



CAMP VERDE EST. 1865
HOME OF HISTORIC FORT VERDE



Final Budget
for Fiscal Year
2018-19



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

This Page Left Blank Intentionally

Table of Contents

	<u>Page #</u>		<u>Page #</u>
Table of Contents	i, ii		
Chapter 1: Introduction	1	Chapter 4: General Fund (Cont'd)	
GFOA Budget Award	2	General Government (Cont'd)	
Budget Summary	3	-Finance	58
Budget at a Glance	6	-HR	60
Community Profile	7	-Risk Management	62
Key Officials & Staff	11	-Economic Development	64
Town Organization Chart	12	-IT	66
Staffing Levels	13	-Non Departmental	68
Budget Calendar	14	Municipal Court	71
Chapter 2: Financial Structure, Policy & Process	15	Public Works	75
Strategic Plan Summary	16	-Engineering	76
Budget Fund Structure	20	-Stormwater	78
Major Funds	21	-Maintenance	80
Department / Fund Relationships	22	Community Development	83
Basis of Accounting & Budgeting	23	-Community Development	84
Fiscal Policy	24	-Building	86
Budget Policy	25	-Planning & Zoning	88
Debt Policy	28	-Code Enforcement	90
Investment Policy	30	Marshal's Department	93
Budget Format Tutorial	35	-Marshall's Office	94
Chapter 3: Financial Overview	37	-Animal Control	97
Revenue & Expense Summary	38	Library	99
Budget Overview - by Fund	39	Parks & Rec	103
What is Fund Balance?	40	-Parks & Rec	104
Significant Changes in Fund Balances	41	-Pool	106
Revenue Analysis	42	-Programming	108
Chapter 4: General Fund	45	Chapter 5: Capital Project Funds	111
General Fund Summary	46	Capital Project Funds Information	112
Expenditures by Category	47	Capital Improvements Plan	113
General Purpose Revenues	48	Capital Improvement Projects Quick View	118
Operating Transfers & Net Effect	49	Capital Improvement Projects Fund Summary	119
General Government	51	Capital Improvements Fund	120
-Mayor & Council	52	Parks Fund	121
-Town Manager	54		
-Clerk	56		

Table of Contents (Cont'd)

	Page #		
Chapter 6: Special Revenue Funds	123	Chapter 7: Other Funds (Cont'd)	
Special Revenue Funds Information	124	Enterprise Fund	
Special Revenue Funds Summary	125	Enterprise Funds Summary	155
HURF	126	Wastewater Operations Fund	156
Non-Federal Grants	129	Wastewater Debt Schedules	159
Federal Grants	130	Water Operations Fund	162
CDBG Grant	133	Agency Fund	
Magistrate	134	Sanitary District Debt Summary	163
Restricted Use Monies	135	Sanitary District Debt Fund	164
Housing	137	Sanitary District Debt Schedules	165
9-1-1	138		
Library (Closed)	139	Chapter 8: Appendix	171
Impact Fees (Closed)	140	Schedule A - Summary	172
Yavapai-Apache Gaming (Closed)	141	Schedule C - Revenues	173
		Schedule D - Interfund Transfers	176
Chapter 7: Other Funds	143	Schedule E - Expenditures by Fund	177
Debt Fund		Schedule G - Personnel	178
Debt Summary	144		
Debt Limits	145	Glossary	179
Debt Summary at a Glance	146		
Debt Service Summary	147		
Debt Service Fund	148		
Debt Schedules	149		





Chapter One

Introduction

	<u>Page #</u>
GFOA Budget Award	2
Budget Summary	3
Budget at a Glance	6
Community Profile	7
Key Officials and Staff	11
Town Organization Chart	12
Staffing Levels	13
Budget Calendar	14



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Camp Verde
Arizona**

For the Fiscal Year Beginning

July 1, 2017

Christopher P. Morrill

Executive Director



Budget Summary

Fiscal Year 2018-19

The Town of Camp Verde (Town) is proud to present its annual budget for the fiscal year beginning July 1st, 2018 and ending June 30th, 2019 (FY19). This is a balanced budget operationally keeping operational expenses within budget revenue limits.

Considering all funds together, the Town's total budgeted expenses for FY19 are \$28,548,643. While the Town's Expenditure Limitation is only \$12,235,344, removing exclusions in the amount of \$6,099,675 and Other Financing Uses of \$10,261,471 bring the Town's budgeted expenses subject to the limitation down to \$12,187,497. The Town's total budgeted revenues are \$19,259,943.

The General Fund is where the vast majority of Town services are budgeted for. For FY19, the General Fund budgeted expenses are \$7,858,895 which is 9% higher than FY18. The most significant part of the increase is in Wages & ERE as the Town increased wages for numerous positions after completing a wage study of like and surrounding communities and moving wages to within 95% of the averages. Beyond the \$7.9 million in operational expenses, an additional \$1.8 million is being transferred out to the Capital Improvement Projects & Debt Service Funds. \$750,000 of that transfer comes directly from the .65% increase to most tax categories in March of 2015 to cover debt for capital expenditures. While operationally the General Fund will maintain a balanced budget in FY18, the Town Council has elected to utilize up to \$623,010 of previous year's surpluses for a one-time contribution to the Capital Improvement Projects Fund of \$515,000.

Significant Events

- 1) **New Sports Complex Construction:** Construction on the Town's new 110-acre park, the Camp Verde Sports Complex, was started in FY18. The Town secured \$7 million of funding through the first-ever public bond offering from the Town. While this will be a multi-phase project for completion, this first round of construction will create 1-2 baseball fields, 1-2 all-purpose fields and the complete infrastructure (parking, drainage, water, roads, etc.) for the completed park. This portion should be completed within FY19. When all phases are complete, the complex is expected to house 4 baseball fields, 2 all-purpose fields, several pickleball courts, a walking trail and fishing pond.
- 2) **Wastewater Capital Expenses:** The wastewater treatment plant will continue to draw down nearly \$660,000 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. During FY18, the Town secured another \$3.5 million from the Water Infrastructure Authority (WIFA) for further maintenance and improvements on the wastewater plant. The loan includes \$1 million of forgivable principle and will be repaid through user fees which required a 4 ½ year graduated rate increase to cover the debt payments.

- 3) **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). FY19 is the third year of this project with a budget of \$700,000. Funding for these improvements comes from a carry-over of a portion of last year's budget (\$200,000) and from reserves within the Highway User Revenue Fund (\$500,000).
- 4) **Water Company Purchase:** The Town is seeking to purchase a local water company for approximately \$6.5 million. The purchase would be the Town's first step into water services and the creation of its second Enterprise Fund. This purchase is expected to add just over \$1.1 million of revenue and expense to the Town's financial operations for FY19.

Budget & Strategic Planning

In FY18, the Town continued its newly adopted strategic planning process for a second straight year. 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. A detailed report of this process is included on page 16 of this document. In FY19, the Town chose not to amend their strategic plan.

Revenue Assumptions

Of the \$9 million of General Fund revenues, 93% 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 FY19, state shared revenues were accepted at face value of state estimates. Local taxes were budgeted to increase by an average of 12% from FY18 which may seem a bit aggressive. However, FY19 TPT revenues actually decrease 2% when compared to actual estimated year-end revenues from FY18. This is predominately due to unexpected construction revenues from a one-time project on the state highway that runs through Town. When construction revenues are removed from projections, the remaining categories show an overall increase of about 6% which is very consistent with historical Town growth since FY12 after factoring out the 2 rate increases in 2013 (2% to 3%) and 2015 (3% to 3.65%). TPT revenues are budgeted by category (retail, construction, etc.) from historical trends and current levels (see the revenue report on page 42). Those numbers are adjusted based on known local impact issues (completion of local highway construction project) and state trend information from local economists.

Economic Outlook & Direction

Expansion along the Western Highway 260 corridor is still a predominant focus for future business growth. Though not a significant part of the FY19 budget, expansion of wastewater utilities down this corridor will

have an impact on future budget years, most probably requiring some type of debt financing most likely in FY20 or FY21.

Camp Verde is seeing a lot of activity in its Community Development department including a new RV park adding over 400 spaces, a housing development of approximately 500 homes and an 85-acre retail project. FY19 is expected to see the beginning of a period of significant growth and investment within our Town. This has made budgeting quite difficult as we do not want to be too far under projections nor too far over. Gaging the timing for expected revenue growth is a bit of a guessing game at this point but must be included into our revenue projections. We have chosen to allow for mild growth this year with an eye to larger increases in FY20.

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 \$14.8 million in capital expenditures for FY19. This is a more than \$8 million increase from last year's \$6.7 million. The significant expenditures for this year include:

- 1) \$6.7M for construction of the new sports complex park.
- 2) \$4.2M for improvements to the wastewater treatment plant.
- 3) \$1.5M for street construction and major repairs.
- 4) \$1.7M for various projects from potential grants.

Staffing

Overall staffing levels are budgeted to expand in FY19 by 4.3 FTE's. Library staff will increase 2 FTE's with effectively 2 new full-time positions. The Marshal's office added a new dispatcher and transitioned a part-time admin staff to full-time for a total 1.5 FTE increase. The Court also added 1 full-time position. The remaining Town departments remained stable with a netted .2 FTE decrease. It is expected that Maintenance and Parks & Rec staffing levels will most probably increase in the upcoming budget year though possibly as early as the end of FY18 depending on completion of the new Town sports complex park.

A detailed look at staffing levels over the last 4 years can be found on page 13 of this document.

Distinguished Budget Presentation Award

The Town of Camp Verde received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the third straight year for its FY18 budget. This award is presented to government entities that meet certain criteria in the presentation of their budget.

Town of Camp Verde FY18 General Fund Budget at a Glance

Inflows

Source	2017-18 BUDGET	2017-18 EST'D	2018-19 COUNCIL
Local Sales Taxes	4,061,000	4,642,673	4,550,000
Potential Food Tax Rev's	0	0	0
Franchise Fees	263,000	286,342	273,000
Intergovernmental Revenues	3,460,000	3,457,727	3,555,500
Licenses & Permits	237,750	205,277	243,750
Fines & Forfeitures	184,000	140,976	184,000
Charges for Services	135,800	116,496	133,815
Grants & Donations	3,500	1,255	3,500
Miscellaneous	40,000	62,592	93,276
Net Transfers Into General Fund	0	111	0
Total Funds In	\$ 8,385,050	\$ 8,913,449	\$ 9,036,841

Outflows

Function	2017-18 BUDGET	2017-18 EST'D	2018-19 COUNCIL
General Government	1,998,420	1,958,896	2,099,325
Magistrate Court	358,340	349,667	420,090
Public Works	916,476	915,828	940,770
Community Development	532,865	495,699	537,745
Marshal's Office	2,621,480	2,563,136	2,905,995
Library	450,440	481,114	558,720
Parks & Rec	348,640	344,225	396,250
Transfers Out to Pay Debt	869,364	872,248	1,285,956
Transfers Out to Other Funds	15,000	13,163	0
Transfers Out for Capital Improv's	489,025	489,025	515,000
Total Funds Out	\$ 8,600,050	\$ 8,483,001	\$ 9,659,851

Net From Operations

	\$ (215,000)	\$ 430,448	\$ (623,010)
--	---------------------	-------------------	---------------------

Budgeted Reserve Use

	215,000	0	623,010
--	----------------	----------	----------------

General Fund Reserve

(Rounded to nearest \$1000)

FY15	\$1,913,000
FY16	\$2,918,000
FY17	\$2,389,000
FY18*	\$2,819,000
FY19*	\$2,196,000

* - Estimated

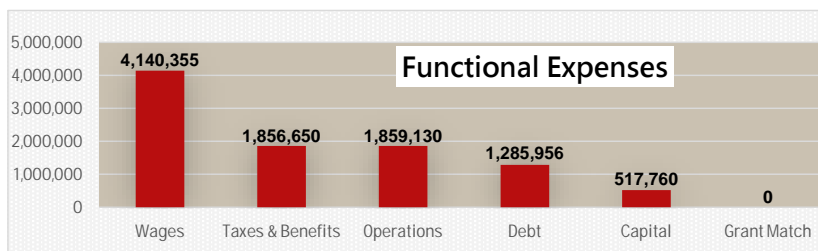
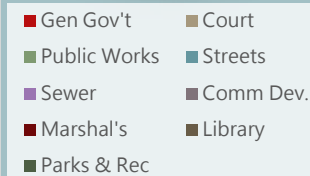
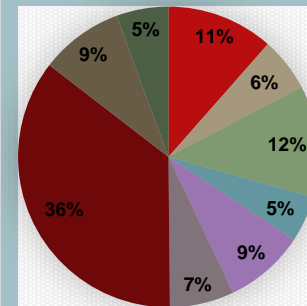
Local Sales Tax

(Rounded to nearest \$1000)

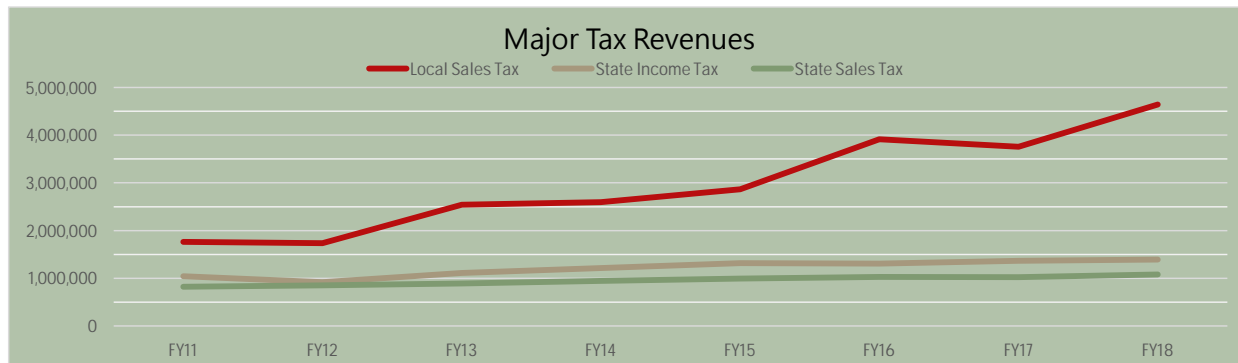
FY15 ²	\$2,863,000
FY16	\$3,915,000
FY17	\$3,757,000
FY18	\$4,643,000
FY19	\$4,550,000

2 - Mar. tax rate change - 3% to 3.65%

Employee Allocation FY19 - 98.3 FTE's



Major Tax Revenues





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.

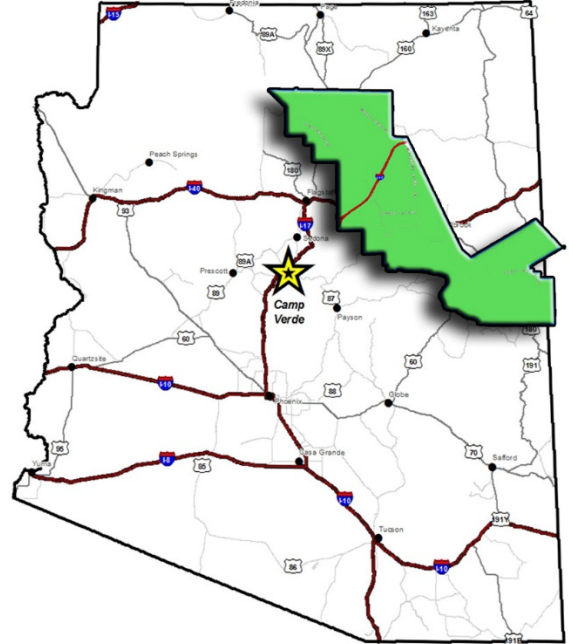
The Town

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>2017</u>	<u>2020</u>	<u>2025</u>	<u>2030</u>
11,201	11,750*	12,620*	13,460*

* - 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+:	85.6%	90.2%	86.2%
Bachelors+, age 25+:	19.4%	25.6%	27.9%
Persons per Household	2.4	2.3	2.7
Median Household Income	\$36,423	\$46,638	\$51,340
% below poverty	21.5%	14.7%	17.7%
Aged Under 19	21.5%	19.5%	26.9%
Aged 20-64	55.6%	52.3%	57.3%
Aged over 65	22.7%	28.2%	15.8%

(AzMag.gov 2016)

Unemployment Rates:

	<u>Oct. 2015</u>	<u>Oct. 2016</u>	<u>Aug. 2017</u>	<u>Aug. 2018</u>
AZ	6.1	5.0	4.7	4.6%
National	5.0	4.8	4.4	3.9%

(ADDA-EPS/laborstats.az.gov)

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 18% (adjusted for rate increases) in the last 4 years. Over-all local tax receipts have grown 79% over the same 4-year period from just under \$2.6 million in FY14 to just over \$4.6 million in FY18 or 50% when excluding tax rate increases. An outlier within this growth rate is FY18 Construction which surpasses the previous 3 year average growth rate of 17% with growth of 169%. This was due to a significant ADOT road improvement in the Town which will only impact about 25% of FY19. While revenues decreased 4% from FY16 to FY17, that is not a factor of a slowing economy but rather that FY16 was a significant outlier year for Camp Verde with local tax revenue growing 19% (adjusted for rate increases). 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

Employees

Cliff Castle Casino	497
Yavapai-Apache Nation	325
Yavapai County	311
Camp Verde School District	216
Town of Camp Verde	115
Bashas	115
Rainbow Acres	75
The Haven of Camp Verde	76
Copper Canyon Fire District	61
Out of Africa Wildlife Park	53

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.



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)

Councilor Dee Jenkins, Councilor Allan "Buck" Buchanan, Councilor Robin Whatley, Councilor Jackie Baker, Mayor Charlie German, Vice-Mayor Jessie Murdock, & Councilor Brad Gordon.

Department Heads

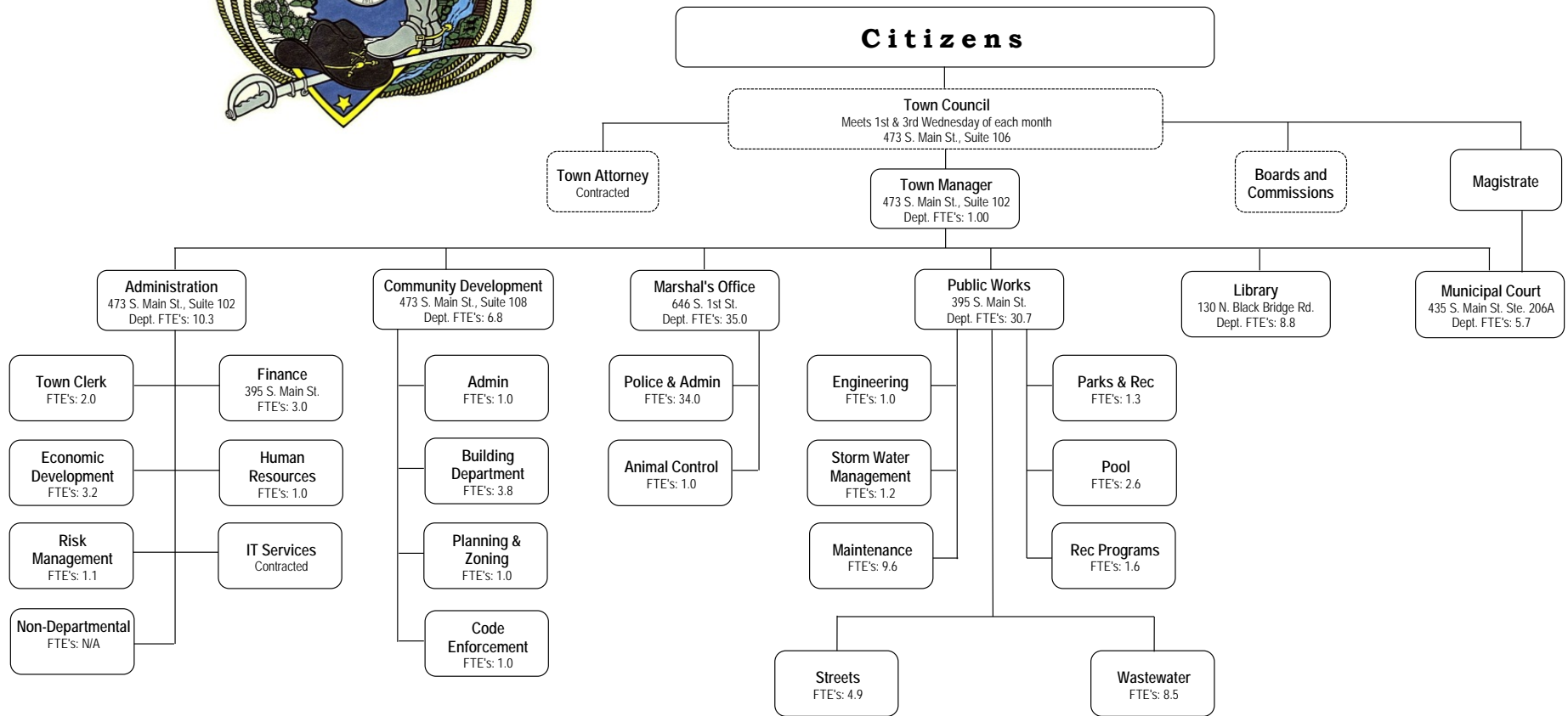
Russ Martin, *Town Manager*
Judy Morgan, *Town Clerk*
Mike Showers, *Finance Director*
Brian Armstrong, *Acting Marshal*
Kathy Hellman, *Library Director*
Paul Schlegel, *Presiding Magistrate*

Carmen Howard, *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	FY16	FY17	FY18		FY19
	Actual	Actual	Actual	Budget	Budget
General Government	9.70	10.80	11.30	10.90	11.30
Town Council	N/A	N/A	N/A	N/A	N/A
Manager's Office	1.00	1.00	1.00	1.00	1.00
Clerk's Office	2.40	2.50	2.00	2.00	2.00
Finance Dept.	3.10	3.00	3.00	3.00	3.00
HR	.20	.50	1.00	1.00	1.00
Risk Management	1.00	1.00	1.10	1.10	1.10
Economic Development	2.00	2.80	3.20	2.80	3.20
IT Dept	N/A	N/A	N/A	N/A	N/A
Magistrate Court	5.70	5.70	4.70	4.70	5.70
Public Works	25.00	25.10	24.90	24.70	25.20
Engineering	1.25	1.00	1.30	1.00	1.00
Stormwater	1.65	1.50	1.20	1.20	1.20
Maintenance	7.95	8.10	9.10	8.60	9.60
Streets	6.05	6.10	4.90	4.90	4.90
Sewer	8.10	8.40	8.40	9.00	8.50
Community Development	6.00	7.20	6.20	7.90	6.80
Building	3.00	3.90	3.90	4.90	3.80
Planning & Zoning	1.00	1.00	1.00	1.00	1.00
Code Enforcement	1.00	1.00	0.30	1.00	1.00
Admin	1.00	1.30	1.00	1.00	1.00
Marshal's Office	34.10	32.30	31.60	33.50	35.00
Sworn Officers	21.00	20.00	20.00	21.00	21.00
Dispatch	9.70	8.00	7.50	8.00	9.00
Admin	2.40	3.30	3.60	3.50	4.00
Animal Control	1.00	1.00	0.50	1.00	1.00
Library	6.20	7.80	7.50	6.80	8.80
Parks & Rec	4.60	4.50	4.80	5.50	5.50
Pool	2.50	2.30	2.60	2.30	2.60
Rec Programs	.30	.80	0.90	1.80	1.60
Admin	1.80	1.40	1.30	1.40	1.30
Total FTE's	<u>91.30</u>	<u>97.10</u>	<u>91.00</u>	<u>94.00</u>	<u>98.30</u>

Staffing Changes – Total increase of 4.3 FTE's from FY18 as follows:

Economic Development: Added .4 FTE for extra part-time help.....	+0.4
Magistrate Court: Added 1 Full-time Clerk position.....	+1.0
Maintenance: Added .5 FTE support position and made Part-time position Full-time.....	+1.0
Wastewater: Reduced .5 FTE support position	-0.5
Community Development: Removed 1 Full-time position in Building Dept.....	-1.0
Marshal's Office: 1 Full-time position in the for Dispatch.....	+1.0
Marshal's Office: Added .5 FTE in the Marshal's office Admin for 1 clerk to go Full-time.....	+0.5
Library: Added 2 full-time positions.....	+2.0



Town of Camp Verde

Proposed Budget Calendar for FY 2018-19

<u>Date</u>	<u>Task</u>	<u>Day/Time</u>
Feb. 21 st , 2018	Approve budget calendar.	Wed: 6:30pm
Mar. 2 nd , 2018	Day 1 of CIP development	Fri: 8:00-11:00am
Mar. 9 th , 2018	Day 2 of CIP development	Fri: 8:00-11:00am
Apr. 13 th , 2018	Day 1 of Council budget presentations	Fri: 8:00-11:00am
Apr. 20 th , 2018	Day 2 of Council budget presentations	Fri: 8:00-11:00am
May 4 th , 2018	Council review with Town Manager & Finance Director	Fri: 8:00-11:00am
May 16 th , 2018	Public hearing; Adoption of Town fees and Sanitary District debt levies	Wed: 6:30pm
June 20 th , 2018	Adoption of Tentative Budget and Capital Improvement Plan	Wed: 6:30pm
July 18 th , 2018	Public hearing; Adoption of final budget	Wed: 6:30pm

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



Chapter Two

Financial Structure, Policy & Process

	<u>Page #</u>
Strategic Plan Summary	16
Budget Fund Structure	20
Major Funds	21
Department / Fund Relationships	22
Basis of Accounting & Budgeting	23
Policies	
-Fiscal Policy	24
-Budget Policy	25
-Debt Policy	28
-Investment Policy	30
Budget Format Tutorial	35



TOWN OF CAMP VERDE

Strategic Plan Summary

For fiscal year 2017-18

Each year at the beginning of the budgeting process, the Town of Camp Verde goes through a strategic planning process to develop focus on the short-term and long-term needs and direction of the Town, specifically as it applies to the budgeting process. The goal is to develop a document that can be used as a reference by Council members and Town staff as they prepare and prioritize the Town's 5-year Capital Improvement Plan and overall Town budget. Council members spend a half day analyzing town issues from three different viewpoints; general values, state of the Town review and SWOT analysis.

General Values

Each member is given a worksheet ahead of time to work through in anticipation of the strategic planning meeting. The worksheet (see attachment A) focuses council member's attention on 11 separate topical areas affecting the Town. From those 11 sections, each member selects the top 5 items from their list to share with the group. Once the duplicates are removed or combined, members vote through a weighted point system to ascertain the overall top 5 values of the group. The top 5 values are listed below (for a complete listing of all value outcomes, see attachment D).

Top 5 General Values:

- 1) Planned Business Growth
- 2) More ball fields developed
- 3) Town Services
- 4) The river, ground water and other natural resources
- 5) Infrastructure

State of the Town Review

For the State of the Town review, council members are asked to consider the current state of the Town from 4 different topical areas: 1) the Town's direct and supportive service areas, 2) Infrastructure, 3) Environmental issues and 4) Various amenities within economic, activity and family based groupings (see attachment B). This is done to help councilmembers focus on areas of importance that are either missing, needing further support or working well as is. The top 4 areas of focus are listed below:

Top 4 Areas of Focus:

- 1) More ball fields developed
- 2) Utilizing and preserving the river
- 3) Maintaining adequate police service and safety
- 4) Streets

SWOT Analysis

SWOT analysis looks at the Town as a whole from the perspectives of Strengths, Weaknesses, Opportunities and Threats (see attachment C). Council members are encouraged to complete this worksheet interactively. Once all individual worksheets are completed, council members are asked to prioritize their top five items from the standpoint of: 1) what strengths should be further enhanced, 2) what weaknesses should be given better support, 3) what opportunities should be taken advantage of and lastly, 4) what threats must be shored up or removed. Once again, these top 5 items are posted together and combined to eliminate duplicate ideas. Council members again use a weighted voting system to determine the overall top five areas of focus. The top 4 analysis points are listed below (for a complete listing of all analysis points, see attachment E).

Top 4 Analysis Points:

- 1) Lack of recreational activity (weakness)
- 2) Infrastructure upgrades (opportunity)
- 3) Water loss / maintaining our environment (threat)
- 4) Housing (opportunity)

GOAL DEVELOPMENT

Once these exercises are completed, Council is asked to determine a list of short-term (1-2 years) and long-term (3-10 years) goals that they would like to see accomplished. For fiscal year 2017-18, 7 goals have been detailed, including what activities are being accomplished as follows:

1. *Expand public services infrastructure. (ST/LT)*

In the short-term, wastewater services need to be expanded to allow for future economic growth. In the long-term, securing right-of-way areas and water delivery services.

Current activities:

1. *Sewer connection fee rate study underway.*
2. *Streetscape engineering plan underway for Finnie Flat Rd. & Middle Verde Rd.*
3. *Preparing plans for sewer expansion down Hwy 260 to the North.*

2. *Protect the natural resources of our community, most importantly the river. (LT)*

The natural public areas of our Town are a big part our community, heritage and recreation/tourism activities. While access to these areas is key to families and visitors, we must make sure these areas are protected from misuse and other destructive forces.

Current activities:

1. *Working with Verde Front group, a conglomeration of Verde Valley municipal employees, business owners and private land owners, to facilitate organized utilization and preservation of local rivers, trails and general recreation areas.*
2. *Working with property owners to clean up river area and provide information and ground rules to those utilizing the river.*
3. *Budgeted for attorney fees towards protecting ground water rights.*

3. Expand recreational facilities, specifically ball fields. (ST)

Currently there are a limited number of ball fields accessible to various rec programs in Camp Verde. With multiple sports looking for limited field access, scheduling issues become very difficult and often involve late evenings, frustrating both participating families and local residents near the fields.

Current activities:

1. *Planning and engineering processes have begun for new community park property.*

4. Maintain public safety. (ST/LT)

While our Marshal's department has done an exceptional job at maintaining a safe community in Camp Verde, it is imperative that we continue to provide needed resources and staffing levels for our police department as our Town grows.

Current activities:

1. *Maintain adequate budget funding.*

5. Maintain planned business growth. (LT)

While the Council is very positive about the expansion of local businesses within our Town, it is felt that business growth needs to be done in a manner that is consistent with the town's General plan and maintains the cultural heritage and character of our community.

Current activities:

1. *Engaged consulting firm on 3-year contract to analyze and develop business partnerships.*
2. *Reviewing process to "Certify" local available business properties.*
3. *Developing official inventory of available business properties.*

6. Expand community recreation programs and services. (ST)

It is the desire of the Council to provide more recreation programs for all ages through our Parks and Rec department.

