

# August 2013 Monthly Report



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

## DEPARTMENT HEAD INFORMATION

<i>Clerk</i>	<i>Debbie Barber</i>	<i>554-0021</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>Harry Cipriano</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>



## *Memorandum*

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: September 10, 2013  
Cc: Department Heads  
Re: Manager's report for the period ending August 31, 2013

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The following is the Manager's report regarding activities in the month of August 2013:

### **The Town Welcomes:**

Steve Diacik and Jonathan Rivero in the Maintenance Department. My appreciation to our ever-persevering maintenance crew who have accomplished a tremendous amount in the last several years with limited staffing. You are the 'glue' that keeps the buildings intact, equipment/tools in repair and the Town premises looking groomed so we can come to work every day in well-maintain facilities and do good things for our community. We also have a new Marshal Deputy Daniel Jacobs who we are glad to have joined us.

### **Town Budget Supports Sedona Recycles**

In FY 13/14 the Town of Camp Verde was able to, again, provide funding to Sedona Recycles (SR) a non-profit, recycling center. SR's provides a tremendous service to our community by accepting many recycling items that others do not. Additionally, they also provide and educational outreach to the citizenry with respect to recycling. It is through this commitment by the Town and Sedona Recycles that we continue to have bins in the Basha's parking lot and next to the High School.

### **SR 260 widening project (Thousand Trails)**

Recently, most of the Verde Valley entities met at a quarterly Intergovernmental meeting. Staff has reached out to those local entities who were unable to attend the Intergovernmental meeting so we could obtain their feedback on this project. Our next step/goal is to prepare/refine an Intergovernmental Agreement that communicates our collective desires; to provide the most efficient and safe travel construction that simultaneously improves the economic lifeline to our rural communities. This is expected to be completed by the end of this year so that design work can begin by the first of next year with again, construction planned for sometime after July of 2015.

### **League of Arizona Cities and Towns (LACT)**

**LACT visits Camp Verde**

LACT staff including Ken Strobeck and Rene Guillen traveled to Camp Verde to provide an update of the major issues from the 2013 legislative session and their impact on cities and towns. Additionally, they presented the League services, 'AZ Cities at Work' web campaign and upcoming events and trainings.

### **LACT Conference Highlights**

The majority of the Town Council and a few staff members attended the conference. The conference was a wonderful opportunity to network and exchange ideas with our colleagues and learn how other entities are structured. This year's conference theme, "Arizona Cities and Towns @ Work," demonstrated the unique ways in which Arizona's municipalities are meeting the needs of its citizens.

The LACT offered a session on the Wildfire Management and its Impact on Arizona's Economy: A Rural Perspective. Given that Arizona has experienced many \*forest fires recently, discussion included information on background/mismanagement of resources and its impact on economy as well as information on federal legislation to help prevent catastrophic wildfires in our state.

Andy Groseta, a well-known local rancher and immediate Past President of Arizona Cattle Growers Association spoke on "Save Arizona's Forest Environment (SAFE) Plan. The goal of the SAFE Plan is to streamline the NEPA process in reducing fuel loads in our forests while improving the health and encouraging economic development in our rural communities.

\*The Wallow Fire, the largest in 2011, impacted 100 ranching families and displaced approximately 18,000 head of cows and calves.

Finally, it was a great moment of pride as one of our own Vice Mayor Jackie Baker received her 12 year service award. Thanks for your many years of service to the citizens of Camp Verde!

*For questions or comments please contact me at [russ.martin@campverde.az.gov](mailto:russ.martin@campverde.az.gov) or at 554-0001. If you need to schedule a meeting with me, please contact Carol at 554-0003.*

## 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 August 2013 ~**

The League of Arizona Cities and Towns has provided links on their web for various trainings they have conducted. Staff viewed the Open Meeting Law Training with Bills Sims and Joni Hoffman Staff also viewed Public Records Training with Glenn S. Cook. Debbie Barber attended the League Conference in Oro Valley.

**Business Licenses** – We processed 2 new business licenses and 31 renewals during the month of August, bringing our total business licenses on file to 644.

**Liquor Licenses** – We posted two Liquor License Applications in August and one Special Event Liquor License.

**Special Events** – Staff worked with the promoters for Special Events including, Patriots Day.

**Information Requests/Research Hours** – We had 10 in-house (Staff & Council) requests for information requiring 2 hours of research time, and no public requests.

**Citizen Complaints** – There was no formal complaints filed in August.

**Customer Assistance** – The month of August averaged 30 customer assistance contacts per day with a total of 660 phone calls and visitors for the month. We continue to get several phone calls for the Chamber of Commerce and question each caller to see if the Visitor Center can be of assistance.

#### **August memorable phone call:**

A man telephoned the office to let us know he was stuck in Flagstaff and was requesting a police escort, we apologize to the Marshal's Office but that is where we transferred the call.

One lady phoned and wanted to know where the 'restaurant' was? I asked her which restaurant she was referring to, since we have several, and she let me know that there is only ONE in Camp Verde and the name of it is "Restaurant"

**Meetings** – There were five scheduled Council meetings in August, for which we prepared notices, agendas, packets, minutes, addenda, amendments, green sheets, etc. We posted four public notice.

**Ordinances and Resolutions** – We did not process any new Resolutions or Ordinances during August.

**Records Management** – While the Council attended the League Conference, the Clerk's Office took full advantage of the time by working in the file room and hyperlinking over 1,280 documents for easier retrieval. Staff is also working on the summary index and hyperlinking all the approved minutes. We are hoping for a 'one stop shopping' for the other departments when they are attempting to do research and locate documents. The Clerk's office is in the final phase of our Essential Records list and should have it sent off to the Department of Library and Archives by the end of September.

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*

Debbie Barber, MMC  
Town Clerk

*Reflection of the month:*

"A Native American grandfather talking to his young grandson tells the boy that he has two wolves inside of him struggling with each other. The first is the wolf of peace, love, and kindness. The other wolf is fear, greed, and hatred. 'Which wolf will win, Grandfather?' asks the young. Boy. 'Whichever one I feed,' is the reply." – *Native Proverb*

09/04/2013 2:21 PM  
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

ORIGINAT  
EFFECT  
EXPIRAT

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2576	RET	CRYSTAL LATTICE	DIANE MARTIN 352 W PHEASANT RUN CIRLCE CAMP VERDE, AZ 86322	567 S MAIN ST
2577	SERV	VINCES AUTO BODY	JAMES BACHLER 2245 SHELBY DR SEDONA, AZ 86336	573 INDUSTRIAL

COMMENTS: [REDACTED]

TOTAL LICENSES: 2

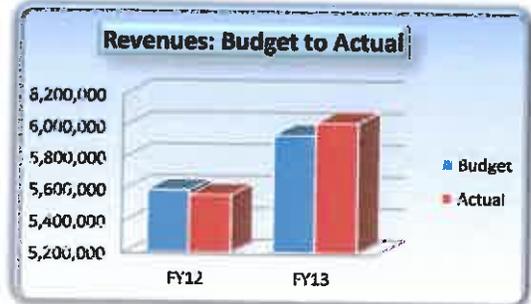
**Town of Camp Verde**  
**Revenue Drivers**  
**July 2014**

<b>Source</b>	<b>Jul-13</b>	<b>In/De %</b>	<b>Jun-13</b>	<b>May-13</b>	<b>FYTD Avg</b>	<b>Bud/Month</b>	<b>YTD Bud +/-</b>	<b>LYM Avg +/-</b>	<b>L5YM Avg +/-</b>
City Sales Tax	222,225	-6%	236,437	251,041	222,225	233,660	(11,435)	10,442	(415,965)
State Sales Tax	76,179	-2%	77,485	75,007	76,179	76,250	(71)	2,015	N/A
VLT	51,993	9%	47,736	51,310	51,993	47,083	4,909	4,721	N/A
URS	101,087	9%	92,554	92,554	101,087	101,083	4	8,533	N/A
Court Fines	20,170	21%	16,638	16,748	20,170	25,000	(4,830)	3,637	N/A
HURF	64,509	-10%	72,054	70,532	64,509	62,500	2,009	1,936	N/A
<b>TOTAL</b>	<b>536,164</b>		<b>542,903</b>	<b>557,193</b>	<b>536,164</b>	<b>545,577</b>	<b>(9,413)</b>		

**TOWN OF CAMP VERDE**  
**General Fund Report**  
**FY13 - 4th QTR ending June 2013**

**GENERAL FUND REVENUES**

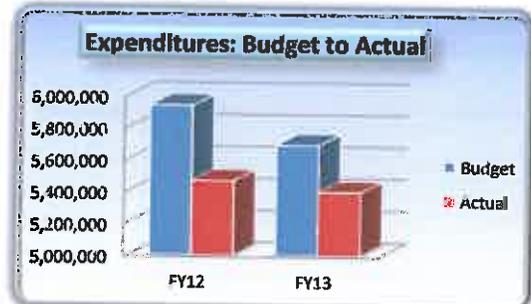
	FY 12-13 Budget	FY 12-13 Actual	% of Budget Expended
Local Taxes	2,391,500	2,544,473	106%
Franchise Fees	239,000	250,327	105%
State Sales Tax	909,000	889,975	98%
Urban Revenue Sharing	1,110,000	1,110,654	100%
Vehicle License Tax	565,000	567,262	100%
Court Fines	300,000	175,692	59%
Other Revenues	422,375	478,572	113%
<b>TOTAL</b>	<b>5,936,875</b>	<b>6,016,955</b>	<b>101%</b>



Preliminary General Fund revenue numbers finish the year comfortably at 1% over-budget. Local Sales Taxes remained strong through the end of the year and finish 6% over budget. Although Court Fines are significantly under budget at 41%, the actual shortage of \$124,308 was easily covered by other line item overages.

