

October 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: November 16, 2015
Cc: Department Heads
Re: Manager's report for the period ending October 31, 2015

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

REMINDER: Emergency Preparedness – December 2nd 10-3. (All Staff-Offices Closed)

During the past couple of months we have begun preparing for an all staff training that will simulate an emergency with in the Town of Camp Verde. Over the past couple of years certain staff have attended training and prepared through small scale exercises. However, we have not been able to include all staff and feel that this is the next step in training and preparing for a potential emergency in the Town. Risk Management is organizing this event and it will require the closure of the Town Offices for the middle part of the day. We still plan to keep the Library open as well as normal CVMO operations during the event but all other offices will be closed for this short period of time in the middle of the day. Offices will be open from 7-10 am and then again at 3 -5 pm. We will be utilizing most of the downtown campus/rooms/Gym/Field, etc. during this training and preparedness drill.

Camp Verde Adult Learning Center

I spent a great hour with the folks over at the Adult Learning Center discussing potential changes to the buildings, roof, etc. of the gymnasium area and potential for future renovations. They also were very helpful as I have requested that they consider some Microsoft classes that staff could take to enhance skill in. It was very helpful and I know that I often forget they are there for the community but what a great resource right here in the downtown that helps adults get the basic skills and education they need. They encourage folks to stop on by and see what they have to offer.

Boy Scouts work on Holloman Street and Paving

Worked with the local Boy Scout Troop to complete rock placement along Holloman Street and with the paving work completed on 3/4/5th and Arnold Streets recently as well our Downtown is continuing to make improvements on a great area in Town. The boys did a good job but it wouldn't have been possible without the prep work that made life a lot easier from our Maintenance crew. This done while all the while they prepped downtown for a great Sesquicentennial Fort Verde Days.

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 & October 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:

Please accept my apology for not having a report for September. In October, besides our normal Council meetings we also assisted the Marshal's Office with the Public Safety Retirement System Meeting and Community Development for a Variance application to the Board of Adjustments and Appeals.

October 8th Risk Manager Carol Brown and I attended the Superior Court hearing regarding Camp Verde for Good Government v. Town of Camp Verde. We are waiting for a ruling from the Judge. If the Judge rules in favor of Camp Verde for Good Government we will most likely have a recall election of Vice-Mayor Bruce George on the ballot on March 8, 2016.

Barbie Bridge worked with Camp Verde Promotions and Council Member Carol German to organize the Fort Verde Day Parade. This year they had a total of 54 entries in the parade.

Business License 2015

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

Business License 2014

	July	Aug	Sept	Oct	Nov	Dec
New	8	13	13	13		
Renewed	35	31	43	39		
Total on File	628	606	612	645		
Total Revenue	\$1,275	\$1,425	\$1,725	\$1,625		

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

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

Information Requests 2014

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

**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		
Expenses	\$157,438.00	\$11,803.42	\$9,827.95	\$15,840.84	\$11,004.98		

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

Virginia Jones
Town Clerk



		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Town Clerk							
Revenue							
01-120-40-410000	COPIES	0.00	0.00	0.00	5.25	5.25	0.00 %
01-120-40-412000	BUSINESS LICENSE FEES	15,000.00	15,000.00	2,750.00	5,050.00	-9,950.00	66.33 %
01-120-40-412100	LIQUOR LICENSE FEES	2,000.00	2,000.00	250.00	300.00	-1,700.00	85.00 %
	Revenue Total:	17,000.00	17,000.00	3,000.00	5,355.25	-11,644.75	68.50 %
Expense							
01-120-20-600000	SALARIES	100,117.00	100,117.00	11,583.39	24,344.18	75,772.82	75.68 %
01-120-20-601000	FICA	6,207.00	6,207.00	716.30	1,504.39	4,702.61	75.76 %
01-120-20-601100	MEDICARE	1,451.00	1,451.00	167.56	351.87	1,099.13	75.75 %
01-120-20-601200	RETIREMENT	11,483.00	11,483.00	1,328.59	2,792.27	8,690.73	75.68 %
01-120-20-601300	UNEMPLOYMENT INSURANCE	336.00	336.00	0.00	0.00	336.00	100.00 %
01-120-20-601400	WORKERS COMPENSATION	300.00	300.00	30.12	63.32	236.68	78.89 %
01-120-20-602000	HEALTH, DENTAL & LIFE INSURANC	21,144.00	21,144.00	1,726.68	5,248.78	15,895.22	75.18 %
01-120-20-701000	TRAINING	1,000.00	1,000.00	19.15	83.90	916.10	91.61 %
01-120-20-701500	TRAVEL	600.00	600.00	0.00	422.59	177.41	29.57 %
01-120-20-703000	OFFICE SUPPLIES	2,000.00	2,000.00	4.03	220.24	1,779.76	88.99 %
01-120-20-703500	SUBSCRIPTIONS/MEMBERSHIPS	600.00	600.00	50.00	50.00	550.00	91.67 %
01-120-20-703800	ADVERTISING	2,000.00	2,000.00	0.00	420.78	1,579.22	78.96 %
01-120-20-711000	LEGAL SERVICES	1,000.00	1,000.00	0.00	3,216.25	-2,216.25	-221.63 %
01-120-20-712000	CONTRACT LABOR	7,500.00	7,500.00	300.00	1,200.00	6,300.00	84.00 %
01-120-20-713210	OFFICE EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
01-120-20-758100	RECORDING FEES	200.00	200.00	0.00	0.00	200.00	100.00 %
01-120-20-758200	RECORDS MANAGEMENT	1,000.00	1,000.00	-84.98	128.84	871.16	87.12 %
	Expense Total:	157,438.00	157,438.00	15,840.84	40,047.41	117,390.59	74.56 %
Department: 120 - Town Clerk Surplus (Deficit):		-140,438.00	-140,438.00	-12,840.84	-34,692.16	105,745.84	75.30 %
Report Surplus (Deficit):		-140,438.00	-140,438.00	-12,840.84	-34,692.16	105,745.84	75.30 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Town Clerk						
Revenue	17,000.00	17,000.00	3,000.00	5,355.25	-11,644.75	68.50 %
Expense	157,438.00	157,438.00	15,840.84	40,047.41	117,390.59	74.56 %
Department: 120 - Town Clerk Surplus (Deficit):	-140,438.00	-140,438.00	-12,840.84	-34,692.16	105,745.84	75.30 %
Report Surplus (Deficit):	-140,438.00	-140,438.00	-12,840.84	-34,692.16	105,745.84	75.30 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	-140,438.00	-140,438.00	-12,840.84	-34,692.16	105,745.84
Report Surplus (Deficit):	-140,438.00	-140,438.00	-12,840.84	-34,692.16	105,745.84



