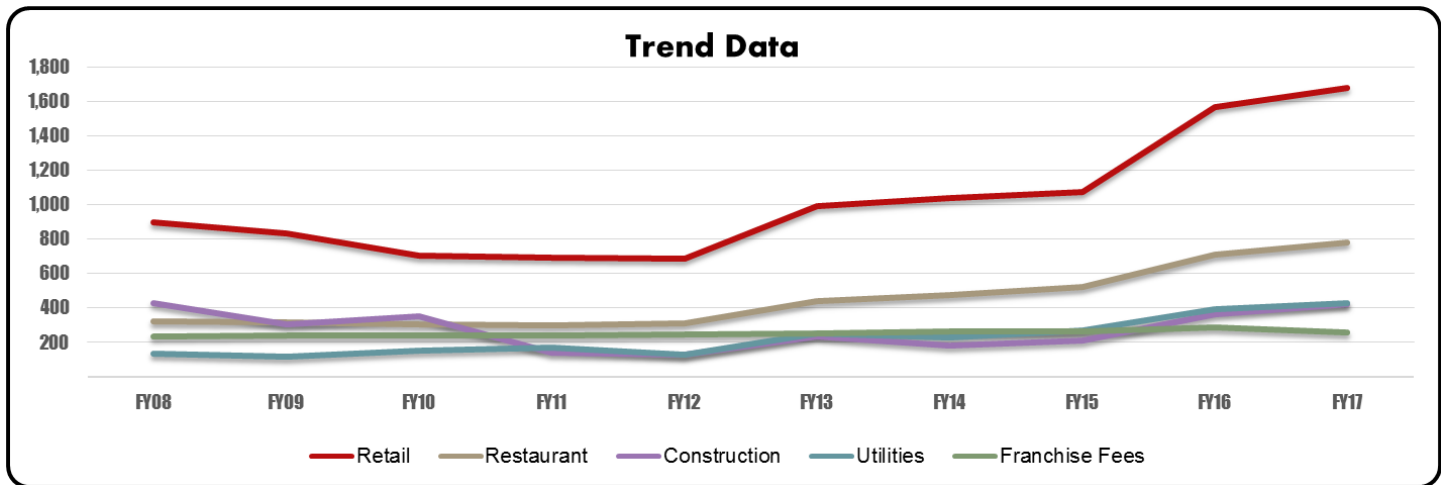
Local Transaction Privilege Tax

Local TPT revenues have grown every year since FY12. TPT revenues are composed of numerous sub-categories, the most significant of which are detailed below for the last 10 years. In August of 2012, Camp Verde increased its normal TPT rate from 2% to 3% in most categories. A similar increase was made in March of 2015 increasing the 3% rate to 3.65%; again in most categories but not all. It is important to note that the Town of Camp Verde does not receive any property tax revenues.



Local Sales Tax Detail Top 5 (in Thousands)

Source	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17
Retail	899	833	702	691	686	990	1,040	1,076	1,569	1,681
Restaurant	324	319	308	302	309	437	473	520	709	778
Construction	431	308	353	143	128	236	183	213	367	424
Utilities	135	119	151	168	127	252	231	270	394	426
Franchise Fees	237	238	240	243	246	250	267	266	286	257



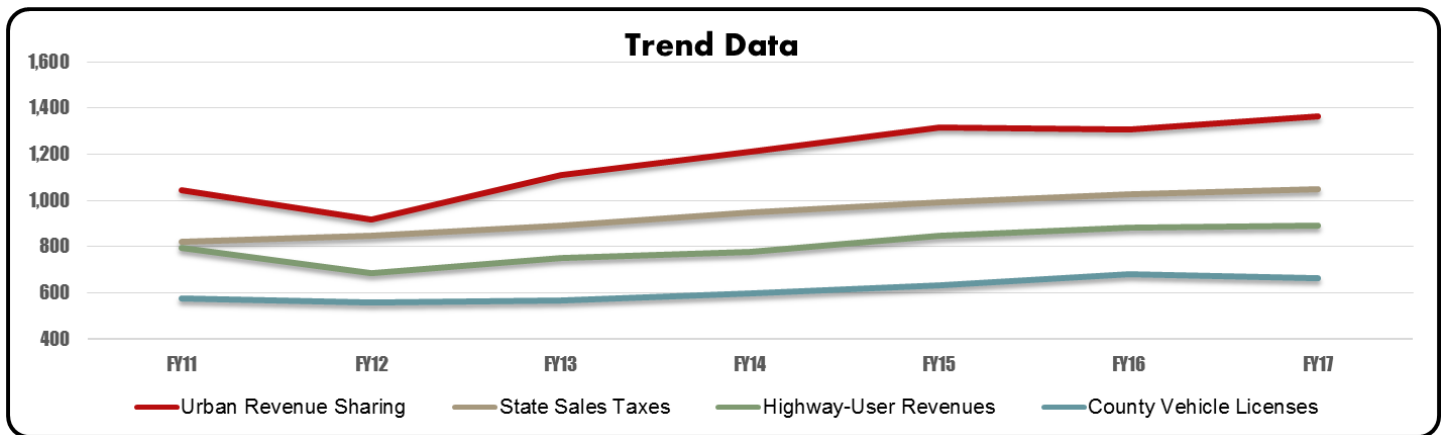
Revenues (Cont'd)

Intergovernmental Revenues

Intergovernmental revenues are comprised of state income tax revenues (\$1.36M), state sales taxes (\$1.0M), State Highway User Revenue funds (\$881K) and county vehicle license taxes (\$684K) as well as federal, state and county grants and other miscellaneous items. Intergovernmental revenues are budgeted from estimates received from the state for the coming fiscal year. State and county tax revenues are predicted to increase by only about 2% from FY16 highlighting a slow-growth economy. The last 6 fiscal years of Intergovernmental revenues, as well as this year's budget, are listed below.

State & County Tax Detail (in Thousands)

Source	FY11	FY12	FY13	FY14	FY15	FY16	FY17
Urban Revenue Sharing	1,044	918	1,111	1,213	1,316	1,309	1,366
State Sales Taxes	822	850	890	946	994	1,028	1,051
Highway-User Revenues	796	688	751	777	846	881	892
County Vehicle Licenses	575	559	567	600	633	684	665



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Chapter Four

General Fund

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General Fund

General Purpose Revenues

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Local Revenues				
Sales Taxes				
Town Sales Tax	2,276,348	2,303,449	2,648,300	2,897,000
Tax Increase Portion	0	138,561	496,800	583,000
Accomodation Tax	138,850	207,993	192,300	225,000
Construction Tax (CIP)	121,801	142,415	190,300	0
Construction Tax (Debt)	60,901	71,421	95,150	405,000
Total Sales Taxes	\$ 2,597,900	\$ 2,863,839	\$ 3,622,850	\$ 4,110,000
Franchise Fees				
APS Franchise Fee	225,235	221,026	230,000	235,000
Camp Verde Water Franchise Fee	22,608	23,861	23,500	0
NPG Cable Franchise Fee	11,883	14,233	14,000	14,000
UNS Gas Franchise Fee	7,333	7,853	8,000	8,000
Total Franchise Fees	\$ 267,059	\$ 266,973	\$ 275,500	\$ 257,000
Miscellaneous				
Yavapai County - Fort Verde IGA	20,000	0	0	0
Yavapai Apache Gaming Funds	0	0	0	20,000
Refunds & Reimbursements	12,903	4,821	0	0
Miscellaneous	136	151	0	0
Surplus Property Sales	12,295	1,807	0	0
Scrap Sales	312	0	0	0
Interest	12,752	8,758	11,000	15,000
Total Miscellaneous	\$ 58,398	\$ 15,537	\$ 11,000	\$ 35,000
Total Local Revenues	\$ 2,923,357	\$ 3,146,349	\$ 3,909,350	\$ 4,402,000
Intergovernmental Revenues				
Urban Revenue Sharing	1,211,934	1,316,244	1,309,100	1,365,600
State Sales Tax	946,417	993,670	1,038,730	1,051,000
Vehicle License Tax	600,084	632,812	644,350	665,300
Total Intergovernmental Revenues	\$ 2,758,435	\$ 2,942,726	\$ 2,992,180	\$ 3,081,900
Total General Purpose Revenues	\$ 5,681,792	\$ 6,089,075	\$ 6,901,530	\$ 7,483,900

General Fund

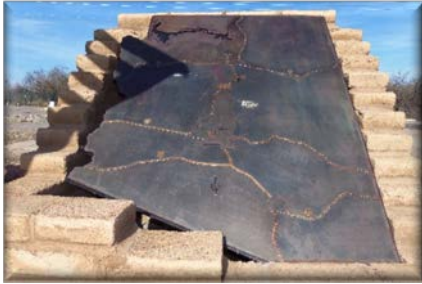
Departmental Summaries & Operating Transfers

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
General Fund Net Department Cost				
Mayor & Council	38,474	76,895	79,813	46,240
Town Manager	204,708	189,702	168,041	169,405
Town Clerk	177,613	197,919	158,983	169,105
Finance	213,851	219,032	294,759	308,200
Human Resources	31,803	55,904	28,006	108,915
Risk Management	261,060	301,036	329,596	361,975
Economic Development	153,950	159,887	188,689	246,830
Information Technology	167,521	213,107	139,865	166,000
Magistrate Court	152,224	184,755	116,153	170,475
Public Works Engineer	102,865	113,460	119,197	101,850
Storm Water	92,576	126,566	155,471	179,355
Maintenance	514,155	537,283	563,055	606,990
Community Development	109,793	115,077	115,529	145,670
Building	(30,573)	29,265	(2,452)	17,545
Planning & Zoning	34,896	35,595	42,762	22,795
Code Enforcement	72,777	53,294	69,594	69,780
Marshal	2,029,018	2,258,086	2,394,552	2,512,520
Animal Control	96,266	58,941	65,649	64,290
Library	253,169	285,182	308,666	362,305
Parks & Rec	125,082	109,450	132,910	150,780
Pool	55,080	74,687	71,961	69,280
Programs	3,599	7,426	9,681	36,285
Non Departmental	125,890	106,187	185,155	305,025
Total Net Departmental Costs	\$ 4,985,797	\$ 5,508,736	\$ 5,735,635	\$ 6,391,615
Non-Departmental Operating Transfers				
Transfer In from YAN Gaming Fund	0	(11,734)	(16,875)	0
Transfer In from Fed Grants Fund	0	(13,269)	0	0
Transfer In from CDBG Fund	0	(300)	0	0
Transfer Out to CIP Fund	56,489	181,673	394,800	606,627
Transfer Out to Debt Service Fund	384,876	211,010	301,075	365,120
Transfer Out to Debt Serv. (All Const Tax)	0	142,415	285,450	405,000
Total Non-Departmental Operating Transfers	\$ 441,365	\$ 509,795	\$ 964,450	\$ 1,376,747
Net Effect on General Fund Balance				
General Revenues	(5,681,792)	(6,089,075)	(6,901,530)	(7,483,900)
Net Departmental Costs & Transfers	5,427,162	6,018,531	6,700,085	7,768,362
Use of / (Surplus to) Fund Balance	\$ (254,630)	\$ (70,544)	\$ (201,445)	\$ 284,462

General Fund Expenditures by Category

EXPENSE CATEGORY	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Salary Related Expenditures				
Wages	3,169,338	3,443,578	3,599,907	3,799,890
Taxes	201,940	221,685	239,642	251,920
Benefits	974,135	1,099,161	1,271,053	1,420,990
Total Salary Related Expenditures	\$ 4,345,413	\$ 4,764,424	\$ 5,110,602	\$ 5,472,800
Operational Expenditures				
Training	18,937	24,278	32,300	38,600
Tuition Reimbursement	500	440	1,000	4,000
Travel	14,320	20,504	25,300	27,550
Uniforms	5,053	7,088	4,000	4,640
Office Supplies	22,319	31,608	29,300	30,450
Subscriptions/Memberships	18,873	18,641	24,470	23,250
Books/Tapes/Publications	26,021	24,575	26,000	26,950
Printing	5,210	6,863	6,575	6,675
Advertising	16,672	3,863	8,100	20,175
Postage	7,576	7,602	11,025	10,525
Computer Services/Software	145,043	220,352	149,674	192,060
Auto Repair/Maintenance	27,429	28,324	29,300	30,450
Fuel	69,972	53,366	56,100	56,200
Utilities	160,901	169,674	163,580	175,580
Waste Removal	7,596	7,934	8,160	7,930
Cell Phone	13,858	15,185	19,200	20,310
Pest Control	2,365	3,180	3,200	3,200
Consulting Services	79,332	64,342	114,485	138,300
Legal Services	42,841	122,920	80,685	48,600
Contract Labor/Services	133,393	139,426	145,468	138,520
Interpreters	193	375	500	1,000
Equipment & Maint	29,551	37,567	33,855	43,105
Service Charges	4,952	5,307	5,200	5,600
Credit Card Processing Fees	2,015	2,186	2,000	2,000
Liability Insurance	160,900	174,597	176,000	178,760
Safety / Security Program	3,127	2,850	4,000	5,500
Department Specific Expenditures	313,251	255,637	310,940	424,375
Employee Term Payouts	0	0	25,000	25,000
Contingency	0	0	10,305	75,000
Total Operational Expenditures	\$ 1,332,200	\$ 1,448,684	\$ 1,505,722	\$ 1,764,305
Equipment/Capital Expenditures				
Total Equipment/Capital Expenditures	\$ 65,781	\$ 23,657	\$ 2,320	\$ 2,460
Total General Fund Expenditures	\$ 5,743,394	\$ 6,236,765	\$ 6,618,644	\$ 7,239,565

General Government Summary



Departments

Manager ♦ Clerk ♦ Council ♦ Finance ♦ HR
 Risk Management ♦ IT ♦ Economic Development

Non Departmental

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 687,060	\$ 722,432	\$ 760,689	\$ 898,045
Operating Expenditures	\$ 706,377	\$ 821,856	\$ 859,483	\$ 1,006,650
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,393,437	\$ 1,544,288	\$ 1,620,172	\$ 1,904,695
Revenues				
Total Revenues	\$ 18,567	\$ 24,619	\$ 47,265	\$ 23,000
Operating Transfers				
Total Transfers	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 1,374,870	\$ 1,519,669	\$ 1,572,907	\$ 1,881,695

MAYOR & COUNCIL

473 S. MAIN ST. - (928) 554-0000



Mission

To provide a natural and social environment suitable for a variety of commercial, recreational, and personal pursuits in which people can live, work, play, grow up and grow old reasonably safe from crime and harm; to reduce the pain and suffering of the less fortunate; to recognize the worth of all people and value all elements of our Town; to elevate the trust and understanding of citizens through informed public consent, irreproachable stewardship of public resources, and the proactive pursuit and protection of shared values without undue interference in their lives; and to protect and enrich the quality of life for current and future generations of Camp Verde residents, businesses, and visitors while preserving our heritage, friendliness, historic character, rural western and small town atmosphere.

Responsibilities

The Mayor is the Chief Elected Official of the Town and serves a two-year term, while the six other Council members serve four-year terms. The Council, including the Mayor, advocates for and represents citizens at all levels of government, regardless of candidate or party affiliation. The Council performs legislative, budgetary, and policy-making functions, while directing the responsible use of Town resources. The Council establishes the vision and sets directions for department activities to plan for future community challenges and opportunities.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Maintained a balanced budget while completing capital projects such as Hollamon Street, Library design, and park improvements
2. Maintained a strong commitment to citizen satisfaction
3. Continued the partnership with State Parks to keep Ft. Verde State Park open

Goals for the upcoming Fiscal Year 2016-17

1. Continue our commitment to fiscal responsibility. We will maintain a balanced budget to the extent possible without eliminating services.
2. Continue our strong commitment to citizen satisfaction.
3. Keep an active watch on legislative matters with potential impact to the Town of Camp Verde.
4. Work actively toward a building a strong economy.
5. Work actively with the Yavapai-Apache Nation and local businesses to develop and maintain a sustainable and healthy economy.

Personnel

Mayor

Charlie German

Vice-Mayor

Bruce George

Council Members: Carol German, Jessie Jones, Robin Whatley, Jackie Baker & Bradford Gordon

Statistics

	FY15	FY16
New Resolutions & Ord's	44	21
New Liquor Permits	23	12
Total Council Meetings	73	65

Mayor & Council

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	22,200	22,200	22,200	22,200
FICA	1,377	1,376	1,376	1,380
Medicare	322	322	322	325
Unemployment	83	260	444	445
Workman's Compensation	292	231	336	340
Total Wages & Related	\$ 24,274	\$ 24,389	\$ 24,678	\$ 24,690
Operating Expenditures				
Training	2,307	4,505	5,000	5,000
Travel	1,561	3,280	4,750	4,750
Office Supplies	89	0	0	0
Legal Services	9,906	44,157	43,585	10,000
Public Relations	12	100	1,200	1,200
Dinner/Reception Expense	325	464	600	600
Total Operating Expenditures	\$ 14,200	\$ 52,506	\$ 55,135	\$ 21,550
Total Departmental Expenditures	\$ 38,474	\$ 76,895	\$ 79,813	\$ 46,240
Net Effect on General Fund	\$ 38,474	\$ 76,895	\$ 79,813	\$ 46,240

TOWN MANAGER

473 S. MAIN ST. - (928) 554-0000



Mission

To serve the citizens of Camp Verde in ways that will demonstrate our commitment to excellence and to ensure that the day-to-day operations of the Town Government are carried out in an efficient and effective manner.

Responsibilities

To build partnerships with Council, staff and citizens that fosters the efficient administration of all the Town affairs, which are under the Town Manager’s control.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2015-16

1. Continued to monitor and assist with initial construction phases of SR 260
2. Held an “All hands emergency preparedness” training for all Town staff

Goals for the upcoming Fiscal Year 2016-17

1. Develop use of greener technology in all departments that includes solar power.
2. Provide leadership training for Department Heads and Supervisors.
3. Provide Town support to ensure final design/construction of SR 260.
4. Development of a more specific Capital Improvement Project (CIP) Plan for the responsible use of public revenues (taxpayer dollars).
5. Develop Standard Operating Procedures throughout departments.
6. Completion of the Library and Court Facilities and beginning Park development.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE’s	1.35	1.00	1.00
FT Positions	2	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Camp Verde Fun Facts

Camp Verde was designated as the Arizona’s official 2012 Centennial Center of Arizona City on February 15, 2012. A monument displaying related information can be visited at Rezzonico Park.

Town Manager

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	143,638	131,285	119,726	121,525
FICA	8,247	7,517	7,423	7,540
Medicare	1,929	1,758	1,736	1,765
Retirement	16,463	15,225	13,733	13,955
Unemployment	50	136	140	140
Workman's Compensation	506	327	359	365
Health, Dental & Life Ins	12,623	11,666	8,999	8,990
Total Wages & Related	\$ 183,456	\$ 167,914	\$ 152,116	\$ 154,280
Operating Expenditures				
Training	679	970	1,250	1,350
Travel	62	967	2,000	1,750
Office Supplies	680	750	750	0
Subscriptions/Memberships	1,974	25	1,300	1,300
Books/Tapes/Publications	0	0	100	100
Printing	0	0	100	100
Postage	0	0	25	25
Cell Phone	1,134	927	1,200	1,300
Legal Services	673	0	500	500
Contract Labor/Services	15,400	15,400	7,700	7,700
Public Relations	650	2,749	1,000	1,000
Total Operating Expenditures	\$ 21,252	\$ 21,788	\$ 15,925	\$ 15,125
Total Departmental Expenditures	\$ 204,708	\$ 189,702	\$ 168,041	\$ 169,405
Net Effect on General Fund	\$ 204,708	\$ 189,702	\$ 168,041	\$ 169,405

TOWN CLERK

473 S. MAIN ST. - (928) 554-0000



Mission

We succeed when we meet or exceed the expectations of our citizens. We have a passion for excellence and endeavor to set and deliver the highest standards of service, value, integrity, and fairness. We celebrate the diversity and power of our democracy through its people, ideas, and cultures. We lead by examples of creativity, enthusiasm, and loyalty to our community in which we are honored to serve.

Responsibilities

The Clerk's Office serves as the Information Center of Town government. The department exists as a legislative branch of local government, ensuring that the public's business is conducted in public, while maintaining an open and fair process for citizen access to public information and records. The Clerk's function is very much entwined with the basic tenets of democracy. Some key attributes of these tenets include balance and separation of powers; open access to information; open decision-making; fair elections; accountability for decision-making; and due process or rule of law. As administrators of the legislative process, a Clerk's purpose is to ensure that these basic principles are upheld throughout the process of governing. The Clerk assists in clarifying procedures and processes in dialogues that continually occur between administration, the Council, and the public. The Clerk is also responsible for municipal elections, records management, maintaining a true and accurate record of Council actions, permits and licenses, agendas, and agenda packets.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Open Meeting Law Training for Council, Commissions and Staff.
2. Attended Elections Training and Arizona Municipal Clerks Association Conference.
3. Attended a leadership and motivation training by Dean Coughenour.
4. Recall election completed.

Goals for the upcoming Fiscal Year 2016-17

1. Conduct Citizen Academy to include Council, Commissioners and Public.
2. Attend Elections Training and Arizona Municipal Clerks Association Conference.
3. Candidate Election, General Plan and Camp Verde Water Franchise Election.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	3.0	2.4	2.5
FT Positions	3	3	3
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Business Licenses on File	776	770
New Resolutions & Ord's	44	21
New Liquor Permits	23	12
Total Council Meetings	73	65

Town Clerk

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	140,020	152,246	100,117	107,240
FICA	8,540	9,300	6,207	6,650
Medicare	1,998	2,175	1,451	1,555
Retirement	16,038	16,072	11,483	12,310
Unemployment	119	452	336	350
Workman's Compensation	493	379	300	325
Health, Dental & Life Ins	15,319	24,923	21,144	22,475
Total Wages & Related	\$ 182,527	\$ 205,547	\$ 141,038	\$ 150,905
Operating Expenditures				
Training	680	359	1,000	1,000
Travel	268	424	600	600
Office Supplies	1,489	1,646	2,000	2,000
Subscriptions/Memberships	713	418	600	500
Advertising	2,211	690	2,000	1,000
Legal Services	419	3,467	1,000	2,000
Contract Labor/Services	5,700	6,750	7,500	7,500
Office Equipment	0	251	500	500
Elections	0	546	18,545	25,000
Recording Fees	50	33	200	100
Records Management	2,123	1,215	1,000	1,000
Total Operating Expenditures	\$ 13,653	\$ 15,799	\$ 34,945	\$ 41,200
Total Departmental Expenditures	\$ 196,180	\$ 221,346	\$ 175,983	\$ 192,105
Revenues				
Copies	12	67	0	0
Bus. License Fees	15,055	19,485	15,000	20,000
Liquor License Fees	3,375	3,050	2,000	3,000
Special Event Permits	125	825	0	0
Total Departmental Revenues	\$ 18,567	\$ 23,427	\$ 17,000	\$ 23,000
Net Effect on General Fund	\$ 177,613	\$ 197,919	\$ 158,983	\$ 169,105

FINANCE

395 S. MAIN ST. - (928) 554-0000



Mission

To administer the Town’s financial affairs in a manner which comports with all Governmental Accounting and Auditing Standards and to provide a broad array of financial services to the departments which make up the Town’s service delivery system.

Responsibilities

The Finance Department is responsible for all financial aspects of the Town including;

- Financial Reporting
- Creating and monitoring the budget
- Monitoring monthly financial reports to compare various department’s compliance with the budget
- Maintaining the Town’s bank accounts and investments
- Accounts payable
- Payroll
- Assisting the auditing firm with the Town’s annual financial audit

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Received an Unqualified opinion for FY15 CAFR.
2. Received the GFOA CAFR award for FY14; 2-time recipient.
3. First-time recipient of the GFOA Budget award for FY16.
4. Instituted a new company-wide purchasing card system.

Goals for the upcoming Fiscal Year 2016-17

1. Complete CAFR for FY15 audit & submit for 3rd continuous GFOA award.
2. Continue to develop transparent reporting systems for staff, council and the public.
3. Submit the FY16 annual budget for GFOA award.
4. Develop a more efficient budget system with further public input.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE’s	2.17	3.08	3.00
FT Positions	3	3	3
PT Positions	0	0	0
Seasonal	0	1	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Regular AP Checks	2,552	2,796
Vendor’s Paid	575	553
Avg # of Employees per pay period	110	103

Finance

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	111,281	116,381	146,916	151,340
FICA	6,853	7,155	9,109	9,385
Medicare	1,603	1,673	2,130	2,195
Retirement	12,833	13,495	16,672	17,375
Unemployment	81	268	451	420
Workman's Compensation	392	290	441	455
Health, Dental & Life Ins	16,775	16,588	26,430	26,970
Total Wages & Related	\$ 149,818	\$ 155,850	\$ 202,149	\$ 208,140
Operating Expenditures				
Training	2,283	705	2,250	1,650
Travel	2,075	2,561	2,100	1,850
Office Supplies	1,518	1,815	1,800	2,300
Subscriptions/Memberships	805	810	1,240	1,150
Printing	297	300	450	0
Advertising	828	300	400	400
Software Recurring Fees	26,137	27,090	28,450	30,110
Consulting Services	1,000	1,000	25,620	30,300
Legal Services	130	601	300	300
Contract Labor/Services	28,960	28,000	30,000	32,000
Total Operating Expenditures	\$ 64,033	\$ 63,182	\$ 92,610	\$ 100,060
Total Departmental Expenditures	\$ 213,851	\$ 219,032	\$ 294,759	\$ 308,200
Net Effect on General Fund	\$ 213,851	\$ 219,032	\$ 294,759	\$ 308,200

HUMAN RESOURCES

473 S. MAIN ST. - (928) 554-0000



Mission

To be a strategic partner in the development and accomplishment of the organization's objectives through training management, compensation management and organizational development.

Responsibilities

The Human Resource Department is responsible for the overall administration of all human resource related functions including: compensation issues, interpretation and development of personnel policies, staff development, benefits administration, recruitment and retention.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. The HR Department was successfully transitioned to part-time staff.
2. Comprehensively reviewed all personnel files and continues to update files with required components.

Goals for the upcoming Fiscal Year 2016-17

1. Continue to assist all departments with Human Resource issues.
2. Coordinate training on various topics for all employees.
3. Expand awareness on employee benefits and recognition.
4. Work with Departments though development of Standard Operation Procedures as well as comprehensively review job descriptions ultimately presenting necessary updates for Council consideration.

