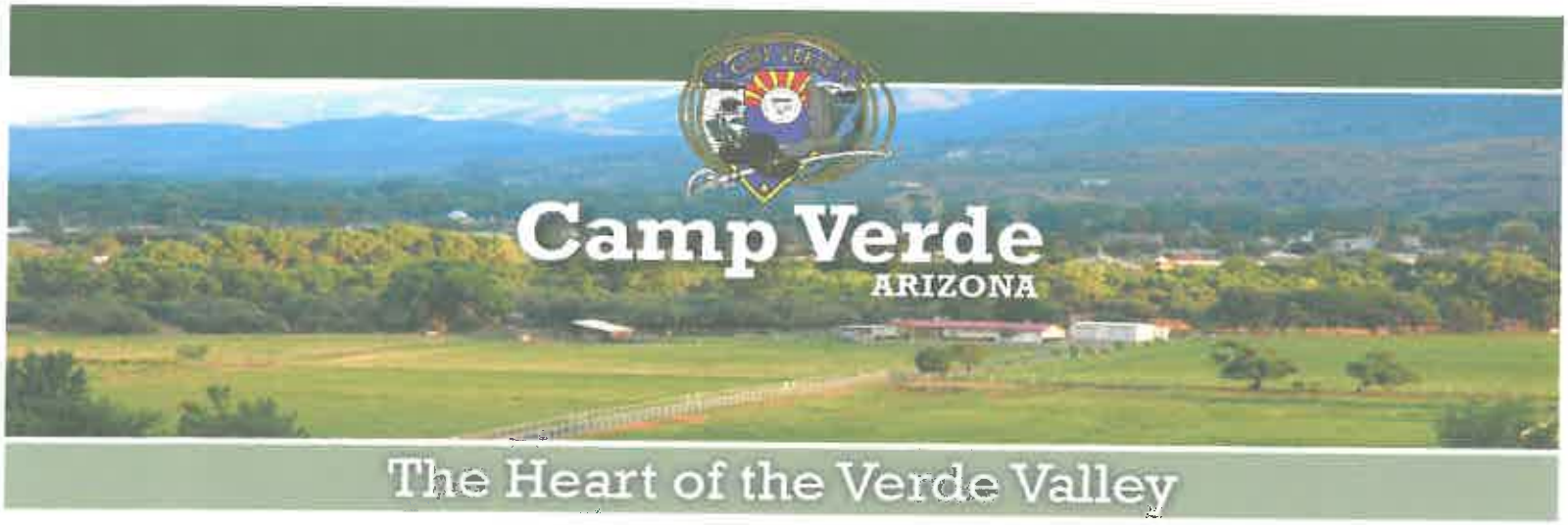


Support your local merchants.

AGENDA
SPECIAL SESSION
MAYOR AND COUNCIL
COUNCIL CHAMBERS · 473 S. Main Street, Room #106
WEDNESDAY, AUGUST 7, 2013 at 6:00 P.M.

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Public Hearing for comments on the proposed FY 2013/14 Budget**

5. **Discussion, consideration and possible approval of the FY 2013/14 Budget.** Staff Resource: Mike Showers

6. **Adjournment**

Posted by: U. Jones Date/Time: 8-1-2013 8:00 a.m

Note: Pursuant to A.R.S. §38-431.03.A.2 and 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.

Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: August 7, 2013

☐ *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): Possible approval and adoption of the Town of Camp Verde Final Budget for Fiscal Year 2013-14.

List Attached Documents: 1) The Town of Camp Verde Final Budget for Fiscal Year 2013-14

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:

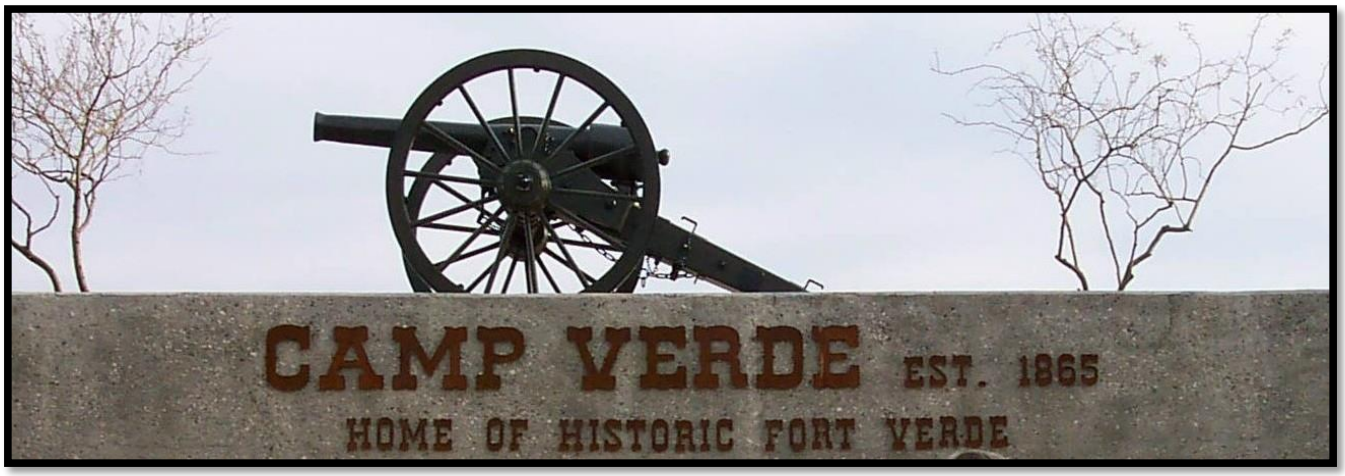
Fiscal Impact: N/A

Comments: None.

Background Information: The tentative budget was approved at the June 19, 2013 council session. There are no changes from the Adopted Tentative Budget.

Recommended Action (Motion): Approval and adoption of The Town of Camp Verde Final Budget for Fiscal Year 2013-14.

Instructions to the Clerk: N/A



It's in Your Hands

Build a Stronger Community

Shop Locally

Final Budget

for Fiscal Year

2013-14

Town of Camp Verde, Arizona

473 S Main Street
Camp Verde, AZ 86322
(928) 554-0000
www.campverde.az.gov

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General Fund Summary

General Fund
General Purpose Revenues

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Local Revenues								
Sales Taxes								
Town Sales Tax	1,536,345	1,522,119	2,187,500	2,170,043	99%	2,244,000	2,310,000	2,467,921
Accomodation Tax	84,609	88,626	72,000	128,952	100%	120,000	120,000	120,000
Construction Tax (2% CIP)	95,023	85,765	88,440	159,361	100%	144,000	144,000	144,000
Construction Tax (1% Debt)	47,512	42,243	43,560	79,680	100%	72,000	72,000	72,000
Total Sales Taxes	**$ 1,763,489**	**$ 1,738,753**	**$ 2,391,500**	**$ 2,538,036**	100%	**$ 2,580,000**	**$ 2,646,000**	**$ 2,803,921**
Franchise Fees								
APS Franchise Fee	199,115	204,722	200,000	*213,094*	100%	200,000	210,000	210,000
Camp Verde Water Franchise Fee	21,308	21,769	21,000	*21,672*	100%	21,000	22,050	22,050
NPG Cable Franchise Fee	14,050	10,468	10,000	10,580	100%	10,000	10,500	10,500
UNS Gas Franchise Fee	8,880	8,542	8,000	*7,945*	99%	8,000	8,400	8,400
Total Franchise Fees	**$ 243,353**	**$ 245,501**	**$ 239,000**	**$ 253,291**	100%	**$ 239,000**	**$ 250,950**	**$ 250,950**
Miscellaneous								
Refunds & Reimbursements	992	11,121	0	22,665	N/A	0	0	0
Yavapai County - Fort Verde IGA	22,500	30,000	30,000	0	0%	0	0	0
Miscellaneous	9,686	2,281	0	7,966	N/A	0	0	0
Surplus Property Sales	17,161	1,350	0	1,050	N/A	0	0	0
Proceeds from Sale of Assets	15,245	4,287	0	0	N/A	0	0	0
Scrap Sales	0	1,448	0	80	N/A	0	0	0
Interest	8,976	5,665	20,000	21,242	100%	20,000	25,000	25,000
Total Miscellaneous	**$ 74,560**	**$ 56,152**	**$ 50,000**	**$ 53,003**	100%	**$ 20,000**	**$ 25,000**	**$ 25,000**
Total Local Revenues	**$ 2,081,402**	**$ 2,040,406**	**$ 2,680,500**	**$ 2,844,330**	100%	**$ 2,839,000**	**$ 2,921,950**	**$ 3,079,871**
Intergovernmental Revenues								
Urban Revenue Sharing	1,044,381	917,689	1,110,000	1,110,654	100%	1,213,000	1,213,000	1,213,000
State Sales Tax	821,815	849,619	909,000	886,490	98%	915,000	915,000	915,000
Vehicle License Tax	575,293	558,632	565,000	567,026	100%	565,000	565,000	565,000
Total Intergovernmental Revenues	**$ 2,441,489**	**$ 2,325,940**	**$ 2,584,000**	**$ 2,564,170**	99%	**$ 2,693,000**	**$ 2,693,000**	**$ 2,693,000**
Total General Purpose Revenues	**$ 4,522,891**	**$ 4,366,346**	**$ 5,264,500**	**$ 5,408,500**	100%	**$ 5,532,000**	**$ 5,614,950**	**$ 5,772,871**

General Fund
Departmental Expense Summaries & Operating Transfers

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
General Fund Net Department Cost								
Mayor & Council	17,151	22,881	27,284	16,791	62%	49,243	44,004	44,004
Town Manager	197,486	195,617	190,965	182,837	96%	208,629	207,545	207,545
Town Clerk	204,072	132,485	208,665	177,866	85%	213,855	193,615	193,615
Finance	229,062	198,913	202,783	180,491	89%	223,297	221,297	221,297
Human Resources	49,094	47,113	49,121	14,498	30%	34,158	27,565	27,565
Risk Management	474,009	205,346	310,010	54,470	18%	309,209	273,040	273,040
Economic Development	168,750	244,130	204,118	152,980	75%	313,899	171,415	171,415
Information Technology	82,238	139,082	135,028	183,214	100%	142,384	130,635	130,635
Magistrate Court	80,362	40,130	55,651	136,992	100%	61,801	64,315	64,315
Public Works Engineer	100,910	70,442	91,489	82,822	91%	112,697	109,955	109,955
Storm Water	39,850	31,684	39,000	24,734	63%	126,377	93,295	93,295
Maintenance	381,797	399,316	413,189	431,333	100%	494,247	488,425	488,425
Community Development	79,612	97,621	73,096	74,096	100%	122,099	119,510	119,510
Building	26,411	(4,773)	38,131	(67,561)	N/A	23,997	3,580	3,580
Planning & Zoning	114,673	9,479	65,535	41,077	63%	62,029	55,820	55,820
Code Enforcement	15,354	8,644	84,748	85,391	100%	64,304	62,245	62,245
Marshal	1,703,643	1,826,577	1,933,758	1,888,563	98%	2,180,445	2,087,903	2,087,903
Animal Control	113,358	117,200	70,750	65,251	92%	75,093	71,550	71,550
Library	203,361	190,411	267,418	240,019	90%	269,640	258,340	258,340
Parks & Rec	131,169	129,597	120,651	235,183	100%	126,186	127,888	127,888
Pool	19,290	657	46,209	19,611	42%	51,081	56,382	56,882
Children's Rec	26,886	4,314	13,566	2,982	22%	8,096	8,015	8,015
Non Departmental	141,808	112,698	352,970	119,547	34%	351,650	333,550	333,550
Total Net Departmental Costs	**$ 4,600,346**	**$ 4,219,564**	**$ 4,994,135**	**$ 4,343,187**	87%	**$ 5,624,416**	**$ 5,209,889**	**$ 5,210,389**
Non-Departmental Operating Transfers								
Transfer In from Y-A Gaming Fund	(27,279)	0	0	0		0	0	0
Transfer In from Employee Asst. Fund	0	(39,768)	0	0		0	0	0
Transfer Out to CIP Fund	100,173	959,616	195,799	110,454		0	0	163,000
Transfer Out to Non-Fed Grants Fund	0	5,566	0	0		0	0	0
Transfer Out to Fed Grants Fund	0	0	0	0		14,210	14,210	14,210
Transfer Out to Debt Serv. (All Const Tax)	0	0	0	0		216,000	216,000	216,000
Transfer Out to Debt Service Fund	201,003	243,165	290,165	242,367		169,272	169,272	169,272
Transfer Out to Library Bldg Fund	100	27,279	0	0		0	0	0
Total Non-Departmental Operating Transfers	**$ 273,997**	**$ 1,195,858**	**$ 485,964**	**$ 352,821**		**$ 399,482**	**$ 399,482**	**$ 562,482**
Net Effect on General Fund Balance								
General Revenues	**(4,522,891)**	**(4,366,346)**	**(5,264,500)**	**(5,408,500)**	100%	**(5,532,000)**	**(5,614,950)**	**(5,772,871)**
Net Departmental Costs & Transfers	**4,874,343**	**5,415,422**	**5,480,099**	**4,696,008**	86%	**6,023,898**	**5,609,371**	**5,772,871**
Use of / (Surplus to) Fund Balance	**$ 351,452**	**$ 1,049,076**	**$ 215,599**	**$ (712,492)**		**$ 491,898**	**$ (5,579)**	**$ -**

General Fund Expenditures
by Category

EXPENSE CATEGORY	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Salary Related Expenditures							
Salaries	2,645,193	2,619,792	2,817,445	2,706,759	3,228,324	3,190,615	3,190,615
Pro Tem Judges	0	0	2,700	684	2,700	2,700	2,700
Overtime	34,236	45,586	41,000	75,743	41,000	41,000	41,000
Holiday Pay	15,367	29,173	31,000	1,265	31,000	11,400	11,400
Uniform Allowance	20,100	19,123	24,300	77,791	31,200	31,200	31,200
FICA	121,942	118,234	132,333	54,470	158,426	158,955	158,955
Medicare	38,224	38,344	40,855	39,634	48,356	47,540	47,540
Retirement	287,557	325,313	345,339	333,102	427,344	417,095	417,095
Unemployment Insurance	6,201	6,216	6,279	2,315	1,149	1,140	1,140
Workman's Compensation	43,648	69,491	64,875	71,076	82,846	78,905	78,905
Health, Dental, Life & STD Insurance	365,741	371,350	425,751	400,739	507,441	494,870	494,870
Total Salary Related Expenditures	**$ 3,578,209**	**$ 3,642,622**	**$ 3,931,877**	**$ 3,763,578**	**$ 4,559,786**	**$ 4,475,420**	**$ 4,475,420**
Operational Expenditures							
Training	19,438	17,747	30,850	17,096	39,550	31,250	31,750
Tuition Reimbursement	0	4,397	5,000	0	5,000	2,500	2,500
Travel	4,180	13,273	22,020	17,826	27,620	23,050	23,050
Uniforms	2,623	7,465	2,400	7,107	2,400	2,400	2,400
Office Supplies	23,376	23,860	31,700	24,309	32,450	24,200	24,200
Subscriptions/Memberships	12,009	14,857	17,580	15,658	20,355	20,355	20,355
Books/Tapes/Publications	15,154	20,629	25,270	25,065	28,320	22,820	22,820
Printing	4,567	3,052	7,725	3,694	8,775	7,275	7,275
Advertising	4,405	3,255	24,250	17,198	23,700	17,200	17,200
Postage	8,485	3,212	5,000	4,743	9,050	7,050	7,050
Computer Services/Software	29,913	83,312	124,711	154,066	125,108	125,108	125,108
Auto Repair/Maintenance	32,148	53,792	53,050	29,997	31,700	20,950	20,950
Fuel	58,363	69,529	74,040	61,617	73,550	60,550	60,550
Utilities	162,413	163,415	149,111	140,111	157,829	151,329	151,329
Waste Removal	5,540	5,788	7,601	6,327	7,850	7,850	7,850
Cell Phone	2,516	3,576	3,600	4,075	17,550	13,100	13,100
Pest Control	3,596	2,878	3,360	2,037	3,300	3,200	3,200
Consulting Services	179,409	117,536	81,000	105,716	116,160	70,500	70,500
Legal Services	239,353	18,449	69,100	42,842	69,400	42,400	42,400
Contract Labor/Services	110,532	98,009	117,900	105,792	138,090	138,090	138,090
Interpreters	0	0	500	205	500	500	500
Equipment & Maint	15,133	14,606	35,395	25,413	36,090	32,090	32,090
Service Charges	8,821	6,616	5,000	1,878	5,500	5,500	5,500
Credit Card Processing Fees	7,170	5,928	1,500	1,469	1,500	1,500	1,500
Liability Insurance	182,745	163,283	190,000	169,528	190,000	172,200	172,200
Legal Defense	0	0	25,000	0	15,000	15,000	15,000
Safety / Security Program	0	0	4,000	4,193	7,000	5,500	5,500
Department Specific Expenditures	436,449	908,501	413,835	336,148	495,285	342,835	342,835
Employee Term Payouts	6,349	0	25,000	0	25,000	25,000	25,000
Contingency	0	0	200,000	0	200,000	200,000	200,000
Total Operational Expenditures	**$ 1,574,687**	**$ 1,826,965**	**$ 1,755,498**	**$ 1,324,110**	**$ 1,913,632**	**$ 1,591,302**	**$ 1,591,802**
Equipment/Capital Expenditures							
Office Equipment/Furniture	0	14,531	0	0	0	0	0
Equipment Lease	13,699	9,165	9,925	8,217	5,400	5,400	5,400
Total Equipment/Capital Expenditures	**$ 13,699**	**$ 23,696**	**$ 9,925**	**$ 8,217**	**$ 5,400**	**$ 5,400**	**$ 5,400**
Total General Fund Expenditures	**$ 5,166,595**	**$ 5,493,283**	**$ 5,697,300**	**$ 5,095,905**	**$ 6,478,818**	**$ 6,072,122**	**$ 6,072,622**

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 reasonable safe from crime and harm; to reduce the pain and suffering of the less fortunate; to recognize the worth of all people and value 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, businesses, and visitors while preserving our heritage, friendliness, historic character, rural western and small town atmosphere.

Department Description

The Mayor is the Chief Elected Official of the Town and serves a two-year term, while the six other Council members serve four-year terms. The Council, including the Mayor, advocates for and represents citizens at all levels of government, regardless of candidate or party affiliation. The Council performs legislative, budgetary, and policy-making functions, while directing the responsible use of Town resources. The Council establishes the vision and sets directions for department activities to plan for future community challenges and opportunities.

Department Staffing – All positions are elected by the citizens of Camp Verde

- Mayor
- Vice Mayor (appointed bi-annually by the Council)
- Council Members (5)

Accomplishments for the Fiscal Year 2012-13

1. Maintained a balanced budget while completing capital projects such as Butler Park improvements, pool improvements, and the construction of the new Public Works Yard
2. Maintained a strong commitment to citizen satisfaction
3. Maintained active watch on legislation
4. Continued the partnership with State Parks to keep Ft. Verde State Park open
5. Continue to promote economic development
6. Received "Center of State" designation
7. Completed the Copper Canyon Trailhead
8. Acquired the Camp Verde Sanitary District
9. Revised and approved the Financial Operations Guide
10. Approved moving forward with construction of a $2 million library building

Performance Objectives for Fiscal Year 2013-14

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 of Camp Verde
4. Work actively toward a building a strong economy
5. Work actively with the Yavapai-Apache Nation and local businesses to develop and maintain a sustainable and healthy economy
6. Work in partnership with Arizona State Parks to ensure that Fort Verde remains open

Budget Points of Interest

1. Salary increase for Mayor & Council members
2. Increase in training and travel to allow for all Council members to attend the League Conference, with additional funds for other training or conferences if needed

Department Statistics July 1, 2012 – March 20, 2013 (9 months only)

1. 27 New Resolutions and Ordinances Processed
2. 26 Liquor and Wine Festival Permits Processed
3. 43 Council Meetings, including Regular, Special, Work, and Executive Sessions

Mayor & Council

Fund / Dept: 01-100

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	3,525	3,633	4,200	3,650		22,200	22,200	22,200
601000	FICA	219	225	260	226		1,376	1,380	1,380
601100	Medicare	51	51	61	55		322	325	325
601300	Unemployment	47	54	53	23		42	45	45
601400	Workman's Compensation	187	177	316	77		339	340	340
Total Wages & Releated		**$ 4,029**	**$ 4,140**	**$ 4,890**	**$ 4,031**	**82%**	**$ 24,279**	**$ 24,290**	**$ 24,290**
Operating Expenditures									
701000	Training	100	4,020	4,000	215		5,000	5,000	5,000
701500	Travel	95	4,243	5,000	4,990		6,000	4,750	4,750
703000	Office Supplies	0	129	0	25		0	0	0
706000	Electric	1,597	1,661	1,300	1,610		1,300	1,300	1,300
706100	Gas/Propane	310	250	309	219		309	309	309
706200	Water	126	138	150	150		150	150	150
706300	Sewer	411	412	380	378		450	450	450
706400	Waste Removal	112	112	120	181		120	120	120
706700	Pest Control	38	41	35	33		35	35	35
711000	Legal Services	9,901	7,121	10,000	4,782		10,000	6,000	6,000
757100	Public Relations	103	221	500	85		1,000	1,000	1,000
757301	Dinner/Reception Expense	329	393	600	92		600	600	600
Total Operating Expenditures		**$ 13,122**	**$ 18,741**	**$ 22,394**	**$ 12,760**	**57%**	**$ 24,964**	**$ 19,714**	**$ 19,714**
Total Departmental Expenditures		**$ 17,151**	**$ 22,881**	**$ 27,284**	**$ 16,791**		**$ 49,243**	**$ 44,004**	**$ 44,004**
Net Effect on General Fund		**$ 17,151**	**$ 22,881**	**$ 27,284**	**$ 16,791**	**62%**	**$ 49,243**	**$ 44,004**	**$ 44,004**

Town Manager

Our Mission

To serve the citizens 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 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

- Position 1 (1.0)
- Position 2 (0.65)

