

# December 2014 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>Paul Schlegel</i>	<i>554-0031</i>
<i>Librarian</i>	<i>Kathy Hellman</i>	<i>554-8381</i>
<i>Community Development</i>	<i>Mike Jenkins</i>	<i>554-0051</i>



## *Memorandum*

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: January 15, 2015  
Cc: Department Heads  
Re: Manager's report for the period ending December 31, 2014

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The following is the Manager's report regarding activities in the month of December 2014:

### **Fire Hydrants**

I met with the Fire District Chief and continued to discuss possible areas we could work together including Human Resources and our collective interest in seeing Economic Development. However, an area we have discussed to improved our community would be in developing a source of funds for improving firefighting potential in neighborhoods that also should reduce insurance premiums. As we get closer to budget discussions I would like Council to consider the possibility of regular funding, possibly through our franchise fee for the water system, to fund fire hydrants. If we started now we could really make a difference for the future of many parts of Town and ultimately the potential to save lives and property.

### **Lights**

We worked with resident Jim Ash who has provided years of entertainment at his home with an outdoor light display. He has graciously decided to donate his lights and system that coordinates the lighting display with music. This system will now be with Parks and Recreation/Maintenance for the next year allowing plenty of time for planning a light display or two on Town property next year. A big thanks to Mr. Ash for this donation of lights, but even more for his past contributions to the community in so many other ways as well.

### **Toys for Tots**

Another great year of service to our community as over 100 kids participated in the Toys for Tots this year. We were able to host them in our renovated gym with special decorations provided by the maintenance staff and a couple of special treat servers Jenna Owens and my children Michael and McKenna. The organizer commented on how great the venue was, even mentioned it out did Cottonwoods. Again thanks to our guys in Maintenance for all they do to make the facilities shine.

*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 December 2014 ~**

**Business Licenses** – The Clerk's Office processed 4 new business, 33 renewals, bringing our total business licenses on file to 547. There were 0 Special Events applications.

**Liquor Licenses** – Council approved an Acquisition of Control for Liquor License Application for Clear Creek Vineyard, Winery, and a recommendation for approval of Application for Extension of Premises/Patio Permit for Clear Creek Vineyard and Winery

**Special Events** –

**Information Requests**– 19 records request were processed.

**Citizen Complaints** – The Clerk's Office received no formal complaints in December. Note: Complaints may have been filed with other departments.

**Training** –

**Customer Assistance** – We averaged 28 customer assistance contacts per day with a total of 560 phone calls and visitors for the month of December.

**Meetings** – There were 4 Council meetings in December. We prepared notices, agendas, packets, minutes, addenda, amendments, green sheets, etc. Council approved 1 proclamation and Staff posted two Public Notice.

**Ordinances and Resolutions**– We processed three new Resolutions and one Ordinance during December.

**Records Management** – REMINDER -Mark your calendar now for **January 20, 2015**. State of Arizona Department of Library & Archives Records Analyst Jerry Lucent-Kirkpatrick is scheduled to provide training for all staff and Council regarding Records Management standards that are required by the State. Mr. Kirkpatrick will also provide comprehensive training relative to public information requests. Mr. Kirkpatrick will cover what the law requires, what documents are public records, and what documents are protected. This training is mandatory for staff.

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

01/05/2015 3:29 PM

B U S I N E S S L I C E N S E L I S T

LICENSES: 0002 THRU ZZZZZZZZZZ

SORTED BY: LICENSE NUMBER

ORIGINATI

PAID STATUS: ALL

EFFECTI

LIC CODES: ALL

EXPIRATI

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
2793	LOD	FORT VERDE SUITES	FORT VERDE SUITES 42225 REMINGTON AVE #5 TEMECULA, CA 92590	628 S. MAIN STR
	COMMENTS:	BL060 - ██████████		
2794	SERV	TERMINIX INT'L CO LP	TERMINIX INT'L CO LP 860 RIDGE LAKE BLVD #A3-1106 MEMPHIS, TN 38120	
	COMMENTS:	BL060 - ██████████		
2795	RET	AIRPOWER ACCESSORIES	AIRPOWER ACCESSORIES 884 N. TRAILS END CAMP VERDE, AZ 86322	884 N. TRAILS E
	COMMENTS:	BL060 - ██████████		
2796	CONT	NEAL KLEIN CONSTRUCTION CORP	NEAL KLEIN CONSTRUCTION CORP 2245 E. HWY 69, SUITE #3 PRESCOTT, AZ 86301	
	COMMENTS:	BL060 - ██████████		
TOTAL LICENSES:		4		



## Memorandum

To: Mayor and Council  
From: Carol Brown, Risk Manager *CB*  
Date: January 2, 2015  
Cc: Department Heads  
Re: Risk Manager's Quarterly Report ending *December 31, 2014*

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**[Time/salary budget allocations: 65% to Risk Manager and 35% to Town Manager]**

*Per the Town Manager's direction, below is the 4th<sup>nd</sup> quarter 2014 representation of the Risk Manager's tasks and responsibilities:*

### **Obtained Insurance For:**

- Renewed flood insurance for the library

### **Attended Meetings/Training:**

- 2 safety committee meetings (including 2014/recap & 2015/planning session)
- Lock-out, Tag-out training
- Ergonomic assessment/follow-up of employee work station
- 2 AZ Public Risk Managers Assoc. mtgs. Town employee attended with me/became member
- First Amendment training by Eric Edwards, Attorney
- AMRRP Loss Control Committee/
- 2015 OSHA 300 reporting requirements training
- Educational legal seminar
- All-hands safety training
- 3 online safety courses
- Met with entity representative re: their possible participation in sharing the Safety Consultant

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

- \$187.05 remaining balance: damage caused to the patrol vehicle by suspect (pd. in full)
- \$531 rebate from Hartford Insurance re: National Flood Insurance Program (NFIP)
- 4 incident reports: followed-up on possible 2 criminal damage/2 members of the public injured
- 1 work-related injury/illness claim (Workers' Compensation)

### **Risk Management Miscellaneous:**

- Public Works: prepared contract amendment to include insurance language
- Legal: Reviewed a section of Town Code for Town Mgr. Town Contract Attorney: followed-up on 3 lower Court Cases that were erroneously sent to him and recapped/summarized his HR hours
- Processed accounts payable for Risk Management, HR and to pay various attorneys
- HR: 11 hrs. systemic issues
- Reviewed AMRRP form for completion by finance
- Provided Workers' Compensation refresher training to CVMO VIP's & Community Dev. staff
- Researched salary equivalency for computing Workers' Compensation insurance premiums
- Began compiling list of EE's needing 'Health Care Provider Training' & CPR hands-on training
- Requested free booklet: "Strengthening Jobsite Safety Climate"
- Distributed new pharmacy vendor for injured workers
- Revised Regulatory Agency Entry/Exit form
- Reviewed proper signage for cameras in gymnasium: "Cameras may be in use"
- Ordered: AED CPR PADz/300 lb. duty rating ladders, 1st Aid Kits, Right to Know Work Station and Employee incentive items
- Documented location of specific AED CPR PADz
- Provided Town Insurance Matrix form to another entity
- Reviewed Supreme Court case files
- Processed approximately 34 Certificates of Insurance
- Prepared 1 set of minutes for Safety Committee
- In partnership with the Town Manager organized the all-hands safety training: presented Employee Yielding Effective Safety EYES Program and guest speaker presented Globally Harmonized System.
- Online SafePersonnel: Reviewed instructions, scheduled 3 courses for employees/Council
- Discussed software options with Finance Dir. re: retaining identifying numbers for volunteers
- Reviewed SafePersonnel Safety Data Sheet software module for possible use in Town processes
- Reviewed flood insurance for Town premises relative Builder's Risk line of insurance coverage
- Reviewed ADOT's Hwy Safety cleanup video
- Initiated fun/training contest for Town employees
- Researched possible subrogation re: damage to guardrail; ultimately, not on Town property
- Reviewed work-related injury/illness accident investigation procedures
- Followed-up w/CVMO staff member in order to help employee without key obtain access to office
- Requested employee and volunteer hours compilation for OSHA 300 reporting requirements
- Began the process of preparing a mutual aid compact between Town and another entity
- Shared with local physicians and medical facilities that Arizona Peace Officer Standards and Training (AZPOST) is hosting a training re: physical exams for peace officer applicants

Congratulations, to the employees in helping the Town reduce the Town Workers' Compensation E-mod for Policy Period 4/1/14 to 3/30/15 to .88. Translation: the average e-mod is 1.0 for Government. The Town is .12 lower than the overall average of severity/frequency of work-related injuries/illnesses.