**GENERAL FUND EXPENDITURES by DEPARTMENT**

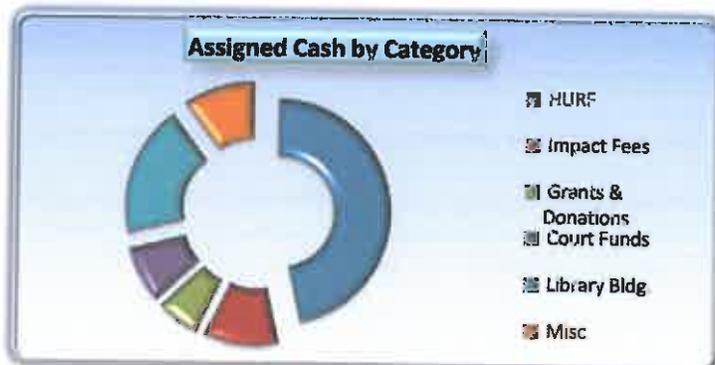
	FY 12-13 Budget	FY 12-13 Actual	% of Budget Expended
General Admin	1,623,652	1,406,197	87%
Court	374,679	359,676	96%
Public Works	575,571	567,260	99%
Community Development	360,035	337,604	94%
Marshall's Office	2,137,200	2,177,846	102%
Library	362,888	340,376	94%
Parks & Rec	257,356	209,180	81%
<b>TOTAL</b>	<b>5,691,381</b>	<b>5,398,139</b>	<b>95%</b>



Once again, preliminary General Fund expense numbers have come in under budget for the year. At a 95% of budget, the Town managed to save over \$293,000 from the expected year-end total. As can be seen from the graph above, the annual expenses are very similar to last year's total expenses. The Town continues to maintain a strong financial base through this time of fiscal recovery.

**CASH**

<b>Bank Accounts</b>	
Pooled Checking	440,197
Payroll Checking	20,895
Stifel Investment	3,174,096
LGIP Investments	664,774
Library Sales	4,381
Revolving Home Loan	111,872
Employee Assistance	8,002
Court Bail Bond	50,671
<b>TOTAL CASH</b>	<b>4,474,888</b>
Assigned Cash	<b>(2,663,697)</b>
<b>Unassigned Cash</b>	<b>1,811,191</b>

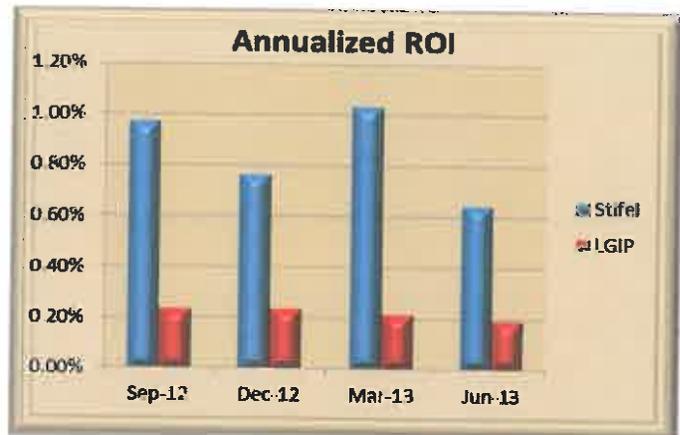


# TOWN OF CAMP VERDE

As of June 30<sup>th</sup>, 2013

## INVESTMENTS

Account	Balances at June 30th	FYTD Interest	Transfers In/Out	FY ROI Annualized
Stifel Nicolaus	3,174,096	46,006.42		0.64%
LGIP	664,774	1,133.71	(620,000.00)	0.19%
Other Cash	636,018	N/A	620,000.00	N/A
<b>TOTAL</b>	<b>4,474,888</b>	<b>47,140.13</b>	<b>0.00</b>	



### Comparative Rates:

Typical Banking Savings/CD Rates – .03% / .05%

2 YR Treasury Note Rate – .28%

5 YR Treasury Note Rate – 1.49% (Aug '13)

### Stifel Investment Info:

Avg. Maturity Length of Investments – 2.87 years

Current Expected Yield-to-Maturity – .90%

# TOWN OF CAMP VERDE

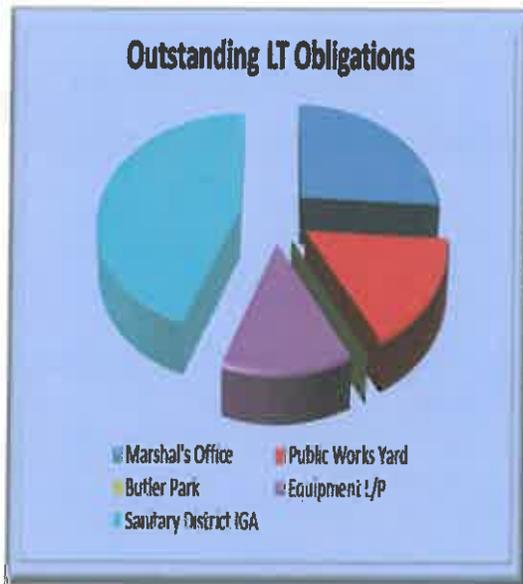
As of June 30<sup>th</sup>, 2013

## LONG-TERM DEBT

Purpose	Type	Maturity	Original		FY13 Budget	Current Obligation
			Debt	Int Rate		
Marshal's Office	Bonds	7/1/2024	2,040,000	2.75% - 5.00%	165,800	1,505,000
Public Works Yard	Bonds	7/1/2023	1,005,000	3.91%	103,648	941,200
Butler Park	Note	7/18/2013	40,000	10.00%	5,353	0
Equipment L/P	Note	1/28/2018	764,664	1.61%	0	764,664
Sanitary District IGA	IGA Pledge	7/1/2032	2,750,672	3.34%	117,784	2,576,127

### TOTALS

**392,585    5,786,991**



### **Debt Service Fund**

Category	Actual	Annual Budget	\$ Remaining	% Remaining
Principal Retired	219,176	219,178	2	0%
Interest Paid	116,951	170,754	53,803	32%
Misc Fees	1,633	2,633	1,000	38%
<b>Total</b>	<b>337,760</b>	<b>392,565</b>	<b>54,805</b>	<b>14%</b>

**TOWN OF CAMP VERDE**  
**Functional Expense Summaries**  
**FY13 - 4th QTR ending June 2013**

**Functional Expense Summaries**

General Fund				
	Actual	Annual Budget	\$ Remaining	% Remaining
Wages & ERE	3,859,718	3,931,877	72,159	2%
Operational	1,489,109	1,755,498	266,389	15%
Capital	49,312	9,925	(39,387)	-397%
<b>Total Expenses</b>	<b>5,398,139</b>	<b>5,697,300</b>	<b>299,161</b>	<b>5%</b>

HURF Fund				
	Actual	Annual Budget	\$ Remaining	% Remaining
Wages & ERE	297,289	316,894	19,605	6%
Operational	164,467	283,120	118,653	42%
Capital	24,526	105,200	80,674	77%
<b>Total Expenses</b>	<b>486,282</b>	<b>705,214</b>	<b>218,932</b>	<b>31%</b>

**TOWN OF CAMP VERDE**  
**Special Revenue & Capital Improvement Funds Report**  
**FY13 - 4th QTR ending June 2013**

**Capital Improvement Projects Fund**

<b>Projects</b>	<b>Actual</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Short</b>
Attic Insulation in 300 Bldg	7,490	12,000	4,510	38%
HURF Fleet Upgrades	0	60,000	60,000	100%
Maintenance Equipment	8,548	34,406	25,858	75%
Bashas Drainage Channel	5,000	20,000	15,000	75%
PW Yard Improvements	122,144	90,000	(32,144)	-36%
Murdock Rd. Water Ext	46,434	130,000	83,566	64%
Rezzonico Park Imprvs	0	25,000	25,000	100%
Verde Lakes Dr. Culverts	0	62,400	62,400	100%
Finnie Flat Drainage	528,069	580,000	51,931	9%
Finnie Flat Sidewalk	60,169	136,000	75,831	56%
Downtown Parking Lot	3,000	50,000	47,000	94%
Comm. Park Development	3,000	86,200	83,200	97%
HVAC Unit Replacements	52,455	75,000	22,545	30%
Park Facilities Maint.	133,171	120,919	(12,252)	-10%
Net Exps	(969,480)	(1,481,925)	(512,445)	35%
Operating Transfers In	672,693	784,999	112,306	14%
Beginning Balance	694,215	694,215		
Remaining Funds	397,428	(2,711)	(400,139)	

**HURF Fund**

	<b>Actual</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Short</b>
Revenues	769,091	731,400	(37,691)	-5%
Expenses	(486,282)	(705,214)	218,932	31%
Operating Transfers Out	(127,858)	(256,587)	128,729	50%
Net	154,951	(230,401)	385,352	
Fund Balance	1,301,038			

**Other Funds (netted Rev's and Exp's)**

	<b>Actual Net</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Short</b>
Parks	(238,721)	(240,090)	(1,369)	1%
Court	40,012	50,822	10,810	21%
Yavapai Apache Monies	(8,566)	(116,039)	(107,473)	93%
Library	(135,462)	(635,526)	(500,064)	79%
Impact Fees	(13,759)	(119,892)	(106,133)	89%
Housing	(107,059)	(36,504)	70,555	-193%
911	(720)	0	720	N/A
Donations	(1,876)	(17,009)	(15,133)	89%



**CAMP VERDE MARSHAL'S  
OFFICE  
Monthly Report  
August 2013**



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**Staffing:**

New Officer Clint Jackson started the NART police academy on August 5, 2013

**Marshals Office:**

- August 6, 2013, CVMO participated in National Night Out. It was a wonderful turnout, the food was prepared by the VIPs along with Deputy Freeman and was a huge hit!
- August 8, 2013, extra enforcement efforts around school zones for first day of school.
- August 26<sup>th</sup> and 27<sup>th</sup> CVMO transitioned to all officers carrying department owned Glock handguns. Each officer was trained on the mechanics of the weapon along with a day and night qualification shoot.
- August 30<sup>th</sup> and 31<sup>st</sup> CVMO participated in DUI enforcement detail along with Cottonwood, YAPD, Sheriff's Office, DPS, Clarkdale police departments.

**GOHS Grant Approval:**

- The Governor's Office of Highway Safety granted CVMO with left over grant money in the amount of \$7,500.00 to purchase a computer and fax machine for the command van, 4 portable breath tests for patrol, a phlebotomy chair, and training for a VIP to respond to callouts for blood draws.

**Crime Rate for August 2012 compared to August 2013:**

August	2012	2013
Total Calls	790	767
Traffic stops	109	136
Animal Calls	33	38
Criminal Damage	11	4
DV Calls	21	12
Theft/Burglary Calls	36	25

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**MEMORANDUM**

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**TO:** Russ Martin, Town Manager  
**FROM:** Kathy Hellman, Library Director  
**SUBJECT:** Monthly Report – August 2013  
**DATE:** 9/8/2013  
**CC:** Department Heads

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Good news from Yavapai County: When the County budget was finalized, Yavapai Free Library District (YFLD) was able to put \$200,000 back into the formula determining each public library's allotment. The new figure puts YFLD's contribution to Camp Verde Community Library at \$86,226.13 which is \$3,577.87 less than the FY2013 budget, NOT \$14,537.19 less as originally projected.



