

November 2016 Monthly Report



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

DEPARTMENT HEAD INFORMATION

Town Clerk	Virginia Jones	554-0023
Finance Director	Mike Showers	554-0811
Economic Development	Steve Ayers	554-0007
Marshal	Nancy Gardner	554-8301
Engineer/Public Works	Ron Long	554-0821
Magistrate	Paul Schlegel	554-0031
Librarian	Kathy Hellman	554-8381
Community Development	Carmen Howard	554-0054
Risk Management	Carol Brown	554-0003



Memorandum

To: Mayor and Council
From: Russ Martin, Town Manager
Date: December 13, 2016
Cc: Department Heads
Re: Manager's report for the period ending November 30, 2016

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

Access to Secondary Education

I am part of a committee formed from the Secondary Education Forum and we have begun to meet to discuss improving access to Secondary Education of all forms. In doing so we are looking to get feedback from a variety of age groups to determine the potential barriers that people find when trying to further their education beyond high school. This is a regional group with members from the communities lacking Yavapai College direct access points and intends on developing an action plan to ensure the hurdles that some face are lowered or eliminated in the future to encourage an educated population for our communities' futures.

Part-time Employees and Minimum Wage Changes

Staff began working on adjusting our policies to reflect the changes made in the laws as result of the election. Part-time employees are now eligible for sick leave as of July 2017, this will require a change in our policies. Additionally, we needed to address the costs associated with the increase in the minimum wage, this mostly effects the Pool employees however there are other areas of concern as some making just over that now may have concerns over equity. This issue will continue to be addressed as HR is working on adjustments to the salary plan in the spring in anticipation of a change in the next budget.

For questions or comments, or appointments please contact me at russ.martin@campverde.az.gov or at 554-0001.



Risk Management Memorandum

cb

To: Mayor and Council
From: Carol Brown, Risk Manager
Date: December 10, 2016
Cc: Department Heads/Safety Committee
Re: Risk Manager's Monthly Report ending November 30, 2016

Obtained Insurance For:

- No items

Attended Meetings/Trainings:

- Department Head meetings (2)
- Council after action meeting
- Safety officer (2)
- 2 AMRRP mtgs.
 - Qtly mtg. – review other pool's loss control and regional roundtable
 - Meeting with program administrator re: loss control – best practices for end user
- Risk Mgmt. Dept. status update to Town Mgr.
- Presentations:
 - Safety Data Sheet (chemical info.) virtual software
 - To Council – Enterprise Risk Mgmt. (ERM)
 - Best Practices for agreements/Certificates of Insurance
- Follow-up with adjuster re: vehicle accident
- Options for agreement processing
- HIPAA Training
- E-session: update on complaint

Incidents/Claims/Restitution/Collections

- 1 work-related injury
- 1 vehicle fender-bender

Risk Management Highlights:

- **Legal:** coded attorney invoices, reviewed agreements, followed-up on status of litigation/claims
- **Researched/reviewed:** Reviewed proposed Special-Event Application, renewal of Judge's employment agreement at Attorney's request and Goldberg & Osbourne DPS response
- **Processed:** 8 Certificates of Insurance
- **Prepared/finalized:** several presentations

For questions or comments regarding this report, please feel free to stop by my office or contact me at 928.554.0003/carol.brown@campverde.az.gov



Office of the Town Clerk November 2016

Comment from the Clerk:

The Clerk's Office would like to congratulate re-elected Mayor Charles German and Council Member Jessie Murdock. We would also like to congratulate and welcome Buck Buchanan and Dee Jenkins. We look forward to working with all of you.

The Clerk's Office participated in the 'all hands' meeting on November 30, 2016, Thank you Council and Russ for a wonderful meal, and to Carol Brown for the training regarding Agreements.

In November I had the opportunity to visit the Marshal's Office Evidence Room to see their new filing system, how amazing to get so much in such a small space and to have everything barcoded. While I was there I also got to visit with Cailin Lizotte, the Marshal's Office Records Specialist. If any department needs a new storage system it would be the Marshal's Office. The retention period they have is so much longer than other departments.

Business License 2016

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	19	21	19	15	13	15	11	17	26	21	15	
Renewed	38	64	26	59	46	40	35	43	56	45	40	
Total on File	749	755	770	772	774	783	794	801	822	807	820	
Closed License	2	8	4	7	7	6	2	10	1	20	5	
Total Revenue	\$ 1,900	\$2,650	\$1,600	\$2,225	\$1,800	\$1,750	\$1,425	\$1,825	\$1,300	\$1,075	\$1,100	

*New licenses for the Month do not include Special Event License

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

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Number of Requests 2016	3	3	2	3	9	11	4	4	2	2	3	
Number of Requests 2015	12	3	8	9	12	15	8	13	7	3	8	4
Number of Requests 2014	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	\$2,075.75	\$2,850.00	\$1,100.00	
Expenses	\$192,105	\$11,870.45	\$25,871.49	\$22,093.40	12,635.84	\$12,371.11	

Training

On November 14, 2016 Barbara Bridge and I attended the Arizona Municipal Clerk Fall Election Training regarding Implications of the New Campaign Finance Law. There have been major changes in the law, including repealing the \$500 Exemption Statement, changes in the Financial Disclosure laws, and the Clerk has been assigned new responsibilities. I can only say I am grateful that none of these laws went into effect prior to our election, there is a lot of new information to start absorbing.

Virginia Jones
Town Clerk



Town of Camp Verde

Budget Report Account Summary

For Fiscal: 2016-2017 Period Ending: 11/30/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Town Clerk							
Revenue							
01-120-40-410000	COPIES	0.00	0.00	0.00	2.75	2.75	0.00 %
01-120-40-412000	BUSINESS LICENSE FEES	20,000.00	20,000.00	1,100.00	9,475.00	-10,525.00	52.63 %
01-120-40-412100	LIQUOR LICENSE FEES	3,000.00	3,000.00	0.00	625.00	-2,375.00	79.17 %
	Revenue Total:	23,000.00	23,000.00	1,100.00	10,102.75	-12,897.25	56.08 %
Expense							
01-120-20-600000	SALARIES	107,240.00	107,240.00	8,250.43	41,446.53	65,793.47	61.35 %
01-120-20-601000	FICA	6,650.00	6,650.00	510.25	2,563.67	4,086.33	61.45 %
01-120-20-601100	MEDICARE	1,555.00	1,555.00	119.33	599.57	955.43	61.44 %
01-120-20-601200	RETIREMENT	12,310.00	12,310.00	947.20	4,758.32	7,551.68	61.35 %
01-120-20-601300	UNEMPLOYMENT INSURANCE	350.00	350.00	0.00	0.00	350.00	100.00 %
01-120-20-601400	WORKERS COMPENSATION	325.00	325.00	21.16	106.26	218.74	67.30 %
01-120-20-602000	HEALTH, DENTAL & LIFE INSURANC	22,475.00	22,475.00	1,880.90	9,366.17	13,108.83	58.33 %
01-120-20-701000	TRAINING	1,000.00	1,000.00	0.00	90.00	910.00	91.00 %
01-120-20-701500	TRAVEL	600.00	600.00	0.00	153.26	446.74	74.46 %
01-120-20-703000	OFFICE SUPPLIES	2,000.00	2,000.00	191.84	896.12	1,103.88	55.19 %
01-120-20-703500	MEMBERSHIPS	500.00	500.00	0.00	160.00	340.00	68.00 %
01-120-20-703800	ADVERTISING	1,000.00	1,000.00	0.00	33.93	966.07	96.61 %
01-120-20-704000	COMPUTER SERVICES/SOFTWARE	0.00	0.00	0.00	5.50	-5.50	0.00 %
01-120-20-711000	LEGAL SERVICES	2,000.00	2,000.00	0.00	156.00	1,844.00	92.20 %
01-120-20-712000	CONTRACT LABOR	7,500.00	7,500.00	450.00	2,250.00	5,250.00	70.00 %
01-120-20-713210	OFFICE EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
01-120-20-758000	ELECTIONS	25,000.00	25,000.00	0.00	18,938.62	6,061.38	24.25 %
01-120-20-758100	RECORDING FEES	100.00	100.00	0.00	0.00	100.00	100.00 %
01-120-20-758200	RECORDS MANAGEMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
	Expense Total:	192,105.00	192,105.00	12,371.11	81,523.95	110,581.05	57.56 %
	Department: 120 - Town Clerk Surplus (Deficit):	-169,105.00	-169,105.00	-11,271.11	-71,421.20	97,683.80	57.77 %
	Report Surplus (Deficit):	-169,105.00	-169,105.00	-11,271.11	-71,421.20	97,683.80	57.77 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Town Clerk						
Revenue	23,000.00	23,000.00	1,100.00	10,102.75	-12,897.25	56.08 %
Expense	192,105.00	192,105.00	12,371.11	81,523.95	110,581.05	57.56 %
Department: 120 - Town Clerk Surplus (Deficit):	-169,105.00	-169,105.00	-11,271.11	-71,421.20	97,683.80	57.77 %
Report Surplus (Deficit):	-169,105.00	-169,105.00	-11,271.11	-71,421.20	97,683.80	57.77 %