For questions or comments regarding this Quarterly Report, please feel free to stop by my office or contact me at 554.0003/carol.brown@campverde.az.gov

## Town of Camp Verde

### Revenue Drivers

November 2014

Sources*	Nov-14	In/De %	Oct-14	Sep-14	FYTD Avg	Bud/Month	YTD Bud +/-	LYM Avg +/-	L4YM Avg +/-
City Sales Tax	190,040	-14%	222,150	207,526	212,933	229,742	(84,041)	1,149	40,667
State Sales Tax	77,342	-1%	77,919	77,889	77,525	81,667	(20,710)	(1,343)	4,445
VLT	42,391	-23%	55,380	51,309	51,461	50,000	7,306	1,454	3,518
URS	109,687	0%	109,687	109,687	109,687	109,667	102	8,611	20,403
HURF	64,745	1%	64,055	66,278	66,365	67,417	(5,256)	1,599	3,611
<b>TOTAL</b>	<b>484,206</b>		<b>529,190</b>	<b>512,689</b>	<b>517,971</b>	<b>538,492</b>	<b>(102,603)</b>	<b>11,470</b>	<b>72,643</b>

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

\*\* - City Sales Tax is Last 5 Yr Avg

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

**Bud/Month:** This year's monthly budget.

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

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

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

## 2014 TOURISM & MARKETING REPORTS

### The Numbers

During the year of 2014 the Visitor's Center spoke with, upsold our community, gave directions to attractions and businesses, answered questions and entertained over 6300 guests. This does not include answering phones, mailing out brochures and visitor packets. We were visited by all 50 states and over more than 30 countries.

### Marketing

A few years ago there was a study done in conjunction with the Camp Verde Chamber of Commerce that had a 5 year plan for Camp Verde's Marketing, the name of the program was called ACERT (Arizona Council for Enhancing Recreation & Tourism).

In this study there were 8 key points the group felt Camp Verde needed to accomplish in the marketing industry.

1. Separate the tourism information from them Chamber web site and create a site that is specifically tourism oriented. **Completed in 2014** <http://visitcampverde.com>
2. Continue to develop regional partnerships and cooperative efforts. **Completed/On-going indefinitely** with many groups and partnerships such as SVVTC, Camp Verde Promotions, Fort Verde State Park, Archaeology Center, VRVNO, Yavapai Apache Nation and National Geographic just to name a few.
3. Develop a regionally oriented promotion piece with other Verde Valley Communities. **Completed/on-going indefinitely** One resource for this is the partnership with SVVTC (Sedona Verde Valley Tourism Council) our communities are working on regional promotions continuously to highlight the Verde Valley as a whole and promote each communities assets and attractions.
4. Develop and outdoor recreation guide. **Completed** the partnership with the Arizona Office of Tourism and other Verde Valley cities there is a guide called Arizona State RV Guide that lists all the recreation areas, attractions, resorts, parks and visitor centers. Also with the help of Steve Ayers, Gaylene Allen and Lynette Kovacovich our visitor's center has numerous hiking, biking and riding trails readily available to the public.
5. Further develop the cultural heritage market such as a narrated tour of our historic buildings. **Completed** the volunteers at the historical society and Mary McCarthy we have a full walking tour with map of our historic buildings. Tourist also have the capability to use their smart phone QR code to download the map and tour for a self-guided tour at their leisure.
6. Upgrade the Visitor Center. **Complete/on-going** with the historical society and visitor center being housed together, there is greater access to with more open hours for visitors to enjoy our heritage. Having the visitor center with the museum has been a huge upgrade for tourists and the Town.
7. Invest in formal survey that includes satisfaction with the visit. **Complete/on-going** a formal survey is in the process through NAU plus there is a sign in book at the visitor center used daily to keep records and many add comments about their visit. This will remain on-going.
8. Update the marketing plan on an annual basis. **Complete** through SVVTC this actually done quarterly rather than annually. With how quickly technology and marketing trends move forward, our partnerships allow us to update more frequently to stay on top.

# Community Development Monthly Report December 2014



## Building

Robert Foreman – Building Official

## Permits

Kendall Welch – Permit Technician and Emily Diver – Permit Technician



## Planning

Michael Jenkins & Jenna Owens



## Code Enforcement

Dave Marshall & Britt Allen

# BUILDING MONTHLY REPORT

<b>December 2014</b>	<b>CURRENT MONTH</b>	<b>PREVIOUS MONTH</b>	<b>2014-2015 FY</b>
PERMITS ISSUED	24	21	145
PERMITS FINALED	31	14	148
PLAN REVIEWS PERFORMED	17	25	102
INSPECTIONS PERFORMED	75	36	403
PHONE CALLS RECEIVED	292	299	2116
BUSINESS LICENSES REVIEWED	3	4	22
BUSINESS LICENSE INSPECTIONS	3	4	16
MISCELLANEOUS SITE INSPECTIONS	4	10	46
<b><u>BUILDING VIOLATIONS</u></b>			
Dangerous Building	0	1	9
Stop Work Order	0	1	1
Grading Without Permit	0	0	0

MISCELLANEOUS:

**MONTHLY REPORT FOR DECEMBER 2014**  
**BUILDING DIVISION**

Safety Committee meeting was held on December 3<sup>rd</sup> with Town Manager in attendance. Held quarterly Department Safety meeting with Carol Brown providing training on Worker's Compensation and the new Global Harmonizing system for dangerous substances.

Held a meeting with staff and the proposed new owners of the Preserve subdivision. Attended various meetings with an applicant for a mining use permit, Camp Verde Fire Marshal and an applicant for a residential addition in the Flood Plain and Yavapai County Flood Control seeking a solution to his situation.

Met with staff and the new agent for American Heritage Academy regarding their proposed expansion. Long phone conference with Northern Arizona Healthcare, their design team, Staff, Public Works, Town Manager. Also had a meeting with Staff and the Economic Development Director regarding an applicant for conversion of an existing barn into a wine tasting and production facility.

Had a meeting with Kristi Gagnon regarding an applicant for a supervised foster care facility. Held several phone conferences with Staff and an applicant and his contractor who moved in an un-approved manufactured home without a permit.

Took a week and a half of 'use it or lose it' vacation time. Had a very Merry Christmas.

Completed 75 building inspections, 14 residential plan check reviews, 3 commercial plan check reviews, 70 phone calls, 24 meetings, 4 miscellaneous site inspections, 5 miscellaneous postings, 3 business license's.



Robert Foreman CBCO  
Building Official/Town Safety Officer.

