

# August 2016 Monthly Report



*Town Manager*  
*Russ Martin*  
928-554-0001

## DEPARTMENT HEAD INFORMATION

<i>Town Clerk</i>	<i>Virginia Jones</i>	<i>554-0023</i>
<i>Finance Director</i>	<i>Mike Showers</i>	<i>554-0811</i>
<i>Economic Development Director</i>	<i>Steve Ayers</i>	<i>554-0007</i>
<i>Marshal</i>	<i>Nancy Gardner</i>	<i>554-8301</i>
<i>Engineer/Public Works</i>	<i>Ron Long</i>	<i>554-0821</i>
<i>Magistrate</i>	<i>Paul Schlegel</i>	<i>554-0031</i>
<i>Librarian</i>	<i>Kathy Hellman</i>	<i>554-8381</i>
<i>Community Development</i>	<i>Mike Jenkins</i>	<i>554-0051</i>



## *Memorandum*

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: September 12, 2016  
Cc: Department Heads  
Re: Manager's report for the period ending August 31, 2016

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The following is the Manager's report regarding activities in the month of August 2016:

### **Scitech**

A few things will be changing as we look for the new opportunities to work with the schools and businesses on this project. We were able to meet with the school and are working on a survey to better understand the needs of the school on this venture in the future.

### **Team Float**

Completed, successfully a Verde River float with the Verde River Institute and with Department Heads on August 12, 2016. It was a great learning opportunity for many who have never floated the Verde. In addition a few moments of fun occurred. I really appreciated the opportunity to get together and learn about the river and each other a little more as did others based on the comments from the staff who attended.

### **League Conference**

Attended League where I attended several different groups but I thought it was worth mentioning the last session where a few items specifically intrigued me. Specifically, I thought the feed forward concept is worth implementing here where positive future correction can be had as opposed to feedback that tends to focus on what went wrong many times without the corrective action for the future identified. I will be developing this concept and working with the Town staff on implementing that into our culture as I make mistakes regularly as do others but it what we do with that.

*For questions or comments, or appointments please contact me at [russ.martin@campverde.az.gov](mailto:russ.martin@campverde.az.gov) or at 554-0001.*



## Office of the Town Clerk August 2016

Comment from the Clerk:

We have completed a successful Election that includes voter approval of the 2016 General Plan.

### Business License 2016

	Jan	Feb	March	April	May	June	July	August
New	19	21	19	15	13	15	11	17
Renewed	38	64	26	59	46	40	35	39
Total on File	749	755	770	772	774	783	794	800
Closed License	2	8	4	7	7	6	2	11
Total Revenue	\$ 1,900	\$2,650	\$1,600	\$2,225	\$1,800	\$1,750	\$1,425	\$1,825

### Information/Records Requests 2016 (List on File in the Clerk's Office)

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Number of Requests	3	3	2	3	9	11	4	4				

### Information Requests 2015 (List on File in the Clerk's Office)

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Number of Requests	12	3	8	9	12	15	8	13	7	3	8	4

**Information Requests 2014**

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Number of Requests	12	44	15	13	18	23	13	31	7	3	29	19

**Clerk's Office Overall Revenue and Expense Report**

Monthly Activity

	Yearly Budgeted Amount 2015-16	Jan	Feb	March	April	May	June
Revenue	\$17,000	\$1,300	\$3,200	\$3,127	\$2,425	\$1,575	\$2,750.50
Expenses	\$157,438	\$10,371	\$15,587	30,667	\$12,169	\$11,930	\$12,005.39

	Yearly Budgeted Amount 2016-17	July	August	Sept	Oct	Nov	Dec
Revenue	\$23,000	\$1,525.00	\$2,552.00				
Expenses	\$192,105	\$11,870.45	\$25,871.49				

**Training**

Participated in the Verde River Kayak Trip with Town Manager and other Department heads, guided by Clarkdale Mayor Doug Von Gausig. This trip was a fun, educational experience and being raised in the Verde Valley I was very impressed at the knowledge Mr. Von Gausig had about the entire Verde Valley area and the impact our environment has on the river.

Thanks

*Virginia Jones*  
Town Clerk



Town of Camp Verde

# Budget Report Account Summary

For Fiscal: 2016-2017 Period Ending: 08/31/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 120 - Town Clerk</b>							
<b>Revenue</b>							
<a href="#">01-120-40-410000</a>	COPIES	0.00	0.00	2.00	2.00	2.00	0.00 %
<a href="#">01-120-40-412000</a>	BUSINESS LICENSE FEES	20,000.00	20,000.00	2,450.00	3,900.00	-16,100.00	80.50 %
<a href="#">01-120-40-412100</a>	LIQUOR LICENSE FEES	3,000.00	3,000.00	100.00	175.00	-2,825.00	94.17 %
	<b>Revenue Total:</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>2,552.00</b>	<b>4,077.00</b>	<b>-18,923.00</b>	<b>82.27 %</b>
<b>Expense</b>							
<a href="#">01-120-20-600000</a>	SALARIES	107,240.00	107,240.00	12,375.60	16,695.24	90,544.76	84.43 %
<a href="#">01-120-20-601000</a>	FICA	6,650.00	6,650.00	766.00	1,032.87	5,617.13	84.47 %
<a href="#">01-120-20-601100</a>	MEDICARE	1,555.00	1,555.00	179.17	241.58	1,313.42	84.46 %
<a href="#">01-120-20-601200</a>	RETIREMENT	12,310.00	12,310.00	1,420.76	1,916.68	10,393.32	84.43 %
<a href="#">01-120-20-601300</a>	UNEMPLOYMENT INSURANCE	350.00	350.00	0.00	0.00	350.00	100.00 %
<a href="#">01-120-20-601400</a>	WORKERS COMPENSATION	325.00	325.00	31.73	42.80	282.20	86.83 %
<a href="#">01-120-20-602000</a>	HEALTH, DENTAL & LIFE INSURANC	22,475.00	22,475.00	1,880.87	3,723.44	18,751.56	83.43 %
<a href="#">01-120-20-701000</a>	TRAINING	1,000.00	1,000.00	0.00	10.00	990.00	99.00 %
<a href="#">01-120-20-701500</a>	TRAVEL	600.00	600.00	0.00	153.26	446.74	74.46 %
<a href="#">01-120-20-703000</a>	OFFICE SUPPLIES	2,000.00	2,000.00	50.47	50.47	1,949.53	97.48 %
<a href="#">01-120-20-703500</a>	SUBSCRIPTIONS/MEMBERSHIPS	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">01-120-20-703800</a>	ADVERTISING	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">01-120-20-703900</a>	POSTAGE	0.00	0.00	0.00	1,008.50	-1,008.50	0.00 %
<a href="#">01-120-20-711000</a>	LEGAL SERVICES	2,000.00	2,000.00	58.50	58.50	1,941.50	97.08 %
<a href="#">01-120-20-712000</a>	CONTRACT LABOR	7,500.00	7,500.00	300.00	750.00	6,750.00	90.00 %
<a href="#">01-120-20-713210</a>	OFFICE EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">01-120-20-758000</a>	ELECTIONS	25,000.00	25,000.00	8,808.39	8,874.37	16,125.63	64.50 %
<a href="#">01-120-20-758100</a>	RECORDING FEES	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">01-120-20-758200</a>	RECORDS MANAGEMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
	<b>Expense Total:</b>	<b>192,105.00</b>	<b>192,105.00</b>	<b>25,871.49</b>	<b>34,557.71</b>	<b>157,547.29</b>	<b>82.01 %</b>
<b>Department: 120 - Town Clerk Surplus (Deficit):</b>		<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-23,319.49</b>	<b>-30,480.71</b>	<b>138,624.29</b>	<b>81.98 %</b>
<b>Report Surplus (Deficit):</b>		<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-23,319.49</b>	<b>-30,480.71</b>	<b>138,624.29</b>	<b>81.98 %</b>

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance	
					Favorable (Unfavorable)	Percent Remaining
<b>Department: 120 - Town Clerk</b>						
Revenue	23,000.00	23,000.00	2,552.00	4,077.00	-18,923.00	82.27 %
Expense	192,105.00	192,105.00	25,871.49	34,557.71	157,547.29	82.01 %
<b>Department: 120 - Town Clerk Surplus (Deficit):</b>	<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-23,319.49</b>	<b>-30,480.71</b>	<b>138,624.29</b>	<b>81.98 %</b>
<b>Report Surplus (Deficit):</b>	<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-23,319.49</b>	<b>-30,480.71</b>	<b>138,624.29</b>	<b>81.98 %</b>

### Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	-169,105.00	-169,105.00	-23,319.49	-30,480.71	138,624.29
Report Surplus (Deficit):	<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-23,319.49</b>	<b>-30,480.71</b>	<b>138,624.29</b>

08/31/2016 2:05 PM  
 LICENSES: 0002 THRU ZZZZZZZZZZ  
 PAID STATUS: ALL  
 LIC CODES: ALL

BUSINESS LICENSE LIST  
 SORTED BY: LICENSE NUMBER

ORIGINATI  
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 EXPIRATI

*NEW*

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3137	SERV	PRODIGY PLUMBING	PRODIGY PLUMBING 2375 N MUSTANG CAMP VERDE, AZ 86322	
3139	SERV	BL060 - [REDACTED] RANDY TAYLOR CONSULTING INC	RANDY TAYLOR CONSULTING INC 449 S 48TH ST STE#105 TEMPE, AZ 85281	2051 SR 260
3140	SERV	BL060 - [REDACTED] SELECT GLASS INC	SELECT GLASS INC PO BOX 578 WITTMANN, AZ 85361	9299 W. OLIVE A
3141	SERV	BL060 - [REDACTED] THE COMPANY	THE COMPANY DBA RV MEDIC 2111 E BEAVER CREEK RD RIMROCK, AZ 86335	2111 E BEAVER C
3142	SERV	BL060 - [REDACTED] SUPERIOR COMMERCIAL CLEANING	SUPERIOR COMMERCIAL CLEANING 25 S. 12TH ST COTTONWOOD, AZ 86326	25 S. 12TH ST C
3143	SERV	BL060 - [REDACTED] T L PLUMBING INC	T.L. PLUMBING INC 2155 SHELBY DR. STE # E SEDONA, AZ 86366	2155 SHELBY DR.
3144	SERV	BL060 - [REDACTED] TIMBERLINE CONCRETE LLC	TIMBERLINE CONCRETE LLC PO BOX 27874 PRESCOTT VALLEY, AZ 86312	1016 FINNIE FLA
3145	SERV	BL060 - [REDACTED] STAR MAINTENANCE LLC	STAR MAINTENANCE LLC PO BOX 142 CORNVILLE, AZ 86325	6000 E COURY DR
3146	SERV	BL060 - [REDACTED] BETCHEL INFRASTRUCTURE & POWE	BECHTEL INFRASTRUCTURE & POWER 8323 W. SHERMAN ST. TP;;ESPM, AZ 85353	
3147	CONT	BL060 - [REDACTED] BARONE ELECTRICAL SERVICE	BARONE ELECTRICAL SERVICE 2320 W PEORIA AVE. #C-12 PHEONIX, AZ 85029	
3148	SERV	BL060 - [REDACTED] MR. I'LL DO IT	MR. I'LL DO IT 1162 S BOYER LANE CAMP VERDE, AZ 86322	
3149	SERV	BL060 - [REDACTED] JRJ HORSESHOEING	JRJ HORSESHOEING PO BOX 1824 CAMP VERDE, AZ 86322	
	COMMENTS:	BL060 - [REDACTED]		