12/02/2016 10:24 AM
 LICENSES: 00 THRU ZZZZZZZZZZ
 LICENSE CODE: Exclude: NON-PROFIT, SPEC-V
 CLASSES: All
 STATUS: PENDING, ACTIVE
 CITY LIMITS: INSIDE, OUTSIDE
 LICENSE NUMBER
 M A S T E R R E P O R T
 SORTED BY:
 EFFECTIVE DATES: 0/00/00 TO 99/99/
 EXPIRATION DATES: 0/00/00 TO 99/99/
 COMMENT:
 NONE SELE
 PAY STATUS:
 PAGE:

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED	CHARGES	BALANCE	DATE PAID
3187	SERV	THOMPSON PARALEGAL SERVICE	ACTIVE	BUSINESS SERV	11/01/2016	11/01/2016	50.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00		11/01/2016
3204	REST	JT BISTRO 348 S MAIN ST.	ACTIVE	BUSINESS REST	11/01/2016	11/01/2016	100.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	50.00	100.00	0.00		11/01/2016
	13-APP-L	Flat Fee	0.0000	0.00	0.00		0.00		
	UNPOSTED		0.0000	0.00	0.00		250.00CR		11/23/2016
3206	CONT	ROSSON ELECTRIC LLC 10353 E DURAHM RD DEWEY	ACTIVE	BUSINESS CONT	11/01/2016	11/01/2016	50.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	50.00		0.00		11/02/2016
3207	CONT	THE GRAZAK CORPORATION 21639 N 14TH AVE	ACTIVE	BUSINESS CONT	11/02/2016	11/02/2016	50.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00		11/01/2016
3208	CONT	CARESCAPE INC 13370 W. FOXFIRE DR #101	ACTIVE	BUSINESS CONT	11/04/2016	11/04/2016	50.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00		11/02/2016
3209	CONT	R.E.D. PLUMBING INC 11800 E. BERRY	ACTIVE	BUSINESS CONT	11/04/2016	11/04/2016	50.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00		11/04/2016
3210	CONT	TSG CONSTRUCTORS LLC 615 W DEER VALLEY RD 117	ACTIVE	BUSINESS CONT	11/07/2016	11/07/2016	50.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00		11/04/2016

Nov Due 15

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED	BALANCE	DATE PAID
3210	CONT	TSG CONSTRUCTORS LLC	ACTIVE	BUSINESS	11/07/2016		50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE	DATE PAID
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00	11/07/2016
3211	SERV	GONZOS LANDSCAPING 4281 E. CANYON DR. CV AZ	PENDING	BUSINESS SERV	11/08/2016	11/08/2016	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE	DATE PAID
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00	11/10/2016
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR	11/10/2016
3213	SERV	EDWARD B LEE DBA TAI YANG	PENDING	BUSINESS SERV	11/15/2016	11/15/2016	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE	DATE PAID
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00	11/15/2016
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR	11/15/2016
3214	REST	THANKS A LATTE 348 S. MAIN ST. 18	PENDING	BUSINESS REST	11/15/2016	11/15/2016	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE	DATE PAID
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00	11/16/2016
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR	11/16/2016
3215	CONT	DMD PROPERTY MAINTENANCE I 960 W. BUFFALO TRAIL	PENDING	BUSINESS CONT	11/15/2016	11/15/2016	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE	DATE PAID
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00	11/16/2016
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR	11/16/2016
3219	CONT	LEO ELECTRIC LLC 13633 W. CARIBBEAN LN	PENDING	BUSINESS CONT	11/21/2016	11/21/2016	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE	DATE PAID
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00	11/18/2016
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR	11/18/2016
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE	DATE PAID
	01-APP-B	Flat Fee	0.0000	50.00	0.00	50.00	0.00	11/21/2016
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR	11/21/2016

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED	CHARGES	BALANCE	DATE PAID
3220	CONT	SILVER STAR HEATING & COOL 15212 N. 63 DR. GLENDALE A	PENDING	BUSINESS CONT	11/21/2016	11/21/2016	50.00	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	0.00	50.00		
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR		11/21/2016
3221	CONT	REUSE OK	PENDING	BUSINESS CONT	11/21/2016	11/21/2016	50.00	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	0.00	50.00		
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR		11/21/2016
3231	LOD	COUNTRY CHARM 3001 S ASPEN WAY CAMP VER	PENDING	BUSINESS LOD	11/29/2016	11/29/2016	50.00	50.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	0.00	50.00		
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR		11/21/2016
7187	CONT	B 27713 N. 158TH WAY SCITDL	PENDING	BUSINESS CONT	11/30/2016	10/31/2016	0.00	0.00	
	FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	BALANCE		
	01-APP-B	Flat Fee	0.0000	50.00	0.00	0.00	50.00		
	UNPOSTED		0.0000	0.00	0.00	50.00	50.00CR		12/01/2016

REPORT TOTALS: 16 LICENSES
 -1 #7187
 15



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



Volunteers in Policing (VIPs):

- 11-15 – A holiday appreciation pot luck was held for the VIPs

Training:

- 11-1/11-2/11-3 – Records Specialist, Cailin Lizotte and Records Clerk, Andrea attended the LERMA records conference in Phoenix
- 11-14 /11-15- Sergeant Steve Butler attended Supervising Property and Evidence
- 11-15 – School Resource Officer Mike Toporek attended De-escalation of force training in Apache Junction
- 11-29 – Commander Jacqui MacConnell attended Mental Health training at the Yavapai College in Sedona for 1st responders

Patrol:

- 11-4 / 11-11 - Operation Verde Lakes (final detail was on the 11th)

Detectives:

- 11-15 Robbie Hill was arrested and charged with 5 counts of Burglary and 1 count of theft of means of transportation. Hill was involved in the burglaries that were occurring throughout Camp Verde and also for the thefts of quads.

Miscellaneous:

- 11-08 - Commander Jacquelyn MacConnell provided an interview with KVRD on CVMO
- 11-22 – Marshal Gardner and Commander MacConnell attended the monthly PANT meeting
- 11-30 – Commander MacConnell attended the monthly Verde Valley Spectrum (mental health) meeting

Coffee with a COP:

- 11-28-16– Sergeant Laura Robinson and Detective Mike Jardine attended coffee with a cop at “Thanks a Latte”

Crime Rate November 2015/2016

November	2015	2016
Total Calls	1261	1061
Traffic Stops	202	104
Animal Calls	46	58
Vehicle Burglary	2	1
Residential Burglary	2	8
Criminal Damage	19	18

Community Development Monthly Report November 2016



Building Division:

Robert Foreman – Building Official; Jon Rivero – Building Inspector/Plans Examiner;
Elisha New-Building Inspector/Plans Examiner; Sandra Farrar – Permit Technician

Planning & Zoning:

Carmen Howard – Community Development Director



Code Enforcement:

James Simons – Animal Control/Code Enforcement Officer



Photo courtesy of Reuters

BUILDING MONTHLY REPORT

November 2016	CURRENT MONTH	PREVIOUS MONTH	2016-2017 FY
PERMITS ISSUED	41		33
PERMITS FINALED	23		25
PLAN REVIEWS PERFORMED	26		29
INSPECTIONS PERFORMED	82		99
PHONE CALLS RECEIVED	410		447
BUSINESS LICENSES REVIEWED	8		2
BUSINESS LICENSE INSPECTIONS	7		8
MISCELLANEOUS SITE INSPECTIONS	5		8
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	0		0
Stop Work Order	0		1
Grading Without Permit	0		0

MISCELLANEOUS:

MONTHLY REPORT FOR NOVEMBER 2016
BUILDING DIVISION

Attended Council P&Z meeting with the new Director, Carmen Howard. Met with Economic Development Staff and Community Development Director regarding possible changes to P&Z Lighting Ordinance and possibly seeking accreditation with the International Dark Sky Association. Had a site visit with Public Works Director, Ron Long, Fire Marshal, Kristi Gagnon, Library Director Kathy Hellman and Architect Joel Westervelt regarding an exit issue at the library. Took the new Director on several site visits around Town.