PROJECTS: ALL

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

ISSUED DATES: 12/01/2014 THRU 12/31/2014

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
20140317 SOLAR	12/03/2014 11/12/2014	MCDONALD, TANNER & JENNIF SOLAR INSTALLATION	179 LINDA VISTA SOLAR - SOLAR INSTALLATION	PURSOLAR OWNER	SOLAR INSTALLATION 35,378.00	SOLAR 870.12
20140318 SOLAR	12/03/2014 11/12/2014	REZZONICO, TYLER SOLAR INSTALLATION	124 ZELLNER LANE SOLAR - SOLAR INSTALLATION	PURSOLAR OWNER	SOLAR INSTALLATION 22,080.00	SOLAR 679.88
20140319 SOLAR	12/03/2014 11/12/2014	DUBS, NICHOLAS SOLAR INSTALLATION	586 HITCHING POST DRIVE SOLAR - SOLAR INSTALLATION	PURSOLAR OWNER	SOLAR INSTALLATION 20,240.00	SOLAR 632.03
20140322 SOLAR	12/03/2014 0/00/0000	STEAR, CHANNING SOLAR INSTALLATION	2517 ARTURO CIRCLE SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 22,700.00	SOLAR 679.88
20140328 SOLAR	12/05/2014 0/00/0000	HENDERSON, FLOYD & ROBERTA SOLAR INSTALLATION	360 FINNIE FLAT RD 11 SOLAR - SOLAR INSTALLATION	SOLARCITY OWNER	SOLAR INSTALLATION 8,512.50	SOLAR 344.93
20140329 04-RES ACC	12/02/2014 11/24/2014	PUGH, DAVID RESIDENTIAL ACCESSORY	732 BUFFALO TRAIL RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD RES ACC 1,000.00	RES ACC 153.88
20140331 04-RES ACC	12/02/2014 11/25/2014	SHORT, DENNIS RESIDENTIAL ACCESSORY	739 W BUFFALO TR RES - RESIDENTIAL ACCESSORY	OWNER OWNER	RESIDENTIAL ACCESSORY BUILD RES ACC 13,000.00	RES ACC 475.63
20140333 01-NEW RES	12/16/2014 12/03/2014	BYLER HOMES LLC RESIDENTIAL SINGLE FAMILY	750 SADDLE CREEK DRIVE R-3 - RESIDENTIAL ONE/TWO F	BYLERHOMES OWNER	NEW RESIDENTIAL 200,000.00	01-NEW RES 4,334.23
20140334 MECH-RES	12/08/2014 12/08/2014	PETERS, JALON RES - MECHANICAL	220 CHAROLAIS DRIVE MECH-RES - RESIDENTIAL MECH	ROOFDANCER OWNER	RESIDENTIAL MECHANICAL 3,000.00	MECH-RES 75.00
20140335 FLB-RES	12/08/2014 12/08/2014	STANFIELD, PAUL & BROOKS RES - PLUMBING	115 N SHORTEORN DR FLB-RES - RESIDENTIAL PLUMB	ALDDEVELOP OWNER	RESIDENTIAL PLUMBING 480.00	FLB-RES 75.00
20140336 SIGN-WALL	12/11/2014 12/11/2014	CARTER, JB SIGN - WALL	685 MAIN ST. SIGN-WALL - WALL SIGN	OWNER OWNER	WALL SIGN 200.00	SIGN 79.20
20140337 FENCE	12/10/2014 12/09/2014	TENPENNY, MICHAEL FENCE	1982 CENTRAL LANE FENCE - FENCE	OWNER OWNER	FENCE 500.00	FENCE 50.00
20140343 04-RES ACC	12/18/2014 12/15/2014	MASON, GREG RESIDENTIAL ACCESSORY	1487 HORSESHOE BEND RES - RESIDENTIAL ACCESSORY	WILSON&SON OWNER	RESIDENTIAL ACCESSORY BUILD RES ACC 7,500.00	RES ACC 356.01
20140344 13-CCM REM	12/17/2014 12/15/2014	TOWN OF CAMP VERDE COMMERCIAL ALTER/REMODEL	473 MAIN STREET COMREM - COMMERCIAL REMODEL	OWNER OWNER	COMMERCIAL REMODEL 12,000.00	13-CCM REM 0.00
20140345 FLB-RES	12/15/2014 0/00/0000	DUPOUY, ALBERT & SUSANM RES - PLUMBING	340 ANGUS DRIVE FLB-RES - RESIDENTIAL PLUMB	ALDDEVELOP OWNER	RESIDENTIAL PLUMBING 700.00	FLB-RES 75.00
20140346 FLB-RES	12/15/2014 0/00/0000	AUSTIN, BILL RES - PLUMBING	320 ANGUS DRIVE FLB-RES - RESIDENTIAL PLUMB	ALDDEVELOP OWNER	RESIDENTIAL PLUMBING 815.00	FLB-RES 75.00

PROJECTS: All

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

ISSUED DATES: 12/01/2014 THRU 12/31/2014

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
20140348 DEMO-RES	12/17/2014 12/17/2014	PHILLIPS, PATRICK & KAREN RESIDENTIAL DEMOLITION	3940 TUMBLEWEED DRIVE DEMO-RES - RESIDENTIAL DEMO	RCHOMES&DE OWNER	RESIDENTIAL DEMOLITION 2,733.75	DEMO-RES 150.00
20140350 PORCH/PAT	12/30/2014 0/00/0000	MCREYNOLDS, JOHN S & MARGAR DNU - PORCH/PATIO/DECK	3785 PIKE PORCH - PORCH/PATIO	OWNER OWNER	PORCH/PATIO/DECK 12,000.00	PORCH/PAT 475.63
20140352 04-RES ACC	12/30/2014 12/22/2014	BROWN, LONNIE E & CARO RESIDENTIAL ACCESSORY	1060 MEGHANS ROAD RES - RESIDENTIAL ACCESSORY	STANLEYS OWNER	RESIDENTIAL ACCESSORY BUILD 4,380.00	RES ACC 284.23
20140353 04-RES ACC	12/30/2014 12/22/2014	BROWN, LONNIE E & CARO RESIDENTIAL ACCESSORY	1060 MEGHANS ROAD RES - RESIDENTIAL ACCESSORY	STANLEYS OWNER	RESIDENTIAL ACCESSORY BUILD 29,230.00	RES ACC 850.18
20140356 ELE-RES	12/23/2014 12/23/2014	MILLER, BILL & MARY RESIDENTIAL ELECTRICAL	3083 RALSTON RANCH RD ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 0.00	ELE-RES 75.00
20140357 ELE-RES	12/23/2014 12/23/2014	DAVIS, WILLIAM AND ANN RESIDENTIAL ELECTRICAL	3735 PIKE ELE-RES - RESIDENTIAL ELECT	OWNER OWNER	RESIDENTIAL ELECTRICAL 350.00	ELE-RES 75.00
*** TOTALS ***		NUMBER OF PROJECTS: 22		VALUATION:	396,799.25	FEE: 10,865.83

PROJECTS: ALL

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

ISSUED DATES: 12/01/2014 THRU 12/31/2014

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

STATUS: ALL

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

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
01-NEW - RESIDENTIAL SINGLE FAMIL	1	200,000.00	4,334.23
04-RES - RESIDENTIAL ACCESSORY	5	55,110.00	2,119.93
13-COM - COMMERCIAL ALTER/REMODEL	1	12,000.00	0.00
DEMO-RES - RESIDENTIAL DEMOLITION	1	2,733.75	150.00
ELE-RES - RESIDENTIAL ELECTRICAL	2	350.00	150.00
FENCE - FENCE	1	500.00	50.00
MECH-RES - RES - MECHANICAL	1	3,000.00	75.00
PLB-RES - RES - PLUMBING	3	1,995.00	225.00
PORCH/PAT - DNU - PORCH/PATIO/DEC	1	12,000.00	475.63
SIGN-WALL - SIGN - WALL	1	200.00	79.20
SOLAR - SOLAR INSTALLATION	5	108,910.50	3,206.84
*** TOTALS ***	22	396,799.25	10,865.83

PROJECTS: ALL

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

ISSUED DATES: 12/01/2014 THRU 12/31/2014

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

STATUS: ALL

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

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FEES
COMREM - COMMERCIAL REMODEL	1	1	12,000.00	0.00
DEMO-RES - RESIDENTIAL DEMOLITION	1	1	2,733.75	150.00
ELE-RES - RESIDENTIAL ELECTRICAL	2	2	350.00	150.00
FENCE - FENCE	1	1	500.00	50.00
MECH-RES - RESIDENTIAL MECHANICAL	1	1	3,000.00	75.00
PLB-RES - RESIDENTIAL PLUMBING	3	3	1,995.00	225.00
PORCH - PORCH/PATIO	1	1	12,000.00	475.63
R-3 - RESIDENTIAL ONE/TWO FAMILY	1	1	200,000.00	4,334.23
RES - RESIDENTIAL ACCESSORY BUILDING	5	5	55,110.00	2,119.93
SIGN-WALL - WALL SIGN	1	1	200.00	79.20
SOLAR - SOLAR INSTALLATION	5	5	108,910.50	3,206.84
*** TOTALS ***	22	22	396,799.25	10,865.83

SELECTION CRITERIA

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REPORT SELECTION

PROJECT RANGE FROM:            THROUGH ZZZZZZZZZ  
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:  12/01/2014 THROUGH 12/31/2014  
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 \*\*\*

**Planning & Zoning  
Monthly Report**

**December 2014**

*MJ*

**December 02, 2014**

Michael Jenkins, Robert Foreman, Jenna Owens, Emily Diver, Kendall Welch and Steve Ayers met with Terry Gorton and Rick Vesce to discuss an existing undeveloped subdivision. Their proposed plans are to develop approx. 25-30 lots over time.

