

February 2012 Monthly Report



Town Manager
Russ Martin
928-567-6631 ext 102

DEPARTMENT HEAD INFORMATION

<i>Clerk</i>	<i>Debbie Barber</i>	<i>ext 107</i>
<i>Finance Director</i>	<i>Mike Showers</i>	<i>ext 109</i>
<i>Economic Development Director</i>	<i>Mel Preston</i>	<i>ext 103</i>
<i>Marshal</i>	<i>Nancy Gardner</i>	<i>ext 406</i>
<i>Engineer/Public Works</i>	<i>Ron Long</i>	<i>ext 129</i>
<i>Magistrate</i>	<i>Harry Cipriano</i>	<i>ext 128</i>
<i>Librarian</i>	<i>Gerard Laurito</i>	<i>567-3414</i>
<i>Community Development</i>	<i>Mike Jenkins</i>	<i>ext 118</i>

Office of the Town Clerk

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.



Monthly Report for February 2012 ~

Business Licenses – We processed 6 new business licenses, 25 renewals, and 39 Special Event permits during the month of February, bringing our total business licenses on file to 690.

Liquor Licenses

We did not process any liquor license applications during the month of February.

Information Requests/Research Hours – We had 12 in-house (Staff & Council) requests for information and no public requests, requiring two hours of research time. Note: having the minutes and other documents on our web page continues to prove effective by the reduced number of information requests, paper to make copies, and staff research time.

Citizen Complaints – There were no written complaints filed in February.

Customer Assistance – February 2012 averaged 40 customer assistances per day for a total of 690 phone calls and visitors. Customer Assistance includes public, staff and Council members.

Meetings – There were five Council meetings in February, for which we prepared agendas, agenda packets, minutes, addenda, amendments, etc. We posted three public notices.

Ordinances and Resolutions – We processed two resolutions during the month of February.

Records Management – As reported last month we recently discovered that criminal case records from the prosecuting attorney had been placed in boxes over the past several years without proper processing. We have not had the manpower or time to continue working on this project this past month.

Special Assignments –

CDBG

#100-11 Hollamon Street Improvement Project – This project continues to remain in the Public Works Dept. and cannot move forward until the easement issues are resolved. The 2-year completion date for the project is October 2012.

ADOH HOME Grant

#302-11 Owner-Occupied Housing Rehabilitation Project –

The bid packet for the replacement project has been prepared, reviewed, and approved by the Arizona Department of Housing and the Town Attorney. The advertisement will go out on March 23. The homeowner will select the contractor based on the lowest bid. This project should begin in late April or early May.

The other two projects will also be bid shortly.

Training

Staff did not attend any training sessions during the month of February. However, we did purchase and read two new instructional books regarding the proper recording of minutes.

We continue to seek out online training opportunities to the extent practicable.

“How-to” Corner

How do I prepare an Agenda Item Submission Form (aka Staff Report)?

The agenda procedures are outlined and explained in detail in the TOCV Policies & Operations Guide - *Agenda Item Guidelines Section*. The Guide and templates are located on the ‘S’ drive in the Public Folder.



It might be helpful to understand what happens to items that are submitted for the Mayor and Council’s business agenda packets. Agenda items and supporting documentation are due in the Clerk’s Office by 12:00 p.m. on the Monday the week before the Wednesday meeting. Please note that this deadline was instituted by the Council and is not an arbitrary date and time.

On Monday afternoon, the Clerk compiles all items that have been received for the following week’s meeting and prepares a draft agenda that is forwarded to the Town Manager for review. During the period between Monday afternoon and Wednesday morning, the Manager will review and authorize the items to be placed on the agenda.

On Wednesday afternoon prior to each business meeting, the Town Manager, Clerk, Mayor, and other interested Council members meet to review the proposed agenda. If the necessary approvals have been obtained, complete supporting documentation included, and the issue is ready for Council consideration, the item will be included on the final agenda. If the documentation is inadequate, or if approvals have not been obtained, the staff resource will be contacted by the Clerk about refinements that should be made to improve the agenda item or to advise that the item has been removed from this agenda. Note: the Clerk’s Office staff is experienced and has a good understanding of the needs of Council members. Our intent is to offer helpful advice and assistance that will make your job easier during the Council meeting.

The Clerk prepares the final meeting packets for the Mayor and Council on Thursday morning prior to the Wednesday meeting. This allows the Mayor and Council a few days to read and absorb the substantial, and often voluminous, agenda packet prior to the Wednesday meeting. The agenda and the agenda packet are also posted in accordance with Arizona open meeting law and Town Code at this time. Council members expect their packets to be ready early Thursday morning. Late submissions delay their packets and cause them multiple trips to the office. You should make every effort to ensure that your submissions are timely.

Please note that items submitted after the agenda has been finalized and notices posted, require a separate posting and a supplement created for the Mayor and Council. We recognize that late or emergency agenda items sometimes cannot be avoided. As such, we are able to accommodate true emergencies. However, late additions always **require** authorization from the Manager **and** Mayor. It is important to submit agenda items on time to avoid the cumbersome process of handling late items and the dreaded “GREEN SHEETS.”

The following is a summary of the important sections of the Agenda Item Submission Form. Again, please see the Agenda Item Guidelines Handbook on the ‘S’ drive for a full explanation, templates, and samples.

Agenda Title:

Agenda Title - in order to inform the public, the title should adequately describe the action to be taken by the Mayor and Council. For example do NOT say “Discussion and possible action on the Community Park”, but rather, “Discussion, consideration, and possible direction to staff relative to the location of the ball fields in the Community Park.” This alerts the public to the exact action that the Mayor and Council are anticipated to take as it relates to this item.

Background:

This is the substance of the agenda item submission form. Every agenda item should pass the layman’s test. That is, does the background section provide enough information to a person reading it to enable him or her to make a sound and thoughtful decision on the item? An easy way to assess this for yourself is to imagine what questions you might ask if you were the person making the decision on the item. Consequently, the background section should answer all the basic questions of who, what, when, where, why, how and how much? Briefly explain the problem or opportunity being addressed by the agenda item, what the proposed action entails, time frames (if appropriate), persons and/or agencies involved, and any other relevant information. Additional detail can be included in your Staff Report (Section II).

