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**AGENDA
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JULY 5, 2023 at 6:30 P.M.**

ZOOM MEETING LINK:

<https://us02web.zoom.us/j/85818903380?pwd=SEhxU013aUd6c3ExRzloK3loVVdDUT09>

One Tap Mobile: 1-669-900-9128 or 1-719-359-4580

Meeting ID: 858 1890 3380

Passcode: 490770

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

1. **Call to Order**
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

- 1) Special Session – December 13, 2022 Page 5
- 2) Work Session – February 22, 2023 Page 9
- 3) Work Session – March 8, 2023 Page 21
- 4) Work Session – March 29, 2023 Page 25
- 5) Special Session – April 5, 2023 Page 35
- 6) Special Session – June 7, 2023 Page 39
- 7) Regular Session – June 7, 2023 Page 41
- 8) Special Session – June 14, 2023 Page 53
- 9) Special Executive Session – June 15, 2023 Page 61
- 10) Special Session – June 15, 2023 Page 63
- 11) Special Session – June 20, 2023 Page 69
- 12) Special Session – June 21, 2023 Page 71

b) Set Next Meeting, Date and Time:

- 1) Work Session – Wednesday July 12, 2023 at 5:30 p.m.
- 2) Regular Session – Wednesday July 19, 2023 at 6:30 p.m.
- 3) Regular Session – Wednesday August 2, 2023 at 6:30 p.m.

- c) **Approval of Resolution 2023-1114: A Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, approving the designation of applicant's authorized representative and alternate authorized representative forms submission to the Arizona Department of Emergency and Military Affairs, which designates the Town's representatives for apply for certain public assistance; and authorizing the applicant's authorized representatives to execute and deliver said application on behalf of the Town of Camp Verde.** Staff Resource: Heather Vinson Page 75
- d) **Approval of an amendment to the Town's Salary Plan to include the positions of Quartermaster and Stormwater Specialist.** Staff Resource: Julia Kaiser Page 79
- e) **Approval of Resolution 2023-1115, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, designating the Chief Fiscal Officer to officially submit the FY24 Expenditure Limitation Report to the Arizona Auditor General.** Staff Resource: Mike Showers Page 83
- f) **Approval of annual renewal for Use Permit 20210297 for the purpose of operating a Bed and Breakfast on two (2) parcels comprising approximately 3.29 acres. The property is zoned R1-35 (Residential: Single-Family, 35,000 square foot minimum) and located on Schaeffer Lane, just south of East Stolen Boulevard (APNS404-04-047G and 404-04-047H).** Staff Resource: BJ Ratlief Page 85
- g) **Approval and Renewal of Facilities Use Agreement between the Town of Camp Verde and Camp Verde Adult Reading Program.** Staff Resource: Kathy Hellman Page 95

5. **Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

6. **Special Announcements and Presentations:**

- None

7. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an

individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

8. **Discussion, Consideration and Possible Approval by Council regarding the contract offer to Tedmond Soltis for the position of Town Manager.** Staff Resource: Barbara Goodrich Page 103
9. **Public Hearing followed by Discussion, Consideration and Possible Approval for a Class 6 (Bar) Liquor License Application #247051 for Joshua Allen Horton-Low Places Bar and Grill- located at 564 S Main Street #100, Camp Verde, AZ 86322.** Staff Resource: Cindy Pemberton Page 105
 - Staff Comments
 - Public Hearing Open
 - Public Hearing Closed
 - Council Discussion
10. **Public Hearing followed by Discussion, Consideration and Possible Approval for a Class 12 (Restaurant) Liquor License Application #247047 for Joshua Allen Horton-Low Places Bar and Grill- located at 564 S Main Street #100, Camp Verde, AZ 86322.** Staff Resource: Cindy Pemberton Page 111
 - Staff Comments
 - Public Hearing Open
 - Public Hearing Closed
 - Council Discussion
11. **Discussion, Consideration, and Possible Appointment of Council members to serve as Town Representatives and alternates to the Northern Arizona Municipal Water Users Association (NAMWUA).** Staff Resource: Barbara Goodrich Page 117
12. **Discussion, Consideration, and Possible Appointment of Council members to serve as Town Representatives and alternates to the Reconsideration of Library Materials or Resources Committee.** Staff Resource: Barbara Goodrich Page 121
13. **Discussion, Consideration, and Possible Direction for Rehabilitation of the Town's Gazebo.** Staff Resource: Martin Smith Page 129
14. **Discussion, Consideration and Possible Approval of the FY24 Capital Improvement Plan.** Staff Resource: Mike Showers and Barbara Goodrich Page 131

- 15. Discussion, Consideration and Possible Approval of the Town of Camp Verde FY24 Proposed Tentative Budget.** Staff Resource: Mike Showers Page 203
- 16. Adjournment**

Note: Upon a public majority vote of a quorum of the Town Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the purpose of discussion or consultation for legal advice with the Town Attorney as permitted by A.R.S. § 38-431.03(A)(3). Any other executive sessions will be separately included on the agenda above if an executive session will be held at the meeting.

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. Pursuant to Town Code, Section 2-3-7.1 the Mayor shall call for a vote of the Council to allow the meeting to continue past the deadline of 10:00 p.m. The Town of Camp Verde Council Chambers is accessible to persons with disabilities. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk at 928-554-0021.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at the Town of Camp Verde and Bashas on 06-29-2023 at 6:00 p.m.

Cindy Pemberton

Cindy Pemberton, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
TUESDAY DECEMBER 13, 2022 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

Mayor Jenkins called the meeting to order at 6:00 p.m.

2. Roll Call. Council Members Jackie Baker, Wendy Escoffier, Cris McPhail, Jessie Murdock, Robin Whatley, Vice Mayor Marie Moore and Mayor Dee Jenkins

Also Present: Town Clerk Cindy Pemberton, Human Resource Director Julia Kaiser, Risk Manager and Recording Secretary Heather Vinson, Attorney Bill Sims and Attorney Steve Coleman from the Risk Pool.

3. Pledge of Allegiance

Councilor Murdock Led the Pledge of Allegiance

Vice Mayor Moore indicated the past few Executive Sessions, Council has requested the Executive Sessions not be recorded, Council chooses not to record and have written minutes only. Vice Mayor Moore requested an item be placed on a future agenda in January for further discussion. If Council is not recording, Council does need administrative staff on hand to do the written minutes per Town Code and Council needs to figure out how those minutes will be approved. For tonight's meeting Vice Mayor Moore recommended Risk Manager, Heather Vinson be the minute taker.

Heather Vinson, Risk Manager addressed Council stating in the past the recording has been very helpful as opposed to reading generic minutes because there could be something taken out of context, with the recording the margin for error is limited. It is helpful to staff for understanding direction. Recording would be the preference but we can move forward in January if that is what Council would like. When questioned regarding the current meeting Risk Manager Vinson recommended recording to make sure staff does not miss anything and it would be beneficial.

Risk Manager Vinson explained that as Risk Manager she is in a majority of Executive Sessions.

When questioned who is allowed to listen to Executive Session recordings, Town

Clerk Cindy Pemberton stated the Clerk's Office is responsible for releasing the Executive Session information. In the past the only times when it has been released is if a Council Member is absent from a meeting and would like to listen to the audio tape or if the Attorney General has requested a recording of it.

Vice Mayor Moore indicated Council needs to decide if tonight Council is going to choose to record or if minutes are going to be taken. Due to the nature of the meeting, Council needs to decide what is the best interest of the Town. Vice Mayor Moore recommended for tonight's meeting the best interest is to record.

Clarification was made, tonight's Executive Meeting will be recorded on a hand-held device and not a Zoom Recording, however the Attorneys will be attending the meeting via zoom.

When questioned, the two staff members who will remain in the Executive Session will be Human Resource Director Julia Kaiser and Risk Manager Heather Vinson.

- 4. Discussion, consideration, and possible instruction to the Town Attorney regarding legal advice concerning proposed Town Manager Severance Agreement and terms to be included in the Severance Agreement. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) and (4) for discussion, consultation with and instruction to the Town Attorney regarding the proposed Severance Agreement and claims related thereto. Staff Resource: Bill Sims.**

- **Recess into and hold Executive Session pursuant to A.R.S. §38.431.03 (A)(3) and (A)(4).**
- **Reconvene Open Session and provide possible direction regarding the proposed Severance Agreement.**

On a motion by Vice Mayor Moore, seconded by Councilor Murdock Council moved to go into Executive Session at 6:13 p.m.

Roll Call Vote:

Vice Mayor Moore-aye
Councilor Baker-aye
Councilor Murdock-aye
Councilor McPhail-aye
Councilor Escoffier-aye
Councilor Whatley-aye
Mayor Jenkins- aye

5. Adjournment

With no further objection, the meeting adjourned at 9:50 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special/Executive Session of the Town Council of Camp Verde, Arizona, held on December 13, 2022. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

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DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, FEBRUARY 22, 2023 AT 5:30 P.M.

1. **Call to Order** Mayor Jenkins called the meeting to order at 5:30.
2. **Roll Call.** Council Members Jackie Baker (absent), Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present – Town Clerk Cindy Pemberton (Zoom), Deputy Town Clerk Virginia Jones, Administrative Clerk Jadie Edwards, Public Works Director Ken Krebbs, Community Development Director John Knight, Utilities Director Jeff Low, Building Official Roxanne Jasmine, Parks and Rec Manager Mike Marshall, Marshal Corey Rowley, Recording Secretary Dana Donahue.

3. **Pledge of Allegiance** was led by Vice Mayor Marie Moore.
4. **Discussion, Consideration and Possible Direction to staff in regards to current Town fees and potential adjustments for the FY24 Town of Camp Verde Fee Schedule.** Staff Resource: Mike Showers

Project Summary-

Council reviewed and examined the current Town Fee Schedule per department.

Finance Director Mike Showers provided a brief review of Town fees. Mr. Showers suggested a short description of the fees and their amounts be organized and presented to the public when they are finalized. There are 444 lines of fee related items in the packet. Fees from four other cities are included for comparison. He asked the Council keep the following questions in mind;

Why do we have fees?

Who should be paying fees?

What costs should be subsidized by the community?

What costs should not be subsidized by the community?

Council agreed to proceed page by page through the supplied packet.

Copy Duplication Rates-

Council discussed the various rates and categories regarding duplication requested by the public. Vice Mayor Moore asked for clarification of the "Commercial Public Records Request \$30 per hour and \$100 minimum.

Mr. Showers replied this fee is for requests for information for commercial use.

Councilor Escoffier asked if the presented duplication fees represented the actual cost to the Town. She expressed concern that the Town maybe subsidizing the cost of each copy. Mr. Showers outlined in detail each cost, including the cost of paper, machine, and ink. Much of the costs are related to what kind of copy machine and ink is being used. He assured Council that the Town is recouping the cost of each copy at this time.

Community Development Director John Knight stated Community Development is not making or losing money on copies. His department prints less than 100 copies a month for the public. He stated they try to stay within the realm of what it would cost at the UPS store or Kinkos to have copies made and strive to break even.

Councilor Godwin stated the fees keep people from printing indiscriminately, especially at the Library.

Councilor Escoffier asked if manpower costs were factored into the fees. She used the example of the Clerk's office making a CD; a \$5 dollar fee.

Town Clerk Cindy Pemberton replied manpower is not included. Charging for the time it takes to fulfill a public records request is not legally allowed for non-commercial. Council discussed how other cities approached their fee schedule.

Discussion ensued about the commercial public records request fee. Mr. Showers told Council that "charging per value" might be frowned upon by the State but might be worth further examination. Council discussed factoring in the cost of personnel to make the copies. Some members of Council expressed concerns that adding "cost of personnel" to the fee might become complicated. Members of Council would prefer to keep the fees and descriptions simple.

Councilor Escoffier asked if the cost per hour of the employee doing the work could be added to the cost of the copies.

Council agreed to increase the Commercial Public Records Request fee to \$45 per hour from \$30 per hour.

Notary fees are not charged by the Town. Town Clerk Cindy Pemberton (via zoom) informed Council that she is the Notary for the Town. It is her discretion whether to charge or not charge for Notary Services and as a Notary, she chose not to charge for its services. Council agreed to keep this as a no charge service. This is considered a public service.

Special Event promoter/vendor charges were discussed. There is currently no charge for Special Event Promoter/Vendor (non-profits). Mr. Showers explained there had been a charge in previous years, but it was changed to no charge.

Deputy Town Clerk Virginia Jones explained the history of this charge/non-charge. When the town partnered with Camp Verde Promotions, the Town did not want to charge them, so the charge was removed.

Mayor Jenkins stated many other cities and towns have a charge for this category and it is substantial.

Mr. Showers stated there are fees through Parks and Recreation for events.

Parks and Recreation Manager Mike Marshall explained the Parks and Rec fees for events. Not all events require participants to purchase a vendor license fee. There are some exceptions such as food vendors. Ms. Jones stated a business license is required for each vendor of some events such as the Farmers Market. This fee is for the entire event.

Council discussed partnerships with event promoters. Historically fees are waived for partnerships between the Town and Event promoters. Mr. Showers suggested adding "Waived" for Special Event Vendor (non-profits) and removing Special Event Promoter.

Council asked about special events. Mr. Marshall explained events and business licenses, using the Circus as an example. The Circus must get a business license. He stated no commercial entities rent space from the town, rather they partner with the town. Mr. Showers suggested taking out "Special Event Promoter" from the fee schedule. Council agreed. Mr. Marshall explained that when commercial event business partners with the town, the town takes a portion of the profits, which is normally 25% of advanced ticket sales and 10% of ticket sales the day of the event. The Town works out an agreement.

Liquor License Permits.

Deputy Town Clerk Virginia Jones explained these fees. Councilor Escoffier asked if the \$250-dollar fee for application/posting/inspection fee included the cost of manpower. Virginia stated yes, the fee included manpower. She also assured Council the fee covered all costs associated with this work.

Public Works

Public Works Director Ken Krebbs reviewed the current Public Works fees. He researched fees in several comparable cities. For site plan review, current standard is about \$325 to \$350 per sheet. Camp Verde is \$225 per sheet. However, Mr. Krebbs suggested holding the current fee until next year. Most plan review requests are from commercial entities. Council expressed concern that an increase in the fees would adversely affect residents/residential projects. Councilor McPhail stated fees associated with Public Works are nearly always commercial.

Mr. Knight told Council that most of the plan reviews are multiple pages, and the fee adds up. Multi Family projects and PADs are considered commercial and require a great

deal of work.

Building Official Roxanne Jasmin explained that plan review (in Public Works) for residential projects are few and far between and may include projects that are on a severe slope, etc.

Councilor Escoffier asked if the fee represented the true cost of the employee time plus benefits. Mr. Krebs replied yes, but reminded Council the fee is per page. Councilor Godwin stated that commercial projects budget for these costs.

Council agreed to keep the fees for Public Works at their current level.

Finance Department.

Mr. Showers explained the Non-Sufficient Funds (NSF) Check Charge, stating \$10 is sufficient. He stated Finance will follow what National Bank charges. The same NSF fee will be charged for all Town Departments. Mr. Showers will adjust the NSF fee to what National Bank charges.

Municipal Court Fees-skipped because Council has no jurisdiction.

Library Fees-Council felt all fees were reasonable.

Marshalls Office-

Councilor Escoffier requested information about the vehicle impound administrative hearing fees and asked if they were set by State statute? Marshal Corey Rowley explained State statute sets many fees, but the Town has some flexibility when it comes to impound and licensing fees.

Mr. Showers suggested under training room fee to add "waived for non-profits". Vice Mayor Moore asked about the fee for altered vs. non-altered animal. Marshal Rowley stated this is governed by State statute. Vice Mayor Moore expressed concern about the licensing late fee. Marshal Rowley replied this is set by State statute as well. He also explained the new fee, "licensing late fee each month Jan 31 each year-\$5.00", is also State statute, however, the Marshal's Office was only recently made aware of it.

