



It's in your hands ~ "Build a Stronger Community – Shop Locally"

AGENDA

WORK SESSION

MAYOR and COMMON COUNCIL

of the TOWN OF CAMP VERDE

COUNCIL CHAMBERS - 473 S. Main Street, # 106

WEDNESDAY, JUNE 13, 2012

5:00 p.m.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Vamshi Yellisetty of JACOBS will review the Planning Assistance for Rural Areas (PARA) Study and seek Council input and expectations. The study will examine traffic flows and queuing at SR 260 & Goswick Way and the tri-intersection business corridor of Main Street, Finnie Flat Road and Montezuma Castle Highway. Staff Resource: Ron Long**
5. **Discussion, consideration, and possible support of the following proposed resolutions as submitted for consideration by the League of Arizona Cities and Towns Resolution Committee for the League's 2013 Legislative Program. Staff Resource: Russ Martin**
 - **Requests that ARS §36-1606, concerning consumer fireworks regulation; state preemption; further regulation of fireworks by local jurisdiction, be amended to allow an incorporated city or town and a county within the unincorporated areas of the county to regulate the sale and use of permissible consumer fireworks. Submitted by the City of Prescott**
 - **Requests that ARS §34-603C1e, concerning the use of the procurement or final list for qualification based selection processes; allow the use of such final list until a contract for construction is entered into. The Agent may pursue negotiations for pre-construction services with other persons on the list provided that the agent shall not in that procurement recommence negotiations or enter into a contract for the construction or professional services covered by the final list with any person or firm on the final list with whom the agent has terminate negotiations. Submitted by the City of Sedona**
 - **Requests that HB2826, Consolidated Elections, which was signed into law on May 14, 2012 be repealed. This law modifies the consolidated election dates for political subdivision, preempting all local laws, ordinances, and charter provisions that are contrary to the consolidated election schedule and only allows elections in the fall of even numbered years. Submitted by the City of Sedona**
 - **The resolution supports legislation mandating the covering of loose materials in trucks, trailers, and other open bed vehicles when these vehicles are traveling on State highways. Requiring the covering of loose materials will limit falling debris, improving the aesthetics on our roadways; reduce a negative environmental impact from foreign materials being inadvertently deposited on roadways; mitigate unsecured debris falling from vehicles and interfering with other driver's safe navigation of the highways; and will reduce potential hazards overall to other users of the highway. Submitted by the City of Sedona**
 - **All municipalities to receive credit for excess solar generation beyond that needed at publicly owned sites where the solar generation may occur, and apply that credit to power consumption at other city, town, or county sites/facilities. Submitted by the City of Sedona**
 - **This resolution requests that ARS §9-441.01 be amended to exempt cities and towns of less than a certain population from requiring that the local governing body adopt a resolution declaring specific portions of the jurisdiction a "housing development area" for the purpose of**

assisting with the acquisition, construction, or rehabilitation of housing. Submitted by the City of Sedona

- Urges the legislature to support economic development of cities and counties by encouraging cooperation and collaboration between them to bring economic development into the area and by increasing access to new tools for cities and counties. Submitted by the City of Yuma
- Amend Arizona Revised Statutes Title 13 (Criminal Code) to include criminal damage by graffiti and ensure that restitution for graffiti includes all costs of a victim associated with graffiti abatement. Submitted by the City of Yuma

The following resolutions have sufficient sponsorship:

- Urges the legislature to stop future sweeps of Highway User Revenue Funds allocated to Arizona cities and towns, to restore HURF funding to FY 2008 levels, and to repay the cities the amounts swept since 2008. Submitted by the City of Yuma
- Urges the legislature to amend ARS §39-121.01 regulating requests for public records that are overbroad or abusive. Submitted by the City of Yuma
- Urges the legislature to partner with cities and towns for the operation and maintenance of Arizona State Parks (ASP) under long-term leases, for a nominal amount, and to participate financially by providing for a dedicated funding mechanism to share a portion of the costs. Submitted by the City of Yuma

6. Discussion, consideration, and possible direction to staff relative to the Draft FY 2012/13 Tentative Budget.
7. Adjournment

Posted by: *O Jones* Date/Time: *6-7-2012* *3:30 p.m*

Note: Pursuant to A.R.S. §38-431.03.A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

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Agenda Item Submission Form – Section I

Meeting Date: June 13, 2012

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation

Requesting Department: Public Works

Staff Resource/Contact Person: Ron Long

Agenda Title (be exact): Vamshi Yellisetty of Jacobs will review the PARA Study (Planning Assistance for Rural Areas) and seek Council's input and expectations. This study will examine traffic flows and queuing at SR 260 & Goswick Way, and the Tri-Intersection Business Corridor of Main Street, Finnie Flat Road and Montezuma Castle Highway.

List Attached Documents: *Power Point Presentation

Estimated Presentation Time: 15 Minutes

Estimated Discussion Time: 15 Minutes

Reviews Completed by:

Department Head: Ron Long **Town Attorney Comments:** *N/A*

Finance Department *N/A*

Fiscal Impact:

Budget Code: _____ **Amount Remaining:** _____

Comments:

Background Information: By Resolution 2011-855, Council approved submission of the Town's Application to ADOT Multimodal Planning Division requesting funding for a PARA Study. Staff was notified on October 5, 2011, that the submission was selected for funding.

The PARA study is funded with Federal Statewide Planning and Research (SPR) funds; local matching funds are not required. ADOT has assigned Justin Feek as the Program Manager who is responsible for working with the Town to refine the project scope, oversight and coordination of the overall project. Town staff will assist as part of the Study Team, arrange and provide space for public and technical meetings, review and approval of final deliverables.

Jacobs, has been selected by ADOT to prepare the study. Jacobs is familiar with Camp Verde transportation issues; the firm completed our Small Area Transportation Study in 2009, wherein the tri-intersection and business access at Goswick and SR 260 were both recommended for future studies and improvements.

Recommended Action (Motion): *N/A*

Instructions to the Clerks: *Place on Work Session Agenda*

 **Town of Camp Verde Business Corridor Study**
SR 260 - Fimmie Flat Road - Main Street

Town Council Presentation
June 13th, 2012



ADOT 

 **Study Purpose and Objectives**

Study Purpose

The primary purpose of the study is to reveal and recommend improvements to the SR 260 - Fimmie Flat Road - Main Street business corridor with particular emphasis on the TI intersection and the SR 260 - Grand Old Derby - Grand Old Derby intersection.

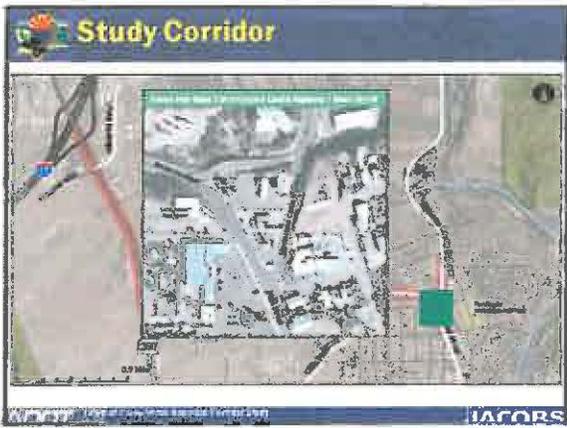
ADOT 

 **Study Corridor**



ADOT 





Study Issues

- Signal timing recommendations from Southside Station
 - a) Left turn on 200
 - b) Signal timing for left turn on 200 or South Side/200
- Signal timing recommendations from City of Denver
 - a) Left turn on 200
 - b) Signal timing for left turn on 200 or South Side/200
- Signal timing recommendations from Southside Station
 - a) Signal timing for left turn on 200 or South Side/200
- Signal timing recommendations from Southside Station
 - a) Signal timing for left turn on 200 or South Side/200
 - b) Signal timing for left turn on 200 or South Side/200

Study Status

- Establish the Technical Advisory Committee (TAC)
 - First TAC meeting - COMPLETE
- Stakeholder List - IN PROGRESS
- Data collection
 - Traffic counts - COMPLETE
 - Background data: GIS data, Right-of-way plans, etc. - IN PROGRESS
 - Planning Level Field Review: COMPLETE
 - Engineering Field Review: END OF JUNE
- Existing and Future Conditions Analysis - IN PROGRESS
- Public Meetings - 1) OCTOBER 2012; 2) FEBRUARY 2013
- FINAL REPORT - MARCH 2013

APRT 13100 01/06/2012 10:00 AM **JACOBS**

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: June 13, 2012

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation

Requesting Department: Clerk's Office

Staff Resource/Contact Person: Town Clerk Debbie Barber

Agenda Title (be exact): Discussion, consideration, and possible support of resolutions as submitted by the Cities of Prescott, Sedona, and Yuma for consideration by the League of Arizona Cities and Towns Resolution Committee for the Leagues 2013 Legislative Program.

List Attached Documents: Resolutions as submitted by the Cities of Prescott, Sedona, and Yuma

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 10 minutes

Reviews Completed by:

Department Head: Debbie Barber

Town Attorney Comments: N/A

Finance Department N/A

Fiscal Impact: None

Budget Code: N/A **Amount Remaining:** _____

Comments:

Background Information: The League of Arizona Cities and Towns accepts proposed resolutions from members to consider in the Annual Legislative Program. After the Resolutions Committee approves the resolutions, they are presented to the legislature for consideration. The League now requires sponsorship from only two communities before a resolution will be placed before the committee. This is the first step in the legislative process.

Please note that several of the proposed resolutions already have sponsors and others may have sponsors by the time that Council has the opportunity to consider them. However, Council will have the opportunity to instruct the Mayor relative to supporting these and other resolutions when the League distributes the final packet. In the meantime, if Council feels strongly about any of these particular resolutions, we can request that the Town's name be added to the resolution even though there are sufficient sponsors.

Recommended Action (Motion): Move to sponsor the resolutions in which Council feels strongly that you would like to see the Town's name added and/or those resolutions that lack sponsors. (Please be aware that there is no guarantee that the Town's name will be added to a resolution.)

Instructions to the Clerk: Notify the appropriate communities as directed.

**LEAGUE OF ARIZONA CITIES & TOWNS
RESOLUTION FORMAT**

Requests that A.R.S. 36-1606, concerning consumer fireworks regulation; state preemption; further regulation of fireworks by local jurisdiction, be amended to allow an incorporated city or town and a county within the unincorporated areas of the county to regulate the sale and use of permissible consumer fireworks.

Submitted by: City of Prescott

A. Purpose and Effect of Resolution

In 2010, the Arizona State Legislature lifted the statewide ban of the sale of consumer fireworks. The legislature allowed municipalities to ban the use of consumer fireworks within the municipality's incorporated limits but not the sale. This resolution seeks to enable the elected governing body of each municipality and county in Arizona to decide for their constituents whether or not to allow the sale in addition to use of consumer fireworks within their geographic boundaries.

On May 2nd 2011, a fire was started in the backyard of a home in Prescott Valley, Arizona as a result of an unattended 11 year old boy playing with a consumer firework (sparkler). Central Yavapai Fire District personnel were called to respond to the scene. Upon their arrival the fire had been extinguished after burning about a tenth of an acre. This incident occurred even though the Prescott Valley Town Council enacted an ordinance that banned the use of all consumer fireworks within town limits.

B. Relevance to Municipal Policy

In addition to the potential cost and damage of a fire, HB2246 that allowed fireworks to be sold in Arizona is an intrusion into local control. The evaluation of risk and the decision to allow consumer fireworks to be sold and used in a community is best left to the locally elected leaders of that community. This resolution does not place any restrictions or mandates on any community, rather it allows each group of elected officials to decide what is best for their community.

C. Fiscal Impact to Cities and Towns

There will a minimal loss in TPT collection if a municipality chooses to ban the sale of consumer fireworks. The local control aspect of this resolution allows each Council to weigh the potential costs of damage to property and the public safety response versus the benefit of allowing the sale of consumer fireworks.

D. Fiscal Impact to the State

The State could experience a minimal decline in TPT collection dependent upon the number of municipalities that choose not to allow the sale of consumer fireworks.

E. Contact Information

Name: Joseph Brehm

Title: Assistant to the City Manager

Phone: 928-777-1279

Email: Joe.Brehm@prescott-az.gov

**LEAGUE OF ARIZONA CITIES & TOWNS
RESOLUTION FORMAT**

Request that A.R.S. 34-603 C1e, concerning the use of the procurement or final list for qualification based selection processes; allow the use of such final list until a contract for construction is entered into. The Agent may pursue negotiations for pre-construction services with other persons on the list provided that the agent shall not in that procurement recommence negotiations or enter into a contract for the construction or professional services covered by the final list with any person or firm on the final list with whom the agent has terminated negotiations.

Submitted by: *City of Sedona*

A. Purpose and Effect of Resolution

In 2010 section 34-603 C1e was added to A.R.S regarding procurement of construction services using non-bid methods (alternative procurement). The impact of this addition was to require agents to restart the alternative procurement process or bid construction projects in the event that a construction price could not be negotiated. The impact of the proposed change is to allow the agent to utilize another person or firm on the list in the event that a construction price could not be negotiated with the initially selected party. The resolution prohibits reopening negotiations with a party if they have been terminated. Only one party may be negotiated with at a time.

The current legislation prohibits an option that had been previously allowed, due to silence of prior legislation. The restriction imposed by the current legislation places the agent at the mercy of a contractor late into the project development process when the construction price is being negotiated. The contractor may insist on unreasonably high negotiated price. In this case the agent is forced to bid the project, or restart the procurement process, or accept the high price. Bidding the project may not be desirable when project familiarity is important to an agent in pursuing construction of a project (for instance business area improvement projects), and may result in loss of the ability to contain construction claims. Restarting the procurement procedure may unreasonably delay the project. Accepting the high price is a disservice to the public.

City of Sedona was able in 2009 to construct a project by using the second low proposer when it could not obtain a satisfactory price from the first ranked proposer. This allowed the project to successfully continue to construction, using the benefits of the Construction-Manager-at-Risk approach. The first ranked proposer's price was well above the engineer's estimated price, while the second was much more in line. The project was successfully completed, with return of some unneeded funds.

B. Relevance to Municipal Policy

Alternative Delivery Methods have benefits beyond costs, however, when the process allows a contractor to attempt to push an agent to reject excessive costs, at the risk of losing these benefits for the project, the public is placed at an unfair disadvantage. Modifying the process to give the agent the option to continue with the Alternative Delivery Method without excessive loss of time due to starting the procurement over again, or other disadvantages seems to be in keeping with allowing the use of Alternative Delivery Methods in the first place. As a matter of public policy it does not seem that qualification based selection processes should reduce incentives for unfair pricing. The public policy concern regarding bid-shopping is dealt with by the allowing negotiations with only one proposer at a time, and prohibiting reopening closed negotiations.

C. Fiscal Impact to Cities and Towns

Cities would be more assured of being able to secure realistic pricing using Alternative Delivery Methods, from the initially selected proposer, while maintaining the benefits on appropriate projects of using these delivery methods.

D. Fiscal Impact to the State

None is anticipated.

E. Contact Information

Name: Charles Mosley Title: Public Works Director/City Engineer

Phone: 928-204-7132 Email: cmosley@SedonaAZ.gov

**LEAGUE OF ARIZONA CITIES & TOWNS
RESOLUTION FORMAT**

This resolution requests that HB2826, Consolidated Elections, which was signed into law on May 14, 2012, be repealed. This law modifies the consolidated election dates for political subdivisions, preempting all local laws, ordinances, and charter provisions that are contrary to the consolidated election schedule and only allows elections in the fall of even numbered years.

Submitted by: City of Sedona

A. Purpose and Effect of Resolution

In 2012, the Arizona State Legislature passed HB2826 which modifies the consolidated election dates for political subdivisions, preempting all local laws, ordinances, and charter provisions, only allowing elections in the fall of even numbered years. The consolidated election schedule becomes effective in 2014. The League of Arizona Cities and Towns strongly opposed this bill based on concerns ranging from interference with matters of purely local concern for no discernible benefit, to losing voter interest as a result of excessively long ballots, to artificially shortening or lengthening mayors and councilmembers' terms to accommodate the change. This resolution seeks to repeal the law, or significantly modify the law to address the negative consequences to cities, towns, and counties in Arizona.

B. Relevance to Municipal Policy

The Arizona Supreme Court unambiguously ruled in *Tucson v. Arizona* that municipal elections are a matter of purely local concern. In light of *Tucson v. Arizona*, HB 2826 represents an unconstitutional and unfunded mandate on cities and towns.

Additionally, according to the League:

- 76 of Arizona's 91 cities and towns will be forced to change their election dates for no discernible benefit. For example, every single municipality in Yavapai County – where voter turnout is high and demand for a new election protocol is low – will be forced to change its traditional election date.
- Ballots that combine partisan and non-partisan races will create negative, unintended technical consequences. The amendment allows for combined mail ballot elections, but only in those jurisdictions that request them. The rest of the county will still have to conduct polling place elections.
- With respect to the combination of partisan and non-partisan ballots, voters are more likely to skip non-partisan races if they first vote on candidates who are identified by party affiliation. If under-voting occurs on municipal ballots because of ballot length (or because voters are showing up to vote on "sexier" races like president), then local questions like expenditure limitations are unfairly threatened because non-votes have the same effect as "no" votes.
- Terms of office for mayors and councilmembers will be artificially shortened or lengthened in order to accommodate the change.

C. Fiscal Impact to Cities and Towns

According to the Arizona Association of Counties, enactment of this bill could involve significantly higher election costs.

D. Fiscal Impact to the State

N/A

E. Contact Information

Name: Nick Gioello
Phone: 928-203-5100

Title: Assistant to the City Manager
Email: NGioello@SedonaAZ.gov

**LEAGUE OF ARIZONA CITIES & TOWNS
RESOLUTION FORMAT**

The resolution supports legislation mandating the covering of loose materials in trucks, trailers and other open bed vehicles when these vehicles are traveling on State highways. Requiring the covering of loose materials will limit falling debris, improving the aesthetics on our roadways; reduce a negative environmental impact from foreign materials being inadvertently deposited on roadways; mitigate unsecured debris falling from vehicles and interfering with other drivers safe navigation of the highways; and will reduce potential hazards overall to other users of the highway.

Submitted by: City of Sedona

A. Purpose and Effect of Resolution

Without proper covering and requirements to secure objects in moving vehicles, falling debris, including refuse, becomes deposited on roadways creating a visual blight, causing possible environmental issues, and creating a driving hazard to other motorists. Requiring loads to be covered and secured will protect the environment, the aesthetics of the roadways, and the general safety and welfare of motorists from vehicles with loads that may be dropping, sifting, or leaking.

B. Relevance to Municipal Policy

While many cities and towns in Arizona have ordinances requiring the covering of loose materials in trucks, trailers, and other open bed vehicles within those jurisdictional boundaries, the State of Arizona does not have such rules in place for State highways. Cities and towns have adopted such ordinances to protect the health, safety, and general welfare of their citizens and visitors. Protecting the environment, the aesthetics of the roadways, and the general safety and welfare of motorists from vehicles with loads that may be dropping, sifting, or leaking, would benefit the State of Arizona as a whole.

C. Fiscal Impact to Cities and Towns

N/A

D. Fiscal Impact to the State

If this legislation was adopted, the State may see reduced costs for refuse cleanup and/or other highway maintenance and repair.

E. Contact Information

Name: Nick Gioello
Phone: 928-203-5100

Title: Assistant to the City Manager
Email: NGioello@SedonaAZ.gov

**LEAGUE OF ARIZONA CITIES & TOWNS
RESOLUTION FORMAT**

Text of Resolution

All municipalities to receive credit for excess solar generation beyond that needed at publicly owned sites where the solar generation may occur, and apply that credit to power consumption at other city, town, or county sites/facilities.

Submitted by: *City of Sedona*

A. Purpose and Effect of Resolution

This will clearly provide a basis for use of solar generated power to generate power more nearly commensurate with an agency's total power consumption where the area to do so exists. This is consistent with increasing the use of alternative energy sources within the State in a sustainable way.

B. Relevance to Municipal Policy

The reduction of municipal costs can often be secured through allowing development of alternative energy facilities on municipal properties. Currently the amount of energy that can be developed for municipal use at beneficial pricing is limited to that which can be used at the facility where the energy is being generated. This means that development of more energy is discouraged, even though the municipality has energy demands at locations where it may not be possible to place an energy generation facility. This resolution, by allowing the power generated at one location to be credited for other municipal locations, encourages efficient development of alternative energy sources on a municipal scale, which is likely to be more economic for the benefit received.

C. Fiscal Impact to Cities and Towns

Cities may be able to more economically develop alternative energy sources.

D. Fiscal Impact to the State

None is anticipated.

E. Contact Information

Name: Charles Mosley Title: Public Works Director/City Engineer

Phone: 928-204-7132 Email: cmosley@SedonaAZ.gov

**LEAGUE OF ARIZONA CITIES & TOWNS
RESOLUTION FORMAT**

This resolution requests that ARS 9-441.01 be amended to exempt cities and towns of less than a certain population from requiring that the local governing body adopt a resolution declaring specific portions of the jurisdiction a "housing development area," for the purpose of assisting with the acquisition, construction or rehabilitation of housing.

Submitted by: City of Sedona

A. Purpose and Effect of Resolution

Per ARS 9-441.01 it is a valid public purpose of municipalities to assist in providing for the acquisition, construction or rehabilitation of housing and other facilities necessary or incidental to the housing and primarily for the use of those residing in the housing, in areas that are declared by the municipality to be housing development areas.

ARS 9-441.01 also requires that before exercising any of the powers conferred on municipalities by this article, and before any public moneys can be spent, the local governing body must adopt a resolution finding that a shortage of housing, or a certain type of housing, exists in a certain area of the municipality. These areas must be declared to be "housing development areas," thereby designating those areas as areas where assisting in the development of housing is in the interests of the public health, safety, morals or welfare of the residents. The resolution must also establish specific boundaries depicting what constitutes the housing development area.

The resolution requests a change to ARS 9-441.01 to exempt cities and towns of less than a certain population from having to designate certain areas as housing development areas. In small cities or towns, such a designation of an entire area of the city for housing development is impractical. Often, small municipalities merely want to develop or improve individual parcels or lots throughout the city in order to provide better overall housing.

B. Relevance to Municipal Policy

While it is critical to engage the citizens of the community in any planning around housing development or redevelopment, the requirement to adopt a map depicting an entire area as a "housing development area" could create an inaccurate impression that the city or town intends to undergo large-scale housing development projects throughout such an area.. Given the concerns and stigmatization that arise as a result of following the public process to adopt such areas, this requirement may mislead residents and/or derail a process which is intended to assist the city or town with with limited housing needs that are dispersed throughout the entirety of a small community. The locality should be allowed to determine what methods of citizen participation and engagement would be appropriate for that community and for those areas in which housing development was deemed necessary.

C. Fiscal Impact to Cities and Towns

N/A.

D. Fiscal Impact to the State

N/A

E. Contact Information

Name: Nick Gioello
Phone: 928-203-5100

Title: Assistant to the City Manager
Email: NGioello@sedonaaz.gov

Resolution #

Urges the Legislature to support economic development of cities and counties by encouraging cooperation and collaboration between them to bring economic development into the area, and by increasing access to new tools for cities and counties.

Submitted by: City of Yuma

A. Purpose and Effect of Resolution

The purpose of this resolution is to encourage greater economic development through collaborative partnerships between cities and counties. By working together, a synergy can be formed that will increase the effectiveness beyond the sum of each working individually. It is important that economic development continue to be a goal for the League and city/county partnerships will help achieve that goal.

B. Relevance to Municipal Policy

Cities and towns drive the economy. Joint economic development efforts between cities and counties will strengthen the ability of each to accomplish the common goal, that of improving the local economy.

C. Fiscal Impact to Cities and Towns

By partnering, a greater economic effect is possible for both entities. Partnering for economic development will bring jobs, reduce unemployment, and provide new revenues for cities, counties and the state, Supporting local governments' efforts to bring business to Arizona would allow both the state and local governments to experience increased employment and tax revenues.

D. Fiscal Impact to the State

State programs are critical in the effort to attract new business to Arizona and to assist local businesses considering expansion in Arizona versus another state. By creating and funding economic development programs to support local governmental efforts' to bring business to Arizona, both the state and local governments would experience increased employment and tax revenues. Encouraging and supporting economic development partnerships between cities and counties to bring business into the state can increase revenues to the State.

E. Contact Information

<u>Name: Connie Scoggins</u>	<u>Title: Assistant City Attorney</u>
<u>Phone: 928-373-5055</u>	<u>Email: connie.scoggins@yumaaz.gov</u>

Resolution #

Amend Arizona Revised Statutes Title 13 (Criminal Code) to include criminal damage by graffiti and ensure that restitution for graffiti includes all costs of a victim associated with graffiti abatement.

Submitted by: City of Yuma

A. Purpose and Effect of Resolution

Graffiti is a continuing and fast growing problem for cities and towns. Abatement of graffiti and apprehension and prosecution of the perpetrator is costly to cities and these costs are seldom if ever recovered. Arizona statutes allow prosecution of graffiti under the criminal code as criminal damage. Because graffiti is such an immediate and growing problem on both public and private property, it needs to be addressed in statutes setting forth stricter penalties for graffiti. Restitution ordered by the court for graffiti offenses should include the full amount of the damages to make the victim whole again. This means a victim, as a matter of law, would be entitled to the full, reasonable reimbursement for the amount paid to a third-party contractor to abate graffiti damage to his or her property, or, alternatively, if the victim abates the graffiti damage without retaining a third-party contractor, the victim should be entitled to full, reasonable compensation for his or her time spent abating the graffiti, for reimbursement of the costs of all materials used to abate the graffiti, and for vehicle mileage or vehicle rental fee for vehicles the victim used to abate the graffiti. As it stands now, some courts have been reluctant to award the full amount of damages as restitution when the victim is a private company, a municipality or other government agency that uses its own employees and equipment to abate graffiti damage. Additionally, a community service component could be added to the penalty, as done in New Mexico and California, which would provide even greater disincentives, especially if the community service involved is cleaning up graffiti.

The level of punishment for individuals committing illegal acts of graffiti is a difficult and complex issue. Therefore, the Executive Committee of the League of Arizona Cities and Towns shall examine this issue and make recommendations regarding any legislative changes that might be moved forward as a resolution in a subsequent year.

B. Relevance to Municipal Policy

The physical appearance of communities is a source of pride for Arizona cities. It is one of the factors that attract people to visit or relocate into an area. While graffiti was once limited to older and deteriorating communities or facilities, it has become prevalent in all areas of cities, regardless of age, appearance, or use. Despite the penalties for selling instruments of graffiti to minors enacted in the last few years, the numbers of incidents and the extent of damages have continued to increase. Stiffer penalties are needed to deter the rising tide of this vandalism.

C. Fiscal Impact to Cities and Towns

Graffiti abatement in this fiscal year has so far cost the City of Yuma \$117,645.00, despite a policy to aggressively pursue restitution from the courts. The costs to Yuma are high, therefore, it would follow that statewide costs may be in the millions of dollars. Increasing the penalties for criminal damage may deter graffiti vandals, and reduce the number of incidents and the extent of damages, thereby reducing costs of abatement. Any additional revenue generated from the stronger penalties could be directed to reduce the costs to cities for abatement. Also, if violators are required to perform community service, they would be able to witness the consequences their actions have on the community.

D. Fiscal Impact to the State

Because graffiti may also occur on state owned properties, abatement costs to the state could be reduced.

E. Contact Information

Name: Connie Scoggins

Title: Assistant City Attorney

Phone: (928) 373-5055

Email: Connie.Scoggins@YumaAz.gov

Resolution #

Urges the Legislature to stop future sweeps of Highway User Revenue Funds allocated to Arizona cities and towns, to restore HURF funding to FY2008 levels, and to repay cities the amounts swept since 2008.

Submitted by:

City of Yuma

A. Purpose and Effect of Resolution

HURF funds come from a number of sources including use fuel taxes, motor carrier fees, vehicle license taxes and motor vehicle registration fees. Statutes provide a method of distributing these funds among the state, counties, and cities. for the purpose of construction, improvements and maintenance of streets and roadways within their jurisdictions. The State has swept portions of these revenues each year since FY2008, mainly to support DPS. These sweeps affect every municipality and county in the state. As a result of these sweeps, more than 38% of Yuma’s major roadways are in poor or below average condition. Delayed maintenance on streets has caused many streets to now need total replacement, at a much greater cost. Arizona in no longer a place for new commerce and industry to locate because of the poor condition of transportation infrastructure.