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LICENSES: 0002 THRU ZZZZZZZZZZ  
PAID STATUS: ALL  
LIC CODES: ALL

B U S I N E S S L I C E N S E L I S T  
SORTED BY: LICENSE NUMBER

ORIGINATI  
EFFECTI  
EXPIRATI

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3150	SERV	DESIGNS UNLIMITED	DESIGNS UNLIMITED 1472 W HORSESHOE BEND DR. CAMP VERDE, AZ 86322	
3151	SERV	POWER TECH CONTRACTING LLC	POWER TECH CONTRACTING LLC 25008 S 180TH ST GILBERT, AZ 85298	
3152	SERV	VIVINT SOLAR DEVELOPER LLC	VIVANT SOLAR DEVELOPER LLC 5446 W ROOSEVELT ST #102-105 PHOENIX, AZ 85043	
3153	RET	JAYS TRUCK CENTER LLC	JAYS TRUCK CENTER LLC PO BOX 568 CAMP VERDE, AZ 86322	
3154	SERV	MONTE PETERSEN	MONTE PETERSEN 1628 E. BIRCH ST. APT 1 COTTONWOOD, AZ 86326	
TOTAL LICENSES:		17		

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 LICENSES: 0002 THRU ZZZZZZZZZZ  
 LICENSE CODES: All  
 CLASSES: All  
 STATUS: TERMINATED  
 CITY LIMITS: INSIDE, OUTSIDE

L I C E N S E M A S T E R R E P O R T  
 SORTED BY: LICENSE NUMBER

EFFECTIVE  
 EXPIRATIO  
 COMMENT:  
 PAY STATU

*TERM*

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
1609	SERV	SIMPLICITY SALON 85 HOLLAMON ST	TERMINATED ****	BUSINESS SERV	7/31/2007	8/01/2016
	7/01/16- 6/30/17					
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID
	05-RENEW-B	Flat Fee	0.0000	0.00	0.00	0.00
2039	REST	DUGAN'S HOMEMADE ICE CREAM 2853 DUGAN LN	TERMINATED ****	BUSINESS REST	7/15/2010	8/25/2016
	7/01/16- 6/30/17					
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID
	05-RENEW-B	Flat Fee	0.0000	0.00	0.00	0.00
2043	CONT	ALL SERVICES UNLIMITED INC	TERMINATED ****	BUSINESS CONT	7/20/2010	8/01/2016
	7/01/16- 6/30/17					
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID
	05-RENEW-B	Flat Fee	0.0000	0.00	0.00	0.00
2579	SERV	BLACK HILLS AUTO BODY	TERMINATED ****	BUSINESS SERV	9/09/2013	8/25/2016
	9/01/16- 8/31/17					
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID
	05-RENEW-B	Flat Fee	0.0000	0.00	0.00	0.00
2708	SERV	CERTIFIED CONSTRUCTION, LL	TERMINATED ****	BUSINESS SERV	7/09/2014	8/23/2016
	7/01/16- 6/30/17					
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID
	05-RENEW-B	Flat Fee	0.0000	0.00	0.00	0.00
2724	CONT	RICH HUBER PLUMBING, INC	TERMINATED ****	BUSINESS CONT	8/11/2014	8/05/2016
	8/01/16- 7/31/17					
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID
	05-RENEW-B	Flat Fee	0.0000	0.00	0.00	0.00
2899	SERV	MARKS RV & BICYCLE 625 N CENTRAL BL	TERMINATED ****	BUSINESS SERV	6/08/2015	8/04/2016
	6/01/16- 5/31/17					
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID
	05-RENEW-B	Flat Fee	0.0000	0.00	0.00	0.00

## Town of Camp Verde

### Revenue Drivers

June 2016

Sources*	Jun-16	In/De %	May-16	Apr-16	FYTD Avg	Bud/Month	YTD Bud +/-	LYM Avg +/-	L5YM Avg +/-
City Sales Tax	249,058	-13%	286,199	326,360	275,349	240,260	421,071	129,921	134,624
City .65% Increase	45,801	-17%	55,032	60,884	50,916	45,619	63,559	4,729	N/A
State Sales Tax	83,381	-4%	86,800	95,059	85,629	86,561	(11,186)	2,823	10,604
VLT	62,142	2%	60,856	55,935	56,974	53,696	39,343	4,240	8,073
URS	109,092	0%	109,092	109,092	109,092	109,092	8	(595)	15,728
HURF	78,861	1%	78,072	83,025	73,394	70,583	33,724	2,897	9,091
<b>TOTAL</b>	<b>628,335</b>		<b>676,051</b>	<b>730,356</b>	<b>651,354</b>	<b>605,811</b>	<b>546,519</b>	<b>144,016</b>	<b>178,119</b>

\* - The above revenue sources (less HURF) represent approximately 85% of the Town's General Fund operating revenues.

**FYTD Avg:** Fiscal year-to-date Average. The average monthly amount for this fiscal year.

**Bud/Month:** This year's monthly budget.

**YTD Bud +/-:** Year-to-Date Budget over/short. The cumulative amount over or short of budget for the current fiscal year.

**LYM Avg +/-:** Last year monthly average over/short. The difference between this year's *FYTD Avg* and last year's *FYTD Avg* number.

**L4YM Avg +/-:** Last four years monthly average over/short. The difference between this year's *FYTD Avg* and the average of the last 4 year's *FYTD Avg* (with the exception of the *City Sales Tax* line which is the last 5 years average).

## Town of Camp Verde

### Revenue Drivers

June 2016

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City .65% Increase	45,801	-17%	55,032	60,884	50,916	45,619	63,559	4,729	N/A
State Sales Tax	83,381	-4%	86,800	95,059	85,629	86,561	(11,186)	2,823	10,604
VLT	62,142	2%	60,856	55,935	56,974	53,696	39,343	4,240	8,073
URS	109,092	0%	109,092	109,092	109,092	109,092	8	(595)	15,728
HURF	78,861	1%	78,072	83,025	73,394	70,583	33,724	2,897	9,091
<b>TOTAL</b>	<b>628,335</b>		<b>676,051</b>	<b>730,356</b>	<b>651,354</b>	<b>605,811</b>	<b>546,519</b>	<b>144,016</b>	<b>178,119</b>

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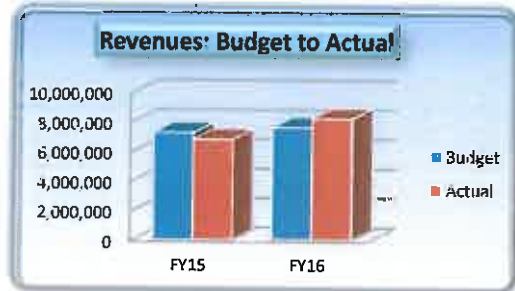
**LYM Avg +/-:** Last year monthly average over/short. The difference between this year's *FYTD Avg* and last year's *FYTD Avg* number.

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**TOWN OF CAMP VERDE**  
**General Fund Report**  
**FY16 - 4th QTR ending June 2016**

**GENERAL FUND REVENUES**

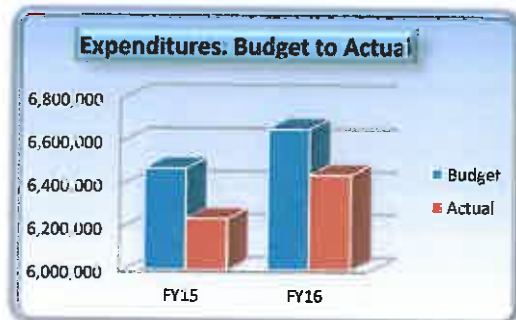
	FY 15-16 Budget	FY 15-16 Actual	% of Budget Received
Local Taxes	3,430,550	3,915,180	114%
Franchise Fees	275,500	285,835	104%
State Sales Tax	1,038,730	1,027,544	99%
Urban Revenue Sharing	1,309,100	1,309,108	100%
Vehicle License Tax	644,350	683,693	106%
Other Revenues	887,215	991,759	112%
<b>TOTAL</b>	<b>7,585,445</b>	<b>8,213,119</b>	<b>108%</b>



Town revenues finished very strong this year at 8% over budget (nearly \$628K over budget). Local tax revenues made up more than \$480K of that budget surplus due to strong retail and restaurant categories as well as our major construction projects this year. All revenue categories with the one exception of State Sales Tax are over budget for the year. While we are expecting a slowing growth pattern, Camp Verde is still holding onto a positive economic environment.

**GENERAL FUND EXPENDITURES by DEPARTMENT**

	FY 15-16 Budget	FY 15-16 Actual	% of Budget Expended
General Admin	1,650,242	1,679,862	102%
Court	373,153	358,019	96%
Public Works	846,517	825,312	97%
Community Development	482,783	417,252	86%
Marshall's Office	2,651,801	2,528,241	95%
Library	392,166	390,149	99%
Parks & Rec	257,652	244,389	95%
<b>TOTAL</b>	<b>6,654,314</b>	<b>6,443,224</b>	<b>97%</b>



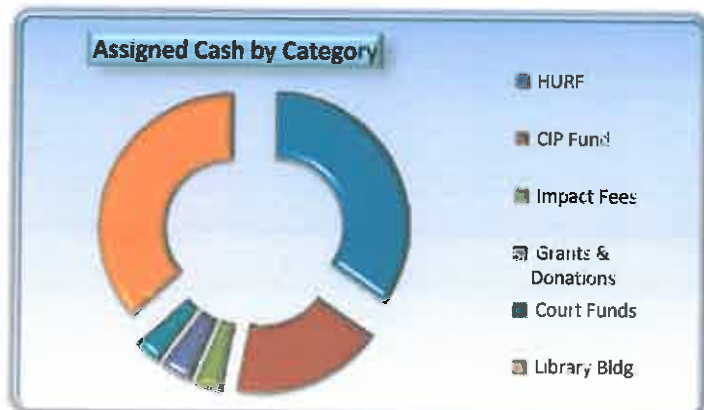
Expenses for the Town are once again under budget for the year at roughly 3% below budget. That \$211K expense savings coupled with the revenue surplus of \$628K puts the Town \$839K to the positive for the year which can be seen in the Unassigned cash shown below of \$2.65M. We started this fiscal year with \$1.7M in unassigned cash. Frugal fiscal spending and conservative revenue budgeting have helped put the Town in a very secure position. The only category over budget on expenses is General Admin due to Legal Costs, Elections, IT Equip & Serv's & Business Incentive Increases.