Never assume that the Mayor and Council (or the public) are familiar with the subject matter or the acronyms you may use. Remember that you are dealing with issues within your purview every day; yet a particular item may come before the Mayor and Council only once a year, so it is important to establish the foundation every time. Equally as important, your agenda items also serve as the historic record of the action taken. Therefore, it is essential that agenda items are clear and concise and thoroughly explain the reasons for action taken for future reference purposes.

Recommended Action:

This section represents the formal action to be taken by the Mayor and Council. The Recommended Action statement should serve as the motion that a Council member can read directly into the record. Your recommendation should be complete, thorough, and contain essential information that summarizes the action being taken by the Mayor and Council. For example, a poorly written Recommended Action statement would read, “Sign the attached document”. A well-crafted Recommended Action statement would read, “Approve the Intergovernmental Agreement with the Town of ABC for road maintenance services on Main Street and authorization for the Mayor to execute the contract documents”. The latter statement authorizes signature of the document and identifies:

- A. What is being done (what it accomplishes);
- B. What kind of document it is; and
- C. Whom it involves.

Whenever money is involved, the action statement should also reference the amount. For example, an award of bid Recommended Action statement might read, "Award the bid for widgets for the year 2012 to ABC Construction Company in the amount of \$10,000". Once again, the statement explains:

- A. What is being done;
- B. Who is involved; and
- C. The associated cost.

This concludes the February "How-to Corner".

As always, please let us know if we can be of assistance or if you have any questions, comments, or concerns.

Respectfully submitted,

Debbie Barber, MMC
Town Clerk

Reflection of the month:

*A true Master is not the one with the most students –
but one who creates the most Masters.*

Memorandum

To: Russ Martin, Town Manager
From: Mel Preston, Economic Development Director
Date: March 5, 2012
Cc: Department Heads
Re: Monthly Report – February 2012

Week of Feb 6

- Staff on CIP prioritization
- CIP Council work session
- Tourism Group meeting

Week of Feb 13

- CIP prioritization meeting
- SEDI prep meeting with Russ
- Archaeology Center
- Nikki Miller-community events
- ACA research for local client expansion
- Toured NEI bldg., local client expansion
- Kyle French on FFF

Week of Feb 20

- FFF Planning, wagon route
- CIP prioritization
- Hosted SEDI meeting and downtown tour
- Presented at Kiwanis group
- Prepped FFF programs for distribution (300)
- Met with Yavapai Broadcasting staff for Petapalooza promotional flyers

Week of Feb 27

- Met with general contractor from SEDI board on discounted contracting through special procurement contract with the state
- State parks on 12/13 IGA for Fort Verde
- ACA hosted meeting in Flag on Downtown Redevelopment and brownfield grants
- Attend Sedona COC hosted event, AOT update and networking
- Attend IEDC Marketing and Attraction Conference in Phx – main take-aways include:
 - Critical to have a strong Web presence and attraction campaign
 - Use GIS software if feasible
 - Essential to have presence on Facebook
 - Essential to have presence on LinkedIn (organizational)

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: February 2012

CRIMINAL TRAFFIC

	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	22	3	169	194
Filed	11	2	26	39
Transferred In	0	0	0	0
SUBTOTAL	33	5	195	233
Transferred Out	0	0	0	0
Other Terminations	6	3	56	65
TOTAL TERMINATIONS	6	3	56	65
Statistical Correction	0	0	0	0
Pending End of Month	27	2	139	168

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

TRAFFIC FAILURE TO APPEAR**

Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
222	3	0	225	0	2	2	0	223

****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: **1** Criminal Traffic/FTA Jury Trials Held: **0**

CIVIL TRAFFIC

Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Default Judg- ment	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
262	139	0	401	0	9	163	172	0	229

Civil Traffic Hearings Held: **4**

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)

Filed	43	Trans In	0	TOTAL	43
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LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: February 2012

MISDEMEANOR

	Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Tran Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (j)
Misdemeanor (Non-Traffic)	542	17	0	559	0	22	22	0	537
Failure to Appear (Non-Traffic)	2	0	0	2	0	0	0	0	2
TOTAL	544	17	0	561	0	22	22	0	539

TRIALS HELD

Misdemeanor Court/FTA Trials Held: **3** 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)
	1	1	0	2	0	0	0	0	2

Felony Preliminary Hearings Held: **0** Felony, Misdemeanor, Criminal Traffic Initial: Appearances: **37**

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	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: February 2012

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

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

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

DOMESTIC VIOLENCE/HARASSMENT PETITIONS

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

HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT
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Order of Protection: **1** Injunction Against: **1**

SPECIAL PROCEEDINGS/ACTIVITIES

Peace Bond Complaints Filed: **0** Fugitive Complaints Filed: **0**

Juvenile Hearings Held: **0** Search Warrants Issued: **6**

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 4 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report
Month/Year: February 2012

WARRANTS OUTSTANDING

TRAFFIC WARRANTS OUTSTANDING

D.U.I.	112
Serious Violations	9
All Other Violations	571
TRAFFIC TOTAL	692

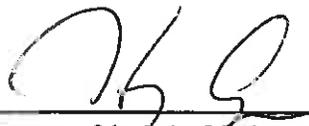
CRIMINAL WARRANTS OUTSTANDING

Felony	0
Misdemeanor	614
CRIMINAL TOTAL	614

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



Signature of the Judge/Magistrate (or designee)



Name of Preparer

3-1-12

Date of Preparation

CAMP VERDE MUNICIPAL COURT

MONTHLY TRANSMITTAL

Date: March 1, 2012

From: Camp Verde Municipal Court

Check #: 5048 Amount of Check: \$ 66,346.56

RECEIVED AND ALLOCATED TO BELOW ACCOUNTS BY _____

REVENUE ACCOUNT NUMBER

01-300-40-413000 \$60,870.72

Fines/Fees/Forfeitures-before check requests below

01-300-40-431000 \$1348.83

Court Appt'd Atty. Reimbrs.