In addition to the direct impact on cities’ streets and roadways, this slowdown and halt of street construction and maintenance has cost jobs. The Arizona chapter of the Associated General Contractors estimated in 2011 that an estimated 42,000 jobs have been lost due to the lack of highway construction. This loss has had a negative impact on the economic viability of the State.

B. Relevance to Municipal Policy

The longer the attention to street maintenance is neglected, the more costly it becomes to bring streets up to even average condition. Many Arizona counties, cities, and towns experience a significant rise in population during the Winter months. The declining street infrastructure negatively affects the states’ tourism industry and makes other warm states more attractive to these visitors.

C. Fiscal Impact to Cities and Towns

The sweeps have touched every county, city and town in Arizona. There are no replacement revenues to be tapped by cities. As maintenance is delayed, the cost rises. Restoring full HURF funding to local jurisdictions will allow much needed street replacement, repair, and maintenance.

D. Fiscal Impact to the State

Sweeps of HURF funds should stop. Funding levels should return to the statutory formulas. This includes statutory funding level of DPS from HURF monies.

E. Contact Information

Name: Connie S. Scoggins

Title: Assistant City Attorney

Phone: (928) 373-5055

Email: Connie.Scoggins@yumaaz.gov

Resolution #

Urges the Legislature to amend A.R.S. § 39-121.01 regulating requests for public records that are overbroad or abusive.

Submitted by: City of Yuma

A. Purpose and Effect of Resolution

This Resolution seeks amendments to public records laws to discourage overbroad and abusive requests for public records.

Municipalities receive and process thousands of requests for public records each year. Most of these requests are reasonable, coming from persons who may or may not make other requests but who seek specific and limited information. Other requests require preparation of voluminous amounts of documents or materials and substantial amounts of staff time in multiple departments to locate, review, and prepare the documents for review and/or coping.

But other requests are overbroad, such as requests for “All documents, e-mail, memoranda, etc. pertaining to the city action” These documents can cover many years, require production of hundreds or thousands of documents, and involve research and review by several City departments.

Municipalities also receive and process numerous requests for public records from only a few individuals. For example, in Yuma, one individual is responsible for the following statistics:

<u>Year</u>	<u>Number of requests</u>
2008	114
2009	120
2010	85
2011	155

These requests, some of which require locating massive amounts of documents from across city departments in different locations, have a significant impact on city resources. Such requests from one or two individuals require a disproportionate amount of city-wide staff time to locate, review, and prepare the records for examination. Oftentimes, a requestor may never review the documents after being notified they are ready for inspection. As an example, Yuma received 46 requests in 44 business days from a single individual, including nine filed in one day, while 25 filled requests waited to be reviewed. These overbroad and abusive requests by a few individuals abuse the rights and privileges these laws were enacted to protect.

Amending Title 39 to give municipalities authorization in certain instances to restrict the number or frequency of requests made by a single individual and to limit overbroad requests will allow cities to both comply with spirit and intent of public records laws while discouraging overbroad and abusive requests.

B. Relevance to Municipal Policy

Transparency is an essential component of a responsive representative government. Cities endeavor at all times to be open, accessible and responsive to their citizens. Making records available for inspection by the public is important to maintaining transparency and trust in government. Most citizens are conscientious and purposeful in their requests. However, requests by a few individuals which are overbroad or abusive and require disproportionate amounts of city-wide staff time do not further the goal of transparency.

C. Fiscal Impact to Cities and Towns

Cities will still respond to public records requests in the spirit of transparency and openness in government. Allowing cities some relief from abusive public records requests or to identify potentially abusive practices will free staff to perform other governmental functions.

D. Fiscal Impact to the State

There will be no fiscal impact to the State. However an amendment could include public records requests of the State, which will result in savings.

E. Contact Information

Name: Connie Scoggins

Title: Assistant City Attorney

Phone: (928) 373-5055

Email: Connie.Scoggins@YumaAz.gov

Resolution #

Urges the Legislature to partner with cities and towns for the operation and maintenance of Arizona State Parks (ASP) under long term leases, for a nominal amount, and to participate financially by providing for a dedicated funding mechanism to share a portion of the costs.

Submitted by: City of Yuma

A. Purpose and Effect of Resolution

When the State became unable to continue full support of its parks, local governments and non-profit groups in Arizona stepped up to the plate and entered into short term agreements to operate and maintain the parks in or near their jurisdictions (Alamo Lake, Boyce Thompson Arboretum, Fort Verde, Homolovi, Jerome, Lost Dutchman, Lyman Lake, McFarland, Picacho Peak, Red Rock, Riordan Mansion, Roper Lake, Tombstone Courthouse, Tonto Natural Bridge, Tubac Presidio, Yuma Prison, Yuma Quartermaster Depot) so Arizona residents and visitors alike could continue to enjoy the rich recreational experiences that state parks provide. This arrangement has proven to be successful. This resolution asks the State to continue and to expand this partnership with local jurisdictions on a long term basis.

Making the current partnerships sustainable in the long-term and increasing the number of partnerships will make the entire park system more viable over time. Further utilization of partnerships (non-profit, public and private) will necessitate financial support from local governments, non-profits, and the State.

This resolution will assure that State Parks remain open to the public as a recreational, environmental, and cultural benefit that supports and generates tourism, and provides important revenue to not only local, but also to the regional and statewide economies. In addition, the availability of the State Parks System will continue to provide a high quality of life for Arizona residents and serve as an attraction to new residents.

B. Relevance to Municipal Policy

State Parks are essential to the rural economies and people of Arizona, and the continued threat to their operation leaves a continued threat to the still weak local economies in rural Arizona. In addition, Arizona's natural environment, including access to the environment through availability of State Parks across the state draws millions of tourists to Arizona, benefiting every entity that relies on tourism as part of its economy.

Increasingly, ASP is reliant on partnerships with local governments to make its state parks viable. This comes at a time when local resources are shrinking.

C. Fiscal Impact to Cities and Towns

Visitors' expenditures combined with their direct and induced impacts resulted in \$21,171,627 in Federal Government taxes and \$22,762,326 in state and local government taxes. The total tax impact of Arizona State Park visitors in 2007 was \$43,933,953.

D. Fiscal Impact to the State

The economic benefit of the State Park System is statewide. Calculated at the state level for FY07, the total economic impact of Arizona State Parks (direct, indirect and induced) on the state was \$266,436,582. This total state income resulted in 2,397 direct jobs and 950 indirect jobs for a total of 3,347 jobs statewide. The jobs provided were generated directly, through State Parks employment, but also indirectly, for the tourism industry that is supported and enhanced by the existence of State Parks.

Visitors' expenditures combined with their direct and induced impacts resulted in \$21,171,627 in Federal Government taxes and \$22,762,326 in state and local government taxes. The total tax impact of Arizona State Park visitors in 2007 was \$43,933,953.

(Economic figures cited are from "The Economic Impact of Arizona State Parks 2007" study prepared by The Arizona Hospitality Research & Resource Center, Center for Business Outreach and The W. A. Franke College of Business, Northern Arizona University in February 2009.)

E. Contact Information

Name: Connie Scoggins

Phone: 928-373-5055

Title: Assistant City Attorney

Email: Connie.scoggins@yumaaz.gov

6



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: June 13, 2012

- Consent Agenda Decision Agenda Executive Session Requested
- Presentation Only Action/Presentation Special Session

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, consideration and possible direction to staff relative to the draft FY2012-13 budget.

List Attached Documents: The Town of Camp Verde Tentative Budget for Fiscal Year 2012-13

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews Completed by:

- Department Head: Town Attorney Comments:

Finance Review: Budgeted Unbudgeted N/A

Finance Director Comments/Fund:

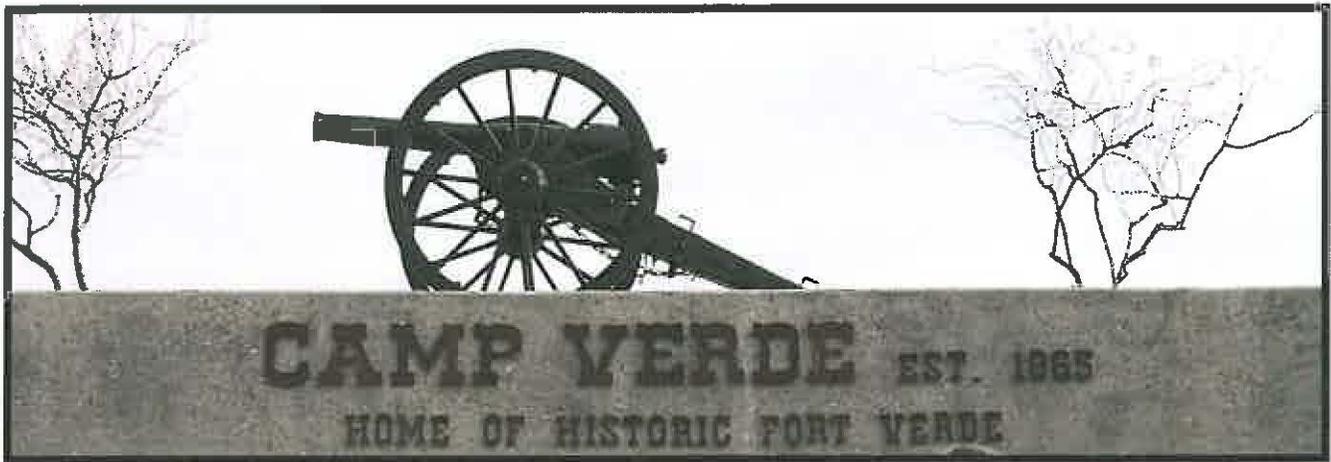
Fiscal Impact: N/A

Comments: In the Capital Projects and Special Revenue budgets, the expenses listed represent the maximum amounts to be considered. These amounts will probably/possibly come down for the final version presented in July once we have valid year-end information.

Background Information:

Recommended Action (Motion): Direct staff to insert Council proposed amounts into the FY2012-13 Tentative Budget.

Instructions to the Clerk: N/A



It's in Your Hands
Build a Stronger Community
Shop Locally

Tentative Budget for Fiscal Year 2012-13

Town of Camp Verde, Arizona

473 S Main Street
Camp Verde, AZ 86322
(928) 567-6631
www.campverde.az.gov

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General Fund Summary

General Purpose Revenues

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Local Revenues							
Sales Taxes							
Town Sales Tax	1,536,345	1,500,000	1,500,000	1,020,762	2,187,500	2,187,500	
Accommodation Tax	84,609	72,000	72,000	56,433	72,000	72,000	
Construction Tax (2% CIP)	95,023	80,000	80,000	65,659	88,440	88,440	
Construction Tax (1% Debt)	47,512	40,000	40,000	32,340	43,560	43,560	
Total Sales Taxes	\$ 1,763,489	\$ 1,692,000	\$ 1,692,000	\$ 1,175,194	\$ 2,391,500	\$ 2,391,500	\$ -
Franchise Fees							
APS Franchise Fee	199,115	171,000	171,000	109,287	200,000	200,000	
Camp Verde Water Franchise Fee	21,308	18,000	18,000	14,168	21,000	21,000	
NPG Cable Franchise Fee	14,050	13,000	13,000	6,762	10,000	10,000	
UNS Gas Franchise Fee	8,880	8,000	8,000	2,862	8,000	8,000	
Total Franchise Fees	\$ 243,353	\$ 210,000	\$ 210,000	\$ 133,079	\$ 239,000	\$ 239,000	\$ -
Miscellaneous							
Refunds & Reimbursements	992	500	500	8,318	0	0	
Unplanned Grant Awards	0	2,000,000	2,000,000	0	0	0	
Yavapai County - Fort Verde IGA	22,500	30,000	30,000	30,000	30,000	30,000	
Miscellaneous	9,686	10,000	10,000	13,692	0	0	
Surplus Property Sales	17,161	4,000	4,000	2,238	0	0	
Proceeds from Sale of Assets	15,245	0	0	0	0	0	
Scrap Sales	0	0	0	920	0	0	
Interest	8,976	40,000	40,000	6,735	20,000	20,000	
Total Miscellaneous	\$ 74,560	\$ 2,084,500	\$ 2,084,500	\$ 61,903	\$ 50,000	\$ 50,000	\$ -
Total Local Revenues	\$ 2,081,402	\$ 3,986,500	\$ 3,986,500	\$ 1,370,176	\$ 2,680,500	\$ 2,680,500	\$ -
Intergovernmental Revenues							
Urban Revenue Sharing	1,044,381	917,727	917,727	688,257	1,110,000	1,110,000	
State Sales Tax	821,815	822,612	822,612	554,846	909,000	909,000	
Vehicle License Tax	575,293	577,351	577,351	389,873	565,000	565,000	
Total Intergovernmental Revenues	\$ 2,441,489	\$ 2,317,690	\$ 2,317,690	\$ 1,632,976	\$ 2,584,000	\$ 2,584,000	\$ -
Total General Purpose Revenues	\$ 4,522,891	\$ 6,304,190	\$ 6,304,190	\$ 3,003,152	\$ 5,264,500	\$ 5,264,500	\$ -

Departmental Expense Summaries & Operating Transfers

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
General Fund Net Department Cost							
Mayor & Council	17,151	30,359	30,359	16,451	27,284	27,284	
Town Manager	197,486	200,689	200,689	198,349	194,465	190,465	
Town Clerk	204,072	188,803	188,803	104,229	208,365	208,365	
Finance	229,062	240,943	240,943	147,931	203,783	187,783	
Human Resources	49,094	49,480	49,480	44,951	49,121	49,121	
Risk Management	474,009	297,092	297,092	182,878	333,011	310,010	
Economic Development	168,750	165,300	165,300	141,029	234,418	194,418	
Information Technology	82,238	143,478	143,478	44,076	178,578	135,028	
Magistrate Court	80,362	73,011	73,011	36,095	55,651	55,651	
Public Works Engineer	100,910	120,984	120,984	90,056	115,561	91,489	
Storm Water	39,850	34,368	34,368	6,520	41,637	39,000	
Maintenance	381,797	389,900	389,900	272,686	419,996	412,889	
Community Development	39,762	43,486	43,486	65,024	46,835	43,404	
Building Dept	21,134	48,530	48,530	(1,658)	53,126	40,097	
Current Planning	51,213	57,688	57,688	10,810	56,301	47,844	
Long Range Planning	113,924	19,408	19,408	6,614	56,527	42,417	
Code Enforcement	10,017	27,588	27,588	(1,418)	101,678	87,748	
Marshal	1,703,643	1,880,214	1,880,214	1,274,340	1,941,566	1,932,858	
Animal Control	113,358	121,029	121,029	86,966	70,750	70,750	
Library	135,635	116,174	116,174	122,581	182,422	169,722	
Children's Library	67,726	99,107	99,107	48,171	104,696	97,696	
Parks & Rec	131,169	98,703	98,703	86,783	126,531	126,531	
Pool	19,290	7,604	7,604	(42)	67,609	67,609	
Children's Rec	23,584	616	616	356	30,111	7,111	
Adult Rec	485	(270)	(270)	0	0	0	
Senior Rec	0	0	0	0	4,000	0	
Community Programs	2,817	4,526	4,526	4,355	75	75	
Non Departmental	141,808	380,028	380,028	97,525	379,871	379,871	
Unplanned Grant Expenditures	0	2,000,000	2,000,000	0	0	0	
Total Net Departmental Costs	\$ 4,600,346	\$ 6,838,838	\$ 6,838,838	\$ 3,085,658	\$ 5,283,968	\$ 5,015,236	\$ -

Less: Budgeted Contingent Expenses	0	(250,000)	(250,000)	0	(225,000)	(225,000)	
Net Cost to General Fund from Operations	\$ 77,455	\$ 284,648	\$ 284,648	\$ 82,506	\$ (205,532)	\$ (474,264)	\$ -

Operating Transfers (Non-Departmental Only)

Transfer In from Y-A Gaming Fund	(27,279)	0	0	0	0	0	
Transfer Out to CIP Fund	100,173	959,616	959,616	138,457	90,240	90,240	
Transfer Out to Debt Service Fund	201,003	283,725	283,725	242,400	286,667	286,666	
Transfer Out to Library Bldg Fund	100	0	0	27,279	0	0	
Total Non-Departmental Operating Transfers	\$ 273,997	\$ 1,243,341	\$ 1,243,341	\$ 408,136	\$ 376,907	\$ 376,906	\$ -

Net Effect on General Fund Balance

General Revenues	(4,522,891)	(6,304,190)	(6,304,190)	(3,003,152)	(5,264,500)	(5,264,500)	0
Net Departmental Costs & Transfers	4,874,343	8,082,179	8,082,179	3,493,794	5,660,875	5,392,142	0
Est'd Decrease/(Increase) in General Fund Balance*	\$ 351,452	\$ 1,777,989	\$ 1,777,989	\$ 490,642	\$ 396,375	\$ 127,642	\$ -

Fund Balance*

* Includes contingency reserve		(250,000)	(250,000)	0	(225,000)	(225,000)	0
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Net Available Cash (with full budgeted contingency use)

Est'd Beginning Available Cash	\$ 2,910,494	\$ 2,559,042	\$ 2,559,042	\$ 2,559,042	\$ 781,053	\$ 781,053	
Est'd Ending Available Cash*	\$ 2,559,042	\$ 781,053	\$ 781,053	\$ 2,068,400	\$ 159,678	\$ 428,411	\$ -

*Includes Parks & EE Benefit Funds Cash
(Approx. \$440K at June 2013)

**General Fund Expenditures
by Category**

EXPENSE CATEGORY	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Salary Related Expenditures							
Salaries	2,645,193	2,631,813	2,631,813	1,862,337	2,847,886	2,817,445	0
Pro Tem Judges	0	0	0	0	2,700	2,700	0
Overtime	34,236	36,400	36,400	29,393	41,000	41,000	0
Holiday Pay	15,367	13,000	13,000	26,554	31,000	31,000	0
Uniform Allowance	20,100	22,200	22,200	14,773	24,300	23,400	0
FICA	121,942	123,847	123,847	84,609	134,216	132,333	0
Medicare	38,224	39,630	39,630	27,170	41,295	40,855	0
Retirement	287,557	335,833	335,833	228,713	348,727	345,339	0
Unemployment Insurance	6,201	5,268	5,268	5,715	6,287	6,279	0
Workman's Compensation	43,648	63,328	63,328	48,152	65,309	64,875	0
Health, Dental, Life & STD Insurance	365,741	444,172	444,172	278,460	434,133	425,751	0
Total Salary Related Expenditures	\$ 3,578,209	\$ 3,715,491	\$ 3,715,491	\$ 2,605,876	\$ 3,976,853	\$ 3,930,977	\$ -
Operational Expenditures							
Training	19,438	26,200	26,200	13,476	33,300	30,850	0
Tuition Reimbursement	0	5,000	5,000	4,397	5,000	5,000	0
Travel	4,180	16,900	16,900	8,776	22,020	21,020	0
Uniforms	2,623	4,800	4,800	2,354	2,400	2,400	0
Office Supplies	23,376	31,250	31,250	16,700	32,600	31,400	0
Subscriptions/Memberships	12,009	16,715	16,715	13,967	17,580	17,580	0
Books/Tapes/Publications	15,154	21,600	21,600	15,978	42,770	25,270	0
Printing	4,567	6,450	6,450	1,805	8,125	7,725	0
Advertising	4,405	8,915	8,915	2,051	60,250	24,250	0
Postage	8,485	6,800	6,800	3,151	6,000	5,000	0
Computer Services/Software	29,913	85,650	85,650	13,192	154,261	124,711	0
Auto Repair/Maintenance	32,148	45,400	45,400	38,005	53,050	53,050	0
Fuel	58,363	69,700	69,700	46,894	75,280	75,040	0
Utilities	162,413	176,139	176,139	116,500	149,111	149,111	0
Waste Removal	5,540	7,317	7,317	4,394	7,601	7,601	0
Cell Phone	2,516	3,425	3,425	2,691	3,615	3,600	0
Pest Control	3,596	3,288	3,288	2,213	3,360	3,360	0
Consulting Services	179,409	107,500	107,500	85,508	122,000	81,000	0
Legal Services	239,353	93,700	93,700	10,974	72,100	69,100	0
Contract Labor/Services	110,532	114,000	114,000	83,591	122,500	117,900	0
Interpreters	0	0	0	0	500	500	0
Equipment & Maint	15,133	13,575	13,575	10,290	39,396	35,395	0
Service Charges	8,821	5,000	5,000	2,381	5,000	5,000	0
Credit Card Processing Fees	7,170	6,000	6,000	5,428	1,500	1,500	0
Liability Insurance	182,745	175,000	175,000	120,267	190,000	190,000	0
Legal Defense	0	0	0	0	40,000	25,000	0
Safety / Security Program	0	0	0	0	10,200	4,200	0
Department Specific Expenditures	436,449	429,618	429,618	318,209	474,636	414,736	0
Total Operational Expenditures	\$ 1,568,338	\$ 1,479,942	\$ 1,479,942	\$ 943,192	\$ 1,754,155	\$ 1,531,299	\$ -
Equipment/Capital Expenditures							
Office Equipment/Furniture	0	0	0	11,547	0	0	
Equipment Lease	13,699	20,645	20,645	10,160	9,925	9,925	
Total Equipment/Capital Expenditures	\$ 13,699	\$ 20,645	\$ 20,645	\$ 21,707	\$ 9,925	\$ 9,925	\$ -
Operating Transfers and Contingency							
Transfer Out to CIP Fund	100,173	959,616	959,616	138,457	90,240	90,240	0
Transfer Out to Debt Service Fund	201,003	283,725	283,725	242,400	286,667	286,666	0
Transfer Out to Library Building Fund	100	0	0	27,279	0	0	0
Employee Term Payouts	6,349	50,000	50,000	0	25,000	25,000	0
Contingency	0	200,000	200,000	0	200,000	200,000	0
Total Operating Transfers and Contingency	\$ 307,625	\$ 1,493,341	\$ 1,493,341	\$ 408,136	\$ 601,907	\$ 601,906	\$ -
Total General Fund Expenditures	\$ 5,467,871	\$ 6,709,419	\$ 6,709,419	\$ 3,978,911	\$ 6,342,840	\$ 6,074,107	\$ -



General Government

Mayor & Council

Our Mission

The Mayor and Council are elected to serve the citizens of Camp Verde. Our Mission is to provide a natural and social environment suitable for a variety of commercial, recreational, and personal pursuits in which people can live, work, play, grow up and grow old reasonably safe from crime and harm; to reduce the hurt and suffering of the less fortunate; to recognize the worth of all people and the value of all elements of our Town; to elevate the trust and understanding of citizens through informed public consent, irreproachable stewardship of public resources, and the proactive pursuit and protection of shared values, without undue interference in their lives; and to protect and enrich the quality of life for current and future generations of Camp Verde residents, business, and visitors, while preserving the friendliness, historic character, rural western flavor, and small town atmosphere.

Department Duties/Description

- * Advocate and representative for citizens at all levels of government, regardless of candidate or party affiliation.
- * Perform legislative, budgetary, and policy-making functions.
- * Direct the responsible use of Town resources.
- * Establish vision and set directions for department activities to plan for future community challenges and opportunities.

Department Staffing:

All positions are elected by the citizens of the Town of Camp Verde

Mayor (1)

Vice Mayor (1) - Biennial appointment by the Council

Councilors (5)

Accomplishments for the Fiscal Year 2011/2012:

1. Maintained a balanced budget without eliminating services
2. Maintained strong commitment to citizen satisfaction
3. Kept active watch on legislation
4. Continued the partnership with State Parks to keep Ft. Verde State Historic Park open & continue promoting economic development.

Performance Objectives for Fiscal Year 2012/2013:

1. Continue our commitment to fiscal responsibility. We will maintain a balanced budget to the extent possible without eliminating services.
2. Continue our strong commitment to citizen satisfaction.
3. Keep an active watch on legislative matters with potential impact to the Town.
4. Continue to work regionally and with the Yavapai Apache Nation to develop a regional approach to economic issues.
5. Work with local businesses to develop and maintain a sustainable and healthy economy.

Significant Expenditure Changes:

- * Training & travel expenses were increased to provide for critical training opportunities for Council members

Mayor & Council

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	3,525	3,600	3,600	2,783	4,200	4,200	
FICA	219	223	223	173	260	260	
Medicare	51	52	52	41	61	61	
Unemployment	47	29	29	45	53	53	
Workman's Compensation	187	261	261	161	316	316	
Total Wages & Related	\$ 4,029	\$ 4,165	\$ 4,165	\$ 3,203	\$ 4,890	\$ 4,890	\$ -
Operating Expenditures							
Training	100	2,300	2,300	2,125	4,000	4,000	
Travel	95	3,000	3,000	4,243	4,000	4,000	
Office Supplies	0	500	500	129	0	0	
Fuel		1,000	1,000	0	1,000	1,000	
Electric	1,597	1,300	1,300	1,120	1,300	1,300	
Gas/Propane	310	309	309	213	309	309	
Water	126	150	150	96	150	150	
Sewer	411	380	380	309	380	380	
Waste Removal	112	120	120	84	120	120	
Pest Control	38	35	35	32	35	35	
Legal Services	9,901	16,000	16,000	4,588	10,000	10,000	
Public Relations	103	500	500	184	500	500	
Dinner/Reception Expense	329	600	600	125	600	600	
Total Operating Expenditures	\$ 13,122	\$ 26,194	\$ 26,194	\$ 13,248	\$ 22,394	\$ 22,394	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 17,151	\$ 30,359	\$ 30,359	\$ 16,451	\$ 27,284	\$ 27,284	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 17,151	\$ 30,359	\$ 30,359	\$ 16,451	\$ 27,284	\$ 27,284	\$ -

Town Manager

Our Mission

To serve the citizens of Town of Camp Verde in ways that will demonstrate our commitment to excellence and to ensure that the day to day operations of the Town Government are carried out in an efficient and effective manner.

Department Duties/Description

To build partnerships with Council, staff and citizens that fosters the efficient administration of all the Town affairs, which are under the Town Manager's control.

Department Staffing:

Town Manager (1)

Administrative Assistant to the Town Manager 65%

Accomplishments for the Fiscal Year 2011/2012:

1. Continued to represent the Town in the water rights negotiation process
2. Continued to support implementation and complete training for state-of-the-art software to improve the efficiency of the workforce
3. Obtained Council approval to hire ED Dir. to pursue economic development initiatives with the development community
4. Hired Finance Director and Accountant stabilizing the Finance Dept.
5. Submitted and obtained Council approval of the Land Use Code Re-write Initiative
6. Initiated organizational changes in HR
7. Developed an IGA between the Town and CVUSD for shared resources
8. Transitioned work load of former Special Project Administrator to CD, ED, Clerk, Admin and IT staff
9. Implemented changes relative to IGA/financing the Town's portion of Fort Verde
10. Partnered with the ED Dir. to implement Free Fourth Fridays at the Fort
11. In partnership with the ED Director, began the process of developing a CIP (including public outreach/survey)
12. Participated in Citizen Observation ride-alongs with deputies in order to familiarize myself with CVMO's specific processes
13. Partnered with HR Specialist to complete selection process and interview of Town Marshal
14. Worked with partners to garner volunteers via a Volunteer Fair

Performance Objectives for Fiscal Year 2012/2013:

1. Continue to represent the Town in the water rights negotiation process
2. Continue to support the processing (through the two systems) of the IGA between the Town and CVUSD for shared resources
3. Implement further changes in the FY 12/13 IGA/financing the Town's portion of Fort Verde
4. Continue developing ED initiatives
5. Continue to process Capital Improvement Projects (CIP) - revision

Significant Expenditure Changes:

- * Risk Manager continues to take on more Risk Mgmt. responsibility, thus, the adjustment in Adm. Assist. % of time above is 65%
- * Increase in the training line item (7010) due to planned attendance at the International City/County Manager's Association (ICMA) in Phoenix, Arizona City/County Mgrs. Association (ACMA), & League of Arizona Cities and Towns (LACT) Conferences in order to improve management skills, develop partnerships and to seek grants
- * Did not expend ICMA/ACMA (7035) membership funds in FY 11/12; however, will do so in FY 12/13
- * Used in-stock supplies in order to reduce expenditures in the office supply line item
- * \$7500 is added for Capital Improvements Plan survey, publication, etc.

