

# September 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: October 10, 2013  
Cc: Department Heads  
Re: Manager's report for the period ending September 30, 2013

---

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

### **Helping Paws: New Camp Verde Animal Impound**

Thank you to all who worked on getting a new animal impound, it took the cooperation of several volunteers, staff and contractor. The new animal impound is located at 807 N. Industrial Dr. This facility is beautifully designed and serves as a safe haven for lost dogs until they are reunited with their owners.

### **Future (Vital) Uses of Town Facilities – update/improve/make ergonomically correct**

We are initiating and considering options relative to Town Hall facilities. The purpose of this evaluation is two-fold: 1) many of our shared rooms no longer meet their duplicate/triplicate requirements; and 2) to better serve the needs of the public, staff and Council moving forward.

### **New lighting project**

Look for the new lighting on the east side of the Town Hall community field. The new lighting will provide safer access to the field for events that go into the evening hours. Once again this took the cooperation of volunteers, staff and a contractor to save resources and provide continued savings for events for years to come.

### **Library**

On September 12, 2013 many of us gathered for the demolition of the former Marshal's office to clear the land for the construction of the new library building. Additionally, a new teen advisory board was appointed to involve teens in the planning and decision-making of the new library.

### **Positions available:**

We have been and are currently advertising for a few positions Youth Services Librarian, Court Clerk, Lateral Peace Officer, and E911 dispatcher, Clerks Assistant.

### **Highway 260:**

We will be reviewing the IGA (Agreement) with ADOT on 260 with the other communities in the Valley and hope to complete with signatures by December so design work can continue.

*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.*



## Memorandum

To: Mayor and Council  
From: Carol Brown, Risk Manager  
Date: October 5, 2013  
Cc: Department Heads  
Re: Risk Manager's Quarterly Report ending *September 30, 2013*

---

*This report is provided per the Town Manager's direction. Only 35% of my salary is allocated to the Risk Manager's budget (65% to Town Manager's budget). However, there is an ever-increasing demand in Risk Management's role to protect the Town's business interests. Below, is a representation of the Risk Manager's tasks and responsibilities:*

### **Obtained Insurance For:**

- Animal impound facility/followed up on correct address

### **Incidents/Claims/Restitution:**

- Collected:
  - a. \$34,092.55 re: signal box @ Montezuma Castle Hwy/Finnie Flat. Working with prosecutor and claims adjuster relative to the amount the town could legally collect from defendant regarding deductible.
  - b. \$20.36 restitution for damage to pole/PVC pipe/top cover in Town Hall parking lot
  - c. \$75.00 - civil summons (damage to patrol vehicle)
- Reported broken window at Town Hall
- Provided restitution options to CVMO for citizen's equine that was attacked by a dog

### **Attended Meetings (formal and informal)/Training:**

- Teleconference with attorney & special litigator re: *3 current complaints*
- Site visit to animal impound shelter
- Arizona Public Risk Manager's Association - 2 day annual, educational conference
- Arizona Public Risk Manager's quarterly meeting
- Safety Committee meeting: prepared agenda/drafted minutes/completed follow-up projects
- Marshal/Commander/Public Works Director re: outcome of damage to Town's signal box
- Michael Marshal re: endorsements and bulletin from State of Arizona Dept. of Insurance
- LACT Legislative Report and League Outreach 2013 legislative/new laws overview
- AMRRP's Loss Control Committee meeting (as a member)
- Fort Verde Days Sponsor – certificate of insurance process
- Archaeology Center Rep. - Festival of American Indian Arts event
- Data storage of community restitution orders
- Met with CVMO–VIPS: re: reporting work-related injuries/followed up on their questions
- Econ. Director: 1) Fun Float re: exposures/risk; and 2) Friends of the Verde River Greenway Cooperative Agreement re: insurance requirements
- Public Works – re: Stormwater/drainage mitigation

## Risk Management by Category

- **CVMO:** 1) finalized draft insurance Towing Regulations language for consideration; 2) submitted hit and run report re: Sudden Link utility box on Fain Street; 3) researched Fitness for Duty-rights and responsibilities; and 3) sent BBP PowerPoint for new employees' review
- **Events – vetted** 1) Maker Faire - vendor who has risky fire demonstrations; and 2) participants serving food must provide Certificate of Insurance for events
- **Global Harmonizing System (GHS):** 1) provided proof for a Department that they had received training; and 2) evaluated Town's cost share option in Dupont's GHS training video
- **Hardhats:** Reminded staff to wear hardhats; as appropriate
- **HR:** Minimum wage poster follow-up
- **Legal:** 1) researched legal precedence re: patron behavior/body hygiene in libraries; 2) reviewed Supreme Court Case law updates: a) who is a supervisor; b) qualified immunity on excessive force; c) first amendment retaliation against public employee; d) application of firefighters rule to law enforcement; 3) reviewed 'Construction Manager at-Risk' Statutes; and 4) reviewed notice re: 'Taxation and the One People' sent to Town by citizen
- **Library:** 1) reviewed Building Demo Permit/vendor insurance language; 2) worked with nonprofit group and vendor re: mitigation of Town exposure for bldg. demolition
- **Public Works:** 1) provided information a) Hepatitis B inoculations; and b) 2013 New Law Report/Scrape Metal Dealers and; 2) discussed pros/cons of a road dedication relative to flooding 3) contacted staff on open culvert (children entering) in the Cliff's Parkway neighborhood; 4) reviewed/revised insurance language for Storm water Job Order Contract and Construction Services Agreement; 5) contributed insurance language for Agenda Staff Report; and 6) provided 'draft' policy re: Town property acquisition and disposition to Department Head
- **Purchases:** OSHA required mosquito repellent, hand sanitizers and wipes; 2) partnered with CVMO to purchase cost-effective AED, 1st aid and bodily fluid disposal kits; 3) evaluated cost for bunny suits, booties, ear loop face masks and nitrile gloves; 4) completed form re: the Town's release of all liability in the purchase of AED
- **Town Clerks:** Read procedures on water damage to records
- **Vehicles/Driving:** 1) submitted repair request for unsafe vehicle; 2) provided information to Mayor and Council and P & Z re: vehicle use i.e. personal/Town; 3) sought quote re: towing coverage for fleet vehicles (AMRRP does not provide coverage); and 4) researched Texting & Driving For Training Purposes – *'Dumb Use for a Smart Phone'*
- **Workers' Compensation:** 1) processed 8 reports-3 injuries/claims and 5 incidents/only; 2) Finance updated Risk Manager with new Workers' Compensation premiums; 3) participated with AMRRP in resolving glitch in electronic entry of claims; 4) coordinated HIPPA Privacy and Security training for 3 employees; 4) sent e-blast on policy renewal claim number; 5) worked with EE on option to change medical providers; 6) updated Department Heads on factors that affect Town premiums; 6) worked with AMRRP re: injured who significantly delayed reporting; 7) followed up on claim when employee declined medical treatment and subsequently injury became worse; and 8) helped another entity with Workers' Compensation e-tools process

### Miscellaneous:

- Updated samples of the required Certificate of Liability Insurance and corresponding endorsement relative to the Town being named as additionally insured
- Set up binder for National Incident Management System/drafted Form 201
- Discussed Risk Management issues with Town Council Member
- Monthly, checked 4 fire extinguishers and 1 AED
- Paid Risk Management invoices
- Inquired of AMRRP and Northern AZ medical facilities re: their cost v. exorbitant cost of post-exposure, prophylaxis rabies shots at area hospitals
- Worked with Department Head on Risk Management challenges in their department
- Took complaints on flooding issues
- Responded to Cottonwood HR re: fire extinguisher upkeep
- Processed 73 Certificates of Insurance/Endorsements (19 for Cornfest)
- Worked on Volunteer Program Policy and Procedure Guidelines

For questions or comments, please feel free to contact me at: Town Hall or 928.554.0003 or carol.brown@campverde.az.gov

## 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 September 2013 ~**

Stephanie left unexpectedly on the 26<sup>th</sup>, which put a great strain on the Clerk's Office. The reception desk is a fast-paced and demanding position. It is especially difficult this time of year with the Fort Verde Days special event. Unfortunately, working the reception desk does not allow us the time that we need to get our Council-related duties done in a timely manner.

It just so happened that Ms. Barbie Bridge recently let me know that she was looking for a job in addition to her transcriptionist position. I felt that a transcriptionist would be the perfect short-term solution to our staffing shortage because of their experience with Council and Town staff. The other two transcriptionists have jobs in addition to their transcriptionist position, so I contacted Barbie. She agreed to accept a temporary assignment until the position is filled permanently. She might even apply for the position when it is advertised. (We will see how she feels after she gets her feet wet. 😊 ) We definitely appreciate her willingness to step up in our hour of need!

Barbie is a long-time Camp Verde resident. She has served the community in many areas over the years, including being the Chamber Director and a business owner. Please stop in to say hello if you get a chance.

**Business Licenses** – We processed 11 new business licenses and 24 renewals during the month of September, bringing our total business licenses on file to 639.

**Liquor Licenses** – We processed one Liquor License Applications and one Special Event Liquor License.

**Special Events** – Staff worked with the promoters for Special Events including, Fort Verde Days, 2013 Homecoming, and Festival of American Indian Arts.

**Information Requests/Research Hours** – We had 15 in-house (Staff & Council) requests for information requiring 4 hours of research time, and one public requests.

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

**Customer Assistance** – The month of September averaged 28 customer assistance contacts per day with a total of 560 phone calls and visitors for the month. We continue to get phone calls for the Chamber of Commerce. Questions are asked of these callers so that we can determine if the Visitor Center could be of assistance.

**Meetings** – There were six scheduled Council meetings in September, 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 September.

**Records Management** – Staff is currently reviewing requirements for archiving records at the State's Archival Center. Taking advantage of the State's facilities could save the Town thousands of dollars. More to come on this topic later.

**Special Assignments** – Stephanie spent 4 hours a week for the past 3 weeks learning Kendall's job in P&Z so that she could serve as a backup. She also assisted the Economic Development Director with some of his needs, including learning to manage the new website.

**Special Note** – Congratulations to Council Member Jones! Wilder Adam Murdock arrived on September 27, 2013 at 5:00 p.m. This little bundle of joy weighed in at 7 lbs. 9 oz. and was 19" tall. Councilor Jones reports that big sister Clancy loves her new baby brother to pieces and gets concerned about every cry. Again, congratulations to the Murdock family, and we look forward to meeting little Wilder.