05-310-40-413100 \$459.57

Local JCEF Fund

05-330-40-413300 \$3520.79

Court Enhancement Fund

21-600-40-413000 \$ 146.65
Camp Verde Marshal's Safety Equip. Fund

**CHECK REQUESTS
AS PER ENCODE AUTOMATED REQUESTS**

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

VENDOR #	AGENCY	AMOUNT	ACCOUNT#
002693	Yavapai Apache Nation Police Dept. Fines & Safety Eqpt.	\$255.95	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$852.16	01-300-40-413000
000117	Arizona State Treasurer	\$32,766.23	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$308.24	01-300-40-413000
003572	Motor Vehicle Division Refund Unit	\$8.00	01-300-40-413000

MONTH END February 2012

AGENCY	DESCRIPTION	MONTHLY REVENUE	City General Fund	Local Court Enhancement	MARSHAL Offcr Safety	Local JCEF	Yavapai City Jail Fees	YAN Tribal Police	DPS Offcr Safety	MVD/ADOT Offcr Safety	State Treasurer
ZATT	ATTORNEY FEE INDICENT	\$1,348.83	\$1,348.83								
ZCEF	CLEAN ELECTIONS	\$2,494.49									\$2,494.49
ZCEH	COURT ENHANCEMENT	\$3,520.79		\$3,520.79							
ZCJEF	CRIMINAL JUSTICE ENHANCEMENT	\$11,808.44									\$11,808.44
ZCPRF	CHILD PASSENGER RESTRAINT	\$50.65									\$50.65
ZDDS	DEFENSIVE DRIVING DIVERSION	\$2,619.00	\$2,619.00								
ZDECJ	DRUG & GANG ENFORCEMENT	\$1,591.93									\$1,591.93
ZDEFP	DEFERRED PROSECUTION	\$950.00	\$950.00								
ZDNAS	DNA STATE 3% & 7% SURCHARGE	\$1,633.73									\$1,633.73
ZDUJA	DUJI ABATEMENT	\$47.00									\$47.00
ZDVSF	DOMESTIC VIOLENCE SHELTER FUND	\$150.00									\$150.00
ZFAR61	FARE 18%	\$2,080.59									\$2,080.59
ZFAR62	FARE \$35.00	\$634.99									\$634.99
ZFINE	BASE FINES	\$19,799.33	\$19,799.33								
ZFORF	BOND FORFEITURES	\$0.00	\$0.00								
ZFTGS	FILL-THE-GAP SURCHARGE (7%)	\$1,746.21									\$1,746.21
ZXDUI	XTRA DUJI ASSMT	\$134.02									\$134.02
ZGFND	GENERAL FUND	\$0.00									
ZHRFD	HWY USERS TO DPS % REG 28-2533C	\$0.00									\$0.00
ZHRF1	HIGHWAY USER OVERWEIGHT	\$0.00									\$0.00
ZHRF3	HURF 28-2533C REGISTRATION	\$0.00									\$0.00
ZHRFC	HURF TO CITY PD % REG 28-2533C	\$0.00	\$0.00								\$0.00
ZJCL	JCEF LOCAL TIME PAYMENT	\$454.50				\$454.50					
ZJCLF	JCEF LOCAL FILING FEES	\$5.07				\$5.07					
ZJCS	JCEF STATE TIME PAYMENT	\$847.50									\$847.50
ZJCSF	JCEF STATE FILING FEES	\$11.88									\$11.88
ZJF	JAIL (INCARCERATION) FEES	\$735.10				\$735.10					
ZLCL	LOCAL COSTS/FEE WARRANTY/DEFAULT	\$2,484.06	\$2,484.06								
ZLOCL	BONDS FORFEITED TO CITY GENERAL FUND	\$0.00	\$0.00								
ZMISC	MISCELLANEOUS FEES	\$44.55	\$44.55								
ZMSEF	MEDICAL SERVICES ENHANCEMENT	\$3,264.16									\$3,264.16
ZOS1	2011 ADD'L ASSMT-STATE TRSR	\$936.35									\$936.35
ZOS11	OFFCR SAFETY EQUIP-MARSHAL	\$146.65									\$146.65
ZOS14	OFFICER SAFETY-YA POLICE	\$5.30						\$5.30			
ZOS2	ADD'L ASSMT-CNTY TRSR	\$117.06									\$117.06
ZOS6	OFFCR SAFETY EQUIP-DPS	\$308.24							\$308.24		
ZOVR	OVER PAYMENT REFUNDABLE	\$17.00	\$17.00								
ZOVR	OVER PAYMENT FUND FORFEIT	\$2.23	\$2.23								
ZOVR	OVERPAYMENT REFUNDED	(\$17.00)	(\$17.00)								
ZPCOF	PRISON CONSTRUCTION DUJ	\$1,242.64									\$1,242.64
ZPRSU	PROBATION SURCHARGE (\$5.00 & \$10.00)	\$2,900.48									\$2,900.48
ZPSEF	PUBLIC SAFETY / EQUIPMENT FUND	\$941.17									\$941.17
ZPUBZ	PUBLIC DEFENDER FEES	\$106.07	\$106.07								
ZRCA	REGISTRAR OF CONTRACTOR	\$0.00									\$0.00
ZRST	RESTITUTION IN (TRUST)	\$0.00	\$0.00								
ZRT	RESTITUTION OUT	\$2,265.00	\$2,265.00								
ZROUT	STATE HIGHWAY 28-6991, 28-6993F	(\$2,265.00)	(\$2,265.00)								
ZSHWY	STATE HIGHWAY 28-710C	\$0.00									\$0.00
ZSHWZ	STATE HIGHWAY 28-710C	\$0.00									\$0.00
ZSLPC	DSPLY SUSP PLATE (CITY)	\$674.90	\$674.90								
ZSLPD	DSPLY SUSP PLATE (DPS)	\$250.00									\$250.00
ZSLPT	DSPLY SUSP PLATE (TRIBAL)	\$250.65						\$250.65			
ZOS6	OFFCR SAFETY EQUIP-MVD/ADOT	\$8.00								\$8.00	
Totals		\$66,346.56	\$26,028.97	\$3,520.79	\$146.65	\$459.57	\$852.16	\$255.95	\$308.24	\$8.00	\$32,766.23
		Total REVENUE COLLECTED	Total City GEN FUND Net Amount	Total Local COURT Enhancement	Total MARSHAL Safety Equip	Total Local JCEF	Total YC Jail	Total YAN Tribal Police	Total DPS Safety Equip	Total MVD/ADOT Safety Equip	Total STATE Treasurer

I, Judge Harry Cipriano, Magistrate of the Town of Camp Verde Precinct in Yavapai County Arizona, do hereby certify the foregoing is a true and correct account of the fees and fines collected by me for the month of February 2012