Current activities:

1. *Planning to pilot summer 5 day/week day camp*
2. *Expanding times and days for community activities*
3. *Increasing day trips to ball games, museums, parks, events, etc.*

7. Increase economic development efforts. (ST)

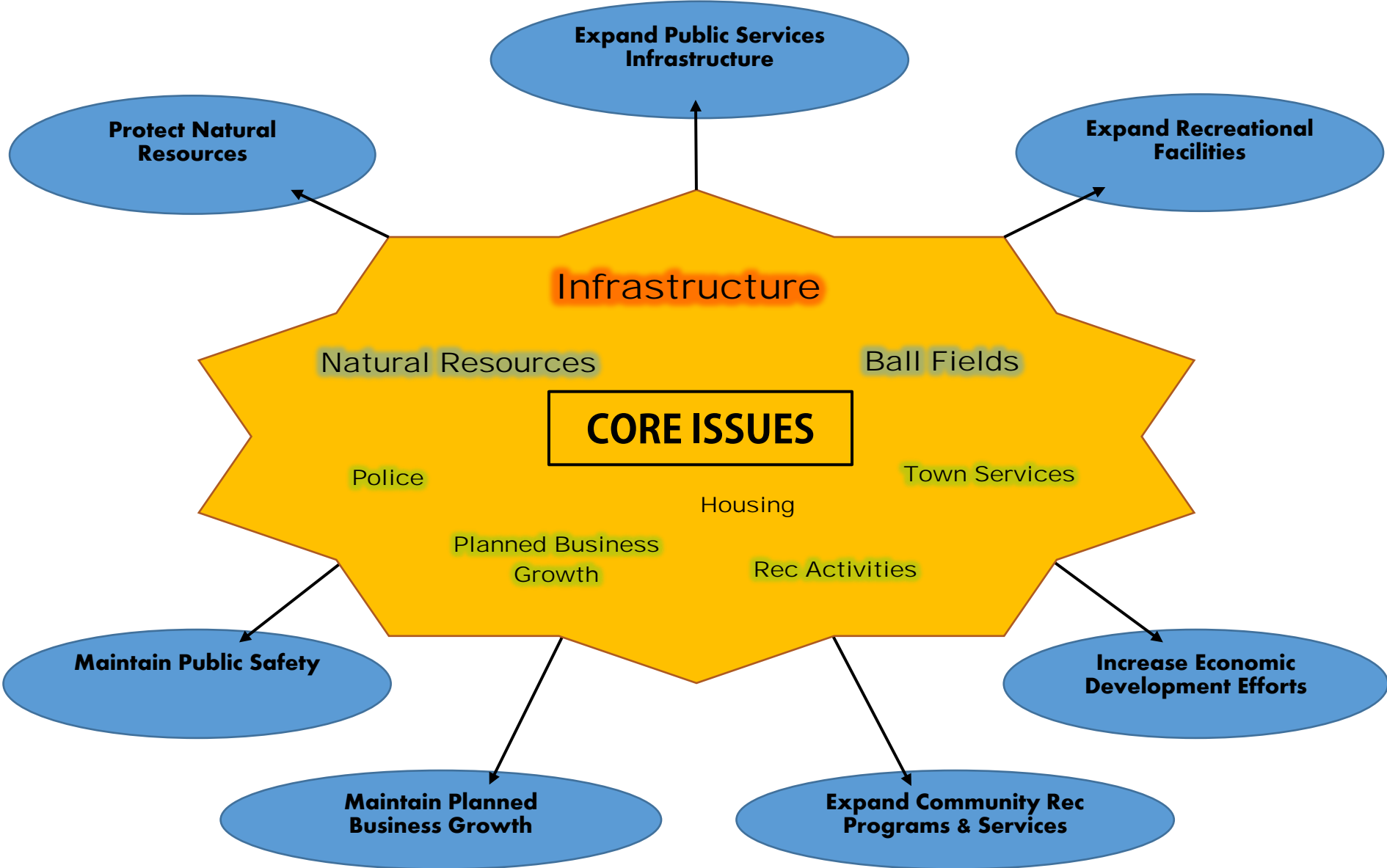
It is not enough to wait for new business interests to come to our town by chance. The Town needs to continue to add direct support to the efforts of bringing in further economic development. This process is spear-headed by our Economic Development department.

Current activities:

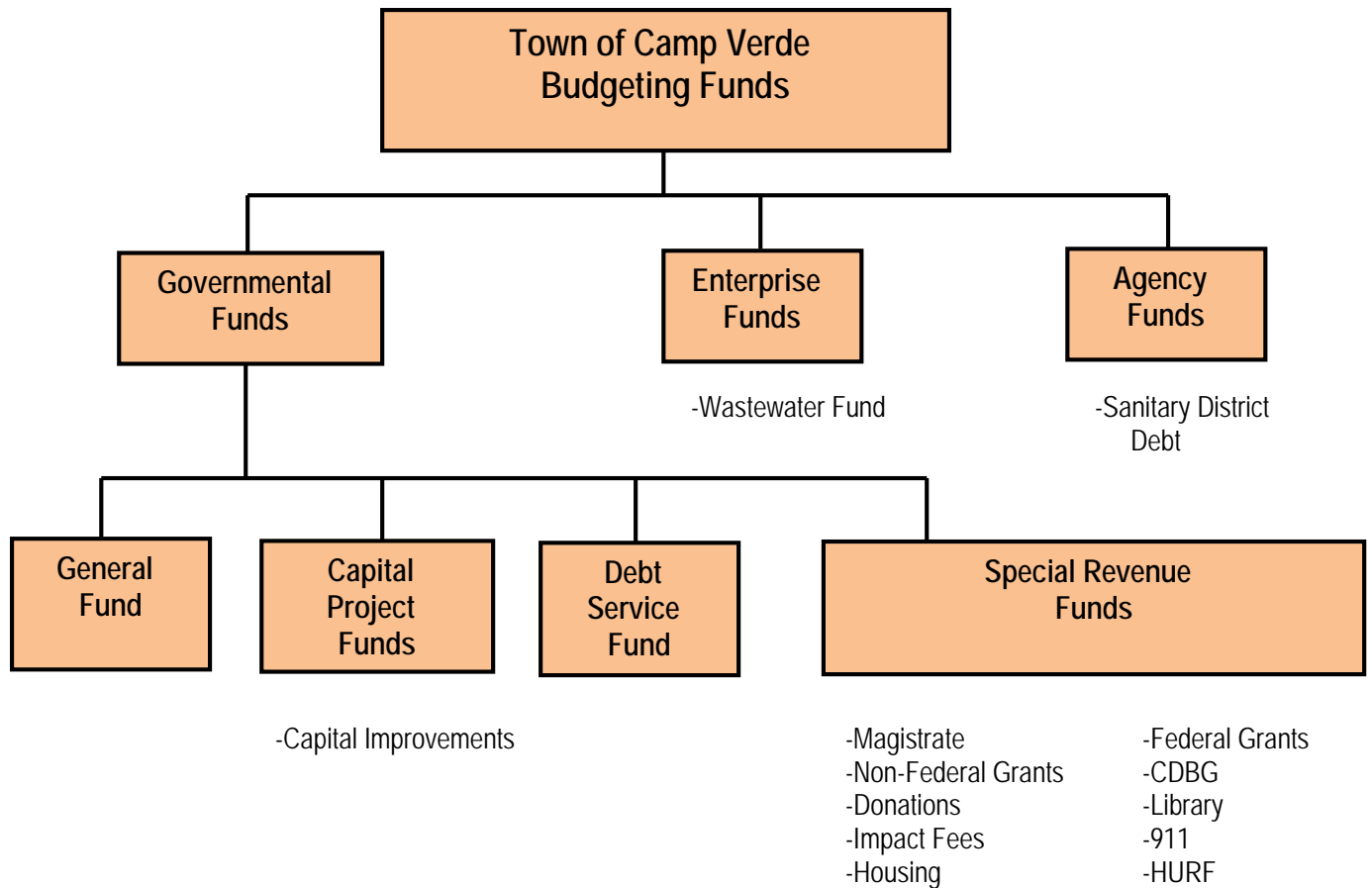
1. *Contracted with Retail Strategies to proactively grow our retail base, taking advantage of our location at I-17 and SR260, along with the soon-to-be-widened SR260 West commercial corridor between Camp Verde and Cottonwood.*
2. *Working on the Homestead Project, which will see the development of a 6-acre business park at I-17 and SR260, with direct fiber optic service*

TOWN OF CAMP VERDE

FY18 STRATEGIC PLAN CHART



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 may differ from the major funds reported by the Town in the audited financial statements as major fund determination within the audit also considers assets and liabilities. The Town has 3 major funds in this FY19 budget document. The major budget funds presented here are the General, Wastewater & Parks funds. 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. In fiscal year 2018 budget, both the Library and HURF fund annual expenses fell below the major fund threshold. Conversely, the Wastewater and Parks Funds have seen increased budgeted amounts for 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 45)

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 157)

Parks Fund

The Parks Fund is being used to track the expenses and funding for the Camp Verde Sports Complex, an \$8 Million parks project.

(Budget detail starts on page 121)

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 enterprise funds (the Wastewater 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 any time 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 the adopted and funded Capital Improvement Plan (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 are 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 CIP with the development of the operating budget.
4. If funding new facilities, 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		AUDITED	AUDITED	ADJUSTED	COUNCIL
ACCOUNT TITLE		ACTUALS	ACTUALS	BUDGET	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	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)
--	-------------	-------------	-------------	-------------

This Page Left Blank Intentionally



Chapter Three

Financial Overview

	<u>Page #</u>
Revenue & Expense Summary	38
Budget Overview - by Fund	39
What is Fund Balance?	40
Significant Changes in Fund Balances	41
Revenue Analysis	42

Revenue & Expense Summary

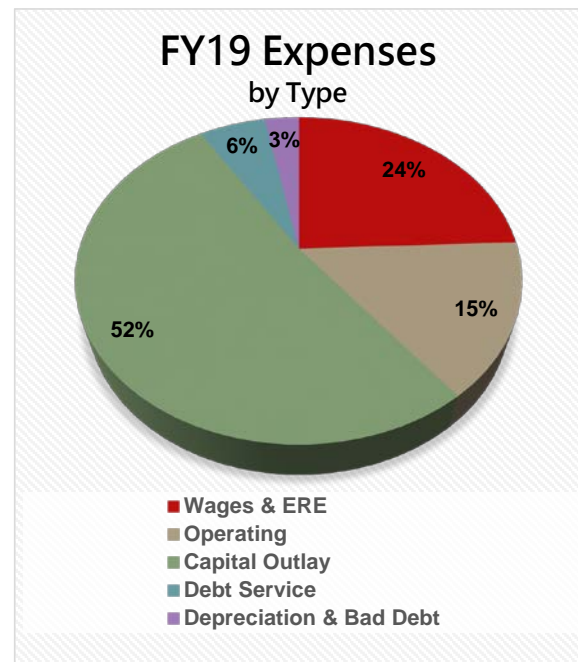
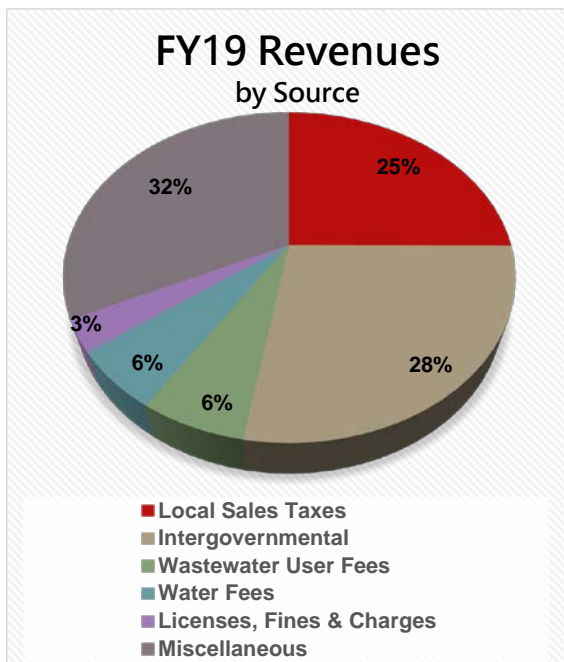
All Funds

Revenues by Source

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2018-19 COUNCIL PROPOSED
Local Sales Taxes	3,915,180	3,756,648	4,061,000	4,550,000
Franchise Fees	285,834	270,925	263,000	273,000
Intergovernmental Revenues	4,798,407	4,587,251	5,189,500	5,323,252
Licenses & Permits	198,029	184,214	237,750	243,750
Fines & Forfeitures	214,460	193,505	219,500	219,500
Charges for Services	126,485	122,952	135,800	133,815
Grants & Donations	428,030	102,022	419,800	1,689,555
Wastewater User Fees	1,062,822	1,084,002	1,008,600	1,231,400
Water User Fees	0	0	0	1,110,000
Miscellaneous	1,215,744	709,529	4,303,600	4,485,671
Total Revenues	\$ 12,244,991	\$ 11,011,048	\$ 15,838,550	\$ 19,259,943

Expenses by Type

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2018-19 COUNCIL PROPOSED
Wages & ERE	5,716,048	6,087,544	6,362,005	6,959,190
Operating	2,320,388	2,705,753	2,999,720	4,332,960
Capital Outlay	4,409,177	3,897,461	6,686,084	14,770,229
Debt Service	700,818	953,786	1,377,873	1,648,296
Depreciation & Bad Debt	723,560	813,423	800,000	850,000
Total Expenses	\$ 13,869,991	\$ 14,457,967	\$ 18,225,682	\$ 28,560,675



Complete Town Budget Overview

By Fund

FY 2018-19

Revenues by Source	Major Budget Funds			Non Major Funds	Total Governmental Funds
	General Fund	Wastewater Fund	Parks Fund		
Local Sales Taxes	4,550,000			0	4,550,000
Franchise Fees	273,000			0	273,000
Intergovernmental Revenues	3,555,500			1,767,752	5,323,252
Licenses & Permits	243,750			0	243,750
Fines & Forfeitures	188,000			35,500	223,500
Charges for Services	133,815	1,239,400		1,110,000	2,483,215
Grants & Donations	3,500	0		1,744,250	1,747,750
Miscellaneous	89,276	4,301,200	0	25,000	4,415,476
Total Revenues	\$ 9,036,841	\$ 5,540,600	\$ -	\$ 4,682,502	\$ 19,259,943
Expenses by Type					
Wages & ERE	5,997,005	608,980		353,205	6,959,190
Operating	1,859,130	632,166		1,841,664	4,332,960
Capital Outlay	2,760	4,242,273	6,720,198	3,804,998	14,770,229
Depreciation		850,000		0	850,000
Debt Service		150,980		1,497,316	1,648,296
Total Expenses	\$ 7,858,895	\$ 6,484,399	\$ 6,720,198	\$ 7,497,183	\$ 28,560,675
Operating Transfers					
Transfers Out	1,800,956			961,360	2,762,316
Transfers In	0			(2,762,316)	(2,762,316)
Total Transfers	\$ 1,800,956	\$ -	\$ -	\$ (1,800,956)	\$ -
Net Increase/(Decrease) in Fund Balance	\$ (623,010)	\$ (943,799)	\$ (6,720,198)	\$ (1,013,725)	\$ (9,300,732)
Changes in Fund Balance					
Beginning Fund Balance Estimate	1,765,982	17,141,434	6,720,198	1,576,389	27,204,003
Ending Fund Balance	\$ 1,142,972	\$ 16,197,635	\$ -	\$ 562,664	\$ 17,903,271
Percentage change in Fund Balance	35%	6%	N/A	64%	34%

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

General Fund (35% decrease): The General Fund budgeted the utilization of \$623,010 from its existing reserves for single-time capital expenditures FY19 which is the reason for the 35% drop in estimated ending fund balance. It is the Town's policy to keep \$500,000 of unrestricted funds available with monthly notification if the reserve falls below \$1,000,000.

Parks Fund (100% decrease): The Parks Fund received revenue bond funding in FY18 for the remaining park expenses of \$6,720,198. The entire amount is budgeted to be expensed in fiscal year 2019.

Non-Major Budget Funds

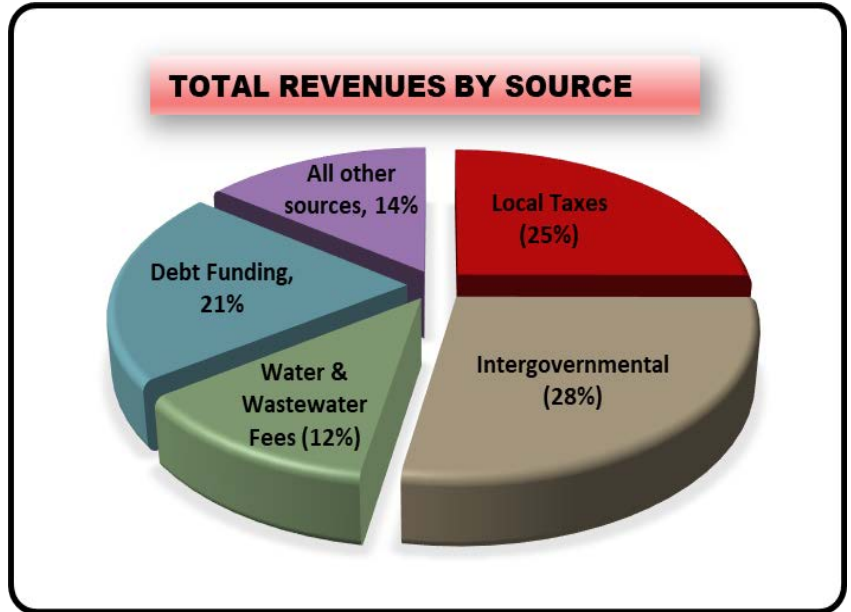
HURF Fund: The 58% drop in the HURF Fund balance is due to a budgeted use of reserve funds (\$500,000) as a transfer out to the CIP Fund for an on-going major street repair project.

Magistrate, Federal & Non-Federal Grants, Impact Fees, 911, Housing & Restricted Use Funds: These special revenue funds are typically budgeted to significantly or fully expend any balances they have carried forward and any funding they expect to receive each year, thereby showing changes of at or around 100%.

Revenues

Total Revenues

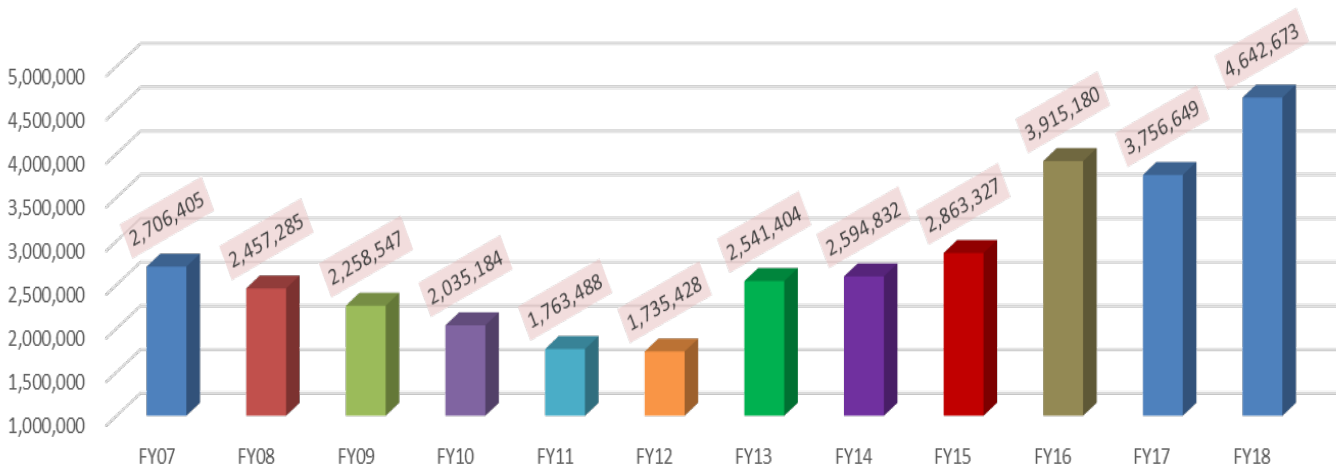
FY19 revenue sources can be broken down into 5 broad sections as seen in the graph to the right. Intergovernmental revenues are the largest component at 28% and are comprised most significantly of state income and sales taxes. Total revenues for FY19 are budgeted to increase 22% from FY18 to \$19.3M. The most significant portion of this roughly \$3.4M increase can be attributed to a \$1.2M increase in grants and donations and \$1.1M from a brand new potential revenue source of water fees as the Town is in negotiations to purchase a local water company. Those two items make up 68% of the total increase in FY19.



Local Transaction Privilege Tax

Local TPT revenues have shown tremendous growth over the last 7 years increasing 168% since FY12. A 1% tax rate increase in August 2012 (2% to 3%) and a .65% increase in March 2015 (3% to 3.65%) account for approximately 66% of that increase which highlights the normal growth outside of rate increases at roughly 102% or 17% per year.

Annual Local Tax Revenues

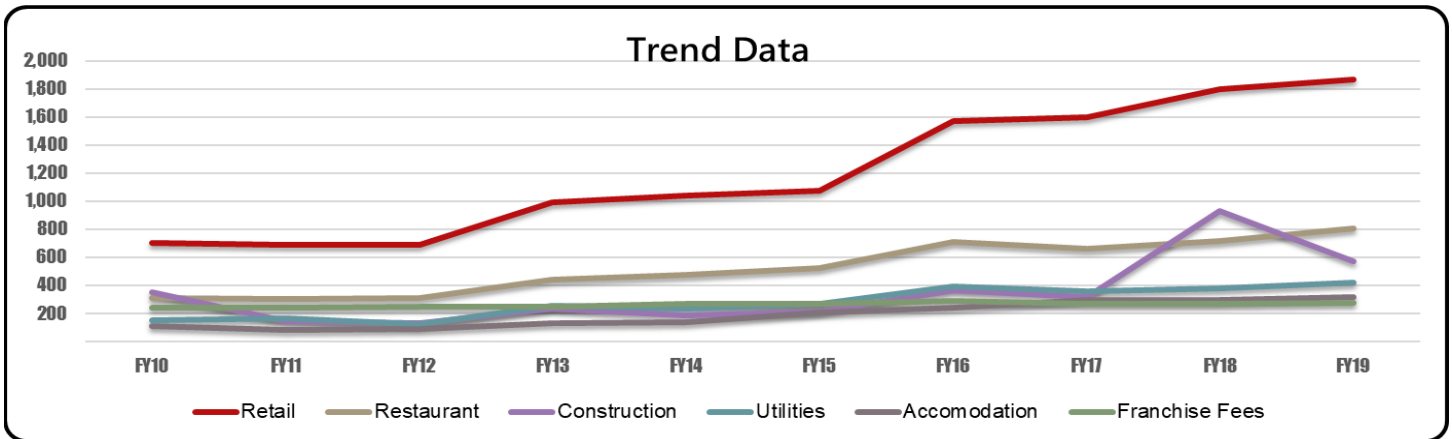


The Town's TPT revenues are composed of numerous sub-categories, the most significant of which are detailed below for the last 10 years. The Retail category has been the top section every year and is significantly above all other sources by more than 100% in most years. The Restaurant category has also seen tremendous growth following numerous new restaurants within the Town over the last several years. Construction is the category that has had the most impact within the last year however. In FY18, major construction to Highway 260 between Camp Verde and Cottonwood increased Construction TPT receipts significantly. These were 1-time revenues as seen with the dramatic decrease of FY19 revenue in that category.

Local Transaction Privilege Tax Detail - Top 6 Categories (in Thousands)

Source	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19
Retail	702	691	686	990	1,040	1,076	1,569	1,596	1,795	1,869
Restaurant	308	302	309	437	473	520	709	659	715	803
Construction	353	143	128	236	183	213	367	320	930	571
Utilities	151	168	127	252	231	270	394	358	380	420
Accomodation	111	85	89	132	139	208	239	295	294	320
Franchise Fees	240	243	246	250	267	266	286	271	268	273

*Est'd *Budget



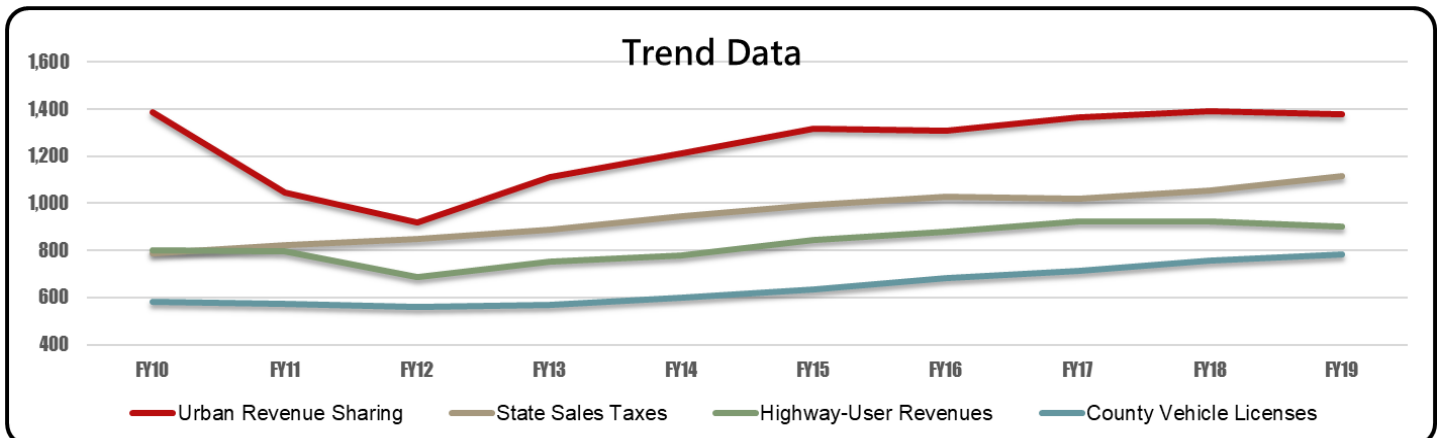
Intergovernmental Revenues

Intergovernmental revenues are comprised of state income tax revenues, state sales taxes, state highway user revenue funds and county vehicle license taxes as well as federal, state and county grants and other miscellaneous items. Normal recurring Intergovernmental revenues (those previously mentioned) are budgeted from estimates received from the state for the coming fiscal year. Total intergovernmental revenues are budgeted to remain fairly stable in FY19 with a total increase of only 3% this year. As can be seen in the Trend Data graph below, these revenue sources have generally maintained a steady slow growth since FY12. The last 10 fiscal years of Intergovernmental operating revenues are listed below.

State & County Tax Detail (in Thousands)

Source	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19
Urban Revenue Sharing	1,385	1,044	918	1,111	1,213	1,316	1,309	1,365	1,392	1,380
State Sales Taxes	787	822	850	890	946	994	1,028	1,022	1,056	1,115
Highway-User Revenues	799	796	688	751	777	846	881	924	924	900
County Vehicle Licenses	583	575	559	567	600	633	684	713	756	783

*Est'd *Budget



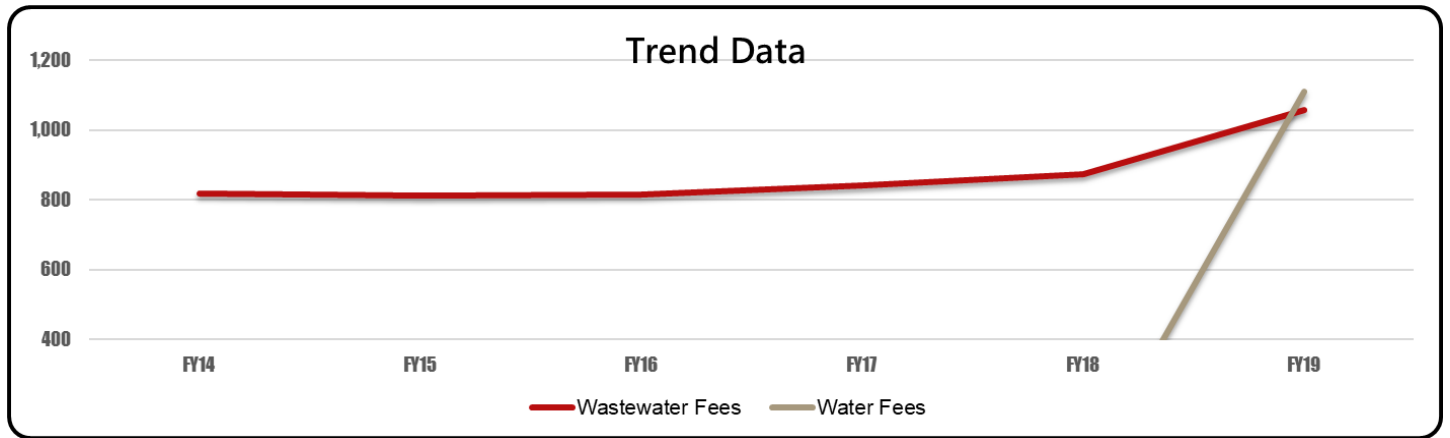
Wastewater and Water Fee Revenues

The Town took over the wastewater operations of the Camp Verde Sanitary District in July of 2013. Wastewater fees have been steady with 3% growth in FY17 & FY18. In May of 2018, wastewater fees were increased 12% with further annual increases every January 1st through 2022 for a total increase of 35%. These increases are to cover debt payments for the treatment plant so they will not increase operational income over that time period. The 35% increase represents the total increases in rates since the Town took over operations 6 years prior for an average increase of just under 6% per year.

The Town has budgeted in FY19 to purchase a local water company and as such has budgeted for \$1,110,000 in revenues and expenses based on a review of the company's current financials and operations.

Enterprise Funds Fee Revenue (in Thousands)

Source	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19
Wastewater Fees	N/A	N/A	N/A	N/A	817	812	816	842	873	1,058
Water Fees	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1,110
									<i>*Est'd</i>	<i>*Budget</i>



Property Taxes

It is important to note that the Town of Camp Verde does not receive any property tax revenues.