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

10/08/2013 9:23 AM  
LICENSES: 0002 THRU ZZZZZZZZZZ  
PAID STATUS: ALL  
LIC CODES: ALL

BUSINESS LICENSE LIST  
SORTED BY: LICENSE NUMBER

ORIGINATI  
EFFECTI  
EXPIRATI

ID	CODE	NAME
2578	REST	MECKITAS'
	COMMENTS:	BL060 - ██████████
2579	SERV	BLACK HILLS AUTO BODY
	COMMENTS:	BL060 - ██████████
2580	SERV	ABC BODY SHOP & TOWING
	COMMENTS:	BL060 - ██████████
2581	SERV	J&S HOLDING CO LLC
	COMMENTS:	BL060 - ██████████
2582	CONT	THE SJ ANDERSON COMPANY
	COMMENTS:	BL060 - ██████████
2583	SERV	CAMP VERDE METAL RECYCLING
	COMMENTS:	BL060 - ██████████
2584	CONT	SIEMENS INDUSTRY INC
	COMMENTS:	BL060 - ██████████
2585	CONT	SUMMIT RESTORATION LLC
	COMMENTS:	BL060 - ██████████
2586	CONT	GRAVES-HARSHMAN & CO INC
	COMMENTS:	BL060 - ██████████
2587	CONT	ARIZONA MODULAR LLC
	COMMENTS:	BL060 - ██████████
2588	CONT	QUAIL CONSTRUCTION LLC
	COMMENTS:	BL060 - ██████████

TOTAL LICENSES: 11

# **Community Development Monthly Report September 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>September 2013</b>	<b>CURRENT MONTH</b>	<b>PREVIOUS MONTH</b>	<b>2013-2014 FY</b>
<b>PERMITS ISSUED</b>	<b>33</b>	<b>35</b>	<b>131</b>
<b>PLAN REVIEWS PERFORMED</b>	<b>18</b>	<b>19</b>	<b>72</b>
<b>INSPECTIONS PERFORMED</b>	<b>70</b>	<b>67</b>	<b>273</b>
<b>PHONE CALLS RECEIVED</b>	<b>225</b>	<b>298</b>	<b>1035</b>
<b>CUSTOMERS ASSISTED</b>	<b>87</b>	<b>79</b>	<b>316</b>
<b>BUSINESS LICENSES REVIEWED</b>	<b>10</b>	<b>4</b>	<b>28</b>
<b>BUSINESS LICENSE INSPECTIONS</b>	<b>1</b>	<b>3</b>	<b>9</b>
<b>MISCELLANEOUS SITE INSPECTIONS</b>	<b>17</b>	<b>9</b>	<b>49</b>
<b><u>BUILDING VIOLATIONS</u></b>			
<b>Dangerous Building</b>	<b>0</b>	<b>1</b>	<b>3</b>
<b>Stop Work Order</b>	<b>0</b>	<b>1</b>	<b>4</b>
<b>Grading Without Permit</b>	<b>0</b>	<b>0</b>	<b>0</b>

**MISCELLANEOUS:**

PROJECTS: All

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

ISSUED DATES: 9/01/2013 THRU 9/30/2013

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
20130242 11-NEW COM	9/05/2013 7/17/2013	WESLEY PROPERTIES, LLC NEW COMMERCIAL BUILDING	1552 BOYLES WAY B - BUSINESS	WESLEYPROP OWNER	NEW COMMERCIAL 61,000.00	11-NEW COM 2,578.20
20130243 GRADING	9/05/2013 9/05/2013	WESLEY PROPERTIES, LLC GRADING	1552 BOYLES WAY GRADING - GRADING	WESLEYPROP OWNER	GRADING 0.00	GRADING 196.76
20130264 ELE-COM	9/09/2013 8/01/2013	JACKPOT RANCH LLC COMMERCIAL ELECTRICAL	2025 RESERVATION LOOP RD. ELE-COM - COMMERCIAL ELECTR	PENNEYELEC OWNER	COMMERCIAL ELECTRICAL 17,500.00	ELE-COM 660.57
20130265 04-RES ACC	9/30/2013 8/01/2013	CHURCH, BARRY & BEVERLY RESIDENTIAL ACCESSORY BLD	1904 RUSTLER TRAIL RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD 12,000.00	RES ACC 234.25
20130293 E/RW	9/25/2013 8/28/2013	TORMAN, RANDY BLOCK/RETAINING WALL	3900 CHERRY RD BLOCK - BLOCK/RETAINING WAL	RO OWNER	BLOCK/RETAINING WALL 3,825.00	B/RW 362.08
20130298 CU/TI	9/18/2013 9/04/2013	IRON HORSE WELDING INC CHANGE USE/TENANT IMPROV	1611 REEVES ARENA RD CU/TI - CHANGE OF USE/TENAN	IRONHORSEW OWNER	CHANGE OF USE/TENANT IMPROV 3,800.00	CU/TI 384.85
20130299 MECH-RES	9/04/2013 9/04/2013	COVELL, HARALD RESIDENTIAL MECHANICAL	1043 POWDERHORN RD MECH-RES - RESIDENTIAL MECH	ENERGYSAVI OWNER	RESIDENTIAL MECHANICAL 6,186.76	MECH-RES 50.00
20130300 SOLAR	9/09/2013 9/12/2013	LENSER, BRUCE SOLAR INSTALLATION	564 SADDLE CREEK DR SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 37,500.00	SOLAR 862.20
20130301 B/RW	9/10/2013 9/06/2013	URAIINE, MYRNA BLOCK/RETAINING WALL	1303 POWDERHORN RD N BLOCK - BLOCK/RETAINING WAL	OWNER OWNER	BLOCK/RETAINING WALL 6,800.00	B/RW 250.14
20130302 ELE-RES	9/09/2013 9/09/2013	FLORES, MARIA RESIDENTIAL ELECTRICAL	3186 SHADY LANE ELE-RES - RESIDENTIAL ELECT	PENNEYELEC OWNER	RESIDENTIAL ELECTRICAL 1,500.00	ELE-RES 50.00
20130304 PLB-RES	9/10/2013 9/10/2013	WISNIEWSKI, JOHN RESIDENTIAL PLUMBING	31 HOLLAMON ST PLB-RES - RESIDENTIAL PLUMB	K3 OWNER	RESIDENTIAL PLUMBING 300.00	PLB-RES 75.00
20130305 DEMO-RES	9/11/2013 9/11/2013	HAMILTON, WILLIAM & PAMEL RESIDENTIAL DEMOLITION	2833 OLD CHURCH RD DEMO-RES - RESIDENTIAL DEMO	ALTERNATIV OWNER	RESIDENTIAL DEMOLITION 260,000.00	DEMO-RES 50.00
20130306 03-RES REM	9/26/2013 9/11/2013	PETERSON, CLAYTON RESIDENTIAL REMODEL	2620 ANUPAYA ST 03-RESREM - RESIDENTIAL REM	OWNER OWNER	RESIDENTIAL REMODEL 70,000.00	03-RES REM 1,318.18
20130307 SIGN-WALL	9/16/2013 0/00/0000	ALL ABOUT YOU HAIR STUDIOS WALL SIGN	545 MAIN ST S SIGN-WALL - WALL SIGN	OWNER OWNER	WALL SIGN 335.00	SIGN 60.00
20130308 FENCE	9/24/2013 9/12/2013	ELISARRARAS, ROBERT FENCE	3285 RIPPLE RD FENCE - FENCE	OWNER OWNER	FENCE 80.00	FENCE 20.40
20130309 SOLAR	9/16/2013 0/00/0000	BLEVINS, HERMAN & SHARON SOLAR INSTALLATION	1306 BOON HILL DR SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 48,750.00	SOLAR 1,045.52

PROJECTS: ALL

APPLIED DATES: 0/30/0000 THRU 99/99/9999

ISSUED DATES: 9/01/2013 THRU 9/30/2013

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
20130310 04-RES ACC	9/26/2013 9/12/2013	HARRISON, DEAN & PRAYERI RESIDENTIAL ACCESSORY BLD	4020 CHERRY RD N RES - RESIDENTIAL ACCESSORY	RCHOMES&DE OWNER	RESIDENTIAL ACCESSORY BUILD 20,000.00	RES ACC 346.25
20130311 MECH-RES	9/13/2013 0/00/0000	HOLMSTROM, VERNER RESIDENTIAL MECHANICAL	2024 MONDALE LANE MECH-RES - RESIDENTIAL MECH	OWNER OWNER	RESIDENTIAL MECHANICAL 3,400.00	MECH-RES 50.00
20130312 ELE-RES	9/13/2013 9/13/2013	OOHOUTT, DAVID RESIDENTIAL ELECTRICAL	150 LACY LANE ELE-RES - RESIDENTIAL ELECT	ALMCONSTRU OWNER	RESIDENTIAL ELECTRICAL 8,000.00	ELE-RES 50.00
20130313 04-RES ACC	9/26/2013 9/16/2013	OOHOUTT, DAVID & SHAUNA RESIDENTIAL ACCESSORY BLD	150 LACY LANE RES - RESIDENTIAL ACCESSORY	ALMCONSTRU OWNER	RESIDENTIAL ACCESSORY BUILD 8,000.00	RES ACC 178.25
20130314 PLB-RES	9/16/2013 0/00/0000	ASHCRAFT, ROBERT RESIDENTIAL PLUMBING	2171 HARDY LANE PLB-RES - RESIDENTIAL PLUMB	DEWEYSPLUM OWNER	RESIDENTIAL PLUMBING 475.00	PLB-RES 50.00
20130319 SOLAR	9/25/2013 0/00/0000	METCAF, BERT SOLAR INSTALLATION	2061 WALNUT DR SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 35,000.00	SOLAR 612.21
20130320 SOLAR	9/25/2013 0/00/0000	JOHNSON, DENNIS SOLAR INSTALLATION	810 AZURE DR SOLAR - SOLAR INSTALLATION	OWNER OWNER	SOLAR INSTALLATION 15,000.00	SOLAR 414.56
20130321 FENCE	9/25/2013 0/00/0000	MEYER, JERRY FENCE	1025 QUARTERHORSE LANE FENCE - FENCE	OWNER OWNER	FENCE 200.00	FENCE 10.00
20130322 02-RES ADD	9/30/2013 9/13/2013	SMITH, RJ & JEANNE RESIDENTIAL ADDITION	862 DEEP GORGE RD 02-RESADD - RESIDENTIAL ADD	OWNER OWNER	RESIDENTIAL ADDITION 11,500.00	02-RES ADD 430.26
20130323 SIGN-MONU	9/26/2013 0/00/0000	PATTERSON, LOUANN MONUMENT SIGN	3535 SHARP SHOOTER WAY SIGN-MONU - MONUMENT SIGN	JACKSON-KI OWNER	MONUMENT SIGN 400.00	SIGN 202.78
20130324 SIGN-WALL	9/26/2013 0/00/0000	VINCES AUTO BODY WALL SIGN	573 INDUSTRIAL DR N SIGN-WALL - WALL SIGN	OWNER OWNER	WALL SIGN 1,500.00	SIGN 343.10
20130326 DEMO-RES	9/20/2013 9/20/2013	SANDERSON, ROY RESIDENTIAL DEMOLITION	2242 DERBY LANE DEMO-RES - RESIDENTIAL DEMO	SUMMITRES? OWNER	RESIDENTIAL DEMOLITION 7,000.00	DEMO-RES 50.00
20130327 11-NEW COM	9/24/2013 9/24/2013	TOWN OF CAMP VERDE NEW COMMERCIAL BUILDING	473 S MAIN STREET B - BUSINESS	PURSOLAR OWNER	NEW COMMERCIAL 2,000.00	11-NEW COM 0.00
20130329 SIGN-MONU	9/26/2013 0/00/0000	ST FRANCIS CAERINI CATHOLIC MONUMENT SIGN	781 CLIFFS PKWY S SIGN-MONU - MONUMENT SIGN	OWNER OWNER	MONUMENT SIGN 100.00	SIGN 146.77
20130330 PLB-RES	9/25/2013 0/00/0000	MCKEE, EUGENE RESIDENTIAL PLUMBING	220 CHAROLAIS DR PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL PLUMBING 250.00	PLB-RES 50.00
20130331 PLB-RES	9/25/2013 0/00/0000	TOCCO, JOSEPH RESIDENTIAL PLUMBING	195 CHAROLAIS DR PLB-RES - RESIDENTIAL PLUMB	OWNER OWNER	RESIDENTIAL PLUMBING 200.00	PLB-RES 50.00

PROJECTS: ALL

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

ISSUED DATES: 9/01/2013 THRU 9/30/2013

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		
20130332	9/25/2013	CHURCH, BARRY & BEVERLY	1904 RUSTLER TRAIL	OWNER	RESIDENTIAL DEMOLITION	DEMO-RES		
DEMO-RES	9/25/2013	RESIDENTIAL DEMOLITION	DEMO-RES - RESIDENTIAL DEMO	OWNER	0.00	50.00		
*** TOTALS ***			NUMBER OF PROJECTS:	33	VALUATION:	642,601.76	FEE:	11,436.35