The final step toward demolition of the building at 33 W Moser Lane was taken when Mike Dumas cut off at ground level the light pole between the Library Annex and the Library.

Camp Verde Community Library is the last library in the Yavapai Library Network to apply Radio Frequency Identification (RFID) tags to its material. A tagging station was delivered to CVCL from YFLD and volunteers have begun the tagging process, starting in the Large Print Room. By applying RFID tags, we are preparing to use the technology for self-checkout stations in the new library.



CVLE Book Sale sold a total of \$1,782.30 worth of used material at their May – August sales. If you haven't seen their new store located in the Rio Verde Plaza at the corner of Main & Fain, you are missing a treat. The Book sale volunteers, under the inspiration of Laura Gagnon, worked very hard to make the new location attractive and welcoming.

The Library Building Committee, consisting of Joel Westervelt, Linda Harkness, Gerry Laurito and Kathy Hellman, added three very valuable members: Ron Long, Troy

Odell and Deb Ranney. Their experience and expertise in the bidding and construction phase of the project is very much appreciated. I look forward to working with them. The committee determined the timeline to construction as follows:

- mid-end of October: submit plans to the Town and Yavapai County for approval and building permits
- first week of January: open for bids
- the week of January 19: pre-bid meeting
- the week of February 9: open bid packets and award bid
- mid-February to mid-March: go before Town Council for approval
- mid-late March: begin construction

Alice trained 12 new volunteers this summer, 4 of them teens! CVCL's volunteer program has really taken off in the last year and we appreciate all the work that our volunteers do for us. We couldn't provide half the programs and services we offer without our dedicated group of volunteers showing up to work every week. Alice Gottschalk deserves the credit for making the volunteer program successful. She puts a lot of thought and effort into fitting each volunteer to tasks he/she will enjoy. She handles all the scheduling and training. She is the heart of the volunteer program at CVCL and it shows.

CVCL added a subscription to [Tumble Book Library](#) and [Tumble Book Cloud Junior](#) to our website. Any community member can go to the library's website at [www.campverde.az.gov/government/library](http://www.campverde.az.gov/government/library) and click on the purple button labeled **KIDS & TEENS**. Then click on **Links for Kids** to access an amazing variety of e-books, videos, puzzles & games, audio books, etc. No login, password or any other hoops to jump through! It's access plain and simple. "TumbleBookLibrary is an online collection of animated, talking picture books which teach young children the joys of reading in a format they'll love."

I am personally celebrating because on August 7, I served the last day of my 16 week commitment on the 176<sup>th</sup> Yavapai County Grand Jury. No more trips to Prescott early Wednesday mornings. I can actually show up to work at the library where I'd much rather be!



AUGUST 2013  
Library Events Calendar

Phone: 928 554-8380  
Open: TUE-THU 8:30a-7:00p  
FRI-SAT 8:30a-3:30p

SUN	MON	TUE	WED	THU	FRI	SAT
				1 9 a.m. CVLE Book Sale  4 p.m. Teen Game Day Build your own Sundae	2 1 p.m. eReader Help	3 11 a.m. Story Time
4	5	6 2 p.m. Open Book Club	7 10 a.m. Story Time 12 p.m. Brown Bag Lunch Wolves, Wolves, Wolves!	8	9 1 p.m. eReader Help	10 11 a.m. Story Time
11	12	13	14 10 a.m. Raising a Reader Program	15	16 1 p.m. eReader Help	17 11 a.m. Story Time
18	19	20	21 10 a.m. Story Time	22 10 a.m. CV Home Educators	23 1 p.m. eReader Help	24 11 a.m. Story Time
25	26	27	28 10 a.m. Story Time	29	30 1 p.m. eReader Help	31 11 a.m. Story Time
					<a href="http://www.cvaz.org/government/library">www.cvaz.org/government/library</a> 130 Black Bridge Road   Camp Verde AZ 86322 <b>CAMP VERDE COMMUNITY LIBRARY</b> <i>good company always welcome...</i>	

### August 2013 Camp Verde Community Library (CVCL) Use Statistics

	Aug-13	Aug-12	% change	YTD-FY14	YTD-FY13	% change
<b>In-Library Uses</b>						
Traffic Count	2,685	2,382	12.7%	5,271	4,079	29.2%
New Cards Issued	59	40	47.5%	107	78	37.2%
Public PC Use	726	568	27.8%	1,370	985	39.1%
Items Used In-Library	759	867	-12.5%	1,102	1,325	-16.8%
<b>Total In-Library Use</b>	<b>4,229</b>	<b>3,857</b>	<b>9.6%</b>	<b>7,850</b>	<b>6,467</b>	<b>21.4%</b>
<b>Circulation</b>						
Items Checked Out	3,736	3,922	-4.7%	7,774	7,563	2.8%
Items Checked In	4,490	4,272	5.1%	8,564	8,565	0.0%
Staff Renewed Items	280	261	7.3%	584	486	20.2%
Patron Renewed Items	398	905	-56.0%	892	1,625	-45.1%
<b>Total Circulation</b>	<b>8,904</b>	<b>9,360</b>	<b>-4.9%</b>	<b>17,814</b>	<b>18,239</b>	<b>-2.3%</b>
<b>Circulation Areas of Interest</b>						
Audio Books	142	88	61.4%	321	152	111.2%
DVDs & Videos	752	579	29.9%	1,563	1,243	25.7%
eBooks	191	211	-9.5%	387	428	-9.6%
Large Print	263	266	-1.1%	491	439	11.8%
Magazines	236	242	-2.5%	497	664	-25.2%
Kids & Teens Material	1,110	1,292	-14.1%	2,517	2,436	3.3%
<b>Collection Development &amp; Reference</b>						
Reference Questions	167	74	125.7%	377	127	196.9%
New Kids & Teen Material Added	56	1	5500.0%	155	20	675.0%
New Books Added	58	1	5700.0%	187	22	750.0%
New Audio-Visual Material Added	45	1	4400.0%	143	2	7050.0%
<b>Total Items Added</b>	<b>326</b>	<b>77</b>	<b>323.4%</b>	<b>862</b>	<b>171</b>	<b>404.1%</b>
<b>Transits &amp; HOLDS</b>						
HOLDS Filled	697	814	-14.4%	1,389	1,520	-8.6%
YLN Library Items Brought to CVCL	3,701	3,922	-5.6%	4,349	4,776	-8.9%
CVCL Items Sent to YLN Libraries	3,081	3,819	-19.3%	3,589	4,480	-19.9%
<b>Total Transits &amp; HOLDS Activity</b>	<b>7,479</b>	<b>8,555</b>	<b>-12.6%</b>	<b>9,327</b>	<b>10,776</b>	<b>-13.4%</b>
<b>InterLibrary Loans</b>						
CVCL Items Going Out	21	37	-43.2%	78	63	23.8%
Items for CVCL Patrons	7	12	-41.7%	33	37	-10.8%
<b>Total InterLibrary Loan Activity</b>	<b>28</b>	<b>49</b>	<b>-42.9%</b>	<b>111</b>	<b>100</b>	<b>11.0%</b>
<b>Library Programs</b>						
Adult Programs	4	2	100.0%	10	6	66.7%
Adult Program Attendance	37	12	208.3%	75	26	188.5%
Adult Program Hours	9.5	n/a		20.5	0	
Youth Programs	12	2	500.0%	27	5	440.0%
Youth Program Attendance	111	22	404.5%	434	89	387.6%
Youth Program Hours	18	n/a		62	0	
<b>Total Library Program Attendance</b>	<b>148</b>	<b>34</b>	<b>335.3%</b>	<b>509</b>	<b>115</b>	<b>342.6%</b>
<b>Library Volunteers</b>						
Number of Volunteers	24	24	0.0%	46	40	15.0%
Number of Hours Given	401	245	63.7%	728	507	43.6%
<b>Average number of Hours/Volunteer</b>	<b>16.7083333</b>	<b>10.2083333</b>	<b>63.7%</b>	<b>774</b>	<b>547</b>	<b>41.5%</b>
<b>Online Resource Use</b>						
Online Public Access Catalog Searches	n/a	2,144		n/a	4,264	

# TOWN OF CAMP VERDE

## Public Works Department



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**To:** Town Council, Russ Martin, & Town Staff

**From:** Ron Long, Public Works Director

**Date:** September, 2013

**Re:** Introduction of a New Monthly Report Section;

### **Fiscal Year 2013 – 2014; Project/Tasks List with Staff Assignments**

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In an effort to keep our Council, Town Manager, Town Staff, and the general public updated on the progress of our projects and assigned duties; we in Public Works are introducing a new section to our monthly report that will provide monthly updates and other pertinent information. The following outline is an initial list of the projects and tasks we are working on in Fiscal Year 13 – 14 and the staff assignments. In future monthly reports this list will be expanded and presented in a spreadsheet format that will include more information about each project or task and our progress.