Accomplishments for the Fiscal Year 2012-13

1. Continued to represent the Town in the water rights negotiation process
2. Kept IT and Economic Development afloat until positions/contracts were filled/finalized
3. Hired new Economic Development Director to pursue economic development initiatives with the economic development community
4. In partnership with Economic Development processed incubator study and continued Fourth Fridays at the Fort (FFF); however, revamping/renaming program
5. Partnered with local municipalities with respect to SR 260- 5 year plan for limited highway expansion that would afford all parties economic benefits
6. Supported the Risk Management (RM) program at it is taking on ever-increasing presence and responsibility in the manager's department
7. Implemented up-to–date budget information to Council as a result of our new financial software's reporting and allocating abilities
8. Completed application to the USDA for Library funding (outcome - denied funding); however, Mary Lyons Trust property sale and other income resources generated substantial funding to proceed with the construction of a library building.
9. Initiated possible sale of Town properties (one property sold as a result of the process)
10. Completed the process for Camp Verde to be designated as the official Center of Arizona Community with a Centennial Legacy marker @ Rezzonico Park
11. In partnership with IT, implemented a new telephone system/Microsoft Lync Program, which is in our existing software
12. Worked with Sanitary District and Town Clerk for the Town to accept Trusteeship of the District (voter approved 3/12/13).
13. Worked with the Verde Valley Archaeology Center to house visitor center in their facilities.
14. Implemented new Town Hall hours for more availability to our customers
15. Implemented a team building/staff development day to provide needed training and networking for/with employees
16. Transitioned HR Specialist responsibilities to another employee due to shifting responsibilities in the system
17. In partnership with Community Development and the Marshal's Department added manpower to the Code Enforcement responsibilities to take care of some long standing areas
18. Initiated a town-wide clean-up day to beautify Camp Verde and encourage citizen participation and to support Code Enforcements efforts
19. Initiated a revisit of Town's Personnel Hand Book in order to enhance and stay current with state and federal regulations
20. Capital Improvement Plan (CIP) adoption

Performance Objectives for Fiscal Year 2013-14

1. Continue to represent the Town in the water rights negotiation process
2. Continue to support the IGA between the Town and CVUSD for shared resources
3. Implement further changes in the FY 13/14 IGA/financing of the Town's shared-cost for Fort Verde
4. Begin implementing Capital Improvement Projects (CIP) for the responsible use of public revenues (taxpayer dollars)
5. In partnership with Economic Development Director, develop fresh opportunities and ideas/marketing for Town activities
6. In partnership with the Library Director, obtain final Library design/build plans in order to go forward with project

Budget Points of Interest

1. Acquired cell-phone that now affords the Town Manager to receive e-mails

Town Manager

Fund / Dept: 01-110

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	153,820	149,415	138,465	135,641		142,382	142,385	142,385
601000	FICA	8,975	8,528	8,585	7,669		8,828	8,830	8,830
601100	Medicare	2,099	1,994	2,008	1,794		2,065	2,065	2,065
601200	Retirement	14,417	16,101	15,439	15,110		16,431	16,435	16,435
601300	Unemployment	271	248	147	30		22	25	25
601400	Workman's Compensation	250	441	374	368		384	385	385
602000	Health, Dental & Life Ins	12,814	13,036	11,847	11,858		12,617	12,620	12,620
Total Wages & Releated		**$ 192,646**	**$ 189,763**	**$ 176,865**	**$ 172,470**	**98%**	**$ 182,729**	**$ 182,745**	**$ 182,745**
Operating Expenditures									
701000	Training	315	1,460	1,950	755		1,600	1,250	1,250
701500	Travel	24	478	1,100	720		1,000	1,000	1,000
703000	Office Supplies	1,038	426	1,500	1,312		1,500	750	750
703500	Subscriptions/Memberships	25	50	1,200	875		1,200	1,200	1,200
703600	Books/Tapes/Publications	0	0	200	0		200	200	200
703700	Printing	68	0	500	62		500	500	500
703900	Postage	6	0	0	0		50	50	50
706000	Electric	1,027	1,068	1,000	1,035		1,000	1,000	1,000
706100	Gas/Propane	199	160	200	141		200	200	200
706200	Water	361	284	250	268		250	250	250
706300	Sewer	265	265	250	242		300	300	300
706400	Waste Removal	72	72	150	116		150	150	150
706600	Cell Phone	850	1,263	1,050	1,022		1,200	1,200	1,200
706700	Pest Control	24	26	50	21		50	50	50
711000	Legal Services	111	19	200	234		200	200	200
712000	Contract Labor/Services	0	0	3,500	2,500		15,500	15,500	15,500
757100	Public Relations	455	283	1,000	1,064		1,000	1,000	1,000
Total Operating Expenditures		**$ 4,840**	**$ 5,854**	**$ 14,100**	**$ 10,367**	**74%**	**$ 25,900**	**$ 24,800**	**$ 24,800**
Total Departmental Expenditures		**$ 197,486**	**$ 195,617**	**$ 190,965**	**$ 182,837**		**$ 208,629**	**$ 207,545**	**$ 207,545**
Net Effect on General Fund		**$ 197,486**	**$ 195,617**	**$ 190,965**	**$ 182,837**	**96%**	**$ 208,629**	**$ 207,545**	**$ 207,545**

OFFICE OF THE TOWN CLERK

Our Mission

We succeed 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 lead by examples of creativity, enthusiasm, and loyalty to our community in which we are honored to serve.

Department Description

The Clerk's Office serves as the Information Center of Town government. The department exists as a legislative branch of local government, ensuring that the public's business is conducted in public, while maintaining an open and fair process for citizen access to public information and records. The Clerk's function is very much entwined with the basic tents of democracy. Some key attributes of these tenets include balance and 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. The Clerk assists in clarifying procedures and processes in dialogues that continually occur between administration, the Council, and the public. The Clerk is also responsible for municipal elections, records management, maintaining a true and accurate record of Council actions, permits and licenses, agendas, and agenda packets.

Department Staffing

- Town Clerk
- Deputy Town Clerk
- Administrative Clerk
- Transcriptionist

Accomplishments for the Fiscal Year 2012-13

1. Relocated Town's records to a more suitable environment and secure location
2. Provided staff/Council training for Agenda Preparation and Records Management
3. Assisted Parks & Recreation & Building Dept. in preparing a Standard Procedures & Operations manual for their respective departments
4. Hired and trained Administrative Clerk
5. Completed the Hollamon Street Project
6. Completed one of two housing projects with the HOME grant
7. Prepared election materials and candidate packets for the 2013 Election Cycle
8. Conducted the 2013 Primary Election

Performance Objectives for Fiscal Year 2013-14

1. Bring the Town's records into compliance with State law, which includes purging, preparing retention/destruction forms, filing and indexing.
2. Provide one-on-one training to every department with regard to the Town's Records Management policy.
3. Prepare for election cycle change from Spring to Fall, to include changes to the Town Code based on Council direction, and preparation for a possible 2014 Primary/General Election cycle.
4. Continue educational goals and inspire and guide staff in seeking training opportunities and certifications

Budget Points of Interest

1. Salary increase due to Admin Clerk/Receptionist moved from IT department to Clerk's Office and from part-time to full time
2. Increase in salary of Deputy Town Clerk to bring her pay to mid-range after 16 years of service and after obtaining her Certified Municipal Clerk and Municipal Election Official certifications
3. Reduction in election costs, as the election cycle will now span two fiscal years.

Department Statistics July 1, 2012 – March 20, 2013 (9 months only)

1. 675 Business Licenses on File
2. 27 New Resolutions and Ordinances Processed
3. 23 Special Event Applications Processed
4. 26 Liquor and Wine Festival Permits Processed
5. 43 Council Meetings, including Regular, Special Work and Executive Session

Town Clerk

Fund / Dept: 01-120

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	150,415	108,385	124,908	132,007		145,205	139,135	139,135
601000	FICA	8,759	6,389	7,744	7,879		9,005	8,630	8,630
601100	Medicare	2,077	1,612	1,811	1,843		2,105	2,020	2,020
601200	Retirement	12,325	10,404	12,022	13,478		16,760	16,060	16,060
601300	Unemployment	340	263	178	108		40	40	40
601400	Workman's Compensation	266	287	337	358		395	380	380
602000	Health, Dental & Life Ins	16,608	12,467	14,360	14,352		22,940	15,295	15,295
Total Wages & Releated		**$ 190,790**	**$ 139,807**	**$ 161,360**	**$ 170,025**	**105%**	**$ 196,450**	**$ 181,560**	**$ 181,560**
Operating Expenditures									
701000	Training	375	780	1,000	364		500	500	500
701500	Travel	411	949	1,000	150		500	500	500
703000	Office Supplies	940	1,989	1,800	1,849		1,800	1,500	1,500
703500	Subscriptions/Memberships	300	565	500	439		500	500	500
703800	Advertising	1,560	1,757	3,000	292		3,000	2,000	2,000
704000	Computer Services/Software	545	430	0	0		0	0	0
706000	Electric	1,826	2,017	1,800	1,955		1,800	1,800	1,800
706100	Gas/Propane	381	304	500	266		500	500	500
706200	Water	397	328	415	172		415	415	415
706300	Sewer	500	501	500	458		600	600	600
706400	Waste Removal	136	136	140	221		140	140	140
706700	Pest Control	46	50	50	39		50	50	50
711000	Legal Services	2,979	259	1,000	0		1,000	1,000	1,000
712000	Contract Labor/Services	0	0	0	600		12,000	12,000	12,000
758000	Elections	20,558	0	45,000	18,388		2,500	0	0
758100	Recording Fees	6	4	50	8		50	50	50
758200	Records Management	0	0	500	1,010		2,000	2,000	2,000
Total Operating Expenditures		**$ 30,960**	**$ 10,069**	**$ 57,255**	**$ 26,211**	**46%**	**$ 27,355**	**$ 23,555**	**$ 23,555**
Total Departmental Expenditures		**$ 221,750**	**$ 149,876**	**$ 218,615**	**$ 196,236**		**$ 223,805**	**$ 205,115**	**$ 205,115**
Revenues									
410000	Copies	33	11	0	5		0	0	0
412000	Bus. License Fees	12,630	14,615	9,000	14,785		9,000	10,000	10,000
412100	Liquor License Fees	3,215	2,740	950	3,580		950	1,500	1,500
414101	Special Event Permits	1,800	25	0	0		0	0	0
Total Departmental Revenues		**$ 17,678**	**$ 17,391**	**$ 9,950**	**$ 18,370**	**185%**	**$ 9,950**	**$ 11,500**	**$ 11,500**
Net Effect on General Fund		**$ 204,072**	**$ 132,485**	**$ 208,665**	**$ 177,866**	**85%**	**$ 213,855**	**$ 193,615**	**$ 193,615**

Finance Department

Our Mission

The Town of Camp Verde Finance Department's mission is to administer the Town'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's service delivery system in the areas of accounting, budget development and execution, financial reporting and management and payroll processing.

Department Description

The Finance Department is responsible for all financial aspects of the Town including;

- 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 (1.0)
- Accountant (1.0)

Accomplishments for the Fiscal Year 2012-13

1. Received an Unqualified Opinion for FY12 Audit.
2. Completed major changes to the Financial Operations Guide.
3. First full year of new investment account has increased interest revenue over 300%.

Performance Objectives for Fiscal Year 2013-14

1. Complete CAFR for FY13 Audit.
2. Integrate Sewer District into Town's accounting system.
3. Ready for new Arizona Open Books reporting requirements.
4. Continue to develop transparent reporting systems for staff, Council and the public.

Budget Points of Interest

1. Software recurring fees were moved from the Non-Departmental budget to the Finance Dept Budget.
    a. LY's fees were all pro-rated to June 30th. This year's fees show the full annual cost ($8,700 higher).
2. A new consulting cost for next year will be a $3,000 fee to the State for Open Books reporting integration.
3. Our sales tax auditor did not charge us for any work he did in this current fiscal year which is one reason why the consulting line is so low.
4. The Finance operating budget has not yet been adjusted for changes due to bringing on the wastewater services.

Human Resources

Fund / Dept: 01-140

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	26,167	26,441	23,076	19		8,661	8,910	8,910
601000	FICA	1,622	1,639	1,431	1		537	555	555
601100	Medicare	379	383	335	0		126	130	130
601200	Retirement	2,579	2,846	2,573	2		999	1,030	1,030
601300	Unemployment	42	86	53	2		3	5	5
601400	Workman's Compensation	54	61	62	0		23	25	25
602000	Health, Dental & Life Ins	4,192	4,648	4,311	7		1,529	1,530	1,530
Total Wages & Releated		**$ 35,035**	**$ 36,104**	**$ 31,841**	**$ 31**	**0%**	**$ 11,878**	**$ 12,185**	**$ 12,185**
Operating Expenditures									
701000	Training	9,899	0	700	479		700	700	700
701110	Tuition Reimbursement	0	4,397	5,000	0		5,000	2,500	2,500
701500	Travel	0	0	300	0		500	300	300
703000	Office Supplies	545	215	500	335		600	400	400
703500	Subscriptions/Memberships	0	180	480	0		480	480	480
703800	Advertising	922	940	1,000	3,411		2,000	1,500	1,500
711000	Legal Services	111	296	2,500	1,410		2,500	1,000	1,000
752000	Personnel Expenses	204	360	800	3,230		4,000	4,000	4,000
752200	Recruitment Expenses	1,791	3,149	5,000	4,834		5,000	3,000	3,000
752300	Employee Recognition	587	1,472	1,000	768		1,500	1,500	1,500
Total Operating Expenditures		**$ 14,059**	**$ 11,009**	**$ 17,280**	**$ 14,467**	**84%**	**$ 22,280**	**$ 15,380**	**$ 15,380**
Total Departmental Expenditures		**$ 49,094**	**$ 47,113**	**$ 49,121**	**$ 14,498**		**$ 34,158**	**$ 27,565**	**$ 27,565**
Net Effect on General Fund		**$ 49,094**	**$ 47,113**	**$ 49,121**	**$ 14,498**	**30%**	**$ 34,158**	**$ 27,565**	**$ 27,565**

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Human Resources

Fund / Dept: 01-140

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	26,167	26,441	23,076	19		8,661	8,910	8,910
601000	FICA	1,622	1,639	1,431	1		537	555	555
601100	Medicare	379	383	335	0		126	130	130
601200	Retirement	2,579	2,846	2,573	2		999	1,030	1,030
601300	Unemployment	42	86	53	2		3	5	5
601400	Workman's Compensation	54	61	62	0		23	25	25
602000	Health, Dental & Life Ins	4,192	4,648	4,311	7		1,529	1,530	1,530
Total Wages & Releated		**$ 35,035**	**$ 36,104**	**$ 31,841**	**$ 31**	**0%**	**$ 11,878**	**$ 12,185**	**$ 12,185**
Operating Expenditures									
701000	Training	9,899	0	700	479		700	700	700
701110	Tuition Reimbursement	0	4,397	5,000	0		5,000	2,500	2,500
701500	Travel	0	0	300	0		500	300	300
703000	Office Supplies	545	215	500	335		600	400	400
703500	Subscriptions/Memberships	0	180	480	0		480	480	480
703800	Advertising	922	940	1,000	3,411		2,000	1,500	1,500
711000	Legal Services	111	296	2,500	1,410		2,500	1,000	1,000
752000	Personnel Expenses	204	360	800	3,230		4,000	4,000	4,000
752200	Recruitment Expenses	1,791	3,149	5,000	4,834		5,000	3,000	3,000
752300	Employee Recognition	587	1,472	1,000	768		1,500	1,500	1,500
Total Operating Expenditures		**$ 14,059**	**$ 11,009**	**$ 17,280**	**$ 14,467**	**84%**	**$ 22,280**	**$ 15,380**	**$ 15,380**
Total Departmental Expenditures		**$ 49,094**	**$ 47,113**	**$ 49,121**	**$ 14,498**		**$ 34,158**	**$ 27,565**	**$ 27,565**
Net Effect on General Fund		**$ 49,094**	**$ 47,113**	**$ 49,121**	**$ 14,498**	**30%**	**$ 34,158**	**$ 27,565**	**$ 27,565**

Risk Management

Our Mission

Risk Management 's mission is 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 operation of the Town Government

Department Description

Risk Management is responsible for the control of risk and proactively focuses on the Town's valuable human, financial and physical assets. The Risk Management process offers a variety of tools and services to help safeguard the Town's small, rural budget including: risk assessment/ monitoring, risk transfer, loss control site reviews, contract and policy review relative to insurance, safety training, workers' compensation and acts as liaison to insurance companies, Counsel and individuals with respect to risk matters.

Department Staffing

- Position 1 (.35)
- Position 2 (N/A)

Although .35% of this individual's time was allocated to Risk Management, there is an ever increasing presence in Risk Management's role in order to protect the Town's common business interests.

Accomplishments for the Fiscal Year 2012-13

1. Updated Bloodborne Pathogen (BBP) Program with new mandated forms and facilitated annual training
2. Continued implementation of Risk Management Policies and Procedures/Safety Program
3. Expanded in-house curriculum re: Workers' Compensation by presenting PowerPoint to employees
4. Created a policy with respect to establishing/building a reserve account for expenses to protect the Town's common business interest
5. Facilitated installation of a push-button, pneumatic door at the Marshal's Department
6. Facilitated installation and training by Town Marshal for proper use of alert buttons in Administration/Community Dev./Magistrate Court
7. Initiated attendance at meetings/hearings re: legal matters in order to resolve/close litigation/claims
8. Obtained restitution judgment to mitigate graffiti damage and to establish a precedence of zero tolerance of Town property damage
9. Facilitated/partnered with Camp Verde Fire District on AED/CPR/Basic First Aid training (for those employees wanting training)
10. Completed OSHA 10 hr. Certification
11. Updated the Pandemic Influenza Response Plan
12. Up-loaded all old Safety Data Sheets (SDS) Sheets on "S" Drive for obsolete or chemicals the Town no longer uses (30 year record retention schedule)
13. Began Implementation of the Global Harmonizing System (GHS)
14. In partnership with the Safety Committee and Town employees received gold award for Zero (0) property and casualty claims and bronze award for keeping claims under a certain threshold within the Workers' Compensation line of coverage
15. Recommended area Risk Managers from a group named Northern Arizona Risk Managers Coalition in order to share ideas/network opportunities and jointly and cooperatively use resources

Performance Objectives for Fiscal Year 2013-14

1. In partnership with the Town Marshal begin working on Emergency Operations Planning
2. Continue Implementing the Global Harmonizing System (GHS) and train end users to standard
3. Update 'Hazard Communication Program' replacing the 'Hazard Communications System'
4. Update/revise SDS Binder with new format of SDS sheets/scan and place on the Town Network
5. Continue creating a solid foundation for Risk Management so that this element of Government can serve the Town in the future

Budget Points of Interest

1. Reduction of $25,000 for a specific liability that was accrued 3 years ago and has been fully expensed. Contact Finance Director for an explanation as to why the funds are still remaining in the Risk Management FY 12/13 budget.

Risk Management

Fund / Dept: 01-160

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	375	290	17,230	16,856		17,225	17,745	17,745
601000	FICA	23	18	1,068	1,044		1,068	1,100	1,100
601100	Medicare	5	4	250	244		250	260	260
601200	Retirement	0	32	1,921	1,878		1,988	2,050	2,050
601300	Unemployment	4	0	31	5		5	5	5
601400	Workman's Compensation	0	1	47	46		47	50	50
602000	Health, Dental & Life Ins	0	0	2,513	2,499		2,676	2,680	2,680
Total Wages & Releated		**$ 407**	**$ 345**	**$ 23,060**	**$ 22,572**	**98%**	**$ 23,259**	**$ 23,890**	**$ 23,890**
Operating Expenditures									
701000	Training	0	0	600	605		600	600	600
701500	Travel	0	0	200	0		200	200	200
703000	Office Supplies	0	0	300	135		300	300	300
703500	Subscriptions/Memberships	0	0	250	55		250	250	250
703600	Books/Tapes/Publications	0	0	200	0		200	200	200
703700	Printing	0	0	100	79		100	100	100
703800	Advertising	0	0	200	0		200	200	200
710000	Consulting Services	0	0	500	0		500	500	500
711000	Legal Services	209,938	4,049	25,000	3,080		25,000	7,500	7,500
712000	Contract Labor/Services	80,919	71,000	70,000	71,000		71,000	71,000	71,000
713210	Office Equipment	0	0	0	0		0	0	0
713230	Pers. Protection Equipment	0	0	300	0		300	300	300
722000	Liability Insurance	182,745	163,283	190,000	169,528		190,000	172,200	172,200
722100	Legal Defense	0	0	25,000	0		15,000	15,000	15,000
722500	Safety / Security Program	0	0	4,000	4,193		7,000	5,500	5,500
751300	Medical Supplies	0	0	300	190		300	300	300
Total Operating Expenditures		**$ 473,602**	**$ 238,332**	**$ 316,950**	**$ 248,865**	**79%**	**$ 310,950**	**$ 274,150**	**$ 274,150**
Total Departmental Expenditures		**$ 474,009**	**$ 238,677**	**$ 340,010**	**$ 271,437**		**$ 334,209**	**$ 298,040**	**$ 298,040**
Revenues									
	Liability Ins. Rebate	*0*	*33,331*	*30,000*	*0*		25,000	25,000	25,000
Total Departmental Revenues		**$ -**	**$ 33,331**	**$ 30,000**	**$ -**		**$ 25,000**	**$ 25,000**	**$ 25,000**
Net Effect on General Fund		**$ 474,009**	**$ 205,346**	**$ 310,010**	**$ 271,437**	**88%**	**$ 309,209**	**$ 273,040**	**$ 273,040**

Economic Development Department

Our Mission

Create and build a business environment that preserves, attracts and promotes sustainable growth and creates meaningful jobs

Department Description

The department works with the local business community as well as regional partners, state and federal agencies, and non-governmental organizations to create economic opportunities that will grow Camp Verde's economic base while retaining its community identity, values and sense of place.

Department Staffing

- Economic Development Director (1) and one part time (18 hours/week) Visitor Center supervisor

Accomplishments for the Fiscal Year 2012-13

1. Completed a planned business incubator feasibility study
2. Worked with Marathon Consulting to begin a valley-wide discussion on widening State Route 260
3. Broadened Camp Verde's regional participation through organizations such as Verde Valley Regional Economic Development Organization, Sustainable Economic Development Initiative and Northern Arizona Council of Governments
4. Carried out the continuing Free Fourth Friday program, which it should be noted ended in November 2012
5. Created an Entertainment District designation in the downtown to eliminate restrictions on certain types of business that serve alcohol
6. Hosted a visit from the Arizona Commerce Authority in October
7. Hired a new economic development director, Steve Ayers, who took over in February 2013
8. Transferred the Visitor Center from the Chamber of Commerce to the town and relocated it in the Camp Verde Historical Society Museum
9. Formed a group known informally as the Heritage Committee to explore better ways of carrying out special events and explore opportunities for citizen participation in heritage-based projects

Performance Objectives for Fiscal Year 2013-14

1. Develop a long-term strategic economic development plan
2. Begin implementation of a heritage-based economic development model, to include, but not limited to, the list of projects outlined to the Town Council entitled "Town of Camp Verde Heritage Projects Survey"
3. Develop a Web-based presence for both tourism and economic development
4. Develop an overall tourism marketing campaign
5. Develop a long term agreement with ASP that will cooperatively manage Fort Verde SHP
6. Actively recruit new businesses, while specifically targeting ones that fit our heritage development model
7. Build capacity for the Economic Development Department through public and private partnerships
8. Create a master design plan for the Finnie Flat/Main Street Corridor
9. Develop a plan for sustaining our special events including their execution, funding and volunteer base
10. Work with the US Forest Service to bring jeep tours, market existing trails, enhance other trail opportunities and interpret archaeological sites at Clear Creek Ruin and the Verde Salt Mine.
11. Organize a Heritage Commission to carry out heritage-based projects with the long term goal of establishing a National Heritage Area
12. Begin a personal development program with the goal of obtaining a Certified Economic Developer certificate through the International Economic Development Council

Budget Points of Interest

1. This year's budget reflects a shift from the department's focus on conventional economic development projects, such as the business incubator and an aggressive business attraction program, to the funding of cooperative projects that will enhance the Town's ability to tap into its cultural, agricultural and natural assets, as a way of developing a sense of place.
2. Flexibility will be the key, as not all of the opportunities that will arise have been clearly defined. Priorities will change as "targets of opportunity" arise.