PROJECTS: ALL

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

ISSUED DATES: 9/01/2013 THRU 9/30/2013

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

STATUS: ALL

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

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
G2-RES - RESIDENTIAL ADDITION	1	11,500.00	430.26
G3-RES - RESIDENTIAL REMODEL	1	70,000.00	2,316.18
G4-RES - RESIDENTIAL ACCESSORY BL	3	40,000.00	758.75
11-NEW - NEW COMMERCIAL BUILDING	2	63,000.00	2,578.20
B/RW - BLOCK/RETAINING WALL	2	10,625.00	612.22
CU/TI - CHANGE USE/TENANT IMPROV	1	3,800.00	384.85
DEMO-RES - RESIDENTIAL DEMOLITION	3	267,000.00	150.00
ELE-COM - COMMERCIAL ELECTRICAL	1	17,500.00	660.57
ELE-RES - RESIDENTIAL ELECTRICAL	2	9,500.00	100.00
FENCE - FENCE	2	280.00	30.40
GRADING - GRADING	1	0.00	198.78
MECH-RES - RESIDENTIAL MECHANICAL	2	9,586.76	100.00
PLB-RES - RESIDENTIAL PLUMBING	4	1,225.00	225.00
SIGN-MONU - MONUMENT SIGN	2	500.00	349.55
SIGN-WALL - WALL SIGN	2	2,835.00	405.10
SOLAR - SOLAR INSTALLATION	4	136,250.00	3,134.49
*** TOTALS ***	33	642,601.76	11,436.35

PROJECTS: ALL

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

ISSUED DATES: 9/01/2013 THRU 9/30/2013

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

STATUS: ALL

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

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
02-RESADD - RESIDENTIAL ADDITION	1	1	11,500.00	430.26
03-RESREM - RESIDENTIAL REMODEL	1	1	70,000.00	1,318.18
B - BUSINESS	2	2	63,000.00	2,578.20
BLOCK - BLOCK/RETAINING WALL	2	2	10,625.00	612.22
CU/TI - CHANGE OF USE/TENANT IMPROVEMENT	1	1	3,800.00	384.85
DEMO-RES - RESIDENTIAL DEMOLITION	3	3	267,000.00	150.00
ELE-COM - COMMERCIAL ELECTRICAL	1	1	17,500.00	660.57
ELE-RES - RESIDENTIAL ELECTRICAL	2	2	9,500.00	100.00
FENCE - FENCE	2	2	280.00	30.40
GRADING - GRADING	1	1	0.00	198.78
MECH-RES - RESIDENTIAL MECHANICAL	2	2	9,586.76	100.00
PLB-RES - RESIDENTIAL PLUMBING	4	4	1,225.00	225.00
RES - RESIDENTIAL ACCESSORY BUILDING	3	3	40,000.00	758.75
SIGN-MONU - MONUMENT SIGN	2	2	500.00	349.55
SIGN-WALL - WALL SIGN	2	2	1,835.00	405.10
SCLAR - SCLAR INSTALLATION	4	4	136,250.00	3,154.49
*** TOTALS ***	33	33	642,601.76	11,436.35

SELECTION CRITERIA

-----  
REPORT SELECTION

PROJECT RANGE FROM:            THROUGH ZZZZZZZZZZ  
PROJECT STATUS:            All  
CONTRACTOR:            All  
PROJECT TYPE:            All  
SEGMENT:            All  
VALUATION RANGE FROM:        0.00    THROUGH 999,999,999.99

-----  
PROJECT DATES

APPLIED RANGE FROM: 00/00/0000 THROUGH 99/99/9999  
ISSUED RANGE FROM:  09/01/2013 THROUGH 09/30/2013  
USE SEGMENT DATES:  NO  
EXPIRE RANGE FROM:  00/00/0000 THROUGH 99/99/9999  
USE SEGMENT DATES:  NO

-----  
PRINT OPTIONS

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

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

**MONTHLY REPORT FOR SEPTEMBER  
BUILDING DIVISION**

- Attended the monthly Safety Committee meeting. Attended the demolition of the old Marshal's office in capacity as Safety Officer.
- Held two meetings with staff and Bill Helm with the Camp Verde Bugle to discuss the 2012 building codes and possible articles to advertise the meetings.
- Attended a meeting of Building Officials for Yavapai County, Prescott, Prescott Valley, Chino Valley and Dewey-Humboldt in Prescott with Kendall Welch to discuss the adoption of the 2012 Building Codes and possible technical amendments the various jurisdictions are considering.
- Attended the bi-monthly Grand Canyon Chapter of AZBO in Prescott. Presentation by Yavapai County Building Official, Jack Judd on the Doce fire and the Yarnell Hill fire. Discussion followed on the process of dealing with that type of disaster and the NIMS procedure and the difficulties in processing building permits quickly and in large numbers with limited staff.
- Attended the grand opening of the new impound building.
- Present at a work session with the Town Council and Community Development staff on the General Plan and the 2012 Building Codes.
- Attended a Planning and Zoning work session with staff on the General Plan.
- Held one meeting with Kristi Gagnon, Fire Marshall and a subsequent meeting with the Town Manager and Kristi regarding an un-finished commercial property. A follow up meeting with the owner's representative, myself and the Fire Marshal is scheduled for Tuesday Oct 1, 2013.
- Attended three (3) pre-development meetings with staff and applicants.
- Continued to work on the 2012 codes, and possible amendments for the Town of Camp Verde. Informal meetings between staff, contractors, design professionals, stakeholders and the general public will begin on Oct 7<sup>th</sup>. These will be held on Mondays from 4 to 6

in the Council Chambers and will run through February of 2014. Except on Oct 28<sup>th</sup>, due to the AZBO Institute in Scottsdale, November 11<sup>th</sup>, Veterans Day, December 23<sup>rd</sup> for the Christmas Holiday and January 20<sup>th</sup> for Civil Rights Day.

- Performed 70 Building Inspections, issued 10 business licenses, 18 miscellaneous site visits, 8 postings for the Clerks' Office, Zoning Division and Building Division. Attended 38 meetings, had 73 phone calls, 7 Commercial Plan Reviews and 11 Residential Plan Reviews.



Robert Foreman CBCO  
Building Official  
Town Safety Officer

BUILDING DIVISION MONTHLY REPORT

For the Month of: SEPT

Year: 2013

Number of Inspections: 70

Number of Postings C.D : 3

Number of Postings Clerk: 5

Number of Postings Building: 2

Zoning Clearances Done: 2

Business License Issued: 10

Site Inspections Business License: 1

Site Inspections Misc Zoning: 5

Site Inspections Misc Building: 12

Transmittals: 8

Meetings: 38

Plan Reviews Commercial: 7

Plan Reviews Residential: 11

Phone Calls: 73

Dangerous Buildings: 2

Stop Work Orders: 2

Commission/Board/Council Meetings: 2

Letters: 2

## Planning & Zoning Monthly Report

September 2013 MJ

### September 04, 2013

- Jenna Owens & Kendall Welch attended a meeting regarding the Town Web Site. The meeting was a teleconference with Stephen Ashworth and the committee members to answer questions regarding our current website and a proposed website.

### September 09, 2013

- Michael Jenkins, Robert Foreman, Kendall Welch and Jenna Owens met with Greg Mason regarding the history of "The Willows at Camp Verde" Mobile Home Park.

### September 11, 2013

- Michael Jenkins, Robert Foreman, Kendall Welch, Jenna Owens and guest Kristi Gagnon – Camp Verde Fire Marshal for a pre-application meeting with Mr. Dan Sober, architect for the First Assembly of God Church. The Church would like to expand their current building.

### September 12, 2013

- Michael Jenkins and Robert Foreman attended the demolition of the old Marshal's Office. Jenna Owens and Kendall Welch attended at a later time.

### September 16, 2013

- Michael Jenkins and Robert Foreman attended the Grand Opening of the new Camp Verde Impound located at 807 N. Industrial Dr. Jenna Owens and Kendall Welch attended at a later time.
- Michael Jenkins, Robert Foreman and Jenna Owens met with Mr. Joel Westervelt to discuss a proposed residential project.

### September 17, 2013

- Michael Jenkins, Robert Foreman, Kendall Welch and Jenna Owens met with Mr. & Mrs. AHart regarding their residential property.

### September 18, 2013

- Michael Jenkins met with Steve Ayers and Russ Martin to discuss the General Plan meetings.

**September 19, 2013**

- Michael Jenkins met with Planning & Zoning Chairman Chip Norton to discuss the General Plan Work Session held on September 12, 2013
- Michael Jenkins and Jenna Owens met with Mr. Robin Bryer and Mr. Bill Jump to discuss signage for Out of Africa and The Predator Zip Line.

**September 25, 2013**

- Michael Jenkins attended the annual Arizona Planning Association conference in Phoenix.

**September 26, 2013**

- Michael Jenkins and Robert Foreman met with Patricia Hamel to view her property to discuss a zoning complaint. No violations were found.

**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: 7  
Violation Not Found: 1  
Cases Closed: 8  
Citations issued: 1  
Abatements 0

**Building Official in regards to Zoning:**

Site Inspections Misc. Zoning 5

**Other statistics for the month:**

Zoning Clearances Residential:	11
Zoning Clearances Commercial:	9
Phone Calls:	281
Visitors:	27



## Public Works September 2013

### Engineering:

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

- YAN-On Committee for I-17 Corridor RFPs and Interviews
- Meet with Jack Sheehan to go over Plan review updates needed
- Meeting with Unisource
- Interview 6 candidates for Streets Supervisor position
- Library Annex Demo
- ACA Rural Economic Development Grant
- SRP-River Access meeting
- SR260 meeting in Cottonwood
- ADOT meeting at YAN Fleet Building

### Streets:

- Crew is mowing and pruning the Rights of Way
- Vehicle & Equipment Maintenance
- Daily Work Order for Street Maintenance
- Completed street related storm water/drainage work orders Cleaned drainage structures due to annual monsoon Rains

### Stormwater:

#### Drainage issues

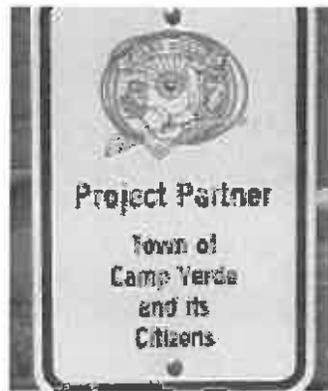
- Horseshoe Bend Area
  - Amore
  - LaGrande
  - Newton
- Diamond Creek North Meet with 10 Property Owners regarding drainage issues
- Doug's Park Rd meet with concerned property owner
- Linda Vista
- 5<sup>th</sup> Street
- Hillcrest
- Verde Lakes
  - Lark Drive
  - Clinton Lane
- MS4 Permit
  - 2 Software Demos
  - Troy and Linda attended MS4 group meeting in Phoenix
- Culvert Inspections for Permits

**Maintenance:**

- Installed Emergency Lighting in Historical Society/Visitor Center Building
- Worked with Yavapai County Adult Probation on the following jobs:
  - Weed eating Rezzonico Park
  - Painting in Gym
- Cleaned up at New Animal Control Shelter :left over building supplies and trash that was left by Contractor
- Assisted with 9/11 Event setting up Ramada and placing flags on Street light poles
- HVAC winter maintenance
- Monthly Park maintenance
- Daily work orders

**Parks & Recreation:**

- Began registering participants for Verde Ditch Float which unfortunately was cancelled due to unsafe water levels.
- Continued to handle requests for facility use at the Community Center such as American Legion 9/11 ceremony as well as the various sports fields including, AYSO & Youth Football.
- Continued oversight and operation of pool. Extended Pool Season schedule ran until Sept. 29 and was very popular. Lap swim was extended to 5 mornings per week. Pool was open two extra afternoons when school had early release days. Lifeguard Jon Caballero was instrumental in allowing pool to have staff to remain open.
- Continued bus trips to Diamondbacks games. Last trip was on September 15.
- Gym floor refinishing completed and gym reopened on Sept. 10 with Town logo at center court. New bleachers are scheduled for installation the last week of October.
- Received \$300 donation from Kiwanis of Camp Verde for Grasshopper Scholarships.
- Began registration for Grasshopper Basketball 1<sup>st</sup> – 4<sup>th</sup> grade Division.
- Began weekly free health lectures, two held in September. Continued planning for October Health Fair.
- Purchased and Forest Service installed new sign at Copper Canyon Trailhead crediting efforts of Town and residents in construction.



