

SEPTEMBER 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	Mike Jenkins	554-0051
Risk Management	Carol Brown	554-0003



Memorandum

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

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

SSCI Background Checks

Human Resources staff is now utilizing a national database background system in addition to fingerprinting as we have been doing. This resource is extremely useful and very quick given the turnaround needed for many of our people, most importantly our volunteers such as those coaching. It was often difficult to get responses quickly for volunteer coaches in time for us to know if there was an issue, now we can know within a couple of days in addition to the fingerprinting that makes the system very reassuring to us as an employer and manager of volunteers. This idea/resource was brought to us by one of our newest employees, Shawna who is working in Parks and Recreation. Thank you Shawna!

Verde Valley Forum – Secondary Education Focus

Mrs. Hellman, Mr. Showers, Mr. Ayers and myself attended a Forum specifically aimed at determining what is and can be done in the Verde Valley around increasing college attendance and opportunities for our communities. This was a well-attended event and is being incorporated into community specific sessions where the findings will be presented as well as an opportunity to gain additional feedback from more community members. Community is invited to Camp Verde's on Tuesday October 25th from NOON to 1:30 at Wingfield Plaza, if you're interested in lunch it is \$10, otherwise the program is free and please preregister online at: <http://aztownhall.org/event-2357146> or call the Arizona Town Hall office at (602) 252-9600.

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



Office of the Town Clerk September 2016

Comment from the Clerk:

I am happy to say that I took a 15 day vacation and visited Mesa Verde National Park, Yellowstone National Park, Mount Rushmore, Devils Tower, and enjoyed the best Peanut Butter Pie on earth at the Purple Pie Place in Custard South Dakota. Thanks to Barbie, Russ, Carol and Julie and all who picked up the slack while I was gone.

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			
Renewed	38	64	26	59	46	40	35	39	54			
Total on File	749	755	770	772	774	783	794	800	822			
Closed License	2	8	4	7	7	6	2	11	1			
Total Revenue	\$ 1,900	\$2,650	\$1,600	\$2,225	\$1,800	\$1,750	\$1,425	\$1,825	\$1,300			

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	2			

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	\$2,075.75			
Expenses	\$192,105	\$11,870.45	\$25,871.49	\$22,093.40			

Training

No formal training in September

Thanks

Virginia Jones
Town Clerk

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

New

BUSINESS LICENSE LIST
 SORTED BY: LICENSE NUMBER

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ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3136	SERV	MARIO AND MARIO LANDSCAPING	MARIO AND MARIO LANDSCAPING 270 W SHILL CAMP VERDE, AZ 86322	
3138	RET	VERDE VALLEY MEDICAL CLINIC C	CAMP VERDE MEDICAL CLINIC CAMP 1298 W FINNIE FLAT RD. #101 CAMP VERDE, AZ 86322	1298 W. FINNIE
3155	SERV	LEGACY PLASTERING LLC	LEGACY PLASTERING LLC PO BOX 2968 COTTONWOOD, AZ 86326	695 S. PAGE SPR
3156	SERV	JMR ELECTRICAL SYSTEMS LLC	JMS ELECTRICAL SYSTEMS LLC 544 W. SADDLE CREEK DR. CAMP VERDE, AZ 86322	544 W. SADDLE C
3157	CONT	SEDONA CONCRETE LLC	SEDONA CONCRETE LLC 410 SKYLINE BLVD. CLARKDALE, AZ 86324	410 SKYLINE BLV
3158	SPEC-V	CROSS THE ROAD 50	CROSS THE ROAD 50 723 W FINNIE FLAT SPC 32 CAMP VERDE, AZ 86322	723 FINNIE FLAT
3159	SPEC-V	HANDS 2 HANDS	HANDS 2 HANDS 17051 E PANORAMA SPRING VALLEY, AZ 00000	17051 E PANORAM
3160	RET	EDEN ENTERPRISES LLC	EDEN ENTERPRISES LLC PO BOX 1298 RIMROCK, AZ 86335	86 MONTEZUMA CA
3162	SERV	POWER CONTRACTING LLC	POWER CONTRACTING LLC 2640 W LONE CACTUS DR. PHOENIX, AZ 85027	2640 W LONE CAC
3163	SPEC-V	ANALOU DESIGNS	ANALOU DESIGNS 2050 W ST RT 89A COTTONWOOD, AZ 86326	CV CRAFT FAIR
3164	SERV	CUSTOM STEEL FAB	CUSTOM STEEL FAB 16772 W. BELL RD SURPRISE, AZ 85324	16772 W. BELL R
3165	SERV	AIR HANDLER OF ARIZONA H&C LL	AIR HANDLERS OF ARIZONA H&C LL 3558 E VAQUERO LN COTTONWOOD, AZ 86326	
	COMMENTS:	BL060 - 20150023		

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 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

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ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3166	SERV	ADVANCED SIGNS & CONSTRUCTION	ADVANCED SIGNS & CONSTRUCTION PO BOX 50100 MESA, AZ 85207	
3167	COMMENTS: RET	[REDACTED] RCH WELLNESS CENTER LLC	RCH WELLNESS CENTER LLC 7537 E MCDONALD DR. SCOTTSDALE, AZ 85250	803 N. INDUSTRI
3168	COMMENTS: SPEC-V	[REDACTED] AMY BIDWELL	AMY BIDWELL PO BOX 1121 RIMROCK, AZ 00000	PO BOX 1121
3169	COMMENTS: SPEC-V	[REDACTED] CAROL BOOR DBA HANDCRAFTED JU	CAROL BOOR DBA HANDCRAFTED JUS 5655 N. KRAMEN DR. RIMROCK, AZ 86335	5655 N. KRAMER
3170	COMMENTS: SPEC-V	[REDACTED] DAN D BOARDS	DAN D BOARDS 2690 VERDE VALLEY SCHOOL RD. SEDONA, AZ 86351	2690 VERDE VALL
3171	COMMENTS: RET	[REDACTED] BURNING BUTTERFLY BOOKS	BURNING BUTTERFLY BOOKS 280 CLIFFHOUSE DR. CAMP VERDE, AZ 86322	280 CLIFFHOUSE
3172	COMMENTS: SPEC-V	[REDACTED] DEBORAH BORING	DEBORAH BORING 2426 N. LAGRAN DR. W. CAMP VERDE, AZ 86322	2426 N LAGRAN
3173	COMMENTS: SERV	[REDACTED] ROB LOVE ELECTRIC	ROBE LOVE ELECTRIC PO BOX 1025 CLARKDALE, AZ 80324	PO BOX 1025
3174	COMMENTS: CONT	[REDACTED] AC FRAMING LLC	AC FRAMING LLC PO BOX 252286 PRESCOTT VALLEY, AZ 86312	1195 E MOLODY L
3175	COMMENTS: CONT	[REDACTED] C & R CONSTRUCTION SERVICES	C & R CONSTRUCTION SERVICES 1300 S. WATSON RD. STE A-114 BUCKEYE, AZ 85326	1300 S. WATSON
3177	COMMENTS: SERV	[REDACTED] ROOFTOP SOLAR LLC	ROOFTOP SOLAR LLC 16 E RTE 66 STE#203 FLAGSTAFF, AZ 86001	
3178	COMMENTS: CONT	[REDACTED] ALDERETE PLUMBING LLC	ALDERETE PLUMBING LLC 93 W. QUARTZ RD FLAGSTAFF, AZ 86005	93 W. QUARTZ FL
	COMMENTS:	[REDACTED]-M		

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PAID STATUS: ALL
LIC CODES: ALL

