



CAMP VERDE EST. 1865
HOME OF HISTORIC FORT VERDE



Final Budget
for Fiscal Year
2019-20



Town of Camp Verde, Arizona

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

The Center Of It All

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Chapter One

Introduction

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Camp Verde
Arizona**

For the Fiscal Year Beginning

July 1, 2018

Christopher P. Morrill

Executive Director



Budget Summary

Fiscal Year 2019-20

The Town of Camp Verde (Town) is proud to present its annual budget for the fiscal year beginning July 1st, 2019 and ending June 30th, 2020 (FY20). This is a balanced budget operationally keeping operational expenses within budget revenue limits.

Considering all funds together, the Town's total budgeted expenses for FY20 are \$27,312,336. While the Town's Expenditure Limitation is only \$12,562,105, removing exclusions in the amount of \$8,490,922 and Other Financing Uses of \$6,764,550 bring the Town's budgeted expenses subject to the limitation down to \$12,056,864. The Town's total budgeted revenues are \$22,903,434.

The General Fund is where the vast majority of Town services are budgeted for. For FY20, the General Fund budgeted expenses are \$8,362,976 which is 6% higher than FY19. The most significant part of the increase is in Wages & ERE as the Town added 3 FT positions and gave merit raises of approximately \$125,000. Beyond the \$8.36 million in operational expenses, an additional nearly \$2 million is being transferred out to the Capital Improvement Projects & Debt Service Funds. While operationally the General Fund will maintain a balanced budget in FY19, the Town Council has elected to utilize up to \$534,987 of previous year's surpluses for a one-time/capital expenses in FY20.

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. This will be a multi-phase project creating 1-2 baseball fields, 1-2 all-purpose fields and the complete infrastructure (parking, drainage, water, roads, etc.) for the completed park. While construction was expected to finish in FY19, high bids for the final construction piece forced the Town to reject all bids originally. The Town is going out to bid again in FY20 with some restructured pieces in an effort to bring costs under control. Once fully completed, the complex is expected to house 4 baseball fields, 2 all-purpose fields, several pickleball courts, a walking trail and fishing pond. The Town spent \$2.6M in FY19 on the sports complex and \$4.1M to date in total.
- 2) **Wastewater Capital Expenses:** In FY20, the wastewater treatment plant will draw down the last \$664,000 from a Water Infrastructure Finance Authority (WIFA) loan for work that needed to be completed to keep the plant operating effectively. The loan is 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 FY20, the Town began further work on the plant which was secured with another loan from the Water Infrastructure Authority (WIFA) for \$3.5 million. 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). FY20 would be the fourth year of this project. However, it is unknown at this time if Council will prioritize another year of funding for these improvements as FY20 brings numerous capital project needs with only \$697,000 of new project funding. Decisions as to how the \$697,000 will be spent will not be made until the fall of 2019. However, \$325,263 has been carried forward from FY19 for the construction of Homestead Parkway. This road is important to both commercial and residential development along the Verde River.
- 4) **Water Company Purchase:** The Town is seeking to purchase a local water company. 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 approximately \$1.2 million of revenue and expense to the Town's financial operations for FY20.

Budget & Strategic Planning

The Camp Verde Town Council, in conjunction with the Town Manager and Finance Director, have chosen to develop a strategic plan each year, prior to engaging directly in the budget process. The process consists 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.

Revenue Assumptions

Of the roughly \$9.8 million of General Fund revenues, 90% comes from state shared revenues (sales tax, income tax and vehicle tax) and local Transaction Privilege Tax (TPT) revenues. As such, these line items are the primary focus for Town revenue forecasting. For FY20, state shared revenues were accepted at face value of state estimates which is a 6% increase over actual FY19 revenues. Local taxes were budgeted to increase by an average of 9.8% from FY19 actual revenues. The Town feels like this is a middle-of-the-road estimate as expectations of growth could propel actual tax collections much higher and average year-over-year growth for the past 7 years has been 11% after adjusting for a rate change in FY15. TPT revenues are budgeted by category (retail, construction, etc.) from historical trends and current levels (see the revenue report on page 40). 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 of wastewater utilities north along the Highway 260 corridor is still a predominant focus for future business growth. The Town is currently working through options to initiate and fund debt financing for an over \$7M project to move wastewater utilities into this area including application for a \$3M grant and the creation of a community facilities district.

Camp Verde is still seeing a lot of activity in its Community Development department. This past year a new RV park with over 400 spaces was completed along Interstate 17. Currently a housing development of approximately 500 homes and an 85-acre retail project are in the planning stages and nearly ready to move forward. Camp Verde's Highway 260 corridor has the advantage of being designated as an Opportunity Zone investment area and is indeed seeing the excitement of inquiries and the exchange of property ownership as investors turn their eyes toward Camp Verde. FY20 is shaping up to be a year of preparation in anticipation of residential and commercial growth that should be taking off right at the end of 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 \$12.5 million in capital expenditures for FY20. Much of this is a carry-forward from FY19. The significant expenditures for this current year include:

- 1) \$4.0M for construction of the new sports complex park.
- 2) \$3.0M for the potential start of wastewater expansion along Highway 260
- 3) \$2.8M for improvements to the wastewater treatment plant.
- 4) \$1.1M for various projects from potential grants.
- 5) \$872K for street and sidewalk projects.

Staffing

Overall staffing levels are budgeted to expand in FY20 by 2.6 FTE's. The Maintenance department is planning to bring on 2 new full-time positions in January to work out at our new sports park netting 1 full FTE for this year. The Marshal's office and Court have elected to share a new full-time employee for court bailiff and school resource officer responsibilities. Lastly, the Parks & Rec department increased their part-time staffing with the addition of a .6 FTE position to help cover responsibilities in the new events department. In the coming fiscal years, the Town sees the need for more support staff as we prepare for rapid growth and demand for Town services. 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 fourth straight year for its FY19 budget. This award is presented to government entities that meet certain criteria in the presentation of their budget.

Town of Camp Verde FY20 General Fund Budget at a Glance

Inflows

Source	2018-19 BUDGET	2018-19 ACTUAL	2019-20 BUDGET
Local Sales Taxes	4,550,000	4,389,578	4,845,750
Franchise Fees	273,000	287,034	291,500
Intergovernmental Revenues	3,555,500	3,498,580	3,956,920
Licenses & Permits	243,750	285,798	233,750
Fines & Forfeitures	184,000	179,470	156,000
Charges for Services	133,815	80,503	174,485
Grants & Donations	3,500	2,721	7,500
Miscellaneous	93,276	219,066	109,104
Net Transfers Into General Fund	0	0	20,000
Total Funds In	\$ 9,036,841	\$ 8,942,750	\$ 9,795,009

Outflows

Function	2018-19 BUDGET	2018-19 ACTUAL	2019-20 BUDGET
General Government	2,099,325	2,057,928	2,155,510
Magistrate Court	420,090	399,550	457,680
Public Works	940,770	903,373	1,022,345
Community Development	537,745	525,620	548,625
Marshal's Office	2,905,995	2,809,199	3,113,771
Library	558,720	531,499	564,880
Parks & Rec	396,250	392,342	500,165
Transfers Out to Pay Debt	1,285,956	1,165,968	1,270,020
Transfers Out to Other Funds	0	0	0
Transfers Out for Capital Improv's	515,000	515,000	697,000
Total Funds Out	\$ 9,659,851	\$ 9,300,478	\$ 10,329,996

Net From Operations **\$ (623,010)** **\$ (357,728)** **\$ (534,987)**

Reserve Use	623,010	357,728	534,987
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General Fund Reserve

(Rounded to nearest \$1000)

FY16	\$2,918,000
FY17	\$2,389,000
FY18	\$2,820,000
FY19*	\$2,462,000
FY20*	\$1,927,000

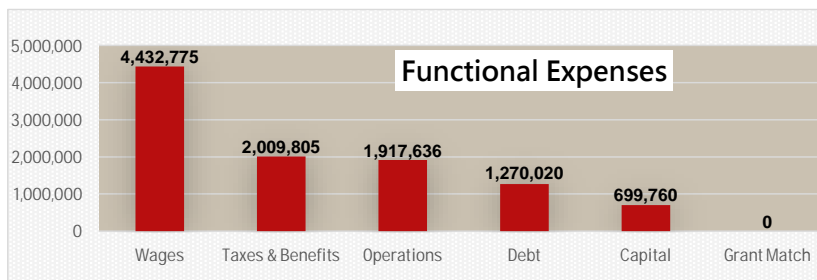
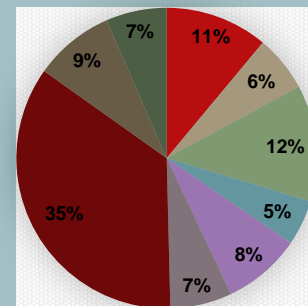
* - Estimated

Local Sales Tax

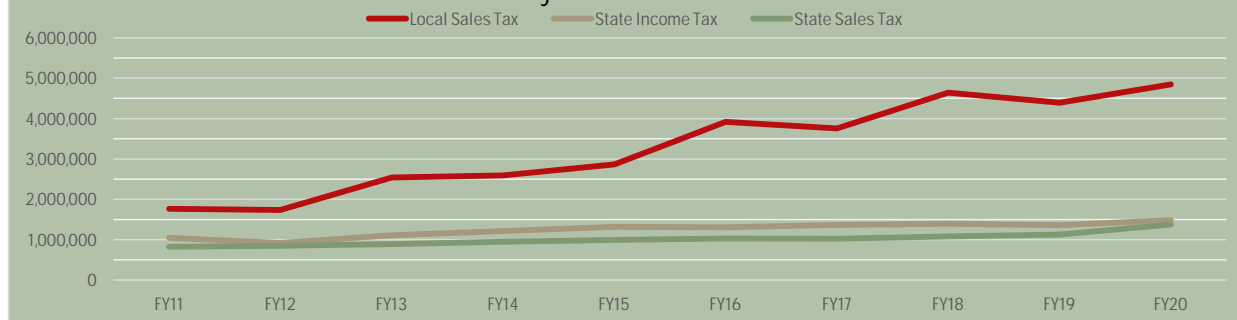
(Rounded to nearest \$1000)

FY16	\$3,915,000
FY17	\$3,757,000
FY18	\$4,643,000
FY19	\$4,390,000
FY20	\$4,846,000

Employee Allocation FY20 - 102.2 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.

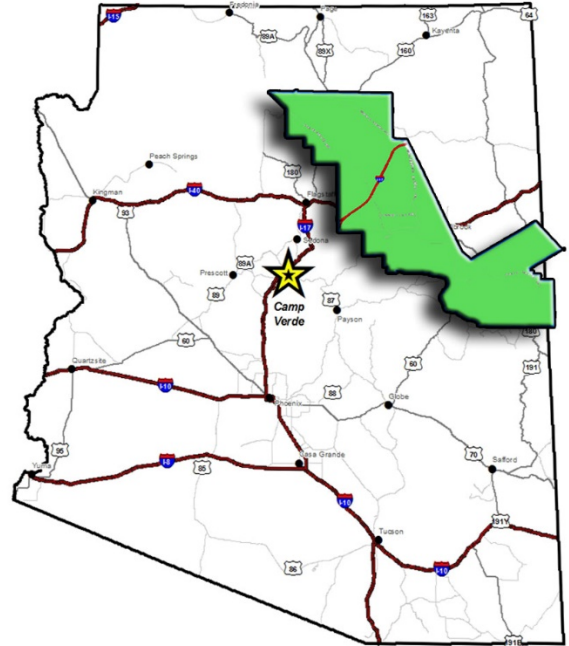
The Town

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 in Yavapai County of roughly 0.9%*, Camp Verde could expect to see the following populations through 2030:

<u>2018</u>	<u>2020</u>	<u>2025</u>	<u>2030</u>
11,113	11,335*	11,890*	12,447*

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

While Camp Verde has historically been seen as a retirement dominated community, recent years has seen a much younger and more professional 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+:	84.7%	90.2%	87.5%
Bachelors+, age 25+:	19.8%	25.0%	28.5%
Home Ownership (2017):	69.1%	70.7%	63.1%
Persons per Household	2.56	2.29	2.68
Median Household Income	\$40,465	\$48,259	\$53,510
% below poverty	22.8%	14.7%	17.0%

(worldpopulationreview.com)

Unemployment Rates:

	<u>Oct. 2016</u>	<u>Oct. 2017</u>	<u>Oct. 2018</u>	<u>Oct. 2019</u>
AZ	5.0%	4.7%	4.9%	4.8%
National	4.8%	4.1%	3.8%	3.6%

(ADOA-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 28% (adjusted for rate increases) in the last 5 years. Over-all local tax receipts have grown 40% (adjusted for rate increases) over the same 5-year period from just under \$2.6 million in FY14 to over \$3.6 million in FY17. Total local revenues slid 6% from FY18 to FY19 but this is not expected to be a trend. 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 over 28,000 vehicles per day (ADOT 2018) through Camp Verde.

Largest Employers

Employees

Cliff Castle Casino & Hotel	497
Yavapai-Apache Nation	325
Yavapai County	311
Camp Verde School District	216
Town of Camp Verde	115
Bashas	115
Rainbow Acres	75
Copper Canyon Fire District	69
The Haven of Camp Verde	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.

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



Cliff Castle Casino

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



Out of Africa Wildlife Park

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



Predator Zip Line

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



Verde Valley Archaeology Center

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



Copper Star Indoor Shooting Range

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



Town of Camp Verde

Key Officials and Staff



Mayor and Council Members (Left to right)

Front row: Councilor Bill LeBeau, Mayor Charlie German & Councilor Joe Butner.

Back row: Councilor Robin Whatley, Councilor Allan “Buck” Buchanan, Councilor Jessie Murdock, Vice-Mayor Dee Jenkins.

Department Heads

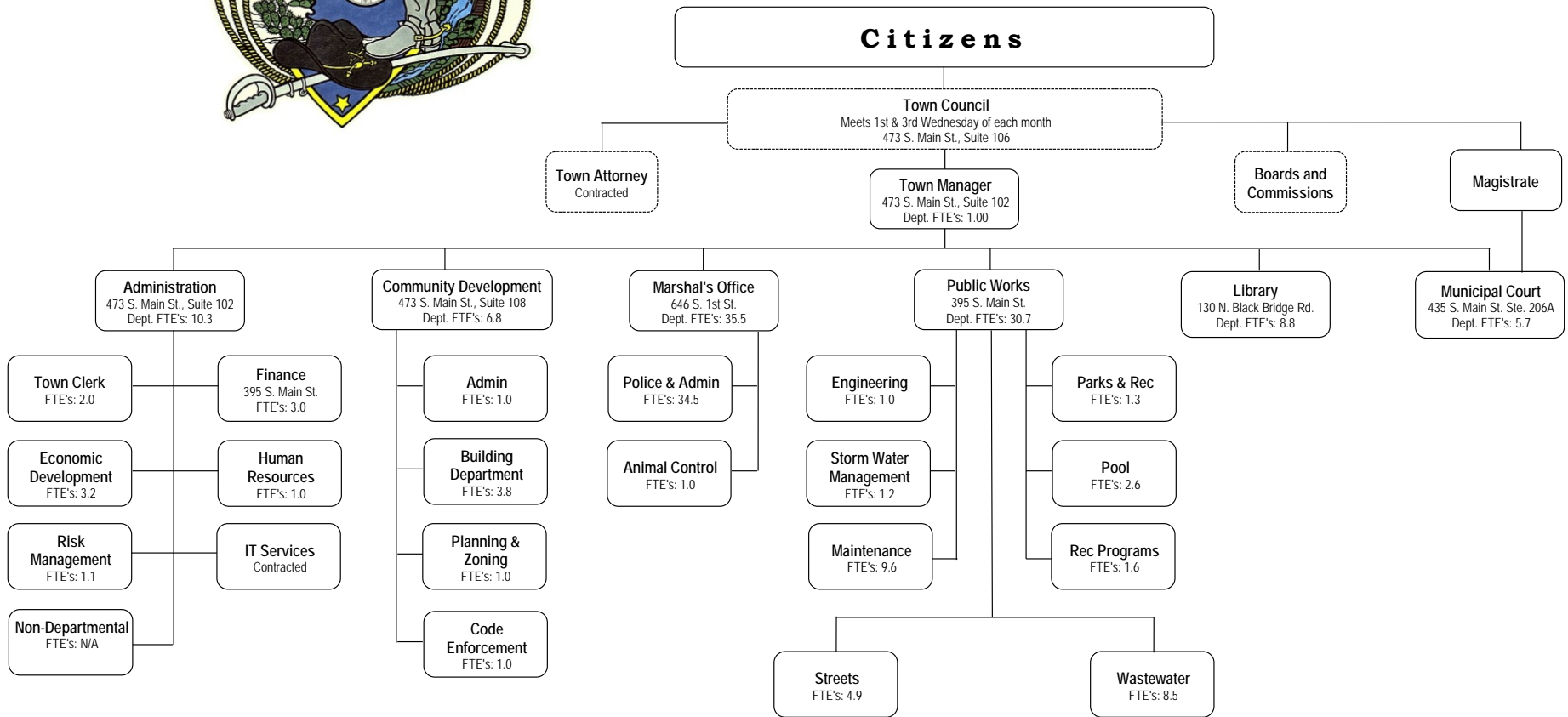
Russ Martin, *Town Manager*
Judy Morgan, *Town Clerk*
Mike Showers, *Finance Director*
Corey Rowley, *Marshal*
Kathy Hellman, *Library Director*
Paul Schlegel, *Presiding Magistrate*

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	FY17	FY18	FY19		FY20
	Actual	Actual	Actual	Budget	Budget
General Government	10.40	11.30	11.10	11.10	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	2.00	2.00	2.00	2.00	2.00
Finance Dept.	3.00	3.00	3.00	3.00	3.00
HR	.50	1.00	1.00	1.00	1.00
Risk Management	1.10	1.10	1.20	1.20	1.20
Economic Development	2.80	3.20	2.90	2.90	3.10
IT Dept	N/A	N/A	N/A	N/A	N/A
Magistrate Court	4.70	4.70	5.70	5.70	6.20
Public Works	23.80	24.90	25.40	25.60	26.40
Engineering	1.30	1.30	1.00	1.20	1.00
Stormwater	1.30	1.20	1.20	1.20	1.20
Maintenance	8.10	9.10	9.60	9.60	10.60
Streets	4.70	4.90	5.00	5.00	5.00
Sewer	8.40	8.40	8.60	8.60	8.60
Community Development	8.00	6.20	6.80	6.80	6.80
Building	5.00	3.90	3.80	3.80	3.80
Planning & Zoning	1.00	1.00	1.00	1.00	1.00
Code Enforcement	1.00	.30	1.00	1.00	1.00
Admin	1.00	1.00	1.00	1.00	1.00
Marshal's Office	32.40	31.50	35.00	35.00	35.50
Sworn Officers	20.00	20.00	21.00	21.00	21.50
Dispatch	8.00	7.60	8.00	8.00	8.00
Admin	3.40	3.40	5.00	5.00	5.00
Animal Control	1.00	.50	1.00	1.00	1.00
Library	6.40	7.50	8.30	8.80	8.80
Parks & Rec	5.60	5.60	6.10	6.10	6.70
Pool	3.30	2.60	2.60	2.60	2.60
Rec Programs	.90	1.70	2.20	2.20	2.90
Admin	1.40	1.30	1.30	1.30	1.20
Total FTE's	<u>91.30</u>	<u>91.70</u>	<u>98.40</u>	<u>99.10</u>	<u>101.70</u>

Staffing Changes – Total increase of 3.1 FTE's from FY19 as follows:

Economic Development: Added .2 FTE for extra part-time help.....	+0.2
Magistrate Court: Added 1 Full-time Bailiff position (shared w/marshal's office).....	+0.5
Maintenance: Added 1.0 FTE for 2 FT positions at the Sports Park starting in January.....	+1.0
Maintenance: Removed .2 FTE of Part-time hours.....	-0.2
Marshal's Office: Added 1 Full-time officer position (shared w/Court).....	+0.5
Parks & Rec: Added .6 FTE to allow for more Part-time hours in the new Events Dept.....	+0.6



Town of Camp Verde

Proposed Budget Calendar for FY 2019-20

<u>Date</u>	<u>Task</u>	<u>Day/Time</u>
Jan. 16 th , 2019	Approve budget calendar.	Wed: 6:30pm
Jan. 30 th , 2019	Strategic Plan development	Wed: 5:30-8:30pm
Feb. 8 th , 2019	CIP development	Fri: 8:00am-3:00pm
Apr. 9 th , 2019	Day 1 of Council budget presentations	Tue: 5:30-8:30pm
Apr. 10 th , 2019	Day 2 of Council budget presentations	Wed: 5:30-8:30pm
May 8 th , 2019	Council review with Town Manager & Finance Director	Wed: 5:30-8:30pm
May 15 th , 2019	Public hearing; Adoption of Town fees and Sanitary District debt levies	Wed: 6:30pm
June 19 th , 2019	Adoption of Tentative Budget and Capital Improvement Plan	Wed: 6:30pm
July 17 th , 2019	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

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TOWN OF CAMP VERDE

Strategic Plan Summary

For fiscal year 2019-20

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 two different viewpoints; general values 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:

Top 5 General Values:

- 1) Economic Growth
- 2) The Verde River; taking care of and providing access to
- 3) Infrastructure
- 4) Attracting Families
- 5) Community Recreation & Activities

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 should be mitigated 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 5 analysis points are listed below:

Top 5 Priorities:

- 1) Education & Training (weakness)
- 2) Outdoor Recreational Opportunities (opportunity)
- 3) Middle Verde By-pass Road (threat)
- 4) Tourism (opportunity)
- 5) Infrastructure (weakness)

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 2019-20, 7 goals have been detailed, including what activities are being accomplished as follows:

1. Expand access to vocational & educational opportunities. (LT)

Council believes that educational opportunities for residents in Camp Verde are too limited. The town needs to look at ways they can improve the range of opportunities in our area for continued education as well as vocational training. These services would be instrumental in expanding our available work-force.

Current activities:

1. *The Town does not have any current activities in this area.*

2. Promote & protect the natural resources of our community. (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. *Continue to engage attorney for protecting our local ground water rights.*

3. Continued improvement & acquisition of infrastructure. (ST/LT)

Maintaining our roads, expanding our wastewater system and acquiring local water utilities are a major focus of the Town Council. These three areas play a significant role in our ability to expand both residential and commercial segments.

Current activities:

1. *We are in the planning stages of expanding wastewater services along the Hwy. 260 corridor Northwest of Town.*
2. *We have completed 3 years in a 5-year road maintenance program.*
3. *We are engaged in talks with a local water utility for the prospect of purchasing those operations and bringing them under Town control.*

4. Expand current and develop new outdoor recreational opportunities for all ages. (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. Camp Verde's physical location allows for a multitude of outdoor recreation activities but the infrastructure to support these activities needs further development.

Current activities:

1. *Construction on the new Camp Verde Sports Complex is underway.*
2. *Last year's pilot summer program was a success and is being expanded this year.*
3. *The Town is bringing the management of annual local events in-house.*
4. *The Economic Development department is currently working with a grant agency to expand our trail system in and around town.*
5. *We are expanding our Maintenance department to provide more direct attention to our local parks.*

5. Secure & develop commercial & residential growth. (LT)

Council desires to see its commercial and residential base continue to grow. We must create a stronger economic base and be able to provide workers for those new jobs. To secure this type of growth, the town must actively cultivate potential investors in this area.

Current activities:

1. *The town has discontinued relations with an economic development firm we were under contract with as opportunities were not coming to fruition.*
2. *Camp Verde has been designated as an "Opportunity Zone" area and is attracting the attention of several large investors in both commercial and residential development under this program. Our Economic Development department is actively marketing our region with these investors.*

6. Attract businesses with well-paying wages that provide access to meaningful employment. (LT)

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 attracting employers that can offer meaningful employment to our residents. This process is being spear-headed by our Economic Development department.

Current activities:

1. *This is a detailed sub-set of goal 5 above. See goal five for current activities.*

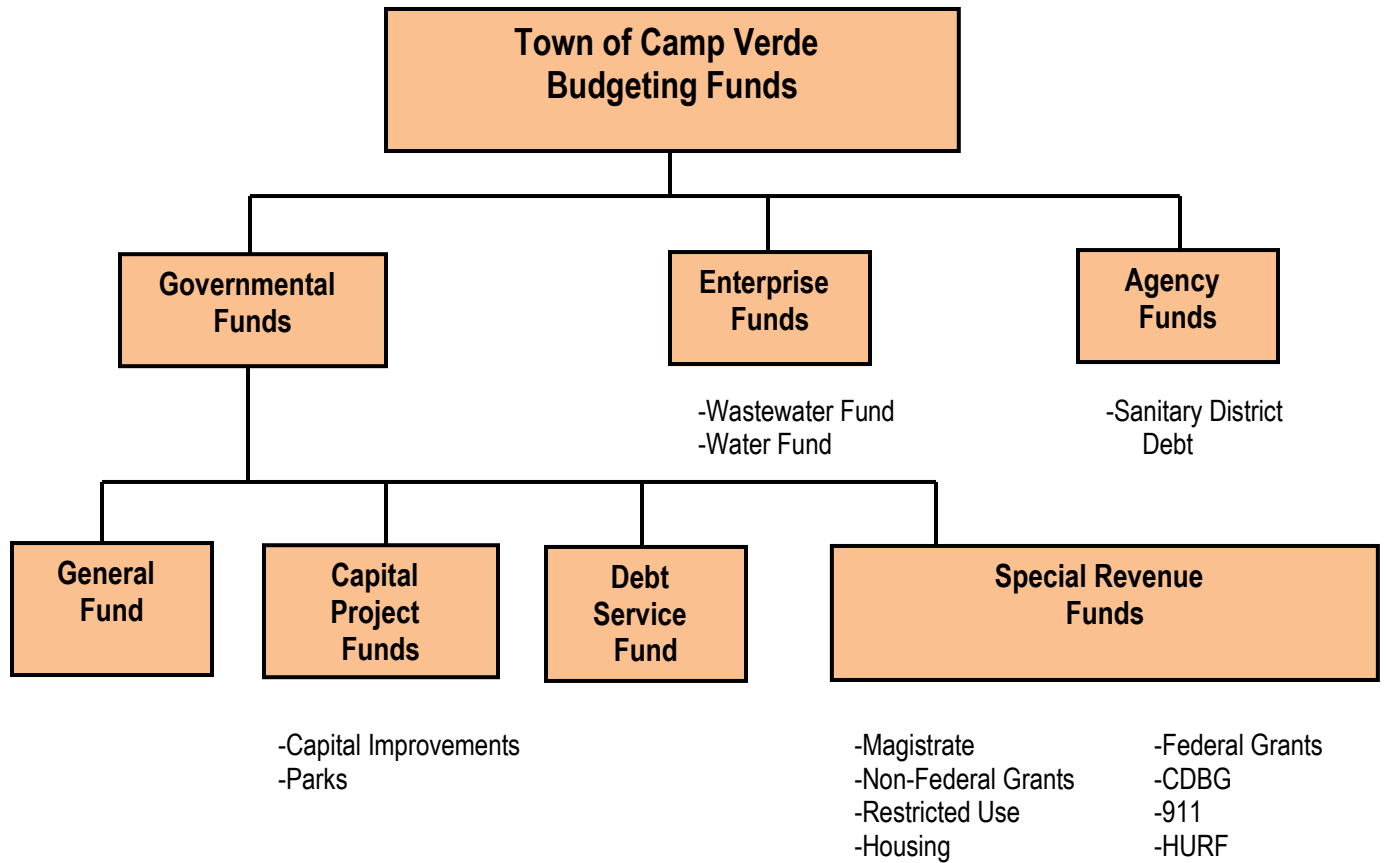
7. Make Camp Verde a tourist destination. (ST/LT)

While a very generic goal, Council wants to encourage the idea that Camp Verde would be considered a tourist destination. To that end, the Town needs to determine what if any barriers need to be eliminated and what infrastructure needs to be implemented to allow for the growth of this industry. Furthermore, tourist activities compatible to our location should be identified and cultivated.

Current activities:

1. *The Town does not have any current activities in this area outside of those listed in goal #4 above.*

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 FY20 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.