**CASH**

**Bank Accounts**

Pooled Checking	373,894
Payroll Checking	12,965
Stifel Investment	2,108,267
LGIP Investments	2,235,528
Library Sales	6,221
Revolving Home Loan	53,531
US Bank Accounts	1,343,045
Due from Sewer	334,018
<b>TOTAL CASH</b>	<b>6,467,469</b>
Assigned Cash	<b>(3,812,305)</b>

**Unassigned Cash** **2,655,164**



**TOWN OF CAMP VERDE**  
**Functional Revenue & Expense Summaries**  
**FY16 - 4th QTR ending June 2016**

<b>General Fund</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Revenues	8,213,119	7,585,445	(627,674)	-8%
Wages & ERE	4,900,579	5,092,602	192,023	4%
Operational	1,492,347	1,559,392	67,045	4%
Capital	50,298	2,320	(47,978)	-2068%
Net Transfers Out/(In)	861,185	957,656	96,471	10%
<b>Net</b>	<b>908,710</b>	<b>(26,525)</b>	<b>(935,235)</b>	

<b>HURF Fund</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Revenues	884,433	857,300	(27,133)	-3%
Wages & ERE	328,727	348,839	20,112	6%
Operational	283,311	235,870	(47,441)	-20%
Capital	56,929	12,000	(44,929)	-374%
Net Transfers Out/(In)	244,810	531,932	287,122	54%
<b>Net</b>	<b>(29,344)</b>	<b>(271,341)</b>	<b>(241,997)</b>	

<b>Sewer Fund*</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Operating Revenues	1,066,461	1,009,500	(56,961)	-6%
Grants & Loan Funding	316,450	804,884	488,434	61%
Wages & ERE	485,215	503,748	18,533	4%
Operational	448,071	555,475	107,404	19%
Capital	228,072	756,850	528,778	70%
<b>Net</b>	<b>221,553</b>	<b>(1,689)</b>	<b>(223,242)</b>	

\* - Depreciation is left off this schedule.

**TOWN OF CAMP VERDE**  
**Special Revenue & Capital Improvement Funds Report**  
**FY16 - 4th QTR ending June 2016**

**Capital Improvement Projects Fund**

<b>Projects</b>	<b>Actual</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Left</b>
Gym Roof	3,840	100,000	96,160	96%
Verde Lakes Dr. Culverts	32,311	137,400	105,089	76%
Finnie Flat Sidewalk	120,656	194,400	73,744	38%
Downtown Parking Lot	0	47,000	47,000	100%
Comm. Park Development	2,567	94,700	92,133	97%
Courtroom Improvements	42,657	269,000	226,343	84%
Finnie Flat Streetscape	56,048	75,000	18,952	25%
Hwy 260 Sewer	33,462	260,000	226,538	87%
Playground Equipment	48,914	50,000	1,086	2%
Vehicles & Equipment	522,968	0	(522,968)	#DIV/0!
Small Projects	74,529	72,112	(2,417)	-3%
Net Exps	(937,952)	(1,299,612)	(361,660)	28%
Interest/Operating Transfers In	1,185,785	888,223	(297,562)	-34%
Beginning Balance	405,029	411,389	6,360	2%
Remaining Funds	652,862	0	(652,862)	

**Other Funds**

	<b>Exp's</b>	<b>Rev's</b>	<b>Net</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Left</b>
Parks	6,794	0	(6,794)	(6,794)	0	0%
Court	151,432	24,578	(126,854)	(112,332)	14,522	-13%
Grants (Funds 6 & 8)	385,174	396,110	10,936	(32,896)	(43,832)	133%
Yavapai Apache Monies	47,442	20,629	(26,813)	(21,072)	5,741	-27%
CDBG	296,022	296,022	0	0	0	N/A
Library	2,913,364	454,630	(2,458,734)	(3,623,159)	(1,164,425)	32%
Impact Fees	111,065	491	(110,574)	(232,101)	(121,527)	52%
Housing	18,070	16,803	(1,267)	(8,400)	(7,133)	85%
911	0	0	0	(2,143)	(2,143)	100%
Restricted Monies	5,210	10,353	5,143	(12,469)	(17,612)	141%
Debt	700,818	700,818	0	(1,341,559)	(1,341,559)	N/A

# TOWN OF CAMP VERDE

As of June 30<sup>th</sup>, 2016

## INVESTMENTS

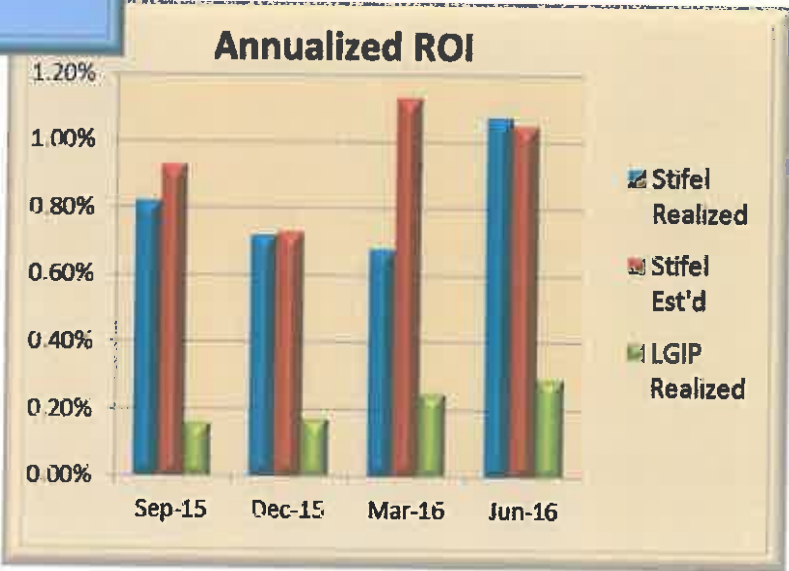
Account	Balances at June 30th	FYTD Interest	FY ROI Annualized
Stifel Nicolaus	2,108,267	16,079.61	1.05%
LGIP	2,235,528	4,030.71	0.29%
US Bank	1,343,045	83.28	N/A
Other Cash*	780,629	16.44	N/A
<b>TOTAL</b>	<b>6,467,469</b>	<b>20,210.04</b>	

\* - Does not include Sewer nor Agency Funds Cash.



**Stifel Investment Info:**  
Avg. Maturity Length of Invest's  
2.6 years  
Current Exp'd Yield-to-Maturity  
1.25%

**Comparative Rates:**  
Bank Savings – .2% to 1.0%  
2 YR Treasury Note Rate – 0.62%  
5 YR Treasury Note Rate – 1.02%



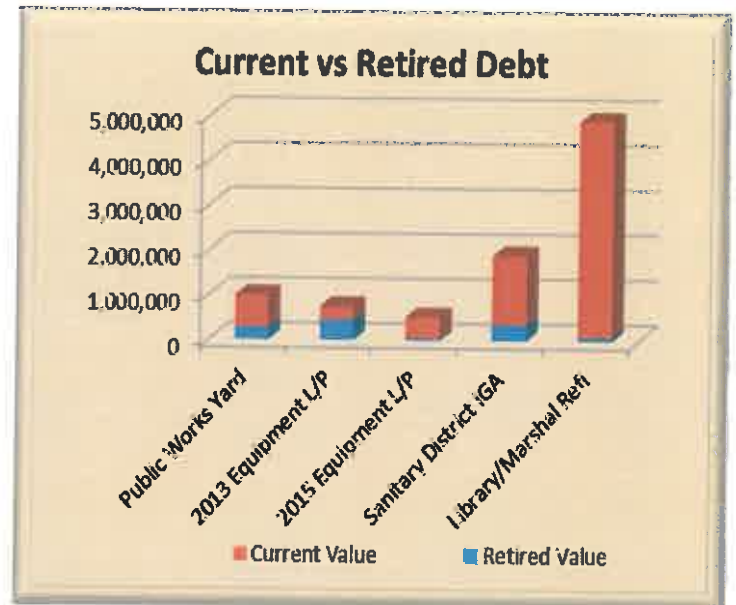
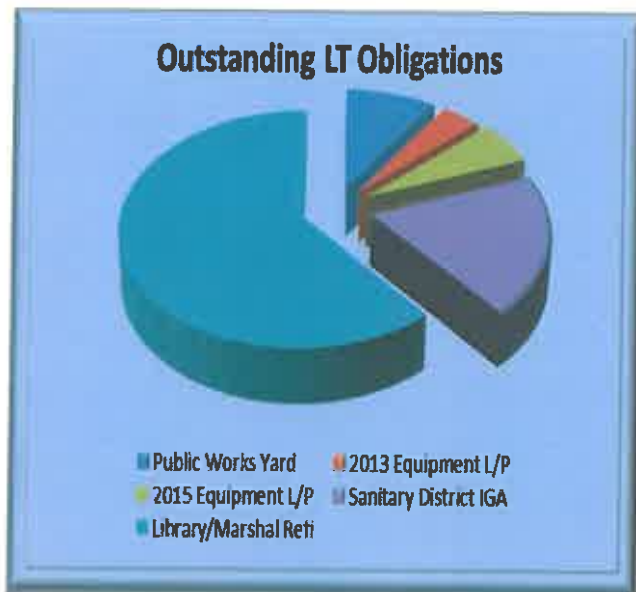


# TOWN OF CAMP VERDE

As of June 30<sup>th</sup>, 2016

## LONG-TERM DEBT

Purpose	Type	Maturity	Original		FY16 Budget	Current Obligation	Next Disbursement		Debt Retired
			Debt	Int Rate			Amount	Date	
Public Works Yard	Bonds	7/1/2023	1,005,000	3.91%	106,537	722,522	92,791	7/1/2016	282,478
2013 Equipment L/P	Note	1/28/2018	764,664	1.61%	161,382	312,428	79,691	7/28/2016	452,236
2015 Equipment L/P	Note	8/20/2020	530,000	1.79%	115,000	477,683	55,494	8/20/2016	52,317
Sanitary District IGA	IGA Pledge	7/1/2032	1,902,000	3.34%	118,664	1,534,841	68,538	7/1/2016	367,159
Library/Marshal Refi	Bonds	7/1/2030	4,904,000	2.84%	265,451	4,811,000	388,316	7/20/2016	93,000
<b>TOTALS</b>					<b>767,034</b>	<b>7,858,475</b>	<b>684,830</b>		



### FY16 Debt Service Fund

Category	Actual	Annual Budget	\$ Remaining	% Remaining
Principal Retired	1,749,829	1,809,014	59,185	3%
Interest Paid	291,364	294,479	3,115	1%
Misc Fees	1,100	5,100	4,000	78%
<b>Total</b>	<b>2,042,293</b>	<b>2,108,593</b>	<b>66,300</b>	<b>3%</b>

**TOWN OF CAMP VERDE**  
**FT & PT Employee Listing**  
**FY16 - 4th QTR ending June 2016**

**General Administration**

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Russ Martin	8/9/2010	Town Manager	40	93
Virginia Jones	11/4/1996	Deputy Town Clerk	40	67
Julie Scott	4/22/2014	Admin Asst. 1	40	42
Steven Ayres	2/1/2013	Econ. Dev. Director	40	73
Barbara Bridge	10/22/2013	Admin Asst. 1	40	42
Gaylene Allen	5/2/2013	Attendant	12	N/A
Geraldine Dillinger	6/19/2015	Attendant	12	N/A
Lynette Kovacovich	5/2/2013	Attendant	12	N/A
Mary McCarthy	7/13/2015	Econ. Dev. Specialist	18	45
Mike Showers	7/18/2011	Finance Director	40	73
Linda Peterson	10/29/2012	Finance Clerk	40	40
Jenifer McKinzie	6/23/2014	Finance Clerk	40	40
Carol Brown	8/29/1994	Risk Manager	40	69