SIGNED:  DATE: 2-6-12

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

STATE REMITTANCE REPORT

REPORT FEBRUARY 2012

DEPOSITOR CODE # 6332

Depositor Name: CAMP VERDE MUNICIPAL COURT
Address: 473 SOUTH MAIN STREET, SUITE 107
CAMP VERDE AZ 86322

Preparer: Asst. Magistrate, Jacque P. Daughety

Phone No.: 928-567-6635

Negative amounts are not to be used on this form
 (Contact this Office for guidance regarding the handling of negative entries)

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
FINES & FEES		
Confidential Inter Fund	08-135; 12-284D; 12-284.03A8	
Juvenile Family Counseling	08-263C	
Victim's Rights-Juvenile	08-418; 41-191.08	
AHCCCS	11-292	
JCEF-Filing Fees (ZJCSF)	12-284.03A7; 22-281C1; 22-404C1	11.88
JCEF-Time Payment (ZJCS)	12-113G; 12-116B	847.50
JCEF - Diversion Fee	12-113H	
JCEF- Probation Surcharge (ZPRSU)	12-114.01	2900.48
DNA Penalty Assessment (ZD'NAS)	12-116.01C	1633.73
Domestic Violence	12-284.03A2	
Drug Prevention Res Center	12-284.03A1; 41-2402H	
Child Abuse	12-284.03A3	
Sex Offender Monitoring Fund	13-119	
2011 Add'l Assmnt(**see below)	12-116.04C (ZOS1)	936.35
State Treas.use only		
50%	GTEM 50%	PSEF 50%
Anti-Racketeering Fund	13-811B; 13-2314.01	
Drug & Gang Enforce Acct (ZDECJ)	13-811C; 41-2402	1591.93
Community Punishment		
Program Drug Fines	13-821; 12-299	
Citizens Clean Election Fund (ZCEF)		
16-949D; 16-954C		2494.49
Game & Fish - Wildlife	17-313A	
AZ Lengthy Trial Fund	21-222	
Alternative Dispute	22-281C2; 12-135;	
Resolution Fund	12-284.03A5	
Mining Fees	27-208D	
Child Passenger Restraint (ZCPRF)	28-907C	50.65
DPS - Civil Penalty (HRFD)(HRFV)(ZHRF1 OV W)	28-2533C; 28-4139 (HRF3)	
DUI Abatement Fund (ZDUIA)	28-1304; 28-1382,3	47.00
Civil Penalties (General Fund)	28-737; 28-876; 28-2416	
AZ Highway Fines (HURF)(ZSLPD)28-5438F; 28-2533C		250.00
Victim Comp/Assistance	31-411F; 31-466B	
Registrar of Contractors (ZRCA)	32-1107; 1124; 1166	00.00
MSEF Penalty Assessment (ZMSEF)		
36-2219.01; 12-116.02F		3264.16
CJEF Penalty Assessment (ZCJEF)	41-2401; 12-116.01	11808.44
Arson Detection Reward Fund	41-2167D	
FTG Penalty Assessment 7% (ZFTGS)		
41-2421J; 12-116.01B		1746.21
Prison Overcrowding Fund (ZPCOF)	41-1651	1242.64
Dept of Law - Crim. Cases	41-2421E4	

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
FINES & FEES (continued)		
DUI, OUI Assess. (Gen. Fund) 5-395.01,(TIL 12-31-08)		
(ZXDUI)		134.02
DUI, OUI Assess 5-395.01(12-31-08& after)5-396,7;28-1381-3		
(Public safety equip fund) 28-8284, 6-8;14-1723		
(ZPSEF)		941.17
FARE General Services Fee		
FARE Delinquent Fee (FARE2)		634.99
FARE Special Collections Fee (ZFARE1)		2080.59
FARE Installment Fee		
Constable Ethics Fund	11-445 80%	
Constable Ethics Fund	11-445 20%	
Photo Enforcement Fee	41-1722	
Photo Enforcement Service of Process Fee		
GITEM	41-1724/ 11-1051	
OTHER FINES & FEES (describe and indicate ARS#)		
DV ADDRESS 12-116.05 95% (ZDVSF)		
DV SHELTER 12-116.06 (Z_____)		150.00
TAXES		
Prior Year Real Property	42-208	
Property-Min School Tax	15-992B	
SRP in Lieu	48-243	
SRP Min School Tax	15-992B; 48-243	
Other in lieu	48-243	
County Education District	15-991.01A	
Personal Property	42-208	
Other Miscellaneous	42-208	
State Water Banking	48-3715.03; 45-2425	
C.A.W.C.D.	48-3715	
Groundwater Replenishment	48-3773.A3; 48-3772	
90/10 REVENUE		
Mobile Home Relocation	33-1476.03 90%	
Mobile Home/Ins & Cost	33-1476.03 10%	

TOTAL AMOUNT REMITTED:

By Check	32,766.23
By Cr Advise (Wire)	
TOTAL	32,766.23

For State Treasurer Use Only

NOTE: Certain collected funds are required to be remitted directly to the State Treasurer, while others are remitted to other entities, i.e., the county treasurer or city treasurer. Only use this form to remit funds to the Arizona State Treasurer as required by the Arizona Revised Statutes (A.R.S.). For all other remittances, please check with your city or county treasurer. Keep a copy of all remittance reports for your records.

CAMP VERDE MUNICIPAL COURT

MONTHLY REPORT

DESCRIPTION	JAN 2012	FEB 2012	MARCH 2012	APRIL 2012	MAY 2012	JUNE 2012	JAN THRU JUNE 2012
MISDEMEANOR & CR TRAFFIC FTA	44	20					64
DUI	12	11					23
SERIOUS TRAFF	1	2					3
CRIMINAL TRAFF	68	26					94
MISDEMEANORS							
SUBTOTAL	125	59	0	0	0	0	184
CIVIL TRAFFIC	155	139					294
HARASSMENT							
INJUNCTION	3	1					4
ORDER OF PROTECTION	3	1					4
TOTAL FILINGS	286	200	0	0	0	0	486
IA/ARR IN CUSTODY	46	37					83
ATTY RESTITUTION	752.65	1,348.83					2,101
LCL ORD FEES (Default/Warrant etc)	1,379.00	2,484.06					3,863
LCL CRT							
ENHANCEMENT	4218.52	3520.79					7,739.31
JCEF TO TOWN	389.43	459.57					849.00
CVMO ADDL EQP\$13	79.97	146.65					226.62
DPS ADDL EQP \$13	452.01	308.24					760.25
YAV CTY JAIL/ADD FEE	388.07	852.16					1,240.23
MVD/ADOT/ADD FEE		8.00					
YAN TRIBAL POLICE	0.98	255.95					256.93
STATE TREAS.	2,665.02	3,276.23					5,942.25
TOWN TREAS.	2,417.87	2,802.97					5,219.84
TOTAL CHECK	5,635.87	6,634.56	0.00	0.00	0.00	0.00	12,270.43