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ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3179	LOD	THE BUNKHOUSE	CECY GILBERT THE BUNKHOUSE 2098 S PEARL DR. CAMP VERDE, AZ 86322	2098 S. PEARL D
3180	COMMENTS: SPEC-V	XXXXXXXXXXXX EXPRESSO STITCHES	EXPRESSO STITCHES 965 GARNER LN CAMP VERDE, AZ 86322	965 GARNER LN
TOTAL LICENSES:		26		

10/10/2016 10:09 AM
 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

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 COMMENT:
 PAY STATU

closed

ID	CODE	NAME/ PROPERTY ADDRESS	STATUS	CLASS/ REPORT	ORIG/ RENEW	TERM/ PRINTED
0734	RENT-C	BUFFALO RUN MHP	TERMINATED	BUSINESS	6/25/1999	9/07/2016
	6/01/16- 5/31/17	2223 ARENA DEL LOMA 10	****	RENT-C		
FEE CODE	INPUT LABEL	INPUT AMOUNT	FEE	ADJUSTMENTS	PAID	
10-COMLIC	Flat Fee	0.0000	0.00	0.00	0.00	

REPORT TOTALS: 1 LICENSES



		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	0.75	2.75	2.75	0.00 %
01-120-40-412000	BUSINESS LICENSE FEES	20,000.00	20,000.00	1,625.00	5,525.00	-14,475.00	72.38 %
01-120-40-412100	LIQUOR LICENSE FEES	3,000.00	3,000.00	450.00	625.00	-2,375.00	79.17 %
	Revenue Total:	23,000.00	23,000.00	2,075.75	6,152.75	-16,847.25	73.25 %
Expense							
01-120-20-600000	SALARIES	107,240.00	107,240.00	8,250.41	24,945.65	82,294.35	76.74 %
01-120-20-601000	FICA	6,650.00	6,650.00	510.25	1,543.12	5,106.88	76.80 %
01-120-20-601100	MEDICARE	1,555.00	1,555.00	119.32	360.90	1,194.10	76.79 %
01-120-20-601200	RETIREMENT	12,310.00	12,310.00	947.18	2,863.86	9,446.14	76.74 %
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	21.14	63.94	261.06	80.33 %
01-120-20-602000	HEALTH, DENTAL & LIFE INSURANC	22,475.00	22,475.00	1,880.85	5,604.29	16,870.71	75.06 %
01-120-20-701000	TRAINING	1,000.00	1,000.00	0.00	10.00	990.00	99.00 %
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	0.00	186.23	1,813.77	90.69 %
01-120-20-703500	MEMBERSHIPS	500.00	500.00	0.00	0.00	500.00	100.00 %
01-120-20-703800	ADVERTISING	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
01-120-20-703900	POSTAGE	0.00	0.00	0.00	1,008.50	-1,008.50	0.00 %
01-120-20-711000	LEGAL SERVICES	2,000.00	2,000.00	0.00	58.50	1,941.50	97.08 %
01-120-20-712000	CONTRACT LABOR	7,500.00	7,500.00	300.00	1,050.00	6,450.00	86.00 %
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	10,064.25	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	22,093.40	56,786.87	135,318.13	70.44 %
Department: 120 - Town Clerk Surplus (Deficit):		-169,105.00	-169,105.00	-20,017.65	-50,634.12	118,470.88	70.06 %
Report Surplus (Deficit):		-169,105.00	-169,105.00	-20,017.65	-50,634.12	118,470.88	70.06 %

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	2,075.75	6,152.75	-16,847.25	73.25 %
Expense	192,105.00	192,105.00	22,093.40	56,786.87	135,318.13	70.44 %
Department: 120 - Town Clerk Surplus (Deficit):	-169,105.00	-169,105.00	-20,017.65	-50,634.12	118,470.88	70.06 %
Report Surplus (Deficit):	-169,105.00	-169,105.00	-20,017.65	-50,634.12	118,470.88	70.06 %



Risk Management Memorandum

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

Obtained Insurance For:

- Added & removed 3 vehicles; each

Attended Meetings/Trainings:

- Department Head meetings (2)
- Council after action meeting
- Safety officer (2)
- Webinar: cyber security
- Standardizing and centralizing the process of welcoming Town volunteers
- Hearing re: legal matter
- Option for holiday party
- TAC:APS indemnity & member waivers
- Exclusions in the Town's insurance policy
- Risk Mgmt. Dept. status update to Town Mgr.
- Owner of damaged vehicle as a result of Town's chip seal project via contractor

Incidents/Claims/Restitution/Collections

- Please contact me on this matter if you have questions or comments

Risk Management Highlights:

- **Legal:** coded attorney invoices, reviewed agreements: pool, facilities use agreement, Monarch Waystation USFWS Landowner Agreement; on-going complaint mgmt.
- **EYES:** reminder win a prize by reporting a safety issue
- **Researched:** flares/virtual Safety Data Sheets requirement/options/training, highly toxic substance Fentanyl
- **Verified:** classification of employee re: to workers' compensation quarterly report
- **Sought:** insurance docs on behalf of Camp Verde Promotions for jailathon
- **Prepared:** waiver for TAC and safety committee agenda
- **Created:** off-line training for employees through Safe Personnel
- **Processed:** 9 Certificates of Insurance and 3 repair requests
- **Updated:** Response call down roster

Darrell Payne from Public Works has retired and will be missed. He was a long-time member of the Safety Committee (since its inception in 2008) and always had good suggestions regarding working safely. Chris Schrouder has volunteered to be the committee's new liaison from Public Works.

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



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



Volunteers in Policing (VIPs):

The below listed people have completed the background investigation and will be assisting the Marshal's Office as volunteers:

- VIP - Timothy Wiggle will begin assisting in Property and Evidence
- VIP - Chaplin John Watson - will be assisting Randy Strickland
- VIP – Alex LeClair – has started as a patrol VIP and is currently in training
- VIP – Drew Peterson – has started and is working in records
- VIP – Janet Kreienkamp – has started and is working in property and evidence
- Ex-VIP Ron Brattain – passed away

Training:

- 9-5-16 – 09-09-16 Animal Control Officer Jim Simmons attended the basic animal certification course in Phoenix
- Sergeant Laura Robinson and Sergeant Steve Butler attended Gender training in Glendale
- Deputy Mike Jardine attended the human trafficking intelligence training
- Commander MacConnell, Sergeant Butler and SRO Deputy Toporek attended integrated response to mass shootings
- 09-6 through 09-7- Deputy Richardson attended DUI -ARIDE training

Patrol:

- 9-24-16- Detective Steve McClure and Deputy Tom Baizel attended a fundraiser for Special Olympics in Camp Verde
- 09-09-16 The Marshal's Office began "operation verde lakes" as a result of a community meeting at verde lakes- the citizens requested extra patrol and complained of speeders. Therefore, we extended our resources and invited DPS to run radar, GITEM and PANT to serve warrants, CVMO served warrants and stopped suspicious persons, Cottonwood and YCSO also assisted. We will be conducting once per week enforcement through October.
- 09-19-16 – SRO Toporek, Corporal Jacobs and Cmdr MacConnell worked with the fire department at the High School to talk about National Seat Belt week and the importance of wearing seat belts.

Detectives:

- **Detective Steve McClure** was the detective who investigated a case involving Robert S. Moore where he committed fraud schemes and trafficking in stolen property while he was employed with Southwest Tank and Steel, it was discovered, with the assistance of YCSO, that Robert Moore began stealing and selling company owned property (tools) at numerous pawn shops in the Phoenix Metro area (as a result of a gambling problem). Total estimated value \$10,100. He purchased new some items with a company credit card and immediately pawned it. In interview he admitted to 38 separate pawn shop transactions. He was arrested on 09/30/2016 and charged with 25 counts theft, 25 counts trafficking, fraud schemes and fraudulent use of a credit card.