Economic Development

Fund / Dept: 01-170

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	0	62,196	64,961	56,415		80,298	80,300	80,300
601000	FICA	0	3,856	4,028	3,498		4,978	4,980	4,980
601100	Medicare	0	902	942	818		1,164	1,165	1,165
601200	Retirement	0	6,685	7,243	5,731		7,538	7,540	7,540
601300	Unemployment	0	0	89	18		27	30	30
601400	Workman's Compensation	0	168	175	153		217	220	220
602000	Health, Dental & Life Ins	0	6,579	7,180	5,982		7,647	7,650	7,650
Total Wages & Releated		**$ -**	**$ 80,386**	**$ 84,618**	**$ 72,615**	**86%**	**$ 101,869**	**$ 101,885**	**$ 101,885**
Operating Expenditures									
701000	Training	0	0	2,000	1,128		2,500	2,500	2,500
703000	Office Supplies	0	0	500	291		300	300	300
703500	Subscriptions/Memberships	0	0	0	273		400	400	400
703800	Advertising	0	0	15,000	11,801		15,000	10,000	10,000
710000	Consulting Services	0	0	0	0		35,000	5,000	5,000
741110	Web Campaign	0	0	15,000	7,637		10,000	5,000	5,000
741120	Business Recruitment & PR	0	0	2,000	1,097		2,000	2,000	2,000
741130	Special Events	0	0	0	0		25,000	12,500	12,500
742010	Incubator Feasibility Study	0	0	20,000	19,980		0	0	0
757100	Projects	0	0	0	219		80,000	15,000	15,000
780000	Visitor's Center	55,000	55,000	0	139		8,830	8,830	8,830
780100	Tourism Marketing	25,000	25,000	0	0		0	0	0
780200	Visitor's Center Pest Control	0	0	0	0		0	0	0
781000	Fort Verde Operations	88,750	75,000	45,000	38,000		35,000	10,000	10,000
798000	Initial Operating Costs	0	9,319	0	0		0	0	0
Total Operating Expenditures		**$ 168,750**	**$ 164,319**	**$ 99,500**	**$ 80,565**	**81%**	**$ 214,030**	**$ 71,530**	**$ 71,530**
Total Departmental Expenditures		**$ 168,750**	**$ 244,705**	**$ 184,118**	**$ 153,180**		**$ 315,899**	**$ 173,415**	**$ 173,415**
Revenues									
451100	Advertising Sponsorships	0	575	0	200		2,000	2,000	2,000
Total Departmental Revenues		**$ -**	**$ 575**	**$ -**	**$ 200**		**$ 2,000**	**$ 2,000**	**$ 2,000**
Operating Transfers									
550600	Transfer Out to Non-Fed Grants	0	0	20,000	0		0	0	0
Total Departmental Revenues		**$ -**	**$ -**	**$ 20,000**	**$ -**		**$ -**	**$ -**	**$ -**
Net Effect on General Fund		**$ 168,750**	**$ 244,130**	**$ 204,118**	**$ 152,980**	**75%**	**$ 313,899**	**$ 171,415**	**$ 171,415**

Information Technology Services

Our Mission

The Information Technology department will provide the highest quality technology-based services, in the most cost-effective manner, to facilitate the town's mission as it applies to the management, staff support, and community service.

Department 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

- Assistant to the Town Marshal 1 (0.15)
- Contracted Consultant

Accomplishments for the Fiscal Year 2012-13

1. Designed and Implemented Inter-site Enterprise Backup / Disaster Recovery Solution.
2. Upgraded Email System to Microsoft Exchange 2013.
3. Upgraded / Completed Town-wide Phone System.
4. Deployed Video / Screen share- Conferencing, in process of rolling out town-wide.
5. Upgraded Core Server Infrastructure to Windows Server 2012.
6. Commenced Office 2013 upgrades to all Town workstations.
7. Upgraded Town and CVMO Internet Firewalls.
8. Commenced deployment of comprehensive Remote Access solution for Town staff.

Performance Objectives for Fiscal Year 2013-14

1. Implement comprehensive Business Continuity Solution, with the primary objective of ensuring continued operations and accessibility of all systems in the event of a catastrophic disruption at our primary datacenter.
2. Deploy real-time monitoring and alerting solution for all critical infrastructure components, utilizing software included in the existing Microsoft Enterprise Agreement.
3. Implement Workstation Lifecycle Management process with the following objectives:

    i. Maintain consistent hardware baseline for all Town workstations. As part of this objective, component upgrades will be performed on approximately 1/3 of the Town's current Workstation inventory during FY14.

    ii. Provide a Five-year procurement schedule for all Town PC Workstations and Laptops that will establish the Town's hardware refresh policy and a standardized platform for all future purchases.

4. Provide Training, Documentation to all Town staff covering our standard applications and available IT resources.
5. Upgrade Wireless Area Network (WAN) Infrastructure to increase site-to-site bandwidth, thereby improving quality Voice and Video communications and overall user experience for all facilities.

Budget Points of Interest

IT Services

Fund / Dept: 01-180

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	12,293	6,315	15,384	0		4,368	4,495	4,495
601000	FICA	762	391	954	0		271	280	280
601100	Medicare	178	92	223	0		63	65	65
601200	Retirement	1,211	672	1,715	0		504	520	520
601300	Unemployment	19	0	36	0		1	5	5
601400	Workman's Compensation	20	17	42	0		12	15	15
602000	Health, Dental & Life Ins	1,720	1,730	2,874	0		765	765	765
Total Wages & Releated		**$ 16,203**	**$ 9,217**	**$ 21,228**	**$ -**	**0%**	**$ 5,984**	**$ 6,145**	**$ 6,145**
Operating Expenditures									
701000	Training	0	0	0	0		1,500	750	750
704000	Computer Services/Software	0	67,133	15,000	41,754		14,940	14,940	14,940
704100	Internet / Wireless / Telephone	8,276	10,521	26,500	41,355		26,500	26,500	26,500
704200	Software Recurring Fees	827	0	32,300	27,749		36,800	36,800	36,800
710000	Consulting Services	56,932	52,211	40,000	72,356		56,160	45,000	45,000
713210	Office Equipment	0	0	0	0		500	500	500
Total Operating Expenditures		**$ 66,035**	**$ 129,865**	**$ 113,800**	**$ 183,214**	**161%**	**$ 136,400**	**$ 124,490**	**$ 124,490**
Total Departmental Expenditures		**$ 82,238**	**$ 139,082**	**$ 135,028**	**$ 183,214**		**$ 142,384**	**$ 130,635**	**$ 130,635**
Net Effect on General Fund		**$ 82,238**	**$ 139,082**	**$ 135,028**	**$ 183,214**	**136%**	**$ 142,384**	**$ 130,635**	**$ 130,635**

Non-Departmental

Department Description

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

Budget Points of Interest

1. The cost for copier paper (703200) has decreased as a result of Council receiving their agenda packets electronically.
2. Subscription/Memberships (703500) consist of $1,846/NACOG's an increase over last year of 9% for Town's portion of the Rural Transportation Liaison and Economic Development Administration for the regional planning grant; $8,970 annual dues to League of Arizona Cities and Towns; and $366 for other unanticipated expenses
3. Postage (703900) is now being processed for the library through administration; as a result these expenses were higher than budgeted and will necessitate an increase in this expenditure line-item
4. Consultant expenditures were appropriated for Town-owned property sales/appraisals in FY12/13. This line-item may be dedicated to other consultant expenditures in FY 13/14
5. Emergency Services Agreement (785000) is an Intergovernmental Agreement (IGA) with Yavapai County for coordination of emergency services in the event of a substantial emergency
6. Camp Verde Sanitary District (CVSD) ground Lease (786000) provides for the annual lease payment of the 15 acres leased by the Town from the CVSD in accordance with the Intergovernmental Agreement
7. Stewards of Public Lands (791000) are funds appropriated to assist the Stewards of Public Lands volunteer group with needed supplies, landfill fees, etc. for public land cleanup projects
8. Verde Valley Senior Center (793000) are funds that help the Verde Valley Senior Center regional operations including the Meals-on-Wheels program that serves Verde Valley residents including Camp Verde
9. Water Adjudication (794000) is an appropriation for water rights acquisition. Expenses would include legal, hydrologist fees and engineering studies.
10. 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. Funds provided to this committee are utilized to fund studies used in developing the management strategy.

Non-Departmental

Fund / Dept: 01-999

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Operating Expenditures									
703200	Copier Paper	2,830	2,713	3,000	2,551		2,500	2,500	2,500
703500	Subscriptions/Memberships	8,644	10,681	11,500	11,056		11,500	11,500	11,500
703900	Postage	5,103	184	2,000	3,981		8,000	6,000	6,000
705000	Auto Repair/Maintenance	1,640	1,167	3,600	321		3,600	1,500	1,500
705500	Fuel	150	524	400	642		600	600	600
706000	Electric	5,774	5,943	7,000	9,276		9,150	9,150	9,150
706100	Gas/Propane	3,888	3,689	5,000	4,487		6,000	6,000	6,000
706200	Water	1,054	1,185	1,500	1,830		2,400	2,400	2,400
706300	Sewer	382	383	500	650		960	960	960
706400	Waste Removal	184	184	400	227		300	300	300
706500	Telephone	12,152	11,991	0	0		0	0	0
706700	Pest Control	925	981	950	362		600	600	600
710000	Consulting Services	41	0	10,000	26,500		0	0	0
713000	Equipment Rental	1,020	1,020	1,500	1,020		1,020	1,020	1,020
713100	Equipment Maint. Agreements	6,827	3,827	2,000	1,791		2,000	2,000	2,000
720000	Service Charges	8,817	6,616	5,000	1,878		5,500	5,500	5,500
751900	Office Equipment Maintenance	202	0	1,000	0		0	0	0
757300	Conference Room Supplies	46	83	200	0		200	200	200
782100	LTAF II Grant Matching	3,720	0	0	0		0	0	0
784000	Recycling	5,144	980	0	0		0	0	0
785000	Emergency Services Agreement	3,969	4,675	4,675	4,675		4,675	4,675	4,675
786000	Sanitary District IGA	0	0	100	0		0	0	0
789100	Bus. Incentive - Coury	31,856	1,303	22,000	21,806		30,000	25,000	25,000
791000	Stewards of Public Lands	444	0	1,500	0		1,500	1,500	1,500
793000	Verde Valley Senior Center	12,500	12,500	12,500	12,503		12,500	12,500	12,500
793500	DWR - State Imposed Fee	0	13,546	0	0		0	0	0
794000	Water Adjudication	3,053	10,101	20,000	2,091		12,000	3,000	3,000
796000	Yavapai County Water Advisor	10,000	8,000	11,645	11,645		11,645	11,645	11,645
799900	Miscellaneous	(479)	1	0	255		0	0	0
999800	Employee Termination Payouts	6,349	0	25,000	0		25,000	25,000	25,000
999900	Contingency	0	0	200,000	0		200,000	200,000	200,000
Total Operating Expenditures		**$ 136,235**	**$ 102,277**	**$ 352,970**	**$ 119,547**	**34%**	**$ 351,650**	**$ 333,550**	**$ 333,550**
	Actual Contingency & Payouts Use in Year	$ 6,349	$ 65,025		$ 5,919				
Equipment/Capital Expenditures									
800000	Copier Purchase	0	8,563	0	0		0	0	0
802000	Equipment Lease	5,573	1,858	0	0		0	0	0
Total Equipment/Capital Expenditures		**$ 5,573**	**$ 10,421**	**$ -**	**$ -**		**$ -**	**$ -**	**$ -**
Total Departmental Expenditures		**$ 141,808**	**$ 112,698**	**$ 352,970**	**$ 119,547**		**$ 351,650**	**$ 333,550**	**$ 333,550**
Net Effect on General Fund		**$ 141,808**	**$ 112,698**	**$ 352,970**	**$ 119,547**	**34%**	**$ 351,650**	**$ 333,550**	**$ 333,550**

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Municipal Court

Camp Verde Municipal Court

Our Mission

The Town of Camp Verde Municipal Courts 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 Description

The Camp Verde Municipal is responsible for misdemeanor and civil traffic complaints my multiple law enforcement agencies for the matters occurring within the Town of Camp Verde precinct. The Court also issues protective orders along with search warrants. The Camp Verde Municipal Court is responsible for providing all individuals equal access, professionalism and impartial treatment, with just resolution to all court matters.

The Courts duties include:

-Complying with Town Code 5-2-2 Powers and Duties of Town Magistrate (2001-A183) (2008-A355)

-Complying with all Rules of Court

-Complying with all state, federal, and local laws

-complying with Supreme Court administrative codes and orders

Department Staffing

- Magistrate (1)
- Assistant Magistrate (2- PT)
- Court Supervisor (1)
- Court Clerks (4)

Accomplishments for the Fiscal Year 2012-13

1. The Court was able to get into compliance with state law, administrative orders and rules of court regarding the retention of records.
2. Acquired the necessary training to fulfill our yearly 12hr COJET training requirements.
3. The Court was able to get back into compliance by being able to monitor Court Orders on a regular basis.
4. Completed the new hire training along with the mandated continuing education
5. Validated our warrant list and reconciled with AZ department of Public Safety and Camp Verde Marshal

Performance Objectives for Fiscal Year 2013-14

1. Remain in compliance with state law , administrative orders and rules of court regarding record retention
2. To implement an electronic document management system (EDMS) to handle document storage.
3. Continue to work with local law enforcement department on finalizing the ATTC for local parking ordinances.
4. Work with local law enforcement on implementing electronic citations
5. Continue to monitor court orders
6. Begin the implementation of a Court operations/procedures manual to include court financial procedures

Budget Points of Interest

1. The Court decreased in projected revenues significantly. Court Estimated 300,000 with a projected amount of around 200,000.
2. The Court has noted since January 2013, an increase of case filing and this should continue with the full staffing of the Marshals Office.

Department statistics FY 2012-2013

Fiscal year to date 2013 from 7-1-2012 thru March 1, 2013

- Misdemeanor/FTA 558
- DUI 93
- Serious Traffic 11
- Criminal Traffic 166
- Civil traffic 1320
- Harassment injunction 23
- Order of protection 9

Total Case filings: YTD March 1, 2013 2180 cases
Total Case filings: YTD March 31, 2012 2416 cases
Total Case filing: YTD March 31, 2011 1962 cases

Municipal Court

Fund / Dept: 01-300

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	208,779	213,516	238,600	232,460		241,089	246,245	246,245
600010	Pro Tem Judge Salaries	0	0	2,700	684		2,700	2,700	2,700
601000	FICA	12,265	12,763	14,793	13,902		15,115	15,435	15,435
601100	Medicare	2,868	2,993	3,460	3,251		3,535	3,610	3,610
601200	Retirement	19,723	22,600	26,603	25,636		27,822	28,420	28,420
601300	Unemployment	413	448	534	167		85	85	85
601400	Workman's Compensation	288	533	501	630		511	525	525
602000	Health, Dental & Life Ins	25,523	27,151	35,900	35,594		38,234	38,235	38,235
Total Wages & Releated		**$ 269,859**	**$ 280,004**	**$ 323,091**	**$ 312,324**	**97%**	**$ 329,091**	**$ 335,255**	**$ 335,255**
Operating Expenditures									
701000	Training	600	0	1,500	1,099		2,000	1,500	1,500
701500	Travel	437	0	2,500	278		2,000	1,000	1,000
703000	Office Supplies	3,056	2,148	4,600	1,492		4,600	3,000	3,000
703500	Subscriptions/Memberships	150	125	300	150		300	300	300
703600	Books/Tapes/Publications	125	169	300	210		300	300	300
703700	Printing	182	1,152	700	562		700	700	700
706000	Electric	3,080	3,203	2,800	3,105		2,800	2,800	2,800
706100	Gas/Propane	598	480	520	422		520	520	520
706200	Water	804	879	765	886		765	765	765
706300	Sewer	794	795	750	728		900	900	900
706400	Waste Removal	216	216	240	350		240	240	240
706500	Telephone	0	0	905	780		905	905	905
706700	Pest Control	73	79	80	63		80	80	80
711000	Legal Services	0	0	500	0		500	500	500
712000	Contract Labor/Services	98	761	1,400	1,251		1,400	1,400	1,400
712100	Interpreters	0	0	500	205		500	500	500
713000	Equipment Rental	0	0	9,000	8,250		9,000	9,000	9,000
713210	Office Equipment	514	506	500	484		500	500	500
721000	Credit Card Processing Fees	4,274	4,562	0	0		0	0	0
755500	Court Appointed Attorneys	14,543	14,465	14,000	15,065		14,000	14,000	14,000
755800	Jury Fees	99	13	200	116		200	200	200
755900	Recording System	0	0	550	539		550	0	0
755800	Security System	0	0	350	251		350	350	350
757100	Public Relations	0	0	200	0		200	200	200
Total Operating Expenditures		**$ 29,643**	**$ 29,553**	**$ 43,160**	**$ 36,286**	**84%**	**$ 43,310**	**$ 39,660**	**$ 39,660**
Equipment/Capital Expenditures									
802000	Capital Lease	0	0	3,400	3,382		3,400	3,400	3,400
Total Equipment/Capital Expenditures		**$ -**	**$ -**	**$ 3,400**	**$ 3,382**		**$ 3,400**	**$ 3,400**	**$ 3,400**
Total Departmental Expenditures		**$ 299,502**	**$ 309,557**	**$ 369,651**	**$ 351,992**		**$ 375,801**	**$ 378,315**	**$ 378,315**
Revenues									
413000	Fees, Fines & Forfeitures	208,762	256,159	300,000	200,000		300,000	300,000	300,000
431000	Court Appointed Attorney Reimb's	10,378	13,268	14,000	15,000		14,000	14,000	14,000
Total Departmental Revenues		**$ 219,140**	**$ 269,427**	**$ 314,000**	**$ 215,000**	**68%**	**$ 314,000**	**$ 314,000**	**$ 314,000**
Net Effect on General Fund		**$ 80,362**	**$ 40,130**	**$ 55,651**	**$ 136,992**	**246%**	**$ 61,801**	**$ 64,315**	**$ 64,315**

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Public Works

Public Works Department

Engineering Division

Our Mission

Public Works plans, develops and maintains streets, stomrwater, sewer utilities, facilities & grounds and our parks to promote public health, personal safety, transportation economic growth and civic vitality. We work with Town Staff, Tribal, County and State Governments and the public to improve the quality of life in Camp Verde.

Department Description

The Department of Public Works has six divisions: Engineering, Streets, Stormwater, Sewer Utilities, Facilities Maintenance/Janitorial, and Parks and Recreation. The Public Works Director is the town Engineer and provides support to Community Development for Plan and Engineering Design Review, The department also assists with or manages a wide variety of Town Related Streets, Stormwater and Utility 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 Deputy Director, Public Works Analyst, Administrative staff. There are four crew members for Streets, Stormwater and Engineering maintenance, repair and construction needs. The Maintenance Foreman works with a crew of six to provide facilities and grounds maintenance and janitorial needs for all town facilities, and landscaping. The Parks/Recreation Coordinator facilitates community recreation and Town Sponsored events. The Sewer Utility Division manager has a staff of six to operate & maintain the Town's Sewer System.

Department Staffing

- Public Works Director/Engineer (.47)
- Public Works Analyst (.35)
- Public Works Deputy Director (.20)
- Administrative Assistant (.10)

Accomplishments for the Fiscal Year 2012-13

1. Completed the Tri-Intersection &Finnie Flat Road PARA Study
2. Completed the Project Holloman St. sidewalk
3. Worked with NAU engineering students to design the Verde river low water crossing on Verde Lakes Drive
4. Completed the Archeological & Environmental studies required for the Community Park and Sewer District entrance road
5. Completed the Public Yard

Performance Objectives for Fiscal Year 2013-14

1. Obtain ROW for Forest Service to widen and construct the entry to the community park
2. Continue to provide engineering support to Community Development
3. Complete Engineering Standards

Budget Points of Interest

1. None

Public Works Engineer

Fund / Dept: 01-400

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	69,147	51,577	61,645	57,706		74,300	74,300	74,300
601000	FICA	4,283	3,196	3,822	3,577		4,607	4,610	4,610
601100	Medicare	1,002	748	894	836		1,077	1,080	1,080
601200	Retirement	7,143	5,355	6,873	6,338		8,574	8,575	8,575
601300	Unemployment	139	98	86	16		15	15	15
601400	Workman's Compensation	643	484	1,029	939		1,455	1,455	1,455
602000	Health, Dental & Life Ins	8,366	4,836	6,965	6,420		8,564	8,565	8,565
Total Wages & Releated		**$ 90,723**	**$ 66,294**	**$ 81,314**	**$ 75,832**	**93%**	**$ 98,592**	**$ 98,600**	**$ 98,600**
Operating Expenditures									
701000	Training	331	245	250	235		1,500	1,000	1,000
701500	Travel	177	526	200	1,634		2,500	1,750	1,750
703000	Office Supplies	862	521	300	718		400	400	400
703500	Subscriptions/Memberships	278	360	400	245		400	400	400
703600	Books/Tapes/Publications	101	282	100	0		250	250	250
703700	Printing	129	149	100	224		150	150	150
703800	Advertising	0	0	100	100		100	100	100
705000	Auto Repair/Maintenance	0	0	50	0		50	50	50
705500	Fuel	0	0	100	80		150	150	150
706000	Electric	899	956	900	899		900	900	900
706100	Gas/Propane	227	275	325	248		325	325	325
706200	Water	369	193	200	137		200	200	200
706300	Sewer	147	147	140	135		170	170	170
706400	Waste Removal	80	81	90	94		90	90	90
706500	Telephone	21	0	0	0		0	0	0
706700	Pest Control	14	15	20	11		20	20	20
710000	Consulting Services	3,418	5,223	2,500	0		2,500	2,500	2,500
711000	Legal Services	3,093	870	4,000	1,940		4,000	3,000	3,000
713210	Office Equipment	206	58	400	740		400	400	400
Total Operating Expenditures		**$ 10,352**	**$ 9,901**	**$ 10,175**	**$ 7,440**	**73%**	**$ 14,105**	**$ 11,855**	**$ 11,855**
Total Departmental Expenditures		**$ 101,075**	**$ 76,195**	**$ 91,489**	**$ 83,272**		**$ 112,697**	**$ 110,455**	**$ 110,455**
Revenues									
414000	Plan Review Fees	165	5,753	0	450		0	500	500
Total Departmental Revenues		**$ 165**	**$ 5,753**	**$ -**	**$ 450**		**$ -**	**$ 500**	**$ 500**
Net Effect on General Fund		**$ 100,910**	**$ 70,442**	**$ 91,489**	**$ 82,822**	**91%**	**$ 112,697**	**$ 109,955**	**$ 109,955**

Public Works Department

Stormwater Management Division

Our Mission

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

Department 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 (.08)
- Public Work Analyst (.08)
- Streets Foreman (.04)
- Senior Equipment Operator (.04)
- Maintenance Worker (.20)
- Administrative Assistant (.40)
- Streets Laborer (.08)

Accomplishments for the Fiscal Year 2012-13

1. Submitted the annual MS4 report to ADEQ and completed required street sweeping
2. Completed the Finnie Flats Channel Improvements Project
3. Continued support of the Stewards of Public Lands in clean –up events
4. Completed Phase I drainage improvements on Verde Lakes Drive.