**Municipal Court**

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Paul Schlegel	11/3/2014	Magistrate	24	N/A
Veronica Pineda	9/2/1997	Court Supervisor	40	50
Teresa Goodwin	8/21/2007	Court Clerk	40	40
Nina Sanchez	10/29/2006	Court Clerk	40	40
Debbie Cordova	11/4/2013	Court Clerk	40	40

**Public Works**

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Ron Long	7/10/2006	Public Works Director	40	78
Troy Odell	5/28/2013	PW Deputy Director	40	72
Deborah Ranney	12/10/2007	Public Works Analyst	40	48
Maria Morales-Manning	12/14/2015	Draftsperson	40	56
Mike Dumas	9/23/2002	Maintenance Foreman	40	48
David Russell	12/10/2012	Lead Maint. Worker	40	44
Stephen Diacik	9/3/2013	Maintenance Worker	40	34
Darrell Payne	10/10/2002	Maintenance Worker	40	34
Yolanda Trahin	9/5/2000	Janitor	40	28
Maria Urias	8/10/2005	Janitor	40	28

### Community Development

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Michael Jenkins	9/10/2007	Comm. Dev. Director	40	77
Robert Foreman	3/15/2006	Building Official	40	64
Kendall Welch	7/15/2013	Asst. Planner	40	42
Jonathan Rivero	8/28/2013	Building Inspector	40	46
Emily Diver	4/28/2014	Permit Technician	40	42
Sandra Farrar	8/31/2015	Permit Technician	40	42
Cheryl Eichhorn	3/27/2016	Code Enforcement/AC	40	45

### Marshal's Office

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Nancy Gardner	2/27/2012	Marshal	40	82
Jacquelyn MacConnell	1/17/2016	Commander	40	72
Oscar Berrelez	8/11/1996	Sergeant	40	62
Stephen Butler	7/11/2012	Sergeant	40	62
Steven Ganis	11/19/1995	Sergeant	40	62
Laura Robinson	11/16/2011	Sergeant	40	62
Thomas Baizel	1/14/2007	Deputy	40	53
Jeff Bowers	1/14/2008	Deputy	40	53
Brandon Collins	8/7/2006	Deputy	40	53
David Freeman	10/31/2004	Deputy	40	53
Clinton Jackson	7/29/2013	Deputy	40	53
Daniel Jacobs	9/9/2013	Deputy	40	53
Steven McClure	2/13/2011	Deputy	40	53
Roscoe Owsley	1/6/2013	Deputy	40	53
Jeff Patten	3/4/2001	Deputy	40	53
Dustin Richardson	6/23/2014	Deputy	40	53
Paul Rotzler	1/11/2015	Deputy	40	53
Michael Toporek	12/29/2013	Deputy	40	53
Darbie Martin	1/29/1998	Admin/Invest. Asst.	40	48
Mary Newton	12/15/1997	Dispatch Supervisor	40	48
Dorrie Cronk	6/11/2012	Dispatcher	40	43
Debbie Hughes	8/1/1998	Dispatcher	40	43
Brittany Rohn	10/6/2014	Dispatcher	40	43
Lana Stine	5/27/2012	Dispatcher	40	43
Jason Toogood	10/8/2006	Dispatcher	40	43
Susan Wason	4/26/2011	Disptacher	40	43
Barbara Ratlief	12/13/2013	Disptacher	20	43
Cailin Yantis Lizotte	9/10/2007	Records Specialist	40	43
Andrea Ramirez	10/7/2013	Records Clerk	19	37

### Library

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Kathy Hellman	6/24/2012	Library Director	40	69
Nadia torabi	2/16/2016	Library Specialist	40	49
Jessica Cho	2/16/2016	Library Specialist	24	49
Alice Gottschalk	1/3/2005	Library Specialist	40	39
Gerry Laurito	12/14/1999	Library Specialist	40	39
Saepyol (Sebra) Choe	12/28/2013	Library Specialist	18	39
Denise Alm	5/12/2013	Library Clerk	18	29
Wendy Cook-Roberts	6/19/2014	Library Clerk	18	29
Dee Thompson	5/12/2013	Library Clerk	18	29
Von Hatch	3/13/2016	Library Clerk	18	29

### Parks & Rec

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Michael Marshall	12/27/2012	P&R Div. Manager	40	49
Shawna Figy	6/19/2016	Recreation Supervisor	40	49
Jon Caballero	5/22/2013	Pool Manager	28	32

### Streets

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Stacy Perry	10/14/2013	Streets Supervisor	40	56
Luis Trahin	4/15/1996	Streets Foreman	40	52
David Hammond	8/9/1998	Sr. Equipment Operator	40	43
Royce Allen	10/30/2006	Equipment Operator	40	39
Richard Cope	2/6/2012	Equipment Operator	40	39

### Sewer

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Jan Grogan	6/30/2013	Wastewater Manager	40	64
Marshall Davis	6/30/2013	Senior Wastewater Op.	40	48
Tracey Feltes	6/30/2013	Admin. Asst. 1	40	42
Joseph Calhoun	7/1/2014	Wastewater Operator	40	39
Russell Cron	6/30/2013	Wastewater Operator	40	39
Chet Teague	3/9/2015	Wastewater Operator	40	39
Jerry Tinagero	7/1/2014	Wastewater Operator	40	39

FT & PT Employee Count            89  
FT Employee Count                 75  
Seasonal/Temp Workers are not included

## Salary Schedule

The Town completed a Wage and Classification Study in 2008 with implementation of the recommendations on January 1, 2009. The Salary Range Table approved by the Town Council is listed below.

Range	MIN	MID	MAX	Range	MIN	MID	MAX
11	\$ 13,712	\$ 17,289	\$ 20,865	55	\$ 40,641	\$ 51,240	\$ 61,839
12	\$ 14,055	\$ 17,721	\$ 21,386	56	\$ 41,657	\$ 52,521	\$ 63,385
13	\$ 14,406	\$ 18,164	\$ 21,921	57	\$ 42,698	\$ 53,834	\$ 64,970
14	\$ 14,767	\$ 18,618	\$ 22,469	58	\$ 43,765	\$ 55,180	\$ 66,594
15	\$ 15,136	\$ 19,083	\$ 23,031	59	\$ 44,860	\$ 56,559	\$ 68,259
16	\$ 15,514	\$ 19,560	\$ 23,607	60	\$ 45,981	\$ 57,973	\$ 69,966
17	\$ 15,902	\$ 20,049	\$ 24,197	61	\$ 47,131	\$ 59,423	\$ 71,715
18	\$ 16,300	\$ 20,551	\$ 24,802	62	\$ 48,309	\$ 60,908	\$ 73,508
19	\$ 16,707	\$ 21,064	\$ 25,442	63	\$ 49,517	\$ 62,431	\$ 75,345
20	\$ 17,125	\$ 21,591	\$ 26,057	64	\$ 50,754	\$ 63,992	\$ 77,229
21	\$ 17,553	\$ 22,131	\$ 26,709	65	\$ 52,023	\$ 65,591	\$ 79,160
22	\$ 17,992	\$ 22,684	\$ 27,376	66	\$ 53,324	\$ 67,231	\$ 81,139
23	\$ 18,441	\$ 23,251	\$ 28,061	67	\$ 54,657	\$ 68,912	\$ 83,167
24	\$ 18,903	\$ 23,832	\$ 28,762	68	\$ 56,023	\$ 70,635	\$ 85,246
25	\$ 19,375	\$ 24,428	\$ 29,481	69	\$ 57,424	\$ 72,401	\$ 87,377
26	\$ 19,859	\$ 25,039	\$ 30,219	70	\$ 58,860	\$ 74,211	\$ 89,562
27	\$ 20,356	\$ 25,665	\$ 30,974	71	\$ 60,331	\$ 76,066	\$ 91,801
28	\$ 20,865	\$ 26,307	\$ 31,748	72	\$ 61,839	\$ 77,968	\$ 94,096
29	\$ 21,386	\$ 26,964	\$ 32,542	73	\$ 63,385	\$ 79,917	\$ 96,448
30	\$ 21,921	\$ 27,638	\$ 33,356	74	\$ 64,970	\$ 81,915	\$ 98,860
31	\$ 22,469	\$ 28,329	\$ 34,189	75	\$ 66,594	\$ 83,963	\$ 101,331
32	\$ 23,031	\$ 29,038	\$ 35,044	76	\$ 68,259	\$ 86,062	\$ 103,864
33	\$ 23,607	\$ 29,763	\$ 35,920	77	\$ 69,966	\$ 88,213	\$ 106,461
34	\$ 24,197	\$ 30,508	\$ 36,818	78	\$ 71,715	\$ 90,419	\$ 109,122
35	\$ 24,802	\$ 31,270	\$ 37,739	79	\$ 73,508	\$ 92,679	\$ 111,850
36	\$ 25,422	\$ 32,052	\$ 38,682	80	\$ 75,345	\$ 94,996	\$ 114,647
37	\$ 26,057	\$ 32,853	\$ 39,649	81	\$ 77,229	\$ 97,371	\$ 117,513
38	\$ 26,709	\$ 33,675	\$ 40,641	82	\$ 79,160	\$ 99,805	\$ 120,451
39	\$ 27,376	\$ 34,517	\$ 41,657	83	\$ 81,139	\$ 102,300	\$ 123,462
40	\$ 28,061	\$ 35,379	\$ 43,698	84	\$ 83,167	\$ 104,858	\$ 126,549
41	\$ 28,762	\$ 36,264	\$ 43,765	85	\$ 85,246	\$ 107,479	\$ 129,712
42	\$ 29,481	\$ 37,170	\$ 44,860	86	\$ 87,377	\$ 110,166	\$ 132,955
43	\$ 30,219	\$ 38,100	\$ 45,981	87	\$ 89,562	\$ 112,921	\$ 136,279
44	\$ 30,974	\$ 39,052	\$ 47,131	88	\$ 91,801	\$ 115,743	\$ 139,686
45	\$ 31,748	\$ 40,029	\$ 48,309	89	\$ 94,096	\$ 118,637	\$ 143,178
46	\$ 32,542	\$ 41,029	\$ 49,517	90	\$ 96,448	\$ 121,603	\$ 146,757
47	\$ 33,356	\$ 42,055	\$ 50,754	91	\$ 98,860	\$ 124,643	\$ 150,426
48	\$ 34,189	\$ 43,106	\$ 52,023	92	\$ 101,331	\$ 127,759	\$ 154,187
49	\$ 35,044	\$ 44,184	\$ 53,324	93	\$ 103,864	\$ 130,953	\$ 158,042
50	\$ 35,920	\$ 45,289	\$ 54,657	94	\$ 106,461	\$ 134,227	\$ 161,993
51	\$ 36,818	\$ 46,421	\$ 56,023	95	\$ 109,122	\$ 137,583	\$ 166,043
52	\$ 37,739	\$ 47,581	\$ 57,424	96	\$ 111,850	\$ 141,022	\$ 170,194
53	\$ 38,682	\$ 48,771	\$ 58,860	97	\$ 114,647	\$ 144,548	\$ 174,449
54	\$ 39,649	\$ 49,990	\$ 60,331	98	\$ 117,513	\$ 148,161	\$ 178,810



**CAMP VERDE MARSHAL'S  
OFFICE  
Monthly Report  
August  
2016**



**Volunteers in Policing (VIPs):**

- VIPs assisted with National Night Out
- Processed 4 VIP applications for chaplain assistants