**December 11, 2014**

Mike Jenkins & Jenna Owens provided training to the new Code Enforcement officers, Dave Marshall & Britt Allen, on outdoor storage, per the Planning & Zoning Ordinance.

**December 16, 2014**

Michael Jenkins, Robert Foreman, Emily Diver, Jenna Owens, Russ Martin, Ron Long, Steve Ayers and Troy Odell participated in a conference call with VVMC and their representatives to discuss the remaining issues prior to the issuance of a building permit for the Medical Clinic.

**December 17, 2014**

- Met with Mr. Brandon Stein of First Street development to discuss the Outpost Mall "U-Sell" car lot.
- Met with Ms. Barbra Parsons to discuss a utility easement on her recently purchased property.

**December 18, 2014**

Michael Jenkins and Jenna Owens met with Steve Ayers to discuss family farm wineries.

**December 30, 2014**

Mike Jenkins & Jenna Owens met with Ron Long & Troy Odell to discuss a proposed use permit for a property on State Route 260.

**Code Enforcement**

<b>Location</b>	<b>Total Cost Per Nuisance Abatement</b>
W. Linda Vista	600.00
3377 S. Ravens Rd.	300.00
380 Yaqui Cir	300.00
2110 Squaw Peak	1500.00
5450 Palomino Cir.	600.00
3484 E. Clinton Ln.	450.00
3287 E. Clinton Ln.	600.00
3976 E. Lark Dr.	200.00
Expense related to abatement.	50.00
3661 S. Chino Dr.	250.00
4501 E. Canyon Dr.	300.00
4411 E. Valley View Dr.	300.00

Total

Budgeted Amount \$6,000.00, balance \$ 550.00

**Code Enforcement:**

Total Complaints: 4  
Violations Found: 4  
Violation Not Found: 0  
Cases Closed: 8  
Abatements: 0

**Other statistics for the month**

Zoning Clearances Residential: 14  
Zoning Clearances Commercial: 0



**CAMP VERDE MARSHAL'S  
OFFICE  
Monthly Report  
December  
2014**



**Deputy testing:**

- December 9, 2014 CVMO held a testing process where 4 applicants showed up. 2 of the applicants did not finish the physical fitness test and dropped out of the process. Paul Rotzler (33) of Deer Valley, passed all portions of the process and will begin the NARTA police academy Jan. 11<sup>th</sup>. Richard Grimes (27) a lateral officer who is currently employed with YCSO Detention, passed all portions of the test process and will begin employment the first of February. He will not be required to attend the NARTA academy, however, will go through the field training program.

**Volunteers in Policing (VIPs):**

- December 13, 2014 – Parade of Lights event

**Training:**

- December 19, 2014 – Commander Girnt attended a human trafficking training that pertained to juvenile prostitution.
- December 1-12<sup>th</sup> – Deputy Baizel attended firearm instructor training held by Surprise PD.
- November 17<sup>th</sup> – Sergeant Butler, Deputy Paten and Deputy McClure attended a 1 day field training officer training in Chandler.

**Miscellaneous:**

- December 4, 2014 - Marshal Gardner and Commander Girnt attended the Narta Graduation
- December 6, 2014 – Town Christmas Party
- CVMO adopted a family for Christmas - On 12-23-14 Santa Clause made a special appearance to CVMO where he was given a Police escort to the family's home. The Christmas convoy consisted of marked units, activated emergency lights while playing "Here Comes Santa" over the Public Address (PA) System.
- The CVMO uniform committee designed a "Challenge Coin" for CVMO – the coin was purchased and each member of CVMO received one.
- November 17<sup>th</sup> - Sergeant Butler, Deputy Paten and Deputy McClure recruited for new officers at the Chandler/Gilbert Police Academy, providing information about CVMO and the testing dates.

**Coffee with a COP:**

- Coffee with a COP is held the last Monday of every month at "Thanks a Latte" this provides an opportunity for citizens to come by and ask questions and learn about CVMO.



**Major Incidents worked by CVMO:**

- On December 21, 2014, Camp Verde Marshal's Office deputies were dispatched to a serious two vehicle collision on Hwy 260, just east of Cherry road on Hwy 260. The

collision involved a commercial truck and a passenger car, in a head on collision. The driver of the passenger car, Shirley Moorehead, a 60 year old female and her dog were deceased on scene. The driver of the truck suffered minor injuries. The cause of the collision appeared to be due to inattention by the 60 year old female. Toxicology reports are still pending from the ME's office for Ms. Moorehead. The driver of the commercial truck was not impaired.

**Crime Rate for December 2013 compared to December 2014**

<b>December</b>	<b>2013</b>	<b>2014</b>
Total Calls	613	1007
Traffic Stops	275	176
Animal Calls	60	44
Vehicle Burglary's	1	0
Residential Burglary's	7	3
Criminal Damage	8	7
DV Calls	17	8

RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
0D ST DRUG ENFRMNT FIN	\$8,188.74	\$10,508.19	\$0.00	\$2,319.45
0F BASE FINE	\$70,717.63	\$86,156.60	\$4,176.09	\$11,262.88
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	\$62,217.77	\$77,580.54	\$4,510.53	\$10,852.24
0X HURF REGISTRATION	\$300.00	\$300.00	\$0.00	\$0.00
1A DV SHELTER ASSMNT	\$2,913.00	\$3,350.00	\$63.39	\$373.61
1S 2012 SURCHARGES 83PC	\$72,726.75	\$90,303.47	\$4,894.31	\$12,682.41
1X 2011 ADDTNL ASSMNT	\$7,566.24	\$8,918.00	\$304.34	\$1,047.42
2D ST DRUG ENFRMNT FIN	\$12,290.00	\$16,975.00	\$1,432.69	\$3,252.31
2F BASE FINE	\$137,518.75	\$160,997.91	\$7,971.40	\$15,507.76
2H SUSP LICENSE PLATE	\$11,335.81	\$12,250.00	\$0.00	\$914.19
2J WORK HOME FINE	\$108.88	\$108.88	\$0.00	\$0.00
2K STATE CHILD RESTRAIN	\$509.96	\$509.96	\$0.00	\$0.00
2R STATE REG CONTRACTOR	\$480.92	\$552.78	\$0.00	\$71.86
2S 2002 SURCHARGES 80PC	\$128,451.52	\$155,397.30	\$11,571.24	\$15,374.54
2V 2002 PROBAT SURCHRG	\$4,313.46	\$5,135.00	\$307.71	\$513.83
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	\$20,334.96	\$20,893.98	\$321.65	\$237.37
4S PRE 9/95 SURCHARGES	\$10,544.74	\$10,863.40	\$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 & Sheriff Safety equip. 17,392.50