Performance Objectives for Fiscal Year 2013-14

1. Complete Phase II Cliffs Parkway Drainage Improvements
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.

Budget Points of Interest

1. The significant changes within the stormwater budget from last year will be the addition of funding for part time maintenance and funding for materials.
2. $2000 of addition Funding for part-time workers
3. Additional funding was added for drainage facility maintenance and equipment rental for stormwater maintenance.

Stormwater

Fund / Dept: 01-410

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	18,984	21,084	25,822	17,138		83,327	58,980	58,980
601000	FICA	1,177	1,307	1,605	1,061		5,166	3,660	3,660
601100	Medicare	275	306	375	248		1,208	855	855
601200	Retirement	1,807	2,253	2,886	1,788		9,159	6,350	6,350
601300	Unemployment	15	6	46	8		28	25	25
601400	Workman's Compensation	569	1,459	432	293		3,034	2,025	2,025
602000	Health, Dental & Life Ins	2,183	2,614	3,734	2,000		12,005	8,950	8,950
Total Wages & Releated		**$ 25,010**	**$ 29,029**	**$ 34,900**	**$ 22,536**	**65%**	**$ 113,927**	**$ 80,845**	**$ 80,845**
Operating Expenditures									
701000	Training	0	500	500	60		1,000	1,000	1,000
701500	Travel	14	1,189	200	402		1,200	1,200	1,200
703000	Office Supplies	85	41	50	1,199		250	250	250
703500	Subscriptions/Memberships	0	0	100	0		100	100	100
703600	Books/Tapes/Publications	0	102	100	0		100	100	100
703700	Printing	235	0	50	175		150	150	150
704000	Computer Services/Software	0	0	0	0		500	500	500
706600	Cell Phone	0	0	0	0		450	450	450
710000	Consulting Services	0	823	3,000	225		3,000	3,000	3,000
711000	Legal Services	56	0	100	137		300	300	300
713210	Office Equipment	0	0	0	0		200	200	200
713240	Maintenance Equipment	0	0	0	0		200	200	200
759000	Yav County Flood Control	17,389	519,306	0	0		0	0	0
760400	Permits	0	0	0	0		5,000	5,000	5,000
Total Operating Expenditures		**$ 17,779**	**$ 521,961**	**$ 4,100**	**$ 2,198**	**54%**	**$ 12,450**	**$ 12,450**	**$ 12,450**
Total Departmental Expenditures		**$ 42,789**	**$ 550,990**	**$ 39,000**	**$ 24,734**		**$ 126,377**	**$ 93,295**	**$ 93,295**
Revenues									
432000	Yav County Flood Control	2,939	519,306	0	0		0	0	0
Total Departmental Revenues		**$ 2,939**	**$ 519,306**	**$ -**	**$ -**		**$ -**	**$ -**	**$ -**
Net Effect on General Fund		**$ 39,850**	**$ 31,684**	**$ 39,000**	**$ 24,734**	**63%**	**$ 126,377**	**$ 93,295**	**$ 93,295**

Public Works Department

Maintenance Division

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 with a framework of safety, quality service, environmental sensitivity and operational efficiency.

Department Description

The Maintenance Department is responsible for the general maintenance of all Town buildings, equipment, parks and recreational sites and facilities. Maintenance Personnel perform regular inspections of these areas and equipment as well as making sure all areas are safe and secure. The maintenance Division is responsible for Main Street landscaping and decoration includes: flags banner s and various decorations. Maintenance personnel also assist with special event and programs.

Department Staffing

- Public Works Director (.015)
- Deputy Director (.05)
- Maintenance Foreman (1.0)
- Parks Lead Worker (1.0)
- Public Works Admin. (.32)
- Maintenance Worker (1.85)
- Custodian (2.0)

Accomplishments for the Fiscal Year 2012-13

Performance Objectives for Fiscal Year 2013-14

1. New signage to Town Hall and Ramada, new lighting at Ramada
2. Town Grounds, grass and granite
3. Parapet wall on Public Works Building
4. Improvements to the Senior Center and Archeology Center
5. Butler Park improvements to restrooms, sidewalks, planters
6. Structural repairs to Weight room and Reading room

Budget Points of Interest

1. 01-420-20-70100-Training- Raised $1600 to cover cost of training for maintenance and custodian personnel .
2. 01-420-20-701500- Travel- Increased to pay for travel to and from training.
3. 01-420-20-706700-Pest Control increased to cover any potential infestation
4. 01-420-20-751000- Building Maintenance- Raised $10,000 to cover annual maintenance and repairs including new buildings; Streets Facility, Library, Sanitary District buildings.
5. 01-420-20-751600- Parks Facilities Maintenance/Repairs- this decrease will limit activity to standard upkeep/maintenance
6. 01-420-20-751700-Grounds Maintenance- if year-end budget permits, Wood Fiber Mulch for 2 Playground areas will be purchased
7. 01-420-20-753000- Janitorial Supplies- Increased $1000 to increased cost of supplies and additional supplies needed to clean new facilities acquired
8. New Line item needed for materials for maintenance of Fort.

Maintenance

Fund / Dept: 01-420

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	202,236	206,306	216,533	247,128		260,176	266,980	266,980
600100	Overtime	261	231	0	245		0	0	0
601000	FICA	12,436	12,696	13,425	15,189		16,131	16,555	16,555
601100	Medicare	2,908	2,969	3,140	3,604		3,773	3,870	3,870
601200	Retirement	19,859	21,817	23,398	25,462		29,470	30,260	30,260
601300	Unemployment	551	536	605	301		103	105	105
601400	Workman's Compensation	5,567	8,600	7,839	9,610		9,912	10,170	10,170
602000	Health, Dental & Life Ins	39,943	41,337	48,824	44,807		54,062	54,065	54,065
Total Wages & Releated		**$ 283,761**	**$ 294,492**	**$ 313,764**	**$ 346,346**	**110%**	**$ 373,627**	**$ 382,005**	**$ 382,005**
Operating Expenditures									
701000	Training	1,180	3,835	2,400	3,350		4,700	3,000	3,000
701500	Travel	164	914	500	692		1,000	1,000	1,000
702000	Uniforms	2,111	1,958	2,400	2,525		2,400	2,400	2,400
703000	Office Supplies	243	259	300	83		300	300	300
703800	Advertising	0	59	100	0		100	100	100
704200	Software Recurring Fees	0	0	1,200	1,200		1,200	1,200	1,200
705000	Auto Repair/Maintenance	3,264	7,799	6,000	1,723		6,000	2,500	2,500
705500	Fuel	5,679	4,797	6,600	5,099		6,600	4,500	4,500
706000	Electric	2,272	2,414	2,800	2,273		2,800	2,400	2,400
706100	Gas/Propane	540	643	750	576		750	750	750
706200	Water	559	803	750	955		750	750	750
706300	Sewer	382	383	350	350		420	420	420
706400	Waste Removal	218	200	250	239		250	250	250
706600	Cell Phone	895	1,608	1,475	1,467		2,200	2,200	2,200
706700	Pest Control	935	38	100	30		600	500	500
711000	Legal Services	0	0	200	0		200	200	200
713000	Equipment Rental	0	0	250	0		250	250	250
713210	Office Equipment	0	0	100	0		100	100	100
713240	Maintenance Equipment	2,421	3,354	3,500	3,133		3,500	3,500	3,500
751000	Building Maintenance	43,060	47,566	38,000	42,761		50,000	48,000	48,000
751200	Safety Equipment	295	643	500	7		600	600	600
751300	OSHA Medical Supplies	968	607	800	380		800	800	800
751400	Graffiti Clean-Up	0	431	200	0		200	200	200
751500	Fire Extinguishers	1,501	1,780	4,300	3,243		4,800	2,400	2,400
751600	Park Facilities Maintenance	9,547	1,901	13,890	10,975		14,000	10,000	10,000
751700	Grounds Maintenance	8,506	7,234	8,500	5,064		12,000	10,000	10,000
751750	Flags & Banners	0	0	1,400	764		1,400	1,400	1,400
751800	Fertilizer / Herbicides	4,576	5,468	6,200	1,155		6,200	6,200	6,200
751903	*Visitor's Center Maintenance*	*616*	*1,841*	*800*	*210*		800	800	800
753000	Janitorial Supplies	5,595	6,126	6,000	5,583		7,000	7,000	7,000
753100	Mats & Rugs	2,509	2,163	2,700	2,125		2,700	2,700	2,700
Total Operating Expenditures		**$ 98,036**	**$ 104,824**	**$ 113,315**	**$ 95,962**	**85%**	**$ 134,620**	**$ 116,420**	**$ 116,420**
Total Departmental Expenditures		**$ 381,797**	**$ 399,316**	**$ 427,079**	**$ 442,308**		**$ 508,247**	**$ 498,425**	**$ 498,425**
Operating Transfers									
500400	Transfer In from Parks Fund (Maint)	0	0	(13,890)	(10,975)		(14,000)	(10,000)	(10,000)
Total Departmental Revenues		**$ -**	**$ -**	**$ (13,890)**	**$ (10,975)**		**$ (14,000)**	**$ (10,000)**	**$ (10,000)**
Net Effect on General Fund		**$ 381,797**	**$ 399,316**	**$ 413,189**	**$ 431,333**	**104%**	**$ 494,247**	**$ 488,425**	**$ 488,425**

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Community Development

Community Development Department

Our Mission

The Town of Camp Verde's Community Development Department manages growth through planning, zoning and building services and protects the enjoyment of private property owners while providing professional, competent, and consistent service to the public in order to enhance the community and the lives of the residents.

Department Description

The Community Development Department oversees and prepares department procedures for the development process and code enforcement within the Town of Camp Verde. As the umbrella for the Building, Planning & Zoning and Code Enforcement Divisions, the Community Development Department performs the management activities and is the direct contact to the Town Council and the Town Manager. This umbrella department provides for and facilitates the activities and functions of the Planning & Zoning Commission and the Board of Adjustments for the public hearing process and training.

Department Staffing:

- Community Development Director (1.0)

Accomplishments for the Fiscal Year 2012-13

1. Through the Request for Proposal process, selected a nuisance abatement contractor. The contractor's responsibilities are to abate (remove) all rubbish, debris and weeds on properties that have failed to comply with a prior notice of a violation.
2. Revised and created new and easily understood processes for Nuisance Ordinance Enforcement in the Town Code and Zoning Violations in the Planning and Zoning Ordinance for an efficient process from the beginning to the end.

Performance Objectives for Fiscal Year 2013-14

1. Continue to review and process prior subdivisions for possible voiding of previously approved Preliminary Plats.
2. Facilitate the update of the General Plan.

Budget Points of Interest

1. The Community Development Department Umbrella, is approached in the budget as the administrative head of the entire Community Development Divisions with the Community Development Director, Planning & Zoning Commission and the Board of Adjustments operational budget included.

Community Development

Fund / Dept: 01-500

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	*43,739*	*61,061*	*32,822*	*35,300*		71,531	73,815	73,815
601000	FICA	*2,512*	*3,592*	*2,036*	*2,024*		4,435	4,580	4,580
601100	Medicare	*588*	*840*	*475*	*473*		1,037	1,070	1,070
601200	Retirement	*4,316*	*6,366*	*3,660*	*3,909*		8,255	8,520	8,520
601300	Unemployment	*73*	*106*	*55*	*11*		13	15	15
601400	Workman's Compensation	*369*	*577*	*1,145*	*555*		1,416	1,465	1,465
602000	Health, Dental & Life Ins	*5,714*	*9,861*	*4,452*	*4,783*		7,647	7,650	7,650
Total Wages & Releated		**$ 57,311**	**$ 82,403**	**$ 44,645**	**$ 47,055**	**105%**	**$ 94,334**	**$ 97,115**	**$ 97,115**
Operating Expenditures									
701000	Training	80	717	2,000	1,015		2,000	1,000	1,000
701500	Travel	22	526	870	0		870	500	500
703000	Office Supplies	50	120	400	33		400	200	200
703500	Subscriptions/Memberships	362	544	570	569		600	600	600
703600	Books/Tapes/Publications	0	0	120	0		120	120	120
703700	Printing	0	2	50	0		50	50	50
703800	Advertising	28	0	100	15		100	100	100
705000	Auto Repair/Maintenance	9	384	800	714		800	400	400
705500	Fuel	250	392	840	210		800	400	400
706000	Electric	*3,308*	*3,440*	*3,635*	*3,335*		3,600	3,600	3,600
706100	Gas/Propane	*638*	*516*	*725*	*453*		800	800	800
706200	Water	*729*	*679*	*810*	*844*		1,000	1,000	1,000
706300	Sewer	*852*	*854*	*1,000*	*781*		1,200	1,200	1,200
706400	Waste Removal	*232*	*232*	*276*	*375*		500	500	500
706600	Cell Phone	87	0	0	0		0	0	0
706700	Pest Control	*78*	*85*	*90*	*67*		100	100	100
711000	Legal Services	*10,110*	*1,980*	*9,500*	*14,339*		9,000	6,000	6,000
713100	Equipment Maint. Agreements	*1,238*	*1,520*	*2,840*	*610*		2,000	2,000	2,000
721000	Credit Card Processing Fees	*2,115*	*1,166*	*1,500*	*1,469*		1,500	1,500	1,500
751200	Safety Equipment	*75*	*0*	*300*	*202*		300	300	300
756001	Maps / Cartography	0	2	50	0		50	50	50
758100	Recording Fees	13	0	0	0		0	0	0
Total Operating Expenditures		**$ 20,276**	**$ 13,159**	**$ 26,476**	**$ 25,031**	**95%**	**$ 25,790**	**$ 20,420**	**$ 20,420**
Equipment/Capital Expenditures									
802000	Equipment Lease	*2,105*	*2,076*	*2,000*	*2,092*		2,000	2,000	2,000
Total Equipment/Capital Expenditures		**$ 2,105**	**$ 2,076**	**$ 2,000**	**$ 2,092**		**$ 2,000**	**$ 2,000**	**$ 2,000**
Total Departmental Expenditures		**$ 79,692**	**$ 97,638**	**$ 73,121**	**$ 74,178**		**$ 122,124**	**$ 119,535**	**$ 119,535**
Revenues									
410000	Copies	80	17	25	82		25	25	25
Total Departmental Revenues		**$ 80**	**$ 17**	**$ 25**	**$ 82**		**$ 25**	**$ 25**	**$ 25**
Net Effect on General Fund		**$ 79,612**	**$ 97,621**	**$ 73,096**	**$ 74,096**	**101%**	**$ 122,099**	**$ 119,510**	**$ 119,510**

Building Department

Our Mission

The Town of Camp Verde Building Safety Division 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, plan review and inspection services.

Department Description

The Building Safety Division 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 but are not limited to:

- Review, document, record and maintain the records of all permit submittals, inspection records and historical information.
- Provide plan review to ensure that 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, water, ventilation, stability, ingress/egress and safety from fire and other hazards.
- Provide monthly building information internally and to outside agencies, as required and/or deemed necessary.
- Provide annual audit information internally and to outside agencies, as required and/or deemed necessary.
- Verify all contractors hold the appropriate licensure to perform work within the Town limits.
- Prepare and maintain annual department budget.
- Prepare and maintain department fee schedule.
- Research permits history for realtors, lending companies and prospective owners.
- Correspond with other departments and governmental agencies to obtain approvals of submitted documents for construction.

Department Staffing

- Building Official (1.0)
- Permit Technician (1.0)

Accomplishments for the Fiscal Year 2012-13

1. Prepared Permit Technician standard operating procedures.
2. Prepared annual budget and fee schedule.
3. Renewed ICC certification for Commercial Mechanical Inspector, Commercial Plumbing Inspector, Residential Building Inspector and Building Official – Robert Foreman.
4. Attended Council/Staff meetings as necessary.
5. Attended regional and state AZBO meeting regarding 2012 Building Codes.
6. Attended pre-development meetings for commercial development projects (CVUSD and Shell solar projects, AT&T wireless tower, Camp Verde Library, Jackpot Ranch, Rainbow Acres, etc..)
7. Attended training with Yavapai County Flood Control.
8. Attended Fall and Spring ICC and AZBO training institutes.
9. Performed duties as Town Safety Officer and Safety Committee Chairman – Robert Foreman.
10. Worked closely with the new Fire Marshal on the IGA and Fire Dept. /Building Dept. relations – Robert Foreman.
11. Continued to perform duties as Acting Code Enforcement Official – Robert Foreman.
12. Developed and RFP for the abatement of Dangerous Structures and selected Hollamon Generations as the contractor.
13. Selected three (3) initial buildings for demolition and took to Council.
14. Provided public education brochures during Building Safety Month in May and throughout the year.
15. Continued to work toward the adoption of the 2012 Building Codes.

Performance Objectives for Fiscal Year 2013-14

1. Adoption of the 2012 Building Codes.
2. Becky Oium: Obtain Residential Plans Examiner Certification.
3. Robert Foreman: Renew certification for Plans Examiner.

Budget Points of Interest

1. Several budget line items have increased due to the pending adoption of the 2012 Building Codes and related public codes and amendments.
2. The Building Safety Division revenue projections for FY 2013/2014 have been slightly increased after a careful analysis of the previous three (3) fiscal years.

Building Department

Fund / Dept: 01-510

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	*77,883*	*76,098*	*80,130*	*76,541*		93,517	93,765	93,765
601000	FICA	*4,779*	*4,345*	*4,967*	*4,354*		5,798	5,815	5,815
601100	Medicare	*1,116*	*1,016*	*1,163*	*1,018*		1,356	1,360	1,360
601200	Retirement	*7,679*	*8,219*	*8,934*	*8,404*		10,792	10,820	10,820
601300	Unemployment	*178*	*175*	*167*	*28*		27	30	30
601400	Workman's Compensation	*562*	*851*	*1,075*	*987*		1,139	1,170	1,170
602000	Health, Dental & Life Ins	*13,365*	*13,610*	*13,570*	*12,870*		15,293	15,295	15,295
Total Wages & Releated		**$ 105,562**	**$ 104,314**	**$ 110,006**	**$ 104,202**	**95%**	**$ 127,922**	**$ 128,255**	**$ 128,255**
Operating Expenditures									
701000	Training	200	1,530	1,750	1,170		2,500	1,750	1,750
701500	Travel	95	730	1,500	0		1,500	1,000	1,000
703000	Office Supplies	719	238	1,500	949		1,500	750	750
703500	Subscriptions/Memberships	250	275	300	125		300	300	300
703600	Books/Tapes/Publications	0	772	1,500	1,965		1,500	0	0
703700	Printing	451	2	525	302		525	525	525
703800	Advertising	0	0	250	110		300	300	300
703900	Postage	65	0	0	0		0	0	0
705000	Auto Repair/Maintenance	773	251	1,000	57		250	500	500
705500	Fuel	980	1,048	2,500	1,785		2,400	2,400	2,400
706600	Cell Phone	141	191	300	249		300	300	300
710000	Consulting Services	1,427	15,009	10,000	1,600		5,000	2,500	2,500
Total Operating Expenditures		**$ 5,101**	**$ 20,046**	**$ 21,125**	**$ 8,312**	**39%**	**$ 16,075**	**$ 10,325**	**$ 10,325**
Total Departmental Expenditures		**$ 110,663**	**$ 124,360**	**$ 131,131**	**$ 112,514**		**$ 143,997**	**$ 138,580**	**$ 138,580**
Revenues									
414000	Plan Review Fees	24,312	43,739	33,000	65,290		41,000	50,000	50,000
414300	Building Permits	59,940	85,394	60,000	114,785		79,000	85,000	85,000
Total Departmental Revenues		**$ 84,252**	**$ 129,133**	**$ 93,000**	**$ 180,075**		**$ 120,000**	**$ 135,000**	**$ 135,000**
Net Effect on General Fund		**$ 26,411**	**$ (4,773)**	**$ 38,131**	**$ (67,561)**	**-177%**	**$ 23,997**	**$ 3,580**	**$ 3,580**

Planning & Zoning

Our Mission

The Planning and Zoning Division manages growth through the Current and Long Range Planning processes while providing professional, competent and consistent service to the public in order to enhance the community and the lives of the residents and protecting the 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 Description

The Planning & Zoning Division has incorporated both the Current Planning and the Long Range Planning Divisions into one. The Current Planning portion of the division reviews and processes all new development proposals and applications. The Long Range Planning portion of the division manages and updates the General Plan, Planning & Zoning Ordinances and the regional planning activities with other agencies.

Department Staffing

- Community Development Director (Accounted for under Community Development)
- Assistant Planner (1.0)

Accomplishments for the Fiscal Year 2012-13

1. Continued to recommend text changes to the Planning & Zoning Ordinance to address conflicts and changes discovered with the interpretations of the current ordinance.
2. Identified and facilitated expiring Use Permits within the Town which brought back the applicant to renew their Use Permit to the current condition.

Performance Objectives for Fiscal Year 2013-14

1. Initiate the General Plan update process and continue to recommend text changes as needed to the Planning & Zoning Ordinance.

Budget Points of Interest

1. Since the combination of the Current and Long Range Planning Divisions, the budgets for both have been combined as well.