Chapter Four

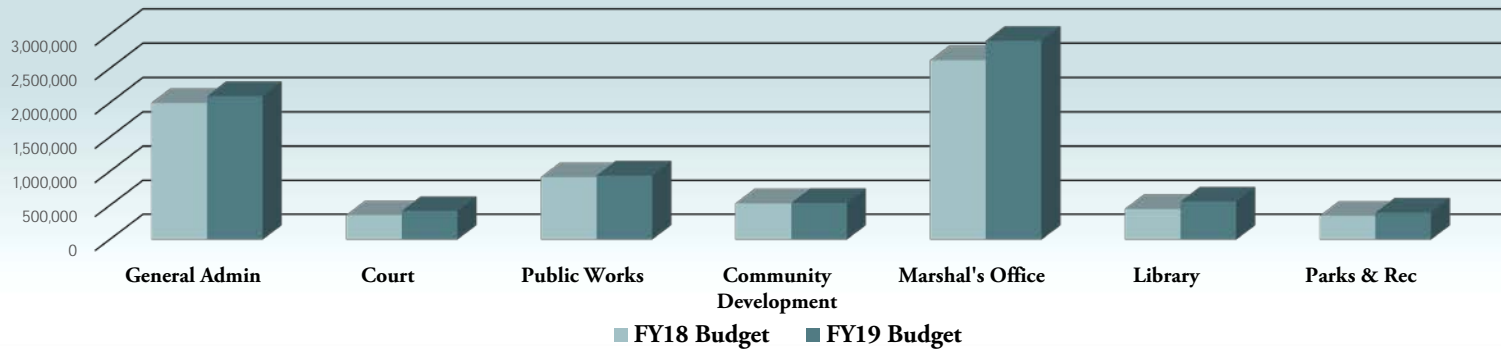
General Fund

	<u>Page #</u>
Overview	
General Fund Summary	46
Expenditures by Category	47
General Purpose Revenues	48
Operating Transfers & Net Effect on General Fund	49
General Government Summary	51
Mayor & Council	52
Town Manager	54
Town Clerk	56
Finance	58
Human Resources	60
Risk Management	62
Economic Development	64
Information Technology Services	66
Non-Departmental	68
Municipal Court Summary	71
Municipal Court	72
Public Works Summary	75
Public Works / Engineer	76
Stormwater	78
Maintenance	80
Community Development Summary	83
Community Development	84
Buiding Department	86
Planning & Zoning	88
Code Enforcement	90
Marshal's Department Summary	93
Marshal's Office	94
Animal Control	97
Community Library Summary	99
Library	100
Parks & Rec Summary	103
Parks & Rec Admin	104
Heritage Pool	106
Programming	108

General Fund FY19 Summary

FUNCTIONAL AREAS	2015-16	%	2016-17	% of	2017-18	2017-18	% of	2018-19	%	\$	2018-19	%	\$	2018-19
	AUDITED ACTUAL	Chng	AUDITED ACTUAL	Bud	ADJUSTED BUDGET	EST'D ACTUAL	Bud	DEPT REQUEST	Chng	Chng	MANAGER RECMN'D	Chng	Chng	COUNCIL ADOPTED
General Admin	1,643,402	6%	1,828,535	97%	1,998,420	1,958,896	98%	2,424,420	21%	426,000	2,099,325	5%	100,905	2,099,325
Court	358,020	-2%	360,423	99%	358,340	349,667	98%	414,005	16%	55,665	420,090	17%	61,750	420,090
Public Works	844,923	7%	944,617	99%	916,476	915,828	100%	953,605	4%	37,129	940,770	3%	24,294	940,770
Community Development	417,502	-2%	500,005	94%	532,865	495,699	93%	527,815	-1%	-5,050	537,745	1%	4,880	537,745
Marshal's Office	2,528,113	1%	2,716,669	96%	2,621,480	2,563,136	98%	2,831,195	8%	209,715	2,905,995	11%	284,515	2,905,995
Library	390,180	6%	413,070	94%	450,440	481,114	107%	553,445	23%	103,005	558,720	24%	108,280	558,720
Parks & Rec	244,349	7%	310,281	104%	348,640	344,225	99%	393,130	13%	44,490	396,250	14%	47,610	396,250
Total Expenses	6,426,489	3%	7,073,600	97%	7,226,661	7,108,565	98%	8,097,615	11%	870,954	7,858,895	8%	572,330	7,858,895
REVENUES														
State Revenues	3,020,345	3%	3,099,872	101%	3,185,000	3,233,989	102%	3,274,580	3%	89,580	3,278,000	3%	93,000	3,278,000
Local Taxes	3,915,180	37%	3,756,648	91%	4,061,000	4,642,673	114%	4,400,000	8%	339,000	4,550,000	12%	489,000	4,550,000
Departmental	764,567	7%	802,787	95%	836,050	701,764	84%	842,565	1%	6,515	842,565	1%	6,515	842,565
Other	572,018	102%	322,904	111%	303,000	334,912	111%	360,322	19%	57,322	366,276	21%	63,276	366,276
Total Revenues	8,272,110	22%	7,982,211	96%	8,385,050	8,913,338	106%	8,877,467	7%	545,617	9,036,841	8%	704,991	9,036,841
Net Operating Transfers Out	870,608	75%	1,516,014	96%	1,373,389	1,374,325	100%	1,300,956	-5%	(72,433)	1,800,956	31%	427,567	1,800,956
Total General Fund	975,013	1282%	(607,403)	115%	(215,000)	430,448	-200%	(521,104)		8,563	(623,010)		(93,343)	(623,010)

FY18 to FY19 General Fund Expense Budget



General Fund Expenditures
by Category

EXPENSE CATEGORY	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Salary Related Expenditures							
Wages	3,460,438	3,758,811	3,797,355	3,738,757	4,328,775	4,140,355	4,140,355
Taxes	219,786	190,822	220,435	213,121	238,135	241,805	241,805
Benefits	1,185,760	1,281,211	1,414,510	1,391,316	1,625,115	1,614,845	1,614,845
Total Salary Related Expenditures	\$ 4,865,984	\$ 5,230,844	\$ 5,432,300	\$ 5,343,194	\$ 6,192,025	\$ 5,997,005	\$ 5,997,005
Operational Expenditures							
Training	26,011	30,562	36,900	23,322	42,470	38,570	38,570
Tuition Reimbursement	1,002	737	4,000	980	3,000	3,000	3,000
Travel	21,529	19,504	27,700	22,830	29,300	27,100	27,100
Uniforms	6,177	11,957	4,960	6,183	4,800	4,800	4,800
Office Supplies	33,502	33,813	30,500	34,682	31,650	30,650	30,650
Subscriptions/Memberships	20,700	22,737	27,200	26,529	26,130	26,130	26,130
Books/Tapes/Publications	25,179	24,719	27,750	30,780	27,750	27,600	27,600
Printing	7,613	3,718	5,200	3,095	5,200	5,200	5,200
Advertising	5,642	21,111	22,725	23,078	22,205	22,205	22,205
Postage	8,119	8,135	8,500	7,354	10,000	10,000	10,000
Computer Services/Software	165,932	241,188	195,806	239,856	208,330	203,330	203,330
Auto Repair/Maintenance	44,896	35,415	37,500	46,566	38,500	37,500	37,500
Fuel	45,295	50,454	55,300	54,370	57,450	56,200	56,200
Utilities	168,021	171,392	186,705	186,669	189,605	189,605	189,605
Waste Removal	7,839	8,050	8,000	8,295	8,340	8,340	8,340
Cell Phone	16,084	21,657	22,310	18,224	23,720	23,720	23,720
Pest Control	3,210	3,270	3,200	3,505	3,200	3,200	3,200
Consulting Services	109,832	119,464	108,000	99,545	114,830	104,830	104,830
Legal Services	89,627	48,119	48,100	43,557	51,200	51,200	51,200
Contract Labor/Services	125,173	128,709	139,950	132,759	142,400	136,700	136,700
Interpreters	1,252	589	1,000	683	1,000	1,000	1,000
Equipment & Maint	35,499	38,718	41,675	42,102	55,525	55,525	55,525
Service Charges	5,353	5,513	5,600	4,454	5,600	5,600	5,600
Credit Card Processing Fees	2,823	2,701	3,200	2,958	3,450	3,450	3,450
Liability Insurance	119,673	159,620	175,850	153,883	175,900	175,900	175,900
Safety / Security Program	4,358	4,595	2,000	1,997	1,000	1,000	1,000
Department Specific Expenditures	363,253	431,735	468,050	482,936	520,275	506,775	506,775
Employee Term Payouts	35,305	45,702	15,000	51,156	25,000	25,000	25,000
Contingency	0	0	75,000	0	75,000	75,000	75,000
Total Operational Expenditures	\$ 1,498,899	\$ 1,693,884	\$ 1,787,681	\$ 1,752,348	\$ 1,902,830	\$ 1,859,130	\$ 1,859,130
Equipment/Capital Expenditures							
Office Equipment/Furniture	15,600	63,803	4,000	9,871	0	0	0
Structural	24,434	82,724	0	0	0	0	0
Equipment Lease	2,456	2,345	2,680	2,138	2,760	2,760	2,760
Local Park Improvements	19,116	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 61,606	\$ 148,872	\$ 6,680	\$ 12,009	\$ 2,760	\$ 2,760	\$ 2,760
Total General Fund Expenditures	\$ 6,426,489	\$ 7,073,600	\$ 7,226,661	\$ 7,107,551	\$ 8,097,615	\$ 7,858,895	\$ 7,858,895

General Purpose Revenues General Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Local Revenues							
Sales Taxes							
Town Sales Tax	3,312,412	3,165,682	3,415,000	3,890,740	3,691,400	3,822,000	3,822,000
Est'd .65 Portion of Tax Rate	602,768	590,966	646,000	751,933	708,600	728,000	728,000
Total Sales Taxes	\$ 3,915,180	\$ 3,756,648	\$ 4,061,000	\$ 4,642,673	\$ 4,400,000	\$ 4,550,000	\$ 4,550,000
Franchise Fees							
APS	238,176	240,067	240,000	260,552	245,000	250,000	250,000
Camp Verde Water	24,992	6,745	0	0	0	0	0
NPG Cable	14,712	16,606	15,000	17,469	15,000	15,000	15,000
UNS Gas	7,954	7,507	8,000	8,321	8,000	8,000	8,000
Total Franchise Fees	\$ 285,834	\$ 270,925	\$ 263,000	\$ 286,342	\$ 268,000	\$ 273,000	\$ 273,000
Miscellaneous							
Yav-Apache Gaming Funds	0	18,774	20,000	17,457	18,000	18,000	18,000
Wastewater Admin Fee	0	0	0	0	48,322	49,276	49,276
Refunds & Reimbursements	79,436	8,632	4,000	14,164	4,000	4,000	4,000
Miscellaneous	311	201	0	1,210	6,000	6,000	6,000
Surplus Property Sales	5,845	6,718	0	4,229	0	0	0
Proceeds from Sale of Assets	176,758	0	0	8,529	0	0	0
Interest	23,834	17,123	16,000	2,981	16,000	16,000	16,000
Total Miscellaneous	\$ 286,184	\$ 51,979	\$ 40,000	\$ 48,570	\$ 92,322	\$ 93,276	\$ 93,276
Total Local Revenues	\$ 4,487,198	\$ 4,079,552	\$ 4,364,000	\$ 4,977,585	\$ 4,760,322	\$ 4,916,276	\$ 4,916,276
Intergovernmental Revenues							
Urban Revenue Sharing	1,309,108	1,364,734	1,400,000	1,391,933	1,379,580	1,380,000	1,380,000
State Sales Tax	1,027,544	1,021,664	1,060,000	1,079,184	1,115,000	1,115,000	1,115,000
Vehicle License Tax	683,693	713,474	725,000	762,872	780,000	783,000	783,000
Total Intergovernmental Revenues	\$ 3,020,345	\$ 3,099,872	\$ 3,185,000	\$ 3,233,989	\$ 3,274,580	\$ 3,278,000	\$ 3,278,000
Total General Purpose Revenues	\$ 7,507,543	\$ 7,179,424	\$ 7,549,000	\$ 8,211,574	\$ 8,034,902	\$ 8,194,276	\$ 8,194,276

**General Fund
Departmental Summaries & Operating Transfers**

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUESTED	2018-19 MANAGER RECOMMEND	2018-19 COUNCIL ADOPTED
Non-Departmental Transfers							
Transfer In from YAN Gaming Fund	(47,442)	0	0	0	0	0	0
Transfer In from Fed Grants Fund	0	0	0	(111)	0	0	0
Transfer Out to CIP Fund	134,800	514,134	489,025	489,025	150,000	515,000	515,000
Transfer Out to Restricted Use Fund	35,961	0	0	0	0	0	0
Transfer Out to Fed Grants Fund	311	0	0	0	0	0	0
Transfer Out to Debt Service Fund	520,310	769,705	869,364	872,248	1,150,956	1,285,956	1,285,956
Transfer Out to Wastewater	33,462	24,740	0	0	0	0	0
Transfer Out to Library Bldg Fund	200,000	207,435	15,000	13,163	0	0	0
Total Non-Departmental Transfers	\$ 877,402	\$ 1,516,014	\$ 1,373,389	\$ 1,374,325	\$ 1,300,956	\$ 1,800,956	\$ 1,800,956
Net Effect on General Fund Balance							
General Revenues	(7,507,543)	(7,179,424)	(7,549,000)	(8,211,574)	(8,034,902)	(8,194,276)	(8,194,276)
Net Departmental Costs & Transfers	6,532,530	7,786,827	7,764,000	7,781,126	8,556,006	8,817,286	8,817,286
Use of / (Surplus to) Fund Balance	\$ (975,013)	\$ 607,403	\$ 215,000	\$ (430,448)	\$ 521,104	\$ 623,010	\$ 623,010

This Page Left Blank Intentionally

General Government Summary



Departments

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

Non Departmental

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 764,744	\$ 881,700	\$ 978,415	\$ 973,681	\$ 1,348,165	\$ 1,038,720	\$ 1,038,720
Operating Expenditures	\$ 878,658	\$ 946,835	\$ 998,255	\$ 975,344	\$ 1,076,255	\$ 1,060,605	\$ 1,060,605
Equipment/Capital Expenditures	\$ -	\$ -	\$ 4,000	\$ 9,871	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,643,402	\$ 1,828,535	\$ 1,980,670	\$ 1,958,896	\$ 2,424,420	\$ 2,099,325	\$ 2,099,325
Revenues							
Total Revenues	\$ 27,855	\$ 27,895	\$ 21,750	\$ 38,895	\$ 27,765	\$ 27,765	\$ 27,765
Operating Transfers							
Total Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 1,615,547	\$ 1,800,640	\$ 1,958,920	\$ 1,920,001	\$ 2,396,655	\$ 2,071,560	\$ 2,071,560

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.

**O
B
J
E
C
T
I
V
E
S**

Accomplishments for the past Fiscal Year 2017-18

1. Held a strong commitment to citizen satisfaction.
2. Maintained a balanced budget while completing capital projects.
3. Worked collaboratively with ADOT through the widening of Highway 260.
4. Maintained an active watch on legislation.
5. Continued development of community recreational open space.

Goals for the upcoming Fiscal Year 2018-19

1. Continue our commitment to fiscal responsibility. We will maintain a balanced budget to the extent possible, without eliminating services.
2. Continue working with ADOT for completion of Highway 260 improvements.
3. Continue our strong commitment to citizen satisfaction.
4. Continue development of community recreational open space.
5. Keep an active watch on legislative matters with potential impact to the Town.
6. Work actively toward building a strong economy.

Personnel

Mayor

Charlie German

Vice-Mayor

Jessie Murdock

Council Members: "Buck" Buchanan, Dee Jenkins, Robin Whatley, Jackie Baker & Bradford Gordon

Statistics

	<u>FY17</u>	<u>FY18</u>
Resolutions & Ord's	17	41
Liquor Permits	25	25
Total Council Meetings	57	58

Mayor & Council

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	22,200	22,200	22,200	22,200	22,200	22,200	22,200
FICA	1,376	1,376	1,380	1,376	1,380	1,380	1,380
Medicare	322	322	325	322	325	325	325
Unemployment	408	408	445	287	445	445	445
Workman's Compensation	316	253	340	170	340	340	340
Total Wages & Related	\$ 24,622	\$ 24,559	\$ 24,690	\$ 24,355	\$ 24,690	\$ 24,690	\$ 24,690
Operating Expenditures							
Training	4,015	2,145	5,500	1,545	5,500	4,500	4,500
Travel	4,474	2,981	6,000	5,487	7,000	5,000	5,000
Legal Services	43,586	17,060	12,000	7,734	12,000	12,000	12,000
Public Relations	1,219	1,488	2,000	1,728	2,000	2,000	2,000
Dinner/Reception Expense	313	559	1,000	496	1,000	1,000	1,000
Total Operating Expenditures	\$ 53,607	\$ 24,233	\$ 26,500	\$ 16,990	\$ 27,500	\$ 24,500	\$ 24,500
Total Departmental Expenditures	\$ 78,229	\$ 48,792	\$ 51,190	\$ 41,345	\$ 52,190	\$ 49,190	\$ 49,190
Net Cost to General Fund	\$ 78,229	\$ 48,792	\$ 51,190	\$ 41,345	\$ 52,190	\$ 49,190	\$ 49,190

TOWN MANAGER

473 S. MAIN ST. - (928) 554-0001



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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2017-18

1. Acquired funding for Wastewater Upgrades.
2. Acquired funding for Energy Savings Upgrades at WW Plant.
3. Held 2 All Hands training maintaining moral and developing teamwork.
4. Completed Wage Rate Study.
5. Acquired and began construction on first phase of Sports Complex.

Goals for the upcoming Fiscal Year 2018-19

1. Update HR Policies and procedures.
2. Work to secure our water future.
3. Development of a more specific Capital Improvement Project (CIP) Plan for the responsible use of public revenues (taxpayer dollars).
4. Complete first phase of Park development.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	1.00	1.00	1.00
FT Positions	1	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	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	120,877	121,744	124,310	125,133	401,310	129,610	129,610
FICA	6,889	6,990	7,710	7,237	7,710	8,040	8,040
Medicare	1,611	1,635	1,805	1,692	1,805	1,880	1,880
Retirement	13,865	13,976	14,295	14,408	14,670	15,295	15,295
Unemployment	129	124	140	97	140	140	140
Workman's Compensation	314	308	375	222	375	390	390
Health, Dental & Life Ins	11,067	8,830	9,380	9,285	9,625	9,625	9,625
Total Wages & Related	\$ 154,752	\$ 153,607	\$ 158,015	\$ 158,074	\$ 435,635	\$ 164,980	\$ 164,980
Operating Expenditures							
Training	1,708	770	1,350	1,294	1,350	1,350	1,350
Travel	1,359	123	1,750	1,711	1,850	1,850	1,850
Office Supplies	15	40	0	42	0	0	0
Subscriptions/Memberships	1,197	1,251	1,300	2,486	1,350	1,350	1,350
Books/Tapes/Publications	0	0	250	0	250	100	100
Cell Phone	1,038	1,373	1,400	1,286	700	700	700
Legal Services	458	39	500	71	500	500	500
Contract Labor/Services	7,700	7,700	7,700	7,700	7,700	7,700	7,700
Public Relations	168	756	1,000	646	1,000	1,000	1,000
Total Operating Expenditures	\$ 13,643	\$ 12,052	\$ 15,250	\$ 15,236	\$ 14,700	\$ 14,550	\$ 14,550
Total Departmental Expenditures	\$ 168,395	\$ 165,659	\$ 173,265	\$ 173,310	\$ 450,335	\$ 179,530	\$ 179,530
Net Cost to General Fund	\$ 168,395	\$ 165,659	\$ 173,265	\$ 173,310	\$ 450,335	\$ 179,530	\$ 179,530

TOWN CLERK

473 S. MAIN ST. - (928) 554-0021



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 2017-18

1. Trainings/Conferences: Elections Training, AMCA Annual Conference, Clerk's Academy, Best Practices Trainings and League of Cities and Towns Conference
2. Recruited a new Town Clerk

Goals for the upcoming Fiscal Year 2018-19

1. Hold a Candidate Orientation Forum
2. Conduct Candidate Election (Primary and General if necessary)
3. Develop Public Records Management Orientation for Employees
4. Attend Elections Training/AMCA Annual Conference, Clerk's Academy, Best Practices Trainings, Online trainings

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	2.5	2.0	2.0
FT Positions	3	2	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Business Licenses on File	833	820
New Resolutions & Ord's	17	41
New Liquor Permits	25	25
Total Council Meetings	57	58

Town Clerk

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	102,926	91,629	122,955	125,605	156,105	128,590	128,590
FICA	6,354	5,666	7,625	7,703	9,680	7,975	7,975
Medicare	1,486	1,325	1,785	1,801	2,265	1,865	1,865
Retirement	11,806	10,402	14,140	14,330	18,420	15,175	15,175
Unemployment	327	186	280	280	420	280	280
Workman's Compensation	268	230	370	223	470	390	390
Health, Dental & Life Ins	21,062	17,863	18,760	19,336	28,075	18,450	18,450
Total Wages & Related	\$ 144,229	\$ 127,301	\$ 165,915	\$ 169,278	\$ 215,435	\$ 172,725	\$ 172,725
Operating Expenditures							
Training	424	1,326	1,200	955	1,200	1,200	1,200
Travel	471	173	700	1,528	1,000	1,000	1,000
Office Supplies	2,013	1,933	2,000	1,202	2,000	2,000	2,000
Subscriptions/Memberships	270	235	600	465	500	500	500
Advertising	1,056	34	1,000	1,670	1,900	1,900	1,900
Legal Services	4,542	371	2,000	829	3,000	3,000	3,000
Contract Labor/Services	7,200	6,000	6,000	6,442	7,200	6,000	6,000
Office Equipment	363	1,027	1,000	145	1,000	1,000	1,000
Elections	18,543	18,939	0	37	31,500	31,500	31,500
Recording Fees	0	8	100	29	100	100	100
Records Management	449	62	1,000	60	1,000	1,000	1,000
Total Operating Expenditures	\$ 35,331	\$ 30,108	\$ 15,600	\$ 13,362	\$ 50,400	\$ 49,200	\$ 49,200
Total Departmental Expenditures	\$ 179,560	\$ 157,409	\$ 181,515	\$ 182,640	\$ 265,835	\$ 221,925	\$ 221,925
Revenues							
Copies	26	13	0	57	15	15	15
Bus. License Fees	24,000	25,175	20,000	25,500	25,000	25,000	25,000
Liquor License Fees	3,175	2,375	1,750	2,500	2,750	2,750	2,750
Total Departmental Revenues	\$ 27,201	\$ 27,563	\$ 21,750	\$ 28,057	\$ 27,765	\$ 27,765	\$ 27,765
Net Cost to General Fund	\$ 152,359	\$ 129,846	\$ 159,765	\$ 154,583	\$ 238,070	\$ 194,160	\$ 194,160

FINANCE

395 S. MAIN ST. - (928) 554-0013



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 2017-18

1. Received an Unqualified opinion for FY17 CAFR.
2. Received the GFOA CAFR award for FY17; 4-time recipient.
3. Received the GFOA Budget award for FY17; 3-time recipient.

Goals for the upcoming Fiscal Year 2018-19

1. Continued recipient of GFOA CAFR & Budget Awards.
2. Fully implement digital media storage Town-wide.
3. Roll-out credit card processing capabilities to all departments including online, recurring and event based payments.
4. Continue to build on budget process for effective development & communication.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE’s	3.00	3.00	3.00
FT Positions	3	3	3
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Total AP Checks	2,507	2,486
Total AP Credit Card Use	746	701
Avg # of Employees per month	109	109

Finance

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	146,868	150,961	156,970	156,981	157,040	164,625	164,625
FICA	8,868	8,716	9,735	9,175	9,740	10,210	10,210
Medicare	2,074	2,039	2,280	2,145	2,280	2,390	2,390
Retirement	16,846	17,330	18,055	18,062	18,535	19,430	19,430
Unemployment	407	372	420	216	420	420	420
Workman's Compensation	382	382	475	279	475	495	495
Health, Dental & Life Ins	22,330	26,612	28,140	27,856	28,875	28,875	28,875
Total Wages & Related	\$ 197,775	\$ 206,412	\$ 216,075	\$ 214,714	\$ 217,365	\$ 226,445	\$ 226,445
Operating Expenditures							
Training	2,048	1,547	1,650	945	1,720	1,720	1,720
Travel	1,777	2,237	1,850	1,798	1,850	1,850	1,850
Office Supplies	2,715	1,952	2,300	3,056	2,000	2,000	2,000
Subscriptions/Memberships	1,243	1,184	1,150	1,309	1,200	1,200	1,200
Books/Tapes/Publications	0	60	0	0	0	0	0
Advertising	662	580	500	292	400	400	400
Software Recurring Fees	28,567	29,958	35,270	31,793	33,400	33,400	33,400
Consulting Services	24,615	27,673	26,500	23,771	28,330	28,330	28,330
Legal Services	1,794	207	300	20	300	300	300
Audit	26,100	26,661	31,300	28,390	28,500	28,500	28,500
Office Equipment	0	0	0	0	700	700	700
Total Operating Expenditures	\$ 89,521	\$ 92,059	\$ 100,820	\$ 91,374	\$ 98,400	\$ 98,400	\$ 98,400
Total Departmental Expenditures	\$ 287,296	\$ 298,471	\$ 316,895	\$ 306,088	\$ 315,765	\$ 324,845	\$ 324,845
Net Cost to General Fund	\$ 287,296	\$ 298,471	\$ 316,895	\$ 306,088	\$ 315,765	\$ 324,845	\$ 324,845

HUMAN RESOURCES

473 S. MAIN ST. - (928) 554-0011



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 2017-18

1. Created a training station for new hires to ensure all mandatory training is done before they start work
2. Obtained the Society for Human Resource Management Certified Professional Certification
3. Successfully organized and hosted the 2nd Annual Volunteer Recruitment Fair
4. Scheduled and acquired professional outside training for staff. A 3-part series in Management and The Active Shooter training
5. Collected and logged data for a new salary plan
6. Helped implement 2 all Hands meetings
7. Created a Facebook page to post jobs and receive applications

Goals for the upcoming Fiscal Year 2018-19

1. Continue to stay informed of new labor, employment and personnel laws
2. Keep building trust amongst the employees so HR can be more effective to them
3. Continue moving the HR department forward professionally and technically
4. Add new outside training as needed
5. Complete a new salary plan

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	0.5	1.0	1.0
FT Positions	1	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Applications Processed	163	225
New Hires	22	15
Terminations	15	8
Retention Rate	83.8%	88.4%
Turnover Rate	16.2%	11.6%

Human Resources

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	7,386	19,483	42,810	38,320	39,855	45,000	45,000
FICA	451	1,197	2,655	2,355	2,475	2,790	2,790
Medicare	105	280	625	586	580	655	655
Retirement	847	2,236	4,925	4,412	4,705	5,310	5,310
Unemployment	27	62	140	64	140	140	140
Workman's Compensation	19	49	130	68	120	135	135
Health, Dental & Life Ins	1,761	4,183	9,380	8,691	9,625	9,625	9,625
Family Health Benefits	0	70,809	75,000	68,761	80,000	80,000	80,000
Total Wages & Related	\$ 10,596	\$ 98,299	\$ 135,665	\$ 123,257	\$ 137,500	\$ 143,655	\$ 143,655
Operating Expenditures							
Training	1,420	1,363	1,500	1,647	2,000	1,200	1,200
Tuition Reimbursement	1,002	737	4,000	980	3,000	3,000	3,000
Travel	602	267	600	169	600	600	600
Office Supplies	4	0	0	0	200	200	200
Subscriptions/Memberships	444	0	300	407	300	300	300
Advertising	2,230	2,937	2,700	2,556	3,000	3,000	3,000
Legal Services	4,810	195	0	846	1,000	1,000	1,000
Office Equipment	0	0	200	114	500	500	500
Personnel Expenses	4,725	4,258	4,000	3,433	4,000	4,000	4,000
Recruitment Expenses	5,604	4,160	5,600	5,017	6,500	5,000	5,000
Employee Recognition	1,311	1,471	2,500	2,410	2,800	2,800	2,800
Total Operating Expenditures	\$ 22,152	\$ 15,388	\$ 21,400	\$ 17,579	\$ 23,900	\$ 21,600	\$ 21,600
Total Departmental Expenditures	\$ 32,748	\$ 113,687	\$ 157,065	\$ 140,836	\$ 161,400	\$ 165,255	\$ 165,255
Net Cost to General Fund	\$ 32,748	\$ 113,687	\$ 157,065	\$ 140,836	\$ 161,400	\$ 165,255	\$ 165,255

RISK MANAGEMENT

473 S. MAIN ST. - (928) 554-0003



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 2017-18

1. Completed professional designations in Risk Management & Public Entity Risk Management (ARM-P)
2. Initiated a zero-tolerance for damages/theft of Town assets and collected \$425,000.00 from legal settlement & \$26,957.71 from insurance and judgements
3. Presented objective for Parties to discuss the option of an Agreement between the Town and the Town Manager. Tentatively, proposed Agreement scheduled for approval May 2018
4. Began drafting Risk Register; pending completion

Goals for the upcoming Fiscal Year 2018-19

1. Complete Risk Register
2. Draft Continuity Plan: written Plan to assist Administration in continuing Town business after a disaster
3. Support ongoing professional development of Safety Officer Jon Rivero

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE’s	1.00	1.10	1.10
FT Positions	1	2	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Worker’s Comp Loss Ratio:	5%	.2%
Worker’s Comp e-mod	.89	.74
Work related injuries:	5	9
Certificates of Liability Ins/endorsements:	227	179

Risk Management

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	64,177	68,570	69,090	70,292	73,140	77,190	77,190
FICA	3,975	4,249	4,285	4,356	4,535	4,785	4,785
Medicare	930	994	1,005	1,019	1,065	1,120	1,120
Retirement	7,357	7,823	7,950	7,996	8,630	9,110	9,110
Unemployment	134	137	170	90	200	200	200
Workman's Compensation	167	240	270	170	345	365	365
Health, Dental & Life Ins	8,805	9,862	10,320	10,296	11,550	11,550	11,550
Total Wages & Related	\$ 85,545	\$ 91,875	\$ 93,090	\$ 94,219	\$ 99,465	\$ 104,320	\$ 104,320
Operating Expenditures							
Training	764	2,040	2,200	0	500	500	500
Travel	154	749	600	148	100	100	100
Office Supplies	338	541	500	499	200	200	200
Subscriptions/Memberships	85	485	700	481	600	600	600
Books/Tapes/Publications	0	656	400	175	50	50	50
Printing	71	0	100	115	100	100	100
Advertising	0	0	100	0	50	50	50
Cell Phone	0	56	600	608	600	600	600
Consulting Services	0	0	500	0	500	500	500
Legal Services	975	3,464	2,000	1,729	2,000	2,000	2,000
Contract Labor/Services	73,362	73,362	75,000	73,583	75,100	75,100	75,100
Office Equipment	0	0	500	0	0	0	0
Pers. Protection Equipment	247	223	300	345	300	300	300
Liability Insurance	118,918	158,780	175,000	152,988	175,000	175,000	175,000
Safety / Security Program	4,358	4,595	2,000	1,997	1,000	1,000	1,000
Medical Supplies	336	286	300	239	100	100	100
Total Operating Expenditures	\$ 199,608	\$ 245,237	\$ 260,800	\$ 232,907	\$ 256,200	\$ 256,200	\$ 256,200
Total Departmental Expenditures	\$ 285,153	\$ 337,112	\$ 353,890	\$ 327,126	\$ 355,665	\$ 360,520	\$ 360,520
Net Cost to General Fund	\$ 285,153	\$ 337,112	\$ 353,890	\$ 327,126	\$ 355,665	\$ 360,520	\$ 360,520

ECONOMIC DEVELOPMENT

473 S. MAIN ST. - (928) 554-0007



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 2017-18

1. Acquired \$211,000 AZ State Parks Grant for purchase and construction of Ryal Canyon Trailhead
2. Acquired \$239,000 AZ Commerce Authority Grant for the construction of Homestead Parkway
3. Launched an in-house business assistance program in partnership with the Yavapai College
4. Completed engineering drawings and permit application for Wayfinding Signage program
5. Created a business/tourist map of Camp Verde in partnership with local businesses
6. Saw the opening of Circle K, Sinagua Malt, O'Reilly's Auto Parts and Salt Mine Wines
7. Completed a five-year Tourism and Marketing Strategic Plan

Goals for the upcoming Fiscal Year 2018-19

1. Develop a sustainable Student Entrepreneurship program with CVUSD
2. Begin implementation of the 5-year Tourism and Marketing Strategic Plan
3. Continue to build partnerships and grow capacity for ED programs
4. Encourage and assist development of infrastructure along commercial corridors
5. Continue work on Focused Future II Plan and River Recreation Master Plan

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	2.8	2.8	3.2
FT Positions	2	2	2
PT Positions	2	3	4
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Change in Hotel/Trans Tax	↑ 23%	↓ 1%
Change in Construction Tax	↓ 13%	↑ 176%
CV Visitor Center Visits	6,018	7,178

Economic Development

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	115,181	138,537	140,515	145,880	168,695	154,975	154,975
FICA	7,264	8,184	8,715	8,911	10,460	9,610	9,610
Medicare	1,699	1,914	2,040	2,084	2,450	2,250	2,250
Retirement	9,640	12,933	13,815	13,592	15,720	14,515	14,515
Unemployment	765	580	690	488	990	840	840
Workman's Compensation	349	340	425	259	510	465	465
Health, Dental & Life Ins	12,327	17,159	18,765	18,570	19,250	19,250	19,250
Total Wages & Related	\$ 147,225	\$ 179,647	\$ 184,965	\$ 189,784	\$ 218,075	\$ 201,905	\$ 201,905
Operating Expenditures							
Training	1,628	1,840	2,000	1,038	4,000	3,000	3,000
Travel	450	681	700	1,048	1,500	1,500	1,500
Office Supplies	597	1,652	1,000	2,764	1,000	1,000	1,000
Subscriptions/Memberships	2,939	3,713	3,400	3,703	3,500	3,500	3,500
Advertising	0	16,548	15,000	16,918	15,000	15,000	15,000
Consulting Services	0	0	5,000	3,476	0	0	0
Legal Services	0	293	500	975	500	500	500
Web Campaign	2,283	2,878	3,600	7,237	8,000	8,000	8,000
Business Recruitment & PR	2,936	1,733	7,000	7,895	7,000	7,000	7,000
Special Events	9,072	0	0	0	0	0	0
Retail Recruitment	0	28,417	35,000	35,000	35,000	35,000	35,000
Projects	8,305	10,498	10,000	13,387	15,000	12,000	12,000
Visitor's Center	13,648	1,388	2,000	1,768	2,000	2,000	2,000
Total Operating Expenditures	\$ 41,858	\$ 69,641	\$ 85,200	\$ 95,209	\$ 92,500	\$ 88,500	\$ 88,500
Total Departmental Expenditures	\$ 189,083	\$ 249,288	\$ 270,165	\$ 284,993	\$ 310,575	\$ 290,405	\$ 290,405
Revenues							
Miscellaneous	654	332	0	10,838	0	0	0
Total Departmental Revenues	\$ 654	\$ 332	\$ -	\$ 10,838	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 188,429	\$ 248,956	\$ 270,165	\$ 274,155	\$ 310,575	\$ 290,405	\$ 290,405

IT SERVICES

473 S. MAIN ST. - (928) 554-0001



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 2017-18

1. Completed a comprehensive update of Network Computers
2. Upgraded a portion of computers throughout organization.
3. Deployed new mobile data computers at CVMO.
4. Connected Wastewater/Streets with higher quality/more reliant bandwidth.