Held a meeting with Building Staff and the owners of the agriculture facility on Hwy 260 regarding the remaining items to be addressed so that a Certificate of Occupancy can be issued. Attended the Quarterly Board of Appeals meeting and presented to them the process and steps in abating Dangerous Structures. Attended a meeting with Community Development staff and the Risk Manager, Carol Brown.

Attended a phone conference with Ron Long, Carmen Howard, Steve Ayers, Mike Dumas and Mr. John Barentine of the International Dark Sky Association, regarding street lighting and Town building lights. Had a pre-construction site visit with the General Contractor at the new Dollar General store in Verde Lakes. Attended the Staff after Council meeting, and attended the Council Retreat with Carmen Howard our new Director.

Had a meeting with Building Staff and economic development specialist Sebra Choe in regard to 'Tiny Houses'. Under current adopted Building Codes a Single Family Residence can be constructed as small as 250 to 300 square feet, depending on design. Discussed the economic viability of development of 'Tiny Houses.'" Had a second site meeting with Ron Long, Kristi Gagnon, Kathy Hellman, and Joel Westervelt at the Library concerning an exit issue. Also attending was our new Plans Examiner/Building Inspector Elisha New. Her first day was November 21st. Feel free to come by and introduce yourself. Our new Permit Technician, Destiney Jones will start on December 5th.

Had a meeting with Carmen Howard and a local real estate concerning a possible land split, and required Fire Equipment Access. Held a meeting with Building Staff and two agents for the Abide Maternity group regarding a building conversion into a group home for young ladies. Attended the "All Hands" meeting of November 30th and a follow up meeting regarding contracts and insurance requirements for vendors and contract services.

Completed 82 building inspections, 17 residential plan check reviews, 9 commercial plan check reviews, 90 phone calls, 20 meetings, 15 miscellaneous site inspections, 5 miscellaneous postings, 6 transmittal, 7 business licenses issued.

A handwritten signature in black ink, appearing to read "Robert Foreman", with a long horizontal flourish extending to the right.

Robert Foreman CBCO
Building Official

12/01/2016 7:40 AM

PROJECT VALUATION AND FEE REPORT

PROJECTS: ALL

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

ISSUED DATES: 11/01/2016 THRU 11/30/2016

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESC
20160320	11/15/2016	WINSLOW, WARREN	517 MONTEZUMA CASTLE HWY	OWNER	RESI
20160411	11/03/2016	VERDE RIVER RV RESORT-SEDON	1472 HORSESHOE BEND	OWNER	COMM
20160422	11/01/2016	THE TOWN OF CAMP VERDE	1000 STATE ROUTE 260	OWNER	COMM
20160423	11/02/2016	LEE, WILLIAM	212 W. FINNIE FLAT	ROSSON ELE	COMM
20160424	11/02/2016	LEE, WILLIAM	212 W. FINNIE FLAT RD	ROSSON ELE	COMM
20160425	11/03/2016	CAMP VERDE SANITARY DISTRIC	1000 HWY 260	OWNER	NEW
20160426	11/03/2016	CAMP VERDE SANITARY DISTRIC	1000 HWY 260	OWNER	NEW
20160430	11/03/2016	RODMAN, NANCY	3296 MOCKING BIRD LANE	277662	SOLA
20160431	11/03/2016	LOMBARDI, THOMAS C & KARE	2170 N. MOONEY LANE	277662	SOLA
20160433	11/09/2016	ARIZONA LESSOR-INFINIA INC	86 SALT MINE ROAD	OWNER	ADMI
20160434	11/08/2016	WOOD, RICHARD	1186 S. VAIL RD	DICKISON	RESI
160435	11/21/2016	PORNEALA, NICUSOR	2403 N. BELGIAN WAY	OWNER	NEW
20160436	11/09/2016	BAIZE, JAMES	4120 E. CLEAR CREEK DRIVE	CONST	MANU
20160437	11/09/2016	BAIZE, JAMES	4120 E. CLEAR CREEK DRIVE	CONST	RESI
20160438	11/10/2016	TOWN OF CAMP VERDE	473 S MAIN STREET	OWNER	COMM
20160439	11/14/2016	BORK FAMILY TRUST	3530 QUIRT CIRCLE	SOLARCITY	SOLA
20160440	11/14/2016	OIUM, CHRIS & BECKY	1825 QUARTERHORSE LANE	KILBY&SONS	RESI
20160441	11/14/2016	TOWN OF CAMP VERDE	1000 STATE ROUTE 260	OWNER	COMM
20160442	11/14/2016	TWIDWELL, RICHARD	TBD TBD	OWNER	NEW
20160443	11/16/2016	MCINTIRE, DEAN	3600 CLOVERLEAF RANCH RD	OWNER	RESI
20160444	11/16/2016	PREUSS, LARRY W	3520 CHINO DRIVE	DELTAMECH	RESI
20160445	11/17/2016	ACV FSD VERDE LLC	452 FINNIE FLAT	ELITEPERFO	COMM
20160447	11/21/2016	BETA VENTURES, LLC	803 INDUSTRIAL DRIVE	OWNER	ZONI
20160448	11/21/2016	RICHARD & LAURA, HELGERSON	2150 SQUAW PEAK RD	OWNER	ZONI

12/01/2016 7:40 AM

PROJECT VALUATION AND FEE REPORT

PROJECTS: ALL

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

ISSUED DATES: 11/01/2016 THRU 11/30/2016

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESC
20160449	11/22/2016	LAURENT TRUST	703 CLIFFS PARKWAY	K KITTLE L	RESI
20160450	11/22/2016	TOMB, KENNETH	2820 ZACHERY LN	LYON&SONMO	MANU
20160451	11/22/2016	RHODA, ASHLEY	2468 PAINT DRIVE	SU	INGR
20160452	11/22/2016	RHODA, WALTER	2500 PAINT DRIVE	SU	INGR
20160453	11/22/2016	TOMB, KENNETH	2820 ZACHERY LN	LIB	RESI
20160454	11/22/2016	BASSOUS, JOHN & MARY	277 PARADE GROUND CIRCLE	OWNER	RESI
20160455	11/22/2016	J & J REAL ESTATE HOLDINGS,	2800 ZACHARY LANE	LIB	RESI
20160456	11/23/2016	J & J REAL ESTATE HOLDINGS	2800 ZACHARY LANE	GUERRAMOB	MANU
20160457	11/23/2016	ROSANE, RANDY & DEBBIE	2041 CALLE SALIDA	OWNER	RESI
20160458	11/23/2016	KARAKAY HOLDINGS LLC	1875 CIMARRON DRIVE	LYON&SONMO	MANU
20160459	11/23/2016	MCCRACKEN, ROSE	3309 ROBIN LN	OWNER	RESI
20160461	11/28/2016	MORRIS, PEGGY	N/A NA	PURSOLAR	RESI
20160463	11/28/2016	VAN LIEW, PAUL	NA NA	OWNER	MINO
20160464	11/28/2016	ABEND, JENNIFER	N/A N/A	OWNER	FENC
20160466	11/29/2016	WOOTAN, ROBERT L & SHAW	2380 SQUAW PEAK RD	CHRISCONNE	RESI
20160467	11/30/2016	JONAS, DAVID & PATRICI	253 STOLEN BLVD	OWNER	RESI
20160468	11/30/2016	LOSCZYK, RONALD	95 HEREFORD DRIVE	SUNVALLEY	SOLA
*** TOTALS ***		NUMBER OF PROJECTS:	41	VALUATION:	8