Personnel

	FY15	FY16	FY17
FTE's	0.1	0.2	0.5
FT Positions	1	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Camp Verde Fun Facts

On December 8, 1906, President Theodore Roosevelt celebrated the passage of the Antiquities Act by declaring four sites of historic and cultural significance as our nation's first National Monuments. Among these was Montezuma Castle, which the President identified as a place "of the greatest ethnological value and scientific interest."

**Source: nps.gov*

Human Resources

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	9,240	3,999	6,980	18,960
FICA	555	240	433	1,175
Medicare	130	56	101	275
Retirement	1,066	464	801	2,180
Unemployment	7	0	28	70
Workman's Compensation	33	10	21	60
Family Health Benefits	0	0	0	65,000
Health, Dental & Life Ins	1,413	670	1,762	4,495
Total Wages & Related	\$ 12,444	\$ 5,439	\$ 10,126	\$ 92,215
Operating Expenditures				
Training	0	0	700	1,500
Tuition Reimbursement	500	440	1,000	4,000
Travel	0	0	300	600
Office Supplies	544	0	400	0
Subscriptions/Memberships	199	0	480	500
Advertising	3,839	1,353	1,500	1,800
Legal Services	7,159	41,966	1,000	0
Contract Labor/Services	0	0	5,000	0
Office Equipment		0	0	500
Personnel Expenses	847	620	2,000	4,000
Employee Safety Program	0	604	0	0
Recruitment Expenses	5,116	4,624	4,000	2,000
Employee Recognition	1,155	858	1,500	1,800
Total Operating Expenditures	\$ 19,359	\$ 50,465	\$ 17,880	\$ 16,700
Total Departmental Expenditures	\$ 31,803	\$ 55,904	\$ 28,006	\$ 108,915
Net Effect on General Fund	\$ 31,803	\$ 55,904	\$ 28,006	\$ 108,915

RISK MANAGEMENT

473 S. MAIN ST. - (928) 554-0000



Mission

To develop and maintain an integrated, multi-disciplinary program for effective management of the Town’s resources, assets, and liabilities to protect its employees, property and citizens and enable the Town to achieve its primary aim of efficient and effective day-to-day operation of the Town Government.

Responsibilities

Risk Management is responsible for the control of risk and proactively focuses on the Town’s valuable human, financial and physical assets. The Risk Management process offers a variety of tools and services to help safeguard the Town’s small, rural budget including: risk assessment/ monitoring, risk transfer, loss control site reviews, contract and policy review relative to insurance, safety training, workers’ compensation and acts as liaison to insurance companies, Counsel and individuals with respect to risk matters.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Town’s first year with a Risk Manager position. Managed the department/making and implementing decisions that enabled the Town to optimize its levels of risk.
2. Worked with the internal and external legal counsel to ‘fight the right fight’.
3. Mitigated Arizona Department of Occupational Safety and Health’s (ADOSH’s) findings.
4. Conducted an all-hands disaster exercise December 2nd with the Town Manager’s support.
5. Completed ¼ of an Arizona Risk Management (ARM) Certification.
6. Regrouped with respect to safety consultant. Due the consultant being unavailable Employee Jon Rivero was asked to be a very part-time safety officer.

Goals for the upcoming Fiscal Year 2016-17

1. Continue ongoing professional development in the Risk Management Department including efforts towards obtaining an (ARM) Certification.
2. Present to council a draft agreement between the Town and the town manager that includes, in addition to other clauses, a clause in which Council provides the Town Manager indemnification for his/her decisions relative to Town matters.
3. Continue transitioning organization towards “Corporate Risk Management” culture.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE’s	.65	1.00	1.10
FT Positions	1	1	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

Worker’s Comp Loss Ratio – 12%
 Worker’s Comp e-mod - .89
 Work related injuries – 15
 Certificates of Liability Ins/endorsements – 200

2015 calendar year

Risk Management

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	17,828	36,135	63,007	67,955
FICA	1,104	2,238	3,906	4,215
Medicare	258	523	914	985
Retirement	2,058	4,189	7,227	7,805
Unemployment	12	72	140	155
Workman's Compensation	63	90	189	350
Health, Dental & Life Ins	2,676	5,450	8,810	9,890
Total Wages & Related	\$ 23,999	\$ 48,697	\$ 84,193	\$ 91,355
Operating Expenditures				
Training	295	295	600	2,600
Travel	59	111	200	1,200
Office Supplies	174	201	200	900
Subscriptions/Memberships	85	145	200	200
Books/Tapes/Publications	0	97	100	1,050
Printing	0	0	100	100
Advertising	0	0	100	100
Consulting Services	0	1,800	15,000	2,000
Legal Services	1,306	332	5,000	5,000
Contract Labor/Services	71,000	72,136	73,368	73,370
Pers. Protection Equipment	102	91	300	300
Liability Insurance	160,900	174,597	176,000	178,000
Safety / Security Program	3,127	2,850	4,000	5,500
Medical Supplies	13	215	300	300
Total Operating Expenditures	\$ 237,061	\$ 252,870	\$ 275,468	\$ 270,620
Total Departmental Expenditures	\$ 261,060	\$ 301,567	\$ 359,661	\$ 361,975
Revenues				
Liability Ins. Rebate	0	531	30,065	0
Total Departmental Revenues	\$ -	\$ 531	\$ 30,065	\$ -
Net Effect on General Fund	\$ 261,060	\$ 301,036	\$ 329,596	\$ 361,975

ECONOMIC DEVELOPMENT

473 S. MAIN ST. - (928) 554-0000



Mission

Create and build a business environment that preserves, attracts and promotes sustainable growth and creates meaningful jobs

Responsibilities

Work with the local business community as well as regional partners, state and federal agencies, and non-governmental organizations to create economic opportunities that will grow Camp Verde's economic base while retaining its community identity, values and sense of place

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Initiated the Geo-tourism Program and launched Website for regional tourism marketing program that will co-brand the Verde Valley with the National Geographic Society.
2. Completed Focused Future Strategic Economic and Community Development Plan.
3. Completed the River Recreation Master Plan and began implementation.
4. Raised \$13,000 and built Sesquicentennial Park.

Goals for the upcoming Fiscal Year 2016-17

1. Continue to build partnerships and grow capacity for continuing ED programs.
2. Encourage development of infrastructure along commercial corridors.
3. Develop and begin implementation of a new Tourism and Marketing Strategic Plan.
4. Initiate retail recruitment program.
5. Initiate trail development program.
6. Initiate common directional signage program.
7. Initiate goals and strategies outlined in Focused Future II Plan and River Recreation Master Plan.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.6	2.6	2.8
FT Positions	1	2	2
PT Positions	2	2	2
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Change in Hotel/Trans Tax	up 44%	up 15%
Change in Construction Tax	up 12%	up 72%
CV Visitor Center Visits		5,858

Economic Development

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	82,304	85,798	114,557	133,870
FICA	5,057	5,243	7,103	8,300
Medicare	1,183	1,226	1,661	1,940
Retirement	7,573	7,916	9,471	13,120
Unemployment	102	311	641	560
Workman's Compensation	290	238	622	690
Health, Dental & Life Ins	8,060	7,440	12,334	17,980
Total Wages & Related	\$ 104,569	\$ 108,172	\$ 146,389	\$ 176,460
Operating Expenditures				
Training	1,990	1,582	2,000	2,000
Travel	0	0	0	700
Office Supplies	113	309	500	500
Subscriptions/Memberships	373	808	3,000	3,000
Advertising	8,267	0	0	12,500
Consulting Services	5,000	0	0	0
Legal Services	0	0	0	500
Web Campaign	137	8,785	4,000	3,000
Business Recruitment & PR	1,106	2,490	3,000	2,000
Special Events	11,308	7,974	10,000	0
Retail Recruitment	0	0	0	35,000
Projects	15,208	21,230	8,000	10,000
Visitor's Center	5,879	9,198	12,000	1,170
Total Operating Expenditures	\$ 49,381	\$ 52,376	\$ 42,500	\$ 70,370
Total Departmental Expenditures	\$ 153,950	\$ 160,548	\$ 188,889	\$ 246,830
Revenues				
Merchandise Sales	0	661	200	0
Total Departmental Revenues	\$ -	\$ 661	\$ 200	\$ -
Net Effect on General Fund	\$ 153,950	\$ 159,887	\$ 188,689	\$ 246,830

IT SERVICES

473 S. MAIN ST. - (928) 554-0000



Mission

To provide the highest quality technology-based services, in the most cost-effective manner, to facilitate the town's mission as it applies to the management, staff support, and community service.

Responsibilities

To coordinate strategic plans for Town telecommunications and e-government; to assist Town employees in effective utilization of Town information and telecommunications technology; to design and implement tools that support Town goals; and to provide effective, economical, friendly, and courteous support to our customers in a timely manner.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2015-16

1. Kept all essential systems operational.
2. Upgraded a portion of computers throughout organization.
3. Upgraded process on primary servers.

Goals for the upcoming Fiscal Year 2016-17

1. Transition from current IT Contractor to a more local service model in cooperation with School District.
2. Continue upgrades with consistent hardware baseline for all Town workstations and provide a Five-year procurement schedule for all Town PC Workstations and Laptops.
3. Upgrade Wireless Area Network (WAN) Infrastructure to increase site-to-site bandwidth, thereby improving quality Voice and Video communications and overall user experience for all facilities.
4. Connect Wastewater treatment with higher quality/more reliant bandwidth.

Personnel

The IT department staffing is outsourced.

Camp Verde Fun Facts

Fort Verde Days began in 1957 and will hold its 57th annual event in October of 2013. The first Fort Verde Days event was a celebration to honor "all who had supported and visited that first museum".

**Source: sedonaverdevalley.org*

Information Technology

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	4,412	4,705	0	0
FICA	266	284	0	0
Medicare	62	66	0	0
Retirement	500	536	0	0
Unemployment	4	12	0	0
Workman's Compensation	16	12	0	0
Health, Dental & Life Ins	713	809	0	0
Total Wages & Related	\$ 5,973	\$ 6,424	\$ -	\$ -
Operating Expenditures				
Training	0	0	0	1,500
Travel	0	0	0	500
Computer Services/Software	19,368	50,713	12,000	15,000
Internet / Wireless / Telephone	45,297	81,468	45,000	60,000
Software Recurring Fees	26,530	26,080	28,000	29,000
Consulting Services	68,382	48,422	54,865	60,000
Office Equipment	1,971	0	0	0
Total Operating Expenditures	\$ 161,548	\$ 206,683	\$ 139,865	\$ 166,000
Total Departmental Expenditures	\$ 167,521	\$ 213,107	\$ 139,865	\$ 166,000
Net Effect on General Fund	\$ 167,521	\$ 213,107	\$ 139,865	\$ 166,000

NON-DEPARTMENTAL

473 S. MAIN ST. - (928) 554-0000



Description

Non-Departmental expenditures represent budget line items that are either not directly attributable to any one department or shared resource items that cannot or do not need to be allocated to any particular departments. Non-Departmental expenditures are better described as expenses of the Town rather than any individual department.



Personnel

The Non-Departmental "department" does not have any employee time allocated to it.

Non-Departmental

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Operating Expenditures				
Office Supplies	0	4,058	4,000	4,250
Copier Paper	2,449	3,719	3,000	3,000
Subscriptions/Memberships	10,840	10,890	12,500	11,200
Postage	6,659	7,295	10,000	10,000
Auto Repair/Maintenance	1,529	1,212	1,500	1,500
Fuel	220	0	0	0
Electric	27,341	40,527	43,100	43,500
Gas/Propane	5,521	5,619	5,650	5,900
Water	5,781	6,354	6,340	5,700
Sewer	6,644	12,059	12,100	12,100
Waste Removal	2,527	4,224	4,300	4,300
Equipment Rental	1,020	1,019	840	840
Equipment Maint. Agreements	2,687	4,202	3,000	3,000
Service Charges	4,952	5,307	5,200	5,600
Liability Insurance	0	0	0	760
Recycling	0	6,000	6,000	6,000
Emergency Services Agreement	4,675	4,675	4,675	4,675
Bus. Incentive - Coury	15,953	(19,670)	10,000	60,000
Verde Valley Senior Center	12,500	5,000	5,000	5,000
Water Adjudication	2,948	3,466	5,000	10,000
Yavapai County Water Advisor	11,644	0	7,645	7,700
Miscellaneous	0	231	0	0
Employee Termination Payouts	0	0	25,000	25,000
Contingency	0	0	10,305	75,000
Total Operating Expenditures	\$ 125,890	\$ 106,187	\$ 185,155	\$ 305,025
Net Effect on General Fund	\$ 125,890	\$ 106,187	\$ 185,155	\$ 305,025

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Magistrate Court Summary



Departments

◆ Magistrate Court ◆

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 324,085	\$ 330,543	\$ 336,238	\$ 316,030
Operating Expenditures	\$ 31,144	\$ 29,223	\$ 36,915	\$ 34,445
Equipment/Capital Expenditures	\$ 2,578	\$ 4,578	\$ -	\$ -
Total Expenditures	<u>\$ 357,807</u>	<u>\$ 364,344</u>	<u>\$ 373,153</u>	<u>\$ 350,475</u>
Revenues				
Total Revenues	<u>\$ 205,583</u>	<u>\$ 179,589</u>	<u>\$ 257,000</u>	<u>\$ 180,000</u>
Operating Transfers				
Total Transfers	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net Cost to General Fund	<u>\$ 152,224</u>	<u>\$ 184,755</u>	<u>\$ 116,153</u>	<u>\$ 170,475</u>

MUNICIPAL COURT

473 S. MAIN ST. - (928) 554-0030



Mission

To contribute to the quality of life in our community by fairly and impartially administering justice in the most effective, efficient and professional manner possible.

Responsibilities

The Camp Verde Municipal Court is responsible for misdemeanor and civil traffic complaints for matters occurring within the Town of Camp Verde precinct. The Court also issues protective orders along with search warrants. The Camp Verde Municipal Court is responsible for providing all individuals equal access, professionalism and impartial treatment, with just resolution to all court matters.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Court Enhancement project was approved and process began.
2. Court continued to maintain an active watch on legislation and implemented necessary changes.
3. Implemented new mandated warrant forms across the State.
4. Compliance with yearly mandate for 16 Hr. COJET education and training.
5. Compliance with the Mandate for Limited English Proficient (LEP) customers.

Goals for the upcoming Fiscal Year 2016-17

1. Remain in compliance with state law, Administrative Orders and Rules of Court.
2. Keep an active watch on legislative matters with potential impact to the Town of Camp Verde Local Court as well as on a State level.
3. Continue with support of the local law enforcement implementation of electronic citations.
4. Continue efforts with the implementation of the Courts new case management system (AJACS).
5. Continue our commitment to fiscal responsibility. We will maintain a balanced budget.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	5.6	5.7	5.2
FT Positions	5	5	5
PT Positions	1	1	1
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
• Misdemeanor/FTA	277	672
• DUI	50	76
• Serious Traffic	10	9
• Criminal Traffic	294	268
• Civil traffic	1,356	1,334
• Harassment injunction	26	26
• Order of protection	23	30

Municipal Court

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	240,917	232,697	241,483	227,605
Pro Tem Judge Salaries	1,140	9,891	2,700	2,700
FICA	14,284	14,463	15,139	14,280
Medicare	3,341	3,382	3,541	3,340
Retirement	27,712	26,985	27,698	26,130
Unemployment	305	932	894	825
Workman's Compensation	854	561	733	695
Health, Dental & Life Ins	35,532	41,632	44,050	40,455
Total Wages & Related	\$ 324,085	\$ 330,543	\$ 336,238	\$ 316,030
Operating Expenditures				
Training	1,546	1,756	2,000	2,000
Travel	1,164	1,233	1,700	1,700
Office Supplies	2,273	2,304	3,000	3,000
Subscriptions/Memberships	203	200	250	250
Books/Tapes/Publications	0	79	250	250
Printing	351	303	700	700
Telephone	862	863	865	1,550
Legal Services	0	20	500	500
Contract Labor/Services	1,043	1,414	1,400	1,450
Interpreters	193	375	500	1,000
Equipment Rental	8,250	9,000	9,000	9,105
Equipment Maint. Agreements	870	1,292	900	1,060
Office Equipment	500	527	500	500
Court Appointed Attorneys	12,725	8,850	14,000	10,000
Jury Fees	92	193	200	200
Recording System	591	534	600	600
Security System	251	251	350	380
Public Relations	230	29	200	200
Total Operating Expenditures	\$ 31,144	\$ 29,223	\$ 36,915	\$ 34,445
Equipment/Capital Expenditures				
Capital Lease	2,578	4,578	0	0
Total Equipment/Capital Expenditures	\$ 2,578	\$ 4,578	\$ -	\$ -
Total Departmental Expenditures	\$ 357,807	\$ 364,344	\$ 373,153	\$ 350,475

Revenues

Fees, Fines & Forfeitures	191,572	174,805	250,000	175,000
Court Appointed Attorney Reimb's	14,011	4,784	7,000	5,000
Total Departmental Revenues	\$ 205,583	\$ 179,589	\$ 257,000	\$ 180,000

Net Effect on General Fund	\$ 152,224	\$ 184,755	\$ 116,153	\$ 170,475
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Public Works Summary



Departments

Engineer ♦ Stormwater ♦ Maintenance

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 546,561	\$ 643,393	\$ 672,307	\$ 650,445
Operating Expenditures	\$ 139,682	\$ 148,530	\$ 174,210	\$ 244,250
Equipment/Capital Expenditures	\$ 36,639	\$ -	\$ -	\$ -
Total Expenditures	\$ 722,882	\$ 791,923	\$ 846,517	\$ 894,695
Revenues				
Total Revenues	\$ 3,286	\$ 2,614	\$ 2,000	\$ 6,500
Operating Transfers				
Total Transfers	\$ (10,000)	\$ (12,000)	\$ (6,794)	\$ -
Net Cost to General Fund	\$ 709,596	\$ 777,309	\$ 837,723	\$ 888,195

ENGINEERING

395 S. MAIN ST. - (928) 554-0820



Mission

Plans, develops and maintains streets, stormwater, sewer utilities, facilities & grounds and our parks to promote public health, personal safety, transportation economic growth and civic vitality.

Responsibilities

The Public Works Director is the Town Engineer and provides support to Community Development for Plan and Engineering Design Review, The department also assists with and manages a wide variety of Town related streets, stormwater and utility infrastructure projects. Director and staff work to maintain Town standards, codes and ordinances both as a guide for current projects and future development.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Provided Management and Administrative support for the construction of the Community Library.
2. Provided Engineering support to Community Development for private development and public improvement review and project management.
3. Completed CDBG Townsite Phase III pavement project.
4. Worked with stakeholders and ADOT on SR-260 access design.
5. Executed Agreements for On-Call Consultants in 9 disciplines.
6. Served on the NACOG Technical Subcommittee.
7. Worked with consultant, Cities of Cottonwood, Sedona, Towns of Clarkdale and Jerome to complete the Verde Valley Master Transportation Plan update.

Goals for the upcoming Fiscal Year 2016-17

1. Complete the Construction of the Community Library.
2. Complete Town Engineering Standards.
3. Coordinate with ADOT for the completion of Finnie Flat Sidewalk.
4. Complete the design and begin Phase I of Homestead Parkway Extension.
5. Plan, coordinate, direct staff and manage completion of Capital Improvements as determined by Council.
6. Continue to seek grant and/or favorable financing opportunities for “green projects”.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.25	1.25	1.00
FT Positions	4	4	4
PT Positions	0	0	0
Seasonal	0	0	0

Camp Verde Fun Facts

The Town of Camp Verde covers 43.14 square miles. That makes Camp Verde the 27th largest town/city within Arizona, right below Williams and just above Prescott.

*Source: factfinder2.census.gov

Public Works Engineer

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	74,514	81,421	82,043	72,350
FICA	4,602	5,025	5,087	4,490
Medicare	1,076	1,175	1,190	1,050
Retirement	8,600	9,439	9,410	8,310
Unemployment	37	138	174	150
Workman's Compensation	1,523	1,050	1,129	1,025
Health, Dental & Life Ins	8,543	10,200	10,924	9,350
Total Wages & Related	\$ 98,895	\$ 108,448	\$ 109,957	\$ 96,725
Operating Expenditures				
Training	255	1,360	1,000	1,000
Travel	215	396	1,750	1,000
Office Supplies	640	585	450	450
Subscriptions/Memberships	527	340	400	400
Books/Tapes/Publications	0	749	250	250
Printing	79	1,038	150	500
Advertising	201	57	100	125
Computer Services/Software	338	302	1,500	350
Auto Repair/Maintenance	0	757	300	500
Fuel	0	64	200	200
Cell Phone	0	516	720	750
Consulting Services	0	0	2,000	2,000
Legal Services	2,125	609	2,000	2,500
Office Equipment	545	853	420	1,600
Total Operating Expenditures	\$ 4,925	\$ 7,626	\$ 11,240	\$ 11,625
Equipment/Capital Expenditures				
Finnie Flat Sidewalk Project	2,331	0	0	0
Total Equipment/Capital Expenditures	\$ 2,331	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 106,151	\$ 116,074	\$ 121,197	\$ 108,350
Revenues				
Plan Review Fees	3,286	2,614	2,000	6,500
Total Departmental Revenues	\$ 3,286	\$ 2,614	\$ 2,000	\$ 6,500
Net Effect on General Fund	\$ 102,865	\$ 113,460	\$ 119,197	\$ 101,850

STORMWATER

395 S. MAIN ST. - (928) 554-0820



Mission

To provide environmental protection, minimize the impacts to public and private property due to flooding from storms events and promote public health and safety through education and the implementation of stormwater regulations, policies and engineering.

Responsibilities

To ensure that public and private facilities within the Town's corporate boundary are compliant with all applicable floodplain and stormwater regulations, policies and design criteria. The Stormwater department works closely with Yavapai County Flood Control District to establish and maintain consistent policies and criteria that ensure the uniform construction of all drainage infrastructures within the Town of Camp Verde

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Obtained funding through the Department of Agriculture Natural Resources Conservation Services to perform repairs to Bull Pen Wash in response to a flash flood event.
2. Cleaned out Faulkner Wash at Finnie Flat Road crossing.
3. Town crew constructed one of the two the Gaddis Wash Crossings.
4. Town crews constructed new low water crossing at Verde Lakes Dr. installing larger culverts with metal grate coverings.
5. Completed Phase III of Bashes'/Finnie Flat/Cliffs Parkway Drainage project.
6. Participated in State wide meetings to revise the MS-4 permit.
7. Improved ponding problem at Outpost Townhomes.

Goals for the upcoming Fiscal Year 2016-17

1. Hire Stormwater Technician to be doing the work of complying with the requirements of the federally mandated MS-4 permit.
2. Hire a consultant firm to update the Stormwater Management plan.
3. Begin work on Stormwater Ordinance.
4. Construct second Gaddis Wash Crossing on Industrial Drive.
5. Install Silt Fence in Faulkner Wash to mitigate future stormwater deposits of sand in the culvert.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.50	1.63	1.50
FT Pos's	9	10	11
PT Pos's	0	0	0
Seasonal Pos's	0	0	0

Fun Facts

In 1912, the Camp Verde School District organized its first high school class which had a total of 5 students. Algebra, geometry, Spanish, English and ancient history were the 5 classes taught.

**Source: Steve Ayers & the Camp Verde Historical Society from the Book, "Images of America Camp Verde".*

Stormwater

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	47,908	79,375	92,271	73,945
FICA	2,916	4,852	5,721	4,585
Medicare	682	1,135	1,338	1,075
Retirement	5,525	9,188	10,583	8,490
Unemployment	39	178	256	215
Workman's Compensation	1,875	2,695	2,650	2,730
Health, Dental & Life Ins	7,219	11,479	16,122	13,665
Total Wages & Related	\$ 66,164	\$ 108,902	\$ 128,941	\$ 104,705
Operating Expenditures				
Training	390	1,274	1,000	1,000
Travel	557	440	600	600
Office Supplies	114	665	250	600
Subscriptions/Memberships	0	0	100	100
Books/Tapes/Publications	0	0	100	100
Printing	25	0	300	500
Computer Services/Software	3,337	171	2,200	0
Software Recurring Fees	0	600	3,080	2,200
Fuel	0	95	200	300
Cell Phone	0	631	1,200	750
Consulting Services	900	245	3,000	40,000
Legal Services	0	300	300	300
Contract Labor/Services	0	350	6,000	6,000
Equipment Rental	0	0	600	600
Office Equipment	1,220	200	1,300	6,500
Maintenance Equipment	198	2,487	0	0
Safety Equipment	0	0	100	0
OSHA Medical Supplies	0	0	50	0
Infrastructure Maintenance	171	181	1,000	10,000
Project Adjustments	0	5,000	0	0
Recording Fees	0	25	150	100
Permits	5,000	5,000	5,000	5,000
Total Operating Expenditures	\$ 11,912	\$ 17,664	\$ 26,530	\$ 74,650
Equipment/Capital Expenditures				
Structural	14,500	0	0	0
Total Equipment/Capital Expenditures	\$ 14,500	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 92,576	\$ 126,566	\$ 155,471	\$ 179,355
Net Effect on General Fund	\$ 92,576	\$ 126,566	\$ 155,471	\$ 179,355

MAINTENANCE

395 S. MAIN ST. - (928) 554-0820



Mission

To keep all facilities, parks, landscape, and outdoor recreational amenities in good and safe working order. Our goal is to do this with a framework of safety, quality service, environmental sensitivity and operational efficiency.

Responsibilities

The Maintenance Department is responsible for the general maintenance of all Town buildings, equipment, parks and recreational sites and facilities. Maintenance Personnel perform regular inspections of these areas and equipment as well as making sure all areas are safe and secure. The maintenance division is responsible for Main Street landscaping and decorations. Maintenance personnel also assist with special event and programs.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Addressed items called out in Safety and OSHA Audits.
2. Two employees attended the Safety Summit.
3. Three employees updated their asbestos training.
4. Established new IT Room at CVMO.
5. Gymnasium electric and ductwork updated.
6. Remodeled the Community Development & Administration offices.