**Training:**

- **August 31<sup>st</sup>** – Commander MacConnell, Sgt. Butler, SRO Toporek attended Integrated Response to Mass Shootings in Phoenix

**Patrol:**

- **August 11<sup>th</sup>** - Sergeant Steve Ganis attended the Sierra Verde Estate community meeting
- **August 5<sup>th</sup>** - Deputy Bowers attended the Arizona Community Foundation of Yavapai County grant award luncheon

**Miscellaneous:**

- **August 2<sup>nd</sup>** - Annual National Night Out
- **August 10<sup>th</sup>** – Marshal Gardner attended the MatForce meeting in Cottonwood
- **August 12<sup>th</sup>** – Marshal Gardner participated in the Department head team building river trip
- **August 22<sup>nd</sup>** – Marshal Gardner participated in the Community Development oral board interview process
- **August 24<sup>th</sup>** – CVMO hosted the MatForce core group meeting
- **August 11<sup>th</sup>** - Cmdr. MacConnell attended the Department of Homeland Security Western Regional Advisory Council meeting in regards to a grant that was submitted to DOHS.
- **August 28<sup>th</sup>** - Commander MacConnell and Marshal Gardner attended the monthly PANT meeting in Sedona
- **August 29<sup>th</sup>** – Commander MacConnell coordinated training for CVMO with DPS air unit and how to communicate with them if they are utilized

**Dispatch:**

- **August 22<sup>nd</sup> and 24<sup>th</sup>** – Dispatch testing process (2 are moving forward in the background process)
- **August 27<sup>th</sup>** - Dispatcher Lana Stine's last day (she quit to take care of her ill mother in California)

**Coffee with a COP:**

- **August 29, 2016** – Marshal Gardner and Commander MacConnell, VIP Bill Gatchell, Deputy Owsley attended coffee with a cop at “Thanks a Latte”

**Crime Rate August 2015/2016**

August	2015	2016
Total Calls	1207	1280
Traffic Stops	106	158
Animal Calls	48	60
Vehicle Burglary's	3	3
Residential Burglary's	9	4
Criminal Damage	9	8
DV Calls	15	22

# CAMP VERDE MUNICIPAL

## August 2016 News Letter

### Summary of New Laws Impacting Courts/Legal

[Effective August 6, 2016 unless noted]

ARS 13-1425	Felony for unlawful distribution of images of persons in state of nudity; Transmission by sender does not in itself remove expectation of privacy [March 11, 2016]
ARS 13-2506	Modifies failure to appear charges to so FTA when required by law in connection with any misdemeanor is a Class 1M, while FTA when given a written promise to appear (including ATTC per ARS 13-3903) or has been personally served with notice is a Class 2M. [January 1, 2017]
ARS 8-422/13-4442	Adds the right of crime victims to have a faculty during court proceedings
ARS 8-418	Crime victims have the right to present evidence on restitution
ARS 39-121.04/39-123.01	Crime victim image/address/personal identifying information not disclosable under a public records request
ARS 13-2923	Expands "family classification" to include family members/nurse of conduct
ARS 13-109	Place of a criminal trial expanded to include any county through or over which a transit occurred
ARS 28-1361	Only require ignition interlock for DUI conviction based on alcohol, not drugs
ARS 13-3108	Added penalties against political subdivision/employee enacting ordinances impacting firemen when such regulation is preempted by the State
ARS 13-3729	New law regulating drivers and prohibiting local jurisdictions from adopting ordinances
ARS 9-405	Changes the requirement for voter approval of sale of city property from \$500,000 to over \$1.5 million
ARS 9-461,17	Prohibits reimbursement by the city on certain types of relocations of telecommunications facilities (television, cable TV, Internet service)
ARS 9-496,16	Expands requirement for cities to provide noise, data, studies, and schedules to increase any fee (extension) to include water, water and court fees
ARS 9-500,38	Prohibits cities from prohibiting vacation rentals, allows limited regulation for public health/safety, sets up taxing and collection of income
ARS 9-500,38	New law allowing cities to adopt standards for short-term living homes
ARS 9-500,38	Cities may not impose fees or regulate use of plastic bags
ARS 9-432.01	Cities must consider "the inclusion of property rights and personal liberties of the residents" before adopting any zoning ordinance
ARS 41-194.01	At the request of any legislator, the AG shall investigate any ordinance, regulation, order, or other action adopted by a city that allegedly violates state law or constitution; failure to resolve in 30 days results in withholding of state shared revenue
ARS 33-2501	Regulates the display and location of drop boxes for collection of donations
ARS 28-703	Expands ability of city to increase/enforce speed limits "adjacent or otherwise surrounding" school grounds or public parks
ARS 23-941.02	ALJ may declare a pro se filer to be a "wanton filer" and thereby restrict further filing in a WC case or hearing

### Getting down to :



- 19 CRIMINAL Initial Appearances held
- 0-scheduled civil traffic Trials- CVMQ/DPS/ YAPD/ADOT
- 99 civil Traffic citations filed- CVMQ/DPS/ YAPD
- 27 more tickets than this time last year
- 1 scheduled jury trial
- 4- petition for Injunction against harassment/Order of protection
- 2-petitions denied 2- granted

- We celebrated Debbie's birthday!!!
- Debbie attended the Safety meeting for the quarter.
- Veronica attended the Yavapai County Limited Jurisdiction Administrators meeting in Williams, AZ.
- 2 weddings performed this month

Always room for court humor.....



**CAMP VERDE MUNICIPAL COURT  
MONTHLY REPORT**

DESCRIPTION	JULY 2016	AUGUST 2016	SEPTEMBER 2016	OCTOBER 2016	NOVEMBER 2016	DECEMBER 2016	JULY THROUGH DEC 2016	JANUARY 2017	FEBRUARY 2017	MARCH 2017	APRIL 2017	MAY 2017
MISDEMEANOR & CR TRAFFIC FTA	36	20					56					
DUI	18	6					24					
SERIOUS TRAFF	1	0					1					
CRIMINAL TRAFF	3	32					35					
MISDEMEANORS SUBTOTAL	58	58	0	0	0	0	116	0	0	0	0	0
CIVIL TRAFFIC	79	99					178					
HARASSMENT INJUNCTION	0	2					2					
ORDER OF PROTECTION	6	2					8					
TOTAL FILINGS	143	161	0	0	0	0	304	0	0	0	0	0
IA/ARR IN CUSTODY	28	19					47					
ATTY RESTITUTION	548.02	435.28					983.30					
LCL ORD FEES (Default/Warrant etc)	418.06	705.56					1123.62					
LCL CRT ENHANCEMENT	1713.44	1936.06					3649.50					
JCEF TO TOWN	172.63	309.37					482.00					
CVMO ADDL EQP \$13	149.12	132.53					281.65					
DPS ADDL EQP \$13	96.91	132.00					228.91					
YAV CTY JAIL/ADD FEE	191.41	203.97					395.38					
MVD/ADOT/ADD FEE	0.94	4.94					5.88					
ROC ADDL EQP FEE	0.00	0.00					0.00					
YAN TRIBAL POLICE	0.64	4.48					5.12					
STATE TREAS.	13177.81	15680.46					28858.27					
TOWN TREAS.	10975.26	13759.66					24734.92					
TOTAL CHECK	26478.16	32163.47	0.00	0.00	0.00	0.00	58641.63	0.00	0.00	0.00	0.00	0.00



**TOTAL FILINGS AND COLLECTIONS-THREE YEAR TREND**

MAY 2017	JUNE 2017	JANUARY THROUGH JUNE 2017	TOTAL FISCAL YEAR 2017 (JULY 2016- JUN 2017)	Inc/Dec FY 16 TO FY 17	TOTAL FISCAL YR 2016 (Jul 2015- Jun 2016)	Inc/Dec FY 15 TO FY 16	TOTAL FY 2015 (Jul 14-June 15)	Inc/Dec FY 14 TO FY 15	TOTAL FY 14 (Jul 13-Jun 14)	DESCRIPTION
		0	56	-82%	319	15%	277	-33%	415	MISDEMEANOR & CR TRAFFIC
		0	24	-68%	76	52%	50	-61%	128	FTA
		0	1	-89%	9	-10%	10	-29%	14	DUI
		0	35	-87%	268	-9%	294	70%	173	SERIOUS TRAFF
										CRIMINAL TRAFF
0	0	0	116	-83%	672	3%	651	-11%	730	MISDEMEANORS SUBTOTAL
		0	178	-83%	1066	-21%	1356	-26%	1844	CIVIL TRAFFIC
		0	2	-92%	26	0%	26	37%	19	HARASSMENT INJUNCTION
		0	8	-73%	30	30%	23	-15%	27	ORDER OF PROTECTION
0	0	0	304	-83%	1794	-13%	2056	-22%	2620	TOTAL FILINGS
		0	47	-89%	431	11%	387	-5%	406	IA/ARR IN CUSTODY
		0	983	-80%	\$ 4,814.96	-16%	\$ 5,726.10	-60%	\$ 14,472.21	ATTY RESTITUTION
		0	1124	-95%	\$ 23,017.77	31%	\$ 17,526.40	-16%	\$ 20,907.22	LCL ORD FEES (Default/Warrant etc)
		0	3650	-85%	\$ 24,241.18	-21%	\$ 30,743.43	-23%	\$ 39,890.16	LCL CRT ENHANCEMENT
		0	482	-84%	\$ 2,942.78	0%	\$ 2,935.79	-25%	\$ 3,890.47	JCEF TO TOWN
		0	282	-87%	\$ 2,134.35	0%	\$ 2,137.42	-22%	\$ 2,742.93	CVMO ADDL EQP\$13
		0	229	-85%	\$ 1,575.76	-33%	\$ 2,354.35	-22%	\$ 3,024.91	DPS ADDL EQP \$13
		0	395	-88%	\$ 3,418.98	-25%	\$ 4,554.94	-49%	\$ 8,947.98	YAV. CTY JAIL FEES
		0	6	-65%	\$ 16.58	107%	\$ 8.00	-80%	\$ 40.00	MVD/ADOT/ADD FEE
		0	0	0%	\$ -	-100%	\$ 0.97	-44%	\$ 1.74	ROC ADDL EQP FEE
		0	5	-96%	\$ 129.11	100%	\$ 64.50	-96%	\$ 1,470.69	YAN TRIBAL POLICE
		0	28858	-88%	\$ 235,443.15	-10%	\$ 261,650.80	-15%	\$ 307,572.30	STATE TREAS.
		0	24735	-86%	\$ 177,814.66	-1%	\$ 180,021.82	-19%	\$ 221,122.78	TOWN TREAS.
0.00	0.00	0	58642	-87%	\$ 447,716.55	-8%	\$ 484,472.02	-18%	\$ 588,703.96	TOTAL CHECK

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: August 2016

CRIMINAL TRAFFIC				
	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	52	7	72	131
Filed	6	0	32	38
Transferred In	0	0	0	0
<b>SUBTOTAL</b>	<b>58</b>	<b>7</b>	<b>104</b>	<b>169</b>
Transferred Out	0	0	0	0
Other Terminations	18	1	8	27
<b>TOTAL TERMINATIONS</b>	<b>18</b>	<b>1</b>	<b>8</b>	<b>27</b>
Statistical Correction	0	0	0	0
Pending End of Month	40	6	96	142

\*A.R.S. 28-661 (if misdemeanor), -662,-663,-664,-665,-693,-708. See Instructions.