Miscellaneous:

- 9-1-16 – Marshal Gardner conducted an audit of the Property and Evidence room
- 9-6-16 – All staff meeting at CVMO
- 9-21-16 – Marshal Gardner, Cmdr MacConnell and Darby attended a review of the SOPs with Barbie Bridge

- 9-12-16 - Animal Control Officer Jim Simmons and his mom, Katy Bradshaw constructed the scare crow for CVMO



- 09-27-19 – Marshal Gardner attended the monthly PANT meeting with other chiefs, commanders and lieutenants in attendance.
- 9-28-16– Commander MacConnell attended the monthly multi-agency commander and Spectrum health care meeting in cottonwood
- 9-28-16 – CVMO hosted the Domestic Violence multi-jurisdictional review

Dispatch:

- 09-26-16 – 09-30-16 Dispatch Supervisor Mary Newton attended the Spillman conference in Utah

Coffee with a COP:

- September 26, 2016– Marshal Gardner and Commander MacConnell attended coffee with a cop at “Thanks a Latte”

Crime Rate September 2015/2016

September	2015	2016
Total Calls	449	983
Traffic Stops	139	222
Animal Calls	34	57
Vehicle Burglary's	7	1
Residential Burglary's	4	13
Criminal Damage	2	11

Community Development Monthly Report September 2016



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:

James Simons – Animal Control/Code Enforcement Officer

MONTHLY REPORT FOR SEPTEMBER 2016
BUILDING DIVISION

Completed 69 building inspections, 14 residential plan check reviews, 6 commercial plan check reviews, 63 phone calls, 23 meetings, 11 miscellaneous site inspections, 7 miscellaneous postings, 3 transmittals, 6 business licenses issued, 1 stop work order, reviewed 2 special event applications and attended 2 Council meetings.

Emily passed her exam and is now an ICC certified Commercial Building Inspector, to go along with her certifications as a Residential Building Inspector and Permit Technician. Building Staff attended the AZBO Fall Institute in Phoenix for continuing education, the week of September 26th through the 30th, various days.

Attended a pre-application meeting with a charity church group that wants to convert a vacant church building into temporary housing for young ladies who are expecting. Had several meetings with Staff, Town Manager and Copper Canyon Fire and Medical regarding fire flow for new development, both residential and commercial. Also had several phone conversations with staff and the Town Attorney on the same subject.

Had the audit from the State Office of Manufactured Housing regarding permit and inspection requirements per our IGA with the State. Their requirements and process's continues to evolve on almost a monthly basis. Our understanding is that instead of an audit every four years they now wish to conduct an audit on a yearly basis.

Attended a Council meeting in regard to Solar permitting fees and also a Council work session in regard to fire flow requirements in the International Fire Code as adopted by the Town. The Town and the Fire District have both adopted the same Fire Code, and will continue to do so. As the Building Official per Town Code I also am responsible as the Fire Code Official to make final interpretations of the Fire Code. Our IGA with the Fire District allows me to seek their assistance and advice in this, but any final determination on behalf of the Town, has to be mine.

Had a meeting with Staff and the new manager of a property that has a Use Permit with the Town, and a follow up meeting with Staff, the new manager and the Town Manager. Discussion centered on the continued failure to comply with the conditions of the Use Permit. Reviewed 15 applications for the open Permit Technician position and scheduled 5 for interviews the first week of October.

Reviewed a previous Stop Work order on request of Code Enforcement and determined that the order has been complied with.

Met with the Town Manager, the current Community Development Director and the new Community Development Director. She brought the doughnuts.



Robert Foreman CBCO
Building Official

BUILDING MONTHLY REPORT

September 2016	CURRENT MONTH	PREVIOUS MONTH	2016-2017 FY
PERMITS ISSUED	32	28	96
PERMITS FINALED	14	22	58
PLAN REVIEWS PERFORMED	20	16	66
INSPECTIONS PERFORMED	69	136	297
PHONE CALLS RECEIVED	504	806	1755
BUSINESS LICENSES REVIEWED	6	5	16
BUSINESS LICENSE INSPECTIONS	0	5	10
MISCELLANEOUS SITE INSPECTIONS	11	24	57
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	0	2	3
Stop Work Order	1	0	2
Grading Without Permit	0	0	0

MISCELLANEOUS:

PROJECTS: ALL

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

ISSUED DATES: 9/01/2016 THRU 9/30/2016 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. CCNT.	DESCRIPTION VALUATION	PROJ TYPE FEE
20160037 MH	2/09/2016 9/09/2016	MCINTIRE, DEAN REE - MANUFACTURED HOME	3600 CLOVERLEAF RANCH RD MH - MANUFACTURED HOME	RCHOMES&DE OWNER	MANUFACTURED HOME 10,000.00	MH 550.00
20160288 FIRE SPRK	9/02/2016 9/02/2016	KLEIN, KEVIN S FIRE SPRINKLER	77 GENERAL CROOK TRAEI FIRE - FIRE SPRINKLER	ABREEZE OWNER	FIRE SUPPRESSION 3,200.00	FIRE 275.31
20160290 Z-ADMIN	0/00/0000 9/21/2016	ACV FSD VERDE LLC ADMINISTRATIVE REVIEW	552 FINNIE FLAT RD ADMIN - ADMINISTRATIVE REVI	OWNER OWNER	ADMINISTRATIVE REVIEW 0.00	Z-ADMIN 400.00
20160334 SOLAR	0/00/0000 9/06/2016	BULLARD, STANLEY SOLAR INSTALLATION	1147 MAYBELLE LN SOLAR - SOLAR INSTALLATION	RECSOLARIN OWNER	SOLAR INSTALLATION 8,307.75	SOLAR 344.93
20160335 SOLAR	8/25/2016 9/01/2016	STEWART, GARY & JANICE SOLAR INSTALLATION	536 AZURE SOLAR - SOLAR INSTALLATION	RECSOLARIN OWNER	SOLAR INSTALLATION 19,938.60	SOLAR 633.11
20160345 ELE-RES	9/01/2016 9/01/2016	JOLLY, DARREN RESIDENTIAL ELECTRICAL	3376 STEVENS RD ELE-RES - RESIDENTIAL ELECT	RCHOMES&DE OWNER	RESIDENTIAL ELECTRICAL 1,950.00	ELE-RES 75.00
20160346 MH	9/01/2016 9/01/2016	JOLLY, DARREN RES - MANUFACTURED HOME	3376 STEVENS RD MH - MANUFACTURED HOME	RCHOMES&DE OWNER	MANUFACTURED HOME 16,000.00	MH 525.00
20160347 SIGN-WALL	9/07/2016 9/07/2016	TOWN OF CAMP VERDE SIGN - WALL	385 MAIN STREET SIGN-WALL - WALL SIGN	KINNEYCONS OWNER	WALL SIGN 1,000.00	SIGN 98.88
20160348 Z-ADMIN	0/00/0000 9/02/2016	FIRST ASSEMBLY OF GOD ADMINISTRATIVE REVIEW	918 STATE ROUTE 260 ADMIN - ADMINISTRATIVE REVI	OWNER OWNER	ADMINISTRATIVE REVIEW 0.00	Z-ADMIN 600.00
20160349 SIGN-WALL	9/19/2016 9/19/2016	ANDEAVORS LLC SIGN - WALL	1580 STATE ROUTE 260 SIGN-WALL - WALL SIGN	ADVANCEDSI OWNER	WALL SIGN 17,000.00	SIGN 939.33
20160350 B/RW	9/06/2016 9/06/2016	DAVIS, JOHN BLOCK OR RETAINING WALL	700 SADDLE CREEK BLOCK - BLOCK/RETAINING WAL	OWNER OWNER	BLOCK/RETAINING WALL 10,000.00	B/RW 403.86
20160351 PLB-RES	9/06/2016 9/06/2016	MCREYNOLDS, JOHN RES - PLUMBING	3785 W PIKE PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL PLUMBING 300.00	PLB-RES 75.00
20160352 SOLAR	9/07/2016 9/14/2016	BENNETT, ROLAND SOLAR INSTALLATION	1895 SUMMIT VIEW CIRCLE SOLAR - SOLAR INSTALLATION	OWNER OWNER	SOLAR INSTALLATION 8,421.70	SOLAR 294.93
20160353 SOLAR	9/22/2016 9/22/2016	WIGGLE, TIMOTHY SOLAR INSTALLATION	856 DEEP GORGE RD SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 14,437.20	SOLAR 488.48
20160355 PLB-RES	9/08/2016 9/08/2016	FEDERAL NATIONAL MORTGAGE A RES - PLUMBING	490 W ANGUS PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL PLUMBING 7,000.00	PLB-RES 75.00
20160356 B/RW	9/08/2016 9/08/2016	WINDLE, JACK BLOCK OR RETAINING WALL	2524 PAINT DRIVE BLOCK - BLOCK/RETAINING WAL	OWNER OWNER	BLOCK/RETAINING WALL 15,000.00	B/RW 780.22