Goals for the upcoming Fiscal Year 2016-17

1. Complete Fain St. Maintenance Yard, Shop and Office space.
2. Hire one full-time Maintenance Worker and one full-time Custodian.
3. Complete the re-keying of Town facilities and establish electronic record tracking data.
4. Install improvements at Rezzonico Park as directed by Council.
5. Construct two soccer field ramadas and slabs at Town soccer field.
6. Work in partnership with Arizona State Parks to ensure that Fort Verde remains open.
7. Install new Soft-Start system and new piping for Main St. and Town Grounds irrigation pump system.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	7.40	7.95	8.60
FT Positions	11	12	11
PT Positions	0	0	2
Seasonal	1	1	1

Statistics

	<u>FY15</u>	<u>FY16</u>
Work Orders Completed	442	234
Man hours on Work Orders	1,102	602

Maintenance

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	263,519	296,932	299,677	317,570
Uniform Allowance	0	1,120	900	1,440
FICA	16,267	17,975	18,636	19,780
Medicare	3,804	4,204	4,358	4,630
Retirement	30,189	33,508	33,025	32,620
Unemployment	380	988	1,283	1,700
Workman's Compensation	12,824	9,931	10,688	11,580
Health, Dental & Life Ins	54,519	61,385	64,842	59,695
Total Wages & Related	\$ 381,502	\$ 426,043	\$ 433,409	\$ 449,015
Operating Expenditures				
Training	919	1,402	3,000	3,500
Travel	0	26	1,000	1,300
Uniforms	2,786	1,549	3,000	3,640
Office Supplies	138	115	300	1,200
Books/Tapes/Publications	0	0	100	100
Advertising	100	0	100	150
Software Recurring Fees	1,200	1,200	3,000	3,000
Auto Repair/Maintenance	5,147	5,438	5,000	5,500
Fuel	5,312	4,694	5,000	5,000
Electric	0	695	750	700
Gas/Propane	0	835	990	900
Water	0	624	400	425
Cell Phone	1,987	2,011	2,100	3,360
Pest Control	2,365	3,180	3,200	3,200
Contract Labor/Services	2,000	6,000	2,000	2,000
Equipment Rental	0	3,760	500	500
Office Equipment	0	0	0	1,000
Maintenance Equipment	4,701	1,710	4,000	4,100
Building Maintenance	55,481	47,073	50,000	52,500
Safety Equipment	670	939	2,000	3,000
OSHA Medical Supplies	447	370	800	1,000
Graffiti Clean-Up	220	0	200	200
Fire Extinguishers	2,437	1,236	2,600	3,000
Park Facilities Maintenance	9,984	17,794	15,000	23,000
Grounds Maintenance	10,793	9,822	12,000	12,000

Maintenance (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Operating Expenditures (Cont'd)				
Flags & Banners	641	2,110	2,000	3,500
Fertilizer / Herbicides	6,969	1,028	6,200	7,000
Archeology Center Maintenance	1,037	120	1,500	1,500
Janitorial Supplies	5,235	7,479	7,000	8,500
Mats & Rugs	2,276	2,030	2,700	3,200
Total Operating Expenditures	\$ 122,845	\$ 123,240	\$ 136,440	\$ 157,975
Equipment/Capital Expenditures				
Structural	9,083	0	0	0
Park Improvements	10,725	0	0	0
Total Equipment/Capital Expenditures	\$ 19,808	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 524,155	\$ 549,283	\$ 569,849	\$ 606,990
Operating Transfers				
Transfer In from Parks Fund (Maint)	(10,000)	(12,000)	(6,794)	0
Total Operating Transfers	\$ (10,000)	\$ (12,000)	\$ (6,794)	\$ -
Net Effect on General Fund	\$ 514,155	\$ 537,283	\$ 563,055	\$ 606,990

Community Development Summary



Departments

Community Development ♦ Planning & Zoning

Building ♦ Code Enforcement

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 324,793	\$ 382,892	\$ 413,288	\$ 463,005
Operating Expenditures	\$ 48,517	\$ 42,709	\$ 67,175	\$ 63,675
Equipment/Capital Expenditures	\$ 1,974	\$ 2,328	\$ 2,320	\$ 2,460
Total Expenditures	\$ 375,284	\$ 427,929	\$ 482,783	\$ 529,140
Revenues				
Total Revenues	\$ 188,391	\$ 194,698	\$ 257,350	\$ 273,350
Operating Transfers				
Total Transfers	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 186,893	\$ 233,231	\$ 225,433	\$ 255,790

COMMUNITY DEVELOPMENT

473 S. MAIN ST. - (928) 554-0050



Mission

To manage growth through planning, zoning and building services and protect the enjoyment of private property owners while providing professional, competent, and consistent service to the public in order to enhance the community and the lives of the residents.

Responsibilities

Oversees and prepares department procedures for the development process and code enforcement within the Town of Camp Verde. As the umbrella for the Building, Planning & Zoning and Code Enforcement Divisions, the Community Development Department performs the management activities and is the direct contact to the Town Council and the Town Manager. This umbrella department provides for and facilitates the activities and functions of the Planning & Zoning Commission and the Board of Adjustments for the public hearing process and training.

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Accomplishments for the past Fiscal Year 2015-16

1. Completed the Draft Town of Camp Verde 2016 General Plan.
2. Completed the Building Code Effectiveness Grading Schedule (BCEGS) audit and obtained an Insurance Service Office (ISO) rating of 3 for Residential Construction, and 2 for Commercial Construction. These ISO ratings exceeded the average ratings received by Yavapai County, the State of Arizona, and also were above the National average.
3. Assisted the Marshal's Office with completing a comprehensive Noise Ordinance.

Goals for the upcoming Fiscal Year 2016-17

1. Initiate the annexation of Town owned properties at the wastewater treatment plant.
2. Initiate the comprehensive rewrite of the sign ordinance.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.0	1.0	1.3
FT Positions	1	1	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Permits Issued	243	329
P&Z Sessions	24	18
Board of A&A Sessions	4	4
Council P&Z Sessions	5	6

Community Development

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	75,824	76,793	76,193	96,785
FICA	4,350	4,382	4,724	6,000
Medicare	1,017	1,025	1,105	1,405
Retirement	8,550	9,106	8,739	11,110
Unemployment	32	108	140	280
Workman's Compensation	1,925	1,368	1,448	1,840
Health, Dental & Life Ins	7,758	8,193	8,810	11,240
Total Wages & Related	\$ 99,456	\$ 100,975	\$ 101,159	\$ 128,660
Operating Expenditures				
Training	430	0	1,000	1,000
Travel	0	12	500	1,000
Office Supplies	96	105	200	200
Subscriptions/Memberships	639	667	700	700
Auto Repair/Maintenance	315	234	600	600
Fuel	223	195	400	400
Legal Services	2,184	6,853	4,000	6,000
Equipment Maint. Agreements	2,465	1,591	2,500	2,500
Credit Card Processing Fees	2,015	2,186	2,000	2,000
Safety Equipment	53	117	200	200
Total Operating Expenditures	\$ 8,420	\$ 11,960	\$ 12,100	\$ 14,600
Equipment/Capital Expenditures				
Equipment Lease	1,974	2,328	2,320	2,460
Total Equipment/Capital Expenditures	\$ 1,974	\$ 2,328	\$ 2,320	\$ 2,460
Total Departmental Expenditures	\$ 109,850	\$ 115,263	\$ 115,579	\$ 145,720
Revenues				
Copies	57	186	50	50
Total Departmental Revenues	\$ 57	\$ 186	\$ 50	\$ 50
Net Effect on General Fund	\$ 109,793	\$ 115,077	\$ 115,529	\$ 145,670

BUILDING

473 S. MAIN ST. - (928) 554-0050



Mission

To provide the public with excellent customer service through our professionalism, dedication and commitment to excellence. We are committed to providing our customers the most successful permitting experience possible before, during and after construction with expedient permit processing, plan review and inspection services.

Responsibilities

The Building Division is responsible for effectively enforcing all building codes and other applicable codes that have been adopted by the Town of Camp Verde and to establish the minimum requirements to safeguard the public's health, safety and general welfare.

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Accomplishments for the past Fiscal Year 2015-16

1. Completed the Building Code Effectiveness Grading Schedule (BCEGS) audit and improved the Town's Insurance Service Office (ISO) rating in residential construction from a 5 to a 3, and in commercial construction from a 5 to a 2.
2. Completed the Arizona Department of Fire, Building, and Life Safety – Office of Manufactured Housing (OMH) audit and received a satisfactory rating.
3. Obtained an additional International Code Council (ICC) Residential Plans Examiner certification and additional International Code Council (ICC) Residential Building Inspector certification.

Goals for the upcoming Fiscal Year 2016-17

1. Continue our commitment to fiscal responsibility and maintain a balanced budget to the best extent possible without eliminating any of our services.
2. Continue our strong commitment to improving citizen satisfaction by maintaining a high level of customer service and efficient permit processing times.
3. Keep an active watch on legislative matters with potential impacts to the Town of Camp Verde.
4. Research, price and propose expanded software solutions that include electronic plan review and online building permit submittals.
5. Develop a schedule for scanning and archiving all parcel history files for the Community Development Department.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	3.0	3.0	4.0
FT Positions	3	3	4
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Permits Applied for	355	378
Permits Issued	319	324
Inspections		1,246

Building Department

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	90,737	125,462	148,431	162,910
FICA	5,590	7,683	9,203	10,100
Medicare	1,307	1,797	2,152	2,365
Retirement	10,100	14,506	17,025	18,705
Unemployment	107	400	560	560
Workman's Compensation	1,556	1,355	1,272	1,970
Health, Dental & Life Ins	14,653	24,061	26,430	35,960
Total Wages & Related	\$ 124,050	\$ 175,264	\$ 205,073	\$ 232,570
Operating Expenditures				
Training	1,152	2,049	2,500	3,500
Travel	951	1,524	1,800	2,000
Office Supplies	285	1,085	1,200	1,400
Subscriptions/Memberships	284	303	350	450
Books/Tapes/Publications	0	200	500	500
Printing	307	375	525	525
Advertising	190	145	300	300
Auto Repair/Maintenance	79	121	700	1,000
Fuel	1,659	1,437	2,500	2,500
Cell Phone	275	280	300	300
Consulting Services	1,050	1,950	6,000	2,500
Equipment	0	453	800	1,000
Total Operating Expenditures	\$ 6,232	\$ 9,922	\$ 17,475	\$ 15,975
Total Departmental Expenditures	\$ 130,282	\$ 185,186	\$ 222,548	\$ 248,545
Revenues				
Plan Review Fees	48,211	46,478	65,000	66,000
Building Permits	112,644	109,443	160,000	165,000
Total Departmental Revenues	\$ 160,855	\$ 155,921	\$ 225,000	\$ 231,000
Net Effect on General Fund	\$ (30,573)	\$ 29,265	\$ (2,452)	\$ 17,545

PLANNING & ZONING

473 S. MAIN ST. - (928) 554-0050



Mission

To manage growth through current and long range planning processes while providing professional, competent and consistent service to the public in order to enhance the community and the lives of the residents and protecting the heritage and natural surroundings in a manner that will maintain a balance between the quality of life and the economic stability of the Town.

Responsibilities

Reviews and processes all new development proposals and applications. Manages and updates the General Plan, Planning & Zoning Ordinances and the regional planning activities with other agencies.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Completed the Draft Town of Camp Verde 2016 General Plan.
2. Completed four text amendments to the Planning & Zoning Ordinance which updated and improved the applications and interpretations of detailed requirements within the code.

Goals for the upcoming Fiscal Year 2016-17

1. Continue to bring additional text amendments forward to the Planning & Zoning Commission as well as Town Council in order to update specific sections within the current Planning & Zoning Ordinance such as wireless towers, outdoor lighting, and definitions.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.0	1.0	1.0
FT Positions	1	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Permits Issued	25	31
Ord's & Resolutions	10	9
Res. Zoning Clearances	110	122
Comm. Zoning Clearances	38	38

Planning & Zoning

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	39,712	41,481	41,042	37,140
FICA	2,462	2,572	2,545	2,305
Medicare	576	601	595	540
Retirement	4,583	4,811	4,707	4,265
Unemployment	38	126	140	140
Workman's Compensation	141	313	123	115
Health, Dental & Life Ins	7,515	8,270	8,810	8,990
Total Wages & Related	\$ 55,027	\$ 58,174	\$ 57,962	\$ 53,495
Operating Expenditures				
Training	265	25	0	1,000
Office Supplies	759	825	800	800
Printing	1,028	860	2,000	2,000
Advertising	784	915	3,000	3,000
Consulting Services	3,000	10,925	8,000	1,500
Legal Services	0	253	0	0
General Plan	0	0	1,000	1,000
Total Operating Expenditures	\$ 5,836	\$ 13,803	\$ 14,800	\$ 9,300
Total Departmental Expenditures	\$ 60,863	\$ 71,977	\$ 72,762	\$ 62,795
Revenues				
Permit Fees	25,967	36,382	30,000	40,000
Total Departmental Revenues	\$ 25,967	\$ 36,382	\$ 30,000	\$ 40,000
Net Effect on General Fund	\$ 34,896	\$ 35,595	\$ 42,762	\$ 22,795

CODE ENFORCEMENT

473 S. MAIN ST. - (928) 554-0050



Mission

To manage code enforcement with the intent of preserving the peaceful enjoyment of private properties within the Town while providing professional, competent, courteous and consistent service to the public.

Responsibilities

To investigate and seek compliance with the Town's Zoning and Nuisance Ordinances. Issue Courtesy and Violation Notices when necessary as well as citations for zoning violations and abatement.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Completed the installation of iWork Internet Code Enforcement Management Software.

Goals for the upcoming Fiscal Year 2016-17

1. The Community Development Director will continue to provide training to the Code Enforcement Officers to become familiar with the entire Planning & Zoning Ordinance, the Town code, and the Justice Court procedures for expert witnesses.
2. The State of Arizona has defined hoarding as a mental illness. This opens the door to agencies, such as Adult Protective Services, to provide some assistance to hoarders and in the instance of residences that are determined as being dangerous the occupant may have aid available for temporary short term living quarters. The Code Enforcement Officers will be attending upcoming training on hoarding. Also, one of the code Enforcement Officers has applied to be on the Hoarding Task Force Committee.
3. Obtain Code Enforcement Certification for all Code Enforcement Officers.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.0	1.0	1.0
FT Positions	2	2	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Complaints	64	144
Violations Found	57	30
Cases Closed	37	67
Nuisance Abatements	8	1
Liens Recorded	9	1

Code Enforcement

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	32,760	34,452	33,452	32,495
FICA	1,839	2,117	2,074	2,015
Medicare	439	495	485	475
Retirement	3,677	3,297	3,497	3,405
Unemployment	43	191	140	280
Workman's Compensation	839	526	636	620
Health, Dental & Life Ins	6,663	7,401	8,810	8,990
Total Wages & Related	\$ 46,260	\$ 48,479	\$ 49,094	\$ 48,280
Operating Expenditures				
Training	115	420	1,000	1,000
Travel	408	72	1,000	1,000
Office Supplies	166	50	100	100
Subscriptions/Memberships	0	0	100	100
Computer Services/Software	0	0	4,000	1,000
Cell Phone	379	376	400	400
Nuisance Abatement	6,640	5,690	6,000	7,500
Dangerous Bldg. Abatement	20,225	293	10,000	12,500
Recording Fees	96	123	200	200
Total Operating Expenditures	\$ 28,029	\$ 7,024	\$ 22,800	\$ 23,800
Total Departmental Expenditures	\$ 74,289	\$ 55,503	\$ 71,894	\$ 72,080
Revenues				
Zoning Fines	1,512	2,209	2,300	2,300
Total Departmental Revenues	\$ 1,512	\$ 2,209	\$ 2,300	\$ 2,300
Net Effect on General Fund	\$ 72,777	\$ 53,294	\$ 69,594	\$ 69,780

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Marshal's Department Summary



Departments

Marshal's Office ♦ Animal Control

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 2,049,840	\$ 2,251,592	\$ 2,434,187	\$ 2,582,535
Operating Expenditures	\$ 243,170	\$ 243,748	\$ 217,614	\$ 238,375
Equipment/Capital Expenditures	\$ 24,590	\$ 16,751	\$ -	\$ -
Total Expenditures	\$ 2,317,600	\$ 2,512,091	\$ 2,651,801	\$ 2,820,910
Revenues				
Total Revenues	\$ 192,316	\$ 195,064	\$ 191,600	\$ 244,100
Operating Transfers				
Total Transfers	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 2,125,284	\$ 2,317,027	\$ 2,460,201	\$ 2,576,810

MARSHAL'S OFFICE

473 S. MAIN ST. - (928) 554-8300



Mission

A Marshal's Office whose employees feel valued, working together in partnership with other law enforcement entities to be a model of excellence in policing; and embraces the community by delivering the highest level of professionalism.

Responsibilities

The Camp Verde Marshal's Office is responsible for providing law enforcement services to the citizens and visitors of the Town of Camp Verde twenty-four hours a day, seven days a week. Some of the law enforcement services include providing a 911 communications center to the Yavapai Apache Police Department, Clarkdale Police Department and Jerome Police Department. Providing community education and crime prevention, investigating crimes and traffic accidents, protecting life and property. The Marshal's Office is committed to enforcing federal, state, and local laws, upholding the constitutional rights of all persons, providing emergency management and animal/code enforcement services. The department exists to serve the public and improve the quality of life for all citizens.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Marshal's Office volunteers contributed over 3500 hours.
2. CVMO employees received over 100 hours of individual training.
3. Received a grant from Homeland Security for interoperability radio communications in the amount \$20,623.
4. Received a grant from GOHS in the amount of \$6,500 for DUI overtime and speed enforcement details.
5. Received a grant from GOHS in the amount of \$4,900 for 4 radar units for patrol vehicles and \$1,600 for Alco-Sensors.
6. Hosted a crime scene training class and trained 2 employees on how to process crime scenes.

Goals for the upcoming Fiscal Year 2016-17

1. Hold a Citizen's Academy.
2. Implement E-ticket system.
3. Install dispatch furniture and new communications equipment.
4. Complete the Spillman server migration and installation of upgrade.
5. Revise/edit operational orders for CVMO.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	33.2	34.1	36.0
Sworn	21	21	24
Non-sworn	13	13	11
Part-time	1	2	2

Statistics

	<u>FY16</u>
Calls for Service	15,762
Arrests	309
Traffic Citations & Warnings	1,703
Traffic Collisions Investigated	107
Domestic Violence Calls	178
Property Crime Calls	446
Person Crime Calls	306

Marshal's Office

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	1,313,589	1,459,404	1,519,226	1,606,965
Overtime	56,856	57,031	40,000	40,000
Holiday Pay Premium	11,335	0	12,300	12,300
Uniform Allowance	24,300	25,500	25,200	27,600
FICA	51,166	58,462	63,247	65,745
Medicare	19,806	21,629	23,152	24,460
Retirement	177,332	230,859	288,573	319,085
Retirement Penalty	40,447	47,568	62,580	63,705
Unemployment	1,510	3,964	4,760	5,040
Workman's Compensation	71,765	52,115	57,205	61,255
Health, Dental & Life Ins	219,120	244,393	281,920	301,165
Total Wages & Related	\$ 1,987,226	\$ 2,200,925	\$ 2,378,163	\$ 2,527,320
Operating Expenditures				
Training	3,383	4,999	5,000	5,000
Travel	5,306	8,053	5,000	5,000
Uniforms	2,267	5,403	1,000	1,000
Office Supplies	5,097	5,163	5,500	5,500
Subscriptions/Memberships	1,425	1,659	2,000	2,000
Books/Tapes/Publications	604	402	600	600
Printing	2,557	2,038	1,000	1,000
Computer Services/Software	20,904	32,476	2,444	2,000
Software Recurring Fees	0	0	18,000	42,000
Auto Repair/Maintenance	19,295	19,567	20,000	20,000
Fuel	59,600	44,218	45,000	45,000
Electric	23,033	23,514	23,800	23,800
Gas/Propane	3,270	2,123	1,600	1,700
Water	3,002	2,591	2,600	2,600
Sewer	3,248	3,234	3,250	3,250
Waste Removal	656	920	1,000	750
Cell Phone	10,083	10,444	12,000	12,000
Legal Services	15,039	20,254	20,000	20,000
Contract Labor/Services	2,194	1,714	5,000	1,000
Equipment Maint. Agreements	1,502	1,728	1,195	1,200
Office Equipment	769	2,859	2,000	2,000
Patrol/Investigation Equip.	17,087	14,633	7,500	7,500
Patrol/Investigation Equip. Maint	5,940	4,167	3,500	3,500

Marshal's Office (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Operating Expenditures (Cont'd)				
Communication Equipment	4,364	4,137	0	800
Communication Equip. Maint	4,510	1,921	3,000	3,000
Repeater/Generator Maint	5,692	3,016	1,800	1,800
Crime Prevention	1,718	1,558	1,000	1,000
Advocacy Center	2,662	2,646	2,800	2,800
Volunteers	1,499	1,911	2,000	2,000
Medical Supplies	854	401	500	500
K-9 Expenditures	952	1,264	1,500	1,500
Total Operating Expenditures	\$ 228,512	\$ 229,013	\$ 201,589	\$ 221,800
Equipment/Capital Expenditures				
Equipment	0	16,751	0	0
Equipment Lease	1,161	0	0	0
Total Equipment/Capital Expenditures	\$ 1,161	\$ 16,751	\$ -	\$ -
Total Departmental Expenditures	\$ 2,216,899	\$ 2,446,689	\$ 2,579,752	\$ 2,749,120
Revenues				
Copies	1,695	1,461	1,000	1,000
Fingerprint Fees	715	590	600	600
Auto Impound Fees	6,600	7,500	5,000	5,000
Miscellaneous	271	452	0	0
CVUSD SRO Reimbursement	0	0	0	40,000
Dispatch Services	178,600	178,600	178,600	190,000
Total Departmental Revenues	\$ 187,881	\$ 188,603	\$ 185,200	\$ 236,600
Net Effect on General Fund	\$ 2,029,018	\$ 2,258,086	\$ 2,394,552	\$ 2,512,520

ANIMAL CONTROL

646 S. FIRST ST. - (928) 554-8300



Mission

To balance the health, public safety, and welfare needs of citizens and the animals in our community.

Responsibilities

To respond to calls for service involving animal problems, code enforcement violations / zoning code violations.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2015-16

1. Involved 2 VIPs who help find rescues for unclaimed dogs vs. taking dogs to Cottonwood Shelter saving the town almost \$3,000.
2. Added one additional animal control volunteer.
3. Revised ACO ordinances for animal control and they were approved by Council.
4. Updated animal control pamphlets.
5. Put in two dog runs at the impound yard.
6. Added fencing all around the property of the impound yard.

Goals for the upcoming Fiscal Year 2016-17

1. Continue to educate the citizens on town ordinances.
2. Provide responsible pet ownership education in schools, at events and during citizen contacts.
3. Write a grant through the license plate/spay and neuter programs.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.0	1.0	1.0
FT Positions	2	2	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Animal Bites	32	32
Animal Abuse Calls	12	12
Animal Noise Calls	59	17
Dogs Impounded	64	105
Dogs Returned to Owner	N/A	52

Animal Control

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	42,038	33,806	33,452	32,475
Overtime	222	646	2,000	2,000
Holiday Pay Premium	510	0	400	400
Uniform Allowance	1,575	1,575	1,800	1,800
FICA	2,489	2,214	2,334	2,275
Medicare	590	518	546	535
Retirement	4,943	2,317	4,319	4,210
Retirement ACR	0	1,166	1,508	1,550
Unemployment	66	153	140	280
Workman's Compensation	1,131	551	715	700
Health, Dental & Life Ins	9,050	7,721	8,810	8,990
Total Wages & Related	\$ 62,614	\$ 50,667	\$ 56,024	\$ 55,215
Operating Expenditures				
Training	1,050	1,120	1,000	1,000
Travel	1,362	442	1,000	1,000
Uniforms	0	136	0	0
Office Supplies	98	359	250	250
Subscriptions/Memberships	0	25	150	150
Printing	566	1,949	1,250	1,250
Auto Repair/Maintenance	673	747	1,000	1,000
Fuel	2,958	2,587	2,500	2,500
Electric	0	1,072	1,125	1,125
Gas/Propane	442	181	350	0
Water	0	88	100	100
Office Equipment	191	54	500	100
Building Maintenance	614	0	0	500
Animal Control Equipment	2,305	1,816	2,000	2,000
Animal Cremations	0	453	800	800
Veterinarian Services	0	0	0	800
Shelter Fees	3,175	3,706	4,000	4,000
Total Operating Expenditures	\$ 14,658	\$ 14,735	\$ 16,025	\$ 16,575

Animal Control (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Equipment/Capital Expenditures				
Equipment	23,429	0	0	0
Total Equipment/Capital Expenditures	\$ 23,429	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 100,701	\$ 65,402	\$ 72,049	\$ 71,790
<i>Revenues</i>				
Dog Licenses	3,125	5,242	5,400	6,500
Impound Fees	1,260	1,219	1,000	1,000
Adoption Fees	50	0	0	0
Total Departmental Revenues	\$ 4,435	\$ 6,461	\$ 6,400	\$ 7,500
<i>Net Effect on General Fund</i>	\$ 96,266	\$ 58,941	\$ 65,649	\$ 64,290

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Community Library Summary



Departments

◆ Community Library ◆

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 276,454	\$ 304,637	\$ 329,556	\$ 369,505
Operating Expenditures	\$ 62,669	\$ 62,676	\$ 57,010	\$ 71,600
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 339,123	\$ 367,313	\$ 386,566	\$ 441,105
Revenues				
Total Revenues	\$ 85,954	\$ 82,131	\$ 77,900	\$ 78,800
Operating Transfers				
Total Transfers	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 253,169	\$ 285,182	\$ 308,666	\$ 362,305

LIBRARY

130 N. BLACK BRIDGE ROAD - (928) 554-8380



Mission

Our mission is to make Camp Verde Community Library the preferred destination for community members by delivering outstanding value, an exceptional patron experience and continuous innovation. We achieve this when we listen to our patrons, provide superior service, embrace positive change, and consistently fulfill our “good company is always welcome” motto.