Town Manager

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	153,820	149,486	149,486	152,164	138,465	138,465	
FICA	8,975	9,268	9,268	8,900	8,585	8,585	
Medicare	2,099	2,168	2,168	2,081	2,008	2,008	
Retirement	14,417	15,098	15,098	15,369	15,439	15,439	
Unemployment	271	113	113	248	147	147	
Workman's Compensation	250	472	472	449	374	374	
Health, Dental & Life Ins	12,814	13,559	13,559	14,826	11,847	11,847	
Total Wages & Related	\$ 192,646	\$ 190,164	\$ 190,164	\$ 194,037	\$ 176,865	\$ 176,865	\$ -
Operating Expenditures							
Training	315	1,000	1,000	1,170	1,950	1,950	
Travel	24	1,200	1,200	140	1,100	1,100	
Office Supplies	1,038	1,800	1,800	300	1,500	1,500	
Subscriptions/Memberships	25	1,400	1,400	50	1,200	1,200	
Books/Tapes/Publications	0	200	200	0	200	200	
Printing	68	500	500	0	500	500	
Electric	1,027	1,050	1,050	720	1,000	1,000	
Gas/Propane	199	250	250	137	200	200	
Water	361	400	400	225	250	250	
Sewer	265	300	300	199	250	250	
Waste Removal	72	100	100	54	150	150	
Cell Phone	850	1,300	1,300	1,028	1,050	1,050	
Pest Control	24	25	25	20	50	50	
Legal Services	111	500	500	19	200	200	
Contract Labor/Services					7,500	3,500	
Public Relations	455	500	500	250	500	500	
Total Operating Expenditures	\$ 4,840	\$ 10,525	\$ 10,525	\$ 4,312	\$ 17,600	\$ 13,600	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 197,486	\$ 200,689	\$ 200,689	\$ 198,349	\$ 194,465	\$ 190,465	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 197,486	\$ 200,689	\$ 200,689	\$ 198,349	\$ 194,465	\$ 190,465	\$ -

Town Clerk

Our Mission

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 in our community in which we are proud to serve.

Department Duties/Description

The Clerk's function is very much entwined with the basic tenets of democracy. Some key attributes of these tenets include balance of power/ separation of powers; open access to information; open decision-making; fair elections; accountability for decision-making; and due process or rule of law. As administrators of the legislative process, a Clerk's purpose is to ensure that these basic principles are upheld throughout the process of governing. While other employees and elected officials must comply with democratic procedural requirements, the Clerk is accountable for the legislative procedures including maintaining open and fair processes for citizen access to information and the public record. The Clerk also helps to clarify procedures and processes in dialogues that continually occur between administration, the Council, and the public. As such, the Clerk is responsible for the following:

- * The Clerk is the Election Official and performs those duties required by state statute
- * Maintains a true and accurate record of all business transactions by the Council and all other records that pertains to the business of the Town or that Council directs.
- * Serves as the Records Manager
- * Issues all licenses and permits that may be prescribed by State Statute, Town Ordinance, or the Town Code.
- * Provides administrative support to the Mayor and Council.
- * Prepares all agendas and agenda packets.
- * Updates Clerk's Office web page with current information and meeting audio
- * Provides receptionist services for the Admin Offices

Department Staffing:

Town Clerk (1)	Administrative Assistant (1/2)
Deputy Town Clerk (1)	Transcriptionist (contract)

Accomplishments for the FY 2011/2012:

1. Completed Commission training on OML & Policies
2. Met customer service objective through improved delivery services in the areas of licensing and permitting.
3. Continued accessibility improvements and information on Clerk's Web page.
4. Completed policies to include Agenda Guidelines, Records Mgmt, Special Events & update of Town Code.
5. Completed State Election Official Recertification
6. Completed audit of business licenses
7. Completed the business license conversion

Performance Objectives for Fiscal Year 2012/2013:

1. Provide staff/Council training on the new policies (Agenda Guidelines and Records Management).
2. Assist Other Depts in Preparing a Training/Operations/Standard Procedures Manual & Program with HR
3. Develop a plan/timeline and resources necessary for a CDBG/HOME program revitalization
4. Refresh skillset in taking minutes in preparation for coaching others
5. Set "final" career/personal/professional goals & timeline for accomplishment

Significant Expenditure Changes:

- * Primary/General Elections are scheduled for FY 2012/13
- * Costs for a Special election are included in the budget

Department Statistics for the Fiscal Year 2011/2012 (7/1/11 through 3/1/12):

689 Business Licenses on File	* Council Meetings (July 1, 2011 - March 12, 2012)
156 Information/Customer Service Requests	26 Regular Sessions
0 Formal Citizen Complaints	7 Special Sessions
0 Zoning Complaints Processed	5 Work Sessions
30 New Resolutions Processed	7 Executive Sessions
8 New Ordinances Processed	
9 Special Events Permits Processed	
15 Liquor License Permits Processed	

Town Clerk

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	150,415	130,876	130,876	85,273	124,908	124,908	
FICA	8,759	8,114	8,114	4,926	7,744	7,744	
Medicare	2,077	1,898	1,898	1,152	1,811	1,811	
Retirement	12,325	13,219	13,219	7,636	12,022	12,022	
Unemployment	340	221	221	226	178	178	
Workman's Compensation	266	472	472	196	337	337	
Health, Dental & Life Ins	16,608	30,248	30,248	10,045	14,360	14,360	
Total Wages & Related	\$ 190,790	\$ 185,048	\$ 185,048	\$ 109,454	\$ 161,360	\$ 161,360	\$ -
Operating Expenditures							
Training	375	1,500	1,500	835	1,000	1,000	
Travel	411	1,200	1,200	502	1,000	1,000	
Office Supplies	940	2,000	2,000	1,502	1,500	1,500	
Subscriptions/Memberships	300	550	550	445	500	500	
Advertising	1,560	3,000	3,000	1,258	3,000	3,000	
Computer Services/Software	545			430			
Electric	1,826	1,800	1,800	1,360	1,800	1,800	
Gas/Propane	381	500	500	260	500	500	
Water	397	415	415	268	415	415	
Sewer	500	500	500	376	500	500	
Waste Removal	136	140	140	102	140	140	
Pest Control	46	50	50	38	50	50	
Legal Services	2,979	3,000	3,000	222	1,000	1,000	
Elections	20,558	0	0	0	45,000	45,000	
Recording Fees	6	50	50	4	50	50	
Records Destruction	0	0	0	0	500	500	
Total Operating Expenditures	\$ 30,960	\$ 14,705	\$ 14,705	\$ 7,602	\$ 56,955	\$ 56,955	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 221,750	\$ 199,753	\$ 199,753	\$ 117,056	\$ 218,315	\$ 218,315	\$ -
Revenues							
Copies	33	0	0	2	0	0	0
Bus. License Fees	12,630	10,000	10,000	10,860	9,000	9,000	0
Liquor License Fees	3,215	950	950	1,940	950	950	0
Special Event Permits	1,800	0	0	25	0	0	0
Total Departmental Revenues	\$ 17,678	\$ 10,950	\$ 10,950	\$ 12,827	\$ 9,950	\$ 9,950	\$ -
Net Effect on General Fund	\$ 204,072	\$ 188,803	\$ 188,803	\$ 104,229	\$ 208,365	\$ 208,365	\$ -

Finance Department

Our Mission

The Town of Camp Verde Finance Department's mission is to administer the Town of Camp Verde's financial affairs in a manner which comports with all Governmental Accounting and Auditing Standards; and to provide a broad array of financial services to the departments which make up the Town of Camp Verde's service delivery system in the areas of accounting, budget development and execution, financial reporting and management, and payroll processing.

Department Duties/Description

The Finance Department is responsible for all financial aspects of the Town. Some of these services include:

- * Creating and monitoring the budget.
- * Monitoring monthly financial reports to compare various department's compliance with the budget.
- * Maintaining the Town's bank accounts and investments.
- * Accounts Payable
- * Payroll
- * Assisting the auditing firm with the Town's annual financial audit.

Department Staffing:

Finance Director (1)
Accountant (1)

Accomplishments for the Fiscal Year 2011/2012:

1. Received unqualified opinion on FY11 Audit report
2. Successfully managed transition of multiple personnel through Finance Dept.
3. Cleaned up Incode installation issues to complete efficient & effective accounting system

Performance Objectives for Fiscal Year 2012/2013:

1. Oversee the compilation of the Town's 2012-2013 budget document.
2. Complete CAFR for FY12 audit
3. Continue the improvements to the budget process and budget document.
4. Update the Financial Operations Guide as to new procedures; both internal and auditor recommended.
5. Continue training and professional development.
6. Monitor Town's investment activities verifying they meet expected objectives.

Significant Expenditure Changes:

- * Staffing was reduced by .5 FTE's

Fiscal Notes

- * The Finance Dept. is operating with 2 brand new employee's in FY12; the Finance Director hired in July and the Accountant hired in Sept.
- * Contract Labor/Services is for the Town's Comprehensive Annual Financial Report (CAFR).
- * Consulting Services the Sales Tax Auditing Program and support for FY12 CAFR.

Finance

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	97,703	129,942	129,942	66,182	100,860	100,860	
FICA	6,035	8,056	8,056	4,041	6,253	6,253	
Medicare	1,411	1,884	1,884	945	1,462	1,462	
Retirement	9,321	13,124	13,124	6,765	11,246	11,246	
Unemployment	260	142	142	443	178	178	
Workman's Compensation	206	726	726	140	272	272	
Health, Dental & Life Ins	12,947	15,784	15,784	8,588	14,360	14,360	
Total Wages & Related	\$ 127,883	\$ 169,658	\$ 169,658	\$ 87,104	\$ 134,631	\$ 134,631	\$ -
Operating Expenditures							
Training	415	2,000	2,000	1,298	2,000	2,000	
Travel	94	1,000	1,000	368	2,500	1,500	
Office Supplies	1,563	1,500	1,500	1,389	2,000	2,000	
Subscriptions/Memberships	1,020	805	805	280	1,080	1,080	
Books/Tapes/Publications		100	100	0	250	250	
Printing	795	1,500	1,500	543	1,500	1,500	
Advertising	1,258	3,000	3,000	300	2,500	2,500	
Postage	50						
Computer Services/Software	2,372						
Electric	539	600	600	393	580	580	
Gas/Propane	106	180	180	112	150	150	
Water	224	200	200	98	180	180	
Sewer	88	90	90	66	90	90	
Waste Removal	48	50	50	36	60	60	
Telephone	370	450	450	277	0	0	
Pest Control	8	10	10	7	12	12	
Consulting Services	67,728	28,000	28,000	33,055	25,000	10,000	
Legal Services	2,461	0	0	148	800	800	
Contract Labor/Services	20,147	30,000	30,000	18,007	30,000	30,000	
Equipment Maint. Agreements	360			105	450	450	
Total Operating Expenditures	\$ 99,646	\$ 69,485	\$ 69,485	\$ 56,482	\$ 69,152	\$ 53,152	\$ -
Equipment/Capital Expenditures							
Equipment Lease	1,533	1,800	1,800	1,361	0	0	0
Copier Purchase	0	0	0	2,984	0	0	0
Total Equipment/Capital Expenditures	\$ 1,533	\$ 1,800	\$ 1,800	\$ 4,345	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 229,062	\$ 240,943	\$ 240,943	\$ 147,931	\$ 203,783	\$ 187,783	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 229,062	\$ 240,943	\$ 240,943	\$ 147,931	\$ 203,783	\$ 187,783	\$ -

Human Resources

Our Mission

The Town of Camp Verde's Human Resource Department's mission is to be a strategic partner in the development and accomplishment of the organization's objectives through training management, compensation management, and organizational development.

Department Duties/Description

The Human Resource Department is responsible for the overall administration of all human resource related functions to include: compensation issues, interpretation and development of personnel policies, staff development, the employment process which includes recruitment and retention as well as benefits administration.

Department Staffing:

Town Manager / Human Resource Director
Human Resource Specialist (1)

Accomplishments for the Fiscal Year 2011/2012:

1. Updated personnel manual
2. Implemented compliant DOT random drug and alcohol testing
3. Obtain the ability to validate new and current employee's driver license status through in-house means
4. Established Town of Camp Verde recruitment, selection and placement guidelines

Performance Objectives for Fiscal Year 2012/2013:

1. Continue to assist all departments with Human Resource issues
2. Coordinate training on various topics for all employees
3. Expand awareness on employee benefits and recognition
4. Revise Resolution 2006-710 relative to salary equivalent for computing workers' compensation insurance premiums and compensation for volunteers
5. Finalize employee exit process, to include exit interview and property retrieval

Significant Expenditure Changes:

- * Wage allocation removed from Marshal's Office personnel
- * Recruitment and Selection allocation was understated for 2011/2012

Fiscal Notes:

- * Tuition Reimbursement (70**) covers schooling and college reimbursement
- * Training (7010) covers expenditures for employment law updates and seminars for HR staff
- * Subscriptions/Memberships (7035) covers expenditures for SHRM membership and notary fees
- * Advertising (703800) covers expenditures for advertising for open positions
- * Personnel (711000) covers expenditures for consultant in regards to personnel issues
- * Recruitment Expenses (752300) covers expenditures associated with recruiting and processing new employees and volunteers to include: fingerprinting, drug screening, DOT drug testing, polygraphs, psychological testing, and medicals
- * Personnel Expenditures (752100) cover expenditures associated with current employee fit for duty testing, IME, and CDL and safety sensitive random drug testing and polygraphs

Human Resources

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	26,167	26,915	26,915	27,393	23,076	23,076	
FICA	1,622	1,669	1,669	1,698	1,431	1,431	
Medicare	379	390	390	397	335	335	
Retirement	2,579	2,718	2,718	2,767	2,573	2,573	
Unemployment	42	37	37	86	53	53	
Workman's Compensation	54	84	84	64	62	62	
Health, Dental & Life Ins	4,192	4,867	4,867	4,989	4,311	4,311	
Total Wages & Related	\$ 35,035	\$ 36,680	\$ 36,680	\$ 37,394	\$ 31,841	\$ 31,841	\$ -
Operating Expenditures							
Training	9,899	700	700	0	700	700	
Tuition Reimbursement	0	5,000	5,000	4,397	5,000	5,000	
Travel	0	300	300	0	300	300	
Office Supplies	545	500	500	245	500	500	
Subscriptions/Memberships	0	300	300	180	480	480	
Advertising	922	1,000	1,000	338	1,000	1,000	
Legal Services	111	2,500	2,500	296	2,500	2,500	
Personnel Expenses	204	2,000	2,000	200	800	800	
Recruitment Expenses	1,791	0	0	1,223	5,000	5,000	
Employee Recognition	587	500	500	678	1,000	1,000	
Total Operating Expenditures	\$ 14,059	\$ 12,800	\$ 12,800	\$ 7,557	\$ 17,280	\$ 17,280	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 49,094	\$ 49,480	\$ 49,480	\$ 44,951	\$ 49,121	\$ 49,121	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 49,094	\$ 49,480	\$ 49,480	\$ 44,951	\$ 49,121	\$ 49,121	\$ -

Risk Management

Our Mission

To develop and maintain an integrated, multi-disciplinary program for effective management of the Town's resources, assets and liabilities, to protect its employees, property and citizens and enable the Town to achieve its primary aim of efficient and effective day-to-day operations of the Town Government

Department Duties/Description

Risk Management is responsible for control of risk and focuses on the protection of the Town's valuable human, financial and physical assets. The Risk Management process offers a variety of tools and services to help safeguard our small, rural budget including: risk assessment/monitoring, risk transfer, loss control site reviews, safety training, and contract and policy review (relative to insurance)

Department Staffing:

Risk Manager (.35)

COMMENT

- * The 'Legal Budget' was renamed 'Risk Management' in order to more accurately reflect the work that is being accomplished

Accomplishments for the Fiscal Year 2011/2012:

1. Began implementation of Council approved Risk Management Policies and Procedures/Safety Program
2. Continued to support the on-line safety training to help improve workforce's understanding and importance of safety
3. Worked with vendors and insurance companies relative to Council approved acceptance of a blanket policy for sponsored events
4. Worked with Safety Committee to achieve an award of excellence from AMRRP for reduced Workers' Compensation Claims
5. Facilitated: Bloodborne Pathogens Training (BBP)/Other Potential Infectious Materials (OPIM) for staff to achieve and maintain compliance for all employees (EE's) during a 12 month period
6. Partnered with the Town Clerk to revise/update contract templates (professional services, goods and services, contractor and attorney representing the indigent)
7. Continued Safety Committee Loss Control Audits in order to improve housekeeping and safety
8. Processed Certificates of Insurance for 3 Major events and another approximate 100 for transactions between Town and businesses
9. Updated Council relative to an overview as to the importance of Risk Management as an element of Town Government
10. Began reviewing contracts with respect to the insurance language
11. Initiated (with the Safety Committee's feedback) the task of office personnel checking their office/vehicle fire extinguishers
12. Initiated/facilitated a presentation to Council by AMRRP Prog. Adm. Ed Bantel to update Council on Town insurance processes
13. Continued to upgrade Knowledge, Skills and Abilities (KSA's) of Risk Manager via attendance at complimentary AZ PRIMA (Public Risk Manager's Association) and National PRIMA educational sessions

Performance Objectives for Fiscal Year 2012/2013:

1. Update BBP Policy with new mandated forms and current compliance requirements
2. Continue Identifying and assessing risks by participating in walk-about
3. Continue Implementation of Risk Management Policies and Procedures/Safety Program
4. Expand in-house workers' compensation/safety training curriculum
5. Create a policy with respect to establishing an insurance defense/retention fund

Significant Expenditure Changes:

- * Appropriated AMRRP dividends in a Revenue line-item - estimated amount of \$30,000
- * Appropriated an additional \$30,000 for est. premium expenses excluding est. dividends to help clearly identify premium expenses
- * Cost of insurance premiums was transferred from the Non-departmental Budget to the Risk Management Budget
- * Defense Fund: \$25,000 is included to cover a specific liability and \$15,000 is for other potential expenses e.g. possible deductibles, etc.

Risk Management

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	375	1,000	1,000	0	17,230	17,230	
FICA	23	62	62	0	1,068	1,068	
Medicare	5	15	15	0	250	250	
Retirement	0	0	0	0	1,921	1,921	
Unemployment	4	12	12	0	31	31	
Workman's Compensation	0	3	3	0	47	47	
Health, Dental & Life Ins	0	0	0	0	2,513	2,513	
Total Wages & Related	\$ 407	\$ 1,092	\$ 1,092	\$ -	\$ 23,060	\$ 23,060	\$ -
Operating Expenditures							
Training					600	600	
Travel					200	200	
Office Supplies					300	300	
Subscriptions/Memberships					250	250	
Books/Tapes/Publications					200	200	
Printing					100	100	
Advertising					200	200	
Consulting Services					2,500	500	
Legal Services	209,938	50,000	50,000	3,444	25,000	25,000	
Contract Labor/Services	80,919	71,000	71,000	59,167	70,000	70,000	
Office Equipment					1	0	
Pers. Protection Equipment					300	300	
Liability Insurance	182,745	175,000	175,000	120,267	190,000	190,000	
Legal Defense					40,000	25,000	
Safety / Security Program					10,000	4,000	
Medical Supplies					300	300	
Total Operating Expenditures	\$ 473,602	\$ 296,000	\$ 296,000	\$ 182,878	\$ 339,951	\$ 316,950	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 474,009	\$ 297,092	\$ 297,092	\$ 182,878	\$ 363,011	\$ 340,010	\$ -
Revenues							
Liability Ins. Rebate	0	0	0	0	30,000	30,000	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -
Net Effect on General Fund	\$ 474,009	\$ 297,092	\$ 297,092	\$ 182,878	\$ 333,011	\$ 310,010	\$ -

Economic Development

Our Mission

Create and build an environment that preserves, attracts, and promotes sustainable business growth and creates jobs.

Department Duties/Description

Through business attraction, business retention and expansion, as well as downtown redevelopment, the department partners with the business community and residents to maintain and enhance a sustainable economy.

Department Staffing:

Economic Development Director (1)

Accomplishments for the Fiscal Year 2011/2012:

1. Hired E.D. Director, November 2011
2. Completed first year Capital Improvement Plan
3. Conducted client site tours
4. Partnered with Verde Valley Regional Economic Organization to market Verde Valley regionally
5. Partnered with Cottonwood, Jerome, Clarkdale, and Camp Verde Chamber of Commerce at the League of AZ Cities and Towns, Showcase of Cities and Towns
6. Coordinated Free Fourth Friday downtown monthly event. Attracts Sedona and Phoenix visitors and engages local community
7. Liaised with Fort Verde staff and volunteers to partner on Free Fourth Friday. Provided staff hours as part of IGA with State Parks
8. Business retention efforts included site visits to Quintus, NaturMed, BlueSky Adventures, Embassy Business Services and restaurants
9. Met with Yavapai Community College, Coconino Community College and Northern AZ Center for Entrepreneurs and Technology to research business incubation and business assistance center project
10. Served on VVREO Board as well as serving as board alternate for the Sustainable Economic Development Initiative

Performance Objectives for Fiscal Year 2012/2013:

1. Solicit bids and award contract for business incubation feasibility study
2. Apply for AZ Commerce Authority grant for business incubation project
3. Work with outside consultant to create Web and social media campaign for business attraction and tourism
4. Create an E.D. strategy utilizing results from the feasibility study in conjunction with public, staff and Council direction
5. Advise staff on Capital Improvement Planning process fall of 2012, whereby five years of projects will be prioritized

Significant Expenditure Changes:

- * Economic Development is a new department for the budget cycle, starting this year. Staffing expenses were covered in fiscal year 2011/12 through attrition and reorganization of funding. \$10,000 had already been identified for E.D. efforts under non-departmental. This amount, in addition to \$80,000 which will no longer go toward the Chamber of Commerce contract for Visitor Center services, will be transferred to E.D. for the purpose of both business and tourism attraction.
- * Fort Verde Historic State Park (FVHSP)-781000 provides for the monies pledged in the Intergovernmental Agreement (IGA) with Arizona State Parks Board to provide funding to maintain the operations of FVHSP through June 30, 2012. For the period of July 1, 2012 through June 30, 2013, a new IGA is necessary and will include reduced supplemental funding to an amount of \$35,000 (v. \$75,000)

Economic Development

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries					64,961	64,961	
FICA					4,028	4,028	
Medicare					942	942	
Retirement					7,243	7,243	
Unemployment					89	89	
Workman's Compensation					175	175	
Health, Dental & Life Ins					7,180	7,180	
Total Wages & Related	\$ -	\$ -	\$ -	\$ -	\$ 84,618	\$ 84,618	\$ -
Operating Expenditures							
Training					2,000	2,000	
Office Supplies					500	500	
Advertising					50,000	15,000	
Web Campaign					20,000	15,000	
Business Recruitment & PR					2,000	2,000	
Incubator Feasibility Study					20,000	20,000	
Visitor's Center Contract	55,000	55,000	55,000	55,000	0	0	
Tourism Marketing	25,000	25,000	25,000	25,000	0	0	
Visitor's Center Pest Control		300	300		300	300	
Fort Verde Operations	88,750	75,000	75,000	56,250	35,000	35,000	
General Exp's (Initial line FY12)		10,000	10,000	4,779			
Total Operating Expenditures	\$ 168,750	\$ 165,300	\$ 165,300	\$ 141,029	\$ 129,800	\$ 89,800	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 168,750	\$ 165,300	\$ 165,300	\$ 141,029	\$ 214,418	\$ 174,418	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfers							
Transfer Out to Non-Fed Grants	0	0	0	0	20,000	20,000	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -
Net Effect on General Fund	\$ 168,750	\$ 165,300	\$ 165,300	\$ 141,029	\$ 234,418	\$ 194,418	\$ -

Information Technology Services

Department Duties/Description

The Town of Camp Verde's Information Technology Services Department's exists to coordinate strategic plans for Town telecommunications and e-government; to assist Town employees in effective utilization of Town information and telecommunications technology; to design and implement tools that support Town goals; and to provide effective, economical, friendly, and courteous support to our customers in a timely manner.

Department Staffing:

Human Resource Specialist (0.40)

Accomplishments for the Fiscal Year 2011/2012:

1. The computer hardware replacement plan has continued.
2. Marshal's Office and the Animal Shelter have been added to the town network.
3. IT infrastructure inventory and purchasing is now handled by in-house staff
4. Council members have been equipped with laptops enabling electronic agendas and email
5. Animal shelter has been equipped with Tyler access for the purpose of receipting
6. Began the upgrade to the "Voice over internet protocol" Lync server phone system

Performance Objectives for Fiscal Year 2012/2013:

1. Continue with the hardware replacement plan.
2. Update information system security and use policy
3. Continue with the integration of the Voice of Internet Protocol phone system
4. Continue progress towards in-house staff's responsibilities of IT daily activities and troubleshooting

Fiscal Notes

- * Staff salary related expenditures are based on the amount of time that in-house staff members spend working on IT related tasks rather than utilizing the outside consultants.

IT Services

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	12,293	14,742	14,742	131	15,384	15,384	
FICA	762	914	914	8	954	954	
Medicare	178	214	214	2	223	223	
Retirement	1,211	1,489	1,489	8	1,715	1,715	
Unemployment	19	11	11	0	36	36	
Workman's Compensation	20	29	29	0	42	42	
Health, Dental & Life Ins	1,720	3,129	3,129	18	2,874	2,874	
Total Wages & Related	\$ 16,203	\$ 20,528	\$ 20,528	\$ 167	\$ 21,228	\$ 21,228	\$ -
Operating Expenditures							
Computer Services/Software		56,200	56,200	3,764	44,550	15,000	
Internet / Wireless / Telephone	8,276	9,000	9,000	7,889	26,500	26,500	
Software Recurring Fees	827	2,750	2,750	0	32,300	32,300	
Consulting Services	56,932	55,000	55,000	32,256	54,000	40,000	
Total Operating Expenditures	\$ 66,035	\$ 122,950	\$ 122,950	\$ 43,909	\$ 157,350	\$ 113,800	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 82,238	\$ 143,478	\$ 143,478	\$ 44,076	\$ 178,578	\$ 135,028	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 82,238	\$ 143,478	\$ 143,478	\$ 44,076	\$ 178,578	\$ 135,028	\$ -

Non-Department Expenditures

Departmental Duties/Description

Non-Departmental Expenditures are those expenditures not allocated to any one Town department.

Significant Expenditure Changes:

- * Incode accounting software maintenance fees (704200) are included at \$15,000. This item may move to the IT budget.
- * Consultant services of \$10,000 were added relative to property sales and include 1) Real Estate Agent; and 2) Appraisers
- * The Steve Coury tax rebate payments were moved from Miscellaneous expense and are netted with their \$10,000 payment back.
- * Employee Termination Payouts was reduced from \$50,000 to \$25,000.
- * \$20,000 from the Yavapai-Apache Nation gaming funds need direction from Council as to where they should be allocated for FY13.

Fiscal Notes

- * Subscriptions/Memberships consists of \$1700 for NACOG's portion of the Rural Transportation Liaison and Economic Development Administration for the regional planning grant \$8,970, annual dues to the League of Arizona Cities and Towns and other membership dues, and \$330 for misc.
- * Telephone costs of \$13,500 were transferred to the IT budget.
- * Legal Services line item was allocated to the Risk Management Budget
- * Liability Insurance Premiums were allocated to the Risk Management Budget
- * 11/2/11 Council voted to approve notice of intent to not renew agreement for contracted services/lease agreement with the CV Chamber of Commerce, thus:
 - a. Visitor Center funds were allocated to ED Budget
 - b. Tourism Marketing funds were allocated to ED Budget
- * Emergency Services Agreement (785000) is an Intergovernmental Agreement with Yavapai County for coordination of emergency services in the event of a large emergency
- * CV Sanitary District IGA Ground Lease (786000) provides for the annual lease payment of the 15 acres leased by the Town from the CV Sanitary District in accordance with the Intergovernmental Agreement (IGA).
- * Stewards of Public Lands (791000) are funds allocated to assist the Stewards of Public Lands volunteer group with needed supplies, landfill fees, etc. for public land clean-up projects
- * Verde Valley Senior Center (793000) are funds that help the Verde Valley Senior Center regional operations including the Meals-On-Wheels program that serve Verde Valley residents including Camp Verde
- * Water Adjudication (794000) is an appropriation for water rights acquisition. Expenses would include legal and hydrologist fees and engineering studies.
- * Yavapai County Water Advisory Committee (796000) is committed to preserving sustainable water resources within Yavapai County by developing and enacting a total water management strategy. Monies provided to this committee are utilized to fund studies used in developing the mgmt. strategy
- * Fort Verde Historic State Park(FVHSP)-781000 funds were allocated to ED Budget
- * Copier lease (802000) was removed as the copier was purchased. The Maintenance expense is listed in account 713100.