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 43)

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 154)

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

Net Cost to General Fund	\$ (33,268)	\$ (33,268)	\$ (60,000)	\$ (24,674)
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Chapter Three

Financial Overview

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Significant Changes in Fund Balances	39
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Revenue & Expense Summary

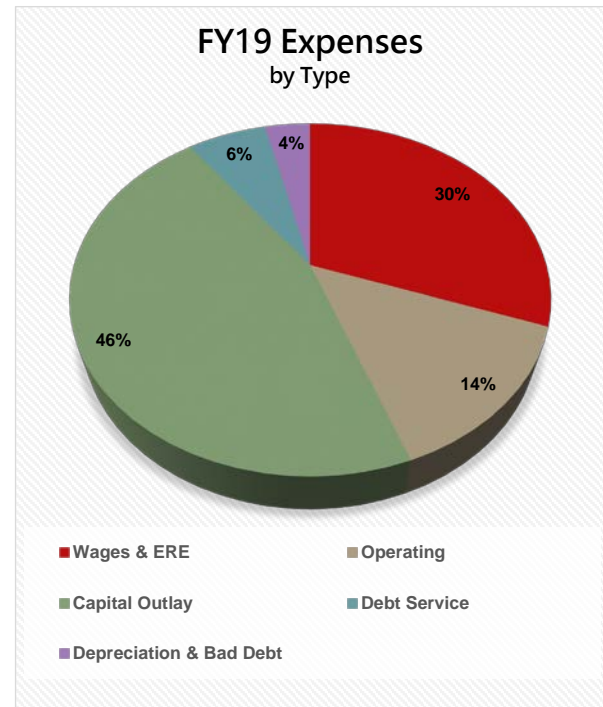
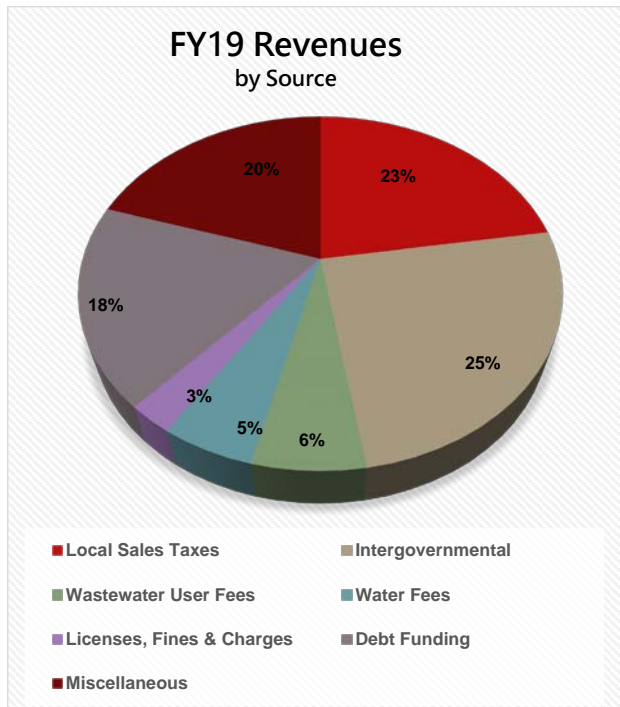
All Funds

Revenues by Source

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUESTED	2019-20 MANAGER RECOMMEND	2019-20 COUNCIL APPROVED
Local Sales Taxes	3,756,648	4,642,673	4,550,000	4,389,578	4,622,160	4,845,750	4,845,750
Franchise Fees	270,925	286,342	273,000	287,034	291,500	291,500	291,500
Intergovernmental Revenues	4,596,001	4,524,788	5,323,252	4,798,668	5,739,570	5,739,570	5,739,570
Licenses & Permits	184,214	205,277	243,750	285,798	233,750	233,750	233,750
Fines & Forfeitures	193,505	164,879	219,500	212,560	211,550	186,550	186,550
Charges for Services	122,952	116,496	133,815	80,503	174,485	174,485	174,485
Wastewater User Fees	1,084,002	1,085,778	1,231,400	1,428,647	1,450,600	1,450,600	1,450,600
Water User Fees	0	0	1,110,000	0	1,200,000	1,200,000	1,200,000
Grants & Donations	102,022	34,515	1,689,555	64,535	4,040,600	4,040,600	4,024,600
Debt Funds	542,800	7,328,214	4,000,000	1,697,723	4,199,333	4,199,333	4,199,333
Miscellaneous	166,729	564,484	485,671	354,110	558,536	557,296	557,296
Total Revenues	\$ 11,019,798	\$ 18,953,446	\$ 19,259,943	\$ 13,599,156	\$ 22,722,084	\$ 22,919,434	\$ 22,903,434

Expenses by Type

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUESTED	2019-20 MANAGER RECOMMEND	2019-20 COUNCIL APPROVED
Wages & ERE	6,087,544	6,179,539	7,847,190	6,728,504	8,551,500	8,181,126	8,334,085
Operating	2,714,503	2,846,508	3,410,928	2,966,145	3,917,769	3,746,269	3,775,969
Capital Outlay	3,897,461	2,783,417	14,792,229	6,582,797	12,512,437	12,488,437	12,459,917
Debt Service	953,786	1,111,485	1,648,296	1,457,707	1,742,365	1,742,365	1,742,365
Depreciation & Bad Debt	813,423	852,797	850,000	851,550	1,000,000	1,000,000	1,000,000
Total Expenses	\$ 14,466,717	\$ 13,773,746	\$ 28,548,643	\$ 18,586,703	\$ 27,724,071	\$ 27,158,197	\$ 27,312,336



Complete Town Budget Overview

By Fund

FY 2019-20

Revenues by Source	Major Budget Funds			Non Major Funds	Total Governmental Funds
	General Fund	Wastewater Fund	Parks Fund		
Local Sales Taxes	4,845,750	0	0	0	4,845,750
Franchise Fees	291,500	0	0	0	291,500
Intergovernmental Revenues	3,956,920	0	0	1,782,650	5,739,570
Licenses & Permits	233,750	0	0	0	233,750
Fines & Forfeitures	156,000	0	0	30,550	186,550
Charges for Services	174,485	1,450,600	0	1,200,000	2,825,085
Grants & Donations	7,500	3,000,000	0	1,017,100	4,024,600
Debt Funds	0	3,329,333	870,000	0	4,199,333
Miscellaneous	109,104	309,200	0	138,992	557,296
Total Revenues	\$ 9,775,009	\$ 8,089,133	\$ 870,000	\$ 4,169,292	\$ 22,903,434
Expenses by Type					
Wages & ERE	6,442,580	629,375	0	1,262,130	8,334,085
Operating	1,917,636	660,204	0	1,198,129	3,775,969
Capital Outlay	2,760	5,830,727	3,989,823	2,636,607	12,459,917
Debt Service	0	246,495	0	1,495,870	1,742,365
Depreciation	0	1,000,000	0	0	1,000,000
Total Expenses	\$ 8,362,976	\$ 8,366,801	\$ 3,989,823	\$ 6,592,736	\$ 27,312,336
Operating Transfers					
Transfers Out	1,967,020	0	0	498,300	2,465,320
Transfers In	(20,000)	0	0	(2,445,320)	(2,465,320)
Total Transfers	\$ 1,947,020	\$ -	\$ -	\$ (1,947,020)	\$ -
20					
Net Increase/(Decrease) in Fund Balance	\$ (534,987)	\$ (277,668)	\$ (3,119,823)	\$ (476,424)	\$ (4,408,902)
Changes in Fund Balance					
Beginning Fund Balance Estimate	2,007,416	15,691,209	3,119,823	1,576,389	21,726,131
Ending Fund Balance	\$ 1,472,429	\$ 15,413,541	\$ -	\$ 1,099,965	\$ 17,317,229
Percentage change in Fund Balance	27%	2%	100%	30%	20%

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 (27% decrease): The General Fund budgeted the utilization of \$534,987 from its existing reserves for one-time capital expenditures which is the reason for the 27% 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 park construction. The remaining amount is budgeted to be expensed in fiscal year 2020 (a 100% decrease) including, a budgeted potential loan of \$870,000.

Non-Major Budget Funds

HURF Fund: The HURF Fund balance increases 33% as this Fund is not budgeting to transfer money to CIP for chip-seal work this year which they had done for the last several years.

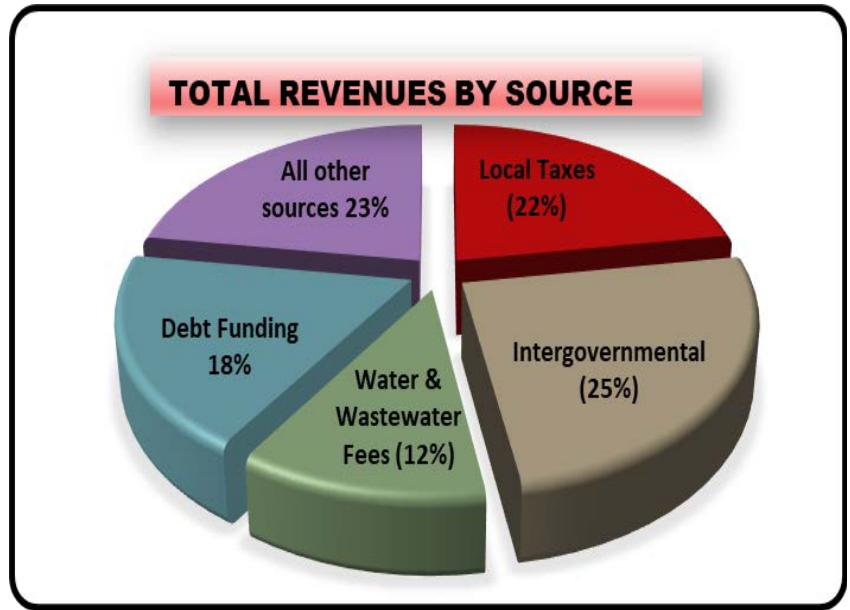
CIP Fund: The CIP Fund is typically budget to fully expend its entire fund balance each year. This year, however, some carry-over funds were not allocated to expenses, dropping the percentage change from 100% to 61%.

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 as high as 100%.

Revenues

Total Revenues

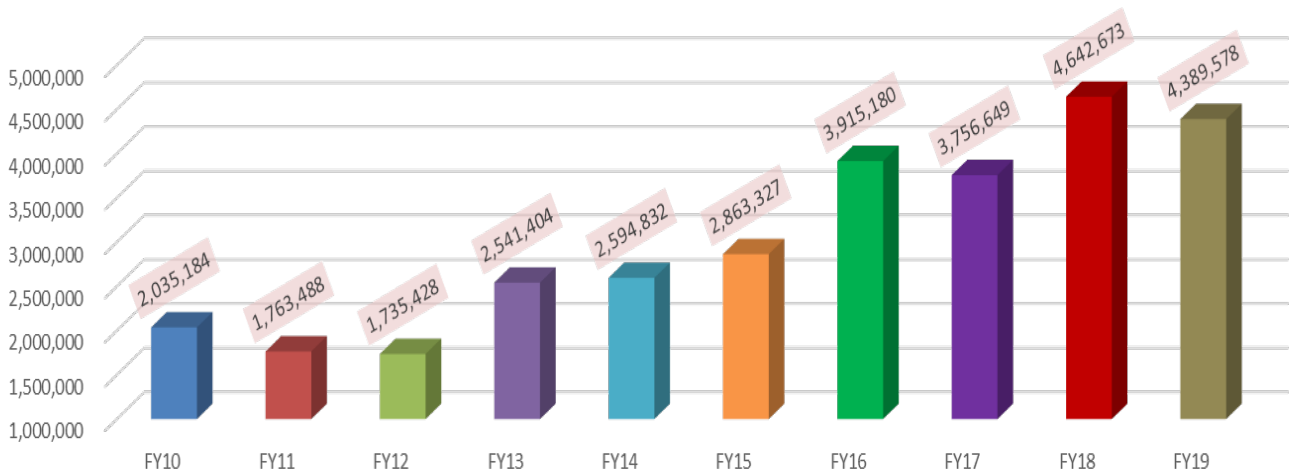
FY20 revenue sources can be broken down into 5 broad sections as seen in the graph to the right. Intergovernmental revenues are the largest component at 25% and are comprised most significantly of state income and state sales taxes. Total revenues for FY20 are budgeted to increase 18.9% from FY19 to just under \$23M. The most significant portion of this roughly \$3.6M increase is in Grants and Donations (contained within the All other sources section to the right), which by itself is projected to increase \$2.3M due to a potential \$3M grant in our Wastewater Enterprise Fund for expansion Northward along Hwy 260. Beyond that, the Town expects to see growth in Intergovernmental revenues (\$417K), Local Taxes (\$313K) and Wastewater Fees (\$219K) as well as other smaller increases. The Debt Funding section is comprised most significantly of expected WIFA draws against 2 construction notes in our Wastewater Fund.



Local Transaction Privilege Tax

Local TPT revenues have shown tremendous growth over the last 7 years increasing 153% since FY12. An increase to the tax rate of .65% in March 2015 (3% to 3.65%) accounts for approximately 28% of that increase (43%) which highlights a normal growth rate of 110% or 11% per year on average as seen below.

Annual Local Tax Revenues



Total revenues for FY19 were slightly off (2%) from the previous year. However, the strength of our local vendors and expected growth over the next few years has propelled our FY20 budget amount up to \$5.1M

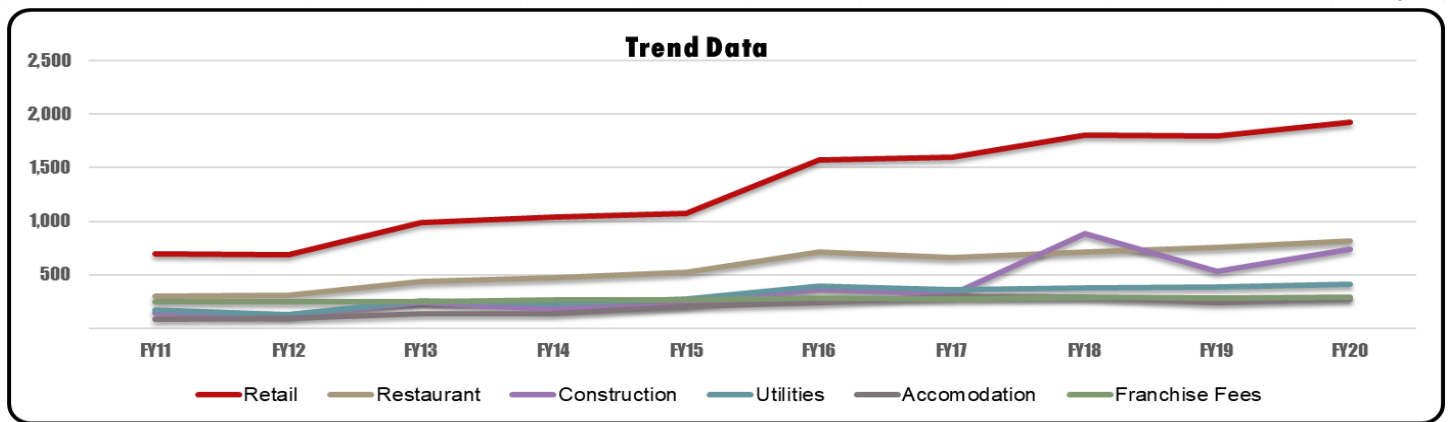
Revenues (Cont'd)

The Town's TPT revenues are composed of numerous sub-categories, the most significant of which are detailed below for the last 10 years. Retail has been the top category every year and is significantly above all other sources by more than 100% in every year. The Restaurant category has maintained a strong presence over the last 4 years as the Town's 2nd largest category. Construction had an exceptional year in FY18 due to major construction to Highway 260 between Camp Verde and Cottonwood. These were 1-time revenues as seen with the dramatic decrease of FY19 revenue in that category but the Town is expecting numerous retail and residential projects in FY20 to keep the Construction section strong as seen in the 38% increase from FY19 actual revenue to the FY20 budget of \$734K.

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

Source	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
Retail	691	686	990	1,040	1,076	1,569	1,596	1,806	1,797	1,922
Restaurant	302	309	437	473	520	709	659	713	759	820
Construction	143	128	236	183	213	367	320	883	532	734
Utilities	168	127	252	231	270	394	358	373	383	408
Accomodation	85	89	132	139	208	239	295	292	240	274
Franchise Fees	243	246	250	267	266	286	271	286	286	292

*Est'd *Budget



Intergovernmental Revenues

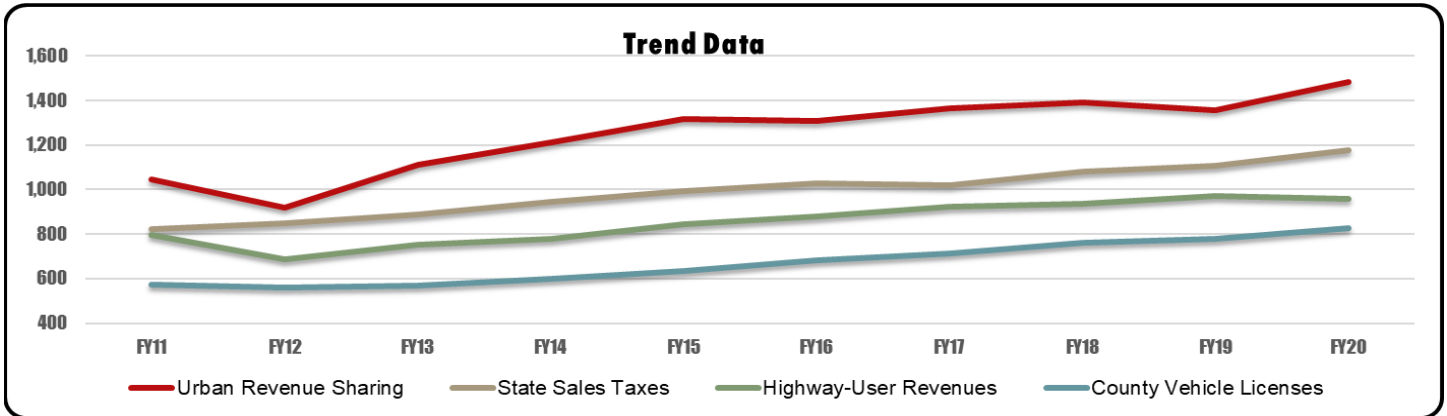
Intergovernmental revenues are comprised of state income tax revenues, state sales taxes, state highway user revenue funds and county vehicle license taxes as well as federal, state and county grants and other miscellaneous items. Normal recurring Intergovernmental revenues (those previously mentioned) are budgeted from estimates received from the state for the coming fiscal year. Total intergovernmental revenues see a 20% increase in FY20 though only 6% of that is from our normal recurring categories seen below. The remaining 14% comes from non-recurring state and federal grants.

State & County Tax Detail (in Thousands)

Source	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
Urban Revenue Sharing	1,044	918	1,111	1,213	1,316	1,309	1,365	1,392	1,356	1,483
State Sales Taxes	822	850	890	946	994	1,028	1,022	1,079	1,105	1,177
Highway-User Revenues	796	688	751	777	846	881	924	937	971	960
County Vehicle Licenses	575	559	567	600	633	684	713	763	780	825

*Est'd *Budget

Revenues (Cont'd)



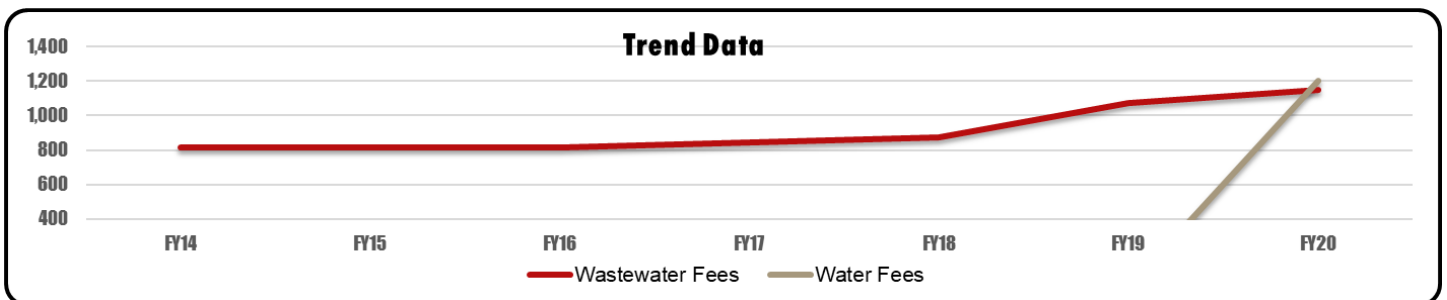
Wastewater and Water Fee Revenues

The Town took over the wastewater operations of the Camp Verde Sanitary District in July of 2013. The Town did not increase user fees until May of 2018. At that time, wastewater user fees were increased 12% with another 15% increase on January 1st, 2019 and a 4% increase approved for January 1st, 2020. These increases are to cover debt payments for a WIFA loan in the amount of \$2.5M which will finalize all original required construction and bring the plant into full regulatory compliance, producing A+ water for use at our new sports complex.

The Town is budgeting to purchase a local water company in FY20 and as such has budgeted for \$1,200,000 in revenues and expenses based on a review of the company's current financials and operations.

Enterprise Funds Fee Revenue (in Thousands)

Source	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
Wastewater Fees	N/A	N/A	N/A	817	812	816	842	873	1,071	1,151
Water Fees	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1,200



Property Taxes

It is important to note that the Town of Camp Verde does not levy property taxes.



Chapter Four

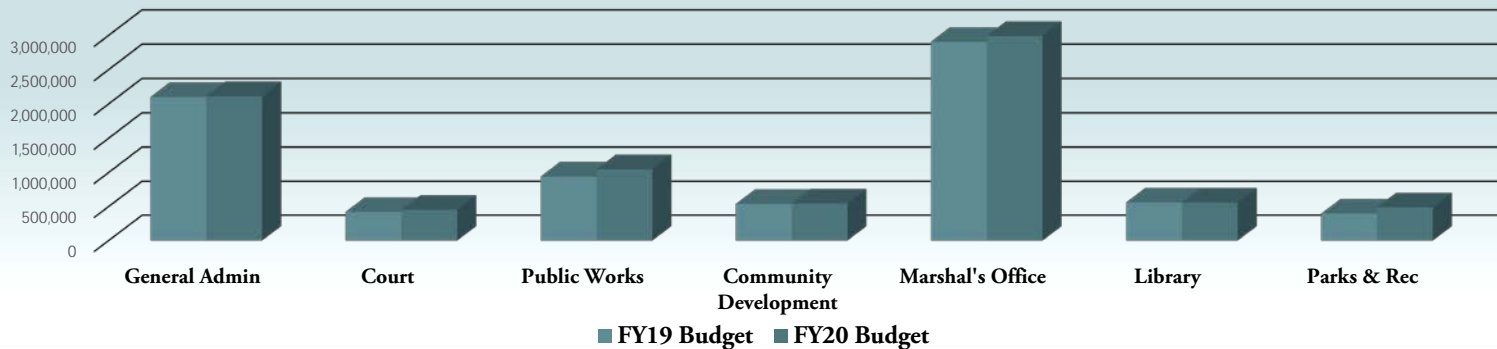
General Fund

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General Fund FY20 Summary

FUNCTIONAL AREAS	2016-17		2017-18		2018-19			2019-20			2019-20			2019-20
	AUDITED ACTUAL	% Chng	AUDITED ACTUAL	% Chng	ADJUSTED BUDGET	EST'D ACTUAL	% of Bud	DEPT REQUEST	% Chng	\$ Chng	MANAGER RECMN'D	% Chng	\$ Chng	COUNCIL APPROVED
General Admin	1,828,535	11%	1,958,896	7%	2,099,325	2,000,121	95%	2,195,770	5%	215,100	2,111,470	1%	130,800	2,155,510
Court	360,423	1%	349,667	-3%	420,090	399,550	95%	436,805	4%	78,465	452,895	8%	94,555	457,680
Public Works	944,617	12%	915,828	-3%	940,770	903,373	96%	1,123,505	19%	207,029	1,045,160	11%	128,684	1,022,345
Community Development	500,005	20%	495,699	-1%	537,745	525,620	98%	555,305	3%	22,440	545,450	1%	12,585	548,625
Marshal's Office	2,716,669	7%	2,563,136	-6%	2,905,995	2,809,199	97%	3,077,756	6%	456,276	2,989,502	3%	368,022	3,113,771
Library	413,070	6%	481,114	16%	558,720	531,499	95%	681,980	22%	213,790	558,235	0%	90,045	564,880
Parks & Rec	310,281	27%	344,225	11%	396,250	392,342	99%	500,865	26%	152,225	487,540	23%	138,900	500,165
Total Expenses	7,073,600	10%	7,108,565	0%	7,858,895	7,561,703	96%	8,571,986	18%	1,345,325	8,190,252	12%	903,687	8,362,976
REVENUES														
State Revenues	3,099,872	3%	3,233,989	4%	3,278,000	3,273,231	100%	3,681,920	12%	496,920	3,681,920	12%	496,920	3,681,920
Local Taxes	3,756,648	-4%	4,642,673	24%	4,550,000	4,389,578	96%	4,622,160	2%	561,160	4,845,750	7%	784,750	4,845,750
Departmental	802,787	5%	701,764	-13%	842,565	785,579	93%	881,735	5%	45,685	856,735	2%	20,685	856,735
Other	322,904	-44%	327,230	1%	366,276	494,362	135%	391,844	7%	88,844	390,604	7%	87,604	390,604
Total Revenues	7,982,211	-4%	8,905,656	12%	9,036,841	8,942,750	99%	9,577,659	15%	1,245,809	9,775,009	17%	1,443,159	9,775,009
Net Operating Transfers Out	1,516,014	74%	1,374,325	-9%	1,800,956	1,680,968	93%	1,250,020	-31%	(123,369)	1,250,020	-31%	(123,369)	1,947,020
Total General Fund	(607,403)	N/A	422,766	N/A	(623,010)	(299,921)	N/A	(244,347)		285,320	334,737		864,404	(534,987)

FY19 to FY20 General Fund Expense Budget



General Fund Expenditures by Category

EXPENSE CATEGORY	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Salary Related Expenditures							
Wages	3,758,811	3,738,757	4,140,355	4,045,780	4,546,975	4,321,910	4,432,775
Taxes	190,822	213,121	241,805	228,745	269,410	253,365	256,850
Benefits	1,281,211	1,391,316	1,614,845	1,514,532	1,762,405	1,724,281	1,752,955
Salaries	3,638,404	3,658,992	4,067,715	3,962,644	4,469,135	4,248,570	4,359,435
Pro Tem Judges	4,804	2,755	2,700	2,292	2,700	2,700	2,700
Overtime	87,633	50,116	42,000	53,779	45,000	42,000	42,000
Holiday Pay	0	0	400	0	400	400	400
Uniform Allowance	27,970	26,894	27,540	27,065	29,740	28,240	28,240
FICA	139,343	160,876	181,730	172,724	203,475	190,660	192,565
Medicare	51,479	52,245	60,075	56,021	65,935	62,705	64,285
Retirement	505,352	588,140	683,945	644,208	750,985	735,240	766,025
Retirement ACR	26,812	37,485	38,005	34,415	38,005	40,885	41,575
Unemployment Insurance	13,708	7,624	14,615	3,253	15,665	15,180	14,985
Workman's Compensation	84,641	56,023	66,885	58,281	72,940	70,155	72,455
Health, Dental, Life & STD Insurance	579,889	633,283	731,395	684,448	794,810	772,821	767,915
Family Health Benefits	70,809	68,761	80,000	89,927	90,000	90,000	90,000
Total Salary Related Expenditures	\$ 5,230,844	\$ 5,343,194	\$ 5,997,005	\$ 5,789,057	\$ 6,578,790	\$ 6,299,556	\$ 6,442,580
Operational Expenditures							
Training	30,562	23,322	38,570	28,763	44,115	43,415	43,415
Tuition Reimbursement	737	980	3,000	1,869	5,000	5,000	5,000
Travel	19,504	22,830	27,100	20,023	34,600	34,600	34,600
Uniforms	11,957	6,183	4,800	2,198	7,120	7,120	7,120
Office Supplies	33,873	34,682	31,350	34,120	33,950	31,950	31,950
Subscriptions/Memberships	22,737	26,529	26,130	22,422	32,360	32,360	32,360
Books/Tapes/Publications	24,659	30,780	27,600	35,697	32,050	29,550	29,550
Printing	3,718	3,095	5,200	2,919	4,950	4,950	4,950
Advertising	21,111	23,078	22,205	12,358	12,075	12,075	12,075
Postage	8,135	7,354	10,000	7,001	13,000	13,000	13,000
Computer Services/Software	241,188	239,856	203,330	220,458	204,385	194,385	224,085
Auto Repair/Maintenance	35,415	46,566	37,500	57,263	53,800	42,300	42,300
Fuel	50,454	54,370	56,200	63,752	56,300	56,300	56,300
Utilities	171,392	186,669	189,605	188,703	193,855	193,855	193,855
Waste Removal	8,050	8,295	8,340	8,649	9,840	9,840	9,840
Cell Phone	21,657	18,224	23,720	21,375	24,916	24,916	24,916
Pest Control	3,270	3,505	3,200	3,499	3,200	3,200	3,200
Consulting Services	119,464	99,545	104,830	112,439	144,400	124,400	124,400
Legal Services	48,119	43,557	51,200	46,314	52,400	52,400	52,400
Contract Labor/Services	128,709	132,759	136,700	128,210	133,540	133,040	133,040
Interpreters	589	683	1,000	1,196	1,500	1,500	1,500
Equipment & Maint	38,718	42,102	54,825	61,383	74,095	73,095	73,095
Service Charges	5,513	4,454	5,600	4,933	5,000	5,000	5,000
Credit Card Processing Fees	2,701	2,958	3,450	3,679	3,500	3,500	3,500
Liability Insurance	159,620	153,883	175,900	178,324	170,800	170,800	170,800
Safety / Security Program	4,595	1,997	1,000	1,085	2,000	2,000	2,000
Department Specific Expenditures	431,735	482,936	506,775	436,511	537,685	483,385	483,385
Employee Term Payouts	45,702	51,156	25,000	25,000	25,000	25,000	25,000
Contingency	0	0	75,000	22,806	75,000	75,000	75,000
Total Operational Expenditures	\$ 1,693,884	\$ 1,752,348	\$ 1,859,130	\$ 1,752,949	\$ 1,990,436	\$ 1,887,936	\$ 1,917,636
Equipment/Capital Expenditures							
Office Equipment/Furniture	63,803	9,871	0	0	0	0	0
Structural	82,724	0	0	0	0	0	0
Equipment Lease	2,345	2,138	2,760	1,968	2,760	2,760	2,760
Local Park Improvements	0	0	0	3,355	0	0	0
Total Equipment/Capital Expenditures	\$ 148,872	\$ 12,009	\$ 2,760	\$ 5,323	\$ 2,760	\$ 2,760	\$ 2,760
Total General Fund Expenditures	\$ 7,073,600	\$ 7,107,551	\$ 7,858,895	\$ 7,547,329	\$ 8,571,986	\$ 8,190,252	\$ 8,362,976