Responsibilities

Camp Verde Community Library (CVCL) dedicates its resources to providing library services that are forward-looking while honoring the tradition of a welcoming, hospitable place, with the can-do attitude that built the library and the Town of Camp Verde. In addition to providing materials in many formats and for a variety of ages and reading levels, the library offers a friendly place for people to gather and exchange ideas or use technology to access information and resources. The Camp Verde community Library uses the best library practices to promote literacy, empower individuals, enrich lives, improve the quality of life and support local educational and cultural opportunities that reflect the rich cultural diversity and interests of the service area.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. New library building under construction, set for completion in August 2016.
2. Improved outreach to babies, toddlers and teens with programs tailored to age-specific needs for literacy and social interaction.
3. Received 4 grants totaling \$25,000 in support of number 3 above.
4. Formed Friends of Camp Verde Library, Inc. and seated the first executive board members.

Goals for the upcoming Fiscal Year 2016-17

1. Occupy the new library and complete the landscaping.
2. Continue commitment to citizen satisfaction through programs and services to the Camp Verde Community.
3. Increase outreach to 2 focus groups: Spanish-speaking community and families facing autism.
4. Develop 5-10 year Strategic Plan for Camp Verde Community Library.
5. Together with the Economic Development Department, develop programs supporting entrepreneurial activities in Camp Verde.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	6.20	6.20	7.80
FT Positions	4	4	4
PT Positions	5	5	7
Seasonal	0	0	3

Statistics

	<u>FY15</u>	<u>FY16</u>
Public PC Access	13,196	20,025
Traffic Count	67,824	67,978
Total Circulation	113,504	116,189
A/V Media Circulation	21,224	25,201
Total New Items	3,197	2,233
Programs	486	572
Program Attendance	4,806	5,190
Volunteer Hours	6,601	5,856

Community Library

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	211,938	230,544	243,882	283,900
FICA	13,058	14,193	15,121	17,605
Medicare	3,054	3,319	3,536	4,120
Retirement	19,224	21,452	27,973	24,135
Unemployment	353	989	1,680	1,540
Workman's Compensation	747	1,158	2,124	2,245
Health, Dental & Life Ins	28,080	32,982	35,240	35,960
Total Wages & Related	\$ 276,454	\$ 304,637	\$ 329,556	\$ 369,505
Operating Expenditures				
Training	315	690	400	400
Travel	332	170	400	400
Office Supplies	5,385	3,206	2,000	1,700
Cataloging Supplies	0	4,168	2,000	1,700
Subscriptions/Memberships	731	2,351	1,000	1,000
Books/Tapes/Publications	25,417	23,048	24,000	24,000
Postage	917	307	1,000	500
Computer Services/Software	1,932	252	2,000	4,000
Internet Wireless Access	0	0	0	3,400
Electric	8,352	9,509	9,200	15,000
Gas/Propane	3,511	1,896	0	2,000
Water	516	561	550	1,000
Sewer	0	0	0	3,500
Waste Removal	656	600	660	600
Cell Phone	0	0	800	700
Legal Services	3,432	4,108	2,000	500
Contract Labor/Services	5,961	5,961	5,500	5,500
Office Equipment	418	132	500	500
Volunteer Expense	929	1,408	1,200	1,200
Library Programs	3,055	3,394	3,000	3,000
Records Cataloging	810	915	800	1,000
Total Operating Expenditures	\$ 62,669	\$ 62,676	\$ 57,010	\$ 71,600
Total Departmental Expenditures	\$ 339,123	\$ 367,313	\$ 386,566	\$ 441,105

Library (Cont'd)

Revenues

Copies	485	903	400	800
Fines & Forfeitures	3,596	3,664	2,500	3,000
Surplus Property Sales	972	450	0	0
Yav County Library District	80,901	77,114	75,000	75,000
Total Departmental Revenues	\$ 85,954	\$ 82,131	\$ 77,900	\$ 78,800

<i>Net Effect on General Fund</i>	\$ 253,169	\$ 285,182	\$ 308,666	\$ 362,305
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Parks & Rec Summary



Departments

Administration ♦ Heritage Pool
Programs

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 136,620	\$ 128,935	\$ 164,337	\$ 193,235
Operating Expenditures	\$ 100,641	\$ 99,942	\$ 93,315	\$ 105,310
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 237,261	\$ 228,877	\$ 257,652	\$ 298,545
Revenues				
Total Revenues	\$ 38,512	\$ 37,314	\$ 43,100	\$ 42,200
Operating Transfers				
Total Transfers	\$ (14,988)	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 183,761	\$ 191,563	\$ 214,552	\$ 256,345

PARKS & REC ADMIN

395 S. MAIN ST. - (928) 554-0828



Mission

To provide quality recreational, educational, cultural, fitness, social and environmental opportunities that meet the diverse needs of the community.

Responsibilities

To provide recreational programs and events for all ages including:

- Planning and implementing community events and programs alone or with partnership organizations.
- Scheduling and rental of facilities and ball fields.
- Working with Little League, American Youth Soccer Organization, Youth Football and other user groups to schedule field usage and lighting at Butler Park fields.
- Hire and supervise part-time and seasonal employees in various Program Areas such as: referees, scorekeepers, umpires, lifeguards and summer program staff.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Worked with the public, non-profits, partner organizations and other stakeholders to schedule and coordinate use of all facilities, fields and lighting.
2. Worked with partner organizations on improving quality of Special Events including Pecan & Wine, Corn Fest, Fort Verde Days, Trunk or Treat Main Street and Christmas Craft Bazaar and Parade of Lights.
3. Continued to improve quality and quantity of program offerings including purchase of shuttle bus for use by P & R and other Town Departments and addition of Adult Volleyball.
4. Worked to help with completion of Sesquicentennial Park Phase 1.
5. Applied for Recreation Trails Program Grant for construction of trail & facilities at new Community Park.

Goals for the upcoming Fiscal Year 2016-17

1. Continue to expand and improve Division offerings utilizing requested additional program staffing and existing administrative/clerical support
2. Continue to increase partnership relations to provide additional or expanded opportunities and improvements without significantly increasing budget impact.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	1.80	1.80	1.40
FT Positions	5	5	6
PT Positions	1	1	0
Seasonal	0	0	0

Fun Facts

Camp Verde, later Fort Verde, was originally founded as a recreation area for soldiers. You could say the current Town grew as a means of supporting the mission of Parks & Recreation.

Parks & Rec

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	51,468	49,063	65,475	67,730
FICA	2,757	2,657	4,059	4,200
Medicare	645	622	949	985
Retirement	5,646	5,339	7,510	7,775
Unemployment	53	166	295	190
Workman's Compensation	1,006	710	518	895
Health, Dental & Life Ins	8,716	8,110	9,779	12,140
Total Wages & Related	\$ 70,291	\$ 66,667	\$ 88,585	\$ 93,915
Operating Expenditures				
Training	683	350	600	600
Travel	0	793	600	600
Office Supplies	212	480	600	600
Subscriptions/Memberships	75	0	100	250
Advertising	252	403	600	800
Auto Repair/Maintenance	391	248	200	350
Fuel	0	76	300	300
Electric	41,347	35,267	35,000	35,170
Gas/Propane	3,726	2,666	3,600	3,000
Water	3,150	739	970	1,120
Sewer	2,612	0	0	0
Waste Removal	3,757	2,130	2,200	2,150
Cell Phone	0	0	480	750
Legal Services	468	0	500	500
Office Equipment	0	496	0	1,200
Special Events	0	0	0	10,000
OSHA Medical Supplies	69	131	200	200
Permits	400	0	875	875
Parks Signage	0	1,200	0	0
Total Operating Expenditures	\$ 57,142	\$ 44,979	\$ 46,825	\$ 58,465
Total Departmental Expenditures	\$ 127,433	\$ 111,646	\$ 135,410	\$ 152,380
Revenues				
Facility Rental Fees	2,351	2,196	2,500	1,600
Total Departmental Revenues	\$ 2,351	\$ 2,196	\$ 2,500	\$ 1,600
Net Effect on General Fund	\$ 125,082	\$ 109,450	\$ 132,910	\$ 150,780

HERITAGE POOL

290 W. APACHE TRAIL - (928) 567-0288



Mission

To provide an aquatic facility that is safe and affordable while providing recreational programs and services that enhance the physical, social and emotional well-being of all residents.

Responsibilities

The Heritage Pool Program is responsible for the management, supervision and operation of the pool. This includes the following duties:

- Hiring, training and supervising seasonal pool staff
- Providing a safe, clean and professional environment for pool users and employees.
- Providing aquatic recreational opportunities such as swim lessons, lap swim, open swim and aquatic fitness.
- Being prepared and equipped to respond to emergencies at the pool by ensuring adequate supervision, training, preparation and supplies for pool staff.
- Work with outside groups to schedule pool rental and swim practice times.
- Coordinate with Facilities Maintenance to ensure compliance with pool water quality standards.
- Work with outside groups to schedule pool rental and swim practice times.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Provided a safe, fun swim season for about 8000 visits, the vast majority of them children.
2. Provided swim lessons to nearly 100 children in 3 sessions.
3. Worked with Facility Maintenance to provide additional shaded picnic area

Goals for the upcoming Fiscal Year 2016-17

1. Increase professionalism of pool operations.
2. Increase quality of visitor experience at the pool.
3. Add additional programming such as swim team

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	2.50	2.50	2.3
FT Positions	3	3	4
PT Positions	0	0	0
Seasonal	15	15	15

Point of Interest

The effect on the General Fund this year by operation of the Pool was \$8,000 less than the previous year and still less than FY 2012/13.

Heritage Pool

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	53,150	49,068	58,287	52,820
FICA	3,243	2,988	3,614	3,275
Medicare	759	699	845	770
Retirement	1,072	1,098	1,526	2,350
Unemployment	178	439	469	725
Workman's Compensation	1,227	887	1,046	950
Health, Dental & Life Ins	1,857	1,989	3,084	4,945
Total Wages & Related	\$ 61,486	\$ 57,168	\$ 68,871	\$ 65,835
Operating Expenditures				
Training	200	417	1,000	1,000
Electric	6,315	6,831	6,800	7,000
Gas/Propane	11,806	11,396	4,000	4,000
Waste Removal	0	60	0	130
Telephone	422	430	440	440
OSHA Med Supplies	138	172	150	175
Pool Chemicals	5,497	7,016	5,500	5,500
Pool Supplies	2,145	2,150	3,700	3,700
Equipment Maintenance	3,174	7,193	3,000	3,000
Concession Supplies	33	11	300	300
Permits	960	435	500	500
Total Operating Expenditures	\$ 30,690	\$ 36,111	\$ 25,390	\$ 25,745
Total Departmental Expenditures	\$ 92,176	\$ 93,279	\$ 94,261	\$ 91,580
Revenues				
User Fees	21,940	18,477	22,000	22,000
Concession Sales	168	115	300	300
Total Departmental Revenues	\$ 22,108	\$ 18,592	\$ 22,300	\$ 22,300
Operating Transfers				
Transfer In from YAN Fund	(14,988)	0	0	0
Total Operating Transfers	\$ (14,988)	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 55,080	\$ 74,687	\$ 71,961	\$ 69,280

PROGRAMMING

395 S. MAIN ST. - (928) 554-0828



Mission

To provide a variety of affordable opportunities and positive programs for residents of all ages to have fun while developing physically, emotionally and socially.

Responsibilities

Organizing and overseeing various community programs. Children’s programs include Grasshopper basketball, summer field trips and working with partners such as Little League, AYSO and Youth Football. Adult recreation usually takes the form of recreation leagues such as basketball, softball, volleyball and other team sports. Community recreation includes Trick or Treat on Main, Parade of Lights, sports trips and health education workshops. Most adult & community programs are intended to support themselves through user fees.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Worked with Community Library to host fourteen Free Family Friday movie nights.
2. Conducted fourteen day trips to museums and other points of interest and fun with increased ridership
3. Conducted six Diamondback game trips
4. Provided adult Co-ed softball league for over 100 adults
5. Added two Adult Co-Ed Volleyball leagues.
6. Provided a larger safe and enjoyable Trick or Treat community event, Christmas Craft Bazaar and Parade of Lights
7. Continued to improve quality and quantity of program offerings including purchase of shuttle bus for use by P & R and other Town Departments.

Goals for the upcoming Fiscal Year 2016-17

1. Continue to expand and improve day trip program on a self-supporting revenue/expense basis
2. Continue and improve Grasshopper Basketball program, Trunk or Treat on Main, Parade of Lights and Christmas Bazaar
3. Continue to improve organized men’s, women’s and co-ed sports leagues
4. Develop and implement a summer Day Camp program.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	.25	.30	.9
FT Positions	0	0	2
PT Positions	0	0	0
Seasonal	7	7	7

Point of Interest

This year saw an increase in program Revenue of 35% as an indicator of increased participation.

Expenditures only increased by 15% while providing these increased opportunities.

Programming

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	4,403	4,568	6,190	23,870
FICA	273	283	384	1,480
Medicare	64	66	90	350
Retirement	0	0	0	2,030
Unemployment	15	56	124	210
Workman's Compensation	88	127	93	150
Health, Dental & Life Ins	0	0	0	5,395
Total Wages & Related	\$ 4,843	\$ 5,100	\$ 6,881	\$ 33,485
Operating Expenditures				
Contract Labor/Services	1,135	1,701	2,000	2,000
Rec. Equipment	2,024	4,862	4,500	4,500
Children's Programs	2,770	4,742	5,000	5,000
Adult Programs	125	155	500	500
Community Programs	6,115	6,966	7,100	7,100
Summer Program	522	426	2,000	2,000
Total Operating Expenditures	\$ 12,809	\$ 18,852	\$ 21,100	\$ 21,100
Total Departmental Expenditures	\$ 17,652	\$ 23,952	\$ 27,981	\$ 54,585
Revenues				
Children's Rec Program	6,352	5,706	7,000	7,000
Adult Rec Program	2,566	3,351	2,000	2,000
Community Programs	4,155	4,024	6,000	6,000
Child Rec Program Support	40	2,000	1,500	1,500
Child Rec Tuition Support	640	550	800	800
Community Program Support	300	895	1,000	1,000
Total Departmental Revenues	\$ 14,053	\$ 16,526	\$ 18,300	\$ 18,300
Net Effect on General Fund	\$ 3,599	\$ 7,426	\$ 9,681	\$ 36,285

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Chapter Five

Capital Project Funds

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Capital Project Funds

The Town of Camp Verde's Capital Improvement Projects (CIP) Fund is used primarily for expenditures that are for a structure, improvement, equipment or other major asset having a useful life of at least two years. The Town has a \$5,000 threshold for capitalizing assets.

The CIP Fund is used primarily for all capital purchases/projects of the Town. Non-capitalized expenses are also sometimes managed within the CIP Fund. These are typically large one-time maintenance projects that do not qualify for capitalization under GAAP but are large enough to distort annual comparisons of the General Fund expenses.

In previous years, the Town maintained a Parks Fund as well. However, in fiscal year 2015-2016, the Town Council voted to close the Parks Fund.

A critical piece in the Town's ability to budget for these types of expenditures is the Capital Improvements Plan. It is an important implementation tool of the General Plan. The Capital Improvements Plan is a multi-year plan that outlines current capital and infrastructure needs, future anticipated needs, current projects and future costs to the community. It addresses both repair and replacement of existing infrastructure as well as the development of new facilities to accommodate future growth and/or improve services. The Capital Improvements Plan covers 5 years, which includes the current budget year and 4 years into the future. The entire Capital Improvements Plan is considered a part of the current budget in that where monies are budgeted into the Capital Improvement Projects Fund based on the first year of the plan, if any projects within that first year become unable to start or complete, they can be replaced with projects from the following plan years. In this way, if a project becomes derailed, current year budget funds can still be made available for use without requiring council approval, as Council has already approved those projects within the Capital Improvements Plan.

Town of Camp Verde

Capital Improvements Plan

The Capital Improvements Plan (CIP) is a critical piece in the Town's overall planning. It is the most important implementation tool of the General Plan. Development of the community's facilities and services is one of the primary functions of municipal government. Without functional public services including water and wastewater facilities, public safety, streets, drainage systems, managed development, and parks and recreation, Camp Verde cannot reach its potential as a quality place to live. While the Town does not currently provide all of these services to the entire community, it is imperative that a plan is formulated as development occurs.

THE CAPITAL IMPROVEMENTS PLAN

The CIP is a five-year plan that outlines current capital and infrastructure needs, future anticipated needs, current projects and future costs to the community. The CIP addresses both repair and replacement of existing infrastructure as well as the development of new facilities to accommodate future growth and/or improve services. The CIP links directly to the Town's planning and budgeting functions through the Capital Improvement Projects Fund (CIP Fund). It is both a tool in developing the Town's overall budget and a document that serves as an approved guideline to Town staff as to prioritized projects for the coming fiscal year.

The first or current year of the CIP is utilized as the current year's budget for the CIP Fund. While the first year is used to determine the current year's funding amounts, the entire plan is considered a part of the Town's approved budget in that if current year projects need to be postponed or eliminated, projects from years 2 - 5 can be pulled into the current year for completion based on availability of resources and prioritized need.

THE DEVELOPMENT PROCESS

The CIP is developed throughout the budgeting process; being parts of both the beginning and the end of the Town's yearly budget process. After the Town Council has completed the strategic planning phase of the budget, they begin work on the CIP. Revenue estimates and options are provided by the Finance Director to give general guidance as to the total estimated amount of projects that can be completed in each of the 5-year periods based on currently available resources. Staff prepare Project Request sheets taking into account: 1) last year's CIP, 2) priorities determined from the Council's strategic planning process and 3) their own departmental needs. At this point, projects are only minimally estimated for cost and timing. Projects are presented to the Town Council by department and are then prioritized by the Council. After prioritizing the projects, the Town Council will then put together a suggested 5 year plan to highlight their decisions for timing and priority. That preliminary plan then goes back to staff so that more detailed planning and analysis can be done on the top projects. After

the relevant Project Request sheets have been updated with detailed information, the Town Manager, with the support of town staff, will update the 5-year CIP and present it to the Town Council for final approval.

PLAN FUNDING

The Town may consider multiple alternatives for funding the projects within the CIP Fund. Typically all funding is brought into the CIP Fund through Operating Transfers from other funds. Some options for funding are shown below:

- **Budgeted Revenues:** The Town currently utilizes the .65% portion of its 3.65% general tax rate to fund its Capital Improvement Projects Fund each year. The Town also may
- **Municipal Bonds:** The Town can issue Bonds, which must be paid back, with interest, over a period of time. The issuance of general obligation bonds must be approved by a majority of the voters and are backed by full faith of the municipality. Pledged revenue bonds, however, do not require the approval of voters and are backed only by pledged excise tax revenues.
- **Lease–Purchase Agreements:** This method lessens the up-front costs to the municipality. Interest is paid, but the payoff period is typically for a shorter period than bonds, and the Town will have the option to purchase the leased equipment at the end of the agreement.
- **Grants:** Grants must be researched and identified and are obtained through an application process that has no guarantee of funding. Federal, state, county, and private grants are available to finance capital projects. Grants many times require either financial or “in-kind” matches and have various reporting requirements. All grants require ongoing staffing resources.
- **User Fees:** Fees paid by service or facility users that should be sufficient enough to maintain in entirety or at least supplement existing facilities and develop additional capacity.

**Town of Camp Verde
FY17 Capital Improvements Plan**

Funding

	Current Budget	New Requests	YR1 - FY17	YR2 - FY18	YR3 - FY19	YR4 - FY20	YR5 - FY21	5 Year Funding Total
<i>Funding Source</i>								
.65% Sales Tax	\$ 394,800		\$ 583,000	\$ 625,000	\$ 643,000	\$ 662,000	\$ 681,000	\$ 3,194,000
Grant Funds	\$ 450,000							\$ -
Reserve Funds	\$ 418,423		\$ 444,339	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,444,339
Debt Financing	\$ 3,507,248							\$ -
Current Revenues (Transfers)	\$ -			\$ 85,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ 340,000
Carrying Balance	\$ 527,825		\$ 951,299					\$ 951,299
Total Anticipated Funding	\$ 5,298,296		\$ 1,978,638	\$ 960,000	\$ 978,000	\$ 997,000	\$ 1,016,000	\$ 5,929,638

Expenditures

Functions	Project	Current Budget	New Requests	YR1 - FY17	YR2 - FY18	YR3 - FY19	YR4 - FY20	YR5 - FY21	5 Year Project Total
<i>Public Use Facilities</i>									
	New Library Building	\$ 3,998,684							\$ -
	Pool Splash Pad		\$ 80,000						\$ -
	Historical Society Building Renovation		\$ 35,000						\$ -
	Pool Deck Expansion		\$ 29,000						\$ -
	Pool Roof Maint		\$ 24,000	\$ 24,000					\$ 24,000
	Skate Park Lighting Replacement		\$ 8,000						\$ -
	Re-roof Town Gym	\$ 100,000		\$ 100,000					\$ 100,000
	Butler Playground Equipment	\$ 50,000							\$ -
	Total Public Use Facilities:	\$ 4,148,684	\$ 176,000	\$ 124,000	\$ -	\$ -	\$ -	\$ -	\$ 124,000
<i>Public Use Infrastructure</i>									
	Camp Verde Water System Acquisition		\$ 6,500,000						\$ -
	Public Road Maintenance Program		\$ 5,250,000	\$ 400,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 435,000	\$ 2,140,000
	Hollamon St., Main Street Drainage		\$ 1,901,000						\$ -
	Black Bridge Improvements		\$ 1,042,000						\$ -
	Old Highway 279 Improvements		\$ 945,000						\$ -
	WW Solar Power Alternative & Canopy		\$ 800,000						\$ -
	SR 260 & Industrial Dr.-Goswick Way		\$ 450,000						\$ -
	WW Community Park Pond		\$ 240,000		\$ 240,000				\$ 240,000
	WW New Sludge Drying Beds		\$ 207,000						\$ -
	Public Transit System		\$ 161,500						\$ -
	Curbs, Gutter, Streetscape across from VVMC								\$ -
	WW Chlorination Pumping Station & Lines		\$ 140,000						\$ -
	WW Construct I-17 Crossing Lift Station		\$ 127,000						\$ -
	WW Horseshoe Bend Sewer Extention		\$ 127,000						\$ -
	Sidewalk, Curb and gutter Replacement and Development		\$ 114,331						\$ -
	Stormwater Projects		\$ 112,000	\$ 65,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 465,000
	WW Tertiary Filtration Upgrade		\$ 102,000						\$ -
	WW UV Disinfection Upgrade		\$ 102,000						\$ -
	WW Subsidize Updgrade of Horseshoe Bend Sewer Line		\$ 100,000						\$ -
	Murdock Road Drainage Improvements		\$ 85,000						\$ -
	WW Filter & UV Building		\$ 55,000						\$ -
	Equestrian Trailhead		\$ 50,000						\$ -
	Cliffs Parkway Drainage Basin Improvements		\$ 40,500						\$ -
	Trail Design & Clearance		\$ 35,000						\$ -
	Upgrade Irrigation Pumps		\$ 15,000						\$ -
	WW Sewer Sleeves Expansion	\$ 200,000							\$ -
	Finnie Flat Sidewalk	\$ 194,400		\$ 165,689					\$ 165,689
	Verde Lakes Improvements	\$ 137,400		\$ 67,515					\$ 67,515
	Finnie Flat Streetscape	\$ 75,000		\$ 75,000					\$ 75,000
	Hwy 260 Sewer Expansion Plans	\$ 60,000		\$ 226,538					\$ 226,538
	Hollomon & VC Parking Lots	\$ 47,000		\$ 47,000					\$ 47,000
	Bashas Drainage Channel	\$ 15,000		\$ 19,763					\$ 19,763

Functions	Project	Current Budget	New Requests	YR1 - FY17	YR2 - FY18	YR3 - FY19	YR4 - FY20	YR5 - FY21	5 Year Project Total
	Transit Stop	\$ 5,023		\$ 5,023					\$ 5,023
	Total Public Use Infrastructure:	\$ 733,823	\$ 18,701,331	\$ 1,071,528	\$ 775,000	\$ 535,000	\$ 535,000	\$ 535,000	\$ 3,451,528
<i>Parks</i>	Community Park	\$ 94,700	\$ 3,730,000	\$ 242,133	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,142,133
	Rezzonico Park Development		\$ 313,500	\$ 35,000					\$ 35,000
	Butler Park		\$ 13,500						\$ -
	Total Parks:	\$ 94,700	\$ 4,057,000	\$ 277,133	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,177,133
<i>Economic Development & Tourism</i>	Homestead Parkway Extension		\$ 151,000	\$ 75,000					\$ 75,000
	Retail Recruitment Contract		\$ 150,000						\$ -
	New Town Website		\$ 20,000						\$ -
	Wayfinding Signs		\$ 20,000	\$ 20,000					\$ 20,000
	Total Economic Development:	\$ -	\$ 341,000	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Town Facilities</i>	New Court Room	\$ 269,000		\$ 246,400					\$ 246,400
	Town Campus Remodel		\$ 300,000	\$ 50,000	\$ 100,000				\$ 150,000
	CVMO Expansion of Property & Evidence Room Opt. 2		\$ 35,000	\$ 35,000					\$ 35,000
	Gazebo Renovation		\$ 48,000						\$ -
	Total Town Facilities:	\$ 269,000	\$ 383,000	\$ 331,400	\$ 100,000	\$ -	\$ -	\$ -	\$ 431,400
<i>Town Systems & Equipment</i>	PW Geographic information System (GIS)		\$ 505,000						\$ -
	LIBR Desks & Equipment		\$ 200,000		\$ 100,000				\$ 100,000
	CVMO Mobile Data Computers		\$ 75,000						\$ -
	LIBR Computers		\$ 50,000						\$ -
	CVMO Replace Security/Surveillance System		\$ 50,000						\$ -
	MAINT Banners, Flags and Holiday Decorations		\$ 48,000						\$ -
	HURF Install Sewer & Data Lines at PW Yard		\$ 45,000						\$ -
	CVMO K-9 Vehicle		\$ 42,000						\$ -
	LIBR AV Equipment		\$ 40,000						\$ -
	MAINT 3/4 TonChevy Pickup		\$ 24,000						\$ -
	MAINT 3/4 TonChevy Pickup		\$ 23,000						\$ -
	P&R Top Dresser Material Handler		\$ 19,000						\$ -
	MAINT Tractor Backhoe Attachment		\$ 19,000						\$ -
	CNCIL Audio System-Current Chamber		\$ 15,000						\$ -
	HURF Lift Gate		\$ 10,500						\$ -
	Misc. Projects	\$ 37,089							\$ -
	IT Network Equipment	\$ 15,000		\$ 15,000					\$ 15,000
	Total Town Systems & Equipment:	\$ 52,089	\$ 1,165,500	\$ 15,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 100,000
Total Projected Cost - All Projects		\$ 5,298,296	\$ 24,823,831	\$ 1,914,061	\$ 975,000	\$ 835,000	\$ 835,000	\$ 835,000	\$ 5,284,061
Net Total - All Projects		\$ -	\$ (24,823,831)	\$ 64,577	\$ (15,000)	\$ 143,000	\$ 162,000	\$ 181,000	\$ 645,577