CV Town Treasurer

Local Court enhancement

AZ State treasurer

Victim Restitution

619,537.81

24,579.11

919,754.11

9,211.89

31,793.69

RECEIVABLE	REPORT TOTALS			PAYMENTS
	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	
6E PROB SURCH 2006	\$3,020.17	\$3,457.90	\$178.76	\$258.97
6F BASE FINE	\$26,819.83	\$26,857.74	\$380.43	\$857.46
6R STATE REG CONTRACTOR	\$719.96	\$887.50	\$0.00	\$167.54
6S 1996 SURCHARGES	\$15,577.70	\$16,430.34	\$237.54	\$615.10
7D ST DRUG ENFRMNT FIN	\$16,396.97	\$22,082.95	\$869.29	\$4,816.69
7E BASE FINE	\$16,365.83	\$16,345.00	\$840.76	\$138.71
7F BASE FINE	\$172,521.02	\$172,521.02	\$9,750.47	\$24,058.49
7H SUSP LICENSE PLATE	\$6,603.98	\$7,027.99	\$2.13	\$421.88
7K STATE CHILD RESTRAIN	\$369.28	\$457.80	\$0.00	\$88.52
7S 2007 SURCHARGES 84PC	\$59,191.61	\$76,251.75	\$5,501.41	\$11,558.73
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	\$15,053.64	\$18,140.00	\$844.74	\$2,241.62
9F BASE FINE	\$8,316.91	\$8,587.02	\$62.94	\$207.17
9H SUSP LICENSE PLATE	\$300.00	\$300.00	\$0.00	\$0.00
9K STATE CHILD RESTRAIN	\$61.92	\$100.00	\$0.00	\$38.08
9S 1999 SURCHARGES	\$6,056.22	\$6,314.80	\$86.88	\$171.70
9X HURF REGISTRATION	\$119.00	\$300.00	\$0.00	\$181.00
AI ATTORNEY REIMBURSMNT	\$26,979.22	\$31,507.60	\$718.59	\$4,709.79
C3 CONFDNL ADDR ASSM	\$2,613.00	\$3,050.00	\$63.38	\$373.62
CE COURT ENHANCEMENT FUND	\$3,508.26	\$3,529.50	\$17.71	\$3.53
CF BAD CHECK DISHON PNT	\$109.00	\$109.00	\$0.00	\$0.00
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

***** REPORT TOTALS *****				
RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
D8 DEFERRED PROSECUTION	\$125.00	\$125.00	\$0.00	\$0.00
D9 DRUG LAB REMEDIATN	\$270.00	\$270.00	\$0.00	\$0.00
DE DEFAULT FEE	\$57,150.16	\$57,700.00	\$450.00	\$99.84
DU DUI EXTREME/AGGRAV	\$10,886.24	\$11,250.00	\$0.00	\$363.76
EN CT ENHANCEMENT FEE	\$20,733.46	\$22,014.40	\$908.09	\$372.85
ET BASE FINE	\$9,238.62	\$9,635.67	\$297.16	\$99.89
JF INCARCERATION FEE	\$9,826.36	\$11,460.00	\$24.94	\$1,608.70
K1 FARE FEE SPEC COLL	\$236,771.69	\$302,752.71	\$57,570.24	\$8,410.78
K2 FARE DELINQUENCY FEE	\$67,641.96	\$68,744.65	\$379.03	\$723.66
LC LOCAL COST	\$1,000.00	\$1,000.00	\$0.00	\$0.00
MS MSEF - 13%	\$41.56	\$81.00	\$36.58	\$2.86
P4 PRIS CONSTR OP FOND	\$56,478.05	\$69,260.60	\$588.40	\$12,194.15
PZ PUB DEFENDER FEES	\$598.85	\$800.00	\$31.39	\$169.76
R not c/ muni RESTITU	\$555.67	\$555.67	\$0.00	\$0.00
R1 RESTITUTION - DJ	\$30,521.48	\$41,400.43	\$3,829.20	\$7,049.75
RT not c/ RESTI- TRUST	\$716.54	2,527.82	\$1,611.28	\$200.00
T TIME \$8 - JCER		416.00	\$0.00	\$0.00
T5 TIME \$12 - JCER		\$1,752.00	\$12.00	\$10.25
T3 TIME \$20 - JCER		\$25,900.00	\$128.40	\$274.26
TR TRUST - ATTY FEE	\$525.05	\$525.05	\$0.00	\$0.00
W WARRANT FEE	\$133,421.75	\$133,950.80	\$9,552.63	\$906.42
WR WATER RIGHTS FEE	\$8.00	\$8.00	\$0.00	\$0.00
X1 CT ENH FUND 8300	\$24,971.86	\$25,327.20	\$292.80	\$62.54
X5 XTRA DUI ASSMT	\$16,895.32	\$19,250.00	\$16.81	\$2,337.87

Time: 1:13

Court Management System  
Receivables Balance Due Summary

Date: 01-05-2015  
Page: 4

\*\*\*\*\* REPORT TOTALS \*\*\*\*\*

RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
X8 PUBLIC SAFETY EQUIP	\$54,421.46	\$62,000.00	\$288.95	\$7,289.59
GRAND TOTAL.....	\$1,662,271.59	\$1,962,666.89	\$131,439.11	\$168,956.19

TOTAL FILINGS AND COLLECTIONS-FIVE YEAR TREND

DESCRIPTION	JANUARY THROUGH JUNE 2015		TOTAL FISCAL YR 2015		TOTAL FY 14 TO FY 15		TOTAL FY 14 (Jul 13-Jun 14)		TOTAL FY 13 TO FY 14		TOTAL FY 13 (Jul 12-Jun 13)		TOTAL FY 12 TO FY 13		TOTAL FY 12 (Jul 11-Jun 12)		TOTAL FY 11 TO FY 12		TOTAL FY 11 (Jul 10-Jun 11)		TOTAL FY 10 TO FY 11		TOTAL FY 10 (Jul 09-Jun 10)	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MISDEMEANOR & CR TRAFFIC FTA	120	-71%	415	2%	407	4%	393	-28%	545	15%	472	15%	545	15%	472	15%	545	15%	472	15%	472	15%	472	15%
DUI	28	-78%	128	8%	128	41%	91	-11%	102	40%	73	40%	102	40%	73	40%	102	40%	73	40%	73	40%	73	40%
SEMI-CRIM TRAFF	1	-93%	14	-13%	16	0%	16	45%	11	-79%	52	-79%	11	-79%	52	-79%	11	-79%	52	-79%	52	-79%	52	-79%
CRIMINAL TRAFF	0	-17%	173	-23%	226	-89%	441	5%	421	-16%	502	-16%	421	-16%	502	-16%	421	-16%	502	-16%	502	-16%	502	-16%
MISDEMEANORS SUBTOTAL	0	-80%	730	-6%	777	-17%	941	-13%	1079	-3%	1099	-3%	1079	-3%	1099	-3%	1079	-3%	1099	-3%	1099	-3%	1099	-3%
CIVIL TRAFFIC	0	-88%	1844	-15%	2164	5%	2057	13%	1822	190%	791	190%	1822	190%	791	190%	1822	190%	791	190%	791	190%	791	190%
HARASSMENT INIUNCTION	0	-28%	19	-37%	30	-21%	38	23%	31	29%	24	29%	31	29%	24	29%	31	29%	24	29%	24	29%	24	29%
ORDER OF PROTECTION	0	-81%	27	39%	20	-28%	27	-16%	32	0%	32	0%	32	0%	32	0%	32	0%	32	0%	32	0%	32	0%
TOTAL FILINGS	0	-89%	2620	-12%	2991	-2%	3063	3%	2964	52%	1946	52%	2964	52%	1946	52%	2964	52%	1946	52%	1946	52%	1946	52%
IVARR IN CUSTODY	0	-59%	405	-20%	507	15%	442	0%	444	1%	441	1%	444	1%	441	1%	444	1%	441	1%	441	1%	441	1%
ATTY RESTITUTION	0	-78%	14,472.21	-5%	15,188.68	12%	13,521.82	32%	10,237.25	-20%	12,736.35	-20%	10,237.25	-20%	12,736.35	-20%	10,237.25	-20%	12,736.35	-20%	12,736.35	-20%	12,736.35	-20%
LCI ORD FEES (Default/Warrant etc)	0	-61%	20,507.22	-4%	21,773.48	16%	18,772.40	16%	16,140.89	44%	11,228.71	44%	16,140.89	44%	11,228.71	44%	16,140.89	44%	11,228.71	44%	11,228.71	44%	11,228.71	44%
LCI CRT ENHANCEMENT	0	-80%	39,890.16	1%	39,413.33	-12%	44,584.65	28%	34,769.20	52%	22,896.94	52%	34,769.20	52%	22,896.94	52%	34,769.20	52%	22,896.94	52%	22,896.94	52%	22,896.94	52%
ICEE TO TOWN	0	-63%	3,890.47	-9%	4,004.65	-11%	4,539.68	16%	3,910.25	26%	3,109.40	26%	3,910.25	26%	3,109.40	26%	3,910.25	26%	3,109.40	26%	3,109.40	26%	3,109.40	26%
CMND ADDL EQP\$13	0	-62%	2,742.83	52%	1,804.36	68%	1,130.42	N/A	1,352.33	N/A	215	21%	1,352.33	21%	241,591.94	27%	190,774.09	27%	190,774.09	27%	190,774.09	27%	190,774.09	27%
DPS ADDL EQP \$13	0	-57%	3,024.91	-24%	3,980.82	19%	3,852.33	N/A	3,852.33	N/A	215	21%	3,852.33	21%	241,591.94	27%	190,774.09	27%	190,774.09	27%	190,774.09	27%	190,774.09	27%
VAV CTY JAIL FEES	0	-3%	8,947.98	25%	7,130.78	8%	6,595.25	-5%	6,925.71	-3%	7,167.68	-3%	6,925.71	-3%	7,167.68	-3%	6,925.71	-3%	7,167.68	-3%	7,167.68	-3%	7,167.68	-3%
MND/ADOT/ADD FEE	0	-100%	40.00	-85%	62.01	15%	53.99	N/A	53.99	N/A	215	21%	53.99	21%	241,591.94	27%	190,774.09	27%	190,774.09	27%	190,774.09	27%	190,774.09	27%
ROC ADDL EQP FEE	0	-44%	1.74	34%	1.30	N/A	278.10	3%	270.00	-13%	311.25	-13%	270.00	-13%	311.25	-13%	270.00	-13%	311.25	-13%	311.25	-13%	311.25	-13%
VAN TRIBAL POLICE	0	-97%	1,470.69	1501%	91.84	-67%	349,348.21	18%	295,231.95	19%	248,081.20	19%	295,231.95	19%	248,081.20	19%	295,231.95	19%	248,081.20	19%	248,081.20	19%	248,081.20	19%
STATE TREAS.	0	-60%	307,572.30	8%	284,289.84	-19%	239,400.56	21%	241,591.94	27%	190,774.09	27%	241,591.94	27%	190,774.09	27%	241,591.94	27%	190,774.09	27%	190,774.09	27%	190,774.09	27%
TOWN TREAS.	0	-61%	221,122.78	4%	213,580.63	-27%	709,283.19	21%	582,699.05	23%	472,340.56	23%	582,699.05	23%	472,340.56	23%	582,699.05	23%	472,340.56	23%	472,340.56	23%	472,340.56	23%
TOTAL CHECK	0	-80%	588,703.96	6%	554,359.55	-21%	709,283.19	21%	582,699.05	23%	472,340.56	23%	582,699.05	23%	472,340.56	23%	582,699.05	23%	472,340.56	23%	472,340.56	23%	472,340.56	23%