Parks and Recreation

Parks and Rec Manager Mike Marshall stated his department is not requesting any increase in fees this year. He informed Council the Town will have to examine fees relating to the new sports complex when it is up and running. There is currently not enough information to adjust the fees at this time.

Groups that pay fees to use facilities or Town areas are categorized into classes. They are as follows;

Class A-Town co-sponsored, youth sports, non-profit groups, churches, schools and

civic groups. Non-Profits.

Class B- *Individuals and groups using facilities whose purpose is clearly of a not-for-profit nature.*

Class C- *Profit making individuals, groups or organizations.*

Class D- *Groups meeting ARS 9-500.14 definition about election or policy positions.*

Vice Mayor Moore asked about the "Banner Pole fee". Mr. Marshall explained the fee is for putting banners up on Oasis or at the car wash. There is no charge for Class A use. There is a Class B charge and Class C is not allowed. The current fee schedule reflects the investment the Town puts into Parks and Recreation. The current pool fees are in line with other cities, however, the fees do not in any way cover the cost of staffing and maintaining the pool. Mr. Marshall told Council that the fees for Parks and Rec do not in any way cover the cost of the facilities or staffing. Parks and Rec is not in the business of making money.

Council asked about the table and chair rental fees. Mr. Marshall explained the tables and chairs are for use in the Town facilities, they cannot be removed and used somewhere else. If a group is using a Town facility or room, the use of the tables and chairs is included. The meeting rooms are the most used facilities. Mr. Marshall reiterated that with past Councils, it was decided investment in the community was more important than recouping costs, especially for Class A groups.

Each group is assigned a "Class". Most requests are from Class A Town co-sponsored, youth sports, nonprofit groups, churches, schools and civic groups.

Mayor Jenkins requested clarification on Class D (groups meeting ARS 9-500.14 definition about election or policy positions) groups.

Mr. Marshall explained this is a requirement from the State. Class D groups are new. The Town had not been considering this class in the past. State law states a Town cannot give anyone vying for a political position any facilities or Town resources for free. Class D groups cannot be subsidized by the Town in any way. They must be charged. Most Class D groups follow the Class B and C group charges.

Councilor Escoffier asked about Class D and Banner pole fees, pointing out there was no Class D under this fee. Mr. Marshall stated this needed to be added to the schedule. The Banner Pole fees must be approved by Council. Mr. Marshall mentioned that adding Class D to the Banner Pole fee should be discouraged because Town needs to avoid the appearance of supporting any political party. Mr. Marshall suggested adding, under "Banner Pole fee".

Council discussed the actual cost of groups using the facilities, for example, how much power is used etc. Mr. Marshall stated he did not know what that would be and how to figure that out. He went on to say that Parks and Rec tries to make money off profit ventures and not nonprofit or community entities. Councilor Escoffier pointed out that for Meeting Room fees, Class D, which Town cannot subsidize, at \$15.00 per hour, is actually less than either Class B or C is charged. Mr. Marshall stated that had been approved by a previous Council.

Discussion went on to Class D (political) entities as they relate to the other classes.

Mr. Showers pointed out the connection between Class B, Class C and Class D groups. Class D groups are not for profit, hence the connection between Class D and Class B groups as seen under "Ball Field Lights". Mr. Marshall defined Class B as full price, Class A is subsidized, and Class C is for profit. Council agreed that Class C and D fees be the same for Parks and Rec, with no maximum.

Discussion ensued regarding the concession stand at the Sports Complex. Mr. Marshall requested Council evaluate the fees as the park is used. Butler Park and the Community Center fee is for the entire park including the concession stand.

The Sports Complex is different because of the quality level of the facility. There is a fee for use of the park. The concession stand is an additional fee. Each fee is contingent on the Class of group using it.

Mr. Marshall reminded Council that fees for the Sports Complex are hypothetical because the Complex is new. He explained to Council that Parks and Rec looked at other cities (Cottonwood, Sedona, Prescott Valley) to come up with a reasonable fee for each service. He felt the Town fees are in the middle.

Council clarified that fees are charged to profit groups, to subsidize the nonprofit groups. Mr. Marshall assured Council the fees are not an effort to make money, but an effort to invest in the community.

Council moved onto Gym fees. Mr. Showers explained the fees and how to readjust them. Class D Gym fees should be readjusted to \$100 per hour. Mr. Showers suggested leaving Class D for the Park Ramada/Gazebo at \$15 per hour, add \$75 minimum. This ties Class C and D together.

Council discussed the various classes of groups. Mr. Marshall stated Class A as groups that don't make money, such as town co-sponsored events, churches and civic groups. There is no requirement that the entity be a "nonprofit". If the group "acts" like a nonprofit, they are treated as a nonprofit. Parks and Recreation examines the motives and actions behind each group requests, to place them in each category. An example of this would be a request to use a Town facility for a fund raiser to assist a family whose house has burned down. The group is not a nonprofit entity, but it is *acting* like a nonprofit.

Mr. Showers said that keeping things simple has pros and cons. He suggested re-examining the Youth Sports groups because some Youth Sports groups are for profit and some nonprofit. This needs clear definition.

Mr. Showers suggested taking Youth Sports and moving it to the end and adding, "*and schools, civic groups and Youth Sports organizations acting in a nonprofit manner for this occasion/rental*". Mr. Showers felt this was a long definition. Mr. Marshall followed up with an acknowledgement that this is what Parks and Recreation does now.

Council felt the groups are well defined and trusts that Parks and Recreation will review groups accordingly. Councilor Escoffier suggested the new Parks and Recreation

Commission review the group definitions and adjust accordingly. Councilor McPhail thanked Mr. Marshall for his work on the fees and how they are approached.

Mr. Krebs suggested the fees remain the same. Council agreed that the current fees will be kept as is.

A break was called by Mayor Jenkins at 7:00. The meeting resumed at 7:08.

Community Development

Council asked for an explanation of the "technology fee". Building Official Roxanne Jasmin explained that the technology fee is for the software used by the department. Vice Mayor Moore asked if the fee could be wrapped in all the other fees. Ms. Jasmin explained that all the technology fee money goes directly to the software used by the department. Mr. Knight asked Mr. Showers if the Town really needs to track this fee. Mr. Showers replied that the Technology fee can be related to the technology it is paying for, so it can be tracked. Mr. Knight asked if Town really needs to track the fee. Mr. Showers replied, not necessarily.

Council discussed raising all fees 3% in Community Development to cover the technology costs and discontinuing the cost as a separate fee. Councilor Escoffier stated she would like to keep the fee separate in an effort to be transparent. Mr. Knight replied staff will still be able to track the fee even if it is included in the overall fees. Council agreed to add 3% (technology fee) to all Community Development fees. The cost will be rounded upward for an even number.

Board of Adjustment and Appeals.

Mr. Knight explained these fees. They are administrative in nature and help keep the Board of Adjustment and Appeals from being overrun by needless complaints. Mr. Knight explained that the Board of Adjustment and Appeals has three ways they can rule when making a judgment about an appeal. They can approve or affirm the decision, they can overturn the decision, they can modify the decision. Mr. Knight suggested that if the decision is overturned, the entire fee or a portion of the fee be refunded to the applicant. If this is agreeable to Council, the statement should be listed along with the fee. Council discussed this suggestion. Councilor Murdock agreed with this suggestion.

Vice Mayor Moore asked why the commercial fee and residential fee are different. Mr. Knight explained it is commonly thought that commercial entities can afford more than a resident. The current fees will not cover a complicated appeal. The Town pays all fees associated with attorneys hired for complicated appeals. The appeals fee in no way covers the cost of a complicated appeal because the Town must hire an independent attorney (not the Town Attorney) specifically for the Board of Appeals. The fee should set a bar to avoid needless appeals yet be low enough for accessibility to residents.

Mayor Jenkins asked if Council is going to add the 3% raise to the Board of Appeals fees. Council discussed the ramifications of picking and choosing where to add the 3%. Council and Mr. Knight felt the 3% should be added to all fees in Community Development. Council debated lowering the fees for Board of Adjustment and Appeals to compensate for the high fees and the additional 3% increase to cover the technology fee. If the appeal is overturned the fee will be returned to the applicant. Council agreed that all fees will remain the same with the 3% increase to accommodate the technology fee.

Council and Mr. Knight agreed to leave all Community Development fees the same, adding the 3% technology fee to all existing fees and rounding the number upward.

Councilor Escoffier asked Mr. Knight if the fees cover manpower costs. Mr. Knight replied that in the Building Department, the fees cover the manpower costs, however, in the Planning Department, the fees do not cover the costs of performing the work. It depends a lot on the complexity of the request. Mr. Knight compared Sedona's site plan review fees to Camp Verde's site plan review fees. Sedona charges \$2500 base fee plus \$15,000 for a multifamily project. Camp Verde charges \$525. There is a balance between charging enough and too much. He stated the Site Plan Review fee may need adjustment as well as the PAD fee, however, he stated the increase in fees should occur every other year. Town of Camp Verde fees are higher than other cities except for Sedona. Mr. Knight discussed development agreements and a fee for it. This would be a fee for big projects that would include the requirement the developer put in the infrastructure for the project. Councilor Godwin stated commercial development should pay their share of infrastructure costs.

Councilor Escoffier asked about costs associated with posting notices or advertising. Mr. Knight replied the costs are low, and the fees cover the cost with the exception of Development Standards Review.

Mr. Knight stated the Town needs to take a good look at the PAD fees and implementing a Development Agreement fee (Developer pays 100% of costs of infrastructure). Council discussed the possibility of a sliding scale for fees. Mr. Knight stated he would rather increase fees every other year, with the exception of development agreements and PAD fees. He would like the opportunity to do additional research on fees. Council asked for clarification on development agreements. Mr. Knight explained the agreement has to do with infrastructure and the cost of putting it in. Council agreed development agreements should be revisited.

Council discussed sign permits. Building Official Roxanne Jasmin explained there is no limit on the number of signs a person can get a permit for. Each permit includes two signs.

Council asked if the building permit fees are in the ICC building code. Ms. Jasmin

explained the fees are established from what the ICC publishes and research of other, similar municipalities. The Town of Camp Verde has a twofold approach. Commercial and residential single-family homes are fee permitted based on valuation and a table provided by the ICC. There are extra line items with flat fees for smaller projects to lessen the cost to the public.

Council discussed the various categories listed and how the fees are assessed. Most of the fees are by valuation with line items for smaller projects. The fees do not capture 100% of costs to the Town.

Vice Mayor Moore asked about the fee schedule for storage buildings as opposed to a prefab shed and about the plan review fee for a prefabricated shed. Ms. Jasmin explained the fee differences as they apply to each building.

Council asked about fees and permits on structures less than 200 square feet. Ms. Jasmin explained those structures, not used for human habitation, only requires a zoning clearance fee which is a flat fee. Anything over 200 square feet needs to go through the formal plan review process. Council asked for clarification on the "Pre-Fab Canvas/metal Awning (engineered) (per sq ft). Ms. Jasmin explained this is a structure used as a carport or shade structure.

Vice Mayor Moore discussed the green house fee for screening a porch. She would like a square footage formula applied to this line item. She also would like "screened porch under an existing roof cover" removed from the fee schedule. Council discussed removing these items from the fee schedule. Ms. Jasmin reminded Council that if the building is movable and under 200 square feet, it does not need zoning clearance or permit. Councilor Godwin requested adding the 200 square feet exemption to the line item for greater clarification. Mr. Knight clarified that only structures over 200 square feet that are attached to the ground and or another building require a zoning clearance, and a building permit. This applies to any residential accessory building. Mr. Knight reminded Council the fees are set by the building code. Ms. Jasmin addressed the porch question, explaining if the porch to be screened must be modified by adding or detracting from the structure, it needs a permit. Council agreed to leave the fee for "screened porch under an existing roof cover."

Ms. Jasmin explained the fees relating to roofs. Permits are only required if the substance of the roof changes, for example, putting metal on a roof previously covered in shingle.

Council asked for clarification on pool permits. Ms. Jasmin stated Town has an adopted swimming pool and spa code (above ground). This requires a review of the plans and installation manuals. This fee pays for the inspections, of which there are several. Council asked if there was a minimum size of pool. Ms. Jasmin stated an above ground pool greater than 2 feet deep and so many feet wide require a permit.

Council asked for an explanation of water tanks. Ms. Jasmin replied anything over 5000 gallons require a permit. This is a safety concern.

Council requested an explanation of the Solar installation, Wind Turbines, generators fee and the subsequent amendments requested by Community Development. Ms. Jasmin explained this related to the increase in size of some solar systems and an attempt to control the cost for the user. Solar systems are becoming bigger and bigger. This fee has been adjusted to keep it reasonable for the user in relation to the cost of the system.

Sewer Fees

Utilities Director Jeff Low discussed the Dan Jackson rate study for Wastewater and the Water Master Plan. Mr. Low suggested there be an appropriate connection fee for new development. There is currently not an appropriate connection fee for connection to the treatment plant and collection system. When the Water and Wastewater Master Plan is finished, it will allow for defined fees for both systems.

Mayor Jenkins clarified, stating Mr. Low would like to wait until the rate study is completed before addressing any sewer fee increases. Sewer fees will remain the same right now. However, Mr. Low would like to review the hook up fee. Council asked about the availability fee. Mr. Showers explained this is for the people (only a few) that will not hook into the current sewer system. Mr. Showers explained this needed further review and examination.

Mr. Low explained water fees. Listed are the existing fees.

Mr. Low is proposing an increase in Hook Up fees based on speaking to Rick Tackett and research on hookup fees for similar municipalities.

Service Line and Meter Installation charges.

5/8 meter from \$430 to \$600

1 inch meter from \$550 to \$700

1 ½ inch meter from \$775 to \$850

Mr. Low explained the 2" meter fee is appropriate and every other meter, 3", 4", 6", 8", is at cost.

Council discussed the service charges and the deposit by meter size. Mr. Low stated residents are reimbursed through their bills for putting in infrastructure until the investment resident made, is paid off.

Mr. Showers recommended the following.

Remove the ¾ meter. Remove "asphalt cut and road slurry". Developers will perform those tasks.

New fees to be added;

1. Use of hydrants or hydrant meters for residential use or commercial customers requires a \$1,500 refundable deposit. (This is used by developers for things like dust control. Council discussed using treated water for projects not related to human consumption. This also requires an additional \$200 dollar fee for inspections. In all, this fee will be \$1,700 up front and \$1,500 refundable).
2. Relocation of hydrant meter \$100.
3. Establishment fee to \$50.
4. Establishment fee-after hours to \$70.
5. Reconnection fee to \$50.
6. Reconnection fee-after hours to \$70.
7. Meter test-if correct goes from \$10 to \$0.
8. Temporary turn off fee to \$50.
9. Temporary turn off-after hours to \$70.
10. Remove "hook up fee after hours".
11. Add Civil Penalties for Tampering-\$100 per offense plus damages.

Council discussed the possible use of effluent water for dust control. They agreed this is something that needs further research and discussion.

Mr. Showers discussed the fee for meters and how the previous water company reimbursed at 6% interest. He would like to stop reimbursement for meter fees. Per water policy, when the Town purchases the meter, Town then reimburses the user over a period of time at 6% interest. This is essentially paying the customer back for the meter. Mr. Showers would like to delete the reimbursement and the interest.

Council discussed this as a development fee. Council agreed that further clarification is needed to address installation fee, who owns the meter who is responsible for damage and repairs and asked about the deposit.

Mr. Low clarified that from the meter to the house is the homeowner's responsibility and everything from the meter to the water line is the responsibility of the Town. Council determined that definitions on who owns the meter needs concrete clarification.