Capital Improvement Projects Fund Summary



Departments

Capital Improvement Projects Fund

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Buildings & Improvements	\$ 25,667	\$ 43,893	\$ 403,412	\$ 436,423
Vehicles	\$ 281,618	\$ -	\$ -	\$ -
Equipment	\$ 38,487	\$ -	\$ 15,000	\$ 15,000
Land & Improvements	\$ -	\$ 14,984	\$ 139,126	\$ 87,278
Streets & Structural	\$ 10,744	\$ 46,270	\$ 576,400	\$ 1,054,227
Community Parks	\$ 72,734	\$ 50	\$ 157,974	\$ 321,133
Total Expenditures	\$ 429,250	\$ 105,197	\$ 1,291,912	\$ 1,914,061
Funding				
Fund Transfers	\$ 65,703	\$ 187,036	\$ 863,969	\$ 727,339
General Fund Reserves	\$ -	\$ -	\$ -	\$ 300,000
Interest	\$ 55	\$ -	\$ -	\$ -
Total Funding	\$ 65,758	\$ 187,036	\$ 863,969	\$ 1,027,339
Net Current Year Shortage / (Overage)	\$ 363,492	\$ (81,839)	\$ 427,943	\$ 886,722
Fund Balance				
Prior Year Ending Balance	\$ 686,682	\$ 323,190	\$ 411,389	\$ 951,299
Current Year Ending Balance	\$ 323,190	\$ 405,029	\$ (16,554)	\$ 64,577

Capital Improvement Projects Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Operating Expenditures				
Building Maint	16,453	13,794	0	0
Park Facilities Maint	27,931	0	0	79,000
Infrastructure Maint	456	50	13,274	0
Total Operating Expenditures	\$ 44,840	\$ 13,844	\$ 13,274	\$ 79,000
Capital Expenditures				
Buildings & Improvements General	0	0	0	85,000
Miscellaneous Projects	0	0	29,389	0
Re-Roof of Town Gym	0	0	100,000	100,000
3 New Gym Doors	0	16,108	0	0
Public Works Office Changes	0	8,628	0	0
Transit Stop	9,214	763	5,023	5,023
Court Improvements	0	4,600	269,000	246,400
Vehicles General	281,618	0	0	0
New Gym Bleachers	38,487	0	0	0
Network Equipment	0	0	15,000	15,000
Basha's Drainage Channel	0	14,984	40,298	19,763
Verde Lakes Drive Culverts	0	0	98,828	67,515
Streets & Structural General	0	0	0	540,000
Finnie Flat Sidewalk Enhancement	10,744	46,270	194,400	165,689
Hollamon & VC Parking Lots	0	0	47,000	47,000
Finnie Flat Streetscape	0	0	75,000	75,000
Hwy 260 Sewer Expansion Plans	0	0	60,000	26,538
Sewer Sleeves Expansion	0	0	200,000	200,000
Rezzonico Park	25,000	0	0	0
Field Electric Expansion	8,957	0	0	0
Pool Deck	5,408	0	0	0
New Community Park	4,982	0	94,700	242,133
Park Playground Equipment	0	0	50,000	0
Total Capital Expenditures	\$ 384,410	\$ 91,353	\$ 1,278,638	\$ 1,835,061
Revenues				
Interest	55	0	0	
Total Revenues	\$ 55	\$ -	\$ -	\$ -

Capital Improvement Projects Fund (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Operating Transfers				
Transfer In from General Fund	(56,489)	(181,673)	(394,800)	(306,627)
Transfer In from Magistrate Fund	0	(4,600)	(150,000)	0
Transfer In from Non-Fed Grants Fund	0	0	(50,746)	0
Transfer In from Impact Fees Fund	0	0	(69,000)	0
Transfer In from HURF Fund	(9,214)	(763)	(199,423)	(420,712)
General Fund Reserves	0	0	0	(300,000)
Total Operating Transfers	\$ (65,703)	\$ (187,036)	\$ (863,969)	\$ (1,027,339)
Net Effect on CIP Fund				
	\$ 363,492	\$ (81,839)	\$ 427,943	\$ 886,722
Prior Year Ending CIP Fund Balance	\$ 686,682	\$ 323,190	\$ 411,389	\$ 951,299
Estimated Ending CIP Fund Balance	\$ 323,190	\$ 405,029	\$ (16,554)	\$ 64,577

Parks Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Operating Transfers				
Transfer to Gen Fund	10,000	12,000	6,794	Fund Closed
Transfer to CIP for Rezzonico & Butler Imprvs	0	0	0	
Transfer to CIP for Community Park Imprvs	0	0	0	
Transfer to CIP for Pool Imprvs	0	0	0	
Transfer to Debt Service Fund	0	0	0	
Total Operating Transfers	\$ 10,000	\$ 12,000	\$ 6,794	
Net Effect on Parks Fund				
	<u>\$ 10,000</u>	<u>\$ 12,000</u>	<u>\$ 6,794</u>	
Prior Year Ending Fund Balance	\$ (603,206)			
Estimated Ending Fund Balance	\$ (613,206)	\$ (12,000)	\$ (6,794)	
Prior Year Estimated Ending Equity Balance	\$ 28,794	\$ 18,794	\$ 6,794	
Estimated Ending Parks Equity Balance	\$ 18,794	\$ 6,794	\$ -	



Chapter Six

Special Revenue Funds

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Special Revenue Funds

The Town of Camp Verde's (Town) Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes or resources dedicated for specific purposes. The Town's Special Revenue funds are as follows:

1. **Magistrate:** Accounts for Local JCEF, Fill the Gap and court Enhancement revenues.
2. **Non-Federal Grants:** Accounts for all non-federal grants received by the Town.
3. **Federal Grants:** Accounts for all federal grants received by the Town.
4. **Community Development Block Grants (CDBG):** Accounts for the CDBG specific grants received by the Town.
5. **9-1-1:** Accounts for 9-1-1 distributions.
6. **Library Building:** Accounts for monies given the Community Library.
7. **Impact Fees:** Accounts for development impact fees.
8. **Housing:** Accounts for both Home Grant and Revolving Loan Funds
9. **Restricted Use:** Accounts for gifts and special funds with expenditure restrictions.
10. **Highway Users Revenue (HURF):** Accounts for all Highway Users Revenue received from the state.

During the 2016 fiscal year, the Town Council voted to close the Yavapai-Apache Gaming Fund, with any and all future proceeds from the Yavapai-Apache Nation being recorded in the General Fund.

Special Revenue Funds Summary



Funds

- HURF ◆ Magistrate ◆ Housing
 Library Building ◆ Impact Fees ◆ Restricted Use
 CDBG ◆ Federal & Non-Federal Grants ◆ 911

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 435,801	\$ 414,574	\$ 391,839	\$ 358,735
Operating Expenditures	\$ 425,676	\$ 574,779	\$ 449,481	\$ 453,216
Equipment/Capital Expenditures	\$ 493,565	\$ 785,504	\$ 4,867,509	\$ 2,048,584
Operating Transfers	\$ 308,559	\$ 481,133	\$ 666,242	\$ 601,162
Total Expenditures	\$ 1,663,601	\$ 2,255,990	\$ 6,375,071	\$ 3,461,697
Revenues				
Total Revenues	\$ 1,301,802	\$ 4,993,266	\$ 2,049,917	\$ 1,782,661
Net Dec/(Inc) in Fund Balances	\$ 361,799	\$ (2,737,276)	\$ 4,325,154	\$ 1,679,036

HURF/STREETS

395 S. MAIN ST. - (928) 554-0820



Mission

To provide the highest quality public roads through the prudent use of resources, technology, innovations, teamwork and coordination with Town employees and public agencies. We recognize the importance of preserving the Town's major investments in streets infrastructure.

Responsibilities

The HURF/Streets division is responsible for all maintenance and development of roadways within the Town maintaining over 110 Miles of paved roads and several miles of dirt roads.

OBJECTIVES

Accomplishments for the past Fiscal Year 2015-16

1. Completed Gaddis Wash crossing at the new road alignment from Industrial Dr. across Town property.
2. Installed new, larger culverts on Verde Lakes Drive at Clear Creek crossing.
3. Improved the road side Rights of Way on Salt Mine Road and on Finnie Flat Road.
4. Fabricated remote controlled robot camera vehicle to inspect culverts and other confined spaces.
5. Fabricated lay-down scraper for use in paving projects.
6. Completed significant maintenance and repairs to mower, blade, backhoe and grader.
7. Installed new regulatory and street name signs for the Highway Safety Improvement Program Grant.

Goals for the upcoming Fiscal Year 2016-17

1. Re-align and construct Moser Lane.
2. Complete annual road maintenance projects: mowing, pot hole and shoulder repairs, crack seal, slurry seal, asphalt overlays, street striping.
3. Work with Maintenance to complete Phase II of the Community Library: demolish the old Library building, assist with parking area.
4. Slurry seal Millwood Estates, The Preserved, and Equestrian Estates subdivisions.
5. Pave the southern end of Quarterhorse East to West.

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	5.20	6.05	5.70
FT Positions	9	10	9
PT Positions	0	0	1
Seasonal	0	1	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Work Orders Completed	196	175
Signs Replaced		922
Right of Way Permits		64
Culvert Permits		30

HURF Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	223,277	235,401	242,250	235,855
Overtime	202	635	700	800
Uniform Allowance	800	480	0	500
FICA	14,910	14,616	15,063	14,705
Medicare	3,487	3,418	3,523	3,440
Retirement	27,721	26,450	25,251	24,610
Unemployment Insurance	293	759	1,160	1,130
Workman's Compensation	21,459	16,913	16,578	16,450
Health Insurance	42,705	36,477	44,314	43,245
Total Wages & Related	\$ 334,854	\$ 335,149	\$ 348,839	\$ 340,735
Operational Expenditures				
Training	0	1,394	2,500	1,000
Travel	29	0	500	500
Uniforms	1,371	2,703	2,750	2,000
Office Supplies	593	513	300	300
Subscriptions/Memberships	0	26	100	100
Books/Tapes/Publications	0	0	100	100
Printing	92	40	100	300
Advertising	32	0	200	200
Postage	0	45	50	50
Computer Services/Software	0	1,388	800	6,000
Software Maintenance Fees	1,200	600	0	800
Auto Repair/Maintenance	41,600	29,258	30,000	30,000
Fuel	37,788	28,224	28,000	21,000
Electric	5,196	4,975	3,375	5,000
Gas/Propane	847	371	1,000	600
Water	1,712	594	600	600
Sewer	201	0	500	500
Waste Removal	765	630	600	600
Telephone	0	557	570	570
Cell Phone	2,486	2,965	3,000	3,200
Pest Control	315	0	0	0
Legal Services	1,813	1,268	1,300	1,000
Contract Labor/Services	2,370	8,205	3,000	7,370
Equipment Rental	3,170	188	3,000	4,500
Equipment Maint. Agreements	610	522	275	400
Office Equipment	167	157	500	1,000
Maintenance Equipment	11,956	1,647	2,500	2,700
Liability Insurance	10,000	10,000	10,000	10,000
OSHA Medical Supplies	938	6,306	2,900	2,900

HURF Fund (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Operational Expenditures (Cont'd)				
Mapping	550	0	100	100
Recording Fees	1,628	89	50	50
Street Maintenance	12,285	65,892	85,000	124,000
Street Striping	18,644	0	25,000	25,000
Chip Seal / Maintenance	13,632	5,702	0	0
Right-of-Way Aquisition	198	0	0	0
Street & Safety Signing	1,850	0	5,000	5,000
Traffic Signal Maintenance	(389)	1,940	3,500	3,800
Traffic Signal Electricity	9,816	10,005	9,400	10,200
Main Street Lights/Irrigation Electricity	6,373	6,558	6,100	6,100
Small Tools	1,489	3,605	3,000	3,000
Litter Abatement	528	0	200	200
Total Operational Expenditures	\$ 191,855	\$ 196,367	\$ 235,870	\$ 280,740
Equipment/Capital Expenditures				
Structural	0	0	12,000	12,000
Vehicles	89,889	7,390	0	0
Street Construction	18,260	0	0	0
Total Equipment/Capital Expenditures	\$ 108,149	\$ 7,390	\$ 12,000	\$ 12,000
Total Expenditures	\$ 634,858	\$ 538,906	\$ 596,709	\$ 633,475
Revenues				
HURF Revenue	777,196	845,963	847,000	891,500
Refunds/Reimbursements	21,373	250	150	150
Surplus Property Sales	18,158	13,350	5,150	0
Interest	9,686	3,240	5,000	1,000
Total Departmental Revenues	\$ 826,413	\$ 862,803	\$ 857,300	\$ 892,650
Operating Transfers				
Transfer Out to CIP Fund	9,214	763	199,423	170,712
Transfer Out to CIP Fund (Reserve)	0	35,097	0	250,000
Transfer Out to CDBG Fund	0	0	152,000	0
Transfer Out to Debt Service Fund	165,535	165,564	180,509	180,450
Total Operating Transfers	\$ 174,749	\$ 201,424	\$ 531,932	\$ 601,162
Net Effect on HURF Fund	\$ (16,806)	\$ (122,473)	\$ 271,341	\$ 341,987
Beginning HURF Reserve Balance (Est'd)	\$ 1,274,961	\$ 1,291,767	\$ 1,423,298	\$ 1,309,959
7-year Repayment Plan Set-aside	\$ 464,000	\$ 414,000	\$ 364,000	\$ 313,000
Ending HURF Reserve Balance (Est'd)	\$ 827,767	\$ 1,000,240	\$ 787,957	\$ 654,972

Library Building Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Project Expenditures				
Library Building	249,039	365,637	3,998,684	1,540,000
Total Project Expenditures	\$ 249,039	\$ 365,637	\$ 3,998,684	\$ 1,540,000
Revenues				
Donations	5,286	10,382	375,000	380,000
Refunds / Reimbursements	0	1,788	0	0
Other Financing Sources	0	3,507,248	0	0
Interest	3,163	1,650	525	2,021
Total Departmental Revenues	\$ 8,449	\$ 3,521,068	\$ 375,525	\$ 382,021
Operating Transfers				
Transfers In from Fed Grants Fund	0	0	(37,000)	0
Transfers In from Impact Fee Fund	0	(46,483)	0	0
Total Operating Transfers	\$ -	\$ (46,483)	\$ (37,000)	\$ -
Net Effect on Library Fund	\$ 240,590	\$ (3,201,914)	\$ 3,586,159	\$ 1,157,979
Library Fund Year End Balance Estimate				
Prior Year Ending Library Fund Balance	\$ 502,684	\$ 262,094	\$ 3,623,159	\$ 1,157,979
Estimated Ending Library Fund Balance	\$ 262,094	\$ 3,464,008	\$ 37,000	\$ -

Non-Federal Grants Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
RICO Grant				
Grant Exps	36,539	22,919	25,325	48,173
Yav. County Anti-Racketeering Rev's	(36,539)	(33,244)	(15,000)	(25,000)
Net RICO Grant	\$ -	\$ (10,325)	\$ 10,325	\$ 23,173
RICO Year End Balance Estimate				
Prior Year Ending RICO Balance	0	0	10,325	23,173
Estimated Ending RICO Balance	\$ -	\$ 10,325	\$ -	\$ -
Yavapai County Flood Control Grant				
Drainage Channel Project (CIP Fund)	66,396	183,578	0	75,000
Yavapai County Flood Control Grant	(64,646)	(185,328)	(75,000)	(75,000)
Transfer Out to Federal Grants	0	0	24,254	0
Transfer Out to CIP Fund	0	0	50,746	0
Net Yavapai County Flood Grant	\$ 1,750	\$ (1,750)	\$ -	\$ -
Walton Family Grant				
Expenditures	0	8,529	50,000	2,300
Revenues	0	(50,000)	0	0
Net Walton Family Grant	\$ -	\$ (41,471)	\$ 50,000	\$ 2,300
CVUSD - School Resource Officer				
Wages & ERE	32,466	45,885	0	0
SRO Grant	(32,466)	(45,885)	0	0
Net SRO Grant	\$ -	\$ -	\$ -	\$ -
Potential Grants				
Grant Expenses	0	0	198,000	300,000
Grant Revenues	0	0	(198,000)	(300,000)
Net Potential Grants	\$ -	\$ -	\$ -	\$ -
Net Effect on Non-Fed Grants Fund	\$ 1,750	\$ (53,546)	\$ 60,325	\$ 25,473

Federal Grants Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
HSIP Grant				
Street & Safety Signing	0	27,429	19,571	0
HSIP Grant Revenues	0	0	(47,000)	0
Net HSIP Grant	\$ -	\$ 27,429	\$ (27,429)	\$ -
ADOT Grants				
ADOT Tri-Intersection Grant Expenditures	84,330	35,097	0	0
Finnie Flat Sidewalk Grant Exps	4,800	20,588	0	0
ADOT Tri-Intersection Grant Revenues	(84,330)	0	0	0
Finnie Flat Sidewalk Grant Revenues	0	(14,021)	0	0
Operating Transfer In from HURF	0	(35,097)	0	0
Net ADOT Grants	\$ 4,800	\$ 6,567	\$ -	\$ -
NRCS Grant				
Infrastructure	0	0	24,254	0
Transfer In fm NonFed Grants	0	0	(24,254)	0
Net NRCS Grant	\$ -	\$ -	\$ -	\$ -
PANT Grant				
Wages & ERE	11,645	16,473	18,000	18,000
PANT Grant Revenues	(11,645)	(16,473)	(18,000)	(18,000)
Net PANT Grant	\$ -	\$ -	\$ -	\$ -
Az. State Library Grants				
Books	0	39,443	0	0
TAB Manager's Salary	0	10,569	0	0
Grant Revenue	0	(51,727)	0	0
Net Az. State Library Grant	\$ -	\$ (1,715)	\$ -	\$ -
Gov's Office of Highway Safety Grant				
GOHS Grant Expenditures	0	0	23,000	0
Overtime for DUI Enforcement	17,305	16,826	25,000	0
GOHS Grant Revenues	(23,635)	(11,850)	(48,000)	0
Net GOHS Grant	\$ (6,330)	\$ 4,976	\$ -	\$ -

Federal Grants Fund (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Homeland Security Grant				
Expenditures	0	120,642	40,500	0
Revenues	0	(120,331)	(40,500)	0
Op. Trans In - Gen Fund	0	0	(311)	0
Net DOHS Grant	\$ -	\$ 311	\$ (311)	\$ -
Library SGIA Grant				
Operating Transfer Out to Library	0	0	37,000	0
Net SGIA Grant	\$ -	\$ -	\$ 37,000	\$ -
Library Services & Technology Grant				
LSTA Grant Expenditures	26,628	0	21,425	0
LSTA Grant Revenues	(26,628)	0	(21,425)	0
Net LSTA Grant	\$ -	\$ -	\$ -	\$ -
ADOC Energy Grant				
Operating Transfer Out to Gen. Fund	0	12,316	0	0
Net ADOC Grant	\$ -	\$ 12,316	\$ -	\$ -
DOJ Grant				
Uniforms / Vests	0	0	5,000	0
Operating Transfer Out to Gen. Fund	0	952	0	0
Grant Revenues	0	(952)	(5,000)	0
Net DOJ Grant	\$ -	\$ -	\$ -	\$ -
Net Effect on Fed Grants Fund	<u>\$ (1,530)</u>	<u>\$ 49,884</u>	<u>\$ 9,260</u>	<u>\$ -</u>

CDBG Grants Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
<i>Expenditures</i>				
Project Expenditures				
Street Project Admin	0	5,962	0	0
Street Project	0	0	411,200	0
Total Project Expenditures	\$ -	\$ 5,962	\$ 411,200	\$ -
<i>Revenues</i>				
Street Project	0	0	259,200	0
Total Revenues	\$ -	\$ -	\$ 259,200	\$ -
<i>Operating Transfers</i>				
Transfers In from HURF Fund	0	(6,262)	(152,000)	0
Transfers Out to Gen. Fund	0	300	0	0
Total Operating Transfers	\$ -	\$ (5,962)	\$ (152,000)	\$ -
<i>Net Effect on CDBG Fund</i>	\$ -	\$ -	\$ -	\$ -

Magistrate Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Local JCEF				
Operating Expenditures				
Training	1,293	1,424	2,000	2,000
Total Operating Expenditures	\$ 1,293	\$ 1,424	\$ 2,000	\$ 2,000
Revenues				
Local JCEF	3,633	2,979	3,947	3,000
Net JCEF Program	\$ (2,340)	\$ (1,555)	\$ (1,947)	\$ (1,000)
Local JCEF Year End Balance Estimate				
Prior Year Ending Local JCEF Balance	36,756	39,096	39,959	42,198
Estimated Ending Local JCEF Balance	\$39,096	\$40,651	\$41,906	\$43,198
Fill the GAP				
Revenues				
Fill the GAP	2,837	2,858	2,770	2,770
Net Fill the GAP Program	\$ (2,837)	\$ (2,858)	\$ (2,770)	\$ (2,770)
Fill the GAP Year End Balance Estimate				
Prior Year Ending Fill the GAP Balance	13,713	16,550	18,560	20,956
Estimated Ending Fill the GAP Balance	\$16,550	\$19,408	\$21,330	\$23,726
Court Enhancement				
Operating Expenditures				
Legal	3	0	1,700	1,500
Court Enhancement	661	244	5,000	5,000
Total Operating Expenditures	\$ 664	\$ 244	\$ 6,700	\$ 6,500
Revenues				
Court Enhancement	37,775	29,302	39,651	37,000
Total Department Revenues	\$ 37,775	\$ 29,302	\$ 39,651	\$ 37,000
Operating Transfers				
Transfers Out to CIP Fund	0	4,600	150,000	0
Total Operating Transfers	\$ -	\$ 4,600	\$ 150,000	\$ -
Net Court Enhancement Program	\$ (37,111)	\$ (24,458)	\$ 117,049	\$ (30,500)
Court Enhancement Year End Balance Estimate				
Prior Year Ending Court Enhancement Balance	127,210	164,321	184,676	63,435
Estimated Ending Court Enhancement Balance	\$164,321	\$188,779	\$67,627	\$93,935
Net Effect on Magistrate Fund	\$ (42,288)	\$ (28,871)	\$ 112,332	\$ (34,270)

Impact Fees Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
General Gov't				
Operating Transfer Out to CIP Fund	0	0	69,000	0
Interest	(93)	(80)	(62)	0
Net General Gov't	(93)	\$ (80)	68,938	\$ -
Gen. Gov't Year End Balance Estimate				
Prior Year Ending Gen. Gov't Balance	68,797	68,890	68,970	0
Estimated Ending Gen. Gov't Balance	68,890	\$68,970	32	\$0
Police Services				
CVMO Vehicles	0	0	59,500	17,464
Interest	(80)	(68)	(60)	0
Net Police Services	(80)	\$ (68)	59,440	\$ 17,464
Police Services Year End Balance Estimate				
Prior Year Ending Police Services Balance	59,315	59,395	59,465	17,464
Estimated Ending Police Services Balance	59,395	\$59,463	25	\$0
Library				
Operating Transfer Out to Library Fund	0	46,483	0	0
Interest	(63)	(39)	0	0
Net Library	(63)	\$ 46,444	0	\$ -
Library Year End Balance Estimate				
Prior Year Ending Library Balance	46,381	46,444	0	0
Estimated Ending Library Balance	46,444	\$0	0	\$0
Parks & Rec				
Parks & Rec Expenditures	0	0	103,800	104,120
Interest	(140)	(119)	(77)	(120)
Net Parks & Rec	(140)	\$ (119)	103,723	\$ 104,000
Parks & Rec Year End Balance Estimate				
Prior Year Ending P&R Balance	103,508	103,648	103,758	104,000
Estimated Ending P&R Balance	103,648	\$103,767	35	\$0
Net Effect on Fund	(376)	\$ 46,177	232,101	\$ 121,464

Restricted Use Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Safety Equipment Program				
Expenses	0	5,041	4,985	7,190
Revenues	(2,921)	(2,255)	(2,500)	(2,500)
Net Safety Equipment	\$ (2,921)	\$ 2,786	\$ 2,485	\$ 4,690
Safety Equip Year End Balance Estimate				
Prior Year Ending Balance	2,799	5,720	2,934	4,690
Estimated Ending Balance	\$ 5,720	\$ 2,934	\$ 449	\$ -
Legal Defense				
Expenses	0	0	30,070	25,080
Net Legal Defense	\$ -	\$ -	\$ 30,070	\$ 25,080
Legal Defense End Balance Estimate				
Prior Year Ending Balance	0	0	30,070	25,080
Estimated Ending Balance	\$0	\$0	\$0	\$0
Volunteers in Police Services				
Expenses	0	0	427	427
Net Volunteers	\$ -	\$ -	\$ 427	\$ 427
VIP Year End Balance Estimate				
Prior Year Ending Balance	427	427	427	427
Estimated Ending Balance	\$427	\$427	\$0	\$0
General CVMO				
Expenses	0	1,206	300	154
Donations	(50)	(326)	(300)	0
Net General CVMO	\$ (50)	\$ 880	\$ -	\$ 154
CVMO Year End Balance Estimate				
Prior Year Ending Balance	930	980	100	154
Estimated Ending Balance	\$980	\$100	\$100	\$0

Restricted Use Fund (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
K-9				
Expenses	426	2,595	2,831	3,106
Donations	(450)	(3,365)	(1,000)	(500)
Net K-9	\$ (24)	\$ (770)	\$ 1,831	\$ 2,606
K-9 Year End Balance Estimate				
Prior Year Ending Balance	1,812	1,836	1,831	2,606
Estimated Ending Balance	\$ 1,836	\$ 2,606	\$ -	\$ -
Animal Shelter				
Expenses	0	0	25	70
Donations	(25)	0	0	0
Net Animal Shelter	\$ (25)	\$ -	\$ 25	\$ 70
Animal Shelter Year End Balance Estimate				
Prior Year Ending Balance	0	25	25	70
Estimated Ending Balance	\$ 25	\$ 25	\$ -	\$ -
General Library				
Expenditures	1,884	2,274	23,749	6,024
Donations	(1,607)	(2,444)	(20,000)	(1,500)
Net General Library	\$ 277	\$ (170)	\$ 3,749	\$ 4,524
Library Year End Balance Estimate				
Prior Year Ending Balance	4,519	4,242	4,412	4,524
Estimated Ending Balance	\$4,242	\$4,412	\$663	\$0
Library Media				
Expenditures	0	0	5,600	6,500
Donations	0	0	0	(300)
Net Library Media	\$ -	\$ -	\$ 5,600	\$ 6,200
Library Media Year End Balance Estimate				
Prior Year Ending Balance	0	0	5,600	6,200
Estimated Ending Balance	\$0	\$0	\$0	\$0