- Held the first of four scheduled Free Family Movie nights in conjunction with Community Library.
- Held Parent/Child campout at Community Field w/ star gazing by the Astronomers of the Verde Valley. Held concurrently with first Free Movie night. 28 registered campers plus some who just came to see the stars.
- Worked with Maintenance to get back wall of Gym painted by Yavapai Adult Probation.
- Hired temporary receptionist/recreation aide to help w/ office work, events and activities.

**Town of Camp Verde  
Public Works Department  
September Monthly Report**

Project	Status
<b>Administration Projects: (Admin. Staff)</b>	
Job Order Contracting	In final draft
Smart Phones	Researching phone & plans for Smart Phones for Troy & Ron
CIP FY 15	Prepare Updated Draft 5-Year CIP for Staff and Council Approval
Project Updates	Prepare Monthly Chart/Report Schedule Weekly Staff Project Update Meetings
Facebook Account for Public Works	Still in the research stage
<b>Grants *</b>	
*FEMA Disaster Mitigation	Application has been submitted
*CDBG Street Improvements (new pavement and other improvements) in "Old Town" between Holoman and Arnold Streets.	Staff to begin preparing application for SSP grant in October (Due to ADOH by Dec. 2 ,2013)
*Complete PARA Grant	Study complete; expect final report within one month
*HSIP Sign Replacement Phase I	\$75,000 of signs have been ordered
*HSIP Sign Replacement Phase II	Will receive funding for this in 2015
<b>Project Administration *</b>	
*Prepare Contracts for all Projects	Completed J.O.C., obtained review and made edits
*Progress Payments	None open at this time
<b>Work with USFS to Obtain Permits to do Drainage Improvements on FS Land *</b>	
*Verde Lakes	Linda- schedule meeting with Forest Service regarding several areas in Camp Verde impacted by stormwater runoff from Forest Land. We are requesting a blanket permit to make repairs . Forest Service on furlough
*Middle Verde Road	Linda- schedule meeting with Forest Service regarding several areas in Camp Verde impacted by stormwater runoff from Forest Land. We are requesting a blanket permit to make repairs . Forest Service on furlough
*Overlook Acres/Shea Lane	Linda- schedule meeting with Forest Service regarding several areas in Camp Verde impacted by stormwater runoff from Forest Land. We are requesting a blanket permit to make repairs . Forest Service on furlough

**Town of Camp Verde  
Public Works Department  
September Monthly Report**

Project	Status
<b>Engineering &amp; Project Management: (Engineering Staff)</b>	
<b>Rezzonico Park *</b>	
*Perimeter Fence	Contractor Hired and has orderd fence materials to install along MCH.
*Design Cul-De Sac at the End of Black Bridge Road	Ron to schedule as library is built-out
*Pedestrian Bridge over the Verde River (connecting Rezzonico Park to the Town owned land on the North side of the river)	Staff researching the possibility of installing a pedestrian bridge that would be located on the old abutments of the original "Black Bridge" Pedestrian bridge to be similar in construction to the original brigde. Bridge would also support utilities that need to cross the Verde River. (Water, Sewer, & Unisource Gas)
<b>Community Park</b>	
*USFS Access Easement	Deborah- requested map corrections from surveyor. Requested copy of Quit Claim Deed when recorded from Sewer to Town. Forest Service to write description. Obtain final permit. Forest Service on furlough
*NAU Engineering Capstone Project; Entry Road & Grading Plans	Ron- has engaged NAU Engineering students to prepare a rough draft for Road design and drainage plan.
*Hydrology Study	Ron - to work on new scope of work for Hydrology Study Troy will start Application for reclaimed water irrigation use
<b>Tri-Intersection of Main, Finnie Flat &amp; Montezuma Castle Highway *</b>	
*Design Improvements (Hire Consultant)	Funding for construction is in FY 2015, preparing to start design work
<b>Finnie Flat Sidewalk *</b>	
*Design Improvements (80% Plans)	Ron & Troy- Met with GHD to review final plans
*Acquire ROW	Deborah -working with Bashas for purchase of ROW
*Construction (Early 2014)	ADOT advises combined projects may be posted for bid in early 2014
<b>Library *</b>	
*Provide Project Management Services for the Design, Biding, Construction, Budget and Billings	Drawings scheduled to be ready by end of October staff is reviewing 90% plans and preparind construction contract documents
<b>SR 260 Access Management Plan I-17 to Thousand Trails *</b>	
*Select Access/Intersections Locations	Ron & Troy have met with citizens, ADOT and business owners to locate 7 intersection for access to/from SR-260 (6 in CV)
*Prepare IGA with ADOT	Ron & Deb to review and obtain legal approval when ready from ADOT
<b>SR 260 Round-a-bout at Industrial/Goswick Way *</b>	
*Project Design & Construction	Design & Construction by ADOT

**Town of Camp Verde  
Public Works Department  
September Monthly Report**

Project	Status
*Prepare IGA with ADOT	Ron- IGA has been returned to ADOT for final board approval
<b>Sewer Utility Shop *</b>	
*Design Foundation/Slab for Metal Building	Utility Staff preparing bid documentation.
*Hire Contractor	Preparing to Bid.
<b>Downtown Parking Lots *</b>	
*East Hollamon Street; grading & pavement/Permeable Surface	Paving Project on hold while researching other types of parking surfaces.
*West Hollamon Street; Install a drainage Scupper	Will be placed on Street Maintenance project list.
*Parking Lot and ramps at Administration Building	Troy- obtained quotes for re-work; gave to Risk Management
*Install Shade Structures with Solar Collectors in Town parking lots.	Work with APS to see if there are any incentives for the Town to do this type of project.
Public Parking Signage (directional & identification signage to help visitors find our parking lots)	Linda will order signage, Street crew to install.

**Town of Camp Verde  
Public Works Department  
September Monthly Report**

Project	Status
<b>Personnel:</b>	
Hire Street Supervisor	New Hire made - Stacy Perry to start Oct. 14, 2013
Hire Parks & Recreation Aide/Receptionist	Jon Caballero a Seasonal Lifeguard has continued his position with us as the Parks & Recreation Aide/Receptionist
<b>Training *</b>	
*Certified Floodplain Manager CFM (Troy)	Troy- continuing education to obtain Certified Floodplain Mgr. certification
*Traffic Signal Operations Specialist (TSOS) certification	Will be assigning to new Streets Supervisor
*Certifications for Spraying Herbicides (Street Supervisor)	Will be assigning to new Streets Supervisor
<b>Facilities; Improvements &amp; Maintenance: (Maint. &amp; Engineering Staffs)</b>	
<b>New Library Building *</b>	
*Annex Demolition	Completed on 09/12/2013
*Project Management; Provide Construction Project Management Services	Ron, Troy, Deb - attending final meetings with Library Director and architect
<b>Public Works 300 Building *</b>	
*Re-surface Gym Floor	Gym floor refinishing completed and gym reopened on Sept. 10 with Town logo at center court.
*Replace Bleachers	Bleachers have been order and will be installed in late October
*Replace Gym Doors	Receiving quotes
*New Paint	Working with County Adult Probation to complete project
*Remodel PW Entry & Counter	Will be scheduled for later in F/Y 13/14
<b>Pool *</b>	
*Hand Rail Install	Completed in August
*Tile Cleaning	Mike Dumas is working with Contractor to get this on Schedule
*Mechanical Room	Mike Dumas is working with Contractor to get this on Schedule
*FY 14 CIP Improvements	Mike Marshal to begin planning and preparing a Scope of Work
<b>Senior Center</b>	
Assist Senior center With Town Funded Improvements	Will be meeting with the Senior Center Mgr. to determine what they need done this FY.
<b>Town Grounds; Improvements &amp; Maintenance: (Maint. &amp; Engineering Staff)</b>	
Remove Trees Near historical Society	Still planning stages
Fence off an area of the Maintenance Yard for the Town Motor Pool & repair damaged gates.	Mike Dumas to hire contractor to install fencing and repair damaged Gates

**Town of Camp Verde**  
**Public Works Department**  
**September Monthly Report**

Project	Status
<b>Parks:</b>	
<b>(Parks, Maint. &amp; Engineering Staffs)</b>	
<b>Community Park Improvements</b>	
Construct Gravel Entry Road	Forest Service permit is required prior to any work start
<b>Rezzonico Park Improvements *</b>	
*Install Perimeter Fence	Received Quotes: Yavapai Fence will be completing job
*Install Signage	Maintenance has fabricated sign structure and is at powder coating company
<b>Downtown Ramada &amp; Field *</b>	
*Field Lighting (non budgeted and not in the 5-Year plan)	Volunteers unable to complete project to code. Staff re-scheduled duties to fabricate & update light poles, trenched from poles to electrical box. Built Rebar foundation cages for for each pole. Volunteers help pouring concrete and setting J bars. Poles will be set in early Oct. after the concrete has had a minimum of 7-days curing time.
*Access Gate	New fencing and gate installed at Ramada and the Holloman Entrance
<b>Sewer Utility; Improvements &amp; Maintenance</b>	
<b>(Sewer Utility &amp; Engineering Staffs)</b>	
Head Works Bi-Pass	Troy completed the engineering and is working with ADEQ for permit to construct.
Septic Hauler Intake/Grinder Pump	Troy preparing Engineering & Design documentation. PS&E (Plans, Specifications, & Engineering).
UV System Upgrade/Improvement	Troy; preparing PS&E.
Sand/Cloth Filter	Troy; preparing PS&E.
Construct New Shop	Utility Staff preparing bid
Draining Beds	Troy; preparing PS&E.
Automatic D.O. Probe	Troy; preparing PS&E.
Locate possible sites in CV for future WWTPs to purchase in advance of need.	As Town grows/developes additional WWTP sites will be needed finding good potential locations for future WWTPs is important before the good sites are developed.
<b>Streets; Improvements &amp; Maintenance:</b>	
<b>(Streets &amp; Engineering Staffs)</b>	
Yellow Star Thistle; determine where and when the herbicide needs to be sprayed.	This will be completed by the Street Crew.

**Town of Camp Verde**  
**Public Works Department**  
**September Monthly Report**

Project	Status
Striping; Crosswalks, Turning lanes, & Reflectors (Sole contractor in the Verde Valley that does street striping and pavement markings 7 is very difficult to schedule typically we have to re-schedule work several times before it is completed)	Ron has meet with Contractor to go over what we need done and scheduled work.
Traffic Counts for HMPS	Stacy to be trained and will be responsible for performing work.
Construct Transit Stop	Ron preparing PS&E
Annual Crack Seal Program	Street crew to perform work. Typically done in the fall and or the spring months due to temperture restrictions.
Hollamon Street Parking Lot; Install an additional scupper to improve drainage	Street Crew will be scheduled when work load permits since this is an unbudgeted non-emergency project.
Order & install bus Stops	Install Bus Stops @ Bashas' & Goswick Way.
Install Bicycle "Share the Road" signage & street markings.	Will be completed this FY.
Install Gaurdrails along 7th Street and Montezuma Heights Road (this is a non- bugeted project not in the 5-Year CIP)	Vehicle left 7th Street and nearly came to rest on a residential home, Ron preparing PS&E for bids to be completed this fall.
<b>PW Yard Office and Mairtenance Facility *</b>	
*Install Sewer Line	Will have scheduled and completed before end of 2013
*Install Heaters in maintenance Facility	Needing to get quotes
*Improve Security @ PW Yard	Due to past and recent break-ins into Town properties the security needs to be improved by adding lighting, cameras, & additional fencing.