PROJECTS: ALL

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

ISSUED DATES: 9/01/2016 THRU 9/30/2016 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
20160357 ELE-COM	9/08/2016 9/08/2016	COFFEY COMMERCIAL CENTER LL COMMERCIAL ELECTRICAL	873 HOWARDS RD ELE-COM - COMMERCIAL ELECTR	JAMESRDETH OWNER	COMMERCIAL ELECTRICAL 2,000.00	ELE-COM 75.00
20160358 Z-ADMIN	9/29/2016 9/09/2016	CLARK WALLACE RAYMOND & RAK ADMINISTRATIVE REVIEW	2420/10 PRIVATE DRIVE ADMIN - ADMINISTRATIVE REVI	OWNER OWNER	ADMINISTRATIVE REVIEW 0.00	Z-ADMIN 200.00
20160361 12-COM ADD	9/28/2016 9/12/2016	TOWN OF CAMP VERDE COMMERCIAL ADDITION	1000 STATE ROUTE 260 COMADD - COMMERCIAL ADDITIO	ELITEPERFO OWNER	COMMERCIAL ADDITION 15,000.00	12-COM ADD 0.00
20160363 DEMO-RES	9/13/2016 9/13/2016	MANSUR, ROYS RESIDENTIAL DEMOLITION	2301 QUARTERHORSE LANE DEMO-RES - RESIDENTIAL DEMO	MCDONALDBR OWNER	RESIDENTIAL DEMOLITION 0.00	DEMO-RES 75.00
20160364 ELE-COM	0/00/0000 9/13/2016	KLEIN, KEVIN S COMMERCIAL ELECTRICAL	77 GENERAL CROOK TRAIL ELE-COM - COMMERCIAL ELECTR	CHRISCONNE CHRISCONNE	COMMERCIAL-OTC ELECTRICAL 2,000.00	DEMO-RES 75.00
20160365 01-NEW RES	9/13/2016 9/13/2016	LUCERO, JOHN RESIDENTIAL SINGLE FAMILY	896 S. SGT WOODALL DRIVE R-3 - RESIDENTIAL ONE/TWO F	OWNER OWNER	NEW RESIDENTIAL 220,000.00	01-NEW RES 3,096.73
20160366 FENCE	0/00/0000 9/15/2016	COX, KODY AND CRYSTA FENCE	3525 S CHINO DR FENCE - FENCE	OWNER OWNER	FENCE 3,000.00	FENCE 50.00
20160369 SOLAR	9/21/2016 9/21/2016	LOMBARDI, THOMAS C & KARE SOLAR INSTALLATION	2170 N MOONEY LN SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 33,085.25	SOLAR 0.00
20160372 02-RES ADD	9/20/2016 9/20/2016	O'T, JOHN RESIDENTIAL ADDITION	4270 CLEAR CREEK DRIVE 02-RESADD - RESIDENTIAL ADD	OWNER OWNER	RESIDENTIAL ADDITION 8,000.00	02-RES ADD 356.01
20160374 ELE-COM	9/21/2016 9/21/2016	HIGH VIEW LLC COMMERCIAL ELECTRICAL	HWY 260 ELE-COM - COMMERCIAL ELECTR	PURSOLAR OWNER	COMMERCIAL ELECTRICAL 3,000.00	ELE-COM 75.00
20160375 ELE-COM	9/21/2016 9/21/2016	HIGH VIEW LLC COMMERCIAL ELECTRICAL	HWY 260 ELE-COM - COMMERCIAL ELECTR	PURSOLAR OWNER	COMMERCIAL ELECTRICAL 3,000.00	ELE-COM 75.00
20160376 DEMO-RES	9/21/2016 9/21/2016	ALANIZ, LISA RESIDENTIAL DEMOLITION	3855 CLINTON LANE DEMO-RES - RESIDENTIAL DEMO	OWNER OWNER	RESIDENTIAL DEMOLITION 200.00	DEMO-RES 75.00
20160379 04-RES ACC	9/27/2016 9/27/2016	ALLRED, LARRY RESIDENTIAL ACCESSORY	462 WEST SRUCE STREET RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 400.00	RES ACC 124.60
20160380 B/RW	0/00/0000 9/27/2016	RHONDA, WALTER J & SHAN BLOCK OR RETAINING WALL	2500 PAINT DRIVE BLOCK - BLOCK/RETAINING WAL	MARIO AND OWNER	BLOCK/RETAINING WALL 18,000.00	B/RW 595.26
20160382 12-COM ADD	0/00/0000 9/28/2016	THE TOWN OF CAMP VERDE COMMERCIAL ADDITION	130 BLACK BRIDGE RD COMADD - COMMERCIAL ADDITIO	PURSOLAR OWNER	COM-ACCESSORY 2,000.00	11-NEW COM 0.00
20160383 12-COM ADD	9/29/2016 9/29/2016	SHUSTER FOUNDATION COMMERCIAL ADDITION	2025 RESERVATION LOOP COMADD - COMMERCIAL ADDITIO	WEST-WARDB OWNER	COMMERCIAL ADDITION 4,000.00	12-COM ADD 287.93

PROJECTS: ALL

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

ISSUED DATES: 9/01/2016 THRU 9/30/2016 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
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*** TOTALS ***	NUMBER OF PROJECTS:	32		VALUATION:	446,240.50	FEE:	11,689.58
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PROJECTS: ALL

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

ISSUED DATES: 9/01/2016 THRU 9/30/2016 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	220,000.00	3,096.73
02-RES - RESIDENTIAL ADDITION	1	8,000.00	356.01
04-RES - RESIDENTIAL ACCESSORY	1	400.00	124.60
12-COM - COMMERCIAL ADDITION	3	21,000.00	287.93
B/RW - BLOCK OR RETAINING WALL	3	43,000.00	1,779.34
DEMO-RES - RESIDENTIAL DEMOLITION	2	200.00	150.00
ELE-COM - COMMERCIAL ELECTRICAL	4	10,000.00	300.00
ELE-RES - RESIDENTIAL ELECTRICAL	1	1,950.00	75.00
FENCE - FENCE	1	3,000.00	50.00
FIRE - FIRE SPRINKLER	1	3,200.00	275.31
MH - RES - MANUFACTURED HOME	2	26,000.00	1,075.00
PLB-RES - RES - PLUMBING	2	7,300.00	150.00
SIGN-WALL - SIGN - WALL	2	18,000.00	1,008.21
SOLAR - SOLAR INSTALLATION	5	84,190.50	1,761.45
Z-ADMIN - ADMINISTRATIVE REVIEW	3	0.00	1,200.00
*** TOTALS ***	32	446,240.50	11,689.58