#### **Staff Groupings:**

1. *Admin Staff* – Ron, Troy, Deb, & Linda
  2. *Management Staff* – Ron, Troy, Deb, Mike D., Jan, Michael M., & Street Supervisor
  3. *Engineering Staff* – Ron, Troy, Deb, & Linda
  4. *Maintenance Staff* – Mike D., David R., Darrell, Steve, & Jon
  5. *Street Staff* – Supervisor, Luis, David H., Shane, & Rick
  6. *Storm Water Staff* – (none at this time)
  7. *Sewer Utility Staff* – Jan, Marshal, Tracy, Russ, TJ, & Gabe
  8. *Parks* – Michael
-

**Administration Projects: (Admin. Staff)**

1. Engineering Standards
2. Job Order Contracting
3. Public Improvement Ordinance
4. Stormwater Ordinance
5. Drainage Master Plan, Update
6. Smart Phones; Purchase Smart Phones for Troy & Ron
7. CIP FY 15
  - Prepare Updated Draft 5-Year CIP for Staff and Council Approval
8. Project Updates;
  - Prepare Monthly Chart/Report
  - Schedule Weekly Staff Project Update Meetings
9. Create & Update Facebook Account for Public Works
10. Grants
  - FEMA Disaster Mitigation; (Prepare Application)
  - CDBG Street Improvement: (Prepare Application)
  - Complete PARA Grant ; (Final Draft Due)
  - HSIP Sign Replacement Phase I; (Waiting for Funding)
  - HSIP Sign Replacement Phase II; (Prepare Application)
11. Encroachment Easements on Main Street
12. Project Administration
  - Prepare Contracts for all Projects
  - Progress Payments
13. Work with USFS to Obtain Permits to do Drainage Improvements on FS Land
  - Middle Verde Road
  - Overlook Acres/Shea Lane

**Engineering & Project Management: (Engineering Staff)**

1. Rezzonico Park
  - Design Cul-De Sac at the End of Black Bridge Road
2. Community Park
  - USFS Access Easement
  - NAU Engineering Capstone Project; Entry Road & Grading Plans
  - Hydrology Study
3. Tri-Intersection of Main, Finnie Flat & Montezuma Castle Highway
  - Design Improvements (Hire Consultant)
4. Finnie Flat Sidewalk
  - Design Improvements (80% Plans)

5. Library
  - Provide Project Management Services for the Design, Biding, Construction, Budget and Billings
6. Gaddis Wash
  - Design Improvements (Hire Consultant)
7. SR 260 Access Management Plan I-17 to Thousand Trails
  - Select Access/Intersections Locations
  - Prepare IGA with ADOT
8. SR 260 Round-a-bout at Industrial/Goswick Way
  - Prepare IGA with ADOT
9. Sewer Utility Shop
  - Design Foundation/Slab for Metal Building
  - Hire Contractor

**Personnel: (Management Staff)**

1. Hire Street Supervisor; Interview and Select
2. Hire Parks & Recreation Aide/Receptionist
3. Training
  - Certified Floodplain Manager CFM (Troy)
  - Traffic Signal Operations Specialist (TSOS) certification
  - Certifications for Spraying Herbicides (Street Supervisor)

**Facilities; Improvements & Maintenance: (Maint. & Engineering Staffs)**

1. New Library Building
  - Annex Demolition
  - Project Management; Provide Construction Project Management Services
2. Public Works 300 Building
  - Re-surface Gym Floor
  - Replace Bleachers
  - Replace Gym Doors
  - Remodel PW Entry & Counter
3. Pool
  - Complete CIP Project, Tile & mechanical Room
4. PW Yard Office and Maintenance Facility
  - Install Sewer Line
  - Install Heaters in maintenance Facility
5. Work Orders/Maintenance

**Town Grounds; Improvements & Maintenance: (Maint. & Engineering Staff)**

1. Remove Trees Near historical Society

## 2. Work Orders/Maintenance

### **Parks:** (Parks, Maint. & Engineering Staffs)

1. Community Park Improvements
  - Construct Gravel Entry Road
2. Rezzonico Park Improvements
  - Install Perimeter Fence
  - Install Signage
  - Construct Cul-de-Sac at the End of Black Bridge Road
3. Downtown Ramada & Field
  - Lighting
  - Access Gate
4. Work Orders/Maintenance

### **Sewer Utility; Improvements & Maintenance** (Sewer Utility & Engineering Staffs)

1. Head Works Bi-Pass
2. Septic Hauler Intake/Grinder Pump
3. UV System Upgrade/Improvement
4. Sand/Cloth Filter
5. Construct New Shop
6. Draining Beds
7. Automatic D.O. Probe
8. Work Orders/Maintenance

### **Streets; Improvements & Maintenance:** (Streets & Engineering Staffs)

1. Finnie Flat Side Walk
  - Acquire ROW
  - Construction (Early 2014)
2. Yellow Star Thistle; determine where and when the herbicide needs to be sprayed.
3. Striping; Crosswalks, Turning lanes, & Reflectors
4. Downtown Parking Lots
  - East Hollamon Street; grading & pavement/Permeable Surface
  - West Hollamon Street; Install a drainage Scupper
  - Admin. Lot; Ramp
5. Finnie Flat & SR 260 Sidewalks Complete Design & Review for Construction plan Set.
6. Tri-Intersection; Main Street, MCH, & Finnie Flat Design; Hire a Consultant
7. Traffic Counts for HMPS
8. Construct Transit Stop
9. Annual Crack Seal Program

## 10. Work Orders/Maintenance

### **Storm Water; Improvements & Maintenance:** *(Streets, Maint. & Engineering Staffs)*

1. Finnie Flat Drainage Phase II
  - Prepare for Law Suit
  - Cliffs Parkway Detention Basin and Outlet Culverts
  - Drop Inlet Channel Behind Bashas'
  - Improve Drainage on Entry Road to Out Post Town Homes/Tierra Verde Plaza
  - Remove Dead Tree next to Channel (Town Home side)
2. Verde Lakes Drive Drainage Improvements (Culvert Replacement)
3. Quarter Horse Drainage:
  - Re-establish the Diversion Berm
4. Re-Construct Detention Basin next to Pool & Skate Park
5. Fix Outlet Grate (Azure) so that it can be easily opened
6. Gaddis Wash
7. Work Orders/Maintenance

## Parks & Recreation Monthly Report – August 2013

- Staffed a Parks & Recreation information table at National Night Out.
- Kayaked a section of the Verde River w/ other staff and volunteers in preparation for Economic Development's Verde Ditch Float. Participated in 3 meetings and worked to develop registration, rules & information material for Ditch Day in support of Economic Development. Began registering participants for Verde Ditch Float.
- Continued to handle requests for facility use at the Community Center as well as the various sports fields including Philadelphia Church of God, Arizona Budgerios Festival, AYSO & Youth Football.
- Continued oversight and operation of pool. Developed and implemented an Extended Pool Season schedule starting Aug. 12. Worked w/ Maintenance to schedule pool shutdown for installation of hand rails on pool access handicap ramp.



- Continued bus trips to Diamondbacks games. Latest trip went August 11, last trip will be on September 15.
- Adult Co-Ed Softball League ended with tournament final on August 19. Awarded Team trophies for best regular season record and Tournament Champion.
- Completed contracts for refinishing gym floor and replacement bleachers. Floor refinishing started August 24 and scheduled to reopen on Sept. 10. Bleachers tentatively scheduled for November installation.
- Participated in the Verde Front Leaders Workshop in Cottonwood.
- Participated in the Verde Trails Meeting at Verde Ranger Station.
- Met with representative from AZ Sundogs about trips to games.
- Met with Camp Verde Kiwanis to request funding for Grasshopper Scholarships.
- Began issuing press releases and distributing flyers and registration materials for Fall activities including: Grasshopper Basketball, Free Movie Nights, Parent/Child Campout, Free Health Lectures, 3 on 3 Adult Basketball and Women's Adult Volleyball. Over 1300 packets of flyers and registration materials distributed through the various schools



**CAMP VERDE MUNICIPAL COURT**  
**YAVAPAI COUNTY, ARIZONA**  
473 S. MAIN STREET, SUITE 107, CAMP VERDE, AZ 86322  
PHONE: 928-567-6635 FAX: 928-567-9049

**HARRY CIPRIANO**  
PRESIDING MAGISTRATE

**VERONICA PINEDA**  
COURT SUPERVISOR

**Manager's Report**  
Reporting month: AUGUST 2013

**Week of AUG 1-9**

- Court had 15 scheduled Initial Appearance/Arraignments on Criminal/Crm.trfc./civil trfc
- Court had 1 Sentencing
- Court had 1 out of state plea
- Court had 1 Order to Show Cause- failure to pay/ comply
- Court had 5 Civil traffic hearings scheduled for both DPS and CVMO
- **Jury Trial – Mistrial**
- **AOC present for the Court Operation Audit**
- Court had 2 OP petitions filed
- 1 scheduled wedding
- **Cindy attended the monthly Safety Meeting**

**Week of AUG 12-15**

- Court had 27 scheduled Initial Appearance/Arraignments on Criminal/Crm.trfc./civil trfc
- Court had 10 Order to Show cause for failure to pay (FTP) and failure to comply(FTC)
- Court had 14 pretrial's
- Court had 3 scheduled trials
- Court had 3 reviews for payment /counseling
- Court had 1 evidentiary Hearing
- **Court had the exit interview – with AOC Court Op team (telephonic)**

**Week of AUG 19-22**

- Court had 24 scheduled Initial Appearance/Arraignments on Criminal/Crmal.trfc./civil trfc
- Court had 2 Civil traffic hearings scheduled for both DPS and CVMO
- Court had 1 scheduled Order to Show Cause (OSC) for Failure to pay/comply
- Court had 19 scheduled pretrial's
- 1- ten day jail review
- **Judge Cipriano had a Birthday**
- **Veronica attended LJCAA meeting in Phoenix**

**Week of AUG 26-29**

- Court had 25 scheduled initial appearance/arraignments both civil traffic and criminal and criminal traffic
- The Court had 19 scheduled Order to Show Cause- failure to pay/ comply
- 1 scheduled ten day jail payment reviews
- 2 out of state plea packets
- 21 scheduled Pretrial Conferences

DESCRIPTION	JULY 2013	AUGUST 2013	SEPTEMBER 2013	OCTOBER 2013	NOVEMBER 2013	DECEMBER 2013	JULY THROUGH DEC 2013	JANUARY 2014
MISDEMEANOR & CR TRAFFIC FTA	35	37					72	
DUI	11	7					18	
SERIOUS TRAFF	2	2					4	
CRIMINAL TRAFF	19	17					36	
MISDEMEANORS SUBTOTAL	67	63	0	0	0	0	130	0
CIVIL TRAFFIC	222	137					359	
HARASSMENT INJUNCTION	2	4					6	
ORDER OF PROTECTION	4	5					9	
TOTAL FILINGS	295	209	0	0	0	0	504	0
IA/ARR IN CUSTODY	38	40					78	
ATTY RESTITUTION	1230.08	956.68					\$ 2,186.76	
I.CL ORD FEES (Default/Warrant etc)	1641.97	1833.79					\$ 3,475.76	
LCL CRT ENHANCEMENT	4281.98	3855.35					\$ 8,137.33	
JCEF TO TOWN	380.50	288.66					\$ 669.16	
CVMO ADDL EQP \$13	389.38	259.04					\$ 648.42	
DPS ADDL EQP \$13	269.85	282.69					\$ 552.54	
YAV CTY JAIL/ADD FEE	901.32	606.64					\$ 1,507.96	
MVD/ADOT/ADD FEE	24.00	8.00					\$ 32.00	
ROC ADDL EQP FEE	0.22	0.00					\$ 0.22	
YAN TRIBAL POLICE	21.57	407.01					\$ 428.58	
STATE TREAS.	28378.19	23575.89					\$ 51,954.08	
TOWN TREAS.	21400.20	18613.59					\$ 40,013.79	
TOTAL CHECK	56047.21	47896.87	0.00	0.00	0.00	0.00	\$ 103,944.08	0.00