General Purpose Revenues General Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Local Revenues							
Sales Taxes							
Town Sales Tax	3,165,682	3,890,740	3,822,000	3,647,819	3,876,170	4,070,430	4,070,430
Est'd .65 Portion of Tax Rate	590,966	751,933	728,000	741,759	745,990	775,320	775,320
Total Sales Taxes	\$ 3,756,648	\$ 4,642,673	\$ 4,550,000	\$ 4,389,578	\$ 4,622,160	\$ 4,845,750	\$ 4,845,750
Franchise Fees							
APS	240,067	260,552	250,000	259,112	264,000	264,000	264,000
Camp Verde Water	6,745	0	0	0	0	0	0
NPG Cable	16,606	17,469	15,000	19,670	20,000	20,000	20,000
UNS Gas	7,507	8,321	8,000	8,252	7,500	7,500	7,500
Total Franchise Fees	\$ 270,925	\$ 286,342	\$ 273,000	\$ 287,034	\$ 291,500	\$ 291,500	\$ 291,500
Miscellaneous							
Yav-Apache Gaming Funds	18,774	17,457	18,000	63,051	18,000	18,000	18,000
Wastewater Admin Fee	0	0	49,276	57,434	58,344	57,104	57,104
Refunds & Reimbursements	8,632	6,701	4,000	18,612	8,000	8,000	8,000
Miscellaneous	201	991	6,000	139	0	0	0
Surplus Property Sales	6,718	4,229	0	925	0	0	0
Proceeds from Sale of Assets	0	8,529	0	4,600	0	0	0
Interest	17,123	2,981	16,000	62,567	16,000	16,000	16,000
Total Miscellaneous	\$ 51,979	\$ 40,888	\$ 93,276	\$ 207,328	\$ 100,344	\$ 99,104	\$ 99,104
Total Local Revenues	\$ 4,079,552	\$ 4,969,903	\$ 4,916,276	\$ 4,883,940	\$ 5,014,004	\$ 5,236,354	\$ 5,236,354
Intergovernmental Revenues							
Urban Revenue Sharing	1,364,734	1,391,933	1,380,000	1,356,440	1,482,530	1,482,530	1,482,530
State Sales Tax	1,021,664	1,079,184	1,115,000	1,126,974	1,374,090	1,374,090	1,374,090
Vehicle License Tax	713,474	762,872	783,000	789,817	825,300	825,300	825,300
Total Intergovernmental Revenues	\$ 3,099,872	\$ 3,233,989	\$ 3,278,000	\$ 3,273,231	\$ 3,681,920	\$ 3,681,920	\$ 3,681,920
Total General Purpose Revenues	\$ 7,179,424	\$ 8,203,892	\$ 8,194,276	\$ 8,157,171	\$ 8,695,924	\$ 8,918,274	\$ 8,918,274

**General Fund
Operating Transfers**

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUESTED	2019-20 MANAGER RECOMMEND	2019-20 COUNCIL APPROVED
Non-Departmental Transfers							
Transfer In from YAN Gaming Fund	0	0	0	0	0	0	0
Transfer In from Fed Grants Fund	0	(111)	0	0	0	0	0
Transfer In from Housing Fund	0	0	0	0	(20,000)	(20,000)	(20,000)
Transfer Out to CIP Fund	514,134	489,025	515,000	515,000	0	0	697,000
Transfer Out to Restricted Use Fund	0	0	0	0	0	0	0
Transfer Out to Fed Grants Fund	0	0	0	0	0	0	0
Transfer Out to Debt Service Fund	769,705	872,248	1,285,956	1,165,968	1,270,020	1,270,020	1,270,020
Transfer Out to Wastewater	24,740	0	0	0	0	0	0
Transfer Out to Library Bldg Fund	207,435	13,163	0	0	0	0	0
Total Non-Departmental Transfers	\$ 1,516,014	\$ 1,374,325	\$ 1,800,956	\$ 1,680,968	\$ 1,250,020	\$ 1,250,020	\$ 1,947,020
Net Effect on General Fund Balance							
General Revenues	(7,179,424)	(8,203,892)	(8,194,276)	(8,157,171)	(8,695,924)	(8,918,274)	(8,918,274)
Net Departmental Costs & Transfers	7,786,827	7,781,126	8,817,286	8,514,899	8,940,271	8,583,537	9,453,261
Use of / (Surplus to) Fund Balance	\$ 607,403	\$ (422,766)	\$ 623,010	\$ 357,728	\$ 244,347	\$ (334,737)	\$ 534,987

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General Government Summary



Departments

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

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 881,700	\$ 973,681	\$ 1,038,720	\$ 1,024,900	\$ 1,107,665	\$ 1,087,365	\$ 1,101,705
Operating Expenditures	\$ 946,835	\$ 975,344	\$ 1,060,605	\$ 975,221	\$ 1,088,105	\$ 1,024,105	\$ 1,053,805
Equipment/Capital Expenditures	\$ -	\$ 9,871	\$ -	\$ 57,807	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,828,535	\$ 1,958,896	\$ 2,099,325	\$ 2,057,928	\$ 2,195,770	\$ 2,111,470	\$ 2,155,510
Revenues							
Total Revenues	\$ 27,895	\$ 38,895	\$ 27,765	\$ 34,639	\$ 37,800	\$ 37,800	\$ 37,800
Operating Transfers							
Total Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 1,800,640	\$ 1,920,001	\$ 2,071,560	\$ 2,023,289	\$ 2,157,970	\$ 2,073,670	\$ 2,117,710

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.

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Accomplishments for the past Fiscal Year 2018-19

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. Development of community recreational open space, including completion of Phase I of the Sports Complex.

Goals for the upcoming Fiscal Year 2019-20

1. Continue development of community recreational open space.
2. Keep an active watch on legislative matters with potential impact to the Town.
3. Work actively with the Yavapai-Apache Nation and local businesses to develop and maintain a strong, sustainable and healthy economy.
4. On-going evaluation of Town Codes and Policies for best practices and legislative adjustments.
5. Work on drainage and storm-water solutions.

Personnel

Mayor

Charlie German

Vice-Mayor

Dee Jenkins

Council Members: "Buck" Buchanan, Robin Whatley, Jessie Murdock, Joe Butner & Bill LeBeau

Statistics

	<u>FY18</u>	<u>FY19</u>
Resolutions & Ord's	41	29
Liquor Permits	25	25
Total Council Meetings	58	51

Mayor & Council

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
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	287	445	142	445	445	445
Workman's Compensation	253	170	340	232	340	340	340
Total Wages & Related	\$ 24,559	\$ 24,355	\$ 24,690	\$ 24,272	\$ 24,690	\$ 24,690	\$ 24,690
Operating Expenditures							
Training	2,145	1,545	4,500	5,385	4,500	4,500	4,500
Travel	2,981	5,487	5,000	1,463	5,000	5,000	5,000
Legal Services	17,060	7,734	12,000	12,000	12,000	12,000	12,000
Public Relations	1,488	1,728	2,000	2,907	2,000	2,000	2,000
Dinner/Reception Expense	559	496	1,000	212	1,000	1,000	1,000
Total Operating Expenditures	\$ 24,233	\$ 16,990	\$ 24,500	\$ 21,967	\$ 24,500	\$ 24,500	\$ 24,500
Total Departmental Expenditures	\$ 48,792	\$ 41,345	\$ 49,190	\$ 46,239	\$ 49,190	\$ 49,190	\$ 49,190
Net Cost to General Fund	\$ 48,792	\$ 41,345	\$ 49,190	\$ 46,239	\$ 49,190	\$ 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.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2018-19

1. Work to secure our water future through claims development.
2. Development of a more specific Capital Improvement Project (CIP) Plan for the responsible use of public revenues (taxpayer dollars).
3. Completed initial phase of Park development.

Goals for the upcoming Fiscal Year 2019-20

1. Update HR Policies and procedures.
2. Work to secure our water future through due diligence on water company purchase.
3. Develop long-term financing plan for Capital Projects
4. Complete first phase of Park development.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</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	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'N'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	121,744	125,133	129,610	129,605	129,605	129,605	129,605
FICA	6,990	7,237	8,040	7,449	8,035	8,035	8,035
Medicare	1,635	1,692	1,880	1,742	1,880	1,880	1,880
Retirement	13,976	14,408	15,295	15,277	15,695	15,695	15,695
Unemployment	124	97	140	36	140	140	140
Workman's Compensation	308	222	390	221	390	390	390
Health, Dental & Life Ins	8,830	9,285	9,625	9,402	9,815	9,815	9,815
Total Wages & Related	\$ 153,607	\$ 158,074	\$ 164,980	\$ 163,732	\$ 165,560	\$ 165,560	\$ 165,560
Operating Expenditures							
Training	770	1,294	1,350	(585)	1,500	1,500	1,500
Travel	123	1,711	1,850	581	1,850	1,850	1,850
Office Supplies	40	42	0	0	0	0	0
Subscriptions/Memberships	1,251	2,486	1,350	25	1,300	1,300	1,300
Books/Tapes/Publications	0	0	100	0	250	250	250
Cell Phone	1,373	1,286	700	690	700	700	700
Legal Services	39	71	500	0	500	500	500
Contract Labor/Services	7,700	7,700	7,700	7,700	3,000	3,000	3,000
Public Relations	756	646	1,000	675	1,000	1,000	1,000
Total Operating Expenditures	\$ 12,052	\$ 15,236	\$ 14,550	\$ 9,086	\$ 10,100	\$ 10,100	\$ 10,100
Total Departmental Expenditures	\$ 165,659	\$ 173,310	\$ 179,530	\$ 172,818	\$ 175,660	\$ 175,660	\$ 175,660
Net Cost to General Fund	\$ 165,659	\$ 173,310	\$ 179,530	\$ 172,818	\$ 175,660	\$ 175,660	\$ 175,660

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 2018-19

1. Trainings/Conferences: Elections Training, AMCA Annual Conference and Clerk’s Academy.
2. Successfully conducted Candidate Election - Primary and General.
3. Sponsored the AMCA Municipal Clerks’ Region I meeting; attended 2 Region I meetings, 2 AMCA Board Meetings; and serving as Region I Leader for FY2018-19.
4. Worked with Maintenance to refresh the Council Chambers look.

Goals for the upcoming Fiscal Year 2019-20

1. Archive Permanent Records with Arizona State Library, Archives & Public Records (ASLAPR).
2. Develop Public Records Management Training/Orientation for Employees.
3. Attend Elections Training/AMCA Annual Conference, Clerk’s Academy and Best Practices Trainings.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE’s	2.0	2.0	2.0
FT Positions	2	2	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Business Licenses on File	820	803
New Resolutions & Ord’s	41	29
New Liquor Permits	25	25
Total Council Meetings	58	51

Town Clerk

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	91,629	125,605	128,590	129,862	132,435	128,590	128,590
FICA	5,666	7,703	7,975	7,968	8,215	7,975	7,975
Medicare	1,325	1,801	1,865	1,864	1,920	1,865	1,865
Retirement	10,402	14,330	15,175	15,159	16,040	15,575	15,575
Unemployment	186	280	280	51	280	280	280
Workman's Compensation	230	223	390	221	400	390	390
Health, Dental & Life Ins	17,863	19,336	18,450	18,804	19,630	19,630	19,630
Total Wages & Related	\$ 127,301	\$ 169,278	\$ 172,725	\$ 173,929	\$ 178,920	\$ 174,305	\$ 174,305
Operating Expenditures							
Training	1,326	955	1,200	265	1,200	1,200	1,200
Travel	173	1,528	1,000	478	1,000	1,000	1,000
Office Supplies	1,933	1,202	2,000	1,150	2,000	2,000	2,000
Subscriptions/Memberships	235	465	500	475	500	500	500
Advertising	34	1,670	1,900	720	1,900	1,900	1,900
Legal Services	371	829	3,000	2,460	3,000	3,000	3,000
Contract Labor/Services	6,000	6,442	6,000	5,250	6,000	6,000	6,000
Office Equipment	1,027	145	1,000	929	1,000	1,000	1,000
Elections	18,939	37	31,500	18,604	0	0	0
Recording Fees	8	29	100	8	100	100	100
Records Management	62	60	1,000	1,170	1,500	1,500	1,500
Total Operating Expenditures	\$ 30,108	\$ 13,362	\$ 49,200	\$ 31,508	\$ 18,200	\$ 18,200	\$ 18,200
Total Departmental Expenditures	\$ 157,409	\$ 182,640	\$ 221,925	\$ 205,437	\$ 197,120	\$ 192,505	\$ 192,505
Revenues							
Copies	13	57	15	42	50	50	50
Bus. License Fees	25,175	25,500	25,000	22,275	25,000	25,000	25,000
Liquor License Fees	2,375	2,500	2,750	2,050	2,750	2,750	2,750
Total Departmental Revenues	\$ 27,563	\$ 28,057	\$ 27,765	\$ 24,367	\$ 27,800	\$ 27,800	\$ 27,800
Net Cost to General Fund	\$ 129,846	\$ 154,583	\$ 194,160	\$ 181,070	\$ 169,320	\$ 164,705	\$ 164,705

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 2018-19

1. Received an Unqualified opinion for FY18 CAFR.
2. Received the GFOA CAFR award for FY18; 5-time recipient.
3. Received the GFOA Budget award for FY18; 4-time recipient.

Goals for the upcoming Fiscal Year 2019-20

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>FY18</u>	<u>FY19</u>	<u>FY20</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>FY18</u>	<u>FY19</u>
Total AP Checks	2,486	2,412
Total AP Credit Card Use	701	797
Avg # of Employees per month	109	115

Finance

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	150,961	156,981	164,625	161,312	168,480	165,735	168,480
FICA	8,716	9,175	10,210	9,432	10,450	10,280	10,450
Medicare	2,039	2,145	2,390	2,206	2,445	2,405	2,445
Retirement	17,330	18,062	19,430	18,856	20,405	20,070	20,405
Unemployment	372	216	420	74	420	420	420
Workman's Compensation	382	279	495	275	505	500	505
Health, Dental & Life Ins	26,612	27,856	28,875	27,424	29,445	29,445	29,445
Total Wages & Related	\$ 206,412	\$ 214,714	\$ 226,445	\$ 219,579	\$ 232,150	\$ 228,855	\$ 232,150
Operating Expenditures							
Training	1,547	945	1,720	750	1,720	1,720	1,720
Travel	2,237	1,798	1,850	1,930	1,850	1,850	1,850
Office Supplies	2,012	3,056	2,700	2,906	2,100	2,100	2,100
Subscriptions/Memberships	1,184	1,309	1,200	1,297	1,380	1,380	1,380
Advertising	580	292	400	292	400	400	400
Software Recurring Fees	29,958	31,793	33,400	31,223	32,785	32,785	32,785
Consulting Services	27,673	23,771	28,330	28,245	31,000	31,000	31,000
Legal Services	207	20	300	1,343	500	500	500
Audit	26,661	28,390	28,500	27,000	30,000	30,000	30,000
Total Operating Expenditures	\$ 92,059	\$ 91,374	\$ 98,400	\$ 94,986	\$ 101,735	\$ 101,735	\$ 101,735
Total Departmental Expenditures	\$ 298,471	\$ 306,088	\$ 324,845	\$ 314,565	\$ 333,885	\$ 330,590	\$ 333,885
Net Cost to General Fund	\$ 298,471	\$ 306,088	\$ 324,845	\$ 314,565	\$ 333,885	\$ 330,590	\$ 333,885

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 2018-19

1. Human Resources specialist hired
2. Passed Background check process state audit
3. Transitioned to online enrollment for KAIROS Benefits with Benefit Administrator
4. Implement a monthly employee recognition program
5. Continued to participate in salary surveys to maintain/achieve competitive wages

Goals for the upcoming Fiscal Year 2019-20

1. Participate in local community outreach recruiting efforts
2. Hold a Job Fair
3. Implement a monthly employee recognition program
4. Revise Policies and Procedures
5. Hire a Human Resources Director
6. Revise salary surveys to maintain/achieve competitive wages

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</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>	<u>FY19</u>
Applications Processed	163	225	N/A
New Hires	22	15	
Terminations	15	8	
Retention Rate	83.8%	88.4%	
Turnover Rate	16.2%	11.6%	

Human Resources

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	19,483	38,320	45,000	39,642	65,000	65,000	71,760
FICA	1,197	2,355	2,790	2,323	4,030	4,030	4,450
Medicare	280	586	655	508	945	945	1,045
Retirement	2,236	4,412	5,310	4,663	7,875	7,875	8,690
Unemployment	62	64	140	30	140	140	140
Workman's Compensation	49	68	135	68	195	195	215
Health, Dental & Life Ins	4,183	8,691	9,625	7,835	9,815	9,815	9,815
Family Health Benefits	70,809	68,761	80,000	89,927	90,000	90,000	90,000
Total Wages & Related	\$ 98,299	\$ 123,257	\$ 143,655	\$ 144,996	\$ 178,000	\$ 178,000	\$ 186,115
Operating Expenditures							
Training	1,363	1,647	1,200	1,600	1,200	1,200	1,200
Tuition Reimbursement	737	980	3,000	1,869	5,000	5,000	5,000
Travel	267	169	600	227	600	600	600
Office Supplies	0	0	200	60	300	300	300
Subscriptions/Memberships	0	407	300	209	300	300	300
Advertising	2,937	2,556	3,000	2,159	3,000	3,000	3,000
Computer Services/Software	0	0	0	0	8,000	0	0
Software Recurring Fees	0	0	0	0	2,000	0	7,000
Legal Services	195	846	1,000	23	1,000	1,000	1,000
Office Equipment	0	114	500	500	1,000	1,000	1,000
Personnel Expenses	4,258	3,433	4,000	1,621	4,000	4,000	4,000
Recruitment Expenses	4,160	5,017	5,000	6,525	5,000	5,000	5,000
Employee Recognition	1,471	2,410	2,800	1,950	3,500	3,500	3,500
Total Operating Expenditures	\$ 15,388	\$ 17,579	\$ 21,600	\$ 16,743	\$ 34,900	\$ 24,900	\$ 31,900
Total Departmental Expenditures	\$ 113,687	\$ 140,836	\$ 165,255	\$ 161,739	\$ 212,900	\$ 202,900	\$ 218,015
Net Cost to General Fund	\$ 113,687	\$ 140,836	\$ 165,255	\$ 161,739	\$ 212,900	\$ 202,900	\$ 218,015

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 2018-19

1. Continued to focus on reducing the Total Cost of Risk (TCOR) to provide a high Return on Investment (ROI) for the Risk Management Department e.g. savings in workers' compensation premiums and collection of funds.
2. Added template agreements to network in order to enhance the seamless process of obtaining Town services.
3. Jon Rivero (SO) implemented a digital QR reader 'app' for the Employee Yielding Effective Safety (EYES) program.
4. In partnership with other departments researched the risks and rewards of using a Drone for planning and safety.

Goals for the upcoming Fiscal Year 2019-20

1. Continue to support ongoing professional development of Jon Rivero, Safety Officer.
2. Continue working on the continuity plan; written plan to assist in continuing Town business after a disaster.
3. Submit Risk Register; this document will be an ongoing record of solutions/mitigations to risks as they occur.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	1.10	1.20	1.20
FT Positions	2	2	2
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Worker's Comp Loss Ratio:	.2%	.2%
Worker's Comp e-mod	.74	.71
Work related injuries:	9	6
Certificates of Liability Ins/endorsements:	179	185

Risk Management

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	68,570	70,292	77,190	74,951	77,530	77,530	77,530
Uniform Allowance	0	0	0	0	20	20	20
FICA	4,249	4,356	4,785	4,645	4,810	4,810	4,810
Medicare	994	1,019	1,120	1,086	1,125	1,125	1,125
Retirement	7,823	7,996	9,110	8,755	9,395	9,390	9,390
Unemployment	137	90	200	28	200	170	170
Workman's Compensation	240	170	365	186	370	365	365
Health, Dental & Life Ins	9,862	10,296	11,550	10,613	11,780	11,780	11,780
Total Wages & Related	\$ 91,875	\$ 94,219	\$ 104,320	\$ 100,264	\$ 105,230	\$ 105,190	\$ 105,190
Operating Expenditures							
Training	2,040	0	500	128	500	500	500
Travel	749	148	100	33	100	100	100
Office Supplies	541	499	200	334	200	200	200
Subscriptions/Memberships	485	481	600	428	500	500	500
Books/Tapes/Publications	656	175	50	0	50	50	50
Printing	0	115	100	0	100	100	100
Advertising	0	0	50	0	50	50	50
Cell Phone	56	608	600	664	675	675	675
Consulting Services	0	0	500	0	400	400	400
Legal Services	3,464	1,729	2,000	1,872	2,000	2,000	2,000
Contract Labor/Services	73,362	73,583	75,100	75,054	77,160	77,160	77,160
Pers. Protection Equipment	223	345	300	52	300	300	300
Liability Insurance	158,780	152,988	175,000	177,539	170,000	170,000	170,000
Safety / Security Program	4,595	1,997	1,000	1,085	2,000	2,000	2,000
Medical Supplies	286	239	100	353	100	100	100
Total Operating Expenditures	\$ 245,237	\$ 232,907	\$ 256,200	\$ 257,542	\$ 254,135	\$ 254,135	\$ 254,135
Total Departmental Expenditures	\$ 337,112	\$ 327,126	\$ 360,520	\$ 357,806	\$ 359,365	\$ 359,325	\$ 359,325
Net Cost to General Fund	\$ 337,112	\$ 327,126	\$ 360,520	\$ 357,806	\$ 359,365	\$ 359,325	\$ 359,325

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 2018-19

1. Completed and began launch of 5-Year Marketing Campaign
2. Capitalized on the Opportunity Zone with 3 major property sales and the opening of a \$12 million RV park
3. Brought in \$600,000 in outside funding
4. Completed the Homestead Parkway Project
5. Saw the completion of SR260 road widening project
6. Purchased the Ryal Canyon Trailhead property

Goals for the upcoming Fiscal Year 2019-20

1. Submit an EDA grant application for the sewer expansion project
2. Begin branding and storytelling initiatives from the 5-year marketing campaign
3. Launch Verde Grows marketing campaign
4. Help launch a robust Chamber of Commerce
5. Launch Focused Future III
6. Develop an Urban-Upland Trail Plan
7. Continue to provide stellar business and development services while investing in creative place-making projects

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	3.2	2.9	3.1
FT Positions	2	2	2
PT Positions	3	4	4
Seasonal	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Change in Hotel/Trans Tax	↓ 1%	↓ 4.7%
Change in Construction Tax	↑ 176%	↓ 44%
CV Visitor Center Visits	7,178	6,958

Economic Development

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	138,537	145,880	154,975	152,418	172,455	161,740	164,270
FICA	8,184	8,911	9,610	9,317	10,695	10,030	10,185
Medicare	1,914	2,084	2,250	2,179	2,505	2,345	2,385
Retirement	12,933	13,592	14,515	14,979	16,595	15,835	16,030
Unemployment	580	488	840	171	715	700	700
Workman's Compensation	340	259	465	260	520	485	495
Health, Dental & Life Ins	17,159	18,570	19,250	18,804	19,630	19,630	19,630
Total Wages & Related	\$ 179,647	\$ 189,784	\$ 201,905	\$ 198,128	\$ 223,115	\$ 210,765	\$ 213,695
Operating Expenditures							
Training	1,840	1,038	3,000	1,505	3,000	3,000	3,000
Travel	681	1,048	1,500	625	2,000	2,000	2,000
Office Supplies	1,652	2,764	1,000	1,636	3,000	1,000	1,000
Subscriptions/Memberships	3,713	3,703	3,500	3,203	9,500	9,500	9,500
Advertising	16,548	16,918	15,000	6,901	0	0	0
Consulting Services	0	3,476	0	0	0	0	0
Legal Services	293	975	500	254	500	500	500
Marketing	2,878	7,237	8,000	12,478	37,000	25,000	25,000
Business Recruitment & PR	1,733	7,895	7,000	4,754	7,000	5,000	5,000
Retail Recruitment	28,417	35,000	35,000	18,938	0	0	0
Projects	10,498	13,387	12,000	39,642	43,000	25,000	25,000
Visitor's Center	1,388	1,768	2,000	1,171	2,000	2,000	2,000
Total Operating Expenditures	\$ 69,641	\$ 95,209	\$ 88,500	\$ 91,107	\$ 107,000	\$ 73,000	\$ 73,000
Total Departmental Expenditures	\$ 249,288	\$ 284,993	\$ 290,405	\$ 289,235	\$ 330,115	\$ 283,765	\$ 286,695
Revenues							
Miscellaneous	332	10,838	0	10,272	10,000	10,000	10,000
Total Departmental Revenues	\$ 332	\$ 10,838	\$ -	\$ 10,272	\$ 10,000	\$ 10,000	\$ 10,000
Net Cost to General Fund	\$ 248,956	\$ 274,155	\$ 290,405	\$ 278,963	\$ 320,115	\$ 273,765	\$ 276,695

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 2018-19

1. Upgraded a portion of computers throughout organization.
2. Implemented additional building security throughout Town Hall campus
3. Continue upgrades with consistent hardware baseline for all Town workstations and provide a Five-year procurement schedule for all Town PC Workstations and Laptops.

Goals for the upcoming Fiscal Year 2019-20

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. Continue progress on campus-wide Security upgrades.
3. Begin considering on-site full-time IT staff.

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	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Operating Expenditures							
Computer Services/Software	15,021	3,506	0	50	0	0	22,700
Internet / Wireless / Telephone	103,226	109,243	75,000	89,030	65,000	65,000	65,000
Software Recurring Fees	29,187	27,522	27,500	35,967	36,000	36,000	36,000
Consulting Services	43,785	54,600	60,000	63,846	90,000	70,000	70,000
Legal Services	0	0	0	58	0	0	0
Office Equipment	1,194	5,861	12,000	20,059	15,000	15,000	15,000
Total Operating Expenditures	\$ 192,413	\$ 200,732	\$ 174,500	\$ 209,010	\$ 206,000	\$ 186,000	\$ 208,700
Equipment/Capital Expenditures							
Equipment	0	9,871	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ 9,871	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 192,413	\$ 210,603	\$ 174,500	\$ 209,010	\$ 206,000	\$ 186,000	\$ 208,700
Net Cost to General Fund	\$ 192,413	\$ 210,603	\$ 174,500	\$ 209,010	\$ 206,000	\$ 186,000	\$ 208,700

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

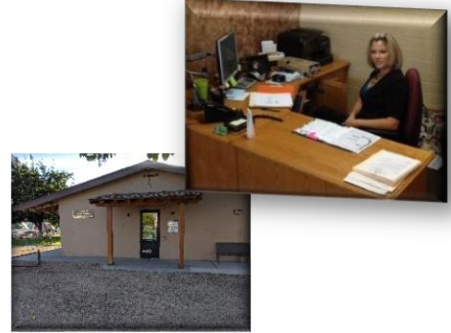
The Non-Departmental "department" does not have any employee time allocated to it.

Non-Departmental

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Operating Expenditures							
Office Supplies	1,691	2,216	3,000	1,966	3,000	3,000	3,000
Copier Paper	3,519	2,420	4,000	3,197	4,000	4,000	4,000
Subscriptions/Memberships	11,156	14,015	13,100	13,058	13,100	13,100	13,100
Postage	7,599	6,539	9,500	6,420	12,000	12,000	12,000
Auto Repair/Maintenance	149	227	1,000	762	1,000	1,000	1,000
Electric	44,643	52,784	43,140	42,820	41,280	41,280	41,280
Gas/Propane	4,579	5,558	4,290	3,871	4,120	4,120	4,120
Water	5,292	5,438	5,980	5,753	5,960	5,960	5,960
Sewer	9,828	10,025	10,320	13,204	14,400	14,400	14,400
Waste Removal	4,404	4,485	4,500	4,645	4,800	4,800	4,800
Equipment Rental	1,109	471	850	761	800	800	800
Equipment Maint. Agreements	3,119	4,834	5,000	4,224	5,000	5,000	5,000
Service Charges	5,513	4,454	5,600	4,933	5,000	5,000	5,000
Credit Card Processing Fees	254	247	300	316	300	300	300
Liability Insurance	840	895	900	785	800	800	800
Property & Recoding Fees	849	1,131	0	43	0	0	0
Recycling	14,000	17,905	0	0	0	0	0
Emergency Services Agreement	4,675	4,675	4,675	4,675	4,675	4,675	4,675
Bus. Incentive - Coury	81,503	83,200	96,000	61,721	85,000	85,000	85,000
Community Outreach	5,000	5,000	7,500	7,500	12,500	12,500	12,500
Water Adjudication	6,423	10,923	10,000	11,891	10,000	10,000	10,000
Yavapai County Water Advisor	3,857	3,357	3,500	972	3,800	3,800	3,800
Miscellaneous	0	0	0	1,950	0	0	0
Employee Termination Payouts	45,702	51,156	25,000	25,000	25,000	25,000	25,000
Contingency	0	0	75,000	22,806	75,000	75,000	75,000
Total Operating Expenditures	\$ 265,704	\$ 291,955	\$ 333,155	\$ 243,273	\$ 331,535	\$ 331,535	\$ 331,535
Equipment/Capital Expenditures							
Buildings & Improvements	0	0	0	57,807	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ 57,807	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 265,704	\$ 291,955	\$ 333,155	\$ 301,080	\$ 331,535	\$ 331,535	\$ 331,535
Net Cost to General Fund	\$ 265,704	\$ 291,955	\$ 333,155	\$ 301,080	\$ 331,535	\$ 331,535	\$ 331,535

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Magistrate Court Summary



Departments

◆ Magistrate Court ◆

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 332,947	\$ 316,360	\$ 374,880	\$ 360,733	\$ 388,925	\$ 405,015	\$ 409,800
Operating Expenditures	\$ 27,476	\$ 33,307	\$ 45,210	\$ 38,817	\$ 47,880	\$ 47,880	\$ 47,880
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 360,423	\$ 349,667	\$ 420,090	\$ 399,550	\$ 436,805	\$ 452,895	\$ 457,680
Revenues							
Total Revenues	\$ 164,977	\$ 133,345	\$ 180,000	\$ 177,237	\$ 180,000	\$ 155,000	\$ 155,000
Net Cost to General Fund	\$ 195,446	\$ 216,322	\$ 240,090	\$ 222,313	\$ 256,805	\$ 297,895	\$ 302,680

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 2018-19

1. Continued to work on the phased implementation of security standards; year 2- Governance & Administration: Organize required local court security and emergency preparedness committee (SEPC) and had our first official SEPC meeting.
2. Implemented new legislation fees with new bond schedule, updated the bond cards for law enforcement and distributed accordingly.
3. All staff complied with yearly mandate of 16 Hr. COJET education and training.
4. Hired and filled the fourth court clerk position to help alleviate the criminal desk over load
5. Court security cameras and recording system were installed to comply with security mandates.