Goals for the upcoming Fiscal Year 2018-19

1. Continue upgrades with consistent hardware baseline for all Town workstations and provide a Five-year procurement schedule for all Town PC Workstations and Laptops.
2. 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.
3. Continue Security upgrades.

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	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Operating Expenditures							
Computer Services/Software	6,551	15,021	0	3,506	0	0	0
Internet / Wireless / Telephone	82,281	103,226	73,000	109,243	80,000	75,000	75,000
Software Recurring Fees	28,711	29,187	24,000	27,522	27,500	27,500	27,500
Consulting Services	81,854	43,785	50,000	54,600	60,000	60,000	60,000
Office Equipment	0	1,194	0	5,861	12,000	12,000	12,000
Total Operating Expenditures	\$ 199,397	\$ 192,413	\$ 147,000	\$ 200,732	\$ 179,500	\$ 174,500	\$ 174,500
Equipment/Capital Expenditures							
Equipment	0	0	4,000	9,871	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ 4,000	\$ 9,871	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 199,397	\$ 192,413	\$ 151,000	\$ 210,603	\$ 179,500	\$ 174,500	\$ 174,500
Net Cost to General Fund	\$ 199,397	\$ 192,413	\$ 151,000	\$ 210,603	\$ 179,500	\$ 174,500	\$ 174,500

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	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Operating Expenditures							
Office Supplies	4,982	1,691	3,000	2,216	3,000	3,000	3,000
Copier Paper	2,930	3,519	3,200	2,420	4,000	4,000	4,000
Subscriptions/Memberships	10,974	11,156	14,500	14,015	13,100	13,100	13,100
Postage	7,519	7,599	8,000	6,539	9,500	9,500	9,500
Auto Repair/Maintenance	1,642	149	1,500	227	1,000	1,000	1,000
Electric	44,619	44,643	52,800	52,784	43,140	43,140	43,140
Gas/Propane	5,992	4,579	5,630	5,558	4,290	4,290	4,290
Water	5,496	5,292	5,360	5,438	5,980	5,980	5,980
Sewer	11,312	9,828	12,100	10,025	10,320	10,320	10,320
Waste Removal	4,228	4,404	4,300	4,485	4,500	4,500	4,500
Equipment Rental	800	1,109	820	471	850	850	850
Equipment Maint. Agreements	1,505	3,119	4,800	4,834	5,000	5,000	5,000
Service Charges	5,353	5,513	5,600	4,454	5,600	5,600	5,600
Credit Card Processing Fees	0	254	200	247	300	300	300
Liability Insurance	755	840	850	895	900	900	900
Property & Recoding Fees	1,537	849	1,600	1,131	0	0	0
Recycling	6,000	14,000	21,000	17,905	0	0	0
Emergency Services Agreement	4,675	4,675	4,675	4,675	4,675	4,675	4,675
Bus. Incentive - Coury	55,055	81,503	85,000	83,200	96,000	96,000	96,000
Verde Valley Senior Center	5,000	5,000	5,000	5,000	7,500	7,500	7,500
Water Adjudication	7,862	6,423	10,000	10,923	10,000	10,000	10,000
Yavapai County Water Advisor	0	3,857	3,500	3,357	3,500	3,500	3,500
Employee Termination Payouts	35,305	45,702	15,000	51,156	25,000	25,000	25,000
Contingency	0	0	75,000	0	75,000	75,000	75,000
Total Operating Expenditures	\$ 223,541	\$ 265,704	\$ 343,435	\$ 291,955	\$ 333,155	\$ 333,155	\$ 333,155
Net Cost to General Fund	\$ 223,541	\$ 265,704	\$ 343,435	\$ 291,955	\$ 333,155	\$ 333,155	\$ 333,155

This Page Left Blank Intentionally

Magistrate Court Summary



Departments

◆ Magistrate Court ◆

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 329,090	\$ 332,947	\$ 321,460	\$ 316,360	\$ 368,795	\$ 374,880	\$ 374,880
Operating Expenditures	\$ 28,930	\$ 27,476	\$ 36,880	\$ 33,307	\$ 45,210	\$ 45,210	\$ 45,210
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 358,020	\$ 360,423	\$ 358,340	\$ 349,667	\$ 414,005	\$ 420,090	\$ 420,090
Revenues							
Total Revenues	\$ 178,508	\$ 164,977	\$ 180,000	\$ 133,345	\$ 180,000	\$ 180,000	\$ 180,000
Net Cost to General Fund	\$ 179,512	\$ 195,446	\$ 178,340	\$ 216,322	\$ 234,005	\$ 240,090	\$ 240,090

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 2017-18

1. Successfully implemented the courts new case management system-AJACS.
2. Began phase one of the three-year phased implementation of the Court security mandates.
3. Compliance with yearly mandate for 16 hour COJET education and training
4. Successfully completed the final phase of the electronic citation project
5. The court's triennial financial court audit was conducted and completed.
6. Completed grant application for purchase of security cameras and recording system to comply with security mandates

Goals for the upcoming Fiscal Year 2018-19

1. Continue to work on the phased implementation of security standards: 1) Organize required local court security and emergency preparedness committee and meet quarterly, 2) Security drills and testing of security equipment, 3) Develop incident response and reporting policies.
2. Begin phase two of Court security mandates: 1) Training, 2) Task specific training and 3) Facilities & equipment review.
3. Remain in compliance with state law, Administrative Orders and Rules of Court.
4. 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.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	5.7	4.7	5.7
FT Positions	5	4	5
PT Positions	1	1	1
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
• Misdemeanor/FTA	333	368
• DUI	62	50
• Serious Traffic	8	8
• Criminal Traffic	118	65
• Civil traffic	950	830
• Harassment injunction	20	54
• Order of protection	36	18

Municipal Court

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	237,671	244,155	234,625	232,332	264,590	269,675	269,675
Pro Tem Judge Salaries	2,875	4,804	2,700	2,755	2,700	2,700	2,700
FICA	14,021	14,838	14,715	14,048	16,575	16,890	16,890
Medicare	3,279	3,470	3,445	3,285	3,880	3,950	3,950
Retirement	27,262	28,029	26,985	26,747	31,225	31,825	31,825
Unemployment	851	964	755	409	895	895	895
Workman's Compensation	572	1,019	715	417	805	820	820
Health, Dental & Life Ins	42,559	35,668	37,520	36,367	48,125	48,125	48,125
Total Wages & Related	\$ 329,090	\$ 332,947	\$ 321,460	\$ 316,360	\$ 368,795	\$ 374,880	\$ 374,880
Operating Expenditures							
Training	1,220	840	2,000	675	2,000	2,000	2,000
Travel	618	445	1,700	1,408	1,500	1,500	1,500
Office Supplies	2,563	1,950	3,000	2,403	3,000	3,000	3,000
Subscriptions/Memberships	106	145	250	25	200	200	200
Books/Tapes/Publications	54	60	250	0	250	250	250
Printing	0	452	700	328	700	700	700
Electric	0	0	0	500	6,000	6,000	6,000
Gas/Propane	0	0	0	41	1,440	1,440	1,440
Telephone	1,632	1,952	0	1,627	1,620	1,620	1,620
Legal Services	0	585	500	57	500	500	500
Contract Labor/Services	1,341	1,222	1,450	1,363	1,500	1,500	1,500
Interpreters	1,252	589	1,000	683	1,000	1,000	1,000
Equipment Rental	9,000	9,105	9,105	8,355	8,355	8,355	8,355
Equipment Maint. Agreements	793	1,137	1,250	5,585	1,370	1,370	1,370
Office Equipment	0	362	500	924	500	500	500
Court Appointed Attorneys	9,000	8,118	10,000	8,650	10,000	10,000	10,000
Jury Fees	186	0	200	323	300	300	300
Recording System	534	0	4,360	0	4,360	4,360	4,360
Security System	598	449	415	360	415	415	415
Public Relations	33	65	200	0	200	200	200
Total Operating Expenditures	\$ 28,930	\$ 27,476	\$ 36,880	\$ 33,307	\$ 45,210	\$ 45,210	\$ 45,210
Total Departmental Expenditures	\$ 358,020	\$ 360,423	\$ 358,340	\$ 349,667	\$ 414,005	\$ 420,090	\$ 420,090
Revenues							
Fees, Fines & Forfeitures	173,495	158,958	175,000	129,906	175,000	175,000	175,000
Court Appointed Attorney Reimb's	5,013	6,019	5,000	3,439	5,000	5,000	5,000
Total Departmental Revenues	\$ 178,508	\$ 164,977	\$ 180,000	\$ 133,345	\$ 180,000	\$ 180,000	\$ 180,000
Net Cost to General Fund	\$ 179,512	\$ 195,446	\$ 178,340	\$ 216,322	\$ 234,005	\$ 240,090	\$ 240,090

This Page Left Blank Intentionally

Public Works Summary



Departments

Engineer ♦ Stormwater ♦ Maintenance

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 639,216	\$ 649,285	\$ 685,400	\$ 700,723	\$ 719,360	\$ 729,025	\$ 729,025
Operating Expenditures	\$ 162,157	\$ 212,608	\$ 231,076	\$ 214,091	\$ 234,245	\$ 211,745	\$ 211,745
Equipment/Capital Expenditures	\$ 43,550	\$ 82,724	\$ -	\$ 1,014	\$ -	\$ -	\$ -
Total Expenditures	\$ 844,923	\$ 944,617	\$ 916,476	\$ 915,828	\$ 953,605	\$ 940,770	\$ 940,770
Revenues							
Total Revenues	\$ 13,505	\$ 6,810	\$ 8,000	\$ 2,005	\$ 2,000	\$ 2,000	\$ 2,000
Operating Transfers							
Total Transfers	\$ (6,794)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 824,624	\$ 937,807	\$ 908,476	\$ 913,823	\$ 951,605	\$ 938,770	\$ 938,770

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. The 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 2017-18

1. Worked with stakeholders and ADOT on SR-260 design, including the design of roundabout at SR-260 and Wilshire Drive.
2. Worked with ADOT and contractor to complete the Finnie Flat sidewalk construction from Cliffs Parkway to Main Street.
3. Served on the NACOG Technical Subcommittee.
4. Hired contractor and administered progress for the construction of infrastructure improvements for the new Sports Complex.
5. Worked with Nature Conservancy for the design necessary to facilitate groundwater re-charge at the new Sports Complex.
6. Met with Yavapai Apache Nation and Yavapai County to discuss possible solutions to Old 279.
7. Worked with Fort Verde State Park on a drainage solution for their office building.

Goals for the upcoming Fiscal Year 2018-19

1. Continue the Sports Complex design/construction of fields, public and Town facilities and utilities.
2. Seek funding for re-construction of Old-279 with an improved crossing of the Cherry Creek Wash and connectivity to SR-260.
3. Continue our strong commitment to citizen satisfaction.
4. Complete Engineering Standards.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	1.00	1.30	1.00
FT Positions	4	4	3
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	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	79,858	71,647	76,030	86,976	76,520	77,040	77,040
FICA	4,938	4,432	4,715	5,373	4,745	4,780	4,780
Medicare	1,155	1,036	1,105	1,257	1,110	1,120	1,120
Retirement	9,157	8,213	8,745	9,970	9,030	9,095	9,095
Unemployment	145	123	145	150	145	145	145
Workman's Compensation	1,124	986	1,130	781	1,130	1,150	1,150
Health, Dental & Life Ins	10,256	8,779	9,475	10,897	9,725	9,725	9,725
Total Wages & Related	\$ 106,633	\$ 95,216	\$ 101,345	\$ 115,404	\$ 102,405	\$ 103,055	\$ 103,055
Operating Expenditures							
Training	297	299	1,000	275	700	700	700
Travel	784	30	500	0	300	300	300
Uniforms	0	290	320	45	100	100	100
Office Supplies	509	346	450	346	300	300	300
Subscriptions/Memberships	575	360	400	370	380	380	380
Books/Tapes/Publications	0	0	250	0	100	100	100
Printing	2,357	506	500	129	600	600	600
Advertising	167	69	125	158	130	130	130
Computer Services/Software	0	171	175	40	100	100	100
Auto Repair/Maintenance	3,462	101	500	247	500	500	500
Fuel	130	387	300	496	350	350	350
Cell Phone	730	1,020	350	1,077	920	920	920
Consulting Services	0	12,265	2,000	0	3,000	3,000	3,000
Legal Services	2,360	839	2,500	1,704	1,500	1,500	1,500
Office Equipment	329	402	500	770	350	350	350
Total Operating Expenditures	\$ 11,700	\$ 17,085	\$ 9,870	\$ 5,657	\$ 9,330	\$ 9,330	\$ 9,330
Total Departmental Expenditures	\$ 118,333	\$ 112,301	\$ 111,215	\$ 121,061	\$ 111,735	\$ 112,385	\$ 112,385
Revenues							
Plan Review Fees	13,505	6,810	8,000	2,005	2,000	2,000	2,000
Total Departmental Revenues	\$ 13,505	\$ 6,810	\$ 8,000	\$ 2,005	\$ 2,000	\$ 2,000	\$ 2,000
Net Cost to General Fund	\$ 104,828	\$ 105,491	\$ 103,215	\$ 119,056	\$ 109,735	\$ 110,385	\$ 110,385

STORMWATER

395 S. MAIN ST. - (928) 554-0826



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

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2017-18

1. Completed maintenance of Fulkner Wash
2. Worked with ADEQ to develop the new MS-4 Permit and annual report
3. Worked with ADWR and ADOT Drainage to utilize the basin for groundwater recharge at the Sports Complex
4. Maintenance on Town drainage structures and culverts

Goals for the upcoming Fiscal Year 2018-19

1. Seek funding, manpower, equipment, software required to complete the work of a functioning Stormwater Division.
2. Continue work on numerous drainage issues at Verde Lakes.
3. Maintenance on Town infrastructure.

Personnel

	FY17	FY18	FY19
FTE's	1.50	1.20	1.20
FT Pos's	9	8	8
PT Pos's	1	1	1
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	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	81,346	66,611	64,125	65,229	64,260	66,065	66,065
FICA	4,966	4,010	3,980	3,994	3,985	4,100	4,100
Medicare	1,161	938	930	899	935	960	960
Retirement	9,315	7,631	7,375	7,486	7,585	7,800	7,800
Unemployment	196	169	165	90	165	165	165
Workman's Compensation	3,027	2,965	3,305	2,328	3,305	2,460	2,460
Health, Dental & Life Ins	12,053	10,284	10,975	9,683	11,265	11,265	11,265
Total Wages & Related	\$ 112,064	\$ 92,608	\$ 90,855	\$ 89,709	\$ 91,500	\$ 92,815	\$ 92,815
Operating Expenditures							
Training	899	0	1,000	167	1,000	1,000	1,000
Travel	251	105	500	0	500	500	500
Office Supplies	870	603	600	562	600	600	600
Subscriptions/Memberships	0	245	100	0	100	100	100
Books/Tapes/Publications	0	0	100	96	100	100	100
Printing	1,382	35	500	460	500	500	500
Software Recurring Fees	2,171	1,761	2,261	3,009	2,700	2,700	2,700
Fuel	94	209	300	147	200	200	200
Cell Phone	730	729	750	794	1,000	1,000	1,000
Consulting Services	0	34,000	20,000	12,850	20,000	10,000	10,000
Legal Services	117	175	300	136	300	300	300
Contract Labor/Services	0	0	6,000	0	6,000	1,500	1,500
Equipment Rental	2,638	531	1,000	0	1,000	1,000	1,000
Office Equipment	693	1,534	2,000	0	500	500	500
Safety Equipment	0	0	0	0	100	100	100
OSHA Medical Supplies	0	0	0	0	100	100	100
Infrastructure Maintenance	8,820	10,678	10,000	8,639	10,000	10,000	10,000
Recording Fees	0	33	100	0	50	50	50
Permits	5,000	5,000	5,000	5,816	6,800	6,800	6,800
Total Operating Expenditures	\$ 23,665	\$ 55,638	\$ 50,511	\$ 32,676	\$ 51,550	\$ 37,050	\$ 37,050
Equipment/Capital Expenditures							
Structural	24,434	69,912	0	1,014	0	0	0
Total Equipment/Capital Expenditures	\$ 24,434	\$ 69,912	\$ -	\$ 1,014	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 160,163	\$ 218,158	\$ 141,366	\$ 123,399	\$ 143,050	\$ 129,865	\$ 129,865
Net Cost to General Fund	\$ 160,163	\$ 218,158	\$ 141,366	\$ 123,399	\$ 143,050	\$ 129,865	\$ 129,865

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 2017-18

1. Structural repairs to Gymnasium, Re-Roof of Gymnasium and Maintenance Shops
2. Work on Rezzonico Park
3. Established lower Library parking lot with irrigation, planters and lighting
4. Remodel Economic Development and Council Chambers
5. Complete Phase I of Kitchen remodel
6. Complete the Court remodel
7. Complete the re-key and re-core project of Town facilities
8. Upgrade power to Town Hall building

Goals for the upcoming Fiscal Year 2018-19

1. Complete Kitchen remodel –assuming funding is approved.
2. Continue work at Rezzonico
3. Work with Tree Advisory Committee
4. Re-Roof Pool Building
5. Re-seal foam roofs at the Public Works Building
6. Re-Model Town Hall Restrooms

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	8.10	9.10	9.60
FT Positions	11	11	12
PT Positions	1	1	0
Seasonal	1	1	1

Statistics

	<u>FY17</u>	<u>FY18</u>
Work Orders Completed	392	376
Man hours on Work Orders	947	940

Maintenance

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	289,579	317,772	339,420	341,024	354,140	363,910	363,910
Uniform Allowance	1,120	1,120	1,440	2,744	1,440	1,440	1,440
FICA	17,429	19,146	21,135	20,659	22,050	22,655	22,655
Medicare	4,076	4,478	4,945	4,832	5,160	5,300	5,300
Retirement	32,895	35,609	36,430	39,006	40,660	41,815	41,815
Unemployment	1,006	1,588	1,415	608	1,415	1,415	1,415
Workman's Compensation	10,501	11,145	12,525	8,715	13,095	9,125	9,125
Health, Dental & Life Ins	63,913	70,603	75,890	78,022	87,495	87,495	87,495
Total Wages & Related	\$ 420,519	\$ 461,461	\$ 493,200	\$ 495,610	\$ 525,455	\$ 533,155	\$ 533,155
Operating Expenditures							
Training	(131)	3,502	3,500	2,021	3,500	3,500	3,500
Travel	32	0	1,300	20	1,300	1,300	1,300
Uniforms	2,025	1,809	3,640	1,980	3,700	3,700	3,700
Office Supplies	20	206	600	272	500	500	500
Books/Tapes/Publications	0	0	100	0	100	100	100
Advertising	0	0	150	0	75	75	75
Software Recurring Fees	800	300	3,000	330	1,600	1,600	1,600
Auto Repair/Maintenance	9,640	5,532	6,200	5,945	6,200	6,200	6,200
Fuel	3,667	4,052	5,000	4,782	5,200	5,200	5,200
Electric	693	561	720	763	720	720	720
Gas/Propane	898	606	900	1,031	900	900	900
Water	435	463	425	478	480	480	480
Cell Phone	2,037	2,995	3,360	2,413	3,840	3,840	3,840
Pest Control	3,210	3,270	3,200	3,505	3,200	3,200	3,200
Contract Labor/Services	0	120	500	0	500	500	500
Equipment Rental	2,983	300	500	0	500	500	500
Office Equipment	0	402	400	0	200	200	200
Maintenance Equipment	2,886	6,580	4,200	3,910	4,300	4,300	4,300
Building Maintenance	53,629	54,349	52,500	72,904	52,500	52,500	52,500
Safety Equipment	1,974	2,111	3,100	2,728	3,150	3,150	3,150
OSHA Medical Supplies	1,000	636	1,000	1,267	1,200	1,200	1,200
Graffiti Clean-Up	0	0	200	0	200	200	200
Fire Extinguishers	2,727	2,378	3,300	2,335	3,400	3,400	3,400
Park Facilities Maintenance	16,241	20,747	23,000	25,217	23,000	23,000	23,000
Grounds Maintenance	7,495	12,001	12,000	11,161	15,000	15,000	15,000
Flags & Banners	1,153	465	15,000	11,634	13,000	5,000	5,000
Fertilizer / Herbicides	3,487	2,887	7,000	5,624	7,000	7,000	7,000
Archeology Center Maintenance	0	10	1,500	79	1,500	1,500	1,500
Janitorial Supplies	7,117	11,077	11,000	11,834	13,000	13,000	13,000
Mats & Rugs	2,774	2,526	3,400	3,525	3,600	3,600	3,600
Total Operating Expenditures	\$ 126,792	\$ 139,885	\$ 170,695	\$ 175,758	\$ 173,365	\$ 165,365	\$ 165,365

Maintenance (Cont'd)

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Equipment/Capital Expenditures							
Equipment	0	12,812	0	0	0	0	0
Park Improvements	19,116	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 19,116	\$ 12,812	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 566,427	\$ 614,158	\$ 663,895	\$ 671,368	\$ 698,820	\$ 698,520	\$ 698,520
Operating Transfers							
Transfer In from Parks Fund (Maint)	(6,794)	0	0	0	0	0	0
Total Departmental Revenues	\$ (6,794)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 559,633	\$ 614,158	\$ 663,895	\$ 671,368	\$ 698,820	\$ 698,520	\$ 698,520

Community Development Summary



Departments

Community Development ♦ Planning & Zoning
 Building ♦ Code Enforcement

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 375,360	\$ 456,657	\$ 469,385	\$ 431,425	\$ 451,345	\$ 464,525	\$ 464,525
Operating Expenditures	\$ 39,686	\$ 41,003	\$ 60,800	\$ 62,136	\$ 73,710	\$ 70,460	\$ 70,460
Equipment/Capital Expenditures	\$ 2,456	\$ 2,345	\$ 2,680	\$ 2,138	\$ 2,760	\$ 2,760	\$ 2,760
Total Expenditures	\$ 417,502	\$ 500,005	\$ 532,865	\$ 495,699	\$ 527,815	\$ 537,745	\$ 537,745
Revenues							
Total Revenues	\$ 226,745	\$ 207,024	\$ 270,000	\$ 228,264	\$ 270,000	\$ 270,000	\$ 270,000
Net Cost to General Fund	\$ 190,757	\$ 292,981	\$ 262,865	\$ 267,435	\$ 257,815	\$ 267,745	\$ 267,745

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.

**O
B
J
E
C
T
I
V
E
S**

Accomplishments for the past Fiscal Year 2017-18

1. Maintained a strong commitment to citizen satisfaction.
2. Continued to improve services to the Community.
3. Continued to improve development by proposing code amendments based on changing social, economic and governmental trends.
4. Continued to promote quality development by adhering to adopted codes.

Goals for the upcoming Fiscal Year 2018-19

1. Continue to improve efficiencies within the department through customer service and technology
2. Continue our commitment to fiscal responsibility. We will maintain a balanced budget to the extent possible without eliminating services
3. Continue our strong commitment to citizen satisfaction
4. Work actively toward a building a strong economy through quality development
5. Work actively with the residents and local businesses to cultivate and maintain sustainable development

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	1.3	1.0	1.0
FT Positions	2	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Permits Issued	399	449
P&Z Sessions	7	11
Board of A&A Sessions	2	2
Council P&Z Sessions	3	5

Community Development

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	78,751	98,649	72,350	72,342	72,345	76,445	76,445
FICA	4,483	5,962	4,485	4,485	4,485	4,740	4,740
Medicare	1,048	1,394	1,050	1,049	1,050	1,110	1,110
Retirement	9,033	11,325	8,320	8,328	8,540	9,020	9,020
Unemployment	133	381	140	85	140	140	140
Workman's Compensation	1,481	1,816	1,375	937	1,375	1,455	1,455
Health, Dental & Life Ins	8,805	11,831	9,380	9,285	9,625	9,625	9,625
Total Wages & Related	\$ 103,734	\$ 131,358	\$ 97,100	\$ 96,511	\$ 97,560	\$ 102,535	\$ 102,535
Operating Expenditures							
Training	1,296	0	1,300	1,190	1,800	1,800	1,800
Travel	391	322	1,000	622	1,000	1,000	1,000
Office Supplies	175	292	2,500	4,758	3,000	2,000	2,000
Subscriptions/Memberships	790	694	500	1,137	750	750	750
Computer Services/Software	0	0	4,000	3,389	3,000	3,000	3,000
Auto Repair/Maintenance	483	147	600	59	600	600	600
Fuel	288	138	400	98	400	400	400
Cell Phone	0	0	0	0	660	660	660
Legal Services	10,582	3,530	6,000	8,325	6,000	6,000	6,000
Equipment Maint. Agreements	2,459	1,347	1,800	1,162	1,800	1,800	1,800
Office Equipment	0	832	500	453	1,750	1,750	1,750
Credit Card Processing Fees	2,823	2,350	3,000	2,364	2,800	2,800	2,800
Safety Equipment	0	0	200	0	200	200	200
Recording Fees	0	0	0	72	300	300	300
Total Operating Expenditures	\$ 19,287	\$ 9,652	\$ 21,800	\$ 23,629	\$ 24,060	\$ 23,060	\$ 23,060
Equipment/Capital Expenditures							
Equipment Lease	2,456	2,345	2,680	2,138	2,760	2,760	2,760
Total Equipment/Capital Expenditures	\$ 2,456	\$ 2,345	\$ 2,680	\$ 2,138	\$ 2,760	\$ 2,760	\$ 2,760
Total Departmental Expenditures	\$ 125,477	\$ 143,355	\$ 121,580	\$ 122,278	\$ 124,380	\$ 128,355	\$ 128,355
Revenues							
Copies	30	21	0	27	0	0	0
Total Departmental Revenues	\$ 30	\$ 21	\$ -	\$ 27	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 125,447	\$ 143,334	\$ 121,580	\$ 122,251	\$ 124,380	\$ 128,355	\$ 128,355

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2017-18

1. Completed the new Court Room remodel and issued Certificate of Occupancy.
2. Finished the O'Reilly's project and issued a Certificate of Occupancy.
3. Completed the now annual OMH audit.
4. Scheduled and attended the Fall, and Spring AZBO training for Building Department Staff.

Goals for the upcoming Fiscal Year 2018-19

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 and maintain a high level of customer service and efficient permit processing times.
3. Continue training for new staff and see that they succeed in getting their first certifications as a permit technician and residential building inspectors.
4. Keep an active watch on legislative matters with potential impact to the Town of Camp Verde.
5. Start the process to adopt the 2018 building codes so as to stay current with new technology and remain consistent with other counties and municipalities.
6. Continue to work with Economic Development Department on projects such international dark sky accreditation, tiny houses and commercial projects.
7. Cross train Permit Technicians to perform basic building inspections.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	3.9	3.9	3.8
FT Positions	4	4	4
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Permits Applied for	403	436
Permits Issued	400	428
Inspections	1,176	1,333

Building Department

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	132,096	164,881	174,415	161,587	166,575	171,685	171,685
FICA	8,115	9,837	10,815	9,764	10,330	10,645	10,645
Medicare	1,898	2,301	2,530	2,284	2,415	2,490	2,490
Retirement	15,111	18,928	20,060	18,603	19,660	20,260	20,260
Unemployment	634	646	690	251	535	535	535
Workman's Compensation	1,298	2,145	2,200	1,356	1,985	2,060	2,060
Health, Dental & Life Ins	25,315	35,355	38,930	33,089	29,360	29,360	29,360
Total Wages & Related	\$ 184,467	\$ 234,093	\$ 249,640	\$ 226,934	\$ 230,860	\$ 237,035	\$ 237,035
Operating Expenditures							
Training	2,462	3,267	3,500	750	3,500	3,500	3,500
Travel	2,107	1,895	2,500	942	2,500	2,500	2,500
Office Supplies	895	1,582	0	0	0	0	0
Subscriptions/Memberships	238	280	450	400	450	450	450
Books/Tapes/Publications	451	537	800	935	1,500	1,500	1,500
Printing	325	376	550	189	550	550	550
Advertising	64	0	300	47	300	300	300
Auto Repair/Maintenance	743	180	1,500	696	2,000	1,000	1,000
Fuel	1,471	1,220	1,500	1,697	2,500	1,250	1,250
Cell Phone	308	651	1,800	1,192	1,650	1,650	1,650
Consulting Services	513	200	1,500	0	1,500	1,500	1,500
Equipment	578	149	1,000	590	3,250	3,250	3,250
Total Operating Expenditures	\$ 10,155	\$ 10,337	\$ 15,400	\$ 7,438	\$ 19,700	\$ 17,450	\$ 17,450
Total Departmental Expenditures	\$ 194,622	\$ 244,430	\$ 265,040	\$ 234,372	\$ 250,560	\$ 254,485	\$ 254,485
Revenues							
Plan Review Fees	62,889	56,460	60,000	56,220	60,000	60,000	60,000
Building Permits	126,743	110,384	150,000	126,828	150,000	150,000	150,000
Total Departmental Revenues	\$ 189,632	\$ 166,844	\$ 210,000	\$ 183,048	\$ 210,000	\$ 210,000	\$ 210,000
Net Cost to General Fund	\$ 4,990	\$ 77,586	\$ 55,040	\$ 51,324	\$ 40,560	\$ 44,485	\$ 44,485

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 2017-18

1. Maintained service levels while experiencing an increase in Pre-Development meeting requests for Planned Area Developments, Use Permits, Minor Land Divisions and Addressing.
2. Have completed update to the Planning & Zoning Ordinance addressing Planned Area Development, Guest Houses, Community Facilities and RV and Manufactured Home Parks.
3. Have started GIS implementation.

Goals for the upcoming Fiscal Year 2018-19

1. Complete research to provide for a proposed update to the Planning & Zoning Ordinance addressing the Sign Ordinance. Have started GIS implementation and will continue to work on working knowledge and functionality.
2. Continue to improve efficiencies in service to Customers.
3. Facilitate Zoning Code Amendments to reflect current trends in development and remove extra layers of government processes.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</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>FY17</u>	<u>FY18</u>
Permits Issued	31	21
Ord's & Resolutions	9	13
Res. Zoning Clearances	122	152
Comm. Zoning Clearances	38	51

Planning & Zoning

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	37,181	34,854	49,580	49,587	49,590	50,580	50,580
FICA	2,276	2,152	3,075	3,072	3,075	3,140	3,140
Medicare	532	503	720	718	720	735	735
Retirement	4,265	4,001	5,705	5,709	5,855	5,970	5,970
Unemployment	137	124	140	70	140	140	140
Workman's Compensation	260	402	775	642	775	780	780
Health, Dental & Life Ins	8,438	6,653	9,380	9,285	9,625	9,625	9,625
Total Wages & Related	\$ 53,089	\$ 48,689	\$ 69,375	\$ 69,083	\$ 69,780	\$ 70,970	\$ 70,970
Operating Expenditures							
Training	0	853	0	0	1,000	1,000	1,000
Office Supplies	477	229	0	0	0	0	0
Printing	178	0	1,000	0	500	500	500
Advertising	1,052	353	2,000	591	500	500	500
Consulting Services	2,850	1,541	2,500	1,800	1,500	1,500	1,500
Legal Services	0	0	0	0	2,500	2,500	2,500
General Plan	0	981	0	0	0	0	0
Recording Fees	0	0	0	83	250	250	250
Total Operating Expenditures	\$ 4,557	\$ 3,957	\$ 5,500	\$ 2,474	\$ 6,250	\$ 6,250	\$ 6,250
Total Departmental Expenditures	\$ 57,646	\$ 52,646	\$ 74,875	\$ 71,557	\$ 76,030	\$ 77,220	\$ 77,220
Revenues							
Permit Fees	36,759	40,159	60,000	45,189	60,000	60,000	60,000
Total Departmental Revenues	\$ 36,759	\$ 40,159	\$ 60,000	\$ 45,189	\$ 60,000	\$ 60,000	\$ 60,000
Net Cost to General Fund	\$ 20,887	\$ 12,487	\$ 14,875	\$ 26,368	\$ 16,030	\$ 17,220	\$ 17,220

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.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2017-18

1. The Code Enforcement Department now has the ability to write citations which provides the Officer with tools not previously readily available.
2. Working with the Court to bring repeat offenders before the Judge. Both of these tools have helped the Code Enforcement Officer with violators who don’t respond to working with the department to comply.