FEBRUARY 2014	MARCH 2014	APRIL 2014	MAY 2014	JUNE 2014	JANUARY THROUGH JUNE 2014	TOTAL FISCAL YR 2014	Inc/Dec FY 13 TO FY 14	TOTAL FY 13 (Jul 12-Jun 13)
					0	72	-82%	407
					0	18	-86%	128
					0	4	-75%	16
					0	36	-84%	226
0	0	0	0	0	0	130	-83%	777
					0	359	-83%	2164
					0	6	-80%	30
					0	9	-55%	20
0	0	0	0	0	0	504	-83%	2991
					0	78	-85%	507
					\$ -	\$ 2,186.76	-86%	\$ 15,188.68
					\$ -	\$ 3,475.76	-84%	\$ 21,773.48
					\$ -	\$ 8,137.33	-79%	\$ 39,413.33
					\$ -	\$ 669.16	-83%	\$ 4,004.65
					\$ -	\$ 648.42	-64%	\$ 1,804.36
					\$ -	\$ 552.54	-86%	\$ 3,980.82
					\$ -	\$ 1,507.96	-79%	\$ 7,130.78
					\$ -	\$ 32.00	-48%	\$ 62.01
					\$ -	\$ 0.22	-83%	\$ 1.30
					\$ -	\$ 428.58	367%	\$ 91.84
					\$ -	\$ 51,954.08	-82%	\$ 284,289.84
					\$ -	\$ 40,013.79	-81%	\$ 213,580.63
0.00	0.00	0.00	0.00	0.00	\$ -	\$ 103,944.08	-81%	\$ 554,359.56

Inc/Dec FY 12 TO FY13	TOTAL FY 12 (Jul 11-Jun 12)	Inc/Dec FY 11 TO FY12	TOTAL FY 11 (Jul 10-Jun 11)	Inc/Dec FY 10- FY 11	TOTAL FY 10 (Jul 09-Jun 10)	DESCRIPTION
4%	393	-28%	545	15%	472	MISDEMEANOR & CR TRAFFIC FTA
41%	91	-11%	102	40%	73	DUI
0%	16	45%	11	-79%	52	SERIOUS TRAFF
-49%	441	5%	421	-16%	502	CRIMINAL TRAFF
-17%	941	-13%	1079	-2%	1099	MISDEMEANORS SUBTOTAL
5%	2057	13%	1822	130%	791	CIVIL TRAFFIC
-21%	38	23%	31	29%	24	HARASSMENT INJUNCTION
-26%	27	-16%	32	0%	32	ORDER OF PROTECTION
-2%	3063	3%	2964	52%	1946	TOTAL FILINGS
15%	442	0%	444	1%	441	IA/ARR IN CUSTODY
12%	\$ 13,521.82	32%	\$ 10,237.25	-20%	\$ 12,736.35	ATTY RESTITUTION
16%	\$ 18,722.40	16%	\$ 16,140.89	44%	\$ 11,228.71	LCL ORD FEES (Default/Warrant etc)
-12%	\$ 44,584.65	28%	\$ 34,769.20	52%	\$ 22,896.94	LCL CRT ENHANCEMENT
-12%	\$ 4,539.68	16%	\$ 3,910.25	26%	\$ 3,109.40	JCEF TO TOWN
60%	\$ 1,130.42	NA				CVMO ADDL EQP\$13
19%	\$ 3,352.33	NA				DPS ADDL EQP \$13
8%	\$ 6,595.25	-5%	\$ 6,925.71	-3%	\$ 7,167.68	YAV. CTY JAIL FEES
15%	\$ 53.99	NA				MVD/ADOT/ADD FEE
NA						ROC ADDL EQP FEE
-67%	\$ 278.10	3%	\$ 270.00	-13%	\$ 311.25	YAN TRIBAL POLICE
-19%	\$ 349,348.21	18%	\$ 295,231.95	19%	\$ 248,081.20	STATE TREAS.
-27%	\$ 293,400.56	21%	\$ 241,591.94	27%	\$ 190,774.09	TOWN TREAS.
-21%	\$ 703,283.19	21%	\$ 582,699.05	23%	\$ 472,340.56	TOTAL CHECK



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

**STATE REMITTANCE REPORT**

Report Period: AUGUST 2013 Prepared By: VERONICA PINEDA  
 Date: September 5, 2013 Title: COURT SUPERVISOR  
 Depositor Code # 6332 Phone #: 928-554-0033- DIRECT NUMBER  
 Depositor Name: CAMP VERDE MUNICIPAL COURT  
 Address: 473 SOUTHMAIN STREET, SUITE 107 ***negative amounts are not to be used on this form***  
CAMP VERDE AZ 86322 (contact this Office for guidance regarding negative entries)

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
<b>FINES &amp; FEES</b>			<b>FINES &amp; FEES (continued)</b>		
Confidential Inter Fund	08-135; 12-284.03A8	<u>ZCIF</u>	DUI, OUI Assessment	5-395.01; 5-396, 7; 28-1381-3;	
Juvenile Family Counseling	08-263C	<u>ZJFC</u>	(public safety equip fund)	28-8284, 6-8; 41-1723	<u>\$527.40</u>
Victim's Rights - Juvenile	08-418; 41-191.08	<u>ZVRJF</u>	FARE General Services Fee		
AHCCCS	11-292		FARE Delinquent Fee		<u>\$379.59</u>
JCEF-Filing Fees	12-284.03A7; 22-281C1;		FARE Special Collections Fee		<u>\$1424.54</u>
	22-404C1	<u>\$3.83</u>	FARE Installment Fee		
JCEF - Time Payment	12-116B	<u>\$533.00</u>	Constable Ethics Fund	11-445 (80%)	
JCEF - Diversion Fee	12-114		Constable Ethics Fund	11-445 (20%)	
JCEF- Probation Assessment	12-114.01	<u>\$2874.87</u>	Photo Enforcement Fee	41-1722	
DNA Penalty Assessment	12-116.01C, J	<u>\$996.77</u>	Photo Enforcement Process Serving Fee		
2011 Add'l Assmnt(**see below)	12-116.04C	<u>\$1,134.87</u>	GITEM	41-1724/ 11-1051	
(**State Treas use only)			<b>OTHER FINES &amp; FEES (describe and indicate ARS #)</b>		
	50% GITEM	50% PSEF			
Confidential Address Fund	12-116.05	<u>\$135.66</u>			
Domestic Violence	12-116.06, 12-284.03A2	<u>\$142.80</u>			
Drug Prevention Res Center	12-284.03; 41-2402H	<u>ZDGEF</u>	<b>TAXES</b>		
Child Abuse	12-284.03A3	<u>ZDYCA</u>	Prior Year Real Property	42-208	
Sex Offender Assessment	13-3824	<u>ZSOMF</u>	Personal Property	42-208	
Anti-Racketeering Fund	13-811B; 13-2314.01	<u>ZARF2</u>	County Education District	15-991.01A	
Drug & Gang Enforce Acct	13-811C; 41-2402	<u>\$1051.42</u>	Property-Min School Tax	15-992B, C	
Community Punishment			State Water Banking	48-3715.03; 45-2425	
Program Drug Fines	13-821; 12-299	<u>ZCPP</u>	C.A.W.C.D.	48-3715	
Technical Registration Bd	13-3423	<u>\$15.00</u>			
Citizens Clean Election Fund	16-949D; 16-954C	<u>\$1652.67</u>	Groundwater Replenishment	48-3773.A3; 48-3772	
Game & Fish - Wildlife	17-313A	<u>ZGF</u>	Annual Membership Dues	48-3779	
AZ Lengthy Trial Fund	21-222	<u>ZALTF</u>	<b>OTHER TAXES (describe and indicate ARS #)</b>		
Alternative Dispute	22-281C2; 12-135;				
Resolution Fund	12-284.03A5	<u>ZADR</u>			
Mining Fees	27-208D				
Child Passenger Restraint	28-907C	<u>\$33.75</u>	<b>90/10 REVENUE</b>		
DPS - Civil Penalty	28-2533C; 28-4139	<u>\$250.00</u>	Mobile Home Relocation	33-1476.03 (90%)	
DUI Abatement Fund	28-1304; 28-1382, 3	<u>ZDUJA</u>	Mobile Home/Ins. & Cost	33-1476.03 (10%)	
Civil Penalties (Gen. Fund)	28-737; 28-876; 28-2416;				
	32-1166, 44-1799.81	<u>ZSTAT.ZACAF.ZBULK</u>	<b>TOTAL AMOUNT REMITTED:</b>		
	28-5438F; 28-2533C	<u>ZHRF1.ZHRF3</u>	By Check		<u>\$23,575.89</u>
AZ Highway Fines (HURF)	31-411F; 31-466B		By Cr Advice (Wire)		
Victim Comp/Assistance	32-1107; 32-1124	<u>ZRCA</u>			
Registrar of Contractors	36-2219.01; 12-116.02F	<u>\$2148.47</u>	<b>TOTAL</b>		<u>\$23,575.89</u>
MSEF Penalty Assessment	41-2401; 12-116.01	<u>\$7767.22</u>			
CJEF Penalty Assessment	41-2167	<u>ZADRF</u>			
Arson Detection Reward Fund	41-2421J; 12-116.01B	<u>\$1156.79</u>			
FTG Penalty Assessment 7%	41-1651; 5-395.01A4	<u>\$1347.24</u>			
Prison Const & Ops Fund	41-2421E4	<u>REMITTED BY SUPREME</u>			
Dept of Law - Crim. Cases		<u>COURT &amp; COURT OF APPEALS ONLY</u>			

**NOTES:**

Certain funds are required to be remitted to the State Treasurer directly, while others are to be remitted to other entities; i.e., county treasurer, city treasurer, etc. Only use this form to remit funds to the Arizona State Treasurer as required by Arizona Revised Statutes (A.R.S.). For all other remittances, please check with your city or county. Form TRE 102A is to be used by counties for required detailed information. Please keep a copy of this report for your records.