TRAFFIC FAILURE TO APPEAR**								
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
214	1	0	215	0	1	1	0	214

\*\*READ: These are FORMAL FTA FILINGS AND DISPOSITIONS CHARGING ANOTHER CRIMINAL OFFENSE, not bench warrants for failure to appear. FTA filings should also have original traffic complaint recorded in the CRIMINAL TRAFFIC SECTION above until that traffic filing has been terminated. Issuing a bench warrant or an FTA does not terminate the traffic filing.

Criminal Traffic/FTA Court Trials Held: 0      Criminal Traffic/FTA Jury Trials Held: 0

CIVIL TRAFFIC									
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Default Judg- ment	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
191	99	0	290	0	9	88	97	0	193

Civil Traffic Hearings Held: 0

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)				
Filed	Trans In	TOTAL	Trans In	TOTAL
19	0	19	0	19

**LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT**

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year:

August 2016

MISDEMEANOR									
Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Tran Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (i)	
Misdemeanor (Non-Traffic)	646	20	0	666	0	29	29	0	637
Failure to Appear (Non-Traffic)	6	0	0	6	0	0	0	0	6
<b>TOTAL</b>	<b>652</b>	<b>20</b>	<b>0</b>	<b>672</b>	<b>0</b>	<b>29</b>	<b>29</b>	<b>0</b>	<b>643</b>

TRIALS HELD			
Misdemeanor Court/FTA Trials Held:	0	Misdemeanor/FTA Jury Trials Held:	0

FELONY								
Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Trans Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (i)
	0	0	0	0	0	0	0	0
Felony Preliminary Hearings Held:	0	Felony, Misdemeanor, Criminal Traffic Initial: Appearances:	19					

LOCAL NON-CRIMINAL ORDINANCES						
	Pending 1st of Month	Filed	SUB- TOTAL	Terminated	Stat. Corr.	Pending End of Month
Parking	0	0	0	0	0	0
Non-Parking	25	8	33	10	0	23
<b>TOTAL</b>	<b>25</b>	<b>8</b>	<b>33</b>	<b>10</b>	<b>0</b>	<b>23</b>

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 4 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year:

August 2016

WARRANTS OUTSTANDING

TRAFFIC WARRANTS OUTSTANDING

D.U.I.	135
Serious Violations	10
All Other Violations	588
TRAFFIC TOTAL	733

CRIMINAL WARRANTS OUTSTANDING

Felony	1
Misdemeanor	816
CRIMINAL TOTAL	817

MAIL BY THE 20TH WORKING DAY OF MONTH:

Arizona Supreme Court  
Administrative Office of the Courts  
1501 W. Washington St., Suite 410  
Phoenix, AZ 85007-3327

ATTN: Research/Statistics Unit  
(602) 542-9376

Paul A. Sellegel  
Signature of the Judge/Magistrate (or designee)

Veronica Pineda  
Name of Preparer

September 1, 2016  
Date of Preparation

<b>CAMP VERDE MUNICIPAL COURT</b> <b>MONTHLY TRANSMITTAL</b>
---

Date: September 7, 2016  
 From: Camp Verde Municipal Court

Reporting Month: August 2016

Check #: \_\_\_\_\_

Total Amount of Check: **\$32,163.47**

**RECEIVED AND ALLOCATED TO BELOW ACCOUNTS BY \_\_\_\_\_**

**REVENUE ACCOUNT NUMBER**

01-300-40-413000	<b>\$29,350.23</b>
Fines/Fees/Forfeitures- before the check requests below	
01-300-40-431000	<b>\$435.28</b>
Court Apt-Atty. Reimbursement	
05-310-40-	<b>\$309.37</b>
Local JCEF Fund	
05-330-40-413300	<b>\$1,936.06</b>
Court Enhancement Fund	
19-601-40-413000	
Camp Verde Marshal's Safety Equip. Fund	<b>\$132.53</b>

**CHECK REQUEST**

Summary of Checks that need to be written to County Treasurer, Law Enforcement Agencies and the State Treasurer

VENDOR #	AGENCY	AMOUNT	ACCOUNT#
002693	Yavapai Apache Nation Police Dept. Fines & Safety Eqpt.	\$4.48	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$203.97	01-300-40-413000
000117	Arizona State Treasurer	\$15,680.46	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$132.00	01-300-40-413000
003572	Motor Vehicle Division Refund Unit	\$4.94	01-300-40-413000
001014	Registrar of Contractors Safety Equipment Fund	\$0.00	01-300-40-413000

**August 2016**

# Community Development Monthly Report August 2016 *MI*



## **Building Division:**

Robert Foreman -- Building Official, Emily Diver -- Residential Building Inspector & Permit Technician,  
Jon Rivero -- Building Inspector/Plans Examiner, Sandra Farrar -- Permit Technician

## **Planning & Zoning:**

Michael Jenkins -- Community Development Director, Kendall Welch -- Assistant Planner



## **Code Enforcement:**

Cheryl Eichhorn -- Animal Control/Code Enforcement Officer;  
James Simons -- Animal Control/Code Enforcement Officer



130 Black Bridge Road | Camp Verde AZ 86322

## CAMP VERDE COMMUNITY

IBDADV good company always Welcome...

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### MEMORANDUM

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**TO:** Russ Martin, Town Manager  
**FROM:** Kathy Hellman, Library Director  
**SUBJECT:** Monthly Report – August 2016  
**DATE:** 9/12/16  
**CC:** Department Heads

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**Library Construction Update:** Details, details, details. That's where the project is currently focused. If you think the building looks great from the outside, wait until you see the finished interior. Architect, Joel Westervelt's vision is becoming reality and the results are stunning.



The Library participated in the National Night Out event sponsored by Camp Verde Marshal's Office. Our table was shared by the three moms from a parent support group that has formed as a result of the autism training and programs sponsored by the library over the past year. The group is passionate about expanding support to families with a member on the autism spectrum and are meeting monthly at the library.

Thanks to an invitation from Town Council, three teens involved in library programs attended the Youth portion of the Arizona League of Cities and Towns conference. Celeena Johnson, a junior at CVHS, Ethan Moll, a junior at South Verde and Raymundo Rodriguez, a freshman at CVHS left Camp Verde at 5a (an incredible feat in itself) to represent Camp Verde in the flag carrying ceremony and participate in the Youth league. Special thanks to Library Clerk, Von Hatch, for chaperoning an participating in this event.

AZ Secretary of State, Michele Reagan, presented our \$20,000 LSTA grant check to the library. Secretary Reagan, State Librarian, Holly Henley and State Library Development Administrator, Jaime Ball toured the construction site after the grant presentation. Before she left, Secretary Reagan spent a few minutes collecting weeds in the library parking lot for her desert tortoise.



**Report from Youth Services Librarian, Nadia Torabi:** The children's room in the library was quiet this month compared to the last three.

Sigh of relief. An amazing program we started this month is Dolly Parton's Imagination Library. Any child under the age of five can receive a free book, once a month, every month, until their fifth birthday, no strings attached. What a wonderful way to promote early literacy, by getting material into the homes of children. I plan on visiting preschools in the Camp Verde and getting more children signed up during the month of September.

**Report from Circulation and Volunteer Coordinator, Alice Gottschalk:** Now and then we are approached by adults and/or teens required to do community service. Over the past few years, we have put them to work in a variety of tasks in the library. It is our goal to give them meaningful work and to help them see the many resources the library offers. I believe that people deserve a fresh start if they are willing to take it. Interestingly, some of our volunteers started out as community service assignments, showing what a difference we can make by investing in people.



Thanks to a savvy volunteer and an anonymous donation, we were able to take advantage of an opportunity to purchase used chairs hotel from Habitat for Humanity's ReStore for less than \$17/chair. The 51 chairs are now in a storage unit until they can be brought into the new building and professionally cleaned. They will be used in a variety of places throughout the library to provide leisure seating.

Be sure to follow our blog: <https://cvcltalk.wordpress.com/>. To really keep up with what is going on at the library, don't forget to like us on Facebook at: <https://www.facebook.com/campverdelibrary>



## August 2016 Camp Verde Community Library Use Statistics

	Aug-16	Aug-15	% change	YTD-FY17	YTD-FY16	% change
<b>In-Library Uses</b>						
Traffic Count	6,298	5,428	16.0%	12,399	11,791	5.2%
New Cards Issued	66	55	20.0%	144	127	13.4%
Public Computer Use	1,823	1,822	0.1%	3,552	3,940	-9.8%
Early Literacy Computer Use	65	94	-30.9%	102	177	-42.4%
Requests for Computer Help	123	89	38.2%	236	232	1.7%
Reference Questions	153	140	9.3%	316	325	-2.8%
<b>Total In-Library Use</b>	<b>8,528</b>	<b>7,628</b>	<b>11.8%</b>	<b>16,749</b>	<b>16,592</b>	<b>0.9%</b>
<b>Library Programs</b>						
Adult Programs	27	18	50.0%	48	39	23.1%
Adult Program Attendance	89	81	9.9%	162	167	-3.0%
Adult Program Hours	2.5	2.25	11.1%	7	14	-51.9%
Youth Programs	21	19	10.5%	45	47	-4.3%
Youth Program Attendance	175	167	4.8%	368	591	-37.7%
Youth Program Hours	15	13.5	11.1%	41	43	-4.7%
Programs Off-Site	1	1	0.0%	9	9	0.0%
<b>Total Library Program Attendance</b>	<b>264</b>	<b>248</b>	<b>6.5%</b>	<b>530</b>	<b>758</b>	<b>-30.1%</b>
<b>Circulation</b>						
Items Checked Out	4,298	4,705	-8.7%	8,623	10,206	-15.5%
Items Checked In	4,569	5,578	-18.1%	9,619	12,164	-20.9%
Items Used In-Library	240	127	89.0%	452	460	-1.7%
Renewed Items	770	809	-4.8%	1,452	1,753	-17.2%
<b>Total Circulation</b>	<b>9,877</b>	<b>11,219</b>	<b>-12.0%</b>	<b>20,146</b>	<b>24,583</b>	<b>-18.0%</b>
Total Number Library Patrons	3,968	3,747	5.9%			
<b>Circulation Areas of Interest</b>						
Audio Books	205	169	21.3%	412	338	21.9%
DVDs & VHS	1,620	1,751	-7.5%	3,280	2,972	10.4%
eBooks	382	280	36.4%	763	564	35.3%
Youth eBooks	59	34	73.5%	126	88	43.2%
iPads & e-readers	0	8	-100.0%	3	43	-93.0%
Large Print	178	254	-29.9%	355	482	-26.3%
Magazines	153	110	39.1%	266	229	16.2%
Kids & Teens Material	1,236	1,575	-21.5%	2,784	3,130	-11.1%
<b>Transits, HOLDS &amp; InterLibrary Loans</b>						
HOLDS Filled	670	840	-20.2%	1,330	1,735	-23.3%
Transit Items Sent & Received	n/a	1,595		1,427	3,129	-54.4%
CVCL ILL Items Going Out	31	23	34.8%	52	49	6.1%
ILL Items for CVCL Patrons	4	4	0.0%	6	13	-53.8%
<b>Total Transit, HOLDS &amp; ILL Activity</b>	<b>670</b>	<b>2,435</b>	<b>-72.5%</b>	<b>2,757</b>	<b>4,864</b>	<b>-43.3%</b>
<b>Library Volunteers</b>						
Number of Volunteers	20	28	-28.6%	39	61	-36.1%
Number of Hours Given	501	624	-19.7%	964	1,323	-27.1%
Average Hours/Volunteer	25.1	22.3	12.4%	24.7	21.7	14.0%
<b>Collection &amp; Development</b>						
New Kids & Teen Material Added	69	27	155.6%	88	110	-20.0%
New Books Added	115	70	64.3%	190	262	-27.5%
New Audio-Visual Material Added	60	61	-1.6%	114	108	5.6%
<b>Total Items Added</b>	<b>175</b>	<b>131</b>	<b>33.6%</b>	<b>304</b>	<b>370</b>	<b>-17.8%</b>
<b>Total Items Owned</b>	<b>31,956</b>	<b>30,639</b>	<b>4.3%</b>			
<b>Mending &amp; Donations</b>						
Items Mended or Repaired	67	63	6.3%	211	229	-7.9%
Donations Processed	37	405	-90.9%	212	1,027	-79.4%
Donations Cataloged	27	105	-74.3%	86	176	-51.1%
<b>Online Public Access Catalog</b>						
OPAC Searches	n/a	7,240		n/a	21,589	

