

# December 2015 Monthly Report



*Town Manager  
Russ Martin  
928-554-0001*

## DEPARTMENT HEAD INFORMATION

<i>Town Clerk</i>	<i>Virginia Jones</i>	<i>554-0023</i>
<i>Finance Director</i>	<i>Mike Showers</i>	<i>554-0811</i>
<i>Economic Development Director</i>	<i>Steve Ayers</i>	<i>554-0007</i>
<i>Marshal</i>	<i>Nancy Gardner</i>	<i>554-8301</i>
<i>Engineer/Public Works</i>	<i>Ron Long</i>	<i>554-0821</i>
<i>Magistrate</i>	<i>Paul Schlegel</i>	<i>554-0031</i>
<i>Librarian</i>	<i>Kathy Hellman</i>	<i>554-8381</i>
<i>Community Development</i>	<i>Mike Jenkins</i>	<i>554-0051</i>
<i>Risk Management</i>	<i>Carol Brown</i>	<i>554-0003</i>



## *Memorandum*

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: January 14, 2016  
Cc: Department Heads  
Re: Manager's report for the period ending December 31, 2016

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The following is the Manager's report regarding activities in the month of December 2015:

### **Senior Center**

We met with the Senior Center to discuss a variety of topics including the potential to do a meals on wheels program locally with them being involved to some extent. Additionally, discussed how to assist with a number of other capital/building needs as we have in the past. It was a good conversation and follow up in the next couple of months will see hopefully some more progress in this direction. The Camp Verde Senior Center clearly is a great asset and want to remain independent and we want to make sure they have the best of both worlds in working with them.

### **Olli**

Met with a couple of folks which included the Yavapai College Coordinator who are trying to take the next step with OLLI in Camp Verde. As we began we were assisted by the organization of the Verde Valley local board (Cottonwood/Clarkdale) but clearly with the intent to create our own board locally to meet our needs specific to Camp Verde. This process has begun and in the near future we will be updated as to this progress. This is truly progress and it has happened fairly quickly, I am very proud of what has happened here as I know others are as well and look forward to continuing to expand on the successes of the past year.

### **Commander**

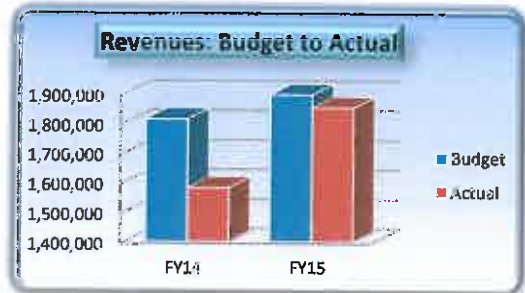
I also worked with Human Resources and CVMO to assist in hiring the next Commander at CVMO. I am excited we were able to get a fantastic experienced person in this position that continues to provide the highest quality of services in police work around at CVMO. She will be another great asset to the CVMO crew and to the Town. Looking forward to her start next week.

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

**TOWN OF CAMP VERDE**  
**General Fund Report**  
**FY16 - 1st QTR ending September 2015**

**GENERAL FUND REVENUES**

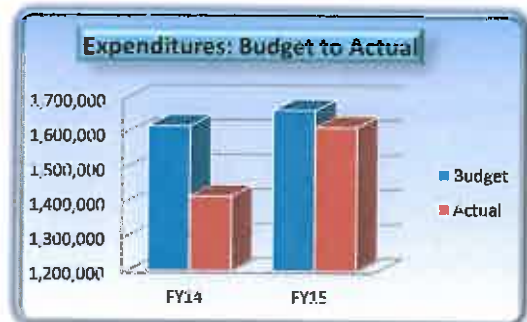
	FY 15-16 Budget	FY 15-16 Actual	% of Budget Received
Local Taxes	3,430,550	956,549	28%
Franchise Fees	275,500	88,968	32%
State Sales Tax	1,038,730	244,433	24%
Urban Revenue Sharing	1,309,100	327,277	25%
Vehicle License Tax	644,350	170,180	26%
Other Revenues	887,215	66,041	7%
<b>TOTAL</b>	<b>7,585,445</b>	<b>1,853,448</b>	<b>24%</b>



First QTR revenues for FY16 are coming in very strong. Local taxes alone are nearly \$100K over budget and do not seem to be slowing down while Other revenues seem to be way off the mark it is important to consider that 25% of that amount is from bi-annual payments that will come in the next QTR.

**GENERAL FUND EXPENDITURES by DEPARTMENT**

	FY 15-16 Budget	FY 15-16 Actual	% of Budget Expended
General Admin	1,650,242	409,548	25%
Court	373,153	88,466	24%
Public Works	846,517	205,524	24%
Community Development	482,783	113,605	24%
Marshall's Office	2,651,801	632,004	24%
Library	392,166	94,952	24%
Parks & Rec	257,652	71,483	28%
<b>TOTAL</b>	<b>6,654,314</b>	<b>1,615,582</b>	<b>24%</b>



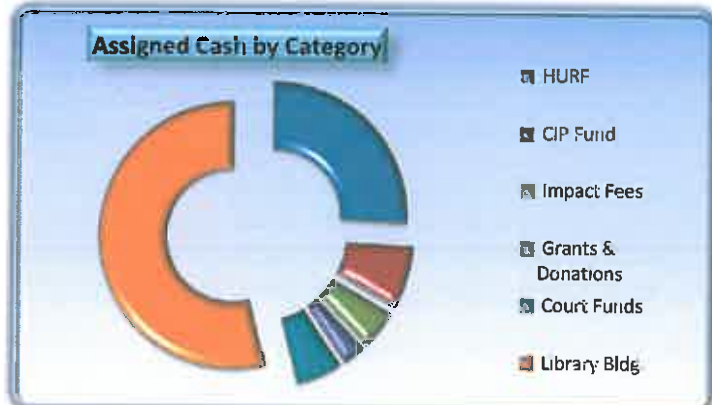
General Fund expenditures are coming in right on budget.

**CASH**

**Bank Accounts**

Pooled Checking	637,750
Payroll Checking	12,896
Stifel Investment	2,346,093
LGIP Investments	682,443
Library Sales	5,765
Revolving Home Loan	40,939
Employee Assistance	12,424
Court Bail Bond	24,855
US Bank Accounts	2,451,300
Due from Sewer	220,484
<b>TOTAL CASH</b>	<b>6,434,949</b>
Assigned Cash	<b>(5,007,300)</b>

**Unassigned Cash** 1,427,649



**TOWN OF CAMP VERDE**  
**Functional Revenue & Expense Summaries**  
**FY16 - 1st QTR ending September 2015**

<b>General Fund</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Revenues	1,853,448	7,585,445	5,731,997	76%
Wages & ERE	1,211,825	5,092,602	3,880,777	76%
Operational	385,151	1,559,392	1,174,241	75%
Capital	18,607	2,320	(16,287)	-702%
Net Transfers Out/(In)	0	957,656	957,656	100%
<b>Net</b>	<b>237,865</b>	<b>(26,525)</b>	<b>(264,390)</b>	

<b>HURF Fund</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Revenues	212,603	857,300	644,697	75%
Wages & ERE	77,617	348,839	271,222	78%
Operational	87,360	235,870	148,510	63%
Capital	0	12,000	12,000	100%
Net Transfers Out/(In)	120,797	531,932	411,135	77%
<b>Net</b>	<b>(73,171)</b>	<b>(271,341)</b>	<b>(198,170)</b>	

<b>Sewer Fund*</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Operating Revenues	226,724	1,009,500	782,776	78%
Grants & Loan Funding	184,055	804,884	620,829	77%
Wages & ERE	110,092	503,748	393,656	78%
Operational	117,955	555,475	437,520	79%
Capital	0	756,850	756,850	100%
<b>Net</b>	<b>182,732</b>	<b>(1,689)</b>	<b>(184,421)</b>	

\* - Depreciation is left off this schedule.

**TOWN OF CAMP VERDE**  
**Special Revenue & Capital Improvement Funds Report**  
**FY16 - 1st QTR ending September 2015**

**Capital Improvement Projects Fund**

<b>Projects</b>	<b>Actual</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Left</b>
Gym Roof	0	100,000	100,000	100%
Verde Lakes Dr. Culverts	0	137,400	137,400	100%
Finnie Flat Sidewalk	0	194,400	194,400	100%
Downtown Parking Lot	0	47,000	47,000	100%
Comm. Park Development	0	94,700	94,700	100%
Courtroom Improvements	15,000	269,000	254,000	94%
Finnie Flat Streetscape	0	75,000	75,000	100%
Hwy 260 Sewer	0	260,000	260,000	100%
Playground Equipment	0	50,000	50,000	100%
Small Projects	15,890	72,112	56,222	78%
Net Exps	(30,890)	(1,299,612)	(1,268,722)	98%
Interest/Operating Transfers In	0	888,223	888,223	100%
Beginning Balance	405,029	411,389	6,360	2%
Remaining Funds	374,139	0	(374,139)	

**Other Funds**

	<b>Exp's</b>	<b>Rev's</b>	<b>Net</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Left</b>
Parks	0	0	0	(6,794)	(6,794)	100%
Court	0	0	0	(112,332)	(112,332)	100%
Grants (Funds 6 & 8)	210,002	13,867	(196,135)	(32,896)	163,239	-496%
Yavapai Apache Monies	0	0	0	(21,072)	(21,072)	100%
CDBG	3,093	3,038	(55)	0	55	N/A
Library	770,132	72	(770,060)	(3,623,159)	(2,853,099)	79%
Impact Fees	0	136	136	(232,101)	(232,237)	100%
Housing	18,070	4,211	(13,859)	(8,400)	5,459	-65%
911	0	0	0	(2,143)	(2,143)	100%
Donations	71	1,074	1,003	(12,469)	(13,472)	108%
Debt	457,575	120,797	(336,778)	(1,341,559)	(1,004,781)	N/A