FOR STATE TREASURER USE ONLY

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: August 2013

CRIMINAL TRAFFIC				
	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	33	4	83	120
Filed	7	2	17	26
Transferred In	0	0	0	0
<b>SUBTOTAL</b>	<b>40</b>	<b>6</b>	<b>100</b>	<b>146</b>
Transferred Out	6	0	0	0
Other Terminations	11	0	28	39
<b>TOTAL TERMINATIONS</b>	<b>11</b>	<b>0</b>	<b>28</b>	<b>39</b>
Statistical Correction	0	0	0	0
Pending End of Month	29	6	72	107

\*A.R.S. 28-661 (if misdemeanor), -662,-663,-664,-665,-693,-700. 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
220	5	0	225	0	5	5	0	220

**\*\*READ:** These are FORMAL FTA FILINGS AND DISPOSITIONS CHARGING ANOTHER CRIMINAL OFFENSE, not bench warrants for failure to appear. FTA filings should also have original traffic complaint recorded in the CRIMINAL TRAFFIC SECTION above until that traffic filing has been terminated. Issuing a bench warrant or an FTA does not terminate the traffic filing.

Criminal Traffic/FTA Court Trials Held: 0 Criminal Traffic/FTA Jury Trials Held: 0

CIVIL TRAFFIC									
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Default Judg- ment	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
320	137	0	457	0	21	208	229	0	228

Civil Traffic Hearings Held: 6

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)				
Filed	38	Trans In	0	TOTAL
				38

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: August 2013

MISDEMEANOR									
Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Trans Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (j)	
Misdemeanor (Non-Traffic)	535	32	0	567	0	36	36	0	531
Failures to Appear (Non-Traffic)	1	0	0	1	0	0	0	0	1
<b>TOTAL</b>	<b>536</b>	<b>32</b>	<b>0</b>	<b>568</b>	<b>0</b>	<b>36</b>	<b>36</b>	<b>0</b>	<b>532</b>

TRIALS HELD			
Misdemeanor Court/FTA Trials Held:	2	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	0	0	1	0	0	0	0	1
Felony Preliminary Hearings Held:	0	Felony, Misdemeanor, Criminal Traffic Initial: Appearances:	40					

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
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: August 2013

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

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

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

<b>DOMESTIC VIOLENCE/HARASSMENT PETITIONS</b>				
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	Filed	Order Issued	Petition Denied	TOTAL TERM.
Domestic Violence	5	0	4	4
Harassment	4	2	2	4

<b>HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT</b>			
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Order of Protection: 0      Injunction Against: 1

<b>SPECIAL PROCEEDINGS/ACTIVITIES</b>			
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Peace Bond Complaints Filed:	0	Fugitive Complaints Filed:	0
Juvenile Hearings Held:	0	Search Warrants Issued:	4

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 4 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report

Month/Year: August 2013

### WARRANTS OUTSTANDING

#### TRAFFIC WARRANTS OUTSTANDING

D.U.L.	127
Serious Violations	10
All Other Violations	562
<b>TRAFFIC TOTAL</b>	<b>719</b>

#### CRIMINAL WARRANTS OUTSTANDING

Felony	0
Misdemeanor	708
<b>CRIMINAL TOTAL</b>	<b>708</b>

**MAIL BY THE 20TH WORKING DAY OF MONTH:**

Arizona Supreme Court  
Administrative Office of the Courts  
1501 W. Washington St., Suite 410  
Phoenix, AZ 85007-3327

ATTN: Research/Statistics Unit  
(602) 542-9376

  
\_\_\_\_\_  
Signature of the Judge/Magistrate (or designee)

Veronica Pineda  
\_\_\_\_\_  
Name of Preparer

9-10-13  
\_\_\_\_\_  
Date of Preparation

## MONTHLY REVENUE REMITTANCE REPORT

### CAMP VERDE MUNICIPAL COURT - AUGUST 2013

Account Description & Statute	AZTEC Code	Total Distribution
Confidential address- ARS 12-116.04	ZCAA1	135.66 ✓
CEF 10% of Base Fine - 16-954C	ZCEF	\$1,652.67 ✓
CJEF 47% of Base Fine - 12-116.01A	ZCJEF	\$7,767.22 ✓
Child Restraint - 28-907C	ZCPRF	\$33.75 ✓
Drug & Gang Enforcement - 13-811C	ZDECJ	\$1,051.42 ✓
DNA 3% of Base Fine - 12-116.01C	ZDNAS	\$996.77 ✓
DUI Abatement Fund - 28-1382D3 (\$250 Extreme DUI)	ZDUIA	
Domestic Violence Shelter Fund 12-116.06	ZDVSF	\$142.80 ✓
FARE Fee Special Collections (19%)	ZFAR1	\$1,424.54 ✓
FARE Delinquency Fee (\$35.00 Fee)	ZFAR2	\$379.59 ✓
FTGF 7% of Base Fine - 12-116.01B	ZFTGS	\$1,156.79 ✓
G&F Wildlife Theft Prevention Fund - 17-313A	ZGF	
28-2533 - Out-of-State Plates (80% Base Fine to HURF)	ZHRF3, ZHRF1	
28-2533 - Out-of-State Plates (20% Base Fine to DPS)	ZHRFD	
STATE Time Payment JCEF - 12-116	ZJCS	\$533.00 ✓
STATE Civil JCEF - 22-281C1 (18.39% of Fee)	ZJCSF	\$3.83 ✓
MSEF 13% of Base Fine - 12-116.02A	ZMSEF	\$2,148.47 ✓
2011 \$8 Assessment - State: \$4 to GITEM & \$4 to PSEF	ZOS1	\$1,134.87 ✓
Prison Construction & Operations Fund - 41-1651	ZPCOF	\$1,347.24 ✓
Probation Surcharge 2006 - 12-114.01 (\$10.00)	ZPRS6	\$22.46
Probation Surcharge 2009 - 12-114.01 (\$10.00)	ZPRS9	\$2,850.98
Probation Surcharge OLD - 12-114.01 (\$5.00)	ZPRSU	\$1.43
Public Safety Equipment Fund, 41-1723, 28-1381.5	ZGFDU,ZPSEF	\$527.40 ✓
Registrar of Contractors	ZRCA	
State Highway Fund - 28-710A	ZSHWY	
Drug Lab Remediation Technical Registration Bd 13-3423 (D9)	ZTECH	\$15.00 ✓
State Highway Work Zone Fund - 28-710B	ZSHWZ	
28-4139 - FR Suspended Plates (100% Base Fine to DPS)	ZSLPD	\$250.00 ✓
<b>SUBTOTAL - STATE REVENUE Remitted to City Finance</b>		<b>\$23,575.89 ✓</b>

2874.87

Jail Incarceration Fee (9914) GL#2-003-10-34324	ZJF	\$484.80
2011 Add'l Assessmnt \$1 -JP Crts 12-116.04E GL#3-900-40-35196	ZOS2	\$141.84
<b>SUBTOTAL - YAVAPAI COUNTY REVENUE Remitted to City Finance</b>		<b>\$606.64</b>
2011 Officer Safety Equip - Sheriff	ZOS4	
2011 Officer Safety Equip - DPS	ZOS5	\$282.69 ✓
2011 Officer Safety Equip - MVD/ADOT	ZOS6	\$8.00 ✓
2011 Officer Safety Equip - Game & Fish	ZOS7	
2011 Officer Safety Equip - ROC	ZOS8	
2011 Officer Safety Equip - Border Patrol	ZOS9	
2011 Officer Safety Equip - Animal Control	ZOS10	
2011 Officer Safety Equip - Marshall	ZOS11	\$259.04
2011 Officer Safety Equip - College PD	ZOS12	
2011 Officer Safety Equip - Fire Dept	ZOS13	
2011 Officer Safety Equip - Tribal	ZOS14	\$17.75
28-4139 - FR Suspended Plates (100% Base Fine to TRIBAL)	ZSLPT	\$389.26
<b>SUBTOTAL - INDIVIDUAL CITING AGENCY REVENUE Remitted to City Finance</b>		<b>\$953.74</b>
Court Appt Attorney Fee Local	ZAFEE	
Indigent Defense Fees - Rule 6.7d, A.R.Cr.P. 01-300-40-431000	ZATT,ZATTT & ZREIM	\$956.68 ✓
Confidential address- ARS 12-116.04	ZCAA2	\$7.14
Defensive Driving School Fee - 28-3396	ZDDS	\$3,360.00
Deferred Prosecution Fees	ZDEFF	
Fines/Civil Penalties - 13-811A & 28-1554B	ZFINE	\$11,979.10
28-2533 - Out-of-State Plates (20% Base Fine to SPD)	ZHRFC	
CREDIT City Gen Fund (Over Amt as Local Costs, Bond Forfeitures)	ZFORF, ZOVER, ZOVF	\$1.00
Public Defender Fee - 11-584 (\$25.00)	ZPUBZ	\$68.52
Local Costs/Fee Warrant Default Fees	ZLCL	\$1,833.79
Bonds Forfeited to General Fund	ZLOCL	
Misc. Filing Fees - 22-281C3 (71.15% to County)	ZMISC	\$14.51
28-4139 - FR Suspended Plates (100% Base Fine to CVMO)	ZSLPC	\$392.85
Bank Fees -From Cbk/prev mon bank statement	negative number	
Bank Fee - Checks Ordered	negative number	
<b>SUBTOTAL - CITY REVENUE Remitted to Finance</b>		<b>\$18,613.59</b>

407 01

Court Enhancement Fee	ZCEH	\$3,855.35
<b>- COURT ENHANCEMENT REVENUE Remitted to City Finance 05-330-40-413300</b>		<b>\$3,855.35</b>
LOCAL Time Payment JCEF - 12-116	ZJCL	\$287.00
LOCAL Civil JCEF - 22-281D (8.04% of Fee)	ZJCLF	\$1.66
<b>SUBTOTAL - JCEF REVENUE Remitted to city finance 05-310-40-431000</b>		<b>\$288.66</b>
<b>Total Revenue</b>		<b>\$47,896.87</b>

**MISCELLANEOUS PASS-THROUGH MONIES (Overpayments) REPORT**

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

**RESTITUTION REPORT**

Carried Forward from Previous Month		\$0.00
Escheated / stale dated		
Received During Current Month	5901 ZREST	\$909.17
Disbursed During Current Month	5003	(\$909.17)
Balance at End of Current Month		\$0.00

**BOND REPORT**

Bonds Carried Forward from Previous Month		\$6,688.00
Bonds Received During Current Month	ZBND	\$8,043.15
Bonds Forfeited During Current Month	Pg 3 Total	(7,103.80)
Bonds Escheated 2011:		
Bond Voided		
Bonds Transferred	fee book	(\$995.00)
Bonds Refunded During Current Month	5079	(\$684.35)
Bonds Balance at End of Current month: open bonds		\$5,948.00
<b>TOTAL PASS THROUGH MONIES</b>		<b>\$5,948.00</b>