12/01/2016 7:40 AM

PROJECT VALUATION AND FEE REPORT

PROJECTS: ALL
APPLIED DATES: 0/00/0000 THRU 99/99/9999
ISSUED DATES: 11/01/2016 THRU 11/30/2016
EXPIRE DATES: 0/00/0000 THRU 99/99/9999
ATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	
01-NEW - RESIDENTIAL SINGLE FAMIL	2	252,000.00	5
02-RES - RESIDENTIAL ADDITION	1	15,000.00	
03-RES - RESIDENTIAL ALTER/REMODE	3	28,500.00	1
04-RES - RESIDENTIAL ACCESSORY	2	9,500.00	
11-NEW - COMMERCIAL BUILDING	2	16,000.00	
13-COM - COMMERCIAL ALTER/REMODEL	4	35,748.00	
16-COMREP - COMMERCIAL REPAIR	1	53,370.00	1
DEMO-RES - RESIDENTIAL DEMOLITION	1	200.00	
ELE-COM - COMMERCIAL ELECTRICAL	1	800.00	
ELE-RES - RESIDENTIAL ELECTRICAL	7	10,200.00	
FENCE - FENCE	1	1,000.00	
MH - RES - MANUFACTURED HOME	4	143,500.00	2
PLB-COM - COM - PLUMBING	1	2,300.00	
PLB-RES - RES - PLUMBING	1	1,294.84	
POOL-IN - IN GROUND SWIM POOL	2	75,000.00	1
SOLAR - SOLAR INSTALLATION	4	105,877.60	3
Z-ADMIN - ADMINISTRATIVE REVIEW	1	0.00	
Z-MINOR - MINOR LAND DIVISION	1	0.00	
ZC - ZONING CLEARANCE	8	61,000.00	4
*** TOTALS ***	47	811,290.44	22

PROJECTS: ALL
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 11/01/2016 THRU 11/30/2016
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS
BLANK - *BLANK*	7	7
02-RESADD - RESIDENTIAL ADDITION	0	1
03-RESREM - RESIDENTIAL REMODEL	3	3
16-COMREP - COMMERCIAL REPAIR	1	1
ADMIN - ADMINISTRATIVE REVIEW	1	1
B - BUSINESS	2	2
COMREM - COMMERCIAL REMODEL	4	4
DEMO-RES - RESIDENTIAL DEMOLITION	1	1
ELE-COM - COMMERCIAL ELECTRICAL	1	1
ELE-RES - RESIDENTIAL ELECTRICAL	7	7
FENCE - FENCE	1	1
MH - MANUFACTURED HOME	2	5
PLB-COM - COMMERCIAL PLUMBING	1	1
PLB-RES - RESIDENTIAL PLUMBING	1	1
POOL-IN - IN GROUND POOL	0	2
R-3 - RESIDENTIAL ONE/TWO FAMILY	2	2
RES - RESIDENTIAL ACCESSORY BUILDING	2	2
SOLAR - SOLAR INSTALLATION	4	4
Z-MINOR - MINOR LAND DIVISION	1	1
*** TOTALS ***	41	47

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: 11/01/2016 THROUGH 11/30/2016
USE SEGMENT DATES: NO
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
USE SEGMENT DATES: NO

PRINT OPTIONS

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

END OF REPORT ***

**Planning & Zoning
Monthly Report**

November 2016

Community Development (CD) Director Carmen Howard, and Assistant Planner Kendall Welch, prepared and facilitated the regular session Planning and Zoning Commission meeting. The meeting addressed Zoning text amendments relating to the Wireless Telecommunications Ordinance. P & Z approved the changes and forwarded the amendments to Council for review.

The CD Director met with various departments including Public Works and Economic Development to discuss various potential development projects, potential code amendments and general interdepartmental coordination. Topics included the International Dark Skies designation. The Director met with members of the community to discuss potential development proposals, land splits and zoning issues.

The CD Director met with staff and discussed and guided staff with respect to various issues that presented themselves relating to Code violations and development issues. Procedures are being reviewed and staff is being trained to fulfill duties that were performed by staff members that recently vacated their positions. The Department is evolving with all the new staffing which is occurring simultaneously.

Code Enforcement Fiscal Year 2016-2017

Abatements as of November 30, 2016:

Location	Total Cost Per Nuisance Abatement
3657 Ripple Rd	\$1,700.00
Temp Fencing	\$916.00

Total

Budgeted Amount \$7,500. Balance \$4,884.00.

Code Enforcement:

Total Complaints: 15

Violations Found: 11

Violation Not Found: 1

Cases Closed: 3

Open Complaints: 142

Abatements: 0

Other statistics for the month

Zoning Clearances Residential: 15

Zoning Clearances Commercial: 7

Administrative Review: 0

Community Development Monthly Report November 2016



Building Division:

Robert Foreman – Building Official; Jon Rivero – Building Inspector/Plans Examiner;
Elisha New-Building Inspector/Plans Examiner; Sandra Farrar – Permit Technician

Planning & Zoning:

Carmen Howard – Community Development Director



Code Enforcement:

James Simons – Animal Control/Code Enforcement Officer



Photo courtesy of Feutlers

BUILDING MONTHLY REPORT

November 2016	CURRENT MONTH	PREVIOUS MONTH	2016-2017 FY
PERMITS ISSUED	41	33	
PERMITS FINALED	23	25	
PLAN REVIEWS PERFORMED	26	29	
INSPECTIONS PERFORMED	82	99	
PHONE CALLS RECEIVED	410	447	
BUSINESS LICENSES REVIEWED	8	2	
BUSINESS LICENSE INSPECTIONS	7	8	
MISCELLANEOUS SITE INSPECTIONS	5	8	
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	0	0	
Stop Work Order	0	1	
Grading Without Permit	0	0	

MISCELLANEOUS:

MONTHLY REPORT FOR NOVEMBER 2016
BUILDING DIVISION

Attended Council P&Z meeting with the new Director, Carmen Howard. Met with Economic Development Staff and Community Development Director regarding possible changes to P&Z Lighting Ordinance and possibly seeking accreditation with the International Dark Sky Association. Had a site visit with Public Works Director, Ron Long, Fire Marshal, Kristi Gagnon, Library Director Kathy Hellman and Architect Joel Westervelt regarding an exit issue at the library. Took the new Director on several site visits around Town.

Held a meeting with Building Staff and the owners of the agriculture facility on Hwy 260 regarding the remaining items to be addressed so that a Certificate of Occupancy can be issued. Attended the Quarterly Board of Appeals meeting and presented to them the process and steps in abating Dangerous Structures. Attended a meeting with Community Development staff and the Risk Manager, Carol Brown.

Attended a phone conference with Ron Long, Carmen Howard, Steve Ayers, Mike Dumas and Mr. John Barentine of the International Dark Sky Association, regarding street lighting and Town building lights. Had a pre-construction site visit with the General Contractor at the new Dollar General store in Verde Lakes. Attended the Staff after Council meeting, and attended the Council Retreat with Carmen Howard our new Director.

Had a meeting with Building Staff and economic development specialist Sebra Choe in regard to 'Tiny Houses'. Under current adopted Building Codes a Single Family Residence can be constructed as small as 250 to 300 square feet, depending on design. Discussed the economic viability of development of 'Tiny Houses.' Had a second site meeting with Ron Long, Kristi Gagnon, Kathy Hellman, and Joel Westervelt at the Library concerning an exit issue. Also attending was our new Plans Examiner/Building Inspector Elisha New. Her first day was November 21st. Feel free to come by and introduce yourself. Our new Permit Technician, Destiney Jones will start on December 5th.

Had a meeting with Carmen Howard and a local real estate concerning a possible land split, and required Fire Equipment Access. Held a meeting with Building Staff and two agents for the Abide Maternity group regarding a building conversion into a group home for young ladies. Attended the "All Hands" meeting of November 30th and a follow up meeting regarding contracts and insurance requirements for vendors and contract services.

Completed 82 building inspections, 17 residential plan check reviews, 9 commercial plan check reviews, 90 phone calls, 20 meetings, 15 miscellaneous site inspections, 5 miscellaneous postings, 6 transmittal, 7 business licenses issued.