	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	0.25	5.50	5.50 0.00 %
01-120-40-412000	BUSINESS LICENSE FEES	15,000.00	15,000.00	1,625.00	6,675.00	-8,325.00 55.50 %
01-120-40-412100	LIQUOR LICENSE FEES	2,000.00	2,000.00	0.00	300.00	-1,700.00 85.00 %
	Revenue Total:	17,000.00	17,000.00	1,625.25	6,980.50	-10,019.50 58.94 %
Expense						
01-120-20-600000	SALARIES	100,117.00	100,117.00	7,722.27	32,066.45	68,050.55 67.97 %
01-120-20-601000	FICA	6,207.00	6,207.00	476.92	1,981.31	4,225.69 68.08 %
01-120-20-601100	MEDICARE	1,451.00	1,451.00	111.54	463.41	987.59 68.06 %
01-120-20-601200	RETIREMENT	11,483.00	11,483.00	885.76	3,678.03	7,804.97 67.97 %
01-120-20-601300	UNEMPLOYMENT INSURANCE	336.00	336.00	0.00	0.00	336.00 100.00 %
01-120-20-601400	WORKERS COMPENSATION	300.00	300.00	20.08	83.40	216.60 72.20 %
01-120-20-602000	HEALTH, DENTAL & LIFE INSURANC	21,144.00	21,144.00	1,761.06	7,009.84	14,134.16 66.85 %
01-120-20-701000	TRAINING	1,000.00	1,000.00	0.00	83.90	916.10 91.61 %
01-120-20-701500	TRAVEL	600.00	600.00	0.00	422.59	177.41 29.57 %
01-120-20-703000	OFFICE SUPPLIES	2,000.00	2,000.00	184.09	404.33	1,595.67 79.78 %
01-120-20-703500	SUBSCRIPTIONS/MEMBERSHIPS	600.00	600.00	95.00	145.00	455.00 75.83 %
01-120-20-703800	ADVERTISING	2,000.00	2,000.00	0.00	420.78	1,579.22 78.96 %
01-120-20-711000	LEGAL SERVICES	1,000.00	1,000.00	0.00	3,216.25	-2,216.25 -221.63 %
01-120-20-712000	CONTRACT LABOR	7,500.00	7,500.00	1,350.00	2,550.00	4,950.00 66.00 %
01-120-20-713210	OFFICE EQUIPMENT	500.00	500.00	23.51	23.51	476.49 95.30 %
01-120-20-758100	RECORDING FEES	200.00	200.00	0.00	0.00	200.00 100.00 %
01-120-20-758200	RECORDS MANAGEMENT	1,000.00	1,000.00	0.00	128.84	871.16 87.12 %
	Expense Total:	157,438.00	157,438.00	12,630.23	52,677.64	104,760.36 66.54 %
Department: 120 - Town Clerk Surplus (Deficit):		-140,438.00	-140,438.00	-11,004.98	-45,697.14	94,740.86 67.46 %
Report Surplus (Deficit):		-140,438.00	-140,438.00	-11,004.98	-45,697.14	94,740.86 67.46 %

Group Summary

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Town Clerk						
Revenue	17,000.00	17,000.00	1,625.25	6,980.50	-10,019.50	58.94 %
Expense	157,438.00	157,438.00	12,630.23	52,677.64	104,760.36	66.54 %
Department: 120 - Town Clerk Surplus (Deficit):	-140,438.00	-140,438.00	-11,004.98	-45,697.14	94,740.86	67.46 %
Report Surplus (Deficit):	-140,438.00	-140,438.00	-11,004.98	-45,697.14	94,740.86	67.46 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
01 - GENERAL FUND	-140,438.00	-140,438.00	-11,004.98	-45,697.14	94,740.86
Report Surplus (Deficit):	-140,438.00	-140,438.00	-11,004.98	-45,697.14	94,740.86

11/02/2015 7:41 AM
 LICENSES: 0002 THRU ZZZZZZZZZZ
 PAID STATUS: ALL
 LIC CODES: ALL

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

ORIGINATI
 EFFECTI
 EXPIRATI

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2946	SERV	LIFE COACH LO LLC	LIFE COACH LO LLC PO BOX 4677 CAMP VERDE, AZ 86322	1471 S. SALT MI
		COMMENTS: [REDACTED]		
2947	SERV	THE PIT PALACE REHABILITATION	THE PIT PALACE REHABILITATION 2777 S. ASPEN WAY CAMP VERDE, AZ 86322	2777 S. ASPEN W
		COMMENTS: [REDACTED]		
2948	RET	SWEET GRACE CRAFTERS BOUTIQUE	SWEET GRACE CRAFTERS BOUTIQUE 74 HOLLAMON ST CAMP VERDE, AZ 86322	74 HOLLAMON ST
		COMMENTS: [REDACTED]		
2949	RET	WHISTLESTOP SCREEN PRINT SHOP	WHISTLESTOP SCREEN PRINT SHOP 1605 MCQUEEN CRES PRESCOTT, AZ 86303	873 HOWARD RD.
		COMMENTS: [REDACTED]		
2950	CONT	RIO DEVELOPMENT	RIO DEVELOPMENT 2585 S. RIM VIEW DR. COTTONWOOD, AZ 86326	2585 S. RIM VIE
		COMMENTS: [REDACTED]		
2951	SERV	CREATIVE OUTDOORS LLC	CREATIVE OUTDOORS LLC PO BOX 10095 PRESCOTT, AZ 86304	10095 PO BOX
		COMMENTS: [REDACTED]		
2952	CONT	PROSTEEL STR LLC	PROSTEEL STR LLC PO BOX 30605 SCOTTSDALE, AZ 85046	30605 PO BOX
		COMMENTS: [REDACTED]		
2953	SERV	SUNSET LOCK & KEY	SUNSET LOCK AND KEY 3239 E HOGAN CIRCLE COTTONWOOD, AZ 86326	
		COMMENTS: [REDACTED]		
2954	SPEC-V	MIDWAY WEST AMUSEMENTS	MIDWAY WEST AMUSEMENTS 13618 N. 99TH AVE STE 809 SUN CITY, AZ 08535	13618 N. 99TH A
		COMMENTS: [REDACTED]		
2955	RET	WIRED-UP SYSTEMS LLC	WIRED-UP SYSTEMS LLC 251 JENNIFER DRIVE COTTONWOOD, AZ 86326	251 JENNIFER DR
		COMMENTS: [REDACTED]		
2956	RET	CLEAR CREEK SEWING	CLEAR CREEK SEWING 3213 S. DINKY CREEK DR CAMP VERDE, AZ 86322	3212 S. DINKY C
		COMMENTS: [REDACTED]		
2957	SPEC-V	ANALOU DESIGNS	ANALOU DESIGNS 2050 W STRT 89A LOT 236 COTTONWOOD, AZ 86326	2050 W. STRT 89

11/02/2015 7:41 AM
 LICENSES: 0002 THRU ZZZZZZZZZZ
 PAID STATUS: ALL
 LIC CODES: ALL

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

ORIGINATI
 EFFECTI
 EXPIRATI

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2958	SPEC-V	BACKROADS BEADER	BACKROADS BEADER 3400 GODARD RD 42A COTTONWOOD, AZ 86326	3400 E GODARD R
	COMMENTS:	BL060 - [REDACTED]		
2959	SPEC-V	CUP OF THE CARPENTER	CUP OF THE CARPENTER 13960 W SANTEE SAY SURPRISE, AZ 85374	13960 W SANTEE
	COMMENTS:	BL060 - [REDACTED]		
2960	SERV	PRESCOTT SHEET METAL LLC	PRESCOTT SHEET METAL LLC 360 HENRY ST STE C PRESCOTT, AZ 86301	360 HENRY ST ST
	COMMENTS:	BL060 [REDACTED]		
2961	SERV	INTEGRITY PLASTERING LLC	INTEGRITY PLASTERING LLC 1228 W. BUFFALO TRL CAMP VERDE, AZ 86322	1228 W. BUFFALO
	COMMENTS:	BL060 - [REDACTED]		
2962	SPEC-V	DEBORAH BORING	DEBORAH BORING 2426 N. LA GRANDE DR CAMP VERDE, AZ 86322	2426 N. LA GRAN
	COMMENTS:	BL060 - [REDACTED]		
TOTAL LICENSES:		17		