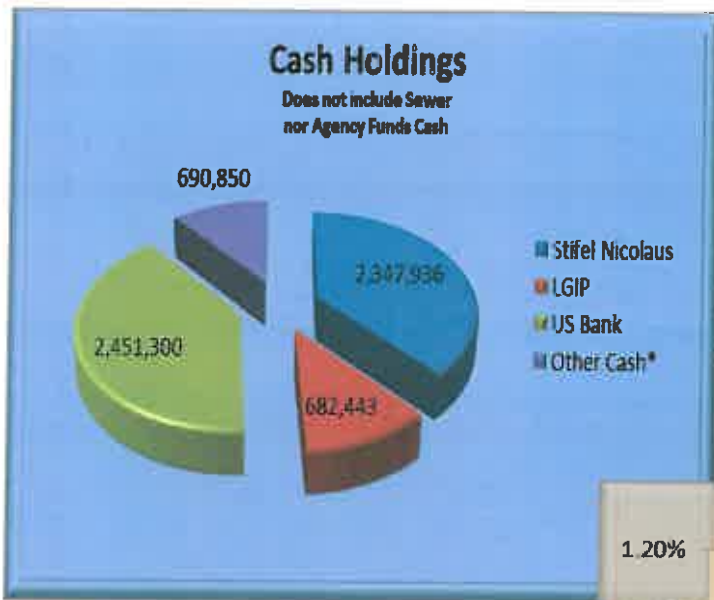
# TOWN OF CAMP VERDE

As of September 30<sup>th</sup>, 2015

## INVESTMENTS

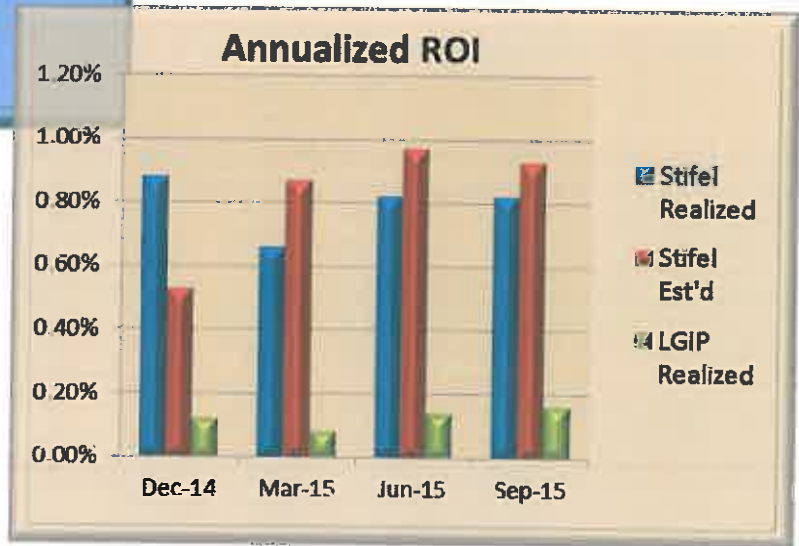
Account	Balances at Sep 30th	FYTD Interest	FY ROI Annualized
Stifel Nicolaus	2,347,936	657.83	0.91%
LGIP	682,443	399.26	0.16%
US Bank	2,451,300	33.00	N/A
Other Cash*	690,850	2.90	N/A
<b>TOTAL</b>	<b>6,172,529</b>	<b>1,092.99</b>	

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



**Stifel Investment Info:**  
Avg. Maturity Length of Inv's  
1.9 years  
Current Exp'd Yield-to-Maturity  
.86%

**Comparative Rates:**  
Bank Savings – .05% to .2%  
2 YR Treasury Note Rate – .65%  
5 YR Treasury Note Rate – 1.40%



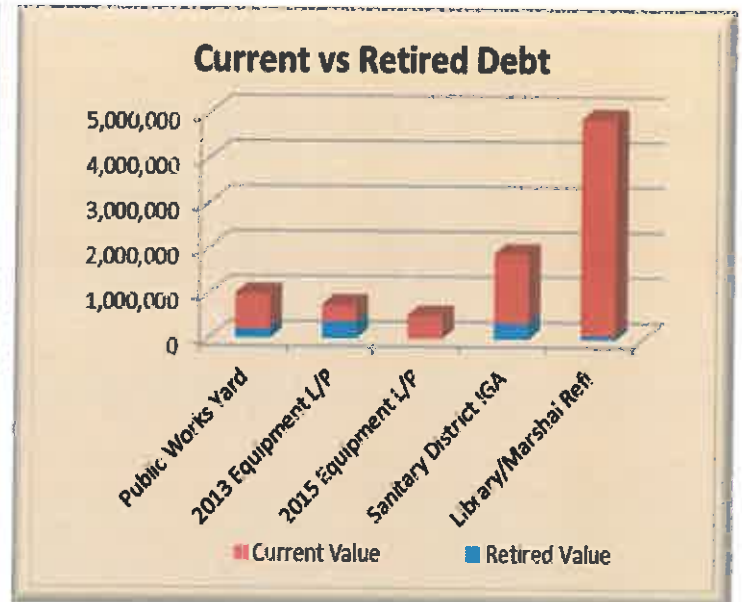


# TOWN OF CAMP VERDE

As of September 30<sup>th</sup>, 2015

## LONG-TERM DEBT

Purpose	Type	Maturity	Original		FY16 Budget	Current Obligation	Next Disbursement		Debt Retired
			Debt	Int Rate			Amount	Date	
Public Works Yard	Bonds	7/1/2023	1,005,000	3.91%	106,537	798,228	91,311	1/1/2016	206,772
2013 Equipment L/P	Note	1/28/2018	764,664	1.61%	161,382	388,977	79,691	1/28/2016	375,687
2015 Equipment L/P	Note	8/20/2020	530,000	1.79%	115,000	530,000	55,494	2/20/2016	0
Sanitary District IGA	IGA Pledge	7/1/2032	1,902,000	3.34%	118,664	1,534,841	25,617	1/1/2016	367,159
Library/Marshal Refi	Bonds	7/1/2030	4,904,000	2.84%	265,451	4,811,000	195,134	1/20/2016	93,000
<b>TOTALS</b>					<b>767,034</b>	<b>8,063,047</b>	<b>447,247</b>		



### **FY16 Debt Service Fund**

Category	Actual	Annual Budget	\$ Remaining	% Remaining
<b>Principal</b>				
Retired	1,620,964	1,809,014	188,050	10%
Interest Paid	176,985	294,479	117,494	40%
Misc Fees	1,100	5,100	4,000	78%
<b>Total</b>	<b>1,799,049</b>	<b>2,108,593</b>	<b>309,544</b>	<b>15%</b>

**TOWN OF CAMP VERDE**  
**FT & PT Employee Listing**  
**FY16 - 1st QTR ending September 2015**

**General Administration**

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Russ Martin	8/9/2010	Town Manager	40	93
Virginia Jones	11/4/1996	Deputy Town Clerk	40	67
Julie Scott	4/22/2014	Admin Asst. 1	40	42
Steven Ayres	2/1/2013	Econ. Dev. Director	40	73
Barbara Bridge	10/22/2013	Admin Asst. 1	40	42
Gaylene Allen	5/2/2013	Attendant	12	N/A
Lynette Kovacovich	5/2/2013	Attendant	12	N/A
Mary McCarthy	7/13/2015	Econ. Dev. Specialist	18	45
Mike Showers	7/18/2011	Finance Director	40	73
Virginia Cox	8/15/2011	Accountant	40	46
Jenifer McKinzie	6/23/2014	Finance Clerk	40	40
Carol Brown	8/29/1994	Admin Assistant	40	48

**Municipal Court**

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Paul Schlegel	11/3/2014	Magistrate	24	N/A
Veronica Pineda	9/2/1997	Court Supervisor	40	50
Teresa Goodwin	8/21/2007	Court Clerk	40	40
Nina Sanchez	10/29/2006	Court Clerk	40	40
Debbie Cordova	11/4/2013	Court Clerk	40	40
Lauren Waite	6/23/2014	Court Clerk	40	40

**Public Works**

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Ron Long	7/10/2006	Public Works Director	40	78
Troy Odell	5/28/2013	PW Deputy Director	40	72
Deborah Ranney	12/10/2007	Public Works Analyst	40	48
Linda Peterson	10/29/2012	Admin Asst. 1	40	42
Mike Dumas	9/23/2002	Maintenance Foreman	40	48
David Russell	12/10/2012	Lead Maint. Worker	40	44
Stephen Diacik	9/3/2013	Maintenance Worker	40	34
Darrell Payne	10/10/2002	Maintenance Worker	40	34
Jonathan Rivero	8/28/2013	Maintenance Worker	40	34
Yolanda Trahin	9/5/2000	Janitor	40	28
Maria Urias	8/10/2005	Janitor	40	28



### Community Development

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Michael Jenkins	9/10/2007	Comm. Dev. Director	40	77
Robert Foreman	3/15/2006	Building Official	40	64
Kendall Welch	7/15/2013	Permit Technician	40	42
Emily Diver	4/28/2014	Permit Technician	40	42
Sandra Farrar	8/31/2015	Permit Technician	40	42
Sarah Kramme	11/30/2015	Permit Technician	25	42
David Marshal	11/12/2013	Code Enforcement/AC	40	45

### Marshal's Office

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Nancy Gardner	2/27/2012	Marshal	40	82
Oscar Berrelez	8/11/1996	Sergeant	40	62
Stephen Butler	7/11/2012	Sergeant	40	62
Steven Ganis	11/19/1995	Sergeant	40	62
Laura Robinson	11/16/2011	Sergeant	40	62
Thomas Baizel	1/14/2007	Deputy	40	53
Jeff Bowers	1/14/2008	Deputy	40	53
Brandon Collins	8/7/2006	Deputy	40	53
David Freeman	10/31/2004	Deputy	40	53
Richard Grimes	2/9/2015	Deputy	40	53
Clinton Jackson	7/29/2013	Deputy	40	53
Daniel Jacobs	9/9/2013	Deputy	40	53
Steven McClure	2/13/2011	Deputy	40	53
Roscoe Owsley	1/6/2013	Deputy	40	53
Jeff Patten	3/4/2001	Deputy	40	53
Dustin Richardson	6/23/2014	Deputy	40	53
Paul Rotzler	1/11/2015	Deputy	40	53
Michael Toporek	12/29/2013	Deputy	40	53
Jennifer Zwak	12/26/2012	Deputy	40	53
Darbie Martin	1/29/1998	Admin/Invest. Asst.	40	48
Mary Newton	12/15/1997	Dispatch Supervisor	40	48
Dorrie Cronk	6/11/2012	Dispatcher	40	43
Debbie Hughes	8/1/1998	Dispatcher	40	43
Barbara Ratlief	12/13/2013	Dispatcher	40	43
Brittany Rohn	10/6/2014	Dispatcher	40	43
Lana Stine	5/27/2012	Dispatcher	40	43
Samantha Stout	4/6/2015	Dispatcher	25	43
Jason Toogood	10/8/2006	Dispatcher	40	43
Susan Wason	4/26/2011	Disptacher	40	43
Cailin Yantis Lizotte	9/10/2007	Records Specialist	40	43
Andrea Ramirez	10/7/2013	Records Clerk	19	37