Mr. Showers stated that the water company owns the meters, and the client is reimbursed over time at 6% interest for the fee they paid for the meter. This needs to be approached as an installation charge; however, the Town Water Company does not have an installation charge. Perhaps it should be a fee as opposed to a charge.

Council requested Mr. Showers and Mr. Low reexamine the fees and charges related to the water meters and hook ups. It was agreed that Council will review this when more information is available.

Mr. Showers reminded Council there is a time consideration. He suggested he would email

a revised fee schedule to Council for review prior to publishing. He reminded Council that the revised fee schedule is not being voted on until May.

With no further objection, the meeting adjourned at 8:40 p.m.

5. Adjournment

Mayor Dee Jenkins

Attest: Deputy Clerk Virginia Jones

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on June 7, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Virginia Jones, Deputy Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 8, 2023 AT 5:30 P.M.

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 5:30 P.M.
2. **Roll Call.** Council Members Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins

Also Present. Finance Director Mike Showers, Interim Town Manager Gail Mabery, Town Clerk Cindy Pemberton, Administrative Clerk Jadie Edwards, and Recording Secretary Mary Frewin.

3. **Pledge of Allegiance** Councilor McPhail led the Pledge of Allegiance.
4. **Presentations, Discussion and Possible Direction to staff in determining Council's prioritization of potential CIP projects.** Staff Resource: Mike Showers

Finance Director Mike Showers gave Council information about their packet and turned it over to Interim Town Manager Gail Mabery.

Ms. Mabery discussed the different areas in which the Town receives revenue for CIP projects. Though they don't have a set funding source, the CIP money is a combination of including loan funds, excess funds, and sales tax. Additionally, funds come in for water and wastewater, however, those funds are funding themselves.

Council and Mr. Showers discussed past CIP projects that were started, funded, and never completed. Council would like to see these projects brought to completion, especially if there has been funding or partial funding done for them. If projects were approved, but not yet funded or started. Council would like to re-assess these projects to decide if they should still be in the mix. Mr. Showers said he'd be more than happy to investigate those projects.

Multiple presentations were given to Council by Departments for their CIP project requests.

Library

Kathy Hellman, Library Director, gave Council an update on the remote library project that she previously had presented for approval. Council's biggest request for Ms. Hellman was regarding the Broadband. Ms. Hellman said Broadband cost would be minimal, but the connection would not be great with Optimum. Starlink would be a better option. Additionally, Council wanted to know about bringing electricity to the site. This information is included in their packet.

After speaking with several communities that have remote libraries, Ms. Hellman found that many of Council's worries with the library were not issues in other communities.

Economic Development/Parks and Recreation

Mike Marshall, Parks and Recreation Manager, gave Council a list of 19 projects, in which some of projects were previously under Economic Development.

The projects were Oasis to Main Street Connector Trail, Delineators on Montezuma Castle Highway, create a detailed map for the proposed UUTP system, John Parson Riverfront Preserve, Homestead Parkway, Jackson Flat Trail Network, Camp Verde Sports Complex to Toy Property Connector Trail, Verde Vista Loop to FR 618C Connector Trail, Oasis to Copper Canyon Connector Trail, Grief Hill Loop Trails, Salt Mine Interpretive Site, Bike Park at CVSC, and Verde River Center at Homestead Park.

Council asked Mr. Marshall what his priority is on the list. Mr. Marshall said the starting point for him would be Verde Lakes, as it's a new park for the Town.

Camp Verde Marshall's Office

Town Marshal Corey Rowley presented to Council the need for 911 Software for 3rd Dispatch Console, Enforcement Vehicle Replacement, Intoxilizer 900 Upgrade, Patrol Rifles, and a Thermal Drone. With the Marshal's office recently having an audit, it is a high priority to get the 911 software for the 3rd dispatch console. Additionally, the patrol vehicle replacement is also a high priority.

Streets

Public Works Director Ken Krebbs and Streets Superintendent Shane Allen presented to Council the need for a Streets Drum Roller and a Chip Seal Program for several areas in the Town. Both items are high priority, but the first would be a Chip Seal Program, and the second would be a Streets Drum Roller.

Vice Mayor Moore urged them to investigate striping the streets off Quarterhorse and Stolen, as a community member has been very concerned by this area and the danger of it.

Maintenance

Jeff Kobel, Maintenance Supervisor, requested the following items, which are listed in order of priority:

1. Lower Maintenance Building- Addition
2. Town Soccer Field Sprinkler System
3. Park Playground Renovation
4. New Gooseneck Trailer
5. Roof Work, 300 Building.
6. Economic Development Roof
7. Maintenance Vehicles
8. Playground Fall Material
9. Backhoe Ladder
10. New Pool Filter System

Council decided to not move forward on the Remodel 100 Building Restrooms.

An update was provided on the 300 Building Model. This project was previously approved

by Council, but the new, updated cost is far more substantial to what it really is going to be now. They found out MATForce is no longer using their building.

Mr. Showers requested the new Gym Parking Lot, as it's a very busy area for the Town. It is a mess most times of the year. It also needs to be lined 5-6 times of year.

Storm Water

Utilities Director Jeff Low and Administrative Support Manager for Public Works Dorie Blair presented their CIP project requests for Storm Water, Wastewater, and Water.

The 7 storm water requests were tabled, as the Town-Wide Floodplain Study would help to better understand these requests and their priority.

Wastewater and Water

Mr. Low finds the Wastewater Master Plan, Northbound Sewer Collection System Expansion Phase 1, 2, and 3, Wastewater Plan Administrative building, Blower addition building and installation, WWTP control panels upgrade, and design and construction Arsenic removal system at the Mongini Well and Verde River Estates tank all to be high priority for items #1. Item #2 would be SCADA and Communication Tower Relocation and Water Main Annual Replacement Project. The other items are just equipment they need such as VAC Trailer, Backhoe, and Water System Vehicles.

Ms. Mabery made mention that the Facilities Master Plan is not on the list but is a need.

Council

Mr. Showers asked Council if they had any requests that they'd like to throw out into the pot of CIP Project Requests.

Vice Mayor Moore mentioned road striping. Ms. Mabery said that is in the works.

Various Council Members made mention of a traffic study for Champion Way and McCracken in order to better accommodate current and future traffic into the Sport's Complex and Rodeo Arena.

Vice Mayor Moore would like to see the Way Finding Signage Project done, as they've already spent quite a bit of money on it.

Ms. Mabery said they will come back to her with more information, as nobody in the room can answer her concerns right now. Jim Waters can answer more questions for her. He can provide an update.

Councilor McPhail said it concerns her that they're using AARPA funds to fund the sewer district. She would like to revisit items that are being funded by AARPA.

Ms. Mabery said AARPA funds are not general funds. It's a policy decision for the Council. AARPA funds may be used for critical needs for the community. The other option is the enterprise funds it, and it raises rates. There's a balance to be thought of as a policy perspective for Council.

Councilor McPhail agreed, but does not want to tie up AARPA funds that need to be spent.

Mr. Showers cautioned them to un-fund projects they've already funded due to the timeline

in needing to spend AARPA funds.

Mayor Jenkins wanted to know how they're going to get all the sewers done in a year? It was suggested to contract it out.

Mr. Showers suggested a major progress status Work Session based on Councilor Escoffier's question regarding a spreadsheet of open CIP Projects created back in October 2022.

There was concern amongst the staff about how many urgent projects were presented to them tonight and they must make the hard decision of which of those projects they are going to move forward with.

After discussion, Council decided that a new system of rating these projects would be beneficial. Staff would go through and rate all of the projects and put together a five year plan. They would then bring that 5 year plan to Council to decide if they're in agreement with the recommendations. Then, they can add any Council priorities that may have been missed. That way, it takes the pressure off Council to have to pick and choose. They will be presented with a recommended budget and staff will have the responsibility of keeping Council up to date on projects. Many of these projects will take more than a year, but Council will be updated. When brought back to Council, it will also be presented to them how each project will be funded, whether it be CIP, AARPA funds, etc.

5. Adjournment With no further objection, the meeting adjourned at 8:50 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of The actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on February 8, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Cindy Pemberton, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
WORK SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, MARCH 29, 2023 AT 5:30 P.M.

1. **Call to Order** Mayor Jenkins called the meeting to order at 5:30 PM.
2. **Roll Call.** Council Members Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins

Also Present. Interim Town Manager Gail Mabery, Finance Director Mike Showers, Town Clerk Cindy Pemberton, Assistant Clerk Jadie Edwards and Recording Secretary Mary Frewin.

3. **Pledge of Allegiance** Councilor Baker led the pledge of allegiance.
4. **Presentation and Discussion with Council of FY24 department requested operational budgets including: General fund, HURF Fund, Wastewater fund and Water Fund.** Staff Resource: Mike Showers

Finance Director Mike Showers led the meeting and updated Council on the handouts to reflect a few changes.

Additionally, Mr. Showers talked to Council about divisions versus department. A department is where the budgetary authority lies, whereas the Town divisions are the individual pieces that make up that department. That is why the Town Manager is allowed to move money. A new division has recently been created - Public Works Admin.

At this Work Session, departments made requests for the operational budgets including General Fund, HURF Fund, Wastewater Fund and Water Fund.

Marshal's Office:

Marshal Corey Rowley presented to Council.

Employees-

-3 new deputies. This is a vital request.

-Additional Records Clerk. Current Clerks are buried and need more help up front.

-IT Position. Their current technology is very much based on specifics to law enforcement.

Total- 5 employees.

Adjustments in the budget-

Implemented new body cam system, which doubled the cost. This was Council approved which is a one-time fee for Intox, which is how they test drunk drivers. The old one is outdated.

They also added a uniform allowance, which was not in the budget last year. It's a fixed

cost that needs to be in there.
Overtime increase of \$30,000.

He asked Mr. Showers if he's handling the fuel cost increases.
Mr. Showers said no, but they may look at it as they do a review.
Mr. Rowley said they didn't adjust any of the fuel costs in the budget, but they will need to with fuel increases.
Fuel will go under operations.

Vice Mayor Moore asked if they are in line with other dispatch and if they are paying them for the job they're doing? Mr. Rowley said yes.
Additionally, she asked about the pay and benefits for Deputies.
Mr. Rowley explained they're up against signing bonuses with other agencies. They don't have that here. Insurance packages need to be looked at. As far as wages, they aren't the lowest, aren't the highest, they're competitive.

Mayor Jenkins asked about the IT Position.
He said his staff spends so much time on IT projects, and they aren't IT. They need help and it's draining their staff. He would say his biggest issue is IT.
The IT person would have a lot of clearances they would need to go through in order to work with the Marshal's Office.

Regarding the benefit package, the Town is losing employees because of how much of their paychecks they lose due to add their families to their benefits.

Parks and Recreation:

Parks and Recreation Manager Mike Marshall presented to staff.

Employees:

They are looking for additional staff halfway through the year, but do not have anywhere to put the stuff right now. They are seeing the wage compression. Both their full time and seasonal staff are in the lower wage scale. This makes it hard to attract staff.

They are seeing some savings in electric costs due to the new LED lights at Butler.
They are adding a new software system right now for event registration. Right now, they are doing it all by hand. Now, people can register online. It will save a lot of work and prevent them from missing things.

Events:

Event budget has gone up a lot because they have added events. Their biggest thing is that the Verve Events has increased by 62%. They did partner with them on Pecan and Wine, which helped them save on some money.

As they get more sponsorships, they need to have the sponsorship revenue shown to offset the spending.

They are seeing an increase in the pool. Training and cost of Lifeguards is going up.

Summer camp is continuing to grow, so that brings a cost increase, but also has the expectation to grow revenue as well.

Councilor Godwin asked if the Lifeguards are making more than minimum wage. Mr. Marshall said it varies. Some make slightly above minimum; others make a few dollars more. Unfortunately, it's hard to pay seasonal positions higher when their full-time staff doesn't even make that much doing a more complicated, wide-ranging job. He gave an example of a lifeguard who was going to be a Headguard, but turned the position down because they could make more money working at a fast-food restaurant.

Councilor Godwin found it concerning that someone in fast food would make more than someone guarding children in the pool.

Councilor McPhail said she wouldn't like to lose employees to other towns or cities because of a \$1/hr. a difference.

Mr. Showers said H.R. is in the process of looking at wages across all divisions and departments.

Councilor McPhail would like staff to be able to make the decision to keep a qualified employee by giving them a wage increase, within reason, as to not lose them to another, higher paying job.

Mayor Jenkins would like to see the pool budget and maintenance kept up because she knows there have been conversations in the past about some significant investments made in the pool.

Mr. Marshall asked her to talk to Maintenance for more information on that, as they cover that part of the pool.

Library:

Library Director Kathy Hellman presented to Council.

The biggest change in budget would be the full-time Library Manager, who is now funded for the entire year, as last year they were only there for part of the year.

There are other changes that have to do with the Yavapai Library Network. Instead of giving them less in the annual allotment contributions, they will give them the full contribution and then bill them. It will still net out.

Ms. Hellman had a meeting today with the Yavapai County Library District Director. He is proposing cutting contributions to all the public libraries by 28% this year, and next year by half that. Unless there's a raise in the tax levy, he foresees the contribution that goes to the public libraries disappearing all together.

The rising costs have left him a substantial short fall in his budget, so he's passing it on. It's a loss of \$25,600 for the Town of Camp Verde. Because they are not under the Library District, they are not guaranteed that money. This is late news, as most municipalities have already set their budgets. They plan to meet with Mayor Jenkins to see how they can fix this.

Mayor Jenkins said The Board of Supervisors needs to be talked to. They will work on it.

Community Development:

Community Development Director John Knight presented.

Every budget has increased in the Community Development department.

Mr. Knight explained all the new projects that have been coming into the town recently, ultimately increases the revenue for the town.

Another highlight is Community Development is finally fully staffed and stabilized. Their budget has increased as they've hired a new planner and new building inspector. With this, they've seen an increase in more training, equipment, and supplies.

They've seen a significant increase in permit activity in the building department. They're anticipating revenue in the building department to almost hit half a million dollars. He did not include planning in the revenue sources.

Additional expenses-

The General Plan will be starting. It will need to be in place by 2026.

There's a Ford Ranger he'd like to fix up.

With the newly hired people comes new training.

There are larger and more complex projects coming in the door. He hopes for two new hotels, which will help to increase the overall revenue of the Town.

As far as code enforcement goes, they are getting more complaints as the Town grows. He feels it has something to do with more people moving here. A lot are retired and have time on their hands. A lot of the complaints are animal related issues. They will be coming before Council on the 19th to do a comprehensive approach to code enforcement.

Challenges:

-They are seeing significant challenges with infrastructure as big projects come forward. He's talking to the Utilities Director about water, and they do have some solutions, but they're going to take time and resources.

-Sign Code

-Main Street Revitalization Plan

He's seeing significant increases in single family permits of all sorts.

Employment:

They are asking for two new positions.

-Code Enforcement Officer

He feels they lost their other Code Enforcement Officer because the workload was a little bit overwhelming. He thinks they can help generate additional fines for people who don't comply to help offset the cost. As big projects turn from planning projects to building permit projects, they're likely to see additional building permits come in the door. They may even investigate having a Code Enforcement Officer who can also do building inspecting.

-GIS Person/Planner

Human Resources Department:

Human Resources Director Julia Kaiser presented.

Ms. Kaiser said they have two new, major points of view they are working on-
-HR Departmental Operations and how they process employee relations.
-Organizational projects that involve salary structures and job descriptions.

She sees no notable changes in the wages for the fiscal year in HR positions.
They have two employees, including herself, and she doesn't foresee them needing additional staff.

Budget Increases:

She forecasts a higher expense in the category of taxes and benefits due to the increase in employees in the Town.

She is anticipating new positions and new staff within the Town, so this will further increase in benefit cost. Additionally, there's an annual benefit cost increase that happens every year that's included in the budget.