PROJECTS: ALL

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

ISSUED DATES: 9/01/2016 THRU 9/30/2016 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
02-RESADD - RESIDENTIAL ADDITION	1	1	8,000.00	356.01
ADMIN - ADMINISTRATIVE REVIEW	3	3	0.00	1,200.00
BLCK - BLOCK/RETAINING WALL	3	3	43,000.00	1,779.34
COMADD - COMMERCIAL ADDITION	3	3	21,000.00	287.93
DEMO-RES - RESIDENTIAL DEMOLITION	2	2	200.00	150.00
ELE-COM - COMMERCIAL ELECTRICAL	4	4	10,000.00	300.00
ELE-RES - RESIDENTIAL ELECTRICAL	1	1	1,950.00	75.00
FENCE - FENCE	1	1	3,000.00	50.00
FIRE - FIRE SPRINKLER	1	1	3,200.00	275.31
MH - MANUFACTURED HOME	2	2	26,000.00	1,075.00
PLB-RES - RESIDENTIAL PLUMBING	2	2	7,300.00	150.00
R-3 - RESIDENTIAL ONE/TWO FAMILY	1	1	220,000.00	3,096.73
RES - RESIDENTIAL ACCESSORY BUILDING	1	1	400.00	124.60
SIGN-WALL - WALL SIGN	2	2	18,000.00	1,008.21
SOLAR - SOLAR INSTALLATION	5	5	84,190.50	1,761.45
*** TOTALS ***	32	32	446,240.50	11,689.58

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: 09/01/2016 THROUGH 09/30/2016
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

September 2016

September 1, 2016

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

September 8, 2016

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended the Special Session of the Planning & Zoning Commission. Commissioner Teresa Helm was voted by the Commission to become the new Vice Chairman. Economic Development Director Steve Ayers gave the Commission a brief presentation on the Verde River Recreation Master Plan. And Community Development Staff happily informed the Commission that the voters ratified the Town of Camp Verde 2016 General Plan during the August 30th election.

September 13, 2016

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended the Regular Session of the Board of Adjustment/Board of Appeals. A brief presentation was given by Community Development Staff regarding non-conforming uses.

September 14, 2016

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended a Neighborhood Meeting for a proposed Zoning Map Change located near the intersection of Interstate 17 and State Route 260. The proposed zoning map change has tentatively been schedule to appear before the Planning & Zoning Commission on October 6, 2016.

Community Development Director Michael Jenkins, Building Official Robert Foreman, and Assistant Planner Kendall Welch attended the Town Council Work Session. Topics of discussion included adequate fire flow requirements of the 2012 International Fire Code. Also present was Fire Marshal Kristi Gagnon and Fire Chief Terry Keller.

September 21, 2016

Assistant Planner Kendall Welch attended a web committee meeting.

Community Development Director Michael Jenkins, Assistant Planner Kendall Welch, Building Official Robert Foreman, and Residential Building Inspector Emily Diver attended a meeting with the Town Manager to continue the discussion of adequate fire flow requirements of the 2012 International Fire Code.

September 23, 2016

Community Development Staff met with the new Community Development Director Carmen Ogden. Carmen will official come on board in October to replace current Community Development Director Michael Jenkins who will be retiring at the end of 2016.

September 26, 2016

Assistant Planner Kendall Welch attended the 2016 AZBO Fall Institute down in Mesa, AZ.

September 30, 2016

Assistant Planner Kendall Welch attended the 2016 AZBO Fall Institute down in Mesa, AZ.

Code Enforcement Fiscal Year 2016-2017

Abatements as of September 30, 2016:

Location	Total Cost Per Nuisance Abatement

Total

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

Code Enforcement:

Total Complaints: 14

Violations Found: 8

Violation Not Found: -

Cases Closed: 64

Open Complaints: 166

Abatements: 0

Other statistics for the month

Zoning Clearances Residential: 11

Zoning Clearances Commercial: 5

Administrative Review: 0

CAMP VERDE MUNICIPAL COURT
MONTHLY TRANSMITTAL

Date: October 4, 2016
From: Camp Verde Municipal Court

Reporting Month: September 2016

PS

Check #: 5670

Total Amount of Check: \$35,231.99

RECEIVED AND ALLOCATED TO BELOW ACCOUNTS BY L. Peters 10.6.16

REVENUE ACCOUNT NUMBER

01-300-40-413000	\$32,231.52
Fines/Fees/Forfeitures- before the check requests below	
01-300-40-431000	\$948.92
Court Apt-Atty. Reimbursement	
03-310-40-413100	\$245.73
Local JCEF Fund	
05-330-40-413300	\$2211.33
Court Enhancement Fund	
19-601-40-413000	
Camp Verde Marshal's Safety Equip. Fund	\$194.49

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.	\$10.25	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$412.84	01-300-40-413000
000117	Arizona State Treasurer	\$17,345.39	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$103.77	01-300-40-413000
003572	Motor Vehicle Division Refund Unit	\$.31	01-300-40-413000
001014	Registrar of Contractors Safety Equipment Fund	\$0.00	01-300-40-413000

September 2016

MONTHLY REVENUE REMITTANCE REPORT

CAMP VERDE MUNICIPAL COURT-SEPT 2016

Account Description & Statute	AZTEC Code	Total Distribution
Arson Detection reward fund; ARS §41-2167	ZADRF	
Confidential address- ARS 12-116.04	ZCAA1	
CEF 10% of Base Fine - 16-954C	ZCEF	\$1,240.25
CJEF 47% of Base Fine - 12-116.01A	ZCJEF	\$5,883.33
Child Restraint - 28-907C	ZCPRF	
Drug & Gang Enforcement - 13-811C	ZDECJ	\$871.04
DNA 3% of Base Fine - 12-116.01C	ZDNAS	\$738.01
DUI Abatement Fund - 28-1382D3 (\$250 Extreme DUI)	ZDUIA	\$250.00
Domestic Violence Shelter Fund 12-116.06	ZDVSF	
FARE Fee Special Collections (19%)	ZFAR1	\$1,304.98
FARE Delinquency Fee (\$35.00 Fee)	ZFAR2	\$525.00
FTGF 7% of Base Fine - 12-116.01B	ZFTGS	\$888.14
G&F Wildlife Theft Prevention Fund - 17-313A	ZGF	
28-2533 - Out-of-State Plates (80% Base Fine to HURF)	ZHRF3, ZHRF1	\$748.42
28-2533 - Out-of-State Plates (20% Base Fine to DPS)	ZHRFD	
STATE Time Payment JCEF - 12-116	ZJCS	\$448.50
STATE Civil JCEF - 22-281C1 (18.39% of Fee)	ZJCSF	\$8.78
MSEF 13% of Base Fine - 12-116.02A	ZMSEF	\$1,627.60
2011 \$8 Assessment - State: \$4 to GITEM & \$4 to PSEF	ZOS1	\$818.73
Prison Construction & Operations Fund - 41-1651	ZPCOF	\$75.00
Probation Surcharge 2006 - 12-114.01 (\$10.00)	ZPRS6	\$20.90
Probation Surcharge 2009 - 12-114.01 (\$10.00)	ZPRS9	\$1,555.05
Probation Surcharge OLD - 12-114.01 (\$5.00)	ZPRSU	\$6.81
Public Safety Equipment Fund, 41-1723, 28-1381.5	ZGFDU,ZPSEF	\$383.43
Registrar of Contractors	ZRCA	
State Highway Fund - 28-710A	ZSHWY	
Drug Lab Remediation Technical Registration Bd 13-3423 (D9)	ZTECH	\$15.00
State Highway Work Zone Fund - 28-710B	ZSHWZ	
victims rights enf assmnt fund (100%)	ZVREA	\$140.93
28-4139 - FR Suspended Plates (100% Base Fine to DPS)	ZSLPD	\$4.49
SUBTOTAL - STATE REVENUE Remitted to City Finance		\$17,545.39