### Library

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Kathy Hellman	6/24/2012	Library Director	40	69
Dianna Manasse	1/7/2014	Youth Services Librarian	40	49
Alice Gottschalk	1/3/2005	Library Specialist	40	39
Gerry Laurito	12/14/1999	Library Specialist	40	39
Saepjol Choe	12/28/2013	Library Specialist	19	39
Valerie Foster	12/17/1998	Library Specialist	18	39
Denise Alm	5/12/2013	Library Clerk	18	29
Wendy Cook-Roberts	6/19/2014	Library Clerk	18	29
Dee Thompson	5/12/2013	Library Clerk	18	29

### Parks & Rec

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Michael Marshall	12/27/2012	Recreation Supervisor	40	49

### Streets

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

### Sewer

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

FT & PT Employee Count            89  
FT Employee Count                    77  
Seasonal/Temp Workers are not included

## Salary Schedule

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

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



## Office of the Town Clerk December 2015

### **Our Vision:**

*We succeed only when we meet or exceed the expectations of our citizens. We have a passion for excellence and endeavor to set and deliver the highest standards of service, value, integrity, and fairness. We celebrate the diversity and power of our democracy through its people, ideas, and cultures. We feel a sense of responsibility to lead by examples of creativity, enthusiasm, and loyalty to our community in which we are honored to serve.*

### **BRINGING AWARENESS & UNITY TO ALL DEPARTMENTS AND COMMUNITY**

#### **Comment from the Clerk:**

December 2<sup>nd</sup> the Clerk's Office participated in the Emergency Operations Drill, which was a great experience, and even though it was just a drill, it was exhausting. Carol Brown did a great job coordinating the entire drill, and it became very evident that the key to any emergency is: team work and communications.

The Clerk's Office would like to thank Town Manager, Russ Martin and Town Council for a wonderful Christmas party. Great food and a great turnout, can't wait to have next year's party at the new Library.

Leah Robbins has filed her \$500 Exemption Statement in order to gather signatures as a candidate in the March 8, 2016 Recall election. Petitions must be turned in by 5:00 p.m. on January 8, 2015.

#### **Business License 2015**

	July	Aug	Sept	Oct	Nov	Dec
New	9	12	14	17	26	24
Renewed @	37	38	41	39	31	38
Total on File	683	661	649	650	673	732
Total Revenue	\$1,375	\$1,550	\$1,675	\$1,825	\$1,800	\$2,150

#### **Business License 2014**

	July	Aug	Sept	Oct	Nov	Dec
New	8	13	13	13	5	4
Renewed	35	31	43	39	23	33

Clerk's Office Monthly Report

Total on File	628	606	612	645	626	547
Total Revenue	\$1,275	\$1,425	\$1,725	\$1,625	\$825	\$1,025

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

	July	Aug	Sept	Oct	Nov	Dec
Number of Requests	8	13	7	3	8	4

**Information Requests 2014**

	July	Aug	Sept	Oct	Nov	Dec
Number of Requests	37	31	7	3	29	19

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

	Yearly Budgeted Amount	July	August	September	October	November	December
Revenue	\$17,000.00	\$750.00	\$1,605.25	\$3,000.00	\$1,625.25	\$1,350.00	\$3,000
Expenses	\$157,438.00	\$11,803.42	\$9,827.95	\$15,840.84	\$11,004.98	\$11,127.58	\$13,012.87

Thanks, and if you have any questions or concerns, please feel free to give me a call.

*Virginia Jones*  
Town Clerk



# Budget Report Account Summary

For Fiscal: 2015-2016 Period Ending: 12/31/2015

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: 01 - GENERAL FUND</b>						
<b>Revenue</b>						
<a href="#">01-120-40-410000</a>						
COPIES	0.00	0.00	0.00	5.50	5.50	0.00 %
<a href="#">01-120-40-412000</a>						
BUSINESS LICENSE FEES	15,000.00	15,000.00	2,525.00	10,850.00	-4,150.00	27.67 %
<a href="#">01-120-40-412100</a>						
LIQUOR LICENSE FEES	2,000.00	2,000.00	475.00	1,275.00	-725.00	36.25 %
<b>Revenue Total:</b>	<b>17,000.00</b>	<b>17,000.00</b>	<b>3,000.00</b>	<b>12,130.50</b>	<b>-4,869.50</b>	<b>28.64 %</b>
<b>Expense</b>						
<a href="#">01-120-20-600000</a>						
SALARIES	100,117.00	100,117.00	8,972.12	48,760.83	51,356.17	51.30 %
<a href="#">01-120-20-601000</a>						
FICA	6,207.00	6,207.00	554.40	3,012.62	3,194.38	51.46 %
<a href="#">01-120-20-601100</a>						
MEDICARE	1,451.00	1,451.00	129.67	704.61	746.39	51.44 %
<a href="#">01-120-20-601200</a>						
RETIREMENT	11,483.00	11,483.00	1,029.11	5,592.89	5,890.11	51.29 %
<a href="#">01-120-20-601300</a>						
UNEMPLOYMENT INSURANCE	336.00	336.00	0.00	0.00	336.00	100.00 %
<a href="#">01-120-20-601400</a>						
WORKERS COMPENSATION	300.00	300.00	23.34	126.82	173.18	57.73 %
<a href="#">01-120-20-602000</a>						
HEALTH, DENTAL & LIFE INSURANC	21,144.00	21,144.00	1,761.02	10,531.91	10,612.09	50.19 %
<a href="#">01-120-20-701000</a>						
TRAINING	1,000.00	1,000.00	0.00	83.90	916.10	91.61 %
<a href="#">01-120-20-701500</a>						
TRAVEL	600.00	600.00	0.00	422.59	177.41	29.57 %
<a href="#">01-120-20-703000</a>						
OFFICE SUPPLIES	2,000.00	2,000.00	93.21	566.59	1,433.41	71.67 %
<a href="#">01-120-20-703500</a>						
SUBSCRIPTIONS/MEMBERSHIPS	600.00	600.00	0.00	145.00	455.00	75.83 %
<a href="#">01-120-20-703800</a>						
ADVERTISING	2,000.00	2,000.00	0.00	750.66	1,249.34	62.47 %
<a href="#">01-120-20-711000</a>						
LEGAL SERVICES	1,000.00	1,000.00	0.00	3,216.25	-2,216.25	-221.63 %
<a href="#">01-120-20-712000</a>						
CONTRACT LABOR	7,500.00	7,500.00	450.00	3,600.00	3,900.00	52.00 %
<a href="#">01-120-20-713210</a>						
OFFICE EQUIPMENT	500.00	500.00	0.00	23.51	476.49	95.30 %
<a href="#">01-120-20-758100</a>						
RECORDING FEES	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">01-120-20-758200</a>						
RECORDS MANAGEMENT	1,000.00	1,000.00	0.00	128.84	871.16	87.12 %
<b>Expense Total:</b>	<b>157,438.00</b>	<b>157,438.00</b>	<b>13,012.87</b>	<b>77,667.02</b>	<b>79,770.98</b>	<b>50.67 %</b>
<b>Fund: 01 - GENERAL FUND Surplus (Deficit):</b>	<b>-140,438.00</b>	<b>-140,438.00</b>	<b>-10,012.87</b>	<b>-65,536.52</b>	<b>74,901.48</b>	<b>53.33 %</b>
<b>Report Surplus (Deficit):</b>	<b>-140,438.00</b>	<b>-140,438.00</b>	<b>-10,012.87</b>	<b>-65,536.52</b>	<b>74,901.48</b>	<b>53.33 %</b>

01/04/2016 7:59 AM  
 LICENSES: 0002 THRU ZZZZZZZZZZ  
 PAID STATUS: ALL  
 LIC CODES: ALL

BUSINESS LICENSE LIST  
 SORTED BY: LICENSE NUMBER

ORIGINATI  
 EFFECTI  
 EXPIRATI

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3004	SPEC-V	DAN D'S BOARDS	DAN D'S BOARDS 2690 VERDE VALLEY SCHOOL RD. SEDONA, AZ 86351	2690 VERDE VALL
	COMMENTS:	[REDACTED]		
3005	SPEC-V	LORENZO STEWART	LORENZO STEWART PO BOX 1201 TOHATCHI, NM 87325	1201 PO BOX
	COMMENTS:	[REDACTED]		
3006	SPEC-V	JESSICA WILLIAMS	JESSICA WILLIAMS 11355 E ESCONDIDO AVE MESA, AZ 85208	11355 E. ESCOND
	COMMENTS:	[REDACTED]		
3007	CONT	LUDTKE CONTRACTING INC.	LUDTKE CONTRACTING INC PO BOX 504 GLENDALE, AZ 85308	504 PO BOX
	COMMENTS:	[REDACTED]		
3008	SPEC-V	SUSAN BAKER	SUSAN BAKER 40 HUMMINGBIRD CIRCLE SEDON, AZ 86336	40 HUMMINGBIRD
	COMMENTS:	[REDACTED]		
3009	RENT-C	C735 HOLDING, LLC	C735 HOLDINGS, LLC PO BOX 4601 CAMP VERDE, AZ 86322	4601 PO BOX
	COMMENTS:	[REDACTED]		
3010	SPEC-V	MY MOSAIC MESS	MY MOSAIC MESS 170 RAINBOW DR # 7096 LIVINGSTON, TX 77399	170 RAINBOW DR.
	COMMENTS:	[REDACTED]		
3012	SERV	RUSS HAULING	RUSS' HAULING 742 E MAHALA DR. CAMP VERDE, AZ 86322	742 MAHALA DR.
	COMMENTS:	[REDACTED]		
3013	SERV	2CS FREIGHT BROKER LLC	2 CS FREIGHT BROKER LLC 522 FINNIE FLAT RD E-618 CAMP VERDE, AZ 86322	
	COMMENTS:	[REDACTED]		
3014	SERV	DENISE GOULD	DENISE GOULD 2773 MIDDLE VERDE RD CAMP VERDE, AZ 86322	2773 MIDDLE VER
	COMMENTS:	BL060 - WILL BRING IN WITH PAYMENT		
3015	SERV	DAVID DANE	DAVID DANE 1360 S. RIO VERDE LANE CAMP VERDE, AZ 86322	1360 S. RIO VER
	COMMENTS:	[REDACTED]		
3016	SERV	SKINNER INTERIOR SYSTEMS INC	SKINNER INTERIOR SYSTEMS INC 10037 N. 12TH ST PHOENIX, AZ 85020	10037 N 12TH ST
	COMMENTS:	[REDACTED]		