A handwritten signature in black ink, appearing to read "Robert Foreman", with a long horizontal flourish extending to the right.

Robert Foreman CBCO
Building Official

12/01/2016 7:40 AM

PROJECT VALUATION AND FEE REPORT

PROJECTS: ALL

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

ISSUED DATES: 11/01/2016 THRU 11/30/2016

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESC
20160320	11/15/2016	WINSLOW, WARREN	517 MONTEZUMA CASTLE HWY	OWNER	RESI
20160411	11/03/2016	VERDE RIVER RV RESORT-SEDON	1472 HORSESHOE BEND	OWNER	COMM
20160422	11/01/2016	THE TOWN OF CAMP VERDE	1000 STATE ROUTE 260	OWNER	COMM
20160423	11/02/2016	LEE, WILLIAM	212 W. FINNIE FLAT	ROSSON ELE	COMM
20160424	11/02/2016	LEE, WILLIAM	212 W. FINNIE FLAT RD	ROSSON ELE	COMM
20160425	11/03/2016	CAMP VERDE SANITARY DISTRIC	1000 HWY 260	OWNER	NEW
20160426	11/03/2016	CAMP VERDE SANITARY DISTRIC	1000 HWY 260	OWNER	NEW
20160430	11/03/2016	RODMAN, NANCY	3296 MOCKING BIRD LANE	277662	SOLA
20160431	11/03/2016	LOMBARDI, THOMAS C & KARE	2170 N. MOONEY LANE	277662	SOLA
20160433	11/09/2016	ARIZONA LESSOR-INFINIA INC	86 SALT MINE ROAD	OWNER	ADMI
20160434	11/08/2016	WOOD, RICHARD	1186 S. VAIL RD	DICKISON	RESI
20160435	11/21/2016	PORNEALA, NICUSOR	2403 N. BELGIAN WAY	OWNER	NEW
20160436	11/09/2016	BAIZE, JAMES	4120 E. CLEAR CREEK DRIVE	CONST	MANU
20160437	11/09/2016	BAIZE, JAMES	4120 E. CLEAR CREEK DRIVE	CONST	RESI
20160438	11/10/2016	TOWN OF CAMP VERDE	473 S MAIN STREET	OWNER	COMM
20160439	11/14/2016	BORK FAMILY TRUST	3530 QUIRT CIRCLE	SOLARCITY	SOLA
20160440	11/14/2016	OIUM, CHRIS & BECKY	1825 QUARTERHORSE LANE	KILBY&SONS	RESI
20160441	11/14/2016	TOWN OF CAMP VERDE	1000 STATE ROUTE 260	OWNER	COMM
20160442	11/14/2016	TWIDWELL, RICHARD	TBD TBD	OWNER	NEW
20160443	11/16/2016	MCINTIRE, DEAN	3600 CLOVERLEAF RANCH RD	OWNER	RESI
20160444	11/16/2016	PREUSS, LARRY W	3520 CHINO DRIVE	DELTAMECH	RESI
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12/01/2016 7:40 AM

PROJECT VALUATION AND FEE REPORT

PROJECTS: All

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ISSUED DATES: 11/01/2016 THRU 11/30/2016

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

STATUS: ALL

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20160452	11/22/2016	RHODA, WALTER	2500 PAINT DRIVE	SU	INGR
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20160464	11/28/2016	ABEND, JENNIFER	N/A N/A	OWNER	FENC
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*** TOTALS ***		NUMBER OF PROJECTS:	41	VALUATION:	8

12/01/2016 7:40 AM

PROJECT VALUATION AND FEE REPORT

PROJECTS: All

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

ISSUED DATES: 11/01/2016 THRU 11/30/2016

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

STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	
01-NEW - RESIDENTIAL SINGLE FAMIL	2	252,000.00	5
02-RES - RESIDENTIAL ADDITION	1	15,000.00	
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ELE-COM - COMMERCIAL ELECTRICAL	1	800.00	
ELE-RES - RESIDENTIAL ELECTRICAL	7	10,200.00	
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PLB-RES - RES - PLUMBING	1	1,294.84	
POOL-IN - IN GROUND SWIM POOL	2	75,000.00	1
SOLAR - SOLAR INSTALLATION	4	105,877.60	3
Z-ADMIN - ADMINISTRATIVE REVIEW	1	0.00	
Z-MINOR - MINOR LAND DIVISION	1	0.00	
ZC - ZONING CLEARANCE	8	61,000.00	4
*** TOTALS ***	47	811,290.44	22

12/01/2016 7:40 AM

PROJECT VALUATION AND FEE REPORT

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

ISSUED DATES: 11/01/2016 THRU 11/30/2016

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

STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS
BLANK - *BLANK*	7	7
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03-RESREM - RESIDENTIAL REMODEL	3	3
16-COMREP - COMMERCIAL REPAIR	1	1
ADMIN - ADMINISTRATIVE REVIEW	1	1
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COMREM - COMMERCIAL REMODEL	4	4
DEMO-RES - RESIDENTIAL DEMOLITION	1	1
ELE-COM - COMMERCIAL ELECTRICAL	1	1
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POOL-IN - IN GROUND POOL	0	2
R-3 - RESIDENTIAL ONE/TWO FAMILY	2	2
RES - RESIDENTIAL ACCESSORY BUILDING	2	2
SOLAR - SOLAR INSTALLATION	4	4
Z-MINOR - MINOR LAND DIVISION	1	1
*** TOTALS ***	41	47

SELECTION CRITERIA

PORT 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: 11/01/2016 THROUGH 11/30/2016
USE SEGMENT DATES: NO
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
USE SEGMENT DATES: NO

PRINT OPTIONS

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

END OF REPORT ***

**Planning & Zoning
Monthly Report**

November 2016

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Temp Fencing	\$916.00

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Code Enforcement:

Total Complaints: 15

Violations Found: 11

Violation Not Found: 1

Cases Closed: 3

Open Complaints: 142

Abatements: 0

Other statistics for the month

Zoning Clearances Residential: 15

Zoning Clearances Commercial: 7

Administrative Review: 0



Public Works November, 2016

Engineering:

- ADOT Project Progress Meetings for SR-260 Sidewalk and Roundabout at Industrial Dr.
 - Transportation Technical Subcommittee
- VVTPO
- Meetings with Parks & Recreation to plan new Park Facility and engage a consultant
- Continued daily meetings and inspections at the Community Library
- Participated in meetings with Community Development
- Awarded bid for the Court Room remodel project, and met with contractor, TSG Constructors, to find possible savings within the scope of work
- Changes to employment and benefits for part-time employees
- Met with various departments, consultants and staff regarding improvements to Rezzonico
- Staff meetings to discuss wastewater projects
- SDS training for new on-line access
- Attended GIS Day at Yavapai County Flood Control

Maintenance:

- Interviewed for and hired one part-time custodian and one full-time grounds keeper
- Met with vendors to inspect and test for asbestos abatement at old library
- Flag pole installed at new Library
- Christmas lighting on Town buildings
- Installed playground equipment at Butler Park
- Winterize all Town Backflow preventers
- Drain/winterize all evaporative coolers
- Community Development remodel
- Remove graffiti at Ramada
- New bike rack and smoking area at Library
- Constructed base for Rezzonico Park sign
- 2 employees passed flagger training/certification

Parks & Rec:

- Continued to handle requests for facility use at the Community Center and Room 204 as well as the various sports fields with Fall youth sports finishing up.
- Our day trip program continues to be very popular with new trips scheduled starting in January.

- o Co-Ed Adult Volleyball finished their season with All About the Ace winning the tournament. A second season is planned to start in January.
- o Grasshopper basketball 1st – 4th grader started their tournament November 28. Registration for the 5th – 8th grade season has started and games will start in January.
- o Mike and Kathy Hellman attended an Arizona Parks & Recreation Association roundtable on Library and Recreation cooperation. We made several good contacts and learned some details to assist with our Library – Rezzonico Park cooperation.
- o Friday Free Family Movie nights have returned to the Library and we are working with the Library to make them a success.
- o The Streets crew has done a great job of repairing Rezzonico Park after its use as a construction yard. They have also started some improvements and planning is underway for more, details coming to Council in December.
- o Mike and Shawna are continuing planning efforts to bring a summer day camp back to Parks & Recreation programming.
- o Mike's work with the Verde River Interpretive signage group as part of the Verde Front Leadership is almost complete with a final product due shortly.
- o We continue accepting registrations for the Christmas Craft Bazaar and registration for the Parade of Lights on December 10th.