Restricted Use Fund (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Economic Development				
Expenditures	0	1,000	5,452	3,857
Donations	0	(1,055)	(1,500)	(500)
Net Economic Development	\$ -	\$ (55)	\$ 3,952	\$ 3,357
Economic Development Year End Balance Estimate				
Prior Year Ending Balance	0	0	3,952	3,357
Estimated Ending Balance	\$0	\$55	\$0	\$0
REI Donation				
Expenditures	0	0	0	25,000
Donations	0	0	0	(25,000)
Net REI	\$ -	\$ -	\$ -	\$ -
REI Year End Balance Estimate				
Prior Year Ending Balance	0	0	0	0
Estimated Ending Balance	\$0	\$0	\$0	\$0
Parks & Rec				
Expenditures	3,450	717	5,452	3,952
Donations	(3,450)	(717)	(1,500)	0
Net Parks & Rec	\$ -	\$ -	\$ 3,952	\$ 3,952
Parks & Rec Year End Balance Estimate				
Prior Year Ending Balance	3,952	3,952	3,952	3,952
Estimated Ending Balance	\$3,952	\$3,952	\$0	\$0
Net Effect on Fund	<u>\$ (2,730)</u>	<u>\$ 2,671</u>	<u>\$ 22,021</u>	<u>\$ 51,060</u>

Housing Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Project Expenditures	14,000	51,930	25,000	30,000
Net Project Expenditures	\$ 14,000	\$ 51,930	\$ 25,000	\$ 30,000
Revenues				
Loan Principle Payments	14,912	15,684	15,600	15,600
Interest	1,681	1,418	1,000	1,200
Total Departmental Revenues	\$ 16,593	\$ 17,102	\$ 16,600	\$ 16,800
Net Effect on Fund	\$ (2,593)	\$ 34,828	\$ 8,400	\$ 13,200
Housing Fund Year End Balance Estimate				
Prior Year Ending Housing Fund Balance	\$ 68,962	\$ 71,555	37,125	\$ 35,460
Estimated Ending Housing Fund Balance	\$ 71,555	\$ 36,727	\$ 28,725	\$ 22,260

911 Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Project Expenditures				
911 Expenditures	57	360	2,143	2,143
Total Project Expenditures	\$ 57	\$ 360	\$ 2,143	\$ 2,143
Net Effect on 911 Fund				
	\$ 57	\$ 360	\$ 2,143	\$ 2,143
Prior Year Ending 911 Fund Balance	\$ 2,560	\$ 2,503	\$ 2,143	\$ 2,143
Estimated Ending 911 Fund Balance	\$ 2,503	\$ 2,143	\$ -	\$ -

Yavapai-Apache Nation Gaming Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Project Expenditures				
CVHS Tutor	15,000	30,000	0	Fund Closed
South Verde High	0	5,000	0	
MUHS Tutor	51,079	60,024	0	
Clarkdale-Jerome School	0	12,000	0	
American Heritage Academy	0	11,000	0	
Beaver Creek School District	0	12,000	0	
United Christian School	0	11,000	0	
Cott-Oak Creek School district	0	5,000	0	
Mountain View Preparatory	5,700	0	0	
Rimrock High School	0	3,000	0	
St. Joseph's Catholic School	0	1,000	0	
Sunny Side Charter School	15,000	0	0	
Camp Verde Senior Center	3,303	0	4,197	
Total Project Expenditures	\$ 90,082	\$ 150,024	\$ 4,197	
Operating Transfers				
Transfer Out to Gen Fund	0	11,734	16,875	
Transfer Out to Gen Fund: Heritage Pool	14,988	0	0	
Transfer Out to Gen Fund: Children's Rec	0	0	0	
Transfer Out to Library Bldg Fund	0	0	0	
Total Operating Transfers	\$ 14,988	\$ 11,734	\$ 16,875	
Revenues				
Yav-Apache Gaming Compact Revenues	113,734	16,875	0	
Total Departmental Revenues	\$ 113,734	\$ 16,875	\$ -	
Net Effect on YAN Gaming Funds	\$ (8,664)	\$ 144,883	\$ 21,072	
YAN Year End Balance Estimate				
Prior Year Ending YAN Gaming Fund Balance	\$ 163,032	\$ 171,696	\$ 26,813	
Estimated Ending YAN Gaming Fund Balance	\$ 171,696	\$ 26,813	\$ 5,741	

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Chapter Seven

Other Funds

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Town Debt

The Town of Camp Verde has five separate debt liabilities outstanding as of June 30th, 2016, which are detailed below.

2009 Sanitary District IGA

The Town entered into an IGA with the Camp Verde Sanitary District in July of 2009. That IGA shows the Town's pledge to cover the debt payments of the Sanitary Districts WIFA loan, 910123-10. The debt payments are budgeted out of the Town's Debt Service Fund but the debt is not the Town's and is not included on the annual audit as such. It is included here to show actual upcoming obligations. The debt will be paid off in July of 2032.

Pledged Revenue Obligation, series 2011

In May of 2011, the Town purchased land it had been leasing for streets and maintenance support for \$1,005,000. This property is now the Streets yard for the Town. This debt will be paid off in July of 2023.

2013 Equipment Lease Purchase

In May of 2013, the Town entered into a 5-year lease-purchase agreement with US Bank to finance \$764,664 of equipment including police cars, department vehicles and streets and maintenance equipment. This debt will be paid off in January of 2018.

Pledged Revenue & Revenue Refunding Obligation, series 2014

This pledged revenue issue is a private placement of tax exempt bonds secured by excise tax and state shared revenues. The loan is through Chase bank and is serviced by US Bank. The \$4,904,000 issue went to finance the construction of a new library for \$3,441,804.65, refinance the Marshal's Office GADA loan for \$1,372,950.00 and loan fees of \$89,245.35. This debt will be paid off in July of 2030.

2015 Equipment Lease Purchase

In October of 2015, the Town entered into a 5-year lease-purchase agreement with US Bank to finance \$530,000 of equipment including police cars, a department vehicle, a 14 passenger bus and streets and maintenance equipment. This debt will be paid off in August of 2020.

Debt Limits

The Town of Camp Verde has \$7,858,474 of debt & obligations at June 30th, 2016. Cities in Arizona are subject to a \$10 million debt limit on GO Bonds. None of the debt listed above is from GO Bonds and as such not subject to the legal debt limit. The debt service ratio for the Town is currently at 9% and believed to be easily manageable within the current cash flow of the Town.

Debt Service Fund Summary



Debt Summary

<u>Inception</u>	<u>Purpose</u>	<u>Face Value</u>	<u>Current Value</u>	<u>Payoff Date</u>
Oct. 2014	New Library & Marshal's Office Refinance	\$ 4,904,000	\$ 4,811,000	July 2030
Feb. 2005	Marshal's Office	\$ 2,040,000	\$ 0	Paid off 7/1/15
July 2009	IGA w/Sanitary District	\$ 1,902,000	\$ 1,534,841	July 2032
May 2011	Public Works Yard	\$ 1,005,000	\$ 722,522	July 2023
May 2013	Equipment Lease/Purchase	\$ 764,664	\$ 312,428	Jan. 2018
Oct. 2015	Equipment Lease/Purchase	\$ 530,000	\$ 477,683	Aug. 2020
	Totals	<u>\$ 11,145,664</u>	<u>\$ 7,858,474</u>	

Debt Ratio – 41%	Debt Service Ratio – 9%	Est'd Debt/Resident - \$708
------------------	-------------------------	-----------------------------

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Principal	\$ 376,928	\$ 387,089	\$ 1,809,014	\$ 725,010
Interest & Charges	\$ 173,484	\$ 131,985	\$ 299,579	\$ 225,560
Total Expenditures	\$ 550,412	\$ 519,074	\$ 2,108,593	\$ 950,570

Debt Service Fund

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Sanitary District IGA				
Principal	62,108	64,182	66,324	68,538
Interest	56,626	54,518	52,340	50,090
Total Sanitary District Expenditures	\$ 118,734	\$ 118,700	\$ 118,664	\$ 118,628
2011 Rev Bond - Public Works Yard				
Principal	70,115	72,857	75,706	78,666
Interest	35,430	32,635	29,731	26,713
Misc. Charges	1,000	1,100	1,100	1,100
Total PW Yard Expenditures	\$ 106,545	\$ 106,592	\$ 106,537	\$ 106,479
GADA Loan - Marshal's Office				
Principal	95,000	100,000	1,310,000	0
Interest	70,325	33,975	31,475	0
Misc. Charges	425	425	84	0
Total Marshal's Office Expenditures	\$ 165,750	\$ 134,400	\$ 1,341,559	\$ -
Chase Loan - New Library				
Principal	0	0	93,000	320,000
Interest	0	0	170,451	132,090
Misc. Charges	0	0	2,000	1,000
Total Chase Loan Expenditures	\$ -	\$ -	\$ 265,451	\$ 453,090
2013 Equipment Lease Purchases				
Principal	149,705	150,050	152,484	154,957
Interest	9,678	9,332	6,898	4,425
Misc. Charges	0	0	1,000	1,000
Total Lease Expenditures	\$ 159,383	\$ 159,382	\$ 160,382	\$ 160,382
2015 Equipment Lease Purchases				
Principal	0	0	111,500	102,849
Interest	0	0	3,500	8,142
Misc. Charges	0	0	1,000	1,000
Total Lease Expenditures	\$ -	\$ -	\$ 116,000	\$ 111,991
Total Debt Expenditures	\$ 550,412	\$ 519,074	\$ 2,108,593	\$ 950,570
Operating Transfers				
Transfers In from GF	(140,370)	(211,010)	(301,075)	(365,120)
Transfers In from GF (Const Tax)	(244,507)	(142,415)	(285,450)	(405,000)
Transfers In from HURF	(165,535)	(165,564)	(180,509)	(180,450)
Total Operating Transfers	\$ (550,412)	\$ (518,989)	\$ (767,034)	\$ (950,570)
Net Effect on Fund	\$ -	\$ -	\$ 1,341,559	\$ -

Camp Verde Sanitary District IGA

Section 2: Loan Repayment Schedule
Camp Verde Sanitary District
7/22/2009

Year	Period	Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
1	1	1/1/2010	3.338%	27,688.15		
1	2	7/1/2010	3.338%	31,744.38	56,282.02	115,714.55
2	3	1/1/2011	3.338%	30,805.03		
2	4	7/1/2011	3.338%	30,805.03	58,160.72	119,770.78
3	5	1/1/2012	3.338%	29,834.33		
3	6	7/1/2012	3.338%	29,834.33	60,102.12	119,770.78
4	7	1/1/2013	3.338%	28,831.22		
4	8	7/1/2013	3.338%	28,831.22	62,108.34	119,770.78
5	9	1/1/2014	3.338%	27,794.64		
5	10	7/1/2014	3.338%	27,794.64	64,181.50	119,770.78
6	11	1/1/2015	3.338%	26,723.45		
6	12	7/1/2015	3.338%	26,723.45	66,323.88	119,770.78
7	13	1/1/2016	3.338%	25,616.50		
7	14	7/1/2016	3.338%	25,616.50	68,537.78	119,770.78
8	15	1/1/2017	3.338%	24,472.61		
8	16	7/1/2017	3.338%	24,472.61	70,825.56	119,770.78
9	17	1/1/2018	3.338%	23,290.53		
9	18	7/1/2018	3.338%	23,290.53	73,189.72	119,770.78
10	19	1/1/2019	3.338%	22,068.99		
10	20	7/1/2019	3.338%	22,068.99	75,632.80	119,770.78
11	21	1/1/2020	3.338%	20,806.68		
11	22	7/1/2020	3.338%	20,806.68	78,157.42	119,770.78
12	23	1/1/2021	3.338%	19,502.24		
12	24	7/1/2021	3.338%	19,502.24	80,766.30	119,770.78
13	25	1/1/2022	3.338%	18,154.25		
13	26	7/1/2022	3.338%	18,154.25	83,462.28	119,770.78
14	27	1/1/2023	3.338%	16,761.26		
14	28	7/1/2023	3.338%	16,761.26	86,248.26	119,770.78
15	29	1/1/2024	3.338%	15,321.78		
15	30	7/1/2024	3.338%	15,321.78	89,127.22	119,770.78
16	31	1/1/2025	3.338%	13,834.25		
16	32	7/1/2025	3.338%	13,834.25	92,102.28	119,770.78
17	33	1/1/2026	3.338%	12,297.06		
17	34	7/1/2026	3.338%	12,297.06	95,176.66	119,770.78
18	35	1/1/2027	3.338%	10,708.55		
18	36	7/1/2027	3.338%	10,708.55	98,353.68	119,770.78
19	37	1/1/2028	3.338%	9,067.03		
19	38	7/1/2028	3.338%	9,067.03	101,636.72	119,770.78
20	39	1/1/2029	3.338%	7,370.72		
20	40	7/1/2029	3.338%	7,370.72	105,029.34	119,770.78
21	41	1/1/2030	3.338%	5,617.78		
21	42	7/1/2030	3.338%	5,617.78	108,535.22	119,770.78
22	43	1/1/2031	3.338%	3,806.32		
22	44	7/1/2031	3.338%	3,806.32	112,158.14	119,770.78
23	45	1/1/2032	3.338%	1,934.41		
23	46	7/1/2032	3.338%	1,934.41	115,902.04	119,770.86
				848,671.79	1,902,000.00	2,750,671.79

Industrial Ground Lease Purchase

DEBT SERVICE SCHEDULE

Pledged Revenue Obligation, Series 2011 (Private Placement)

Interest Rate: 3.91%

Year	Period	Payment Dates	Principal	Annual Interest Payment	Debt Service	Annual Total Repayment
1	1	1/1/2012		\$ 23,468.15	\$ 23,468.15	
1	2	7/1/2012	\$ 63,800.30	\$ 19,647.75	\$ 83,448.05	\$ 106,916.20
2	3	1/1/2013		\$ 18,400.45	\$ 18,400.45	
2	4	7/1/2013	\$ 70,115.30	\$ 18,400.45	\$ 88,515.75	\$ 106,916.20
3	5	1/1/2014		\$ 17,029.70	\$ 17,029.70	
3	6	7/1/2014	\$ 72,856.80	\$ 17,029.70	\$ 89,886.50	\$ 106,916.20
4	7	1/1/2015		\$ 15,605.35	\$ 15,605.35	
4	8	7/1/2015	\$ 75,705.50	\$ 15,605.35	\$ 91,310.85	\$ 106,916.20
5	9	1/1/2016		\$ 14,125.31	\$ 14,125.31	
5	10	7/1/2016	\$ 78,665.60	\$ 14,125.31	\$ 92,790.91	\$ 106,916.22
6	11	1/1/2017		\$ 12,587.39	\$ 12,587.39	
6	12	7/1/2017	\$ 81,741.40	\$ 12,587.39	\$ 94,328.79	\$ 106,916.18
7	13	1/1/2018		\$ 10,989.35	\$ 10,989.35	
7	14	7/1/2018	\$ 84,937.50	\$ 10,989.35	\$ 95,926.85	\$ 106,916.20
8	15	1/1/2019		\$ 9,328.82	\$ 9,328.82	
8	16	7/1/2019	\$ 88,258.50	\$ 9,328.82	\$ 97,587.32	\$ 106,916.14
9	17	1/1/2020		\$ 7,603.37	\$ 7,603.37	
9	18	7/1/2020	\$ 91,709.40	\$ 7,603.37	\$ 99,312.77	\$ 106,916.14
10	19	1/1/2021		\$ 5,810.45	\$ 5,810.45	
10	20	7/1/2021	\$ 95,295.30	\$ 5,810.45	\$ 101,105.75	\$ 106,916.20
11	21	1/1/2022		\$ 3,947.43	\$ 3,947.43	
11	22	7/1/2022	\$ 99,021.30	\$ 3,947.43	\$ 102,968.73	\$ 106,916.16
12	23	1/1/2023		\$ 2,011.56	\$ 2,011.56	
12	24	7/1/2023	\$ 102,893.10	\$ 2,011.56	\$ 104,904.66	\$ 106,916.22
			<u>\$ 1,005,000.00</u>	<u>\$ 277,994.26</u>	<u>\$ 1,282,994.26</u>	<u>\$ 1,282,994.26</u>

Prepared by Stone & Youngberg LLC

2013 Equipment Lease/Purchase

DEBT SERVICE SCHEDULE

Interest Rate: 1.61%

Payment No.	Due Date	Principal	Interest	Payment	Termination Amount
1	7/28/2013	\$ 75,578.20	\$ 4,112.80	\$ 79,691.00	\$ 689,085.86
2	1/28/2014	\$ 74,124.09	\$ 5,566.91	\$ 79,691.00	\$ 614,961.77
3	7/28/2014	\$ 74,722.92	\$ 4,968.08	\$ 79,691.00	\$ 540,238.85
4	1/28/2015	\$ 75,326.58	\$ 4,364.42	\$ 79,691.00	\$ 464,912.27
5	7/28/2015	\$ 75,935.12	\$ 3,755.88	\$ 79,691.00	\$ 388,977.16
6	1/28/2016	\$ 76,548.57	\$ 3,142.43	\$ 79,691.00	\$ 312,428.58
7	7/28/2016	\$ 77,166.99	\$ 2,524.01	\$ 79,691.00	\$ 235,261.59
8	1/28/2017	\$ 77,790.39	\$ 1,900.61	\$ 79,691.00	\$ 157,471.20
9	7/28/2017	\$ 78,418.84	\$ 1,272.16	\$ 79,691.00	\$ 79,052.36
10	1/28/2018	\$ 79,052.36	\$ 638.64	\$ 79,691.00	\$ -
TOTALS:		<u>\$ 764,664.06</u>	<u>\$ 32,245.94</u>	<u>\$ 796,910.00</u>	

Prepared by US Bank

Chase Bank Loan

DEBT SERVICE SCHEDULE

Pledged Revenue and Revenue Refunding Obligation, Series 2014 (Private Placement)

Interest Rate: 2.84%

Year	Period	Payment Dates	Principal	Annual Interest Payment	Debt Service	Annual Total Repayment
1	2	7/1/2015	\$ 93,000.00	\$ 99,425.88	\$ 192,425.88	\$ 260,742.08
2	3	1/1/2016		\$ 68,316.20	\$ 68,316.20	
2	4	7/1/2016	\$ 320,000.00	\$ 68,316.20	\$ 388,316.20	\$ 452,088.40
3	5	1/1/2017		\$ 63,772.20	\$ 63,772.20	
3	6	7/1/2017	\$ 329,000.00	\$ 63,772.20	\$ 392,772.20	\$ 451,872.60
4	7	1/1/2018		\$ 59,100.40	\$ 59,100.40	
4	8	7/1/2018	\$ 337,000.00	\$ 59,100.40	\$ 396,100.40	\$ 450,415.40
5	9	1/1/2019		\$ 54,315.00	\$ 54,315.00	
5	10	7/1/2019	\$ 346,000.00	\$ 54,315.00	\$ 400,315.00	\$ 449,716.80
6	11	1/1/2020		\$ 49,401.80	\$ 49,401.80	
6	12	7/1/2020	\$ 360,000.00	\$ 49,401.80	\$ 409,401.80	\$ 453,691.60
7	13	1/1/2021		\$ 44,289.80	\$ 44,289.80	
7	14	7/1/2021	\$ 370,000.00	\$ 44,289.80	\$ 414,289.80	\$ 453,325.60
8	15	1/1/2022		\$ 39,035.80	\$ 39,035.80	
8	16	7/1/2022	\$ 378,000.00	\$ 39,035.80	\$ 417,035.80	\$ 450,704.00
9	17	1/1/2023		\$ 33,668.20	\$ 33,668.20	
9	18	7/1/2023	\$ 392,000.00	\$ 33,668.20	\$ 425,668.20	\$ 453,770.00
10	19	1/1/2024		\$ 28,101.80	\$ 28,101.80	
10	20	7/1/2024	\$ 400,000.00	\$ 28,101.80	\$ 428,101.80	\$ 450,523.60
11	21	1/1/2025		\$ 22,421.80	\$ 22,421.80	
11	22	7/1/2025	\$ 245,000.00	\$ 22,421.80	\$ 267,421.80	\$ 286,364.60
12	23	1/1/2026		\$ 18,942.80	\$ 18,942.80	
11	22	7/1/2026	\$ 252,000.00	\$ 18,942.80	\$ 270,942.80	\$ 286,307.20
12	23	1/1/2027		\$ 15,364.40	\$ 15,364.40	
11	22	7/1/2027	\$ 259,000.00	\$ 15,364.40	\$ 274,364.40	\$ 286,051.00
12	23	1/1/2028		\$ 11,686.60	\$ 11,686.60	
11	22	7/1/2028	\$ 267,000.00	\$ 11,686.60	\$ 278,686.60	\$ 286,581.80
12	23	1/1/2029		\$ 7,895.20	\$ 7,895.20	
11	22	7/1/2029	\$ 274,000.00	\$ 7,895.20	\$ 281,895.20	\$ 285,899.60
12	23	1/1/2030		\$ 4,004.40	\$ 4,004.40	
11	22	7/1/2030	\$ 282,000.00	\$ 4,004.40	\$ 286,004.40	\$ 286,004.40
			<u>\$ 4,904,000.00</u>	<u>\$ 1,140,058.68</u>	<u>\$ 6,044,058.68</u>	<u>\$ 6,044,058.68</u>

Per Second Purchase Agreement (10/1/14) with US Bank

2015 Equipment Lease/Purchase

DEBT SERVICE SCHEDULE

Interest Rate: 1.55%

Payment No.	Due Date	Principal	Interest	Payment	Termination Amount
1	2/1/2017	\$ 52,937.56	\$ 3,622.44	\$ 56,560.00	N/A
2	8/1/2017	\$ 52,763.56	\$ 3,796.44	\$ 56,560.00	N/A
3	2/1/2018	\$ 53,172.48	\$ 3,387.52	\$ 56,560.00	\$ 395,444.19
4	8/1/2018	\$ 53,584.57	\$ 2,975.43	\$ 56,560.00	\$ 340,252.08
5	2/1/2019	\$ 53,999.85	\$ 2,560.15	\$ 56,560.00	\$ 284,632.24
6	8/1/2019	\$ 54,418.35	\$ 2,141.65	\$ 56,560.00	\$ 228,581.34
7	2/1/2020	\$ 54,840.09	\$ 1,719.91	\$ 56,560.00	\$ 172,096.05
8	8/1/2020	\$ 55,265.10	\$ 1,294.90	\$ 56,560.00	\$ 115,172.99
9	2/1/2021	\$ 55,693.41	\$ 866.59	\$ 56,560.00	\$ 57,808.78
10	8/1/2021	\$ 56,125.03	\$ 434.97	\$ 56,560.00	\$ -
TOTALS:		\$ 542,800.00	\$ 22,800.00	\$ 565,600.00	

Prepared by US Bank

Sewer Summary



Departments

◆ Wastewater ◆

Operations Only

	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related	\$ 406,546	\$ 497,689	\$ 503,748	\$ 566,325
Operating Expenditures	494,531	408,024	555,475	599,875
Equipment/Capital Expenditures	92,459	215,643	756,850	754,366
Depreciation & Bad Debt	744,386	771,528	745,000	770,000
Total Expenditures	\$ 1,737,922	\$ 1,892,884	\$ 2,561,073	\$ 2,690,566
Revenues				
Fees	\$ 1,012,073	\$ 1,026,844	\$ 1,008,300	\$ 1,290,600
Other Revenues	\$ 25,835	\$ 3,156	\$ 806,084	\$ 664,966
Net Dec/(Inc) in Fund Balances	\$ 700,014	\$ 862,884	\$ 746,689	\$ 735,000

SEWER

1000 E. STATE ROUTE 260 - (928) 567-6794



Mission

The Sewer Division is committed to assuring a quality of life for the citizens of Camp Verde, both current and future, by providing sanitary sewer services in a safe and efficient manner. To achieve this we will comprehensively plan,

Responsibilities

The Sewer Division is committed to assuring a quality of life for the citizens of Camp Verde, both current and future, by providing sanitary sewer services in a safe and efficient manner. To achieve this we will comprehensively plan, develop, maintain and operate the City's utility systems in a financially sound and efficient manner.

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Accomplishments for the past Fiscal Year 2015-16

1. Hired Draft Tech person.
2. Plans have been started for the remaining WIFA projects.
3. The plant remains in compliance with our Aquifer Protection Permit.
4. The new replacement headworks was completed.
5. Continued to serve the community in a safe and professional manner.
6. All Certified Operators received the Professional Development Hours required for the year.