They are looking at a potential increase in management and employee training, which is something they want to focus on.

They are focusing on re-establishing the digital presence of the Town. This would help with the Town's recruitment. This would include new videography and new graphic designs. Additionally, they've had an increase in office supplies, equipment and day-to-day operations.

Budget Decreases:

They are forecasting a decrease in personal expenditure. It's not reflective in the budget because it was recently finalized. This will give them a digital fingerprinting process for background checks. It will allow them significantly process background checks faster and will also save significant money.

Something they are looking at this year and will present to Council with recommendations is the dependent share coverage for health insurance costs. After the salary survey that was collected by the League of Cities. It is obvious that the Town offers less of a dependent coverage than other municipalities in the area.

She is preparing a salary survey which will be very detailed per position. This will involve re-evaluation of the Town's salary schedule. They dissect each position to see which positions are off track.

They are going to be updating the policies, procedures, employee manual, protocols. Additionally, they'll be training all the new people that have started working there.

Councilor Escoffier asked her what percentage the Town pays for dependent healthcare. She said right now it's 40% of dependent share healthcare coverage.

Risk Management:

Risk Management Director Heather Vincent.

Budget:

This coming year's budget will look considerably less because it's just her in the department now. CIP had resided in the Risk Management Division, but no longer does. A lot of the

accomplishments and costs of previous years went into developing the personnel in that position. A lot of trainings and certifications went into that budget.

The other change that will come in the next year is the addition of the water company. They will have the numbers next month to know exactly what the increase is.

Councilor Baker wondered if Council will always be notified of emergency situations that Risk Management is involved with.

Ms. Vincent said they are working on the communication factor. She's less involved in other things now that she's the only one in the division, so that will allow her to focus on solidifying a lot of Risk Management processes.

Economic Development:

Economic Development Director Molly Spangler presented.

Ms. Spangler praised the community on several accomplishments, as she has found it to be a good year for the department.

Her big focus for the next year comes directly from inspiration in the outcome statements as well as the Economic Development plans. Specifically, she's working on business, tourist, workforce development, and making sure they have a strategic plan for these. She also wants to be sure that they are spending the money efficiently.

She finds it very important to invest in business retention and attraction, expansion efforts, focusing on downtown developments. Her department will be working with Community Development to create a Main St. revitalization plan.

She wants to make sure they're continuing to utilize the BRIC. Additionally, they'll be working on and implementing broadband.

Healthcare is at the forefront of their mind.

Budget Increases-

- Standard increased costs (membership, dues)

- Marketing. This is so they can have a professional plan in place to be strategic with it.

- Additional projects so they can be opportunistic with their plans.

- Increase to the Visitor Center. There're renovations that need to take place. As the focus is going to be tourism, they want that to look nice.

Vice Mayor Moore mentioned they're a sales tax-based Town, so they need to market the Town in order to bring people and revenue in.

Ms. Spangler said working on the key infrastructure projects that they're already working on is foundational. This will bring people in.

Mayor Jenkins asked her if Yavapai College was still a presence in the BRIC. Ms. Spangler told her yes, absolutely.

Councilor McPhail told her they want to support her and give her the things she needs to be successful in developing the economy in Camp Verde.

Councilor Godwin would, at some point, like the answers to how many tax dollars they've sent over to Yavapai College and how much have been spent in Camp Verde.

Councilor Murdock asked about developers coming in. How do they partner with the schools? Ms. Spangler told her part of the reason she worked with Steve Ayers before he left is so she could meet developers and know who they are and what they're interested in. She found that a lot of them wanted to be a part of the community and help in ways that they can.

Mayor Jenkins asked for her plan on a grocery store, which is the number one response from the citizens in their desire for the Town.

Ms. Spangler told her that they're making many efforts to bring in a new grocery store, and though not successful yet, they'll keep trying and talking and not lose sight of that. It's been an uphill battle. She has a good relationship with the Department of Commerce. She will be showing them a few properties.

Maintenance:

Maintenance Supervisor Jeff Kobel presented

Budget Increase:

Mr. Kobel asking for \$167,000.

They cannot always guess when maintenance issues are going to come up and where they'll occur in the Town. They have more equipment, more fields, and will soon need more employees in maintenance. Additionally, the Town is growing. There's a lot to keep up with and a lot they must do. He feels the additional money will be spent very easily.

Employees:

Mr. Kobel requesting one more employee. He has an opening for a part time employee, which he'll be putting out for soon. Summertime is when that person is mostly needed.

Fuel for the pump at the Sports Complex runs about \$35,000. It was previously not in his budget, but it is now. He feels they'll be able to eliminate this problem by FY25.

Councilor Godwin asked about the Town Gazebo.

Jim Watters is working on it. It's one of his many missions on his board.

Vice Mayor Moore would like to see what cost would be to totally replace it.

Many Council members would like to see that Gazebo worked on, as it's been a long-awaited process.

Streets:

Streets Superintendent Shane Allen presented

Budget Increases-

\$120,000 budget increase- this is mostly material pricing going up. They plan to do a lot of road striping.

A lot of signs are in horrible shape.

They are asking for a new employee, but they want them paid out of General Funds because HURF Budget won't cover it. They have employees who are very qualified and valuable to the Town, and they're working two jobs trying to make a living. He would like to give them merit raises to keep them. The benefits are less than par for these employees who are the main providers for their families.

Ken Krebbs would like to see more of the General Fund to cover streets, as opposed to HURF Funds.

Public Works Administration:

Administrative Support Manager Dore Blair presented.

This is a brand-new budget, as there's been a lot of employee movement.

Budget Increases:

They are asking for a \$18,000 in operational budget. Ms. Blair said it's hard to predict what they'll need.

Engineering:

They have two employees.

Their budget increases are office supplies, trainings, and permits.

Mayor and Council:

Town Clerk Cindy Pemberton presented.

Not a whole lot has increased, aside from salaries, which was a Council made decision.

There is an increase, at the request of the Town Manager, of \$20,000 for consulting fees. This is to hold a multi-day strategic planning in the Fall.

Additionally, she is asking for \$8,000 toward Public Relations, due to the showcase for the 2023 League Conference booth.

Clerk:

Town Clerk Cindy Pemberton presented.

Employees:

Ms. Pemberton is requesting a Records Specialist for the Clerk's office. This would be very helpful to them. They are wanting to revamp the internal records system.

Budget Increase:

She is requesting funding in the amount of \$10,000 to utilize Granicus for agenda processing and management. This would allow their agenda items to go through a streamlined process. Many local municipalities utilize Granicus, and it serves them well.

The cost breakdown would be \$8,000 to install, \$2,000 for the training. The training cost is a one time.

She also anticipates a few trainings for staff.

Councilor Godwin asked if there is enough work for a fulltime Records Clerk.

Ms. Pemberton told her that there is enough work. The Records Clerk would also work to streamline and provide consistency for other departments as well. She feels that across the board they need to digitize the records, which will require a lot of work. One records request could take many, many hours and a Records Clerk could solely focus on that while the rest of

the office can keep working on their duties.

Councilor Escoffier finds the Records Specialist to be very critical.

Mayor Jenkins said she likes seeing that they're going to digitize and revitalize the records because they have needed to establish a document-controlled system where they can readily retrieve records.

Councilor Escoffier asked if any of the Clerk's Offices employees assist other departments. Ms. Pemberton told her that the Assistant Clerk, Jadie Edwards, operates under the Clerk's Office, however, a good portion of her work is to assist the Town Manager. And if down the road, they add a Deputy Town Manager, she'll also be assisting them.

5. Adjournment Mayor Jenkins adjourned the meeting at 8:01 PM.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on March 29, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Cindy Pemberton, Town Clerk

Pursuant to A.R.S. §38-431.01 Meetings shall be open to the public - All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings. All legal action of public bodies shall occur during a public meeting. 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 at 928-554-0021.

DRAFT

DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, APRIL 5, 2023 AT 5:30 P.M.

1. Call to Order

Mayor Jenkins called the meeting to order at 5:30 p.m.

2. Roll Call. Council Members Jackie Baker, Wendy Escoffier (by video), Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore and Mayor Dee Jenkins

Also Present: Interim Manager Gayle Mabery, Town Attorney Trish Stuhan, Deputy Clerk and Recording Secretary Virginia Jones and Administrative Clerk Jadie Edwards

3. Pledge of Allegiance

Councilor McPhail led the pledge of Allegiance

4. RECESS INTO AND HOLD EXECUTIVE SESSION ON AGENDA ITEMS 6 AND 7.

On a motion by Vice-Mayor Moore seconded by Councilor McPhail, Council moved to go into Executive Session for Items 6 and 7.

Vote:

Councilor Baker-aye
Councilor Escoffier-aye
Councilor Murdock-aye
Councilor McPhail-aye
Councilor Godwin-aye
Vice Mayor Moore-aye
Mayor Jenkins-aye
Motion passes 7-0

Council adjourned into Executive Session at 5:31 p.m.

5. RECONVENE OPEN SESSION

Council reconvened Open Session at 6:28 p.m.

6. Discussion, Consideration, and Possible Instruction to Town representatives regarding negotiations for the purchase, sale or lease of real property located at the tri-intersection of Finnie Flat Road/Montezuma Castle Highway/Main Street. Note: Council may, by majority vote, recess the meeting, and hold an executive session for discussion and consultation with designated representatives of the public body and reconvene for discussion and possible direction to staff on this item as covered under A.R.S. 38-431.03 (A)(7). Staff

Resource: Attorney Trish Stuhan

Councilor Murdock reported that the Council's direction to the Interim Town Manager is to thank the property owner, Mr. Mark Roubik, for his offer to sell his property to the Town. The Council chooses to decline the offer to purchase and will leave open the idea of a Friendship Plaza in the future.

- 7. Discussion, Consideration, and Possible Instruction to the Interim Town Manager regarding the execution of a contract to engage the services of Interim Public Management, LLC for an executive search for an Interim Deputy Town Manager and on terms to be included in a subsequent agreement with Interim Public Management L.L.C regarding the placement of an Interim Deputy Town Manager with the Town of Camp Verde. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(3) and (4) for discussion, consultation with and instruction to the Town Attorney regarding the contract with Interim Public Management, LLC, and on the Interim Town Manager's authority to execute the contract on behalf of the Town of Camp Verde. No evaluation of any current employee will be conducted.** Staff Resource: Interim Town Manager Gayle Mabery and Town Attorney Trish Stuhan

On a motion by Councilor Murdock, seconded by Vice Mayor Moore, Council moved to authorize the Town Manager to approve an engagement letter with Interim Public Management for an Interim Deputy Town Manger executive recruitment, and provide guidance to the recruitment firm as discussed in the Executive Session.

Roll Call Vote:

Councilor Baker: aye

Councilor McPhail: aye

Councilor Murdock: aye

Councilor Godwin: aye

Councilor Escoffier: aye

Vice Mayor Moore: aye

Mayor Jenkins: aye

Motion carried 7-0.

8. Adjournment

With no further objection, the meeting adjourned at 6:29 p.m.

Mayor Dee Jenkins

Attest: Virginia Jones-Deputy Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the

Special Session of the Town Council of Camp Verde, Arizona, held on April 5, 2023.
I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Virginia Jones, Deputy Town Clerk

DRAFT

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DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S MAIN STREET, SUITE 106
WEDNESDAY, JUNE 7, 2023 AT 6:00 P.M.

1. Call to Order

- 2. Roll Call.** Council Members Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock (arrived at 6:03 p.m.), Vice Mayor Marie Moore and Mayor Dee Jenkins

Also Present: Interim Town Manager Gayle Mabery, Interim Deputy Town Manager Barbara Goodrich, Attorney Trish Stuhan, Recording Secretary Virginia Jones

- 3. Pledge of Allegiance:** Councilor McPhail led the Pledge of Allegiance.

4. RECESS INTO AND HOLD EXECUTIVE SESSION ON AGENDA ITEM 5

On a motion by Moore, seconded by McPhail, Council voted to recess into Executive Session to discuss item 5.

Motion passed 6-0

Vote:

Councilor Baker-aye
Councilor Escoffier-aye
Councilor Murdock-absent (arrived at 6:03 p.m.)
Councilor McPhail-aye
Councilor Godwin-aye
Vice Mayor Moore-aye
Mayor Jenkins-aye

Motion passes 6-0

Council recessed into Executive Session at 6:01 p.m.

Councilor Murdock Arrived at 6:03 p.m.

- 5. Discussion, Consideration, and Possible Instruction to Town representatives regarding negotiations for the purchase, sale, or lease of real property located near W. Head Street and S. 1st Street, APN 404-28-055N, 404-28-062C, and 404-28-062B.** Note: Council may, by majority vote, recess the meeting, and hold an executive session for legal advice and for discussion and consultation with designated representatives of the public body and reconvene for discussion and possible direction to staff on this item as covered under A.R.S. 38-431.03 (A)(3) and (A)(7). Staff Resource: Attorney Trish Stuhan

RECONVENE OPEN SESSION

Council reconvened Open Session at 6:23 p.m.

On a motion by Councilor Murdock, seconded by Baker Council, Council directed staff to move forward as indicated on the Special Session Agenda.

Roll Call Vote:

Councilor Baker: aye
Councilor McPhail: aye
Councilor Murdock: aye
Councilor Godwin: no
Councilor Escoffier: aye
Vice Mayor Moore: aye
Mayor Jenkins: aye
Motion carried 6-1.

6. ADJOURNMENT

With no further objection, the meeting adjourned at 6:26 p.m.

Mayor Dee Jenkins

Attest: Virginia Jones, Deputy Town Clerk

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on June 7, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Virginia Jones, Deputy Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
REGULAR SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JUNE 7, 2023 at 6:30 P.M.

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 6:30 PM.
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present. Interim Town Manager Gail Mabery, Town Attorney Trish Stuhan, Interim Deputy Town Manager Barbara Goodrich, Administrative Clerk Jadie Edwards, Deputy Clerk Virginia Jones and Recording Secretary Mary Frewin.

3. **Pledge of Allegiance** Councilor Baker led the Pledge of Allegiance.
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.

a) Approval of the Minutes:

- 1) Joint Session – April 26, 2023
- 2) Regular Session – May 3, 2023
- 3) Special Session – May 10, 2023
- 4) Special Session – May 24, 2023
- 5) Special Session – May 26, 2023

b) Set Next Meeting, Date and Time:

- 1) Special Session – Wednesday June 14, 2023 at 5:30 p.m.
- 2) Special Session – Tuesday June 20, 2023 at 3:00 p.m.
- 3) Special Session – Wednesday June 21, 2023 at 9:00 a.m.
- 4) Regular Session – Wednesday July 5, 2023 at 6:30 p.m.

c) Approval of the new Town Salary Range Table. Staff Resource: Julia Kaiser

d) Approval of Resolution 2023-1111. A Resolution of the Mayor and Common Council, of the Town of Camp Verde, Yavapai County, Arizona, pertaining to certain exemptions for motor vehicles used by the Marshal's office. Staff Resource: Corey Rowley

e) Approval for the Mayor to sign a clarification letter regarding Non-Disclosure Agreement and Rule 408 to Regional Wastewater planning discussions. Staff Resource: Jeff Low

On a motion by Councilor Escoffier, seconded by Councilor Baker, Council moved to accept the consent agenda with some grammatical corrections to be made.

Roll Call Vote:

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Whatley: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

Motion Carried 7-0.

5. **Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

Robert Foreman spoke regarding Clear Creek Cemetery. He stated that it's full, and there are no other spots for Camp Verde residents to lay their loved ones to rest. He feels it would behoove the Town to ask the Forest Service to donate 5 acres to the cemetery. He said they have the necessary people near who could help make this happen.

Jane Whitmire spoke regarding the display at the Camp Verde Community Library. She spoke in support of the library and their example. She hopes people will consider how fortunate they are to have the library.