# MONTHLY REVENUE REMITTANCE REPORT

## CAMP VERDE MUNICIPAL COURT - DEC 2014

Account Description & Statute	AZTEC Code	Total Distribution
Confidential address- ARS 12-116.04	ZCAA1	130.71 ✓
CEF 10% of Base Fine - 16-954C	ZCEF	\$1,358.81 ✓
CJEF 47% of Base Fine - 12-116.01A	ZCJEF	\$6,376.39 ✓
Child Restraint - 28-907C	ZCPRF	\$152.08 ✓
Drug & Gang Enforcement - 13-811C	ZDECJ	\$258.82 ✓
DNA 3% of Base Fine - 12-116.01C	ZDNAS	\$808.78 ✓
DUI Abatement Fund - 28-1382D3 (\$250 Extreme DUI)	ZDUIA	\$0.00
Domestic Violence Shelter Fund 12-116.06	ZDVSF	\$137.60 ✓
FARE Fee Special Collections (19%)	ZFAR1	\$1,388.92 ✓
FARE Delinquency Fee (\$35.00 Fee)	ZFAR2	\$634.81 ✓
FTGF 7% of Base Fine - 12-116.01B	ZFTGS	\$949.68
G&F Wildlife Theft Prevention Fund - 17-313A	ZGF	\$0.00
28-2533 - Out-of-State Plates (80% Base Fine to HURF)	ZHRF3, ZHRF1	\$0.00
28-2533 - Out-of-State Plates (20% Base Fine to DPS)	ZHRFD	
STATE Time Payment JCEF - 12-116	ZJCS	\$386.22 ✓
STATE Civil JCEF - 22-281C1 (18.39% of Fee)	ZJCSF	\$3.26 ✓
MSEF 13% of Base Fine - 12-116.02A	ZMSEF	\$1,763.78 ✓
2011 \$8 Assessment - State: \$4 to GITEM & \$4 to PSEF	ZOS1	\$798.73 ✓
Prison Construction & Operations Fund - 41-1651	ZPCOF	\$1,856.83 ✓
Probation Surcharge 2008 - 12-114.01 (\$10.00)	ZPRS6	\$41.53
Probation Surcharge 2009 - 12-114.01 (\$10.00)	ZPRS9	\$2,017.55
Probation Surcharge OLD - 12-114.01 (\$5.00)	ZPRSU	\$10.00
Public Safety Equipment Fund, 41-1723, 28-1381.5	ZGFDU, ZPSEF	\$1,180.83 ✓
Registrar of Contractors	ZRCA	\$0.00
State Highway Fund - 28-710A	ZSHWY	\$0.00
Drug Lab Remediation Technical Registration Bd 13-3423 (D9)	ZTECH	\$0.00
State Highway Work Zone Fund - 28-710B	ZSHWZ	\$0.00
28-4139 - FR Suspended Plates (100% Base Fine to DPS)	ZSLPD	\$752.13
<b>TOTAL - STATE REVENUE Remitted to City Finance</b>		<b>\$21,005.24</b>

2067.55 ✓

Jail Incarceration Fee (9914) GL#2-003-10-34324	ZJF	\$288.33
2011 Add'l Assessmnt \$1 -JP Crts 12-116.04E GL#3-900-40-35196	ZOS2	\$99.81
<b>VAPAI COUNTY REVENUE Remitted to City Finance</b>		<b>\$386.14</b>
2011 Officer Safety Equip - Sheriff	ZOS4	\$0.00
2011 Officer Safety Equip - DPS	ZOS5	\$273.29
2011 Officer Safety Equip - MVD/ADOT	ZOS6	\$0.00
2011 Officer Safety Equip - Game & Fish	ZOS7	\$0.00
2011 Officer Safety Equip - ROC	ZOS8	\$0.00
2011 Officer Safety Equip - Border Patrol	ZOS9	\$0.00
2011 Officer Safety Equip - Animal Control	ZOS10	\$0.00
2011 Officer Safety Equip - Marshall 19-601-40-413000	ZOS11	\$120.47
2011 Officer Safety Equip - College PD	ZOS12	\$0.00
2011 Officer Safety Equip - Fire Dept	ZOS13	\$0.00
2011 Officer Safety Equip - Tribal	ZOS14	\$5.59
<b>JAL CITING AGENCY REVENUE Remitted to City Finance</b>		<b>\$399.35</b>
Court Appt Attorney Fee Local	ZAFEE	
Indigent Defense Fees - Rule6.7d, A.R.Cr.P.01-300-40-431000	ZATT,ZATTT & ZREIM	\$571.41
Confidential address- ARS 12-116.04	ZCAA2	\$6.90
Defensive Driving School Fee - 28-3396	ZDDS	\$2,080.00
Deferred Prosecution Fees	ZDEFP	\$150.00
Fines/Civil Penalties - 13-811A & 28-1554B	ZFINE	\$10,885.92
28-2533 - Out-of-State Plates (20% Base Fine to SPD)	ZHRFC	\$0.00
CREDIT City Gen Fund (Over Amt as Local Costs, Bond Forfeitures)	ZFORF, ZOVER, ZOVF	\$18.13
Public Defender Fee - 11-584 (\$25.00)	ZPUBZ	\$57.70
Local Costs/Fee Warrant Default Fees	ZLCL	\$1,409.37
Bonds Forfeited to General Fund	ZLOCL	
Misc. Filing Fees - 22-281C3 (71.15% to County)	ZMISC	\$12.33
28-4139 - FR Suspended Plates (100% Base Fine to CVM/O)	ZSLPC	
Bank Fees -From Ckbk/prev mon bank statement	negative number	
Bank Fee - Checks Ordered	negative number	
<b>TY REVENUE Remitted to Finance 01-300-40-413000</b>		<b>\$16,191.76</b>
Court Enhancement Fee	ZCEH	\$2,584.90
<b>NT REVENUE Remitted to City Finance 05-330-40-413300</b>		<b>\$2,684.90</b>
LOCAL Time Payment JCEF - 12-116	ZJCL	\$207.97
LOCAL Civil JCEF - 22-281D (8.04% of Fee)	ZJCLF	\$1.41
<b>CEF REVENUE Remitted to city finance 05-310-40-413100</b>		<b>\$209.38</b>
<b>Total Revenue</b>		<b>\$39,776.77</b>