11/02/2015 8:15 AM
LICENSES: 0002 THRU ZZZZZZZZZZ
PAID STATUS: ALL
LIC CODES: ALL

BUSINESS LICENSE LIST
SORTED BY: LICENSE NUMBER

ORIGINATI
EFFECTI
EXPIRATI

ID	CODE	NAME	Terminated Bus. Lic
1192	RET	INSIGHTABLE SERVICES	
1527	RET	KC'S FAMILY TAE KWON DO & TUM	
1773	CONT	H W JOHNSON CONCRETE CONST CO	
1921	CONT	MONARCH DEVELOPMENT, INC	
2079	CONT	ARROW PLUMBING	
2405	RET	MARIO'S LITTLE DIRT LOT, INC	
2437	CONT	MONZA CONSTRUCTION CO INC	
2761	CONT	LEED GROUP LLC	
2766	RET	EMERY'S ENCHANTED FOREST	
2770	SERV	ELECTRIC LIGHT & POWER	
2773	SERV	R & J HANDYMAN SERVICES, LLC	

TOTAL LICENSES: 11

Virginia Jones

From: Michael Showers
Sent: Monday, October 26, 2015 5:14 PM
To: _Department Heads; _Town Council
Subject: Revenue Reports
Attachments: Revenue Report - 15-08.pdf; Revenue Report - 15-09.pdf

Revenue Reports for Aug & September

Revenues from local taxes are coming in well over budget so far this year; nearly \$100K over budget for the quarter. Categories with the largest increases from last year are Restaurants, P&I (Penalties and interest) Construction and Utilites. We actually received nearly \$30,000 from penalties and interest in July and another \$10,000 in September.

The total amount from the .65% increase for the quarter is \$147,505; \$14,738 of which is from Construction and is used for CIP and debt separately from the remaining .65% amount.

Mike Showers

Finance Director
Town of Camp Verde

(928) 554-0811

Michael.Showers@campverde.az.gov

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.R.S. § 39-121 et seq.) Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology. The content of this message may contain the private views and opinions of the sender and does not constitute a formal view and/or opinion of the Town unless specifically stated. The contents of this email and any attachments may contain confidential and/or proprietary information, and is intended only for the person/entity to whom it was originally addressed. Any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this email in error please notify the sender immediately by return e-mail and delete this message and any attachments from your system.

Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. 

Town of Camp Verde

Revenue Drivers
August 2015

Sources*	Aug-15	In/De %	Jul-15	Jun-15	FYTD Avg	Bud/Month	YTD Bud +/-	LYM Avg +/-	L5YM Avg +/-
City Sales Tax	259,361	-6%	275,331	250,383	267,346	240,260	54,173	102,510	124,325
City .65% Increase	51,735	14%	45,505	45,681	48,620	45,619	6,002	2,433	N/A
State Sales Tax	81,986	0%	81,876	86,552	81,931	86,561	(9,260)	(875)	6,906
VLT	54,902	-7%	58,999	61,578	56,950	53,696	6,508	4,216	8,049
URS	109,092	0%	109,092	109,687	109,092	109,092	1	(595)	15,728
HURF	70,076	-2%	71,338	80,111	70,707	70,583	247	210	6,404
TOTAL	627,152		642,141	633,992	634,647	605,811	57,671	107,899	161,411

* - The above revenue sources represent approximately 80% of the Town's operating revenues.

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

Bud/Month: This year's monthly budget.

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

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

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

Town of Camp Verde

Revenue Drivers
September 2015

Sources*	Sep-15	In/De %	Aug-15	Jul-15	FYTD Avg	Bud/Month	YTD Bud +/-	LYM Avg +/-	L5YM Avg +/-
City Sales Tax	274,351	6%	259,361	275,331	269,681	240,260	88,264	110,168	127,208
City .65% Increase	50,265	-3%	51,735	45,505	49,168	45,619	10,647	2,982	N/A
State Sales Tax	80,571	-2%	81,986	81,876	81,478	86,561	(15,250)	(1,328)	6,453
VLT	56,280	3%	54,902	58,999	56,727	53,696	9,093	3,993	7,825
URS	109,092	0%	109,092	109,092	109,092	109,092	2	(595)	15,728
HURF	70,600	1%	70,076	71,338	70,671	70,583	264	174	6,368
TOTAL	641,160		627,152	642,141	636,818	605,811	93,021	115,393	163,582

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

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

Bud/Month: This year's monthly budget.

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

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

L4YM Avg +/-: Last four years monthly average over/short.

The difference between this year's FYTD Avg and the average of the last 4 year's FYTD Avg (with the exception of the City Sales Tax line which is the last 5 years average).



Memorandum

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

Obtained Insurance For:

- None

Attended Meetings/Trainings:

- Confined Space Certification and Competent Person training
- In-house loss control audit at the library

Incidents/Claims/Restitution/Collections

- No Workers' Compensation injuries/illnesses.

Risk Management Miscellaneous:

- Setup 'tailgate/tool box' style group training for the on-line safety courses in order that Camp Verde Sanitary District crew can attend as they do not all have Town computers
- Spent a substantial amount of time working on 2 projects. For more detailed information, please contact me.
- Employee Jon Rivero accepted role of the Town's Safety Officer/Safety Committee Chairman.

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
October
2015**



Volunteers in Policing (VIPs):

- **October 9th – 11th** – Assisted with activities and events for Fort Verde Days
- **October 30th** - Assisted with Trunk or Treat

Training:

- **October 5th-8th** - Det. McClure attended the AZ Homicide Investigator Association training in Las Vegas
- **October 13th** – Sgt. Berrelez, Sgt. Ganis, Sgt. Butler and Cpl. Jacobs attended Tactical Response Training for Supervisors hosted by Mesa PD
- **October 22nd** – Sgt. Berrelez, Cpl. Jacobs, Det. McClure, Dep. Owsley and Dep. Toporek participated in a joint Active Shooter Training hosted by the Forest Service in Camp Verde
- **October 28th through October 30th** Department-wide rifle re-qualification
- **October 28th** – Mary Newton attended TIPS training in Clarkdale

Patrol:

- **October 9th -11th** Provided security and road closures for Fort Verde Days events
- **October 20th** – Participated with Trunk or Treat on main street

Miscellaneous:

- **October 15th** – Det. Sgt. Robinson participated in the regional meeting for the Yavapai County Domestic Violence Fatality Review Team meeting in an attempt to identify ways for law enforcement entities to possibly prevent serious injury and deaths involving DVs
- **October 19th** – CVMO Supervisors attended department head meeting
- **October 20th** – Det. Sgt. Robinson attended the Camp Verde SciTech Fair Meeting
- **October 21th** – Detectives attended Verde Valley Detectives Meeting in Sedona
- **October 21th** – Community policing - Det. Sgt. Robinson, Det. McClure and Cpl. Jacobs did safety presentation for The Haven staff

Coffee with a COP:

- **October 26th** – Deputy Dave Freeman at thanks a late

Crime Rate September 2014/2015

September	2014	2015
Total Calls	1124	1276
Traffic Stops	217	184
Animal Calls	48	48
Vehicle Burglary's	1	6
Residential Burglary's	4	4
Criminal Damage	14	6
DV Calls	14	10

Crime Rate October 2014/2015

October	2014	2015
Total Calls	1045	1378
Traffic Stops	150	177
Animal Calls	65	54
Vehicle Burglary's	2	7
Residential Burglary's	6	2
Criminal Damage	10	5
DV Calls	9	10



MARSHAL'S OFFICE

Town of Camp Verde

Shift Summary

October 25, 2015 to October 30, 2015

DAY SHIFT:

Oct. 25, 2015

V15007336; Disorderly Conduct – Domestic. 3446 Mockingbird. No one wished to pursue with charges.

V15007337; Agency Assist / Deceased person;

Male subject collapsed in Denny's at 1630 W State Route 260. He was transported to VVMC, where he was pronounced dead.

Case closed, referred to the Medical Examiner's Office.

V15007338; Disorderly Conduct – Domestic,

2945 Maple, verbal argument – causing a disturbance in the residence. No criminal prosecution desired.

V15007339; Domestic; Area of Sierra Verde and State Route 260.

Jake Dompkowski was booked at the Yavapai County Detention Center for Fleeing a pursuing law enforcement vehicle (ARS 28-622.01), driving on a suspended (ARS 28-3473A), and for his warrants (See DR# V15007360).

Case closed, subject arrested

DUI/V15007340; On 10/25/2015 Angel Serrano Jr. was placed under arrest at Middle Verde Rd. and reservation Loop #1 for ARS 28-1381A1 DUI slightest, and ARS 28-1381A2 DUI Alcohol concentration 0.08+ and ARS 28-3473A suspended license. Mr. Serrano Jr. was cited and released to William Rious Jr.

DAY SHIFT:
Oct. 26, 2015

V15007341 – Suspicious

On 10/26/2015 at about 0804 hours, Carole Andre reported a suspicious voicemail she received from 714-627-9255. An unknown male subject with odd accent requested a call back on 714-627-9259 for an unknown reason. Carole said she wanted CVMO to be aware of the caller as it may be part of a fraudulent scheme.

NIGHT SHIFT:

CV557776-Unsecured Premises

Nexcar, located at 5865 Coury Drive, was discovered to be unsecured. A building check was conducted and no one was located inside. There were no signs of forced entry or criminal activity.

The remainder of the shift was minor calls for service, community patrol and agency assists.

DAY SHIFT:
Oct. 27, 2015

V15007348 – Criminal Damage

On 10/27/15 at 0946, Donna Harvey reported criminal damage at 671 S 4th St Space 12. Upon arrival, a small hole was discovered in a window of the residence possibly caused from a BB Gun. Suspect(s) unknown at this time.

V15007349 – Suspicious

On 10/27/15 at 1149 hours, Nicholas Parrish was contacted at the Chevron at 1897 W Pueblo Ridge after he called Camp Verde Marshals Office to request to speak to an Officer. Parrish stated that he had an incident with Flagstaff Police Department sometime in the morning of 10/27/15 and then took off. Flagstaff PD had no knowledge of this incident.

V15007351 – Trespassing

On 10/27/15 at 1340 hours, William Herberg was contacted after it was reported that he was cutting wood on private property located across from 3405 S Stillwater near the creek. Herberg admitted cutting the wood since he had permission from

the previous owner of the property. Herberg was informed of a new owner and that he was trespassed from the property.

V15007352 – Warrant Arrest

On 10/27/15 at about 1442 hours, after a foot pursuit, David James Parker Jr. was arrested on a felony warrant and additional charges of Hindering prosecution and resisting arrest at the Camp Verde high school located at 1326 N. Montezuma Castle Highway Camp Verde, AZ. Due to David Parker running onto the campus, the Camp Verde High school staff placed the school on a temporary lock down.

NIGHT SHIFT:

V15007355 – Harassment

On 10/27/2015 at approximately 19:23 hours, Cassandra Aney reported that Richard Benson is harassing her. Both parties had been referred to civil court regarding ownership of the cell phone. Aney was referred to contact the Camp Verde Municipal Court for an injunction prohibiting harassment.

V15007331 – supplement to child abuse case report of 10/24/15.

On 10/27/15 at 2002 hours, an attempt to contact Alejandro Beltran was attempted at 2221 E Sierra Verde #2 the home belongs to Alejandro stepdad Everardo Salazar and his mother Teresa Beltran. Unable to locate Alejandro.

Nothing else significant to

DAY SHIFT:

Oct. 28, 2015

V15007339; (Follow-up) Jake Dompkowski was located and questioned about his involvement. He was subsequently charged and booked into the Yavapai County Detention Center for; Fleeing from Pursuing Law Enforcement, Driving on a suspended License. This stems from the October 25, 2015 incident.

V15007359; Warrant Arrest; 2221 Sierra Verde #20. Nicole Dompkowski was arrested and booked into the Yavapai County Detention Center for a Valid Camp Verde Magistrate Court Warrant for Failure to Pay Fine.

V15007360; Warrant Arrest; 2221 Sierra Verde #20, Jake Dompkowski was arrested and booked into the Yavapai County Detention Center on two valid Camp

Verde Magistrate Court Warrants along with a Superior Court Warrant for a Probation Violation which carried a \$25,000 Bond.

NIGHT SHIFT:

Nothing To Report

DAY SHIFT:

Oct. 29, 2015

No calls for service which resulted in a criminal nature or of reportable value. Day consisted of some traffic stops and citizen assists.

NIGHT SHIFT:

V15007368 Domestic- On 10/29/15 at approximately 1924 hours, Leann M. Smith reported a delayed Domestic assault involving her boyfriend Richard J. Herrera, while both parties were traveling near the 2700 block of Horseshoe Bend in Camp Verde, AZ. Upon the completion of this narrative, Richard has not been contacted for an interview.

DAY SHIFT:

Oct. 30, 2015

V15007372 - Theft

On 10/30/15 at 1228 hours, Lindy Phelps of Gardner's Recycling located at 4740 Old Hwy 279 reported a wallet was stolen, and possible fraudulent activity had occurred on a SC Fuels gas card. Investigation ongoing.

V15007369 – Threats

At 10/30/15 0919, black male subject with a goatee wearing a black shirt and red bandana was threatening children near the Arnold Terrace Apartments. Area was ATL'd and the subject was not located. No further information.

CV558414 – Agency Assist

On 10/30/15 at 1459 hours, CVMO units assisted YAPD behind the Cultural Center located at 300 W Middle Verde Road. It appeared a vehicle with a sole occupant drove off the cliff sometime the night prior. The driver was found to be deceased when Officers reached the wreckage. YAPD is currently investigating.