Danielle Church spoke regarding the display at the Camp Verde Community Library. She spoke against it. Her concerns were that the display and the books within it were an act of grooming. She feels that someone in the library wrongly chose to place sexual books in view of children and minors. She asked Council to consider removing the staff involved in creating this display.

Bob Kuebler spoke regarding the display at the Camp Verde Community Library. He spoke against it. He feels children are being exploited by putting a display of such in their view, and those books don't belong in the library. It's a parent's job to teach their children.

Sean O'Shaughnessy spoke regarding the display at the Camp Verde Community

Library. He spoke against it. He came today to ask that Council have moral obligations in making their decisions.

Dixie Jewell spoke regarding the display at the Camp Verde Library. She spoke against it. She wanted to provide Council with websites that will educate them on this topic. She does not want to see this type of stuff getting to the children of Camp Verde.

Councilor Godwin spoke up asking that the comments made from the public be strictly about the display, and no other sensitive topics.

Town Attorney Trish Stuhan recommended that they move forward with the comments, as they must listen to the public and allow them to speak, unless they are full of profanities.

Nicholas Meredith spoke of how he was born and raised in Camp Verde and has always loved living here and felt accepted. He spoke in favor of the display at the Camp Verde Library.

Sarah Ellison spoke regarding the display at the Camp Verde Library. She spoke against this. She is a long-time resident of the town and spoke highly of the Camp Verde Library and their programs. She is also a Kindergarten teacher at the Elementary School, who feels that even young children could read some of the inappropriate words that appeared on some of the books. She is not against the LGBTQ+ community, but more so is worried about the content of these books regarding children. She feels a line has been crossed.

Jarred Graves spoke regarding the display at the Camp Verde Library. He spoke against it. As a widowed father, he feels like it's his job to protect his 12-year-old daughter. He is not in support of these books being displayed.

Sean Brooks spoke regarding the display at the Camp Verde library. He spoke against it. He does not feel like the books displayed were explicit sexual comments, but books to educate children. He feels each parent can raise their children how they'd like, but not dictate how others raise their children.

Charmaine Cecil spoke regarding the display at the Camp Verde Library. She spoke against it. She feels that children are very impressionable at a young age and need to be protected from these things.

Debbie Roulette spoke regarding the display at the Camp Verde Library. She would like this to be brought up as an agenda item at a future Council meeting. She feels it is a bigger issue.

Janet Pugh spoke regarding the display at the Camp Verde Library. She spoke against it. She said she moved to this community because she saw respect, compassion, and honor. She feels that this display is an example of the morals of our children going downhill. She would like to see these types of things off the shelves of Camp Verde Library.

Cheryl Lee Hendricks spoke on the display at the Camp Verde Library. She spoke against it. She said she loves the library. She does not want this stuff to be put out for children to see.

Sheila Backus spoke regarding the display at the Camp Verde Library. She spoke against it. She wonders when sexuality and what people choose to do in the bedroom is okay to be on display in the front entrance of the library. She also wants to know why the library chose to purchase such books with taxpayer money in the first place. She feels this display is inappropriate and disciplinary action must be taken to whomever chose the books in the display.

Tammy Arrington spoke regarding the display at the Camp Verde Library. She spoke against it. Prior to this, she found Camp Verde to be her safe haven. With this display, she no longer feels this protection. She feels these books would mess a child up if they were to read them.

Jeff Nelssen spoke regarding the display at the Camp Verde Library. He spoke against it. He feels that at a young age, books like these can have a lifetime effect on someone. He feels it is bad to display this type of information to young children.

Candace Hardin spoke regarding the display at the Camp Verde Library. She spoke against it. She feels harmful materials were displayed in the library where children were present and expected to be. She feels the nature of some of the content was very political and violates many things.

Jennifer Martinez spoke regarding John Knight and Code Enforcement and their newly established rule that she and her family may not ride their dirt bikes on the track they have in their backyard that has been there for 20 years.

Cole Martinez spoke on Code Enforcement and their new rule that says he and his family are now unable to ride their dirt bikes on the track they have in their backyard.

Tanner Bryson spoke first regarding the library issue. He is not in favor of the display in the library.

Debora Moody's card was read, and it said "I support Kathy Hellman 100%. Education comes from a good librarian. She is."

Mayor Jenkins recessed the meeting into a 10-minute break at 7:50.

6. Special Announcements and Presentations:

- **Proclamation.** Declaring June 30, 2023, a day of remembrance of the Granite Mountain Hotshots.

Mayor Jenkins Declared a proclamation in memory of the Granite Mountain Hot Shots.

7. **Summary of Current Events.** The Town Council and the Town Manager may provide brief summaries of current events and activities. These summaries are strictly for informing the public of such events and activities. The Council will not propose, discuss, deliberate or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda. Summaries may include committee meetings that Council members attend. The Committees are: Copper Canyon Fire & Medical District, Yavapai College Governing Board, Yavapai-Apache Nation, Intergovernmental Association, NACOG Regional Council, Verde Valley Regional Economic Organization (VVREO), League Resolutions Committee, Arizona Municipal Risk Retention Pool, Verde Valley Transportation Org, Verde Valley Transit Committee, Verde Valley Water Users, Verde Valley Homeless Coalition, Verde Front, Verde Valley Steering Committee of MAT Force, Public Safety Personnel Retirement Board, Phillip England Center for the Performing Arts Foundation.

Interim Town Manager Gayle Mabery welcomed the public to the meeting.

She reported on Agenda number 9, an Agritourism Use Permit for Trampus and Bonnie Mansker, stating that a citizen has raised some concern on the process that was followed in scheduling this item for consideration. Because of this concern, and to allow Council to receive legal advice, staff recommended to Council to move forward with the public hearing portion of this, but to table the rest.

She also reported on the Pride Month Display in the Camp Verde Library. She gave background information on the issue that arose after this display went up. Ms. Mabery shared a thorough update on this item and when and how members of the public can comment.

Ms. Mabery thanked Council and Staff for allowing her to serve as the Interim Town Manager for the last 6 months. She introduced the new Interim Town Manager, Barbara Goodrich, who comes with many years of experience.

Mayor Jenkins thanked Ms. Mabery for her service the last 6 months. The Council presented her with a gift basket.

8. **Discussion, Consideration and Possible Appointment of Mark E. Lomeland to serve on the Planning and Zoning Commission with a term expiring January 2025.** Staff Resource: Cindy Pemberton

Vice Mayor Moore spoke on this issue. She gave background to the application process. After interviewing 6 applicants, it was decided to appoint Mark Lomeland to the Planning and Zoning Commission.

Mr. Lomeland introduced himself and said he appreciates the opportunity to serve

his community.

On a motion by Vice Mayor Moore and seconded by Councilor McPhail, Council moved to appoint Mark Lomeland to Planning and Zoning Commission with a term expiring January 2025.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor McPhail: Aye
Councilor Murdock: Aye
Councilor Godwin: Aye
Vice Mayor Moore: Aye
Mayor Jenkins: Aye

Motion Carried 7-0.

Vice Mayor Moore swore in Mr. Lomeland.

9. **Discussion, Consideration, Public Hearing and Possible Adoption of Resolution 2023 – 1107, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving Use Permit 20230137, an Agritourism Use Permit application for Trampus and Bonnie Mansker for a roping arena located on parcels 404-12-422D and 404-12-422C.**

Staff Resource: John Knight

- **Staff Comments**
- **Public Hearing Open**
- **Public Hearing Closed**

There will be no staff comments.

Town Attorney Trish Stuhan suggested to Mayor Jenkins that she not act tonight and continue the meeting to another time. Just the public hearing portion will take place.

Mayor Jenkins opened the meeting to a Public Hearing at 8:12 PM.

Glen Allen spoke on this item in support of fairness in this issue. He feels that this item should be on the future agenda as well, for more time to discussion. He also wants to urge them to consider how important it is to set precedence for granting use permits and fair code enforcement. He wants a clear and enforced decision.

Cheri Wischmeyer spoke on this item. She feels Mr. Mansker's property is not large enough to house large amounts of animal's full time. She feels he has constantly violated code many times. She asks that they deny this special use permit.

John Wischmeyer spoke on this item. He too feels that Mr. Mansker should not be granted this permit and gave reasons as to why he feels this way. He said Mr. Mansker's property is zoned residential, and he should not be able to have an excessive number of large animals. With this permit, his animals would increase from the 9 allowed, to over 30. He feels the appropriate response would be to not approve this.

Catherine Webster said that Mr. Mansker's property is a quarter mile from her. She stated that his property is impeccable and his animals on the property are well taken care of. She feels Mr. Mansker cannot be blamed for problems that are brought on by the pod in the neighborhood. There is no reason why he should be denied this.

Jordy Weaver spoke in support of the agritourism permit for the Manskers. She feels that a horse saved her life and she found life again through her animal. She feels the Manskers give hope and life to kids through their animals.

Claudia Hauser spoke in favor of Mr. Mansker and his property. She wonders why she spoke on this topic long ago, and there is still no resolution on this. She would like to see this process speed up, and wonders if it has not been because it's a legal issue. She has driven by the Manskers property many times and feels he takes great care of it. She would love for him to be her neighbor. She supports them and supports agriculture.

Marina Zorilla spoke in favor of Mr. Mansker. She said he keeps his property very clean. She works in the PALS version of FFA, and Mr. Mansker allows her to use his property with the kids. She feels he should be approved for this.



Carol German spoke on this item. She feels residential areas in Camp Verde need to be protected from the Planning and Zoning Ordinances. She feels special use permits are fine in specific circumstances, those that don't create a nuisance. She said that special use permits also erode the planning and zoning processes. It's to her understanding that this property does not meet the criteria for an agritourism permit.

Eileen Martin spoke on this item. She feels that Mr. Mansker should have purchased a big enough parcel to do the roping that he wants to do.

Mary Phelps spoke on this item, in favor of Mr. Mansker receiving the agritourism permit. She feels the HOA in the neighborhood came after the property was used for roping. She feels Camp Verde is moving away from their rural lifestyles.

Dave Grondin spoke on this item. In his history sitting on commissions, he feels this request is the most absurd. He gave examples as to why. He doesn't feel Mr. Mansker should be disallowed to have roping events.

Brenda Powell, a local realtor, read two letters from recent clients. In the letters, these clients wrote to Ms. Powell saying that they did not want to buy recently shown property that was surrounded by excess farm animals.

Stephen Magoon spoke in this item. He wanted to clarify that he is not against Mr. Mansker and his roping arena. All he is wanting is for the code to be enforced on Mr. Mansker's property. He does not feel like he should have exclusive rights.

Gail Pate spoke on this agenda item. She was on the original board that drafted the current town code regarding animal counts. She said experts on this were consulted to get insight. The recommendations were adopted by the Town of Camp Verde. She feels excessive animals should not be permitted.

Janet Anderson spoke on this item and does not feel an agritourism permit is appropriate for this property. She feels Mr. Mansker's acreage is not large enough to hold all these animals. She feels that granting this permit would only bring more people requesting them.

Elaine Eaton spoke on this item. She signed a petition in support of Mr. Mansker with many other signatures. She feels that the ordinance needs to change on livestock.

Yates Dixon spoke on this item. He feels it would be wise to protect the southwestern heritage. He feels the Mansker family supports the youth. It would be in the best interest of the town to throw support behind Mr. Mansker.

Tanner Bryson spoke on this item in support of Trampus Mansker and his operation. He said Mr. Mansker is professional and maintains a great and clean facility. He also feels the animal counts need to be reviewed. He is eerie of the permit process because he knows that a permit can be taken away.

Christa Brunori spoke in favor of Mr. Mansker. She would like to see Council stand behind what Camp Verde represents. She wonders why this permit even exists if they won't even consider it. She stands behind the Manskers and what they're doing for the community.

Jill Irvin spoke on this item. She said her and her husband Steven Magoon have worked for 2 years to get Community Development to enforce the animal accounts on Mr. Mansker's property. She is opposed to this permit, as she feels they have equal right to enjoy their property.

Jennifer Martinez spoke on this item and the attack she feels this is having on the children. She also said that flies will happen on every property,

regardless of large animals. She feels Mr. Mansker has rights, as he lived on his property first.

Cole Martinez spoke on this item. He feels the Mansker property is another example of wrong decisions by John Knight. He supports the Manskers receiving this permit.

Raquel Dixon spoke on this item. She feels that the residents who were there first should be honored. She spoke in support of Mr. Mansker.

Attorney John Browder (via Zoom) spoke in support of Mr. Magoon and Ms. Irvin. He said the agritourism permit would allow Mr. Mansker to have an unnecessary number of animals on his property that is too small. It will result in a significant nuisance to his client's property.

Calvin Bahe is in support of Mr. Mansker and his permit.

Jack Duffy not in support of this permit.

Ann Duffy is not in support of this permit.

Tye Reddell is in support of Mr. Mansker and his permit.

Trampus Mansker spoke in support of himself. He said he has tried numerous times to be neighborly on this issue and address his neighbors to see what he can do to better serve them while having his animals. He gave examples of many instances in which he went above and beyond for them. He wants to create a space for youth and families. He would like this permit to be granted.

Mayor Jenkins closed the public hearing at 9:33PM.

This item is tabled to June 15th after the recommendation of Attorney Stuhan.

On a motion by Vice Mayor Moore, seconded by Councilor Baker, Council moved to continue item 9 to be heard on June 15th Executive Session at 5:30 p.m. and continuation of this matter at 6:30 p.m.

Roll Call Vote:

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

Motion Carried 7-0.

10. **Discussion, Consideration and Possible Approval of Resolution 2023-1112 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring Chapters one (1) two (2) and including Chapters 3-2-1.1 of the Camp Verde Town Code dated June 7, 2023 to be a public record.** Staff Resource: Cindy Pemberton

There were several areas in which the Council had corrections to make the document flow a little bit better. These areas were discussed and noted by staff.

On a motion by Councilor Escoffier, seconded by Councilor Murdock, Council moved to continue the meeting past 10:00 PM.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor McPhail: Aye
Councilor Murdock: Aye
Councilor Godwin: Nay
Vice Mayor Moore: Aye
Mayor Jenkins: Aye

Motion Carried 6-1.

Councilor Godwin left the meeting at 9:59 PM.

The Council continued giving their corrections to staff, who noted these corrections.

On a motion by Vice Mayor Moore, seconded by Councilor Baker, Council moved to approve Resolution 2023-1112 a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, declaring Chapters one (1) two (2) and including Chapters 3-2-1.1 of the Camp Verde Town Code dated June 7, 2023 to be a public record including the corrections made.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor McPhail: Aye
Councilor Murdock: Aye
Councilor Godwin: Absent
Vice Mayor Moore: Aye
Mayor Jenkins: Aye

Motion Carried 6-0.

11. **Discussion, Consideration and Possible Approval of Ordinance 2023-481, an Ordinance of the Town of Camp Verde by the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, adopting by Reference Chapters One (1) two (2) and Chapter Three (3), and including Chapter 3-2-1.1 of the Town of Camp Verde Town Code: related to Updates of General Laws, Mayor and Council Procedures, and Acting Town Manager Powers and authorities. A Recodification of selected prior ordinances of the Town, with amendments, and proscribing penalties for violations thereof and declaring an emergency.** Staff Resource: Cindy Pemberton

Ms. Mabery recommended approval with one change in the title- "By reference Chapters 1, 2, and Chapter 3 up to and including Section 3-2-1.1"

Councilor Escoffier also made a recommendation to change Section 4 to include the same language that's in the title.

On a motion by Councilor Escoffier, seconded by Vice Mayor Moore, Council moved to approve ordinance 2023-481, an ordinance of the Town of Camp Verde Mayor and Common Council, Yavapai County, Arizona, adopting by Reference Chapters One (1) two (2) and Chapter three (3) up to and including section 3-2-1.1 the town of Camp Verde town code: related to Updates of General Laws, Mayor and Council Procedures, and Acting Town Manager Powers and authorities. A Recodification of selected prior ordinances of the Town, with amendments, and proscribing penalties for violations thereof and declaring an emergency.