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 PAID STATUS: ALL  
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BUSINESS LICENSE LIST  
 SORTED BY: LICENSE NUMBER

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ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2968	RET	MOONCHILD CREATIONS	MOONCHILD CREATIONS 3439 S SAQUARO LN CAMP VERDE, AZ 86322	3439 S SAGUARO
	COMMENTS:	[REDACTED]		
2986	SPEC-V	MARK IRONS	MARK IRONS 20845 E DEERVALLEY LN MAYOR, AZ 86333	20845 E DEER VA
	COMMENTS:	[REDACTED]		
2993	SPEC-V	VICTORIA MARSHALL	VICTORIA MARSHALL 390 CEDAR ST APT 19 SEDONA, AZ 86336	390 CEDAR ST
	COMMENTS:	[REDACTED]		
2994	CONT	BIERMANN CONSTRUCTION & DEVEL	BIERMANN CONSTRUCTION & DEVELO 21310 PO BOX SEDONA, AZ 86341	21310 PO BOX
	COMMENTS:	[REDACTED]		
2995	SERV	TWIN PEAKS GLASS LLC	TWIN PEAKS GLASS LLC 1201 SHEEPMENS DR WILLIAMS, AZ 86046	1201 SHEEPMENS
	COMMENTS:	[REDACTED]		
2996	CONT	STOUT HARDWOOD FLOOR CO. INC.	STOUT HARDWOOD FLOOR CO. INC 16650 PO BOX LAS CRUCES, NM 88004	16650 PO BOX
	COMMENTS:	[REDACTED]		
2997	SERV	VALLEY PERFORMANCE	VALLEY PERFORMANCE 2943 PALO VERDE LN CAMP VERDE, AZ 86322	2943 PALO VERDE
	COMMENTS:	[REDACTED]		
2998	REST	BOBBY G'S HOT DOGS	BOBBY G'S HOT DOGS 20985 S PEARL DRIVE CAMP VERDE, AZ 86322	20985 PEARL DR.
	COMMENTS:	[REDACTED]		
2999	RET	CLEAR CREEK VINEYARD & WINERY	CLEAR CREEK VINEYARD & WINERY 4053 E STATE ROUTE 260 CAMP VERDE, AZ 86322	4053 E STATE RO
	COMMENTS:	[REDACTED]		
3000	SPEC-V	LENORE VELKY	LENORE VELKY 3786 E MOCKINGBIRD LN CAMP VERDE, AZ 86322	3786 E MOCKING
	COMMENTS:	[REDACTED]		
3002	CONT	CIRKS CONSTRUCTION INC DBA KD	CIRKS CONSTRUCTION INC DBA KDC 1205 S PARK LAN 1442 E LINCOLN AVE # 334 ORANGE, CA 92865	1205 S PARK LAN
	COMMENTS:	[REDACTED]		
3003	SPEC-V	ANDREA BERNIER	ANDREA BERNIER 19644 N. 14TH PLACE PHOENIX, AZ 85024	19644 N. 4TH PL
	COMMENTS:	[REDACTED]		



**CAMP VERDE MARSHAL'S  
OFFICE  
Monthly Report  
December  
2015**



**Volunteers in Policing (VIPs):**

- New Assignment - Deputy Dave Freeman will assist with the day to day assignments for VIPs.
- VIP Neal Lanning and Bill Gatchel assisted with setting up the task the command van for the DUI task force on December 31, 2015.

**Training:**

- **December 2015** – All sworn re-qualified on their duty handguns and any back up weapon.
- **November 30** – December 4, 2015 – Detective Sergeant Laura Robinson attended Leadership for Executive Females in Law Enforcement training in Mesa Arizona (hosted by AZPOST).
- **December 10, 2015** - All Patrol Supervisors and Dispatch Supervisor attended Emotional Body Armor training hosted by Chino Valley Police Department.

**Patrol:**

- **December 31, 2015** - CVMO hosted a multi-agency DUI task force – 12 officers participated including officers from the Sherriff's Office, DPS, Jerome, Cottonwood, and CVMO –1 DUI arrest, 1 other arrest, 21- Contacts/traffic stops, 9- Citations, 11- warnings
- **December 24, 2015** -CVMO contacted the Salvation Army to help support a community family during the Christmas holiday. CVMO personnel contributed to the cause, where enough money was raised to support a family of five. The family was gifted with several toys, bikes, clothes, food and a gift card to Basha's. In addition to the CVMO donations, the Camp Verde Public Safety Association and two community members contributed to the cause and played a significant part in this quest. Santa was played by VIP Neal Lanning.



**Miscellaneous:**

- **December 1, 2015** - Marshal Gardner and Communications supervisor Mary Newton met with Guardian Air regarding furniture and dispatch program.
- **December 2, 2015**- CMVO personnel participated in the town wide disaster training.
- **December 3, 2015** – Animal Control/Code Enforcement interviews – one applicant will move forward in the background.
- **December 10, 2015**- held Commander oral board interviews – 3 participants – Jacquelyn MacConnell will move forward in the background investigation.

- **December 12, 2015** – CVMO participated in “shop with a cop” in Cottonwood at the Walmart.
- **December 16, 2015** -CVMO Detectives hosted a “Verde Valley Detective meeting” to share criminal information and types of ongoing cases being worked, in an attempt to solve crimes.
- **December 16, 2015** – Council presentation made regarding using IMPACT fees for new dispatch furniture and dispatch program – Approved.

**Coffee with a COP:**

- **December 28, 2015** – Detective Sergeant Laura Robinson attended Coffee with a cop, at Thanks a Latte.

**Crime Rate December 2014/2015**

<b>December</b>	<b>2014</b>	<b>2015</b>
Total Calls	973	1379
Traffic Stops	158	105
Animal Calls	41	53
Vehicle Burglary's	0	3
Residential Burglary's	2	4
Criminal Damage	6	15
DV Calls	8	8

# **Community Development Monthly Report December 2015**



## **Building Division:**

**Robert Foreman – Building Official, Emily Diver – Residential Building Inspector & Permit Technician,  
Sandra Farrar – Permit Technician, Sarah Kramme – Permit Technician**

## **Planning & Zoning:**

**Michael Jenkins – Community Development Director, Kendall Welch – Assistant Planner**



## **Code Enforcement:**

**Dave Marshall – Animal Control/Code Enforcement Officer**



**MONTHLY REPORT FOR DECEMBER 2015**  
**BUILDING DIVISION**

Attended a Development Review meeting for O'Reilly's auto parts store. A pre application meeting for a new grow facility on Hwy 260. Meeting with the new owner of the RV Park on Horseshoe Bend.

Attended a mandatory training exercise for an Emergency Operations Center on a simulated flood emergency for the Town of Camp Verde. Attended a pre application meeting for a new grow facility on Industrial Dr.

Had a meeting with the Fire Marshal and the American Legion. Held three meetings with the owner of a dangerous building brought before the Council. Sarah Kramme completed her first month of employment as Permit Technician and spent considerable time working with her.

Took a week of use it or lose it vacation time over the Christmas and Hanukah Holiday.

Completed 111 building inspections, 8 residential plan check reviews, 7 commercial plan check reviews, 65 phone calls, 12 meetings, 10 miscellaneous site inspections, 8 miscellaneous postings, 10 transmittals, 11 business licenses issued, and 1 business license application site visits.



Robert Foreman CBCO

# BUILDING MONTHLY REPORT

<b>November 2015</b>	<b>CURRENT MONTH</b>	<b>PREVIOUS MONTH</b>	<b>2015-2016 FY</b>
<b>PERMITS ISSUED</b>	<b>29</b>	<b>32</b>	<b>127</b>
<b>PERMITS FINALED</b>	<b>54</b>	<b>26</b>	<b>147</b>
<b>PLAN REVIEWS PERFORMED</b>	<b>15</b>	<b>34</b>	<b>91</b>
<b>INSPECTIONS PERFORMED</b>	<b>111</b>	<b>85</b>	<b>476</b>
<b>PHONE CALLS RECEIVED</b>	<b>540</b>	<b>408</b>	<b>2410</b>
<b>BUSINESS LICENSES REVIEWED</b>	<b>11</b>	<b>4</b>	<b>30</b>
<b>BUSINESS LICENSE INSPECTIONS</b>	<b>1</b>	<b>2</b>	<b>20</b>
<b>MISCELLANEOUS SITE INSPECTIONS</b>	<b>10</b>	<b>9</b>	<b>87</b>
<b><u>BUILDING VIOLATIONS</u></b>			
<b>Dangerous Building</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Stop Work Order</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>Grading Without Permit</b>	<b>0</b>	<b>0</b>	<b>0</b>