NIGHT SHIFT:

On 10/30/15 at 2249 hours, Nicole Walls was trespassed from 3100 Shady Lane. Nicole was taken to Denny's, I-17 and Hwy 260 where she waited for a cab after John advised he did not want her in his home.

CV558512 – False Alarm

On 10/30/15 at 2255 hours, the alarm at 1000 Finnie Flats, Dollar General went off. The building was found to be secured with no signs of illegal entry. An RP could not be located.

Community Development Monthly Report October 2015



Building Division:

Robert Foreman – Building Official, Emily Diver – Residential Building Inspector & Permit Technician,
Sandra Farrar – 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 OCTOBER 2015
BUILDING DIVISION

Attended a Planning and Zoning meeting concerning a Use Permit for a winery in a Residential zoning district. Attended and testified in Magistrate Court for work performed by an un-licensed contractor.

Had a meeting with the Town Manager, Department Heads and Supervisors at the Marshal's office concerning personal policies and guidelines. Also attended a meeting with Kristi Gagnon, Fire Marshal, Mike Jenkins, Community Development Director and Mr. Morgan manager for Canyon Wood supply. Subject was a new building they want to place on the property.

Attended the AZBO Institute in Tucson the week of October 26th through the 30th for continuing education credits. I have three Certifications that are due for renewal in November and two Certifications that are due in May of 2016. Classes included Fuel Gas Plumbing, Mechanical installations, Legal Aspects, Conflict Resolution, Inspection Skills, Photo-voltaic Plan Check, Electrical Fundamentals.

Sandy Farrar was moved from part time to full time to replace the vacancy when Kendall Welch was named the Assistant Planner. There are four large commercial projects in addition to the Library and medical facility that will be starting up soon.

Completed 139 building inspections (it would not have been possible to perform this volume of inspections without Emily Diver doing many inspections), 14 residential plan check reviews, 3 commercial plan check reviews, 78 phone calls, 5 meetings, 5 miscellaneous site inspections, 11 miscellaneous postings, 4 transmittals, 3 business license application site visits, and 2 Stop Work Orders.



Robert Foreman CBCO
Building Official/Town Safety Officer.

BUILDING MONTHLY REPORT

October 2015	CURRENT MONTH	PREVIOUS MONTH	2015-2016 FY
PERMITS ISSUED	28	25	98
PERMITS FINALED	35	12	93
PLAN REVIEWS PERFORMED	17	26	76
INSPECTIONS PERFORMED	139	68	365
PHONE CALLS RECEIVED	377	441	1870
BUSINESS LICENSES REVIEWED	3	6	19
BUSINESS LICENSE INSPECTIONS	3	6	19
MISCELLANEOUS SITE INSPECTIONS	5	20	77
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	0	0	3
Stop Work Order	2	1	3
Grading Without Permit	0	0	0

MISCELLANEOUS:

PROJECTS: ALL

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

ISSUED DATES: 10/01/2015 THRU 10/31/2015

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
2015002 02-RES ADD	10/07/2015 1/12/2015	HAUSER FAMILY TRUST RESIDENTIAL ADDITION	102 KACHINA LANE 02-RESADD - RESIDENTIAL ADD	OWNER OWNER	RESIDENTIAL ADDITION 30,000.00	02-RES ADD 850.18
20150269 CU/TI	10/15/2015 9/02/2015	ARIZONA LESSOR-INFINIA INC COMMERCIAL TENANT IMPROVE	86 SALT MINE ROAD COMREM - COMMERCIAL REMODEL	OWNER OWNER	CHANGE OF USE/TENANT IMPROV 75,000.00	CU/TI 1,873.80
20150290 02-RES ADD	10/12/2015 9/23/2015	GERVASE, JAMES RESIDENTIAL ADDITION	1487 HORSESHOE BEND #77 02-RESADD - RESIDENTIAL ADD	OWNER OWNER	RESIDENTIAL ADDITION 360.98	02-RES ADD 39.60
20150293 SOLAR	10/07/2015 0/00/0000	SHELINE, CALVIN SOLAR INSTALLATION	323 7TH STREET SOLAR - SOLAR INSTALLATION	VERDESOLAR OWNER	SOLAR INSTALLATION 21,420.00	SOLAR 655.96
20150294 Z-VERIF	10/07/2015 9/24/2015	VERDE BREWING COMPANY VERIFICATION NON-CONFORM	724 INDUSTRIAL DRIVE VERIF - VERIFICATION NON-CO	OWNER OWNER	VERIFICATION NON-CONFORMING Z-VERIF 0.00	Z-VERIF 300.00
20150296 SOLAR	10/15/2015 0/00/0000	CHRITTON, GEORGE SOLAR INSTALLATION	360 FINNIE FLAT ROAD 8 SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 10,998.15	SOLAR 392.78
20150298 FIRE SPRK	10/19/2015 0/00/0000	COOK, RICHARD - QUINT FIRE SPRINKLER	684 INDUSTRIAL DRIVE FIRE - FIRE SPRINKLER	SIERRAFIRE OWNER	FIRE SUPPRESSION 1,076.00	FIRE 149.74
20150303 Z-TEMPUSE	10/21/2015 10/02/2015	VERDE RIVER RV RESORT TEMPORARY USE	1472 HORSESHOE BEND DRIVE Z-TEMP - TEMPORARY USE PERM	OWNER OWNER	TEMPORARY USE PERMIT 0.00	Z-TEMPUSE 150.00
20150304 16-COMREP	10/02/2015 10/02/2015	CAMP VERDE CHRISTIAN CHURCH COMMERCIAL REPAIR	621 HOWARDS ROAD 16-COMREP - COMMERCIAL REPA	MKECONSTRU OWNER	COMMERCIAL REPAIR 12,000.00	16-COMREP 366.71
20150305 01-NEW RES	10/05/2015 10/05/2015	ARMADILLO RV STORAGE LLC RESIDENTIAL SINGLE FAMILY	1011 SALT MINE RD R-3 - RESIDENTIAL ONE/TWO F	RIO DEVELO OWNER	NEW RESIDENTIAL 160,000.00	01-NEW RES 3,314.53
20150307 PLB-COM	10/06/2015 0/00/0000	ANDEAVORS LLC COM - PLUMBING	1580 STATE ROUTE 260 PLB-COM - COMMERCIAL PLUMBI	MULCAIRE&S OWNER	COMMERCIAL PLUMBING 58,301.00	PLB-COM 100.00
20150311 MECH-RES	10/08/2015 0/00/0000	LAKATOS, ARNOLD & DOROTH RES - MECHANICAL	1985 W. PARK VERDE RD MECH-RES - RESIDENTIAL MECH	OWNER OWNER	RESIDENTIAL MECHANICAL 0.00	MECH-RES 75.00
20150312 04-RES ACC	10/19/2015 10/08/2015	SANDERS, DAVID M & RAMON RESIDENTIAL ACCESSORY	4023 MIDDLE VERDE ROAD RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 5,000.00	RES ACC 1,545.40
20150314 SIGN-POLE	10/23/2015 0/00/0000	COURY, STEVEN C SIGN - POLE	5980 COURY DRIVE SIGN-POLE - POLE SIGN	OWNER OWNER	SIGN 1,000.00	SIGN 180.00
20150315 ZC	10/15/2015 10/13/2015	ASHLEY, CALVIN AND MICH ZONING CLEARANCE	1024 AFTON LANE	OWNER OWNER	ZONING CLEARANCE 1,000.00	ZC 85.00
20150316 ELE-RES	10/14/2015 10/14/2015	MANGANELLI, ROBERT RESIDENTIAL ELECTRICAL	2865 QUEEN LANE ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 600.00	ELE-RES 150.00