I, Hon. Harry Cipriano, Magistrate, Camp Verde Municipal Court, Yavapai County, State of Arizona, do hereby certify the foregoing is a true and correct account of the funds collected by the Court for the month of:

August-13

Signature

Date



8-10-13

# Community Development Monthly Report August 2013



## Building

Robert Foreman – Building Official

## Permits Kendall Welch – Permit Technician



## Planning

Michael Jenkins – Community Development Director

Jenna Owens – Assistant Planner

**Code Enforcement** – Lisa Diacik

# BUILDING MONTHLY REPORT

<b>August 2013</b>	<b>CURRENT MONTH</b>	<b>PREVIOUS MONTH</b>	<b>2013-2014 FY</b>
PERMITS ISSUED	35	28	63
PLAN REVIEWS PERFORMED	19	16	35
INSPECTIONS PERFORMED	67	69	136
PHONE CALLS RECEIVED	298	214	512
CUSTOMERS ASSISTED	79	71	150
BUSINESS LICENSES REVIEWED	4	10	14
BUSINESS LICENSE INSPECTIONS	3	2	5
MISCELLANEOUS SITE INSPECTIONS	9	14	23
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	1	1	2
Stop Work Order	1	2	3
Grading Without Permit	0	0	0

MISCELLANEOUS:

PROJECTS: All

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

ISSUED DATES: 8/01/2013 THRU 8/31/2013

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
20130248 02-RES ADD	8/05/2013 7/18/2013	SANDIE, REDDELL RESIDENTIAL ADDITION	452 HEREFORD DR 02-RESADD - RESIDENTIAL ADD	KILBY&SONS OWNER	RESIDENTIAL ADDITION 110,000.00	02-RES ADD 1,607.78
20130250 FENCE	8/06/2013 7/22/2013	RATZLAFF, DALE & CAROLYN FENCE	1042 POWDERHORN RD FENCE - FENCE	OWNER OWNER	FENCE 2,000.00	FENCE 40.30
20130254 01-NEW RES	8/06/2013 7/24/2013	RATZLAFF, DALE & CAROLYN NEW RESIDENTIAL BUILDING	1042 POWDERHORN RD R-3 - RESIDENTIAL ONE/TWO F	OWNER OWNER	NEW RESIDENTIAL 217,892.00	01-NEW RES 3,563.44
20130255 04-RES ACC	8/01/2013 7/24/2013	SPRVEILL, ELAINE RESIDENTIAL ACCESSORY BLD	1999 RUSTLERS TRAIL 02-RESADD - RESIDENTIAL ADD	NORTHERNAR OWNER	RESIDENTIAL ACCESSORY BUILD 2,350.00	RES ACC 209.48
20130257 03-RES REM	8/13/2013 7/26/2013	MESA, IGNACIO RESIDENTIAL REMODEL	4056 HIGHWAY 260 03-RESREM - RESIDENTIAL REM	OWNER OWNER	RESIDENTIAL REMODEL 10,000.00	03-RES REM 206.25
20130259 04-RES ACC	8/12/2013 7/29/2013	FORRESTER, WAYLON RESIDENTIAL ACCESSORY BLD	3585 TUMBLEWEED DRIVE RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 10,000.00	RES ACC 206.25
20130262 MECH-RES	8/06/2013 8/06/2013	BRIDGE, BILLY & JUNE RESIDENTIAL MECHANICAL	1147 JANICE CIRCLE MECH-RES - RESIDENTIAL MECH	DELTAMECH OWNER	RESIDENTIAL ADDITION 3,179.87	02-RES ADD 50.00
20130264 ELE-COM	8/01/2013 8/01/2013	JACKPOT RANCH LLC COMMERCIAL ELECTRICAL	2025 RESERVATION LOOP RD. ELE-COM - COMMERCIAL ELECTR	OWNER OWNER	COMMERCIAL ELECTRICAL 17,500.00	ELE-COM 660.57
20130266 16-COMREP	8/16/2013 8/05/2013	J P MORGAN CHASE COMMERCIAL REPAIR	401 FINNIE FLAT RD 16-COMREP - COMMERCIAL REPA	RANDM OWNER	COMMERCIAL REPAIR 45,000.00	16-COMREP 1,323.82
20130267 ELE-RES	8/05/2013 8/05/2013	MILLER, BILL & MARY RESIDENTIAL ELECTRICAL	5433 RALSTON RANCH RD ELE-RES - RESIDENTIAL ELECT	PURINTONEL OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 50.00
20130268 Z-TEMPUSE	8/06/2013 8/07/2013	RATZLAFF, DALE & CAROLYN TEMPORARY USE	1042 POWDERHORN RD Z-TEMP - TEMPORARY USE PERM	OWNER OWNER	TEMPORARY USE PERMIT 0.00	Z-TEMPUSE 100.00
20130269 04-RES ACC	8/07/2013 8/07/2013	GANIS, LARRY RESIDENTIAL ACCESSORY BLD	1944 BADGER LANE RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 4,000.00	RES ACC 75.00
20130270 MH	8/15/2013 8/08/2013	GREENE, LORI MANUFACTURED HOME	3060 BULLARD LANE MH - MANUFACTURED HOME	GUERRAMOB OWNER	MANUFACTURED HOME 69,600.00	MH 385.00
20130272 SOLAR	8/15/2013 0/00/0000	KUROWSKI, RYAN SOLAR INSTALLATION	855 AZURE DR SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	RESIDENTIAL ADDITION 31,850.00	02-RES ADD 762.21
20130274 ELE-RES	8/13/2013 8/13/2013	HULSEY, SOLON RESIDENTIAL ELECTRICAL	334 MARYVALE DR ELE-RES - RESIDENTIAL ELECT	DICKISON OWNER	RESIDENTIAL ELECTRICAL 750.00	ELE-RES 50.00
20130275 02-RES ADD	8/16/2013 8/13/2013	URAIN, MYRNA RESIDENTIAL ADDITION	436 YAQUI CIRCLE PORCH - PORCH/PATIO	OWNER OWNER	RESIDENTIAL ADDITION 2,000.00	02-RES ADD 199.26

PROJECTS: All

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

ISSUED DATES: 8/01/2013 THRU 8/31/2013

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
20130276 ELE-RES	8/13/2013 8/13/2013	CORBIN, RODNEY RESIDENTIAL ELECTRICAL	3745 NORTHERN AVE ELE-RES - RESIDENTIAL ELECT	LYON&SONMO OWNER	RESIDENTIAL ELECTRICAL 1,500.00	ELE-RES 50.00
20130277 MH	8/19/2013 8/13/2013	CORBIN, RODNEY MANUFACTURED HOME	3745 NORTHERN AVE MH - MANUFACTURED HOME	LYON&SONMO OWNER	MANUFACTURED HOME 6,500.00	MH 385.00
20130278 04-RES ACC	8/19/2013 8/13/2013	ROGERS, RICHARD RESIDENTIAL ACCESSORY BLD	4695 CAUGHRAN RD RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 36,000.00	RES ACC 853.87
20130279 04-RES ACC	8/19/2013 8/13/2013	WAGNER, CHARLES RESIDENTIAL ACCESSORY BLD	835 BUTLER LANE RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 4,700.00	RES ACC 275.14
20130280 MECH-RES	8/14/2013 8/14/2013	FLINN, EDWARD RESIDENTIAL MECHANICAL	1487 HORSESHOE BEND DR MECH-RES - RESIDENTIAL MECH	ENERGYSAVI OWNER	RESIDENTIAL MECHANICAL 4,801.00	MECH-RES 50.00
20130281 MECH-RES	8/14/2013 8/14/2013	MCBRIDE, RICK RESIDENTIAL MECHANICAL	3863 MOCKINGBIRD LANE MECH-RES - RESIDENTIAL MECH	ENERGYSAVI OWNER	RESIDENTIAL MECHANICAL 7,871.22	MECH-RES 50.00
20130282 04-RES ACC	8/22/2013 8/16/2013	GORDON, BRADFORD & ANN RESIDENTIAL ACCESSORY BLD	1098 CANAL CIRCLE RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY 12,000.00	RES ACC 370.26
20130283 ZC	8/15/2013 8/15/2013	KREIENKAMP, RONALD & JANET ZONING CLEARANCE	2196 PIPER AVENUE	OWNER OWNER	ZONING CLEARANCE 2,000.00	PORCH/PAT 85.00
20130284 04-RES ACC	8/20/2013 8/15/2013	RICHARDS, CONNIE RESIDENTIAL ACCESSORY BLD	86 MARGIE LANE RES - RESIDENTIAL ACCESSORY	FIELDSCUST OWNER	RESIDENTIAL ACCESSORY BUILD 4,350.00	RES ACC 260.04
20130285 04-RES ACC	8/22/2013 8/15/2013	SHAUM, NELSON JACOB RESIDENTIAL ACCESSORY BLD	2721 DIAMOND S RD RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 75,000.00	RES ACC 1,375.93
20130286 DEMO-RES	8/19/2013 8/19/2013	PETERSON, CLAYTON RESIDENTIAL DEMOLITION	2620 ANUPAYA DEMO-RES - RESIDENTIAL DEMO	OWNER OWNER	RESIDENTIAL DEMOLITION 0.00	DEMO-RES 50.00
20130288 PLB-RES	8/20/2013 0/00/0000	KIN LAI, YAP RESIDENTIAL PLUMBING	564 HIGHLINE LANE PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL MECHANICAL 0.00	MECH-RES 50.00
20130289 ZC	8/21/2013 8/21/2013	TOWN OF CAMP VERDE ZONING CLEARANCE	473 MAIN ST	OWNER OWNER	ZONING CLEARANCE 8,668.00	ZC 0.00
20130290 ELE-COM	8/21/2013 8/21/2013	TOWN OF CAMP VERDE COMMERCIAL ELECTRICAL	473 MAIN ST ELE-COM - COMMERCIAL ELECTR	PURSOLAR OWNER	COMMERCIAL ELECTRICAL 12,000.00	ELE-COM 0.00
20130291 SOLAR	8/27/2013 0/00/0000	BILLINGS, BRIAN & SHEREE SOLAR INSTALLATION	2092 LONG RIFLE RD SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 20,000.00	SOLAR 530.06
20130292 SOLAR	8/27/2013 0/00/0000	KRAUTBAUER, LEONARD AND LIL SOLAR INSTALLATION	930 BUFFALO TRAIL SOLAR - SOLAR INSTALLATION	VERDESOLAR OWNER	SOLAR INSTALLATION 20,056.00	SOLAR 553.16