Goals for the upcoming Fiscal Year 2019-20

1. Continue to work towards the final phases of security standards year 3; Security Officer, training for security drills and testing of security equipment as well as working to finalizing entryway screening.
2. Continue the work on New Hire training & annual court employee training.
3. Remain in compliance with state law, Administrative Orders and Rules of Court both on a local and state level.
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>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	4.7	5.7	6.2
FT Positions	4	5	6
PT Positions	1	1	1
Seasonal	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
• Misdemeanor/FTA	368	708
• DUI	50	59
• Serious Traffic	8	8
• Criminal Traffic	65	89
• Civil traffic	830	992
• Harassment injunction	54	33
• Order of protection	18	26

Municipal Court

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'ND	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	244,155	232,332	269,675	262,340	279,770	285,270	289,315
Pro Tem Judge Salaries	4,804	2,755	2,700	2,292	2,700	2,700	2,700
FICA	14,838	14,048	16,890	15,743	17,515	16,480	16,510
Medicare	3,470	3,285	3,950	3,682	4,100	4,180	4,195
Retirement	28,029	26,747	31,825	30,856	33,880	39,950	40,665
Unemployment	964	409	895	276	1,035	965	910
Workman's Compensation	1,019	417	820	451	850	1,485	1,520
Health, Dental & Life Ins	35,668	36,367	48,125	45,093	49,075	53,985	53,985
Total Wages & Related	\$ 332,947	\$ 316,360	\$ 374,880	\$ 360,733	\$ 388,925	\$ 405,015	\$ 409,800
Operating Expenditures							
Training	840	675	2,000	1,565	2,000	2,000	2,000
Travel	445	1,408	1,500	772	1,500	1,500	1,500
Office Supplies	1,950	2,403	3,000	3,263	3,000	3,000	3,000
Subscriptions/Memberships	145	25	200	150	200	200	200
Books/Tapes/Publications	60	0	250	232	300	300	300
Printing	452	328	700	499	500	500	500
Electric	0	500	6,000	5,691	9,060	9,060	9,060
Gas/Propane	0	41	1,440	1,329	1,440	1,440	1,440
Telephone	1,952	1,627	1,620	857	720	720	720
Legal Services	585	57	500	156	500	500	500
Contract Labor/Services	1,222	1,363	1,500	1,308	1,500	1,500	1,500
Interpreters	589	683	1,000	1,196	1,500	1,500	1,500
Equipment Rental	9,105	8,355	8,355	7,605	8,355	8,355	8,355
Equipment Maint. Agreements	1,137	5,585	1,370	5,594	5,890	5,890	5,890
Office Equipment	362	924	500	500	500	500	500
Court Appointed Attorneys	8,118	8,650	10,000	7,740	10,000	10,000	10,000
Jury Fees	0	323	300	0	300	300	300
Recording System	0	0	4,360	0	0	0	0
Security System	449	360	415	360	415	415	415
Public Relations	65	0	200	0	200	200	200
Total Operating Expenditures	\$ 27,476	\$ 33,307	\$ 45,210	\$ 38,817	\$ 47,880	\$ 47,880	\$ 47,880
Total Departmental Expenditures	\$ 360,423	\$ 349,667	\$ 420,090	\$ 399,550	\$ 436,805	\$ 452,895	\$ 457,680
Revenues							
Fees, Fines & Forfeitures	158,958	129,906	175,000	169,828	175,000	150,000	150,000
Court Appointed Attorney Reimb's	6,019	3,439	5,000	7,409	5,000	5,000	5,000
Total Departmental Revenues	\$ 164,977	\$ 133,345	\$ 180,000	\$ 177,237	\$ 180,000	\$ 155,000	\$ 155,000
Net Cost to General Fund	\$ 195,446	\$ 216,322	\$ 240,090	\$ 222,313	\$ 256,805	\$ 297,895	\$ 302,680

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Public Works Summary



Departments

Engineer ♦ Stormwater ♦ Maintenance

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 332,947	\$ 316,360	\$ 374,880	\$ 360,733	\$ 388,925	\$ 405,015	\$ 409,800
Operating Expenditures	\$ 27,476	\$ 33,307	\$ 45,210	\$ 38,817	\$ 47,880	\$ 47,880	\$ 47,880
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 360,423	\$ 349,667	\$ 420,090	\$ 399,550	\$ 436,805	\$ 452,895	\$ 457,680
Revenues							
Total Revenues	\$ 164,977	\$ 133,345	\$ 180,000	\$ 177,237	\$ 180,000	\$ 155,000	\$ 155,000
Net Cost to General Fund	\$ 195,446	\$ 216,322	\$ 240,090	\$ 222,313	\$ 256,805	\$ 297,895	\$ 302,680

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 2018-19

1. Provided Engineering support to Community Development for private development and public improvements projects.
2. Worked with ADOT to design & construct the connection of Old Hwy 279 to roundabout #5 on SR-260 via Aultman Parkway.
3. Managed the Annual Chip Seal Program for Area 2 & part of Area 3.
4. Managed the construction of the grading, drainage, and infrastructure improvements for the new Sports Complex.
5. Worked with Kimley – Horn Engineering to design the sports complex fields & appurtenances.
6. Worked with Nature Conservancy on the design and MOU necessary to facilitate groundwater re-charge at the new Sports Complex.
7. Served on the NACOG Technical Subcommittee.

Goals for the upcoming Fiscal Year 2019-20

1. Continue the Sports Complex design/construction of fields and appurtenances.
2. Seek funding for re-construction of Old-279 with an improved crossing of the Cherry Creek Wash and connectivity to SR-260.
3. Develop a solution for the flooding issue in Verde Lakes.
4. Work with Rick Engineering to Design the Hollamon & 7th Street Sidewalk Improvements.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	1.30	1.00	1.00
FT Positions	4	4	4
PT Positions	0	0	0
Seasonal	0	0	0

Camp Verde Fun Facts

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

*Source: factfinder2.census.gov

Public Works Engineer

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'N'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	71,647	86,976	77,040	79,573	77,040	77,040	77,040
FICA	4,432	5,373	4,780	4,913	4,780	4,780	4,780
Medicare	1,036	1,257	1,120	1,149	1,120	1,120	1,120
Retirement	8,213	9,970	9,095	9,377	9,330	9,330	9,330
Unemployment	123	150	145	28	145	145	145
Workman's Compensation	986	781	1,150	751	1,150	1,150	1,150
Health, Dental & Life Ins	8,779	10,897	9,725	10,517	9,915	9,915	9,915
Total Wages & Related	\$ 95,216	\$ 115,404	\$ 103,055	\$ 106,308	\$ 103,480	\$ 103,480	\$ 103,480
Operating Expenditures							
Training	299	275	700	422	700	700	700
Travel	30	0	300	405	400	400	400
Uniforms	290	45	100	0	100	100	100
Office Supplies	346	346	300	838	300	300	300
Subscriptions/Memberships	360	370	380	627	380	380	380
Books/Tapes/Publications	0	0	100	0	100	100	100
Printing	506	129	600	0	600	600	600
Advertising	69	158	130	167	200	200	200
Computer Services/Software	171	40	100	1,450	100	100	100
Auto Repair/Maintenance	101	247	500	739	1,500	1,000	1,000
Fuel	387	496	350	896	500	500	500
Cell Phone	1,020	1,077	920	991	920	920	920
Consulting Services	12,265	0	3,000	0	3,000	3,000	3,000
Legal Services	839	1,704	1,500	780	1,500	1,500	1,500
Office Equipment	402	770	350	893	350	350	350
Total Operating Expenditures	\$ 17,085	\$ 5,657	\$ 9,330	\$ 8,208	\$ 10,650	\$ 10,150	\$ 10,150
Total Departmental Expenditures	\$ 112,301	\$ 121,061	\$ 112,385	\$ 114,516	\$ 114,130	\$ 113,630	\$ 113,630
Revenues							
Plan Review Fees	6,810	2,005	2,000	1,100	2,000	2,000	2,000
Total Departmental Revenues	\$ 6,810	\$ 2,005	\$ 2,000	\$ 1,100	\$ 2,000	\$ 2,000	\$ 2,000
Net Cost to General Fund	\$ 105,491	\$ 119,056	\$ 110,385	\$ 113,416	\$ 112,130	\$ 111,630	\$ 111,630

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 2018-19

1. Completed maintenance of Faulkner Wash.
2. ADEQ compliance: The State Agency is requiring all agencies holding permits to replace paper submission for MS4 and NOI Permit. All Information was uploaded electronically, and is being tracked within MyDEQ Portal.
3. Maintenance on Town drainage structures and culverts.
4. Verde Lakes Emergency repairs from flood damage.

Goals for the upcoming Fiscal Year 2019-20

1. Continue to seek permission from the Arizona State Trust Land for access within their boundaries to build storm water improvements. This will reduce flooding in the McCracken area.
2. Continue work on numerous drainage issues at Verde Lakes.
3. Maintenance on Town Stormwater infrastructure.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	1.20	1.20	1.20
FT Pos's	8	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	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'N'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	66,611	65,229	66,065	68,435	70,185	66,070	66,315
FICA	4,010	3,994	4,100	4,170	4,355	4,100	4,115
Medicare	938	899	960	1,010	1,020	960	965
Retirement	7,631	7,486	7,800	8,052	8,500	8,005	8,035
Unemployment	169	90	165	28	185	165	165
Workman's Compensation	2,965	2,328	2,460	2,342	2,720	2,460	2,475
Health, Dental & Life Ins	10,284	9,683	11,265	9,828	12,665	11,485	11,485
Total Wages & Related	\$ 92,608	\$ 89,709	\$ 92,815	\$ 93,865	\$ 99,630	\$ 93,245	\$ 93,555
Operating Expenditures							
Training	0	167	1,000	0	1,000	1,000	1,000
Travel	105	0	500	0	500	500	500
Office Supplies	603	562	600	749	400	400	400
Subscriptions/Memberships	245	0	100	0	100	100	100
Books/Tapes/Publications	0	96	100	0	100	100	100
Printing	35	460	500	324	500	500	500
Software Recurring Fees	1,761	3,009	2,700	1,200	5,100	5,100	5,100
Fuel	209	147	200	143	200	200	200
Cell Phone	729	794	1,000	769	1,000	1,000	1,000
Consulting Services	34,000	12,850	10,000	17,598	17,000	17,000	17,000
Legal Services	175	136	300	78	300	300	300
Contract Labor/Services	0	0	1,500	0	1,500	1,500	1,500
Equipment Rental	531	0	1,000	206	1,000	1,000	1,000
Office Equipment	1,534	0	500	37	500	500	500
Safety Equipment	0	0	100	0	100	100	100
OSHA Medical Supplies	0	0	100	0	100	100	100
Infrastructure Maintenance	10,678	8,639	10,000	4,784	10,000	10,000	10,000
Recording Fees	33	0	50	14	50	50	50
Permits	5,000	5,816	6,800	5,500	6,800	6,800	6,800
Total Operating Expenditures	\$ 55,638	\$ 32,676	\$ 37,050	\$ 31,402	\$ 46,250	\$ 46,250	\$ 46,250
Equipment/Capital Expenditures							
Equipment	0	0	0	14,374	0	0	0
Structural	69,912	1,014	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 69,912	\$ 1,014	\$ -	\$ 14,374	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 218,158	\$ 123,399	\$ 129,865	\$ 139,641	\$ 145,880	\$ 139,495	\$ 139,805
Net Cost to General Fund	\$ 218,158	\$ 123,399	\$ 129,865	\$ 139,641	\$ 145,880	\$ 139,495	\$ 139,805

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 2018-19

1. Re-Roofed the Gym.
2. Pool Roof was re-roofed.
3. Finished Kitchen Remodel.
4. Worked with Tree Advisory Committee.
5. Installed irrigation line at Main Street and Highway 260.
6. Rezzonico Park –Installed ramada’s, fencing, irrigation, plants, informational signs for Public Use.

Goals for the upcoming Fiscal Year 2019-20

1. Complete the Mosaic Tile at Hallet Plaza
2. Re seal foam roof on Public Works
3. Rezzonico Park-Re-rock part of a pathway.
4. Reroute irrigation line at Rezzonico Park and Library.
5. Install a dog fountain at Hallet Plaza.
6. Pool Equipment- Upgrade filtration system and increase cycle flow time.
7. Re Model Town Hall restrooms.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	9.10	9.60	10.60
FT Positions	11	12	14
PT Positions	1	0	0
Seasonal	1	1	1

Statistics

	<u>FY18</u>	<u>FY19</u>
Work Orders Completed	376	372
Man hours on Work Orders	940	936

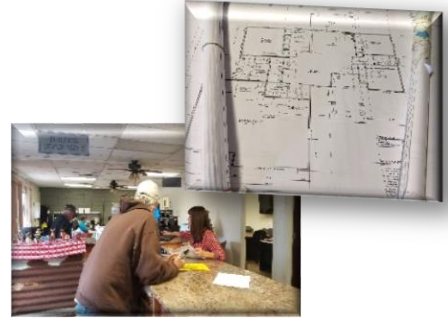
Maintenance

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	317,772	341,024	363,910	350,173	468,490	412,540	397,770
Overtime	0	0	0	664	3,000	0	0
Uniform Allowance	1,120	2,744	1,440	1,440	1,440	1,440	1,440
FICA	19,146	20,659	22,655	21,029	29,140	25,670	24,755
Medicare	4,478	4,832	5,300	4,918	6,815	6,005	5,790
Retirement	35,609	39,006	41,815	41,395	55,580	48,805	47,015
Unemployment	1,588	608	1,415	266	1,835	1,835	1,695
Workman's Compensation	11,145	8,715	9,125	8,264	11,845	10,390	10,005
Health, Dental & Life Ins	70,603	78,022	87,495	85,460	103,945	103,945	99,035
Total Wages & Related	\$ 461,461	\$ 495,610	\$ 533,155	\$ 513,609	\$ 682,090	\$ 610,630	\$ 587,505
Operating Expenditures							
Training	3,502	2,021	3,500	1,060	3,500	3,500	3,500
Travel	0	20	1,300	446	1,300	1,300	1,300
Uniforms	1,809	1,980	3,700	547	4,900	4,900	4,900
Office Supplies	206	272	500	169	1,000	1,000	1,000
Books/Tapes/Publications	0	0	100	0	100	100	100
Advertising	0	0	75	0	75	75	75
Software Recurring Fees	300	330	1,600	0	1,600	1,600	1,600
Auto Repair/Maintenance	5,532	5,945	6,200	8,017	4,700	4,700	4,700
Fuel	4,052	4,782	5,200	5,772	5,200	5,200	5,200
Electric	561	763	720	1,088	760	760	760
Gas/Propane	606	1,031	900	1,088	1,200	1,200	1,200
Water	463	478	480	381	480	480	480
Cell Phone	2,995	2,413	3,840	2,987	3,840	3,840	3,840
Pest Control	3,270	3,505	3,200	3,499	3,200	3,200	3,200
Contract Labor/Services	120	0	500	0	500	500	500
Equipment Rental	300	0	500	0	500	500	500
Office Equipment	402	0	200	490	3,200	3,200	3,200
Maintenance Equipment	6,580	3,910	4,300	4,947	5,800	5,800	5,800
Building Maintenance	54,349	72,904	52,500	48,257	52,500	52,500	52,500
Safety Equipment	2,111	2,728	3,150	1,150	4,650	4,650	4,650
OSHA Medical Supplies	636	1,267	1,200	483	1,200	1,200	1,200
Graffiti Clean-Up	0	0	200	159	200	200	200
Fire Extinguishers	2,378	2,335	3,400	3,983	4,400	4,400	4,400
Park Facilities Maintenance	20,747	25,217	23,000	16,141	26,000	26,000	26,000
Grounds Maintenance	12,001	11,161	15,000	11,796	17,000	17,000	17,000
Flags & Banners	465	11,634	5,000	0	2,500	2,500	2,500
Fertilizer / Herbicides	2,887	5,624	7,000	3,036	10,000	10,000	10,000
Archeology Center Maintenance	10	79	1,500	0	1,500	1,500	1,500
Janitorial Supplies	11,077	11,834	13,000	13,169	16,000	16,000	16,000
Mats & Rugs	2,526	3,525	3,600	3,587	3,600	3,600	3,600
Total Operating Expenditures	\$ 139,885	\$ 175,758	\$ 165,365	\$ 132,252	\$ 181,405	\$ 181,405	\$ 181,405

Maintenance (Cont'd)

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Equipment/Capital Expenditures							
Equipment	12,812	0	0	0	0	0	0
Park Improvements	0	0	0	3,355	0	0	0
Total Equipment/Capital Expenditures	\$ 12,812	\$ -	\$ -	\$ 3,355	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 614,158	\$ 671,368	\$ 698,520	\$ 649,216	\$ 863,495	\$ 792,035	\$ 768,910
Net Cost to General Fund	\$ 614,158	\$ 671,368	\$ 698,520	\$ 649,216	\$ 863,495	\$ 792,035	\$ 768,910

Community Development Summary



Departments

Community Development ♦ Planning & Zoning
 Building ♦ Code Enforcement

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 456,657	\$ 431,425	\$ 464,525	\$ 455,980	\$ 476,060	\$ 471,705	\$ 474,880
Operating Expenditures	\$ 41,003	\$ 62,136	\$ 70,460	\$ 67,672	\$ 76,485	\$ 70,985	\$ 70,985
Equipment/Capital Expenditures	\$ 2,345	\$ 2,138	\$ 2,760	\$ 1,968	\$ 2,760	\$ 2,760	\$ 2,760
Total Expenditures	\$ 500,005	\$ 495,699	\$ 537,745	\$ 525,620	\$ 555,305	\$ 545,450	\$ 548,625
Revenues							
Total Revenues	\$ 207,024	\$ 228,264	\$ 270,000	\$ 262,644	\$ 260,000	\$ 260,000	\$ 260,000
Net Cost to General Fund	\$ 292,981	\$ 267,435	\$ 267,745	\$ 262,976	\$ 295,305	\$ 285,450	\$ 288,625

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.

OBJECTIVES

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>FY18</u>	<u>FY19</u>
Permits Issued	449	480
P&Z Sessions	11	8
Board of A&A Sessions	2	1
Council P&Z Sessions	5	8

Community Development

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	98,649	72,342	76,445	76,440	76,440	76,440	76,440
Uniform Allowance	0	0	0	100	100	100	100
FICA	5,962	4,485	4,740	4,739	4,745	4,745	4,745
Medicare	1,394	1,049	1,110	1,108	1,110	1,110	1,110
Retirement	11,325	8,328	9,020	9,000	9,270	9,270	9,270
Unemployment	381	85	140	28	140	140	140
Workman's Compensation	1,816	937	1,455	905	1,455	1,455	1,455
Health, Dental & Life Ins	11,831	9,285	9,625	9,390	9,815	9,815	9,815
Total Wages & Related	\$ 131,358	\$ 96,511	\$ 102,535	\$ 101,710	\$ 103,075	\$ 103,075	\$ 103,075
Operating Expenditures							
Training	0	1,190	1,800	3,128	1,800	1,800	1,800
Travel	322	622	1,000	13	3,000	3,000	3,000
Office Supplies	292	4,758	2,000	3,858	2,500	2,500	2,500
Subscriptions/Memberships	694	1,137	750	519	750	750	750
Advertising	0	0	0	159	0	0	0
Computer Services/Software	0	3,389	3,000	1,328	1,500	1,500	1,500
Auto Repair/Maintenance	147	59	600	347	500	500	500
Fuel	138	98	400	395	600	600	600
Cell Phone	0	0	660	332	675	675	675
Legal Services	3,530	8,325	6,000	5,577	6,000	6,000	6,000
Equipment Maint. Agreements	1,347	1,162	1,800	1,099	1,800	1,800	1,800
Office Equipment	832	453	1,750	1,973	500	500	500
Credit Card Processing Fees	2,350	2,364	2,800	2,690	2,800	2,800	2,800
Safety Equipment	0	0	200	300	500	500	500
Recording Fees	0	72	300	106	300	300	300
Total Operating Expenditures	\$ 9,652	\$ 23,629	\$ 23,060	\$ 21,824	\$ 23,225	\$ 23,225	\$ 23,225
Equipment/Capital Expenditures							
Equipment Lease	2,345	2,138	2,760	1,968	2,760	2,760	2,760
Total Equipment/Capital Expenditures	\$ 2,345	\$ 2,138	\$ 2,760	\$ 1,968	\$ 2,760	\$ 2,760	\$ 2,760
Total Departmental Expenditures	\$ 143,355	\$ 122,278	\$ 128,355	\$ 125,502	\$ 129,060	\$ 129,060	\$ 129,060
Revenues							
Copies	21	27	0	13	0	0	0
Total Departmental Revenues	\$ 21	\$ 27	\$ -	\$ 13	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 143,334	\$ 122,251	\$ 128,355	\$ 125,489	\$ 129,060	\$ 129,060	\$ 129,060

BUILDING

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



Mission

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

Responsibilities

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

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Accomplishments for the past Fiscal Year 2018-19

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 2019-20

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>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	3.9	3.8	3.8
FT Positions	4	4	4
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Permits Applied for	436	442
Permits Issued	428	408
Inspections	1,333	2,010

Building Department

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'ND	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	164,881	161,587	171,685	166,013	174,635	174,635	174,635
Uniform Allowance	0	0	0	200	380	380	380
FICA	9,837	9,764	10,645	9,920	10,855	10,855	10,855
Medicare	2,301	2,284	2,490	2,320	2,540	2,540	2,540
Retirement	18,928	18,603	20,260	19,538	21,195	21,195	21,195
Unemployment	646	251	535	102	535	535	535
Workman's Compensation	2,145	1,356	2,060	2,671	2,070	2,070	2,070
Health, Dental & Life Ins	35,355	33,089	29,360	29,513	30,825	29,940	29,940
Total Wages & Related	\$ 234,093	\$ 226,934	\$ 237,035	\$ 230,277	\$ 243,035	\$ 242,150	\$ 242,150
Operating Expenditures							
Training	3,267	750	3,500	2,345	3,500	3,500	3,500
Travel	1,895	942	2,500	2,581	2,500	2,500	2,500
Uniforms	0	0	0	0	120	120	120
Office Supplies	1,582	0	0	13	0	0	0
Subscriptions/Memberships	280	400	450	74	450	450	450
Books/Tapes/Publications	537	935	1,500	1,017	750	750	750
Printing	376	189	550	385	500	500	500
Advertising	0	47	300	0	300	300	300
Computer Services/Software	0	0	0	3,294	3,300	3,300	3,300
Auto Repair/Maintenance	180	696	1,000	965	1,400	1,400	1,400
Fuel	1,220	1,697	1,250	1,678	1,250	1,250	1,250
Cell Phone	651	1,192	1,650	2,488	1,005	1,005	1,005
Consulting Services	200	0	1,500	1,500	1,500	1,500	1,500
Legal Services	0	0	0	0	1,500	1,500	1,500
Equipment	149	590	3,250	0	500	500	500
Safety Equipment	0	0	0	0	200	200	200
Total Operating Expenditures	\$ 10,337	\$ 7,438	\$ 17,450	\$ 16,340	\$ 18,775	\$ 18,775	\$ 18,775
Total Departmental Expenditures	\$ 244,430	\$ 234,372	\$ 254,485	\$ 246,617	\$ 261,810	\$ 260,925	\$ 260,925
Revenues							
Plan Review Fees	56,460	56,220	60,000	6,038	60,000	60,000	60,000
Building Permits	110,384	126,828	150,000	214,597	150,000	150,000	150,000
Total Departmental Revenues	\$ 166,844	\$ 183,048	\$ 210,000	\$ 220,635	\$ 210,000	\$ 210,000	\$ 210,000
Net Cost to General Fund	\$ 77,586	\$ 51,324	\$ 44,485	\$ 25,982	\$ 51,810	\$ 50,925	\$ 50,925

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 2018-19

1. The Planning & Zoning Division is facilitating Zoning Code Amendments, including a Sign Ordinance Update, to reflect current trends in development and remove extra layers of government processes.
2. Working to integrate GIS mapping for Addressing, Streets, Zoning, and Land Use.
3. Upgraded the department permit program to IWorqs, which has increased efficiency, documentation, and overall tracking.

Goals for the upcoming Fiscal Year 2019-20

1. Complete research to provide for a proposed update to the Planning & Zoning Ordinance addressing the Sign Ordinance.
2. Process Annexation to include Town properties that house Town facilities.
3. Continue to improve efficiencies in service to Customers.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</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>FY18</u>	<u>FY19</u>
Permits Issued	21	44
Ord's & Resolutions	13	9
Res. Zoning Clearances	152	160
Comm. Zoning Clearances	51	39

Planning & Zoning

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	34,854	49,587	50,580	50,586	52,105	50,590	52,105
Uniform Allowance	0	0	0	100	100	100	100
FICA	2,152	3,072	3,140	3,115	3,240	3,145	3,240
Medicare	503	718	735	728	760	735	760
Retirement	4,001	5,709	5,970	5,952	6,325	6,140	6,325
Unemployment	124	70	140	23	140	140	140
Workman's Compensation	402	642	780	628	780	780	780
Health, Dental & Life Ins	6,653	9,285	9,625	9,383	10,110	9,815	9,815
Total Wages & Related	\$ 48,689	\$ 69,083	\$ 70,970	\$ 70,515	\$ 73,560	\$ 71,445	\$ 73,265
Operating Expenditures							
Training	853	0	1,000	834	0	0	0
Office Supplies	229	0	0	0	0	0	0
Subscriptions/Memberships	0	0	0	381	0	0	0
Printing	0	0	500	0	500	500	500
Advertising	353	591	500	1,052	500	500	500
Cell Phone	0	0	0	164	330	330	330
Consulting Services	1,541	1,800	1,500	1,250	1,500	1,500	1,500
Legal Services	0	0	2,500	0	0	0	0
General Plan	981	0	0	0	0	0	0
Recording Fees	0	83	250	8	0	0	0
Total Operating Expenditures	\$ 3,957	\$ 2,474	\$ 6,250	\$ 3,689	\$ 2,830	\$ 2,830	\$ 2,830
Total Departmental Expenditures	\$ 52,646	\$ 71,557	\$ 77,220	\$ 74,204	\$ 76,390	\$ 74,275	\$ 76,095
Revenues							
Permit Fees	40,159	45,189	60,000	41,996	50,000	50,000	50,000
Total Departmental Revenues	\$ 40,159	\$ 45,189	\$ 60,000	\$ 41,996	\$ 50,000	\$ 50,000	\$ 50,000
Net Cost to General Fund	\$ 12,487	\$ 26,368	\$ 17,220	\$ 32,208	\$ 26,390	\$ 24,275	\$ 26,095

CODE ENFORCEMENT

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



Mission

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

Responsibilities

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

OBJECTIVES

Accomplishments for the past Fiscal Year 2018-19

1. Collaborated with IWORQ permitting software.
2. Acquired tablets; allowing immediate access to information in the field.
3. Replaced older vehicle.
4. Scheduled and attended Code Enforcement training.
5. Acquired ability issue citations.
6. Acquired access to MVD information.