Camp Verde Municipal Court

November 2016

November in a glance ...

What 'would never happen' is

HAPPENING!

October was a busy month, but most importantly, thanks to Council, the court improvement project moves forward.

Court had a demo on an audio visual presentation from JAVS for the new courtroom.

Veronica attended the State Limited Admin meeting in Phoenix.

All staff attended the Town all-hands meeting on the 30th.

Getting down to business:

29- Initial Appearances were held.

50- Hearings were held before Judge Schlegel to include but not limited to Order to show cause hearings, civil traffic hearings, status reviews, warrant appearances etc.

52- pretrial hearings were held with the prosecutor Carrie Montavon.

1- Trial was held in the month of November.



CAMP VERDE MUNICIPAL COURT
MONTHLY TRANSMITTAL

Date: December 6, 2016
From: Camp Verde Municipal Court

Reporting Month: November 2016

Check #: 5698

Total Amount of Check: \$26135.84

RECEIVED AND ALLOCATED TO BELOW ACCOUNTS BY [Signature] 12-8-16

REVENUE ACCOUNT NUMBER

01-300-40-413000	\$ <u>23,559.83</u>
Fines/Fees/Forfeitures- before the check requests below	
01-300-40-431000	\$698.66
Court Apt-Atty. Reimbursement	
05-310-40-413100	\$156.82
Local JCEF Fund	
05-330-40-413300	\$1572.92
Court Enhancement Fund	
19-601-40-413000	\$148.61
Camp Verde Marshal's Safety Equip. Fund	

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.	\$0.72	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$189.16	01-300-40-413000
000117	Arizona State Treasurer	\$12,616.86	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$45.04	01-300-40-413000
003572	Motor Vehicle Division Refund Unit	\$0.00	01-300-40-413000
001014	Registrar of Contractors Safety Equipment Fund	\$0.00	01-300-40-413000

November 2016

		TOTAL FIDUCIARY ASSETS 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
			131	-59%	319	15%	277	-33%	415	MISDEMEANOR & CR TRAFFIC
			37	-51%	76	52%	50	-61%	128	FTA
			7	-22%	9	-10%	10	-29%	14	DUI
			81	-70%	268	-9%	294	70%	173	SERIOUS TRAFF
										CRIMINAL TRAFF
0	0	0	256	-62%	672	3%	651	-11%	730	MISDEMEANORS SUBTOTAL
			445	-58%	1066	-21%	1356	-26%	1844	CIVIL TRAFFIC
			9	-65%	26	0%	26	37%	19	HARRASSMENT INIUNCTION
			14	-53%	30	30%	23	-15%	27	ORDER OF PROTECTION
0	0	0	724	-60%	1794	-13%	2056	-22%	2620	TOTAL FILINGS
			135	-69%	431	11%	387	-5%	406	IA/ARR IN CUSTODY
			3283	-32%	4,814.96	-16%	5,726.10	-60%	14,472.21	ATTY RESTITUTION
			4838	-79%	23,017.77	31%	17,526.40	-16%	20,907.22	LCL ORD FEES (Default/Warrant etc)
			9784	-60%	24,741.18	-21%	30,743.43	-23%	39,890.16	LCL CRT ENHANCEMENT
			1179	-60%	2,942.78	0%	2,935.79	-25%	3,890.47	JCEF TO TOWN
			854	-60%	2,134.35	0%	2,137.42	-22%	2,742.93	CVMO ADDL EQP \$13
			474	-70%	1,575.76	-33%	2,354.35	-22%	3,024.91	DPS ADDL EQP \$13
			1347	-61%	3,418.98	-25%	4,554.94	-49%	8,947.98	YAV. CTY JAIL FEES
			7	-55%	16.58	107%	8.00	-80%	40.00	MVD/ADOT/ADD FEE
			0	0%		-100%	0.97	-44%	1.74	ROC ADDL EQP FEE
			21	-84%	129.11	160%	64.50	-96%	1,470.69	YAN TRIBAL POLICE
			79918	-66%	235,443.15	-10%	261,650.80	-15%	307,572.30	STATE TREAS.
			69690	-61%	177,814.66	-1%	180,021.82	-19%	221,122.78	TOWN TREAS.
0.00	0.00	0.00	163274	-64%	447,716.55	-8%	484,472.02	-18%	588,703.96	TOTAL CHECK

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
MISDEMEANOR & CR TRAFFIC FTA	36	20	29	38	8		131				
DUI	18	6	10	3	0		37				
SERIOUS TRAFF	1	0	2	3	1		7				
CRIMINAL TRAFF	3	32	32	10	4		81				
MISDEMEANORS											
SUBTOTAL	58	58	73	54	13	0	256	0	0	0	0
CIVIL TRAFFIC	79	99	118	92	57		445				
HARASSMENT											
INJUNCTION	0	2	2	4	1		9				
ORDER OF PROTECTION	6	2	2	4	0		14				
TOTAL FILINGS	143	161	195	154	71	0	724	0	0	0	0
IA/ARR IN CUSTODY	28	19	26	33	29		135				
ATTY RESTITUTION	548.02	435.28	948.92	652.37	698.66		3283.25				
LCL ORD FEES (Default/Warrant etc)	418.06	705.56	1399.21	1411.74	902.96		4837.53				
LCL CRT											
ENHANCEMENT	1713.44	1936.06	2211.33	2350.72	1572.92		9784.47				
JCEF TO TOWN	172.63	309.37	245.73	294.55	156.82		1179.10				
CVMO ADDL EQP \$13	149.12	132.53	194.49	229.51	148.61		854.26				
DPS ADDL EQP \$13	96.91	132.00	103.77	96.01	45.04		473.73				
YAV CTY JAIL/ADD FEE	191.41	203.97	412.84	349.33	189.16		1346.71				
MVD/ADOT/ADD FEE	0.94	4.94	0.81	0.74	0.00		7.43				
ROC ADDL EQP FEE	0.00	0.00	0.00	0.00	0.00		0.00				
YAN TRIBAL POLICE	0.64	4.48	10.25	4.62	0.72		20.71				
STATE TREAS.	13177.81	15680.46	17345.39	21097.38	12616.86		79917.90				
TOWN TREAS.	10975.26	13759.66	15307.38	18241.11	11406.71		69690.12				
TOTAL CHECK	26478.16	32163.47	35831.99	42663.97	26136.84	0.00	163274.43	0.00	0.00	0.00	0.00



ARIZONA STATE TREASURER'S OFFICE
 1700 West Washington, Phoenix, Arizona 85007-2812
 (602) 604-7800 FAX: (602) 542-7175

STATE REMITTANCE REPORT

Report Period: Nov-18
 Date: 12/8/2016
 Depositor Code #: 8332
 Depositor Name: CAMP VERDE MUNICIPAL COURT
 Address: 473 S MAIN STREET
CAMP VERDE MUNICIPAL COURT

Prepared By: VERONICA PINEDA
 Title: Court Supervisor
 Phone #: 828-554-0033

Negative amounts are not to be used on this form
 (contact this Office for guidance regarding negative entries)