PROJECTS: ALL
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 10/01/2015 THRU 10/31/2015
 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
20150318 PORCH/PAT	10/22/2015 0/00/0000	ROSANE, RANDY & DEBBIE DNU - PORCH/PATIO/DECK	2041 CALLE SALIDA PORCH - PORCH/PATIO	OWNER OWNER	PORCH/PATIO/DECK 4,000.00	PORCH/PAT 260.31
20150320 MECH-RES	10/16/2015 10/16/2015	RUIZ, ALBERT & WANDA RES - MECHANICAL	1822 W ASH LANE ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	OTC-ELECTRICAL 700.00	MECH-RES 75.00
20150321 MH	10/29/2015 0/00/0000	BROOKS, LONNIE RES - MANUFACTURED HOME	4125 CLEAR CREEK MH - MANUFACTURED HOME	UNITSETS OWNER	MANUFACTURED HOME 20,000.00	MH 525.00
20150324 SOLAR	10/20/2015 0/00/0000	JOHNSON, MARY LU SOLAR INSTALLATION	706 S. AZURE DRIVE SOLAR - SOLAR INSTALLATION	277662 OWNER	SOLAR INSTALLATION 17,000.00	SOLAR 536.33
20150327 ELE-RES	10/23/2015 10/23/2015	FOGELSON, CRAIG RESIDENTIAL ELECTRICAL	1125 BLUE SAGE WAY ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 75.00
20150328 MECH-RES	10/26/2015 0/00/0000	PODSIADLO, MARTHA RES - MECHANICAL	842 S. 3RD ST MECH-RES - RESIDENTIAL MECH	OWNER OWNER	RESIDENTIAL MECHANICAL 0.00	MECH-RES 75.00
20150329 SOLAR	10/26/2015 0/00/0000	DUNAWAY, PAUL J. REVO TRUST SOLAR INSTALLATION	2410 W. WESTWOOD DRIVE SOLAR - SOLAR INSTALLATION	OWNER OWNER	SOLAR INSTALLATION 6,015.50	SOLAR 297.08
20150330 SOLAR	10/26/2015 0/00/0000	REED, PEGGY SOLAR INSTALLATION	1011 W. APACHE TRAIL SOLAR - SOLAR INSTALLATION	OWNER OWNER	SOLAR INSTALLATION 17,000.00	SOLAR 536.33
20150333 04-RES ACC	10/27/2015 10/27/2015	WALL, BARBARA RESIDENTIAL ACCESSORY	1487 Horse Shoe Bend 49 RES - RESIDENTIAL ACCESSORY	WILSON&SON OWNER	RESIDENTIAL ACCESSORY BUILD 1,100.00	RES ACC 212.46
20150334 MECH-COM	10/28/2015 10/28/2015	PACKAGING LLC COM- MECHANICAL	3850 CHERRY CREEK RD MECH-COM - COMMERCIAL MECHA	PRESCOTTSH OWNER	COMMERICAL MECHANICAL 23,000.00	MECH-COM 75.00
20150335 04-RES ACC	10/29/2015 10/29/2015	JUSTUS, JOHN RESIDENTIAL ACCESSORY	1620 W. BRONCO DRIVE RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 5,200.00	RES ACC 85.00
20150337 ELE-RES	10/29/2015 10/29/2015	YOUNG, JEFF RESIDENTIAL ELECTRICAL	1039 POWDER HORN ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 75.00
*** TOTALS ***		NUMBER OF PROJECTS: 28		VALUATION:	470,771.63	FEE: 13,056.21

PROJECTS: ALL

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

ISSUED DATES: 10/01/2015 THRU 10/31/2015

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

STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
01-NEW - RESIDENTIAL SINGLE FAMIL	1	160,000.00	3,314.53
02-RES - RESIDENTIAL ADDITION	2	30,360.98	889.78
04-RES - RESIDENTIAL ACCESSORY	3	11,300.00	1,842.86
16-COMREP - COMMERCIAL REPAIR	1	12,000.00	366.71
CU/TI - COMMERCIAL TENANT IMPROVE	1	75,000.00	1,873.80
ELE-RES - RESIDENTIAL ELECTRICAL	3	600.00	300.00
FIRE - FIRE SPRINKLER	1	1,076.00	149.74
MECH-COM - COM- MECHANICAL	1	23,000.00	75.00
MECH-RES - RES - MECHANICAL	3	700.00	225.00
MH - RES - MANUFACTURED HOME	1	20,000.00	525.00
PLB-COM - COM - PLUMBING	1	58,301.00	100.00
PORCH/PAT - DNU - PORCH/PATIO/DEC	1	4,000.00	260.31
SIGN-POLE - SIGN - POLE	1	1,000.00	180.00
SOLAR - SOLAR INSTALLATION	5	72,433.65	2,418.48
Z-TEMPUSE - TEMPORARY USE	1	0.00	150.00
Z-VERIF - VERIFICATION NON-CONFOR	1	0.00	300.00
ZC - ZONING CLEARANCE FOR	1	1,000.00	85.00
*** TOTALS ***	28	470,771.63	13,056.21

PROJECTS: ALL

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

ISSUED DATES: 10/01/2015 THRU 10/31/2015

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	1,000.00	85.00
02-RESADD - RESIDENTIAL ADDITION	2	2	30,360.98	889.78
16-COMREP - COMMERCIAL REPAIR	1	1	12,000.00	366.71
COMREM - COMMERCIAL REMODEL	1	1	75,000.00	1,873.80
ELE-RES - RESIDENTIAL ELECTRICAL	4	4	1,300.00	375.00
FIRE - FIRE SPRINKLER	1	1	1,076.00	149.74
MECH-COM - COMMERCIAL MECHANICAL	1	1	23,000.00	75.00
MECH-RES - RESIDENTIAL MECHANICAL	2	2	0.00	150.00
MH - MANUFACTURED HOME	1	1	20,000.00	525.00
PLB-COM - COMMERCIAL PLUMBING	1	1	58,301.00	100.00
PORCH - PORCH/PATIO	1	1	4,000.00	260.31
R-3 - RESIDENTIAL ONE/TWO FAMILY	1	1	160,000.00	3,314.53
RES - RESIDENTIAL ACCESSORY BUILDING	3	3	11,300.00	1,842.86
SIGN-POLE - POLE SIGN	1	1	1,000.00	180.00
SOLAR - SOLAR INSTALLATION	5	5	72,433.65	2,418.48
VERIF - VERIFICATION NON-CONFORMING	1	1	0.00	300.00
Z-TEMP - TEMPORARY USE PERMIT	1	1	0.00	150.00
*** TOTALS ***	28	28	470,771.63	13,056.21

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: 10/01/2015 THROUGH 10/31/2015
USE SEGMENT DATES: NO
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
USE SEGMENT DATES: NO

PRINT OPTIONS

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

*** END OF REPORT ***

Planning & Zoning Monthly Report

October 2015



October 1, 2015

Community Development Director Michael Jenkins, Assistant Planner Kendall Welch, Building Official Robert Foreman, Building Inspector Emily Diver, and Permit Technician Sandra Farrar attended a pre-application phone conference with the Design Professional Team assigned to a new commercial project located on Finnie Flat Road. The Design Professional Team will be moving forward with the Development Standards Review process sometime in the very near future.