Goals for the upcoming Fiscal Year 2019-20

1. Keep our strong commitment to citizen satisfaction and maintain a high level of efficient and professional customer service.
2. Cross train to improve department efficiencies.
3. Have public outreach meetings to inform the public about code revisions.
4. Train to fly and acquire a drone.
5. Maximize abatement projects to help improve neighborhoods.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	0.3	1.0	1.0
FT Positions	1	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Open Cases	310	26
Closed Cases	303	153
Total Violations	438	179

Code Enforcement

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	30,252	26,264	36,925	36,477	38,565	37,440	38,565
Uniform Allowance	0	0	0	100	100	100	100
FICA	1,795	1,627	2,290	2,239	2,400	2,330	2,400
Medicare	349	381	535	524	565	545	565
Retirement	2,899	3,002	4,360	4,289	4,685	4,550	4,685
Unemployment	190	184	140	21	140	140	140
Workman's Compensation	481	340	110	453	120	115	120
Health, Dental & Life Ins	6,551	7,099	9,625	9,375	9,815	9,815	9,815
Total Wages & Related	\$ 42,517	\$ 38,897	\$ 53,985	\$ 53,478	\$ 56,390	\$ 55,035	\$ 56,390
Operating Expenditures							
Training	280	300	1,000	279	1,000	1,000	1,000
Travel	577	54	1,000	0	500	500	500
Office Supplies	51	650	0	291	0	0	0
Subscriptions/Memberships	0	10	200	60	400	400	400
Printing	0	0	500	0	500	500	500
Postage	0	0	0	0	500	500	500
Computer Services/Software	2,700	2,700	2,700	2,700	3,300	3,300	3,300
Auto Repair/Maintenance	0	1,187	1,000	2,387	1,000	1,000	1,000
Fuel	0	822	1,000	1,017	750	750	750
Cell Phone	640	742	1,100	991	1,005	1,005	1,005
Nuisance Abatement	2,616	8,036	5,000	10,234	7,500	5,000	5,000
Dangerous Bldg. Abatement	10,193	14,060	10,000	7,744	15,000	12,000	12,000
Recording Fees	0	34	200	116	200	200	200
Total Operating Expenditures	\$ 17,057	\$ 28,595	\$ 23,700	\$ 25,819	\$ 31,655	\$ 26,155	\$ 26,155
Total Departmental Expenditures	\$ 59,574	\$ 67,492	\$ 77,685	\$ 79,297	\$ 88,045	\$ 81,190	\$ 82,545
Revenues							
Zoning Fines	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 59,574	\$ 67,492	\$ 77,685	\$ 79,297	\$ 88,045	\$ 81,190	\$ 82,545

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Marshal's Department Summary



Departments

Marshal's Office ♦ Animal Control

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'N'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 2,373,962	\$ 2,300,105	\$ 2,651,450	\$ 2,531,195	\$ 2,786,180	\$ 2,727,226	\$ 2,851,495
Operating Expenditures	\$ 278,904	\$ 263,031	\$ 254,545	\$ 278,003	\$ 291,576	\$ 262,276	\$ 262,276
Equipment/Capital Expenditures	\$ 63,803	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 2,716,669	\$ 2,563,136	\$ 2,905,995	\$ 2,809,199	\$ 3,077,756	\$ 2,989,502	\$ 3,113,771
Revenues							
Total Revenues	\$ 263,497	\$ 167,488	\$ 208,800	\$ 164,306	\$ 208,800	\$ 208,800	\$ 208,800
Net Cost to General Fund	\$ 2,453,172	\$ 2,395,648	\$ 2,697,195	\$ 2,644,893	\$ 2,868,956	\$ 2,780,702	\$ 2,904,971

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 2018-19

1. Marshal's Office volunteers (VIPS) contributed over 2389 hours.
2. Recipient of Homeland Security, GOHS grants, and ACF grant
3. Went live with TraCs E-ticketing system.
4. Purchased new K-9 patrol dog
5. Purchased and implemented new Body Camera System
6. CVMO went paperless
7. Completed records shelving project with new rolling shelves

Goals for the upcoming Fiscal Year 2019-20

1. Purchase Single purpose narcotics dog
2. Upgrade and replace outdated in-car radios
3. Implement E-ticket warning/repair order forms
4. Expand Neighborhood watch program
5. Implement Physical Fitness standards for sworn personnel
6. Create a new job classification to add a patrol lieutenant position

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	31.0	34.0	34.5
Sworn	20	21	22
Non-sworn	10	13	13
Part-time	2	0	0

Statistics

	<u>FY18.</u>	<u>FY19.</u>
Calls for Service	9,829	9,914
Arrests	422	458
Traffic Citations/Warn's	2,156	2,156
Traffic Collisions Invest'd	202	203
Domestic Violence Calls	176	199

Marshal's Office

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	1,557,654	1,447,746	1,645,550	1,596,919	1,739,170	1,689,550	1,780,020
Overtime	86,926	50,096	40,000	52,954	40,000	40,000	40,000
Uniform Allowance	25,500	23,700	25,200	24,225	26,700	25,200	25,200
FICA	13,692	26,724	31,055	30,214	33,655	32,825	33,680
Medicare	22,233	20,871	24,810	22,692	26,185	25,445	26,760
Retirement	287,025	355,679	423,115	389,402	447,590	446,325	474,835
Retirement Penalty	26,812	37,485	38,005	34,415	38,005	40,885	41,575
Unemployment	4,657	2,284	4,900	1,006	4,935	4,865	4,865
Workman's Compensation	56,788	35,415	40,285	35,823	42,065	40,850	43,275
Health, Dental & Life Ins	247,789	276,584	327,250	296,954	336,165	331,256	331,260
Total Wages & Related	\$ 2,329,076	\$ 2,276,584	\$ 2,600,170	\$ 2,484,603	\$ 2,734,470	\$ 2,677,201	\$ 2,801,470
Operating Expenditures							
Training	6,890	5,888	6,600	5,851	10,395	10,395	10,395
Travel	7,469	6,524	5,000	8,872	10,000	10,000	10,000
Uniforms	9,858	4,158	1,000	1,651	2,000	2,000	2,000
Office Supplies	7,475	6,978	5,500	6,305	5,500	5,500	5,500
Subscriptions/Memberships	1,259	797	2,000	1,504	2,000	2,000	2,000
Books/Tapes/Publications	16	454	400	0	400	400	400
Printing	2,309	1,709	500	1,163	500	500	500
Computer Services/Software	11,175	15,008	2,930	2,665	3,750	3,750	3,750
Software Recurring Fees	46,567	38,134	43,000	38,789	29,050	29,050	29,050
Auto Repair/Maintenance	26,336	34,744	25,000	41,541	41,000	30,000	30,000
Fuel	42,206	45,319	45,000	51,576	45,000	45,000	45,000
Electric	23,896	24,813	24,960	23,187	24,960	24,960	24,960
Gas/Propane	2,033	1,519	1,600	1,536	1,600	1,600	1,600
Water	2,590	2,615	2,580	2,890	2,580	2,580	2,580
Sewer	3,234	3,299	3,420	3,895	3,420	3,420	3,420
Waste Removal	740	600	600	704	600	600	600
Cell Phone	12,491	9,245	12,000	10,355	12,936	12,936	12,936
Consulting Services	0	3,048	0	0	0	0	0
Legal Services	20,137	20,000	20,000	20,000	22,000	22,000	22,000
Contract Labor/Services	1,804	1,059	1,500	457	1,500	1,000	1,000
Equipment Maint. Agreements	1,760	1,923	1,200	1,911	1,400	1,400	1,400
Office Equipment	1,508	1,050	2,000	2,557	2,000	1,000	1,000
Credit Card Processing Fees	0	0	0	27	0	0	0
Patrol/Investigation Equip.	17,838	12,526	10,000	18,994	26,000	12,500	12,500
Patrol/Investigation Equip. Maint	3,200	4,347	2,000	4,332	5,000	5,000	5,000
Communication Equipment	1,899	873	7,000	8,226	7,000	7,000	7,000
Communication Equip. Maint	3,741	1,329	3,000	2,463	3,000	3,000	3,000
Repeater/Generator Maint	1,137	1,665	1,800	0	1,800	1,800	1,800
Crime Prevention	2,313	500	1,000	2,374	1,000	1,000	1,000
Advocacy Center	2,646	2,718	3,300	2,700	1,550	1,550	1,550
Volunteers	945	729	2,000	2,606	5,800	2,500	2,500
Medical Supplies	581	265	500	0	500	500	500
K-9 Expenditures	901	362	500	1,020	1,000	1,000	1,000
Total Operating Expenditures	\$ 266,954	\$ 254,198	\$ 237,890	\$ 270,151	\$ 275,241	\$ 245,941	\$ 245,941

Marshal's Office (Cont'd)

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Equipment/Capital Expenditures							
Equipment	57,277	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 57,277	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 2,653,307	\$ 2,530,782	\$ 2,838,060	\$ 2,754,754	\$ 3,009,711	\$ 2,923,142	\$ 3,047,411
Revenues							
Copies	1,852	2,039	1,200	2,133	1,200	1,200	1,200
Fingerprint Fees	570	480	600	500	600	600	600
Auto Impound Fees	3,397	4,800	5,000	4,692	5,000	5,000	5,000
Miscellaneous	7,813	3,184	0	1,466	0	0	0
CVUSD SRO Reimbursement	47,429	0	0	0	0	0	0
Dispatch Services	195,000	150,000	195,000	150,000	195,000	195,000	195,000
Total Departmental Revenues	\$ 256,061	\$ 160,503	\$ 201,800	\$ 158,791	\$ 201,800	\$ 201,800	\$ 201,800
Net Cost to General Fund	\$ 2,397,246	\$ 2,370,279	\$ 2,636,260	\$ 2,595,963	\$ 2,807,911	\$ 2,721,342	\$ 2,845,611

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 2018-19

1. Made improvements to the landscaping and outside dog runs at the impound with donations of materials and labor.
2. Separated Code Enforcement from Animal Control and filled the vacant ACO position.
3. Obtained Basic Animal Control Officer Certification for the new Animal Control Officer.
4. Replaced the 2007 Animal Control truck, which has over 116,000 miles.

Goals for the upcoming Fiscal Year 2019-20

1. Provide responsible pet ownership education at special events and during citizen contacts.
2. Train VIPs for animal control pickups.
3. Create partnership with Camp Verde Humane Society chapter for animal impounds.
4. Conduct quarterly public education outreach events on responsible pet ownership and Town animal ordinances.
5. Hire a second ACO.
6. Create a TNR (trap neuter release) program for feral cats in Camp Verde.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</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>FY18</u>	<u>FY19</u>
Animal Bites	37	37
Animal Abuse Calls	4	12
Animal Noise Calls	17	129
Dogs Impounded	86	121
Dogs Returned to Owner	42	79

Animal Control

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	30,143	15,036	31,090	29,828	31,200	29,810	29,810
Overtime	707	20	2,000	161	2,000	2,000	2,000
Holiday Pay Premium	0	0	400	0	400	400	400
Uniform Allowance	1,350	450	900	900	900	900	900
FICA	1,855	961	2,135	1,915	2,140	2,055	2,055
Medicare	363	225	500	448	500	480	480
Retirement	2,998	1,735	4,060	3,535	4,180	4,010	4,010
Unemployment	191	57	140	20	140	140	140
Workman's Compensation	499	201	430	384	435	415	415
Health, Dental & Life Ins	6,780	4,836	9,625	9,401	9,815	9,815	9,815
Total Wages & Related	\$ 44,886	\$ 23,521	\$ 51,280	\$ 46,592	\$ 51,710	\$ 50,025	\$ 50,025
Operating Expenditures							
Training	1,186	610	1,000	970	1,000	1,000	1,000
Travel	741	759	1,000	678	1,000	1,000	1,000
Office Supplies	68	32	250	34	250	250	250
Subscriptions/Memberships	0	0	150	0	150	150	150
Printing	40	165	1,250	548	1,250	1,250	1,250
Auto Repair/Maintenance	1,723	2,279	1,000	433	1,000	1,000	1,000
Fuel	2,010	786	2,500	2,161	2,500	2,500	2,500
Electric	1,291	1,131	1,200	1,189	1,200	1,200	1,200
Water	95	94	105	83	105	105	105
Cell Phone	0	0	0	0	480	480	480
Office Equipment	0	0	100	0	100	100	100
Building Maintenance	1,170	0	500	610	200	200	200
Animal Control Equipment	983	2,037	2,000	344	2,000	2,000	2,000
Animal Cremations	84	0	800	0	800	800	800
Veterinarian Services	779	0	800	452	800	800	800
Shelter Fees	1,780	940	4,000	350	3,500	3,500	3,500
Total Operating Expenditures	\$ 11,950	\$ 8,833	\$ 16,655	\$ 7,852	\$ 16,335	\$ 16,335	\$ 16,335
Equipment/Capital Expenditures							
Equipment	6,526	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 6,526	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 63,362	\$ 32,354	\$ 67,935	\$ 54,444	\$ 68,045	\$ 66,360	\$ 66,360
Revenues							
Dog Licenses	6,121	5,260	6,000	4,880	6,000	6,000	6,000
Impound Fees	1,315	1,725	1,000	635	1,000	1,000	1,000
Total Departmental Revenues	\$ 7,436	\$ 6,985	\$ 7,000	\$ 5,515	\$ 7,000	\$ 7,000	\$ 7,000
Net Cost to General Fund	\$ 55,926	\$ 25,369	\$ 60,935	\$ 48,929	\$ 61,045	\$ 59,360	\$ 59,360

Community Library Summary



Departments

Community Library

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 333,933	\$ 390,893	\$ 468,240	\$ 431,848	\$ 586,260	\$ 465,015	\$ 471,660
Operating Expenditures	\$ 79,137	\$ 90,221	\$ 90,480	\$ 99,651	\$ 95,720	\$ 93,220	\$ 93,220
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 413,070	\$ 481,114	\$ 558,720	\$ 531,499	\$ 681,980	\$ 558,235	\$ 564,880
Revenues							
Total Revenues	\$ 82,834	\$ 81,905	\$ 89,000	\$ 83,681	\$ 84,500	\$ 84,500	\$ 84,500
Net Cost to General Fund	\$ 330,236	\$ 399,209	\$ 469,720	\$ 447,818	\$ 597,480	\$ 473,735	\$ 480,380

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 2018-19

1. Partnered with CVARP on an intern program to assist graduating adults with job skills and experience.
2. Hosted Discover TECH: Engineers Make a World of Difference with interactive exhibitions for 3 months.
3. Developed 5-year Strategic Plan for Camp Verde Community Library.
4. Increased/improved communications and marketing of library programs/services to community members.
5. Continued commitment to citizen satisfaction through programs and services to the Camp Verde Community.

Goals for the upcoming Fiscal Year 2019-20

1. Play a key role in the Smithsonian Water | Ways Exhibition and programming informing community members about the watershed in the Verde Valley.
2. Restructure staff positions to better meet the needs of an active library environment, create opportunities for advancement and plan for succession.
3. Explore implementing sustainability measures in the library to be more environmentally responsible.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	7.50	8.30	8.80
FT Positions	4	6	6
PT Positions	6	5	6
Seasonal	2	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Public PC Access	18,992	18,829
Traffic Count	95,490	101,854
Total Circulation	133,135	130,713
A/V Media Circulation	32,312	33,007
Total New Items	2,302	2,932
Programs	492	596
Program Attendance	4,440	6,116
Volunteer Hours	6,809	6,420

Community Library

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	252,745	297,979	347,800	322,955	428,320	343,695	349,475
FICA	15,893	18,330	21,565	19,382	26,560	21,310	21,670
Medicare	3,717	4,287	5,045	4,533	6,215	4,985	5,070
Retirement	22,637	26,304	31,965	29,874	42,005	32,030	32,435
Unemployment	1,425	889	1,680	293	1,960	1,680	1,680
Workman's Compensation	1,977	1,320	2,435	1,602	2,680	2,425	2,440
Health, Dental & Life Ins	35,539	41,784	57,750	53,209	78,520	58,890	58,890
Total Wages & Related	\$ 333,933	\$ 390,893	\$ 468,240	\$ 431,848	\$ 586,260	\$ 465,015	\$ 471,660
Operating Expenditures							
Training	240	655	600	970	600	600	600
Travel	95	157	200	79	200	200	200
Office Supplies	4,156	2,263	2,000	2,904	2,000	2,000	2,000
Cataloging Supplies	5,254	4,040	3,500	3,774	3,800	3,800	3,800
Subscriptions/Memberships	1,500	724	1,000	182	1,000	1,000	1,000
Books/Tapes/Publications	23,390	29,120	25,000	34,448	30,000	27,500	27,500
Postage	536	815	500	581	500	500	500
Computer Services/Software	1,122	1,558	4,000	5,986	5,500	5,500	5,500
Internet Wireless Access	0	2,224	3,400	2,776	3,400	3,400	3,400
Electric	16,013	20,099	21,000	19,617	20,100	20,100	20,100
Gas/Propane	1,213	1,122	1,200	583	1,200	1,200	1,200
Water	1,356	1,201	1,320	1,223	1,320	1,320	1,320
Sewer	2,614	3,556	3,660	4,198	4,500	4,500	4,500
Waste Removal	600	600	600	600	600	600	600
Telephone	0	2,593	2,600	2,649	2,300	2,300	2,300
Cell Phone	1,013	462	500	503	600	600	600
Legal Services	1,048	468	600	1,011	600	600	600
Contract Labor/Services	10,140	11,698	12,000	8,232	8,000	8,000	8,000
Equipment Rental	255	1,686	1,800	1,861	2,000	2,000	2,000
Office Equipment	2,678	789	500	3,003	1,000	1,000	1,000
Volunteer Expense	1,178	815	1,500	1,213	1,500	1,500	1,500
Library Programs	3,837	2,578	2,000	2,292	4,000	4,000	4,000
Records Cataloging	899	998	1,000	966	1,000	1,000	1,000
Total Operating Expenditures	\$ 79,137	\$ 90,221	\$ 90,480	\$ 99,651	\$ 95,720	\$ 93,220	\$ 93,220
Total Departmental Expenditures	\$ 413,070	\$ 481,114	\$ 558,720	\$ 531,499	\$ 681,980	\$ 558,235	\$ 564,880
Revenues							
Copies	1,872	3,622	3,500	4,017	4,500	4,500	4,500
Fines & Forfeitures	5,208	4,545	3,000	4,315	0	0	0
Facility Rental	900	0	0	0	0	0	0
Yav County Library District	74,854	73,738	82,500	75,349	80,000	80,000	80,000
Total Departmental Revenues	\$ 82,834	\$ 81,905	\$ 89,000	\$ 83,681	\$ 84,500	\$ 84,500	\$ 84,500
Net Cost to General Fund	\$ 330,236	\$ 399,209	\$ 469,720	\$ 447,818	\$ 597,480	\$ 473,735	\$ 480,380

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Parks & Rec Summary



Departments

Administration ♦ Heritage Pool
Programs

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 202,360	\$ 230,007	\$ 270,165	\$ 270,619	\$ 348,500	\$ 335,875	\$ 348,500
Operating Expenditures	\$ 107,921	\$ 114,218	\$ 126,085	\$ 121,723	\$ 152,365	\$ 151,665	\$ 151,665
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 310,281	\$ 344,225	\$ 396,250	\$ 392,342	\$ 500,865	\$ 487,540	\$ 500,165
Revenues							
Total Revenues	\$ 49,750	\$ 49,862	\$ 65,000	\$ 61,972	\$ 108,635	\$ 108,635	\$ 108,635
Net Cost to General Fund	\$ 260,531	\$ 294,363	\$ 331,250	\$ 330,370	\$ 392,230	\$ 378,905	\$ 391,530

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 2018-19

1. Completed, with Public Works Engineer, amenity design plan for next phase of Sports Complex.
2. Additional upgrades to Rezzonico Family Park including river access sign kiosk, Story Walk, grass area around picnic ramada.
3. Construction of trail and support amenities around Sports Complex using Arizona State Parks grant and Town match.
4. Achieved accreditation for new Summer Day Camp through American Camp Association.
5. Full time staff earned Certified Park & Recreation Professional (CPRP) certification through the National Parks & Recreation Association.

Goals for the upcoming Fiscal Year 2019-20

1. Complete, with Public Works Engineer, the construction of fields, sports courts and support facilities at Sports Complex.
2. Successfully complete transition to operation of special events formerly done by Camp Verde Promotions including restarting Corn Fest.
3. Manage new Sports Complex for additional public use including tournaments
4. Continue upgrades to Rezzonico Family Park including ADA sidewalk to 4 table Ramada and pipe rail fence along South side of Park.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	1.30	1.30	1.20
FT Positions	5	5	5
PT Positions	1	2	1
Seasonal	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Public Shower Use	350	313
Meeting Room Usage	823	663
Gym Usage (Non program)	600	385
Kitchen Usage	117	82
Ramadas	168	150

Parks & Rec

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'ND	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	64,713	77,399	66,595	68,058	62,510	59,390	62,510
FICA	3,733	4,512	4,130	3,958	3,880	3,685	3,880
Medicare	873	1,055	970	926	910	865	910
Retirement	7,426	8,129	7,860	7,989	7,570	7,195	7,570
Unemployment	178	142	175	33	165	165	165
Workman's Compensation	914	748	945	753	885	840	885
Health, Dental & Life Ins	11,390	12,430	12,035	12,000	11,290	11,290	11,290
Total Wages & Related	\$ 89,227	\$ 104,415	\$ 92,710	\$ 93,717	\$ 87,210	\$ 83,430	\$ 87,210
Operating Expenditures							
Training	530	1,075	900	950	2,500	1,800	1,800
Travel	614	455	900	840	1,300	1,300	1,300
Office Supplies	273	179	600	673	600	600	600
Subscriptions/Memberships	230	200	350	230	350	350	350
Advertising	590	846	850	908	450	450	450
Software Recurring Fees	0	1,400	4,000	4,000	4,000	4,000	4,000
Auto Repair/Maintenance	1,247	1,182	1,200	2,072	1,700	1,700	1,700
Fuel	232	223	300	114	300	300	300
Electric	34,103	35,366	35,270	30,830	35,110	35,110	35,110
Gas/Propane	2,426	2,221	3,240	2,627	2,800	2,800	2,800
Water	1,061	1,485	1,380	1,428	1,380	1,380	1,380
Waste Removal	2,130	2,130	2,160	2,220	2,160	2,160	2,160
Cell Phone	689	405	750	441	750	750	750
Legal Services	176	663	500	702	500	500	500
Office Equipment	649	314	1,200	799	600	600	600
Credit Card Processing Fees	97	347	350	647	400	400	400
OSHA Medical Supplies	95	294	250	161	300	300	300
Permits	551	295	0	295	315	315	315
Total Operating Expenditures	\$ 45,693	\$ 49,080	\$ 54,200	\$ 49,937	\$ 55,515	\$ 54,815	\$ 54,815
Total Departmental Expenditures	\$ 134,920	\$ 153,495	\$ 146,910	\$ 143,654	\$ 142,725	\$ 138,245	\$ 142,025
Revenues							
Facility Rental Fees	3,196	3,203	3,000	3,706	3,000	3,000	3,000
Total Departmental Revenues	\$ 3,196	\$ 3,203	\$ 3,000	\$ 3,706	\$ 3,000	\$ 3,000	\$ 3,000
Net Cost to General Fund	\$ 131,724	\$ 150,292	\$ 143,910	\$ 139,948	\$ 139,725	\$ 135,245	\$ 139,025

EVENTS

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



Mission

To provide accessible, positive events for residents and visitors to experience our community and culture while providing opportunity for organizations, businesses and residents to showcase their programs and products for their benefit while being fiscally responsible.

Responsibilities

Plan, organize, market and operate community special events including the signature events of Corn Fest, Fort Verde Days and Pecan and Wine as well as Trunk or Treat and the Christmas Craft Bazaar and Parade of Lights.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2018-19

1. This is a major increase in responsibility and a new budget area fiscal year 2019-20.
2. Trunk or Treat and the Christmas Craft Bazaar and Parade of Lights have been operated successfully for many years under the Community Recreation budget area.
3. Continued to support Camp Verde Promotions as it produced two events and its decision to transition away from the operation of signature events.
4. Supported Economic Development and their Dark Sky event as well as the CVMO National Night Out.

Goals for the upcoming Fiscal Year 2019-20

1. Successfully bring back Corn Fest after its hiatus for 2018.
2. Successfully operate the Town events in a way which participants see little or only positive change.
3. Gather data on crowd size and finances for events.
4. Integrate the planning and operations of events and an additional full time staff position into the Division responsibilities.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	0.0	0.0	0.7
FT Positions	0	0	3
PT Positions	0	0	2
Seasonal	0	0	0

Statistics

Events planned for FY20:

- Con Fest in July
- Fort Verde Days in October
- Trunk or Treat in October
- Christmas Craft Bazaar & Parade of Lights in December
- Pecan & Wine Festival in March

Events

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	0	0	0	0	39,790	37,815	39,790
FICA	0	0	0	0	2,470	2,345	2,470
Medicare	0	0	0	0	580	550	580
Retirement	0	0	0	0	4,820	4,580	4,820
Workman's Compensation	0	0	0	0	600	570	600
Health, Dental & Life Ins	0	0	0	0	5,505	5,505	5,505
Total Wages & Related	\$ -	\$ -	\$ -	\$ -	\$ 53,765	\$ 51,365	\$ 53,765
Operating Expenditures							
Advertising	0	0	0	0	5,200	5,200	5,200
Waste Removal	0	0	0	0	1,200	1,200	1,200
Contract Labor/Services	0	0	0	0	1,680	1,680	1,680
Equipment Rental	0	0	0	0	12,000	12,000	12,000
Supplies & Equipment	0	0	0	0	5,000	5,000	5,000
Product Sales Cost	0	0	0	0	12,000	12,000	12,000
Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 37,080	\$ 37,080	\$ 37,080
Total Departmental Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 90,845	\$ 88,445	\$ 90,845
Revenues							
Vendor Registration Fees	0	0	0	0	14,750	14,750	14,750
Product Sales	0	0	0	0	18,460	18,460	18,460
Ticket Sales	0	0	0	0	4,675	4,675	4,675
Sponsorships	0	0	0	0	4,000	4,000	4,000
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ 41,885	\$ 41,885	\$ 41,885
Net Cost to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 48,960	\$ 46,560	\$ 48,960

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 2018-19

1. Provided a safe, fun swim season for nearly 8,500 visitors, the vast majority of them children.
2. Provided swim lessons to 136 children in 3 two week sessions.
3. Continued to provide Aqua Zumba and Water Aerobics through partners and volunteers.
4. Hired and trained a full-time seasonal pool manager to improve pool operations.
5. Increased programming by starting a recreational swim team.
6. Hosted 3 Teen Nights and 3 sponsored themed pool days focusing on water safety.

Goals for the upcoming Fiscal Year 2019-20

1. Improve the seasonal Pool Manager position to continue to enhance Pool operations.
2. Work to add additional programming such as kayak lessons.
3. Obtain internet access at the pool and use this to improve customer service and address safety issues.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	2.60	2.60	2.60
FT Positions	5	5	5
PT Positions	0	0	0
Seasonal	15	15	15

Statistics

	<u>FY18</u>	<u>FY19</u>
Swim Lesson Attend	150	180
Pool Attendance	9,000	8,500

Heritage Pool

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	63,153	69,758	72,480	82,475	76,230	74,565	76,230
FICA	3,881	4,279	4,495	5,049	4,730	4,625	4,730
Medicare	908	1,001	1,055	1,181	1,105	1,085	1,105
Retirement	1,549	2,135	3,810	2,479	2,990	2,790	2,990
Unemployment	928	718	890	397	1,115	1,115	1,115
Workman's Compensation	890	807	1,205	932	1,260	1,235	1,260
Health, Dental & Life Ins	3,073	4,317	5,775	4,990	5,890	5,890	5,890
Total Wages & Related	\$ 74,382	\$ 83,015	\$ 89,710	\$ 97,503	\$ 93,320	\$ 91,305	\$ 93,320
Operating Expenditures							
Training	1,644	2,292	1,500	1,341	2,500	2,500	2,500
Electric	6,598	6,469	7,020	5,341	7,700	7,700	7,700
Gas/Propane	4,288	9	3,500	10,499	3,500	3,500	3,500
Waste Removal	176	480	480	480	480	480	480
Telephone	657	832	660	846	660	660	660
Office Equipment	0	0	0	348	0	0	0
OSHA Med Supplies	225	160	225	273	225	225	225
Pool Chemicals	9,138	7,584	7,000	9,158	7,000	7,000	7,000
Pool Supplies	2,568	1,490	3,700	2,295	3,000	3,000	3,000
Equipment Maintenance	3,549	6,266	3,500	1,944	3,500	3,500	3,500
Concession Supplies	833	925	900	1,689	900	900	900
Permits	435	480	500	480	605	605	605
Total Operating Expenditures	\$ 30,111	\$ 26,987	\$ 28,985	\$ 34,694	\$ 30,070	\$ 30,070	\$ 30,070
Total Departmental Expenditures	\$ 104,493	\$ 110,002	\$ 118,695	\$ 132,197	\$ 123,390	\$ 121,375	\$ 123,390
Revenues							
User Fees	21,071	16,728	22,000	19,920	22,000	22,000	22,000
Concession Sales	177	830	1,500	999	1,500	1,500	1,500
Total Departmental Revenues	\$ 21,248	\$ 17,558	\$ 23,500	\$ 20,919	\$ 23,500	\$ 23,500	\$ 23,500
Net Cost to General Fund	\$ 83,245	\$ 92,444	\$ 95,195	\$ 111,278	\$ 99,890	\$ 97,875	\$ 99,890

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 2018-19

1. Brought back Summer Day camp for 8 weeks full day and earned accreditation through American Camp Association – the only municipal accredited camp in Arizona.
2. Continued to increase bus day trip frequency and participation.
3. Increased Trunk or Treat participation by attendees and organizations again.
4. Increased Parade of Lights registration by 50% for second year and added vendors to Christmas Craft Bazaar.
5. Developed and began Friday Youth Classes offered to all 1st-8th grade children.

Goals for the upcoming Fiscal Year 2019-20

1. Significantly increase Summer Day Camp participation and improve cost recovery.
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. Expand program offerings in conjunction with new Sports Complex.
5. Obtain the “Better Sports for Quality Program Provider” through National Alliance for Youth Sports.
6. Successfully transition the 3 major events back to Town operation.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE’s	1.70	2.20	2.90
FT Positions	2	2	3
PT Positions	0	0	0
Seasonal	7	12	12

Statistics

	<u>FY18</u>	<u>FY19</u>
Participants		
Grasshopper	156	140
Adult Softball	153	116
Adult Volleyball	55	0
Pickleball	1,632	1,862
Diamondback Trips	199	70
Day Trips	252	199
Summer Camp	238	393

Programming

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	28,051	31,322	69,685	62,382	86,980	83,320	86,980
FICA	1,739	1,935	4,320	3,828	5,395	5,170	5,395
Medicare	407	452	1,010	895	1,265	1,210	1,265
Retirement	2,382	2,507	4,155	4,781	7,060	6,625	7,060
Unemployment	275	165	790	200	855	855	855
Workman's Compensation	812	625	1,045	859	1,305	1,250	1,305
Health, Dental & Life Ins	5,085	5,571	6,740	6,454	11,345	11,345	11,345
Total Wages & Related	\$ 38,751	\$ 42,577	\$ 87,745	\$ 79,399	\$ 114,205	\$ 109,775	\$ 114,205
Operating Expenditures							
Contract Labor/Services	1,700	2,524	2,400	3,209	2,700	2,700	2,700
Rec. Equipment	2,515	2,821	4,500	1,035	3,000	3,000	3,000
Special Events	9,700	9,530	12,000	12,808	0	0	0
Children's Programs	3,338	4,468	5,000	2,751	5,000	5,000	5,000
Adult Programs	1,104	223	1,000	283	1,000	1,000	1,000
Community Programs	12,691	16,232	14,000	14,896	14,000	14,000	14,000
Summer Program	1,069	2,353	4,000	2,110	4,000	4,000	4,000
Total Operating Expenditures	\$ 32,117	\$ 38,151	\$ 42,900	\$ 37,092	\$ 29,700	\$ 29,700	\$ 29,700
Total Departmental Expenditures	\$ 70,868	\$ 80,728	\$ 130,645	\$ 116,491	\$ 143,905	\$ 139,475	\$ 143,905
Revenues							
Children's Rec Program	5,059	4,883	6,000	5,415	6,000	6,000	6,000
Adult Rec Program	6,828	4,793	6,000	4,424	6,000	6,000	6,000
Community Programs	12,104	15,922	14,000	18,273	15,750	15,750	15,750
Summer Program	0	2,248	9,000	6,514	9,000	9,000	9,000
Child Rec Program Support	260	0	1,500	346	1,500	1,500	1,500
Child Rec Tuition Support	600	700	1,000	600	1,000	1,000	1,000
Community Program Support	455	555	1,000	1,775	1,000	1,000	1,000
Total Departmental Revenues	\$ 25,306	\$ 29,101	\$ 38,500	\$ 37,347	\$ 40,250	\$ 40,250	\$ 40,250
Net Cost to General Fund	\$ 45,562	\$ 51,627	\$ 92,145	\$ 79,144	\$ 103,655	\$ 99,225	\$ 103,655

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Chapter Five

Capital Project Funds

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Capital Project Funds

The Town of Camp Verde's Capital Improvement Projects 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. Development of the community's facilities and services is one of the primary functions of municipal government. Without functional public services including water and wastewater facilities, public safety, streets, drainage systems, managed development, and parks and recreation, Camp Verde cannot reach its potential as a quality place to live. While the Town does not currently provide all of these services to the entire community, it is imperative that a plan is formulated as development occurs.