DESCRIPTION	STATUTE (ARS #)	AMOUNT	DESCRIPTION	STATUTE (ARS #)	AMOUNT
FINES & FEES			FINES & FEES (continued)		
Confidential Inter Fund	08-135; 12-284.03A5		Dept of Law - Crim. Cas	41-2421E4	
Juvenile Family Counseling	08-263C		DUI-Public Safety Equip Fd	28-1381-3;28-8284,6-8	301.04
Victim's Rights - Juvenile	08-418; 41-191.08		BUI-Law Enf/Bost Safety Fd	5-323;5-395.01_03	
Victim's Rights Enforcement	12-116.09; 41-1722	92.34		28-1381-3;28-8284,6-8	
ARCCCS	11-292		FARE General Services Fee		
JCEF-Filing Fees	12-284.03A7; 28-281C1;		FARE Delinquent Fee		237.37
	22-404C1	8.82	FARE Special Collections Fee		881.34
JCEF - Time Payment	12-116B	288.00	FARE Installment Fee		
JCEF - Division Fee	12-114		Constable Ethics Fund	11-445 (80%)	
JCEF - Probation Assessment*	12-114.01	993.47	Constable Ethics Fund	11-445 (20%)	
DNA Penalty Assessment	12-116.01C, J	842.35	GITEM	41-1724/11-1051	
2011 Adm'l Assmnt (**see below)	12-116.04C	389.03	OTHER FINES & FEES (describe and indicate ARS #)		
(**State Treas use only)					
	50% GITEM				
Confidential Address Fund	12-116.05	186.20			
Domestic Violence	12-116.06; 12-284.03A2	166.01	TAXES		
Drug Prevention Res Center	12-284.03; 41-2402E		Prior Year Real Property	42-208	
Abuse	12-284.03A3		Personal Property	42-208	
Offender Assessment	13-3821; 3824		County Education District	15-991.01A	
Anti-Racketeering Fund	13-811B; 13-2314.01		Property-Mfn School Tax	15-992B,C	
Drug & Gang Enforce Act	13-811C; 41-2402	908.68	State Water Banking	48-3715.03; 45-2425	
Community Punishment			C.A.W.C.D.	48-3715	
Program Drug Fines	13-821; 12-299		Groundwater Replenishment	48-3773.A3; 48-3772	
Technical Registration Bd	12-116.08; 13-3423	16.00	Annual Membership Dues	48-3779	
Citizen Clean Election Fund	16-949D; 16-954C	922.82	OTHER TAXES (describe and indicate ARS #)		
Game & Fish Wildlife	17-313A				
AZ Langthly Trial Fund	21-222				
Alternative Dispute	22-281C2; 12-135;				
Resolution Fund	12-284.03A5		90/10 REVENUE		
Mining Fees	27-208D		Mobile Home Relocation	33-1476.03 (90%)	
Child Passenger Restraint	28-907C		Mobile Home /inc. & Cost	33-1476.03 (10%)	
DPS - Civil Penalty	28-4139C	280.80			
DUI Abatement Fund	28-1304; 28-1382, 3	12.00			
General Fund (includes	28-797; 28-876; 28-2416;				
Civil Penalties)	32-1166; 44-1799.81,				
	41-1722		TOTAL AMOUNT REMITTED:		
AZ Highway Fines (HURF)	28-5438F; 28-2533C		By Check	\$12,616.86	
Victim Comp/Assistance	31-411F; 31-468B		By Cr Advice (Wire)		
Registrar of Contractors	32-1107; 32-1124		TOTAL	\$12,616.86	
MBERF Penalty Assessment	36-2219.01; 12-116.02F	1109.72			
CJEP Penalty Assessment	41-2401; 12-116.01	4337.88			
Arson Detection Reward Fund	41-2167				
FTG Penalty Assessment 7%	41-2421E; 12-116.01B	645.83			
Prison Const & Ops Fund	41-1651; 5-395.01AA	213.80			

NOTES:
 *In Maricopa County Limited Jurisdiction Courts only, these monies are remitted to the county treasurer rather than
 the
 funds are not collected by courts

FOR STATE TREASURER USE ONLY

Jail Incarceration Fee (9814) GL#2-003-10-34324	ZJF	\$140.48
2011 Add'l Assessment \$1 -JP Cts 12-116.04E GL#3-600-40-35196	ZOS2	\$48.87
SUBTOTAL - YAVAPAI COUNTY REVENUE Remitted to City Finance		\$189.16
2011 Officer Safety Equip - Sheriff	ZO84	
2011 Officer Safety Equip - DPS	ZOS5	\$45.04
2011 Officer Safety Equip - MVD/ADOT	ZOS8	
2011 Officer Safety Equip - Game & Fish	ZOS7	
2011 Officer Safety Equip - ROC	ZOS8	
2011 Officer Safety Equip - Border Patrol	ZOS9	
2011 Officer Safety Equip - Animal Control	ZOS10	
2011 Officer Safety Equip - Marshall 19-601-40-413000	ZOS11	\$148.61
2011 Officer Safety Equip - College PD	ZOS12	
2011 Officer Safety Equip - Fire Dept	ZOS13	
2011 Officer Safety Equip - Tribal	ZOS14	\$0.72
SUBTOTAL - INDIVIDUAL CITING AGENCY REVENUE Remitted to City Finance		\$194.37
Court Appt. Attorney Fee Local	ZAFE6	
Indigent Defense Fees - Rule 6.7d, A.R.Cr.P. 01-300-40-431000	ZAIT,ZATT & ZREIM	\$688.66
Confidential address- ARS 12-116.04	ZCA42	\$9.80
Defensive Driving School Fee - 28-3396	ZDSS	\$2,430.00
Deferred Prosecution Fees	ZDEFP	
Fines/Civil Penalties - 13-811A & 28-1654B	ZFINE	\$7,287.25
28-2633 - Out-of-State Plates (20% Base Fine to SPD)	ZHRFC	
CREDIT City Gen Fund (Over Amnt as Local Costs, Bond Forfeitures)	ZFORF, ZOVER, ZOMF	\$3.60
Public Defender Fee - 11-584 (\$26.00)	ZPUBZ	\$49.88
Local Costs/Fee Warrant Default Fees	ZLCL	\$902.96
Bonds Forfeited to General Fund	ZLOCL	
Misc. Filing Fees - 22-281C3 (71.15% to County)	ZMISC	\$24.86
28-4139 - FR Suspended Plates (100% Base Fine to CVMO)	ZSLPC	
Bank Fees - From Ckkk/prev mon bank statement		
Bank Fee - Checks Ordered	negative number	
SUBTOTAL - CITY REVENUE Remitted to Finance 01-300-40-413000		\$11,406.71
Court Enhancement Fee	ZCEH	\$1,572.92
TOTAL - COURT ENHANCEMENT REVENUE Remitted to City Finance 05-330-40-413300		\$1,572.92
LOCAL Time Payment JCEF - 12-116	ZLCL	\$154.00
LOCAL Civil JCEF - 22-281D (8.04% of Fee)	ZLCLF	\$2.82
SUBTOTAL - JCEF REVENUE Remitted to city finance 05-310-40-413100		\$156.82
Total Revenue		\$26,136.84

MISCELLANEOUS PASS-THROUGH MONIES (Overpayments) REPORT

Carried Forward from Previous Month		0.00
Received During Current Month	ZOVR <small>back to us from Def</small>	146.00
Disbursed During Current Month	9517	(146.00)
Balance at End of Current Month		0.00

RESTITUTION REPORT

Carried Forward from Previous Month		
Escheated / state dated		
Received During Current Month	5901 ZREST	\$184.23
Disbursed During Current Month	5003	(\$184.23)
Balance at End of Current Month		\$0.00

BOND REPORT

Bonds Carried Forward from Previous Month		\$7,033.00
Bonds Received During Current Month	ZBND	\$3,345.00
Bonds Forfeited During Current Month	Pg 3 Total	(1,920.00)
Bonds Escheated 2011:		
Bond Voided		
Bonds Transferred	fee book	(\$360.00)
Bonds Refunded During Current Month	5078	\$0.00
Bonds Balance at End of Current Month: open bonds		\$8,098.00
TOTAL PASS THROUGH MONIES		\$8,098.00

I, Hon. Paul Schlegel, Presiding Magistrate, Camp Verde Municipal Court, Yavapai County, State of Arizona, do hereby

certify the foregoing is a true and correct account of the funds collected by the Court for the month of:

November-15

Paul A. Schlegel
Signature

12-6-16
Date

MONTHLY REVENUE REMITTANCE REPORT		
CAMP VERDE MUNICIPAL COURT - NOV 2016		
Account Description & Statute	AZTEC Code	Total Distribution
Arson Detection reward fund; ARS §41-2167	ZADRF	
Confidential address- ARS 12-116.04	ZCAA1	186.2
CEF 10% of Base Fine - 18-854C	ZCEF	\$922.82
CJEF 47% of Base Fine - 12-118.01A	ZCJEF	\$4,337.59
Child Restraint - 28-607C	ZCPRF	
Drug & Gang Enforcement - 13-811C	ZDECI	\$908.56
DNA 3% of Base Fine - 12-116.01C	ZDNAS	\$542.36
DUI Abatement Fund - 28-1382D3 (\$250 Extreme DUI)	ZDUJA	\$12.00
Domestic Violence Shelter Fund 12-118.06	ZDVSF	\$196.01
FARE Fee Special Collections (19%)	ZFAR1	\$881.24
FARE Delinquency Fee (\$35.00 Fee)	ZFAR2	\$237.37
FTGF 7% of Base Fine - 12-118.01B	ZFTGS	\$645.98
G&F Wildlife Theft Prevention Fund - 17-313A	ZGF	
28-2633 - Out-of-State Plates (80% Base Fine to HURF)	ZHRF3, ZHRF1	
28-2533 - Out-of-State Plates (20% Base Fine to DPS)	ZHRFD	
STATE Time Payment CJEF - 12-116	ZJCS	\$286.00
STATE Civil CJEF - 22-281C1 (18.39% of Fee)	ZJCSF	\$6.52
MSEF 13% of Base Fine - 12-116.02A	ZMSEF	\$1,199.72
2011 \$8 Assessment - State: \$4 to GITEM & \$4 to PSEF	ZOS1	\$368.03
Prison Construction & Operations Fund - 41-1651	ZPCOF	\$213.60
Probation Surcharge 2006 - 12-114.01 (\$10.00)	ZPRS6	\$5.34
Probation Surcharge 2009 - 12-114.01 (\$10.00)	ZPRS9	\$877.59
Probation Surcharge OLD - 12-114.01 (\$5.00)	ZPRSU	\$10.64
Public Safety Equipment Fund, 41-1723, 28-1381.5	ZGFDU,ZPSEF	\$301.04
Registrar of Contractors	ZRCA	
State Highway Fund - 28-710A	ZSHWY	
Drug Lab Remediation/Technical Registration Bd 13-3423 (D8)	ZTECH	\$15.00
victim rights enf assmnt fund (100%)	ZVREA	\$92.34
State Highway Work Zone Fund - 28-710B	ZSHWZ	
28-4139 - FR Suspended Plates (100% Base Fine to DPS)	ZSLPD	\$250.00
SUBTOTAL - STATE REVENUE Remitted to City Finance		\$12,616.86



130 Black Bridge Road | Camp Verde AZ 86322

CAMP VERDE COMMUNITY LIBRARY

good company is always Welcome...

MEMORANDUM

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

It was an honor to invite the community into the new library and to introduce people to this beautiful new facility on November 5th. Though we are still working on a few construction-related items, we are thrilled to finally be operating in our new space and look forward to increasing community participation over the coming years.



Using the new audio visual equipment installed in the first floor program room to show FREE family movies on Friday nights has proven popular. Three out of 4 nights have drawn 29 people or more.

Friends of Camp Verde Library gave over 268 hours accepting, sorting, arranging, used books to sell at



the Book Nook. Over the first month, sales of used books (average \$.50 ea.) totaled \$1,023. The Friends donated an additional 90+ hours to activities at the Grasshopper basketball concession and to administrative duties.

Report from Circulation and Volunteer Coordinator, Alice Gottschalk: During our first week open in November, the library setup a booth at a Camp Verde Head Start event to issue library cards. This is the second time we have participated in this and I sent one of my trusted volunteers to handle it since it was so soon after our move. We provided a successful outreach

service to people who otherwise may not make it into the library for a library card and encouraged them to use our new facility.

Report from Youth Services Librarian, Nadia Torabi: We are so excited to be in this new building! Wow! So much has changed since our move from the old library to the new library. In the children's room, we have met many new families in the community. Keeping up with the new traffic has been hectic, but it's worth it! I'm excited to see more items get used. We have introduced new children into our programs who are now regulars. We've even had homeschoolers come in more to utilize our space and outreach to other homeschoolers in the community. The same with mothers and their babies and toddlers. They will come in regularly to meet and get to know each other and help their children get the socialization they need that they aren't getting at home. Our space and early learning tools have been a great asset in doing so. I think the most important thing I've noticed this month is how comfortable families in the community feel coming into this bigger space without feeling like they have to rush through due to not wanting to be in the way or from feeling overcrowded. I'm very excited to get to know more families in the community and learn what their needs for their children are that we can help provide or create as far as programs and support.

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>

November 2016 Camp Verde Community Library Use Statistics

	Nov-16	Nov-15	% change	YTD-FY17	YTD-FY16	% change
In-Library Uses						
Traffic Count		4,939	-100.0%	20,904	28,666	-27.1%
New Cards Issued	188	50	276.0%	426	311	37.0%
Public Computer Use	1,389	1,875	-25.9%	7,394	9,375	-21.1%
Early Literacy Computer Use	n/a	76		n/a	394	
Requests for Computer Help	189	99	90.9%	585	544	7.5%
Reference Questions	113	171	-33.9%	655	821	-20.2%
Total In-Library Use	1,879	7,210	-73.9%	29,964	40,111	-25.3%
Library Programs						
Adult Programs	18	22	-18.2%	92	107	-14.0%
Adult Program Attendance	137	64	114.1%	452	429	5.4%
Adult Program Hours	6.75	2.5	170.0%	18	38	-52.0%
Youth Programs	17	21	-19.0%	76	123	-38.2%
Youth Program Attendance	191	199	-4.0%	656	1,572	-58.3%
Youth Program Hours	7	51	-86.3%	52	148	-64.9%
Programs Off-Site	2	0	200%	12	16	-25.0%
Total Library Program Attendance	328	263	24.7%	1108	2001	-44.6%
Circulation						
Items Checked Out	4,457	4,358	2.3%	19,074	24,028	-20.6%
Items Checked In	4,228	4,703	-10.1%	20,427	27,425	-25.5%
Items Used In-Library	1,737	240	623.8%	2,850	1,332	114.0%
Renewed Items	824	797	3.4%	3,589	4,529	-20.8%
Total Circulation	10,422	10,098	3.2%	45,940	57,314	-19.8%
Total Number Library Patrons	4,295	3,977	8.0%			
Circulation Areas of Interest						
Audio Books	182	164	11.0%	866	821	5.5%
DVDs & VHS	1,479	1,723	-14.2%	6,889	8,392	-17.9%
eBooks	354	251	41.0%	1,803	1,366	32.0%
Youth eBooks	29	43	-32.6%	241	183	31.7%
iPads & e-readers	0	6	-100.0%	14	63	-77.8%
Large Print	191	154	24.0%	866	998	-13.2%
Magazines	25	44	-43.2%	414	473	-12.5%
Kids & Teens Material	1,640	1,418	15.7%	6,062	7,792	-22.2%
Transits, HOLDS & InterLibrary Loans						
HOLDS Filled	511	754	-32.2%	2,836	4,121	-31.2%
Transit Items Sent & Received	910	1,420	-35.9%	4,436	7,752	-42.8%
CVCL ILL Items Going Out	0	33	-100.0%	91	147	-38.1%
ILL Items for CVCL Patrons	3	7	-57.1%	13	32	-59.4%
Total Transit, HOLDS & ILL Activity	1,421	2,174	-34.6%	7,272	11,873	-38.8%
Library Volunteers						
Number of Volunteers	36	38	-5.3%	158	165	-4.2%
Number of Hours Given	703	431	63.1%	2,849	3,080	-7.5%
Average Hours/Volunteer	19.5	11.3	72.2%	18.0	18.7	-3.4%
Collection & Development						
New Kids & Teen Material Added	5	35	-85.7%	120	220	-45.5%
New Books Added	81	96	-15.6%	454	608	-25.3%
New Audio-Visual Material Added	65	69	-5.8%	249	360	-30.8%
Total Items Added	146	165	-11.5%	703	968	-27.4%
Total Items Owned	32,165	31,170	3.2%			
Mending & Donations						
Items Mended or Repaired	30	78	-61.5%	281	433	-35.1%
Donations Processed	2,031	265	666.4%	2,941	2,613	12.6%
Donations Cataloged	121	49	146.9%	308	444	-30.6%
Online Public Access Catalog						
OPAC Searches	16,184	6,058	167.2%	62,087	37,706	64.7%

Average
Circulation
Activity
per Open
Hour
47.5

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