Goals for the upcoming Fiscal Year 2016-17

1. Continue to maintain the plant and collection system to ensure safe and efficient operations
2. Submit plans to the Arizona Department of Environmental Quality for approval of the filtration system, ultraviolet system and sludge drying beds
3. Prepare an updated closure plan for the old lagoons
4. Submit an Aquifer Protection Permit Amendment to produce treated effluent to a standard for use as Park irrigation
5. Staff will continue to work on additional certifications and training to earn their Professional Development Hours

Personnel

	<u>FY15</u>	<u>FY16</u>	<u>FY17</u>
FTE's	7.20	8.08	7.90
FT Pos's	9	12	11
PT Pos's	0	0	0
Seasonal Pos's	0	0	0

Statistics

	<u>FY15</u>	<u>FY16</u>
Sewer connections	959	964
Annual processed sewage (in millions of gallons)	85.8	85.8
Miles of sewer pipe	28.5	31.3
Tons of BOD removed (Biochemical Oxygen Demand)	86	86
Tons of Ammonia removed	12	12

Sewer

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Expenditures				
Wages & Related				
Salaries	274,992	320,047	345,386	393,060
Overtime	0	0	7,343	7,345
FICA	17,005	19,760	21,869	24,825
Medicare	3,977	4,621	5,115	5,810
Retirement	31,641	76,685	40,458	45,970
Unemployment	424	1,188	1,131	1,175
Workman's Compensation	10,484	10,120	11,261	12,710
Health, Dental & Life Ins	68,023	65,268	71,185	75,430
Total Wages & Related	\$ 406,546	\$ 497,689	\$ 503,748	\$ 566,325
Operating Expenditures				
Training	2,026	2,643	2,200	2,500
Travel	1,740	2,595	1,500	1,000
Uniforms	6,020	160	0	0
Office Supplies	7,761	5,031	2,200	6,000
Subscriptions/Memberships	784	2,876	1,200	1,150
Printing	2,354	2,538	3,200	2,500
Postage	3,132	4,179	3,500	3,000
Internet Wireless Access	1,199	1,439	2,500	1,500
Software Recurring Fees	2,864	791	6,730	4,000
Auto Repair/Maintenance	8,263	12,126	6,000	9,600
Fuel	6,173	3,725	6,000	7,000
Electric	90,681	100,216	112,000	112,000
Water	632	421	400	400
Waste Removal	1,860	1,860	2,000	2,000
Cell Phone	3,618	5,492	6,000	3,600
Pest Control	389	858	900	1,500
Consulting Services	23,865	10,832	29,000	30,000
Legal Services	104,107	2,028	4,000	4,000
Audit	13,000	0	5,000	3,000
Service Charges	1,602	1,756	1,500	1,500
Liability Insurance	20,062	6,900	22,000	29,300
Safety / Security Program	0	0	0	500
Personnel Expenditures	525	2,471	500	500
Lagoon Closure	0	0	25,000	50,000
Lab Equipment	299	740	5,000	5,000

Sewer Fund (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Operating Expenditures (Cont'd)				
Lab Services	23,685	22,438	25,000	25,000
Lab Supplies	6,353	8,133	6,000	6,000
Contracted Services - Plant	0	223	23,440	0
Maintenance - Plant	1,371	95,986	80,275	112,000
Operational Supplies - Plant	173	26,245	30,970	32,500
Rental Equipment - Plant	32	3,658	2,940	3,325
Uniforms - Plant	607	6,026	5,500	8,500
Polymer - Plant	0	15,436	18,000	12,000
Chlorine - Plant	795	20,625	25,000	22,000
Sludge Disposal - Plant	0	0	23,000	21,000
Mosquito Control - Plant	2,753	8,791	5,500	4,500
Contracted Services - Collections	926	1,954	12,000	0
Maintenance - Collections	0	18,852	33,850	56,000
Operational Supplies - Collections	42	1,514	2,940	4,000
Rental Equipment - Collections	0	570	2,730	500
Permits	6,740	5,896	10,000	11,000
Total Operating Expenditures	\$ 494,531	\$ 408,024	\$ 555,475	\$ 599,875
Equipment/Capital Expenditures				
Vehicles	9,762	0	0	140,000
Equipment	51,524	58,017	0	15,000
Structural Improvements	31,173	157,626	756,850	599,366
Total Equipment/Capital Expenditures	\$ 92,459	\$ 215,643	\$ 756,850	\$ 754,366
Total Expenditures	\$ 993,536	\$ 1,121,356	\$ 1,816,073	\$ 1,920,566
Revenues				
Operating Fees				
User Fees	817,075	812,444	812,000	845,000
Account Transfer Fees	1,785	2,170	1,000	1,200
Septage Fees	140,522	157,468	148,000	127,000
W.A.S. Fees	32,602	29,316	27,750	19,500
Port-a-Potty Fees	10,662	14,453	9,250	13,000

Sewer Fund (Cont'd)

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 ADJUSTED BUDGET	2016-17 COUNCIL ADOPTED
Operating Fees (Cont'd)				
Connection Fees	4,180	1,750	10,300	275,000
Inspection Fees	180	80	0	500
Misc Fees	5,067	9,163	0	9,400
Total Operating Fees	\$ 1,012,073	\$ 1,026,844	\$ 1,008,300	\$ 1,290,600
Net Operating (Gain)/Loss	\$ (18,537)	\$ 94,512	\$ 807,773	\$ 629,966
Non-Operating Items				
Depreciation	744,386	746,528	745,000	770,000
Bad Debt	0	25,000	0	0
Grant Revenue	(23,971)	0	0	0
Other Revenues	(243)	(2,247)	(804,884)	(664,366)
Interest	(1,621)	(909)	(1,200)	(600)
Total Non-Operating Items	\$ 718,551	\$ 768,372	\$ (61,084)	\$ 105,034
Net Effect on Sewer Fund	\$ 700,014	\$ 862,884	\$ 746,689	\$ 735,000
Sewer Year End Reserve Estimate				
Prior Year Ending Reserve Balance	\$ 418,470	\$ 697,722	671,302	\$ 858,474
Estimated Ending Reserve Balance	\$ 697,722	\$ 695,307	\$ 669,613	\$ 828,474

AGENCY FUND CAMP VERDE SANITARY DISTRICT DEBT

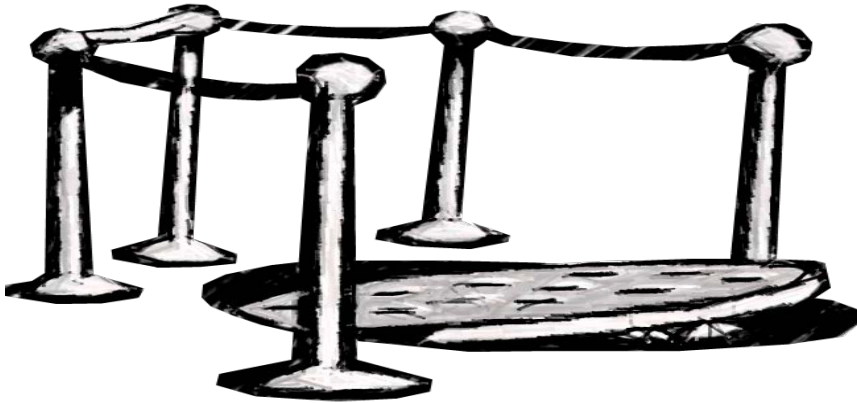
Camp Verde Sanitary District

Through the passage of Resolution 2013-888 by General Election on March 12, 2013, the Town has taken over the Camp Verde Sanitary District (District) operations and is acting as Trustee for the remaining debt outstanding on District assets. All District employees are now Town of Camp Verde employees and the governing board of the District has become an advisory board to the Town Council. Take-over of operations and employees officially took place July 1, 2013. The Debt budget of the District is included here in the Town budget as an Agency Fund. Historical information for the District debt is included in the budget information for comparative purposes only. The District completed their own audits separately up through fiscal year 2013.

Outstanding Debt

WIFA Loan 910071-05	\$ 246,653	USDA Loan 92-07	\$ 2,929,086
WIFA Loan 910088-06	\$ 2,131,579		
WIFA Loan 910105-09	\$ 3,488,376		
WIFA Loan 910123-10	\$ 1,466,304		

Total Debt Outstanding - \$10,261,997



**Camp Verde Sanitary District
Debt Service Fund**

ACCOUNT TITLE	2013-14 AUDITED ACTUAL	2014-15 AUDITED ACTUAL	2015-16 APPROVED BUDGET	2016-17 COUNCIL ADOPTED
Principal & Interest				
Debt Principle Payments	651,285	666,037	1,132,500	672,875
Interest on Debt	441,228	446,701	410,000	395,285
Total Principal & Interest	\$ 1,092,513	\$ 1,112,738	\$ 1,542,500	\$ 1,068,160
Revenue Sources				
Property Taxes	1,159,021	1,151,756	1,033,036	949,530
Property Tax Allowance for Bad Debt	0	0	(25,000)	0
IGA with Town of Camp Verde	89,903	118,700	118,670	118,630
Interest	3,044	3,530	2,000	3,500
Total Tax Levy & IGA	\$ 1,251,968	\$ 1,273,986	\$ 1,128,706	\$ 1,071,660
Net Adjustment to Fund Balance	\$ (159,455)	\$ (161,248)	\$ 413,794	\$ (3,500)

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910071-05

Print Date: 2/13/2014
Loan Amount: 600,000
Interest rate: 1.6360%
Administrative Fee: 1.5000%
Term: 19 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
1	1/1/2006	1/1/2006	600,000.00	0.00	0.00	4,908.00	1.6360	4,500.00	9,408.00	600,000.00
2	7/1/2006	7/1/2006	600,000.00	23,578.25	0.00	4,908.00	1.6360	4,500.00	32,986.25	576,421.75
3	1/1/2007	1/1/2007	576,421.75	0.00	0.00	4,715.13	1.6360	4,323.16	9,038.29	576,421.75
4	7/1/2007	6/27/2007	576,421.75	24,317.67	0.00	4,715.13	1.6360	4,323.16	33,355.96	552,104.08
5	1/1/2008	1/15/2008	552,104.08	0.00	0.00	4,516.21	1.6360	4,140.78	8,656.99	552,104.08
6	7/1/2008	6/26/2008	552,104.08	25,080.27	0.00	4,516.21	1.6360	4,140.78	33,737.26	527,023.81
7	1/1/2009	1/8/2009	527,023.81	0.00	0.00	4,311.05	1.6360	3,952.68	8,263.73	527,023.81
8	7/1/2009	7/1/2009	527,023.81	25,866.79	0.00	4,311.05	1.6360	3,952.68	34,130.52	501,157.02
9	1/1/2010	12/31/2009	501,157.02	0.00	0.00	4,099.46	1.6360	3,758.68	7,858.14	501,157.02
10	7/1/2010	6/30/2010	501,157.02	26,677.97	0.00	4,099.46	1.6360	3,758.68	34,536.11	474,479.05
Adj1	10/19/2010	10/19/2010	474,479.05	24,317.66	0.00	0.00	1.6360	0.00	24,317.66	450,161.39
11	1/1/2011	12/30/2010	450,161.39	0.00	0.00	1,472.93	1.6360	3,376.21	4,849.14	450,161.39
12	7/1/2011	6/30/2011	450,161.39	28,313.82	0.00	3,682.32	1.6360	3,376.21	35,372.35	421,847.57
13	1/1/2012	12/29/2011	421,847.57	0.00	0.00	3,450.71	1.6360	3,163.86	6,614.57	421,847.57
14	7/1/2012	6/28/2012	421,847.57	26,992.35	0.00	3,450.71	1.6360	3,163.86	33,606.92	394,855.22
15	1/1/2013	12/31/2012	394,855.22	0.00	0.00	3,229.92	1.6360	2,961.41	6,191.33	394,855.22
16	7/1/2013	6/27/2013	394,855.22	27,838.83	0.00	3,229.92	1.6360	2,961.41	34,030.16	367,016.39
17	1/1/2014	12/30/2013	367,016.39	0.00	0.00	3,002.19	1.6360	2,752.62	5,754.81	367,016.39
18	7/1/2014		367,016.39	28,711.87	0.00	3,002.19	1.6360	2,752.62	34,466.68	338,304.52
19	1/1/2015		338,304.52	0.00	0.00	2,767.33	1.6360	2,537.28	5,304.61	338,304.52
20	7/1/2015		338,304.52	29,612.27	0.00	2,767.33	1.6360	2,537.28	34,916.88	308,692.25
21	1/1/2016		308,692.25	0.00	0.00	2,525.10	1.6360	2,315.19	4,840.29	308,692.25
22	7/1/2016		308,692.25	30,540.91	0.00	2,525.10	1.6360	2,315.19	35,381.20	278,151.34
23	1/1/2017		278,151.34	0.00	0.00	2,275.28	1.6360	2,086.14	4,361.42	278,151.34
24	7/1/2017		278,151.34	31,498.65	0.00	2,275.28	1.6360	2,086.14	35,860.07	246,652.69
25	1/1/2018		246,652.69	0.00	0.00	2,017.62	1.6360	1,849.90	3,867.52	246,652.69
26	7/1/2018		246,652.69	32,486.45	0.00	2,017.62	1.6360	1,849.90	36,353.97	214,166.24
27	1/1/2019		214,166.24	0.00	0.00	1,751.88	1.6360	1,606.25	3,358.13	214,166.24
28	7/1/2019		214,166.24	33,505.23	0.00	1,751.88	1.6360	1,606.25	36,863.36	180,661.01
29	1/1/2020		180,661.01	0.00	0.00	1,477.81	1.6360	1,354.96	2,832.77	180,661.01
30	7/1/2020		180,661.01	34,555.95	0.00	1,477.81	1.6360	1,354.96	37,388.72	146,105.06
31	1/1/2021		146,105.06	0.00	0.00	1,195.14	1.6360	1,095.79	2,290.93	146,105.06
32	7/1/2021		146,105.06	35,639.63	0.00	1,195.14	1.6360	1,095.79	37,930.56	110,465.43
33	1/1/2022		110,465.43	0.00	0.00	903.61	1.6360	828.49	1,732.10	110,465.43
34	7/1/2022		110,465.43	36,757.29	0.00	903.61	1.6360	828.49	38,489.39	73,708.14
35	1/1/2023		73,708.14	0.00	0.00	602.93	1.6360	552.81	1,155.74	73,708.14
36	7/1/2023		73,708.14	37,910.01	0.00	602.93	1.6360	552.81	39,065.75	35,798.13
37	1/1/2024		35,798.13	0.00	0.00	292.83	1.6360	268.49	561.32	35,798.13
38	7/1/2024		35,798.13	35,798.13	0.00	292.83	1.6360	268.49	36,359.45	0.00

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910071-05

Print Date: 2/13/2014
Loan Amount: 600,000
Interest rate: 1.6360%
Administrative Fee: 1.5000%
Term: 19 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
				600,000.00	0.00	101,239.65		94,849.40	796,089.05	

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910088-06

Print Date: 2/13/2014
Loan Amount: 4,500,000
Interest rate: 2.9930%
Administrative Fee: 0.3000%
Term: 19 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
1	1/1/2007	1/1/2007	287,030.00	0.00	0.00	3,536.58	2.9930	355.60	3,892.18	287,030.00
2	7/1/2007	6/27/2007	330,000.00	0.00	0.00	4,469.19	2.9930	448.04	4,917.23	330,000.00
3	1/1/2008	1/15/2008	3,720,906.11	0.00	0.00	21,813.27	2.9930	2,186.79	24,000.06	3,720,906.11
4	7/1/2008	6/26/2008	4,500,000.00	236,842.11	0.00	66,748.39	2.9930	6,691.56	310,282.06	4,263,157.89
5	1/1/2009	1/8/2009	4,263,157.89	0.00	0.00	63,787.50	2.9930	6,394.74	70,182.24	4,263,157.89
6	7/1/2009	7/1/2009	4,263,157.89	236,842.11	0.00	63,798.16	2.9930	6,394.74	307,035.01	4,026,315.78
7	1/1/2010	12/31/2009	4,026,315.78	0.00	0.00	60,253.82	2.9930	6,039.47	66,293.29	4,026,315.78
8	7/1/2010	6/30/2010	4,026,315.78	236,842.11	0.00	60,253.82	2.9930	6,039.47	303,135.40	3,789,473.67
9	1/1/2011	12/30/2010	3,789,473.67	0.00	0.00	56,709.47	2.9930	5,684.21	62,393.68	3,789,473.67
10	7/1/2011	6/30/2011	3,789,473.67	236,842.11	0.00	56,709.47	2.9930	5,684.21	299,235.79	3,552,631.56
11	1/1/2012	12/29/2011	3,552,631.56	0.00	0.00	53,165.13	2.9930	5,328.95	58,494.08	3,552,631.56
12	7/1/2012	6/28/2012	3,552,631.56	236,842.11	0.00	53,165.13	2.9930	5,328.95	295,336.19	3,315,789.45
13	1/1/2013	12/31/2012	3,315,789.45	0.00	0.00	49,620.79	2.9930	4,973.68	54,594.47	3,315,789.45
14	7/1/2013	6/27/2013	3,315,789.45	236,842.11	0.00	49,620.79	2.9930	4,973.68	291,436.58	3,078,947.34
16	1/1/2014	12/30/2013	3,078,947.34	0.00	0.00	46,076.45	2.9930	4,618.42	50,694.87	3,078,947.34
18	7/1/2014		3,078,947.34	236,842.11	0.00	46,076.45	2.9930	4,618.42	287,536.98	2,842,105.23
20	1/1/2015		2,842,105.23	0.00	0.00	42,532.10	2.9930	4,263.16	46,795.26	2,842,105.23
22	7/1/2015		2,842,105.23	236,842.11	0.00	42,532.10	2.9930	4,263.16	283,637.37	2,605,263.12
24	1/1/2016		2,605,263.12	0.00	0.00	38,987.76	2.9930	3,907.89	42,895.65	2,605,263.12
26	7/1/2016		2,605,263.12	236,842.11	0.00	38,987.76	2.9930	3,907.89	279,737.76	2,368,421.01
28	1/1/2017		2,368,421.01	0.00	0.00	35,443.42	2.9930	3,552.63	38,996.05	2,368,421.01
30	7/1/2017		2,368,421.01	236,842.11	0.00	35,443.42	2.9930	3,552.63	275,838.16	2,131,578.90
32	1/1/2018		2,131,578.90	0.00	0.00	31,899.08	2.9930	3,197.37	35,096.45	2,131,578.90
34	7/1/2018		2,131,578.90	236,842.11	0.00	31,899.08	2.9930	3,197.37	271,938.56	1,894,736.79
36	1/1/2019		1,894,736.79	0.00	0.00	28,354.74	2.9930	2,842.11	31,196.85	1,894,736.79
38	7/1/2019		1,894,736.79	236,842.11	0.00	28,354.74	2.9930	2,842.11	268,038.96	1,657,894.68
40	1/1/2020		1,657,894.68	0.00	0.00	24,810.39	2.9930	2,486.84	27,297.23	1,657,894.68
28	7/1/2020		1,657,894.68	236,842.11	0.00	24,810.39	2.9930	2,486.84	264,139.34	1,421,052.57
29	1/1/2021		1,421,052.57	0.00	0.00	21,266.05	2.9930	2,131.58	23,397.63	1,421,052.57
30	7/1/2021		1,421,052.57	236,842.11	0.00	21,266.05	2.9930	2,131.58	260,239.74	1,184,210.46
31	1/1/2022		1,184,210.46	0.00	0.00	17,721.71	2.9930	1,776.32	19,498.03	1,184,210.46
32	7/1/2022		1,184,210.46	236,842.11	0.00	17,721.71	2.9930	1,776.32	256,340.14	947,368.35
33	1/1/2023		947,368.35	0.00	0.00	14,177.37	2.9930	1,421.05	15,598.42	947,368.35
34	7/1/2023		947,368.35	236,842.11	0.00	14,177.37	2.9930	1,421.05	252,440.53	710,526.24
35	1/1/2024		710,526.24	0.00	0.00	10,633.03	2.9930	1,065.79	11,698.82	710,526.24
36	7/1/2024		710,526.24	236,842.11	0.00	10,633.03	2.9930	1,065.79	248,540.93	473,684.13
37	1/1/2025		473,684.13	0.00	0.00	7,088.68	2.9930	710.53	7,799.21	473,684.13
38	7/1/2025		473,684.13	236,842.11	0.00	7,088.68	2.9930	710.53	244,641.32	236,842.02
39	1/1/2026		236,842.02	0.00	0.00	3,544.34	2.9930	355.26	3,899.60	236,842.02

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910088-06

Print Date: 2/13/2014
Loan Amount: 4,500,000
Interest rate: 2.9930%
Administrative Fee: 0.3000%
Term: 19 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
40	7/1/2026		236,842.02	236,842.02	0.00	3,544.34	2.9930	355.26	240,741.62	0.00
				4,500,000.00	0.00	1,308,721.75			131,181.99	5,939,903.74

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910105-09

Print Date: 2/13/2014
Loan Amount: 4,619,184
Interest rate: 2.1900%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
1	7/1/2009	6/29/2009	2,078,545.63	0.00	0.00	18,536.35	2.1900	12,696.13	31,232.48	2,078,545.63
2	1/1/2010	12/29/2009	3,515,125.01	0.00	0.00	31,444.34	2.1900	21,537.22	52,981.56	3,515,125.01
3	7/1/2010	7/2/2010	4,119,184.44	158,811.30	0.00	44,453.97	2.1900	30,447.93	233,713.20	3,960,373.14
4	1/1/2011	12/28/2010	4,460,373.14	0.00	0.00	44,674.00	2.1900	30,598.63	75,272.63	4,460,373.14
5	7/1/2011	6/28/2011	4,460,373.14	164,671.42	0.00	48,841.09	2.1900	33,452.80	246,965.31	4,295,701.72
6	1/1/2012	1/3/2012	4,295,701.72	0.00	0.00	47,037.93	2.1900	32,217.76	79,255.69	4,295,701.72
7	7/1/2012	6/29/2012	4,295,701.72	170,747.82	0.00	47,037.93	2.1900	32,217.76	250,003.51	4,124,953.90
8	1/1/2013	12/28/2012	4,124,953.90	0.00	0.00	45,168.25	2.1900	30,937.15	76,105.40	4,124,953.90
9	7/1/2013	6/18/2013	4,124,953.90	177,048.40	0.00	45,168.25	2.1900	30,937.15	253,153.80	3,947,905.50
10	1/1/2014	1/2/2014	3,947,905.50	0.00	0.00	43,229.57	2.1900	29,609.29	72,838.86	3,947,905.50
11	7/1/2014		3,947,905.50	183,581.48	0.00	43,229.57	2.1900	29,609.29	256,420.34	3,764,324.02
12	1/1/2015		3,764,324.02	0.00	0.00	41,219.35	2.1900	28,232.43	69,451.78	3,764,324.02
13	7/1/2015		3,764,324.02	190,355.64	0.00	41,219.35	2.1900	28,232.43	259,807.42	3,573,968.38
14	1/1/2016		3,573,968.38	0.00	0.00	39,134.95	2.1900	26,804.76	65,939.71	3,573,968.38
15	7/1/2016		3,573,968.38	197,379.78	0.00	39,134.95	2.1900	26,804.76	263,319.49	3,376,588.60
16	1/1/2017		3,376,588.60	0.00	0.00	36,973.65	2.1900	25,324.41	62,298.06	3,376,588.60
17	7/1/2017		3,376,588.60	204,663.08	0.00	36,973.65	2.1900	25,324.41	266,961.14	3,171,925.52
18	1/1/2018		3,171,925.52	0.00	0.00	34,732.58	2.1900	23,789.44	58,522.02	3,171,925.52
19	7/1/2018		3,171,925.52	212,215.16	0.00	34,732.58	2.1900	23,789.44	270,737.18	2,959,710.36
20	1/1/2019		2,959,710.36	0.00	0.00	32,408.83	2.1900	22,197.83	54,606.66	2,959,710.36
21	7/1/2019		2,959,710.36	220,045.90	0.00	32,408.83	2.1900	22,197.83	274,652.56	2,739,664.46
22	1/1/2020		2,739,664.46	0.00	0.00	29,999.33	2.1900	20,547.48	50,546.81	2,739,664.46
23	7/1/2020		2,739,664.46	228,165.58	0.00	29,999.33	2.1900	20,547.48	278,712.39	2,511,498.88
24	1/1/2021		2,511,498.88	0.00	0.00	27,500.91	2.1900	18,836.24	46,337.15	2,511,498.88
25	7/1/2021		2,511,498.88	236,584.90	0.00	27,500.91	2.1900	18,836.24	282,922.05	2,274,913.98
26	1/1/2022		2,274,913.98	0.00	0.00	24,910.31	2.1900	17,061.85	41,972.16	2,274,913.98
27	7/1/2022		2,274,913.98	245,314.88	0.00	24,910.31	2.1900	17,061.85	287,287.04	2,029,599.10
28	1/1/2023		2,029,599.10	0.00	0.00	22,224.11	2.1900	15,221.99	37,446.10	2,029,599.10
29	7/1/2023		2,029,599.10	254,367.00	0.00	22,224.11	2.1900	15,221.99	291,813.10	1,775,232.10
30	1/1/2024		1,775,232.10	0.00	0.00	19,438.79	2.1900	13,314.24	32,753.03	1,775,232.10
31	7/1/2024		1,775,232.10	263,753.14	0.00	19,438.79	2.1900	13,314.24	296,506.17	1,511,478.96
32	1/1/2025		1,511,478.96	0.00	0.00	16,550.69	2.1900	11,336.09	27,886.78	1,511,478.96
33	7/1/2025		1,511,478.96	273,485.64	0.00	16,550.69	2.1900	11,336.09	301,372.42	1,237,993.32
34	1/1/2026		1,237,993.32	0.00	0.00	13,556.03	2.1900	9,284.95	22,840.98	1,237,993.32
35	7/1/2026		1,237,993.32	283,577.24	0.00	13,556.03	2.1900	9,284.95	306,418.22	954,416.08
36	1/1/2027		954,416.08	0.00	0.00	10,450.86	2.1900	7,158.12	17,608.98	954,416.08
37	7/1/2027		954,416.08	294,041.24	0.00	10,450.86	2.1900	7,158.12	311,650.22	660,374.84
38	1/1/2028		660,374.84	0.00	0.00	7,231.10	2.1900	4,952.81	12,183.91	660,374.84
39	7/1/2028		660,374.84	304,891.38	0.00	7,231.10	2.1900	4,952.81	317,075.29	355,483.46

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910105-09

Print Date: 2/13/2014
Loan Amount: 4,619,184
Interest rate: 2.1900%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
41	1/1/2029		355,483.46	0.00	0.00	3,892.54	2.1900	2,666.13	6,558.67	355,483.46
43	7/1/2029		355,483.46	316,141.88	0.00	3,892.54	2.1900	2,666.13	322,700.55	39,341.58
45	1/1/2030		39,341.58	0.00	0.00	430.79	2.1900	295.06	725.85	39,341.58
47	7/1/2030		39,341.58	327,807.50	0.00	430.79	2.1900	295.06	328,533.35	-288,465.92
44	1/1/2031		-288,465.92	0.00	0.00	0.00	2.1900	295.06	295.06	-288,465.92
45	7/1/2031		-288,465.92	339,903.60	0.00	0.00	2.1900	0.00	339,903.60	-628,369.52
46	1/1/2032		-628,369.52	0.00	0.00	0.00	2.1900	0.00	0.00	-628,369.52
47	7/1/2032		-628,369.52	352,446.04	0.00	0.00	2.1900	0.00	352,446.04	-980,815.56
				5,600,000.00	0.00	1,180,130.89		808,603.83	7,588,734.72	