Planning & Zoning

Fund / Dept: 01-520

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	*59,680*	*17,209*	*43,305*	*45,658*		41,662	38,965	38,965
601000	FICA	*3,575*	*1,002*	*2,685*	*2,689*		2,583	2,420	2,420
601100	Medicare	*837*	*235*	*627*	*629*		604	565	565
601200	Retirement	*5,883*	*1,992*	*4,829*	*4,027*		4,808	4,500	4,500
601300	Unemployment	*137*	*40*	*91*	*14*		13	15	15
601400	Workman's Compensation	*401*	*311*	*349*	*450*		112	105	105
602000	Health, Dental & Life Ins	*9,334*	*2,409*	*7,324*	*7,686*		7,647	7,650	7,650
Total Wages & Releated		**$ 79,847**	**$ 23,198**	**$ 59,210**	**$ 61,153**	**103%**	**$ 57,429**	**$ 54,220**	**$ 54,220**
Operating Expenditures									
703000	Office Supplies	*295*	*552*	*2,000*	*546*		2,000	1,000	1,000
703500	Subscriptions/Memberships	*352*	*0*	*0*	*0*		0	0	0
703700	Printing	*0*	*0*	*200*	*0*		2,000	2,000	2,000
703800	Advertising	*637*	*199*	*2,000*	*735*		2,000	2,000	2,000
703900	Postage	*111*	*0*	*0*	*0*		0	0	0
704000	Computer Services/Software	*706*	*0*	*0*	*0*		0	0	0
710000	Consulting Services	*49,863*	*0*	*5,000*	*0*		5,000	5,000	5,000
756001	Maps / Cartography	*0*	*0*	*1,525*	*0*		1,500	1,500	1,500
756100	General Plan	*182*	*0*	*500*	*0*		5,000	5,000	5,000
758100	Recording Fees	72	0	100	4		100	100	100
Total Operating Expenditures		**$ 52,218**	**$ 751**	**$ 11,325**	**$ 1,285**	**11%**	**$ 17,600**	**$ 16,600**	**$ 16,600**
Total Departmental Expenditures		**$ 132,065**	**$ 23,949**	**$ 70,535**	**$ 62,438**		**$ 75,029**	**$ 70,820**	**$ 70,820**
Revenues									
414100	Permit Fees	17,196	14,470	5,000	21,361		13,000	15,000	15,000
414400	Recording Fees	196	0	0	0		0	0	0
Total Departmental Revenues		**$ 17,392**	**$ 14,470**	**$ 5,000**	**$ 21,361**		**$ 13,000**	**$ 15,000**	**$ 15,000**
Net Effect on General Fund		**$ 114,673**	**$ 9,479**	**$ 65,535**	**$ 41,077**	**63%**	**$ 62,029**	**$ 55,820**	**$ 55,820**

Code Enforcement

Our Mission

Manage Code Enforcement with the intent of preserving the peaceful enjoyment of private properties within the Town while providing professional, competent, courteous and consistent service to the public.

Department Description

The Code Enforcement Division investigates and seeks compliance with the Town's Zoning and Nuisance Ordinances. Courtesy and Violation Notices are issued by the Officers with a time line given for compliance. If compliance is not reached by the violator within the time line, citations can be issued for zoning violations or abatement can by initiated for nuisance violations.

Department Staffing (1.0)

- Code Enforcement Officer (1.0). There are (2) Code Enforcement Officers with each having a ½ time responsibility to Code Enforcement.

Accomplishments for the Fiscal Year 2012-13

1. Initiated a Pilot program that combined the Animal Control Officer's duties with the Code Enforcement Officer. This combination of duties eliminated one full time position and a vehicle expense for the Town providing a significant savings.
2. Responded to and resolved over 100 complaints issued to the division. Out of these 100 complaints, 7 of them were actual abatements where the property owners failed to meet compliance.

Performance Objectives for Fiscal Year 2013-14

1. Signage enforcement has been somewhat held off until a full staff of (2) officers could reinstated. Starting in April of 2013, a new Officer will start duty. A comprehensive sign enforcement initiative will begin sometime in May to remind violators of the Town requirements. Once the public has been noticed, full compliance requirements will be enacted.l

Budget Points of Interest

1. As mentioned above, savings have been recognized with the combination duties of the Animal Control and Code Enforcement Officers.

Code Enforcement

Fund / Dept: 01-540

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	11,057	6,528	51,693	49,042		34,195	34,300	34,300
601000	FICA	656	373	3,205	2,698		2,120	2,130	2,130
601100	Medicare	153	87	750	666		496	500	500
601200	Retirement	1,090	699	5,764	5,379		3,946	3,960	3,960
601300	Unemployment	22	12	131	58		13	15	15
601400	Workman's Compensation	189	207	775	886		677	680	680
602000	Health, Dental & Life Ins	1,778	919	10,555	8,918		7,647	7,650	7,650
Total Wages & Releated		**$ 14,945**	**$ 8,825**	**$ 72,873**	**$ 67,647**	**93%**	**$ 49,094**	**$ 49,235**	**$ 49,235**
Operating Expenditures									
701000	Training	0	0	400	750		1,000	500	500
701500	Travel	0	0	200	0		1,000	500	500
703000	Office Supplies	186	67	100	13		400	200	200
705000	Auto Repair/Maintenance	0	0	600	4		0	0	0
705500	Fuel	289	440	600	132		0	0	0
706600	Cell Phone	139	116	275	389		450	450	450
756210	Nuisance Abatement	0	0	5,000	5,510		6,000	5,000	5,000
756220	Dangerous Bldg. Abatement	0	0	5,000	12,200		7,000	7,000	7,000
758100	Recording Fees	0	0	200	40		360	360	360
Total Operating Expenditures		**$ 614**	**$ 623**	**$ 12,375**	**$ 19,038**	**154%**	**$ 16,210**	**$ 14,010**	**$ 14,010**
Total Departmental Expenditures		**$ 15,559**	**$ 9,448**	**$ 85,248**	**$ 86,685**		**$ 65,304**	**$ 63,245**	**$ 63,245**
Revenues									
414200	Zoning Fines	205	804	500	1,294		1,000	1,000	1,000
Total Departmental Revenues		**$ 205**	**$ 804**	**$ 500**	**$ 1,294**		**$ 1,000**	**$ 1,000**	**$ 1,000**
Net Effect on General Fund		**$ 15,354**	**$ 8,644**	**$ 84,748**	**$ 85,391**	**101%**	**$ 64,304**	**$ 62,245**	**$ 62,245**

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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 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 and 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 and improve the quality of life for all citizens.

Department Staffing

- Marshal (1)
- Commander (vacant)
- Sergeant (4)
- Deputy (12) *3 vacant positions
- Detective (1)
- Dispatcher supervisor (1)
- Dispatcher (6) * 1 vacant position
- Admin Assistant (1)
- Records Specialist (1)
- Records Clerk (1)

Accomplishments for the Fiscal Year 2012-13

1. Marshal's Office volunteers (VIPS) contributed over 2700 (prorated next 3 months @ 250/month) hours.
2. CVMO employees received over 821 hours of training.
3. Conducted annual Safety Fair at Bashas'
4. Conducted annual National Night Out
5. Conducted VIN etching event for Vehicle Theft Awareness week.
6. Marshal Gardner and Commander Ganis met with School Officials in reference to active shooter training
7. Purchased new handguns for Department and traded in old guns
8. Purchased Mobile Data terminals
9. Conducted an Employee Awards / Appreciation banquet
10. Uniform committee formed and new Uniforms adopted
11. Started Traffic Unit with a Motor Officer and purchased a 2005 Harley.
12. Replaced K-9 Jake with K-9 Claymore and new handler both went through 9 week training course.
13. Implemented Volunteer Uniforms

Performance Objectives for Fiscal Year 2013-14

1. Continue to
2. Point 2…

Budget Points of Interest

1. Point 1
2. Point 2…

Department Statistics FY 2012-2013 (stats from July 2012 to March 2013)

Homicide – 1
Sexual Assaults – 22
Residential Burglary – 32
Commercial Burglary – 4
Thefts – 159
Motor Vehicle Theft – 15
Domestic Violence – 115
DUI Arrests – 29
Juvenile Arrests – 48
Adult Arrests – 191
Traffic Accidents – 122
Citations Issued - 406

Marshal's Department

Fund / Dept: 01-600

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	1,156,293	1,185,224	1,226,699	1,183,718		1,429,425	1,406,045	1,406,045
600100	Overtime	33,658	44,627	40,000	74,326		40,000	40,000	40,000
600000	Holiday Pay Premium	15,085	27,904	30,000	1,265		30,000	11,000	11,000
600300	Uniform Allowance	18,300	17,323	22,500	21,746		29,400	29,400	29,400
601000	FICA	31,878	31,495	33,734	40,081		46,490	47,905	47,905
601100	Medicare	17,134	17,942	17,787	18,148		22,168	21,550	21,550
601200	Retirement	150,457	179,846	177,084	175,543		208,037	199,480	199,480
601200	Retirement Penalty	0	0	0	0		26,548	26,550	26,550
601300	Unemployment	2,414	2,338	2,400	849		435	440	440
601400	Workman's Compensation	29,497	48,242	43,143	52,532		59,939	56,635	56,635
602000	Health, Dental & Life Ins	163,235	170,755	184,855	181,556		242,400	240,495	240,495
Total Wages & Releated		**$ 1,617,951**	**$ 1,725,696**	**$ 1,778,202**	**$ 1,749,764**	**98%**	**$ 2,134,842**	**$ 2,079,500**	**$ 2,079,500**
Operating Expenditures									
701000	Training	5,684	2,693	8,000	3,599		8,000	6,000	6,000
701500	Travel	2,262	2,505	6,000	7,880		6,000	6,000	6,000
702000	Uniforms	512	4,910	0	4,047		0	0	0
703000	Office Supplies	4,695	7,535	6,000	5,772		6,000	6,000	6,000
703500	Subscriptions/Memberships	270	1,177	750	1,512		1,295	1,295	1,295
703600	Books/Tapes/Publications	177	183	0	562		600	600	600
703700	Printing	2,262	62	2,500	612		2,500	1,250	1,250
703900	Postage	169	10	0	61		0	0	0
704000	Computer Services/Software	15,545	4,437	34,211	25,046		19,868	19,868	19,868
704200	Software Recurring Fees	0	0	0	262			0	0
705000	Auto Repair/Maintenance	26,322	43,681	40,000	27,178		20,000	15,000	15,000
705500	Fuel	48,746	60,116	60,000	51,326		60,000	50,000	50,000
706000	Electric	18,788	20,309	22,000	21,746		22,000	20,000	20,000
706100	Gas/Propane	2,509	2,776	3,500	1,904		3,500	3,500	3,500
706200	Water	2,866	2,876	3,000	2,718		3,000	3,000	3,000
706300	Sewer	2,118	2,503	2,400	2,118		2,880	2,880	2,880
706400	Waste Removal	600	600	1,800	587		1,800	1,800	1,800
706500	Telephone	6,946	7,762	0	467		0	0	0
706600	Cell Phone	404	398	500	948		12,950	8,500	8,500
706700	Pest Control	350	357	315	278		315	315	315
710000	Consulting Services	0	0	0	35		0	0	0
711000	Legal Services	167	2,966	15,000	15,181		15,000	15,000	15,000
713100	Equipment Maint. Agreements	1,397	1,596	4,150	1,511		1,440	1,440	1,440
713210	Office Equipment	0	0	0	5,432		2,630	2,630	2,630
754000	Patrol/Investigation Equip.	4,234	5,787	5,800	20,656		20,000	7,500	7,500
754100	Patrol/Investigation Equip. Maint	2,187	7,258	3,000	4,552		3,000	3,000	3,000
754200	Communication Equipment	0	710	800	765		800	800	800
754300	Communication Equip. Maint	2,907	755	2,000	3,592		2,000	2,000	2,000
754400	Repeater/Generator Maint	1,559	5,944	1,800	1,671		1,800	1,800	1,800
754700	Crime Prevention	0	779	500	1,346		1,500	1,500	1,500
754800	Advocacy Center	2,646	2,646	2,700	2,825		2,825	2,825	2,825
754850	Volunteers	0	0	0	1,436		2,000	2,000	2,000
754900	Medical Supplies	720	397	1,000	434		1,000	1,000	1,000
755200	K-9 Expenditures	542	1,930	1,000	1,301		2,500	2,500	2,500
Total Operating Expenditures		**$ 157,584**	**$ 195,658**	**$ 228,726**	**$ 219,360**	**96%**	**$ 227,203**	**$ 190,003**	**$ 190,003**
Equipment/Capital Expenditures					(122,600)				
802000	Equipment Lease	2,955	2,510	2,630	2,743		0	0	0
Total Equipment/Capital Expenditures		**$ 2,955**	**$ 2,510**	**$ 2,630**	**$ 2,743**		**$ -**	**$ -**	**$ -**
Total Departmental Expenditures		**$ 1,778,490**	**$ 1,923,864**	**$ 2,009,558**	**$ 1,971,867**	**98%**	**$ 2,362,045**	**$ 2,269,503**	**$ 2,269,503**
Revenues									
410000	Copies	1,514	1,309	1,400	1,387		1,400	1,400	1,400
414504	Fingerprint Fees	965	880	800	835		800	800	800
416100	Auto Impound Fees	0	0	0	7,050		800	800	800
480000	Miscellaneous	618	2,373	0	432		0	0	0
440000	Yav-Apache Dispatch	71,750	92,725	73,600	73,600		178,600	178,600	178,600
Total Departmental Revenues		**$ 74,847**	**$ 97,287**	**$ 75,800**	**$ 83,304**	**110%**	**$ 181,600**	**$ 181,600**	**$ 181,600**
Net Effect on General Fund		**$ 1,703,643**	**$ 1,826,577**	**$ 1,933,758**	**$ 1,888,563**	**98%**	**$ 2,180,445**	**$ 2,087,903**	**$ 2,087,903**

Animal Control/Code Enforcement Department

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 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 (1.0).
  -Two employees at ½ time in this department.

Accomplishments for the Fiscal Year 2012-13

1. 123 animals impounded
2. 78 animals adopted / rescued
3. 24 dogs returned to owner
4. 21 dogs taken to Cottonwood Humane Society
5. 0 dogs / cats euthanized
6. 380 dog at large calls
7. 46 barking dog calls
8. 17 dog bite cases
9. 1150 dog license issued
10. Arizona pet License Plate grant $2000 (Feral cat neuter release) 27 altered cats
11. Arizona Pet License plate grant $3000 (Household Animals) spay / neuter 100 animals
12. Hosted 2 vaccination clinics
13. Implemented a successful program combining the animal control unit and code enforcement
14. Reviewed and modified Animal Control policy and procedure

Performance Objectives for Fiscal Year 2013-14

1. Continue animal welfare programs by working with other organizations to offer clinics and community education
2. Train new animal control officer
3. Continue educating citizens on responsible pet ownership
4. Move current impound to industrial park
5. Maintain relationship with Walmart who provides free dog and cat food
6. Apply for grant funding spay / neuter

Budget Points of Interest

1. Cost to purchase building and move impound to industrial park
2. Cage replacement for F150 ACO/Code Enforcement truck
3. 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

Fund / Dept: 01-610

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	66,051	65,632	29,213	33,092		33,311	34,910	34,910
600100	Overtime	317	728	1,000	1,172		1,000	1,000	1,000
600000	Holiday Pay Premium	282	1,269	1,000	0		1,000	400	400
600300	Uniform Allowance	1,800	1,800	1,800	1,575		1,800	1,800	1,800
601000	FICA	4,244	4,282	1,811	1,949		2,301	2,365	2,365
601100	Medicare	993	1,001	424	491		538	555	555
601200	Retirement	6,571	6,625	3,257	3,875		4,283	4,400	4,400
601300	Unemployment	175	226	89	82		13	15	15
601400	Workman's Compensation	1,149	1,639	1,376	714		100	105	105
602000	Health, Dental & Life Ins	13,088	13,616	7,180	7,596		7,647	7,650	7,650
Total Wages & Releated		**$ 94,670**	**$ 96,818**	**$ 47,150**	**$ 50,546**	**107%**	**$ 51,993**	**$ 53,200**	**$ 53,200**
Operating Expenditures									
701000	Training	34	35	500	1,020		500	500	500
701500	Travel	385	177	500	150		500	500	500
702000	Uniforms	0	597	0	535		0	0	0
703000	Office Supplies	90	0	250	9		250	250	250
703500	Subscriptions/Memberships	95	25	50	0		150	150	150
703700	Printing	445	1,142	1,500	1,678		1,500	1,250	1,250
704100	Internet Wireless Access	439	352	0	0		0	0	0
705000	Auto Repair/Maintenance	140	510	1,000	0		1,000	1,000	1,000
705500	Fuel	2,269	2,212	3,000	2,343		3,000	2,500	2,500
706000	Electric	2,782	2,568	0	209		1,500	1,500	1,500
706100	Gas/Propane	1,830	1,643	0	0		0	0	0
706500	Telephone	344	360	0	0		300	300	300
713210	Office Equipment	0	0	0	0		6,000	2,000	2,000
755000	Animal Control Equipment	1,426	1,745	2,500	893		4,000	4,000	4,000
755100	Animal Cremations	1,352	1,568	1,900	1,355		1,000	1,000	1,000
755300	Facility Lease Payments	18,930	16,432	21,000	7,624		12,000	12,000	12,000
Total Operating Expenditures		**$ 30,561**	**$ 29,366**	**$ 32,200**	**$ 15,816**	**49%**	**$ 31,700**	**$ 26,950**	**$ 26,950**
Equipment/Capital Expenditures									
800000	Equipment	0	0	0	6,000		0	0	0
Total Equipment/Capital Expenditures		**$ -**	**$ -**	**$ -**	**$ 6,000**		**$ -**	**$ -**	**$ -**
Total Departmental Expenditures		**$ 125,231**	**$ 126,184**	**$ 79,350**	**$ 72,362**		**$ 83,693**	**$ 80,150**	**$ 80,150**
Revenues									
416000	Dog Licenses	7,748	6,494	5,400	5,021		5,400	5,400	5,400
416100	Impound Fees	3,016	1,795	2,200	2,040		2,200	2,200	2,200
416200	Adoption Fees	1,109	695	1,000	50		1,000	1,000	1,000
Total Departmental Revenues		**$ 11,873**	**$ 8,984**	**$ 8,600**	**$ 7,111**	**83%**	**$ 8,600**	**$ 8,600**	**$ 8,600**
Net Effect on General Fund		**$ 113,358**	**$ 117,200**	**$ 70,750**	**$ 65,251**	**92%**	**$ 75,093**	**$ 71,550**	**$ 71,550**

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Library

Camp Verde Community Library

Our Mission

Camp Verde Community Library is a center of information for Camp Verde and surrounding areas. Our mission is to make Camp Verde Community Library the preferred destination for community members by delivering outstanding value, an exceptional patron experience and continuous innovation. We achieve this when we listen to our patrons, provide superior service, embrace positive change, and consistently fulfill our "good company is always welcome" motto.

Department Description

Camp Verde Community Library (CVCL) is a center of information for Camp Verde and surrounding areas. In addition to providing materials in many formats and for a variety of ages and reading levels, the library offers a friendly place for people to gather and exchange ideas or use technology to access information and resources. CVCL uses the best library practices to promote literacy, empower individuals, enrich lives, improve the quality of life and support local educational and cultural opportunities that reflect the rich cultural diversity and interests of the service area.

Department Staffing

- Library Director (1)
- Children's Librarian (1)
- Library Specialist (3)
- Library Clerk (.85)

Accomplishments for the Fiscal Year 2012-13

1. Start building up staffing levels in anticipation of a new library building – *The Library hired 2.5 positions to bring staffing levels up to 5.85 FTE.*
2. Open the library 5 days a week – *The Library opened on Fridays and began a series of Beginning Computer classes for adults in September 2012. We continue to be open Tuesday through Saturday for a total of 45.5 hours per week.*
3. Continue children's programs and expand adult programs under the concept of cost neutrality – *The Children's Library added a Saturday story time (in addition to regular Wednesday morning story time) and monthly dance and music programs for babies and young children. A Kid's book club and a teen book/movie club met monthly at the library and monthly school visits continued. Through the process of cleaning out storage spaces, rearranging office spaces and interfiling the collection, the Library opened up a new Large Print Room. This space has been used for the Brown Bag Lunch programs, books discussion groups, and for tween/teen programs. It is also a popular spot for those needing a quiet place to read or study.*
4. Plan for a new library building – *The town hired Architect, Joel Westervelt, to design the new Library and Shepard & Westnitzer, Inc. to develop the site plans. Approval for funding and the erection of a 17,000 square foot, two-story building on the property between the current library building and Rezzonico Park was granted by the Town Council on February 6, 2012. Demolition of the building at 33 W Moser Lane is scheduled to begin at the end of May 2014.*
5. *Library staff participated in National Night Out, Trick or Treat on Main Street and the Pecan & Wine Festival.*
6. *Spaces were provided for patrons to plug in and use their own wireless devices within the library during open hours.*
7. *All areas of the library have been culled of out-of-date materials, and genres have been integrated and rearranged for easier access on shelves that are lower at the top and further from the floor at the bottom. The series/genres in the Children's Library were integrated for easier access by patrons and volunteers. Shelving units were rearranged to accommodate the Children's Librarian's workstation which was removed from a back office and placed in the public area.*
8. *A part-time assistant was hired to help with Children's programming and services.*
9. *Monthly teen game days began in November using a donated Wii and PS3.*

Performance Objectives for Fiscal Year 2013-14

1. Improve and enhance the Library's website utilizing Internet social media links and updates
2. Support more Town-sponsored and community events with a library presence using Geek the Library campaign material
3. Work with Camp Verde Promotions to bring a Mini Maker Faire to Fort Verde Days
4. Explore offering services to Spanish-speaking families
5. Build the new library and have the grand opening by the end of FY2014
6. Convert the collection to RFID, purchase and install systems that use RFID technology in the new library building
7. Using the Edge Benchmarks Version 1.0, determine ways to strengthen the Library's technology offerings to community members
8. Begin Baby Literacy programing and outreach to young families
9. Plan and furnish an Early Literacy/Socializing space in the Children's Library for babies and toddlers and their caregivers
10. Launch a Library Teen Advisory Board to inform the design of the Teen Area in the new library

Budget Points of Interest

1. None

Library

Fund / Dept: 01-700

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	177,359	170,739	214,620	204,241		222,105	222,105	222,105
601000	FICA	10,993	10,582	13,306	12,659		13,770	13,770	13,770
601100	Medicare	2,571	2,475	3,112	2,961		3,225	3,225	3,225
601200	Retirement	16,317	16,329	22,953	20,842		22,100	22,100	22,100
601300	Unemployment	472	459	444	278		110	110	110
601400	Workman's Compensation	885	827	1,482	537		1,460	1,460	1,460
602000	Health, Dental & Life Ins	25,910	24,805	34,105	32,303		30,590	30,590	30,590
Total Wages & Releated		**$ 234,507**	**$ 226,216**	**$ 290,022**	**$ 273,821**	**94%**	**$ 293,360**	**$ 293,360**	**$ 293,360**
Operating Expenditures									
701000	Training	0	87	800	693		600	600	600
701500	Travel	0	55	450	364		450	450	450
703000	Office Supplies	5,589	4,675	6,000	5,381		6,000	3,000	3,000
703500	Subscriptions/Memberships	263	107	0	(128)		1,700	1,700	1,700
703600	Books/Tapes/Publications	14,751	18,954	22,500	22,328		24,800	20,800	20,800
703900	Postage	2,981	3,018	3,000	701		1,000	1,000	1,000
704000	Computer Services/Software	1,203	439	500	1,432		1,500	1,500	1,500
706000	Electric	7,891	7,591	8,566	7,603		8,600	6,500	6,500
706100	Gas/Propane	4,993	3,633	6,000	1,212		5,000	3,000	3,000
706200	Water	600	467	900	461		750	750	750
706400	Waste Removal	600	600	700	587		700	700	700
706500	Telephone	2,146	2,267	0	0		0	0	0
706700	Pest Control	270	292	850	423		500	500	500
711000	Legal Services	148	685	0	1,739		1,000	1,000	1,000
712000	Contract Labor/Services	4,863	4,741	5,000	5,361		5,500	5,500	5,500
713000	Equipment Rental	670	670	2,000	268		0	0	0
713210	Office Equipment	0	294	500	655		500	500	500
720000	Service Charges	4	0	0	0		0	0	0
751902	Equipment Maintenance	258	0	500	58		500	500	500
761300	Volunteer Expense	953	866	1,100	1,099		1,100	1,100	1,100
764000	Library Programs	2,103	3,049	3,500	3,111		3,500	3,500	3,500
764101	Records Cataloging	1,095	1,372	2,000	938		1,000	1,000	1,000
764200	Library Network Services	7,210	5,575	8,000	5,619		6,000	6,000	6,000
Total Operating Expenditures		**$ 58,591**	**$ 59,437**	**$ 72,866**	**$ 59,905**	**82%**	**$ 70,700**	**$ 59,600**	**$ 59,600**
Total Departmental Expenditures		**$ 293,098**	**$ 285,653**	**$ 362,888**	**$ 333,726**		**$ 364,060**	**$ 352,960**	**$ 352,960**
Revenues									
410000	Copies	731	1,206	1,100	286		50	50	50
413000	Fee, Fines & Forfeitures	3,526	4,237	3,800	2,958		3,800	3,800	3,800
414600	Book Rentals	0	69	0	0		0	0	0
481000	Surplus Property Sales	726	738	770	659		770	770	770
402500	Yav County Library District	84,754	88,992	89,800	89,804		89,800	90,000	90,000
Total Departmental Revenues		**$ 89,737**	**$ 95,242**	**$ 95,470**	**$ 93,707**	**98%**	**$ 94,420**	**$ 94,620**	**$ 94,620**
Net Effect on General Fund		**$ 203,361**	**$ 190,411**	**$ 267,418**	**$ 240,019**	**90%**	**$ 269,640**	**$ 258,340**	**$ 258,340**

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Parks & Rec

Public Works Department/Parks & Recreation Division

Parks & Recreation Admin

Our Mission

The Town of Camp Verde Parks and Recreation Division is dedicated to providing quality recreational, educational, cultural, fitness, social and environmental opportunities that meet the diverse needs of the community.