PROJECTS: All

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

ISSUED DATES: 8/01/2013 THRU 8/31/2013

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

STATUS: ALL

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

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
01-NEW - NEW RESIDENTIAL BUILDING	1	217,892.00	3,563.44
02-RES - RESIDENTIAL ADDITION	2	112,000.00	1,807.04
03-RES - RESIDENTIAL REMODEL	1	10,000.00	206.25
04-RES - RESIDENTIAL ACCESSORY BL	8	148,400.00	3,625.97
16-COMREP - COMMERCIAL REPAIR	1	45,000.00	1,323.82
DEMO-RES - RESIDENTIAL DEMOLITION	1	0.00	50.00
ELE-COM - COMMERCIAL ELECTRICAL	2	29,500.00	660.57
ELE-RES - RESIDENTIAL ELECTRICAL	3	2,250.00	150.00
FENCE - FENCE	1	2,000.00	40.30
MECH-RES - RESIDENTIAL MECHANICAL	3	15,852.09	150.00
MH - MANUFACTURED HOME CAL	2	76,100.00	770.00
PLB-RES - RESIDENTIAL PLUMBING	2	350.00	100.00
SOLAR - SOLAR INSTALLATION	4	90,406.00	2,352.39
Z-TEMPUSE - TEMPORARY USE	1	0.00	100.00
ZC - ZONING CLEARANCE	3	11,668.00	160.00
*** TOTALS ***	35	761,418.09	15,059.78

PROJECTS: ALL

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

ISSUED DATES: 8/01/2013 THRU 8/31/2013

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*	3	3	11,668.00	160.00
02-RESADD - RESIDENTIAL ADDITION	2	2	112,350.00	1,817.26
03-RESREM - RESIDENTIAL REMODEL	1	1	10,000.00	206.25
16-COMREP - COMMERCIAL REPAIR	1	1	45,000.00	1,323.82
DEMO-RES - RESIDENTIAL DEMOLITION	1	1	0.00	50.00
ELE-COM - COMMERCIAL ELECTRICAL	2	2	29,500.00	660.57
ELE-RES - RESIDENTIAL ELECTRICAL	3	3	2,250.00	150.00
FENCE - FENCE	1	1	2,000.00	40.30
MECH-RES - RESIDENTIAL MECHANICAL	3	3	15,852.09	150.00
MH - MANUFACTURED HOME	2	2	76,100.00	770.00
PLB-RES - RESIDENTIAL PLUMBING	2	2	350.00	100.00
PORCH - PORCH/PATIO	1	1	2,000.00	199.26
R-3 - RESIDENTIAL ONE/TWO FAMILY	1	1	217,892.00	3,563.44
RES - RESIDENTIAL ACCESSORY BUILDING	7	7	146,050.00	3,416.49
SOLAR - SOLAR INSTALLATION	4	4	90,406.00	2,352.39
Z-TEMP - TEMPORARY USE PERMIT	1	1	0.00	100.00
*** TOTALS ***	35	35	761,418.09	15,059.78

SELECTION CRITERIA

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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

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PROJECT DATES

APPLIED RANGE FROM: 00/00/0000 THROUGH 99/99/9999  
ISSUED RANGE FROM: 08/01/2013 THROUGH 08/31/2013  
USE SEGMENT DATES: NO  
EXPIRE RANGE FROM: 00/00/0000 THROUGH 99/99/9999  
USE SEGMENT DATES: NO

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PRINT OPTIONS

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

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\*\*\* END OF REPORT \*\*\*

**MONTHLY REPORT FOR AUGUST  
BUILDING DIVISION**

Attended the monthly Safety Committee meeting, and conducted the quarterly loss control audit of Town properties. This inspection was conducted at the Community Development Department and Safety committee members conducting the inspection were Denise Alm, Camp Verde library, Laura Miller, Camp Verde Marshal's office, Kristi Gagnon, Camp Verde Fire District, Jan Grogan, Camp Verde Sanitation Department and myself.

Assisted Public works by attending seven (7) interviews with Mike Dumas and Dave Russell from maintenance for the two open positions in that Division. Attended the National Night Out Town function for Community Development. Held meetings with the contractor concerning the repairs on the Chase bank building, and a meeting with staff and the Economic Development Director and potential applicant for a micro-brewery on Main St.

Held a pre-development meeting with staff, Camp Verde Fire Marshal, contractor, real estate agent and potential applicant concerning a possible new auto-body shop located on Finnie Flat Road. Continued working with the Building Division's new Permit Technician/Administrative Assistant Kendall Welch who started work in Community Development on July 15<sup>th</sup>. Anyone who has not met Kendall please feel free to come by the office and do so.

Attended a meeting with the Building Officials from Yavapai County, Prescott, Prescott Valley, Chino Valley and Dewey-Humboldt in Prescott to discuss the progress and coordination of possible approval of the new 2012 Building Codes by the respective elected officials in those jurisdictions. The goal is to bring this before the Camp Verde Town Council by April of 2014 for consideration and possible approval by the Council. Prepared a tentative schedule of informal meetings of staff with the public and stakeholders beginning in October and running through January of 2014. These will be held on Monday evenings from 4:00 p.m. until 6:00 p.m. in Council chambers. Excepting the week of October 28<sup>th</sup> to attend the AZBO Institute and the week of December 23<sup>rd</sup> for the Christmas Holiday. Have invested considerable time reviewing and considering amendments to the proposed technical codes, to be possibly adopted, to reflect the geographic and climatic environment of Camp Verde.

Conducted the final inspections and approval of the solar project at the Camp Verde School Complex. Held meetings with the owner and engineer concerning a retaining wall constructed without a permit, meetings with the Camp Verde Marshall regarding the new kennel/impound on Industrial Drive. This project should be finished in September. Approved the permit for the

Fed Ex expansion on Cherry road, and had several meetings and site visits with staff, Town Manager and Camp Verde Fire Marshal concerning an industrial nuisance at Boyles Way.

Performed 67 Building Inspections, issued 4 business licenses, 12 miscellaneous site visits, 8 postings for the Clerks' Office, Zoning Division and Building Division. Attended 32 meetings, had 111 phone calls and 19 Plan Reviews.

Robert Foreman CBCO  
Building Official  
Town Safety Officer

BUILDING DIVISION MONTHLY REPORT

For the Month of: AUG

Year: 2013

Number of Inspections: 67

Number of Postings C.D : 1

Number of Postings Clerk: 5

Number of Postings Building: 2

Zoning Clearances Done: 2

Business License Issued: 4

Site Inspections Business License: 3

Site Inspections Misc Zoning: 1

Site Inspections Misc Building: 8

Transmittals: 9

Meetings: 32

Plan Reviews Commercial: 3

Plan Reviews Residential: 16

Phone Calls: 111

Dangerous Buildings: 1

Stop Work Orders: 1

Commission/Board/Council Meetings: 2

Letters: 3

**Planning & Zoning  
Monthly Report** *MS*

**August 2013**

**August 01, 2013**

- Michael Jenkins & Jenna Owens met with Mr. Williams to discuss a proposed project. We assisted Mr. Williams with his inquiry as to which Zoning District would be the best for his project.

**August 05, 2013**

- Michael Jenkins, Robert Foreman, Kendall Welch & Jenna Owens met with Steve Ayers and Mr. Steve Killingstad to discuss his proposed Microbrewery. Staff gave Mr. Killingstad the requirements of the Planning & Zoning Ordinance and the current Building Code.

**August 06, 2013**

- Michael Jenkins, Robert Forman, Kendall Welch & Jenna Owens participated in the National Night Out. Kendall & Robert had information on the upcoming 2012 Building Code Amendment adoption process. Mike & Jenna were providing information on the General Plan Update to encourage community participation in the process.

**August 07, 2013**

- Michael Jenkins and Robert Foreman met with Marshal Gardner to discuss the new animal impound.

**August 12, 2013**

- Michael Jenkins and Jenna Owens met with Bill Helm, reporter from the Bugle, to provide information on the upcoming General Plan meeting held on August 15<sup>th</sup>.

**August 14, 2013**

- Michael Jenkins and Jenna Owens participated on behalf of the Town in a Development Meeting which was being held by the Yavapai County Development Services office. The project is going to be located in the County adjacent to the Camp Verde Town Boundary, access to the project is in the jurisdiction of Camp Verde.

**August 15, 2013**

- Michael Jenkins met with Russ Martin and Mr. Felipe Zubia of Jacobs Engineering to discuss the State Route 260 corridor and the upcoming General Plan.

**August 26, 2013**

- Michael Jenkins and Jenna Owens met with Russ Martin & Steve Ayers to discuss the General Plan direction.

**August 27, 2013**

- Michael Jenkins met with P&Z Chairman Chip Norton to discuss the Work Session which was held with the P&Z Commission on August 15<sup>th</sup> regarding the General Plan.
- Michael Jenkins, Jenna Owens, Robert Foreman, Kendall Welch and Fire Marshal Kristy Gagnon met with Mr. Rob Witt, Mr. John Bassous and Mr. Jim Bachlor to discuss a proposed commercial project on Finnie Flat Rd.

**August 28, 2013**

- Michael Jenkins met with Commissioner B.J. Davis to review the P&Z Work Session on the General Plan which was held on August 15<sup>th</sup>. Commissioner Davis was unable to attend.

**Code Enforcement**

<b>AMOUNT</b>	<b>Total Cost Per Nuisance Abatement</b>
Aug. 2013 1	230.00.
Aug. 2013 1	230.00
Aug. 2013 1	3000.00

Total \$ 3,460.00  
 Budgeted Amount \$5,000.00, balance \$1,540.00

**Code Enforcement:**

Total Complaints: 8  
 Violations Found: 8  
 Violation Not Found: 2  
 Cases Closed: 8  
 Citations issued: 0  
 Abatements 3

**Building Official in regards to Zoning:**

Site Inspections Misc. Zoning 1

**Other statistics for the month**

Zoning Clearances Residential: 14  
 Zoning Clearances Commercial: 3  
 Phone Calls: 276  
 Visitors: 26

# **Code Enforcement**

## **MONTHLY REPORT 8/2013**

**Total Complaints: 8**

**Violations Found: 8**

**Not Found: 0**

**Cases Closed: 8**

**Citations Issued: 0**

**Abatements: 3**

*Lisa Diacik*

Camp Verde Animal Control/Code Enforcement

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