Non-Departmental

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Operating Expenditures							
Copier Paper	2,830	3,500	3,500	1,431	3,000	3,000	
Subscriptions/Memberships	8,644	11,000	11,000	10,681	11,500	11,500	
Postage	5,103	2,000	2,000	137	2,000	2,000	
Software Recurring Fees					15,000	15,000	
Auto Repair/Maintenance	1,640	3,600	3,600	1,162	3,600	3,600	
Fuel	150	400	400	354	400	400	
Electric	5,774	7,500	7,500	4,537	7,000	7,000	
Gas/Propane	3,888	5,000	5,000	3,169	5,000	5,000	
Water	1,054	1,500	1,500	1,080	1,500	1,500	
Sewer	382	500	500	287	500	500	
Waste Removal	184	400	400	138	400	400	
Telephone	12,152	13,500	13,500	8,980	0	0	
Pest Control	925	950	950	754	950	950	
Consulting Services	41				10,000	10,000	
Equipment Rental	1,020	1,150	1,150	1,020	1,500	1,500	
Equipment Maint. Agreements	6,827	0	0	2,072	2,000	2,000	
Service Charges	8,817	5,000	5,000	2,381	5,000	5,000	
Office Equipment Maintenance	202	1,000	1,000	0	1,000	1,000	
Conference Room Supplies	46	300	300	83	200	200	
LTAI II Grant Matching	3,720	0	0	0	0	0	
Recycling	5,144	800	800	980	0	0	
Emergency Services Agreement	3,969	4,675	4,675	4,675	4,675	4,675	
Sanitary District IGA		100	100		100	100	
Bus. Incentive - Coury	31,856	0	0	9,048	22,000	22,000	
Stewards of Public Lands	444	1,500	1,500		1,500	1,500	
Verde Valley Senior Center	12,500	12,500	12,500	12,500	12,500	12,500	
DWR - State Imposed Fee		15,153	15,153	13,546	13,546	13,546	
Water Adjudication	3,053	20,000	20,000	7,678	20,000	20,000	
Yavapai County Water Advisor	10,000	10,000	10,000	8,000	10,000	10,000	
Miscellaneous	(479)	0	0	0			
Employee Termination Payouts	6,349	50,000	50,000	0	25,000	25,000	
Contingency	0	200,000	200,000	0	200,000	200,000	
Total Operating Expenditures	\$ 136,235	\$ 372,028	\$ 372,028	\$ 94,693	\$ 379,871	\$ 379,871	\$ -
Equipment/Capital Expenditures							
Copier Purchase	0	0	0	8,563	0	0	0
Equipment Lease	5,573	8,000	8,000	2,832	0	0	0
Total Equipment/Capital Expenditures	\$ 5,573	\$ 8,000	\$ 8,000	\$ 2,832	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 141,808	\$ 380,028	\$ 380,028	\$ 97,525	\$ 379,871	\$ 379,871	\$ -

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Municipal Court

Municipal Court

Our Mission

The Town of Camp Verde's Municipal Court's mission is to contribute to the quality of life in our community by fairly and impartially administering justice in the most effective, efficient, and professional manner possible.

Department Duties/Description

The Camp Verde Municipal Court is responsible for misdemeanor and civil traffic complaints filed by multiple law enforcement agencies for the matters occurring within the Town of Camp Verde Precinct. The Court also issues protective orders and search warrants. The Court also provides, to all individuals, equal access, professional and impartial treatment, and just resolution of all court matters.

The Municipal Court's duties include:

- 1 COMPLY WITH SECTION 5-2-2 POWERS AND DUTIES OF TOWN MAGISTRATE (2001-A183) (2008-A355)
- 2 COMPLY WITH ALL RULES OF COURT
- 3 COMPLY WITH ALL , STATE, FEDERAL AND LOCAL LAWS
- 4 COMPLY WITH STATE AND SUPREME COURT ADMINISTRATIVE CODES AND ORDERS

Department Staffing:

Magistrate (1)
 Assistant Magistrates (2-PT)
 Court Supervisor (1)
 Court Clerks (3.5)

Accomplishments for the Fiscal Year 2011/2012:

1. Implemented new credit card company that requires no fees from the court, defendant pays convenience fees. Also saves on phone calls and faxing time.
2. Updated over 300 warrants to include suspension of driving privileges which increased collections.
3. Did more with less, court expects to timely process an of 800+ more in case filings.
4. Acquired pertinent training to fulfill mandated and job-related needs.
5. Implemented a one time program to take care of outstanding warrants during 3 month period to increase collections and reduce the amount of warrants.
6. Implemented new automated defensive driving program module to improve processing efficiency.
7. Improved court security and improved the public's access to the court by re-designing the lobby and front counter issues.
8. Implemented Department of Public Safety E-Citation processes to improve efficiencies in data integrity.
9. Improved safety issues installing new carpet.

Performance Objectives for Fiscal Year 2012/2013:

1. Get into compliance with state law, administrative orders and rules of court regarding record retention
2. Monitoring court orders to increase collections efforts.
3. Working with local law enforcement to implement electronic citations
4. Implement new case management system to resolve case processing and financial issues, i.e. general ledger etc.
5. Implement new document scanner to reduce file storage issues

Significant Expenditure Changes:

1. Moved about \$13,581 from Special Funds to General Budget.
2. Reduced pro-tem budget about \$5,000.00
3. Increased Office Supplies to adjust to increased caseload.
4. Reduced credit card fees by over \$4500.00
5. Increased Court appointed attorney fees by \$2000.00 to adapt to caseload increase.
6. Estimates as of March 31, 2012 in revenue came to \$321,000, court only submitted \$300,000 in revenues to be conservative.

Fiscal Notes

- * Court increased projected revenues significantly. Estimated \$185,000, as of 3/31/12 already at \$214,000

Department Statistics FY 2011-2012

Fiscal Year to date 2012 from 7-1-11 thru 3-31-12, the court processed the following:

* Misdemeanor/FTA	313	* Civil Traffic -	1582
* DUI	67	* Harassment Injunction -	29
* Serious Traffic -	15	* Order of Protection -	25
* Criminal Traffic -	385		

CASE FILINGS: YTD March 31, 2012 2416 cases

CASE FILINGS: YTD March 31, 2011 1962 cases

CASE FILINGS: YTD March 31, 2010 1541 cases

NOTE: In July 2010 the monthly case filings totaled 137 cases. On March 31, 2011 the monthly case filings totaled 270 cases, nearly doubling the case filings.

Municipal Court

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	208,779	215,643	215,643	146,833	238,600	238,600	
Pro Tem Judge Salaries					2,700	2,700	
FICA	12,265	13,370	13,370	8,803	14,793	14,793	
Medicare	2,868	3,127	3,127	2,059	3,460	3,460	
Retirement	19,723	21,564	21,564	14,615	26,603	26,603	
Unemployment	413	478	478	440	534	534	
Workman's Compensation	288	498	498	369	501	501	
Health, Dental & Life Ins	25,523	25,606	25,606	19,958	35,900	35,900	
Total Wages & Related	\$ 269,859	\$ 280,286	\$ 280,286	\$ 193,077	\$ 323,091	\$ 323,091	\$ -
Operating Expenditures							
Training	600	0	0	0	1,500	1,500	
Travel	437	0	0	0	2,500	2,500	
Office Supplies	3,056	3,500	3,500	1,356	4,600	4,600	
Subscriptions/Memberships	150	150	150	125	300	300	
Books/Tapes/Publications	125	200	200	169	300	300	
Printing	182	300	300	524	700	700	
Postage	0	1,300	1,300	0	0	0	
Electric	3,080	2,600	2,600	2,160	2,800	2,800	
Gas/Propane	598	511	511	412	520	520	
Water	804	765	765	656	765	765	
Sewer	794	720	720	596	750	750	
Waste Removal	216	216	216	162	240	240	
Telephone	0	183	183	0	905	905	
Pest Control	73	80	80	61	80	80	
Legal Services					500	500	
Contract Labor/Services	98	0	0	497	1,400	1,400	
Interpreters					500	500	
Equipment Rental					9,000	9,000	
Office Equipment	514	500	500	129	500	500	
Credit Card Processing Fees	4,274	4,500	4,500	4,512	0	0	
Court Appointed Attorneys	14,543	12,000	12,000	9,923	14,000	14,000	
Jury Fees	99	200	200	13	200	200	
Recording System	0	0	0		550	550	
Security System	0	0	0		350	350	
Public Relations					200	200	
Total Operating Expenditures	\$ 29,643	\$ 27,725	\$ 27,725	\$ 21,295	\$ 43,160	\$ 43,160	\$ -
Equipment/Capital Expenditures							
Capital Lease	0	0	0	0	3,400	3,400	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 3,400	\$ 3,400	\$ -
Total Departmental Expenditures	\$ 299,502	\$ 308,011	\$ 308,011	\$ 214,372	\$ 369,651	\$ 369,651	\$ -
Revenues							
Fees, Fines & Forfeitures	208,762	225,000	225,000	169,154	300,000	300,000	0
Court Appointed Attorney Reimb's	10,378	10,000	10,000	9,123	14,000	14,000	0
Total Departmental Revenues	\$ 219,140	\$ 235,000	\$ 235,000	\$ 178,277	\$ 314,000	\$ 314,000	\$ -
Net Effect on General Fund	\$ 80,362	\$ 73,011	\$ 73,011	\$ 36,095	\$ 55,651	\$ 55,651	\$ -

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Public Works

Public Works Department

Our Mission

Public Works provides continuous development of well planned, cost effective, environmentally sensitive infrastructure of streets, storm water utilities, Town facilities, grounds & parks to promote public health, personal safety, transportation, economic growth and civic vitality. We work with Town Staff, Tribal, County, & State Governments and the public to improve the quality of life in Camp Verde.

Department Duties/Description

The Department of Public Works has five divisions: Engineering, Streets, Storm Water, Facilities Maintenances/Janitorial, and Parks/Recreation. The Public Works Director is the Town Engineer and provides support to Community Development for Plan & Engineering Design Review, The Department also assists with or manages a wide variety of Town related Streets, Stormwater and infrastructure/construction projects. Director and staff work to maintain Town Standards, Codes and Ordinances both as a guide for current projects and future development. The Director is assisted by the Public Works Project Manager with a crew and administrative staff of five for Streets, Stormwater and Engineering maintenance, repair and construction needs. A Maintenance Foreman works with a crew of five to provide facilities & grounds maintenance and janitorial needs for all Town facilities, landscaping and grounds. The Parks/Recreation Supervisor facilitates community recreation and Town sponsored events.

Department Staffing:

Public Works Director/Engineer (0.50)
Public Works Project Manager (0.15)

Administrative Assistant (0.35)

Accomplishments for the Fiscal Year 2011/2012:

1. Completed the Finnie Flat/Cliffs Drainage Channel Improvement design
2. Requested and received additional funding from ADOT in order to facilitate the purchase of ROW for the Finnie Flat Sidewalk
3. Completed the EECBG HVAC retrofit at the Library
4. Worked with Verde Café owner to facilitate land swap for the Hollamon St. sidewalk
5. Worked with NAU engineering students to design the Verde River low water crossing on Verde Lakes Drive
6. Submitted Forest Service 299 Permit to begin the necessary environmental studies required for the Community Park and Sewer District entrance road

Performance Objectives for Fiscal Year 2011/2012:

1. Work to obtain Town ROW for Peterson Rd. for additional access to the Public Works Yard
2. Obtain ROW from Forest Service to widen and construct the entry to the community park
3. Continue to provide engineering support to Community Development
4. Complete Engineering Standards
5. All Staff to attend training and/or seminars that will introduce new technologies and sources of information

Public Works Engineer

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	69,147	65,078	65,078	67,645	65,024	61,645	
FICA	4,283	4,035	4,035	4,193	4,032	3,822	
Medicare	1,002	944	944	981	943	894	
Retirement	7,143	6,508	6,508	6,674	7,250	6,873	
Unemployment	139	60	60	98	86	86	
Workman's Compensation	643	1,115	1,115	725	1,086	1,029	
Health, Dental & Life Ins	8,366	7,649	7,649	6,370	6,965	6,965	
Total Wages & Related	\$ 90,723	\$ 85,389	\$ 85,389	\$ 86,686	\$ 85,386	\$ 81,314	\$ -
Operating Expenditures							
Training	331	500	500	245	250	250	
Travel	177	200	200	240	200	200	
Office Supplies	862	700	700	317	300	300	
Subscriptions/Memberships	278	400	400	336	400	400	
Books/Tapes/Publications	101	250	250	0	100	100	
Printing	129	200	200	85	100	100	
Advertising		235	235	0	100	100	
Auto Repair/Maintenance		300	300	0	50	50	
Fuel		200	200	0	100	100	
Electric	899	900	900	655	900	900	
Gas/Propane	227	310	310	240	325	325	
Water	369	350	350	157	200	200	
Sewer	147	140	140	110	140	140	
Waste Removal	80	90	90	60	90	90	
Telephone	21	50	50	0	0	0	
Pest Control	14	20	20	11	20	20	
Consulting Services	3,418	9,500	9,500	4,188	7,500	2,500	
Legal Services	3,093	6,000	6,000	851	4,000	4,000	
Office Equipment	206	250	250	0	400	400	
Streets Surveys		15,000	15,000	0	15,000	0	
Total Operating Expenditures	\$ 10,352	\$ 35,595	\$ 35,595	\$ 7,495	\$ 30,175	\$ 10,175	\$ -
Equipment/Capital Expenditures							
N/A							
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 101,075	\$ 120,984	\$ 120,984	\$ 94,181	\$ 115,561	\$ 91,489	\$ -
Revenues							
Plan Review Fees	165	0	0	4,125	0	0	0
Total Departmental Revenues	\$ 165	\$ -	\$ -	\$ 4,125	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 100,910	\$ 120,984	\$ 120,984	\$ 90,056	\$ 115,561	\$ 91,489	\$ -

Stormwater Management

Our Mission

The mission of the Stormwater Management Division is to provide environmental protection, minimize the impacts to public and private property due to flooding from storm events and promote public health and safety through education and the implementation of stormwater regulations, policies and engineering.

Division Duties/Description

Stormwater Management is a division of Public Works. It is the responsibility of Stormwater Mgt. to ensure that public and private facilities within the Town's corporate boundary are compliant with all applicable floodplain and stormwater regulations, policies and design criteria. Stormwater Mgt. works closely with Yavapai County Flood Control District to establish and maintain consistent policies and criteria that ensure the uniform construction of all drainage infrastructures within the Town of Camp Verde.

Department Staffing:

Public Works Director/Engineer (0.05)
Public Works Project Manager (0.20)
Streets Foreman (0.04)
Senior Equipment Operator (0.04)

Medium Equipment Operator (0.04)
Streets Laborer (0.04)
Administrative Assistant (0.08)

Accomplishments for the Fiscal Year 2011/2012:

1. Awarded the construction contract to complete the Finnie Flat Channel Improvements Project.
2. Submitted the annual MS4 report to ADEQ and completed required street sweeping.
3. Continued support of the Stewards of Public Lands in clean-up events.
4. Completed drainage improvements on Garner Lane.
5. Completed Stormwater training for CFM certification.

Performance Objectives for Fiscal Year 2012/2013:

1. Complete the Finnie Flat Channel Improvements construction.
2. Identify, prioritize & plan stormwater improvement projects to be funded by Yavapai County Flood
3. Work with Yavapai County Flood Control and FEMA to develop and establish flood plain records for new and existing structures.
4. Develop a master list and maintenance schedule for all Town owned storm water structures.

Significant Expenditure Changes

- The only significant change within the stormwater budget from last year will be the addition of funding for seasonal help.

Fiscal Notes

- Staff expects to carryover a portion of the \$750,000 Yavapai County Flood Control IGA and the \$280,000 CIP funding for the construction of the Finnie Flat Channel Improvements.

Stormwater

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	18,984	21,359	21,359	1,893	27,771	25,822	
FICA	1,177	1,324	1,324	117	1,722	1,605	
Medicare	275	310	310	27	403	375	
Retirement	1,807	2,157	2,157	191	3,097	2,886	
Unemployment	15	28	28	6	46	46	
Workman's Compensation	569	870	870	485	464	432	
Health, Dental & Life Ins	2,183	2,920	2,920	314	3,734	3,734	
Total Wages & Related	\$ 25,010	\$ 28,968	\$ 28,968	\$ 3,033	\$ 37,237	\$ 34,900	\$ -
Operating Expenditures							
Training		1,200	1,200	75	800	500	
Travel	14	300	300	379	200	200	
Office Supplies	85	50	50	33	50	50	
Subscriptions/Memberships		100	100	0	100	100	
Books/Tapes/Publications		100	100	0	100	100	
Printing	235	150	150	0	50	50	
Consulting Services		3,000	3,000	3,000	3,000	3,000	
Legal Services	56	500	500	0	100	100	
Yav County Flood Control	17,389	0	0	0	0	0	
Total Operating Expenditures	\$ 17,779	\$ 5,400	\$ 5,400	\$ 3,487	\$ 4,400	\$ 4,100	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 42,789	\$ 34,368	\$ 34,368	\$ 6,520	\$ 41,637	\$ 39,000	\$ -
Revenues							
Yav County Flood Control	2,939	0	0	0	0	0	0
Total Departmental Revenues	\$ 2,939	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 39,850	\$ 34,368	\$ 34,368	\$ 6,520	\$ 41,637	\$ 39,000	\$ -

Maintenance

Our Mission

The mission of the Maintenance Division is to keep all facilities, parks, landscape, and outdoor recreational amenities in good and safe working order. Our goal is to do this within a framework of safety, quality service, environmental sensitivity and operational efficiency.

Division Duties/Description

The Maintenance Department is responsible for the general maintenance of all Town buildings, equipment, parks and recreational sites and facilities. Workers make regular inspections of these areas and equipment as well making sure all areas are safe and secure. The Maintenance department is responsible for Main Street landscaping and decoration including: flags banners and various decorations. Maintenance personnel also assist with special events and programs.

Department Staffing:

Public Works Director/Engineer (0.15)	Janitor (2.0)
Maintenance Foreman (1.0)	Public Works Analyst (0.10)
Parks Lead Worker (1.0)	Maintenance Worker (1.85)
Administrative Assistant (.17)	

Accomplishments for the Fiscal Year 2011/2012:

1. Re-lamp of the lights at Butler Baseball fields and extend service contract
2. Prep all buildings for paint & Manage painting Contract to re-paint all Campus Buildings
3. Complete sprinkler system on Town grounds and plant grass and landscape.
4. Pool heater changed out. Add new fixtures on lavatories and showers that are automatic.
5. Rolling shutters installed on windows facing Hollamon St.
6. New plants and repairs of the sprinkler system at the Marshal Office and Main St.
7. Establish ADA Compliant parking at the Library
8. Re-Roof of Administration and 200 building-
9. Project manager for the EECBG - HVAC retrofit on Library buildings
10. HVAC Maintenance Contract to provide preventative maintenance inspections for all Town HVAC units
11. Two crew members received level one OSHA asbestos training
12. Repaint Library Annex and install new HVAC unit on Library
13. Repaint Town owned building on Squaw Peak
14. Establish new lock out, tag out station
15. Attended Parks & Rec. and Landscape Grounds Maintenance Training
16. Re-fixture restroom and add new hot water heater at Visitor Center
17. Install ADA Compliant sidewalks at Butler Park and install ADA ramp on the 200 Bldg.
18. Managed removal of existing floor covering and install of new carpet in the Administration building

Performance Objectives for Fiscal Year 2012/2013:

1. Re-Construct Town field, Ramadas and add slabs
2. Install ramp and railing from Ramada to soccer field and add new fence.
3. Remodel and carpet Public Works office.
4. Install new rain gutters on Town Hall
5. Add dog waste disposal systems to Butler Park and do some fence replacement
6. Add climate control system to irrigation at Butler Park.

Significant Expenditure Changes

- The only significant change within the stormwater budget from last year will be the addition of funding for seasonal help.

Fiscal Notes

- Staff expects to carryover a portion of the \$750,000 Yavapai County Flood Control IGA and the \$280,000 CIP funding for the construction of the Finnie Flat Channel Improvements.

Maintenance

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	202,236	195,768	195,768	137,388	217,684	216,533	
Overtime	261	400	400	0	0	0	
FICA	12,436	12,162	12,162	8,426	13,496	13,425	
Medicare	2,908	2,844	2,844	1,971	3,156	3,140	
Retirement	19,859	19,617	19,617	13,876	23,526	23,398	
Unemployment	551	400	400	468	605	605	
Workman's Compensation	5,567	10,421	10,421	5,851	7,880	7,839	
Health, Dental & Life Ins	39,943	34,768	34,768	30,154	48,824	48,824	
Total Wages & Related	\$ 283,761	\$ 276,380	\$ 276,380	\$ 198,134	\$ 315,171	\$ 313,764	\$ -
Operating Expenditures							
Training	1,180	3,800	3,800	3,648	3,800	2,400	
Travel	164	500	500	914	500	500	
Uniforms	2,111	2,400	2,400	1,594	2,400	2,400	
Office Supplies	243	250	250	231	300	300	
Advertising		230	230	59	100	100	
Software Recurring Fees					1,200	1,200	
Auto Repair/Maintenance	3,264	4,000	4,000	3,144	6,000	6,000	
Fuel	5,679	7,600	7,600	3,499	6,600	6,600	
Electric	2,272	2,800	2,800	1,651	2,800	2,800	
Gas/Propane	540	750	750	560	750	750	
Water	559	750	750	530	750	750	
Sewer	382	350	350	287	350	350	
Waste Removal	218	250	250	150	250	250	
Cell Phone	895	1,050	1,050	1,199	1,475	1,475	
Pest Control	935	600	600	29	100	100	
Legal Services		400	400	0	200	200	
Equipment Rental		500	500	0	250	250	
Office Equipment		0	0	0	100	100	
Maintenance Equipment	2,421	3,500	3,500	3,354	3,500	3,500	
Building Maintenance	43,060	42,300	42,300	28,398	42,300	38,000	
Safety Equipment	295	500	500	643	500	500	
OSHA Medical Supplies	968	800	800	526	800	800	
Graffiti Clean-Up		200	200	431	200	200	
Fire Extinguishers	1,501	3,000	3,000	1,343	4,300	4,300	
Park Facilities Maintenance	9,547	13,890	13,890	9,743	13,890	13,890	
Grounds Maintenance	8,506	8,500	8,500	2,821	8,500	8,500	
Flags & Banners					1,400	1,400	
Fertilizer / Herbicides	4,576	6,200	6,200	1,575	6,200	6,200	
Visitor's Center Maintenance	616	500	500	1,841	500	500	
Janitorial Supplies	5,595	5,200	5,200	4,684	6,000	6,000	
Mats & Rugs	2,509	2,700	2,700	1,698	2,700	2,700	
Total Operating Expenditures	\$ 98,036	\$ 113,520	\$ 113,520	\$ 74,552	\$ 118,715	\$ 113,015	\$ -
Total Departmental Expenditures	\$ 381,797	\$ 389,900	\$ 389,900	\$ 272,686	\$ 433,886	\$ 426,779	\$ -
Revenues							
(Moved to P&R-Fac Rental Fees)	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfers							
Transfer In from Parks Fund (Maint)	0	0	0	0	(13,890)	(13,890)	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ (13,890)	\$ (13,890)	\$ -
Net Effect on General Fund	\$ 381,797	\$ 389,900	\$ 389,900	\$ 272,686	\$ 419,996	\$ 412,889	\$ -

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Community Development

Community Development

Our Mission

The Town of Camp Verde's Community Development Department manages growth through planning, zoning and building services while providing professional, competent, and consistent service to the public in order to enhance the community and the lives of the residents while protecting our heritage and natural surroundings in a manner that will maintain a balance between the quality of life and the economic stability of the Town.

Department Duties/Description

The Community Development Department oversees and prepares department procedures for the development process within the Town of Camp Verde. This division of the Department performs the management activities and is the direct contact to the Town Council and Town Manager. This division provides for and facilitates the activities and functions of Planning & Zoning Commission and the Board of Adjustments for the public hearing process to include the following:

- * Scheduling of Public Hearings once the applicant has made a complete submittal and received all staff approvals to be heard.
- * Posting of all Public Hearings and sending out the 300 foot contact letters as required by State Law.
- * Preparing all staff reports to the Council, Commission, and the Board of Adjustments.

Department Staffing:

Community Development Director (0.20)
Assistant Planner/Admin. Assistant (0.06)
Chief Building Official (.03)
Permit Tech/Admin. Asst. (.03)

Accomplishments for the Fiscal Year 2011/2012:

1. Per Council direction, processed the abandonment of the Silverado Subdivision at Simonton Ranch and directed consultants to prepare an Abandonment Plat which was recorded by this Department. Also, processed a voiding of the Preliminary Plat approvals which had expired within the Simonton Ranch Development.
2. Researched the positive and negative effects to the Town for required changes to Development Impact Fees processes by the Arizona State Legislature under Senate Bill 1525. The Council adopted a moratorium for Development Impact Fees which became effective on January 7, 2012.
3. Provided in-house training for the Planning & Zoning Commission and the Board of Adjustment & Appeals on significant changes to the re-write of the Town's Planning & Zoning Ordinance.

Performance Objectives for Fiscal Year 2012/2013:

1. Continue to review incomplete or expired approvals for subdivisions and bring recommendations of voiding to the Town Council.
2. Continue to learn all aspects for the Incode Software modules to include permitting revenue tracking, billing and receipting.
3. Begin working on the General Plan Elements. The General Plan update or amendment is due by 2014 per State Statute.
4. With the enforcement of Nuisance Violations being transferred to the Town Code, the enforcement processes have changed as compared to what they were in the Planning & Zoning Ordinance. New forms and notices are being completed to meet these requirements. Also, off-premise solicitation signage was implemented into the Town Code this last year. Forms and notices will also be prepared and refined for this process.

Significant Expenditure Changes:

- * Through the months of February and March 2012, Development Standards Reviews (Commercial Development) and Permitting have increased. Also, fuel costs have been increasing on a weekly basis.
- * With the assumption that this trend will continue, operating expenses will increase with the corresponding work loads and are addressed in this budget.