Goals for the upcoming Fiscal Year 2018-19

1. The Code Enforcement Officer’s will take Certification training through CELA, the Code Enforcement League of Arizona, as well as courses offered through AZBO (Arizona Building Officials).
2. The Officer will be networking with neighboring jurisdictions to coordinate and collaborate in order to be more efficient in their duties and up to date with methods and issues relating to the region.
3. The Department is working on maximizing use of abatement funding.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE’s	1.0	.3	1.0
FT Positions	2	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Open Cases	155	310
Closed Cases	153	303
Total Violations	47	438

Code Enforcement

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	23,253	30,252	36,135	26,264	36,225	36,925	36,925
FICA	1,445	1,795	2,240	1,627	2,250	2,290	2,290
Medicare	338	349	525	381	525	535	535
Retirement	2,358	2,899	4,160	3,002	4,275	4,360	4,360
Unemployment	92	190	140	184	140	140	140
Workman's Compensation	442	481	690	340	105	110	110
Health, Dental & Life Ins	6,142	6,551	9,380	7,099	9,625	9,625	9,625
Total Wages & Related	\$ 34,070	\$ 42,517	\$ 53,270	\$ 38,897	\$ 53,145	\$ 53,985	\$ 53,985
Operating Expenditures							
Training	385	280	1,000	300	1,000	1,000	1,000
Travel	0	577	1,000	54	1,000	1,000	1,000
Office Supplies	106	51	0	650	0	0	0
Subscriptions/Memberships	0	0	100	10	200	200	200
Printing	0	0	0	0	500	500	500
Computer Services/Software	4,000	2,700	2,700	2,700	2,700	2,700	2,700
Auto Repair/Maintenance	0	0	0	1,187	1,000	1,000	1,000
Fuel	0	0	0	822	1,000	1,000	1,000
Cell Phone	376	640	600	742	1,100	1,100	1,100
Nuisance Abatement	820	2,616	5,000	8,036	5,000	5,000	5,000
Dangerous Bldg. Abatement	0	10,193	7,500	14,060	10,000	10,000	10,000
Recording Fees	0	0	200	34	200	200	200
Total Operating Expenditures	\$ 5,687	\$ 17,057	\$ 18,100	\$ 28,595	\$ 23,700	\$ 23,700	\$ 23,700
Total Departmental Expenditures	\$ 39,757	\$ 59,574	\$ 71,370	\$ 67,492	\$ 76,845	\$ 77,685	\$ 77,685
Revenues							
Zoning Fines	324	0	0	0	0	0	0
Total Departmental Revenues	\$ 324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 39,433	\$ 59,574	\$ 71,370	\$ 67,492	\$ 76,845	\$ 77,685	\$ 77,685

This Page Left Blank Intentionally

Marshal's Department Summary



Departments

Marshal's Office ♦ Animal Control

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQ'D	2018-19 MANAGER REC'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 2,279,436	\$ 2,373,962	\$ 2,377,590	\$ 2,300,105	\$ 2,575,650	\$ 2,651,450	\$ 2,651,450
Operating Expenditures	\$ 233,077	\$ 278,904	\$ 243,890	\$ 263,031	\$ 255,545	\$ 254,545	\$ 254,545
Equipment/Capital Expenditures	\$ 15,600	\$ 63,803	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 2,528,113	\$ 2,716,669	\$ 2,621,480	\$ 2,563,136	\$ 2,831,195	\$ 2,905,995	\$ 2,905,995
Revenues							
Total Revenues	\$ 195,078	\$ 263,497	\$ 208,600	\$ 167,488	\$ 208,800	\$ 208,800	\$ 208,800
Net Cost to General Fund	\$ 2,333,035	\$ 2,453,172	\$ 2,412,880	\$ 2,395,648	\$ 2,622,395	\$ 2,697,195	\$ 2,697,195

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 2017-18

1. Marshal's Office volunteers (VIPS) contributed over 2389 hours.
2. Recipient of Homeland Security, GOHS grants, and ACF grant.
3. Replaced the security/surveillance cameras within CVMO.
4. Replaced the outdated MDC's in all patrol vehicles.
5. Obtained commercial truck inspection certification for our K-9 officer.
6. Implemented in-car camera systems in both the K-9 and Traffic Units.

Goals for the upcoming Fiscal Year 2018-19

1. Develop a process for on-duty collisions, to include a policy, review board, training, and corrective action process.
2. Upgrade the part-time Records Clerk to a full-time position.
3. Provide advanced training for all dispatch staff in ACJIS guidelines and CCH reporting.
4. Conduct monthly speed enforcement details in targeted areas utilizing GOHS grant funds received in FY18.
5. Coordinate and participate in the annual Verde Valley DUI holiday task force in December.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	31.3	30.6	34.0
Sworn	20	20	21
Non-sworn	11	10	13
Part-time	1	2	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Calls for Service	10,853	9,829
Arrests	357	422
Traffic Citations/Warn's	1,909	2,156
Traffic Collisions Invest'd	181	202
Domestic Violence Calls	184	176
Property Crime Calls	639	284
Person Crime Calls	304	91

Marshal's Office

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	1,442,129	1,557,654	1,494,735	1,447,746	1,563,790	1,633,250	1,633,250
Overtime	47,064	86,926	40,000	50,096	40,000	40,000	40,000
Holiday Pay Premium	11,180	0	12,300	0	12,300	12,300	12,300
Uniform Allowance	24,600	25,500	24,000	23,700	25,200	25,200	25,200
FICA	54,641	13,692	27,255	26,724	29,845	31,055	31,055
Medicare	21,386	22,233	22,780	20,871	23,800	24,810	24,810
Retirement	274,345	287,025	303,740	355,679	404,855	423,115	423,115
Retirement Penalty	49,363	26,812	43,480	37,485	37,260	38,005	38,005
Unemployment	4,288	4,657	4,480	2,284	4,900	4,900	4,900
Workman's Compensation	51,843	56,788	55,655	35,415	57,115	40,285	40,285
Health, Dental & Life Ins	262,579	247,789	290,810	276,584	327,250	327,250	327,250
Total Wages & Related	\$ 2,243,418	\$ 2,329,076	\$ 2,319,235	\$ 2,276,584	\$ 2,526,315	\$ 2,600,170	\$ 2,600,170
Operating Expenditures							
Training	5,819	6,890	5,000	5,888	6,600	6,600	6,600
Travel	6,962	7,469	5,000	6,524	5,000	5,000	5,000
Uniforms	4,152	9,858	1,000	4,158	1,000	1,000	1,000
Office Supplies	7,183	7,475	5,500	6,978	5,500	5,500	5,500
Subscriptions/Memberships	1,534	1,259	2,000	797	2,000	2,000	2,000
Books/Tapes/Publications	571	16	600	454	400	400	400
Printing	2,141	2,309	600	1,709	500	500	500
Computer Services/Software	5,435	11,175	2,000	15,008	2,930	2,930	2,930
Software Recurring Fees	4,290	46,567	42,000	38,134	43,000	43,000	43,000
Auto Repair/Maintenance	26,185	26,336	25,000	34,744	25,000	25,000	25,000
Fuel	37,541	42,206	45,000	45,319	45,000	45,000	45,000
Electric	23,135	23,896	24,000	24,813	24,960	24,960	24,960
Gas/Propane	2,063	2,033	2,040	1,519	1,600	1,600	1,600
Water	2,675	2,590	2,600	2,615	2,580	2,580	2,580
Sewer	3,234	3,234	3,250	3,299	3,420	3,420	3,420
Waste Removal	704	740	750	600	600	600	600
Cell Phone	10,203	12,491	12,000	9,245	12,000	12,000	12,000
Consulting Services	0	0	0	3,048	0	0	0
Legal Services	20,000	20,137	20,000	20,000	20,000	20,000	20,000
Contract Labor/Services	1,473	1,804	1,000	1,059	1,500	1,500	1,500
Equipment Maint. Agreements	1,748	1,760	1,200	1,923	1,200	1,200	1,200
Office Equipment	3,303	1,508	2,000	1,050	2,000	2,000	2,000
Patrol/Investigation Equip.	16,694	17,838	7,500	12,526	10,000	10,000	10,000
Patrol/Investigation Equip. Maint	4,600	3,200	3,500	4,347	3,000	2,000	2,000
Communication Equipment	9,984	1,899	2,000	873	7,000	7,000	7,000
Communication Equip. Maint	5,457	3,741	3,000	1,329	3,000	3,000	3,000
Repeater/Generator Maint	1,775	1,137	1,800	1,665	1,800	1,800	1,800
Crime Prevention	1,750	2,313	1,000	500	1,000	1,000	1,000
Advocacy Center	2,646	2,646	2,800	2,718	3,300	3,300	3,300
Volunteers	2,796	945	2,000	729	2,000	2,000	2,000
Medical Supplies	591	581	500	265	500	500	500
K-9 Expenditures	307	901	500	362	500	500	500
Total Operating Expenditures	\$ 216,951	\$ 266,954	\$ 227,140	\$ 254,198	\$ 238,890	\$ 237,890	\$ 237,890

Marshal's Office (Cont'd)

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Equipment/Capital Expenditures							
Equipment	15,600	57,277	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 15,600	\$ 57,277	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 2,475,969	\$ 2,653,307	\$ 2,546,375	\$ 2,530,782	\$ 2,765,205	\$ 2,838,060	\$ 2,838,060
Revenues							
Copies	1,395	1,852	1,000	2,039	1,200	1,200	1,200
Fingerprint Fees	700	570	600	480	600	600	600
Auto Impound Fees	5,480	3,397	5,000	4,800	5,000	5,000	5,000
Miscellaneous	466	7,813	0	3,184	0	0	0
CVUSD SRO Reimbursement	0	47,429	0	0	0	0	0
Dispatch Services	178,600	195,000	195,000	150,000	195,000	195,000	195,000
Total Departmental Revenues	\$ 186,641	\$ 256,061	\$ 201,600	\$ 160,503	\$ 201,800	\$ 201,800	\$ 201,800
Net Cost to General Fund	\$ 2,289,328	\$ 2,397,246	\$ 2,344,775	\$ 2,370,279	\$ 2,563,405	\$ 2,636,260	\$ 2,636,260

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2017-18

1. 3 Volunteers helped with caring for dogs in the impound and also help find rescues for unclaimed dogs vs. taking dogs to Cottonwood Shelter.
2. Made improvements to the landscaping and outside dog runs at the impound with donations of materials and labor.
3. Separated Code Enforcement from Animal Control and filled the vacant ACO position.
4. Purchased a new slide-in canine box/cage for the ACO truck.

Goals for the upcoming Fiscal Year 2018-19

1. Continue to educate the citizens on town ordinances through the CVMO website, social media, and public outreach.
2. Provide responsible pet ownership education at special events and during citizen contacts.
3. Seek a grant opportunity through the Arizona Community Foundation (ACF) for improvements to the animal impound building.
4. Obtain Basic Animal Control Officer Certification for the new Animal Control Officer (ACO).
5. Replace the 2007 Animal Control truck, which has over 116,000 miles.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	1.0	.5	1.0
FT Positions	2	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Animal Bites	21	37
Animal Abuse Calls	4	4
Animal Noise Calls	16	17
Dogs Impounded	61	86
Dogs Returned to Owner	30	42

Animal Control

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	23,361	30,143	36,135	15,036	29,300	31,090	31,090
Overtime	507	707	2,000	20	2,000	2,000	2,000
Holiday Pay Premium	0	0	400	0	400	400	400
Uniform Allowance	900	1,350	1,800	450	900	900	900
FICA	1,527	1,855	2,505	961	2,025	2,135	2,135
Medicare	357	363	585	225	475	500	500
Retirement	930	2,998	4,640	1,735	3,850	4,060	4,060
Retirement ACR	1,502	0	0	0	0	0	0
Unemployment	135	191	140	57	140	140	140
Workman's Compensation	467	499	770	201	620	430	430
Health, Dental & Life Ins	6,332	6,780	9,380	4,836	9,625	9,625	9,625
Total Wages & Related	\$ 36,018	\$ 44,886	\$ 58,355	\$ 23,521	\$ 49,335	\$ 51,280	\$ 51,280
Operating Expenditures							
Training	0	1,186	1,000	610	1,000	1,000	1,000
Travel	0	741	1,000	759	1,000	1,000	1,000
Office Supplies	72	68	250	32	250	250	250
Subscriptions/Memberships	35	0	150	0	150	150	150
Printing	1,159	40	1,250	165	1,250	1,250	1,250
Auto Repair/Maintenance	231	1,723	1,000	2,279	1,000	1,000	1,000
Fuel	1,896	2,010	2,500	786	2,500	2,500	2,500
Electric	1,131	1,291	1,300	1,131	1,200	1,200	1,200
Water	97	95	100	94	105	105	105
Office Equipment	0	0	100	0	100	100	100
Building Maintenance	5,475	1,170	500	0	500	500	500
Animal Control Equipment	1,994	983	2,000	2,037	2,000	2,000	2,000
Animal Cremations	95	84	800	0	800	800	800
Veterinarian Services	281	779	800	0	800	800	800
Shelter Fees	3,660	1,780	4,000	940	4,000	4,000	4,000
Total Operating Expenditures	\$ 16,126	\$ 11,950	\$ 16,750	\$ 8,833	\$ 16,655	\$ 16,655	\$ 16,655
Equipment/Capital Expenditures							
Equipment	0	6,526	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ 6,526	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 52,144	\$ 63,362	\$ 75,105	\$ 32,354	\$ 65,990	\$ 67,935	\$ 67,935
Revenues							
Dog Licenses	7,352	6,121	6,000	5,260	6,000	6,000	6,000
Impound Fees	1,085	1,315	1,000	1,725	1,000	1,000	1,000
Total Departmental Revenues	\$ 8,437	\$ 7,436	\$ 7,000	\$ 6,985	\$ 7,000	\$ 7,000	\$ 7,000
Net Cost to General Fund	\$ 43,707	\$ 55,926	\$ 68,105	\$ 25,369	\$ 58,990	\$ 60,935	\$ 60,935

Community Library Summary



Departments

◆ Community Library ◆

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQ'D	2018-19 MANAGER REC'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 324,494	\$ 333,933	\$ 385,330	\$ 390,893	\$ 462,165	\$ 468,240	\$ 468,240
Operating Expenditures	\$ 65,686	\$ 79,137	\$ 82,860	\$ 90,221	\$ 91,280	\$ 90,480	\$ 90,480
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 390,180	\$ 413,070	\$ 468,190	\$ 481,114	\$ 553,445	\$ 558,720	\$ 558,720
Revenues							
Total Revenues	\$ 79,750	\$ 82,834	\$ 88,300	\$ 81,905	\$ 89,000	\$ 89,000	\$ 89,000
Net Cost to General Fund	\$ 310,430	\$ 330,236	\$ 379,890	\$ 399,209	\$ 464,445	\$ 469,720	\$ 469,720

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 2017-18

1. Hosted Discover NASA: From Our Town to Outer Space Exhibition with attendant programming for 3 months.
2. CVCL was selected to host the Smithsonian Water|Ways, a Museum on Main Street Exhibition in 2019.
3. Extended library open hours to 60 hours weekly to better meet community demand for facility use.
4. Continued commitment to citizen satisfaction through programs and services to the Camp Verde Community.

Goals for the upcoming Fiscal Year 2018-19

1. Develop 5-10 year Strategic Plan for Camp Verde Community Library.
2. Create Preparedness Kits covering, identifying and enhancing the library’s role in disaster planning.
3. Increase/improve communications and marketing of library programs/services to community members.
4. Develop an intern program to assist adults graduating from CVARP with job skills and experience.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	7.80	7.50	8.80
FT Positions	4	4	6
PT Positions	7	6	6
Seasonal	3	2	0

Statistics

	<u>FY17</u>	<u>FY18,</u>
Public PC Access	19,712	18,992
Traffic Count	87,357	95,490
Total Circulation	123,127	133,135
A/V Media Circulation	28,221	32,312
Total New Items	2,357	2,301
Programs	620	972
Program Attendance	6,592	8,271
Volunteer Hours	7,830	6,809

Community Library

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	247,084	252,745	282,060	297,979	342,600	347,800	347,800
FICA	15,142	15,893	17,490	18,330	21,245	21,565	21,565
Medicare	3,541	3,717	4,090	4,287	4,970	5,045	5,045
Retirement	21,527	22,637	22,780	26,304	31,500	31,965	31,965
Unemployment	1,379	1,425	1,400	889	1,680	1,680	1,680
Workman's Compensation	2,067	1,977	2,240	1,320	2,420	2,435	2,435
Health, Dental & Life Ins	33,754	35,539	37,520	41,784	57,750	57,750	57,750
Total Wages & Related	\$ 324,494	\$ 333,933	\$ 367,580	\$ 390,893	\$ 462,165	\$ 468,240	\$ 468,240
Operating Expenditures							
Training	764	240	600	655	1,200	600	600
Travel	577	95	400	157	400	200	200
Office Supplies	3,434	4,156	2,500	2,263	2,000	2,000	2,000
Cataloging Supplies	2,943	5,254	2,500	4,040	3,500	3,500	3,500
Subscriptions/Memberships	40	1,500	1,000	724	1,000	1,000	1,000
Books/Tapes/Publications	24,103	23,390	25,000	29,120	25,000	25,000	25,000
Postage	600	536	500	815	500	500	500
Computer Services/Software	3,126	1,122	4,000	1,558	4,000	4,000	4,000
Internet Wireless Access	0	0	3,400	2,224	3,400	3,400	3,400
Electric	11,335	16,013	15,600	20,099	21,000	21,000	21,000
Gas/Propane	2,031	1,213	1,440	1,122	1,200	1,200	1,200
Water	769	1,356	1,320	1,201	1,320	1,320	1,320
Sewer	0	2,614	3,500	3,556	3,660	3,660	3,660
Waste Removal	600	600	600	600	600	600	600
Telephone	0	0	3,000	2,593	2,600	2,600	2,600
Cell Phone	292	1,013	700	462	500	500	500
Legal Services	253	1,048	1,000	468	600	600	600
Contract Labor/Services	6,287	10,140	9,000	11,698	12,000	12,000	12,000
Equipment Rental	0	255	1,800	1,686	1,800	1,800	1,800
Office Equipment	2,928	2,678	500	789	500	500	500
Volunteer Expense	1,376	1,178	1,500	815	1,500	1,500	1,500
Library Programs	3,209	3,837	2,000	2,578	2,000	2,000	2,000
Records Cataloging	1,019	899	1,000	998	1,000	1,000	1,000
Total Operating Expenditures	\$ 65,686	\$ 79,137	\$ 82,860	\$ 90,221	\$ 91,280	\$ 90,480	\$ 90,480
Total Departmental Expenditures	\$ 390,180	\$ 413,070	\$ 450,440	\$ 481,114	\$ 553,445	\$ 558,720	\$ 558,720
Revenues							
Copies	1,166	1,872	3,500	3,622	3,500	3,500	3,500
Fines & Forfeitures	3,969	5,208	3,000	4,545	3,000	3,000	3,000
Facility Rental	0	900	1,800	0	0	0	0
Surplus Property Sales	0	0	0	0	0	0	0
Yav County Library District	74,615	74,854	80,000	73,738	82,500	82,500	82,500
Total Departmental Revenues	\$ 79,750	\$ 82,834	\$ 88,300	\$ 81,905	\$ 89,000	\$ 89,000	\$ 89,000
Net Cost to General Fund	\$ 310,430	\$ 330,236	\$ 362,140	\$ 399,209	\$ 464,445	\$ 469,720	\$ 469,720

This Page Left Blank Intentionally

Parks & Rec Summary



Departments

Administration ♦ Heritage Pool
Programs

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQ'D	2018-19 MANAGER REC'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 153,644	\$ 202,360	\$ 232,470	\$ 230,007	\$ 266,545	\$ 270,165	\$ 270,165
Operating Expenditures	\$ 90,705	\$ 107,921	\$ 116,170	\$ 114,218	\$ 126,585	\$ 126,085	\$ 126,085
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 244,349	\$ 310,281	\$ 348,640	\$ 344,225	\$ 393,130	\$ 396,250	\$ 396,250
Revenues							
Total Revenues	\$ 43,126	\$ 49,750	\$ 59,400	\$ 49,862	\$ 65,000	\$ 65,000	\$ 65,000
Net Cost to General Fund	\$ 201,223	\$ 260,531	\$ 289,240	\$ 294,363	\$ 328,130	\$ 331,250	\$ 331,250

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 2017-18

1. Completed, with Public Works Engineer, Grading, Drainage, Infrastructure and Storm water plan for Sports Complex.
2. Completed upgrades to Rezzonico Family Park including two picnic ramadas and walking trail.
3. Completed purchase, design and implementation of software for program advertising and registration to be shared with Community Library.
4. Began design and construction of trail around Sports Complex using Arizona State Parks grant and Town match.
5. Worked with The Nature Conservancy to establish Native Grass Pilot Project at Rezzonico Family Park.

Goals for the upcoming Fiscal Year 2018-19

1. Complete, with Public Works Engineer, the Amenity Design for Sports Complex and begin construction of fields and other structures for opening in April 2019.
2. Continue upgrades to Rezzonico Family Park including ADA sidewalk to 4 table Ramada and pipe rail fence along South side of Park.
3. Complete construction of perimeter trail around Sports Complex using Arizona State Parks grant and Town match.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	1.40	1.30	1.30
FT Positions	4	5	5
PT Positions	1	1	2
Seasonal	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Public Shower Use	400	350
Meeting Room Usage	800	823
Gym Usage (Non program)	436	600
Kitchen Usage	147	117
Ramadas		168

Parks & Rec

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	60,122	64,713	70,740	77,399	65,560	66,595	66,595
FICA	3,323	3,733	4,390	4,512	4,065	4,130	4,130
Medicare	777	873	1,030	1,055	955	970	970
Retirement	6,184	7,426	8,135	8,129	7,740	7,860	7,860
Unemployment	285	178	190	142	175	175	175
Workman's Compensation	1,099	914	1,005	748	930	945	945
Health, Dental & Life Ins	9,712	11,390	12,660	12,430	12,035	12,035	12,035
Total Wages & Related	\$ 81,502	\$ 89,227	\$ 98,150	\$ 104,415	\$ 91,460	\$ 92,710	\$ 92,710
Operating Expenditures							
Training	600	530	600	1,075	900	900	900
Travel	520	614	600	455	900	900	900
Office Supplies	661	273	600	179	600	600	600
Subscriptions/Memberships	230	230	300	200	350	350	350
Advertising	411	590	850	846	850	850	850
Software Recurring Fees	0	0	0	1,400	4,000	4,000	4,000
Auto Repair/Maintenance	2,510	1,247	1,200	1,182	1,200	1,200	1,200
Fuel	208	232	300	223	300	300	300
Electric	37,260	34,103	35,720	35,366	35,270	35,270	35,270
Gas/Propane	2,659	2,426	3,300	2,221	3,240	3,240	3,240
Water	1,055	1,061	1,160	1,485	1,380	1,380	1,380
Waste Removal	2,130	2,130	2,150	2,130	2,160	2,160	2,160
Cell Phone	370	689	750	405	750	750	750
Legal Services	150	176	500	663	500	500	500
Office Equipment	0	649	1,200	314	1,200	1,200	1,200
Credit Card Processing Fees	0	97	0	347	350	350	350
OSHA Medical Supplies	60	95	250	294	250	250	250
Permits	290	551	875	295	0	0	0
Total Operating Expenditures	\$ 49,114	\$ 45,693	\$ 50,355	\$ 49,080	\$ 54,200	\$ 54,200	\$ 54,200
Total Departmental Expenditures	\$ 130,616	\$ 134,920	\$ 148,505	\$ 153,495	\$ 145,660	\$ 146,910	\$ 146,910
Revenues							
Facility Rental Fees	1,834	3,196	1,600	3,203	3,000	3,000	3,000
Total Departmental Revenues	\$ 1,834	\$ 3,196	\$ 1,600	\$ 3,203	\$ 3,000	\$ 3,000	\$ 3,000
Net Cost to General Fund	\$ 128,782	\$ 131,724	\$ 146,905	\$ 150,292	\$ 142,660	\$ 143,910	\$ 143,910

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 2017-18

1. Provided a safe, fun swim season for nearly 9000 visitors, the vast majority of them children.
2. Provided swim lessons to 156 children in 3 sessions.
3. Continued to provide Aqua Zumba and Water Aerobics through partners and volunteers.

Goals for the upcoming Fiscal Year 2018-19

1. Hire and train seasonal Pool Manager to continue to improve Pool operations.
2. Work to add additional programming such as swim team.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	2.30	2.60	2.60
FT Positions	3	5	5
PT Positions	0	0	0
Seasonal	15	15	15

Statistics

	<u>FY17</u>	<u>FY18</u>
Swim Lesson Attend	150	150
Pool Attendance	8,200	9,000

Heritage Pool

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	53,727	63,153	62,505	69,758	72,025	72,480	72,480
FICA	3,272	3,881	3,875	4,279	4,465	4,495	4,495
Medicare	765	908	910	1,001	1,045	1,055	1,055
Retirement	1,757	1,549	2,655	2,135	3,760	3,810	3,810
Unemployment	734	928	515	718	890	890	890
Workman's Compensation	1,232	890	1,185	807	1,330	1,205	1,205
Health, Dental & Life Ins	3,511	3,073	5,625	4,317	5,775	5,775	5,775
Total Wages & Related	\$ 64,998	\$ 74,382	\$ 77,270	\$ 83,015	\$ 89,290	\$ 89,710	\$ 89,710
Operating Expenditures							
Training	393	1,644	1,000	2,292	2,000	1,500	1,500
Electric	6,753	6,598	7,000	6,469	7,020	7,020	7,020
Gas/Propane	2,412	4,288	3,000	9	3,500	3,500	3,500
Waste Removal	177	176	200	480	480	480	480
Telephone	335	657	440	832	660	660	660
OSHA Med Supplies	143	225	175	160	225	225	225
Pool Chemicals	5,798	9,138	6,500	7,584	7,000	7,000	7,000
Pool Supplies	1,556	2,568	3,700	1,490	3,700	3,700	3,700
Equipment Maintenance	2,567	3,549	3,500	6,266	3,500	3,500	3,500
Concession Supplies	0	833	300	925	900	900	900
Permits	960	435	500	480	500	500	500
Total Operating Expenditures	\$ 21,094	\$ 30,111	\$ 26,315	\$ 26,987	\$ 29,485	\$ 28,985	\$ 28,985
Total Departmental Expenditures	\$ 86,092	\$ 104,493	\$ 103,585	\$ 110,002	\$ 118,775	\$ 118,695	\$ 118,695
Revenues							
User Fees	17,932	21,071	22,000	16,728	22,000	22,000	22,000
Concession Sales	1,092	177	300	830	1,500	1,500	1,500
Total Departmental Revenues	\$ 19,024	\$ 21,248	\$ 22,300	\$ 17,558	\$ 23,500	\$ 23,500	\$ 23,500
Net Cost to General Fund	\$ 67,068	\$ 83,245	\$ 81,285	\$ 92,444	\$ 95,275	\$ 95,195	\$ 95,195

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 2017-18

1. Continued to apply National Standards for Youth Sports to all programming as a result of Certified Youth Sports Administrator certification.
2. Continued planning and implementation of Summer Day Camp with goal of American Camp Association accreditation.
3. Increased bus day trip participation.
4. Increased Diamondbacks trip participation and “profit” by over \$400.
5. Increased Parade of Lights registration by 50%.
6. Began an Open Gym night utilizing a volunteer for 2 hours every Monday night.

Goals for the upcoming Fiscal Year 2018-19

1. Successfully restart Summer Day Camp including achieving American Camp Association accreditation and expand in 2019.
2. Develop and implement new Partner Agreements with youth sports groups and others.
3. Continue to grow Pickle Ball including 1 or more fund raiser tournaments.
4. Continue to develop and support Town wide Youth Advisory Committee activities.

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE’s	.80	.90	1.00
FT Positions	0	2	2
PT Positions	0	0	0
Seasonal	7	7	7

Statistics

	<u>FY17</u>	<u>FY18</u>
Participants		
Grasshopper	160	156
Adult Softball	125	153
Adult Volleyball	117	55
Pickleball	840	1,632
Diamondback Trips	136	199
Day Trips	233	252
Summer Camp		238

Programming

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	6,419	28,051	41,010	31,322	67,970	69,685	69,685
FICA	398	1,739	2,545	1,935	4,215	4,320	4,320
Medicare	93	407	600	452	990	1,010	1,010
Retirement	0	2,382	3,000	2,507	4,095	4,155	4,155
Unemployment	120	275	525	165	765	790	790
Workman's Compensation	114	812	615	625	1,020	1,045	1,045
Health, Dental & Life Ins	0	5,085	8,755	5,571	6,740	6,740	6,740
Total Wages & Related	\$ 7,144	\$ 38,751	\$ 57,050	\$ 42,577	\$ 85,795	\$ 87,745	\$ 87,745
Operating Expenditures							
Contract Labor/Services	1,710	1,700	2,000	2,524	2,400	2,400	2,400
Rec. Equipment	2,246	2,515	4,500	2,821	4,500	4,500	4,500
Special Events	0	9,700	10,000	9,530	12,000	12,000	12,000
Children's Programs	4,122	3,338	5,000	4,468	5,000	5,000	5,000
Adult Programs	1,652	1,104	1,000	223	1,000	1,000	1,000
Community Programs	10,767	12,691	13,000	16,232	14,000	14,000	14,000
Summer Program	0	1,069	4,000	2,353	4,000	4,000	4,000
Total Operating Expenditures	\$ 20,497	\$ 32,117	\$ 39,500	\$ 38,151	\$ 42,900	\$ 42,900	\$ 42,900
Total Departmental Expenditures	\$ 27,641	\$ 70,868	\$ 96,550	\$ 80,728	\$ 128,695	\$ 130,645	\$ 130,645
Revenues							
Children's Rec Program	4,648	5,059	7,000	4,883	6,000	6,000	6,000
Adult Rec Program	5,280	6,828	4,000	4,793	6,000	6,000	6,000
Community Programs	10,975	12,104	12,000	15,922	14,000	14,000	14,000
Summer Program	0	0	9,000	2,248	9,000	9,000	9,000
Child Rec Program Support	0	260	1,500	0	1,500	1,500	1,500
Child Rec Tuition Support	1,015	600	1,000	700	1,000	1,000	1,000
Community Program Support	350	455	1,000	555	1,000	1,000	1,000
Total Departmental Revenues	\$ 22,268	\$ 25,306	\$ 35,500	\$ 29,101	\$ 38,500	\$ 38,500	\$ 38,500
Net Cost to General Fund	\$ 5,373	\$ 45,562	\$ 61,050	\$ 51,627	\$ 90,195	\$ 92,145	\$ 92,145

This Page Left Blank Intentionally



Chapter Five

Capital Project Funds

	<u>Page #</u>
Overview	
Capital Project Funds Information	112
Capital Improvements Plan	113
Capital Improvement Projects Quick View	118
Capital Improvement Projects Fund Summary	119
Funds	
Capital Improvement's Fund	120
Parks Fund	121

Capital Project Funds

The Town of Camp Verde's Capital Improvement Projects Fund (CIP Fund) is used 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.

The Parks Fund was brought back in fiscal year 18 to manage the construction of a 114 acre, \$7 million sports complex project.

A critical piece in the Town's ability to budget for these types of expenditures is the Capital Improvements Plan (CIP). It is an important implementation tool of the General Plan. The CIP 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 CIP covers 5 years, which includes the current budget year and 4 years into the future. The entire CIP is considered a part of the current budget in that where monies are budgeted into the CIP 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 CIP.