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910123-10

Print Date: 2/13/2014
Loan Amount: 1,902,000
Interest rate: 1.8380%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
1	1/1/2010	12/24/2009	1,902,000.00	0.00	0.00	15,343.01	1.8380	12,521.50	27,864.51	1,902,000.00
2	7/1/2010	7/8/2010	1,902,000.00	56,282.02	0.00	17,479.38	1.8380	14,265.00	88,026.40	1,845,717.98
3	1/1/2011	1/3/2011	1,845,717.98	0.00	0.00	16,962.15	1.8380	13,842.88	30,805.03	1,845,717.98
4	7/1/2011	9/13/2011	1,845,717.98	58,160.72	0.00	16,962.15	1.8380	13,842.88	88,965.75	1,787,557.26
5	1/1/2012	12/29/2011	1,787,557.26	0.00	0.00	16,427.65	1.8380	13,406.68	29,834.33	1,787,557.26
6	7/1/2012	7/1/2012	1,787,557.26	60,102.12	0.00	16,427.65	1.8380	13,406.68	89,936.45	1,727,455.14
7	1/1/2013	1/2/2013	1,727,455.14	0.00	0.00	15,875.31	1.8380	12,955.91	28,831.22	1,727,455.14
8	7/1/2013	7/1/2013	1,727,455.14	62,108.34	0.00	15,875.31	1.8380	12,955.91	90,939.56	1,665,346.80
9	1/1/2014	1/2/2014	1,665,346.80	0.00	0.00	15,304.54	1.8380	12,490.10	27,794.64	1,665,346.80
10	7/1/2014		1,665,346.80	64,181.50	0.00	15,304.54	1.8380	12,490.10	91,976.14	1,601,165.30
11	1/1/2015		1,601,165.30	0.00	0.00	14,714.71	1.8380	12,008.74	26,723.45	1,601,165.30
12	7/1/2015		1,601,165.30	66,323.88	0.00	14,714.71	1.8380	12,008.74	93,047.33	1,534,841.42
13	1/1/2016		1,534,841.42	0.00	0.00	14,105.19	1.8380	11,511.31	25,616.50	1,534,841.42
14	7/1/2016		1,534,841.42	68,537.78	0.00	14,105.19	1.8380	11,511.31	94,154.28	1,466,303.64
15	1/1/2017		1,466,303.64	0.00	0.00	13,475.33	1.8380	10,997.28	24,472.61	1,466,303.64
16	7/1/2017		1,466,303.64	70,825.56	0.00	13,475.33	1.8380	10,997.28	95,298.17	1,395,478.08
17	1/1/2018		1,395,478.08	0.00	0.00	12,824.44	1.8380	10,466.09	23,290.53	1,395,478.08
18	7/1/2018		1,395,478.08	73,189.72	0.00	12,824.44	1.8380	10,466.09	96,480.25	1,322,288.36
19	1/1/2019		1,322,288.36	0.00	0.00	12,151.83	1.8380	9,917.16	22,068.99	1,322,288.36
20	7/1/2019		1,322,288.36	75,632.80	0.00	12,151.83	1.8380	9,917.16	97,701.79	1,246,655.56
21	1/1/2020		1,246,655.56	0.00	0.00	11,456.76	1.8380	9,349.92	20,806.68	1,246,655.56
22	7/1/2020		1,246,655.56	78,157.42	0.00	11,456.76	1.8380	9,349.92	98,964.10	1,168,498.14
23	1/1/2021		1,168,498.14	0.00	0.00	10,738.50	1.8380	8,763.74	19,502.24	1,168,498.14
24	7/1/2021		1,168,498.14	80,766.30	0.00	10,738.50	1.8380	8,763.74	100,268.54	1,087,731.84
25	1/1/2022		1,087,731.84	0.00	0.00	9,996.26	1.8380	8,157.99	18,154.25	1,087,731.84
26	7/1/2022		1,087,731.84	83,462.28	0.00	9,996.26	1.8380	8,157.99	101,616.53	1,004,269.56
27	1/1/2023		1,004,269.56	0.00	0.00	9,229.24	1.8380	7,532.02	16,761.26	1,004,269.56
28	7/1/2023		1,004,269.56	86,248.26	0.00	9,229.24	1.8380	7,532.02	103,009.52	918,021.30
29	1/1/2024		918,021.30	0.00	0.00	8,436.62	1.8380	6,885.16	15,321.78	918,021.30
30	7/1/2024		918,021.30	89,127.22	0.00	8,436.62	1.8380	6,885.16	104,449.00	828,894.08
31	1/1/2025		828,894.08	0.00	0.00	7,617.54	1.8380	6,216.71	13,834.25	828,894.08
32	7/1/2025		828,894.08	92,102.28	0.00	7,617.54	1.8380	6,216.71	105,936.53	736,791.80
33	1/1/2026		736,791.80	0.00	0.00	6,771.12	1.8380	5,525.94	12,297.06	736,791.80
34	7/1/2026		736,791.80	95,176.66	0.00	6,771.12	1.8380	5,525.94	107,473.72	641,615.14
35	1/1/2027		641,615.14	0.00	0.00	5,896.44	1.8380	4,812.11	10,708.55	641,615.14
36	7/1/2027		641,615.14	98,353.68	0.00	5,896.44	1.8380	4,812.11	109,062.23	543,261.46
37	1/1/2028		543,261.46	0.00	0.00	4,992.57	1.8380	4,074.46	9,067.03	543,261.46
38	7/1/2028		543,261.46	101,636.72	0.00	4,992.57	1.8380	4,074.46	110,703.75	441,624.74
39	1/1/2029		441,624.74	0.00	0.00	4,058.53	1.8380	3,312.19	7,370.72	441,624.74

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910123-10

Print Date: 2/13/2014
Loan Amount: 1,902,000
Interest rate: 1.8380%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
40	7/1/2029		441,624.74	105,029.34	0.00	4,058.53	1.8380	3,312.19	112,400.06	336,595.40
41	1/1/2030		336,595.40	0.00	0.00	3,093.31	1.8380	2,524.47	5,617.78	336,595.40
42	7/1/2030		336,595.40	108,535.22	0.00	3,093.31	1.8380	2,524.47	114,153.00	228,060.18
43	1/1/2031		228,060.18	0.00	0.00	2,095.87	1.8380	1,710.45	3,806.32	228,060.18
44	7/1/2031		228,060.18	112,158.14	0.00	2,095.87	1.8380	1,710.45	115,964.46	115,902.04
45	1/1/2032		115,902.04	0.00	0.00	1,065.14	1.8380	869.27	1,934.41	115,902.04
46	7/1/2032		115,902.04	115,902.04	0.00	1,065.14	1.8380	869.27	117,836.45	0.00
				1,902,000.00	0.00	467,400.49		381,447.66	2,750,848.15	

**Camp Verde Sanitary District of Yavapai County, Arizona
 2001 Camp Verde Sanitary District
 Plant & Collection Line Project, Series 1**

Loan #: 92-07
Interest Rate: 4.125%
Original Principal: \$3,936,473.00
Maturity Date: July 1, 2032
Originally Dated: June 13, 2007
Principal payments due: July 1st
Interest payments due: July 1st & January 1st

Maturity (July 1st)	Principal Amount	Maturity (July 1st)	Principal Amount
2009	\$99,116.00	2021	\$155,363.90
2010	\$227,001.51	2022	\$162,004.90
2011	\$101,833.90	2023	\$168,919.90
2012	\$106,266.90	2024	\$176,119.90
2013	\$110,882.90	2025	\$183,616.90
2014	\$115,688.90	2026	\$191,423.90
2015	\$120,692.90	2027	\$199,551.90
2016	\$125,903.90	2028	\$208,015.90
2017	\$131,328.90	2029	\$216,828.90
2018	\$136,978.90	2030	\$226,004.90
2019	\$142,860.90	2031	\$235,559.90
2020	\$148,986.90	2032	\$245,519.59



Chapter Eight

Appendix

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**Town of Camp Verde
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2017**

Fiscal Year	S c h	FUNDS							Total All Funds	
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds		
2015	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	6,654,314	5,684,575	2,108,593	1,299,612	0	2,561,073	0	18,308,167
2015	Actual Expenditures/Expenses**	E	6,425,621	4,229,266	700,818	946,249	0	1,647,288	0	13,949,242
2016	Fund Balance/Net Position at July 1***		3,348,143	2,910,734	0	951,299		17,683,535		24,893,711
2016	Primary Property Tax Levy	B	0							0
2016	Secondary Property Tax Levy	B								0
2016	Estimated Revenues Other than Property Taxes	C	8,331,850	1,782,661	0	0	0	1,955,566	0	12,070,077
2016	Other Financing Sources	D	0	0	0	0	0	664,366	0	664,366
2016	Other Financing (Uses)	D	0	0	0	0	0	(664,366)	0	(664,366)
2016	Interfund Transfers In	D	0	0	950,570	1,027,339	0	0	0	1,977,909
2016	Interfund Transfers (Out)	D	(1,376,747)	(601,162)	0	0	0	0	0	(1,977,909)
2016	Reduction for Amounts Not Available:									
2016	LESS: Amounts for Future Debt Retirement:									0
2016	Total Financial Resources Available		13,056,740	5,294,557	950,570	1,978,638	0	20,967,833	0	42,248,338
2016	Budgeted Expenditures/Expenses	E	7,239,565	2,860,535	950,570	1,914,061	0	2,690,566	0	15,655,297

EXPENDITURE LIMITATION COMPARISON

1. Budgeted expenditures/expenses
2. Add/subtract: estimated net reconciling items
3. Budgeted expenditures/expenses adjusted for reconciling items
4. Less: estimated exclusions
5. Amount subject to the expenditure limitation
6. EEC expenditure limitation

	2016	2017
1.	\$ 18,308,167	\$ 15,655,297
2.		
3.	18,308,167	15,655,297
4.	8,857,662	5,302,957
5.	\$ 9,450,505	\$ 10,352,340
6.	\$ 11,538,560	\$ 11,725,892

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 Fund Balance/Net Position amounts except for amounts not in spendable form (e.g., prepaids and inventories) or legally or contractually required to be maintained intact (e.g., principal

**There will be a special meeting on July 13th, 2016 in Council chambers at 6:00 p.m. to receive input directly from the public and to approve the Final Budget.
The detailed approved Tentative Budget may be reviewed at the Town Clerk's office, the Camp Verde Public Library and on the Town's web page within the *Finance Documents* section.**

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2017**

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
GENERAL FUND			
Local taxes			
Transaction Priviledge Tax	\$ 3,622,850	\$ 3,915,180	\$ 4,110,000
Franchise Fees	275,500	285,835	257,000
Licenses and permits			
Building Fees & Permits	190,000	163,628	205,000
Business License & Events	17,000	27,175	23,000
Pet License	5,400	7,352	6,500
Intergovernmental			
State Shared Revenues	1,309,100	1,309,108	1,365,600
State Transaction Priviledge Tax	1,038,730	1,027,544	1,051,000
Vehicle License Tax	644,350	683,693	665,300
Dispatch Services	178,600	178,600	190,000
Other	75,000	74,615	75,000
Charges for services			
Charges for Services	115,850	126,764	118,850
Fines and forfeits			
Magistrate Court	250,000	214,283	175,000
Other	10,800	10,858	11,300
Interest on investments			
Interest	11,000	23,767	15,000
In-lieu property taxes			
None			
Contributions			
Voluntary contributions	3,300	1,365	3,300
Grants	0	0	40,000
Miscellaneous			
Miscellaneous	30,265	188,020	20,000
Total General Fund	\$ 7,777,745	\$ 8,237,787	\$ 8,331,850

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2017**

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
SPECIAL REVENUE FUNDS			
Magistrate Fund			
Local JCEF	\$ 3,947	\$ 2,970	\$ 3,000
Fill The Gap	2,770	1,548	2,770
Court Enhancement	39,651	24,665	37,000
	<u>\$ 46,368</u>	<u>\$ 29,183</u>	<u>\$ 42,770</u>
HURF Fund			
State HURF Revenues	\$ 847,000	\$ 880,724	\$ 891,500
Interest & Other	10,300	3,709	1,150
	<u>\$ 857,300</u>	<u>\$ 884,433</u>	<u>\$ 892,650</u>
Impact Fees Fund			
Interest	\$ 199	\$ 491	\$ 120
	<u>\$ 199</u>	<u>\$ 491</u>	<u>\$ 120</u>
Library Building Fund			
Donations	\$ 375,000	\$ 416,867	\$ 380,000
Interest	525	762	2,021
Bond Issue	0	0	0
	<u>\$ 375,525</u>	<u>\$ 417,629</u>	<u>\$ 382,021</u>
Housing Fund			
Loan Payment Principle	\$ 15,600	\$ 15,630	\$ 15,600
Interest	1,000	1,173	1,200
	<u>\$ 16,600</u>	<u>\$ 16,803</u>	<u>\$ 16,800</u>
Yavapai-Apache Gaming Fund	<u>\$ 0</u>	<u>\$ 20,629</u>	<u>\$ 0</u>
Federal Grants Fund	<u>179,925</u>	<u>280,155</u>	<u>18,000</u>
Non-Federal Grants Fund	<u>288,000</u>	<u>95,233</u>	<u>400,000</u>
CDBG Fund	<u>259,200</u>	<u>260,431</u>	<u>0</u>
Donations Fund	<u>26,800</u>	<u>10,328</u>	<u>30,300</u>
	<u>\$ 753,925</u>	<u>\$ 666,776</u>	<u>\$ 448,300</u>
Total Special Revenue Funds	<u>\$ 2,049,917</u>	<u>\$ 2,015,315</u>	<u>\$ 1,782,661</u>

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2017**

SOURCE OF REVENUES	ESTIMATED REVENUES 2016	ACTUAL REVENUES* 2016	ESTIMATED REVENUES 2017
DEBT SERVICE FUNDS			
Interest	\$ 0	\$ 0	\$ 0
Bond Issue	0	0	0
	\$ 0	\$ 0	\$ 0
Total Debt Service Funds	\$ 0	\$ 0	\$ 0
CAPITAL PROJECTS FUNDS			
N/A	\$ 0	\$ 0	\$ 0
Total Capital Projects Funds	\$ 0	\$ 0	\$ 0
PERMANENT FUNDS			
None	\$	\$	\$
Total Permanent Funds	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS			
Wastewater Fund			
Operating Revenues	\$ 1,008,300	\$ 1,087,961	\$ 1,290,600
Grants	0	0	0
Interest & Other	1,200	1,042	600
Loan Proceeds	804,884	316,450	664,366
	\$ 1,814,384	\$ 1,405,453	\$ 1,955,566
Total Enterprise Funds	\$ 1,814,384	\$ 1,405,453	\$ 1,955,566
INTERNAL SERVICE FUNDS			
None	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 11,642,046	\$ 11,658,555	\$ 12,070,077

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was

Town of Camp Verde
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2017

FUND	OTHER FINANCING		INTERFUND TRANSFERS	
	2017		2017	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
CIP Fund	\$	\$	\$	(606,627)
Debt Service Fund				(770,120)
YAN Gaming Fund				
Parks Fund				
Total General Fund	\$ 0	\$ 0	\$ 0	\$ (1,376,747)
SPECIAL REVENUE FUNDS				
Magistrate Fund	\$	\$	\$	
Non-Federal Grants Fund				
YAN Gaming Fund				
CDBG Fund				
Impact Fees Fund				
HURF Fund				(601,162)
Total Special Revenue Funds	\$ 0	\$ 0	\$ 0	\$ (601,162)
DEBT SERVICE FUNDS				
General Fund	\$	\$	\$ 770,120	\$
HURF Fund			180,450	
Total Debt Service Funds	\$ 0	\$ 0	\$ 950,570	\$ 0
CAPITAL PROJECTS FUNDS				
General Fund	\$	\$	\$ 606,627	
Magistrate Fund				
Non-Federal Grants Fund				
HURF Fund			420,712	
Impact Fees				
Total Capital Projects Funds	\$ 0	\$ 0	\$ 1,027,339	\$ 0
PERMANENT FUNDS				
None	\$	\$	\$	\$
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
WIFA Loan Funds	\$ 664,366		\$	\$
Plant Improvements	\$	(664,366)	\$	\$
Total Enterprise Funds	\$ 664,366	\$ (664,366)	\$ 0	\$ 0
INTERNAL SERVICE FUNDS				
None	\$	\$	\$	\$
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 664,366	\$ (664,366)	\$ 1,977,909	\$ (1,977,909)

**Town of Camp Verde
Expenditures/Expenses by Fund
Fiscal Year 2017**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES 2016	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED 2016	ACTUAL EXPENDITURES/ EXPENSES* 2016	BUDGETED EXPENDITURES/ EXPENSES 2017
GENERAL FUND				
General Admin	\$ 1,650,242	\$ 0	\$ 1,643,393	\$ 1,904,695
Magistrate Court	373,153	0	358,019	350,475
Public Works	846,517	0	844,922	894,695
Community Development	482,783	0	417,501	529,140
Marshal's Office	2,651,801	0	2,527,401	2,820,910
Library	392,166	0	390,037	441,105
Parks & Rec	257,652	0	244,348	298,545
Total General Fund	\$ 6,654,314	\$ 0	\$ 6,425,621	\$ 7,239,565
SPECIAL REVENUE FUNDS				
Magistrate Fund	\$ 8,700	\$ 0	\$ 1,432	\$ 8,500
Non-Federal Grants Fund	273,325	0	54,020	425,473
Federal Grants Fund	152,496	0	257,622	18,000
YAN Gaming Fund	4,197	0	0	0
CDBG Fund	411,200	0	296,022	0
911 fund	2,143	0	0	2,143
Library Fund	3,998,684	0	2,913,364	1,540,000
Impact Fee Fund	163,300	0	42,065	121,584
Housing Fund	25,000	0	18,070	30,000
Donations Fund	48,821	0	4,712	81,360
HURF Fund	596,709	0	641,959	633,475
Total Special Revenue Funds	\$ 5,684,575	\$ 0	\$ 4,229,266	\$ 2,860,535
DEBT SERVICE FUNDS				
Debt Service Fund	\$ 2,108,593	\$ 0	\$ 700,818	\$ 950,570
Total Debt Service Funds	\$ 2,108,593	\$ 0	\$ 700,818	\$ 950,570
CAPITAL PROJECTS FUNDS				
CIP Fund	\$ 1,299,612	\$ 0	\$ 946,249	\$ 1,914,061
Parks Fund	0	0	0	0
Total Capital Projects Funds	\$ 1,299,612	\$ 0	\$ 946,249	\$ 1,914,061
PERMANENT FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
Wastewater	\$ 2,561,073	\$ 0	\$ 1,647,288	\$ 2,690,566
Total Enterprise Funds	\$ 2,561,073	\$ 0	\$ 1,647,288	\$ 2,690,566
INTERNAL SERVICE FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 18,308,167	\$ 0	\$ 13,949,242	\$ 15,655,297

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

**Town of Camp Verde
Full-Time Employees and Personnel Compensation
Fiscal Year 2017**

FUND	Full-Time Equivalent (FTE) 2017	Employee Salaries and Hourly Costs 2017	Retirement Costs 2017	Healthcare Costs 2017	Other Benefit Costs 2017	Total Estimated Personnel Compensation 2017
GENERAL FUND	85	\$ 4,051,810	\$ 604,620	\$ 647,740	\$ 103,630	\$ 5,407,800
SPECIAL REVENUE FUNDS						
HURF Fund	5	\$ 255,300	\$ 24,610	\$ 43,245	\$ 17,580	\$ 340,735
Federal Grants	N/A	17,100	0	0	900	18,000
						0
Total Special Revenue Funds	5	\$ 272,400	\$ 24,610	\$ 43,245	\$ 18,480	\$ 358,735
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	8	\$ 431,040	\$ 45,970	\$ 75,430	\$ 13,885	\$ 566,325
Total Enterprise Funds	8	\$ 431,040	\$ 45,970	\$ 75,430	\$ 13,885	\$ 566,325
INTERNAL SERVICE FUND						
None		\$	\$	\$	\$	\$ 0
Total Internal Service Fund	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	99	\$ 4,755,250	\$ 675,200	\$ 766,415	\$ 135,995	\$ 6,332,860



Glossary

Acronyms

- A&A** - Board of Adjustments/Board of Appeals
- ADOT** - Arizona Department of Transportation
- CAFR** - Comprehensive Annual Financial Report
- CDBG** - Community Development Block Grants
- CIP** - Capital Improvement Plan
- CIPF** - Capital Improvement Projects Fund
- COJET** - Committee on Judicial Education Training
- CVMO** - Camp Verde Marshals Office
- DOHS** - Department of Homeland Security
- FT** - Full Time Employment
- FTE** - Full-Time Equivilent
- GAAP** - Generally Accepted Accounting Principles
- GASB** - Governmental Accounting Standards Board
- GFOA** - Government Finance Officers Association
- GO Bonds** - General Obligation Bonds
- GOHS** - Governor's Office of Highway Safety
- IGA** - Inter-governmental Agreement
- NACOG** - Northern Arizona Council of Governments
- OSHA** - Occupational Safety and Health Administration
- P&Z** - Planning and Zoning Board
- PT** - Part Time Employment
- REI** – Recreation Equipment, Inc.
- TPT** - Transaction Priviledge Tax
- USDA** - United States Department of Agriculture, Rural Development Agency
- WIFA** - Water Infrastructure Finance Authority of Arizona

Definition of Terms

Annual Expenditure Limitation

The maximum amount of expenditures that the Town is allowed to spend in a given year, dictated by the State. The purpose of the expenditure limitation is to control expenditures of local revenues and limit future increases in spending to adjustments for inflation; deflation; population growth of the town.

Camp Verde Sanitary District (CVSD)

Before the Town of Camp Verde took over the operations of the wastewater treatment plant, the plant operated independently as a special district called the Camp Verde Sanitary District. In July Of 2013, it was voted on by residents to dissolve CVSD and allow the Town to take over operations. The debt of CVSD however, still resides within the sanitary district, not the Town, and is collateralized by property taxes on residents within the district. The Town is the Trustee of CVSD until all remaining debt is retired and the district is ultimately dissolved.

Capital Project or Capital Asset

Expenditures resulting in the acquisition or addition to the government's general fixed assets. These assets have a useful life of more than one year and a minimum cost of over \$5,000.

Court Enhancement funds

Created by local Town Ordinance 2001-A182, these funds are to be used exclusively to enhance the technological, operationl and security capabilities of the court. The funds are derived from a fee of \$10 plus any surcharges on all fines, sanctions, assessments and diversion or probation programs.

Debt Ratio

Total debt divided by total asstes, excluding all Enterprise Fund debt (ie Wastewater Fund).

Debt Service

Budget for principle, interest and related services charges on obligations resulting from Town debt.

Debt Service Ratio

Total debt service budget divided by total revenues, excluding all Enterprise Fund debt service and revenues.

Debt/Resident

Total Town outstanding principle divided by the estimated number of town residents.

Fill the GAP funds

These funds are allocated by the state to local courts from a percentage of filing fees charged at the Arizona Supreme Court and the Court of Appeals. These funds are to be used to improve, maintain and enhance the ability to collect and manage monies assessed or received by the court, to improve court automation and to improve case processing or the administration of justice.

Fiscal Year

A time period designated by the City signifying the beginning and ending date for recording financial transactions. The Town of Camp Verde has a fiscal year beginning July 1 and ending June 30.

Franchise Fees

A fee paid by a public service business for the special privilege to use city streets, alleys and property in providing their services to the citizens of the community. Services requiring franchise fees include electricity, water, natural gas, and cable television.

Full-Time Equivilent

A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time employee working for 20 hours each week would be the equivalent to .5 of a full-time position.

Fund Balance

Fund balance is the excess of assets over liabilities of governmental and fiduciary funds.

Fund

An accounting entity having a set of self-balancing accounts and that records all financial transactions for specific activities or government functions in attaining certain objectives governed by special regulations, restrictions, or limitations.

- **Agency Fund:** A fund used to report resources held by the reporting government in a purely custodial capacity.
- **Enterprise Fund:** A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The governing body's intention is to finance or recover operation costs through user fees.
- **Governmental Fund:** Funds used to account for the acquisition, use and balances of expendable financial resources and related current liabilities, except those accounted for in propriety funds and fiduciary funds (i.e., General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund).
- **Special Revenue Fund:** A fund used to finance distinct activities and created out of receipts of specific revenues.

General Fund Reserve

Undesignated monies within the General Fund that are available for appropriations.

General Obligation (GO) Bonds

Bonds that finance a variety of public projects and require voter approval. These bonds are backed by the full faith and credit of the city. Limitations for bonding capacity are set by State Statute.

Highway User Revenue Fund

This is the fund where Highway User Revenues are received, expensed and accounted for.

Highway User Revenues

State motor vehicle fuel taxes that are shared with Arizona towns and cities. These funds are restricted in use for the construction and maintenance of streets and highways.

Local JCEF funds

Judicial Collection Enhancement Funds (JCEF) are received from a portion of a state imposed \$20 fee (ARS 12-116) that is required when individuals who have a fine due to a local court and choose to pay all or a portion of that fine over time rather than when due. The fees are to be used by the court to improve, maintain and enhance the ability to collect and manage monies assessed or received by the court, to improve court automation and to improve case processing or the administration of justice.

Operating Transfers (Transfers In & Out)

Operating transfers (both in & out) are used to move monies/funding between the individual funds of the Town.

Revenue Bonds

Bonds that are backed by some type of revenues of the Town, predominantly pledged excise taxes, such as local TPT tax revenues and state shared revenues.

State Shared Revenues

- **Urban Revenue Sharing (URS):** State income tax revenue that is shared with Arizona cities and towns.
- **State Sales Tax:** State sales tax revenue that is shared with Arizona cities and towns.
- **Vehicle License Tax:** State shared revenue from vehicle licensing taxes.

Sworn Officer

Peace Officers who are armed, carry a badge and have arrest powers.

SWOT Analysis

A study undertaken by an organization to identify both its strengths and weaknesses as well as external opportunities and threats.

Unqualified Opinion

Auditor's opinion of a financial statement, given without any reservations. Such an opinion basically states that the auditor feels the company followed all accounting rules appropriately and that the financial reports are an accurate representation of the company's financial condition.