184

486

11072.34

OBJECTS: ALL
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 SUEUED DATES: 2/01/2012 THRU 2/29/2012
 USE SEGMENT DATES
 FIRE DATES: 0/00/0000 THRU 99/99/9999
 AFUS: ALL

OBJECT SEGMENT	ISSUE DATE	NAME	DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
110278 4-RES ACC	2/22/2012 2/22/2012	TURNER, SHAKON	RESIDENTIAL ACCESSORY BLD	3141 GOLD DR N	THE ELEMEN THE ELEMEN	DETACHED GARAGE 15,000.00	07-RES GAR 439.56
110290 H	2/06/2012 2/06/2012	KAT INVESTMENTS LLC	MANUFACTURED HOME	2730 ZACHARY LN MH - MANUFACTURED HOME	RCHOMES&DE RCHOMES&DE	MANUFACTURED HOME 25,000.00	MH 405.00
110291 ELE-RES	2/06/2012 2/06/2012	KAT INVESTMENTS LLC	RESIDENTIAL ELECTRICAL	2730 ZACHARY LN ELE-RES - RESIDENTIAL ELECT	RCHOMES&DE RCHOMES&DE	RESIDENTIAL ELECTRICAL 1,650.00	ELE-RES 50.00
120010 4-RES ACC	2/16/2012 2/16/2012	WAITKUS, STEVE	RESIDENTIAL ACCESSORY BLD	551 CHEROKEE DR. S.	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 10,800.00	RES ACC 347.16
120011 1-NEW COM	2/07/2012 2/07/2012	AUSTIN, STEPHEN & MARIE	NEW COMMERCIAL BUILDING	851 HOWARDS RD.	MULCAIRE&S MULCAIRE&S	NEW COMMERCIAL 58,036.00	11-NEW COM 1,426.91
120016 1-NEW RES	2/28/2012 2/28/2012	SCHEIER, DAVID	NEW RESIDENTIAL BUILDING	4651 CAUGHRAN RD	OWNER OWNER	NEW RESIDENTIAL 237,963.35	01-NEW RES 2,999.80
120017 4-RES ACC	2/29/2012 2/29/2012	SCHEIER, DAVID	RESIDENTIAL ACCESSORY BLD	4651 CAUGHRAN RD	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 21,000.00	RES ACC 578.16
120021 4-RES ACC	2/07/2012 2/07/2012	MCDONALD, RANDY	RESIDENTIAL ACCESSORY BLD	1055 CHEYENNE LN	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 5,611.55	RES ACC 231.66
120027 7-RES GAR	2/07/2012 2/07/2012	EYLER HOMES LLC	RESIDENTIAL GARAGE	410 GRIPPEN LN. W.	BYLERHOMES BYLERHOMES	RESIDENTIAL GARAGE 15,680.00	07-RES GAR 462.66
120032 4-RES ACC	2/27/2012 2/27/2012	HELTZEL, RAYMOND	RESIDENTIAL ACCESSORY BLD	2968 HELTZELS WAY S	BYLERHOMES BYLERHOMES	RESIDENTIAL ACCESSORY BUILD 15,000.00	RES ACC 439.56
120033 4-RES ACC	2/23/2012 2/23/2012	MCCRERY, LARRY & SHIELA	RESIDENTIAL ACCESSORY BLD	1450 MAYBELLE LN	FAMILY FAMILY	RESIDENTIAL ACCESSORY BUILD 40,000.00	RES ACC 520.53
120034 PORCH/PAT	2/22/2012 2/27/2012	GABBARD, MARY	PORCH/PATIO/DECK	162 MARYVALE DR	HELGESEONBR HELGESEONBR	PORCH/PATIO/DECK 3,800.00	PORCH/PAT 185.46
120035 4-RES ACC	2/27/2012 2/27/2012	DAVIS, JAMES & CAROL	RESIDENTIAL ACCESSORY BLD	1405 ROUNDUP RD N	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 12,960.00	RES ACC 393.36
120039 ELE-RES	2/02/2012 2/02/2012	CASILLAS, MARIO A	RESIDENTIAL ELECTRICAL	1830 ROYAL WAY ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 800.00	ELE-RES 50.00
120040 PLB-RES	2/02/2012 2/02/2012	WRIGHT, LARRY	RESIDENTIAL PLUMBING	1973 CENTRAL LN N PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL PLUMBING 20.00	PLB-RES 50.00
120041 PLB-RES	2/02/2012 2/02/2012	BRANN, WILLIAM & SUSAN	RESIDENTIAL PLUMBING	1935 BADGER LN PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL PLUMBING 500.00	PLB-RES 50.00

OBJECTS: ALL
 FILED DATES: 0/00/0000 THRU 99/99/9999
 SUE DATES: 2/01/2012 THRU 2/29/2012 USE SEGMENT DATES
 FIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