Department Description

The Parks and Recreation Division is responsible for providing recreational programs and events for all ages. The Parks and Recreation Coordinator is responsible for three (3) Budget Program Areas: Parks & Recreation Admin, Heritage Pool and Parks & Recreation Programming. Children's Recreation, Adult Recreation and Community Recreation were formerly stand alone budget programs which have been restructured in the budget under Parks & Recreation Programming

The Parks and Recreation Program Area is responsible for the following:

- Planning and implementing community events and programs alone or with partnership organizations.
- Scheduling and rental of facilities and ball fields.
- Working with Little League, AYSO and Youth Football and other user groups to schedule field usage and lighting at Butler Park fields.
- Hire and supervise part-time and seasonal employees in various Program Areas including: referees, scorekeepers, umpires, lifeguards and summer program staff.

Department Staffing

- Public Works Director (0.10)
- Parks & Recreation Coordinator (0.90)
- Public Works Administrative Assistant (0.15)

Accomplishments for the Fiscal Year 2012-13

1. Hired a Parks & Recreation Coordinator
2. Worked with the public to rent & schedule various Parks and Recreation facilities and parks.
3. Worked with local non-profits and other stakeholders to assist with special events usage of Parks & Recreation facilities and fields.
4. Worked with Little League, AYSO and Youth Football and other user groups to schedule field usage and lights.
5. Scheduled use of Town Banner poles & Marquee lettering.
6. Receipted all money for facility rentals and program fees.
7. Generated work orders to Maintenance for events, facility rentals, banners, marquee lettering and program requirements.
8. Provided excellent customer service to the public and other internal and external customers
9. Purchased new protective floor covering material for Gym floor.
10. Coordinated with Facilities Maintenance to ensure preparations for events, facility rentals and program needs.

Performance Objectives for Fiscal Year 2013-14

1. Increase partnership relationships to provide additional opportunities without increasing budgetary costs.

Budget Points of Interest

1. 703800 (Expense) - Advertising – Re-activated account ($300) to allow for proper advertising of various events & programs
2. 713220 (Expense) - Rec Equipment – Reduce account to $2000 from $5880 to allow purchase of Division wide equipment such as PA equipment, signage, sports timers etc. Last year's budget purchased protective Gym floor coverings as the main expense.

Parks & Rec

Fund / Dept: 01-800

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	61,793	55,468	47,538	41,389		51,561	52,975	52,975
601000	FICA	3,788	3,364	2,947	2,358		3,197	3,285	3,285
601100	Medicare	886	787	689	552		748	770	770
601200	Retirement	5,916	5,779	5,300	4,118		5,482	5,645	5,645
601300	Unemployment	97	97	112	60		23	25	25
601400	Workman's Compensation	1,195	1,565	1,669	693		343	355	355
602000	Health, Dental & Life Ins	7,591	7,922	9,047	6,106		8,794	8,795	8,795
Total Wages & Releated		**$ 81,266**	**$ 74,982**	**$ 67,302**	**$ 55,276**	**82%**	**$ 70,148**	**$ 71,850**	**$ 71,850**
Operating Expenditures									
701000	Training	0	0	0	0		350	350	350
701500	Travel	0	0	0	63		400	400	400
703000	Office Supplies	590	376	600	600		600	600	600
703500	Subscriptions/Memberships	0	488	100	57		100	100	100
703800	Advertising	0	0	0	359		300	300	300
706000	Electric	36,664	39,334	33,666	42,300		40,000	40,000	40,000
706100	Gas/Propane	4,596	5,281	6,500	4,515		6,000	6,000	6,000
706200	Water	2,590	2,831	3,000	2,781		3,000	3,000	3,000
706300	Sewer	1,911	1,913	2,200	1,752		2,400	2,400	2,400
706400	Waste Removal	3,042	2,944	3,150	3,265		3,150	3,150	3,150
706700	Pest Control	505	548	588	425		588	588	588
711000	Legal Services	278	0	300	0		300	300	300
713100	Equipment Maint. Agreements	360	105	450	418		450	450	450
713210	Office Equipment	120	0	0	8		0	0	0
721000	Credit Card Processing Fees	781	200	0	0		0	0	0
751300	OSHA Medical Supplies	0	0	500	364		500	500	500
760400	Permits	0	0	400	400		400	400	400
Total Operating Expenditures		**$ 51,437**	**$ 54,020**	**$ 51,454**	**$ 57,307**	**111%**	**$ 58,538**	**$ 58,538**	**$ 58,538**
Equipment/Capital Expenditures									
800000	Copier Purchase	0	2,984	0	0		0	0	0
802000	Equipment Lease	1,533	1,360	1,895	0		0	0	0
Total Equipment/Capital Expenditures		**$ 1,533**	**$ 4,344**	**$ 1,895**	**$ -**		**$ -**	**$ -**	**$ -**
Total Departmental Expenditures		**$ 134,236**	**$ 133,346**	**$ 120,651**	**$ 112,583**		**$ 128,686**	**$ 130,388**	**$ 130,388**
Revenues									
470000	Facility Rental Fees	3,067	3,749	0	3,834		2,500	2,500	2,500
Total Departmental Revenues		**$ 3,067**	**$ 3,749**	**$ -**	**$ (122,600)**		**$ 2,500**	**$ 2,500**	**$ 2,500**
Net Effect on General Fund		**$ 131,169**	**$ 129,597**	**$ 120,651**	**$ 235,183**	**195%**	**$ 126,186**	**$ 127,888**	**$ 127,888**

Public Works Department /Parks & Recreation Division

Heritage Pool Program

Our Mission

The Camp Verde Heritage Pool's mission is to provide an aquatic facility that is safe and affordable while providing recreational programs and services that enhance the physical, social and emotional well-being of all residents.

Department Description

The Heritage Pool Program is responsible for the management, supervision and operation of the pool. This includes the following duties:

- Hiring, training and supervising seasonal pool staff
- Providing a safe, clean and professional environment for pool users and employees.
- Providing aquatic recreational opportunities such as swim lessons, lap swim, open swim and aquatic fitness.
- Being prepared and equipped to respond to emergencies at the pool by ensuring adequate supervision, training, preparation and supplies for pool staff.
- Work with outside groups to schedule pool rental and swim practice times.
- Coordinate with Facilities Maintenance to ensure compliance with pool water quality standards.
- Work with outside groups to schedule pool rental and swim practice times.

Department Staffing

- Recreation Coordinator (.10)
- Supervisory Lifeguard (One Seasonal Employee)
- Head Lifeguard (Two Seasonal Employees)
- Maintenance (.15)
- Life Guards (Seasonal Employees as required)

Accomplishments for the Fiscal Year 2012-13

1. Provided a safe, fun swim season

Performance Objectives for Fiscal Year 2013-14

1. Increase professionalism of pool operations
2. Increase number of free family fun nights.
3. Reduce energy use while maintaining standards

Budget Points of Interest

1. 701000 (Expense) – Training – Increased account to $1,000 from $500 in order to ensure adequate training of employees and provide additional training to Parks & Recreation Coordinator on pool operation.
2. 706000 (Expense) – Electric – Increased account to $5,000 from $3,800 to more accurately reflect actual costs.
3. 706100 (Expense) - Gas/Propane – Decreased account to $9,000 from $13,000 to more accurately reflect actual costs.
4. 760000 (Expense) - Pool Chemicals – Increase account to $5500 from $4500 to allow for extended season

Heritage Pool

Fund / Dept: 01-820

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	40,148	34,014	52,941	35,490		52,496	52,770	52,770
601000	FICA	2,486	2,106	3,282	2,176		3,255	3,275	3,275
601100	Medicare	581	492	768	509		761	765	765
601200	Retirement	305	312	1,048	563		1,048	1,080	1,080
601300	Unemployment	515	545	672	216		86	45	45
601400	Workman's Compensation	1,074	2,511	1,858	893		901	910	910
602000	Health, Dental & Life Ins	578	533	1,795	1,045		1,912	1,915	1,915
Total Wages & Releated		**$ 45,687**	**$ 40,513**	**$ 62,364**	**$ 40,892**	**66%**	**$ 60,459**	**$ 60,760**	**$ 60,760**
Operating Expenditures									
701000	Training	225	0	500	94		1,000	500	1,000
706000	Electric	4,441	6,960	3,800	6,225		5,000	5,000	5,000
706100	Gas/Propane	9,890	3,524	13,000	2,958		8,000	8,000	8,000
706400	Waste Removal	0	363	225	29		360	360	360
706500	Telephone	312	299	400	279		350	350	350
706700	Pest Control	330	357	220	278		350	350	350
751300	OSHA Med Supplies	0	0	0	0		150	150	150
760000	Pool Chemicals	3,295	4,202	4,500	4,077		5,500	5,500	5,500
760100	Pool Supplies	170	2,026	3,700	3,037		3,700	3,700	3,700
760200	Equipment Maintenance	5,230	3,298	5,000	4,050		5,000	3,000	3,000
760300	Concession Supplies	0	25	200	42		200	200	200
760400	Permits	397	0	900	397		900	900	900
Total Operating Expenditures		**$ 24,290**	**$ 21,054**	**$ 32,445**	**$ 21,466**	**66%**	**$ 30,510**	**$ 28,010**	**$ 28,510**
Total Departmental Expenditures		**$ 69,977**	**$ 61,567**	**$ 94,809**	**$ 62,358**		**$ 90,969**	**$ 88,770**	**$ 89,270**
Revenues									
417000	User Fees	17,231	16,520	17,000	17,926		17,000	17,000	17,000
482000	Concession Sales	188	390	200	221		400	400	400
Total Departmental Revenues		**$ 17,419**	**$ 16,910**	**$ 17,200**	**$ 18,147**	**106%**	**$ 17,400**	**$ 17,400**	**$ 17,400**
Operating Transfers									
500700	Transfer In from YAN Fund	(33,268)	(44,000)	(31,400)	(24,600)		(22,488)	(14,988)	(14,988)
Total Departmental Revenues		**$ (33,268)**	**$ (44,000)**	**$ (31,400)**	**$ (24,600)**		**$ (22,488)**	**$ (14,988)**	**$ (14,988)**
Net Effect on General Fund		**$ 19,290**	**$ 657**	**$ 46,209**	**$ 19,611**	**42%**	**$ 51,081**	**$ 56,382**	**$ 56,882**

Public Works Department /Parks & Recreation Division

Parks & Recreation Programming

Our Mission

Parks & Recreation Programming provides a variety of affordable opportunities and positive programs for residents of all ages to have fun while developing physically, emotionally and socially.

Department Description

Parks & Recreation Programming combines the formerly separate programs of Children, Adult and Community Recreation. These areas will be run and tracked separately as line items in one budget, reducing duplication and simplifying budget management. Children's programs include Grasshopper Basketball, Summer Field trips, and working with partners such as Little League, AYSO and Youth Football. Adult Recreation usually takes the form of recreation leagues such as Basketball, Softball, Volleyball and other team sports. Community Recreation includes Trick or Treat on Main, Parade of Lights, Sports Bus trips and health education workshops. Most Adult & Community programs are intended to support themselves through user fees.

Department Staffing

- Referees & Umpires (Seasonal employees as required)
- Scorekeepers (Seasonal employees as required)
- Timers (Seasonal employees as required)
- Summer & seasonal/part time staff (3)

Accomplishments for the Fiscal Year 2012-13

1. Conducted a successful co-ed youth basketball program for 92, 1st – 4th graders & 52, 5th – 8th graders.
2. Basketball programs included registering participants, receipting fees, recruiting volunteer coaches, officials, scheduling & attending games as well as providing uniforms and trophies for participants.
3. Worked with the Library Endowment and other non-profit groups to provide refreshments at basketball games as a fundraising opportunity.
4. Worked with Library to hold Children's events at Community Center to allow for larger attendance and events which needed more space.
5. Provided adult Co-ed softball league.
6. Provided a safe and enjoyable Trick or Treat community event, Christmas Bazaar and Parade of Lights.
7. Worked with Area Agency on Aging to provide programs on Healthy Living.

Performance Objectives for Fiscal Year 2013-14

1. Work with Camp Verde High School to provide educational internship opportunities to students which would allow increased part-time and seasonal personnel available to Parks & Recreation.
2. Provide bus trips for children summer programs and additional community on a self-supporting revenue/expense basis.
3. Continue and expand Grasshopper Basketball program, Trick or Treat on Main, Parade of Lights and Christmas Bazaar.
4. Provide organized men's, women's and co-ed sports leagues
5. Continue working with partners to provide opportunities.

Budget Points of Interest

1. 421001 (Revenue) – Children's Recreation Program – Increased account to $13,600 from $6,800 to reflect anticipated increase in revenue from addition of summer field trips and increased Grasshopper Basketball revenue.
2. 421002 (Revenue) – Adult Rec Prog – Reduced account to $3,800 from $6,880 to more accurately reflect expected revenue.
3. 421003 (Revenue) – Community Prog – Increased account to $5,000 from $750 to reflect anticipated increase in Community Bus trips.
4. 423004 (Revenue) – Comm. Prog Sponsor – reduced account to $2,500 from $8,000 to allow for donation of funds for Halloween candy. General fund will pay for candy if donations are not available.
5. Divided 423002 (Revenue) - ($3,600) into 423010 (Revenue) – Rec Tuition Support - $1,500 & 423020 (Revenue) – Rec Program Support - $2,100
6. 600000 (Expense) – Salaries – Increased account to $8,385 from $6,800 due to change in contract hiring of sports officials.
7. 712000 (Expense) – Contract Labor – Reduced account to $2690 from $8000 to reflect change in hiring of sports officials.
8. 761010 (Expense) – Children's Programs – Decreased account to $5,000 to more accurately reflect actual expenses.
9. 761030 (Expense) – Community Prog – Decreased account to $6,100 from $8,000 to more accurately reflect anticipated expenses.
10. 762000 (Expense) – Summer Program – Increased account to $8,600 from $2,500. Amount is intended to allow 8 summer field trips. Expense will only be incurred if matching revenue is available; trips are intended to be self-supporting and revenue neutral.

Programming

Fund / Dept: 01-830

ACCOUNT NUMBERS	ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures									
Wages & Releated									
600000	Salaries	7,746	4,050	6,800	4,358		8,385	8,385	8,385
601000	FICA	475	246	392	270		520	520	520
601100	Medicare	112	58	99	63		125	125	125
601200	Retirement	638	255	591	0		0	0	0
601300	Unemployment	17	36	82	10		15	15	15
601400	Workman's Compensation	277	316	577	87		130	130	130
602000	Health, Dental & Life Ins	852	441	0	0		0	0	0
Total Wages & Releated		**$ 10,117**	**$ 5,402**	**$ 8,541**	**$ 4,788**	**56%**	**$ 9,175**	**$ 9,175**	**$ 9,175**
Operating Expenditures									
712000	Contract Labor/Services	4,505	3,500	8,000	1,080		2,690	2,690	2,690
713000	Equipment Rental	0	327	325	25		1,000	1,000	1,000
713220	Rec. Equipment	0	1,224	7,130	650		3,650	3,650	3,650
761010	Children's Programs	6,041	6,183	6,600	5,217		5,000	5,000	5,000
761020	Adult Programs	410	0	300	190		300	300	300
761030	Community Programs	0	5,018	8,500	3,189		6,100	6,100	6,100
762000	Summer Program	0	0	2,500	0		8,600	8,600	8,600
Total Operating Expenditures		**$ 10,956**	**$ 16,252**	**$ 33,355**	**$ 10,351**	**31%**	**$ 27,340**	**$ 27,340**	**$ 27,340**
Total Departmental Expenditures		**$ 21,073**	**$ 21,654**	**$ 41,896**	**$ 15,139**		**$ 36,515**	**$ 36,515**	**$ 36,515**
					-122600				
Revenues									
421001	Children's Rec Program	2,550	2,340	3,600	4,765		13,600	13,600	13,600
421002	Adult Rec Program	275	2,162	6,880	1,361		3,719	3,800	3,800
421003	Community Programs	688	1,353	750	3,083		5,000	5,000	5,000
423010	Child Rec Program Support	4,111	2,065	3,600	0		2,100	2,100	2,100
423015	Child Rec Tuition Support	0	0	0	280		1,500	1,500	1,500
423030	Community Program Support	0	420	8,000	0		2,500	2,500	2,500
Total Departmental Revenues		**$ 7,624**	**$ 8,340**	**$ 22,830**	**$ 9,489**	**42%**	**$ 28,419**	**$ 28,500**	**$ 28,500**
Operating Transfers									
500700	Transfer In from YAN Fund	0	(9,000)	(5,500)	(2,668)		0	0	0
	Transfer Out to YAN Fund	13,437	0	0			0	0	0
Total Operating Transfers		**$ 13,437**	**$ (9,000)**	**$ (5,500)**	**$ (2,668)**		**$ -**	**$ -**	**$ -**
Net Effect on General Fund		**$ 26,886**	**$ 4,314**	**$ 13,566**	**$ 2,982**	**22%**	**$ 8,096**	**$ 8,015**	**$ 8,015**

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Capital Projects Funds

CIP Fund

ACCOUNT TITLE	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 Est'd Ending June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures						
Operating Expenditures						
Office Equipment	11,082	0	0	0	0	0
Building Maint HVAC Units	0	75,000	52,455	0	0	0
Park Facilities Maint - Pool Resurface	0	80,000	80,000	0	0	0
Park Facilities Maint - Pool Upgrades	0	14,000	40,500	0	0	0
Park Facilities Maint - Butler Park Improvements	0	21,000	5,120	0	0	0
Total Operating Expenditures	**$ 11,082**	**$ 190,000**	**$ 178,075**	**$ -**	**$ -**	**$ -**
Capital Expenditures						
Exterior Painting of Town Buildings	57,137	0	0	0	0	0
P&R and IT Rooms Security Roll Shutters	9,411	0	0	0	0	0
Library Annex Rplace Heat Pump	6,478	0	0	0	0	0
Repair and Cool Coat Existing Foam Roof	3,205	0	0	0	0	0
Pool Rmdl Showers & Replace Water Heater	15,697	0	0	0	0	0
300 Bldg Attic Insulation	0	12,000	7,490	0	0	0
HURF Fleet Upgrades	0	60,000	0	0	0	0
Incode Software	6,473	0	0	0	0	0
Computer/networking infrastructure upgrades	42,620	0	0	0	0	0
Vermeer Chipper	28,810	0	0	0	0	0
New Phone System	26,536	0	0	0	0	0
Maint Equipment /Fleet Update	0	34,406	8,548	0	0	0
Tres Rios Rd. Replace Ditch Crossing	27,177	0	0	0	0	0
411: Cliffs/Finnie Flat Drainage Project	7,806	580,000	528,069	0	0	0
411: Basha's Drain Channel Project	0	20,000	5,000	15,000	15,000	15,000
PW Yard Facility Improvements	78,771	90,000	122,144	0	0	0
PW Yard Utility Development	31,097	0	0	0	0	0
Murdock Rd Water Extension Project	3,000	130,000	46,434	0	0	0
Rezzonico Park - Fencing, Signage, Etc.	0	25,000	0	25,000	25,000	25,000
Sprinkler System for Town Grounds	12,231	0	0	0	0	0
Verde Lakes Drive Culverts	17,619	62,400	0	62,400	62,400	62,400
Finnie Flat Sidewalk Enhancement	0	136,000	60,169	180,831	180,831	180,831
Hollamon & VC Parking Lots	0	50,000	3,000	47,000	47,000	47,000
Uniterrupted Power Source for Traffic Signals	11,990	0	0	0	0	0
CommPark: Pre Development Costs	3,800	86,200	6,500	79,700	79,700	79,700
Field Electric Expansion	0	0	0	0	0	12,000
Resurface Gym Floor	0	0	0	0	0	17,000
New Gym Bleachers	0	0	0	0	0	45,000
3 New Gym Doors	0	0	0	0	0	20,000
Pool Upgrades	0	0	0	0	0	30,000
Material for Comm Park Entrance	0	0	0	0	0	20,000
Public Works Office Changes	0	0	0	0	0	19,000
Transit Stop	0	0	0	0	0	15,000
Capital Leases	195,652	0	0	0	0	0
Total Capital Expenditures	**$ 585,510**	**$ 1,286,006**	**$ 787,354**	**$ 409,931**	**$ 409,931**	**$ 587,931**
Operating Transfers						
Transfer In from General Fund	(959,616)	(195,799)	(122,600)	0	0	(163,000)
Transfer In from Parks Fund	0	(226,200)	(226,200)	0	0	0
Transfer In from Non-Fed Grants Fund (Channel)	0	(283,000)	(230,694)	0	0	0
Other Financing Sources - Div'd Cap Lease	0	0	0	0	0	0
Transfer In from HURF Fund	(350,000)	(80,000)	(20,000)	(13,000)	(13,000)	(28,000)
Transfer In from HURF Fund (Reserve only)	0	0	0	(92,000)	(92,000)	(92,000)
Total Operating Transfers	**$ (1,309,616)**	**$ (784,999)**	**$ (599,494)**	**$ (105,000)**	**$ (105,000)**	**$ (283,000)**
Net Effect on CIP Fund	**$ (713,024)**	**$ 691,007**	**$ 365,935**	**$ 304,931**	**$ 304,931**	**$ 304,931**
Prior Year Ending CIP Fund Balance	$ (18,809)	$ 694,215	$ 694,215	$ 328,280	$ 328,280	$ 328,280
Estimated Ending CIP Fund Balance	**$ 694,215**	**$ 3,208**	**$ 328,280**	**$ 23,349**	**$ 23,349**	**$ 23,349**

Parks Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 Est'd Ending June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures							
Project Expenditures							
Community Park Development	140	0	0	0	0	0	0
Local Park Improvements	5,566	7,086	0	0	0	0	0
Rezzonico Park	1,832	1,900	0	0	0	0	0
Interfund Loan Repayment (General Fund)	0	0	0	0	0	0	0
Total Project Expenditures	**$ 7,538**	**$ 8,986**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Revenues							
Public Works Projects	0	2,000	0	0	0	0	0
Total Revenues	**$ -**	**$ 2,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Operating Transfers							
Transfer to Gen Fund for Park Maint	0		13,890	13,890	14,000	10,000	10,000
Transfer to CIP for Rezzonico & Butler Imprvs	0		46,000	46,000	0	0	0
Transfer to CIP for Community Park Imprvs	0		86,200	86,200	0	0	0
Transfer to CIP for Pool Imprvs	0		94,000	94,000	0	0	0
Transfer to Debt Service Fund	0	5,400	0	0	0	0	0
Total Operating Transfers	**$ -**	**$ 5,400**	**$ 240,090**	**$ 240,090**	**$ 14,000**	**$ 10,000**	**$ 10,000**
Net Effect on Parks Fund	**$ 7,538**	**$ 12,386**	**$ 240,090**	**$ 240,090**	**$ 14,000**	**$ 10,000**	**$ 10,000**
Prior Year Ending Cash Balance	$ 291,909	$ 284,371	$ 267,515	$ 267,515	$ 27,425	$ 27,425	$ 27,425
Non-Expense Cash Use	$ -	$ 4,470					
Estimated Ending Parks Fund Balance	**$ 284,371**	**$ 267,515**	**$ 27,425**	**$ 27,425**	**$ 13,425**	**$ 17,425**	**$ 17,425**

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Special Revenue Funds

Public Works Department

Highway User's Revenue Fund (HURF/Streets) Division

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 investments 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 decision they make.