Roll Call Vote:

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Absent

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

Motion Carried 6-0.

12. **Discussion and Review with Council of FY24 proposed Capital Improvement Plan.** Staff Resource: Gayle Mabery and Mike Showers

This item was tabled to the June 14th meeting.

13. **Adjournment** With no further objection, the meeting adjourned at 10:23 p.m.

Mayor Dee Jenkins

Attest: Deputy Clerk Virginia Jones

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on June 7, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Virginia Jones, Deputy Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
WEDNESDAY, JUNE 14, 2023 at 5:30 P.M.

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 5:30 P.M.
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.
Councilor Murdock was absent at the time of Roll Call.

Also Present. Interim Town Manager Barbara Goodrich, Town Clerk Cindy Pemberton, Assistant Clerk Jadie Edwards.

3. **Pledge of Allegiance** Councilor McPhail led the Pledge of Allegiance.
4. **Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

No blue cards.

5. **Discussion, consideration, and possible action to approve staff to enter into and sign an agreement with Local First Arizona as a grant subrecipient to assist in the execution of a workforce development project for the region in an amount up to \$50,000.** Staff Resource: Molly Spangler

Councilor Murdock joined the meeting at 5:31.

Economic Development Director Molly Spangler shared with Council that they are a subrecipient of a local workforce development grant that will be taking part over four counties. Part of that role is to work with Workforce stake holders and develop a blueprint to ask for larger funds to implement workforce solutions here in the Verde Valley. Camp Verde and the BRIC was selected as one of the key back bone sites, which means they have responsibilities associated with this.

There's a strong likelihood that this will continue in future years. It's their understanding that it could be up to \$50,000 every year, maybe less. This grant can be used to pay staff for their time and supplement their payroll items, which Councilor

Baker was happy to hear.

Miss Spangler said this is part of their work priorities, to work on these type of workforce initiatives.

Councilor Escoffier asked if there were any matching funds for this grant?

Miss Spangler said there is not.

On a motion by Councilor Escoffier, seconded by Councilor Godwin, Council moved to approve entering into and signing an agreement with Local First Arizona as a grant subrecipient to assist in the execution of a workforce development project for the region in an amount up to \$50,000.

Roll Call Vote:

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

Motion Carried 7-0.

6. Discussion, consideration, and possible approval of Change Order #14 to the Town's contract with Tierra Verde Builders to finish completion of the electrical and lighting for the Camp Verde Sports Complex. Staff Resource: Ken Krebbs

Public Works Director Ken Krebbs shared with Council that the change order requested this evening was to be able to move forward and complete the electrical and lighting for the Camp Verde Sports Complex. He told Council that Ben Bassous from Tierra Verde Builders was here to answer any questions and bring any clarification.

Tierra Verde Owner Ben Bassous shared with Council the specifics of the change order pertaining to the lights. The original base bid came up to the J Box. From the J Box, over to the lights, and all the way to the top, was never included. When the lights were delivered, Ron Long, directed them to install them. It wasn't correct policy and procedure to install without a signed change order, but it saved a lot of money. Mr. Bassous was not there when this happened, or else he would not have permitted this.

Several Councilors had questions for Mr. Krebbs and Mr. Bassous regarding the change orders. Bassous shared with Council another change orders that may be coming before them.

Vice Mayor Moored shared her frustration with the miscommunication and policy not being followed. She thought it was unfortunate and hopes that circumstances like

this will not keep happening so they can move forward with the project, without having to explain to taxpayers all the newly added costs and price increases.

Mr. Krebbs and agreed and said moving forward, things should go more smoothly.

Councilor McPhail would like there to always be a signed change order before work continues to be done. Everyone understands the price increases due to COVID; however, she would like to see a contingency moving forward so the numbers are adjusted, and no change orders take place.

Councilor Escoffier thanked Mr. Bassous for his clear explanation as to how the wiring didn't fit in the original bid documents.

Mr. Bassous shared that he is not doing any contractor mark up on this, but there will be bonding and sales tax that will be added, which will add another 9%.

On a motion by Councilor McPhail, seconded by Vice Mayor Moore, Council moved to approve change Order #14 not to exceed \$82,000 to the Town's contract with Tierra Verde Builders to finish completion of the electrical and lighting for the Camp Verde Sports Complex.

Roll Call Vote:

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

Motion Carried 7-0.

7. Discussion and Review with Council of FY24 proposed Capital Improvement Plan. Staff Resource: Mike Showers

Finance Director Mike Showers shared with staff the proposed Capital Improvement Plan, done in five years, as well as the funding for each. The funding will be coming from several areas.

Mr. Showers explained specific packet details to Council to better understand what they were looking at. As Mr. Showers gave background information to Council on the packet, Council asked him questions to further their understanding.

It is possible, if more projects get funded by grants rather than loans, to adjust the project list. Additionally, if certain projects fall through year to year, they can pull another approved project from a different year.

Gayle Mabery spoke on Zoom, sharing with Council some specifics on potential grants for these projects. They will have a better idea on these grants mid-year.

Mayor Jenkins shared concerns that, though they have a list of projects, they don't necessarily have all the money to pay for the projects. She wondered if Mr. Showers would periodically give updates on the financing.

Mr. Showers said that he plans to do that in his monthly reports.

Vice Mayor Moore wondered why there were projects listed that have been budgeted for, but not necessarily approved by Council. She also wondered why there were new projects to get completed, when several projects still sit around that are not completed.

Mr. Showers said that the reason from his understanding was that Council wanted staff to create a list of priority projects and then fit them into the budget to have brought back to them. Some of the listed proposed projects are "to be approved" projects.

There was some confusion between Council and Mr. Showers on the proposed CIP list. Council had thought they would be receiving a list of priority projects from staff, and they would work together to put those in a 5-year plan.

Mr. Showers understood it as Staff presented their priority projects to Council, and he would take those and put them in a 5-year plan to present to Council, based on the budget they have for them.

Ms. Mabery agreed with Mr. Showers. She gave some suggestions on how to eliminate some of the confusion moving forward.

Council continued discussion with Mr. Showers on this proposed Capital Improvement Project list to come to a better understanding of how this list was constructed, as well as the priority and funding behind them.

Council made it clear that if there is a project listed in year one, they would like to see that projected completed first, before others begin, or at least given an explanation as to why the project may not have been completed in a timely manner. They would also like to have these listed projects be clearly distinguished as old vs. new. They would like to focus on the funds they have available, and how they're going to get some of these major projects done that have already been started.

Mr. Showers wanted to make a point to staff, that while the Sport's Complex is a big example of a project getting started and not getting completed in a timely manner, there are only two other projects in the packet before them that have been potentially outlast 1-1.5 years, Gazebo Repair and Wayfinding Signage. Every other project is practically new. He understands what Council is asking them and will accommodate.

Vice Mayor Moore would like to have a better understanding on projects and where they are to better give the public information when they ask.

Break: 7:28 P.M.

Resume: 7:38 P.M.

Regarding the Sport's Complex, Mr. Showers feels that one of the biggest misunderstandings has been caused by not having a budget for the park process that is laid out and followed along so that expectations are seen and can then be compared with the progress that has been made. Additionally, there were miscommunications regarding the grant for the park and what that grant covered. Staff thought they were good to go in a lot of areas, only to find out there were things they couldn't do.

Mr. Showers shared specific finance details with Council pertaining to the Sport's Complex. These specific details included town funding for the Complex, loans taken out, and grants.

One specific loan that the town had received for the complex, will only get about 40% usage, as they are not meeting the criteria for the items it was to cover. Councilor Baker wondered how they messed up so badly, to receive a loan for specific uses, which is common, and miss out on spending it for those uses.

Mr. Showers feels this took place in excitement and miscommunication on the specifics of the loan. He also feels that not all expenses were considered when plans were being made to build the park. During the last 3 years, there have also been very substantial price increases on building costs.

Mr. Showers and Council took some time to discuss the progress of the park as well as the financial state of the park. They are working on a 50/50 grant that will help them offset some of the inflation that took place during the wait. However, currently, they do not have the money to meet the 50/50 grant. Vice Mayor Moore wondered what the deadline on this grant was and whether they could have an extension on it.

Administrative Support Manager Dorie Blair and Public Works Director Ken Krebbs got up to also speak on the Sport's Complex. They offered insight to Council on the beginning stages of the park and the course of funding that took place. Ms. Blair feels that they've always been in a deficit financially with his project.

Mayor Jenkins said that all along, she's known they do not have enough money to finish the park. However, what is keeping their hands tied right now, is they thought they had 5 million dollars to spend as they please. Unfortunately, though, it's not as they please. It's 5 million dollars that they can use on projects that fit into the category of that money. State Parks will not recategorize this money.

Councilor Godwin said that the misconception all along was that the park was going to be finished. The park, however, was never going to be finished. It was always going to just be Phase 1.

Councilor McPhail suggested that, with the current situation being that they have money that they can't allocate to what they want to allocate it to, they consider a subcommittee look at the categories of what they can accomplish.

Mr. Showers said there is a lot of room to decide where they want to go. They can either decide on committing to utilize the entire grant and come up with the funding to do that, or they can decide where they can go with the funding they have.

Mr. Showers said the grant is based on getting the fields accomplished. They could either get flexibility with this, or they may have to proceed forward.

Vice Mayor Moore said she wants to do whatever they can to utilize as much money as possible to take this progress to completion.

Council discussed with Mr. Krebbs and Ms. Blair about what it would take to get some leniency.

Vice Mayor Moore would like the Town Attorney to look over the grant before they try to appeal anything.

Ms. Goodrich said that they could take it to Town Attorney Trish Stuhan for review, however, there are some internal avenues they could take, which would start with her office reviewing the grant and approaching State Parks.

Mr. Krebbs wanted direction on whether he could move forward with the concession stand, while they review this.

Mayor Jenkins said yes because things that go out to bid will ultimately go back to them for approval.

Mr. Showers clarified that they are not at a place to do everything in the proposed budget if they do not get this approved. Sending things out to bid don't make sense if they don't have money to get started on them.

Ms. Goodrich gave some suggestions that they could do moving forward to see the best possible scenario. She feels they do have a path forward and there is a solution out there.

It was decided amongst Council, Mr. Showers, and Ms. Goodrich that a subcommittee of Council and Staff will form to do further research, make further decisions, and ultimately spend extra time working on completing Phase 1 of the Sports Complex. They will work to complete the Capital Improvement Plan.

Additionally, Mr. Showers has direction to further differentiate what's already been approved by Council in the past.

8. **Discussion, consideration and possible approval of remaining requests for Community Outreach Funding for FY 2023, including requests from the Verde Valley Senior Center, the Verde Valley Archeological Center & Museum, and the Granite Mountain Hotshots Memorial Partnership.** Staff Resource Interim Manager Barbara Goodrich

Interim Manager Barbara Goodrich shared with Council that they have \$60,000 allocated in Community Outreach Funding. The break down of this funding is- \$25,000 to Verde Valley Senior Center, which is Meals on Wheels, \$10,000 to the Verde Valley Sanctuary, \$9,500 to Friends of the Verde River, and \$2,000 to the Welcome Home Vietnam Veterans Event.

This leaves \$13,500 available. Council was presented with 3 proposals for the remaining funds but was not obligated to allocate all the money. They may choose to leave some for other things that may come forward.

Proposals:

Verde Valley Archeological Center- \$6,000

Granite Mountain Hotshots Memorial Partnerships- This project is underfunded by \$50,000. They are not requesting a specific amount, but rather making an appeal to the town.

Verde Valley Senior Center, Meals on Wheels- While they already allocated \$25,000, they provide 8,500 meals to the Camp Verde area, and the cost to provide those is \$106,000. They are wondering if there is some additional funding that Council would like to provide for them.

Councilor Murdock would prefer to waive the Town fees for the Verde Valley Archeological Center, rather than give them the cash.

Ms. Goodrich said that it's much cleaner to contribute.

Vice Mayor Moore would appreciate to see more specifics from Verde Valley Senior Center, Meals on Wheels, such as a budget showing what towns, facilities, and other government agencies they are getting other funding from.

Mayor Jenkins would recommend funding the Archeology Center and Granite Mountain Hot Shots Memorial.

On a motion by Councilor McPhail, seconded by Vice Mayor Moore, Council moved to approve funding in the following amounts for the organizations from the FY 2023 Community Outreach Funds- \$6,000 for the Verde Valley Archeology Center and Museum, \$7,500 for the Granite Mountain Hot Shots Memorial Partnership.

Roll Call Vote:

Councilor Baker: Aye

Councilor Escoffier: Aye

Councilor McPhail: Aye

Councilor Murdock: Aye

Councilor Godwin: Aye

Vice Mayor Moore: Aye

Mayor Jenkins: Aye

Motion Carried 7-0.

9. Adjournment With no further objection, the meeting adjourned at 8:49 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on June 14, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Cindy Pemberton, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL/EXECUTIVE SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
THURSDAY JUNE 15, 2023 at 4:30 P.M.

1. Call to Order

Mayor Jenkins called the meeting to order at 4:30 p.m.

2. Roll Call. Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present: Interim Town Manager Barbara Goodrich, Attorney Trish Stuhan, and Debra Stapleton from Strategic Government Resources Inc.

3. Pledge of Allegiance

Council said the Pledge of Allegiance

4. RECESS INTO AND HOLD EXECUTIVE SESSION ON AGENDA ITEM 5 and 6

On a motion by Vice-Mayor Moore seconded by Councilor McPhail, Council voted to go into Executive session at 4:34 p.m.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor McPhail: Aye
Councilor Murdock: Aye
Councilor Godwin: Aye
Vice Mayor Moore: Aye
Mayor Jenkins: Aye

Motion Carried 7-0.

Council adjourned into Executive Session

5. DISCUSSION, CONSIDERATION AND POSSIBLE DIRECTION TO STAFF RELATING TO TOWN MANAGER FINALIST CANDIDATES. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(1) to discuss the Finalist Candidates for the Town Manager position. No evaluation of any current employee will be conducted. Staff Resource: Barbara Goodrich

6. Consultation for legal advice with the Town Attorney related to Resolution 2023-1107, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona approving Use Permit 20230137. An Agritourism Use Permit application for Trampus and Bonnie Mansker for a roping arena located on parcels 404-12-422D and 404-12-422C.

RECONVENE OPEN SESSION

Council reconvened into Open Session at 5:51 p.m.

8. Adjournment

With no further objection, the meeting adjourned at 5:51 p.m.

Mayor Dee Jenkins

Barbara Goodrich Interim Manager

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on June 15, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Barbara Goodrich Interim Manager

DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
473 S. MAIN STREET, SUITE 106
THURSDAY JUNE 15, 2023 at 6:30 P.M.

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

1. **Call to Order** Mayor Dee Jenkins called the meeting to order at 5:30.
2. **Roll Call.** Council Members: Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore, and Mayor Dee Jenkins.

Also Present. Interim Town Manager Barbara Goodrich, Town Attorney Trish Stuhan, Town Clerk Cindy Pemberton, Assistant Clerk Jadie Edwards

3. **Pledge of Allegiance** Vice Mayor Moore led the Pledge of Allegiance.
4. **Call to the Public or items not on the Agenda. (Please complete Request to Speak Card and turn in to the Clerk.)** Residents are encouraged to comment about any matter NOT included on the agenda. State law prevents the Council from taking any action on items not on the agenda. At the conclusion of an open call to the public, individual members of the public body may respond to criticism made by those who have addressed the public body, may ask staff to review a matter or may ask that a matter be put on a future agenda. However, members of the public body shall not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action. (Pursuant to ARS §38-431.01(H))

No blue cards.