OBJECT SEGMENT	ISSUE DATE	NAME	DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE		
120042 FB/MOD	2/29/2012	DALE, ROBERT	FACTORY BUILT/MODULAR	2540 ZACHARY LN	RCHOMES&DE	FACTORY BUILT/MODULAR HOME	FB/MOD		
120043 PLB-RES	2/06/2012	WHITEHEAD, SIDNEY	RESIDENTIAL PLUMBING	555 HOPI DR.	OWNER	RESIDENTIAL PLUMBING	PLB-RES		
120046 ZC	2/16/2012	ROGERS, RICHARD & MICHE	ZONING CLEARANCE	4695 CAUGHREAN RD	OWNER	ZONING CLEARANCE	ZC		
120047 SIGN-MONU	2/13/2012	VERDE RIVER ADVENTURE CENTE	MONUMENT SIGN	45 HOLLAMON ST. W.	OWNER	MONUMENT SIGN	SIGN		
120048 SIGN-AFRM	2/15/2012	VERDE RIVER ADVENTURE CENTE	A-FRAME SIGN	45 HOLLAMON ST. W.	OWNER	WALL SIGN	SIGN		
120049 MH	2/21/2012	BUFFALO RUN MHF	MANUFACTURED HOME	2222 ARENA DEL LOMA 4	GUERRAMOB	MANUFACTURED HOME	MH		
120050 ELE-RES	2/13/2012	ROSA, DAVID	RESIDENTIAL ELECTRICAL	1755 STAGECOACH DR	CHRISCONNE	RESIDENTIAL ELECTRICAL	ELE-RES		
120051 ELE-RES	2/13/2012	GLADSTONE, DAVID	RESIDENTIAL ELECTRICAL	340 PARADE GROUND CIR	CHRISCONNE	RESIDENTIAL ELECTRICAL	ELE-RES		
120052 PORCH/PAT	2/29/2012	TURNER, SHARON	PORCH/PATIO/DECK	3141 GOLD DR N	THE ELEMEN	PORCH/PATIO/DECK	PORCH/PAT		
120053 SIGN-MONU	2/29/2012	TOWN OF CAMP VERDE	MONUMENT SIGN	375 MAIN ST	OWNER	MONUMENT SIGN	SIGN		
120054 FENCE	2/29/2012	TOWN OF CAMP VERDE	FENCE	1498 PETERSON RD	YAVAPAI FEN	FENCE	FENCE		
120059 PORCH/PAT	2/29/2012	VERBURG, GARY	PORCH/PATIO/DECK	469 SPRUCE ST. W.	JERICHOCON	PORCH/PATIO/DECK	PORCH/PAT		
120060 ELE-RES	2/16/2012	BROWN SHIPLEY E FAM TR	RESIDENTIAL ELECTRICAL	391 MONTEZUMA CASTLE HWY 15	PURINTONEL	RESIDENTIAL ELECTRICAL	ELE-RES		
120063 ZC	2/23/2012	STAPLES, DORIS	ZONING CLEARANCE	2473 WESTWARD DR	OWNER	ZONING CLEARANCE	ZC		
120066 FENCE	2/27/2012	STOPKEYE, STUART	FENCE	270 LINDA VISTA DR	RS	FENCE	FENCE		
TOTAL VALUE							113,350.00	TOTAL FEE	1,463.81

OBJECTS: ALL
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 SUE DATES: 2/01/2012 THRU 2/29/2012 USE SEGMENT DATES
 FIRE DATES: 0/00/0000 THRU 99/99/9999
 ATUS: ALL

OBJECT EGMENT	ISSUE DATE SEGMENT DT	NAME DESCRIPTION	LOCATION BUILDING CODE	CONTRACTOR SEG. CONT.	DESCRIPTION VALUATION	PROJ TYPE FEE
120068 B/MOD	3/01/2012 2/23/2012	ATL ENT LTD - MANGANELLI FACTORY BUILT/MODULAR	2865 QUEEN LN FE/MOD - FACTORY BUILD MODU	RCHOMES&DE RCHOMES&DE	FACTORY BUILT/MODULAR HOME 104,000.00	FB/MOD 655.00
120070 EMO-RES	2/27/2012 2/27/2012	CLAWFORD, FRANK RESIDENTIAL DEMOLITION	2135 SQUAW PEAK RD DEMO-RES - RESIDENTIAL DEMO	OWNER OWNER	RESIDENTIAL DEMOLITION 100.00	DEMO-RES 50.00
120075 LE-RES	2/29/2012 2/29/2012	EBERHARD, ERIC/CHERYL RESIDENTIAL ELECTRICAL	2933 MIDDLE VERDE RD ELE-RES - RESIDENTIAL ELECT	MASTER MASTER	RESIDENTIAL ELECTRICAL 250.00	ELE-RES 50.00
* TOTALS ***					VALUATION: 752,350.90	FEE: 12,307.95

PROJECT VALUATION AND FEE REPORT

OBJECTS: ALL
 ISSUED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 2/01/2012 THRU 2/29/2012
 FIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

USE SEGMENT DATES

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
01-NEW - NEW RESIDENTIAL BUILDING	1	237,963.35	2,999.80
04-RES - RESIDENTIAL ACCESSORY BL	7	120,371.55	3,349.93
07-RES - RESIDENTIAL GARAGE	1	15,680.00	462.66
11-NEW - NEW COMMERCIAL BUILDING	1	58,036.00	1,426.91
B/RW - BLOCK/RETAINING WALL	1	19,110.00	0.00
DEMO-RES - RESIDENTIAL DEMOLITION	1	100.00	50.00
ELE-RES - RESIDENTIAL ELECTRICAL	6	5,500.00	350.00
FB/MOD - FACTORY BUILT/MODULAR	2	198,240.00	2,118.81
FENCE - FENCE	2	44,659.00	22.10
MH - MANUFACTURED HOME	2	33,000.00	660.00
PLB-RES - RESIDENTIAL PLUMBING	2	606.00	150.00
PORCH/PAT - PORCH/PATIO/DECK	3	13,160.00	625.68
SIGN-AFRM - A-FRAME SIGN	1	200.00	10.00
SIGN-MONU - MONUMENT SIGN	2	800.00	32.00
ZC - ZONING CLEARANCE	2	4,925.00	50.00
*** TOTALS ***	35	752,350.90	12,307.95

OBJECTS: ALL
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 2/01/2012 THRU 2/29/2012 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*	17	18	606,244.90	10,378.85
DEMO-RES - RESIDENTIAL DEMOLITION	1	1	100.00	50.00
ELE-RES - RESIDENTIAL ELECTRICAL	6	6	5,500.00	350.00
FB/MOD - FACTORY BUILT MODULAR	1	1	104,000.00	655.00
FENCE - FENCE	1	1	1,900.00	22.10
MH - MANUFACTURED HOME	2	2	33,000.00	660.00
PLB-RES - RESIDENTIAL PLUMBING	3	3	606.00	150.00
SIGN-AFRM - A-FRAME SIGN	1	1	200.00	10.00
SIGN-MONU - MONUMENT SIGN	2	2	800.00	32.00
*** TOTALS ***	34	35	752,350.90	12,307.95