**Town of Camp Verde  
Public Works Department  
September Monthly Report**

Project	Status
<b>Storm Water; Improvements &amp; Maintenance: (Streets, Maint. &amp; Engineering Staffs)</b>	
<b>Finnie Flat Drainage Phase II</b>	
*Prepare for Law Suit	Insurance Company preparing legal defence, staff assisting with information as requested.
*Cliffs Parkway Detention Basin and Outlet Culverts	
*Drop Inlet Channel Behind Bashas'	Troy; preparing PS&E
*Improve Drainage on Entry Road to Out Post Town Homes/Tierra Verde Plaza	Topographic Survey Completed on problem area. Troy: preparing PS&E
*Remove Dead Tree next to Channel (Town Home side)	Local vendors have not provided quotes or do not have necessary equipment
<b>Verde Lakes</b>	
Verde Lakes Drive Drainage Improvements (Culvert Replacement)	Will work with Street Supervisor to prepare for this project. He will need opportunity to assess and prioritize overall responsibilities.
<b>Quarter Horse Drainage:</b>	
Re-establish the Diversion Berm	Received Work Permit from Forest Service, Crew has completed drainage diversion work on Forest Service land near Quarterhorse & Glenrose need to obtain an easement to direct stormwater to the river.
<b>Middle verde Road/Overlook Acres*</b>	
Clean-up storm debris and clean out drainages	80% complete Street Crew still working on drainage clean up in this area.
<b>Gaddis Wash *</b>	
*Design Improvements	Scheduled meeting with George Reeves with Ron and Troy to determine where to construct the entry road into the yard. Prepare PS&E for improvements.
*Channel Improvements; Box culverts @ Industrial Drive crossing & @ entrance to yard, & reconstruct channel.	Street crew will construct improvements when PS&E is ready.
<b>Diamond Creek Subdivision *</b>	
*Meeting with property Owners	Meet with owners to go over concerns Sept. 13th
*Remove Silt damn and repair	Work order has been created and crew will be working with Troy on solution discussed with Diamond Creek Property Owners
*Determine Status of Detention Pond	Staff is researching ownership
<b>Miscellaneous Drainage Projects</b>	
Re-Construct Detention Basin next to Pool & Skate Park	May use JOC - not eligible to use HURF funding
Fix Outlet Grate (Azure) so that it can be easily opened	Part has been ordered crew will schedule w/normal maintenance

**Town of Camp Verde**  
**Public Works Department**  
**September Monthly Report**

Project	Status
Convert Privately Owned Drawinage easments in Verde Lakes to Town Drainage easements for maintenance purposes.	most of the drainage easements in verde lakes are privately owned after the HOA disolved. These easements need to be converted to Town drainage easements to allow public funded maintenance to occur.
<b>Projects waiting to be assigned</b>	
Engineering Standards	60% Complete on hold until higher priority project are completed.
Public Improvement Ordinance	On Hold
Stormwater Ordinance	On Hold
Drainage Master Plan, Update	On Hold
Encroachment Easements on Main Street	On Hold
Establish a Trash Collection Franchise in CV	On Hold
Prepare encroachment easements for Main Street business'	On Hold

Ron Long - Supervisor

" " " " " "

We want to give a big

Thank you to the crew.

Louis Truhen

David Hammond

Shane Allen

Richard Coper

that did clean up on our street

Northem + MiddleVend. Rd.

on 9/30/13.

We truly appreciate the great  
work.

Thank you also to  
Linda Peterson... for her assistance

Sincerely  
Virginia Heidl  
Cora Youngman

Thank you so much  
for keeping the post  
open. The guards have  
been great this year too!

Ben Kilman



Thank

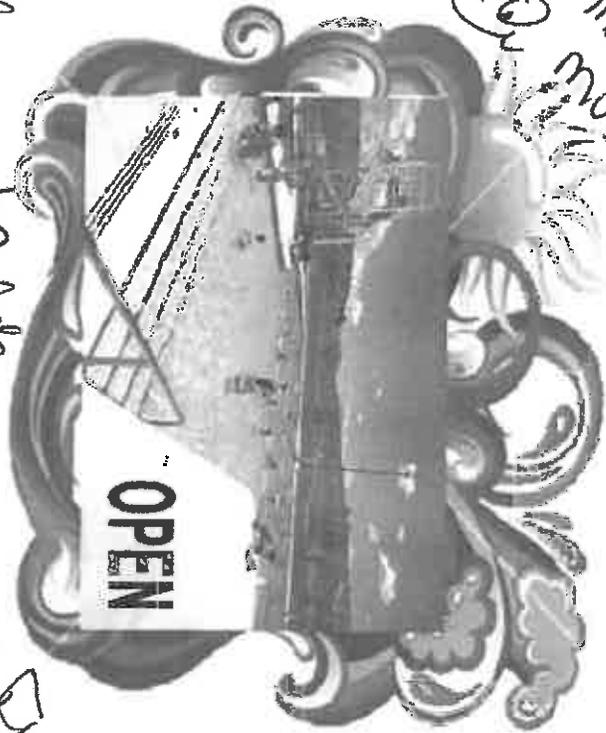
This is such a blessing to be able to use the pool. Thank you so much! Awesome! Michelle

Thank you! Michaelman Easter

Thank you Jim Allen

Thank you! I thank you for the extended season!

Thank you for the extended season! Jim Allen



God bless you! Michele

Kareena Brintkop

Thank so much from the family

We are all of our support! Thank you to you! Jim Allen

James



Thank you so much! Jim Allen

Thank you! Michelle



**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**

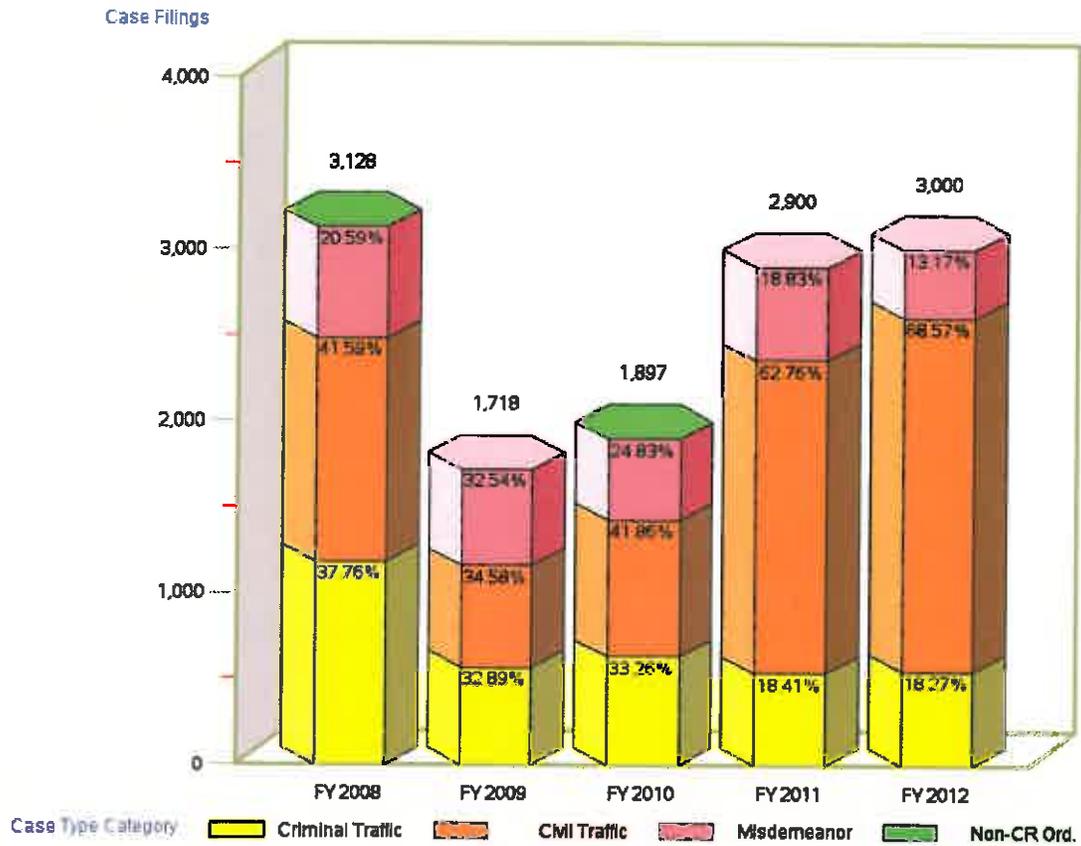
Reporting month: SEPTEMBER 2013

A month at a glance in the Court; Veronica had Federal Jury Duty in Phoenix. Training for the month consisted of Veronica continuing with her ACE classes (through the Supreme Court) ; she's attended, completed and passed her third course with flying colors. Teresa attended the Web Committee meeting at the CVMO training room. Cindy Tinall resigned and took a position at the Clarkdale Magistrate Court. Thank you to all who attended the farewell. Harry and Veronica attended the Council work session regarding facilities. Other than that, business as usual;

The Court had 89 initial appearances/ arraignments scheduled for the month

The Court had 76 hearings scheduled which consists of Order to show cause hearings for failure to pay or comply with a court order, civil traffic hearings with officers from YAPD, CVMO, DPS, warrant appearances, and payment reviews. The Court had 52 scheduled pretrial conferences and one scheduled trial. The Court had one Jury Trial scheduled. The Judge performed 3 weddings- Oh happy days.

## Case Filings for Municipal Courts Five Year Trend - Fiscal Years 2008-2012



Each bar displays total number of case filings and case type percentages. Smaller percentages may not display.

RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
0D ST DRUG ENFRMNT FIN	\$8,329.98	\$10,649.43	\$0.00	\$2,319.45
0F BASE FINE	\$72,204.66	\$88,153.21	\$4,112.21	\$11,836.34
0H SUSP LICENSE PLATE	\$4,733.93	\$5,754.24	\$0.00	\$1,020.31
0K STATE CHILD RESTRAIN	\$250.30	\$264.42	\$0.00	\$14.12
0R STATE REG CONTRACTOR	\$915.25	\$1,000.00	\$0.00	\$84.75
0S 1999 SURCHARGES 77PC	\$63,471.57	\$79,262.49	\$4,461.35	\$11,329.57
0X HURF REGISTRATION	\$300.00	\$300.00	\$0.00	\$0.00
1A DV SHELTER ASSMNT	\$2,841.45	\$3,100.00	\$0.00	\$258.55
1S 2012 SURCHARGES 83PC	\$59,891.39	\$78,716.62	\$4,991.11	\$13,834.12
1X 2011 ADDTNL ASSMNT	\$6,950.79	\$8,476.00	\$317.63	\$1,207.58
2D ST DRUG ENFRMNT FIN	\$13,019.39	\$16,975.00	\$1,158.96	\$2,796.65
2F BASE FINE	\$142,215.44	\$166,568.20	\$7,535.74	\$16,587.02
2H SUSP LICENSE PLATE	\$11,335.81	\$12,250.00	\$0.00	\$914.19
2J WORK ZONE FINE	\$108.88	\$108.88	\$0.00	\$0.00
2K STATE CHILD RESTRAIN	\$559.96	\$559.96	\$0.00	\$0.00
2R STATE REG CONTRACTOR	\$480.92	\$552.78	\$0.00	\$71.86
2S 2002 SURCHARGES 80PC	\$133,041.35	\$159,903.62	\$11,004.27	\$15,858.00
2V 2002 PROBAT SURCHRG	\$4,426.64	\$5,245.00	\$298.78	\$519.58
2X HURF REGISTRATION	\$713.76	\$900.00	\$0.00	\$186.24
4D PRE 9/95 DRUG FINE	\$2,064.70	\$2,064.70	\$0.00	\$0.00
4F PRE 9/95 BASE FINE	\$20,387.19	\$20,946.21	\$321.65	\$237.37
4S PRE 9/95 SURCHARGES	\$10,574.51	\$10,893.17	\$183.35	\$135.31
5S 59% SURCHARGE	\$5,879.34	\$5,889.66	\$0.00	\$10.32
6D ST DRUG ENFRMNT FIN	\$750.00	\$750.00	\$0.00	\$0.00

Yavapai County Jail / Safety equip  
 CV Term Treas  
 Local Court Enhancement  
 AZ State Treasurer  
~~...~~  
~~...~~

9,715.77  
671,498.84  
64,485.70  
864,934.76  
9,235.31  
27,322.09  
1,647,192.47 .20

total

***** REPORT TOTALS *****				
RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
6E PROB SURCH 2006	\$3,255.03	\$3,807.90	\$202.16	\$350.71
6F BASE FINE	\$25,656.41	\$26,857.74	\$380.43	\$820.90
6R STATE REG CONTRACTOR	\$719.96	\$887.50	\$0.00	\$167.54
6S 1996 SURCHARGES	\$15,599.64	\$16,430.34	\$237.54	\$593.16
7D ST DRUG ENFRMNT FIN	\$16,052.21	\$22,429.10	\$1,203.37	\$5,173.52
7E ST DRUG FUND 84PC	\$17,853.85	\$18,921.20	\$903.74	\$123.61
7F BASE FINE	\$135,118.65	\$173,459.80	\$10,955.11	\$27,386.04
7H SUSP LICENSE PLATE	\$6,386.81	\$6,891.16	\$2.13	\$502.22
7K STATE CHILD RESTRAIN	\$388.12	\$421.19	\$0.00	\$33.07
7R STATE REG CONTRACTOR	\$562.98	\$1,005.68	\$0.00	\$442.70
7S 2007 SURCHARGES 84PC	\$69,018.98	\$89,666.72	\$6,645.24	\$14,002.50
7X HURF REGISTRATION	\$302.40	\$302.40	\$0.00	\$0.00
9D ST DRUG ENFRMNT FIN	\$250.00	\$250.00	\$0.00	\$0.00
9E PROBATION ASSESSMENT	\$14,595.51	\$18,080.00	\$895.83	\$2,588.66
9F BASE FINE	\$8,379.55	\$8,637.02	\$62.94	\$194.53
9H SUSP LICENSE PLATE	\$300.00	\$300.00	\$0.00	\$0.00
9K STATE CHILD RESTRAIN	\$74.57	\$100.00	\$0.00	\$25.43
9S 1999 SURCHARGES	\$6,108.93	\$6,349.80	\$86.88	\$153.99
9X HURF REGISTRATION	\$119.00	\$300.00	\$0.00	\$181.00
A1 ATTORNEY REIMBURSEMENT	\$28,154.12	\$34,157.10	\$535.16	\$5,467.52
B1 BOND - THIS CRT	\$158.00	\$316.00	\$158.00	\$0.00
C3 CONFIDENTIAL ADDR ASSM	\$2,399.30	\$2,650.00	\$0.00	\$250.70
CE 2006 SURCHARGES FUND	\$3,600.30	\$3,600.30	\$17.71	\$3.53
CH BAD CHECK DISHON PNT	\$109.00	\$109.00	\$0.00	\$0.00

***** REPORT TOTALS *****				
RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
CJ CJEF SURCHARGE	\$138.34	\$277.56	\$129.48	\$9.74
D ST DRUG ENFRMNT FIN	\$1,447.99	\$1,447.99	\$0.00	\$0.00
D8 DEFERRED PROSECUTION	\$180.00	\$180.00	\$0.00	\$0.00
D9 DRUG LAB REMEDIATN	\$225.00	\$225.00	\$0.00	\$0.00
DF DEFAMT FEE	\$55,102.16	\$55,785.00	\$250.00	\$33.84
DU DUI EXTREME/AGGRAV	\$9,886.24	\$10,250.00	\$0.00	\$363.76
EN CI ENHANCEMENT FEE	\$21,247.99	\$22,572.80	\$974.00	\$350.81
FI BASE FINE	\$8,238.61	\$9,635.67	\$297.16	\$99.89
FN FEES - MISC	\$17.00	\$34.00	\$0.00	\$17.00
HA HARASSMENT	\$10.00	\$15.00	\$0.00	\$5.00
JF INCARCERATION FEE	\$9,715.77	\$12,260.00	\$23.38	\$2,520.85
K1 FARE FEE SPEC COLL	\$225,558.06	\$284,927.87	\$51,741.94	\$7,627.87
K2 FARE DELINQUENCY FEE	\$66,392.91	\$67,309.65	\$315.00	\$601.74
LC LOCAL COST	\$1,000.00	\$1,000.00	\$0.00	\$0.00
MS MSEF - 13t	\$41.56	\$81.00	\$36.58	\$2.86
OP ORDER OF PROTECTION	\$5.00	\$5.00	\$0.00	\$0.00
P4 PRIS CONSTR OP FUND	\$64,579.80	\$72,250.00	\$161.24	\$7,508.96
PZ PUB DEFENDER FEES	\$591.69	\$875.00	\$16.10	\$267.21
R RPT OF GOOD SENTEN	\$555.67	\$555.67	\$0.00	\$0.00
SC INSTITUTION - 10	\$26,049.88	\$34,174.94	\$2,269.47	\$5,855.59
SI DOC BY BESTT TRUST	\$716.04	\$2,527.82	\$1,611.28	\$200.00
TD TIME AND COST	\$424.00	\$424.00	\$0.00	\$0.00
TF TIME AND COST	\$1,741.75	\$764.00	\$12.00	\$10.25
TG TIME AND COST	\$25,540.18	\$26,000.00	\$148.40	\$311.42

4133  
 580.52  
 58.48

***** REPORT TOTALS *****				
RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
TR TRUST - ATTY FEE	\$525.05	\$525.05	\$0.00	\$0.00
W WARRANT FEE	\$107,985.89	\$114,350.80	\$4,979.89	\$1,384.02
WR WATER RIGHTS FEE	\$8.00	\$8.00	\$0.00	\$0.00
X1 CT ENH FOND 33PC	\$22,764.30	\$22,179.60	\$329.40	\$85.40
X5 XTRA DUI ASSMT	\$17,945.75	\$20,250.00	\$16.81	\$2,287.44
X8 PUBLIC SAFETY EQUIP	\$57,297.24	\$59,750.00	\$104.08	\$2,348.68
GRAND TOTAL.....	\$1,647,192.47	\$1,936,854.96	\$120,087.50	\$169,574.99

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: September 2013

<b>CRIMINAL TRAFFIC</b>				
	<b>D.U.I. (a)</b>	<b>Serious* Violations (b)</b>	<b>All Other Violations (c)</b>	<b>TOTAL (d)</b>
Pending 1st of Month	26	5	75	106
Filed	13	1	26	40
Transferred In	0	0	0	0
<b>SUBTOTAL</b>	<b>39</b>	<b>6</b>	<b>101</b>	<b>146</b>
Transferred Out	0	0	0	0
Other Terminations	8	5	20	33
<b>TOTAL TERMINATIONS</b>	<b>8</b>	<b>5</b>	<b>20</b>	<b>33</b>
Statistical Correction	0	0	0	0
Pending End of Month	31	1	81	113

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

<b>TRAFFIC FAILURE TO APPEAR**</b>									
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Other Term.	TOTAL TERM.	Stat Corr.	Pending End of Month	
220	0	0	220	0	2	2	0	218	

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

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

<b>CIVIL TRAFFIC</b>									
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Default Judg- ment	Other Term.	TOTAL TERM.	Stat Corr.	Pending End of Month
218	174	0	392	0	12	152	164	0	228

Civil Traffic Hearings Held: 6

<b>VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)</b>									
Filed	44	Trans In	0	TOTAL	44				

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: September 2013

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)	533	45	0	578	0	33	33	0	545
Failure to Appear (Non-Traffic)	1	0	0	1	0	0	0	0	1
<b>TOTAL</b>	<b>534</b>	<b>45</b>	<b>0</b>	<b>579</b>	<b>0</b>	<b>33</b>	<b>33</b>	<b>0</b>	<b>546</b>

## TRIALS HELD

Misdemeanor Court/FTA Trials Held: **1**      Misdemeanor/FTA Jury Trials Held: **0**

## FELONY

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

Felony Preliminary Hearings Held: **0**      Felony, Misdemeanor, Criminal Traffic Initial: Appearances: **44**

## 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: September 2013

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

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

DOMESTIC VIOLENCE/HARASSMENT PETITIONS
--

	Filed	Order Issued	Petition Denied	TOTAL TERM.
Domestic Violence	0	0	0	0
Harassment	3	0	3	3

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

Order of Protection:	1	Injunction Against:	0
----------------------	---	---------------------	---

SPECIAL PROCEEDINGS/ACTIVITIES
--------------------------------

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: September 2013

**WARRANTS OUTSTANDING**

**TRAFFIC WARRANTS OUTSTANDING**

D.U.I.	125
Serious Violations	10
All Other Violations	584
<b>TRAFFIC TOTAL</b>	<b>719</b>

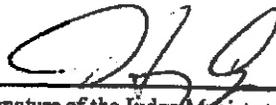
**CRIMINAL WARRANTS OUTSTANDING**

Felony	0
Misdemeanor	717
<b>CRIMINAL TOTAL</b>	<b>717</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

Oct. 3, 2013  
\_\_\_\_\_  
Date of Preparation



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

**STATE REMITTANCE REPORT**

Report Period: September 2013  
 Date: OCTOBER 3, 2013  
 Depositor Code # 6332  
 Depositor Name: CAMP VERDE MUNICIPAL COURT  
 Address: 473 SOUTHMAIN STREET, SUITE 107  
CAMP VERDE AZ 86322

Prepared By: VERONICA PINEDA  
 Title: COURT SUPERVISOR  
 Phone #: 928-554-0033- DIRECT NUMBER

**negative amounts are not to be used on this form**

(contact this Office for guidance regarding negative entries)