Department 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 (.20)
- Public Works Analyst (.40)
- Public Works Administrative Assistant (.20)
- Public Works Deputy Director (.15)
- Streets Foreman (.96)
- Senior Equipment Operator (.96)
- Medium Equipment Operator (.96)
- Streets Laborer (.96)

Accomplishments for the Fiscal Year 2012-13

1. Completed Public Works Yard, cleared site, perimeter fencing, secured building and built out for office space and equipment storage at yard.
2. Completed Hollamon Street sidewalk Project
3. Completed Annual Street Striping, Slurry Seal programs
4. Applied for and received Highway Safety Improvement Program Grant in the amount of $75000
5. Completed the Planning Assistance for Rural Areas (PARA) Grant resulting in a conceptual design for the Tri-Intersection

Performance Objectives for Fiscal Year 2013-14

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 ADOT for the successful completion of Finnie Flat sidewalk Project
4. Install Signs received from the Highway Safety Improvement Program Grant

Budget Points of Interest

1. None

HURF Fund (pg. 1)

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures								
Project Expenditures								
Salaries	165,415	215,299	221,223	206,415		241,052	261,540	261,540
Overtime	0	176	0	312		0	0	0
FICA	10,254	13,359	13,716	12,856		14,945	16,215	16,215
Medicare	2,398	3,124	3,208	3,007		3,495	3,795	3,795
Retirement	15,512	20,283	22,436	20,782		27,236	29,600	29,600
Unemployment Insurance	456	632	453	113		87	90	90
Workman's Compensation	8,002	12,691	19,910	15,930		15,942	16,955	16,955
Health Insurance	24,853	30,075	35,948	32,944		44,657	46,190	46,190
Total Salary Expenditures	**$ 226,890**	**$ 295,639**	**$ 316,894**	**$ 292,359**	**92%**	**$ 347,414**	**$ 374,385**	**$ 374,385**
Operational Expenditures								
Training	175	590	1,900	657		1,900	500	500
Travel	65	524	1,430	12		1,430	500	500
Uniforms	3,427	3,734	3,500	3,167		3,500	3,500	3,500
Office Supplies	927	465	500	311		600	600	600
Subscriptions/Memberships	0	0	300	304		300	300	300
Books/Tapes/Publications	0	0	100	80		100	100	100
Printing	52	19	200	330		200	200	200
Advertising	193	118	800	104		500	500	500
Postage	43	0	0	0		0	0	0
Computer Services/Software	1,800	0	1,200	1,200		1,200	1,200	1,200
Auto Repair/Maintenance	11,342	24,610	30,000	24,071		30,000	15,000	15,000
Fuel	12,197	16,499	15,000	18,791		18,000	18,000	18,000
Electric	1,972	2,484	2,650	3,153		3,000	3,000	3,000
Gas/Propane	955	997	2,000	1,543		3,000	3,000	3,000
Water	1,111	1,220	1,300	1,481		1,300	1,300	1,300
Sewer	147	147	3,200	135		1,440	1,440	1,440
Waste Removal	742	80	300	392		600	600	600
Telephone	491	521	600	0		0	0	0
Cell Phone	1,224	1,712	1,640	2,029		2,800	2,800	2,800
Pest Control	455	307	300	239		600	600	600
Consulting Services	0	4,650	0	0		0	0	0
Legal Services	352	278	2,000	98		2,000	2,000	2,000
Contract Labor/Services	0	1,630	5,000	0		5,000	5,000	5,000
Equipment Rental	0	0	1,200	0		1,200	1,200	1,200
Equipment Maint. Agreements	356	105	450	418		450	450	450
Office Equipment	0	74	600	1,069		600	600	600
Maintenance Equipment	64	4,375	2,500	382		2,500	2,500	2,500
Liability Insurance	0	12,378	10,000	10,000		10,000	10,000	10,000
OSHA Medical Supplies	532	844	1,650	1,630		1,650	1,650	1,650
Street Yard Lease Payments	33,660	0	0	0		0	0	0
Mapping	0	39	200	13		200	200	200
Recording Fees	32	18	300	0		300	300	300
Street Maintenance	45,504	74,541	60,000	18,504		60,000	60,000	60,000
Street Striping	0	116	25,000	132		25,000	25,000	25,000
Chip Seal / Maintenance	0	24,812	65,000	69,776		65,000	65,000	65,000
Right-of-Way Aquisition	0	0	3,000	0		3,000	3,000	3,000
Street & Safety Signing	3,015	10,017	10,000	23,178		5,000	5,000	5,000
Traffic Signal Maintenance	2,359	2,515	8,000	2,687		8,000	4,000	4,000
Traffic Signal Electricity	8,069	7,266	8,300	9,426		9,000	9,000	9,000
Main Street Lights/Irrigation Electricity	10,936	11,201	10,000	7,252		10,000	10,000	10,000
Small Tools	1,227	2,794	2,500	2,135		2,500	2,500	2,500
Litter Abatement	0	0	500	0		500	500	500
Total Operational Expenditures	**$ 143,424**	**$ 211,680**	**$ 283,120**	**$ 204,699**	**72%**	**$ 282,370**	**$ 261,040**	**$ 261,040**

(Continues on next page)

HURF Fund (pg. 2)

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures								
Equipment/Capital Expenditures								
Office Equipment/Furniture	0	2,984	0	0		0	0	0
Equipment Lease	1,538	1,361	0	0		0	0	0
Vehicles	0	8,500	15,000	0		0	0	0
Street Construction	27	3,287	50,000	24,518		50,000	50,000	50,000
Street Paving	0	0	25,000	0		25,000	25,000	25,000
Finnie Flat Sidewalk	420	4,794	12,000	0		0	0	0
Finnie Flat Sidewalk RoWay	0	0	3,200	0		0	0	0
Total Equipment/Capital Expenditures	**$ 1,985**	**$ 20,926**	**$ 105,200**	**$ 24,518**	**23%**	**$ 75,000**	**$ 75,000**	**$ 75,000**
Total Expenditures	**$ 372,299**	**$ 528,245**	**$ 705,214**	**$ 521,576**	**74%**	**$ 704,784**	**$ 710,425**	**$ 710,425**
Revenues								
HURF Revenue	796,016	688,134	725,000	748,825		750,000	750,000	750,000
Refunds/Reimbursements	325	190	800	7,907		800	800	800
Miscellaneous	0	106	0	0		0	0	0
Surplus Property Sales	0	0	600	0		600	600	600
Interest	17	4,006	5,000	8,400		5,000	5,000	5,000
Total Departmental Revenues	**$ 796,358**	**$ 692,436**	**$ 731,400**	**$ 765,132**	**105%**	**$ 756,400**	**$ 756,400**	**$ 756,400**
Operating Transfers								
Transfer In from Fed Grants Fund	(8,783)	0	0	0		0	0	0
Transfer Out to CIP Fund	0	350,000	80,000	20,000		13,000	13,000	28,000
Transfer Out to CIP Fund (Reserve)	0	0	0	0		92,000	92,000	92,000
Transfer Out to CDBG Fund	0	0	66,934	23,410		0	0	0
Transfer Out to Fed Grants Fund	0	0	7,253	0		7,253	7,253	7,253
Transfer Out to Debt Service Fund	0	25,268	102,400	84,448		166,318	166,318	166,318
Total Operating Transfers	**$ (8,783)**	**$ 375,268**	**$ 256,587**	**$ 127,858**	**50%**	**$ 278,571**	**$ 278,571**	**$ 293,571**
Net Effect on HURF Fund	**$ (432,842)**	**$ 211,077**	**$ 230,401**	**$ (115,698)**	**-50%**	**$ 226,955**	**$ 232,596**	**$ 247,596**
Beginning Available HURF Fund Balance (Est'd)	$ 924,322	$ 1,357,164	$ 1,146,087	$ 1,146,087		$ 915,686	$ 915,686	$ 915,686
10-year Repayment Plan Set-aside	$ -	$ 565,000	$ 514,000	$ 514,000		$ 464,000	$ 464,000	$ 464,000
Ending Available HURF Fund Balance (Est'd)	**$ 1,357,164**	**$ 581,087**	**$ 401,686**	**$ 747,785**		**$ 224,731**	**$ 219,090**	**$ 204,090**

Non-Federal Grants Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
RICO Grant							
Expenditures							
Grant Exps	52,088	21,448	3,000	3,500	112,052	112,052	112,052
Mobile Computers (CVMO Autos)	0	0	150,000	29,129	0	0	0
Yav. County Anti-Racketeering Rev's	(52,088)	(21,448)	(80,000)	(94,392)	(50,000)	(50,000)	(50,000)
Net RICO Program	**$ -**	**$ -**	**$ 73,000**	**$ (61,763)**	**$ 62,052**	**$ 62,052**	**$ 62,052**
RICO Year End Balance Estimate							
Prior Year Ending RICO Balance	53,359	53,359	53,359	0	61,763	61,763	61,763
Estimated Ending RICO Balance	**$53,359**	**$53,359**	**($19,641)**	**$61,763**	**($289)**	**($289)**	**($289)**
Yavapai County Flood Control Grant							
Drainage Channel Project (CIP Fund)	0	0	0	0	75,000	75,000	75,000
Yavapai County Flood Control Grant	0	0	(283,000)	(230,694)	(75,000)	(75,000)	(75,000)
Transfer Out to CIP Fund	0	0	283,000	230,694	0	0	0
Net ACA Development Program	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Animal Control Grant							
Spay Neuter costs	0	0	3,000	9,133	15,000	15,000	15,000
Grant Revenues	0	0	(3,000)	(5,500)	(15,000)	(15,000)	(15,000)
Net Animal Control Program	**$ -**	**$ -**	**$ -**	**$ 3,633**	**$ -**	**$ -**	**$ -**
100 Club Grant							
K9 Replacement	0	0	5,000	0	5,000	5,000	5,000
Grant Revenues	0	0	(5,000)	0	(5,000)	(5,000)	(5,000)
Net Animal Control Program	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
ACA Development Grant							
Expenditures	0	0	220,000	0	0	0	0
ACA Grant Rev's	0	0	(200,000)	0	0	0	0
Operating Transfers In from Gen Fund	0	0	(20,000)	0	0	0	0
Net ACA Development Program	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
LTAF II Grant							
LTAF II Grant Expenditures	14,880	18,600	12,118	0	0	0	0
LTAF II Grant Revenues	(14,880)	(13,034)	0	0	0	0	0
Operating Transfers In from Gen Fund	0	(5,566)	0	0	0	0	0
Net LTAF II Program	**$ -**	**$ -**	**$ 12,118**	**$ -**	**$ -**	**$ -**	**$ -**
School Resource Officer							
Wages & ERE	59,608	0	0	0	0	0	0
SRO Grant	(59,608)	0	0	0	0	0	0
Net SRO Program	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Volunteer in Policing Grant							
Equipment	0	0	25,000	0	0	0	0
Grant Revenues	0	0	(25,000)	0	0	0	0
Net Animal Control Program	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Net Effect on Non-Fed Grants Fund	**$ -**	**$ -**	**$ 85,118**	**$ (58,130)**	**$ 62,052**	**$ 62,052**	**$ 62,052**

Federal Grants Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
HSIP Grant							
Street & Safety Signing	0	0	75,000	0	75,000	75,000	75,000
HSIP Grant Reveneus	0	0	(75,000)	0	(75,000)	(75,000)	(75,000)
Net HSIP Grant	$ -	$ -	$ -	$ -	$ -	$ -	$ -
ADOT Black Bridge Grant							
ADOT Black Bridge Grant Expenditures	0	0	127,253	0	127,253	127,253	127,253
ADOT Black Bridge Grant Revenues	0	0	(120,000)	0	(120,000)	(120,000)	(120,000)
Op. Transfer In from HURF	0	0	(7,253)	0	(7,253)	(7,253)	(7,253)
Net ADOT Black bridge Grant	$ -	$ -	$ -	$ -	$ -	$ -	$ -
School Resource Officer							
Wages & ERE	0	0	0	0	56,835	56,835	56,835
SRO Grant	0	0	0	0	(42,625)	(42,625)	(42,625)
Operating Transfer in from General Fund	0	0	0	0	(14,210)	(14,210)	(14,210)
Net SRO Program	$ -	$ -	$ -	$ -	$ -	$ -	$ -
PANT Grant							
Wages & ERE	61,443	64,004	0	3,341	62,675	62,675	62,675
PANT Grant Revenues	(61,443)	(64,004)	0	(3,341)	(62,675)	(62,675)	(62,675)
Net PANT Grant	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Gov's Office of Highway Safety Grant							
GOHS Grant Expenditures	11,742	0	0	6,292	50,000	50,000	50,000
Motorcycle Purchase	0	0	35,347	0	0	0	0
Overtime for DUI Enforcement	0	0	12,000	0	0	0	0
GOHS Grant Revenues	(11,742)	0	(47,347)	(6,292)	(50,000)	(50,000)	(50,000)
Net GOHS Grant	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Homeland Security Grant							
Expenditures	0	0	0	0	90,000	90,000	90,000
Revenues	0	0	0	0	(90,000)	(90,000)	(90,000)
Net Program Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Library Services & Technology Grant							
LSTA Grant Expenditures	15,487	0	0	0	33,455	33,455	33,455
LSTA Grant Revenues	(15,487)	0	0	0	(33,455)	(33,455)	(33,455)
Net Program Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -
GOEP Lighting Grant							
Grant Exps	0	0	0	14,661	0	0	0
APS Rebate	0	0	0	(888)	0	0	0
Grant Revs	0	0	0	(14,238)	0	0	0
Net HSIP Grant	$ -	$ -	$ -	$ (465)	$ -	$ -	$ -
ADOC Energy Grant							
ADOC Grant Expenditures	78,834	0	0	0	0	0	0
ADOC Grant Revenues	(78,834)	(12,316)	0	0	0	0	0
Net ADOC Grant	$ -	$ (12,316)	$ -	$ -	$ -	$ -	$ -
Finnie Flat Sidewalk Grant							
Operating Transfers Out to HURF	8,783		0	0	0	0	0
Sidewalk Grant Exps	0	35,829	0	7,544	0	0	0
Finnie Flat Sidewalk Grant Revenues	(8,783)	(9,530)	0	(26,299)	0	0	0
Net Finnie Flat Sidewalk Grant	$ -	$ 26,299	$ -	$ (18,755)	$ -	$ -	$ -
DOJ Grant							
Uniforms / Vests	0	2,465	0	0	0	0	0
Grant Revenues	0	(2,465)	0	0	0	0	0
Net PANT Grant	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Gov's Office of Econ Recovery Grant							
GOER Grant Expenditures	46,800	0	0	0	0	0	0
GOER Grant Revenues	(46,800)	0	0	0	0	0	0
Net Program Revenues	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net Effect on Fed Grants Fund	$ -	$ 13,983	$ -	$ (19,220)	$ -	$ -	$ -

Yavapai-Apache Nation Gaming Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures							
Project Expenditures							
CVHS Tutor	33,000	0	16,639	16,639	15,000	15,000	15,000
MUHS Tutor	56,058	39,615	45,000	30,000	74,863	74,863	74,863
Clarkdale-Jerome School	0	0	10,000	10,000	0	0	0
Sunny Side Charter School	0	0	0	0	15,000	15,000	15,000
Mountain View Preparatory	0	0	0	0	5,700	5,700	5,700
Camp Verde Senior Center	0	0	7,000	8,096	7,500	7,500	7,500
Total Project Expenditures	**$ 89,058**	**$ 39,615**	**$ 78,639**	**$ 64,735**	**$ 118,063**	**$ 118,063**	**$ 118,063**
Operating Transfers							
Transfer Out to Gen Fund: Heritage Pool	33,268	44,000	31,400	24,600	14,988	14,988	14,988
Transfer Out to Gen Fund: Children's Rec	(13,437)	9,000	5,500	2,668	0	0	0
Transfer Out to Library Bldg Fund	27,279	0	500	500	0	0	0
Total Operating Transfers	**$ 47,110**	**$ 53,000**	**$ 37,400**	**$ 27,768**	**$ 14,988**	**$ 14,988**	**$ 14,988**
Revenues							
Yav-Apache Gaming Compact Revenues	140,679	79,297	0	73,188	0	0	0
Total Departmental Revenues	**$ 140,679**	**$ 79,297**	**$ -**	**$ 73,188**	**$ -**	**$ -**	**$ -**
Net Effect on YAN Gaming Funds	**$ (4,511)**	**$ 13,318**	**$ 116,039**	**$ 19,315**	**$ 133,051**	**$ 133,051**	**$ 133,051**
Prior Year Ending YAN Gaming Fund Balance	$ 179,309	$ 183,820	$ 170,502	$ 170,502	$ 151,187	$ 133,051	$ 133,051
Estimated Ending YAN Gaming Fund Balance	**$ 183,820**	**$ 170,502**	**$ 54,463**	**$ 151,187**	**$ 18,136**	**$ -**	**$ -**

Project Balances	2010-11 Balance	2011-12 Balance	2012-13 Est'd Used	2012-13 New	2012-13 Est'd Balance	2013-14 Budget	2013-14 Est'd Balance
CVHS Tutor	0	16,639	16,639	15,000	15,000	15,000	0
MUHS Tutor	111,820	104,863	30,000	15,000	89,863	74,863	15,000
Mountain View Preparatory	0	0	0	5,700	5,700	5,700	0
Sunnyside Charter School	0	0	0	15,000	15,000	15,000	0
Heritage Pool	60,000	26,000	26,000	14,988	14,988	14,988	0
Children's Rec	12,000	5,500	5,500	0	0	0	0
Library	0	500	500	0	0	0	0
Senior Center	0	7,000	7,000	7,500	7,500	7,500	0
Clarkdale-Jerome School	0	10,000	10,000	0	0	0	0
Total Funds	183,820	170,502	95,639	73,188	148,051	133,051	15,000

CDBG Grants Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures							
Project Expenditures							
Allocated Wage & ERE	1,695	0	0	0	0	0	0
Hollamon St. Improvements	5,239	4,911	386,382	43	0	0	0
Hollamon Grant Administration	0	4,710	34,195	372,345	0	0	0
Total Project Expenditures	**$ 6,934**	**$ 9,621**	**$ 420,577**	**$ 372,388**	**$ -**	**$ -**	**$ -**
Revenues							
Hollamon St. Improv's Revenue	0	0	319,448	342,985	0	0	0
Hollamon Grant Admin Revenue	6,934	9,621	34,195	5,993	0	0	0
Total Revenues	**$ 6,934**	**$ 9,621**	**$ 353,643**	**$ 348,978**	**$ -**	**$ -**	**$ -**
Operating Transfers							
Transfers In from HURF Fund	0	0	(66,934)	(23,410)	0	0	0
Total Revenues	**$ -**	**$ -**	**$ (66,934)**	**$ (23,410)**	**$ -**	**$ -**	**$ -**
Net Effect on CDBG Fund	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Home Grant/Revolving Loan Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Revolving Loan (158)							
New Project Expenditures	1,343	630	104,000	73,124	95,430	95,430	95,430
Loan Payments	(94,119)	(14,194)	(15,432)	(15,621)	(15,430)	(15,430)	(15,430)
Home Sale	0	0	(50,000)	41,794	0	0	0
Interest on Cash	(2,959)	(2,191)	(2,064)	(2,021)	(2,000)	(2,000)	(2,000)
Net Revolving Loan Grant	**$ (95,735)**	**$ (15,755)**	**$ 36,504**	**$ 97,276**	**$ 78,000**	**$ 78,000**	**$ 78,000**
Revolving Loan Year End Balance Estimate							
Prior Year Ending Revolving Loan Balance	(5,178)	90,557	106,312	106,312	78,000	78,000	78,000
Estimated Ending Revolving Loan Balance	**$90,557**	**$106,312**	**$69,808**	**$9,036**	**$0**	**$0**	**$0**
Home Grant (159)							
Wages & ERE	2,999	10,817	0	0	0	0	0
Home Grant Admin Exp's	0	2,645	0	0	0	0	0
Home Grant Rehab Exp's	0	81,174	25,000	34,773	0	0	0
Home Grant Rehab Rev's	0	(75,000)	(25,000)	(25,000)	0	0	0
Home Grant Admin Rev's	(2,999)	(7,002)	0	0	0	0	0
Net Home Grant	**$ -**	**$ 12,634**	**$ -**	**$ 9,773**	**$ -**	**$ -**	**$ -**
Net Effect on Fund	**$ (95,735)**	**$ (3,121)**	**$ 36,504**	**$ 107,049**	**$ 78,000**	**$ 78,000**	**$ 78,000**