Average  
Circulation  
Activity  
per Open  
Hour  
**156.8**

Number  
of Items  
Owned  
per Capita  
(pop 11,500)  
**2.8**

**MONTHLY REPORT FOR AUGUST 2016**  
**BUILDING DIVISION**

Completed 136 building inspections, 10 residential plan check reviews, 6 commercial plan check reviews, 115 phone calls, 18 meetings, 24 miscellaneous site inspections, 8 miscellaneous postings, 8 transmittals, 5 business licenses issued, 2 dangerous buildings.

Chaired the September Safety Committee in the absence of the Town Safety Officer. Had a meeting with Staff and the Town Manager in regards to a proposed new tire repair shop. Had a meeting with Staff and Public Works regarding processing permits between the two Departments. Started field training for our new inspector/plans examiner Jon Rivero.

Attended the National Night Out to represent the Building Department. Had a site visit with representatives of Yavapai County and Code Enforcement on a property that straddles the County and the Town. Met with an applicant for a new sandwich shop and Staff. Had a meeting with Staff and the Town Manager regarding solar system permits. Met with the daughter of the deceased owner of a fire damaged single family home and discussed options on how to deal with the now dangerous building once her ownership is confirmed. Currently we have it fenced off using funds from our abatement budget line.

Had a 'meet and greet' at Community Development office with the five candidates for the Director's position opening due to Mr. Jenkins pending retirement. Also attended a morning 'coffee' with the candidates and a follow up meeting with the attendees and the Town Manager at the Parks and Rec conference room. Working lunch meeting with Staff and the Town Manager to discuss the applicants for the Director's position.

Still waiting for Circle K to pick up their permit, they have not made the final decision on their General Contractor as of yet. Construction on the new O'Reillys store has started. Library remains on schedule. Permit for the new Dollar General in Verde Lakes is ready to issue pending some minor adjustments on their civil plans.



Robert Foreman CBCO  
Building Official

# BUILDING MONTHLY REPORT

<u>August 2016</u>	<u>CURRENT MONTH</u>	<u>PREVIOUS MONTH</u>	<u>2016-2017 FY</u>
PERMITS ISSUED	28	36	64
PERMITS FINALED	22	22	44
PLAN REVIEWS PERFORMED	16	12	28
INSPECTIONS PERFORMED	136	92	228
PHONE CALLS RECEIVED	806	445	1251
BUSINESS LICENSES REVIEWED	5	5	10
BUSINESS LICENSE INSPECTIONS	5	5	10
MISCELLANEOUS SITE INSPECTIONS	24	22	46
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	2	1	3
Stop Work Order	0	1	1
Grading Without Permit	0	0	0

MISCELLANEOUS:

PROJECTS: ALL

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 8/01/2016 THRU 8/31/2016 USE SEGMENT DATES

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
20160307 02-RES ADD	8/01/2016 8/01/2016	GRISWOLD, KENT RESIDENTIAL ADDITION	25 LINDA VISTA DRIVE 02-RESADD - RESIDENTIAL ADD	OWNER OWNER	RESIDENTIAL ADDITION 15,000.00	02-RES ADD 902.65
20160308 TOWER-EXIS	8/24/2016 8/03/2016	CAMP VERDE WATER SYS INC TOWER-EXISTING CO-LOCATE	499 6TH ST S TOW - TOWER CO-LOCATE	BETCHEL IN OWNER	TOWER EXISTING MODIFICATION 30,000.00	TOWER-EXIS 1,610.75
20160309 ELE-RES	0/00/0000 8/03/2016	MCELHANEY, LYNDALE RESIDENTIAL ELECTRICAL	3661 CHINO DRIVE ELE-RES - RESIDENTIAL ELECT	PURSCLAR PURSCLAR	RES-OTC ELECTRICAL 1,626.00	ELE-RES 75.00
20160310 04-RES ACC	0/00/0000 8/04/2016	KEEFER, KEVIN AND TERRI RESIDENTIAL ACCESSORY	4407 CAUGHRAN RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 15,000.00	RES ACC 523.48
20160311 PLB-COM	8/15/2016 8/15/2016	GRAVES INVESTMENT CO LLC COM - PLUMBING	3591 OLD STATE HWY 279 PLB-COM - COMMERCIAL PLUMBI	JOHNGRAVES OWNER	COMMERCIAL PLUMBING 75,000.00	PLB-COM 850.18
20160312 FENCE	8/05/2016 8/04/2016	KAT INVESTMENTS LLC FENCE	1102 BOYER LANE FENCE - FENCE	RCHOMES&DE RCHOMES&DE	FENCE 1,000.00	FENCE 50.00
20160313 13-COM REM	8/05/2016 8/05/2016	CAMP VERDE LLC COMMERCIAL ALTER/REMODEL	3755 OLD STATE HWY 279 COMREM - COMMERCIAL REMODEL	OWNER OWNER	COMMERCIAL REMODEL 2,000.00	13-COM REM 75.00
20160314 03-RES REM	8/05/2016 8/05/2016	BARKLEY, NANCY RESIDENTIAL ALTER/REMODEL	698 PARK CIRCLE PORCH - PORCH/PATIO	OWNER OWNER	RES-ENCLOSE EXISTING PATIO 2,500.00	PORCH/PAT 236.38
20160315 PLB-RES	8/08/2016 8/08/2016	HILLEBERT, BETTY JO RES - PLUMBING	3652 BLUE WATER CIRCLE PLB-RES - RESIDENTIAL PLUMB	MRROOERPL OWNER	RESIDENTIAL PLUMBING 2,202.27	PLB-RES 75.00
20160316 SOLAR	8/08/2016 8/26/2016	ANEAR, FELIX & SALLY SOLAR INSTALLATION	1228 BUFFALO TRAIL SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 16,843.40	SOLAR 536.33
20160317 FENCE	8/11/2016 8/08/2016	ALCOZE, THOMAS FENCE	4380 BIG VALLEY DRIVE FENCE - FENCE	OWNER OWNER	FENCE 700.00	FENCE 50.00
20160318 04-RES ACC	8/09/2016 8/09/2016	CARLSON, PENNY RESIDENTIAL ACCESSORY	3161 LOST RIVER DRIVE RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 5,000.00	RES ACC 284.23
20160319 03-RES REM	8/16/2016 8/11/2016	LINDSAY, DOUGLAS RESIDENTIAL ALTER/REMODEL	900 STOLEN BLVD 03-RESREM - RESIDENTIAL REM	NORTHORIE OWNER	RESIDENTIAL REMODEL 6,000.00	03-RES REM 446.32
20160320 04-RES ACC	0/00/0000 8/11/2016	WINSLOW, WARREN RESIDENTIAL ACCESSORY	517 MONTEZUMA CASTLE HWY RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 8,500.00	RES ACC 379.93
20160321 DEMO-RES	8/11/2016 8/11/2016	HUNT, SILVIA RESIDENTIAL DEMOLITION	3475 MIDDLE VERDE ROAD DEMO-RES - RESIDENTIAL DEMO	TIERRAVERD OWNER	RESIDENTIAL DEMOLITION 6,000.00	DEMO-RES 75.00
20160322 ELE-COM	8/12/2016 8/12/2016	COFFEY COMMERCIAL CENTER L COMMERCIAL ELECTRICAL	873 HOWARDS RD 22 ELE-COM - COMMERCIAL ELECTR	OWNER OWNER	COMMERCIAL ELECTRICAL 50.00	ELE-COM 75.00

PROJECTS: ALL

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 8/01/2016 THRU 8/31/2016 USE SEGMENT DATES

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

PROJECT SEGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
20160324 FENCE	8/15/2016 8/15/2016	BACHLER, PETE & JANET FENCE	126 SALT MINE RD FENCE - FENCE	OWNER OWNER	FENCE 3,167.00	FENCE 50.00
20160327 13-COM REM	8/23/2016 8/23/2016	VERDE RIVER RV RESORT-SEDON COMMERCIAL ALTER/REMODEL	1472 HORSESHOE BEND COMREM - COMMERCIAL REMODEL	SUREBUILD OWNER	COMMERCIAL REMODEL 10,722.60	13-COM REM 342.78
20160328 Z-FINPLAT	0/00/0000 8/23/2016	TIERRA VERDE HOLDINGS LLC FINAL PLAT	1600 MONTEZUMA CASTLE HWY FINPLAT - FINAL PLAT	OWNER OWNER	FINAL PLAT 0.00	Z-FINPLAT 1,420.00
20160329 ZC	8/23/2016 8/23/2016	GETMAN, LISA ZONING CLEARANCE	618 HIGHLINE	OWNER OWNER	ZONING CLEARANCE 0.00	ZC 85.00
20160330 03-RES REM	8/31/2016 8/24/2016	LIZOTTE, MICHAEL RESIDENTIAL ALTER/REMODEL	3775 TUMBLEWEED DRIVE 03-RESREM - RESIDENTIAL REM	OWNER OWNER	RESIDENTIAL REMODEL 5,863.43	03-RES REM 308.16
20160332 ELE-COM	8/24/2016 8/24/2016	KBI PROPERTY MANAGEMENT COMMERCIAL ELECTRICAL	258 MAIN STREET 14 ELE-COM - COMMERCIAL ELECTR	MJB ELECTR OWNER	OTC-COMMERCIAL ELECTRICAL 800.00	ELE-COM 75.00
20160333 ELE-RES	0/00/0000 8/25/2016	ZOE DANIELS LIVING TRUST RESIDENTIAL ELECTRICAL	2763 SKYLINE DRIVE ELE-RES - RESIDENTIAL ELECT	BARONE OWNER	RES-OTC ELECTRICAL 800.00	ELE-RES 75.00
20160337 PLB-RES	8/26/2016 8/26/2016	TRINIDAD, CARLOS RES - PLUMBING	2045 PEARL DRIVE PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL OTC PLUMBING 500.00	PLB-RES 150.00
20160338 01-NEW RES	8/29/2016 8/29/2016	BENEDICT, VICTOR RESIDENTIAL SINGLE FAMILY	554 LONGHORN DRIVE R-3 - RESIDENTIAL ONE/TWO F	OWNER OWNER	.NEW SINGLE FAMILY RESIDENC 160,000.00	01-NEW RES 2,502.73
20160340 04-RES ACC	0/00/0000 8/29/2016	GROSHONG, CALVIN RESIDENTIAL ACCESSORY	852 MCCRACKEN LN S RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 2,200.00	RES ACC 85.00
20160341 ELE-RES	8/30/2016 8/30/2016	WRIGHT, LARRY RESIDENTIAL ELECTRICAL	1973 CENTRAL LANE ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 160.00	ELE-RES 75.00
20160342 ELE-COM	9/01/2016 8/30/2016	AIUTO, RONDA COMMERCIAL ELECTRICAL	432 SOUTH 1ST STREET ELE-COM - COMMERCIAL ELECTR	OWNER OWNER	COMMERCIAL ELECTRICAL 1,500.00	ELE-COM 75.00
*** TOTALS ***		NUMBER OF PROJECTS: 28		VALUATION:	373,334.70 FEES:	11,488.92