Fiscal Notes

- * All utility expenditures for the following departments are included in the Community Development Department:
Community Development Long Range Planning
Current Planning Code Enforcement

Community Development

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	26,515	24,933	24,933	43,897	26,203	23,541	
FICA	1,462	1,546	1,546	2,580	1,625	1,460	
Medicare	342	362	362	603	380	341	
Retirement	2,618	2,518	2,518	4,434	2,922	2,625	
Unemployment	38	28	28	97	40	37	
Workman's Compensation	275	357	357	366	1,084	1,034	
Health, Dental & Life Ins	3,448	3,477	3,477	7,394	3,231	3,016	
Total Wages & Related	\$ 34,698	\$ 33,221	\$ 33,221	\$ 59,371	\$ 35,485	\$ 32,054	\$ -
Operating Expenditures							
Training	80	2,000	2,000	717	2,000	2,000	
Travel	22	870	870	526	870	870	
Office Supplies	50	300	300	120	400	400	
Subscriptions/Memberships	362	570	570	544	570	570	
Books/Tapes/Publications					120	120	
Printing		50	50	0	50	50	
Advertising	28	100	100	0	100	100	
Auto Repair/Maintenance	9	400	400	335	800	800	
Fuel	250	600	600	318	840	840	
Electric	1,825	1,835	1,835	1,280	1,835	1,835	
Gas/Propane	354	400	400	244	400	400	
Water	425	460	460	240	460	460	
Sewer	470	530	530	353	530	530	
Waste Removal	128	150	150	96	150	150	
Cell Phone	87						
Pest Control	43	50	50	36	50	50	
Legal Services	648	1,000	1,000	74	1,000	1,000	
Equipment Maint. Agreements	312	0	0	409	500	500	
Safety Equipment	38	75	75	0	150	150	
Maps / Cartography		50	50	2	50	50	
Recording Fees	13						
Total Operating Expenditures	\$ 5,144	\$ 9,440	\$ 9,440	\$ 5,294	\$ 10,875	\$ 10,875	\$ -
Equipment/Capital Expenditures							
Equipment Lease		850	850	372	500	500	0
Total Equipment/Capital Expenditures	\$ -	\$ 850	\$ 850	\$ 372	\$ 500	\$ 500	\$ -
Total Departmental Expenditures	\$ 39,842	\$ 43,511	\$ 43,511	\$ 65,037	\$ 46,860	\$ 43,429	\$ -
Revenues							
Copies	80	25	25	13	25	25	0
Total Departmental Revenues	\$ 80	\$ 25	\$ 25	\$ 13	\$ 25	\$ 25	\$ -
Net Effect on General Fund	\$ 39,762	\$ 43,486	\$ 43,486	\$ 65,024	\$ 46,835	\$ 43,404	\$ -

Building Department

Our Mission

The Town of Camp Verde Building Safety Division's mission is to provide the public with excellent customer service through our professionalism, dedication, and commitment to excellence. We are committed to providing our customers the most successful permitting experience possible before, during and after construction with expedient permit processing and inspection services.

Department Duties/Description

The Building Department is responsible for effectively enforcing all building codes and other applicable codes adopted by the Town of Camp Verde and to establish the minimum requirements to safeguard the public health, safety and general welfare through means of egress facilities, strength, sanitation, adequate light and ventilation, energy conservation, and safety to life and property from fire and other hazards attributed to the built environment and to provide safety to firefighters and emergency responders during emergency operations. Duties include:

- * Review, document, record and maintain the records of all permit submittals, inspection records and historical information.
- * Provide plan review to ensure that the plans submitted are designed to meet the requirements of the adopted building codes.
- * Provide inspections during each phase of construction, checking for structural strength, adequate sanitation and water, ventilation, stability, ingress/egress and safety from fire and other hazards.
- * Provide monthly building information internally and to the Department of Commerce, AZ Office of Manufactured Housing, ASU Realty Studies Division and the Building Statistics Department.
- * Provide annual audit information internally and to outside agencies.
- * Verify all contractors hold a Privilege Tax License with the Town of Camp Verde
- * Verify all contractors are licensed through the Arizona Registrar of Contractors (ROC) and that their license covers the scope of work to be performed.
- * Prepare and maintain annual budget
- * Prepare and maintain building safety division annual fee schedule
- * Research permit history for Realtors, lending companies and prospective property owners.
- * Correspond with several departments and governmental agencies to obtain approvals of submitted documents for construction.

Department Staffing:

Community Development Director (0.0.15)
Assistant Planner/Admin. Asst. (0.10)
Chief Building Official (0.79)
Building Inspector (vacant)
Permit Technician/Administrative Assistant (0.75)

Accomplishments for the Fiscal Year 2011/2012:

- 1 Preparation of the 2012/2013 Building Department Budget
- 2 Renewed ICC Certification for Building Plans Examiner - Robert Foreman
- 3 Attended Council/Staff meetings as necessary
- 4 Attended regional and state AZBO meetings regarding 2012 Building Codes
- 5 Performed audit with Office of Manufactured Housing in conformance with the adopted IGA
- 6 Performed audit with Insurance Services Office (ISO) for Building Code Effectiveness Grading Evaluation
- 7 Attended training seminars with Yavapai County Flood Control
- 8 Attended Fall training with ICC & AZBO
- 9 Attended Spring training with ICC & AZBO
- 10 Preparation of the 2012/2013 Building Department Fee Schedule
- 11 Attended pre-development meetings for commercial development projects (Alliance Beverage, Copper Star Shooting Range, Caduceus Cellars, Northern Arizona Healthcare, Alliance Street Works, etc.)
- 12 Meetings with Jack Judd, Chief Building Official for Yavapai County regarding 2012 Building Codes, standard operating procedures, IGA relations with the County, etc.
- 13 Training meetings with Mike Witt, Senior Plans Examiner for Yavapai County on policies and procedures on major project plan reviews - Becky Oium and Robert Foreman
- 14 Continued efforts to update, improve and clarify the IGA with the Camp Verde Fire District for their input on opinions of interpretations of the Town's adopted Fire Code in regard to fire suppression systems
- 15 Robert Foreman continued to perform duties as the Town Safety Officer
- 16 Robert Foreman continued to perform duties as Acting Code Enforcement Official
- 17 Continued efforts regarding collection/disbursement of Camp Verde Fire District Review/Inspection Fees
- 18 Continued efforts to update and improve Building Department information and procedures
- 19 Provided public education brochures during Building Safety Month in May and throughout the year

Performance Objectives for Fiscal Year 2012/2013:

- 1 Robert Foreman: Obtain Fire Inspector I and II Certifications
- 2 Becky Oium: Obtain Residential Plans Examiner Certification
- 3 Robert Foreman: Renew certifications for Certified Building Code Official, Commercial Plumbing Inspector, Commercial Mechanical Inspector and Residential Building Inspector
- 4 Assit with drafting an Intergovernmental Agreement (IGA) with Yavapai County for Flood Control services
- 5 Provide public education information during Building Safety Month in May FY 2012/2013 and throughout the year

Significant Expenditure Changes:

- * Several budget line items have increased due the pending adoption of the 2012 International Code Council Codes, related codes and amendments

Fiscal Notes

- * The Building Department revenue projections for fiscal year 2012/2013 has not been increased although current projected revenues are expected to be met or exceeded

Department Statistics 2012/2013:

- * Permits - 290
- * Inspections - 639
- * Plan Reviews - 74
- * Phone Calls - 3563
- * Customers - 1737

Building Department

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	69,269	65,177	65,177	51,576	85,406	75,489	
FICA	4,253	4,041	4,041	2,963	5,295	4,680	
Medicare	994	945	945	693	1,238	1,095	
Retirement	6,830	6,583	6,583	5,209	9,523	8,417	
Unemployment	161	100	100	170	164	159	
Workman's Compensation	516	596	596	546	1,153	1,019	
Health, Dental & Life Ins	12,231	12,308	12,308	9,832	13,211	12,852	
Total Wages & Related	\$ 94,254	\$ 89,750	\$ 89,750	\$ 70,989	\$ 115,990	\$ 103,711	\$ -
Operating Expenditures							
Training	200	1,300	1,300	880	2,500	1,750	
Travel	95	1,280	1,280	0	1,500	1,500	
Office Supplies	719	1,500	1,500	59	1,500	1,500	
Subscriptions/Memberships	250	300	300	150	300	300	
Books/Tapes/Publications		250	250	603	1,500	1,500	
Printing	451	525	525	2	525	525	
Advertising		50	50	0	250	250	
Postage	65						
Auto Repair/Maintenance	773	1,000	1,000	1	1,000	1,000	
Fuel	980	1,800	1,800	669	2,500	2,500	
Electric	1,483	1,800	1,800	1,040	1,800	1,800	
Gas/Propane	284	325	325	198	325	325	
Water	304	350	350	247	350	350	
Sewer	382	470	470	287	470	470	
Waste Removal	104	126	126	78	126	126	
Cell Phone	141	300	300	157	300	300	
Pest Control	35	40	40	29	40	40	
Consulting Services	1,427	10,000	10,000	13,009	10,000	10,000	
Legal Services	241	1,000	1,000	0	2,500	2,500	
Equipment Maint. Agreements	308	0	0	295	500	500	
Office Equipment		100	100		0	0	
Credit Card Processing Fees	2,115	1,500	1,500	716	1,500	1,500	
Safety Equipment	37	100	100	0	150	150	
Fire Inspection Fees		0	0	750			
Total Operating Expenditures	\$ 10,394	\$ 24,116	\$ 24,116	\$ 19,170	\$ 29,636	\$ 28,886	\$ -
Equipment/Capital Expenditures							
Equipment Lease	738	1,000	1,000	372	500	500	0
Total Equipment/Capital Expenditures	\$ 738	\$ 1,000	\$ 1,000	\$ 372	\$ 500	\$ 500	\$ -
Total Departmental Expenditures	\$ 105,386	\$ 114,866	\$ 114,866	\$ 90,531	\$ 146,126	\$ 133,097	\$ -
Revenues							
Plan Review Fees	24,312	21,084	21,084	32,868	33,000	33,000	0
Building Permits	59,940	45,252	45,252	59,321	60,000	60,000	0
Total Departmental Revenues	\$ 84,252	\$ 66,336	\$ 66,336	\$ 92,189	\$ 93,000	\$ 93,000	\$ -
Net Effect on General Fund	\$ 21,134	\$ 48,530	\$ 48,530	\$ (1,658)	\$ 53,126	\$ 40,097	\$ -

Current Planning

Our Mission

The Town of Camp Verde's Community Development Department manages growth through planning, zoning and building services while providing professional, competent, and consistent service to the public in order to enhance the community and the lives of the residents while protecting our heritage and natural surroundings in a manner that will maintain a balance between the quality of life and the economic stability of the Town.

Department Duties/Description

The Current Planning division of the Community Development Department reviews and processes all new development proposals and applications and provides support to the Planning and Zoning Commission.

Department Staffing:

Community Development Director (0.20)
Assistant Planner/Admin. Assistant (0.57)
Permit Tech/Admin. Assistant (.05)

Accomplishments for the Fiscal Year 2010/2011:

1. Under the newly adopted Planning & Zoning Ordinance, Current Planning processed 8 Development Standards Reviews for Commercial Developments in Camp Verde. Several of these reviews included the following:
 - * Copper Star Indoor Shooting Range
 - * Alliance Beverage Distribution Warehouse
 - * Alliance Paving Office and Warehouse
 - * Carl's Custom Meats
 - * Caduceus Cellars - Co-op Wine Production Facility
2. Monitored and mandated final completion of the Ringo Rio mass grading project off of Old State Highway 279. This included removal of 800,000 cubic yards of soil for a proposed RV park.
3. Reviewed the current status of Out of Africa for inclusion of a "Zip Line" attraction under the current Planned Unit Development Approval

Performance Objectives for Fiscal Year 2011/2012:

1. Continue to learn all aspects for the Incode Software modules to include permitting revenue tracking, billing and receipting. Continue to refine the Development Standards Review Processes for time saving features.

Significant Expenditure Changes:

- * Through the months of February and March, 2012, Development Standards Reviews (Commercial Development) and Permitting have increased. Also, fuel costs have been increasing on a weekly basis.

Fiscal Notes

As can be seen from the Accomplishment for the Fiscal Year 2011/2012 above, the current trend is indicating an increase in these types of projects. If this trend continues, additional operational costs are expected for Fiscal Year 2012/2013.

Current Planning

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	42,456	39,151	39,151	8,877	39,427	34,024	
FICA	2,525	2,427	2,427	522	2,444	2,109	
Medicare	591	568	568	122	572	493	
Retirement	4,185	3,954	3,954	854	4,396	3,794	
Unemployment	102	60	60	31	73	73	
Workman's Compensation	307	302	302	168	276	238	
Health, Dental & Life Ins	7,068	7,301	7,301	1,363	5,888	5,888	
Total Wages & Related	\$ 57,234	\$ 53,763	\$ 53,763	\$ 11,937	\$ 53,076	\$ 46,619	\$ -
Operating Expenditures							
Office Supplies	262	1,000	1,000	404	1,000	1,000	
Printing		100	100	0	100	100	
Advertising	284	1,000	1,000	96	1,000	1,000	
Legal Services	3,431	5,000	5,000	444	5,000	3,000	
Equipment Maint. Agreements	383			182	500	500	
Maps / Cartography		25	25	0	25	25	
Recording Fees	72	0	0	0	100	100	
Total Operating Expenditures	\$ 4,432	\$ 7,125	\$ 7,125	\$ 1,126	\$ 7,725	\$ 5,725	\$ -
Equipment/Capital Expenditures							
Equipment Lease	1,367	1,800	1,800	372	500	500	0
Total Equipment/Capital Expenditures	\$ 1,367	\$ 1,800	\$ 1,800	\$ 372	\$ 500	\$ 500	\$ -
Total Departmental Expenditures	\$ 63,033	\$ 62,688	\$ 62,688	\$ 13,435	\$ 61,301	\$ 52,844	\$ -
Revenues							
Permit Fees	11,624	5,000	5,000	2,625	5,000	5,000	0
Recording Fees	196	0	0	0	0	0	0
Total Departmental Revenues	\$ 11,820	\$ 5,000	\$ 5,000	\$ 2,625	\$ 5,000	\$ 5,000	\$ -
Net Effect on General Fund	\$ 51,213	\$ 57,688	\$ 57,688	\$ 10,810	\$ 56,301	\$ 47,844	\$ -

Long Range Planning

Our Mission

The Town of Camp Verde's Community Development Department manages growth through planning, zoning and building services while providing professional, competent, and consistent service to the public in order to enhance the community and the lives of the residents while protecting our heritage and natural surroundings in a manner that will maintain a balance between the quality of life and the economic stability of the Town.

Department Duties/Description

The Long Range Planning division of the Community Development Department coordinates, manages and updates the General Plan, Planning and Zoning Ordinances, and other related specific plans. This division also participates in regional planning activities with other agencies such as Yavapai County, ADOT, US Forest Service, local municipalities, and other State agencies.

Department Staffing:

Community Development Director (0.20)
Assistant Planner/Admin. Assistant (0.20)
Permit Tech/Admin. Assistant (.10)

Accomplishments for the Fiscal Year 2010/2011:

1. With the adoption of the new Planning & Zoning Ordinance and the effective date being June 25, 2011, the Long Range Planning
2. Division completed several small projects through the rest of the fiscal year as follows:
 - * Analysis of possible annexation areas to the Town that could provide Economic Development opportunities.
 - * Initiated a text amendment to the new Planning & Zoning Ordinance that provided the Community Wide (Event & Show) Temporary Sign areas as specified by the Town Council. Also, to allow for up to a 16 square foot Temporary Sign area in these specified areas.

Performance Objectives for Fiscal Year 2011/2012:

1. Continue to learn all aspects for the Incode Software modules to include permitting revenue tracking, billing and receipting.
2. Begin compiling data for the required General Plan update or amendment with Public Community meetings to begin garnering public input.

Significant Expenditure Changes:

- * Outside services will be required to generate certain maps and graphics for the General Plan update or amendment. These services will be included in this Fiscal Budget. Also, advertisement and publishing costs will increase, which will be included in this budget.

Fiscal Notes

- * With the General Plan update process starting and continuing through this fiscal year, operational expenses will be increasing such as follows: Office Supply increase = \$2,000.00, Printing increase = \$500.00, Advertising increase = \$1,700.00, Consulting Services increase = \$8,000.00, Maps/Catography increase = \$2,800.00

Long Range Planning

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	43,062	11,466	11,466	4,984	26,294	23,203	
FICA	2,626	711	711	280	1,630	1,439	
Medicare	614	166	166	66	381	336	
Retirement	4,245	1,158	1,158	503	2,932	2,587	
Unemployment	87	77	77	23	44	44	
Workman's Compensation	234	65	65	131	316	278	
Health, Dental & Life Ins	5,666	1,565	1,565	627	3,590	3,590	
Total Wages & Related	\$ 56,534	\$ 15,208	\$ 15,208	\$ 6,614	\$ 35,187	\$ 31,477	\$ -
Operating Expenditures							
Office Supplies	33	200	200	0	2,000	1,000	
Subscriptions/Memberships	352						
Printing		0	0	0	500	100	
Advertising	353	300	300	0	2,000	1,000	
Postage	111						
Computer Services/Software	706						
Consulting Services	49,863	2,000	2,000	0	10,000	5,000	
Legal Services	5,790	1,000	1,000	0	2,000	1,000	
Equipment Maint. Agreements					840	840	
Maps / Cartography		200	200	0	3,000	1,500	
General Plan	182	500	500	0	1,000	500	
Total Operating Expenditures	\$ 57,390	\$ 4,200	\$ 4,200	\$ -	\$ 21,340	\$ 10,940	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 113,924	\$ 19,408	\$ 19,408	\$ 6,614	\$ 56,527	\$ 42,417	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 113,924	\$ 19,408	\$ 19,408	\$ 6,614	\$ 56,527	\$ 42,417	\$ -

Code Enforcement

Our Mission

The Town of Camp Verde's Community Development Department manages growth through planning, zoning, and building services while providing professional, competent, and consistent service to the public in order to enhance the community and the lives of the residents while protecting our heritage and natural surroundings in a manner that will maintain a balance between the quality of life and the economic stability of the Town.

Department Duties/Description

The Code Enforcement Division investigates and seeks compliance of Land Development Code violations; reviews Business and Liquor License applications, along with Special Event Permits; Zoning Clearances are conducted for all building permits both residential and commercial; research and document the Town's defense for any court challenges and provides expert testimony concerning zoning violations; and support of the Board of Adjustments.

Department Staffing:

Community Development Director (1) (0.15)
Assistant Planner/Admin. Asst. (.07)
Chief Building Official (0.18)
Permit Tech/ Admin. Assistant (0.07)
Animal Control/Code Enforcement Officer (1.0)

Accomplishments for the Fiscal Year 2010/2011:

1. With the Nuisance Violation Section being transferred to the Town Code, the processes for enforcement are different than under a Zoning Violation. The Community Development Department revised the enforcement violation documents to now address Nuisance & Zoning Violation individually.
2. A new item was also added to the Town Code for Off-Premise Solicitation (Signage). Documents and processes for enforcement have now been created to address this new item.
3. In the months of February and March of 2012, a significant increase in building permits and Development Standards Reviews has occurred. With this in mind, the Department has reorganized Code Enforcement to bring the entire staff into the process. This collaboration spreads the workloads for enforcement to achieve a better productivity while allowing staff members to complete their daily duties.

Performance Objectives for Fiscal Year 2011/2012:

1. Continue to learn all aspect for the Incode Software nodules to include permitting revenue tracking, billing and receipting.
2. Through a collaboration with the Marshal's Office and approaching Code Enforcement from a fiscally responsible position, the Community Development Director and the Town Marshal have realized the benefit of sharing staff resources. This collaboration would add the responsibility of Zoning Code Enforcement to the Animal Control Officers of the Town. Ultimately, this would provide a full Code Enforcement Officer by sharing one of the two Animal Control Officers at any one time.

Significant Expenditure Changes:

- * By utilizing the Animal Control Officers, for Code Enforcement, a Town vehicle is already available thus reducing cost.
- * With sharing of the Animal Control Officers, there will always be two (2) officers available for assistance and backup to Animal Control issues when needed.

Fiscal Notes

- * By sharing staff resources, duplicate expenses can be reduced by one full time person and a vehicle.

Code Enforcement

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	11,057	18,247	18,247	4,624	54,582	51,693	
FICA	656	1,131	1,131	264	3,384	3,205	
Medicare	153	265	265	62	791	750	
Retirement	1,090	1,843	1,843	467	6,086	5,764	
Unemployment	22	24	24	12	131	131	
Workman's Compensation	189	304	304	172	819	775	
Health, Dental & Life Ins	1,778	3,199	3,199	741	10,555	10,555	
Total Wages & Related	\$ 14,945	\$ 25,013	\$ 25,013	\$ 6,342	\$ 76,348	\$ 72,873	\$ -
Operating Expenditures							
Training		0	0	0	400	400	
Travel		0	0	0	200	200	
Office Supplies	186	100	100	15	300	100	
Auto Repair/Maintenance	0	600	600	0	600	600	
Fuel	289	600	600	315	840	600	
Cell Phone	139	275	275	75	290	275	
Legal Services		2,000	2,000	296	2,000	2,000	
Equipment Maint. Agreements	235	0	0	182	500	500	
Nuisance Abatement					10,000	5,000	
Dangerous Bldg. Abatement					10,000	5,000	
Recording Fees					200	200	
Total Operating Expenditures	\$ 849	\$ 3,575	\$ 3,575	\$ 883	\$ 25,330	\$ 14,875	\$ -
Equipment/Capital Expenditures							
Equipment Lease		1,000	1,000	372	500	500	0
Total Equipment/Capital Expenditures	\$ -	\$ 1,000	\$ 1,000	\$ 372	\$ 500	\$ 500	\$ -
Total Departmental Expenditures	\$ 15,794	\$ 29,588	\$ 29,588	\$ 7,597	\$ 102,178	\$ 88,248	\$ -
Revenues							
Permit Fees	5,572	0	0	8,211	0	0	0
Zoning Fines	205	2,000	2,000	804	500	500	0
Total Departmental Revenues	\$ 5,777	\$ 2,000	\$ 2,000	\$ 9,015	\$ 500	\$ 500	\$ -
Net Effect on General Fund	\$ 10,017	\$ 27,588	\$ 27,588	\$ (1,418)	\$ 101,678	\$ 87,748	\$ -

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Marshal's Office

Marshal's Department

Our Mission

To value employees, work together in partnership with other law enforcement entities to be a model of excellence in policing, and embrace the community by delivering the highest level of professional service.

Department Duties/Description

The Camp Verde Marshal's Office is responsible for providing law enforcement services to the citizens and visitors of the Town of Camp Verde twenty-four hours a day, seven days a week. Some of the law enforcement services include providing a 911 communications center, establishing community education on crime prevention, investigating crimes and traffic accidents, protecting life and property, enforcing federal, state, and local laws, upholding the constitutional rights of all persons, providing emergency management and animal control services. The department exists to serve the public improve the quality of life for all citizens.

Department Staffing:

Town Marshal 1)	Dispatch Supervisor (1)
Commander (1)	Dispatcher (6) *1 vacant position
Sergeant (4)	Admin Assistant (1)
Deputy (11) *4 vacant positions	Records Specialist (1)
Detective (1)	Records Clerk (1)

Accomplishments for the Fiscal Year 2011/2012:

1. Marshal's Office volunteers (VIPS) contributed over 2,341.5hours.
2. CVMO employees received 975 hours of training
3. Conducted 23 narcotic related search warrants that resulted in 38 arrests
4. Conducted annual Safety Fair at Bashas
5. Conducted annual National Night Out.

Performance Objectives for Fiscal Year 2012/2013:

1. Increase business checks and neighborhood police presence, targeting crime areas to reduce criminal acts
2. Actively seek and apply for public safety grants.
3. Empower and guide employees to create and carry out required training to maintain certifications and levels of proficiency.
4. Implement uniforms for the volunteers.
5. Create a motor officer position
6. Replace the current K9 dog due to need for current K9 to retire
7. Work with CVFD to create an updated emergency plan for CVMO
8. Train employees on the new mobile data terminals for patrol vehicles.

Significant Expenditure Changes:

- * Mobile data terminals for patrol
- * Spillman server upgrade
- * Salary adjustment for 4 deputies regarding wage compaction issue

Fiscal Notes

- * Workman's Compensation calculations include 22 volunteers per month calculated at a \$400 value per volunteer per month. This value is then multiplied by the rates set by the worker's compensation provider to find the actual premium paid. The volunteers include the Volunteers in Police Services (VIPS) members.
- * Federal Grant funding for the PANT Officer will no longer be available and CVMO will be absorbing the cost of the PANT Officer.
- * Funding for the mobile data computers for the patrol vehicles will be supplemented using RICO money.
- * Computer server upgrade costs associated with Spillman will be split between four agencies

Department Statistics FY 2011-2012

- | | |
|-----------------------------|---------------------------|
| * Homicides - 0 | * Domestic Violence - 109 |
| * Sexual Assaults - 17 | * DUI Arrests - 53 |
| * Residential Burglary - 32 | * Juvenile Arrests - 37 |
| * Commercial Burglary - 21 | * Adult Arrests - 305 |
| * Thefts - 152 | * Traffic Accidents - 184 |
| * Motor Vehicle Theft - 8 | * Citations Issued - 739 |

Marshal's Department

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	1,156,293	1,196,633	1,196,633	827,894	1,226,699	1,226,699	
Overtime	33,658	35,000	35,000	28,878	40,000	40,000	
Holiday Pay	15,085	12,000	12,000	25,613	30,000	30,000	
Uniform Allowance	18,300	20,400	20,400	13,423	22,500	21,600	
FICA	31,878	32,770	32,770	22,170	33,734	33,734	
Medicare	17,134	18,328	18,328	12,567	17,787	17,787	
Retirement	150,457	188,709	188,709	129,330	177,084	177,084	
Unemployment	2,414	1,693	1,693	2,253	2,400	2,400	
Workman's Compensation	29,497	39,819	39,819	34,056	43,143	43,143	
Health, Dental & Life Ins	163,235	207,632	207,632	127,443	192,663	184,855	
Total Wages & Related	\$ 1,617,951	\$ 1,752,984	\$ 1,752,984	\$ 1,223,627	\$ 1,786,010	\$ 1,777,302	\$ -
Operating Expenditures							
Training	5,684	8,000	8,000	2,408	8,000	8,000	
Travel	2,262	6,000	6,000	1,409	6,000	6,000	
Uniforms	512	2,400	2,400	760	0	0	
Office Supplies	4,695	8,000	8,000	5,241	6,000	6,000	
Subscriptions/Memberships	270	990	990	1,085	750	750	
Books/Tapes/Publications	177	500	500	183	0	0	
Printing	2,262	2,500	2,500	62	2,500	2,500	
Postage	169			10	0	0	
Computer Services/Software	15,545	17,200	17,200	437	34,211	34,211	
Auto Repair/Maintenance	26,322	35,000	35,000	32,869	40,000	40,000	
Fuel	48,746	55,000	55,000	39,820	60,000	60,000	
Electric	18,788	22,000	22,000	13,040	22,000	22,000	
Gas/Propane	2,509	3,500	3,500	2,383	3,500	3,500	
Water	2,866	3,000	3,000	2,118	3,000	3,000	
Sewer	2,118	2,400	2,400	1,925	2,400	2,400	
Waste Removal	600	1,600	1,600	450	1,800	1,800	
Telephone	6,946	9,000	9,000	5,806	0	0	
Cell Phone	404	500	500	232	500	500	
Pest Control	350	315	315	275	315	315	
Legal Services	167	3,000	3,000	0	15,000	15,000	
Equipment Maint. Agreements	1,397	3,000	3,000	137	4,150	4,150	
Patrol/Investigation Equip.	4,234	5,000	5,000	5,010	5,800	5,800	
Patrol/Investigation Equip. Maint	2,187	3,000	3,000	2,125	3,000	3,000	
Communication Equipment		500	500	692	800	800	
Communication Equip. Maint	2,907	2,000	2,000	0	2,000	2,000	
Repeater/Generator Maint	1,559	1,400	1,400	1,656	1,800	1,800	
Crime Prevention		500	500	0	500	500	
Advocacy Center	2,646	2,700	2,700	2,646	2,700	2,700	
Medical Supplies	720	1,000	1,000	397	1,000	1,000	
K-9 Expenditures	542	1,000	1,000	671	1,000	1,000	
Total Operating Expenditures	\$ 157,584	\$ 201,005	\$ 201,005	\$ 123,847	\$ 228,726	\$ 228,726	\$ -
Equipment/Capital Expenditures							
Equipment Lease	2,955	4,300	4,300	3,118	2,630	2,630	0
Total Equipment/Capital Expenditures	\$ 2,955	\$ 4,300	\$ 4,300	\$ 3,118	\$ 2,630	\$ 2,630	\$ -
Total Departmental Expenditures	\$ 1,778,490	\$ 1,958,289	\$ 1,958,289	\$ 1,350,592	\$ 2,017,366	\$ 2,008,658	\$ -
Revenues							
Copies	1,514	2,000	2,000	1,100	1,400	1,400	0
Fingerprint Fees	965	1,000	1,000	740	800	800	0
Miscellaneous	618	2,400	2,400	1,687	0	0	0
Yav-Apache Dispatch	71,750	72,675	72,675	72,725	73,600	73,600	0
Total Departmental Revenues	\$ 74,847	\$ 78,075	\$ 78,075	\$ 76,252	\$ 75,800	\$ 75,800	\$ -
Net Effect on General Fund	\$ 1,703,643	\$ 1,880,214	\$ 1,880,214	\$ 1,274,340	\$ 1,941,566	\$ 1,932,858	\$ -

Animal Control / Code Enforcement

Our Mission

The joint effort between the Community Development Department and the Marshal's Office is to balance the health, public safety, and welfare needs of citizens and the animals in our community. The officer will enforce town ordinances, town codes and state and local laws pertaining to animals, nuisance and town code violations involving property owners rights as well as the Town of Camp Verde's planning and zoning ordinance.