Donations & Restricted Monies Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Safety Equipment Program							
Expenses	0	0	2,515	0	4,400	4,400	4,400
Revenues	0	(1,054)	(1,400)	(1,745)	(1,600)	(1,600)	(1,600)
Net Volunteers	**$ -**	**$ (1,054)**	**$ 1,115**	**$ (1,745)**	**$ 2,800**	**$ 2,800**	**$ 2,800**
VIP Year End Balance Estimate							
Prior Year Ending VIP Balance	0	0	1,054	54,470	2,800	2,800	2,800
Estimated Ending VIP Balance	**$0**	**$1,054**	**($61)**	**$56,215**	**$0**	**$0**	**$0**
Volunteers in Police Services							
Expenses	0	0	250	23	430	430	430
Donations	(150)	(100)	0	(100)	0	0	0
Net Volunteers	**$ (150)**	**$ (100)**	**$ 250**	**$ (77)**	**$ 430**	**$ 430**	**$ 430**
VIP Year End Balance Estimate							
Prior Year Ending VIP Balance	100	250	350	350	430	430	430
Estimated Ending VIP Balance	**$250**	**$350**	**$100**	**$427**	**$0**	**$0**	**$0**
General CVMO							
Expenses	0	0	1,000	270	930	930	930
Donations	0	0	0	(200)	0	0	0
Net CVMO	**$ -**	**$ -**	**$ 1,000**	**$ 70**	**$ 930**	**$ 930**	**$ 930**
CVMO Year End Balance Estimate							
Prior Year Ending CVMO Balance	1,000	1,000	1,000	1,000	930	930	930
Estimated Ending CVMO Balance	**$1,000**	**$1,000**	**$0**	**$930**	**$0**	**$0**	**$0**
K-9							
Expenses	0	1,779	1,800	1,490	1,815	1,815	1,815
Donations	(1,380)	(890)	0	(1,541)	0	0	0
Net K-9	**$ (1,380)**	**$ 889**	**$ 1,800**	**$ (51)**	**$ 1,815**	**$ 1,815**	**$ 1,815**
K-9 Year End Balance Estimate							
Prior Year Ending K-9 Balance	1,270	2,650	1,761	1,761	1,815	1,815	1,815
Estimated Ending K-9 Balance	**$2,650**	**$1,761**	**($39)**	**$1,812**	**$0**	**$0**	**$0**
Animal Shelter							
Expenses	864	6,483	7,862	2,674	5,000	5,000	5,000
Donations	(4,813)	(2,591)	0	(610)	0	0	0
Net Animal Shelter	**$ (3,949)**	**$ 3,892**	**$ 7,862**	**$ 2,064**	**$ 5,000**	**$ 5,000**	**$ 5,000**
Animal Shelter Year End Balance Estimate							
Prior Year Ending Animal Shelter Balance	6,913	10,862	6,970	6,970	5,000	5,000	5,000
Estimated Ending Animal Shelter Balance	**$10,862**	**$6,970**	**($892)**	**$4,906**	**$0**	**$0**	**$0**
Book Purchases							
Book Purchases	363	0	637	624	13	13	13
Donations	(1,000)	0	0	0	0	0	0
Net Book Purch's	**$ (637)**	**$ -**	**$ 637**	**$ 624**	**$ 13**	**$ 13**	**$ 13**
Book Purch's Year End Balance Estimate							
Prior Year Ending Book Purch's Balance	0	637	637	637	13	13	13
Estimated Ending Book Purch's Balance	**$637**	**$637**	**$0**	**$13**	**$0**	**$0**	**$0**
General Library							
Computer Purchases	26,629	0	0	0	0	0	0
Expenditures	1,728	1,719	1,393	2,285	6,800	6,800	6,800
Donations	(27,449)	(4,336)	0	(1,294)	(2,000)	(2,000)	(2,000)
Net General Library	**$ 908**	**$ (2,617)**	**$ 1,393**	**$ 991**	**$ 4,800**	**$ 4,800**	**$ 4,800**
Library Year End Balance Estimate							
Prior Year Ending Library Balance	3,801	2,893	5,510	5,510	4,800	4,800	4,800
Estimated Ending Library Balance	**$2,893**	**$5,510**	**$4,117**	**$4,519**	**$0**	**$0**	**$0**
Parks & Rec							
Expenditures	0	0	2,952	200	4,000	4,000	4,000
Donations	(100)	(1,000)	0	(200)	0	0	0
Net Parks & Rec	**$ (100)**	**$ (1,000)**	**$ 2,952**	**$ -**	**$ 4,000**	**$ 4,000**	**$ 4,000**
				$ (122,600)			
Parks & Rec Year End Balance Estimate							
Prior Year Ending Parks & Rec Balance	2,852	2,952	3,952	3,952	4,000	4,000	4,000
Estimated Ending Parks & Rec Balance	**$2,952**	**$3,952**	**$1,000**	**$3,952**	**$0**	**$0**	**$0**
Net Effect on Fund	**$ (5,308)**	**$ 10**	**$ 17,009**	**$ 1,876**	**$ 19,788**	**$ 19,788**	**$ 19,788**

Library Building Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures							
Project Expenditures							
Library Building	0	0	697,491	137,895	946,560	946,560	946,560
Total Project Expenditures	**$ -**	**$ -**	**$ 697,491**	**$ 137,895**	**$ 946,560**	**$ 946,560**	**$ 946,560**
Revenues							
Donations	9,660	356,503	10,000	10,788	350,000	350,000	350,000
Miscellaneous	0	251	0	0	0	0	0
Interest	482	1,107	5,000	4,600	2,000	2,000	2,000
Total Departmental Revenues	**$ 10,142**	**$ 357,861**	**$ 15,000**	**$ 15,388**	**$ 352,000**	**$ 352,000**	**$ 352,000**
Operating Transfers							
Transfers In from YAN Fund	(100)	(27,279)	(500)	(500)	0	0	0
Transfers In from Impact Fee Fund	0	0	(46,465)	0	(46,434)	(46,434)	(46,434)
Total Operating Transfers	**$ (100)**	**$ (27,279)**	**$ (46,965)**	**$ (500)**	**$ (46,434)**	**$ (46,434)**	**$ (46,434)**
Net Effect on Fund	**$ (10,242)**	**$ (385,140)**	**$ 635,526**	**$ 122,007**	**$ 548,126**	**$ 548,126**	**$ 548,126**
Prior Year Ending Library Fund Balance	$ 240,643	$ 250,885	$ 636,025	$ 636,025	$ 514,018	$ 514,018	$ 514,018
Estimated Ending Library Fund Balance	**$ 250,885**	**$ 636,025**	**$ 499**	**$ 514,018**	**$ (34,108)**	**$ (34,108)**	**$ (34,108)**

Magistrate Special Revenue Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Local JCEF (310)							
Operating Expenditures							
Local JCEF	1,480	1,550	0	0	0	0	0
Training	0	0	2,000	1,623	2,000	2,000	2,000
Total Operating Expenditures	**$ 1,480**	**$ 1,550**	**$ 2,000**	**$ 1,623**	**$ 2,000**	**$ 2,000**	**$ 2,000**
Total Departmental Expenditures	**$ 1,480**	**$ 1,550**	**$ 2,000**	**$ 1,623**	**$ 2,000**	**$ 2,000**	**$ 2,000**
Revenues							
Local JCEF	3,909	4,055	4,720	3,691	4,720	4,720	4,720
Net JCEF Program	**$ (2,429)**	**$ (2,505)**	**$ (2,720)**	**$ (2,068)**	**$ (2,720)**	**$ (2,720)**	**$ (2,720)**
Local JCEF Year End Balance Estimate							
Prior Year Ending Local JCEF Balance	28,771	31,200	33,705	33,705	35,773	35,773	35,773
Estimated Ending Local JCEF Balance	**$31,200**	**$33,705**	**$36,425**	**$35,773**	**$38,493**	**$38,493**	**$38,493**
Fill the GAP (320)							
Operating Expenditures							
Fill the GAP	1,119	13,139	0	0	0	0	0
Total Operating Expenditures	**$ 1,119**	**$ 13,139**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Total Departmental Expenditures	**$ 1,119**	**$ 13,139**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Revenues							
Fill the GAP	2,734	3,371	3,150	2,689	3,150	3,150	3,150
Net Fill the GAP Program	**$ (1,615)**	**$ 9,768**	**$ (3,150)**	**$ (2,689)**	**$ (3,150)**	**$ (3,150)**	**$ (3,150)**
Fill the GAP Year End Balance Estimate							
Prior Year Ending Fill the GAP Balance	17,956	19,571	9,803	9,803	12,492	12,492	12,492
Estimated Ending Fill the GAP Balance	**$19,571**	**$9,803**	**$12,953**	**$12,492**	**$15,642**	**$15,642**	**$15,642**
Court Enhancement (330)							
Operating Expenditures							
Court Enhancement	10,758	7,061	0	0	0	0	0
Legal	0	0	1,700	0	1,700	1,700	1,700
Equipment	7,913	0	0	0	0	0	0
Miscellaneous	0	0	1,950	365	2,250	2,250	2,250
Total Operating Expenditures	**$ 18,671**	**$ 7,061**	**$ 3,650**	**$ 365**	**$ 3,950**	**$ 3,950**	**$ 3,950**
Equipment/Capital Expenditures							
Capital Lease	1,924	0	0	0	0	0	0
Total Equipment/Capital Expenditures	**$ 1,924**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Total Departmental Expenditures	**$ 20,595**	**$ 7,061**	**$ 3,650**	**$ 365**	**$ 3,950**	**$ 3,950**	**$ 3,950**
Revenues							
Court Enhancement	35,826	40,685	48,602	35,620	48,600	48,600	48,600
Other Financing Sources	7,913	0	0	0	0	0	0
Total Department Revenues	**$ 43,739**	**$ 40,685**	**$ 48,602**	**$ 35,620**	**$ 48,600**	**$ 48,600**	**$ 48,600**
Net Court Enhancement Program	**$ (23,144)**	**$ (33,624)**	**$ (44,952)**	**$ (35,255)**	**$ (44,650)**	**$ (44,650)**	**$ (44,650)**
Court Enhancement Year End Balance Estimate							
Prior Year Ending Court Enhancement Balance	22,828	45,972	79,596	79,596	114,851	114,851	114,851
Estimated Ending Court Enhancement Balance	**$45,972**	**$79,596**	**$124,548**	**$114,851**	**$159,501**	**$159,501**	**$159,501**
Net Effect on Magistrate SR Fund	**$ (27,188)**	**$ (26,361)**	**$ (50,822)**	**$ (40,012)**	**$ (50,520)**	**$ (50,520)**	**$ (50,520)**

Impact Fees Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
General Gov't (199)							
General Gov't Expenditures	0	0	0	0	0	0	0
Impact Fee Revenue - Gen. Gov't	(4,872)	(930)	0	0	0	0	0
Interest	(129)	(192)	(145)	(168)	(300)	(300)	(300)
Net General Gov't	**$ (5,001)**	**$ (1,122)**	**$ (145)**	**$ (168)**	**$ (300)**	**$ (300)**	**$ (300)**
Police Services (699)							
CVMO Vehicles	0	0	74,048	14,726	63,983	63,983	63,983
Impact Fee Revenue - CVMO	(2,319)	(550)	0	0	0	0	0
Interest	(144)	(207)	(151)	(156)	0	0	0
Net Police Services	**$ (2,463)**	**$ (757)**	**$ 73,897**	**$ 14,570**	**$ 63,983**	**$ 63,983**	**$ 63,983**
Library (799)							
Operating Transfer Out to Library Fund	0	0	46,465	0	46,434	46,434	46,434
Impact Fee Revenue - Library	(4,629)	(549)	0	0	0	0	0
Interest	(86)	(130)	(101)	(113)	(100)	(100)	(100)
Net Library	**$ (4,715)**	**$ (679)**	**$ 46,364**	**$ (113)**	**$ 46,334**	**$ 46,334**	**$ 46,334**
Parks & Rec (899)							
Parks & Rec Expenditures	0	0	0	0	0	0	0
Impact Fee Revenue - Gen. Gov't	(10,074)	(1,225)	0	0	0	0	0
Interest	(192)	(289)	(224)	(387)	(700)	(700)	(700)
Net Parks & Rec	**$ (10,266)**	**$ (1,514)**	**$ (224)**	**$ (387)**	**$ (700)**	**$ (700)**	**$ (700)**
Net Effect on Fund	**$ (22,445)**	**$ (4,072)**	**$ 119,892**	**$ 13,902**	**$ 109,317**	**$ 109,317**	**$ 109,317**

911 Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures							
Project Expenditures							
911 Expenditures	0	130	0	720	2,560	2,560	2,560
Total Project Expenditures	**$ -**	**$ 130**	**$ -**	**$ 720**	**$ 2,560**	**$ 2,560**	**$ 2,560**
Revenues							
911 Distributions	0	0	0	0	0	0	0
Total Revenues	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Net Effect on 911 Fund							
Net Increase / (Decrease) in 911 Fund	**$ -**	**$ 130**	**$ -**	**$ 720**	**$ 2,560**	**$ 2,560**	**$ 2,560**
Prior Year Ending 911 Fund Balance	$ 3,410	$ 3,410	$ 3,280	$ 3,280	$ 2,560	$ 2,560	$ 2,560
Estimated Ending 911 Fund Balance	**$ 3,410**	**$ 3,280**	**$ 3,280**	**$ 2,560**	**$ -**	**$ -**	**$ -**

Enterprise & Agency Funds

Sewer

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D ACTUAL	% of Bud	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Expenditures								
Wages & Releated								
Salaries	251,933	255,119	265,400	257,089		282,790	282,790	282,790
FICA	15,370	15,567	16,205	15,690		17,530	17,530	17,530
Medicare	3,600	3,646	3,795	3,675		4,110	4,110	4,110
Retirement			10,600	8,628		32,640	32,640	32,640
Unemployment	2,141	2,169	0	2,635		965	965	965
Workman's Compensation	7,558	7,654	6,000	8,553		9,540	9,540	9,540
Health, Dental & Life Ins	40,889	77,422	80,000	84,629		53,550	53,550	53,550
Total Wages & Releated	**$ 321,491**	**$ 361,577**	**$ 382,000**	**$ 380,898**	**100%**	**$ 401,125**	**$ 401,125**	**$ 401,125**
Operating Expenditures								
Training			3,000	1,764		2,500	2,500	2,500
Travel			1,000	289		1,000	1,000	1,000
Office Supplies			6,000	11,102		8,000	8,000	8,000
Subscriptions/Memberships			1,500	1,599		1,500	1,500	1,500
Postage			4,000	4,490		4,200	4,200	4,200
Internet Wireless Access			2,200	2,830		2,050	2,050	2,050
Auto Repair/Maintenance			6,000	2,298		6,000	6,000	6,000
Fuel			12,000	9,097		10,000	10,000	10,000
Electric - Admin			3,000	3,656		3,500	3,500	3,500
Electric - Operations	120,916	143,352	93,000	97,928		97,000	97,000	97,000
Telephone			4,450	5,699		4,500	4,500	4,500
Consulting Services	30,124	55,645	5,000	0		1,000	1,000	1,000
Legal Services			3,000	5,092		4,000	4,000	4,000
Audit			13,500	13,000		13,000	13,000	13,000
Equipment Rental			6,900	6,900		0	0	0
Service Charges			1,000	1,443		1,500	1,500	1,500
Liability Insurance			27,500	26,597		28,000	28,000	28,000
Lab Equipment			2,000	426		2,000	2,000	2,000
Lab Services			24,000	27,504		28,000	28,000	28,000
Lab Supplies			5,500	5,677		5,500	5,500	5,500
Collections			35,000	24,154		35,000	35,000	35,000
Mosquito Control			6,000	3,254		5,500	5,500	5,500
Sludge Removal			500	650		10,000	10,000	10,000
Outside Services			19,000	20,280		19,000	19,000	19,000
Plant Operations	379,578	261,278	135,000	182,186		170,000	170,000	170,000
Permits	27,396	33,917	16,000	2,500		10,000	10,000	10,000
Total Operating Expenditures	**$ 558,014**	**$ 494,192**	**$ 436,050**	**$ 460,415**	**106%**	**$ 472,750**	**$ 472,750**	**$ 472,750**
Equipment/Capital Expenditures								
Vehicles & Equipment	0	0	0	0		50,000	50,000	50,000
Capital Improvements	0	0	30,000	0		72,050	72,050	72,050
Total Equipment/Capital Expenditures	**$ -**	**$ -**	**$ 30,000**	**$ -**		**$ 122,050**	**$ 122,050**	**$ 122,050**
Total Departmental Expenditures	**$ 879,505**	**$ 855,769**	**$ 848,050**	**$ 841,313**		**$ 995,925**	**$ 995,925**	**$ 995,925**
Revenues								
Operating Fees								
User Fees	592,250	622,660	593,000	627,899		801,435	801,435	801,435
Account Transfer Fees	0	0	1,260	2,688		2,520	2,520	2,520
Septage Fees	147,013	94,932	67,200	101,832		100,000	100,000	100,000
W.A.S. Fees	0	0	10,000	56,728		59,000	59,000	59,000
Port-a-Potty Fees	0	0	6,800	9,458		9,000	9,000	9,000
Connection Fees	67,845	16,411	10,000	7,250		3,500	3,500	3,500
Inspection Fees	0	0	250	80		160	160	160
Late Fees	7,489	6,454	5,000	6,906		6,700	6,700	6,700
Other Operating Revenues	0	0	0	1,664		0	0	0
Total Operating Fees	**$ 814,597**	**$ 740,457**	**$ 693,510**	**$ 814,505**	**117%**	**$ 982,315**	**$ 982,315**	**$ 982,315**
Net Operating (Gain)/Loss	**$ 64,908**	**$ 115,312**	**$ 154,540**	**$ 26,808**	**17%**	**$ 13,610**	**$ 13,610**	**$ 13,610**
Non-Operating Items								
Depreciation	692,283	713,649	720,000	720,000		720,000	720,000	720,000
Grant Revenue	(4,888)	0	0	0		0	0	0
Interest	(4,798)	(2,954)	(2,000)	(4,261)		(4,000)	(4,000)	(4,000)
Other Income	(176,796)	0	0	0		0	0	0
Total Non-Operating Items	**$ 505,801**	**$ 710,695**	**$ 718,000**	**$ 715,739**		**$ 716,000**	**$ 716,000**	**$ 716,000**
Net Effect on Sewer Fund	**$ 570,709**	**$ 826,007**	**$ 872,540**	**$ 742,547**	**85%**	**$ 729,610**	**$ 729,610**	**$ 729,610**

Agency Fund: Sewer District Debt Service Fund

ACCOUNT TITLE	2010-11 Adjusted ACTUALS	2011-12 Adjusted ACTUALS	2012-13 APPROVED BUDGET	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Nonoperating Revenues & Expenses						
Depreciation & Interest Expense						
Debt Principle Payments	503,404	515,533	418,000	662,000	662,000	662,000
Interest on Debt	539,504	526,262	525,000	525,000	525,000	525,000
Total Depreciation & Interest Expense	**$ 1,042,908**	**$ 1,041,795**	**$ 943,000**	**$ 1,187,000**	**$ 1,187,000**	**$ 1,187,000**
Nonoperating Revenues						
Property Taxes	1,224,023	1,099,666	1,084,938	1,167,000	1,167,000	1,167,000
Property Tax Allowance for Bad Debt	0	0	0	(75,000)	(75,000)	(75,000)
IGA	119,771	119,771	119,771	119,771	119,771	119,771
Total Nonoperating Revenues	**$ 1,343,794**	**$ 1,219,437**	**$ 1,204,709**	**$ 1,211,771**	**$ 1,211,771**	**$ 1,211,771**
Net Effect on Debt Service	**$ 300,886**	**$ 177,642**	**$ 261,709**	**$ 24,771**	**$ 24,771**	**$ 24,771**

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Debt Service Funds

Debt Service Fund

ACCOUNT TITLE	2010-11 AUDITED ACTUALS	2011-12 AUDITED ACTUALS	2012-13 ADJUSTED BUDGET	2012-13 EST'D June 30th	2013-14 DEPT REQUESTED	2013-14 MANAGER RECOMMEND	2013-14 COUNCIL ADOPTED
Sanitary District							
Principal	56,282	58,161	60,102	60,102	62,110	62,110	62,110
Interest	62,549	60,639	57,662	58,666	56,626	56,626	56,626
	$ 118,831	**$ 118,800**	**$ 117,764**	**$ 118,768**	**$ 118,736**	**$ 118,736**	**$ 118,736**
2011 Rev Bond - Public Works Yard							
Principal	0	0	63,800	63,800	70,116	70,116	70,116
Interest	0	23,468	38,048	19,648	35,430	35,430	35,430
Misc. Charges	0	1,800	1,800	1,000	1,800	1,800	1,800
	$ -	**$ 25,268**	**$ 103,648**	**$ 84,448**	**$ 107,346**	**$ 107,346**	**$ 107,346**
GADA Loan - Marshal's Office							
Principal	85,000	85,000	90,000	90,000	95,000	95,000	95,000
Interest	88,450	38,600	75,000	38,600	70,325	70,325	70,325
Misc. Charges	711	711	800	425	800	800	800
	$ 174,161	**$ 124,311**	**$ 165,800**	**$ 129,025**	**$ 166,125**	**$ 166,125**	**$ 166,125**
Loan - New Library							
Principal	0	0	0	0	0	0	0
Interest	0	0	0	0	0	0	0
Misc. Charges	0	0	0	0	0	0	0
	$ -	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Butler Park							
Principal	3,949	4,353	5,276	5,274	0	0	0
Interest	1,219	805	44	37	0	0	0
Misc. Charges	243	295	33	208	0	0	0
	$ 5,411	**$ 5,453**	**$ 5,353**	**$ 5,519**	**$ -**	**$ -**	**$ -**
Equipment Lease Purchase							
Principal	0	0	0	0	149,703	149,703	149,703
Interest	0	0	0	0	9,680	9,680	9,680
	$ -	**$ -**	**$ -**	**$ -**	**$ 159,383**	**$ 159,383**	**$ 159,383**
	$ 298,403	**$ 273,832**	**$ 392,565**	**$ 337,760**	**$ 551,590**	**$ 551,590**	**$ 551,590**
Operating Transfers							
Transfers In from Gen Fund	(113,491)	(200,495)	(246,605)	(198,807)	(169,272)	(169,272)	(169,272)
Transfers In from Gen Fund (Const Tax)	(87,512)	(42,669)	(43,560)	(43,560)	(216,000)	(216,000)	(216,000)
Transfers In from Park Fund	(5,400)	(5,400)	0	0	0	0	0
Transfers In from HURF Fund		(25,268)	(102,400)	(84,448)	(166,318)	(166,318)	(166,318)
	$ (206,403)	**$ (273,832)**	**$ (392,565)**	**$ (326,815)**	**$ (551,590)**	**$ (551,590)**	**$ (551,590)**
Net Effect on Debt Service Fund	**$ 92,000**	**$ -**	**$ -**	**$ 10,945**	**$ -**	**$ -**	**$ -**