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 various Town funds but primarily through the Capital Project Improvements Fund (CIP). 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. The 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 utilizes operating transfers from other funds occasionally such as the HURF Fund and grant funds.
- **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
FY18 Capital Improvements Plan
 Council Planning Sheet

General Fund

Funding

		YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Funding Total	Unfunded
<i>Funding Source</i>	.65% Sales Tax	\$ 728,000	\$ 750,000	\$ 772,500	\$ 772,500	\$ 772,500	\$ 3,795,500	
	Reserve Funds	\$ 501,000					\$ 501,000	
	Current Revenues & Transfers	\$ 605,000	\$ 105,000	\$ 97,500	\$ 90,000	\$ 90,000	\$ 987,500	
	Grant Funds / Donations	\$ 330,000	\$ 337,000				\$ 667,000	
	Debt Financing	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
	Carrying Balance	\$ 7,146,070	\$ 137,677	\$ 93,611	\$ 100,511	\$ 94,111	\$ 7,571,980	
Total Anticipated Funding		\$ 9,810,070	\$ 1,329,677	\$ 963,611	\$ 963,011	\$ 956,611	\$ 14,022,980	

Expenditures

Functions	Project	Total Cost	YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Project Total	Unfunded
<i>Public Use Facilities</i>	Pool Sand Filter Replacement	\$ 25,000		\$ 25,000				\$ 25,000	
								\$ -	
Total Public Use Facilities:		\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	\$ -
<i>Public Use Infrastructure</i>	Water System Acquisition	\$ 6,000,000						\$ -	\$ 6,000,000
	Public Road Maintenance Program	\$ 2,300,000	\$ 700,000					\$ 700,000	\$ 1,600,000
	Road Construction Projects	\$ 2,204,000						\$ -	\$ 2,204,000
	Verde River Pedestrian Bridge	\$ 1,639,925						\$ -	\$ 1,639,925
	Main St. Drainage Improvements	\$ 400,000						\$ -	\$ 400,000
	Verde Lakes Land Acquisition	\$ 200,000						\$ -	\$ 200,000
	Glenrose/Quarterhorse Drainage Control	\$ 170,000						\$ -	\$ 170,000
	Gaddis Wash Improvements	\$ 100,000						\$ -	\$ 100,000
	McCraken Ln Drainage Improvements	\$ 80,000				\$ 80,000		\$ 80,000	
	Bashas County Wash Cleanout	\$ 45,000				\$ 45,000		\$ 45,000	
	Newton Ln Drainage Control	\$ 45,000		\$ 45,000				\$ 45,000	
	Howards Rd Drainage Control	\$ 45,000						\$ -	\$ 45,000
	Library Landscaping	\$ 32,000		\$ 16,000			\$ 16,000	\$ 32,000	
	Cliffs Parkway Drainage Basin Improvements	\$ 25,000						\$ -	
	Faulkner Wash Improvements	\$ 27,185	\$ 27,185					\$ 27,185	
	Finnie Flat Streetscape	\$ 15,369	\$ 15,369					\$ 15,369	
	Old Hwy 279 Connector - Altman	\$ 185,000						\$ -	\$ 185,000
	Old Hwy 279 Connector - Out of Africa	\$ 208,000						\$ -	\$ 208,000
	Cherry Creek Pkwy	\$ 150,000						\$ -	\$ 150,000
	Hollomon & 7th St. Sidewalk Improvements	\$ 330,000	\$ 80,000	\$ 250,000				\$ 330,000	
Main St. / Montezuma Intersection	\$ 500,000						\$ -	\$ 500,000	
Finnie Flat / Hwy 260 Sidewalk widening	\$ 750,000						\$ -	\$ 750,000	
Total Public Use Infrastructure:		\$ 15,451,479	\$ 822,554	\$ 311,000	\$ -	\$ 125,000	\$ 16,000	\$ 1,274,554	\$ 14,151,925

Functions	Project	Total Cost	YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Project Total	\$ 45,000
Parks	Community Park	\$ 6,720,198	\$ 6,720,198					\$ 6,720,198	
	Rezzonico Park Development	\$ 142,984	\$ 32,984		\$ 40,000	\$ 35,000	\$ 35,000	\$ 142,984	
	Total Parks:	\$ 6,863,182	\$ 6,753,182	\$ -	\$ 40,000	\$ 35,000	\$ 35,000	\$ 6,863,182	\$ -
Economic Development & Tourism	Homestead Parkway Extension	\$ 327,205	\$ 327,205					\$ 327,205	
	Wayfinding Signs	\$ 39,086	\$ 39,086					\$ 39,086	
	Main St. & Finnie Flat entry Monuments	\$ 24,500						\$ -	\$ 24,500
	I-17 Visitors Center	\$ 35,600						\$ -	\$ 35,600
	Industrial Drive Roundabout Landscaping	\$ 68,000						\$ -	\$ 68,000
	Purchase Circle K Property	\$ 215,000	\$ 215,000					\$ 215,000	
Total Economic Development:	\$ 709,391	\$ 581,291	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 581,291	\$ 128,100
Town Facilities	Town Campus Remodel	\$ 268,500						\$ -	\$ 268,500
	Maint Shop Remodel	\$ 93,000		\$ 46,500	\$ 46,500			\$ 93,000	
	Town Kitchen Remodel	\$ 66,865	\$ 66,865					\$ 66,865	
	Gym & Room 204 Upgrades	\$ 43,500	\$ 43,500					\$ 43,500	
	Gazebo Renovation	\$ 13,000						\$ -	\$ 13,000
	Library Front Door & Shading	\$ 8,000	\$ 8,000					\$ 8,000	
	Town Hall Restrooms	\$ 51,000						\$ -	\$ 51,000
	PW Office Flat Roof Repair	\$ 45,000			\$ 45,000			\$ 45,000	
	Street Yard Awning cover	\$ 30,000	\$ 30,000					\$ 30,000	
Total Town Facilities:	\$ 618,865	\$ 148,365	\$ 46,500	\$ 91,500	\$ -	\$ -	\$ -	\$ 286,365	\$ 332,500
Town Systems & Equipment	Streets Heavy Equipment	\$ 1,050,000	\$ 365,000					\$ 365,000	\$ 685,000
	Patrol Vehicles	\$ 294,000						\$ -	\$ 294,000
	Street Sweeper	\$ 115,000	\$ 115,000					\$ 115,000	
	Streets Equipment	\$ 75,000						\$ -	\$ 75,000
	New Website Deveopment	\$ 69,000			\$ 69,000			\$ 69,000	
	Sign Boards	\$ 60,000						\$ -	\$ 60,000
	Maint Vehicles	\$ 58,000						\$ -	\$ 58,000
	GIS System	\$ 41,500						\$ -	\$ 41,500
	Maint Equipment	\$ 31,900	\$ 20,000					\$ 20,000	\$ 11,900
	CVMO Records Shelving	\$ 27,000	\$ 27,000					\$ 27,000	
	Inspections Truck	\$ 25,000						\$ -	\$ 25,000
	Utility Accounting Software	\$ 21,000	\$ 21,000					\$ 21,000	
	Spillman Records Management	\$ 37,216		\$ 37,216				\$ 37,216	
	Scanner / Plotter	\$ 12,000						\$ -	\$ 12,000
Total Town Systems & Equipment:	\$ 1,916,616	\$ 548,000	\$ 37,216	\$ 69,000	\$ -	\$ -	\$ 654,216	\$ 1,262,400	
CIP Related Debt Payments	2015 Equipment LP	\$ 277,500	\$ 111,000	\$ 111,000	\$ 55,500			\$ 277,500	N/A
	2017 Equipment LP	\$ 202,011	\$ 102,001	\$ 100,000				\$ 202,001	N/A
	2018 Equipment LP	\$ 1,125,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 1,125,000	N/A
	2018 Community Park Bonding	\$ 1,909,075	\$ 381,000	\$ 380,350	\$ 382,100	\$ 382,900	\$ 382,725	\$ 1,909,075	N/A
	2021 Equipment LP	\$ 505,000				\$ 101,000	\$ 101,000	\$ 202,000	N/A
Total Det Payments:	\$ 4,018,586	\$ 819,001	\$ 816,350	\$ 662,600	\$ 708,900	\$ 708,725	\$ 3,715,576	\$ -	
Total Projected Cost - All Projects		\$ 29,603,119	\$ 9,672,393	\$ 1,236,066	\$ 863,100	\$ 868,900	\$ 759,725	\$ 13,400,184	\$ 15,874,925
Net Total - All Projects		\$ (29,603,119)	\$ 137,677	\$ 93,611	\$ 100,511	\$ 94,111	\$ 196,886	\$ 622,796	\$ (15,874,925)

Wastewater Fund

Funding

		YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Funding Total	Unfunded
<i>Funding Source</i>	Grant Funds / Donations	\$ 1,000,000					\$ 1,000,000	
	Debt Financing	\$ 2,987,210					\$ 2,987,210	
	Reserve Funds		\$ 150,000				\$ 150,000	
	Current Revenues & Transfers	\$ 270,000	\$ 474,320	\$ 300,000	\$ 250,000	\$ 100,000	\$ 1,394,320	
Total Anticipated Funding		\$ 4,257,210	\$ 624,320	\$ 300,000	\$ 250,000	\$ 100,000	\$ 5,531,530	

Expenditures

Functions	Project	Total Cost	YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Project Total	Unfunded
<i>Infrastructure</i>	Sewer out Hwy 260	\$ 2,500,000						\$ -	\$ 2,500,000
	Horseshoe Bend/Dickison Circle Sewer Line Extention	\$ 700,000						\$ -	\$ 700,000
	Lagoon Reconstruction	\$ 70,000		\$ 25,000				\$ 25,000	\$ 45,000
	Treatment Plant Repair	\$ 65,000						\$ -	\$ 65,000
	Storage Slab & Awning	\$ 28,000						\$ -	\$ 28,000
	Dickison Lift Station	\$ 510,000	\$ 510,000					\$ 510,000	
	Pipeline to Willows	\$ 461,200	\$ 15,000	\$ 446,200				\$ 461,200	
	Lift Station Improvments	\$ 137,000	\$ 137,000					\$ 137,000	
	Lagoon Closure & Repurpose	\$ 355,000	\$ 355,000					\$ 355,000	
	Drying Beds	\$ 1,047,210	\$ 1,047,210					\$ 1,047,210	
	Plant Capacity Increase	\$ 600,000	\$ 600,000					\$ 600,000	
	Fire Main to WWTP	\$ 105,000	\$ 105,000					\$ 105,000	
	Solor Installation Project	\$ 500,000	\$ 500,000					\$ 500,000	
	UV Disinfection	\$ 320,000	\$ 320,000					\$ 320,000	
	Truck Pump Station	\$ 50,000	\$ 50,000					\$ 50,000	
	Chlorine Canopy	\$ 43,000	\$ 43,000					\$ 43,000	
	Additional engineering costs for WIFA projects	\$ 330,000	\$ 330,000					\$ 330,000	
	Manhole Rehabilitation	\$ 120,000	\$ 40,000	\$ 40,000	\$ 40,000			\$ 120,000	
	GIS of Sewer System	\$ 10,000	\$ 10,000					\$ 10,000	
	Gannon Replacement	\$ 100,000				\$ 100,000		\$ 100,000	
U/V Filter Building	\$ 80,000	\$ 80,000					\$ 80,000		
Total Public Use Infrastructure:		\$ 8,131,410	\$ 4,142,210	\$ 511,200	\$ 40,000	\$ 100,000	\$ -	\$ 4,793,410	\$ 3,338,000
<i>CIP Related Debt Payments</i>	2016 Lease Purchase		\$ 113,120	\$ 113,120	\$ 113,120	\$ 56,560		\$ 395,920	N/A
								\$ -	
								\$ -	
Total Det Payments:		\$ -	\$ 113,120	\$ 113,120	\$ 113,120	\$ 56,560	\$ -	\$ 395,920	\$ -
Total Projected Cost - All Projects		\$ 8,131,410	\$ 4,255,330	\$ 624,320	\$ 153,120	\$ 156,560	\$ -	\$ 5,189,330	\$ 3,338,000
Net Total - All Projects		\$ (8,131,410)	\$ 1,880	\$ -	\$ 146,880	\$ 93,440	\$ 100,000	\$ 342,200	\$ (3,338,000)

Capital Improvement Projects

FY19 New Projects

Project	Fund	FY19 Budget
Road Maintenance	General / HURF	\$ 500,000
Circle K Property	General	\$ 215,000
Various Projects	General	\$ 300,000
Total CIP Fund - New Projects		\$ 1,015,000

Funding	Fund	Budget
Fund Balance	General Fund	\$ 515,000
Unencumbered Reserves	HURF Fund	\$ 500,000
Funding for New Projects		\$ 1,015,000

FY18 Carry-forward for Current & Pending Projects

Project	Fund	FY19 Budget
Sports Complex	CIP	\$ 6,720,198
Road Maintenance	General / HURF	\$ 200,000
Town Kitchen Remodel	CIP	\$ 26,865
Homestead Parkway	CIP	\$ 327,205
Stormwater Projects	CIP	\$ 27,185
Wayfinding Signs	CIP	\$ 8,086
Rezzonico Park	CIP	\$ 10,984
Finnie Flat Streetscape	CIP	\$ 15,369
Total CIP Fund - Carry-forward Projects		\$ 7,335,892

Funding	Fund	Budget
Grants	Federal Grants	\$ 250,000
Parks Fund Balance	Federal Grants	\$ 6,720,198
CIP Fund Balance	CIP	\$ 425,872
Funding for Carry-forward Projects		\$ 7,396,070

TOTAL CIP FUND EXPENSES - ALL PROJECTS - **\$ 8,350,892**

Net ending fund Balance - **\$ 60,178**

Capital Improvement Projects Fund Summary



	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 CARRY FORWARD	2018-19 NEW REQUESTS
Expenditures						
Buildings & Improvements	\$ 46,497	\$ 586,328	\$ 106,924	\$ 38,808	\$ 26,865	\$ 239,000
Vehicles	\$ 143,963	\$ -	\$ -	\$ 149,863	\$ -	\$ -
Equipment	\$ 387,306	\$ 16,278	\$ 300,000	\$ 296,445	\$ -	\$ -
Land & Improvements	\$ 61,649	\$ 89,996	\$ -	\$ -	\$ -	\$ 215,000
Streets & Structural	\$ 176,704	\$ 574,837	\$ 1,101,462	\$ 110,617	\$ 569,759	\$ 500,000
Community Parks	\$ 92,959	\$ 32,216	\$ 3,550,562	\$ 1,081,915	\$ 19,070	\$ 6,781,198
Total Expenditures	\$ 909,078	\$ 1,299,655	\$ 5,058,948	\$ 1,677,648	\$ 615,694	\$ 7,735,198
Funding						
Fund Transfers	\$ 525,249	\$ 657,262	\$ 977,588	\$ 553,968	\$ 250,000	\$ 1,015,000
Debt	\$ 530,000	\$ -	\$ 3,300,000	\$ 7,328,214	\$ -	\$ -
General Fund Reserves	\$ -	\$ 300,000	\$ 200,000	\$ 200,000	\$ -	\$ -
Total Funding	\$ 1,055,249	\$ 957,262	\$ 4,477,588	\$ 8,082,182	\$ 250,000	\$ 1,015,000
Net Current Year Shortage / (Overage)	\$ (146,171)	\$ 342,393	\$ 581,360	\$ (6,404,534)	\$ 365,694	\$ 6,720,198
Fund Balance						
Prior Year Ending Balance	\$ 405,029	\$ 551,200	\$ 951,299	\$ 208,807	\$ 425,872	\$ 6,720,198
Current Year Ending Balance	\$ 551,200	\$ 208,807	\$ 369,939	\$ 6,613,341	\$ 60,178	\$ -

CIP Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Operating Expenditures							
Building Maint	0	9,499	0	11,095	0	0	0
Park Facilities Maint	2,679	17,502	53,844	24,690	8,086	8,086	8,086
Total Operating Expenditures	\$ 43,078	\$ 27,151	\$ 53,844	\$ 35,785	\$ 8,086	\$ 8,086	\$ 8,086
Capital Expenditures							
Buildings & Improvements		30,662	48,200	27,502	126,865	326,865	326,865
Re-Roof of Town Gym	3,840	106,523	53,701	0	0	0	0
Transit Stop	0	0	5,023	211	0	0	0
Vehicles	143,963	0	0	149,863	0	0	0
Equipment	379,005	0	300,000	296,445	0	0	0
Network Equipment	8,301	16,278	0	0	0	0	0
Land & Improvements	0	0	0	0	215,000	215,000	215,000
Basha's Drainage Channel	29,338	22,481	0	0	0	0	0
Verde Lakes Drive Culverts	32,311	67,515	0	0	0	0	0
Streets & Structural		524,832	827,185	79,671	1,054,390	1,054,390	1,054,390
Finnie Flat Sidewalk Enhancement	120,656	18,242	159,040	23,028	0	0	0
Hollamon & VC Parking Lots	0	0	47,000	0	0	0	0
Finnie Flat Streetscape	56,048	31,763	68,237	7,918	15,369	15,369	15,369
Rezzonico Park	0	14,564	20,000	9,016	10,984	10,984	10,984
New Community Park	2,567	0	0	0	0	0	0
Total Capital Expenditures	\$ 866,000	\$ 1,272,504	\$ 1,528,386	\$ 593,654	\$ 1,422,608	\$ 1,622,608	\$ 1,622,608
Revenues							
Lease Financing	530,000	0	300,000	296,445	0	0	0
Total Revenues	\$ 530,000	\$ -	\$ 300,000	\$ 296,445	\$ -	\$ -	\$ -
Operating Transfers							
Transfer In from General Fund	(134,800)	(214,134)	(289,025)	(289,025)	(315,000)	(515,000)	(515,000)
Transfer In from Fed Grants Fund	0	0	(274,500)	(41,465)	(250,000)	(250,000)	(250,000)
Transfer In from HURF Fund	(120,656)	(383,928)	(414,063)	(223,478)	(500,000)	(500,000)	(500,000)
General Fund Reserves	0	(300,000)	(200,000)	(200,000)	0	0	0
Total Operating Transfers	\$ (525,249)	\$ (957,262)	\$ (1,177,588)	\$ (753,968)	\$ (1,065,000)	\$ (1,265,000)	\$ (1,265,000)
Net Effect on Fund							
	\$ (146,171)	\$ 342,393	\$ 104,642	\$ (420,974)	\$ 365,694	\$ 365,694	\$ 365,694
Prior Year Ending Fund Balance	\$ 405,029	\$ 551,200	\$ 951,299	\$ 208,807	\$ 425,872	\$ 425,872	\$ 425,872
Estimated Ending Fund Balance	\$ 551,200	\$ 208,807	\$ 846,657	\$ 629,781	\$ 60,178	\$ 60,178	\$ 60,178

Parks Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 FUND CLOSED	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED	
Expenditures								
Project Expenditures		Fund Closed						
Camp Verde Sports Complex	0		3,476,718	1,048,209	6,720,198	6,720,198	6,720,198	
Total Project Expenditures	\$ -		\$ 3,476,718	\$ 1,048,209	\$ 6,720,198	\$ 6,720,198	\$ 6,720,198	
Revenues								
Bond Funding	0			3,000,000	7,031,769	0	0	0
Total Revenues	\$ -			\$ 3,000,000	\$ 7,031,769	\$ -	\$ -	\$ -
Operating Transfers								
Transfer fm General	6,794			(136,652)	(136,652)	0	0	0
Transfer in fm Fed Grants	0			(5,218)	(5,218)	0	0	0
Total Operating Transfers	\$ 6,794			\$ (141,870)	\$ (141,870)	\$ -	\$ -	\$ -
Net Effect on Fund	\$ 6,794		\$ 334,848	\$ (6,125,430)	\$ 6,720,198	\$ 6,720,198	\$ 6,720,198	
Prior Year Ending Fund Balance	\$ 6,794		\$ -	\$ -	\$ 6,720,198	\$ 6,720,198	\$ 6,720,198	
Estimated Ending Fund Balance	\$ -		\$ (334,848)	\$ 6,125,430	\$ -	\$ -	\$ -	

This Page Left Blank Intentionally



Chapter Six

Special Revenue Funds

	<u>Page #</u>
Overview	
Special Revenue Funds Information	124
Special Reserve Funds Summary	125
Funds	
Highway User's Revenue Fund (HURF/Streets)	126
Non-Federal Grants Fund	129
Federal Grants Fund	130
CDBG Grants Fund	133
Magistrate Special Revenue Fund	134
Restricted Use Fund	135
Housing Grant Fund	137
9-1-1 Fund	138
Library Building Fund (Closed)	139
Impact Fee Fund (Closed)	140
Yavapai-Apache Gaming Compact Fund (Closed)	141

Special Revenue Funds

The Town of Camp Verde's 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. **Housing:** Accounts for both Home Grant and Revolving Loan Funds
7. **Restricted Use:** Accounts for gifts and special funds with expenditure restrictions.
8. **Highway Users Revenue (HURF):** Accounts for all Highway Users Revenue received from the state.

During the 2018 fiscal year, the Town Council voted to close the Library & Impact Fees Funds as all monies from each fund have been fully expended.

Special Revenue Funds Summary



Funds

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

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 364,850	\$ 335,055	\$ 352,125	\$ 326,232	\$ 347,115	\$ 353,205	\$ 353,205
Operating Expenditures	\$ 336,882	\$ 412,357	\$ 617,545	\$ 423,204	\$ 653,046	\$ 650,546	\$ 650,546
Equipment/Capital Expenditures	\$ 3,481,571	\$ 1,763,453	\$ 995,300	\$ 75,389	\$ 2,182,390	\$ 2,182,390	\$ 2,182,390
Operating Transfers	\$ 613,265	\$ 416,152	\$ 853,952	\$ 436,287	\$ 944,392	\$ 1,034,392	\$ 1,034,392
Total Expenditures	\$ 4,796,568	\$ 2,927,017	\$ 2,818,922	\$ 1,261,112	\$ 4,126,943	\$ 4,220,533	\$ 4,220,533
Revenues							
Total Revenues	\$ 2,003,966	\$ 1,333,495	\$ 2,202,400	\$ 1,157,307	\$ 3,570,752	\$ 3,572,502	\$ 3,572,502
Net Dec/(Inc) in Fund Balances	\$ 2,792,602	\$ 1,593,522	\$ 616,522	\$ 103,805	\$ 556,191	\$ 648,031	\$ 648,031

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 2017-18

1. Completed parking lots at the Community Library and Rezzonico Park.
2. Old 279: Grading/Elevation work, installed new culverts, and laid millings.
3. Pot hole and Road-side repairs including millings on shoulders.
4. Annual crack seal various roads.
5. Hauled millings that ADOT gave to the Town from Cordes Junction to Peterson Rd. Yard.
6. Fabricated a "Ditch Boat" to use for construction of concrete drainages.

Goals for the upcoming Fiscal Year 2018-19

1. Complete the movement of millings from Cordes Junction to Peterson Rd. Yard.
2. Complete annual chip seal projects for areas 2 and 3.
3. Maintenance work to patch areas on Montezuma Castle Road.
4. Construct entry road, lay millings for parking area and construct walking trail at the new Sports Complex.
5. Apply a protective seal coat on various roads (to be determined)
6. Manage work orders and permit requests
7. Additional training for staff

Personnel

	<u>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	6.10	4.90	4.90
FT Positions	9	8	8
PT Positions	1	0	0
Seasonal	0	1	1

Statistics

	<u>FY17</u>	<u>FY18</u>
Work Orders Completed	176	177
Signs Replaced	565	13
Right of Way Permits	76	55
Culvert Permits	34	25

HURF Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECM'ND	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	224,003	222,236	219,655	216,959	219,800	229,625	229,625
Overtime	4,173	2,016	6,200	3,703	6,200	6,200	6,200
Uniform Allowance	800	320	800	320	800	800	800
FICA	14,140	13,919	14,055	13,693	14,065	14,675	14,675
Medicare	3,307	3,256	3,290	3,203	3,290	3,435	3,435
Retirement	25,750	24,376	25,435	25,399	26,120	27,280	27,280
Unemployment Insurance	713	792	770	309	770	770	770
Workman's Compensation	19,418	18,613	18,925	13,170	18,925	13,275	13,275
Health Insurance	36,423	34,851	43,995	37,536	45,145	45,145	45,145
Total Wages & Related	\$ 328,727	\$ 320,379	\$ 333,125	\$ 314,292	\$ 335,115	\$ 341,205	\$ 341,205
Operational Expenditures							
Training	758	450	750	167	750	750	750
Travel	0	65	500	0	500	500	500
Uniforms	1,303	1,614	2,400	2,708	2,500	2,500	2,500
Office Supplies	107	0	300	1,882	0	0	0
Subscriptions/Memberships	35	0	100	0	100	100	100
Books/Tapes/Publications	0	0	100	0	100	100	100
Printing	502	0	300	0	300	300	300
Advertising	0	128	200	0	200	200	200
Postage	0	24	50	0	50	50	50
Computer Services/Software	800	170	3,000	0	3,000	3,000	3,000
Software Maintenance Fees	800	1,800	800	1,980	800	800	800
Auto Repair/Maintenance	54,773	63,933	40,000	90,063	40,000	40,000	40,000
Fuel	18,538	28,150	23,000	30,609	30,000	30,000	30,000
Electric	5,155	5,004	5,000	5,379	5,450	5,450	5,450
Gas/Propane	822	81	390	537	400	400	400
Water	640	853	990	1,019	1,035	1,035	1,035
Sewer	0	0	500	3,030	1,320	1,320	1,320
Waste Removal	600	600	600	768	600	600	600
Telephone	561	577	570	587	600	600	600
Cell Phone	3,926	3,766	3,800	2,730	3,800	3,800	3,800
Legal Services	0	0	1,000	136	1,000	1,000	1,000
Contract Labor/Services	6,118	1,117	2,000	9,333	7,500	7,500	7,500
Equipment Rental	4,058	2,170	9,500	64,963	20,000	20,000	20,000
Equipment Maint. Agreements	299	68	100	172	100	100	100
Office Equipment	558	0	500	10,137	500	500	500
Maintenance Equipment	1,697	4,806	0	0	0	0	0
Liability Insurance	10,000	10,000	10,000	10,000	10,000	10,000	10,000
OSHA Medical Supplies	1,459	1,213	2,500	880	2,500	2,500	2,500
Mapping	2,525	0	100	0	100	100	100
Recording Fees	16	8	50	36	50	50	50
Street Maintenance	136,306	128,362	126,000	77,694	126,000	126,000	126,000
Street Striping	0	0	25,000	0	25,000	25,000	25,000
Chip Seal / Maintenance	0	0	0	0	25,000	25,000	25,000
Street & Safety Signing	4,073	2,023	5,000	5,472	5,000	5,000	5,000

HURF Fund (Cont'd)

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Operational Expenditures (Cont'd)							
Traffic Signal Maintenance	3,355	3,303	3,800	555	3,800	3,800	3,800
Traffic Signal Electric	9,981	9,870	9,720	8,914	9,720	9,720	9,720
Main Street Lights/Irrigation Electric	6,276	7,210	5,920	11,215	5,920	5,920	5,920
Small Tools	2,565	849	5,000	8,050	5,000	2,500	2,500
Litter Abatement	0	84	200	0	200	200	200
Total Operational Expenditures	\$ 278,606	\$ 278,298	\$ 289,740	\$ 349,016	\$ 338,895	\$ 336,395	\$ 336,395
Equipment/Capital Expenditures							
Equipment	0	0	38,000	10,257	0	0	0
Structural	16,638	11,248	6,500	0	36,500	36,500	36,500
Vehicles	17,988	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 34,626	\$ 11,248	\$ 44,500	\$ 10,257	\$ 36,500	\$ 36,500	\$ 36,500
Total Expenditures	\$ 641,959	\$ 609,925	\$ 667,365	\$ 673,565	\$ 710,510	\$ 714,100	\$ 714,100
Revenues							
HURF Revenue	880,724	923,793	915,000	937,271	898,000	900,000	900,000
Refunds/Reimbursements	400	538	200	650	250	0	0
Surplus Property Sales	0	0	0	5,100	0	0	0
Interest	3,309	7,950	4,000	13,930	8,000	8,000	8,000
Total Departmental Revenues	\$ 884,433	\$ 932,281	\$ 919,200	\$ 956,951	\$ 906,250	\$ 908,000	\$ 908,000
Operating Transfers							
Transfer Out to CIP Fund	120,656	277,318	164,063	164,063	0	0	0
Transfer Out to CIP Fund (Reserve)	0	106,610	250,000	59,415	500,000	500,000	500,000
Transfer Out to CDBG Fund	35,591	0	0	0	0	0	0
Transfer Out to Debt Service Fund	180,508	180,459	180,389	179,289	121,360	211,360	211,360
Total Operating Transfers	\$ 336,755	\$ 564,387	\$ 594,452	\$ 402,767	\$ 621,360	\$ 711,360	\$ 711,360
Net Effect on HURF Fund	\$ 94,281	\$ 242,031	\$ 342,617	\$ 119,381	\$ 425,620	\$ 517,460	\$ 517,460
Beg. HURF Reserve Balance (Est'd)	\$ 1,404,240	\$ 1,309,959	\$ 1,067,928	\$ 1,067,928	\$ 893,340	\$ 893,340	\$ 893,340
4-year Repayment Plan Set-aside	\$ 364,000	\$ 313,000	\$ 262,000	\$ 262,000	\$ 208,000	\$ 208,000	\$ 208,000
End. HURF Reserve Balance (Est'd)	\$ 945,959	\$ 754,928	\$ 463,311	\$ 686,547	\$ 259,720	\$ 167,880	\$ 167,880

Non-Federal Grants Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
RICO Grant							
Grant Revenues	25,000	16,142	25,000	670	25,000	25,000	25,000
Expenditures	12,152	38,475	25,000	670	25,840	25,840	25,840
Current Year Net Use	\$ (12,848)	\$ 22,333	\$ -	\$ -	\$ 840	\$ 840	\$ 840
Program Balance							
Beginning Program Balance	10,325	23,173	840	840	840	840	840
Ending Program Balance	\$ 23,173	\$ 840	\$ 840	\$ 840	\$ -	\$ -	\$ -
Yavapai County Flood Control Grant							
Grant Revenues	75,000	75,000	100,000	0	100,000	100,000	100,000
Flood Control Projects	0	75,000	100,000	0	100,000	100,000	100,000
Transfer Out to Federal Grants	24,254	0	0	0	0	0	0
Transfer Out to CIP Fund	50,746	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100 Club Grant							
Grant Revenues	0	2,880	0	0	0	0	0
K9 Expenses	0	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ (2,880)	\$ -	\$ -	\$ -	\$ -	\$ -
Walton Family Grant							
Grant Revenues	0	0	0	10,000	0	0	0
Expenditures	39,368	399	1,704	10,000	11,704	11,704	11,704
Current Year Net Use	\$ 39,368	\$ 399	\$ 1,704	\$ -	\$ 11,704	\$ 11,704	\$ 11,704
Program Balance							
Beginning Program Balance	41,471	2,103	1,704	1,704	11,704	11,704	11,704
Ending Program Balance	\$ 2,103	\$ 1,704	\$ -	\$ 1,704	\$ -	\$ -	\$ -
Az Community Foundation Grant							
Grant Revenues	2,500	0	5,000	0	9,135	9,135	9,135
Expenditures	2,500	0	5,000	0	9,135	9,135	9,135
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Potential Grants							
Grant Revenues	0	0	400,000	0	1,652,570	1,652,570	1,652,570
Expenditures	0	0	400,000	0	1,652,570	1,652,570	1,652,570
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Fund	\$ 26,520	\$ 19,852	\$ 1,704	\$ -	\$ 12,544	\$ 12,544	\$ 12,544