**MISCELLANEOUS:**

PROJECTS: ALL

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

ISSUED DATES: 12/01/2015 THRU 12/31/2015 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
20150324 SOLAR	10/20/2015 12/07/2015	JOHNSON, MARY LU SOLAR INSTALLATION	706 S. AZURE DRIVE SOLAR - SOLAR INSTALLATION	277662 OWNER	SOLAR INSTALLATION 17,000.00	SOLAR 536.33
20150330 SOLAR	10/26/2015 12/07/2015	REED, PEGGY SOLAR INSTALLATION	1011 W. APACHE TRAIL SOLAR - SOLAR INSTALLATION	OWNER OWNER	SOLAR INSTALLATION 17,000.00	SOLAR 536.33
20150347 SOLAR	11/05/2015 12/15/2015	FIELDS FAMILY LIVING TRUST SOLAR INSTALLATION	1163 N GILBERT WAY SOLAR - SOLAR INSTALLATION	277390 OWNER	SOLAR INSTALLATION 7,600.00	SOLAR 271.01
20150359 ROOF-RES	11/16/2015 12/03/2015	CROAGHMORE, LLC DNU - RESIDENTIAL ROOF	3406 E MESQUITE TRAIL ROOF-RES - RESIDENTIAL ROOF	OWNER OWNER	RESIDENTIAL ROOF 3,500.00	ROOF-RES 175.31
20150360 13-COM REM	12/03/2015 12/03/2015	MESA, IGNACIO COMMERCIAL ALTER/REMODEL	4053 E STATE ROUTE 260 COMREM - COMMERCIAL REMODEL	OWNER OWNER	COMMERCIAL TI 26,000.00	13-COM REM 1,584.54
20150363 SOLAR	11/18/2015 12/04/2015	CAMPBELL, WARREN & LEAH SOLAR INSTALLATION	1197 S CANAL CIRCLE SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 27,069.75	SOLAR 780.20
20150365 FIRE SPRK	12/16/2015 12/17/2015	STRATHMERE, JOHN FIRE SPRINKLER	396 MAIN ST FIRE - FIRE SPRINKLER	VERDEPIRE OWNER	FIRE SUPPRESSION 500.00	FIRE 240.34
20150367 SOLAR	11/23/2015 12/17/2015	LITTLEFIELD, BRIAN & SALINA SOLAR INSTALLATION	696 S AZURE DRIVE SOLAR - SOLAR INSTALLATION	277662 OWNER	SOLAR INSTALLATION 18,000.00	SOLAR 560.26
20150374 SOLAR	11/30/2015 12/08/2015	ROULETTE FAMILY TRUST SOLAR INSTALLATION	1922 RUSTLER TRAIL SOLAR - SOLAR INSTALLATION	OWNER OWNER	SOLAR INSTALLATION 33,108.00	SOLAR 885.14
20150375 FENCE	12/01/2015 12/01/2015	GRISWOLD, KENT FENCE	25 LINDA VISTA DRIVE FENCE - FENCE	OWNER OWNER	FENCE 2,000.00	FENCE 50.00
20150376 SOLAR	12/04/2015 12/17/2015	OSTLER, JOHN & STEPHANI SOLAR INSTALLATION	3691 S CLEAR WATER DRIVE SOLAR - SOLAR INSTALLATION	OWNER OWNER	SOLAR INSTALLATION 13,234.10	SOLAR 464.56
20150377 ELE-COM	12/07/2015 12/07/2015	TOWN OF CAMP VERDE COMMERCIAL ELECTRICAL	646 1ST ST ELE-COM - COMMERCIAL ELECTR	FURSOLAR OWNER	OTC-COM ELEC 400.00	ELE-COM 0.00
20150378 ZC	12/08/2015 12/08/2015	TERRAWL, KEN & ANNETTE ZONING CLEARANCE	1010 SALT LICK LN OWNER	OWNER OWNER	ZONING CLEARANCE 0.00	ZC 85.00
20150380 Z-ADMIN	0/00/0000 12/09/2015	CAMP VERDE LLC ADMINISTRATIVE REVIEW	3755 OLD STATE HWY 279 ADMIN - ADMINISTRATIVE REVI	OWNER OWNER	ADMINISTRATIVE REVIEW 0.00	Z-ADMIN 600.00
20150382 ELE-COM	12/10/2015 12/10/2015	REM COMMERCIAL LEASING LLC COMMERCIAL ELECTRICAL	250 MAIN STREET ELE-COM - COMMERCIAL ELECTR	LUDTKE CON OWNER	COMMERCIAL ELECTRICAL 0.00	ELE-COM 75.00
20150383 MECH-RES	0/00/0000 12/10/2015	GARDUNO, ROBERT RES - MECHANICAL	3447 S. RAVEN ROAD MECH-RES - RESIDENTIAL MECH	OWNER OWNER	RESIDENTIAL- INSTALLING PAL 300.00	MECH-RES 75.00



PROJECTS: ALL

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

ISSUED DATES: 12/01/2015 THRU 12/31/2015 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
20150384 DEMO-RES	12/14/2015 12/14/2015	YOUNG, BILL RESIDENTIAL DEMOLITION	2457 N LA GRANDE DRIVE DEMO-RES - RESIDENTIAL DEMO	OWNER OWNER	RESIDENTIAL DEMOLITION 0.00	DEMO-RES 75.00
20150385 MH	1/04/2016 12/14/2015	YOUNG, WILLIAM RES - MANUFACTURED HOME	2457 N LA GRANDE DRIVE MH - MANUFACTURED HOME	LYON&SONMO OWNER	MANUFACTURED HOME 28,000.00	MH 525.00
20150386 ELE-RES	12/15/2015 12/15/2015	PADILLA, FERNANDO RESIDENTIAL ELECTRICAL	1446 CHUCK DEVINE ELE-RES - RESIDENTIAL ELECT	ELECTRIC OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 75.00
20150387 11-NEW COM	0/00/0000 12/15/2015	BACHLER FAMILY TRUST COMMERCIAL BUILDING	1900 MOONRISE DRIVE B - BUSINESS	OWNER OWNER	NEW COMMERCIAL 990,000.00	11-NEW COM 12,553.51
20150388 Z-USE	0/00/0000 12/16/2015	407-09-011 SOUTH PROPERTY L USE	NONE NONE USE - USE PERMIT	OWNER OWNER	USE PERMIT 0.00	Z-USE 1,800.00
20150391 ELE-RES	12/17/2015 12/17/2015	YOUNG, WILLIAM RESIDENTIAL ELECTRICAL	2457 N LA GRANDE DRIVE ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 75.00
20150392 Z-PREPLAT	0/00/0000 12/21/2015	TIERRA VERDE HOLDINGS LLC PRELIMINARY PLAT	ARENA DEL LOMA ROAD PREPLAT - PRELIMINARY PLAT	OWNER OWNER	PRELIMINARY PLAT 0.00	Z-PREPLAT 2,080.00
20150393 ELE-RES	12/22/2015 12/22/2015	LOPEZ, EFREN RESIDENTIAL ELECTRICAL	4215 CLEAR CREEK ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 75.00
20150394 ELE-RES	12/23/2015 12/23/2015	CROUCH, SHERRILL RESIDENTIAL ELECTRICAL	1721 RUSTLERS TRAIL ELE-RES - RESIDENTIAL ELECT	CHRISCONNE OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 75.00
20150396 03-RES REM	12/28/2015 12/28/2015	STEPHENS, MARK & KELLY RESIDENTIAL ALTER/REMODEL	1864 S. QUARTERHORSE LANE 03-RESREM - RESIDENTIAL REM	TIERRAVERD OWNER	RESIDENTIAL REMODEL 9,500.00	03-RES REM 318.86
20150397 03-RES REM	12/29/2015 12/29/2015	CAMP VERDE CHRISTIAN CHURCH RESIDENTIAL ALTER/REMODEL	621 HOWARD RD 03-RESREM - RESIDENTIAL REM	MKECONSTRU OWNER	RESIDENTIAL REMODEL 10,400.00	03-RES REM 342.78
20150400 ELE-COM	12/30/2015 12/30/2015	HMW HOLDINGS LLC COMMERCIAL ELECTRICAL	724 N INDUSTRIAL DR ELE-COM - COMMERCIAL ELECTR	VERDESOL-A OWNER	COMMERCIAL ELECTRICAL 850.00	ELE-COM 100.00
20150401 DEMO-RES	12/31/2015 12/31/2015	FLORES, EDDIE RESIDENTIAL DEMOLITION	3305 E RIPPLE RD DEMO-RES - RESIDENTIAL DEMO	OWNER OWNER	RESIDENTIAL DEMOLITION 0.00	DEMO-RES 75.00
*** TOTALS ***		NUMBER OF PROJECTS:	29		VALUATION: 1,204,461.85	FEE: 25,089.17

PROJECTS: All

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

ISSUED DATES: 12/01/2015 THRU 12/31/2015 USE SEGMENT DATES

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

STATUS: ALL

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

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
03-RES - RESIDENTIAL ALTER/REMODE	2	19,900.00	661.64
11-NEW - COMMERCIAL BUILDING	1	990,000.00	12,553.51
13-COM - COMMERCIAL ALTER/REMODEL	1	26,000.00	1,584.54
DEMO-RES - RESIDENTIAL DEMOLITION	2	0.00	150.00
ELE-COM - COMMERCIAL ELECTRICAL	3	1,250.00	175.00
ELE-RES - RESIDENTIAL ELECTRICAL	4	0.00	300.00
FENCE - FENCE	1	2,000.00	50.00
FIRE - FIRE SPRINKLER	1	500.00	240.34
MECH-RES - RES - MECHANICAL	1	300.00	75.00
MH - RES - MANUFACTURED HOME	1	20,000.00	525.00
ROOF-RES - DMU - RESIDENTIAL ROOF	1	3,500.00	175.31
SOLAR - SOLAR INSTALLATION	7	133,011.85	4,033.83
Z-ADMIN - ADMINISTRATIVE REVIEW	1	0.00	600.00
Z-PREPLAT - PRELIMINARY PLAT	1	0.00	2,080.00
Z-USE - USE	1	0.00	1,800.00
ZC - ZONING CLEARANCE	1	0.00	85.00
*** TOTALS ***	29	1,204,461.85	25,089.17

PROJECTS: ALL

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

ISSUED DATES: 12/01/2015 THRU 12/31/2015 USE SEGMENT DATES

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

STATUS: ALL

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

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
*BLANK* - *BLANK*	1	1	0.00	85.00
03-RESREM - RESIDENTIAL REMODEL	2	2	19,900.00	661.64
ADMIN - ADMINISTRATIVE REVIEW	1	1	0.00	600.00
B - BUSINESS	1	1	990,000.00	12,553.51
COMREM - COMMERCIAL REMODEL	1	1	26,000.00	1,584.54
DEMO-RES - RESIDENTIAL DEMOLITION	2	2	0.00	150.00
ELE-COM - COMMERCIAL ELECTRICAL	3	3	1,250.00	175.00
ELE-RES - RESIDENTIAL ELECTRICAL	4	4	0.00	300.00
FENCE - FENCE	1	1	2,000.00	50.00
FIRE - FIRE SPRINKLER	1	1	500.00	240.34
MECH-RES - RESIDENTIAL MECHANICAL	1	1	300.00	75.00
MH - MANUFACTURED HOME	1	1	20,000.00	525.00
PREPLAT - PRELIMINARY PLAT	1	1	0.00	2,080.00
ROOF-RES - RESIDENTIAL ROOF	1	1	3,500.00	175.31
SOLAR - SOLAR INSTALLATION	7	7	133,011.85	4,033.83
USE - USE PERMIT	1	1	0.00	1,800.00
*** TOTALS ***	29	29	1,204,461.85	25,089.17

## 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: 12/01/2015 THROUGH 12/31/2015  
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**

**December 2015**



**December 1, 2015**

Community Development Director Michael Jenkins, Assistant Planner Kendall Welch, and Building Official Robert Foreman attended a Development Standards Review meeting for O'Reilly Auto Parts.

**December 2, 2015**

Community Development Staff attended a pre-application meeting to discuss a potential cultivation facility located on Old State Highway 279.

Community Development Staff attended a mandatory emergency operations training scenario.