THE CAPITAL IMPROVEMENTS PLAN

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

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

THE DEVELOPMENT PROCESS

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

Manager, with the support of town staff, will update the 5-year CIP and present it to the Town Council for final approval.

PLAN FUNDING

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

- **Budgeted Revenues:** The Town currently utilizes the .65% portion of its 3.65% general tax rate to fund its Capital Improvement Projects Fund each year. The Town also utilizes operating transfers from other funds occasionally such as the HURF Fund.
- **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.

CIP PLAN FY20

During the budgeting process for FY20, Staff and Council decided to delay the full development of the 5-year plan until the Fall of 2019. As such, last year’s CIP plan is provided here as a reference document for readers.

Town of Camp Verde
FY19 Capital Improvements Plan
Council Planning Sheet

General Fund

Funding

				YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Funding Total
Funding Source		.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	Priority	Project	Status	Total Cost	YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Project Total
Public Use Facilities		Pool Sand Filter Replacement		\$ 25,000		\$ 25,000				\$ 25,000
										\$ -
Total Public Use Facilities:				\$ 25,000	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
Public Use Infrastructure	9	Water System Acquisition		\$ 6,000,000						\$ -
	4	Public Road Maintenance Program		\$ 2,300,000	\$ 700,000					\$ 700,000
	7	Road Construction Projects		\$ 2,204,000						\$ -
	12	Verde River Pedestrian Bridge		\$ 1,639,925						\$ -
		Main St. Drainage Improvements		\$ 400,000						\$ -
		Verde Lakes Land Acquisition		\$ 200,000						\$ -
		Glenrose/Quarterhorse Drainage Control		\$ 170,000						\$ -
	10	Gaddis Wash Improvements	Complete	\$ 100,000						\$ -
		McCraken Ln Drainage Improvements		\$ 80,000				\$ 80,000		\$ 80,000
		Bashas County Wash Cleanout		\$ 45,000				\$ 45,000		\$ 45,000
	9a	Newton Ln Drainage Control		\$ 45,000		\$ 45,000				\$ 45,000
	4	Howards Rd Drainage Control		\$ 45,000						\$ -
	7b	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	90%	\$ 15,369	\$ 15,369					\$ 15,369
		Old Hwy 279 Connector - Altman	Proposed	\$ 185,000						\$ -
		Old Hwy 279 Connector - Out of Africa	Proposed	\$ 208,000						\$ -
		Cherry Creek Pkwy	Proposed	\$ 150,000						\$ -
	Hollomon & 7th St. Sidewalk Improvements	Proposed	\$ 330,000	\$ 80,000	\$ 250,000				\$ 330,000	
	Main St. / Montezuma Intersection	Proposed	\$ 500,000						\$ -	
	Finnie Flat / Hwy 260 Sidewalk widening	Proposed	\$ 750,000						\$ -	
Total Public Use Infrastructure:				\$ 15,451,479	\$ 822,554	\$ 311,000	\$ -	\$ 125,000	\$ 16,000	\$ 1,274,554

Functions	Priority	Project	Status	Total Cost	YR1 - FY19	YR2 - FY20	YR3 - FY21	YR4 - FY22	YR5 - FY23	5 Year Project Total
Parks	2	Community Park	In Progress	\$ 6,720,198	\$ 6,720,198					\$ 6,720,198
	1	Rezzonico Park Development	In Progress	\$ 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	In Progress	\$ 327,205	\$ 327,205					\$ 327,205
		Wayfinding Signs		\$ 39,086	\$ 39,086					\$ 39,086
		Main St. & Finnie Flat entry Monuments	Proposed	\$ 24,500						\$ -
		I-17 Visitors Center	Proposed	\$ 35,600						\$ -
		Industrial Drive Roundabout Landscaping	Proposed	\$ 68,000						\$ -
		Purchase Circle K Property	Proposed	\$ 215,000	\$ 215,000					\$ 215,000
Total Economic Development:			\$ 709,391	\$ 581,291	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 581,291
Town Facilities	6	Town Campus Remodel		\$ 268,500						\$ -
		Maint Shop Remodel		\$ 93,000		\$ 46,500	\$ 46,500			\$ 93,000
		Town Kitchen Remodel	In Progress	\$ 66,865	\$ 66,865					\$ 66,865
		Gym & Room 204 Upgrades		\$ 43,500	\$ 43,500					\$ 43,500
		Gazebo Renovation		\$ 13,000						\$ -
		Library Front Door & Shading	Proposed	\$ 8,000	\$ 8,000					\$ 8,000
		Town Hall Restrooms	Proposed	\$ 51,000						\$ -
		PW Office Flat Roof Repair	Proposed	\$ 45,000			\$ 45,000			\$ 45,000
		Street Yard Awning cover	Proposed	\$ 30,000	\$ 30,000					\$ 30,000
Total Town Facilities:			\$ 618,865	\$ 148,365	\$ 46,500	\$ 91,500	\$ -	\$ -	\$ -	\$ 286,365
Town Systems & Equipment	3	Streets Heavy Equipment		\$ 1,050,000	\$ 365,000					\$ 365,000
	3	Patrol Vehicles		\$ 294,000						\$ -
	3	Street Sweeper		\$ 115,000	\$ 115,000					\$ 115,000
	3	Streets Equipment		\$ 75,000						\$ -
	2	New Website Development		\$ 69,000			\$ 69,000			\$ 69,000
	9b	Sign Boards		\$ 60,000						\$ -
	3	Maint Vehicles		\$ 58,000						\$ -
	7a	GIS System		\$ 41,500						\$ -
	3	Maint Equipment		\$ 31,900	\$ 20,000					\$ 20,000
		CVMO Records Shelving		\$ 27,000	\$ 27,000					\$ 27,000
	3	Inspections Truck		\$ 25,000						\$ -
	3	Utility Accounting Software		\$ 21,000	\$ 21,000					\$ 21,000
	3	Spillman Records Management		\$ 37,216		\$ 37,216				\$ 37,216
	3	Scanner / Plotter		\$ 12,000						\$ -
Total Town Systems & Equipment:			\$ 1,916,616	\$ 548,000	\$ 37,216	\$ 69,000	\$ -	\$ -	\$ -	\$ 654,216
CIP Related Debt Payments		2015 Equipment LP		\$ 277,500	\$ 111,000	\$ 111,000	\$ 55,500			\$ 277,500
		2017 Equipment LP		\$ 202,011	\$ 102,001	\$ 100,000				\$ 202,001
		2018 Equipment LP		\$ 1,125,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000	\$ 1,125,000
	2	2018 Community Park Bonding		\$ 1,909,075	\$ 381,000	\$ 380,350	\$ 382,100	\$ 382,900	\$ 382,725	\$ 1,909,075
		2021 Equipment LP		\$ 505,000				\$ 101,000	\$ 101,000	\$ 202,000
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
Net Total - All Projects			\$ (29,603,119)	\$ 137,677	\$ 93,611	\$ 100,511	\$ 94,111	\$ 196,886	\$ -	\$ 622,796

Wastewater Fund

Funding

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

Capital Improvement Projects

FY20 New Projects

Project	Fund	FY19 Budget
Unspecified Projects	General	\$ 697,000
<i>Total CIP Fund - New Projects</i>		<i>- \$ 697,000</i>

Funding	Fund	Budget
State Excess Funding	General Fund	\$ 197,000
Unencumbered Reserves	General Fund	\$ 500,000
<i>Funding for New Projects</i>		<i>- \$ 697,000</i>

FY18 Carry-forward for Current & Pending Projects

Project	Fund	FY19 Budget
Sports Complex	Park	\$ 3,938,952
Homestead Parkway	CIP	\$ 325,263
Rodeo Arena	CIP	\$ 78,444
CVMO Radios	CIP	\$ 35,000
Town Kitchen Remodel	CIP	\$ 22,299
Public Works Roof	CIP	\$ 22,000
Stormwater Projects	CIP	\$ 19,691
Rezzonico Park	CIP	\$ 17,820
Finnie Flat Streetscape	CIP	\$ 15,369
Wayfinding Signs	CIP	\$ 4,934
<i>Total CIP Fund - Carry-forward Projects</i>		<i>- \$ 4,479,772</i>

Funding	Fund	Budget
Grants	Federal Grants	\$ 252,450
Debt Financing	Debt	\$ 870,000
Parks Fund Balance	Federal Grants	\$ 3,060,223
CIP Fund Balance	CIP	\$ 160,913
<i>Funding for Carry-forward Projects</i>		<i>- \$ 4,343,586</i>

TOTAL CIP FUND EXPENSES - ALL PROJECTS - **\$ 5,176,772**

Net ending fund Balance - **\$ (136,186)**

Capital Improvement Projects Fund Summary



	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 CARRY FORWARD	2019-20 NEW REQUESTS
Expenditures						
Buildings & Improvements	\$ 586,328	\$ 38,808	\$ 326,865	\$ 91,539	\$ 44,299	\$ 697,000
Vehicles	\$ -	\$ 149,863	\$ -	\$ 513,940	\$ -	\$ -
Equipment	\$ 16,278	\$ 296,445	\$ -	\$ 692,222	\$ 113,444	\$ -
Land & Improvements	\$ 89,996	\$ -	\$ 215,000	\$ 210,482	\$ -	\$ -
Streets & Structural	\$ 574,837	\$ 110,617	\$ 1,069,759	\$ 701,923	\$ 360,322	\$ -
Community Parks	\$ 32,216	\$ 1,565,147	\$ 6,739,268	\$ 2,654,740	\$ 3,142,577	\$ 870,000
Total Expenditures	\$ 1,299,655	\$ 2,160,880	\$ 8,350,892	\$ 4,864,846	\$ 3,660,642	\$ 1,567,000
Funding						
Fund Transfers	\$ 657,262	\$ 695,838	\$ 1,265,000	\$ 1,015,000	\$ 252,450	\$ 197,000
Debt	\$ -	\$ 7,328,214	\$ -	\$ 935,655	\$ -	\$ 870,000
General Fund Reserves	\$ 300,000	\$ 63,348	\$ -	\$ -	\$ -	\$ 500,000
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding	\$ 957,262	\$ 8,087,400	\$ 1,265,000	\$ 1,950,655	\$ 252,450	\$ 1,567,000
Net Current Year Shortage / (Overage)	\$ 342,393	\$ (5,926,520)	\$ 7,085,892	\$ 2,914,191	\$ 3,408,192	\$ -
Fund Balance						
Prior Year Ending Balance	\$ 551,200	\$ 208,807	\$ 7,146,070	\$ 6,135,327	\$ 3,221,136	\$ -
Current Year Ending Balance	\$ 208,807	\$ 6,135,327	\$ 60,178	\$ 3,221,136	\$ (187,056)	\$ -

CIP Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Operating Expenditures							
Building Maint	9,499	11,095	0	51,800	0	0	0
Park Facilities Maint	17,502	44,096	8,086	17,956	4,934	4,934	4,934
Total Operating Expenditures	\$ 27,151	\$ 55,191	\$ 8,086	\$ 69,756	\$ 4,934	\$ 4,934	\$ 4,934
Capital Expenditures							
Buildings & Improvements	30,662	27,502	326,865	39,739	741,299	741,299	741,299
Re-Roof of Town Gym	106,523	0	0	0	0	0	0
Transit Stop	0	211	0	0	0	0	0
Vehicles	0	149,863	0	513,940	0	0	0
Equipment	0	296,445	0	681,769	113,444	113,444	113,444
Network Equipment	16,278	0	0	10,453	0	0	0
Land & Improvements	0	0	215,000	210,482	0	0	0
Basha's Drainage Channel	22,481	0	0	0	0	0	0
Verde Lakes Drive Culverts	67,515	0	0	0	0	0	0
Streets & Structural	524,832	79,671	1,054,390	701,923	344,953	344,953	344,953
Finnie Flat Sidewalk Enhancement	18,242	23,028	0	0	0	0	0
Finnie Flat Streetscape	31,763	7,918	15,369	0	15,369	15,369	15,369
Rezzonico Park	14,564	9,016	10,984	35,403	17,820	17,820	17,820
Total Capital Expenditures	\$ 1,272,504	\$ 593,654	\$ 1,622,608	\$ 2,193,709	\$ 1,232,885	\$ 1,232,885	\$ 1,232,885
Revenues							
Lease Financing	0	296,445	0	935,655	0	0	0
Total Revenues	\$ -	\$ 296,445	\$ -	\$ 935,655	\$ -	\$ -	\$ -
Operating Transfers							
Transfer In from General Fund	(214,134)	(289,025)	(515,000)	(515,000)	(197,000)	(197,000)	(197,000)
Transfer In from Fed Grants Fund	0	(41,465)	(250,000)	0	(252,450)	(252,450)	(252,450)
Transfer In from HURF Fund	(383,928)	(223,478)	(500,000)	(500,000)	0	0	0
General Fund Reserves	(300,000)	(63,348)	0	0	(500,000)	(500,000)	(500,000)
Total Operating Transfers	\$ (957,262)	\$ (617,316)	\$ (1,265,000)	\$ (1,015,000)	\$ (949,450)	\$ (949,450)	\$ (949,450)
Net Effect on Fund							
	\$ 342,393	\$ (264,916)	\$ 365,694	\$ 312,810	\$ 288,369	\$ 288,369	\$ 288,369
Prior Year Ending Fund Balance	\$ 551,200	\$ 208,807	\$ 425,872	\$ 473,723	\$ 160,913	\$ 160,913	\$ 160,913
Estimated Ending Fund Balance	\$ 208,807	\$ 473,723	\$ 60,178	\$ 160,913	\$ (127,456)	\$ (127,456)	\$ (127,456)

Parks Fund

ACCOUNT TITLE	2016-17 FUND CLOSED	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED	
Expenditures								
Project Expenditures	Fund Closed							
Camp Verde Sports Complex		1,512,035	6,720,198	2,601,381	3,989,823	3,989,823	3,989,823	
Total Project Expenditures		<u>\$ 1,512,035</u>	<u>\$ 6,720,198</u>	<u>\$ 2,601,381</u>	<u>\$ 3,989,823</u>	<u>\$ 3,989,823</u>	<u>\$ 3,989,823</u>	
Revenues								
Debt Funding		7,031,769	0	0	870,000	870,000	870,000	
Total Revenues		<u>\$ 7,031,769</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 870,000</u>	<u>\$ 870,000</u>	<u>\$ 870,000</u>	
Operating Transfers								
Transfer fm General		(136,652)	0	0	0	0	0	
Transfer in fm Fed Grants		(5,218)	0	0	0	0	0	
Total Operating Transfers		<u>\$ (141,870)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Net Effect on Fund								
	<u>\$ (5,661,604)</u>	<u>\$ 6,720,198</u>	<u>\$ 2,601,381</u>	<u>\$ 3,119,823</u>	<u>\$ 3,119,823</u>	<u>\$ 3,119,823</u>		
Prior Year Ending Fund Balance	\$ -	\$ 6,720,198	\$ 5,661,604	\$ 3,060,223	\$ 3,060,223	\$ 3,060,223		
Estimated Ending Fund Balance	<u>\$ 5,661,604</u>	<u>\$ -</u>	<u>\$ 3,060,223</u>	<u>\$ (59,600)</u>	<u>\$ (59,600)</u>	<u>\$ (59,600)</u>		

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Chapter Six

Special Revenue Funds

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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

	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related	\$ 335,055	\$ 293,572	\$ 353,205	\$ 364,270	\$ 466,645	\$ 419,820	\$ 422,130
Operating Expenditures	\$ 412,357	\$ 421,959	\$ 650,546	\$ 532,522	\$ 902,195	\$ 833,195	\$ 833,195
Equipment/Capital Expenditures	\$ 1,763,453	\$ 71,522	\$ 2,182,390	\$ 279,865	\$ 1,456,242	\$ 1,432,242	\$ 1,403,722
Operating Transfers	\$ 416,152	\$ 437,537	\$ 1,034,392	\$ 680,712	\$ 498,300	\$ 498,300	\$ 498,300
Total Expenditures	\$ 2,927,017	\$ 1,224,590	\$ 4,220,533	\$ 1,857,369	\$ 3,323,382	\$ 3,183,557	\$ 3,157,347
Revenues							
Total Revenues	\$ 1,333,495	\$ 1,157,308	\$ 3,572,502	\$ 1,477,182	\$ 2,985,292	\$ 2,985,292	\$ 2,969,292
Net Dec/(Inc) in Fund Balances	\$ 1,593,522	\$ 67,282	\$ 648,031	\$ 380,187	\$ 338,090	\$ 198,265	\$ 188,055

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 2018-19

1. Chip Seal: two of the seven road regions were Chip Sealed this included areas in Middle Verde Road, Areas in Arena Del Loma, Library Parking lot and Montezuma Castle Hwy. This included rebuilding some roadways, and repairing road shoulders.
2. Repaired Old 279: included extensive grading, additional base materials and asphalt millings, also installed new concrete culverts in the washed out areas.
3. Cleared and Grubbed at the new Sports Park before Contractors started work.
4. Paved Aultman Parkway and part of Old Hwy 279 Business Corridor.
5. Emergency Road repair on Salt Mine Road.
6. Constructed Parking areas in the Sports Park.

Goals for the upcoming Fiscal Year 2019-20

1. Continue to complete road and road side repairs with millings and/or concrete as needed, crack seal, procure a contractor and manage the chip seal project.
2. Widen entry road into Community Park.
3. Complete traffic counts.
4. Hire Street Laborer position.
5. Install new Traffic Control Camera system at Cliffs Parkway and Finnie Flat Intersection.
6. Work with Stormwater Division and Yavapai County Flood Control to repair Verde Lakes Drive.

Personnel

	<u>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	4.9	5.0	5.0
FT Positions	8	8	8
PT Positions	0	0	0
Seasonal	1	1	1

Statistics

	<u>FY18</u>	<u>FY19</u>
Work Orders Completed	177	177
Signs Replaced	13	13
Right of Way Permits	55	55
Culvert Permits	25	25

HURF Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECM'ND	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	222,236	194,564	229,625	228,309	259,840	229,635	231,470
Overtime	2,016	3,703	6,200	2,392	6,200	6,200	6,200
Uniform Allowance	320	320	800	320	800	800	800
FICA	13,919	8,693	14,675	14,203	16,545	14,675	14,785
Medicare	3,256	3,203	3,435	3,322	3,870	3,435	3,460
Retirement	24,376	20,134	27,280	27,208	31,655	27,995	28,220
Unemployment Insurance	792	309	770	108	890	770	770
Workman's Compensation	18,613	13,170	13,275	12,696	15,175	13,275	13,390
Health Insurance	34,851	37,536	45,145	37,095	54,670	46,035	46,035
Total Wages & Related	\$ 320,379	\$ 281,632	\$ 341,205	\$ 325,653	\$ 389,645	\$ 342,820	\$ 345,130
Operational Expenditures							
Training	450	167	750	30	750	750	750
Travel	65	0	500	595	500	500	500
Uniforms	1,614	2,708	2,500	2,638	2,500	2,500	2,500
Office Supplies	0	1,882	0	64	100	100	100
Subscriptions/Memberships	0	0	100	0	100	100	100
Books/Tapes/Publications	0	0	100	0	100	100	100
Printing	0	0	300	0	50	50	50
Advertising	128	0	200	108	100	100	100
Postage	24	0	50	25	50	50	50
Computer Services/Software	170	0	3,000	1,018	3,000	3,000	3,000
Software Maintenance Fees	1,800	1,980	800	0	800	800	800
Auto Repair/Maintenance	63,933	90,063	40,000	92,150	65,000	50,000	50,000
Fuel	28,150	30,609	30,000	52,622	45,000	45,000	45,000
Electric	5,004	5,379	5,450	5,839	5,390	5,390	5,390
Gas/Propane	81	537	400	241	400	400	400
Water	853	1,019	1,035	948	990	990	990
Sewer	0	3,030	1,320	1,517	1,680	1,680	1,680
Waste Removal	600	768	600	600	600	600	600
Telephone	577	587	600	600	600	600	600
Cell Phone	3,766	2,730	3,800	3,542	3,800	3,800	3,800
Pest Control	0	0	0	85	200	200	200
Legal Services	0	136	1,000	0	0	0	0
Contract Labor/Services	1,117	9,333	7,500	16,015	15,000	10,000	10,000
Equipment Rental	2,170	54,843	20,000	45,424	20,000	20,000	20,000
Equipment Maint. Agreements	68	172	100	260	100	100	100
Office Equipment	0	10,137	500	500	500	500	500
Maintenance Equipment	4,806	0	0	0	0	0	0
Liability Insurance	10,000	10,000	10,000	10,000	11,000	11,000	11,000
OSHA Medical Supplies	1,213	880	2,500	2,614	2,500	2,500	2,500
Mapping	0	0	100	0	100	100	100
Recording Fees	8	36	50	0	50	50	50
Street Maintenance	128,362	81,561	126,000	140,429	150,000	126,000	126,000
Street Striping	0	0	25,000	0	25,000	0	0
Chip Seal / Maintenance	0	0	25,000	20,997	30,000	30,000	30,000
Street & Safety Signing	2,023	5,472	5,000	4,851	5,000	5,000	5,000

HURF Fund (Cont'd)

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Operational Expenditures (Cont'd)							
Traffic Signal Maintenance	3,303	555	3,800	8,995	3,800	3,800	3,800
Traffic Signal Electric	9,870	8,914	9,720	9,434	8,300	8,300	8,300
Main Street Lights/Irrigation Electric	7,210	11,215	5,920	13,216	17,640	17,640	17,640
Small Tools	849	8,050	2,500	1,032	2,500	2,500	2,500
Litter Abatement	84	0	200	0	200	200	200
Total Operational Expenditures	\$ 278,298	\$ 342,763	\$ 336,395	\$ 436,389	\$ 423,400	\$ 354,400	\$ 354,400
Equipment/Capital Expenditures							
Equipment	0	6,390	0	56,944	0	0	0
Structural	11,248	0	36,500	0	36,500	12,500	12,500
Vehicles	0	0	0	2,948	0	0	0
Total Equipment/Capital Expenditures	\$ 11,248	\$ 6,390	\$ 36,500	\$ 59,892	\$ 36,500	\$ 12,500	\$ 12,500
Total Expenditures	\$ 609,925	\$ 630,785	\$ 714,100	\$ 821,934	\$ 849,545	\$ 709,720	\$ 712,030
Revenues							
HURF Revenue	923,793	937,271	900,000	980,924	966,200	966,200	966,200
Refunds/Reimbursements	538	650	0	500	0	0	0
Surplus Property Sales	0	5,100	0	405	0	0	0
Interest	7,950	13,930	8,000	12,501	16,000	16,000	16,000
Total Departmental Revenues	\$ 932,281	\$ 956,951	\$ 908,000	\$ 994,330	\$ 982,200	\$ 982,200	\$ 982,200
Operating Transfers							
Transfer Out to CIP Fund	277,318	164,063	0	0	0	0	0
Transfer Out to CIP Fund (Reserve)	106,610	59,415	500,000	500,000	0	0	0
Transfer Out to Debt Service Fund	180,459	180,539	211,360	178,619	225,850	225,850	225,850
Total Operating Transfers	\$ 564,387	\$ 404,017	\$ 711,360	\$ 678,619	\$ 225,850	\$ 225,850	\$ 225,850
Net Effect on HURF Fund	\$ 242,031	\$ 77,851	\$ 517,460	\$ 506,223	\$ 93,195	\$ (46,630)	\$ (44,320)
Beg. HURF Reserve Balance (Est'd)	\$ 1,309,959	\$ 869,928	\$ 893,340	\$ 792,077	\$ 285,854	\$ 285,854	\$ 285,854
Debt Repayment Plan Set-aside	\$ 313,000	\$ 262,000	\$ 208,000	\$ 208,000	\$ 154,700	\$ 154,700	\$ 154,700
MIN Fund Balance Requirement	\$ 198,000	\$ 203,000	\$ 231,000	\$ 250,000	\$ 269,000	\$ 234,000	\$ 234,000
End. HURF Reserve Balance (Est'd)	\$ 556,928	\$ 327,077	\$ (63,120)	\$ (172,146)	\$ (231,041)	\$ (56,216)	\$ (58,526)

Non-Federal Grants Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
RICO Grant							
Grant Revenues	16,142	670	25,000	0	25,000	25,000	25,000
Expenditures	38,475	670	25,840	712	25,000	25,000	25,000
Current Year Net Use	\$ 22,333	\$ -	\$ 840	\$ 712	\$ -	\$ -	\$ -
Program Balance							
Beginning Program Balance	23,173	840	840	840	0	0	0
Ending Program Balance	\$ 840	\$ 840	\$ -	\$ 128	\$ -	\$ -	\$ -
GIITEM Grant							
Grant Revenues	0	0	0	24,773	60,000	60,000	60,000
Expenditures	0	0	0	24,773	60,000	60,000	60,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Yavapai County Flood Control Grant							
Grant Revenues	75,000	0	100,000	70,215	75,000	75,000	75,000
Flood Control Projects	75,000	0	100,000	70,215	75,000	75,000	75,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100 Club Grant							
Grant Revenues	2,880	0	0	0	0	0	0
K9 Expenses	0	0	0	0	2,880	2,880	2,880
Current Year Net Use	\$ (2,880)	\$ -	\$ -	\$ -	\$ 2,880	\$ 2,880	\$ 2,880
Walton Family Grant							
Grant Revenues	0	10,000	0	0	0	0	0
Expenditures	399	10,000	11,704	0	1,705	1,705	1,705
Current Year Net Use	\$ 399	\$ -	\$ 11,704	\$ -	\$ 1,705	\$ 1,705	\$ 1,705
Program Balance							
Beginning Program Balance	2,103	1,704	11,704	1,704	1,705	1,705	1,705
Ending Program Balance	\$ 1,704	\$ 1,704	\$ -	\$ 1,704	\$ -	\$ -	\$ -
Az Community Foundation Grant							
Grant Revenues	0	0	9,135	2,800	0	0	0
Expenditures	0	0	9,135	2,800	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Az Supreme Courts Grant							
Grant Revenues	0	0	0	4,827	0	0	0
Expenditures	0	0	0	4,827	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Az State Parks Grant							
Grant Revenues	0	0	0	109,000	0	0	0
Expenditures	0	0	0	100,708	8,292	8,292	8,292
Current Year Net Use	\$ -	\$ -	\$ -	\$ (8,292)	\$ 8,292	\$ 8,292	\$ 8,292
Verde Valley Steam Grant							
Grant Revenues	0	0	0	0	0	0	0
Expenditures	0	0	0	1,402	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ 1,402	\$ -	\$ -	\$ -
Potential Grants							
Grant Revenues	0	0	1,652,570	0	1,000,000	1,000,000	984,000
Expenditures	0	0	1,652,570	0	1,000,000	1,000,000	971,480
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (12,520)
Net Effect on Fund	\$ 19,852	\$ -	\$ 12,544	\$ (6,178)	\$ 12,877	\$ 12,877	\$ 357

Federal Grants Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUESTED	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Az State Forestry UCF Grant							
Grant Revenue	0	3,472	0	24,363	0	0	0
Expenditures	0	3,472	0	25,581	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ 1,218	\$ -	\$ -	\$ -
Az State Parks Grant							
Grant Revenue	0	5,218	73,032	55,057	0	0	0
Operating Transfers Out	0	5,218	73,032	2,093	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ (52,964)	\$ -	\$ -	\$ -
NACOG Grants							
Grant Revenue	0	1,996	0	0	5,000	5,000	5,000
Expenditures	0	1,996	0	0	5,000	5,000	5,000
Operating Transfers Out to General	0	0	0	0			
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACF Grants							
Grant Revenue	0	0	0	0	11,000	11,000	11,000
Expenditures	0	0	0	0	11,000	11,000	11,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
USDA RDBG Grant							
Grant Revenue	0	0	0	10,000	0	0	0
Expenditures	0	0	0	12,000	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -
Az Game & Fish Grant							
Grant Revenue	0	22,050	0	0	2,450	2,450	2,450
Operating Transfer Out to CIP	0	22,050	0	0	2,450	2,450	2,450
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADOT Grants							
Hwy Planning & Const. Grant Revs	8,750	19,415	0	0	0	0	0
Hwy Planning & Const. Grant Exps	8,750	0	0	0	0	0	0
Operating Transfer Out to CIP	0	19,415	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PANT Grant							
Grant Revenues	559	0	0	0	0	0	0
Expenditures	559	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gov's Office of Highway Safety Grant							
Grant Revenues	14,083	38,973	55,320	10,910	20,000	20,000	20,000
Expenditures	14,117		0	0	0	0	0
Equipment	0	27,033	43,320	0	8,000	8,000	8,000
Overtime	0	11,940	12,000	13,844	12,000	12,000	12,000
Current Year Net Use	\$ 34	\$ -	\$ -	\$ 2,934	\$ -	\$ -	\$ -