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: 02/01/2012 THROUGH 02/29/2012
 EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999
 BE SEGMENT DATES: YES
 BE SEGMENT DATES: NO

PRINT OPTIONS

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

*** END OF REPORT ***

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT
MONTHLY REPORT: February 2012

SPECIAL NOTES:

TOTAL PERMITS FOR MONTH:

34

EMPLOYEE TRAINING:

ZONING COMPLAINTS FOR THE MONTH:

Files Continued from Previous Month	34
New Files (started/Investigated)	0
Files Closed (in compliance)	0
Property Inspections Performed	1
Zoning Violations Issued	0
Courtesy Letters Sent	1
Citations Issued	0
Civil Hearings	0
Criminal Complaints Filed	0

MISCELLANEOUS DUTIES PERFORMED

Zoning Clearances	22
Misc. Site Inspections	14
Misc. Meetings	30
Town Postings	5
Business License Review	3
Business License Site Inspections	1
Document Transmittals	4

PLAN REVIEWS FOR THE MONTH:

26

INSPECTIONS FOR THE MONTH:

24

VIOLATIONS FOR THE MONTH:

Dangerous Building:
Grading w/o permit:
Building w/o permit:

	Building	Planning	Total
	434	280	714
	188	36	224

PHONE CALLS RECEIVED:

CUSTOMERS ASSISTED:



Public Works Monthly Report for February 2012

Parks and Recreation: Parks and Recreation will begin the basketball league for the 5th & 6th grades on Mar, 12th. We have four teams in the league. This year we have cancelled the 7th & 8th grade league due to low registration. This is a very hard age to reach and we find that we are competing against all of the Middle School spring sports and Little League.

Registration is out for Co-Rec. Softball that will begin in May. The registration fee is \$275 per team and the league will play a minimum 7 game season with a double elimination tournament at the end of the season. Games will be played on Mondays at Butler Park.

The first trip to the Diamondback Games will be April 22nd against Atlanta. Cost is \$43.00 per person and includes the bus trip and seating. We have fantastic tickets reserved in section 112 for this game.

Staff continues to work with Challenger Sports and will be hosting British Soccer Camp at Butler Park, July 16th through 20th. Registration is being taken online.

We are currently experiencing a reservation war for fields at Butler Park. With the increase of children in youth sports we are having a very difficult time reserving fields. We are going to have to meet with Little League and AYSO and come to agreements on field time so that each organization isn't trying to reserve sole field time one to two years ahead of time.

Parks & Rec staff has participated in the CIP meetings, policy review meetings, posted auction items online and is preparing to begin work on the 2012/2013 Budget.

Last but not least...Play-off games for the 1st-4th grade basketball league was exciting! Every single game was close and brought great excitement in the crowd. Winners of the 1st & 2nd grade were the Thunder Cats and winners of the 3rd & 4th grade were the Raptors. I have to say that all of the children played their hearts out and gave it their all. Everyone was a winner and left with trophies.



Thunder Cats



Raptors



Streets Division: Steve and Deborah attended the NACOG workshop for the 2012 Transportation Enhancement funding. Ron Long was recognized at the February 8th Technical Subcommittee NACOG Meeting for his leadership service as the 2010-2011 Chairman. Ron attended an ADOT training meeting in Flagstaff regarding local projects. Ron, Steve and Deb had the first meeting with the ADOT consultants who will be starting a planning study for the "Y" intersection. Culvert and Road repair was completed on Tres Rios by the utility contractor; the Street Crew has installed a new guard rail. Work continues on Industrial Drive Yard, the fence is complete, and gates will be installed within the week. In addition, work on the existing buildings progresses in order to secure them for equipment storage.

Tres Rios



Public Works Yard



Engineering: Ron reviewed the following plans: Alliance Beverage, Grading/Drainage, Austin Mini Storage, Rainbow Acres Building Permit, Carl's Custom Meats, and Caduceus Cellars. Met with Jeff Schalaus, Jody Allen, Chip Norton and CD staff to learn more about noxious weeds. Deborah and Lynda are working to coordinate a meeting with Red Cross to discuss the items stored here for emergency services. The streets to Millwood Estates were open up.

Stormwater: Feb.7th: Steve Burroughs attended the NASPA meeting in Flagstaff and was elected co-chair of this group. The pre-bid meeting for Bid #12-0095 Finnie Flat Cliffs Drainage Improvement Project was held February 8th, Bids were opened on February 22nd, Staff will request Council Award the contract on March 7th.

Maintenance:

Maintenance staff had a very busy month. One of our largest projects was the handicap ramp and sidewalk at the 200 building. We are very proud of our work and hope that everyone will take a few minutes to walk over and have a look at it. Besides keeping up with daily work orders the following projects were completed:

- ❖ Form and pour handicap ramp and sidewalks at the 200 building
- ❖ Miscellaneous repairs at Butler Park
- ❖ Worked with Ron Long on pre-work on the Town Grounds sprinkler system
- ❖ Welded railing on the new handicap ramp
- ❖ Completed H-VAC maintenance for the cooling side of units
- ❖ Worked on the CIP
- ❖ Worked with volunteers on kiosk signs
- ❖ Had electric ran for rolling shutters
- ❖ Painted the walls in the Court office
- ❖ Painted Mel Preston's office
- ❖ Provided assistance for the Pecan and Wine Festival
- ❖ Worked on obtaining light lens for the Skate Park
- ❖ Flags up/down on Main Street
- ❖ Public Works foam roof coating completed
- ❖ Had piping worked on-Main St., Town Grounds, Pump House and pre sprinkler system work

- ❖ Renovated Butler Park Ball Field for the baseball season
- ❖ Assisted Fort Verde State Park disassemble event tent
- ❖ Clean parks and start on work lists for the season

Planning & Zoning Monthly Report

February 2012

February 1, 2012

- Mike Jenkins, Becky Oium, Jenna Owens & Robert Foreman met with Mr. Michael Taylor who is the Architect for the Camp Verde Fire District. Pre-Application meeting for the renovation of the old Camp Verde Vet Clinic for the Fire Department.

February 6, 2012

- Mike Jenkins & Robert Foreman met with Mr. Jeff Schalau, Jodi Allen, Chip Norton and Counselor Bruce George to discuss Noxious Weeds and the upcoming presentation to the Town Council on February 22, 2012.