MISCELLANEOUS PASS-THROUGH MONIES (Overpayments) REPORT		
Carried Forward from Previous Month		0.00
Received During Current Month	ZOVR back to/or from Def	0.00
Disbursed During Current Month	9517	0.00
Balance at End of Current Month		0.00
RESTITUTION REPORT		
Carried Forward from Previous Month		\$0.00
Escheated / stale dated		\$0.00
Received During Current Month	5901 ZREST	\$376.89
Disbursed During Current Month	5003	(\$376.89)
Balance at End of Current Month		\$0.00
BOND REPORT		
Bonds Carried Forward from Previous Month		\$7,323.41
Bonds Received During Current Month	ZBND	\$8,268.37
Bonds Forfeited During Current Month	Pg 3 Total	(7,460.97)
Bonds Escheated 2011:		
Bond Voided		
Bonds Transferred	fee book	\$0.00
Bonds Refunded During Current Month	5079	(\$5,708.81)
Bonds Balance at End of Current Month: open bonds		\$2,422.00
TOTAL PASS THROUGH MONIES		\$2,422.00

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

December-14

Paul Schlegel  
Signature

1-7-15  
Date

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: December 2014

CRIMINAL TRAFFIC				
	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	16	4	89	109
Filed	0	0	51	51
Transferred In	0	0	0	0
<b>SUBTOTAL</b>	<b>16</b>	<b>4</b>	<b>140</b>	<b>160</b>
Transferred Out	0	0	0	0
Other Terminations	3	1	24	28
<b>TOTAL TERMINATIONS</b>	<b>3</b>	<b>1</b>	<b>24</b>	<b>28</b>
Statistical Correction	0	0	0	0
Pending End of Month	13	3	116	132

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

TRAFFIC FAILURE TO APPEAR**								
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
218	1	0	219	0	3	3	0	216

\*\*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
209	123	0	332	0	8	108	116	0	216

Civil Traffic Hearings Held: 2

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)				
Filed	Trans In	TOTAL	Trans In	TOTAL
27	0	27	0	27

**LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT**

Court ID: **1354**

**Page 2 Processing**

County: **CAMP VERDE MUNICIPAL COURT**

Report Month/Year:

**December 2014**

<b>MISDEMEANOR</b>									
Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Trans Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (j)	
Misdemeanor (Non-Traffic)	518	13	0	531	0	13	13	0	518
Failure to Appear (Non-Traffic)	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>518</b>	<b>13</b>	<b>0</b>	<b>531</b>	<b>0</b>	<b>13</b>	<b>13</b>	<b>0</b>	<b>518</b>

**TRIALS HELD**

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

**FELONY**

Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Trans Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (j)
	0	0	0	0	0	0	0	0
Felony Preliminary Hearings Held:			<b>0</b>	Felony, Misdemeanor, Criminal Traffic Initial: Appearances:				<b>22</b>

**LOCAL NON-CRIMINAL ORDINANCES**

	Pending 1st of Month	Filed	SUB-TOTAL	Terminated	Stat. Corr.	Pending End of Month
Parking	0	0	0	0	0	0
Non-Parking	7	2	9	1	0	8
<b>TOTAL</b>	<b>7</b>	<b>2</b>	<b>9</b>	<b>1</b>	<b>0</b>	<b>8</b>

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: December 2014

### CIVIL COMPLAINTS

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

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

### DOMESTIC VIOLENCE/HARASSMENT PETITIONS

	Filed	Order Issued	Petition Denied	TOTAL TERM.
Domestic Violence	2	1	1	2
Harassment	11	3	8	11

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

Order of Protection:	0	Injunction Against:	2
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### SPECIAL PROCEEDINGS/ACTIVITIES

Peace Bond Complaints Filed:	0	Fugitive Complaints Filed:	0
Juvenile Hearings Held:	0	Search Warrants Issued:	2

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 4 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year:

December 2014

**WARRANTS OUTSTANDING**

**TRAFFIC WARRANTS OUTSTANDING**

D.U.I.	140
Serious Violations	12
All Other Violations	584
<b>TRAFFIC TOTAL</b>	<b>736</b>

**CRIMINAL WARRANTS OUTSTANDING**

Felony	0
Misdemeanor	766
<b>CRIMINAL TOTAL</b>	<b>766</b>

MAIL BY THE 20TH WORKING DAY OF MONTH:

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

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

Paul A. Schlegel  
Signature of the Judge/Magistrate (or designee)

Veronica Pineda  
Name of Preparer

January 7, 2015  
Date of Preparation



130 Black Bridge Road | Camp Verde AZ 86322

## CAMP VERDE COMMUNITY LIBRARY

*good company always Welcome...*

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### MEMORANDUM

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**TO:** Russ Martin, Town Manager  
**FROM:** Kathy Hellman, Library Director  
**SUBJECT:** Monthly Report – December 2014  
**DATE:** 1/11/2015  
**CC:** Department Heads

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Library BID #14-108 closed December 18, 2014 at 10:30 am. Thirteen sealed bids were received at Camp Verde Public Works. The bid packets were opened and the base bid from each contractor was announced. BWC Enterprises, dbd Woodruff Construction submitted the lowest bid. Submissions were examined for completeness and compared to determine lowest bidder in preparation for staff's recommendation to Town Council on January 7, 2015.

This month we began tracking requests from library patrons for help on a library computer. All of us, from volunteers to the Library Director, help patrons who have questions while using the public Internet computers. These requests can take from 2 – 60 minutes to resolve and include, but are not limited to, help

- formatting a Word document
- sending and retrieving a print job
- creating a legal form
- setting up an email account
- attaching pictures or documents to email
- scanning to email
- using a flash drive
- using MS Excel workbooks
- applying for a job
- signing into a class
- signing up for Health care
- accessing coupons or other discounts
- using the PCs special access tools

Saturday night, Teens Live! has been drawing 12-14 teens weekly. Dianna and Sebra play games with the teens, plan programs around popular books, and have many meaningful conversations. TAB continues to meet on Saturdays from 2:00 – 4:00 pm. Here are a few highlights from the December TAB Meeting minutes posted on the library website:

- Teens asked to Adopt-A-Family and pay \$5 per person out of pocket for a total of \$50 towards gifts for a family of a mom and two boys, ages 10 and 5.
- Participated in the Parade of Lights
- TAB is working on the TAB Mission statement and 2015 schedule of events for teens
- TAB is learning about collection development as they make suggestions for book, DVD and music CD titles for the library to purchase

Be sure to follow our blogs:

<http://cvcltalk.wordpress.com>

<http://cvcltab.wordpress.com>

To really keep us with what is going on at the library, don't forget to like us on Facebook at <https://www.facebook.com/campverdelibrary>