5. **Continuation from June 7, 2023 Regular Session. Discussion, Consideration, Public Hearing and Possible Adoption of Resolution 2023-1107, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, approving Use Permit 20230137, an Agritourism Use Permit application for Trampus and Bonnie Mansker for a roping arena located on parcels 404-12-422D and 404-12-422C.** Staff Resource: John Knight

On a motion by Vice Mayor Moore, seconded by Councilor Escoffier, Council moved to recess into Executive Session.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor McPhail: Aye

Councilor Murdock: Aye
Councilor Godwin: Aye
Vice Mayor Moore: Aye
Mayor Jenkins: Aye
Motion Carried 7-0.

Mayor Jenkins reconvened into Regular Special Session at 7:29 p.m.

Staff Comments:

BJ Ratlief spoke in place of Community Development Director John Knight. Ms. Ratlief used a PowerPoint presentation to give staff perspective of the Agritourism Permit requested by Trampus and Bonnie Mansker. She defined Agritourism, as there were several testimonies and submittals at the public hearing that claimed Mr. Mansker's application did not meet the definition of Agritourism. Municipalities have the authority to regulate land uses and use permits. Staff believes that the Agritourism Permit is the most appropriate avenue to take. She also gave the definition of 'nuisance', which can be found in the Town Code. Ms. Ratlief went on to give specifics on Council's authority to increase and decrease animal count to expand uses. P&Z Staff believes Council has clear authority to modify conditions. She explained the conditions of Agritourism permits and where and how they can be done in the Town of Camp Verde. They believe Mr. Mansker meets the conditions and is in the correct zone for this Agritourism Permit. An updated site plan was provided to Council.

Additionally, Ms. Ratlief shared with Council the 19 Planning and Zoning recommended conditions of the permit. Most of these conditions were thought of by Mr. Mansker himself. There were a few staff recommended modifications to these conditions, which Ms. Ratlief shared with Council.

In summary, Staff feels Mr. Mansker's application and planned activities meet the specified criteria outlined in the Ordinance. Staff believes the recommended conditions mitigate any possible nuisances, and this permit substantially conforms with the 2016 General Plan and 2011 Planning and Zoning Ordinance.

After Ms. Ratlief's presentation, Council took the time to ask her questions.

Applicant Comments:

Ms. Mansker thanked staff for their hard work. He told them he supports whatever decision they make. Council asked him questions to better understand his request to make the best decision.

Council clarified on the amount of animals Mr. Mansker would have full time at his property, the number of events he would hold each year, and the number of people/vehicles who would regularly be in attendance on his property.

Additionally, Mayor Jenkins wondered why this application is just now before them, when the previous P&Z Director recommended it to Mr. Mansker a couple of years prior. Mr. Mansker informed her that he was choosing to utilize neighbor's property for his animals during that time.

Councilor Godwin wondered why Mr. Mansker does not utilize the Rodeo Arena, which the Town has spent a considerable amount of money on.

Mr. Mansker said this is because he'd have to consistently bring his cattle in and out. He thinks the arena does a wonderful job with what they do and the events they have, but it's just that, it's an event arena. He feels his place would be better suited for small get togethers and smaller crowds without the high costs.

Council Discussion:

Mayor Jenkins said, that although she is a horse person, she does not feel that this application meets the agritourism standard. She's been on Councils in the past that have had Agritourism Permit requests, and this is nothing like that.

On the other hand, though, she is impressed and finds it noble the way he's benefitting the community. She hopes they can find a way to make it work for him.

Councilor Baker agrees with Mayor Jenkins. She feels this does not meet the standards for Agritourism, but that this has created something that they need to address to find a way to work with Mr. Mansker. She wants to uphold the laws equally across the board.

Additionally, Mayor Jenkins doesn't like that it took two years to get to this place. They need to look at their processes, so they are not taking this long. She commended the community for showing up to meeting after meeting for two years.

Councilor Murdock agreed with Mayor Jenkins. She does not agree with the two-year process, nor does she feel that the Agritourism Permit is the right fit for Mr. Mansker. She thinks there needs to be a new process to allow Mr. Mansker to use his property the way he wants. Her intent for Agritourism is not for residential or recreational private property.

Councilor Murdock brought up a recent meeting where a member of the community referred to Council Members as "crooked" for letting people do what they want with their property. Her intent is to find a happy medium for all community members. She wanted to be clear that not supporting this Agritourism Permit does not mean she doesn't support Mr. Mansker and what he's doing, along with other arenas in Town. She is asking Mayor and Council to review the animal count, as she feels it has gotten to that point.

Mayor Jenkins agreed with Councilor Murdock. Again, she stated that she does not feel that Agritourism is the proper avenue to take with this. She doesn't feel that a non-profit should have to pay for an Agritourism Permit to help the kids. She feels they must find another way to do that. She felt he was pointed in a direction that was wrong.

Vice Mayor Moore said she doesn't feel like an Agritourism Permit was originally meant for Mr. Mansker's situation. Her concern is that if Council denies Mr. Mansker of this permit, he doesn't get to continue providing his service to the community. She feels that animal count needs to be addressed. She wants to protect Camp Verde's rural heritage and feels that he should be able to have an arena in his back yard. She finds it to be extremely unfortunate that Mr. Mansker followed information for a two-year period that was incorrect or got changed on him. Mr. Mansker ignored animal counts, but that wasn't intentional. Driving past the property several times, Vice Mayor Moore can see that Mr. Mansker takes care of his property and is a good neighbor. Ultimately, she feels he should not need an Agritourism Permit to provide these services. They need to do a code change immediately. She asked of Council that if they deny Mr. Mansker the permit, he's refunded his money. If they approve his permit for him to operate, they don't make him follow all the terms in it. She doesn't want to set a precedence that will allow people to take advantage of the situation. She feels that it is important to be considerate of your neighbors, which she feels Mr. Mansker does.

Mayor Jenkins asked Town Attorney Trish Stuhan what a reasonable amount of time would be that they could get the code changed so that Mr. Mansker and other arenas could be back in business.

Ms. Stuhan said legally it's a text amendment to the zoning code. She could fast track an amendment, but the problem therein lies with what it's going to say. She said they're going to want to have enough public input to balance the desires of the community. As staff they had talked about bringing in a consultant, which could take up to 6 months. While fast tracking is an option, it might not bring the best result for the Town.

Mayor Jenkins asked her if it was possible to pass a modified Agritourism Permit that allows him to operate until there's a code change.

Ms. Stuhan said they can. She wouldn't recommend that they approve a permit that they don't think legally met the requirements.

Vice Mayor Moore brought Mr. Mansker back up to ask his preference. Would he prefer temporarily getting approved for this permit and paying the fee associated with it to get operating again, or would he prefer to wait for a code update.

While Mr. Mansker said he would be okay paying the fee to get a temporary fix until the new code was in play, Council Members had concerns over Mr. Mansker agreeing to something before he knew the conditions.

Councilor Baker had concerns with temporarily approving something that may turn out putting them right back where they are right now. She feels the code has stood for many years, and she knows many people are not going to want to change that count.

Councilor Escoffier said she's having a hard time seeing a recreational arena and extra animal counts in a residential neighborhood. She wondered if there were provisions in the code that would allow FFA and 4H activities.

Ms. Ratlief said there are, however, the are temporary use permits for youth. It

wouldn't really apply to Mr. Mansker's property.

Councilor Murdock was having a hard time putting it all together. They want to meet the needs and desires of all the people, but there are a lot of factors to take into consideration. She asked Mr. Mansker to clarify the 60 events he said he does per year.

Mr. Mansker said the 60 events was inclusive of all the times he has people over with animals, even if it were a small group. He said larger events would be closer to 20.

Councilor Godwin feels that this discussion could continue for hours. However, eventually they need to decide.

Councilor McPhail shared that while they really like Mr. Mansker and what he's trying to do, he knew that when he bought his property, there was an ordinance in place. If this ordinance that's in place is not what they want anymore, they as Council need to make a change. They can't just make an exception to the law. She wants Council's decision to meet the ultimate need. She recommends that they deny the application because it's not what they ultimately want and direct staff to move forward as quickly as possible to look at the animal count and related issues so that there's a standard that applies to all.

Mayor Jenkins asked Ms. Stuhan to advise Council on the verbiage of the motion to go in the direction they're wanting.

Under Attorney Stuhan's recommendations,
On a motion by Councilor McPhail, seconded by Councilor Godwin, Council moved to deny the Agritourism Use Permit and request staff initiate a text amendment to review the animal counts and accessory uses and to refund the applicant's fee.

Roll Call Vote:

Councilor Baker: Aye
Councilor Escoffier: Aye
Councilor McPhail: Aye
Councilor Murdock: Aye
Councilor Godwin: Aye
Vice Mayor Moore: Aye
Mayor Jenkins: Aye

Motion Carried 7-0.

Further discussion took place amongst Council, staff, and Ms. Stuhan regarding the motion and possible scenarios that would happen upon approval or denial.

Ultimately, the consensus among Council was that, although they do not feel that an Agritourism Permit is appropriate, they'd like Mr. Mansker to be able to continue what he's doing until the code can be changed. It was made very clear amongst Council as well that they'd like Mr. Mansker to be as respectful and courteous to his neighbors to ensue unity amongst citizens.

Unfortunately, however, there doesn't seem to be the correct avenue in place for that to happen, so they will need to take the necessary next steps to get the code changed, and in fixing code, they need to be able to meet the needs and desires of all citizens without giving special privileges out.

6. **Adjournment** With no further objection, the meeting adjourned at 8:56 p.m.

Mayor Dee Jenkins

Attest: Town Clerk Cindy Pemberton

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on June 15, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Cindy Pemberton, Town Clerk

DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
BUSINESS RESOURCE AND INNOVATION CENTER BRIC
385 S. MAIN STREET
TUESDAY, JUNE 20, 2023 AT 3:00 P.M.

1. Call to Order

Mayor Jenkins called the meeting to order at 3:02 p.m.

2. Roll Call. Council Members Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock, Vice Mayor Marie Moore and Mayor Dee Jenkins

Also Present: SGR Consultant Debra Stapleton, Interim Manager Barbara Goodrich and former Interim Manager Gayle Mabery. Gayle Mabery attended via zoom.

3. Pledge of Allegiance

Jackie Baker led the Pledge of Allegiance

4. RECESS INTO AND HOLD EXECUTIVE SESSION ON AGENDA ITEM 5.

On a motion by Councilor Baker seconded by Councilor McPhail Council voted unanimously to recess into and hold Executive Session on Agenda Item 5.

Councilor Baker – aye
Councilor Escoffier – aye
Councilor Murdock – aye
Councilor McPhail – aye
Councilor Godwin – aye
Vice Mayor Moore – aye
Mayor Jenkins – aye
Motion passes 7-0

Council adjourned into Executive Session at 3:04 p.m.

5. INTERVIEWS OF CAMP VERDE TOWN MANAGER FINALIST CANDIDATES. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(1) to interview and discuss Finalist Candidates for the Town Manager position. No evaluation of any current employee will be conducted. Candidates being interviewed include: John Barkley; Gary Edwards; and Tedmond Soltis. Staff Resource: Interim Town Manager Barbara Goodrich.

RECONVENE OPEN SESSION

Reconvened Open Session at 6:56 p.m.

6. ADJOURNMENT

With no further objection the meeting adjourned at 6:56 p.m.

Mayor Dee Jenkins

Attest: Barbara Goodrich-Interim Town Manager

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on June 20, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Barbara Goodrich- Interim Town Manager

DRAFT MINUTES
TOWN OF CAMP VERDE
SPECIAL SESSION
MAYOR AND COUNCIL
BUSINESS RESOURCE AND INNOVATION CENTER BRIC
385 S MAIN STREET
WEDNESDAY, JUNE 21, 2023 AT 9:00 A.M.

1. Call to Order

Mayor Jenkins called the meeting to order at 9:00 a.m.

2. Roll Call. Council Members Jackie Baker, Wendy Escoffier, Robin Godwin, Cris McPhail, Jessie Murdock (arrived at 9:03 a.m.) Vice Mayor Marie Moore and Mayor Dee Jenkins.

Also Present: SGR Consultant Debra Stapleton, Interim Manager Barbara Goodrich former Interim Manager Gayle Mabery, and Town Attorney Trish Stuhan (arrived at 11:30 a.m.). Gayle Mabery attended via zoom.

3. Pledge of Allegiance

Vice Mayor Marie Moore led the Pledge of Allegiance.

4. RECESS INTO AND HOLD EXECUTIVE SESSION ON AGENDA ITEMS 5 AND 6.

On a motion by Councilor McPhail, seconded by Councilor Escoffier, Council voted to go into Executive Session for items 5 and 6.

Roll Call

Councilor Baker – aye
Councilor Escoffier – aye
Councilor Murdock – aye
Councilor McPhail – aye
Councilor Godwin – aye
Vice Mayor Moore – aye
Mayor Jenkins – aye

Motion passed 7-0

Council Adjourned into Executive Session at 9:03 a.m.

5. INTERVIEWS OF CAMP VERDE TOWN MANAGER FINALIST CANDIDATES. Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(1) to interview and discuss Finalist Candidates for the Town Manager position. No evaluation of any current employee will be conducted. Candidates being interviewed include: Scott Meszaros and David Williams. Staff Resource: Interim Town Manager Barbara Goodrich.

- 6. DISCUSSION, CONSIDERATION AND POSSIBLE ACTION RELATING TO CAMP VERDE TOWN MANAGER CANDIDATES AND TERMS FOR CONTRACT NEGOTIATIONS WITH AN INDIVIDUAL IDENTIFIED FOR POSSIBLE APPOINTMENT AS TOWN MANAGER.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(1) to discuss Town Manager Finalist Candidates (John Barkley, Gary Edwards, Scott Meszaros, Tedmond Soltis and David Williams); ARS §38-431.03(A)(3) for discussion or consultation for legal advice with the Town Attorney; and, ARS §38-431.03(A)(4) for discussion or consultation with the Town Attorney in order to consider its position and instruct the Town Attorney regarding the Council's position regarding terms of a possible Town Manager contract. No evaluation of any current employee will be conducted. Staff Resource: Interim Town Manager Barbara Goodrich and Town Attorney Trish Stuhan.

The location of the Executive Session was moved from 385 S. Main Street, Camp Verde, AZ to 473 Main Street, Camp Verde for discussion at 11:30 a.m.

RECONVENE OPEN SESSION

Council Reconvened Open Session at 5:17 p.m.

After two full days of interviews with a great pool of applicants, the Council extends their thanks to all who participated. The Council provided direction in Executive Session to the Town Attorney to start contract negotiations and to come back in a future Council meeting for action.

7. ADJOURNMENT

With no further objection, the meeting adjourned at 5:19 p.m.

Mayor Dee Jenkins

Attest: Barbara Goodrich-Interim Town Manager

CERTIFICATION

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on June 21, 2023. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this _____ day of _____, 2023.

Barbara Goodrich- Interim Town Manager

DRAFT

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Agenda Item Submission Form – Section I

Meeting Date:

- ☒ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Pre-Session Agenda

Requesting Department: Risk Management

Staff Resource/Contact Person: Heather Vinson

Agenda Title (be exact): **APPROVAL OF RESOLUTION 2023-1114: A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, APPROVING THE DESIGNATION OF APPLICANT'S AUTHORIZED REPRESENTATIVE AND ALTERNATE AUTHORIZED REPRESENTATIVE FORMS SUBMISSION TO THE ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS, WHICH DESIGNATES THE TOWN'S REPRESENTATIVES FOR APPLYING FOR CERTAIN PUBLIC ASSISTANCE; AND AUTHORIZING THE APPLICANT'S AUTHORIZED REPRESENTATIVES TO EXECUTE AND DELIVER SAID APPLICATION ON BEHALF OF THE TOWN OF CAMP VERDE.**

List Attached Documents:

Estimated Presentation Time: N/A

Estimated Discussion Time:

Reviews Completed by:

☒ Department Head: Heather Vinson ☒ Town Attorney Comments: N/A (Review Completed)

☒ Finance Department
Fiscal Impact: Potential for reimbursement of expenses associated with March 2023 flooding damage.