Federal Grants Fund (Cont'd)

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Homeland Security Grant							
Grant Revenues	41,462	16,437	0	0	20,000	20,000	20,000
Expenditures	20,962	16,437	0	0	20,000	20,000	20,000
Current Year Net Use	\$ (20,500)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Library Services & Technology Grant							
Grant Revenues	3,558	21,332	11,400	13,347	0	0	0
Expenditures	3,558	10,221	11,400	9,562	2,849	2,849	2,849
Current Year Net Use	\$ -	\$ (11,111)	\$ -	\$ (3,785)	\$ 2,849	\$ 2,849	\$ 2,849
Library E-Rate Grant							
Grant Revenues	40,656	0	0	0	0	0	0
Operating Transfer Out to Library	40,656	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADEQ Grant							
Grant Revenues	88,026	0	0	0	0	0	0
Operating Transfer Out to Library	88,026	0	0	0	0	0	0
Net HSIP Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
HSIP Grant							
Grant Revenues	9,431	0	0	0	0	0	0
Street & Safety Signing	0	0	0	0	0	0	0
Current Year Net Use	\$ (9,431)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DOJ Grant							
Grant Revenues	2,607	0	0	0	0	0	0
Uniforms / Vests	0	0	0	0	0	0	0
Current Year Net Use	\$ (2,607)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Fund	\$ (32,504)	\$ (11,111)	\$ -	\$ (50,597)	\$ 2,849	\$ 2,849	\$ 2,849

CDBG Grants Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Project Expenditures							
Street Project	0	0	350,000	49,050	308,450	308,450	308,450
Total Project Expenditures	\$ -	\$ -	\$ 350,000	\$ 49,050	\$ 308,450	\$ 308,450	\$ 308,450
Revenues							
Street Project	0	0	350,000	5,000	345,000	345,000	345,000
Total Revenues	\$ -	\$ -	\$ 350,000	\$ 5,000	\$ 345,000	\$ 345,000	\$ 345,000
Net Effect on Fund	\$ -	\$ -	\$ -	\$ 44,050	\$ (36,550)	\$ (36,550)	\$ (36,550)

Magistrate Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Local JCEF							
Operating Expenditures							
Expenditures	26,760	1,561	20,000	0	23,000	23,000	23,000
Total Operating Expenditures	\$ 26,760	\$ 1,561	\$ 20,000	\$ -	\$ 23,000	\$ 23,000	\$ 23,000
Revenues							
Local JCEF	2,546	2,197	3,000	2,614	3,000	3,000	3,000
Current Year Net Use	\$ 24,214	\$ (636)	\$ 17,000	\$ (2,614)	\$ 20,000	\$ 20,000	\$ 20,000
Program Balance							
Beginning Program Balance	42,198	17,983	18,198	18,619	21,233	21,233	21,233
Ending Program Balance	\$17,984	\$18,619	\$1,198	\$21,233	\$1,233	\$1,233	\$1,233
Fill the GAP							
Operating Expenditures							
Fill the GAP	10,000	0	17,000	0	20,000	20,000	20,000
Total Operating Expenditures	\$ 10,000	\$ -	\$ 17,000	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
Revenues							
Fill the GAP	2,208	2,223	3,000	1,672	3,000	3,000	3,000
Current Year Net Use	\$ 7,792	\$ (2,223)	\$ 14,000	\$ (1,672)	\$ 17,000	\$ 17,000	\$ 17,000
Program Balance							
Beginning Program Balance	20,956	13,163	14,825	15,386	17,058	17,058	17,058
Ending Program Balance	\$13,164	\$15,386	\$825	\$17,058	\$58	\$58	\$58
Court Enhancement							
Operating Expenditures							
Legal	0	0	1,500	0	1,500	1,500	1,500
Court Enhancement	20,427	3,929	37,500	599	61,000	61,000	61,000
Total Operating Expenditures	\$ 20,427	\$ 3,929	\$ 39,000	\$ 599	\$ 62,500	\$ 62,500	\$ 62,500
Revenues							
Court Enhancement	19,877	19,157	30,000	26,884	25,000	25,000	25,000
Total Department Revenues	\$ 19,877	\$ 19,157	\$ 30,000	\$ 26,884	\$ 25,000	\$ 25,000	\$ 25,000
Operating Transfers							
Transfers Out to CIP Fund	59,200	0	0	0	0	0	0
Total Operating Transfers	\$ 59,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Current Year Net Use	\$ 59,750	\$ (15,228)	\$ 9,000	\$ (26,285)	\$ 37,500	\$ 37,500	\$ 37,500
Program Balance							
Beginning Program Balance	63,435	3,688	15,505	18,916	45,201	45,201	45,201
Ending Program Balance	\$3,685	\$18,916	\$6,505	\$45,201	\$7,701	\$7,701	\$7,701
Net Effect on Fund	\$ 91,756	\$ (18,087)	\$ 40,000	\$ (30,571)	\$ 74,500	\$ 74,500	\$ 74,500

Restricted Use Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
CVMO Safety Equipment Program							
Fee Revenue	2,204	2,549	2,500	3,020	2,500	2,500	2,500
Expenses	0	3,750	8,494	0	11,500	11,500	11,500
Current Year Net Use	\$ (2,204)	\$ 1,201	\$ 5,994	\$ (3,020)	\$ 9,000	\$ 9,000	\$ 9,000
Program Balance							
Beginning Program Balance	5,406	7,610	5,994	6,409	9,429	9,429	9,429
Ending Program Balance	\$ 7,610	\$ 6,409	\$ -	\$ 9,429	\$ 429	\$ 429	\$ 429
Code Enforcement Safety Equipment Program							
Fee Revenue	0	0	0	572	50	50	50
Expenses	0	0	0	0	75	75	75
Current Year Net Use	\$ -	\$ -	\$ -	\$ (572)	\$ 25	\$ 25	\$ 25
Program Balance							
Beginning Program Balance	0	0	0	0	572	572	572
Ending Program Balance	\$ -	\$ -	\$ -	\$ 572	\$ 547	\$ 547	\$ 547
Legal Defense							
Interest & Rebates	165	396	58,195	59,246	106,242	106,242	106,242
Expenses	5,000	0	83,761	7,843	183,000	183,000	183,000
Current Year Net Use	\$ 4,835	\$ (396)	\$ 25,566	\$ (51,403)	\$ 76,758	\$ 76,758	\$ 76,758
Program Balance							
Beginning Program Balance	30,182	25,347	25,566	25,743	77,146	77,146	77,146
Ending Program Balance	\$25,347	\$25,743	\$0	\$77,146	\$388	\$388	\$388
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	0	313	300	1,896	1,000	1,000	1,000
Expenses	0	312	455	1,525	1,570	1,570	1,570
Current Year Net Use	\$ -	\$ (1)	\$ 155	\$ (371)	\$ 570	\$ 570	\$ 570
Program Balance							
Beginning Program Balance	154	154	155	155	526	526	526
Ending Program Balance	\$154	\$155	\$0	\$526	(\$44)	(\$44)	(\$44)
K-9							
Donations	4,443	2,753	4,000	9,855	4,000	4,000	4,000
Expenses	8,164	2,771	8,492	9,544	9,700	9,700	9,700
Current Year Net Use	\$ 3,721	\$ 18	\$ 4,492	\$ (311)	\$ 5,700	\$ 5,700	\$ 5,700
Program Balance							
Beginning Program Balance	3,738	18	4,492	0	311	311	311
Ending Program Balance	\$ 17	\$ -	\$ -	\$ 311	\$ (5,389)	\$ (5,389)	\$ (5,389)

Restricted Use Fund (Cont'd)

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUESTED	2019-20 MANAGER RECOMMEND	2019-20 COUNCIL APPROVED
Animal Shelter							
Donations	0	70	50	0	100	100	100
Expenses	0	0	170	140	240	240	240
Current Year Net Use	\$ -	\$ (70)	\$ 120	\$ 140	\$ 140	\$ 140	\$ 140
Program Balance							
Beginning Program Balance	70	70	120	140	0	0	0
Ending Program Balance	\$ 70	\$ 140	\$ -	\$ -	\$ (140)	\$ (140)	\$ (140)
General Library							
Donations	10,213	7,447	6,500	11,909	8,000	8,000	8,000
Expenditures	6,469	6,129	18,541	13,733	17,500	17,500	17,500
Current Year Net Use	\$ (3,744)	\$ (1,318)	\$ 12,041	\$ 1,824	\$ 9,500	\$ 9,500	\$ 9,500
Program Balance							
Beginning Program Balance	5,553	9,297	12,041	10,615	8,791	8,791	8,791
Ending Program Balance	\$9,297	\$10,615	\$0	\$8,791	(\$709)	(\$709)	(\$709)
Library Media							
Donations	58	0	0	0	0	0	0
Expenditures	0	5,902	6,151	377	6,038	6,038	6,038
Current Year Net Use	\$ (58)	\$ 5,902	\$ 6,151	\$ 377	\$ 6,038	\$ 6,038	\$ 6,038
Program Balance							
Beginning Program Balance	6,221	6,279	6,151	377	0	0	0
Ending Program Balance	\$6,279	\$377	\$0	\$0	(\$6,038)	(\$6,038)	(\$6,038)
Economic Development							
Donations	4,892	6,695	8,500	19,860	15,000	15,000	15,000
Expenditures	4,695	2,159	10,756	11,133	26,950	26,950	26,950
Current Year Net Use	\$ (197)	\$ (4,536)	\$ 2,256	\$ (8,727)	\$ 11,950	\$ 11,950	\$ 11,950
Program Balance							
Beginning Program Balance	409	606	2,256	5,142	13,869	13,869	13,869
Ending Program Balance	\$606	\$5,142	\$0	\$13,869	\$1,919	\$1,919	\$1,919
REI Donation							
Donations	25,000	0	0	0	0	0	0
Expenditures	0	25,000	0	0	0	0	0
Current Year Net Use	\$ (25,000)	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
Program Balance							
Beginning Program Balance	0	25,000	0	0	0	0	0
Ending Program Balance	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0
Parks & Rec							
Donations	5,850	5,982	5,000	1,000	5,000	5,000	5,000
Expenditures	1,000	2,900	16,464	6,355	11,500	11,500	11,500
Current Year Net Use	\$ (4,850)	\$ (3,082)	\$ 11,464	\$ 5,355	\$ 6,500	\$ 6,500	\$ 6,500
Program Balance							
Beginning Program Balance	3,952	8,802	11,464	11,884	6,529	6,529	6,529
Ending Program Balance	\$8,802	\$11,884	\$0	\$6,529	\$29	\$29	\$29
Net Effect on Fund							
	\$ (27,497)	\$ 22,718	\$ 68,666	\$ (56,708)	\$ 126,608	\$ 126,608	\$ 126,608

Housing Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Project Expenditures	0	0	25,000	0	60,000	60,000	60,000
Op Transfer Out to GF	0	0	0	0	20,000	20,000	20,000
Net Project Expenditures	\$ -	\$ -	\$ 25,000	\$ -	\$ 80,000	\$ 80,000	\$ 80,000
Revenues							
Loan Principle Payments	17,972	12,428	16,000	23,711	16,000	16,000	16,000
Interest	860	580	1,000	321	750	750	750
Total Departmental Revenues	\$ 18,832	\$ 13,008	\$ 17,000	\$ 24,032	\$ 16,750	\$ 16,750	\$ 16,750
Net Effect on Fund	\$ (18,832)	\$ (13,008)	\$ 8,000	\$ (24,032)	\$ 63,250	\$ 63,250	\$ 63,250
Program Balance							
Beginning Program Balance	\$ 35,460	\$ 54,293	65,355	\$ 67,301	\$ 91,333	\$ 91,333	\$ 91,333
Ending Program Balance	\$ 54,292	\$ 67,301	\$ 57,355	\$ 91,333	\$ 28,083	\$ 28,083	\$ 28,083

911 Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Project Expenditures							
911 Expenditures	362	420	1,361	0	1,361	1,361	1,361
Total Project Expenditures	<u>\$ 362</u>	<u>\$ 420</u>	<u>\$ 1,361</u>	<u>\$ -</u>	<u>\$ 1,361</u>	<u>\$ 1,361</u>	<u>\$ 1,361</u>
Net Effect on 911 Fund							
	<u>\$ 362</u>	<u>\$ 420</u>	<u>\$ 1,361</u>	<u>\$ -</u>	<u>\$ 1,361</u>	<u>\$ 1,361</u>	<u>\$ 1,361</u>
Prior Year Ending Fund Balance	\$ 2,143	\$ 1,781	\$ 1,361	\$ 1,361	\$ 1,361	\$ 1,361	\$ 1,361
Estimated Ending Fund Balance	<u>\$ 1,781</u>	<u>\$ 1,361</u>	<u>\$ -</u>	<u>\$ 1,361</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Library Building Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 AUDITED ACTUAL	2018-19 FUND CLOSED	2019-20 FUND CLOSED
Expenditures					
Project Expenditures					
New Library	1,542,709	15,000	13,163		
Total Project Expenditures	\$ 1,542,709	\$ 15,000	\$ 13,163		
Revenues					
Donations	0	0	0		
Interest	1,318	0	0		
Total Departmental Revenues	\$ 1,318	\$ -	\$ -		
Operating Transfers					
Transfers In from General Fund	(207,435)	(15,000)	(13,163)		
Transfers In from Fed Grants Fund	(128,682)	0	0		
Total Operating Transfers	\$ (336,117)	\$ (15,000)	\$ (13,163)		
Net Effect on Library Fund	\$ 1,205,274	\$ -	\$ -		
Library Fund Year End Balance Estimate					
Prior Year Ending Fund Balance	\$ 1,205,274	\$ -	\$ -		
Estimated Ending Fund Balance	\$ -	\$ -	\$ -		

Fund Closed

Fund Closed

Impact Fees Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2017-18 AUDITED ACTUAL	2018-19 FUND CLOSED	2019-20 FUND CLOSED		
Police Services							
Interest	25	0	0	Fund Closed	Fund Closed		
CVMO Vehicles	17,523	0	0				
Current Year Net Use	\$ 17,498	0	\$ -				
Program Balance							
Beginning Program Balance	17,498	0	0				
Ending Program Balance	\$0	0	\$0				
Parks & Rec							
Interest	429	0	0				
Parks & Rec Expenditures	96,011	87,300	8,499				
Current Year Net Use	\$ 95,582	87,300	\$ 8,499				
Program Balance							
Beginning Program Balance	104,081	104,000	8,499				
Ending Program Balance	\$8,499	16,700	\$0				
Net Effect on Fund	\$ 113,080	87,300	\$ 8,499				

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Chapter Seven

Other Funds

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Town Debt

The Town of Camp Verde has six separate debt liabilities outstanding as of June 30th, 2017, which are detailed below. The first eight below are maintained within the Town's Debt Fund. The remaining two, 2016 Equipment lease and the WIFA loan 910173-18 are 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 retired 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 retired 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 retired 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 retired in July of 2044.

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 retired in August of 2020.

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 retired in July of 2019.

Town Debt (continued)

2018 Equipment Lease Purchase

In October of 2018, the Town entered into a 5-year lease-purchase agreement with Zion Bancorporation to finance \$500,000.00 of streets and maintenance equipment including two tractors, a Dozer and Lawn Mower. This debt will be retired in August of 2023.

Enterprise Equipment Lease Plan

In August of 2018, the Town entered into an equity lease agreement with Enterprise Fleet Management to finance future automobile leases. Each vehicle lease has its own term, typically 5-years, and payment structure. At the end of fiscal year 2019, the Town had taken on \$435,655 of lease debt for 11 vehicles. This current debt would be fully retired in April of 2024.

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 retired in August of 2021.

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. As of June 30, 2019, only \$822,243 has been drawn down by the Town. This debt will be retire in July of 2042.

Debt Limits

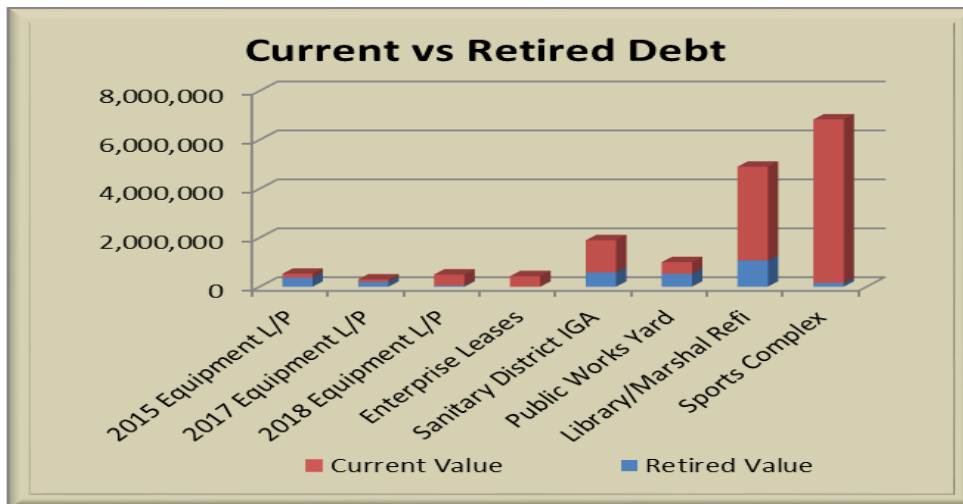
The Town of Camp Verde has \$14,660,544 of debt & obligations at June 30th, 2019. \$1,206,169 of that amount is held within the Wastewater Enterprise Fund. Cities in Arizona are subject to a \$10 million debt limit on GO Bonds. None of the debt listed above is from GO Bonds and as such not subject to the legal debt limit. The General Fund debt service ratio for the Town is currently at 14% 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	\$ 110,990	8/20/2020	\$ 163,528
2017 Equipment L/P	General	\$ 102,005	7/15/2019	\$ 99,727
2018 Equipment L/P	General, HURF	\$ 107,785	7/15/2023	\$ 451,000
Entreprise Leases	General, HURF, WW	\$ 117,215	7/15/2023	\$ 432,852
Sports Complex	General	\$ 381,850	7/1/2044	\$ 6,680,000
Public Works Yard	HURF	\$ 106,295	7/1/2023	\$ 477,177
New Library / CVMO Refi	General	\$ 451,220 **	7/1/2030*	\$ 3,825,000
Sanitary District IGA	General	\$ 118,510	7/1/2032	\$ 1,322,288
Total Debt Payments		- \$ 1,495,870		\$ 13,451,572

Funding Source	Fund	Budget
FY18 General Revenues	General Fund	\$ 494,700
FY18 .65% Tax Revenues	General Fund	\$ 775,320
FY18 General Revenues	HURF Fund	\$ 225,850
Total Debt Funding		- \$ 1,495,870

Debt Service Ratio (Debt Budget to Revenue)	14%
Debt Ratio (Debt to Assets)	
Debt per Resident (Est'd from 2015)	\$ 1,223
Avg. Time to Maturity	7.5 yrs
Median Time to Maturity	4.5 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 Budget is approx. \$281K while the CVMO portion is approx. \$170K.	



Debt Service Fund Summary



	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Principal	\$ 725,006	\$ 845,746	\$ 1,079,235	\$ 919,355	\$ 1,073,155	\$ 1,073,155	\$ 1,073,155
Interest & Charges	\$ 225,158	\$ 205,791	\$ 418,081	\$ 425,232	\$ 422,715	\$ 422,715	\$ 422,715
Total Expenditures	\$ 950,164	\$ 1,051,537	\$ 1,497,316	\$ 1,344,587	\$ 1,495,870	\$ 1,495,870	\$ 1,495,870
Funding							
Transfers from General Fund	\$ 769,705	\$ 872,248	\$ 1,285,956	\$ 1,165,968	\$ 1,270,020	\$ 1,270,020	\$ 1,270,020
Transfers from HURF Fund	\$ 180,459	\$ 179,289	\$ 211,360	\$ 178,619	\$ 225,850	\$ 225,850	\$ 225,850
Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Funding	\$ 950,164	\$ 1,051,537	\$ 1,497,316	\$ 1,344,587	\$ 1,495,870	\$ 1,495,870	\$ 1,495,870
Net Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Debt Service Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
2017 Sports Complex							
Principal	0	0	155,000	155,000	160,000	160,000	160,000
Interest	0	0	226,002	226,001	220,350	220,350	220,350
Misc. Charges	0	0	1,500	795	1,500	1,500	1,500
Total Chase Loan Expenditures	\$ -	\$ -	\$ 382,502	\$ 381,796	\$ 381,850	\$ 381,850	\$ 381,850
2014 New Library							
Principal	320,000	329,000	337,000	337,000	346,000	346,000	346,000
Interest	132,088	122,872	113,415	113,415	103,720	103,720	103,720
Misc. Charges	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Total Chase Loan Expenditures	\$ 453,588	\$ 453,372	\$ 451,915	\$ 451,915	\$ 451,220	\$ 451,220	\$ 451,220
2011 Rev Bond - Public Works Yard							
Principal	78,666	81,741	84,940	84,938	88,260	88,260	88,260
Interest	26,713	23,577	20,320	20,318	16,935	16,935	16,935
Misc. Charges	2,200	0	1,100	0	1,100	1,100	1,100
Total PW Yard Expenditures	\$ 107,579	\$ 105,318	\$ 106,360	\$ 105,256	\$ 106,295	\$ 106,295	\$ 106,295
Sanitary District IGA							
Principal	68,538	70,826	73,190	73,190	75,635	75,635	75,635
Interest	50,089	47,763	45,360	45,360	42,875	42,875	42,875
Total Sanitary District Expenditures	\$ 118,627	\$ 118,589	\$ 118,550	\$ 118,550	\$ 118,510	\$ 118,510	\$ 118,510
Enterprise Lease Payments							
Principal	0	0	0	16,596	100,000	100,000	100,000
Interest	0	0	0	3,242	17,215	17,215	17,215
Misc. Charges	0	0	0	3,392	0	0	0
Total Lease Expenditures	\$ -	\$ -	\$ -	\$ 23,230	\$ 117,215	\$ 117,215	\$ 117,215
2013 Equipment Lease Purchases							
Principal	154,957	157,471	0	0	0	0	0
Interest	4,425	1,911	0	0	0	0	0
Total Lease Expenditures	\$ 159,382	\$ 159,382	\$ -	\$ -	\$ -	\$ -	\$ -
2015 Equipment Lease Purchases (USB)							
Principal	102,845	104,707	106,601	106,127	108,530	108,530	108,530
Interest	8,143	6,281	4,387	4,861	2,460	2,460	2,460
Total Lease Expenditures	\$ 110,988	\$ 110,988	\$ 110,988	\$ 110,988	\$ 110,990	\$ 110,990	\$ 110,990
2017 Equipment Lease Purchases (WF)							
Principal	0	102,001	97,504	97,504	99,730	99,730	99,730
Interest	0	0	4,497	1,443	2,275	2,275	2,275
Misc. Charges	0	1,887	0	0	0	0	0
Total Lease Expenditures	\$ -	\$ 103,888	\$ 102,001	\$ 98,947	\$ 102,005	\$ 102,005	\$ 102,005
2018 Equipment Lease Purchases (NB)							
Principal	0	0	225,000	49,000	95,000	95,000	95,000
Interest	0	0	0	3,405	12,785	12,785	12,785
Misc. Charges	0	0	0	1,500	0	0	0
Total Lease Expenditures	\$ -	\$ -	\$ 225,000	\$ 53,905	\$ 107,785	\$ 107,785	\$ 107,785
Total Debt Expenditures	\$ 950,164	\$ 1,051,537	\$ 1,497,316	\$ 1,344,587	\$ 1,495,870	\$ 1,495,870	\$ 1,495,870

Debt Service Fund (Cont'd)

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Operating Transfers							
Transfers In from GF	(769,705)	(872,248)	(1,285,956)	(1,165,968)	(1,270,020)	(1,270,020)	(1,270,020)
Transfers In from HURF	(180,459)	(179,289)	(211,360)	(178,619)	(225,850)	(225,850)	(225,850)
Total Operating Transfers	<u>\$ (950,164)</u>	<u>\$ (1,051,537)</u>	<u>\$ (1,497,316)</u>	<u>\$ (1,344,587)</u>	<u>\$ (1,495,870)</u>	<u>\$ (1,495,870)</u>	<u>\$ (1,495,870)</u>
Net Effect on Fund	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Bond Debt Service

TOWN OF CAMP VERDE, ARIZONA
Pledged Revenue Obligations, Series 2017

12/27/2017

Year	Period	Payment Dates	Principle	Coupon	Interest	Debt Service	Annual Debt Service
1	1	7/1/2018	155,000.00	2.000%	115,025.56	270,025.56	
1	2	1/1/2019			110,975.00	110,975.00	381,000.56
2	3	7/1/2019	160,000.00	2.000%	110,975.00	270,975.00	
2	4	1/1/2020			109,375.00	109,375.00	380,350.00
3	5	7/1/2020	165,000.00	2.000%	109,375.00	274,375.00	
3	6	1/1/2021			107,725.00	107,725.00	382,100.00
4	7	7/1/2021	170,000.00	3.000%	107,725.00	277,725.00	
4	8	1/1/2022			105,175.00	105,175.00	382,900.00
5	9	7/1/2022	175,000.00	3.000%	105,175.00	280,175.00	
5	10	1/1/2023			102,550.00	102,550.00	382,725.00
6	11	7/1/2023	180,000.00	4.000%	102,550.00	282,550.00	
6	12	1/1/2024			98,950.00	98,950.00	381,500.00
7	13	7/1/2024	190,000.00	4.000%	98,950.00	288,950.00	
7	14	1/1/2025			95,150.00	95,150.00	384,100.00
8	15	7/1/2025	195,000.00	4.000%	95,150.00	290,150.00	
8	16	1/1/2026			91,250.00	91,250.00	381,400.00
9	17	7/1/2026	205,000.00	4.000%	91,250.00	296,250.00	
9	18	1/1/2027			87,150.00	87,150.00	383,400.00
10	19	7/1/2027	210,000.00	4.000%	87,150.00	297,150.00	
10	20	1/1/2028			82,950.00	82,950.00	380,100.00
11	21	7/1/2028	220,000.00	4.000%	82,950.00	302,950.00	
11	22	1/1/2029			78,550.00	78,550.00	381,500.00
12	23	7/1/2029	230,000.00	4.000%	78,550.00	308,550.00	
12	24	1/1/2030			73,950.00	73,950.00	382,500.00
13	25	7/1/2030	240,000.00	4.000%	73,950.00	313,950.00	
13	26	1/1/2031			69,150.00	69,150.00	383,100.00
14	27	7/1/2031	250,000.00	4.000%	69,150.00	319,150.00	
14	28	1/1/2032			64,150.00	64,150.00	383,300.00
15	29	7/1/2032	260,000.00	4.000%	64,150.00	324,150.00	
15	30	1/1/2033			58,950.00	58,950.00	383,100.00
16	31	7/1/2033	270,000.00	3.000%	58,950.00	328,950.00	
16	32	1/1/2034			54,900.00	54,900.00	383,850.00
17	33	7/1/2034	275,000.00	3.000%	54,900.00	329,900.00	
17	34	1/1/2035			50,775.00	50,775.00	380,675.00
18	35	7/1/2035	285,000.00	3.000%	50,775.00	335,775.00	
18	36	1/1/2036			46,500.00	46,500.00	382,275.00
19	37	7/1/2036	295,000.00	3.000%	46,500.00	341,500.00	
19	38	1/1/2037			42,075.00	42,075.00	383,575.00
20	39	7/1/2037	305,000.00	3.000%	42,075.00	347,075.00	
20	40	1/1/2038			37,500.00	37,500.00	384,575.00
21	41	7/1/2038	310,000.00	3.125%	37,500.00	347,500.00	
21	42	1/1/2039			32,656.25	32,656.25	380,156.25
22	43	7/1/2039	320,000.00	3.125%	32,656.25	352,656.25	
22	44	1/1/2040			27,656.25	27,656.25	380,312.50
23	45	7/1/2040	330,000.00	3.125%	27,656.25	357,656.25	
23	46	1/1/2041			22,500.00	22,500.00	380,156.25
24	47	7/1/2041	345,000.00	3.125%	22,500.00	367,500.00	
24	48	1/1/2042			17,109.38	17,109.38	384,609.38
25	49	7/1/2042	355,000.00	3.125%	17,109.38	372,109.38	
25	50	1/1/2043			11,562.50	11,562.50	383,671.88
26	51	7/1/2043	365,000.00	3.125%	11,562.50	376,562.50	
26	52	1/1/2044			5,859.38	5,859.38	382,421.88
27	53	7/1/2044	375,000.00	3.125%	5,859.38	380,859.38	380,859.38
			6,835,000.00		3,485,213.08	10,320,213.08	10,320,213.08

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

2018 Equipment Lease/Purchase

DEBT SERVICE SCHEDULE

Interest Rate: 2.99%

Payment No.	Due Date	Principal	Interest	Payment
1	2/1/2019	\$ 49,000.00	\$ 4,609.58	\$ 53,609.58
2	8/1/2019	\$ 47,000.00	\$ 6,742.45	\$ 53,742.45
3	2/1/2020	\$ 48,000.00	\$ 6,039.80	\$ 54,039.80
4	8/1/2020	\$ 49,000.00	\$ 5,322.20	\$ 54,322.20
5	2/1/2021	\$ 49,000.00	\$ 4,589.65	\$ 53,589.65
6	8/1/2021	\$ 50,000.00	\$ 3,857.10	\$ 53,857.10
7	2/1/2022	\$ 51,000.00	\$ 3,109.60	\$ 54,109.60
8	8/1/2022	\$ 52,000.00	\$ 2,347.15	\$ 54,347.15
9	2/1/2023	\$ 52,000.00	\$ 1,569.75	\$ 53,569.75
10	8/1/2023	\$ 53,000.00	\$ 792.35	\$ 53,792.35

TOTALS: \$ 500,000.00 \$ 38,979.63 \$ 538,979.63

Prepared by US Bank

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 2018-19

1. Solar Panels installed awaiting connection by APS.
2. Disk Filter Building installed. Disk and UV filter units in place awaiting plumbing.
3. Main Lift station has 3 new Variable Frequency drives in operation.
4. Hauler Station has new software to track hauler discharges to the plant.
5. The plant remains in compliance with our Aquifer Protection Permit
6. Operator of Record for Plant operations has completed Grade 3 Collections and Treatment.