**Library Events Calendar**  
928-554-8380

Open: MON 8:00a - 4:30p  
TUE-THU 8:00a-7:00p  
FRI-SAT 8:00a-4:30p

S	MON	TUE	WED	THU	FRI	SAT
	1 10 am Word Wranglers eReader Help	2 10 a.m. Dance Play	3 10 a.m. Story Time	4 9 a.m. CVLE Book Sale 4 p.m. Game Night 4:30 p.m. Intro to Legal Forms	5 PC Assist	6 2 pm TAB Meets 5:30-10pm Teen Hours
7	8 10 am Write Now! eReader Help	9 10 a.m. Baby Brain Time	10 10 a.m. Tumblebooks Story Time	11  4 p.m. Game Night	12 PC Assist	13 2 pm TAB Meets 5:30-10 pm Teen Hours
14	15 10 am Open Book Club eReader Help	16 10 am Kids Yoga	17 10 a.m. Story Time	18 4 p.m. Game Night 5:30 p.m. Listening Post	19 PC Assist	20 2 pm TAB Meets 5:30-10 pm Teen Hours
21	22 10 a.m. Alice's eBook Wonderland eReader Help	23	24 LIBRARY CLOSED CHRISTMAS HOLIDAY	25	26 PC Assist	27 2 pm TAB Meets 5:30-10 pm Teen Hours
28	29 eReader Help	30	31 10 a.m. Story Time			
<h1>December</h1>						

## December 2014 Camp Verde Community Library Use Statistics

	Dec-14	Dec-13	% change	YTD-15	YTD-14	% change
<b>In-Library Uses</b>						
Traffic Count	5,075	2,274	123.2%	33,641	15,975	110.6%
New Cards Issued	36	38	-5.3%	328	260	26.2%
Public PC Use	994	624	59.3%	5,744	4,216	36.2%
Wireless Use						
Items Used In-Library	863	1,113	-22.5%	3,298	4,187	-21.2%
<b>Total In-Library Use</b>	<b>6,968</b>	<b>4,049</b>	<b>72.1%</b>	<b>43,011</b>	<b>24,638</b>	<b>74.6%</b>
<b>Circulation</b>						
Items Checked Out	3,616	3,380	7.0%	24,014	20,901	14.9%
Items Checked In	4,187	4,176	0.3%	27,091	24,261	11.7%
Renewed Items	748	487	53.6%	4,682	4,056	15.4%
<b>Total Circulation</b>	<b>8,551</b>	<b>8,043</b>	<b>6.3%</b>	<b>55,787</b>	<b>49,218</b>	<b>13.3%</b>
<b>Circulation Areas of Interest</b>						
Audio Books	165	120	37.5%	1,050	765	37.3%
DVDs & VHS	1,041	878	18.6%	6,805	4,548	49.6%
eBooks	221	148	49.3%	1,264	972	30.0%
Youth eBooks	39	36	8.3%	307	371	-17.3%
Large Print	175	145	20.7%	998	1,190	-16.1%
Magazines	149	142	4.9%	910	1,173	-22.4%
Kids & Teens Material	1,049	994	5.5%	7,482	6,615	13.1%
<b>Collection Development &amp; Reference</b>						
Reference Questions	157	210	-25.2%	979	1,319	-25.8%
Requests for Computer Help	89	n/a		89	n/a	
New Kids & Teen Material	77	61	26.2%	438	396	10.6%
New Books Added	221	91	142.9%	699	572	22.2%
New Audio-Visual Material Added	66	32	106.3%	774	478	61.9%
<b>Total Items Added</b>	<b>287</b>	<b>184</b>	<b>56.0%</b>	<b>1,473</b>	<b>1,050</b>	<b>40.3%</b>
<b>Transits &amp; HOLDS</b>						
HOLDS Filled	668	642	4.0%	4,543	3,904	16.4%
Transit Items Sent & Received	n/a	1,083		n/a	5,482	
<b>Total Transits &amp; HOLDS Activity</b>	<b>668</b>	<b>1,725</b>	<b>-61.3%</b>	<b>4,543</b>	<b>9,386</b>	<b>-51.6%</b>
<b>InterLibrary Loans</b>						
CVCL Items Going Out	41	46	-10.9%	132	127	3.9%
Items for CVCL Patrons	0	5	-100.0%	125	155	-19.4%
<b>Total InterLibrary Loan Activity</b>	<b>41</b>	<b>51</b>	<b>-19.6%</b>	<b>257</b>	<b>282</b>	<b>-8.9%</b>
<b>Library Programs</b>						
Adult Programs	12	7	71.4%	225	309	-27.2%
Adult Program Attendance	47	55	-14.5%	357	1421	-74.9%
Adult Program Hours	17	11.5	47.8%	129.5	102	27.6%
Youth Programs	14	11	27.3%	140	81	72.8%
Youth Program Attendance	164	85	92.9%	1,825	2211	-17.5%
Youth Program Hours	33.5	13	157.7%	393	133	195.5%
Programs Off-Site	1	n/a		20	n/a	
<b>Total Library Program Attendance</b>	<b>211</b>	<b>140</b>	<b>50.7%</b>	<b>2182</b>	<b>3631.5</b>	<b>-39.9%</b>
<b>Library Volunteers</b>						
Number of Volunteers	31	26	19.2%	179	147	21.8%
Number of Hours Given	611	553	10.5%	3,475	2222.5	56.4%
<b>Average number of Hours/Volunteer</b>	<b>19.7096774</b>	<b>21.2692307</b>	<b>-7.3%</b>	<b>19.4134078</b>	<b>15.1190476</b>	<b>28.4%</b>
<b>Mending</b>						
Items Mended or Repaired	73	61	19.7%	1,171	322	263.7%
Donations Processed	914	n/a		5,022	n/a	
Donations Cataloged	109	n/a		556	n/a	



## Public Works December 2014

### Engineering:

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

- NACOG
  - MSTDMS Training
- ADOT
- TNC Jeanmarie Drainage Recharge
- VVTPO
- AWPA Meeting
- Tri-Intersection meeting with HDR
- Nature Conservancy
- Meeting with Community Development
  - Library Permit
  - CMEX about Groseta Property
  - VVMC
- Local Public Stakeholder meeting in Phoenix

### Streets:

- Daily work orders
- annual crack sealing
- Street Improvement
  - Middle Verde Rd. continue to maintain on a weekly basis
- Equipment Maintenance

### Stormwater:

- Surveying Gaddis Wash preparing to install precast culverts
- ADEQ
  - Received Draft New MS4 Permit

### Sewer:

- New Building
  - Building was delivered and built
  - Quotes for Roll up doors
  - Plans for inside office, bathroom and map room have been submitted to CD
- Request for Quote
  - Repair for Hollaman Street Manhole
  - Clean out on Main St

### Maintenance:

- Install and Repair Christmas Lighting
- Public Works front office Remodel
-

- Parade of Lights and Craft Bazaar
  - Get Sleigh Ready
  - Work event
  - Set Up gym
- Install new window covers in gym
- Flags up and down on Main St
- Snow Clean up and De Icing
- Assist CD with Securing house
- Tree City USA
  - Tree Count on all parks and Main St
- Dailey
  - Work Orders
  - Park Clean up
  - Pool Maintenance
- Working on SDS Complaisance

**Parks & Rec:**

- Continued to handle requests for facility use at the Community Center and 200 building as well as the various sports fields.
- Grasshopper basketball playoffs for 1<sup>st</sup> – 4<sup>th</sup> grade were the first week in December. Trophies were awarded in the two divisions with 64 kids participating. Registration is open for Grasshopper basketball for grades 5 – 8 to start playing in January.
- Planning is underway for a winter/spring trip series which has mostly become of interest to seniors.
- Continued with bi-monthly Free Friday Family movie nights in cooperation with the Community Library. The December 5 movie had 15 attendees. Planning is underway for the 2015 schedule.
- Held the Christmas Craft Bazaar and Parade of Lights December 13. The Bazaar had 38 booths filled, over 10 more than last year. Volunteers from CVLE & CCCVL sold refreshments in the gym as a fundraiser. The weather cleared just in time and the Light parade had 13 floats and Santa & Mrs. Claus met nearly 40 kids in the gym after the parade.
- Michael Marshall participated in a site hike (in the rain) and initial meeting with the Forest Service about plans for trails in the Jackson Flat area.
- Michael Marshall attended a planning meeting for the Sesquicentennial activities.
- Michael Marshall attended a meeting and training of the AZ Public Risk Management Association as a guest of Carol Brown.
-