Department Duties/Description

The Animal Control / Code Enforcement Officer is a division of the Marshal's Office and the Community Development department. The primary duties are to respond to calls for service involving animal problems, code enforcement violations / zoning code violations.

Department Staffing:

Animal Control/ Code Enforcement Officer (2)

Accomplishments for the Fiscal Year 2011/2012:

1. Impounded 361 animals.
2. Adopted out 15 animals
3. Relocated 68 animals to rescue shelters
4. Returned 70 dogs to their owners
5. Euthanized 63 dogs and 145 cats
6. Responded to 901 dog at large calls
7. Answered 110 barking dog calls
8. Handled 32 dog bite cases
9. Issued 1,400 dog licenses.
10. Participated in the Petapaloosa event
11. Hosted 6 spay / neuter clinics

Performance Objectives for Fiscal Year 2012/2013:

1. Continue animal welfare programs by working with other organizations to offer clinics and community education
2. Train new animal control officer.
3. Review current facility and procedure of the animal control program for more efficient and economical process
4. Maintain relationship with WalMart who provides free dog and cat food.
5. Review animal control shelter program and present results to Council
6. Review and modify Animal Control policy and procedure
7. Implement new program of combining the animal control unit and code enforcement division
8. Provide training to combine the two divisions of enforcing town code, zoning ordinance, and state and local laws
9. Coordinate efforts with Community Development to outline Code Officers responsibilities

Fiscal Notes

- * Workman's Compensation calculations include one volunteer per month calculated at a \$400 value per volunteer per month. This value is then multiplied by the rates set by the worker's compensation provider to find the actual premium paid.

Animal Control

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	66,051	65,366	65,366	45,900	29,213	29,213	
Overtime	317	1,000	1,000	515	1,000	1,000	
Holiday Pay	282	1,000	1,000	941	1,000	1,000	
Uniform Allowance	1,800	1,800	1,800	1,350	1,800	1,800	
FICA	4,244	4,288	4,288	3,020	1,811	1,811	
Medicare	993	1,003	1,003	706	424	424	
Retirement	6,571	6,804	6,804	4,783	3,257	3,257	
Unemployment	175	113	113	155	89	89	
Workman's Compensation	1,149	1,423	1,423	1,171	1,376	1,376	
Health, Dental & Life Ins	13,088	13,907	13,907	9,979	7,180	7,180	
Total Wages & Related	\$ 94,670	\$ 96,704	\$ 96,704	\$ 68,520	\$ 47,150	\$ 47,150	\$ -
Operating Expenditures							
Training	34	500	500	0	500	500	
Travel	385	500	500	0	500	500	
Office Supplies	90	250	250	0	250	250	
Subscriptions/Memberships	95	50	50	0	50	50	
Printing	445	625	625	589	1,500	1,500	
Internet Wireless Access	439	500	500	352	0	0	
Auto Repair/Maintenance	140	500	500	494	1,000	1,000	
Fuel	2,269	2,500	2,500	1,919	3,000	3,000	
Electric	2,782	2,900	2,900	2,010	0	0	
Gas/Propane	1,830	2,700	2,700	2,016	0	0	
Telephone	344	500	500	269	0	0	
Legal Services		1,000	1,000	0	0	0	
Animal Control Equipment	1,426	2,500	2,500	1,487	2,500	2,500	
Animal Cremations	1,352	1,500	1,500	1,567	1,900	1,900	
Facility Lease Payments	18,930	19,200	19,200	13,633	21,000	21,000	
Total Operating Expenditures	\$ 30,561	\$ 35,725	\$ 35,725	\$ 24,336	\$ 32,200	\$ 32,200	\$ -
Equipment/Capital Expenditures							
N/A		0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 125,231	\$ 132,429	\$ 132,429	\$ 92,856	\$ 79,350	\$ 79,350	\$ -
Revenues							
Dog Licenses	7,748	5,700	5,700	3,610	5,400	5,400	0
Impound Fees	3,016	3,200	3,200	1,620	2,200	2,200	0
Adoption Fees	1,109	2,500	2,500	660	1,000	1,000	0
Total Departmental Revenues	\$ 11,873	\$ 11,400	\$ 11,400	\$ 5,890	\$ 8,600	\$ 8,600	\$ -
Net Effect on General Fund	\$ 113,358	\$ 121,029	\$ 121,029	\$ 86,966	\$ 70,750	\$ 70,750	\$ -

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Library

Camp Verde Community Library

Our Mission

The Town of Camp Verde Community Library is the information center for the Camp Verde, and the surrounding areas. The Library will endeavor to provide a user-friendly place for people to gather and exchange ideas along with enabling people to access needed agencies and resources through community referrals. The Library is a cultural center for the community, reflecting the rich cultural diversity of the area.

Department Duties/Description

The Camp Verde Community Library is the information center for Camp Verde, and the surrounding areas. Information is available in many formats to our patrons in a friendly, non-discriminating, efficient atmosphere. The Library provides a user-friendly place for people to gather and exchange ideas. The Library also enables people to access agencies and resources through community referral. The Library also is a cultural center for the community, bringing in speakers, exhibits, and programs of interest as well as providing a collection of materials reflecting the rich cultural diversity of the area.

Department Staffing:

Library Director (0.75)
Library Specialist (1) vacant
Senior Clerk (2)
Library Clerk (.40)

Accomplishments for the Fiscal Year 2011/2012:

1. Presented revised population projections to determine future library needs.
2. Created and presented a new library program to educate our patrons in the use of ereaders and ebook.
3. Facilitated the formation of the Camp Verde Home Educators group with a series of library programs
4. Created and presented a new library program to educate our senior patrons in the use of computers.
5. Brought in the OneBookAZ author to speak to our patrons.
6. Added an outside bulletin board for community announcements.
7. Added a display case for our music CDs to allow for expansion of that collection.
8. Recruited 5 new volunteers to help with library operations
9. Brought in a program from the Verde Valley Archaeology Center for the newly formed Camp Verde Home Educators
10. With the help of the Library Endowment, we started a book rental program
11. Spent \$20,000 on books and other library materials to satisfy an obligation of our library service agreement with the Yavapai County Library District. \$13,500 was for the Camp Verde Community Library and \$6,500 was for the Children's Library

Performance Objectives for Fiscal Year 2012/2013:

1. Explore Internet social medias a publicity tool and an avenue for patron service and communication.
2. Improve and enhance the library's web site.
3. Start building up staffing levels in anticipation of a new library building.
4. Continue Children's programs and expand adult programs under the concept of cost neutrality.
5. Plan for a new library building.
6. Open the library 5 days a week.

Significant Expenditure Changes:

1. Books / Tapes / Publications line (01-700-20-703600) increased to satisfy the County requirement that we match their contribution to our book budget
2. \$500 has been added to Library Programs (01-700-20-764000) for the adult scrapbooking program

Fiscal Notes

- * Contract Labor/Services (line 01-700-20-712000) is used for courier services for inter-library loans and for the collection agency.
- * Library Programs (01-700-20-764000) current consists of scrapbooking programs and minor expenses for new adult programs.
- * Amazon.com Book Sales (01-700-40-481000) revenue line item is used to track book sales online.

Library

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	129,657	111,892	111,892	98,713	153,535	153,535	
FICA	8,039	6,937	6,937	6,120	9,519	9,519	
Medicare	1,880	1,622	1,622	1,431	2,226	2,226	
Retirement	11,767	11,180	11,180	8,293	16,142	16,142	
Unemployment	383	237	237	309	333	333	
Workman's Compensation	815	631	631	656	1,091	1,091	
Health, Dental & Life Ins	19,366	33,029	33,029	14,683	25,130	25,130	
Total Wages & Related	\$ 171,907	\$ 165,528	\$ 165,528	\$ 130,205	\$ 207,976	\$ 207,976	\$ -
Operating Expenditures							
Training		500	500	75	700	700	
Travel		200	200	55	300	300	
Office Supplies	5,589	5,000	5,000	3,641	6,000	6,000	
Subscriptions/Memberships	263						
Books/Tapes/Publications	13,591	13,500	13,500	12,672	26,000	15,000	
Postage	2,981	3,500	3,500	3,004	4,000	3,000	
Computer Services/Software	1,203			320	500	500	
Electric	5,997	5,500	5,500	4,135	5,666	5,666	
Gas/Propane	4,993	3,500	3,500	3,534	4,000	4,000	
Water	464	750	750	276	750	750	
Waste Removal	456	500	500	342	500	500	
Telephone	1,631	1,500	1,500	1,292	0	0	
Pest Control	205	200	200	171	200	200	
Legal Services	148	500	500	592			
Contract Labor/Services	4,863	5,000	5,000	3,175	5,600	5,000	
Equipment Rental	670	3,000	3,000	839	2,000	2,000	
Equipment Maint. Agreements	0	0	0	0			
Office Equipment	0	0	0	334	500	500	
Service Charges	4						
Equipment Maintenance	258	500	500	0	500	500	
Volunteer Expense	953	1,000	1,000	626	1,100	1,100	
Library Programs	891	1,500	1,500	188	1,600	1,500	
Amigo/Aznet Database	1,095	2,500	2,500	798	2,000	2,000	
Dynix Automation	7,210	13,000	13,000	5,575	8,000	8,000	
Total Operating Expenditures	\$ 53,465	\$ 61,650	\$ 61,650	\$ 41,644	\$ 69,916	\$ 57,216	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 225,372	\$ 227,178	\$ 227,178	\$ 171,849	\$ 277,892	\$ 265,192	\$ -
Revenues							
Copies	731	627	627	946	1,100	1,100	0
Fee, Fines & Forfeitures	3,526	3,435	3,435	3,122	3,800	3,800	0
Book Rentals	0	0	0	68	0	0	0
Surplus Property Sales	726	1,000	1,000	636	770	770	0
Yav County Library District	84,754	105,942	105,942	44,496	89,800	89,800	0
Total Departmental Revenues	\$ 89,737	\$ 111,004	\$ 111,004	\$ 49,268	\$ 95,470	\$ 95,470	\$ -
Net Effect on General Fund	\$ 135,635	\$ 116,174	\$ 116,174	\$ 122,581	\$ 182,422	\$ 169,722	\$ -

Camp Verde Children's Library

Our Mission

The Town of Camp Verde Community Library is the information center for the Camp Verde and the surrounding areas. The Children's Area of the Library will endeavor to provide access to information, Library programs, and services to meet a wide variety of educational, informational, cultural and recreational needs. The Children's Area endeavors to provide a user-friendly place for people to gather and exchange ideas along with enabling people to access needed agencies and resources through community referrals. The Library also is a cultural center for the community, reflecting the rich cultural diversity of the area.

Department Duties/Description

The Camp Verde Community Library Children's Library is the information center for the Camp Verde and the surrounding area. Information is available in many formats to our patrons in a friendly, efficient, non-discriminatory atmosphere. The Children's Area provides programs for the public and school groups. It encourages literacy and teaches various library skills. The Children's Area is a cultural center for the areas it serves bringing in programs and speakers and providing a collection of materials for many ages and reading levels. The Children's Library reflects the rich cultural diversity of our service area.

Department Staffing:

Library Director (0.25)
Children's Librarian (1)

Accomplishments for the Fiscal Year 2011/2012:

1. Added 2 Children's Book Club programs
2. Added American Heritage Academy to our list of school visitors
3. Added 6 new volunteers to help with programing and shelving
4. Continued existing programs and added new programs with the help of volunteers (and no assistant).
5. Learned operation of eReaders.
6. Managed a successful Adult Scrapbooking Program with only the funds that were donated.

Performance Objectives for Fiscal Year 2012/2013:

1. Provide quality Children's Programs
2. Make plans for a new Children's Library within a new library building

Significant Expenditure Changes:

1. Books / Tapes / Publications line (01-710-20-703600) increased to satisfy the County requirement that we match their contribution to our book budget

Fiscal Notes

- * Library Programs (01-710-20-7640) currently consists of story time, crafts, performers, and school visits as well as 2 Book Clubs, and social time for our patrons.

Children's Library

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	47,702	58,946	58,946	31,727	61,085	61,085	
FICA	2,954	3,655	3,655	1,965	3,787	3,787	
Medicare	691	855	855	459	886	886	
Retirement	4,550	5,953	5,953	3,204	6,811	6,811	
Unemployment	89	113	113	86	111	111	
Workman's Compensation	70	185	185	74	391	391	
Health, Dental & Life Ins	6,544	15,645	15,645	4,989	8,975	8,975	
Total Wages & Related	\$ 62,600	\$ 85,352	\$ 85,352	\$ 42,504	\$ 82,046	\$ 82,046	\$ -
Operating Expenditures							
Training		50	50	0	100	100	
Travel		100	100	0	150	150	
Books/Tapes/Publications	1,160	6,500	6,500	2,351	14,000	7,500	
Electric	1,894	2,000	2,000	1,306	2,900	2,900	
Gas/Propane		2,000	2,000	0	2,000	2,000	
Water	136	150	150	87	150	150	
Waste Removal	144	200	200	108	200	200	
Telephone	515	650	650	408	0	0	
Pest Control	65	105	105	54	650	650	
Library Programs	1,212	2,000	2,000	1,353	2,500	2,000	
Total Operating Expenditures	\$ 5,126	\$ 13,755	\$ 13,755	\$ 5,667	\$ 22,650	\$ 15,650	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 67,726	\$ 99,107	\$ 99,107	\$ 48,171	\$ 104,696	\$ 97,696	\$ -
Revenues							
N/A	0	0	0	0	0	0	0
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 67,726	\$ 99,107	\$ 99,107	\$ 48,171	\$ 104,696	\$ 97,696	\$ -

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Parks & Rec

Parks and Recreation

Our Mission

The Town of Camp Verde Parks and Recreation Department is dedicated to providing quality recreational, educational, cultural, fitness, social and environmental opportunities. This department's goal is to meet the diverse needs of the community.

Department Duties/Description

The Parks and Recreation Department is responsible for providing recreational and social programs and events for all ages. The Parks and Recreation Department is responsible for Parks and Recreation, and the Heritage Pool.

The Parks and Recreation Department is responsible for the following:

- * Planning and implementing community events and programs.
- * Scheduling and rental of facilities and ball fields.
- * Scheduling ball field lights.
- * Working with Little League, AYSO and Youth Football on the organization of field usage.

- * Supervise part-time employees that include: referees, scorekeepers, umpires, seasonal teen employees at the pool and parks, and summer program staff.
- *

Department Staffing:

Public Works Director/Engineer (0.10)
Recreation Supervisor (0.90)
Parks & Recreation Administrative Assistant (0)-vacant
Receptionist (0) - vacant

Accomplishments for the Fiscal Year 2011/2012:

1. Worked with local non-profits to assist with special events
2. Worked with the public to rent parks and facilities.
3. Worked with AYSO, Little League and Youth Football to schedule field usage and lights.
4. Worked with the AYSO, Little League and Youth Football to devise a way to cut light usage at Butler Park.
5. Schedule use of Town banner poles
6. Work with the School District to schedule use of buses and fields
7. Receipt all money for facility rental and programs
8. Provide good customer service and assist the public who come into our office.
9. Works with the Court and tracks community service hours and keeps log book current.
10. Takes requests from staff and generates work orders for Maintenance
11. Keeps the fleet maintenance log in Iworqs
12. Processes payables for Parks and Maintenance
13. Schedules all facility rentals and keeps rental calendars current.
14. Works with South Verde High School to schedule use of gym and ball fields for their PE class and games.
15. Trained on Fort closure

Performance Objectives for Fiscal Year 2012/2013:

1. Provide additional programs for the community.
2. Provide new mats and wall mats for the gym. Wall mats are a safety item.
3. Continue with all of the tasks listed above.

Significant Expenditure Changes:

- * New line item for OSHA Medical supplies in the amount of \$500. This is for the first aid cabinet in the Parks office. In the past it has been charged to Maintenance
- * Re-activate line item 01-800-20-805000, Parks & Rec. Equipment and fund with \$5,880 for the purchase of new gym floor covers and wall mats for the gym.

Parks & Rec

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	61,793	28,815	28,815	34,550	47,538	47,538	
FICA	3,788	3,624	3,624	2,088	2,947	2,947	
Medicare	886	847	847	488	689	689	
Retirement	5,916	5,903	5,903	3,322	5,300	5,300	
Unemployment	97	880	880	97	112	112	
Workman's Compensation	1,195	1,563	1,563	1,030	1,669	1,669	
Health, Dental & Life Ins	7,591	4,172	4,172	5,386	9,047	9,047	
Total Wages & Related	\$ 81,266	\$ 45,804	\$ 45,804	\$ 46,961	\$ 67,302	\$ 67,302	\$ -
Operating Expenditures							
Training		350	350	0	0	0	
Travel		250	250	0	0	0	
Office Supplies	590	600	600	287	600	600	
Subscriptions/Memberships		100	100	91	100	100	
Electric	36,664	33,666	33,666	26,181	33,666	33,666	
Gas/Propane	4,596	6,500	6,500	4,564	6,500	6,500	
Water	2,590	3,000	3,000	2,095	3,000	3,000	
Sewer	1,911	2,200	2,200	1,436	2,200	2,200	
Waste Removal	3,042	3,150	3,150	2,184	3,150	3,150	
Telephone		300	300	0	0	0	
Pest Control	505	588	588	421	588	588	
Legal Services	278	300	300	0	300	300	
Equipment Maint. Agreements	360			105	450	450	
Office Equipment	120				0	0	
Rec. Equipment					5,880	5,880	
Credit Card Processing Fees	781			200	0	0	
OSHA Medical Supplies					500	500	
Permits					400	400	
Total Operating Expenditures	\$ 51,437	\$ 51,004	\$ 51,004	\$ 37,564	\$ 57,334	\$ 57,334	\$ -
Equipment/Capital Expenditures							
Copier Purchase	0	0	0	2,984	0	0	0
Equipment Lease	1,533	1,895	1,895	1,361	1,895	1,895	0
Total Equipment/Capital Expenditures	\$ 1,533	\$ 1,895	\$ 1,895	\$ 4,345	\$ 1,895	\$ 1,895	\$ -
Total Departmental Expenditures	\$ 134,236	\$ 98,703	\$ 98,703	\$ 88,870	\$ 126,531	\$ 126,531	\$ -
Revenues							
Facility Rental Fees	3,067	0	0	2,087	0	0	0
Total Departmental Revenues	\$ 3,067	\$ -	\$ -	\$ 2,087	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ 131,169	\$ 98,703	\$ 98,703	\$ 86,783	\$ 126,531	\$ 126,531	\$ -

Camp Verde Heritage Pool

Our Mission

The Camp Verde Heritage Pool's mission is to provide an aquatic facility that is affordable, provides recreational programs and services that enhance the physical, social and emotional well being of all residents. It is of utmost importance that we educate the community on water safety and teach every child to swim.

Department Duties/Description

The Camp Verde Heritage Pool staff is responsible for the following:

- * Supervise pool operations.
- * Prevention of accidents through proper supervision of the pool and bath house.
- * Greet pool patrons in a friendly, professional manner.
- * Must be familiar with and follow pool cash handling procedures.
- * Work with outside groups on pool rental and swim practice times.
- * Keep pool office, pool deck, slide, restrooms and surrounding grounds clean and safe.
- * Provide healthy outdoor recreational programs such as swim lessons, water aerobics, lap swim, and open swim.
- * Providing swim lessons to the community.
- * Promote water safety.
- * Make sure life guard and life saving certifications are current.
- * Report all emergencies, accidents, or first aid through incident reports.
- * Protect the patrons of the pool through proper life guard techniques.
- * Must be familiar with the American Red Cross life guarding regulations.

Department Staffing:

Recreation Supervisor (.10)	Lifeguard (14)
Shift Managers (3)	Cashier (3)
Maintenance Worker (.15)	

Accomplishments for the Fiscal Year 2011/2012:

1. Provided a safe, accident swim season

Performance Objectives for Fiscal Year 2012/2013:

1. Provide a safe, fun accident free swim season
2. Replace Aerobics with Zumba Classes for all ages.
3. Hire a Pool Manager and Assistant Manager
4. Host two free family fun and BBQ nights
5. Develop a Pool Procedure Manual

Significant Expenditure Changes:

- * Increase line item 01-820-20-760100, Pool Supplies by \$3,200 for the purchase of vacuum heads, net attachments, brushes, 50 ft. handle, guard stools, 3 umbrellas and two free family fun nights.
- * Increase line item 01-820-20-706100, Gas/Propane by \$3,000 for the increase in propane costs.

Fiscal Notes

- * The "Department Requested" column projects the pool opening for the regular season of Memorial Day weekend through Labor Day weekend in both the 2012 and 2013 seasons with the regular operating hours of:

<p>Monday - Thursday</p> <p>7:00 - 9:45am Water exercise</p> <p>7:00 - 9:00am Lap Swim</p> <p>9:45 - 12:00am Swim Lessons</p> <p>12:30 - 7:00pm Open Swim</p>	<p>Friday</p> <p>Noon - 7:00pm Open Swim</p>
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<p>Saturday</p> <p>Noon - 7:00pm Open Swim</p>	<p>Sunday</p> <p>1:00 - 5:00pm Open Swim</p>
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In August, after school starts the pool will only be open on Sat. and Sun.

The Yavapai-Apache Nation typically provides funding to the Town in the Winter months. Monies are then held over for the next fiscal year for pool operations. For example, the Town received \$60,000 in January 2011. In addition to the remaining balance of \$33,368 from FY11 combined funds will almost completely fund the pool operations for FY 12.

Heritage Pool

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	40,148	46,243	46,243	18,197	52,941	52,941	
FICA	2,486	2,867	2,867	1,127	3,282	3,282	
Medicare	581	671	671	264	768	768	
Retirement	305	4,671	4,671	158	1,048	1,048	
Unemployment	515	375	375	390	672	672	
Workman's Compensation	1,074	2,572	2,572	1,070	1,858	1,858	
Health, Dental & Life Ins	578	1,460	1,460	319	1,795	1,795	
Total Wages & Related	\$ 45,687	\$ 58,859	\$ 58,859	\$ 21,525	\$ 62,364	\$ 62,364	\$ -
Operating Expenditures							
Training	225	500	500	0	500	500	
Electric	4,441	3,800	3,800	5,113	3,800	3,800	
Gas/Propane	9,890	10,000	10,000	97	13,000	13,000	
Waste Removal		225	225	350	225	225	
Telephone	312	400	400	224	400	400	
Pest Control	330	220	220	275	220	220	
Pool Chemicals	3,295	4,500	4,500	2,922	4,500	4,500	
Pool Supplies	170	500	500	14	3,700	3,700	
Equipment Maintenance	5,230	5,000	5,000	1,643	5,000	5,000	
Concession Supplies		200	200	25	200	200	
Permits	397	400	400	0	900	900	
Total Operating Expenditures	\$ 24,290	\$ 25,745	\$ 25,745	\$ 10,663	\$ 32,445	\$ 32,445	\$ -
Equipment/Capital Expenditures							
N/A	0	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 69,977	\$ 84,604	\$ 84,604	\$ 32,188	\$ 94,809	\$ 94,809	\$ -
Revenues							
User Fees	17,231	17,000	17,000	7,166	17,000	17,000	0
Concession Sales	188	0	0	390	200	200	0
Total Departmental Revenues	\$ 17,419	\$ 17,000	\$ 17,000	\$ 7,556	\$ 17,200	\$ 17,200	\$ -
Operating Transfers							
Transfer In from YAN Fund	(33,268)	(60,000)	(60,000)	(24,674)	(10,000)	(10,000)	0
Total Departmental Revenues	\$ (33,268)	\$ (60,000)	\$ (60,000)	\$ (24,674)	\$ (10,000)	\$ (10,000)	\$ -
Net Effect on General Fund	\$ 19,290	\$ 7,604	\$ 7,604	\$ (42)	\$ 67,609	\$ 67,609	\$ -

Children's Recreational Programs

Our Mission

The Town of Camp Verde Parks & Recreation Department provides positive programs for our youth and to give them the opportunity to have fun, while developing physically, emotionally, and socially.

Department Duties/Description

The Parks & Recreation Department is responsible for providing recreational and social activities and events for the youth in the community. Children's Recreational Programs include:

- * Grasshopper Basketball
- * Trick or Treat Main Street

Department Staffing:

Scorekeepers (3)

Accomplishments for the Fiscal Year 2011/2012:

1. Provided a successful youth basketball program for kids in the 1st through 5th grades
2. Provided a safe place for the community children to trick or treat
3. Work with Coaches to schedule practice time for basketball practice
4. Schedules all referees and scorekeepers, as well as inputting time cards to accounts payable
5. Implemented a successful youth referee program to train high students to become referees and by doing so, also saved the Town money

Performance Objectives for Fiscal Year 2012/2013:

1. Replace the 7th & 8th Grade B-Ball League with a Summer Teen League
2. Bring back the Youth Summer Program
3. Provide additional youth programs throughout the year.

Significant Expenditure Changes:

- * Increase line item 01-830-20-762000 by \$20,000 to fund a Youth Summer Program
- Increase line item 01-830-20-761000 by \$5,000 to fund new programs for the youth.

Children's Recreation

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	5,141	5,965	5,965	3,310	5,300	5,300	
FICA	315	370	370	201	329	329	
Medicare	74	86	86	47	77	77	
Retirement	381	602	602	214	591	591	
Unemployment	17	29	29	32	67	67	
Workman's Compensation	179	321	321	192	547	547	
Health, Dental & Life Ins	505	1,043	1,043	374	0	0	
Total Wages & Related	\$ 6,612	\$ 8,416	\$ 8,416	\$ 4,370	\$ 6,911	\$ 6,911	\$ -
Operating Expenditures							
Contract Labor/Services	4,155	3,500	3,500	2,745	3,500	3,500	
Rec. Equipment		800	800	800	800	800	
Recreational Programs	2,487	3,500	3,500	2,765	8,500	3,000	
Recreational Programs Sponsors	3,554	3,600	3,600	3,081	3,600	3,600	
Summer Program					20,000	2,500	
Total Operating Expenditures	\$ 10,196	\$ 11,400	\$ 11,400	\$ 9,391	\$ 36,400	\$ 13,400	\$ -
Equipment/Capital Expenditures							
N/A		0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 16,808	\$ 19,816	\$ 19,816	\$ 13,761	\$ 43,311	\$ 20,311	\$ -
Revenues							
Children's Rec Program	2,550	3,600	3,600	2,340	3,600	3,600	0
Children's Rec Program Sponsor	4,111	3,600	3,600	2,065	3,600	3,600	0
Total Departmental Revenues	\$ 6,661	\$ 7,200	\$ 7,200	\$ 4,405	\$ 7,200	\$ 7,200	\$ -
Operating Transfers							
Transfer In from YAN Fund	0	(12,000)	(12,000)	(9,000)	(6,000)	(6,000)	0
Transfer Out to YAN Fund	13,437	0	0	0	0	0	0
Total Operating Transfers	\$ 13,437	\$ (12,000)	\$ (12,000)	\$ (9,000)	\$ (6,000)	\$ (6,000)	\$ -
Net Effect on General Fund	\$ 23,584	\$ 616	\$ 616	\$ 356	\$ 30,111	\$ 7,111	\$ -

Adult Recreational Programs

Our Mission

The goal of the Adult Recreational Programs division of Parks and Recreation is to provide fun, safe, and affordable recreational opportunities that will enhance the quality of life and promote healthy lifestyles for the citizens of our community.