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended the Special Session of the Planning & Zoning Commission. On the agenda was a Use Permit to allow for Agri-Tourism in a residential neighborhood zoned R-R. The Planning & Zoning Commission recommended approval of Use Permit 20150245 to Council in perpetuity. Item will be moving forward to Council on October 28th, 2015.

October 6, 2015

Assistant Planner Kendall Welch accepted Use Permit Application 20150310 for the Verde River RV Resort, formerly known the Camp Verde RV Resort. The Use Permit Application has been tentatively scheduled to be heard before the Planning & Zoning Commission on December 3rd, 2015 and Council on December 16th, 2015. The project includes approximately 150 RV Sites, 3 bath houses, 1 operations/reception center, 1 recreation building, 1 maintenance building, 1 propane fill station, 1 pump station, 1 wastewater treatment plant, 1 elevated spa, 1 miniature golf area, 2 dog parks, 2 pickle ball courts, 1 playground with basketball court, 1 horseshoe pits, and 1 additional well.

October 8, 2015

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended a General Plan Work Session of the Planning & Zoning Commission. The Planning & Zoning Commission discussed the Housing Element, and Economic Development Element, as well as a possible Text Amendment to the Agri-Tourism requirements of the R-R (Residential Rural) Zoning District.

October 13, 2015

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended the Regular Session of the Board of Adjustments. The Board of Adjustments

discussed a Variance for a side yard setback of twenty five (25) feet to seven feet (7) due to steep sloped terrain and flood plain requirements. The Board unanimously approved the Variance.

October 14, 2015

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended a General Plan Sub-Committee meeting. The sub-committee discussed proposed changes to the Economic Development Element of the General Plan as well as the Trails Map from the Transportation and Circulation Element. The sub-committee will require an additional meeting on October 21st, 2015 in order to finish reviewing all of the proposed materials for the Economic Development Element.

October 15, 2015

Community Development Director Michael Jenkins, Assistant Planner Kendall Welch and Public Works Director Ron Long had a meeting with the Design Professional Team of a proposed subdivision located on Arena Del Loma. The Design Professional Team is hoping to submit their plans for Preliminary Plat sometime in the very near future.

October 21, 2015

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended a General Plan Sub-Committee meeting. The sub-committee discussed and finalized proposed changes to the Goals of the Economic Development Element of the General Plan. This item will move forward to the Planning & Zoning Commission on November 12th, 2015.

October 22, 2015

The General Plan Work Session of the Planning & Zoning Commission was cancelled.

October 27, 2015

Assistant Planner Kendall Welch accepted Development Standards Application 20150332 for a proposed new commercial project located on Finnie Flat Road. The Development Standards Review Meeting has been tentatively scheduled for December 1st, 2015 and the Design Professional Team has been notified.

October 28, 2015

Community Development Director Michael Jenkins and Assistant Planner Kendall Welch attended the Council Hears Planning & Zoning Matters at 6:30PM. On the agenda was a Use Permit to allow for Agri-Tourism in a residential neighborhood zoned R-R. At the recommendation of the Planning & Zoning Commission, Town Council unanimously approved the Use Permit, and Resolution 2015-946.

Code Enforcement Fiscal Year 2015-2016

No abatements as of October 31, 2015

Location	Total Cost Per Nuisance Abatement

Total

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

Code Enforcement:

Total Complaints: 6

Violations Found: -

Violation Not Found: -

Cases Closed: 6

Open Complaints 60

Abatements: 0

Other statistics for the month

Zoning Clearances Residential: 15

Zoning Clearances Commercial: 2



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 – October 2015
DATE: 11/12/2015
CC: Department Heads

Library Construction Update: The project kept on track despite the variable weather. Seeing the new library towering over the current one is incredible. It's going to be a true community center when completed.



Changes in personnel all converged in the month of October.
Technical Services Library

Specialist, Valerie Foster submitted her notice of retirement. She has been with Camp Verde Community Library 20 years – starting out as a volunteer and moving into employment 16 years ago. Valerie began her career in a field where written instructions and training were part and parcel of every new piece of equipment or procedure. She is ending it after having adapted to a work world requiring continual self-learning and interpretation of procedures and policies. She has done an excellent job of mastering the Technical Services/Cataloging position while maintaining her sense of humor and challenging the rest of us to rise to her level of attention to detail. We will miss Valerie on the CVCL Team, but we wish her many days of pleasure and peace as she pursues her personal interests.

Youth Service Librarian, Dianna Manasse, left library employment. She was with us nearly two years, bringing a lot of energy and progress to our kids and youth programs. We plan to continue that work. Sebra Choe, Library Specialist for TAB and Teen Programs, also planned to resign, but graciously decided to stay to help us keep Teens Live! And TAB going when she found out Dianna was leaving. So... we will be doing a bit of restructuring and hiring replacements in the next few months.

Thanks to Amber Polo, the library has brought several topnotch writing workshops to Camp Verde. In October, she arranged two. Bill Helm and Mark Lineberger talked about tips for writing great press releases and

Gary Every taught a group of writers how to refine the story plot and self-edit by paying attention to one specific element at a time. Amber works tirelessly to help us with writing workshops and Monday writing groups. Her volunteer activity is invaluable to us and makes a positive impact on our community. She is demonstrating one aspect of the potential of the new library to host programs and events that benefit Camp Verde citizens.

CVCL once again enjoyed staffing the gazebo for Trunk or Treat on Main Street at the end of this month. Mike Marshall at Parks & Recreation does an amazing job of making participation a pleasure. This is our third year at Trunk or Treat on Main. It's gotten bigger and better each 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>