February 16, 2012

- Meeting with Pat & Louann Patterson of Copper Star Shooting Range to discuss a memorandum of understanding regarding the foundation and the final redline changes to the building drawings.
- Mike Jenkins, Becky Oium, Robert Foreman & Jenna Owens met with Mr. Bill Hattan of Candy Corral, LLC to discuss his proposed Candy Concession in a factory built building that he will be placing at Out of Africa.

February 21, 2012

- Mike Jenkins, Robert Foreman, Becky Oium & Jenna Owens met with Michelle Worth to discuss proposed assisted living quarters that she would like to build on her property.

February 22, 2012

- Mike Jenkins attended the Copper Canyon Trail Head dedication.
- Jenna Owens assisted with the SEDI group on their tour of Fort Verde.

February 24, 2012

- Jenna Owens assisted with the Hay Wagon at the Free Fourth Friday event at Fort Verde.

February 29, 2012

- Mike Jenkins & Jenna Owens met with Esther Talbot to discuss a proposed use on R1L-70 property.

Camp Verde Marshal's Office
Monthly Statistical/Activity Report

Incidents	Feb 2011	Feb 2012	Fiscal Year-to-date
Abandoned Vehicles	4	4	40
Alarm	13	11	129
Assaults - Felony	0	1	14
Assaults - Misdemeanor	4	4	39
Animal Calls	78	81	745
Alcohol Offenses	0	1	29
Agency Assists	149	153	1037
Attempt to Locate	14	11	109
Burglary - Residence	7	0	23
Burglary - Business	1	3	18
Child Abuse/Neglect	0	0	5
Citizen Dispute/Assist	107	87	855
Civil Problem	1	1	20
Criminal Damage	11	8	114
Controlled substance/Drugs	2	2	49
Dead Body	1	4	15
Disorderly Conduct	9	8	121
Domestic Violence	8	6	94
DUI - alcohol or drugs	6	6	46
Fraud	5	5	45
Fire	1	3	22
Fireworks	0	2	10
Harassment	7	17	103
Juvenile runaway	3	1	17
Juvenile problems	10	12	161
Kidnapping/Custodial Interference	1	1	6
Lost or Found property	9	8	66
Littering	0	2	11
Missing Person	1	0	16
Misc. Incident	49	132	764
Noise Disturbance	1	13	104
Parking problem	10	2	40
Recovered Stolen Vehicle/Property	0	2	5
Serve Court Papers	1	4	45
Sex Offenses	0	2	11
Suicide	1	0	6
Suspicious activity	75	72	710
Traffic Accidents	18	12	133
Traffic Hazards	10	11	83
Threatening	2	3	27
Traffic Offenses	274	152	1706
Theft	12	15	140
Trespassing	5	5	60
Vehicle theft	1	0	8
Violation of Court Order	1	1	10
Warrant Arrest	3	4	46
Welfare Check/property check	56	37	158
Weapons Offense	1	2	29
Total Incidents	972	911	8044

Monthly Change = -6.70%

Library Director's Report

February 2012

Statistical Report

In January we had 2116 people come through the door. In February we had 2215 people come through the door. We circulated 6472 items in January and 5885 items in February. We had 18 programs in January and 19 programs in February.

Physical Changes to the Current Library / New Library Developments

Other than routine maintenance, everything has been working fine.

There is nothing new to report on the loan/grant application to USDA this month. I will keep you posted

Books Videos, Computer Updates

In February, we added 235 items to the collection. This includes 19 audio books 28 DVDs (6 children's and 22 for the rest of us) and 31 music CDs

All of our new computers are functioning as they should.

We have set up the 2 computers by the front entrance for online access to state and federal tax forms and instructions. We will not charge to print forms but will charge 10 cents a page to print instruction booklets. This service was well received last year and is catching on again this year. Arizona does not send us paper forms for distribution any more, and the Federal Government only sends us the basic forms.

There are still a few administrative details to be worked out before the equipment will be deployed of our new public access computer and a printer/fax/copier for people to use for job hunting activities. I have been told by people in charge that these details should be worked out soon.

Programs & Activities

In February, we hosted 7 adult programs, 7 children's program, and 5 school visits. We had a total of 122 adults 17 teens and 210 children at our programs.

Our adult book discussion group continues to be well attended. There were 13 folks in attendance this month.

We had another session about how to check out e-books form our Overdrive service to their Kindles or Nooks. This continues to be very popular. Overdrive has an outreach program called Digital Bookmobile. This is a semi-truck outfitted with demonstration equipment to explain what Overdrive is and how it works. We will try and get it to visit here

As other opportunities for programming come up we will look into them.

Funding & Fund Raising

We have started the process of building a budget for 2012 / 13. We will be asking for what we think we need to provide the best library service we can.

A discussion started between the Library District and the other public libraries in the county about how the Library District can help us. I will keep you posted on how this progresses.

The Library Endowment continues to hold their monthly book sales. They usually bring in about \$500 or \$600 per month. The plans for the next Denim & Lace fundraiser April 14th are moving along nicely. We have started soliciting and accepting donations and are hoping for another success.

The new agreement between the town and the Endowment to continue to sell books for the benefit of the library has been approved by both parties and is now in effect. Thanks to Debbie Barber for her help with this.

The Basha's "Shop and Give" program will be starting up. You will be able to link your Thank You cards to the numbers for the Library Endowment (23066) and CCCVL (25034) when the program resumes again in the spring. You may attach up to 3 numbers to your Thank You Card and your shopping dollars will be split that many ways.

Publicity

In February, we had a flurry of publicity for the library that dealt with our e-reader programs, and our adult reading club and our children's department. Both the Bugle and the Journal had articles about what we are doing here. We will use any means to get the word out about the library & what we do here.

Upcoming library events include bringing in the OneBookAZ speaker in April, continued computer instruction classes and the last session of our adult readers club.

Meetings Attended

Peggy attended a network youth services meeting in Black Canyon City on Feb. 3rd. She always benefits from meeting with her colleagues in Yavapai County.

Miscellaneous Items

Jan Archull has decided to retire as our Library Specialist. Over her 20 years, she has acted as Interim Director, Tech Services person, (ordering, cataloging, classifying, and getting items ready to circulate to our patrons) managed our library automation system, and managed the circulation of library materials to our patrons. We will be replacing her and she will be missed.