PROJECTS: ALL

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 8/01/2016 THRU 8/31/2016 USE SEGMENT DATES

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

## \*\*\* SEGMENT RECAP \*\*\*

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
01-NEW - RESIDENTIAL SINGLE FAMIL	1	160,000.00	2,502.73
02-RES - RESIDENTIAL ADDITION	1	15,000.00	902.65
03-RES - RESIDENTIAL ALTER/REMODE	3	14,363.43	990.86
04-RES - RESIDENTIAL ACCESSORY	1	30,700.00	1,272.64
13-COM - COMMERCIAL ALTER/REMODEL	2	12,722.60	417.78
DEMO-RES - RESIDENTIAL DEMOLITION	1	6,000.00	75.00
ELE-COM - COMMERCIAL ELECTRICAL	3	2,350.00	225.00
ELE-RES - RESIDENTIAL ELECTRICAL	3	2,786.00	225.00
FENCE - FENCE	3	4,867.00	150.00
PLB-COM - COM - PLUMBING	1	75,000.00	850.18
PLB-RES - RES - PLUMBING	2	2,702.27	225.00
SOLAR - SOLAR INSTALLATION	1	16,843.40	536.33
TOWER-EXIS - TOWER-EXISTING CO-LO	1	30,000.00	1,610.75
Z-FINPLAT - FINAL PLAT	1	0.00	1,420.00
ZC - ZONING CLEARANCE	1	0.00	85.00
*** TOTALS ***	28	373,334.70	11,488.92

PROJECTS: ALL

APPLIED DATES: 0/00/0000 THRU 99/99/9999

ISSUED DATES: 8/01/2016 THRU 8/31/2016 USE SEGMENT DATES

EXPIRE DATES: 0/00/0000 THRU 99/99/9999

STATUS: ALL

## \*\*\* BUILDING CODE RECAP \*\*\*

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
*BLANK* - *BLANK*	1	1	0.00	85.00
02-RESADD - RESIDENTIAL ADDITION	1	1	15,000.00	902.65
03-RESREM - RESIDENTIAL REMODEL	2	2	11,863.43	754.48
COMREM - COMMERCIAL REMODEL	2	2	12,722.60	417.78
DEMO-RES - RESIDENTIAL DEMOLITION	1	1	6,000.00	75.00
ELE-COM - COMMERCIAL ELECTRICAL	3	3	2,350.00	225.00
ELE-RES - RESIDENTIAL ELECTRICAL	3	3	2,786.00	225.00
FENCE - FENCE	3	3	4,867.00	150.00
FINPLAT - FINAL PLAT	1	1	0.00	1,420.00
PLB-CCM - COMMERCIAL PLUMBING	1	1	75,000.00	850.18
PLB-RES - RESIDENTIAL PLUMBING	2	2	2,702.27	225.00
PORCH - PORCH/PATIO	1	1	2,500.00	236.38
R-3 - RESIDENTIAL ONE/TWO FAMILY	1	1	160,000.00	2,502.73
RES - RESIDENTIAL ACCESSORY BUILDING	4	4	30,700.00	1,272.64
SOLAR - SOLAR INSTALLATION	1	1	16,843.40	536.33
TOW - TOWER CO-LOCATE	1	1	30,000.00	1,610.75
*** TOTALS ***	28	28	373,334.70	11,488.92

SELECTION CRITERIA

REPORT SELECTION

PROJECT RANGE FROM: THROUGH ZZZZZZZZZZ  
PROJECT STATUS: All  
CONTRACTOR: All  
PROJECT TYPE: All  
SEGMENT: All  
VALUATION RANGE FROM: 0.00 THROUGH 999,999,999.99

PROJECT DATES

APPLIED RANGE FROM: 00/00/0000 THROUGH 99/99/9999  
ISSUED RANGE FROM: 08/01/2016 THROUGH 08/31/2016  
USE SEGMENT DATES: YES  
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999  
USE SEGMENT DATES: NO

PRINT OPTIONS

TOTALS ONLY: NO  
INCLUDE SEGMENTS: YES  
COMMENT CODES: None

\*\*\* END OF REPORT \*\*\*



## **Planning & Zoning Monthly Report**

**August 2016**

### **August 2, 2016**

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch met with the Town Manager and Public Works Director Ron Long to discuss current events.

Community Development Director Michael Jenkins, Assistant Planner Kendall Welch, and ACO/Code Enforcement Officer Cheryl Eichhorn attended National Night Out to represent Planning & Zoning/Code Enforcement Divisions of Community Development.

### **August 3, 2016**

Community Development Director Michael Jenkins, and ACO/Code Enforcement Officer Cheryl Eichhorn met with Yavapai County Development Services to perform a follow up visit on a recent code enforcement case.

### **August 4, 2016**

The Special Session of the Planning & Zoning Commission was cancelled due to a lack of agenda items.

### **August 9, 2016**

The Regular Session of the Board of Adjustment/Board of Appeals was cancelled due to a lack of agenda items.

### **August 11, 2016**

The Special Session of the Planning & Zoning Commission was cancelled due to a lack of agenda items.

### **August 15, 2016**

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch met with the Town Manager to discuss upcoming Planning & Zoning Ordinance changes that need to be made before Mike's retirement.

### **August 22, 2016**

The Community Development Department hosted an open house for the Community Development Director candidates.

**August 24, 2016**

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended a pre-application meeting for a potential zoning map change located near the intersection of State Route 260 and I-17.

**August 25, 2016**

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended a pre-pre-application meeting to discuss the potential expansion of charitable organization that specializes in food distribution.

Assistant Planner Kendall Welch accepted the Final Plat application for Castle Heights for processing, as well as a Zoning Map Change application for parcel 403-22-018C.

**August 30, 2016**

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended a pre-application meeting for a potential zoning map change located near the intersection of I-17 and State Route 260.

Assistant Planner Kendall Welch also attended a web committee meeting where a representative from CivicPlus demonstrated software specifically designed for local government.

**August 31, 2016**

Received preliminary results from the August 30, 2016 Election. The General Plan was ratified 63% yes, to 36% no.

**Code Enforcement    Fiscal Year 2016-2017**  
**Abatements as of August 31, 2016:**

<b>Lccation</b>	<b>Total Cost Per Nuisance Abatement</b>

**Total**

**Budgeted Amount \$6,000.00, balance \$6,000.00.**

**Code Enforcement:**

**Total Complaints: 17**

**Violations Found: 3**

**Violation Not Found: 4**

**Cases Closed: 49**

**Open Complaints: 160**

**Abatements: 0**

**Other statistics for the month**

**Zoning Clearances Residential: 13**

**Zoning Clearances Commercial: 3**

**Administrative Review: 1**



## Public Works August 2016

### Engineering:

- Ron Long represented the Town at the following meetings:
  - ADOT PEER Group
  - Transportation Technical Subcommittee
  - American Society of Civil Engineers
  - Met with local contractor and Yavapai County Health Dept. to inspect the donated kitchen equipment and a possible design plan
  - Internal staff meetings to discuss:
    - Current status of Sewer Projects
    - General staff meeting
  - Nature Conservancy
  - Participated in the interviews for the new CD Director
  - Pre-Construction Conference for the Chip Seal Project
  - Met with potential consultant for the infrastructure design of the Community Park
  - Pre-Application meeting in Community Development

### Streets:

- Posted and awarded the 2016/2017 Chip Seal Project to
- Prepared roads for the Chip Seal Project in Verde Lakes
- Road side mowing
- Tree trimming
- Work Orders

### Sewer:

- We marked 57 Blue Stakes
- We had 11 after-hours emergency repairs
- Conducted daily and monthly wastewater monitoring (lab tests)
- We treated approximately 230,000 gallons per day of wastewater.
- Monthly inspection of 21 fire extinguishers, 2 emergency lights and defibrillator.
- There have been delays in the construction of the new Headworks. It is 90% completed.
- Continued Mosquito abatement.
- Re-insulated the Well House.
- Ran Power to South Well.
- Inspected Hollamon Area manholes (31).

- Weed Control Lower Evaporation area.
- Continued jetting of the sewer lines. 220 Man Holes done to date.
- Clearing and Grubbing Manholes along Mainline.
- Continued Map room organization.
- Continued site monitoring with gas meter
- Staff went to Prescott to the RWAA Training for 2 days.

**Maintenance:**

- Continue with the remodel of Community Development
- Assisted with set-up & take-down for National Night Out
- Constructed well-irrigation-vault and arranged for the pump electrical service which will serve the Community Library and Rezzonico Park
- Worked with Tree Advisory Committee, including a meeting with the contractor who will install the irrigation system to the plants
- Monitored the work done by the "Old Guys" and assisted with installation of benches
- Purchased trailer to transport equipment, including the man lift
- Secured burned-out house in Verde Lakes at request of Marshal
- Meeting with Adult Probation
- Installed drip system at the Ramada site for planting of trees
- Began the key count and core identification for keying of the Community Library
- Grounds crew worked on mowing, weed eating and Parks maintenance

**Parks & Rec:**

- The resolution authorization for the RTP grant through Arizona State Parks was approved by Council along with the park renaming process. Planning is underway on both these topics.
- Continued to handle requests for facility use at the Community Center and 204 as well as the various sports fields with Fall youth sports under way.
- Our day trip program is continuing to be very popular with new trips scheduled through the end of the year.
- The pool transitioned to our extended season schedule with reduced hours through the middle of September.
- Mike & Shawna attended the AZ Parks & Recreation Association annual conference in Litchfield Park. It was a very informative conference and led to some contacts which are already bearing fruit. We are cultivating a closer relationship with area Parks & Rec organizations and other similar sized Towns to improve our operations.
- The six teams in Co-Ed Adult Softball finished their playoff series on August 10.
- Grasshopper basketball registration is open for the 1<sup>st</sup> – 4<sup>th</sup> grade season starting in mid-October.

- Mike attended meetings for the River Recreation Working Group for the Verde Front and the Verde Front Leadership.
- Mike and Shawna continued work on Town Social Media and Web policies and meetings as well as improving our Facebook presence with the assistance of Harriet Bui from Econ. Dev.
- We have started accepting registrations for the Christmas Craft Bazaar scheduled for December 10<sup>th</sup>.
  
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