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
<b>FINES &amp; FEES</b>		
Confidential Inter Fund	08-135; 12-284.03A8	<u>ZCIF</u>
Juvenile Family Counseling	08-263C	<u>ZJFC</u>
Victim's Rights - Juvenile	08-418; 41-191.08	<u>ZVRJF</u>
AHCCCS	11-292	<u></u>
JCEF-Filing Fees	12-284.03A7; 22-281C1; 22-404C1	<u>\$8.63</u>
JCEF - Time Payment	12-116B	<u>\$734.50</u>
JCEF - Diversion Fee	12-114	<u></u>
JCEF- Probation Assessment	12-114.01	<u>\$2505.06</u>
DNA Penalty Assessment	12-116.01C, J	<u>\$860.87</u>
2011 Add'l Assmnt(**see below)	12-116.04C	<u>\$960.41</u>
(**State Treas use only)		
	50% GITEM	50% PSEF
Confidential Address Fund	12-116.05	<u>\$100.83</u>
Domestic Violence	12-116.06, 12-284.03A2	<u>\$106.15</u>
Drug Prevention Res Center	12-284.03; 41-2402H	<u>ZDGEF</u>
Child Abuse	12-284.03A3	<u>ZDVCA</u>
Sex Offender Assessment	13-3824	<u>ZSOMF</u>
Anti-Racketeering Fund	13-811B; 13-2314.01	<u>ZARF2</u>
Drug & Gang Enforce Acct	13-811C; 41-2402	<u>\$851.74</u>
Community Punishment		
Program Drug Fines	13-821; 12-299	<u>ZCPP</u>
Technical Registration Bd	13-3423	<u>ZTECH</u>
Citizens Clean Election Fund	16-949D; 16-954C	<u>\$1478.00</u>
Game & Fish - Wildlife	17-313A	<u>ZGF</u>
AZ Lengthy Trial Fund	21-222	<u>ZALTF</u>
Alternative Dispute	22-281C2; 12-135;	
Resolution Fund	12-284.03A5	<u>ZADR</u>
Mining Fees	27-208D	<u></u>
Child Passenger Restraint	28-907C	<u>\$149.28</u>
DPS - Civil Penalty	28-2533C; 28-4139	<u>\$230.48</u>
DUI Abatement Fund	28-1304; 28-1382, 3	<u>ZDUJA</u>
Civil Penalties (Gen. Fund)	28-737; 28-876; 28-2416;	
	32-1166, 44-1799.81	<u>ZSTAT.ZACAF.ZBULK</u>
AZ Highway Fines (HURF)	28-5438F; 28-2533C	<u>241.92</u>
Victim Comp/Assistance	31-411F; 31-466B	<u></u>
Registrar of Contractors	32-1107; 32-1124	<u>\$53.68</u>
MSEF Penalty Assessment	36-2219.01; 12-116.02F	<u>\$1921.26</u>
CJEF Penalty Assessment	41-2401; 12-116.01	<u>\$6,945.97</u>
Arson Detection Reward Fund	41-2167	<u>ZADRF</u>
FTG Penalty Assessment 7%	41-2421J; 12-116.01B	<u>\$1034.37</u>
Prison Const & Ops Fund	41-1651; 5-395.01A4	<u>\$2489.53</u>
Dept of Law - Crim. Cases	41-2421E4	<u>REMITTED BY SUPREME</u>
		<u>COURT &amp; COURT OF APPEALS ONLY</u>

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
<b>FINES &amp; FEES (continued)</b>		
DUI, OUI Assessment	5-395.01; 5-396, 7; 28-1381-3;	<u></u>
(public safety equip fund)	28-8284, 6-8; 41-1723	<u>\$1479.40</u>
FARE General Services Fee		<u></u>
FARE Delinquent Fee		<u>\$611.43</u>
FARE Special Collections Fee		<u>\$1741.91</u>
FARE Installment Fee		<u></u>
Constable Ethics Fund	11-445 (80%)	<u></u>
Constable Ethics Fund	11-445 (20%)	<u></u>
Photo Enforcement Fee	41-1722	<u></u>
Photo Enforcement Process Serving Fee		<u></u>
GITEM	41-1724/ 11-1051	<u></u>
<b>OTHER FINES &amp; FEES (describe and indicate ARS #)</b>		
		<u></u>
		<u></u>
		<u></u>
<b>TAXES</b>		
Prior Year Real Property	42-208	<u></u>
Personal Property	42-208	<u></u>
County Education District	15-991.01A	<u></u>
Property-Min School Tax	15-992B, C	<u></u>
State Water Banking	48-3715.03; 45-2425	<u></u>
C.A.W.C.D.	48-3715	<u></u>
Groundwater Replenishment	48-3773.A3; 48-3772	<u></u>
Annual Membership Dues	48-3779	<u></u>
<b>OTHER TAXES (describe and indicate ARS #)</b>		
		<u></u>
		<u></u>
<b>90/10 REVENUE</b>		
Mobile Home Relocation	33-1476.03 (90%)	<u></u>
Mobile Home/Ins. & Cost	33-1476.03 (10%)	<u></u>
<b>TOTAL AMOUNT REMITTED:</b>		
By Check		<u>\$24,505.42</u>
By Cr Advice (Wire)		<u></u>
<b>TOTAL</b>		<u>\$24,505.42</u>
FOR STATE TREASURER USE ONLY		

**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.

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	45				117	
DUI	11	7	13				31	
SERIOUS TRAFF	2	2	1				5	
CRIMINAL TRAFF	19	17	26				62	
MISDEMEANORS								
SUBTOTAL	67	63	85	0	0	0	215	0
CIVIL TRAFFIC	222	137	174				533	
HARASSMENT								
INJUNCTION	2	4	0				6	
ORDER OF PROTECTION	4	5	1				10	
TOTAL FILINGS	295	209	260	0	0	0	764	0
IA/ARR IN CUSTODY	38	40	44				122	
ATTY RESTITUTION	1230.08	956.68	1362.92				\$ 3,549.68	
LCL ORD FEES (Default/Warrant etc)	1641.97	1833.79	2236.43				\$ 5,712.19	
LCL CRT								
ENHANCEMENT	4281.98	3855.35	3415.42				\$ 11,552.75	
JCEF TO TOWN	380.50	288.66	399.24				\$ 1,068.40	
CVMO ADDL EQP\$13	389.38	259.04	211.23				\$ 859.65	
DPS ADDL EQP \$13	269.85	282.69	247.22				\$ 799.76	
YAV CTY JAIL/ADD FEE	901.32	606.64	410.89				\$ 1,918.85	
MVD/ADOT/ADD FEE	24.00	8.00	0.00				\$ 32.00	
ROC ADDL EQP FEE	0.22	0.00	0.22				\$ 0.44	
YAN TRIBAL POLICE	21.57	407.01	346.49				\$ 775.07	
STATE TREAS.	28378.19	23575.89	24505.42				\$ 76,459.50	
TOWN TREAS.	21400.20	18613.59	18082.00				\$ 58,095.79	
TOTAL CHECK	56047.21	47896.87	47618.13	0.00	0.00	0.00	\$ 151,562.21	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)	Inc/Dec FY 12 TO FY 13
					0	117	-71%	407	4%
					0	31	-76%	128	41%
					0	5	-69%	16	0%
					0	62	-73%	226	-49%
0	0	0	0	0	0	215	-72%	777	-17%
					0	533	-75%	2164	5%
					0	6	-80%	30	-21%
					0	10	-50%	20	-26%
0	0	0	0	0	0	764	-74%	2991	-2%
					0	122	-76%	507	15%
					\$ -	\$ 3,549.68	-77%	\$ 15,188.68	12%
					\$ -	\$ 5,712.19	-74%	\$ 21,773.48	16%
					\$ -	\$ 11,552.75	-71%	\$ 39,413.33	-12%
					\$ -	\$ 1,068.40	-73%	\$ 4,004.65	-12%
					\$ -	\$ 859.65	-52%	\$ 1,804.36	60%
					\$ -	\$ 799.76	-80%	\$ 3,980.82	19%
					\$ -	\$ 1,918.85	-73%	\$ 7,130.78	8%
					\$ -	\$ 32.00	-48%	\$ 62.01	15%
					\$ -	\$ 0.44	-66%	\$ 1.30	NA
					\$ -	\$ 775.07	744%	\$ 91.84	-67%
					\$ -	\$ 76,459.50	-73%	\$ 284,289.84	-19%
					\$ -	\$ 58,095.79	-73%	\$ 213,580.63	-27%
0.00	0.00	0.00	0.00	0.00	0.00	\$ 151,562.21	-73%	\$ 554,359.56	-21%

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

**MONTHLY REVENUE REMITTANCE REPORT**

**CAMP VERDE MUNICIPAL COURT-SEPT 2013**

Account Description & Statute	AZTEC Code	Total Distribution
Confidential address- ARS 12-116.04	ZCAA1	100.83 ✓
CEF 10% of Base Fine - 16-954C	ZCEF	\$1,478.00 ✓
CJEF 47% of Base Fine - 12-116.01A	ZCJEF	\$6,945.97 ✓
Child Restraint - 28-907C	ZCPRF	\$149.28 ✓
Drug & Gang Enforcement - 13-811C	ZDECJ	\$851.74 ✓
DNA 3% of Base Fine - 12-116.01C	ZDNAS	\$860.87 ✓
DUI Abatement Fund - 28-1382D3 (\$250 Extreme DUI)	ZDUJA	
Domestic Violence Shelter Fund 12-116.06	ZDVSF	\$106.15 ✓
FARE Fee Special Collections (19%)	ZFAR1	\$1,741.91 ✓
FARE Delinquency Fee (\$35.00 Fee)	ZFAR2	\$611.43 ✓
FTGF 7% of Base Fine - 12-116.01B	ZFTGS	\$1,034.37 ✓
G&F Wildlife Theft Prevention Fund - 17-313A	ZGF	
28-2533 - Out-of-State Plates (80% Base Fine to HURF)	ZHRF3, ZHRF1	\$241.92 ✓
28-2533 - Out-of-State Plates (20% Base Fine to DPS)	ZHRFD	\$60.48 ✓
STATE Time Payment JCEF - 12-116	ZJCS	\$734.50 ✓
STATE Civil JCEF - 22-281C1 (18.39% of Fee)	ZJCSF	\$8.63 ✓
MSEF 13% of Base Fine - 12-116.02A	ZMSEF	\$1,921.26 ✓
2011 \$8 Assessment - State: \$4 to GITEM & \$4 to PSEF	ZOS1	\$960.41 ✓
Prison Construction & Operations Fund - 41-1651	ZPCOF	\$2,489.53 ✓
Probation Surcharge 2006 - 12-114.01 (\$10.00)	ZPRS6	\$14.16 ✓
Probation Surcharge 2009 - 12-114.01 (\$10.00)	ZPRS9	\$2,485.90 ✓
Probation Surcharge OLD - 12-114.01 (\$5.00)	ZPRSU	\$5.00 ✓
Public Safety Equipment Fund, 41-1723, 28-1381.5	ZGFDU,ZPSEF	\$1,479.40 ✓
Registrar of Contractors	ZRCA	\$53.68 ✓
State Highway Fund - 28-710A	ZSHWY	
Drug Lab Remediation Technical Registration Bd 13-3423 (D9)	ZTECH	
State Highway Work Zone Fund - 28-710B	ZSHWZ	
28-4139 - FR Suspended Plates (100% Base Fine to DPS)	ZSLPD	\$170.00 ✓
<b>SUBTOTAL - STATE REVENUE Remitted to City Finance</b>		<b>\$24,505.42</b> ✓