Federal Grants Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUESTED	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Az State Forestry UCF Grant							
Grant Revenue	0	0	0	3,472	0	0	0
Expenditures	0	0	0	3,472	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Az State Parks Grant							
Grant Revenue	0	0	0	5,218	73,032	73,032	73,032
Operating Transfers Out to General	0	0	0	5,218	73,032	73,032	73,032
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NACOG Grants							
Grant Revenue	0	0	0	1,996	0	0	0
Expenditures	0	0	0	1,996	0	0	0
Operating Transfers Out to General	0	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Oriented Policing Services Grant							
Grant Revenue	0	0	5,000	0	0	0	0
Expenditures	0	0	5,000	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Az Companion Animals Grant							
Grant Revenue	0	0	5,000	0	0	0	0
Expenditures	0	0	5,000	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HUD Home Program Grant							
Grant Revenue	0	0	275,000	0	0	0	0
Operating Transfer In from Housing	0	0	50,000	0	0	0	0
Expenditures	0	0	325,000	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
USDA Small Business Assistance Grant							
Grant Revenue	0	0	90,000	0	0	0	0
Expenditures	0	0	90,000	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Az Game & Fish Grant							
Grant Revenue	0	0	24,500	22,050	0	0	0
Operating Transfer Out to CIP	0	0	24,500	22,050	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
AZ Commerce Authority Grant							
Grant Revenue	0	0	250,000	0	250,000	250,000	250,000
Operating Transfer Out to CIP	0	0	250,000	0	250,000	250,000	250,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HSIP Grant							
Grant Revenue	37,750	9,431	0	0	0	0	0
Street & Safety Signing	19,752	0	0	0	0	0	0
Current Year Net Use	\$ (17,998)	\$ (9,431)	\$ -	\$ -	\$ -	\$ -	\$ -

Federal Grants Fund (Cont'd)

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
ADOT Grants							
Hwy Planning & Const. Grant Revs	0	8,750	0	19,415	0	0	0
Hwy Planning & Const. Grant Exps	0	8,750	0	0	0	0	0
Operating Transfer Out to CIP	0	0	0	19,415	0	0	0
Finnie Flat Sidewalk Grant Revenues	11,367	0	0	0	0	0	0
Operating Transfer Out to HURF	0	0	0	0	0	0	0
Current Year Net Use	\$ (11,367)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NRCS Grant							
Grant Revenue	109,284	0	0	0	0	0	0
Transfer In fm NonFed Grants	24,254	0	0	0	0	0	0
Infrastructure	133,538	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PANT Grant							
Grant Revenues	7,366	559	0	0	0	0	0
Expenditures	7,366	559	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gov's Office of Highway Safety Grant							
Grant Revenues	20,065	14,083	25,000	38,973	55,320	55,320	55,320
Expenditures	8,645	14,117	0	0	0	0	0
Equipment	6,444	0	11,000	27,033	43,320	43,320	43,320
Overtime	0	0	14,000	11,940	12,000	12,000	12,000
Current Year Net Use	\$ (4,976)	\$ 34	\$ -	\$ -	\$ -	\$ -	\$ -
Homeland Security Grant							
Grant Revenues	37,887	41,462	12,500	16,437	0	0	0
Op. Trans In - Gen Fund	311	0	0	0	0	0	0
Expenditures	58,387	20,962	12,500	16,437	0	0	0
Current Year Net Use	\$ 20,189	\$ (20,500)	\$ -	\$ -	\$ -	\$ -	\$ -
Library SGIA Grant							
Grant Revenues	37,000	0	0	0	0	0	0
Operating Transfer Out to Library	37,000	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Library Services & Technology Grant							
Grant Revenues	21,425	3,558	0	21,332	11,400	11,400	11,400
Expenditures	22,778	3,558	15,694	10,221	11,400	11,400	11,400
Current Year Net Use	\$ 1,353	\$ -	\$ 15,694	\$ (11,111)	\$ -	\$ -	\$ -
Library E-Rate Grant							
Grant Revenues	0	40,656	0	0	0	0	0
Operating Transfer Out to Library	0	40,656	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Federal Grants Fund (Cont'd)

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
ADEQ Grant							
Grant Revenues		88,026	0	0	0	0	0
Operating Transfer Out to Library		88,026	0	0	0	0	0
Net HSIP Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DOJ Grant							
Grant Revenues	0	2,607	0	0	0	0	0
Uniforms / Vests	0	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ (2,607)	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Fund	<u>\$ (12,799)</u>	<u>\$ (32,504)</u>	<u>\$ 15,694</u>	<u>\$ (11,111)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CDBG Grants Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Project Expenditures							
Street Project	296,022	0	0	0	350,000	350,000	350,000
Total Project Expenditures	\$ 296,022	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000	\$ 350,000
Revenues							
Street Project	260,431	0	0	0	350,000	350,000	350,000
Total Revenues	\$ 260,431	\$ -	\$ -	\$ -	\$ 350,000	\$ 350,000	\$ 350,000
Operating Transfers							
Transfers In from HURF Fund	(35,591)	0	0	0	0	0	0
Total Operating Transfers	\$ (35,591)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Magistrate Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Local JCEF							
Operating Expenditures							
Expenditures	1,423	26,760	20,000	1,561	20,000	20,000	20,000
Total Operating Expenditures	\$ 1,423	\$ 26,760	\$ 20,000	\$ 1,561	\$ 20,000	\$ 20,000	\$ 20,000
Revenues							
Local JCEF	2,970	2,546	3,000	2,197	3,000	3,000	3,000
Current Year Net Use	\$ (1,547)	\$ 24,214	\$ 17,000	\$ (636)	\$ 17,000	\$ 17,000	\$ 17,000
Program Balance							
Beginning Program Balance	40,651	42,198	17,984	17,983	18,198	18,198	18,198
Ending Program Balance	\$42,198	\$17,984	\$984	\$18,619	\$1,198	\$1,198	\$1,198
Fill the GAP							
Operating Expenditures							
Fill the GAP	0	10,000	15,000	0	17,000	17,000	17,000
Total Operating Expenditures	\$ -	\$ 10,000	\$ 15,000	\$ -	\$ 17,000	\$ 17,000	\$ 17,000
Revenues							
Fill the GAP	1,548	2,208	2,500	2,223	3,000	3,000	3,000
Current Year Net Use	\$ (1,548)	\$ 7,792	\$ 12,500	\$ (2,223)	\$ 14,000	\$ 14,000	\$ 14,000
Program Balance							
Beginning Program Balance	19,408	20,956	13,164	13,163	14,825	14,825	14,825
Ending Program Balance	\$20,956	\$13,164	\$664	\$15,386	\$825	\$825	\$825
Court Enhancement							
Operating Expenditures							
Legal	9	0	1,500	0	1,500	1,500	1,500
Court Enhancement	0	20,427	28,000	3,929	37,500	37,500	37,500
Total Operating Expenditures	\$ 9	\$ 20,427	\$ 29,500	\$ 3,929	\$ 39,000	\$ 39,000	\$ 39,000
Revenues							
Court Enhancement	24,665	19,877	30,000	19,157	30,000	30,000	30,000
Total Department Revenues	\$ 24,665	\$ 19,877	\$ 30,000	\$ 19,157	\$ 30,000	\$ 30,000	\$ 30,000
Operating Transfers							
Transfers Out to CIP Fund	150,000	59,200	0	0	0	0	0
Total Operating Transfers	\$ 150,000	\$ 59,200	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Net Use	\$ 125,344	\$ 59,750	\$ (500)	\$ (15,228)	\$ 9,000	\$ 9,000	\$ 9,000
Program Balance							
Beginning Program Balance	188,779	63,435	3,685	3,688	15,505	15,505	15,505
Ending Program Balance	\$63,435	\$3,685	\$4,185	\$18,916	\$6,505	\$6,505	\$6,505
Net Effect on Fund	\$ 122,249	\$ 91,756	\$ 29,000	\$ (18,087)	\$ 40,000	\$ 40,000	\$ 40,000

Restricted Use Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Safety Equipment Program							
Fee Revenue	2,472	2,204	2,500	2,549	2,500	2,500	2,500
Expenses	0	0	9,500	3,750	8,494	8,494	8,494
Current Year Net Use	\$ (2,472)	\$ (2,204)	\$ 7,000	\$ 1,201	\$ 5,994	\$ 5,994	\$ 5,994
Program Balance							
Beginning Program Balance	2,934	5,406	7,610	7,610	5,994	5,994	5,994
Ending Program Balance	\$ 5,406	\$ 7,610	\$ 610	\$ 6,409	\$ -	\$ -	\$ -
Legal Defense							
Interest & Rebates	24	165	100	396	58,195	58,195	58,195
Expenses	0	5,000	25,400	0	83,761	83,761	83,761
Current Year Net Use	\$ (24)	\$ 4,835	\$ 25,300	\$ (396)	\$ 25,566	\$ 25,566	\$ 25,566
Program Balance							
Beginning Program Balance	30,158	30,182	25,347	25,347	25,566	25,566	25,566
Ending Program Balance	\$30,182	\$25,347	\$47	\$25,743	\$0	\$0	\$0
Volunteers in Police Services							
Expenses	0	0	427	0	427	427	427
Current Year Net Use	\$ -	\$ -	\$ 427	\$ -	\$ 427	\$ 427	\$ 427
Program Balance							
Beginning Program Balance	427	427	427	427	427	427	427
Ending Program Balance	\$427	\$427	\$0	\$427	\$0	\$0	\$0
General CVMO							
Donations	54	0	300	313	300	300	300
Expenses	0	0	450	312	455	455	455
Current Year Net Use	\$ (54)	\$ -	\$ 150	\$ (1)	\$ 155	\$ 155	\$ 155
Program Balance							
Beginning Program Balance	100	154	154	154	155	155	155
Ending Program Balance	\$154	\$154	\$4	\$155	\$0	\$0	\$0
K-9							
Donations	1,132	4,443	2,000	2,753	4,000	4,000	4,000
Expenses	0	8,164	2,000	3,424	8,492	8,492	8,492
Current Year Net Use	\$ (1,132)	\$ 3,721	\$ -	\$ 671	\$ 4,492	\$ 4,492	\$ 4,492
Program Balance							
Beginning Program Balance	2,606	3,738	2,606	3,738	4,492	4,492	4,492
Ending Program Balance	\$ 3,738	\$ 17	\$ 2,606	\$ 3,067	\$ -	\$ -	\$ -
Animal Shelter							
Donations	45	0	0	70	50	50	50
Expenses	0	0	70	0	170	170	170
Current Year Net Use	\$ (45)	\$ -	\$ 70	\$ (70)	\$ 120	\$ 120	\$ 120
Program Balance							
Beginning Program Balance	25	70	70	70	120	120	120
Ending Program Balance	\$ 70	\$ 70	\$ -	\$ 140	\$ -	\$ -	\$ -

Restricted Use Fund (Cont'd)

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUESTED	2018-19 MANAGER RECOMMEND	2018-19 COUNCIL ADOPTED
General Library							
Donations	2,169	10,213	2,000	7,447	6,500	6,500	6,500
Expenditures	1,028	6,469	12,200	6,129	18,541	18,541	18,541
Current Year Net Use	\$ (1,141)	\$ (3,744)	\$ 10,200	\$ (1,318)	\$ 12,041	\$ 12,041	\$ 12,041
Program Balance							
Beginning Program Balance	4,412	5,553	9,297	9,297	12,041	12,041	12,041
Ending Program Balance	\$5,553	\$9,297	(\$903)	\$10,615	\$0	\$0	\$0
Library Media							
Donations	558	58	0	0	0	0	0
Expenditures	140	0	6,279	241	6,151	6,151	6,151
Current Year Net Use	\$ (418)	\$ (58)	\$ 6,279	\$ 241	\$ 6,151	\$ 6,151	\$ 6,151
Program Balance							
Beginning Program Balance	5,803	6,221	6,279	6,279	6,151	6,151	6,151
Ending Program Balance	\$6,221	\$6,279	\$0	\$6,038	\$0	\$0	\$0
Economic Development							
Donations	3,898	4,892	5,000	6,695	8,500	8,500	8,500
Expenditures	3,544	4,695	7,000	2,159	10,756	10,756	10,756
Current Year Net Use	\$ (354)	\$ (197)	\$ 2,000	\$ (4,536)	\$ 2,256	\$ 2,256	\$ 2,256
Program Balance							
Beginning Program Balance	55	409	606	606	2,256	2,256	2,256
Ending Program Balance	\$409	\$606	(\$1,394)	\$5,142	\$0	\$0	\$0
REI Donation							
Donations	0	25,000	0	0	0	0	0
Expenditures	0	0	25,000	25,000	0	0	0
Current Year Net Use	\$ -	\$ (25,000)	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -
Program Balance							
Beginning Program Balance	0	0	25,000	25,000	0	0	0
Ending Program Balance	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0
Parks & Rec							
Donations	0	5,850	2,000	5,982	5,000	5,000	5,000
Expenditures	0	1,000	10,800	2,900	16,464	16,464	16,464
Current Year Net Use	\$ -	\$ (4,850)	\$ 8,800	\$ (3,082)	\$ 11,464	\$ 11,464	\$ 11,464
Program Balance							
Beginning Program Balance	3,952	3,952	8,802	8,802	11,464	11,464	11,464
Ending Program Balance	\$3,952	\$8,802	\$2	\$11,884	\$0	\$0	\$0
Net Effect on Fund	\$ (5,640)	\$ (27,497)	\$ 85,226	\$ 17,710	\$ 68,666	\$ 68,666	\$ 68,666

Housing Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Project Expenditures	18,070	0	20,000	0	25,000	25,000	25,000
Op Transfer Out to Fed Grants	0	0	50,000	0	0	0	0
Net Project Expenditures	<u>\$ 18,070</u>	<u>\$ -</u>	<u>\$ 70,000</u>	<u>\$ -</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>	<u>\$ 25,000</u>
Revenues							
Loan Principle Payments	15,630	17,972	15,600	12,427	16,000	16,000	16,000
Interest	1,173	860	1,200	580	1,000	1,000	1,000
Total Departmental Revenues	<u>\$ 16,803</u>	<u>\$ 18,832</u>	<u>\$ 16,800</u>	<u>\$ 13,007</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>	<u>\$ 17,000</u>
Net Effect on Fund	<u>\$ 1,267</u>	<u>\$ (18,832)</u>	<u>\$ 53,200</u>	<u>\$ (13,007)</u>	<u>\$ 8,000</u>	<u>\$ 8,000</u>	<u>\$ 8,000</u>
Program Balance							
Beginning Program Balance	\$ 36,727	\$ 35,460	54,292	\$ 54,292	\$ 65,355	\$ 65,355	\$ 65,355
Ending Program Balance	<u>\$ 35,460</u>	<u>\$ 54,292</u>	<u>\$ 1,092</u>	<u>\$ 67,299</u>	<u>\$ 57,355</u>	<u>\$ 57,355</u>	<u>\$ 57,355</u>

911 Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Project Expenditures							
911 Expenditures	0	362	1,781	420	1,361	1,361	1,361
Total Project Expenditures	\$ -	\$ 362	\$ 1,781	\$ 420	\$ 1,361	\$ 1,361	\$ 1,361
Net Effect on 911 Fund							
	\$ -	\$ 362	\$ 1,781	\$ 420	\$ 1,361	\$ 1,361	\$ 1,361
Prior Year Ending Fund Balance	\$ 2,143	\$ 2,143	\$ 2,143	\$ 1,781	\$ 1,361	\$ 1,361	\$ 1,361
Estimated Ending Fund Balance	\$ 2,143	\$ 1,781	\$ 362	\$ 1,361	\$ -	\$ -	\$ -

Library Building Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 FUND CLOSED
Expenditures					
Project Expenditures					
New Library	2,913,363	1,542,709	15,000	13,163	
Total Project Expenditures	\$ 2,913,363	\$ 1,542,709	\$ 15,000	\$ 13,163	
Revenues					
Donations	416,867	0	0	0	
Interest	762	1,318	0	0	
Total Departmental Revenues	\$ 417,629	\$ 1,318	\$ -	\$ -	
Operating Transfers					
Transfers In from General Fund	(200,000)	(207,435)	(15,000)	(13,163)	
Transfers In from Fed Grants Fund	(37,000)	(128,682)	0	0	
Total Operating Transfers	\$ (237,000)	\$ (336,117)	\$ (15,000)	\$ (13,163)	
Net Effect on Library Fund	\$ 2,258,734	\$ 1,205,274	\$ -	\$ -	
Library Fund Year End Balance Estimate					
Prior Year Ending Fund Balance	\$ 3,464,008	\$ 1,205,274	\$ -	\$ -	
Estimated Ending Fund Balance	\$ 1,205,274	\$ -	\$ -	\$ -	

Fund Closed

Impact Fees Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 FUND CLOSED
General Gov't					
Interest	77	0	0	0	
Operating Transfer Out to CIP Fund	69,047	0	0	0	
Current Year Net Use	\$ 68,970	\$ -	0	\$ -	
Program Balance					
Beginning Program Balance	68,970	0	0	0	
Ending Program Balance	\$0	\$0	0	\$0	
Police Services					
Interest	100	25	0	0	
CVMO Vehicles	42,065	17,523	0	0	
Current Year Net Use	\$ 41,965	\$ 17,498	0	\$ -	
Program Balance					
Beginning Program Balance	59,463	17,498	0	0	
Ending Program Balance	\$17,498	\$0	0	\$0	
Parks & Rec					
Interest	314	429	0	0	
Parks & Rec Expenditures	0	96,011	87,300	8,499	
Current Year Net Use	\$ (314)	\$ 95,582	87,300	\$ 8,499	
Program Balance					
Beginning Program Balance	103,767	104,081	104,000	8,499	
Ending Program Balance	\$104,081	\$8,499	16,700	\$0	
Net Effect on Fund	\$ 110,621	\$ 113,080	87,300	\$ 8,499	

Fund Closed

Yavapai-Apache Nation Gaming Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 FUND CLOSED	2017-18 FUND CLOSED	2018-19 FUND CLOSED
Operating Transfers				
Transfer Out to Gen Fund	47,442			
Transfer Out to Gen Fund: Heritage Pool	0			
Transfer Out to Gen Fund: Children's Rec	0			
Transfer Out to Library Bldg Fund	0			
Total Operating Transfers	\$ 47,442			
Revenues				
Yav-Apache Gaming Compact Revenues	20,629			
Total Departmental Revenues	\$ 20,629			
Net Effect on Fund				
	\$ 26,813			
YAN Year End Balance Estimate				
Prior Year Ending Fund Balance	\$ 26,813			
Estimated Ending Fund Balance	\$ -			

Fund Closed

Fund Closed

Fund Closed

This Page Left Blank Intentionally



Chapter Seven

Other Funds

	<u>Page #</u>
Debt Service Fund	
-Debt Summary	144
-Debt Limits	145
-Debt Summary at a Glance	146
-Debt Service Summary	147
-Debt Service Fund	148
-Debt Schedules	149
Enterprise Funds	
-Enterprise Funds Summary	155
-Wastewater Operations Fund	156
-Wastewater Debt Schedules	159
-Water Operations Fund	162
Agency Fund	
-Sanitary District Debt Summary	163
-Sanitary District Debt Fund	164
-Sanitary District Debt Schedules	165

Town Debt

The Town of Camp Verde has six separate debt liabilities outstanding as of June 30th, 2017, which are detailed below. The first five below are maintain within the Town's Debt Fund. The 2016 Equipment lease (6th item below) is maintained within the Town's Wastewater Enterprise Fund.

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.

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.

Pledged Revenue Obligation, series 2017

This pledged revenue issue is a public offering of tax exempt bonds secured by excise tax and state shared revenues. The loan is through BNY Mellon bank and is serviced by US Bank. The \$6,835,000 issue went to finance the construction of the new Camp Verde Sports Complex. This debt will be paid off in July of 2044.

WIFA Loan, 910173-18 (Wastewater Fund)

This \$2,487,210.00 loan issued in April of 2018 is backed by wastewater fees. The loan will complete original plant specifications and add increased functionality as well as efficiencies including a solar power project. This debt will be paid off in July of 2042.

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.

Town Debt (Continued)

2016 Equipment Lease Purchase (Wastewater Fund)

In October of 2016, the Town entered into a 5-year lease-purchase agreement with US Bank to finance \$542,800 of equipment including a camera van and a sewer Vacuum Truck. This debt will be paid off in August of 2021.

2017 Equipment Lease Purchase

In June of 2017, the Town entered into a 3-year lease-purchase agreement with US Bank to finance \$299,233.15 of IT related equipment including computers, networking servers and security systems. This debt will be paid off in July of 2019.

Debt Limits

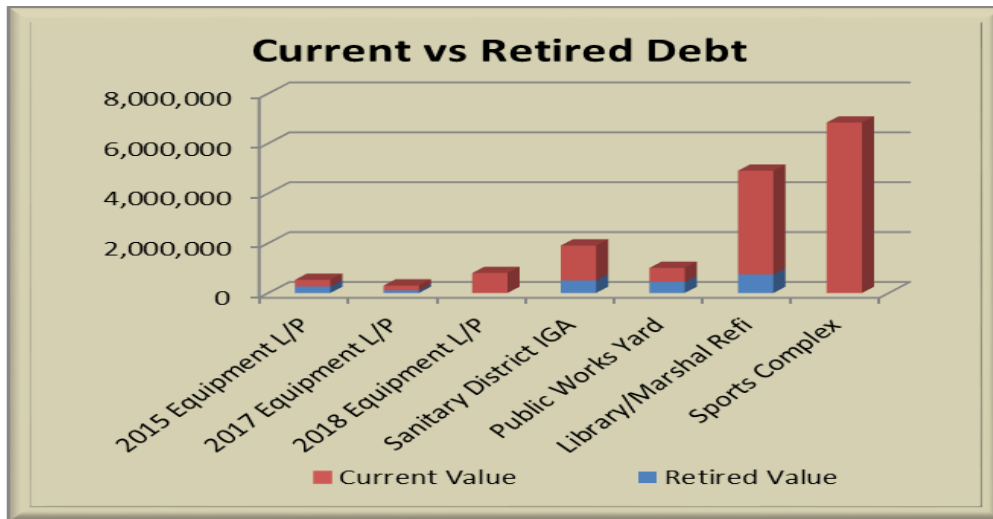
The Town of Camp Verde has \$16,293,090 of debt & obligations at June 30th, 2018. \$2,871,136 of that amount is held within the Wastewater Enterprise Fund. Cities in Arizona are subject to a \$10 million debt limit on GO Bonds. None of the debt listed above is from GO Bonds and as such not subject to the legal debt limit. The General Fund debt service ratio for the Town is currently at 9% and believed to be manageable within the current cash flow of the Town.

Debt Service Fund

Debt	Fund	Budget	Maturity	Current Balance
2015 Equipment L/P	General, HURF	\$ 110,988	8/20/2020	\$ 270,129
2017 Equipment L/P	General	\$ 102,001	7/15/2019	\$ 197,232
2018 Equipment L/P	General, HURF	\$ 225,000	7/15/2023	\$ 800,000
Sports Complex	General	\$ 382,502	7/1/2044	\$ 6,835,000
Public Works Yard	HURF	\$ 106,360	7/1/2023	\$ 562,115
New Library / CVMO Refi	General	\$ 451,915 **	7/1/2030*	\$ 4,162,000
Sanitary District IGA	General	\$ 118,550	7/1/2032	\$ 1,395,478
Total Debt Payments		- \$ 1,497,316		\$ 14,221,954

Funding Source	Fund	Budget
FY18 General Revenues	General Fund	\$ 657,956
FY18 .65% Tax Revenues	General Fund	\$ 628,000
FY18 General Revenues	HURF Fund	\$ 211,360
Total Debt Funding		- \$ 1,497,316

Debt Service Ratio (Debt Budget to Revenue)	9%
Debt Ratio (Debt to Assets)	52%
Debt per Resident (Est'd from 2015)	\$ 1,293
Avg. Time to Maturity	8.6 yrs
Median Time to Maturity	5.5 yrs
*The CVMO building refinance portion of the New Library/CVMO Refi debt will be paid off reducing the annual debt payment at the original timeline of 7/1/2024.	
**The Library's portion of the New Library/CVMO Refi debt is approx. \$282K while the CVMO portion is approx. \$171K.	



Debt Service Fund Summary



	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Principal	\$ 439,830	\$ 725,006	\$ 843,745	\$ 845,746	\$ 1,079,235	\$ 1,079,235	\$ 1,079,235
Interest & Charges	\$ 260,988	\$ 225,158	\$ 206,008	\$ 205,791	\$ 418,081	\$ 418,081	\$ 418,081
Total Expenditures	\$ 700,818	\$ 950,164	\$ 1,049,753	\$ 1,051,537	\$ 1,497,316	\$ 1,497,316	\$ 1,497,316
Funding							
Transfers from General Fund	\$ 520,310	\$ 769,705	\$ 869,364	\$ 872,248	\$ 1,285,956	\$ 1,285,956	\$ 1,285,956
Transfers from HURF Fund	\$ 180,508	\$ 180,459	\$ 180,389	\$ 179,289	\$ 211,360	\$ 211,360	\$ 211,360
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding	\$ 700,818	\$ 950,164	\$ 1,049,753	\$ 1,051,537	\$ 1,497,316	\$ 1,497,316	\$ 1,497,316
Net Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Debt Service Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
2017 Sports Complex							
Principal	0	0	0	0	155,000	155,000	155,000
Interest	0	0	0	0	226,002	226,002	226,002
Misc. Charges	0	0	0	0	1,500	1,500	1,500
Total Chase Loan Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 382,502	\$ 382,502	\$ 382,502
2014 New Library							
Principal	93,000	320,000	329,000	329,000	337,000	337,000	337,000
Interest	167,742	132,088	122,875	122,872	113,415	113,415	113,415
Misc. Charges	0	1,500	1,500	1,500	1,500	1,500	1,500
Total Chase Loan Expenditures	\$ 260,742	\$ 453,588	\$ 453,375	\$ 453,372	\$ 451,915	\$ 451,915	\$ 451,915
2011 Rev Bond - Public Works Yard							
Principal	75,706	78,666	81,741	81,741	84,940	84,940	84,940
Interest	29,731	26,713	23,577	23,577	20,320	20,320	20,320
Misc. Charges	1,100	2,200	1,100	0	1,100	1,100	1,100
Total PW Yard Expenditures	\$ 106,537	\$ 107,579	\$ 106,418	\$ 105,318	\$ 106,360	\$ 106,360	\$ 106,360
Sanitary District IGA							
Principal	66,324	68,538	70,826	70,826	73,190	73,190	73,190
Interest	52,340	50,089	47,764	47,763	45,360	45,360	45,360
Total Sanitary District Expenditures	\$ 118,664	\$ 118,627	\$ 118,590	\$ 118,589	\$ 118,550	\$ 118,550	\$ 118,550
2013 Equipment Lease Purchases							
Principal	152,483	154,957	157,471	157,471	0	0	0
Interest	6,898	4,425	1,911	1,911	0	0	0
Total Lease Expenditures	\$ 159,381	\$ 159,382	\$ 159,382	\$ 159,382	\$ -	\$ -	\$ -
2015 Equipment Lease Purchases							
Principal	52,317	102,845	104,707	104,707	106,601	106,601	106,601
Interest	3,177	8,143	6,281	6,281	4,387	4,387	4,387
Total Lease Expenditures	\$ 55,494	\$ 110,988	\$ 110,988	\$ 110,988	\$ 110,988	\$ 110,988	\$ 110,988
2017 Equipment Lease Purchases							
Principal	0	0	100,000	102,001	97,504	97,504	97,504
Interest	0	0	1,000	0	4,497	4,497	4,497
Misc. Charges	0	0	0	1,887	0	0	0
Total Lease Expenditures	\$ -	\$ -	\$ 101,000	\$ 103,888	\$ 102,001	\$ 102,001	\$ 102,001
2018 Equipment Lease Purchases							
Principal	0	0	0	0	225,000	225,000	225,000
Interest	0	0	0	0	0	0	0
Misc. Charges	0	0	0	0	0	0	0
Total Lease Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 225,000	\$ 225,000	\$ 225,000
Total Debt Expenditures	\$ 700,818	\$ 950,164	\$ 1,049,753	\$ 1,051,537	\$ 1,497,316	\$ 1,497,316	\$ 1,497,316
Operating Transfers							
Transfers In from GF	(520,310)	(769,705)	(869,364)	(872,248)	(1,285,956)	(1,285,956)	(1,285,956)
Transfers In from HURF	(180,508)	(180,459)	(180,389)	(179,289)	(211,360)	(211,360)	(211,360)
Total Operating Transfers	\$ (700,818)	\$ (950,164)	\$ (1,049,753)	\$ (1,051,537)	\$ (1,497,316)	\$ (1,497,316)	\$ (1,497,316)
Net Effect on Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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
			\$ 1,005,000.00	\$ 277,994.26	\$ 1,282,994.26	\$ 1,282,994.26

Prepared by Stone & Youngberg LLC

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: 1.794%

Payment No.	Due Date	Principal	Interest	Payment	Termination Amount
1	2/20/2016	\$ 52,317.21	\$ 3,176.79	\$ 55,494.00	\$ 492,013.28
2	8/20/2016	\$ 51,192.76	\$ 4,301.24	\$ 55,494.00	\$ 439,284.73
3	2/20/2017	\$ 51,653.72	\$ 3,840.28	\$ 55,494.00	\$ 386,081.40
4	8/20/2017	\$ 52,118.83	\$ 3,375.17	\$ 55,494.00	\$ 332,399.00
5	2/20/2018	\$ 52,588.13	\$ 2,905.87	\$ 55,494.00	\$ 278,233.23
6	8/20/2018	\$ 53,061.65	\$ 2,432.35	\$ 55,494.00	\$ 223,579.73
7	2/20/2019	\$ 53,539.44	\$ 1,954.56	\$ 55,494.00	\$ 168,434.11
8	8/20/2019	\$ 54,021.53	\$ 1,472.47	\$ 55,494.00	\$ 112,791.93
9	2/20/2020	\$ 54,507.96	\$ 986.04	\$ 55,494.00	\$ 56,648.73
10	8/20/2020	\$ 54,998.77	\$ 495.23	\$ 55,494.00	\$ -

TOTALS: \$ 530,000.00 \$ 24,940.00 \$ 554,940.00

Prepared by US Bank

2017 Equipment Lease/Purchase

DEBT SERVICE SCHEDULE

Interest Rate: 2.28%

Payment No.	Due Date	Principal	Interest	Payment	Termination Amount
1	7/1/2017	\$ 102,001.27	\$ -	\$ 102,001.27	\$ 197,231.88
2	7/1/2018	\$ 97,504.39	\$ 4,496.89	\$ 102,001.28	\$ 99,727.49
3	7/1/2019	\$ 99,727.49	\$ 2,273.79	\$ 102,001.28	\$ -

TOTALS: \$ 299,233.15 \$ 6,770.68 \$ 306,003.83

Prepared by Wells Fargo

This Page Left Blank Intentionally

Enterprise Fund Summary



Departments

Wastewater

	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related	\$ 485,214	\$ 521,645	\$ 577,580	\$ 531,730	\$ 1,481,520	\$ 1,496,980	\$ 1,496,980
Operating Expenditures	441,529	581,111	540,650	617,541	872,566	854,166	854,166
Equipment/Capital Expenditures	-	712,632	679,000	594,197	4,242,273	4,242,273	4,242,273
Depreciation, Debt, Other	723,560	819,045	1,128,120	41,514	1,000,980	1,000,980	1,000,980
Total Expenditures	\$ 1,650,303	\$ 2,634,433	\$ 2,925,350	\$ 1,784,982	\$ 7,597,339	\$ 7,594,399	\$ 7,594,399
Revenues							
Monthly User Fees	\$ 815,940	\$ 841,625	\$ 846,000	\$ 873,094	\$ 2,168,000	\$ 2,168,000	\$ 2,168,000
Other Fees	\$ 246,882	\$ 242,377	\$ 162,600	\$ 129,172	\$ 173,400	\$ 173,400	\$ 173,400
Other Revenues	\$ 376,093	\$ 620,090	\$ 942,500	\$ 1,476,690	\$ 4,279,200	\$ 4,309,200	\$ 4,309,200
Net Dec/(Inc) in Fund Balances	\$ 211,388	\$ 930,341	\$ 974,250	\$ (693,974)	\$ 976,739	\$ 943,799	\$ 943,799

WASTEWATER

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.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2017-18

1. Hired addition wastewater operator.
2. Plans have been submitted for the remaining WIFA projects.
3. The plant remains in compliance with our Aquifer Protection Permit.
4. SR 260 crossing lines completed.
5. Belt Feed Press is enclosed so it is optimum operations for all seasons.
6. Aeration Blowers are now enclosed and cooled to reduce dust and optimize operations for summer usage.