Department Duties/Description

The Town of Camp Verde Parks and Recreation currently hosts four adult leagues. These include:

- * Men's Basketball League
- * Co-Rec Softball

Department Staffing:

Scorekeepers (3)

Accomplishments for the Fiscal Year 2011/2012:

1. Provide an adult Co-Rec Softball League (9 teams)
2. Work with Little League to schedule field time for adult league

Performance Objectives for Fiscal Year 2012/2013:

1. Continue providing Adult Softball
2. Bring back Men's Basketball League.

Adult Recreation

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries		1,114	1,114	0	1,500	1,500	
FICA		69	69	0	63	63	
Medicare		16	16	0	22	22	
Retirement		112	112	0	0	0	
Unemployment		2	2	0	15	15	
Workman's Compensation		58	58	0	30	30	
Health, Dental & Life Ins		209	209	0	0	0	
Total Wages & Related	\$ -	\$ 1,580	\$ 1,580	\$ -	\$ 1,630	\$ 1,630	\$ -
Operating Expenditures							
Contract Labor/Services	350	4,500	4,500	0	4,500	4,500	
Rec. Equipment		450	450	0	450	450	
Recreational Programs	410	100	100	0	300	300	
Total Operating Expenditures	\$ 760	\$ 5,050	\$ 5,050	\$ -	\$ 5,250	\$ 5,250	\$ -
Equipment/Capital Expenditures							
N/A		0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 760	\$ 6,630	\$ 6,630	\$ -	\$ 6,880	\$ 6,880	\$ -
Revenues							
Adult Rec Program	275	6,900	6,900	0	6,880	6,880	0
Total Departmental Revenues	\$ 275	\$ 6,900	\$ 6,900	\$ -	\$ 6,880	\$ 6,880	\$ -
Net Effect on General Fund	\$ 485	\$ (270)	\$ (270)	\$ -	\$ 0	\$ 0	\$ -

Senior Recreational Programs

Our Mission

The Town of Camp Verde Parks and Recreation Department provides affordable recreational opportunities for the mature adults in our community for enrichment of mind and body and quality of life.

Department Duties/Description

Parks and Recreation has not offered any Senior programs in the past. In future fiscal years, we hope to be able to offer activities directed towards our mature adult population. While the Senior Center does provide services, they are not Town-sponsored at this time.

Department Staffing:

None

Accomplishments for the Fiscal Year 2011/2012:

1. Due to budgetary constraints, the Senior Recreational Programs division had no activity in the FY 2011-2012.

Performance Objectives for Fiscal Year 2012/2013:

1. Would like to add money to the budget so that we can provide some programming for the senior population of the community.

Significant Expenditure Changes:

- * Re-activate this account and add \$4,000 so that Parks & Rec. can add programs for the senior population of the community.

Senior Recreation Programs

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Operating Expenditures				0	4,000	0	
Rec. Equipment							
Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ -
Equipment/Capital Expenditures				0	0	0	
N/A		0	0	0	0	0	
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ -
Revenues							
N/A					0	0	
Total Departmental Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on General Fund	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ -	\$ -

Community Programs

Our Mission

The mission of the Community Programs division of Parks and Recreation is to provide affordable, cost effective, family oriented programs that will enhance the quality of life for the citizens of Camp Verde.

Department Duties/Description

The Parks and Recreation Department is responsible for providing recreational and social programs as well as events for all ages. These programs include:

- * Christmas Craft Bazaar and Parade of Lights

Department Staffing:

None

Accomplishments for the Fiscal Year 2011/2012:

1. Hosted a successful Craft Bazaar and Parade of Lights
2. Hosted three trips to the Arizona Diamondback games.
3. Worked with the School District for bus usage for the Diamondback trips

Performance Objectives for Fiscal Year 2012/2013:

1. Provide additional bus trips for the community, not all would be D-Back Games
2. Improve Christmas programs by possibly bringing back Breakfast with Santa and Kids Ornament making
3. Bring back some events and programs for the community.

Community Recreation

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Wages & Related							
Salaries	2,605	3,456	3,456	403	0	0	
FICA	160	214	214	24	0	0	
Medicare	38	50	50	6	0	0	
Retirement	257	349	349	41	0	0	
Unemployment	0	6	6	0	0	0	
Workman's Compensation	98	181	181	80	0	0	
Health, Dental & Life Ins	347	695	695	68	0	0	
Total Wages & Related	\$ 3,505	\$ 4,951	\$ 4,951	\$ 622	\$ -	\$ -	\$ -
Operating Expenditures							
Equipment Rental		325	325	327	325	325	
Equipment Maint. Agreements		0	0		0	0	
Recreational Programs		0	0	1,250	500	500	
Recreational Programs Sponsors		3,600	3,600	3,491	8,000	8,000	
Total Operating Expenditures	\$ -	\$ 3,925	\$ 3,925	\$ 5,068	\$ 8,825	\$ 8,825	\$ -
Equipment/Capital Expenditures							
N/A		0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 3,505	\$ 8,876	\$ 8,876	\$ 5,690	\$ 8,825	\$ 8,825	\$ -
Revenues							
Community Programs	688	750	750	915	750	750	0
Community Programs Sponsor		3,600	3,600	420	8,000	8,000	0
Total Departmental Revenues	\$ 688	\$ 4,350	\$ 4,350	\$ 1,335	\$ 8,750	\$ 8,750	\$ -
Net Effect on General Fund	\$ 2,817	\$ 4,526	\$ 4,526	\$ 4,355	\$ 75	\$ 75	\$ -

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Capital Projects Funds

Parks Fund

Our Mission

The mission of the Camp Verde Parks & Recreation Department is to provide the best possible recreational facilities for its citizens. We are dedicated to maintaining and creating quality parks and outdoor recreational facilities.

Department Duties/Description

- * Maintain current parks and outdoor recreational facilities.
- * Establishment of new park development.

Accomplishments for the Fiscal Year 2011-12:

1. We have begun the process of developing the new Community Park
2. The Center of Arizona Marker was placed at Rezzonico Park

Performance Objectives for Fiscal Year 2012-13:

1. Complete planned upgrade items to Butler and Rezzonico Parks
2. Continue progress on new Community Park

Significant Expenditure Changes:

- * Maintenance Expenses have been moved to the Public Works Maintenance Budget and are covered through Operating Transfers
- * Operating Transfers will be used to move Park funds to the functional areas where the budgeted expenses are taking place

Fiscal Notes

- * Butler Park improvements (\$21,000) includes sidewalk, drinking fountain and cosmetic improvements
- * Rezzonico Park improvements (\$25,000) includes perimeter fencing and a break-away gate
- * Community Park improvements (\$86,200) includes both the water and easement studies
- * Pool Improvements (\$94,000) include resurfacing the pool and other general improvements

Parks Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
Community Park Development	140	0	0		0	0	
Local Park Improvements	5,566	10,000	10,000		0	0	
Rezzonico Park	1,832	1,890	1,890		0	0	
Interfund Loan Repayment (General Fund)		0	0		0	0	
	\$ 7,538	\$ 11,890	\$ 11,890	\$ -	\$ -	\$ -	\$ -
Operating Transfers							
Transfer to Gen Fund for Park Maint					13,890	13,890	
Transfer to CIP for Rezzonico & Butler Imprvs					46,000	46,000	
Transfer to CIP for Community Park Imprvs					86,200	86,200	
Transfer to CIP for Pool Imprvs					94,000	94,000	
Transfer to Debt Service Fund		5,400	5,400		0	0	
	\$ -	\$ 5,400	\$ 5,400	\$ -	\$ 240,090	\$ 240,090	\$ -
Net Effect on Parks Fund	\$ 7,538	\$ 17,290	\$ 17,290	\$ -	\$ 240,090	\$ 240,090	\$ -
Prior Year Ending Parks Fund Balance	\$ -	\$ 284,371	\$ 284,371	\$ 284,371	\$ 284,371	\$ 284,371	\$ 284,371
Estimated Ending Parks Fund Balance	\$ 284,371	\$ 267,081	\$ 267,081	\$ 284,371	\$ 44,281	\$ 44,281	\$ 284,371

CIP Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Operating Expenditures							
Building Maint HVAC Units					75,000	75,000	
Park Facilities Maint - Pool Resurface					80,000	80,000	
Park Facilities Maint - Pool Upgrades					14,000	14,000	
Park Facilities Maint - Butler Park Improvements					21,000	21,000	
Total Operating Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 190,000	\$ 190,000	\$ -
Capital Expenditures							
Rio Verde Plaza Improvements	29,537	0	0	0			
Rain Gutters: Marshal's Off & Hist Society	6,970	0	0	0			
Replace Carpet in Town Hall	22,661	0	0	0			
Exterior Painting of Town Buildings		17,500	17,500	38,900			
Re-Roof of Town Buildings	37,407	37,000	37,000	0			
Removal of Old CVMO Trailer	31,580	0	0	0			
P&R and IT Rooms Security Roll Shutters		10,000	10,000	10,000			
Library Annex Rplace Heat Pump		8,000	8,000	6,478			
Repair and Cool Coat Existing Foam Roof		5,000	5,000	3,205			
Pool Rmdl Showers & Replace Water Heater		6,000	6,000	15,500			
300 Bldg Attic Insulation		0	0	0	12,000	12,000	
Administration Vehicles	2,700	0	0	0			
HURF Fleet Upgrades	0	0	0	0	60,000	60,000	
Incode Software	172,985	184,405	184,405	191,000			
Computer/networking infrastructure upgrades	113,543	103,611	103,611	42,620			
Maint Vehicle - 1/2 Ton 2-Wheel Drive Truck	19,114	0	0	0			
Warranty and Re-Lamp at Butler Park	18,576	0	0	0			
Pool Cover	6,805	0	0	0			
Vermeer Chipper		25,000	25,000	28,810			
New Phone System		0	0	37,619			
Maint Equipment /Fleet Update					34,406	34,406	
Purchase 15 Acres Public Works Yard	1,459,178	0	0	0			
Taxes on 15 Acre Purchase	25,000	0	0	0			
Taxes on 15 Acre Purchase		5,800	5,800	0			
Tres Rios Rd. Replace Ditch Crossing		25,000	25,000	21,470			
411: Cliffs/Finnie Flat Drainage Project		1,023,000	1,023,000	546	1,049,454	1,049,454	
411: Basha's Drain Channel Project		25,000	25,000	0	25,000	25,000	
PW Yard Facility Improvements		180,000	180,000	44,713	135,287	135,287	
PW Yard Utility Development		25,000	25,000	16,483	8,517	8,517	
Murdock Rd Water Extension Project		43,300	43,300	0	130,000	130,000	
Rezzonico Park - Fencing, Signage, Etc.		0	0	0	25,000	25,000	
Sprinkler System for Town Grounds		13,000	13,000	13,000			
Library Enhancement	2,512	0	0	0			
Verde Lakes Drive Culverts		80,000	80,000	0	80,000	80,000	
Finnie Flat Sidewalk Enhancement	400	136,000	136,000	0	136,000	136,000	
Hollamon & VC Parking Lots		50,000	50,000	0	50,000	50,000	
Uninterrupted Power Source for Traffic Signals		15,000	15,000	11,990			
CommPark: Pre Development Costs		35,000	35,000	3,800	86,200	86,200	
Capital Leases	47,938	0	0	0			
Total Capital Expenditures	\$ 1,996,906	\$ 2,052,616	\$ 2,052,616	\$ 486,134	\$ 1,831,864	\$ 1,831,864	\$ -
Revenues							
Misc - APS Rebate	12,086						
Donation Rev - Donated Property	58,300						
Other Financing Sources - Bond Proceeds	1,005,000						
Total Revenues	\$ 1,075,386	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfers							
Transfer In from General Fund	(100,173)	(959,616)	(959,616)	(924,092)	(90,240)	(90,240)	
Transfer In from Parks Fund	0	0	0	0	(226,200)	(226,200)	
Transfer In from Non-Fed Grants Fund (Channel)	0	(743,000)	(743,000)	0	(750,000)	(750,000)	
Other Financing Sources - Divd Cap Lease	(200,324)						
Transfer In from HURF Fund		(350,000)	(350,000)	(350,800)	(80,000)	(80,000)	
Total Operating Transfers	\$ (300,497)	\$ (2,052,616)	\$ (2,052,616)	\$ (1,274,892)	\$ (1,146,440)	\$ (1,146,440)	\$ -
Net Effect on CIP Fund							
	\$ 621,023	\$ -	\$ -	\$ (788,758)	\$ 875,424	\$ 875,424	\$ -
Prior Year Ending CIP Fund Balance	\$ -	\$ -	\$ -	\$ 86,666	\$ 875,424	\$ 875,424	\$ 875,424
Estimated Ending CIP Fund Balance	\$ (621,023)	\$ -	\$ -	\$ 875,424	\$ -	\$ -	\$ 875,424



Special Revenue Funds

Highway User's Revenue Fund (HURF/Streets)

Our Mission

The mission of the Streets Division is to provide the highest quality public roads through the prudent use of resources, technology, innovations, teamwork and coordination with Town employees and public agencies. We recognize the importance of preserving the Town's major investment in streets infrastructure. We will continue to educate management, elected officials and the public of the importance of their roads and the potential impact of decisions they make.

Department Duties/Description

Streets is a division of Public Works, it is funded through the Highway Users Revenue Fund (HURF); the division receives no funding from the General Fund. With a crew of four, and support of the Public Works Project Manager, the division maintains over 110 miles of paved roads, and several miles of dirt roads.

Department Staffing:

Public Works Director/Engineer (0.20)	Medium Equipment Operator (.96)
Streets Foreman (0.96)	Streets Laborer (.96)
Public Works Project Manager (0.65)	Administrative Assistant (0.40)
Senior Equipment Operator (.96)	

Accomplishments for the Fiscal Year 2011/2012:

1. Applied for and received Planning Assistance for Rural Areas (PARA) Grant in the amount of \$250,000
2. Applied for and received Highway Safety Improvement Program Grant in the amount of \$75,000
3. Completed purchase of Property for Public Works Yard, cleared site, perimeter fencing, secured buildings and built out for office space and equipment storage at yard
4. Installed battery back-up for two traffic signals
5. Completed: Salt Mine Rd Stabilization, Phase I of Verde Lakes Dr. Culverts and Tres Rios widening

Performance Objectives for Fiscal Year 2012/2013:

1. Plan and complete the Slurry Seal, Chip Seal programs and Street Striping
2. Identify and participate in training in order to learn new techniques and keep current certifications
3. Work with NACOG for the successful completion of the Hollamon Sidewalk project
4. Work with ADOT for the successful completion of the Finnie Flat Sidewalk Project

Fiscal Notes:

HURF Revenues are restricted monies received from the State that can only be used for transportation related expenditures. The State provides annual estimates of the amounts that each municipality will receive during the fiscal year. HURF Revenues are derived from gasoline tax and a number of additional transportation related fees. One-half of monies received are distributed based on the population, the other half are allocated based on "county of origin" of gasoline sales. 2012/2013 revenue reflects the anticipated reduced funding. We have planned reserves in the HURF Fund Balance to account for this reduction, and are requesting \$276,833 for the 12/13 operational budget.

Pavement Management Plan:

The Town of Camp Verde has over 110 miles of paved roadways, valued in excess of \$16,800,000. With proper maintenance and preservation work, this valuable asset has a life of 15 to 20 years. Every \$1.00 spent in the first 15 years of the service life of a paved road, saves the Town \$5.00 in future rehabilitation costs. Any Pavement Maintenance Program will address each of the following:

- Routine maintenance such as street sweeping, clearing roadside ditches/structures, signage maintenance, crack fill and pothole patching.
- Preventative maintenance is the most cost effective. Preventative maintenance includes fog seal, crack seal, chip seal and hot mix overlay.
- Rehabilitation is the structural enhancement that extends the service life of existing pavement by increasing the thickness to accommodate existing and projected traffic conditions.

Money spent to develop and pave our infrastructure assets is wasted when the preventative maintenance portion of the Pavement Management Plan is un-funded. Establishing a chip seal program wherein the Town would chip seal 7.5 miles of road each year on a 15 year rotation would cost approximately \$750,000 per year (based on 2012 costs). This program would allow for the proper preventative maintenance of the Town's current paved roadways, but will require a financial commitment from the General Fund.

HURF Fund (pg. 1)

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
Salaries	165,415	193,877	193,877	133,748	228,310	221,223	
Overtime		2,000	2,000	59	0	0	
FICA	10,254	12,144	12,144	8,296	14,155	13,716	
Medicare	2,398	2,840	2,840	1,940	3,310	3,208	
Retirement	15,512	19,582	19,582	12,989	23,227	22,436	
Unemployment Insurance	456	248	248	443	453	453	
Workman's Compensation	8,002	8,848	8,848	8,160	20,548	19,910	
Health Insurance	24,853	28,039	28,039	22,456	35,948	35,948	
Total Salary Expenditures	\$ 226,890	\$ 267,578	\$ 267,578	\$ 188,091	\$ 325,951	\$ 316,894	\$ -
Operational Expenditures							
Training	175	1,500	1,500	590	1,900	1,900	
Travel	65	200	200	524	1,430	1,430	
Uniforms	3,427	3,000	3,000	2,695	3,500	3,500	
Office Supplies	927	800	800	337	500	500	
Subscriptions/Memberships	0	100	100	0	300	300	
Books/Tapes/Publications	0	100	100	0	100	100	
Printing	52	200	200	0	200	200	
Advertising	193	1,000	1,000	116	800	800	
Postage	43	0	0	0			
Computer Services/Software	1,800	0	0	0	1,200	1,200	
Auto Repair/Maintenance	11,342	35,000	35,000	10,243	30,000	30,000	
Fuel	12,197	40,000	40,000	11,079	25,000	15,000	
Electric	1,972	2,100	2,100	1,764	2,650	2,650	
Gas/Propane	955	1,100	1,100	840	2,000	2,000	
Water	1,111	1,200	1,200	818	1,300	1,300	
Sewer	147	3,200	3,200	110	3,200	3,200	
Waste Removal	742	300	300	60	300	300	
Telephone	491	500	500	390	600	600	
Cell Phone	1,224	1,300	1,300	1,224	1,640	1,640	
Pest Control	455	300	300	236	300	300	
Consulting Services	0	15,000	15,000	3,700	15,000	0	
Legal Services	352	2,000	2,000	0	2,000	2,000	
Contract Labor/Services	0	3,000	3,000	1,630	5,000	5,000	
Equipment Rental	0	1,200	1,200	0	1,200	1,200	
Equipment Maint. Agreements	356	500	500	105	450	450	
Office Equipment	0	200	200	78	600	600	
Maintenance Equipment	64	0	0	0	2,500	2,500	
Liability Insurance	0	12,378	12,378	12,378	10,000	10,000	
OSHA Medical Supplies	532	1,200	1,200	844	1,650	1,650	
Street Yard Lease Payments	33,660	0	0	0	0	0	
Mapping	0	200	200	39	200	200	
Recording Fees	32	300	300	0	300	300	
Street Maintenance	45,504	60,000	60,000	42,052	60,000	60,000	
Street Striping		25,000	25,000	116	25,000	25,000	
Chip Seal / Maintenance		59,000	59,000	24,707	65,000	65,000	
Right-of-Way Aquisition		3,000	3,000	0	3,000	3,000	
Street & Safety Signing	3,015	10,000	10,000	10,120	10,000	10,000	
Traffic Signal Maintenance	2,359	9,000	9,000	1,545	8,000	8,000	
Traffic Signal Electricity	8,069	8,300	8,300	5,144	8,300	8,300	
Main Street Lights/Irrigation Electricity	10,936	10,000	10,000	8,151	10,000	10,000	
Small Tools	1,227	1,800	1,800	2,411	2,500	2,500	
Litter Abatement	0	30	30	0	500	500	
Total Operational Expenditures	\$ 143,424	\$ 314,008	\$ 314,008	\$ 144,046	\$ 308,120	\$ 283,120	\$ -

HURF Fund (pg. 2)

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Equipment/Capital Expenditures							
Office Equipment/Furniture		0	0	2,983	0	0	
Equipment Lease	1,538	4,500	4,500	1,361			
Vehicles				8,500	15,000	15,000	
Street Construction	27	50,000	50,000	3,935	50,000	3,000	
Street Paving		20,000	20,000		25,000	25,000	
Finnie Flat Sidewalk	420	25,000	25,000	2,628	25,000	25,000	
Finnie Flat Sidewalk RoWay		0	0	3,200	3,200	3,200	
Total Equipment/Capital Expenditures	\$ 1,985	\$ 99,500	\$ 99,500	\$ 22,607	\$ 118,200	\$ 71,200	\$ -
Total Expenditures	\$ 372,299	\$ 681,086	\$ 681,086	\$ 354,744	\$ 752,271	\$ 671,214	\$ -
Revenues							
HURF Revenue	796,016	648,254	648,254	426,486	725,000	725,000	
Refunds/Reimbursements	325	250	250	90	800	800	
Surplus Property Sales					600	600	
Interest	17	12	12	1,381	5,000	5,000	
Total Departmental Revenues	\$ 796,358	\$ 648,516	\$ 648,516	\$ 427,957	\$ 731,400	\$ 731,400	\$ -
Operating Transfers							
Transfer In from Fed Grants Fund	(8,783)						
Transfer Out to CIP Fund (*A)		350,000	350,000	60,238	80,000	80,000	
Transfer Out to CDBG Fund (*B)		0	0		66,934	66,934	
Transfer Out to Fed Grants Fund (*C)		0	0	0	7,253	7,253	
Transfer Out to Debt Service Fund (*D)		23,468	23,468	25,268	102,400	102,400	
Total Operating Transfers	\$ (8,783)	\$ 373,468	\$ 373,468	\$ 85,506	\$ 256,587	\$ 256,587	\$ -
Net Effect on HURF Fund	\$ (432,842)	\$ 406,038	\$ 406,038	\$ 12,293	\$ 277,458	\$ 196,401	\$ -
Beginning Available HURF Fund Balance (Est'd)	\$ 924,322	\$ 1,357,164	\$ 1,357,164	\$ 1,357,164	\$ 386,126	\$ 386,126	\$ 386,126
10-year Repayment Plan Set-aside				\$ 565,000	\$ 565,000	\$ 565,000	
Ending Available HURF Fund Balance (Est'd)	\$ 1,357,164	\$ 951,126	\$ 951,126	\$ 779,871	\$ 108,668	\$ 189,725	\$ 386,126

*A - Transfer out of \$87,253 to CIP Fund includes: \$60,000 for Fleet Upgrades and \$20,000 as pledge for use in Cliffs Drainage Project.

*B - Support for Hollamon St. Improvements.

*C - \$7,253 for Black Bridge scour prevention ADOT grant match.

*D - \$102,400 to cover Public Works / Streets Yard bond payments.

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Magistrate Special Revenue Fund

Department Duties/Description

- * The purpose of the Magistrate Special Revenue Fund is to help the Court finance and achieve some needs that might not be possible without them. They are placed in individual numbered account for tracking the funds. Each fund is authorized by State or local law.
- * Local (Municipal) Court Enhancement Funds are collected by the Court as per Ordinance No. 2001-A182 (3). It states that the funds shall be used exclusively to enhance the technological, operational and security capabilities of the Court.
- * Local Judicial Collections Enhancement Fund (JCEF) is collected by the Court as per ARS 12.113 for the purpose of improving, maintaining and enhancing the ability to collect and manage monies assessed or received by the Courts including restitution, child support, fines and civil penalties; and to improve court automation projects likely to improve case processing or the administration of justice.
- * Fill the Gap Fund is collected by the Court as per ARS 12-102.102 to allocate funds to counties for the purpose of planning and implementing collaborative projects that are designed to improve the processing of criminal cases.
- * Fill the Gap and JCEF funds must be requested through a "grant process" to the Supreme Court for approval of how the Court wishes to spend the funds. There are no match funds. Spending must meet the criteria of the legislative intent.

Department Staffing:

-Clerk (0.5)

Fiscal Notes:

- * Fill the Gap funds will be utilized to pay for annual audio/visual maintenance fees, monthly DSL fees, copier lease and computer equipment lease. Paying our copier lease and computer equipment lease from this fund is only temporary. This fund can not tolerate more than two years.
- * The Court Enhancement Fund is being utilized to pay for legal research extras for court security or case flow. It includes a .5 FTE clerk position. training, travel and interpreters.
- * Local JCEF is currently being used to provide a field trainer for each court in Yavapai County

Magistrate Special Revenue Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Local JCEF (310)							
Operating Expenditures							
Local JCEF	1,480	1,800	1,800	1,550	0	0	
Training					2,000	2,000	
Total Operating Expenditures	\$ 1,480	\$ 1,800	\$ 1,800	\$ 1,550	\$ 2,000	\$ 2,000	\$ -
Total Departmental Expenditures	\$ 1,480	\$ 1,800	\$ 1,800	\$ 1,550	\$ 2,000	\$ 2,000	\$ -
Revenues							
Local JCEF	3,909	2,400	2,400	2,659	4,720	4,720	
Net JCEF Program	\$ (2,429)	\$ (600)	\$ (600)	\$ (1,109)	\$ (2,720)	\$ (2,720)	\$ -
Local JCEF Year End Balance Estimate							
Prior Year Ending Local JCEF Balance	28,771	31,200	31,200		31,800	31,800	
Estimated Ending Local JCEF Balance	\$31,200	\$31,800	\$31,800	\$1,109	\$34,520	\$34,520	\$0
Fill the GAP (320)							
Operating Expenditures							
Fill the GAP	1,119	13,260	13,260	11,335	0	0	
Total Operating Expenditures	\$ 1,119	\$ 13,260	\$ 13,260	\$ 11,335	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 1,119	\$ 13,260	\$ 13,260	\$ 11,335	\$ -	\$ -	\$ -
Revenues							
Fill the GAP	2,734	2,800	2,800	1,575	3,150	3,150	
Net Fill the GAP Program	\$ (1,615)	\$ 10,460	\$ 10,460	\$ 9,760	\$ (3,150)	\$ (3,150)	\$ -
Fill the GAP Year End Balance Estimate							
Prior Year Ending Fill the GAP Balance	17,956	19,571	19,571	19,571	9,111	9,111	
Estimated Ending Fill the GAP Balance	\$19,571	\$9,111	\$9,111	\$9,811	\$12,261	\$12,261	\$0
Court Enhancement (330)							
Operating Expenditures							
Court Enhancement	10,758	7,761	7,761	4,329	0	0	
Legal					1,700	1,700	
Equipment	7,913				0	0	
Miscellaneous					1,950	1,950	
Total Operating Expenditures	\$ 18,671	\$ 7,761	\$ 7,761	\$ 4,329	\$ 3,650	\$ 3,650	\$ -
Equipment/Capital Expenditures							
Capital Lease	1,924	0	0	0	0	0	0
Total Equipment/Capital Expenditures	\$ 1,924	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Departmental Expenditures	\$ 20,595	\$ 7,761	\$ 7,761	\$ 4,329	\$ 3,650	\$ 3,650	\$ -
Revenues							
Court Enhancement	35,826	20,800	20,800	28,042	48,602	48,602	
Other Financing Sources	7,913				0	0	
Total Department Revenues	\$ 43,739	\$ 20,800	\$ 20,800	\$ 28,042	\$ 48,602	\$ 48,602	\$ -
Net Court Enhancement Program	\$ (23,144)	\$ (13,039)	\$ (13,039)	\$ (23,713)	\$ (44,952)	\$ (44,952)	\$ -
Court Enhancement Year End Balance Estimate							
Prior Year Ending Court Enhancement Balance	22,828	45,972	45,972		59,011	59,011	
Estimated Ending Court Enhancement Balance	\$45,972	\$59,011	\$59,011	\$23,713	\$103,963	\$103,963	\$0
Net Effect on Magistrate SR Fund	\$ (27,188)	\$ (3,179)	\$ (3,179)	\$ (15,062)	\$ (50,822)	\$ (50,822)	\$ -

CDBG Fund

Our Mission

To further the development of a viable and sustainable community, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate income.

Department Duties/Description

- * To carry out all activities related to CDBG administration and activity implementation.
- * To ensure that each project meets a National Objective.
- * To encourage maximum public participation in project selection.
- * To ensure the project has a positive impact for the citizens we serve and the community as a whole.

Department Staffing:

Town Clerk (0.064)
Public Works Director/Engineer (0.05)
Building Inspector (0.02)
Town Manager/Finance Director (0.005)
Administrative Assistant (0.067)

Accomplishments for the Fiscal Year 2011/2012:

1. Received Council direction to proceed with land exchange to improve Hollamon St. project

Performance Objectives for Fiscal Year 2012/2013:

1. Complete the Hollamon Street project (CDBG) to include construction of curbs, overlay, gutters, and sidewalks on the North Side of Hollamon to connect Main Street to 7th Street.

Note: depending on the actual project costs the sidewalk may not be able to extend to 7th Street.