**December 3, 2015**

Community Development Director Michael Jenkins, and Assistant Planner Kendall Welch attended the Special Session of the Planning & Zoning Commission. Items on the agenda included a Use Permit for the Verde River RV Resort, and Text Amendment to the current Planning & Zoning Ordinance pertaining to Agri-Tourism in the Rural Residential (RCU-2A/RR) and Agricultural (AG) zoning districts.

**December 10, 2015**

Community Development Director Michael Jenkins, and Assistant Planner Kendall Welch attended a General Plan Work Session of the Planning & Zoning Commission. Topics of discussion included Chapter 1 – Introduction, and outstanding items such as the Trails Map, Points of Interest Map, Public Facilities Map, etc.

**December 15, 2015**

Assistant Planner Kendall Welch accepted a Use Permit application for a proposed 80' multi-carrier, monopole, wireless tower. The item has tentatively been scheduled to go before the Planning & Zoning Commission in February of 2016.

Community Development Staff attended a pre-application meeting to discuss a potential cultivation facility located on Industrial Drive

**December 16, 2015**

Assistant Planner Kendall Welch accepted an application for Preliminary Plat on the proposed Castle Heights Subdivision, located near the intersection of Montezuma Castle Highway and Arena Del Loma Road. The item has tentatively been scheduled to go before the Planning & Zoning Commission in March of 2016.

Community Development Director Michael Jenkins, and Assistant Planner Kendall Welch attended the Council Hears Planning & Zoning Matters meeting. Items on the agenda included a Use Permit for the Verde River RV Resort, and Text Amendment to the current Planning & Zoning Ordinance pertaining to Agri-Tourism in the Rural Residential (RCU-2A/RR) and Agricultural (AG) zoning districts. Both items were approved.

**December 21<sup>st</sup>-23, 2015**

Community Development Director Michael Jenkins took a few, much needed, days off to avoid losing accumulated time off.

**December 28<sup>th</sup>-30<sup>th</sup>, 2015**

Assistant Planner Kendall Welch took a few, much need, days off to avoid accumulating to may comp hours.

**December 31, 2015**

Community Development Director Michael Jenkins, and Assistant Planner Kendall Welch met with Planning & Zoning Commission Chairman BJ Davis to discuss the upcoming General Plan schedule.

**Code Enforcement    Fiscal Year 2015-2016**

No abatements as of December 31, 2015

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

Total

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

**Code Enforcement:**

Total Complaints: 4

Violations Found: 0

Violation Not Found: 1

Cases Closed: 4

Open Complaints: 58

Abatements: 0

**Other statistics for the month**

Zoning Clearances Residential: 3

Zoning Clearances Commercial: 1





## Public Works December 2015

### Engineering:

Ron and/or Troy attended the following meetings/conferences:

- Verde Valley TAC
- ADOT-SR260- Stakeholder Coordination Meeting
- Took delivery of new Motor Grader and Seal Coat Machine

### Streets:

- Chip seal project
- Daily work orders
- HSIP Grant – complete
- Equipment Maintenance
- Misc. maintenance on equipment
- Road Repair Project

### Sewer:

- Dec 2015 Report
- We marked 43 blue stakes
- We had 3 afterhours emergency call outs
- Conducted daily and monthly wastewater monitoring (lab tests)
- Monthly inspection of 21 fire extinguishers, 2 emergency lights and defibrillator.
- Continued jetting of the sewer lines.
- Replaced Plant Diffuser to improve efficiency
- There have been delays in the construction of the new Headworks. It is still in progress
- Inspected the new lines at the Verde Valley Medical Center
- Cleaned Plant Drain Station.
- Repaired Radiator on Backup Generator.
- Replaced noisy Effluent pump.
- Replaced Belt Feed Press Main Drum motor and associated bearings.
- Started second phase of Effluent Filter testing for future growth.
- Continued site monitoring with gas meters.
- We treated approximately 230,000 gallons per day of wastewater.

### Maintenance:

- Assisted with Library construction project management

- Completed re-lamp of Butler Park lighting
- Installed new lighting switch at Butler Park tennis court
- Established connections for the IT room at CVMO
- Street Light repairs on Main Street pedestrian lighting
- Replaced wood banner posts at the “Y Intersection” with metal poles
- Mounted plaque for the Time Capsule
- Re-hang the HVAC ducting in gymnasium to eliminate roof penetrations in preparation for new roof
- Install new sign on Pecan lane to identify “Point of Interest”
- Fall grounds maintenance to remove leaves and overgrown brush
- On-line EOC training

**Parks & Rec:**

- Continued to handle requests for facility use at the Community Center and 200 building as well as the various sports fields. Made preparations to deal with the loss of Room 206/207 sometime in January.
- In cooperation with Camp Verde Community Library held one Free Friday Family Movie Night.
- Grasshopper Basketball for 1<sup>st</sup> – 4<sup>th</sup> grade finished their playoffs the first week in December. Registration for 5<sup>th</sup> – 8<sup>th</sup> grade Grasshopper basketball continued with games scheduled to start the end of January 2016.
- Held the annual Christmas Craft Bazaar and Parade of Lights the second Saturday in December.
- Assisted with placing of the Sesquicentennial time capsule.
- Attended meetings about interpretive signage for the Verde River corridor both regional and local.
- The blue stripe and some other painting in the gym was completed by Yavapai Probation. Painting will continue slowly each month.
- Adult Co-Ed Volleyball League with six teams finished up in early December and we are planning a larger season in February.
- Picked up our shuttle bus in Phoenix and began developing training information and outfitting it with equipment and Town logos.
- Developed a schedule of bus trips through April and began marketing them. Current plan is two trips per month plus a school vacation trip by Parks & Rec with more use by the Library. Met with Stacy Barker from the CVUSD Transportation Department about a plan to recover stranded bus passengers in the event of a break down.
- Developed a schedule and began marketing Free Family Movies and other activities through April.

# CAMP VERDE MUNICIPAL

Our monthly newsletter DECEMBER 2015  
Arians family legacy extends beyond the football field

Thousands of children get caught up in the court and foster systems, bouncing from place to place, without somewhere to really call home. According to Christine Arians, it's a serious problem, especially in our community. "We still have over in this county, over thirteen thousand kids in out of home care--a lot of whom are in group homes--think of an old fashioned orphanage; that's all a group home is," she said.

And helping those thousands of children find a permanent home has become a permanent mission for the entire Arians family. Arizona Cardinals Head Coach Bruce Arians and his wife Chris say, they knew as soon as they arrived in Arizona they had to do something.

"When we moved here, he said, 'this is our chance.' Now, we have a recognizable face and a voice that people will listen to. Let's form a foundation and let's support CASA," she told 12 News.

CASA, which stands for Court Appointed Special Advocate, is a court run organization. At times CASA has had a hard time getting the word out about the work it does helping kids. That's when the Arians Family foundation stepped up, continuing the work Chris has been silently, but diligently, been doing for about 30 years.



"We've seen what's she's done behind the scenes. You can't help them all but we can start with one kid at a time," said Jake Arians, son of head coach Bruce and president of the Arians Family Foundation.

So began 'VOICES for CASA' a sidebar organization created to promote the value of CASA. Volunteers stay with each case until it's closed and the child is placed in a safe, permanent home.

For many abused children, their CASA volunteer is the one constant adult in their lives.

"It's shocking," Jake said. "We moved to this community just over two years ago and the number is up something like 40%, how many kids are in the system."

The Arians' goal is to spread the word and get more people to become volunteers for CASA. It's a commitment this family has made to Arizona's future, which extends well beyond the football field.

"I would love an endowment big enough that it lasts forever," Jake said. "That would be about the coolest legacy you can leave your mom."

- Vanessa Ruiz, 12 News December 21, 2015

## Getting down to :



A BIG THANKS to Debbie and the food prep/cooking team! We ate great at the All Hands EOC training on December 2. Great training and great food!

## 36 Initial Appearances

8 scheduled civil traffic Trials- CVMO/DPS/ YAPD

88 civil Traffic citations filed- CVMO/DPS / YAPD

5 scheduled Criminal trial - with attorneys and interpreters

3 petition for injunction against harassment

1 wedding was performed

Always room for court humor.....



# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: December 2015

<b>CRIMINAL TRAFFIC</b>				
	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	30	5	160	195
Filed	4	0	21	25
Transferred in	0	0	0	0
<b>SUBTOTAL</b>	<b>34</b>	<b>5</b>	<b>181</b>	<b>220</b>
Transferred Out	0	0	0	0
Other Terminations	3	0	21	24
<b>TOTAL TERMINATIONS</b>	<b>3</b>	<b>0</b>	<b>21</b>	<b>24</b>
Statistical Correction	0	0	0	0
Pending End of Month	31	5	160	196

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

<b>TRAFFIC FAILURE TO APPEAR**</b>								
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
208	0	0	208	0	0	0	0	208

\*\*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

<b>CIVIL TRAFFIC</b>									
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Default Judg- ment	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
211	88	0	299	0	17	98	115	0	184

Civil Traffic Hearings Held: 3

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

**LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT**

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: December 2015

<b>MISDEMEANOR</b>									
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)	
Misdemeanor (Non-Traffic)	596	19	0	615	0	22	22	0	593
Failure to Appear (Non-Traffic)	6	0	0	6	0	0	0	0	6
<b>TOTAL</b>	<b>602</b>	<b>19</b>	<b>0</b>	<b>621</b>	<b>0</b>	<b>22</b>	<b>22</b>	<b>0</b>	<b>599</b>

**TRIALS HELD**

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

**FELONY**

Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Trans Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (j)
0	0	0	0	0	0	0	0	0

Felony Preliminary Hearings Held: 0      Felony, Misdemeanor, Criminal Traffic Initial: Appearances: 36

**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	7	0	7	2	0	5
<b>TOTAL</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>2</b>	<b>0</b>	<b>5</b>

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: December 2015

<b>CIVIL COMPLAINTS</b>				
	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
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Transferred Out	0	0	0	0
Other Terminations	0	0	0	0
<b>TOTAL TERMINATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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

<b>DOMESTIC VIOLENCE/HARASSMENT PETITIONS</b>
---

	Filed	Order Issued	Petition Denied	TOTAL TERM.
Domestic Violence	4	0	4	4
Harassment	0	0	0	0

<b>HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT</b>
--

Order of Protection: 0    Injunction Against: 0

<b>SPECIAL PROCEEDINGS/ACTIVITIES</b>
---------------------------------------

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

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 4 Processing

Court ID: 1354

Report Month/Year:

County: CAMP VERDE MUNICIPAL COURT

December 2015

WARRANTS OUTSTANDING

TRAFFIC WARRANTS OUTSTANDING

D.U.I.	142
Serious Violations	10
All Other Violations	598
<b>TRAFFIC TOTAL</b>	<b>750</b>

CRIMINAL WARRANTS OUTSTANDING

Felony	0
Misdemeanor	799
<b>CRIMINAL TOTAL</b>	<b>799</b>

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. Sulezgal*  
Signature of the Judge/Magistrate (or designee)

*Veronica Pineda*  
Name of Preparer

*January 6, 2016*  
Date of Preparation

95

**CAMP VERDE MUNICIPAL COURT**

**MONTHLY TRANSMITTAL**

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

Reporting Month: December 2015

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

Total Amount of Check: \$32,223.05

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

**REVENUE ACCOUNT NUMBER**

<b>01-300-40-413000</b>	<b>\$29,498.94</b>
<b>Fines/Fees/Torfeitures- before the check request below</b>	
<b>01-300-40-431000</b>	<b>\$245.82</b>
<b>Court Apt-Atty. Reimbursement</b>	
<b>05-310-40-413100</b>	<b>\$186.41</b>
<b>Local JCEF Fund</b>	
<b>05-330-40-413300</b>	<b>\$2115.77</b>
<b>Court Enhancement Fund</b>	
<b>19-601-40-413000</b>	
<b>Camp Verde Marshal's Safety Equip. Fund</b>	<b>\$186.11</b>

**CHECK REQUEST**

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

<b>VENDOR #</b>	<b>AGENCY</b>	<b>AMOUNT</b>	<b>ACCOUNT#</b>
002693	Yavapai Apache Nation Police Dept. Fines & Safety Eqpt.	14.71	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$135.52	01-300-40-413000
000117	Arizona State Treasurer	\$16,397.78	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$120.43	01-300-40-413000
003572	Motor Vehicle Division Refund Unit	\$4.00	01-300-40-413000
001014	Registrar of Contractors Safety Equipment Fund	\$0.00	01-300-40-413000

December 2015



**MONTHLY REVENUE REMITTANCE REPORT**

**CAMP VERDE MUNICIPAL COURT - DEC 2015**

Account Description & Statute	AZTEC Code	Total Distribution
Confidential address- ARS 12-116.04	ZCAA1	111.37
CEF 10% of Base Fine - 18-954C	ZCEF	\$1,091.32
CJEF 47% of Base Fine - 12-116.01A	ZCJEF	\$5,149.81
Child Restraint - 28-907C	ZCPRF	\$3.39
Drug & Gang Enforcement - 13-811C	ZDECJ	\$258.04
DNA 3% of Base Fine - 12-116.01C	ZDNAS	\$652.60
DUI Abatement Fund - 28-1382D3 (\$250 Extreme DUI)	ZDUJA	
Domestic Violence Shelter Fund 12-116.06	ZDVSF	\$117.22
FARE Fee Special Collections (19%)	ZFAR1	\$1,725.06
FARE Delinquency Fee (\$35.00 Fee)	ZFAR2	\$521.43
FTGF 7% of Base Fine - 12-116.01B	ZFTGS	\$763.98
G&F Wildlife Theft Prevention Fund - 17-313A	ZGF	
28-2533 - Out-of-State Plates (80% Base Fine to HURF)	ZHRF3, ZHRF1	\$235.03
28-2533 - Out-of-State Plates (20% Base Fine to DPS)	ZHRFD	
STATE Time Payment JCEF - 12-116	ZJCS	\$343.00
STATE Civil JCEF - 22-281C1 (18.39% of Fee)	ZJCSF	\$3.28
MSEF 13% of Base Fine - 12-116.02A	ZMSEF	\$1,423.62
2011 \$8 Assessment - State: \$4 to GITEM & \$4 to PSEF	ZOS1	\$650.62
Prison Construction & Operations Fund - 41-1651	ZPCOF	\$595.37
Probation Surcharge 2006 - 12-114.01 (\$10.00)	ZPRS6	\$11.08
Probation Surcharge 2009 - 12-114.01 (\$10.00)	ZPRS9	\$1,668.11
Probation Surcharge OLD - 12-114.01 (\$5.00)	ZPRSU	\$12.36
Public Safety Equipment Fund, 41-1723, 28-1361.5	ZGFDU,ZPSEF	\$886.12
Registrar of Contractors	ZRCA	
State Highway Fund - 28-710A	ZSHWY	
Drug Lab Remediation Technical Registration Bd 13-3423 (D9)	ZTECH	
State Highway Work Zone Fund - 28-710B	ZSHWZ	
victims rights enf assmnt fund (100%)	ZVREA	\$151.81
28-4139 - FR Suspended Plates (100% Base Fine to DPS)	ZSLPD	\$23.18
<b>SUBTOTAL - STATE REVENUE Remitted to City Finance</b>		<b>\$16,397.78</b>

Jail Incarceration Fee (9914) GL#2-003-10-34324	ZJF	\$54.21
2011 Add'l Assessmnt \$1 -JP Crts 12-116.04E GL#3-900-40-35196	ZOS2	\$81.31
<b>SUBTOTAL - YAVAPAI COUNTY REVENUE Remitted to City Finance</b>		<b>\$135.52</b>
2011 Officer Safety Equip - Sheriff	ZOS4	
2011 Officer Safety Equip - DPS	ZOS5	\$120.43
2011 Officer Safety Equip - MVD/ADOT	ZOS6	\$4.00
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 19-303-4J-41300C	ZOS11	\$186.11
2011 Officer Safety Equip - College PD	ZOS12	
2011 Officer Safety Equip - Fire Dept	ZOS13	
2011 Officer Safety Equip - Tribal	ZOS14	\$14.71
<b>SUBTOTAL - INDIVIDUAL CITING AGENCY REVENUE Remitted to City Finance</b>		<b>\$325.25</b>
Court Appt Attorney Fee Local	ZAFEE	
Indigent Defense Fees - Rule6.7d, A.R.Cr.P.01-300-40-41100	ZATT,ZATTT & ZREIM	\$245.82
Confidential address- ARS 12-116.04	ZCAA2	\$5.86
Defensive Driving School Fee - 28-3396	ZDDS	\$1,520.00
Deferred Prosecution Fees	ZDEFP	
Fines/Civil Penalties - 13-811A & 28-1554B	ZFINE	\$8,579.39
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, ZOVS	\$4.00
Public Defender Fee - 11-584 (\$25.00)	ZPUBZ	\$16.98
Local Costs/Fee Warrant Default Fees	ZLCL	\$2,475.53
Bonds Forfeited to General Fund	ZLOCL	
Misc. Filing Fees - 22-281C3 (71.15% to County)	ZMISC	\$12.33
28-4139 - FR Suspended Plates (100% Base Fine to CVMO)	ZSLPC	\$202.41
Bank Fees -From Ck/bk/prev mon bank statement		
Bank Fee - Checks Ordered		
<b>SUBTOTAL - CITY REVENUE Remitted to Finance 01-300-40-412000</b>		<b>\$13,062.32</b>
Court Enhancement Fee	ZCEH	\$2,115.77
<b>SUBTOTAL - COURT ENHANCEMENT REVENUE Remitted to City Finance 05-250-40-413000</b>		<b>\$2,115.77</b>
LOCAL Time Payment JCEF - 12-116	ZJCL	\$185.00
LOCAL Civil JCEF - 22-281D (8.04% of Fee)	ZJCLF	\$1.41
<b>SUBTOTAL - JCEF REVENUE Remitted to city finance 06-310-40-413100</b>		<b>\$186.41</b>
<b>Total Revenue</b>		<b>\$32,223.05</b>

MISCELLANEOUS PASS-THROUGH MONIES (Overpayments) REPORT		
Carried Forward from Previous Month		
Received During Current Month	ZOVR back to/for from Def	
Disbursed During Current Month	9517	
Balance at End of Current Month		
RESTITUTION REPORT		
Carried Forward from Previous Month		
Escheated / stale dated		
Received During Current Month	5901 ZREST	\$137.22
Disbursed During Current Month	5003	
Balance at End of Current Month		
BOND REPORT		
Bonds Carried Forward from Previous Month		\$3,710.00
Bonds Received During Current Month	ZBND	\$8,911.52
Bonds Forfeited During Current Month	Pg 3 Total	(4,717.52)
Bonds Escheated 2011:		
Bond Voided		
Bonds Transferred fee book		
Bonds Refunded During Current Month	5079	(\$804.00)
Bonds Balance at End of Current Month: open bonds		\$7,100.00
TOTAL PASS THROUGH MONIES		\$7,100.00

I, Hon. Paul A. Schlegel, 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:

December-15

Paul Schlegel  
Signature

1-11-16  
Date



**ARIZONA STATE TREASURER'S OFFICE**  
 1700 West Washington, Phoenix, Arizona 85007-2812  
 (602) 604-7800 FAX: (602) 542-7176

**STATE REMITTANCE REPORT**

Report Period:	<u>Dec-15</u>	Prepared By:	<u>VERONICA PINEDA</u>
Date:	<u>1/4/2016</u>	Title:	<u>Court Supervisor</u>
Depositor Code #	<u>6332</u>	Phone #:	<u>928-554-0033</u>
Depositor Name:	<u>CAMP VERDE MUNICIPAL COURT</u>		
Address:	<u>473 S MAIN STREET</u> <u>CAMP VERDE MUNICIPAL COURT</u>		