SLPD  
+ 170.00 = 230.48

2505.42 ✓

Jail Incarceration Fee (9914) GL#2-003-10-34324	ZJF	\$290.84
2011 Add'l Assessmnt \$1 -JP Crts 12-116.04E GL#3-900-40-35196	ZOS2	\$120.05
<b>SUBTOTAL - YAVAPAI COUNTY REVENUE Remitted to City Finance</b>		<b>\$410.89</b>
2011 Officer Safety Equip - Sheriff	ZOS4	
2011 Officer Safety Equip - DPS	ZOS5	\$247.22
2011 Officer Safety Equip - MVD/ADOT	ZOS6	
2011 Officer Safety Equip - Game & Fish	ZOS7	
2011 Officer Safety Equip - ROC	ZOS8	\$0.22
2011 Officer Safety Equip - Border Patrol	ZOS9	
2011 Officer Safety Equip - Animal Control	ZOS10	
2011 Officer Safety Equip - Marshall 19-601-40-413000	ZOS11	\$211.23
2011 Officer Safety Equip - College PD	ZOS12	
2011 Officer Safety Equip - Fire Dept	ZOS13	
2011 Officer Safety Equip - Tribal	ZOS14	\$21.50
28-4139 - FR Suspended Plates (100% Base Fine to TRIBAL)	ZSLPT	\$324.09
<b>SUBTOTAL - INDIVIDUAL CITING AGENCY REVENUE Remitted to City Finance</b>		<b>\$805.16</b>
Court Appt Attorney Fee Local	ZAFEE	
Indigent Defense Fees - Rule6.7d, A.R.Cr.P.01-300-40-431000	ZATT,ZATTT & ZREIM	\$1,362.92
Confidential address- ARS 12-116.04	ZCAA2	\$5.32
Defensive Driving School Fee - 28-3396	ZDDS	\$3,200.00
Deferred Prosecution Fees	ZDEFP	
Fines/Civil Penalties - 13-811A & 28-1554B	ZFINE	\$10,778.77
28-2533 - Out-of-State Plates (20% Base Fine to SPD)	ZHRFC	
CREDIT City Gen Fund (Over Amt as Local Costs, Bond Forfeitures)	ZFORF, ZOVER, ZOVS	\$1.73
Public Defender Fee - 11-584 (\$25.00)	ZPUBZ	\$103.24
Local Costs/Fee Warrant Default Fees	ZLCL	\$2,236.43
Bonds Forfeited to General Fund	ZLOCL	
Misc. Filing Fees - 22-281C3 (71.15% to County)	ZMISC	\$32.83
28-4139 - FR Suspended Plates (100% Base Fine to CVMO)	ZSLPC	\$360.96
Bank Fees -From Cxbk/prev mon bank statement	negative number	
Bank Fee - Checks Ordered	negative number	
<b>SUBTOTAL - CITY REVENUE Remitted to Finance 01-300-40-413000</b>		<b>\$18,082.00</b>
Court Enhancement Fee	ZCEH	\$3,415.42
<b>SUBTOTAL - COURT ENHANCEMENT REVENUE Remitted to City Finance 05-330-</b>		<b>\$3,415.42</b>
LOCAL Time Payment JCEF - 12-116	ZJCL	\$396.50
LOCAL Civil JCEF - 22-281D (8.04% of Fee)	ZJCLF	\$3.74
<b>SUBTOTAL - JCEF REVENUE Remitted to city finance 05-310-40-413100</b>		<b>\$399.24</b>
<b>Total Revenue</b>		<b>\$47,618.13</b>

346.49

W

<b>MISCELLANEOUS PASS-THROUGH MONIES (Overpayments) REPORT</b>		
Carried Forward from Previous Month		0.00
Received During Current Month	ZOVR back to/or from Def	0.00
Disbursed During Current Month	9517	
Balance at End of Current Month		0.00
<b>RESTITUTION REPORT</b>		
Carried Forward from Previous Month		
Escheated / stale dated		
Received During Current Month	5901 ZREST	\$362.13
Disbursed During Current Month	5003	(\$362.13)
Balance at End of Current Month		\$0.00
<b>BOND REPORT</b>		
Bonds Carried Forward from Previous Month		\$5,948.00
Bonds Received During Current Month	ZBND	\$4,680.84
Bonds Forfeited During Current Month	Pg 3 Total	(2,719.00)
Bonds Escheated 2011:		
Bond Voided		
Bonds Transferred	fee book	(\$581.00)
Bonds Refunded During Current Month	5079	(\$1,879.84)
Bonds Balance at End of Current Month: open bonds		\$5,449.00
<b>TOTAL PASS THROUGH MONIES</b>		<b>\$5,449.00</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:

**September-13**

  
 \_\_\_\_\_  
 Signature

10-3-13  
 \_\_\_\_\_  
 Date

*OK  
 w/ Bonds  
 1/10*



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



---

**Staffing:**

**New Dispatcher's:**

Samantha Stout started on September 3, 2013.

Rolene Dugi started on September 9, 2013.

**New Deputy:**

Daniel Jacobs lateraled from the Coconino Sheriff's Office and started on September 9, 2013.

**No longer with the Marshal's Office:**

Officer Michael Sorenson's last day was September 17, 2013.

**Marshals Office:**

**Projects/events:**

- September 2, 2013 Labor Day DUI multi-agency task force
- September 16, 2013 Animal Impound ground breaking ceremony



- September AZPOST audit for past 3 years of sworn officer training records
- September 25, 2013 all sworn officers of participated in defensive tactics training at CVMO (taught by defensive tactics instructor Mike Dominguez of Sedona PD).
- September 16-20, 2013 Mary Newton attended a Spillman training in Utah
- September 11-13, 2013 Commander Girnt and Marshal Gardner attended Chief's conference in Laughlin, NV
- September 23-27, 2013 Sergeant Oscar Berrelez and Stephen Butler attended Arizona Leadership Police Training taught by AZPOST.

**Criminal Activity:**

- Injury accident occurred on the white bridge after Coby Cook lost control of his jeep and was ejected. He suffered non-life threatening injuries
- A juvenile was arrested for weapons violations after he showed up at a CVMO high school football game with a rifle and a shotgun and threatened to shoot an adult student. He was booked into juvenile detention.
- A pitbull was shot by a deputy in an attempt to stop an in progress attack of a donkey. The donkey had to be euthanized by the owner as a result of its injuries.
- CVMO was hit with five burglaries throughout the month of September – the Marshal's Office is actively working on proactive visibility and seeking a suspect.

- Several vehicles were burglarized during September and 3 handguns were taken.

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

<b>September</b>	<b>2012</b>	<b>2013</b>
Total Calls	1085	1196
Traffic stops	126	148
Animal Calls	61	57
Criminal Damage	11	5
DV Calls	15	19
Theft/Burglary Calls	35	25

CAMP VERDE COMMUNITY LIBRARY MONTHLY REPORT

---

---

MEMORANDUM

---

---

**TO:** Russ Martin, Town Manager  
**FROM:** Kathy Hellman, Library Director  
**SUBJECT:** Monthly Report – September  
**DATE:** 10/10/13  
**CC:** Department Heads

---

The Demolition/Groundbreaking Celebration on 11/12 was successful. We celebrated the next step in building the new library by taking down the building next door to the library. 90-100 community members celebrated with us.



Camp Verde Community Library launched a Facebook page with the intention of keeping interested community members informed about events and progress. Facebook is a good format for communicating what we have going on with the Teen Advisory Board, the building project, the Open Book Club, weekly story times, etc. Like us on Facebook at <https://www.facebook.com/pages/Camp-Verde-Community-Library/116242698430057>

White Hills Gallery and Boler's partnered with the Library to bring New York Times Bestselling Author, JA Jance to Camp Verde. Nearly 100 people enjoyed listening to Jance talk about the inspirations for her latest novel, 2<sup>nd</sup> Chance. We are grateful for those who partner with us to bring library services to Camp Verde.

The Raising a Reader program, brought to CVCL by Yavapai College in partnership with First Things First circulated an additional - 161 children's books this month.

Camp Verde Community Library has an opening for a Youth Services Librarian. We are seeking qualified applicants to fill the position.

Thanks to our wonderful volunteer, Nancy Raistrick, 90 damaged library items were repaired and put back into circulation. Nancy volunteers nearly every day the library is open and helps us at the Circulation desk, painstakingly mends items week after week and helps cover/process new books for Technical Services. She is

one example of the quality and caliber of volunteers Camp Verde Community Library has the privilege of working with.

Library Director, Kathy Hellman, attended an informational workshop about the [Alexandria Network](#) at [ASU Skysong](#). We are exploring how CVCL can partner with ASU to bring opportunity to Camp Verde businesses and entrepreneurs.

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

	Sep-13	Sep-12	% change	YTD-FY14	YTD-FY13	% change
<b>In-Library Uses</b>						
Traffic Count	2,480	2,251	10.2%	7,751	6,330	22.4%
New Cards Issued	36	59	-39.0%	143	137	4.4%
Public PC Use	642	511	25.6%	2,012	1,496	34.5%
Items Used In-Library	695	933	-25.5%	1,797	2,258	-20.4%
<b>Total In-Library Use</b>	<b>3,853</b>	<b>3,754</b>	<b>2.6%</b>	<b>11,703</b>	<b>10,221</b>	<b>14.5%</b>
<b>Circulation</b>						
Items Checked Out	3,075	3,264	-5.8%	10,849	10,827	0.2%
Items Checked In	3,474	3,862	-10.0%	12,038	12,427	-3.1%
Staff Renewed Items	261	240	8.8%	845	726	16.4%
Patron Renewed Items	494	814	-39.3%	1,386	2,439	-43.2%
<b>Total Circulation</b>	<b>7,304</b>	<b>8,180</b>	<b>-10.7%</b>	<b>25,118</b>	<b>26,419</b>	<b>-4.9%</b>
<b>Circulation Areas of Interest</b>						
Audio Books	98	76	28.9%	419	228	83.8%
DVDs & Videos	657	547	20.1%	2,220	1,790	24.0%
eBooks	171	238	-28.2%	558	666	-16.2%
Large Print	173	173	0.0%	664	612	8.5%
Magazines	160	236	-32.2%	657	900	-27.0%
Kids & Teens Material	893	737	21.2%	3,410	3,173	7.5%
<b>Collection Development &amp; Reference</b>						
Reference Questions	307	63	387.3%	684	190	260.0%
New Kids & Teen Material Added	38	8	375.0%	193	28	589.3%
New Books Added	103	53	94.3%	290	75	286.7%
New Audio-Visual Material Added	47	33	42.4%	190	35	442.9%
<b>Total Items Added</b>	<b>188</b>	<b>94</b>	<b>100.0%</b>	<b>1,050</b>	<b>265</b>	<b>296.2%</b>
<b>Transits &amp; HOLDS</b>						
HOLDS Filled	604	645	-6.4%	1,993	2,165	-7.9%
YLN Library Items Brought to CVCL	3,075	2,605	18.0%	7,424	7,381	0.6%
CVCL Items Sent to YLN Libraries	3,047	3,210	-5.1%	6,636	7,690	-13.7%
<b>Total Transits &amp; HOLDS Activity</b>	<b>6,726</b>	<b>6,460</b>	<b>4.1%</b>	<b>16,053</b>	<b>17,236</b>	<b>-6.9%</b>
<b>InterLibrary Loans</b>						
CVCL Items Going Out	23	29	-20.7%	101	92	9.8%
Items for CVCL Patrons	2	9	-77.8%	35	46	-23.9%
<b>Total InterLibrary Loan Activity</b>	<b>25</b>	<b>38</b>	<b>-34.2%</b>	<b>136</b>	<b>138</b>	<b>-1.4%</b>
<b>Library Programs</b>						
Adult Programs	6	4	50.0%	16	10	60.0%
Adult Program Attendance	211	33	539.4%	286	59	384.7%
Adult Program Hours	12	n/a		33	n/a	
Youth Programs	13	7	85.7%	40	12	233.3%
Youth Program Attendance	155	69	124.6%	589	158	272.8%
Youth Program Hours	20	n/a		82	0	
<b>Total Library Program Attendance</b>	<b>366</b>	<b>102</b>	<b>258.8%</b>	<b>875</b>	<b>217</b>	<b>303.2%</b>
<b>Library Volunteers</b>						
Number of Volunteers	25	24	4.2%	71	64	10.9%
Number of Hours Given	456	247	84.6%	1,184	754	57.0%
<b>Average number of Hours/Volunteer</b>	<b>18.24</b>	<b>.2916666666</b>	<b>77.2%</b>	<b>1255</b>	<b>818</b>	<b>53.4%</b>
<b>Online Resource Use</b>						
Online Public Access Catalog Searches	n/a	2,897		n/a	7,161	