Goals for the upcoming Fiscal Year 2018-19

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. Continue cleaning and testing to complete 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>FY17</u>	<u>FY18</u>	<u>FY19</u>
FTE's	8.40	8.40	8.50
FT Pos's	11	11	10
PT Pos's	0	0	0
Seasonal Pos's	0	0	0

Statistics

	<u>FY17</u>	<u>FY18</u>
Sewer connections	964	989
Annual processed sewage (in millions of gallons)	85.8	95.8
Miles of sewer pipe	31.3	33.6
Tons of BOD removed (Biochemical Oxygen Demand)	86	93
Tons of Ammonia removed	12	17.7

Wastewater Enterprise Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures							
Wages & Related							
Salaries	340,118	358,979	399,280	317,187	393,469	406,095	406,095
Overtime	0	10,790	7,345	58,475	25,000	25,000	25,000
Uniform Allowance	160	160	1,120	0	1,120	1,120	1,120
FICA	20,885	22,199	25,285	22,475	24,920	26,800	26,800
Medicare	4,885	5,192	5,915	5,256	5,828	6,270	6,270
Retirement	38,942	42,429	44,585	43,192	47,428	51,005	51,005
Unemployment	1,068	1,079	1,330	665	1,189	1,190	1,190
Workman's Compensation	12,422	10,711	13,070	8,189	12,850	9,780	9,780
Health, Dental & Life Ins	66,734	70,106	79,650	76,291	81,716	81,720	81,720
Total Wages & Related	\$ 485,214	\$ 521,645	\$ 577,580	\$ 531,730	\$ 593,520	\$ 608,980	\$ 608,980
Operating Expenditures							
Training	1,937	3,485	3,000	3,762	4,000	4,000	4,000
Travel	598	1,206	1,000	1,138	1,500	1,500	1,500
Uniforms	500	0	0	93	0	0	0
Office Supplies	5,189	5,372	5,000	3,166	4,000	4,000	4,000
Subscriptions/Memberships	745	939	1,150	1,352	1,150	1,150	1,150
Printing	2,690	3,330	2,750	3,269	2,750	2,750	2,750
Postage	3,898	4,383	3,000	4,216	2,000	1,500	1,500
Computer Services/Software	0	0	0	0	18,000	5,000	5,000
Internet Wireless Access	1,610	1,283	0	0	0	0	0
Software Recurring Fees	2,755	4,443	5,000	8,582	10,060	9,160	9,160
Auto Repair/Maintenance	7,487	16,697	4,600	16,171	13,000	13,000	13,000
Fuel	5,084	4,065	5,000	6,789	5,000	5,000	5,000
Electric	99,281	106,966	110,000	115,878	125,000	125,000	125,000
Water	328	329	400	346	360	360	360
Waste Removal	1,880	2,801	2,400	2,738	2,520	2,520	2,520
Cell Phone	6,035	4,955	3,600	4,427	6,000	4,500	4,500
Pest Control	1,795	2,050	2,000	2,220	2,400	2,400	2,400
Consulting Services	3,240	0	5,000	37,370	0	0	0
Legal Services	3,485	5,573	2,500	7,192	5,000	5,000	5,000
Audit	2,900	2,962	3,200	3,200	3,200	3,200	3,200
Service Charges	1,781	2,242	1,750	2,261	1,750	1,750	1,750
Credit Card Processing Fees	0	302	500	782	1,000	1,000	1,000
Liability Insurance	22,000	29,300	29,300	29,300	29,300	29,300	29,300
Safety / Security Program	525	0	500	702	4,000	2,000	2,000
Personnel Expenditures	609	712	0	141	500	0	0
Lagoon Closure	0	84,059	50,000	52,888	40,000	40,000	40,000
Lab Equipment	5,755	4,657	5,000	885	10,000	10,000	10,000
Lab Services	21,105	30,695	25,000	20,616	30,000	30,000	30,000
Lab Supplies	12,164	11,539	6,000	9,661	10,000	10,000	10,000
Contracted Services - Plant	0	0	0	0	5,000	5,000	5,000
Maintenance - Plant	75,845	78,046	96,000	126,760	100,000	100,000	100,000
Operational Supplies - Plant	41,898	46,655	32,500	47,040	40,000	40,000	40,000
Rental Equipment - Plant	937	5,210	3,500	712	2,000	2,000	2,000
Uniforms - Plant	7,232	5,811	8,500	7,097	9,000	9,000	9,000
Polymer - Plant	10,031	15,331	12,500	15,199	12,500	12,500	12,500
Chlorine - Plant	22,313	17,503	22,000	26,756	25,000	25,000	25,000

Wastewater Enterprise Fund (Cont'd)

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Operating Expenditures (Cont'd)							
Sludge Disposal - Plant	1,205	29,582	25,000	13,270	25,000	25,000	25,000
Mosquito Control - Plant	2,442	2,745	2,500	1,209	2,500	2,500	2,500
Maintenance - Collections	42,436	30,738	45,000	27,471	35,000	35,000	35,000
Operational Supplies - Collections	15,637	5,338	4,000	4,352	5,000	5,000	5,000
Rental Equipment - Collections	53	3,671	500	1,235	500	500	500
Permits	6,124	6,136	11,000	7,295	7,000	7,000	7,000
Admin Fee to Town	0	0	0	0	49,576	49,576	49,576
Total Operating Expenditures	\$ 441,529	\$ 581,111	\$ 540,650	\$ 617,541	\$ 650,566	\$ 632,166	\$ 632,166
Equipment/Capital Expenditures*							
Vehicles	0	587,267	0	0	10,000	10,000	10,000
Equipment	0	58,128	15,000	64,476	26,000	26,000	26,000
Structural Improvements	0	67,237	0	4,676	665,000	665,000	665,000
Total Equipment/Capital Expenditures	\$ -	\$ 712,632	\$ 15,000	\$ 69,152	\$ 701,000	\$ 701,000	\$ 701,000
*For cash budgeting purposes only							
Total Expenditures	\$ 926,743	\$ 1,815,388	\$ 1,133,230	\$ 1,218,423	\$ 1,945,086	\$ 1,942,146	\$ 1,942,146
Revenues							
Operating Fees							
User Fees	815,940	841,625	846,000	873,094	1,058,000	1,058,000	1,058,000
Account Transfer Fees	2,170	2,275	1,200	2,660	2,400	2,400	2,400
Septage Fees	207,229	136,414	126,000	84,190	130,000	130,000	130,000
W.A.S. Fees	21,384	83,604	21,600	19,265	20,000	20,000	20,000
Port-a-Potty Fees	15,539	19,324	13,000	22,597	20,000	20,000	20,000
Inspection Fees	560	760	800	460	1,000	1,000	1,000
Misc Fees	9,389	7,463	8,400	7,946	8,000	8,000	8,000
Total Operating Fees	\$ 1,072,211	\$ 1,091,465	\$ 1,017,000	\$ 1,010,212	\$ 1,239,400	\$ 1,239,400	\$ 1,239,400
Net Operating (Gain)/Loss	\$ (145,468)	\$ 723,923	\$ 116,230	\$ 208,211	\$ 705,686	\$ 702,746	\$ 702,746
Non-Operating Items							
Depreciation	721,452	813,423	800,000	0	850,000	850,000	850,000
Debt Interest	0	3,622	7,184	7,184	43,395	43,395	43,395
Debt Principle Payments*	0	0	320,936	52,764	107,585	107,585	107,585
Bad Debt	2,108	0	0	0	0	0	0
Loss/(Gain) on Disposal of Assets	0	2,000	0	(18,434)		0	0
Capital Exps from Loans	0	0	664,000	525,045	3,541,273	3,541,273	3,541,273
Loan Proceeds	0	(542,800)	(664,000)	0	(4,000,000)	(4,000,000)	(4,000,000)
Connection Fees	(15,750)	(23,400)	(269,500)	(40,898)	(270,000)	(300,000)	(300,000)
Grant Revenue	0	0	0	(1,000,000)	0	0	0
Other Revenues*	(316,450)	(20,506)	0	(425,077)	0	0	0
Operating Transfers In - Gen Fund	(33,462)	(24,740)	0	0	0	0	0
Interest	(1,042)	(1,181)	(600)	(2,769)	(1,200)	(1,200)	(1,200)
Total Non-Operating Items	\$ 356,856	\$ 206,418	\$ 858,020	\$ (902,185)	\$ 271,053	\$ 241,053	\$ 241,053
*For cash budgeting purposes only							
Net Effect on Fund	\$ 211,388	\$ 930,341	\$ 974,250	\$ (693,974)	\$ 976,739	\$ 943,799	\$ 943,799

Section 2: Loan Repayment Schedule
Town of Camp Verde
18-Apr-18

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	01/01/18	2.183%	0.00		
1	2	07/01/18	2.183%	10,708.34	0.00	10,708.34
2	3	01/01/19	2.183%	27,147.90		
2	4	07/01/19	2.183%	27,147.90	79,947.56	134,243.36
3	5	01/01/20	2.183%	26,275.27		
3	6	07/01/20	2.183%	26,275.27	81,692.82	134,243.36
4	7	01/01/21	2.183%	25,383.59		
4	8	07/01/21	2.183%	25,383.59	83,476.18	134,243.36
5	9	01/01/22	2.183%	24,472.45		
5	10	07/01/22	2.183%	24,472.45	85,298.46	134,243.36
6	11	01/01/23	2.183%	23,541.41		
6	12	07/01/23	2.183%	23,541.41	87,160.54	134,243.36
7	13	01/01/24	2.183%	22,590.06		
7	14	07/01/24	2.183%	22,590.06	89,063.24	134,243.36
8	15	01/01/25	2.183%	21,617.93		
8	16	07/01/25	2.183%	21,617.93	91,007.50	134,243.36
9	17	01/01/26	2.183%	20,624.59		
9	18	07/01/26	2.183%	20,624.59	92,994.18	134,243.36
10	19	01/01/27	2.183%	19,609.55		
10	20	07/01/27	2.183%	19,609.55	95,024.26	134,243.36
11	21	01/01/28	2.183%	18,572.37		
11	22	07/01/28	2.183%	18,572.37	97,098.62	134,243.36
12	23	01/01/29	2.183%	17,512.54		
12	24	07/01/29	2.183%	17,512.54	99,218.28	134,243.36
13	25	01/01/30	2.183%	16,429.56		
13	26	07/01/30	2.183%	16,429.56	101,384.24	134,243.36
14	27	01/01/31	2.183%	15,322.96		
14	28	07/01/31	2.183%	15,322.96	103,597.44	134,243.36
15	29	01/01/32	2.183%	14,192.19		
15	30	07/01/32	2.183%	14,192.19	105,858.98	134,243.36
16	31	01/01/33	2.183%	13,036.74		
16	32	07/01/33	2.183%	13,036.74	108,169.88	134,243.36
17	33	01/01/34	2.183%	11,856.06		
17	34	07/01/34	2.183%	11,856.06	110,531.24	134,243.36
18	35	01/01/35	2.183%	10,649.62		
18	36	07/01/35	2.183%	10,649.62	112,944.12	134,243.36
19	37	01/01/36	2.183%	9,416.84		
19	38	07/01/36	2.183%	9,416.84	115,409.68	134,243.36
20	39	01/01/37	2.183%	8,157.14		
20	40	07/01/37	2.183%	8,157.14	117,929.08	134,243.36
21	41	01/01/38	2.183%	6,869.94		
21	42	07/01/38	2.183%	6,869.94	120,503.48	134,243.36
22	43	01/01/39	2.183%	5,554.64		
22	44	07/01/39	2.183%	5,554.64	123,134.08	134,243.36
23	45	01/01/40	2.183%	4,210.64		
23	46	07/01/40	2.183%	4,210.64	125,822.08	134,243.36
24	47	01/01/41	2.183%	2,837.29		

Section 2: Loan Repayment Schedule
Town of Camp Verde
18-Apr-18

Year Period	Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
24 48	07/01/41	2.183%	2,837.29	128,568.78	134,243.36
25 49	01/01/42	2.183%	1,433.96		
25 50	07/01/42	2.183%	1,433.96	131,375.28	134,243.20
			745,338.82	2,487,210.00	3,232,548.82

2016 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

Water Enterprise Fund

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2018-19 DEPT REQUEST	2018-19 MANAGER RECMN'D	2018-19 COUNCIL ADOPTED
Expenditures						
Operating Expenditures						
Total Operating Expenditures				\$ 1,110,000	\$ 1,110,000	\$ 1,110,000
Total Expenditures				\$ 1,110,000	\$ 1,110,000	\$ 1,110,000
Revenues						
Operating Fees	No Fund	No Fund	No Fund			
Total Operating Fees				\$ 1,110,000	\$ 1,110,000	\$ 1,110,000
Net Operating (Gain)/Loss				\$ -	\$ -	\$ -
Net Effect on Water Fund				\$ -	\$ -	\$ -

AGENCY FUND CAMP VERDE SANITARY DISTRICT DEBT

Camp Verde Sanitary District

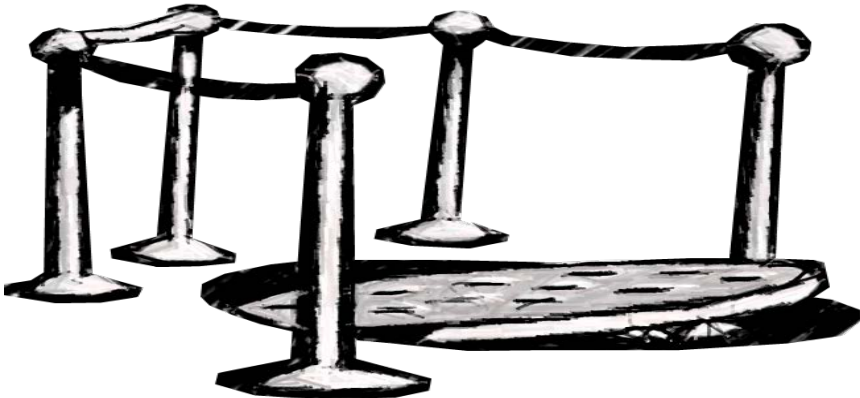
Through the passage of Resolution 2013-888 by General Election on March 12, 2013, the Town has taken over the Camp Verde Sanitary District (District) operations and is acting as Trustee for the remaining debt outstanding on District assets. All District employees are now Town of Camp Verde employees 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.

In FY18, the Town as Trustees refinanced 2 WIFA loans (910071-05 and 910088-06) and the USDA loan 92-07, as reflected below, to reduce interest rates for property owners.

Outstanding Debt

WIFA Loan 910105-09	\$ 3,056,114	National Bank	\$ 1,916,000
WIFA Loan 910123-10	\$ 1,322,288		
WIFA Loan 910123-18	\$ 2,528,166		

Total Debt Outstanding - \$ 8,822,568



**Camp Verde Sanitary District Agency Fund
Debt Service**

ACCOUNT TITLE	2015-16 AUDITED ACTUAL	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 EST'D ACTUAL	2018-19 DEPT REQUESTED	2018-19 MANAGER RECOMMEND	2018-19 COUNCIL ADOPTED
Principal & Interest							
Debt Principle Payments	1,070,999	672,871	689,350	700,041	682,830	682,830	682,830
Interest & Misc Fees	414,923	393,902	369,825	476,436	263,910	263,910	263,910
Total Principal & Interest	\$ 1,485,922	\$ 1,066,773	\$ 1,059,175	\$ 1,176,477	\$ 946,740	\$ 946,740	\$ 946,740
Revenue Sources							
Property Taxes	1,062,767	923,121	940,585	954,661	828,188	828,188	828,188
IGA with Town of Camp Verde	118,664	118,627	118,590	118,589	118,550	118,550	118,550
Interest	3,707	3,640	3,500	7,560	3,500	3,500	3,500
Total Tax Levy & IGA	\$ 1,185,138	\$ 1,045,388	\$ 1,062,675	\$ 1,080,810	\$ 950,238	\$ 950,238	\$ 950,238
Net Effect on Fund	\$ 300,784	\$ 21,385	\$ (3,500)	\$ 95,667	\$ (3,498)	\$ (3,498)	\$ (3,498)

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	

Bond Debt Service

Camp Verde Sanitary District
General Obligation Refunding Bonds, Series 2017A

12/28/2017

Payment Dates	Principle	Coupon	Interest	Debt Service	Annual Debt Service
7/1/2018	37,000.00	2.010%	2,595.25	39,595.25	
1/1/2019	16,000.00	2.010%	2,180.85	18,180.85	57,776.10
7/1/2019	16,000.00	2.010%	2,020.05	18,020.05	
1/1/2020	18,000.00	2.010%	1,859.25	19,859.25	37,879.30
7/1/2020	18,000.00	2.010%	1,678.35	19,678.35	
1/1/2021	19,000.00	2.010%	1,497.45	20,497.45	40,175.80
7/1/2021	18,000.00	2.010%	1,306.50	19,306.50	
1/1/2022	19,000.00	2.010%	1,125.60	20,125.60	39,432.10
7/1/2022	19,000.00	2.010%	934.65	19,934.65	
1/1/2023	19,000.00	2.010%	743.70	19,743.70	39,678.35
7/1/2023	19,000.00	2.010%	552.75	19,552.75	
1/1/2024	18,000.00	2.010%	361.80	18,361.80	37,914.55
7/1/2024	18,000.00	2.010%	180.90	18,180.90	18,180.90
	254,000.00		17,037.10	271,037.10	271,037.10

Prepared by Stifel

Bond Debt Service

Camp Verde Sanitary District
General Obligation Refunding Bonds, Series 2017B

12/28/2017

Payment Dates	Principle	Coupon	Interest	Debt Service	Annual Debt Service
7/1/2018	280,000.00	2.180%	24,368.59	304,368.59	
1/1/2019	94,000.00	2.180%	20,917.10	114,917.10	419,285.69
7/1/2019	94,000.00	2.180%	19,892.50	113,892.50	
1/1/2020	127,000.00	2.180%	18,867.90	145,867.90	259,760.40
7/1/2020	127,000.00	2.180%	17,483.60	144,483.60	
1/1/2021	125,000.00	2.180%	16,099.30	141,099.30	285,582.90
7/1/2021	127,000.00	2.180%	14,736.80	141,736.80	
1/1/2022	125,000.00	2.180%	13,352.50	138,352.50	280,089.30
7/1/2022	125,000.00	2.180%	11,990.00	136,990.00	
1/1/2023	123,000.00	2.180%	10,627.50	133,627.50	270,617.50
7/1/2023	124,000.00	2.180%	9,286.80	133,286.80	
1/1/2024	123,000.00	2.180%	7,935.20	130,935.20	264,222.00
7/1/2024	122,000.00	2.180%	6,594.50	128,594.50	
1/1/2025	122,000.00	2.180%	5,264.70	127,264.70	255,859.20
7/1/2025	121,000.00	2.180%	3,934.90	124,934.90	
1/1/2026	120,000.00	2.180%	2,616.00	122,616.00	247,550.90
7/1/2026	120,000.00	2.180%	1,308.00	121,308.00	121,308.00
	2,199,000.00		205,275.89	2,404,275.89	2,404,275.89

Prepared by Stifel

Section 2: Loan Repayment Schedule
Camp Verde Sanitary District
18-Apr-18

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	01/01/18	1.950%	0.00		
1	2	07/01/18	1.950%	10,768.33	100,000.00	110,768.33
2	3	01/01/19	1.950%	26,325.00		
2	4	07/01/19	1.950%	26,325.00	169,591.26	222,241.26
3	5	01/01/20	1.950%	24,671.49		
3	6	07/01/20	1.950%	24,671.49	172,898.28	222,241.26
4	7	01/01/21	1.950%	22,985.73		
4	8	07/01/21	1.950%	22,985.73	176,269.80	222,241.26
5	9	01/01/22	1.950%	21,267.10		
5	10	07/01/22	1.950%	21,267.10	179,707.06	222,241.26
6	11	01/01/23	1.950%	19,514.95		
6	12	07/01/23	1.950%	19,514.95	183,211.36	222,241.26
7	13	01/01/24	1.950%	17,728.64		
7	14	07/01/24	1.950%	17,728.64	186,783.98	222,241.26
8	15	01/01/25	1.950%	15,907.50		
8	16	07/01/25	1.950%	15,907.50	190,426.26	222,241.26
9	17	01/01/26	1.950%	14,050.84		
9	18	07/01/26	1.950%	14,050.84	194,139.58	222,241.26
10	19	01/01/27	1.950%	12,157.98		
10	20	07/01/27	1.950%	12,157.98	197,925.30	222,241.26
11	21	01/01/28	1.950%	10,228.21		
11	22	07/01/28	1.950%	10,228.21	201,784.84	222,241.26
12	23	01/01/29	1.950%	8,260.81		
12	24	07/01/29	1.950%	8,260.81	205,719.64	222,241.26
13	25	01/01/30	1.950%	6,255.04		
13	26	07/01/30	1.950%	6,255.04	209,731.18	222,241.26
14	27	01/01/31	1.950%	4,210.16		
14	28	07/01/31	1.950%	4,210.16	213,820.94	222,241.26
15	29	01/01/32	1.950%	2,125.41		
15	30	07/01/32	1.950%	2,125.41	217,990.52	222,241.34
				422,146.05	2,800,000.00	3,222,146.05



Chapter Eight

Appendix

	<u>Page #</u>
State Schedule A	172
State Schedule C	173
State Schedule D	176
State Schedule E	177
State Schedule G	178
Glossary	179

Town of Camp Verde
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2019

Fiscal Year	S c h	FUNDS								
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds	
2017	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	7,226,661	2,014,970	1,049,753	5,058,948	0	2,254,166	0	17,604,498
2017	Actual Expenditures/Expenses**	E	7,074,621	830,043	1,051,537	629,439	0	1,278,371	0	10,864,011
2018	Fund Balance/Net Position at July 1***		1,765,982	1,101,989	0	6,605,346		656,000		10,129,317
2018	Primary Property Tax Levy	B								0
2018	Secondary Property Tax Levy	B								0
2018	Estimated Revenues Other than Property Taxes	C	9,036,841	3,572,502	0	0	0	2,650,600	0	15,259,943
2018	Other Financing Sources	D	0	0	0	0	0	4,000,000	0	4,000,000
2018	Other Financing (Uses)	D	0	0	0	6,720,198	0	3,541,273	0	10,261,471
2018	Interfund Transfers In	D	0	0	1,497,316	1,265,000	0	0	0	2,762,316
2018	Interfund Transfers (Out)	D	1,800,956	961,360	0	0	0	0	0	2,762,316
2018	Reduction for Amounts Not Available:									
	LESS: Amounts for Future Debt Retirement:									0
										0
2018	Total Financial Resources Available		9,001,867	3,713,131	1,497,316	1,150,148	0	3,765,327	0	19,127,789
2018	Budgeted Expenditures/Expenses	E	7,858,895	3,259,173	1,497,316	1,630,694	0	4,053,126	0	18,299,204

EXPENDITURE LIMITATION COMPARISON

	2018	2019
1. Budgeted expenditures/expenses	\$ 17,604,498	\$ 18,299,204
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	17,604,498	18,299,204
4. Less: estimated exclusions	8,409,066	6,099,675
5. Amount subject to the expenditure limitation	\$ 9,195,432	\$ 12,199,529
6. EEC expenditure limitation	\$ 11,897,122	\$ 12,235,344

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

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2019**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2018	ACTUAL REVENUES* FY2018	ESTIMATED REVENUES FY2019
GENERAL FUND			
Local taxes			
Transaction Priviledge Tax	\$ 4,061,000	\$ 4,642,673	\$ 4,550,000
Franchise Fees	263,000	286,342	273,000
Licenses and permits			
Building Fees & Permits	210,000	172,017	210,000
Business License & Events	21,750	28,000	27,750
Pet License	6,000	5,260	6,000
Intergovernmental			
State Shared Revenues	1,400,000	1,391,933	1,380,000
State Transaction Priviledge Tax	1,060,000	1,079,184	1,115,000
Vehicle License Tax	725,000	762,872	783,000
Dispatch Services	195,000	150,000	195,000
Other	80,000	73,738	82,500
Charges for services			
Charges for Services	135,800	116,496	133,815
Fines and forfeits			
Magistrate Court	175,000	129,906	175,000
Other	9,000	11,070	9,000
Interest on investments			
Interest	16,000	2,981	16,000
In-lieu property taxes			
None			
Contributions			
Voluntary contributions	3,500	1,255	3,500
Grants	0	0	0
Miscellaneous			
Miscellaneous	24,000	59,611	77,276
Total General Fund	\$ 8,385,050	\$ 8,913,338	\$ 9,036,841

* 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 2019**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2018	ACTUAL REVENUES* FY2018	ESTIMATED REVENUES FY2019
SPECIAL REVENUE FUNDS			
Magistrate Fund			
Local JCEF	\$ 3,000	\$ 2,197	\$ 3,000
Fill The Gap	2,500	2,223	3,000
Court Enhancement	30,000	19,157	30,000
	<u>\$ 35,500</u>	<u>\$ 23,577</u>	<u>\$ 36,000</u>
HURF Fund			
State HURF Revenues	\$ 915,000	\$ 937,271	\$ 900,000
Interest & Other	4,200	19,680	8,000
	<u>\$ 919,200</u>	<u>\$ 956,951</u>	<u>\$ 908,000</u>
Impact Fees Fund			
Interest	\$ 0	\$ 0	\$ 0
	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Library Building Fund			
Donations	\$ 0	\$ 0	\$ 0
Interest	0	0	0
Bond Issue	0	0	0
	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
Housing Fund			
Loan Payment Principle	\$ 15,600	\$ 12,427	\$ 16,000
Interest	1,200	580	1,000
	<u>\$ 16,800</u>	<u>\$ 13,007</u>	<u>\$ 17,000</u>
Federal Grants Fund	<u>687,000</u>	<u>126,897</u>	<u>389,752</u>
Non-Federal Grants Fund	<u>530,000</u>	<u>10,670</u>	<u>1,786,705</u>
CDBG Fund	<u>0</u>	<u>0</u>	<u>350,000</u>
Donations Fund	<u>13,900</u>	<u>26,205</u>	<u>85,045</u>
	<u>\$ 1,230,900</u>	<u>\$ 163,772</u>	<u>\$ 2,611,502</u>
Total Special Revenue Funds	<u>\$ 2,202,400</u>	<u>\$ 1,157,307</u>	<u>\$ 3,572,502</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 2019**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2018	ACTUAL REVENUES* FY2018	ESTIMATED REVENUES FY2019
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	\$ 1,017,000	\$ 1,010,212	\$ 1,539,400
Grants	0	1,000,000	0
Interest & Other	600	2,769	1,200
	\$ 1,017,600	\$ 2,012,981	\$ 1,540,600
Water Fund			
Operating Revenues	\$ 0	\$ 0	\$ 1,110,000
	\$ 0	\$ 0	\$ 1,110,000
Total Enterprise Funds	\$ 1,017,600	\$ 2,012,981	\$ 2,650,600
INTERNAL SERVICE FUNDS			
None	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 11,605,050	\$ 12,083,626	\$ 15,259,943

* 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 2019

FUND	OTHER FINANCING FY2019		INTERFUND TRANSFERS FY2019	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
CIP Fund	\$	\$	\$	515,000
Debt Service Fund				1,285,956
Library Fund				0
Total General Fund	\$ 0	\$ 0	\$ 0	\$ 1,800,956
SPECIAL REVENUE FUNDS				
Federal Grants Fund	\$	\$	\$ 0	250,000
Library Fund			0	
Housing Fund				0
HURF Fund				711,360
Total Special Revenue Funds	\$ 0	\$ 0	\$ 0	\$ 961,360
DEBT SERVICE FUNDS				
General Fund	\$	\$	\$ 1,285,956	\$
HURF Fund			211,360	
Total Debt Service Funds	\$ 0	\$ 0	\$ 1,497,316	\$ 0
CAPITAL PROJECTS FUNDS				
General Fund	\$	\$	\$ 515,000	
Federal Grants			250,000	
HURF Fund			500,000	
Community Park Bond	0			
Community Park Development		6,720,198		
Total Capital Projects Funds	\$ 0	\$ 6,720,198	\$ 1,265,000	\$ 0
PERMANENT FUNDS				
None	\$	\$	\$	\$
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
WIFA Loan Funds	\$ 4,000,000		\$	\$
Bond/Loan Funds for Expansion	\$		\$	\$
Wastewater Expansion Construction	\$		\$	\$
Plant Improvements	\$	3,541,273	\$	\$
Total Enterprise Funds	\$ 4,000,000	\$ 3,541,273	\$ 0	\$ 0
INTERNAL SERVICE FUNDS				
None	\$	\$	\$	\$
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 4,000,000	\$ 10,261,471	\$ 2,762,316	\$ 2,762,316

**Town of Camp Verde
Expenditures/Expenses by Fund
Fiscal Year 2019**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES FY2018	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED FY2018	ACTUAL EXPENDITURES/ EXPENSES* FY2018	BUDGETED EXPENDITURES/ EXPENSES FY2019
GENERAL FUND				
General Admin	\$ 1,998,420	\$ 0	\$ 1,958,896	\$ 2,099,325
Magistrate Court	358,340	0	349,667	420,090
Public Works	916,476	0	915,828	940,770
Community Development	532,865	0	495,699	537,745
Marshal's Office	2,621,480	0	2,563,136	2,905,995
Library	450,440	0	481,114	558,720
Parks & Rec	348,640	0	310,281	396,250
Total General Fund	\$ 7,226,661	\$ 0	\$ 7,074,621	\$ 7,858,895
SPECIAL REVENUE FUNDS				
Magistrate Fund	\$ 64,500	\$ 0	\$ 5,490	\$ 76,000
Non-Federal Grants Fund	531,704	0	10,670	1,799,249
Federal Grants Fund	478,194	0	74,321	139,752
CDBG Fund	0	0	0	350,000
911 fund	1,781	0	420	1,361
Library Fund	15,000	0	13,163	0
Impact Fee Fund	87,300	0	8,499	0
Housing Fund	70,000	0	0	25,000
Donations Fund	99,126	0	43,915	153,711
HURF Fund	667,365	0	673,565	714,100
Total Special Revenue Funds	\$ 2,014,970	\$ 0	\$ 830,043	\$ 3,259,173
DEBT SERVICE FUNDS				
Debt Service Fund	\$ 1,049,753	\$ 0	\$ 1,051,537	\$ 1,497,316
Total Debt Service Funds	\$ 1,049,753	\$ 0	\$ 1,051,537	\$ 1,497,316
CAPITAL PROJECTS FUNDS				
CIP Fund	\$ 5,058,948	\$ 0	\$ 629,439	\$ 1,630,694
Parks Fund	0	0	0	0
Total Capital Projects Funds	\$ 5,058,948	\$ 0	\$ 629,439	\$ 1,630,694
PERMANENT FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
Wastewater	\$ 2,254,166	\$ 0	\$ 1,278,371	\$ 2,943,126
Water	0	0	0	1,110,000
Total Enterprise Funds	\$ 2,254,166	\$ 0	\$ 1,278,371	\$ 4,053,126
INTERNAL SERVICE FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 17,604,498	\$ 0	\$ 10,864,011	\$ 18,299,204

* 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 2019**

FUND	Full-Time Equivalent (FTE) FY2019	Employee Salaries and Hourly Costs FY2019	Retirement Costs FY2019	Healthcare Costs FY2019	Other Benefit Costs FY2019	Total Estimated Personnel Compensation FY2019
GENERAL FUND	85	\$ 4,382,160	\$ 683,945	\$ 683,945	\$ 81,500	\$ 5,831,550
SPECIAL REVENUE FUNDS						
HURF Fund	5	\$ 254,735	\$ 27,280	\$ 45,145	\$ 14,045	\$ 341,205
Federal Grants	N/A	0	0	0	0	0
Total Special Revenue Funds	5	\$ 254,735	\$ 27,280	\$ 45,145	\$ 14,045	\$ 341,205
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	\$ 465,285	\$ 51,005	\$ 81,720	\$ 10,970	\$ 608,980
Total Enterprise Funds	8	\$ 465,285	\$ 51,005	\$ 81,720	\$ 10,970	\$ 608,980
INTERNAL SERVICE FUND						
None		\$	\$	\$	\$	\$ 0
Total Internal Service Fund	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	99	\$ 5,102,180	\$ 762,230	\$ 810,810	\$ 106,515	\$ 6,781,735



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.