OCTOBER 2015 CAMP VERDE COMMUNITY LIBRARY USE STATISTICS

Oct-15 Oct-14 % change YTD-FY16 YTD-FY15 % change

	Oct-15	Oct-14	% change	YTD-FY16	YTD-FY15	% change		
In-Library Uses								
Traffic Count	6,298	5,781	8.9%	18,089	17,057	6.1%	Average Monthly Library Uses per Active Patron	
New Cards Issued	59	44	34.1%	186	199	-6.5%		
Public Computer Use	1,965	853	130.4%	5,905	2,823	109.2%		
Early Literacy Computer Use	85	n/a		262	n/a			
Requests for Computer Help	110	n/a		342	n/a			
Reference Questions	170	207	-17.9%	495	475	4.2%		
Total In-Library Use	8,687	6,885	26.2%	25,279	20,554	23.0%		
Total Number Library Patrons	3,912	3,156	24.0%				2.6	
Total Patrons Active in Last 18 months	3,365	2,747	22.5%					
Library Programs								
Adult Programs	23	17	35.3%	62	42	47.6%	Average Circulation Activity per Open Hour	
Adult Program Attendance	110	64	71.9%	277	143	93.7%		
Adult Program Hours	4	23.5	-83.0%	18	46	-61.5%		
Youth Programs	30	29	3.4%	77	77	0.0%		
Youth Program Attendance	460	335	37.3%	1,051	1,060	-0.8%		
Youth Program Hours	33	77	-57.1%	76	217	-65.0%		
Programs Off-Site	6	5	20.0%	15	15	0.0%		
Total Library Program Attendance	570	399	42.9%	1,113	1,102	1.0%		
Circulation								
Items Checked Out	4,513	4,405	2.5%	13,485	12,590	7.1%		Average Circulation Activity per Open Hour
Items Checked In	5,159	5,352	-3.6%	15,750	13,830	13.9%		
Items Used In-Library	329	411	-20.0%	1,012	1,130	-10.4%		
Renewed Items	991	962	3.0%	2,596	2,384	8.9%		
Total Circulation	10,001	10,168	-1.6%	30,247	27,550	9.8%	158.7	
Circulation Areas of Interest								
Audio Books	154	224	-31.3%	492	550	-10.5%	Average Circulation Activity per Open Hour	
DVDs & VHS	1,811	1,220	48.4%	4,783	3,522	35.8%		
eBooks	298	213	39.9%	862	644	33.9%		
Youth eBooks	32	23	39.1%	120	160	-25.0%		
iPads & e-readers	10	n/a		53	n/a			
Large Print	166	175	-5.1%	648	495	30.9%		
Magazines	62	141	-56.0%	291	506	-42.5%		
Kids & Teens Material	1,523	1,289	18.2%	4,653	4,319	7.7%		
Transits, HOLDS & InterLibrary Loans								
HOLDS Filled	824	827	-0.4%	2,559	2,369	8.0%	Average Circulation Activity per Open Hour	
Transit Items Sent & Received	n/a	1,489		n/a	4,281			
CVCL ILL Items Going Out	27	35	-22.9%	76	92	-17.4%		
ILL Items for CVCL Patrons	8	5	60.0%	21	23	-8.7%		
Total Transit, HOLDS & ILL Activity	824	2,316	-64.4%	2,559	6,650			
Library Volunteers								
Number of Volunteers	36	32	12.5%	97	90	7.8%	Average Circulation Activity per Open Hour	
Number of Hours Given	708	580	22.1%	2,031	1,786	13.7%		
Average Hours/Volunteer	19.7	18.1	8.5%	20.9	19.8	5.5%		
Collection & Development								
New Kids & Teen Material Added	35	56	-37.5%	130	242	-46.3%	Number of Items Owned per Capita (pop 11,500)	
New Books Added	104	109	-4.6%	311	383	-18.8%		
New Audio-Visual Material Added	111	151	-26.5%	213	341	-37.5%		
Total Items Added	215	260	-17.3%	524	724	-27.6%		
Total Items Owned	30,409	31,449	-3.3%				2.6	
Mending & Donations								
Items Mended or Repaired	47	101	-53.5%	276	235	17.4%	Average Circulation Activity per Open Hour	
Donations Processed	452	172	162.8%	1,479	2,328	-36.5%		
Donations Cataloged	124	47	163.8%	300	145	106.9%		



Public Works October 2015

Engineering:

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

- o NACOG Technical Subcommittee
- o Rural Transportations Conference
- o CDBG
 - o Paving completed
- o Finnie Flat Sidewalk Project
- o ADOT-SR260
 - o Utility Coordination meeting
 - o Back age Roads
 - o Grief Hill Wash Site Review
 - o Mike Mulcaire
 - o Progress Meeting
 - o Jerry Eaton
 - o Camp Verde Water Meeting with ADOT
- o Community Development Meetings
- o Library
 - o Weekly construction progress meeting
 - o Meeting with Joel Westervelt
- o Training
 - o ADOT ROW training
- o SciTech Festival

Streets:

- o Grading
 - o Middle Verde
 - o Newton
- o Mowing of ROW
- o Continue to Assisted with Verde Lake Flooding Clean up
- o Daily work orders
- o HSIP Grant
 - o Stage 3 and 4 Signs inventory are being installation
- o Equipment Maintenance
 - o Misc maintenance on equipment
- o Road Repair Project
 - o Quaterhorse
- o Repairing Bridge at Townhouse
- o Assisted with Road Closures for Trick or Treat on Main

Sewer:

- Marked 59 blue stakes
- 5 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. All lines from across I17 to Bashas' have been cleaned
- All staff attended Confined Space and Competent Person certification class
- Conducted a test of a screw filter press that could be utilized in the future
- All operators are wearing gas meters for site monitoring of dangerous gasses
- There have been delays in the construction of the new Headworks. It is still in progress
- Worn manhole covers and rings were replaced on 3rd, 4th, 5th and Arnold Terrace. This was accomplished before the roads were resurfaced
- All OSHA required remediation has been completed

Maintenance:

- Assisted with Fort Verde Days event
- Assisted Fort Verde State Park setting up and taking down tents for Fort Verde Days
- Mains St Banners Down
- Facility Maintenance
 - CVMO Parking Lot lighting repairs
 - Installed gun locker at CVMO
 - Remolded HR Office
- Butler Park
 - Monitor and assisted with the play round installation at Butler Park
 - Installed new fall material
 - Assessed lighting for MUSCO warranty work
 - Prep, Drag and trimmed ball field
- Sesquicentennial Park
 - Installed plaques
- Daily Work Orders
- Town Grounds
 - Tree and bush trimming
 - Mowing and cleaning of weeds
 - Seeded with Winter Rye on Town grounds
 - Repaired sidewalks (grinding and patching)
- Assisted with Trick or Treating on Main St
- Monthly pool maintenance

Parks & Rec:

- Continued to handle requests for facility use at the Community Center and 200 building as well as the various sports fields.
- Purchased approximately \$2,500, 25 cases, of candy for Trunk or Treat Main Street Halloween. Volunteers sorted and delivered most of the candy prior to the event. Mike Marshall and Deb Ranney delivered the rest to various groups and individuals as well as resupplying during the event. The crowd appeared to be a much larger crowd than last year.
- Assisted with operations at Fort Verde Days.
- Worked with OLLI Steering Committee to ensure new OLLI classes started well.
- In cooperation with Camp Verde Community Library held two Free Friday Family Movie Nights.
- Grasshopper Basketball for 1st – 4th grade started playing October 17 with 72 kids playing.
- Participated in ribbon cutting ceremony for Sesquicentennial Park.
- Hired a part time Recreation Aide to assist with activities and operations starting in November.
- Worked with a volunteer facilitator to organize an Adult Co-Ed Volleyball League which will start playing November 1.
- Attended the annual AZPRA Aquatics Symposium in Mesa.
- Worked with Economic Development about River Recreation Master Planning.
- Continued to meet with Kathy Hellman, representatives from the CVUSD and others about SciTech and Friday program options.