Goals for the upcoming Fiscal Year 2019-20

1. Continue to maintain the plant and collection system to ensure safe and efficient operations.
2. Completed red-line plans for sludge drying beds.
3. Increase operation of new Vacuum Truck and Camera Van.
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>FY18</u>	<u>FY19</u>	<u>FY20</u>
FTE's	8.40	8.60	8.60
FT Pos's	11	10	10
PT Pos's	0	0	0
Seasonal Pos's	0	0	0

Statistics

	<u>FY18</u>	<u>FY19</u>
Sewer connections	989	1,043
Annual processed sewage (in millions of gallons)	95.8	93.6
Miles of sewer pipe	33.6	33.8
Tons of BOD removed (Biochemical Oxygen Demand)	93	108
Tons of Ammonia removed	17.7	16.0

Wastewater Enterprise Fund

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Wages & Related							
Salaries	358,979	317,187	406,095	341,909	420,380	414,140	420,380
Overtime	10,790	58,475	25,000	66,322	55,000	25,000	25,000
Uniform Allowance	160	0	1,120	320	1,120	1,120	1,120
FICA	22,199	22,475	26,800	24,474	29,545	27,295	27,680
Medicare	5,192	5,256	6,270	5,724	6,910	6,385	6,475
Retirement	42,429	51,931	51,005	48,056	57,705	53,310	54,065
Unemployment	1,079	665	1,190	198	1,190	1,190	1,190
Workman's Compensation	10,711	8,189	9,780	8,315	10,885	9,980	10,135
Health, Dental & Life Ins	70,106	78,595	81,720	79,859	83,330	83,330	83,330
Total Wages & Related	\$ 521,645	\$ 542,773	\$ 608,980	\$ 575,177	\$ 666,065	\$ 621,750	\$ 629,375
Operating Expenditures							
Training	3,485	3,762	4,000	3,182	5,000	5,000	5,000
Travel	1,206	1,145	1,500	2,029	2,500	2,500	2,500
Uniforms	0	93	0	994	0	0	0
Office Supplies	5,372	3,301	4,000	4,856	6,000	6,000	6,000
Subscriptions/Memberships	939	1,352	1,150	985	1,150	1,150	1,150
Printing	3,330	3,269	2,750	985	2,750	2,750	2,750
Advertising	0	0	0	0	2,000	2,000	2,000
Postage	4,383	4,216	1,500	4,062	1,500	1,500	1,500
Computer Services/Software	0	0	5,000	757	7,000	7,000	7,000
Internet Wireless Access	1,283	0	0	0	0	0	0
Software Recurring Fees	4,443	8,582	9,160	8,587	9,160	9,160	9,160
Auto Repair/Maintenance	16,697	13,366	13,000	11,803	15,000	15,000	15,000
Fuel	4,065	7,599	5,000	4,564	5,000	5,000	5,000
Electric	106,966	115,878	125,000	113,093	110,220	110,220	110,220
Water	329	346	360	321	360	360	360
Waste Removal	2,801	2,738	2,520	2,328	3,020	3,020	3,020
Cell Phone	4,955	4,427	4,500	5,214	4,750	4,750	4,750
Pest Control	2,050	2,220	2,400	2,830	3,000	3,000	3,000
Consulting Services	0	37,370	0	13,920	0	0	0
Legal Services	5,573	8,679	5,000	410	5,000	5,000	5,000
Audit	2,962	3,200	3,200	3,000	3,200	3,200	3,200
Service Charges	2,242	2,261	1,750	2,299	1,750	1,750	1,750
Credit Card Processing Fees	302	782	1,000	807	1,000	1,000	1,000
Liability Insurance	29,300	29,300	29,300	31,366	31,000	31,000	31,000
Safety / Security Program	0	702	2,000	1,094	2,000	2,000	2,000
Personnel Expenditures	712	141	0	0	0	0	0
Lagoon Closure	84,059	59,712	40,000	47,234	40,000	40,000	40,000
Lab Equipment	4,657	885	10,000	0	12,000	12,000	12,000
Lab Services	30,695	23,436	30,000	23,797	35,000	35,000	35,000
Lab Supplies	11,539	9,661	10,000	6,413	10,000	10,000	10,000
Contracted Services - Plant	0	0	5,000	0	5,000	5,000	5,000
Maintenance - Plant	78,046	116,951	100,000	103,428	100,000	100,000	100,000
Operational Supplies - Plant	46,655	47,040	40,000	37,819	40,000	40,000	40,000
Rental Equipment - Plant	5,210	712	2,000	0	2,000	2,000	2,000
Uniforms - Plant	5,811	7,097	9,000	5,048	9,000	9,000	9,000
Polymer - Plant	15,331	15,199	12,500	21,887	17,500	17,500	17,500
Chlorine - Plant	17,503	26,756	25,000	26,659	25,000	25,000	25,000

Wastewater Enterprise Fund (Cont'd)

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Operating Expenditures (Cont'd)							
Sludge Disposal - Plant	29,582	13,270	25,000	25,000	25,000	25,000	25,000
Mosquito Control - Plant	2,745	1,209	2,500	0	2,500	2,500	2,500
Maintenance - Collections	30,738	27,471	35,000	21,111	40,000	40,000	40,000
Operational Supplies - Collections	5,338	4,352	5,000	8,068	9,000	9,000	9,000
Rental Equipment - Collections	3,671	1,235	500	0	500	500	500
Permits	6,136	7,295	7,000	7,535	7,000	7,000	7,000
Admin Fee to Town	0	0	49,576	57,434	58,344	58,344	58,344
Total Operating Expenditures	\$ 581,111	\$ 617,010	\$ 632,166	\$ 610,918	\$ 660,204	\$ 660,204	\$ 660,204
Equipment/Capital Expenditures*							
Vehicles	587,267	0	10,000	0	0	0	0
Buildings & Equipment	58,128	64,476	26,000	494,009	56,000	56,000	56,000
Structural Improvements	67,237	4,676	665,000	0	0	0	0
Total Equipment/Capital Expenditures	\$ 712,632	\$ 69,152	\$ 701,000	\$ 494,009	\$ 56,000	\$ 56,000	\$ 56,000
*For cash budgeting purposes only							
Total Expenditures	\$ 1,815,388	\$ 1,228,935	\$ 1,942,146	\$ 1,680,104	\$ 1,382,269	\$ 1,337,954	\$ 1,345,579
Revenues							
Operating Fees							
User Fees	841,625	872,680	1,058,000	1,062,916	1,151,400	1,151,400	1,151,400
Account Transfer Fees	2,275	2,660	2,400	2,660	2,400	2,400	2,400
Septage Fees	136,414	166,824	130,000	314,405	250,000	250,000	250,000
W.A.S. Fees	83,604	19,265	20,000	25,169	23,000	23,000	23,000
Port-a-Potty Fees	19,324	23,329	20,000	22,937	23,000	23,000	23,000
Inspection Fees	760	1,020	1,000	560	800	800	800
Misc Fees	7,463	7,823	8,000	7,205	8,000	8,000	8,000
Total Operating Fees	\$ 1,091,465	\$ 1,093,601	\$ 1,239,400	\$ 1,435,852	\$ 1,458,600	\$ 1,458,600	\$ 1,458,600
Net Operating (Gain)/Loss	\$ 723,923	\$ 135,334	\$ 702,746	\$ 244,252	\$ (76,331)	\$ (120,646)	\$ (113,021)
Non-Operating Items							
Depreciation	813,423	852,797	850,000	850,000	1,000,000	1,000,000	1,000,000
Debt Interest	3,622	7,184	43,395	5,536	57,285	57,285	57,285
Debt Principle Payments*	0	52,764	107,585	107,584	189,210	189,210	189,210
Bad Debt	0	0	0	1,550	0	0	0
Loss/(Gain) on Disposal of Assets	2,000	(18,434)	0	0	0	0	0
Capital Exps from Loans & Grants*	0	525,045	3,541,273	1,008,510	5,774,727	5,774,727	5,774,727
Loan Proceeds	(542,800)	0	(4,000,000)	(762,068)	(3,329,333)	(3,329,333)	(3,329,333)
Connection Fees	(23,400)	(40,898)	(300,000)	(28,033)	(300,000)	(300,000)	(300,000)
Grant Revenue	0	0	0	(14,494)	(3,000,000)	(3,000,000)	(3,000,000)
Other Revenues	(20,506)	(425,000)	0	(15)	0	0	0
Operating Transfers In - Gen Fund	(24,740)	0	0	0	0	0	0
Interest	(1,181)	(2,769)	(1,200)	(3,107)	(1,200)	(1,200)	(1,200)
Total Non-Operating Items	\$ 206,418	\$ 950,689	\$ 241,053	\$ 1,165,463	\$ 390,689	\$ 390,689	\$ 390,689
*For cash budgeting purposes only							
Net Effect on Fund	\$ 930,341	\$ 1,086,023	\$ 943,799	\$ 1,409,715	\$ 314,358	\$ 270,043	\$ 277,668
Sewer Year End Reserve Estimate							
Prior Year Ending Available Cash	\$ 457,483	\$ 457,483	656,000	\$ 656,000	\$ 316,000	\$ 316,000	\$ 316,000
Year-End Estimated Available Cash	\$ 652,530	\$ 656,000	\$ 652,530	\$ 316,000	\$ 1,001,642	\$ 1,045,957	\$ 1,038,332

WIFA Wastewater Improvements/Completion

Section 2: Loan Repayment Schedule
Town of Camp Verde
4/18/2018

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	1/1/2018	2.183%	-		
1	2	7/1/2018	2.183%	10,708.34	-	10,708.34
2	3	1/1/2019	2.183%	27,147.90		
2	4	7/1/2019	2.183%	27,147.90	79,947.56	134,243.36
3	5	1/1/2020	2.183%	26,275.27		
3	6	7/1/2020	2.183%	26,275.27	81,692.82	134,243.36
4	7	1/1/2021	2.183%	25,383.59		
4	8	7/1/2021	2.183%	25,383.59	83,476.18	134,243.36
5	9	1/1/2022	2.183%	24,472.45		
5	10	7/1/2022	2.183%	24,472.45	85,298.46	134,243.36
6	11	1/1/2023	2.183%	23,541.41		
6	12	7/1/2023	2.183%	23,541.41	87,160.54	134,243.36
7	13	1/1/2024	2.183%	22,590.06		
7	14	7/1/2024	2.183%	22,590.06	89,063.24	134,243.36
8	15	1/1/2025	2.183%	21,617.93		
8	16	7/1/2025	2.183%	21,617.93	91,007.50	134,243.36
9	17	1/1/2026	2.183%	20,624.59		
9	18	7/1/2026	2.183%	20,624.59	92,994.18	134,243.36
10	19	1/1/2027	2.183%	19,609.55		
10	20	7/1/2027	2.183%	19,609.55	95,024.26	134,243.36
11	21	1/1/2028	2.183%	18,572.37		
11	22	7/1/2028	2.183%	18,572.37	97,098.62	134,243.36
12	23	1/1/2029	2.183%	17,512.54		
12	24	7/1/2029	2.183%	17,512.54	99,218.28	134,243.36
13	25	1/1/2030	2.183%	16,429.56		
13	26	7/1/2030	2.183%	16,429.56	101,384.24	134,243.36
14	27	1/1/2031	2.183%	15,322.96		
14	28	7/1/2031	2.183%	15,322.96	103,597.44	134,243.36
15	29	1/1/2032	2.183%	14,192.19		
15	30	7/1/2032	2.183%	14,192.19	105,858.98	134,243.36
16	31	1/1/2033	2.183%	13,036.74		
16	32	7/1/2033	2.183%	13,036.74	108,169.88	134,243.36
17	33	1/1/2034	2.183%	11,856.06		
17	34	7/1/2034	2.183%	11,856.06	110,531.24	134,243.36
18	35	1/1/2035	2.183%	10,649.62		
18	36	7/1/2035	2.183%	10,649.62	112,944.12	134,243.36
19	37	1/1/2036	2.183%	9,416.84		
19	38	7/1/2036	2.183%	9,416.84	115,409.68	134,243.36
20	39	1/1/2037	2.183%	8,157.14		
20	40	7/1/2037	2.183%	8,157.14	117,929.08	134,243.36
21	41	1/1/2038	2.183%	6,869.94		
21	42	7/1/2038	2.183%	6,869.94	120,503.48	134,243.36
22	43	1/1/2039	2.183%	5,554.64		
22	44	7/1/2039	2.183%	5,554.64	123,134.08	134,243.36
23	45	1/1/2040	2.183%	4,210.64		
23	46	7/1/2040	2.183%	4,210.64	125,822.08	134,243.36
24	47	1/1/2041	2.183%	2,837.29		
24	48	7/1/2041	2.183%	2,837.29	128,568.78	134,243.36
25	49	1/1/2042	2.183%	1,433.96		
25	50	7/1/2042	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	2016-17 AUDITED ACTUAL	2017-18 ADJUSTED BUDGET	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUEST	2019-20 MANAGER RECMN'D	2019-20 COUNCIL APPROVED
Expenditures							
Total Wages & Related	No Fund	No Fund	\$ -	\$ -	\$ 840,000	\$ 840,000	\$ 840,000
Total Operating Expenditures			\$ 1,110,000	\$ -	\$ 360,000	\$ 360,000	\$ 360,000
Total Expenditures			\$ 1,110,000	\$ -	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Revenues							
Operating Fees	No Fund	No Fund					
Total Operating Fees			\$ 1,110,000	\$ -	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000
Net Operating (Gain)/Loss			\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Water Fund			\$ -	\$ -	\$ -	\$ -	\$ -

AGENCY FUND CAMP VERDE SANITARY DISTRICT DEBT

Camp Verde Sanitary District

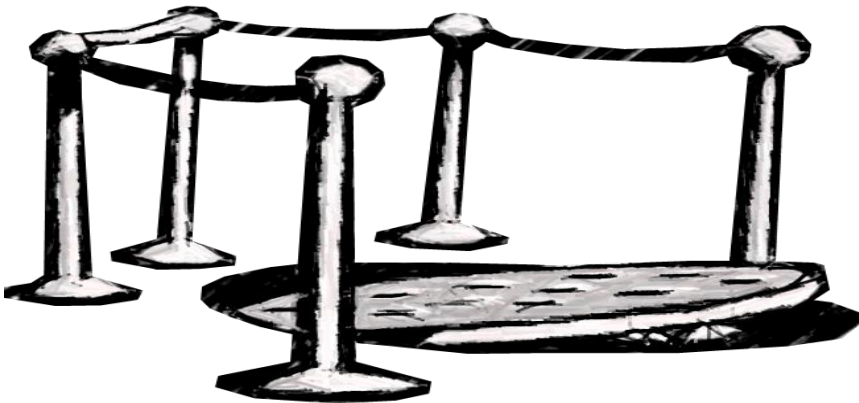
Through the passage of Resolution 2013-888 by General Election on March 12, 2013, the Town has taken over the Camp Verde Sanitary District (District) operations and is acting as Trustee for the remaining debt outstanding on District assets. All District employees are now Town of Camp Verde employees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

Loan	Maturity	Amount
WIFA Loan 910105-09	July 2032	\$ 3,056,114
WIFA Loan 910123-10	July 2032	\$ 1,322,288
WIFA Loan 910175-18	July 2032	\$ 2,528,307
National Bank	July 2026	\$ 1,916,000

Total Debt Outstanding - \$ 8,822,709



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

ACCOUNT TITLE	2016-17 AUDITED ACTUAL	2017-18 AUDITED ACTUAL	2018-19 ADJUSTED BUDGET	2018-19 EST'D ACTUAL	2019-20 DEPT REQUESTED	2019-20 MANAGER RECOMMEND	2019-20 COUNCIL APPROVED
Principal & Interest							
Debt Principle Payments	672,871	700,041	682,830	682,686	766,700	766,700	766,700
Interest & Misc Fees	393,902	476,436	263,910	263,867	244,880	244,880	244,880
Total Principal & Interest	\$ 1,066,773	\$ 1,176,477	\$ 946,740	\$ 946,553	\$ 1,011,580	\$ 1,011,580	\$ 1,011,580
Revenue Sources							
Property Taxes	923,121	954,661	828,188	845,745	893,070	893,070	893,070
IGA with Town of Camp Verde	118,627	118,589	118,550	118,549	118,510	118,510	118,510
Interest	3,640	7,560	3,500	11,694	3,500	3,500	3,500
Total Tax Levy & IGA	\$ 1,045,388	\$ 1,080,810	\$ 950,238	\$ 975,988	\$ 1,015,080	\$ 1,015,080	\$ 1,015,080
Net Effect on Fund	\$ 21,385	\$ 95,667	\$ (3,498)	\$ (29,435)	\$ (3,500)	\$ (3,500)	\$ (3,500)

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

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Chapter Eight

Appendix

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Town of Camp Verde
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2020

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	
2019	Adopted/Adjusted Budgeted Expenditures/Expenses*	E	7,858,895	3,186,141	1,497,316	8,411,892	0	4,009,731	0	24,963,975
2019	Actual Expenditures/Expenses**	E	7,619,510	1,176,657	1,344,587	4,864,846	0	5,534,789	0	20,540,389
2020	Fund Balance/Net Position at July 1***		2,007,416	436,006	0	3,591,500		316,000		6,350,922
2020	Primary Property Tax Levy	B								0
2020	Secondary Property Tax Levy	B								0
2020	Estimated Revenues Other than Property Taxes	C	9,775,009	2,969,292	0	0	0	5,959,800	0	18,704,101
2020	Other Financing Sources	D	0	0	0	870,000	0	3,329,333	0	4,199,333
2020	Other Financing (Uses)	D	0	0	0	3,989,823	0	2,774,727	0	6,764,550
2020	Interfund Transfers In	D	20,000	0	1,495,870	949,450	0	0	0	2,465,320
2020	Interfund Transfers (Out)	D	1,967,020	498,300	0	0	0	0	0	2,465,320
2020	Reduction for Amounts Not Available:									
	LESS: Amounts for Future Debt Retirement:									0
										0
2020	Total Financial Resources Available		9,835,405	2,906,998	1,495,870	1,421,127	0	6,830,406	0	22,489,806
2020	Budgeted Expenditures/Expenses	E	8,362,976	2,659,047	1,495,870	1,237,819	0	6,792,074	0	20,547,786

EXPENDITURE LIMITATION COMPARISON

	2019	2020
1. Budgeted expenditures/expenses	\$ 24,963,975	\$ 20,547,786
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	24,963,975	20,547,786
4. Less: estimated exclusions	12,819,873	8,490,922
5. Amount subject to the expenditure limitation	\$ 12,144,102	\$ 12,056,864
6. EEC expenditure limitation	\$ 12,235,344	\$ 12,562,105

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

There will be a special meeting on July 17th, 2019 in Council chambers at 6:00 p.m. to receive input directly from the public and to approve the Final Budget.
 The proposed Final Budget may be reviewed at the Town Clerk's office, the Camp Verde Public Library
 and on the Town's web page within the Finance Documents section.

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2020**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2019	ACTUAL REVENUES* FY2019	ESTIMATED REVENUES FY2020
GENERAL FUND			
Local taxes			
Transaction Priviledge Tax	\$ 4,550,000	\$ 4,389,578	\$ 4,845,750
Franchise Fees	273,000	287,034	291,500
Licenses and permits			
Building Fees & Permits	210,000	256,593	200,000
Business License & Events	27,750	24,325	27,750
Pet License	6,000	4,880	6,000
Intergovernmental			
State Shared Revenues	1,380,000	1,356,440	1,482,530
State Transaction Priviledge Tax	1,115,000	1,126,974	1,374,090
Vehicle License Tax	783,000	789,817	825,300
Dispatch Services	195,000	150,000	195,000
Other	82,500	75,349	80,000
Charges for services			
Charges for Services	133,815	80,503	174,485
Fines and forfeits			
Magistrate Court	175,000	169,828	150,000
Other	9,000	9,642	6,000
Interest on investments			
Interest	16,000	62,567	16,000
In-lieu property taxes			
None			
Contributions			
Voluntary contributions	3,500	2,721	7,500
Grants	0	0	0
Miscellaneous			
Miscellaneous	77,276	156,499	93,104
Total General Fund	\$ 9,036,841	\$ 8,942,750	\$ 9,775,009

* 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 2020**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2019	ACTUAL REVENUES* FY2019	ESTIMATED REVENUES FY2020
SPECIAL REVENUE FUNDS			
Magistrate Fund			
Local JCEF	\$ 3,000	\$ 2,614	\$ 3,000
Fill The Gap	2,500	1,672	3,000
Court Enhancement	30,000	26,884	25,000
	<u>\$ 35,500</u>	<u>\$ 31,170</u>	<u>\$ 31,000</u>
HURF Fund			
State HURF Revenues	\$ 900,000	\$ 980,924	\$ 966,200
Interest & Other	8,000	13,406	16,000
	<u>\$ 908,000</u>	<u>\$ 994,330</u>	<u>\$ 982,200</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	\$ 16,000	\$ 23,711	\$ 16,000
Interest	1,000	321	750
	<u>\$ 17,000</u>	<u>\$ 24,032</u>	<u>\$ 16,750</u>
Federal Grants Fund	<u>389,752</u>	<u>103,677</u>	<u>308,450</u>
Non-Federal Grants Fund	<u>1,786,705</u>	<u>211,615</u>	<u>1,144,000</u>
CDBG Fund	<u>350,000</u>	<u>5,000</u>	<u>345,000</u>
Donations Fund	<u>85,045</u>	<u>107,358</u>	<u>141,892</u>
	<u>\$ 2,611,502</u>	<u>\$ 427,650</u>	<u>\$ 1,939,342</u>
Total Special Revenue Funds	<u>\$ 3,572,002</u>	<u>\$ 1,477,182</u>	<u>\$ 2,969,292</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 2020**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2019	ACTUAL REVENUES* FY2019	ESTIMATED REVENUES FY2020
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	\$ 1,239,400	\$ 1,435,852	\$ 1,758,600
Grants	0	14,494	3,000,000
Interest & Other	1,200	3,107	1,200
	\$ 1,240,600	\$ 1,453,453	\$ 4,759,800
Water Fund			
Operating Revenues	\$ 1,110,000	\$ 0	\$ 1,200,000
	\$ 1,110,000	\$ 0	\$ 1,200,000
Total Enterprise Funds	\$ 2,350,600	\$ 1,453,453	\$ 5,959,800
INTERNAL SERVICE FUNDS			
None	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 14,959,443	\$ 11,873,385	\$ 18,704,101

* 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 2020

FUND	OTHER FINANCING FY2020		INTERFUND TRANSFERS FY2020	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
CIP Fund	\$	\$	\$	697,000
Debt Service Fund				1,270,020
Housing Fund			20,000	
Total General Fund	\$ 0	\$ 0	\$ 20,000	\$ 1,967,020
SPECIAL REVENUE FUNDS				
Federal Grants Fund	\$	\$	\$ 0	272,450
Housing Fund				0
HURF Fund				225,850
Total Special Revenue Funds	\$ 0	\$ 0	\$ 0	\$ 498,300
DEBT SERVICE FUNDS				
General Fund	\$	\$	\$ 1,270,020	\$
HURF Fund			225,850	
Total Debt Service Funds	\$ 0	\$ 0	\$ 1,495,870	\$ 0
CAPITAL PROJECTS FUNDS				
General Fund	\$	\$	\$ 697,000	
Federal Grants			252,450	
HURF Fund			0	
Community Park Bond	870,000			
Community Park Development		3,989,823		
Total Capital Projects Funds	\$ 870,000	\$ 3,989,823	\$ 949,450	\$ 0
PERMANENT FUNDS				
None	\$	\$	\$	\$
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
WIFA Loan Funds	\$ 3,329,333		\$	\$
Bond/Loan Funds for Expansion	\$		\$	\$
Wastewater Expansion Construction	\$		\$	\$
Plant Improvements	\$	2,774,727	\$	\$
Total Enterprise Funds	\$ 3,329,333	\$ 2,774,727	\$ 0	\$ 0
INTERNAL SERVICE FUNDS				
None	\$	\$	\$	\$
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 4,199,333	\$ 6,764,550	\$ 2,465,320	\$ 2,465,320

**Town of Camp Verde
Expenditures/Expenses by Fund
Fiscal Year 2020**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES FY2019	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED FY2019	ACTUAL EXPENDITURES/ EXPENSES* FY2019	BUDGETED EXPENDITURES/ EXPENSES FY2020
GENERAL FUND				
General Admin	\$ 2,099,325	\$ 0	\$ 2,057,928	\$ 2,155,510
Magistrate Court	420,090	0	399,550	457,680
Public Works	940,770	0	903,373	1,022,345
Community Development	537,745	0	525,620	548,625
Marshal's Office	2,905,995	0	2,809,199	3,113,771
Library	558,720	0	531,499	564,880
Parks & Rec	396,250	0	392,342	500,165
Total General Fund	\$ 7,858,895	\$ 0	\$ 7,619,510	\$ 8,362,976
SPECIAL REVENUE FUNDS				
Magistrate Fund	\$ 76,000	\$ 0	\$ 599	\$ 105,500
Non-Federal Grants Fund	1,799,249	0	205,437	1,144,357
Federal Grants Fund	66,720	0	48,987	58,849
CDBG Fund	350,000	0	49,050	308,450
911 fund	1,361	0	0	1,361
Library Fund	0	0	0	0
Impact Fee Fund	0	0	0	0
Housing Fund	25,000	0	0	60,000
Donations Fund	153,711	0	50,650	268,500
HURF Fund	714,100	0	821,934	712,030
Total Special Revenue Funds	\$ 3,186,141	\$ 0	\$ 1,176,657	\$ 2,659,047
DEBT SERVICE FUNDS				
Debt Service Fund	\$ 1,497,316	\$ 0	\$ 1,344,587	\$ 1,495,870
Total Debt Service Funds	\$ 1,497,316	\$ 0	\$ 1,344,587	\$ 1,495,870
CAPITAL PROJECTS FUNDS				
CIP Fund	\$ 1,691,694	\$ 0	\$ 2,263,465	\$ 1,237,819
Parks Fund	\$ 6,720,198	\$ 0	\$ 2,601,381	\$ 0
Total Capital Projects Funds	\$ 8,411,892	\$ 0	\$ 4,864,846	\$ 1,237,819
PERMANENT FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
Wastewater	\$ 2,899,731	\$ 0	\$ 5,534,789	\$ 5,592,074
Water	\$ 1,110,000	\$ 0	\$ 0	\$ 1,200,000
Total Enterprise Funds	\$ 4,009,731	\$ 0	\$ 5,534,789	\$ 6,792,074
INTERNAL SERVICE FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 24,963,975	\$ 0	\$ 20,540,389	\$ 20,547,786

* 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 2020**

FUND	Full-Time Equivalent (FTE) FY2020	Employee Salaries and Hourly Costs FY2020	Retirement Costs FY2020	Healthcare Costs FY2020	Other Benefit Costs FY2020	Total Estimated Personnel Compensation FY2020
GENERAL FUND	88	\$ 4,689,625	\$ 807,600	\$ 857,915	\$ 87,440	\$ 6,442,580
SPECIAL REVENUE FUNDS						
HURF Fund	5	\$ 256,715	\$ 28,220	\$ 46,035	\$ 14,160	\$ 345,130
Federal Grants	N/A	8,300	2,500	0	1,200	12,000
Non Federal Grants	1	41,250	12,500	0	6,250	60,000
Total Special Revenue Funds	6	\$ 306,265	\$ 43,220	\$ 46,035	\$ 21,610	\$ 417,130
DEBT SERVICE FUNDS						
N/A		\$	\$	\$	\$	\$ 0
Total Debt Service Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
CAPITAL PROJECTS FUNDS						
N/A		\$	\$	\$	\$	\$ 0
Total Capital Projects Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
PERMANENT FUNDS						
None		\$	\$	\$	\$	\$ 0
Total Permanent Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS						
Wastewater Fund	9	\$ 480,655	\$ 54,065	\$ 83,330	\$ 11,325	\$ 629,375
Water Fund	12	\$ 840,000	\$ 0	\$ 0	\$ 0	\$ 840,000
Total Enterprise Funds	21	\$ 1,320,655	\$ 54,065	\$ 83,330	\$ 11,325	\$ 1,469,375
INTERNAL SERVICE FUND						
None		\$	\$	\$	\$	\$ 0
Total Internal Service Fund	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	115	\$ 6,316,545	\$ 904,885	\$ 987,280	\$ 120,375	\$ 8,329,085



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.

Balanced Budget

The Town defines a balanced budget as follows: Projected revenues cover all annual operating expenses of the Town, ie one-time and/or capital expenses may be covered by utilizing previous years surpluses.

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 Equivalent

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 proprietary 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.