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

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
<b>FINES &amp; FEES</b>			<b>FINES &amp; FEES (continued)</b>		
Confidential Inter Fund	08-135; 12-284.03A8		Dept of Law - Crim. Case:	41-2421E4	
Juvenile Family Counseling	05-263C		DUI-Public Safety Equip Fd	28-1381-3;28-8254.6-8	886.12
Victims's Rights - Juvenile	08-418; 41-191.0C		BUI-Law Enf Boat Safety Fd	5-323;5-395.01.03	
Victim's Rights Enforcement	12-116.09; 41-1722	151.81		28-1381-3;28-5284.6-8	
AHCCCS	11-292		FARE General Services Fee		
JCEF-Filing Fees	12-284.03A7; 22-281C1;		FARE Delinquent Fee		521.43
	22-404C1	3.26	FARE Special Collections Fee		1725.06
JCEF - Time Payment	12-116B	343.00	FARE Installment Fee		
JCEF - Diversion Fee	12-114		Constable Ethics Fund	11-445 (80%)	
JCEF - Probation Assessment	12-114.01	1691.55	Constable Ethics Fund	11-445 (20%)	
DNA Penalty Assessment	12-116.01C, J	652.60	GITEM	41-1724/11-1051	
2011 Add'l Assmnt (** see below)	12-116.04C	650.62	<b>OTHER FINES &amp; FEES (describe and indicate ARS#)</b>		
(** State Treas use only)					
	50% GITEM				
Confidential Address Fund	12-116.05	111.37			
Domestic Violence	12-116.06, 12-284.03A2	117.22	<b>TAXES</b>		
Drug Prevention Res Center	12-284.03; 41-2402H		Prior Year Real Property	42-208	
Child Abuse	12-284.03A3		Personal Property	42-208	
Sex Offender Assessment	13-3821, 3824		County Education District	15-991.01A	
Anti-Racketeering Fund	13-811B; 13-2314.01		Property-Min School Tax	15-992B,C	
Drug & Gang Enforce Act	13-811C; 41-2;02	258.04	State Water Banking	48-3715.03; 45-2425	
Community Punishment			C.A.W.C.D.	45-3715	
Program Drug Fines	13-821; 12-299		Groundwater Replenishment	45-3773.A3; 48-3772	
Technical Registration Bd	12-116.06; 13-3423		Annual Membership Dues	48-3779	
Citizens Clean Election Fund	16-949D; 16-954C	1091.32	<b>OTHER TAXES (describe and indicate ARS #)</b>		
Game & Fish Wildlife	17-313A				
AZ Lengthy Trial Fund	21-222				
Alternative Dispute	22-281C2; 12-135;				
Resolution Fund	12-284.03A5		<b>90:10 REVENUE</b>		
Mining Fees	27-208D		Mobile Home Relocation	33-1476.03 (90%)	
Child Passenger Restraint	28-907C	3.39	Mobile Home /Ins. & Cost	33-1476.03 (10%)	
DPS - Civil Penalty	28-4139C	23.18			
DUI Abatement Fund	28-1304; 28-1382, 3				
General Fund/(includes	28-737; 28-876; 28-2416;		<b>TOTAL AMOUNT REMITTED:</b>		
Civil Penalties)	32-1166, 44-1799.81,		By Check	<u>\$16,397.78</u>	
	41-1722		By Cr Advice (Wire)		
AZ Highway Fines (HURF)	25-5438F; 28-2533C	235.03	<b>TOTAL</b>	<u>\$16,397.78</u>	
Victim Comp/Assistance	31-411F; 31-466B				
Registrar of Contractors	32-1107; 32-1124				
MSEF Penalty Assessment	36-2219.01; 12-116.02F	1423.62			
CJEF Penalty Assessment	41-2401; 12-116.01	5149.81			
Arson Detection Reward Fund	41-2167				
FTG Penalty Assessment 7%	41-2421J; 12-116.01B	763.98			
Prison Const & Ops Fund	41-1651; 5-395.01A4	595.37			

FOR STATE TREASURER USE ONLY

**NOTES:**

\*In Maricopa County Limited Jurisdiction Courts only, these monies are remitted to the county treasurer rather than the state.

These funds are not collected by courts



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 – December 2015  
**DATE:** 1/11/2016  
**CC:** Department Heads

**Library Construction Update:** Progress appeared to slow as rain and freezing nighttime temperatures made it difficult to accomplish some tasks. Pictured: cement window sills are being poured/formed in place.



**Congratulations to Dee Thompson, Sebra Choe and Denise Alm!** The Library opened two positions internally to interested Town employees: Library Specialist – Cataloging and Library Specialist – Programming Librarian. After interviewing qualified applicants for each position, Library Clerk, Dee Thompson, accepted a new position as Library Specialist – Cataloging, Sebra Choe moved from part-time to full-time Library Specialist – Programs Librarian and Library Clerk – Youth Services, Denise Alm made a lateral move to Library Clerk – Technical Services & ILLs.

December is a short month and despite being short-handed and having staff out on vacation, personal leave and even home sick, library activity is still up over this time last year with Total In-Library Use up over 15% and Total Circulation up over 9% for the year. Thanks are due to library staff and volunteers who have covered staff shortages and kept the library open and welcoming during this busy holiday season.

The Library participated in the Christmas Light parade again this year. Our entry was better than last year, but not as good as it will be next year!



Be sure to follow our blogs: <https://cvcltalk.wordpress.com/> and <https://cvcltab.wordpress.com/>

To really keep us with what is going on at the library, don't forget to like us on Facebook at:

<https://www.facebook.com/campverdelibrary>

## December 2015 Camp Verde Community Library Use Statistics

	Dec-16	Dec-15	% change	YTD-FY16	YTD-FY15	% change	
<b>In-Library Uses</b>							
Traffic Count	5,272	5,075	3.9%	28,300	27,175	4.1%	Average Monthly Library Uses per Active Patron
New Cards Issued	46	37	24.3%	282	293	-3.8%	
Public Computer Use	1,008	994	1.4%	8,788	4,793	83.4%	
Early Literacy Computer Use	78	n/a		416	n/a		
Requests for Computer Help	54	89	-39.3%	495	n/a		
Reference Questions	137	157	-12.7%	803	803	0.0%	
<b>Total In-Library Use</b>	<b>6,595</b>	<b>6,352</b>	<b>3.8%</b>	<b>39,084</b>	<b>33,064</b>	<b>18.2%</b>	
Total Number Library Patrons	3,784	3,028	25.0%				
Total Patrons Active in Last 18 months	2,240	901	148.6%				2.9
<b>Library Programs</b>							
Adult Programs	16	12	33.3%	100	65	53.8%	Average Circulation Activity per Open Hour
Adult Program Attendance	40	47	-14.9%	381	251	51.8%	
Adult Program Hours	1	17	-94.1%	21	79	-73.2%	
Youth Programs	19	14	35.7%	117	115	1.7%	
Youth Program Attendance	342	164	108.5%	1,592	1,589	0.2%	
Youth Program Hours	52.5	33.5	56.7%	180	338	-46.8%	
Programs Off-Site	3	1	200.0%	18	18	0.0%	
<b>Total Library Program Attendance</b>	<b>382</b>	<b>211</b>	<b>81.0%</b>	<b>1,692</b>	<b>1,654</b>	<b>2.3%</b>	
<b>Circulation</b>							
Items Checked Out	3,952	3,616	9.3%	21,795	19,528	11.6%	Average Circulation Activity per Open Hour
Items Checked In	4,555	4,187	8.8%	25,008	21,914	14.1%	
Items Used In-Library	157	863	-81.8%	1,409	2,730	-48.4%	
Renewed Items	792	748	5.9%	4,185	3,927	6.6%	
<b>Total Circulation</b>	<b>8,664</b>	<b>8,666</b>	<b>0.0%</b>	<b>48,212</b>	<b>44,172</b>	<b>9.1%</b>	137.5
<b>Circulation Areas of Interest</b>							
Audio Books	200	165	21.2%	856	884	-3.2%	
DVDs & VHS	1,573	1,041	51.1%	8,079	5,570	45.0%	
eBooks	203	221	-8.1%	1,316	1,064	23.7%	
Youth eBooks	34	39	-12.8%	197	218	-9.6%	
iPads & e-readers	19	n/a		78	n/a		
Large Print	183	175	22.8%	985	813	21.2%	
Magazines	149	149	0.0%	484	793	-39.0%	
Kids & Teens Material	1,055	1,049	0.6%	7,126	6,252	14.0%	
<b>Transits, HOLDS &amp; InterLibrary Loans</b>							
HOLDS Filled	746	668	11.7%	4,059	3,686	10.1%	
Transit Items Sent & Received	n/a	1,215		n/a	6,727		
CVCL ILL Items Going Out	24	41	-41.5%	133	166	-19.9%	
ILL Items for CVCL Patrons	2	0	200%	30	24	25.0%	
<b>Total Transit, HOLDS &amp; ILL Activity</b>		<b>1,883</b>			<b>10,413</b>		
<b>Library Volunteers</b>							
Number of Volunteers	44	31	41.9%	179	152	17.8%	
Number of Hours Given	445	611	-27.2%	2,907	2,967	-2.0%	
<b>Average Hours/Volunteer</b>	<b>10.1</b>	<b>19.7</b>	<b>-48.7%</b>	<b>16.2</b>	<b>19.5</b>	<b>-16.8%</b>	
<b>Collection &amp; Development</b>							
New Kids & Teen Material Added	12	77	-84.4%	177	366	-51.6%	Number of Items Owned per Capita (pop 11,500)
New Books Added	78	221	-64.7%	485	715	-32.2%	
New Audio-Visual Material Added	15	66	-77.3%	297	477	-37.7%	
<b>Total Items Added</b>	<b>93</b>	<b>287</b>	<b>-67.6%</b>	<b>782</b>	<b>1,192</b>	<b>-34.4%</b>	
<b>Total Items Owned</b>	<b>31,334</b>	<b>31,169</b>	<b>0.5%</b>				2.7
<b>Mending &amp; Donations</b>							
Items Mended or Repaired	29	73	-60.3%	383	500	-23.4%	
Donations Processed	1,026	914	12.3%	2,770	3,855	-28.1%	
Donations Cataloged	37	109	-66.1%	386	353	9.3%	



## Memorandum

To: Mayor and Council  
From: Carol Brown, Risk Manager *CB*  
Date: January 10, 2016  
Cc: Department Heads/Safety Committee  
Re: Risk Manager's Monthly Report ending *December 31, 2015*

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### **Obtained Insurance For:**

- 4 Vehicles and 4 pieces of equipment (leased)
- Roadside assistance/towing for shuttle bus

### **Attended Meetings/Trainings:**

- Arizona Public Risk Manager's quarterly educational meeting
- Chemical Spills - overview training online course
- Southwest Risk - Loss Control Consultant
- Southwest Risk – Program Administrator
- 12/16 Council meeting – re: complaint

### **Incidents/Claims/Restitution/Collections**

- One Workers' Compensation claim and 1 incident only

### **Risk Management Miscellaneous:**

- Researched Standard Operating Procedures/Response Plan for:
  - a. Fire and evacuation
  - b. Chemical spill kits
- Reviewed the opportunities/challenges of the Town entering the Arizona Department of Safety and Health (ADOSH-AZ OSHA) Public Entities Partnership Program (PEPP)
- In partnership with the Town Manager, conducted emergency operations exercise. Recapped exercise for the leadership team
- Reviewed Shuttle Bus Use Log Form/Training Information/Emergency Plan prepared by Michael Marshall
- **Legal:** coded Nov. & Dec. invoices by departmental expenses
- **Processed:** approximately 10 Certificates of Insurance

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