Jail Incarceration Fee (9914) GL#2-003-10-34324	ZJF	\$335.49
2011 Add'l Assessmnt \$1 -JP Crts 12-116.04E GL#3-900-40-35196	ZOS2	\$77.35
SUBTOTAL - YAVAPAI COUNTY REVENUE Remitted to City Finance		\$412.84
2011 Officer Safety Equip - Sheriff	ZOS4	
2011 Officer Safety Equip - DPS	ZOS5	\$103.77
2011 Officer Safety Equip - MVD/ADOT	ZOS6	\$0.81
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 13-801-40-413030	ZOS11	\$194.49
2011 Officer Safety Equip - College PD	ZOS12	
2011 Officer Safety Equip - Fire Dept	ZOS13	
2011 Officer Safety Equip - Tribal	ZOS14	\$10.25
28-4139 - FR Suspended Plates (100% Base Fine to TRIBAL)	ZSLPT	
SUBTOTAL - INDIVIDUAL CITING AGENCY REVENUE Remitted to City Finance		\$306.32
Court Appt Attorney Fee Local	ZAFEE	
Indigent Defense Fees - Rule6.7d, A.R.Cr.P. 15-300-40-431000	ZATT,ZATTT & ZREIM	\$948.92
Confidential address- ARS 12-116.04	ZCAA2	
Defensive Driving School Fee - 28-3396	ZDDS	\$2,250.00
Deferred Prosecution Fees	ZDEFP	\$650.00
Fines/Civil Penalties - 13-811A & 28-1564B	ZFINE	\$9,858.56
28-2533 - Out-of-State Plates (20% Base Fine to SPD)	ZHRFC	
CREDIT City Gen Fund (Over Amt as Local Costs, Bond Forfeitures)	ZFORF, ZOVER, ZOVF	\$2.09
Public Defender Fee - 11-584 (\$25.00)	ZPUBZ	\$62.40
Local Costs/Fee Warrant Default Fees	ZLCL	\$1,399.21
Bonds Forfeited to General Fund	ZLOCL	
Misc. Filing Fees - 22-281C3 (71.15% to County)	ZMISC	\$36.99
28-4139 - FR Suspended Plates (100% Base Fine to CVMO)	ZSLPC	\$99.21
Bank Fees -From Ckbk/prev mon bank statement		
Bank Fee - Checks Ordered		
SUBTOTAL - CITY REVENUE Remitted to Finance 01-300-40-413070		\$15,307.38
Court Enhancement Fee	ZCEH	\$2,211.33
SUBTOTAL - COURT ENHANCEMENT REVENUE Remitted to City Finance 05-320-40-413360		\$2,211.33
LOCAL Time Payment JCEF - 12-116	ZJCL	\$241.50
LOCAL Civil JCEF - 22-281D (8.04% of Fee)	ZJCLF	\$4.23
SUBTOTAL - JCEF REVENUE Remitted to city finance 05-310-40-413100		\$245.73
Total Revenue		\$35,831.99

MISCELLANEOUS PASS-THROUGH MONIES (Overpayments) REPORT

Carried Forward from Previous Month		
Received During Current Month	ZOVR back to/or from Def	
Disbursed During Current Month	9517	
Balance at End of Current Month		0.00

RESTITUTION REPORT

Carried Forward from Previous Month		
Escheated / stale dated		
Received During Current Month	5901 ZREST	\$523.36
Disbursed During Current Month	5003	(\$523.36)
Balance at End of Current Month		\$0.00

BOND REPORT

Bonds Carried Forward from Previous Month		\$5,066.72
Bonds Received During Current Month	ZBND	\$6,567.00
Bonds Forfeited During Current Month	Pg 3 Total	(6,300.72)
Bonds Escheated 2011:		
Bond Voided		
Bonds Transferred	fee book	
Bonds Refunded During Current Month	5079	(\$780.00)
Bonds Balance at End of Current Month: open bonds		\$4,553.00
TOTAL PASS THROUGH MONIES		\$4,553.00

I, Hon. Paul A. 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:

September-16

Paul A. Schlegel
Signature

10-4-16
Date

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: September 2016

CRIMINAL TRAFFIC				
	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	42	6	99	147
Filed	10	2	32	44
Transferred In	0	0	0	0
SUBTOTAL	52	8	131	191
Transferred Out	0	0	0	0
Other Terminations	14	1	22	37
TOTAL TERMINATIONS	14	1	22	37
Statistical Correction	0	0	0	0
Pending End of Month	38	7	109	154

*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
217	1	0	218	0	3	3	0	215

****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
210	118	0	328	0	6	97	103	0	225

Civil Traffic Hearings Held: 2

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)				
Filed		Trans In		TOTAL
33		0		33

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year:

September 2016

MISDEMEANOR									
	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)
Misdemeanor (Non-Traffic)	639	27	0	666	0	25	25	0	641
Failure to Appear (Non-Traffic)	6	1	0	7	0	0	0	0	7
TOTAL	645	28	0	673	0	25	25	0	648

TRIALS HELD			
Misdemeanor Court/FTA Trials Held:	1	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 (j)	
	0	4	0	4	0	0	0	-4	0	
Felony Preliminary Hearings Held:	0	Felony, Misdemeanor, Criminal Traffic Initial: Appearances:						26		

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	23	6	29	8	0	21	
TOTAL	23	6	29	8	0	21	

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: September 2016

CIVIL COMPLAINTS				
	Small Claims (a)	Forcible Detainer/ Eviction Action (b)	Other Civil (c)	TOTAL (d)
Pending 1st of Month	0	0	0	0
Filed	0	0	0	0
Transferred In	0	0	0	0
SUBTOTAL	0	0	0	0
Transferred Out	0	0	0	0
Other Terminations	0	0	0	0
TOTAL TERMINATIONS	0	0	0	0
Statistical Correction	0	0	0	0
Pending End of Month	0	0	0	0

Small Claims Hearings Held/Defaults: 0 Civil Court Trials Held: 0

Small Claims Hearings Held/Defaults Before Volunteer Hearing Officer: 0 Civil Jury Trials Held: 0

DOMESTIC VIOLENCE/HARASSMENT PETITIONS

	Filed	Order Issued	Petition Denied	TOTAL TERM.
Domestic Violence	2	0	1	1
Harassment	2	0	2	2

HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT
--

Order of Protection: 0 Injunction Against: 0

SPECIAL PROCEEDINGS/ACTIVITIES

Peace Bond Complaints Filed:	0	Fugitive Complaints Filed:	0
Juvenile Hearings Held:	0	Search Warrants Issued:	2

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 4 Processing

Court ID: 1354

Report Month/Year:

County: CAMP VERDE MUNICIPAL COURT

September 2016

WARRANTS OUTSTANDING

TRAFFIC WARRANTS OUTSTANDING

D.U.I.	132
Serious Violations	10
All Other Violations	587
TRAFFIC TOTAL	729

CRIMINAL WARRANTS OUTSTANDING

Felony	1
Misdemeanor	813
CRIMINAL TOTAL	814

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. Schlegel
Signature of the Judge/Magistrate (or designee)

Veronica Pineda
Name of Preparer

October 3, 2016
Date of Preparation

CAMP VERDE MUNICIPAL COURT MONTHLY REPORT								TOTAL FILINGS AND COLLECTIONS-THREE YEAR TREND						
DESCRIPTION	JULY 2016	AUGUST 2016	SEPTEMBER 2016	OCTOBER 2016	NOVEMBER 2016	DECEMBER 2016	JULY THROUGH DEC 2016	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/De FY 14 T FY 15
MISDEMEANOR & CR TRAFFIC FTA	36	20	29				85	0	85	-73%	319	15%	277	-33%
DUI	18	6	10				34	0	34	-55%	76	52%	50	-61%
SERIOUS TRAFF	1	0	2				3	0	3	-87%	9	-10%	10	-29%
CRIMINAL TRAFF MISDEMEANORS	3	32	32				67	0	67	-75%	268	-9%	294	70%
SUBTOTAL	58	58	73	0	0	0	189	0	189	-72%	672	3%	651	-11%
CIVIL TRAFFIC	79	99	118				296	0	296	-72%	1066	-21%	1356	-26%
HARASSMENT INJUNCTION	0	2	2				4	0	4	-85%	26	0%	26	37%
ORDER OF PROTECTION	6	2	2				10	0	10	-67%	30	30%	23	-15%
TOTAL FILINGS	143	181	195	0	0	0	499	0	499	-72%	1794	-13%	2056	-22%
IA/ARR IN CUSTODY	28	19	26				73	0	73	-83%	431	11%	387	-5%
ATTY RESTRICTION	548.82	435.28	848.82				1932.22	0	1932	-60%	\$ 4,814.96	-16%	\$ 5,726.10	-60%
LCL ORD FEES (Default/Warrant etc)	418.06	705.56	1389.21				2522.83	0	2522	-89%	\$ 23,017.77	51%	\$ 17,526.40	-16%
LCL CRT ENHANCEMENT	1713.44	1936.06	2211.33				5860.83	0	5861	-76%	\$ 24,241.18	-21%	\$ 30,743.43	-23%
JCEF TO TOWN	172.63	309.37	245.73				727.73	0	728	-75%	\$ 2,942.78	0%	\$ 2,935.79	-25%
CVMO ADDL EQP \$13	149.12	132.53	194.49				476.14	0	476	-78%	\$ 2,134.35	0%	\$ 2,137.42	-22%
DPS ADDL EQP \$13	96.91	132.00	103.77				332.68	0	333	-79%	\$ 1,575.76	-93%	\$ 2,354.35	-22%
YAV CTY JAIL/ADD FEE	191.41	203.97	412.84				808.22	0	803	-78%	\$ 3,418.98	-25%	\$ 4,554.94	-49%
MVD/ADOT/ADD FEE	0.94	4.94	0.81				6.69	0	7	-80%	\$ 16.58	107%	\$ 8.00	-80%
ROC ADDL EQP FEE	0.00	0.00	0.00				0.00	0	0	0%	\$ -	-100%	\$ 0.97	-44%
YAN TRIBAL POLICE	0.64	4.48	10.25				15.37	0	15	-88%	\$ 129.11	100%	\$ 64.50	-86%
STATE TREAS.	13177.81	15680.46	17345.39				46203.66	0	46204	-80%	\$ 235,443.15	-10%	\$ 261,650.80	-15%
TOWN TREAS.	10975.26	13759.66	15307.98				40042.90	0	40042	-77%	\$ 177,814.66	-1%	\$ 180,021.82	-13%
TOTAL CHECK	26478.16	32163.47	35831.99	0.00	0.00	0.00	94473.62	0	94474	-79%	\$ 447,716.55	-8%	\$ 484,472.02	-18%



130 Black Bridge Road | Camp Verde AZ 86322

CAMP VERDE COMMUNITY LIBRARY

good company always Welcome...

MEMORANDUM

TO: Russ Martin, Town Manager
FROM: Kathy Hellman, Library Director
SUBJECT: Monthly Report – September 2016
DATE: 10/10/16
CC: Department Heads

Library Construction Update: Ready or not, here we go! We are getting ready to close the library from October 17 – November 4. This gas fireplace is just one of the features that will make our library a wonderful place to spend some time.



The Camp Verde Tree Advisory Committee received a grant of \$3,000 from APS to purchase trees for the library landscaping. TAC volunteers worked with APS volunteers to dig holes and plant the trees themselves. These dedicated folks have kept the trees watered every week, placed large boulders around the site and continue to raise funds for further items to finish more of the landscaping before the first freeze. They are still working on the landscaping project and we are thankful to have their expertise invested in us.

Soul Support, a group of teens who meet weekly in the library to pursue their interest in poetry,



participated in the Tree Advisory Committees's Arbor Day celebration. TAC delayed their Arbor Day celebration this year in order to plant a tree on the new library site. Soul Support teens worked on original poems to celebrate Arbor Day and shared their compositions with the crowd of people who attended the Arbor Day tree planting.

The Library and CV Parks & Recreation are researching a scheduling, calendaring, facility reservation solution to better meet the needs of our patrons who want to sign up for our services.

We have looked at a couple of options and continue, in collaboration with a committee made up of members from each Town Department, investigating a new website solution. We are looking for the most affordable and functional software that takes into account our need to update our ability to provide customers with Town services in a variety of web-based formats and to decrease customer frustration in attempting to access Town services.

September was Library Card sign-up month. We encouraged people who registered for a new library card to enter their names into a drawing for a gallon jar of candy or a \$20 Bashas' gift card. Library Specialist, Carson Ralston highlighted several of the online resources offered via your library card on our Facebook page. Traffic counts on the accompanying statistical sheet demonstrate the activity in the library this month. The decrease in programming is due to the uncertainty we faced over the past 3-4 months determining exactly when we would be closing to move. We purposely did not plan programs in September or October as we get ready to transfer ourselves and all our stuff into our new location.

Report from Youth Services Librarian, Nadia Torabi: The children's room is bustling with excitement in anticipation over the things to come once our new library opens. Teens are eager to finally get their own space, while families with children are elated to have that separation. The number of families stopping by to tell us how often they will visit the new library is incredibly hopeful. Libraries are such an important site in every community. I am looking forward to seeing what this more comfortable and suitable space will bring. I attended training in Phoenix on New Direction Institute's Brain Box learning system and learned a great deal on early brain development and how to use Brain Boxes in our library. I have been working with members of the community to put together early literacy programs and we can't wait to begin implementing these ongoing programs to not only encourage reading and healthy brain development in young children, but to bring about a sense of unity among families and community members who have a deep care for the development of children in our community.

Report from Circulation and Volunteer Coordinator, Alice Gottschalk: When our computers are not working or the Internet is inaccessible, librarians are still able to help their patrons. We can check books out, help people locate a book that is on the shelf, and even answer questions that we would normally look up on a computer. It may take a little longer to provide this service, but we can do it. Our service to the community doesn't end just because the Internet is down.

Report from Reference & Computer Helper, Gerry Laurito: In my role as Reference Librarian, I helped a number of people who were looking for some kind of legal form. The [Legal Forms](#) database available thanks to our state and county libraries, was very helpful in answering these questions and supplying the requested forms. In my role as Computer Helper, I handled routine patron questions involving printing needed documents and formatting documents correctly.