CDBG Grants Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
Salaries		12,500	12,500				
FICA		775	775				
Medicare		181	181				
Retirement		1,263	1,263				
Unemployment		12	12				
Worker's Compensation		70	70				
Health Insurance		1,319	1,319				
Allocated Wage & ERE	1,695						
Hollamon St. Improvements	5,239	319,448	319,448		386,382	386,382	
Hollamon Grant Administration		24,725	24,725		40,239	40,239	
Total Project Expenditures	\$ 6,934	\$ 360,293	\$ 360,293	\$ -	\$ 426,621	\$ 426,621	\$ -
Revenues							
Hollamon St. Improv's Revenue		319,448	319,448		319,448	319,448	
Hollamon Grant Admin Revenue	6,934	52,025	52,025		40,239	40,239	
Total Revenues	\$ 6,934	\$ 371,473	\$ 371,473	\$ -	\$ 359,687	\$ 359,687	\$ -
Operating Transfers							
Transfers In from HURF Fund					(66,934)	(66,934)	
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ (66,934)	\$ (66,934)	\$ -
Net Effect on CDBG Fund	\$ -	\$ (11,180)	\$ (11,180)	\$ -	\$ -	\$ -	\$ -

9-1-1 Fund

Department Duties/Description

The 9-1-1 Fund was established to track the monies received from the State of Arizona that are designated to be used solely for the purpose of 9-1-1 dispatch related expenditures. In the past, these funds have been used for 9-1-1 training costs.

The 9-1-1 Funds distributed are calculated using a percentage allocation of the 1% of the 9-1-1 funds collected annually by the State 9-1-1 Office within the Arizona Department of Administration.

Accomplishments for the Fiscal Year 2011/2012:

1. No monies have been spent from the 9-1-1 Fund to date.

Performance Objectives for Fiscal Year 2012/2013:

1. To enhance 9-1-1 operations

Significant Expenditure Changes:

- * 9-1-1 Expenditures are allocated to allow for 9-1-1 training or other related expenditures.

Fiscal Notes:

- * Due to the State's 9-1-1 budget being drastically reduced, it is unknown at the time of preparing the budget as to whether or not the municipalities will receive distributions in the 2012-2013 fiscal year. The amounts budgeted are in anticipation of the Town receiving the funds as experienced in prior fiscal years.

911 Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
911 Expenditures	0	0	0	0	0	0	
Total Project Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues							
911 Distributions	0	0	0	0	0	0	
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on 911 Fund							
Net Increase / (Decrease) in 911 Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Year Ending 911 Fund Balance	\$ 3,410	\$ 3,410	\$ 3,410		\$ 3,410	\$ 3,410	
Estimated Ending 911 Fund Balance	\$ 3,410	\$ 3,410	\$ 3,410	\$ -	\$ 3,410	\$ 3,410	\$ -

Housing Grant / Revolving Loan Fund

Our Mission

The Town of Camp Verde's Housing Grant / Revolving Loan Fund's mission is to promote and preserve community enhancement through Owner Occupied Home Rehabilitation activities to preserve decent, safe and attainable housing for low income Camp Verde citizens.

Department Staffing:

Owner Occupied Home Rehabilitation Specialist (Consultant)

Finance Clerk (payment and account tracking as well as annual reporting requirements)

Accomplishments for the Fiscal Year 2011/2012:

1. Maintained four (4) open loans payable to the Revolving Loan Fund (RLF).
2. Completed on-going grant obligations (e.g. furthering fair housing, RLF reporting, etc.)

Performance Objectives for Fiscal Year 2012/2013:

1. Maintain four (4) open loans payable to the Revolving Loan Fund (RLF)
2. Complete on-going grant obligations (e.g. furthering fair housing, RLF reporting, etc)
3. Verify owner occupancy of Home Rehabilitation Program participants.
4. Administer HOME & State Housing Fund Grant. (\$100,000 OOHR)

Home Grant/Revolving Loan Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Revolving Loan (158)							
New Project Expenditures	1,343	95,000	95,000	0	104,000	104,000	
Loan Payments	(94,119)	(18,201)	(18,201)	0	(15,432)	(15,432)	
Home Sale	0	0	0	0	(50,000)	(50,000)	
Interest on Cash	(2,959)	(900)	(900)	0	(2,064)	(2,064)	
Net Revolving Loan Grant	\$ (95,735)	\$ 75,899	\$ 75,899	\$ -	\$ 36,504	\$ 36,504	\$ -
Revolving Loan Year End Balance Estimate							
Prior Year Ending Revolving Loan Balance	(5,178)	90,557	90,557	90,557	90,557	90,557	
Estimated Ending Revolving Loan Balance	\$90,557	\$14,658	\$14,658	\$90,557	\$54,053	\$54,053	\$0
Home Grant (159)							
Wages & ERE	2,999						
Home Grant Admin Exp's	0	10,000	10,000				
Home Grant Rehab Exp's	0	100,000	100,000		25,000	25,000	
Home Grant Rehab Rev's	0	(100,000)	(100,000)		(25,000)	(25,000)	
Home Grant Admin Rev's	(2,999)	(10,000)	(10,000)				
Net Home Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Fund	\$ (95,735)	\$ 75,899	\$ 75,899	\$ -	\$ 36,504	\$ 36,504	\$ -

Donations & Restricted Monies Fund

Department Duties/Description

The Donations & Restricted Monies Fund was established to accurately track donations given to the Town of Camp Verde that are designated for a specific purpose. It also tracks other various restricted monies received by the Town such as funds directed for safety equipment purchases at the Marshal's Office.

Fiscal Notes

- * In the 2012-13 fiscal year, the Town Manager's Recommendation allows for the Departments to expend the prior year's fund balances along with the anticipated donation revenues in the 2012-13 fiscal year.

Donations & Restricted Monies Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Safety Equipment Program (601)							
Expenses	0	0	0		2,515	2,515	
Revenues	0	0	0	(1,115)	(1,400)	(1,400)	
Net Volunteers	\$ -	\$ -	\$ -	\$ (1,115)	\$ 1,115	\$ 1,115	\$ -
VIP Year End Balance Estimate							
Prior Year Ending VIP Balance	0	0	0	0	1,115	1,115	
Estimated Ending VIP Balance	\$0	\$0	\$0	\$1,115	\$0	\$0	\$0
Volunteers in Police Services (607)							
Expenses	0	200	200		250	250	
Donations	(150)	(200)	(200)				
Net Volunteers	\$ (150)	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ -
VIP Year End Balance Estimate							
Prior Year Ending VIP Balance	100	250	250		250	250	
Estimated Ending VIP Balance	\$250	\$250	\$250	\$0	\$0	\$0	\$0
General CVMO (608)							
Expenses	0	1,000	1,000		1,000	1,000	
Donations	0	(1,000)	(1,000)				
Net CVMO	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -
CVMO Year End Balance Estimate							
Prior Year Ending CVMO Balance	1,000	1,000	1,000		1,000	1,000	
Estimated Ending CVMO Balance	\$1,000	\$1,000	\$1,000	\$0	\$0	\$0	\$0
K-9 (609)							
Expenses	0	1,500	1,500		2,150	2,150	
Donations	(1,380)	(1,000)	(1,000)				
Net K-9	\$ (1,380)	\$ 500	\$ 500	\$ -	\$ 2,150	\$ 2,150	\$ -
K-9 Year End Balance Estimate							
Prior Year Ending K-9 Balance	1,270	2,650	2,650		2,150	2,150	
Estimated Ending K-9 Balance	\$2,650	\$2,150	\$2,150	\$0	\$0	\$0	\$0
Animal Shelter (619)							
Expenses	864	5,000	5,000		7,862	7,862	
Donations	(4,813)	(2,000)	(2,000)				
Net Animal Shelter	\$ (3,949)	\$ 3,000	\$ 3,000	\$ -	\$ 7,862	\$ 7,862	\$ -
Animal Shelter Year End Balance Estimate							
Prior Year Ending Animal Shelter Balance	6,913	10,862	10,862		7,862	7,862	
Estimated Ending Animal Shelter Balance	\$10,862	\$7,862	\$7,862	\$0	\$0	\$0	\$0
Book Purchases (701)							
Book Purchases	363	0	0		637	637	
Donations	(1,000)	0	0				
Net Book Purch's	\$ (637)	\$ -	\$ -	\$ -	\$ 637	\$ 637	\$ -
Book Purch's Year End Balance Estimate							
Prior Year Ending Book Purch's Balance		637	637		637		
Estimated Ending Book Purch's Balance	\$637	\$637	\$637	\$0	\$0	(\$637)	\$0
General Library (709)							
Computer Purchases	26,629				0	0	
Expenditures	1,728	1,500	1,500		1,393	1,393	
Donations	(27,449)	0	0				
Net General Library	\$ 908	\$ 1,500	\$ 1,500	\$ -	\$ 1,393	\$ 1,393	\$ -
Library Year End Balance Estimate							
Prior Year Ending Library Balance	3,801	2,893	2,893		1,393	1,393	
Estimated Ending Library Balance	\$2,893	\$1,393	\$1,393	\$0	\$0	\$0	\$0
Parks & Rec (809)							
Expenditures		0			2,952	2,952	
Donations	(100)	0					
Net Parks & Rec	\$ (100)	\$ -	\$ -	\$ -	\$ 2,952	\$ 2,952	\$ -
Parks & Rec Year End Balance Estimate							
Prior Year Ending Parks & Rec Balance	2,852	2,952	2,952		2,952	2,952	
Estimated Ending Parks & Rec Balance	\$2,952	\$2,952	\$2,952	\$0	\$0	\$0	\$0
Net Effect on Fund	\$ (5,308)	\$ 5,000	\$ 5,000	\$ (1,115)	\$ 17,359	\$ 17,359	\$ -

Yavapai-Apache Nation Gaming Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
CVHS Tutor	33,000	0	0	0	16,639	16,639	0
MUHS Tutor	56,058	55,658	55,658	39,615	45,000	45,000	
Senior Center					7,000	7,000	
Clarkdale-Jerome School					10,000	10,000	
Total Project Expenditures	\$ 89,058	\$ 55,658	\$ 55,658	\$ 39,615	\$ 78,639	\$ 78,639	\$ -
Operating Transfers							
Transfer Out to Gen Fund: Heritage Pool	33,268	60,000	60,000	24,674	10,000	10,000	
Transfer Out to Gen Fund: Children's Rec	(13,437)	12,000	12,000	9,000	6,000	6,000	
Transfer Out to Library Bldg Fund	27,279	13,021	13,021	0	0	0	
Total Operating Transfers	\$ 47,110	\$ 85,021	\$ 85,021	\$ 33,674	\$ 16,000	\$ 16,000	\$ -
Revenues							
Yav-Apache Gaming Compact Revenues	140,679	140,679	140,679	79,297	0	0	0
Total Departmental Revenues	\$ 140,679	\$ 140,679	\$ 140,679	\$ 79,297	\$ -	\$ -	\$ -
Net Effect on YAN Gaming Funds	\$ (4,511)	\$ -	\$ -	\$ (6,008)	\$ 94,639	\$ 94,639	\$ -
Prior Year Ending YAN Gaming Fund Balance	\$ 179,309	\$ 183,820	\$ 183,820	\$ 183,820	\$ 137,955	\$ 137,955	
Estimated Ending YAN Gaming Fund Balance	\$ 183,820	\$ 183,820	\$ 183,820	\$ 189,828	\$ 43,316	\$ 43,316	\$ -

Project Balances	2010-11 Balance	2011-12 Est'd Used	2011-12 New	2011-12 Est'd Balance	2012-13 Budget	2012-13 Est'd Balance
CVHS Tutor	0	0	16,639	16,639	16,639	0
MUHS Tutor	111,820	56,162	32,658	88,316	45,000	43,316
Heritage Pool	60,000	60,000	10,000	10,000	10,000	0
Children's Rec	12,000	9,000	3,000	6,000	6,000	0
Senior Center	0	0	7,000	7,000	7,000	0
Clarkdale-Jerome School	0	0	10,000	10,000	10,000	0
Total Funds	183,820	125,162	79,297	137,955	94,639	43,316

Non-Federal Grants Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
ACA Development Grant (171)							
Expenditures	0	0	0	0	220,000	220,000	
ACA Grant Rev's	0	0	0	0	(200,000)	(200,000)	
Operating Transfers In from Gen Fund	0	0	0	0	(20,000)	(20,000)	
Net ACA Development Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LTAIF II Grant (400)							
LTAIF II Grant Expenditures	14,880	18,600	18,600		13,034	13,034	
LTAIF II Grant Revenues	(14,880)	(9,316)	(9,316)				
Net LTAIF II Program	\$ -	\$ 9,284	\$ 9,284	\$ -	\$ 13,034	\$ 13,034	\$ -
LTAIF II Year End Balance Estimate							
Prior Year Ending LTAIF II Balance	13,034	13,034	13,034	13,034	13,034	13,034	
Estimated Ending LTAIF II Balance	\$13,034	\$3,750	\$3,750	\$13,034	\$0	\$0	\$0
Yavapai County Flood Control Grant (411)							
Drainage Channel Project (CIP Fund)	0	0	0	0	0	0	
Yavapai County Flood Control Grant	0	(743,000)	(743,000)	0	(750,000)	(750,000)	
Transfer Out to CIP Fund	0	743,000	743,000	0	750,000	750,000	
Net ACA Development Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Animal Control Grant (61X)							
Spay Neuter costs	0				3,000	3,000	
Grant Revenues	0				(3,000)	(3,000)	
Net Animal Control Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
School Resource Officer (620)							
Wages & ERE	59,608				0	0	
SRO Grant	(59,608)				0	0	
Net SRO Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
100 Club Grant (621)							
K9 Replacement	0				5,000	5,000	
Grant Revenues	0				(5,000)	(5,000)	
Net Animal Control Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Volunteer in Policing Grant (622)							
Equipment	0				25,000	25,000	
Grant Revenues	0				(25,000)	(25,000)	
Net Animal Control Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RICO Grant (640)							
Expenditures							
Ballistic Vests	52,088	58,000	58,000	21,448	3,000	3,000	
Mobile Computers (CVMO Autos)					150,000	150,000	
Yav. County Anti-Racketeering Rev's	(52,088)	(20,000)	(20,000)	(41,500)	(80,000)	(80,000)	
Net RICO Program	\$ -	\$ 38,000	\$ 38,000	\$ (20,052)	\$ 73,000	\$ 73,000	\$ -
RICO Year End Balance Estimate							
Prior Year Ending RICO Balance	53,359	53,359	53,359	53,359	73,411	73,411	
Estimated Ending RICO Balance	\$53,359	\$15,359	\$15,359	\$73,411	\$411	\$411	\$0
Net Effect on Non-Fed Grants Fund	\$ -	\$ 47,284	\$ 47,284	\$ (20,052)	\$ 86,034	\$ 86,034	\$ -

Federal Grants Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
HSIP Grant (001)							
Street & Safety Signing	0	0	0	0	75,000	75,000	
HSIP Grant Revenues	0	0	0	0	(75,000)	(75,000)	
Net HSIP Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADOC Energy Grant (420)							
ADOC Grant Expenditures	78,834	91,151	91,151		0	0	
ADOC Grant Revenues	(78,834)	(91,151)	(91,151)		0	0	
Net ADOC Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Finnie Flat Sidewalk Grant (461)							
Operating Transfers Out to HURF	8,783	0	0		0	0	
Finnie Flat Sidewalk Grant Revenues	(8,783)	0	0		0	0	
Net Finnie Flat Sidewalk Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADOT Black Bridge Grant (492)							
ADOT Black Bridge Grant Expenditures		843,504	843,504		127,253	127,253	
ADOT Black Bridge Grant Revenues		(795,000)	(795,000)		(120,000)	(120,000)	
Op. Transfer In from HURF		0	0		(7,253)	(7,253)	
Net ADOT Black bridge Grant	\$ -	\$ 843,504	\$ 843,504	\$ -	\$ -	\$ -	\$ -
PANT Grant (630)							
Wages & ERE	61,443	62,659	62,659		0	0	
PANT Grant Revenues	(61,443)	(62,657)	(62,657)		0	0	
Net PANT Grant	\$ -	\$ 2	\$ 2	\$ -	\$ -	\$ -	\$ -
Gov's Office of Highway Safety Grant (650)							
GOHS Grant Expenditures	11,742	8,400	8,400		0	0	
Motorcycle Purchase	0	0	0		35,347	35,347	
Overtime for DUI Enforcement	0	0	0		12,000	12,000	
GOHS Grant Revenues	(11,742)	(8,400)	(8,400)		(47,347)	(47,347)	
Net GOHS Grant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gov's Office of Econ Recovery Grant (670)							
GOER Grant Expenditures	46,800	0	0		0	0	
GOER Grant Revenues	(46,800)	0	0		0	0	
Net Program Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Library Services & Technology Grant (700)							
LSTA Grant Expenditures	15,487	15,575	15,575		0	0	
LSTA Grant Revenues	(15,487)	(15,575)	(15,575)		0	0	
Net Program Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Fed Grants Fund	\$ -	\$ 843,506	\$ 843,506	\$ -	\$ -	\$ -	\$ -

Library Building Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
Library Master Plan Design							
Library Construction & Design Costs					640,000	640,000	
Total Project Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 640,000	\$ 640,000	\$ -
Revenues							
Donations	9,660	12,000	12,000	357,105	10,000	10,000	
Interest	482	700	700	257	420	420	
Total Departmental Revenues	\$ 10,142	\$ 12,700	\$ 12,700	\$ 357,362	\$ 10,420	\$ 10,420	\$ -
Operating Transfers							
Transfers In from YAN Fund	(100)	(13,021)	(13,021)	(27,279)	0	0	
Total Operating Transfers	\$ (100)	\$ (13,021)	\$ (13,021)	\$ (27,279)	\$ -	\$ -	\$ -
Net Effect on Fund	\$ (10,242)	\$ (25,721)	\$ (25,721)	\$ (384,641)	\$ 629,580	\$ 629,580	\$ -
Prior Year Ending Library Fund Balance	\$ 240,643	\$ 250,885	\$ 250,885	\$ 250,885	\$ 635,526	\$ 635,526	
Estimated Ending Library Fund Balance	\$ 250,885	\$ 276,606	\$ 276,606	\$ 635,526	\$ 5,946	\$ 5,946	\$ -

Impact Fees Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
General Gov't (199)							
General Gov't Expenditures	0						
Impact Fee Revenue - Gen. Gov't	(4,872)	(4,927)	(4,927)		0	0	
Interest	(129)	(175)	(175)		(145)	(145)	
Net General Gov't	\$ (5,001)	\$ (5,102)	\$ (5,102)	\$ -	\$ (145)	\$ (145)	\$ -
Gen. Gov't Year End Balance Estimate							
Prior Year Ending Gen. Gov't Balance	62,471	67,472	67,472	67,472	72,574	72,574	
Estimated Ending Gen. Gov't Balance	\$67,472	\$72,574	\$72,574	\$67,472	\$72,719	\$72,719	\$0
Police Services (699)							
CVMO Vehicles					75,778	75,778	
Impact Fee Revenue - CVMO	(2,319)	(2,345)	(2,345)		0	0	
Interest	(144)	(185)	(185)		(151)	(151)	
Net Police Services	\$ (2,463)	\$ (2,530)	\$ (2,530)	\$ -	\$ 75,627	\$ 75,627	\$ -
Police Services Year End Balance Estimate							
Prior Year Ending Police Services Balance	70,634	73,097	73,097	73,097	75,627	75,627	
Estimated Ending Police Services Balance	\$73,097	\$75,627	\$75,627	\$73,097	\$0	\$0	\$0
Library (799)							
Library Construction Costs					50,452	50,452	
Impact Fee Revenue - Library	(4,629)	(4,681)	(4,681)		0	0	
Interest	(86)	(105)	(105)		(101)	(101)	
Net Library	\$ (4,715)	\$ (4,786)	\$ (4,786)	\$ -	\$ 50,351	\$ 50,351	\$ -
Library Year End Balance Estimate							
Prior Year Ending Library Balance	40,850	45,565	45,565	45,565	50,351	50,351	
Estimated Ending Library Balance	\$45,565	\$50,351	\$50,351	\$45,565	\$0	\$0	\$0
Parks & Rec (899)							
Parks & Rec Expenditures							
Impact Fee Revenue - Gen. Gov't	(10,074)	(10,445)	(10,445)		0	0	
Interest	(192)	(240)	(240)		(224)	(224)	
Net Parks & Rec	\$ (10,266)	\$ (10,685)	\$ (10,685)	\$ -	\$ (224)	\$ (224)	\$ -
Parks & Rec Year End Balance Estimate							
Prior Year Ending P&R Balance	91,288	101,554	101,554	101,554	112,239	112,239	
Estimated Ending P&R Balance	\$101,554	\$112,239	\$112,239	\$101,554	\$112,463	\$112,463	\$0
Net Effect on Fund							
	\$ (22,445)	\$ (23,103)	\$ (23,103)	\$ -	\$ 125,608	\$ 125,608	\$ -



Debt Service Funds

Debt Service Fund

Department Duties/Description

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The Town of Camp Verde currently has three (4) long-term debt obligations; the GADA loan for the Camp Verde Marshal's Office Facility, WIFA for the Sanitary District Funding Agreement, Pledged Revenue Bonds for the public works yard and Chicago Title for the soccer field at Butler Park.

Greater Arizona Development Authority (GADA)

The Town of Camp Verde obtained \$2,150,000 from the Greater Arizona Development Authority (GADA) on February 28, 2005 for the purpose of constructing a new Marshal's Department Facility. The funds received were part of an Excise Tax Revenue Bond series in which the Town agreed to use a portion of the Town Sales Taxes collected to make the required payments.

The first payment was made to US Bank on February 1, 2006. Payments are made bi-annually; one payment consists of principle and interest, the other bi-annual payment consists of only interest. The complete Schedule of Payments is listed on page 8-5. The Schedule of Payments for the next four years is as follows:

Date	Amount	Interest	Principal
07/01/2012	\$ 128,600.00	\$ 38,600.00	\$ 90,000.00
01/01/2013	\$ 36,350.00	\$ 36,350.00	-
07/01/2013	\$ 131,350.00	\$ 36,350.00	\$ 95,000.00
01/01/2014	\$ 33,975.00	\$ 33,975.00	-
07/01/2014	\$ 133,975.00	\$ 33,975.00	\$ 100,000.00
01/01/2015	\$ 31,475.00	\$ 31,475.00	-
07/01/2015	\$ 136,475.00	\$ 31,475.00	\$ 105,000.00
01/01/2016	\$ 28,850.00	\$ 28,850.00	-

Camp Verde Sanitary District IGA (WIFA)

The Town of Camp Verde (Town) entered into an Intergovernmental Agreement (IGA) with the Camp Verde Sanitary District (District) on May 17, 2007 wherein the Town pledged \$135,000 per year to the District to be used in connection with the construction of a wastewater treatment plant. The District refinanced the loan originally secured through Koch Financial to secure savings through reduced interest rates. The loan was refinanced with the Water Infrastructure Finance Authority (WIFA).

The Town made the first payment to WIFA on December 22, 2009 and has continued to make the bi-annual payments as scheduled. The complete Loan Repayment Schedule is listed on page 8-6. The Schedule of Lease Payments for the Water Infrastructure Finance Authority for the next four years are as follows:

Date	Amount	Interest	Principal
07/01/2012	\$ 89,936.45	\$ 29,834.33	\$ 60,102.12
01/01/2013	\$ 28,831.22	\$ 28,831.22	-
07/01/2013	\$ 90,939.56	\$ 28,831.22	\$ 62,108.34
01/01/2014	\$ 27,794.64	\$ 27,794.64	-
07/01/2014	\$ 91,976.14	\$ 27,794.64	\$ 64,181.50
01/01/2015	\$ 26,723.45	\$ 26,723.45	-
07/01/2015	\$ 93,047.33	\$ 26,723.45	\$ 66,323.88
01/01/2016	\$ 25,616.50	\$ 25,616.50	-

Industrial Ground Lease Purchase

The Town of Camp Verde obtained \$1,005,000 from Pinnacle Public Finance on May 26, 2011 for the purpose of purchasing land for use with the Streets & Public Works departments. The funds received were part of a Pledged Revenue Obligation Bond series in which the Town agreed to use a portion of Town Sales Taxes and State shared revenues to make the required payments.

The first payment was made to US Bank on January 1, 2012. Payments are made bi-annually; one payment consists of principle and interest, the other bi-annual payment consists of only interest. The complete Schedule of Payments is listed on page 8-7. The Schedule of Payments for the next four years is as follows:

Date	Amount	Interest	Principal
07/01/2012	\$ 83,448.05	\$ 19,647.75	\$ 63,800.30
01/01/2013	\$ 18,400.45	\$ 18,400.45	-
07/01/2013	\$ 88,515.75	\$ 18,400.45	\$ 70,115.30
01/01/2014	\$ 17,029.70	\$ 17,029.70	-
07/01/2014	\$ 89,886.50	\$ 17,029.70	\$ 72,856.80
01/01/2015	\$ 15,605.35	\$ 15,605.35	-
07/01/2015	\$ 91,310.85	\$ 15,605.35	\$ 75,705.50
01/01/2016	\$ 14,125.31	\$ 14,125.31	-

Chicago Title/NoteWorld (Butler Park)

The Town of Camp Verde purchased the Butler Park Soccer Field on July 28, 1998 for the purchase price of \$42,000. Since that time, the Town has been making monthly payments to Chicago Title/NoteWorld who processes the payments to the mortgage holder.

The Town does not have an amortization schedule for the loan on the Butler Park Soccer Field, only a payment booklet. The entire balance for this loan will be paid off in July of 2013. The expected payoff will be \$5,276 for principal and \$77 for interest and miscellaneous charges.

Debt Service Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 COUNCIL ADOPTION	2011-12 ADJUSTED BUDGET	2011-12 3/31 YTD ACTUALS	2012-13 DEPT REQUESTED	2012-13 MANAGER RECOMMEND	2012-13 COUNCIL PROPOSED
Sanitary District (490)							
Principal	56,282	58,161	58,161	58,161	60,102	60,102	
Interest	62,549	60,639	60,639	60,639	57,662	57,662	
	\$ 118,831	\$ 118,800	\$ 118,800	\$ 118,800	\$ 117,764	\$ 117,764	\$ -
2011 Rev Bond - Public Works Yard (491)							
Principal		63,800	63,800	0	63,800	63,800	
Interest		43,200	43,200	23,468	36,800	36,800	
Misc. Charges		0	0	1,800	1,800	1,800	
	\$ -	\$ 107,000	\$ 107,000	\$ 25,268	\$ 102,400	\$ 102,400	\$ -
GADA Loan - Marshal's Office (690)							
Principal	85,000	85,000	85,000	85,000	90,000	90,000	
Interest	88,450	79,375	79,375		72,750	72,750	
Misc. Charges	711	950	950		800	800	
	\$ 174,161	\$ 165,325	\$ 165,325	\$ 85,000	\$ 163,550	\$ 163,550	\$ -
Butler Park (890)							
Principal	3,949	4,631	4,631		5,276	5,276	
Interest	1,219	769	769		44	44	
Misc. Charges	243	0	0		33	33	
	\$ 5,411	\$ 5,400	\$ 5,400	\$ -	\$ 5,353	\$ 5,353	\$ -
	\$ 298,403	\$ 396,525	\$ 396,525	\$ 229,068	\$ 389,067	\$ 389,067	\$ -
Revenues							
Interest - GADA Loan	0	400	400	0	0	0	
	\$ -	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ -
Operating Transfers							
Transfers In from Gen Fund	(113,491)	(124,925)	(124,925)		(243,107)	(243,107)	
Transfers In from Gen Fund (Const Tax)	(87,512)	(40,000)	(40,000)		(43,560)	(43,560)	
Transfers In from Gen Fund (Sanitary Dist)		(118,800)	(118,800)				
Transfers In from Park Fund	(5,400)	(5,400)	(5,400)				
Transfers In from HURF Fund		(23,468)	(23,468)		(102,400)	(102,400)	
	\$ (206,403)	\$ (312,593)	\$ (312,593)	\$ -	\$ (389,067)	\$ (389,067)	\$ -
Net Effect on Debt Service Fund	\$ 92,000	\$ 83,532	\$ 83,532	\$ 229,068	\$ -	\$ -	\$ -