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>

September 2016 Camp Verde Community Library Use Statistics

	Sep-16	Sep-15	% change	YTD-FY17	YTD-FY16	% change
In-Library Uses						
Traffic Count	5,745	5,638	1.9%	11,846	12,001	-1.3%
New Cards Issued	67	75	-10.7%	145	147	-1.4%
Public Computer Use	1,649	1,595	3.4%	3,378	3,713	-9.0%
Early Literacy Computer Use	n/a	56	#VALUE!	37	139	-73.4%
Requests for Computer Help	108	103	4.9%	221	246	-10.2%
Reference Questions	153	155	-1.3%	316	340	-7.1%
Total In-Library Use	7,722	7,622	1.3%	15,943	16,586	-3.9%
Library Programs						
Adult Programs	21	23	-8.7%	42	44	-4.5%
Adult Program Attendance	91	88	3.4%	164	174	-5.7%
Adult Program Hours	3	18	-83.3%	7	29	-76.1%
Youth Programs	10	25	-60.0%	34	53	-35.8%
Youth Program Attendance	51	322	-84.2%	244	746	-67.3%
Youth Program Hours	2	21	-90.5%	28	51	-44.6%
Programs Off-Site	1	1	0.0%	9	9	0.0%
Total Library Program Attendance	142	410	-65.4%	408	920	-55.7%
Circulation						
Items Checked Out	3,958	4,951	-20.1%	8,283	10,452	-20.8%
Items Checked In	4,225	5,399	-21.7%	9,275	11,985	-22.6%
Items Used In-Library	201	303	-33.7%	413	636	-35.1%
Renewed Items	896	988	-9.3%	1,578	1,932	-18.3%
Total Circulation	8,384	11,641	-28.0%	19,549	25,005	-21.8%
Total Number Library Patrons	4,091	3,747	9.2%			
Circulation Areas of Interest						
Audio Books	158	165	-4.2%	365	334	9.3%
DVDs & VHS	1,424	1,886	-24.5%	3,084	3,107	-0.7%
eBooks	368	253	45.5%	749	537	39.5%
Youth eBooks	50	20	150.0%	117	74	58.1%
iPads & e-readers	6	4	50.0%	9	39	-76.9%
Large Print	216	196	10.2%	393	424	-7.3%
Magazines	123	138	-10.9%	236	257	-8.2%
Kids & Teens Material	1,129	1,721	-34.4%	2,677	3,276	-18.3%
Transits, HOLDS & InterLibrary Loans						
HOLDS Filled	767	808	-5.1%	1,427	1,703	-16.2%
Transit Items Sent & Received	1,308	1,467	-10.8%	2,735	3,001	-8.9%
CVCL ILL Items Going Out	27	38	-28.9%	48	64	-25.0%
ILL Items for CVCL Patrons	4	4	0.0%	6	13	-53.8%
Total Transit, HOLDS & ILL Activity	2,075	2,275	-8.8%	4,162	4,704	-11.5%
Library Volunteers						
Number of Volunteers	23	30	-23.3%	42	63	-33.3%
Number of Hours Given	370	618	-40.1%	833	1,317	-36.8%
Average Hours/Volunteer	16.1	20.6	-21.9%	19.8	20.9	-5.1%
Collection & Development						
New Kids & Teen Material Added	26	40	-35.0%	45	123	-63.4%
New Books Added	158	146	8.2%	233	338	-31.1%
New Audio-Visual Material Added	56	72	-22.2%	110	119	-7.6%
Total Items Added	214	218	-1.8%	343	457	-24.9%

Average
Circulation
Activity
per Open
Hour
133.1

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

September 2016 Camp Verde Community Library Use Statistics

Total Items Owned	32,097	30,639	4.8%					2.8
Mending & Donations								
Items Mended or Repaired	40	79	-49.4%	184	245	-24.9%		
Donations Processed	562	869	-35.3%	737	1,491	-50.6%		
Donations Cataloged	101	95	6.3%	160	166	-3.6%		
Online Public Access Catalog								
OPAC Searches	7,933			n/a	14,349			



Public Works September, 2016

Engineering:

- Ron Long represented the Town at the following meetings:
 - ADOT PEER Group
 - Transportation Technical Subcommittee
 - 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
 - Worked with Consultant (RICK Engineering) to review Business Corridor Streetscape design and plans
 - Met with ADOT to discuss requirements of the Industrial Drive Roundabout and SR-260 sidewalk
 - Trails End: driveway configuration
 - Status meeting with Architect to discuss Court Room and Library projects
 - Posted bid for the Court Room remodel project

Streets:

- Completed Chip Seal Project in Verde Lakes Subdivision
- Assisted for set up of Fort Verde Days
- Road side mowing
- Tree trimming
- Work Orders

Sewer:

- Tasked with 64 Blue Stakes for the month.
- Received 7 call out for Plant alarms.
- Pulled both pumps in Plant Drain, pulled volutes removed & cleaned out all rocks, Re-installed Pumps.
- Vacuumed Out Plant Drain Well.
- Work on spreading decomposed Granite around Plant to control standing water.
- Replaced Coarse and Fine diffusers in First and Second stage Aeration Basins
- Continued Mosquito abatement.
- 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.
- Received New Vacuum Truck. Awaiting license.
- Continued site monitoring with gas meter
- Had Annual Fire Extinguisher inspection performed by "A Breeze Fire Protection, Inc." Recharged 1-5# ABC Fire Extinguisher, put 1 - 2½ # ABC Fire Extinguisher in new Explorer, Replaced 1 – 2½ # ABC Fire Extinguisher in S-10 Chevy Pickup. Purchased 2 New 5# ABC Fire Extinguishers for new Lab Building.
- Chet entered a Fire Extinguisher List for all Extinguishers in the WasteWater Division on the Lab/Office Computer with Serial numbers & locations.

Maintenance:

- Continued with the remodel of Community Development
- Daily Work Orders
- Assisted the "Old Guys" with Town projects
- Placed Fort Verde Flags & Banners on Main Street
- Assisted with monitoring of Library projects
- Assisted Tree Advisory Committee with tree planting at the Ramada and New Library
- Winterized the pool facility
- Purchased and installed new drinking fountain in front of the Historical Society
- Investigate and order Key core's for the new Library
- Prepared Town Grounds for Fort Verde Days
- Worked to mitigate items noted by Risk Management
- Moved items from the old Library building
- Ordered new flag pole for the Community Library
- Located irrigation sleeves and Installed a new irrigation pedestal at the Community Library
- Daily work and maintenance at the parks, Main Street and grounds

Parks & Rec:

- Mike attended a Council work session about adjustments to the Community Park Concept Master plan. The park renaming process is underway with input from the public coming in.
- 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. We continue to train drivers and partner with other organizations. We worked w/ OLLI to provide the bus and a volunteer driver for a trip for them in September.
- The Heritage pool season ended on September 11. Planning is already underway for improvements to next season.

- Planning for Trunk or Treat Main Street started.
- Mike & Shawna attended a Kiwanis of Camp Verde breakfast meeting.
- We continued planning in support of Fort Verde Days.
- Seven Co-Ed Adult Volleyball teams started playing with Sunday games through late November.
- Grasshopper basketball registration ended September 30 and we have 84 kids registered for the 1st – 4th grade season starting Oct. 15.
- Mike attended a quarterly meeting for Verde Front and helped with a public meeting in Camp Verde.
- Mike and Shawna continued work on Town Social Media and Web policies and meetings with software vendors.
- We continue accepting registrations for the Christmas Craft Bazaar scheduled for December 10th.