Budget Code: _____ Amount Remaining: _____
Comments:

Background Information:

The designation of the Authorized Representative and Alternate Authorized Representative by resolution is part of Arizona's official process for the Town of Camp Verde to apply for financial assistance related to damages incurred from an emergency or disaster that exceeds available resources under the Disaster Relief Act. This application is being submitted for damages caused by the flooding event of March 2023 in the Verde Lakes area of Camp Verde through the Arizona Department of Emergency and Military Affairs.

Recommended Action (Motion): **APPROVAL OF RESOLUTION 2023-1114**

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, APPROVING THE DESIGNATION OF APPLICANT'S AUTHORIZED REPRESENTATIVE AND ALTERNATE AUTHORIZED REPRESENTATIVE FORMS SUBMISSION TO THE

**ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS,
WHICH DESIGNATES THE TOWN'S REPRESENTATIVES FOR APPLYING
FOR CERTAIN PUBLIC ASSISTANCE; AND AUTHORIZING THE
APPLICANT'S AUTHORIZED REPRESENTATIVES TO EXECUTE AND
DELIVER SAID APPLICATION ON BEHALF OF THE TOWN OF CAMP
VERDE.**

Instructions to the Clerk: None

RESOLUTION 2023-1114

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, APPROVING THE DESIGNATION OF APPLICANT'S AUTHORIZED REPRESENTATIVE AND ALTERNATE AUTHORIZED REPRESENTATIVE FORMS SUBMISSION TO THE ARIZONA DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS, WHICH DESIGNATES THE TOWN'S REPRESENTATIVES FOR APPLYING FOR CERTAIN PUBLIC ASSISTANCE; AND AUTHORIZING THE APPLICANT'S AUTHORIZED REPRESENTATIVES TO EXECUTE AND DELIVER SAID APPLICATION ON BEHALF OF THE TOWN OF CAMP VERDE.

BE IT RESOLVED BY THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, as follows:

Section 1. The Designation of Authorized Representative's form to the Arizona Department of Emergency and Military Affairs, which designates Heather Vinson, the Risk Management Director of the Town of Camp Verde, and Michael Showers, the Finance Director of the Town of Camp Verde, as Authorized Representative and Alternate Authorized Representative, respectively, to execute applications on behalf of the Town of Camp Verde for the purpose of obtaining financial assistance under the Disaster Relief Act, is hereby approved in the form attached hereto.

Section 2. Heather Vinson, the Risk Management Director, and Michael Showers the Finance Director, are hereby authorized and directed to take all steps necessary to carry out the purpose and intent of this Resolution.

PASSED AND ADOPTED by the Mayor and Council of the Town of Camp Verde, Arizona, this **7th day of July 2023**.

Dee Jenkins, Mayor of Camp Verde

ATTESTED BY:

Cindy Pemberton, Town Clerk

APPROVED AS TO FORM:

Trish Stuhan, Town Attorney

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Town of Camp Verde

Meeting Date: July 5th, 2023

☒ **Consent Agenda** *Decision Agenda* ☐ *Executive Session Requested*

☐ *Presentation Only* ☐ *Action/Presentation*

Requesting Department: Human Resources

Staff Resource/Contact Person: Julia Kaiser

Agenda Title (be exact): *Approval of an ammendment*to the Town's Salary Plan to include the positions of Quartermaster and Stormwater Specialist

List Attached Documents:

1. *Salary Plan as would be amended*

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by:

☒ **Department Head:** Julia Kaiser

☐ **Town Attorney Comments:** N/A

☐ **Finance Department:** N/A

Background Information: This is a revised salary range table to include new updated job titles. Approved amendments and revisions do not constitute hiring of any additional employees but are intended to be a better description of the current work performed by such employees. The suggested amendments to the salary table have no budgetary impact.

Recommended Action (Motion): *Move to approve the revisions to the Town's Salary Plan.*

Instructions to the Clerk: None

Town of Camp Verde

Permanenet Salary Range Table Effective 7/9/23

Salary Range	Minimum (Annual/Hourly)		Midpoint (Annual/Hourly)		Maximum (Annual/Hourly)		Job Classifications
1	\$ 28,808	\$ 13.85	\$35,290	\$ 16.97	\$41,772	\$ 20.08	Recreation Aide Seasonal Pool Cashier
2	\$31,200	\$ 15.00	\$38,220	\$ 18.38	\$45,240	\$ 21.75	Janitor Seasonal Pool Lifeguard Library Clerk Visitor Center Ambassador
3	\$32,760	\$ 15.75	\$40,131	\$ 19.29	\$47,502	\$ 22.84	Library Clerk, Senior
4	\$34,398	\$ 16.54	\$42,138	\$ 20.26	\$49,877	\$ 23.98	Parks & Rec Leader I
5	\$36,118	\$ 17.36	\$44,244	\$ 21.27	\$52,371	\$ 25.18	Parks & Rec Leader II
6	\$37,924	\$ 18.23	\$46,457	\$ 22.33	\$54,990	\$ 26.44	Maintenance Worker Records Specialist I Library Specialist I
7	\$39,820	\$ 19.14	\$48,779	\$ 23.45	\$57,739	\$ 27.76	Spanish Outreach Library Specialist Animal Control Officer Administrative Assistant Senior Recreation Leader Administrative Clerk Records Specialist II Library Specialist II Court Clerk Finance Clerk Quartermaster Property & Evidence Custodian Equipment Operator Permit Technician I Utilities Clerk Trainee, Utilities Clerk I
8	\$41,811	\$ 20.10	\$51,218	\$ 24.62	\$60,626	\$ 29.15	Permit Technician II Water Operator Trainee, Water Operator I Wastewater Operator Trainee, Wastewater Operator I Utilities Clerk II
9	\$43,902	\$ 21.11	\$53,779	\$ 25.86	\$63,657	\$ 30.60	Parks & Rec Coordinator Equipment Operator, Senior Stormwater Specialist Water Operator II Wastewater Operator II
10	\$46,097	\$ 22.16	\$56,468	\$ 27.15	\$66,840	\$ 32.13	Permit Technician III Maintenance Worker, Lead Court Security Officer Dispatcher Utilities Clerk III Water Operator III Wastewater Operator III Building Inspector I Youth Services Supervisor Planner, Assistant Admin to Town Manager
11	\$48,401	\$ 23.27	\$59,292	\$ 28.51	\$70,182	\$ 33.74	Public Works Analyst Code Enforcement Plans Examiner Zoning Inspector Building Inspector II

12	\$50,822	\$ 24.43	\$62,256	\$ 29.93	\$73,691	\$ 35.43	Civilian Investigator Deputy Town Clerk Human Resources Specialist Economic Development Specialist
13	\$53,363	\$ 25.66	\$65,369	\$ 31.43	\$77,376	\$ 37.20	Recreation Supervisor Accountant Planner
14	\$56,031	\$ 26.94	\$68,638	\$ 33.00	\$81,245	\$ 39.06	Streets Maintenance Foreman Peace Officer Maintenance Foreman
15	\$58,832	\$ 28.28	\$72,070	\$ 34.65	\$85,307	\$ 41.01	Dispatch Supervisor Admin Support Manager PW/ Utilities Admin Support Manager Court Supervisor
16	\$61,774	\$ 29.70	\$75,673	\$ 36.38	\$89,572	\$ 43.06	CAD Draftsman Wastewater Division Foreman Water Division Foreman Streets Supervisor
17	\$64,863	\$ 31.18	\$79,457	\$ 38.20	\$94,051	\$ 45.22	Accountant, Senior Senior Building Inspector Police Sergeant Library Manager Planner, Senior
18	\$68,106	\$ 32.74	\$83,429	\$ 40.11	\$98,753	\$ 47.48	Parks & Recreation Manager
19	\$71,511	\$ 34.38	\$87,601	\$ 42.12	\$103,691	\$ 49.85	Water Division Manager Wastewater Division Manager
20	\$75,087	\$ 36.10	\$91,981	\$ 44.22	\$108,875	\$ 52.34	Chief Building Official Court Administrator
21	\$78,841	\$ 37.90	\$96,580	\$ 46.43	\$114,319	\$ 54.96	Economic Development Project Manager CIP Project Manager Civil Engineer
22	\$82,783	\$ 39.80	\$101,409	\$ 48.75	\$120,035	\$ 57.71	Library Director
23	\$86,922	\$ 41.79	\$106,479	\$ 51.19	\$126,037	\$ 60.59	Risk Manager Town Engineer Town Clerk Lieutenant Public Works Deputy Director
24	\$91,268	\$ 43.88	\$111,803	\$ 53.75	\$132,339	\$ 63.62	Commander Civilian Commander
25	\$95,832	\$ 46.07	\$117,394	\$ 56.44	\$138,956	\$ 66.81	Economic Development Director Human Resources Director Parks & Rec Director Community Development Director
26	\$100,623	\$ 48.38	\$123,263	\$ 59.26	\$145,904	\$ 70.15	Finance Director Public Works Director Utilities Director
27	\$105,654	\$ 50.80	\$129,426	\$ 62.22	\$153,199	\$ 73.65	
28	\$110,937	\$ 53.34	\$135,898	\$ 65.34	\$160,859	\$ 77.34	Town Marshal
29	\$116,484	\$ 56.00	\$142,693	\$ 68.60	\$168,902	\$ 81.20	
30	\$122,308	\$ 58.80	\$149,827	\$ 72.03	\$177,347	\$ 85.26	Deputy Town Manager
31	\$128,423	\$ 61.74	\$157,319	\$ 75.63	\$186,214	\$ 89.53	
32	\$134,845	\$ 64.83	\$165,185	\$ 79.42	\$195,525	\$ 94.00	
33	\$141,587	\$ 68.07	\$173,444	\$ 83.39	\$205,301	\$ 98.70	Town Manager

	\$148,666	\$ 71.47	\$182,116	\$ 87.56	\$215,566	\$ 103.64	
	\$156,099	\$ 75.05	\$191,222	\$ 91.93	\$226,344	\$ 108.82	

	MAX
	45%



Agenda Item Submission Form – Section I

Meeting Date: July 5, 2023

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

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Approve Resolution 2023-1115, A Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, designating the Chief Fiscal Officer to officially submit the Fiscal year 2024 Expenditure Limitation Report to the Arizona Auditor General.

List Attached Documents: 1) Resolution 2023-1115

Estimated Presentation Time: N/A

Estimated Discussion Time: N/A

Reviews and comments Completed by:

- ☐ Town Manager: _____ ☐ Department Head: _____
☒ Town Attorney Comments: Reviewed as to form _____
☐ Risk Management: _____
☒ Finance Department
Fiscal Impact:
Budget Code: N/A Amount Remaining: _____

Comments: The State is requiring that this resolution be adopted annually by Council. The resolution is provided and utilized verbatim from the State.

Background Information:

Recommended Action (Motion): Approve Resolution 2023-1115, allowing Finance Director Michael Showers to submit the Annual Expenditure Limitation Report to the State on behalf of the Town of Camp Verde for FY24.

Instructions to the Clerk: Please have all parties sign the resolution and return it to the Finance Director for submission with the form.

RESOLUTION NO. 2023-1115

A Resolution of the Mayor and Common Council of the Town of Camp Verde, Arizona, designating the Chief Fiscal Officer for Officially submitting the Fiscal year 2024 Expenditure Limitation Report to the Arizona Auditor General.

RECITALS:

WHEREAS, A.R.S. §41-1279.07(E) requires each county, city, town, and community college district to annually provide to the Arizona Auditor General by July 31 the name of the Chief Fiscal Officer the governing body designated to officially submit the current year's annual expenditure limitation report (AELR) on the governing body's behalf; and

WHEREAS, the Town of Camp Verde Mayor and Council desires to designate Michael Showers, as the Town's Chief Fiscal Officer.

WHEREAS, Entities must submit an updated form and documentation for any changes in the individuals designated to file the AELR.

ENACTMENTS:

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF CAMP VERDE MAYOR AND COUNCIL as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. Michael Showers is hereby designated as the Town's Chief Fiscal Officer for purposes of submitting the fiscal year 2024 AELR to the Arizona Auditor General on the governing body's behalf.

PASSED AND ADOPTED by the Town of Camp Verde, Arizona Mayor and Council, this 5th day of July, 2023.

Attested to:

Dee Jenkins, Mayor

Cindy Pemberton, Town Clerk

Reviewed by:

Barbara Goodrich, Town Manager

Approved as to form:

Trish Stuhan, Town Attorney



Agenda Item Submission Form – Section I

Meeting Date: July 5, 2023 Town Council

☒ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Community Development

Staff Resource/Contact Person: BJ Ratlief, Planner

Agenda Title (be exact): Approval of Annual renewal for Use Permit 20210297 for the purpose of operating a Bed and Breakfast on two (2) parcels comprising approximately 3.29 acres. The property is zoned R1-35 (Residential: Single-Family, 35,000 square foot minimum) and located on Schaeffer Lane, just south of East Stolen Boulevard (APNS 404-04-047G and 404-04-047H).

List Attached Documents:

- A. Resolution 2021-1070
- B. Minutes from 2022 Council Extension
- C. Site Plan Approved in 2021
- D. Zoning Map

Background Information: On July 7, 2021, the Town Council passed Resolution 2021 – 1070 (Attachment A), approving Use Permit 20210297. The resolution states that the approval is valid for three (3) years, with an annual renewal to be approved by Town Council (based on the original approval date). The bed and breakfast, known as RRR Ranch Cabins, is complete and has been operating for two (2) years.

Since the original approval in 2021, the Town Council has approved one annual renewal. This occurred on July 6, 2022 (Attachment B).

The Town has received no complaints from neighbors and the property is in compliance with the requirements of their original Use Permit. Zoning Inspector Wheeler and Planner Mulcaire conducted an on-site inspection on June 19, 2023. There were no concerns noted at the time of the inspection.

Staff Recommendation: Motion to approve the renewal of Use Permit 20210297 for an additional year, July 5, 2024.



RESOLUTION NO. 2021-1070

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA, APPROVING USE PERMIT 20210297 FOR THE PURPOSE OF OPERATING BED & BREAKFASTS, LOCATED ON TWO (2) PARCELS COMPRISING OF APPROXIMATELY 3.29 ACRES, SITUATED IN AN R1-35 (RESIDENTIAL: SINGLE FAMILY, 35,000 SQUARE FOOT MINIMUM LOT SIZE) DISTRICT, ON SCHAEFFER LANE JUST SOUTH OF STOLEN BOULEVARD, ON PARCELS 404-04-047G AND 404-04-047H, CAMP VERDE, YAVAPAI COUNTY, ARIZONA.

WHEREAS, the Planning & Zoning Ordinance and Subdivision Regulations, provide criteria under Section 601.C, Zoning Decisions, Use Permit Approvals, for the orderly use of the land in conformation with the General Plan and Town standards; and,

WHEREAS, a request for approval of Use Permit 20210297 was filed by Randy and Debbie Jo Rosane, who are the owners of Parcels 404-04-047G and 404-04-047H, on May 6, 2021; and,

WHEREAS, the purpose of the Use Permit is to establish a bed and breakfast on each of the two adjoining parcels, which requires the approval of a Use Permit within an R1-35 District, in accordance with Section 203, Use Districts, and subject to the criteria in Section 601.C, Zoning Decisions, Use Permit Approvals; and,

WHEREAS, the request was reviewed by the Planning and Zoning Commission in a Regular Session on June 10, 2021, and by the Town Council in a Regular Session on July 7, 2021, in public hearings that were advertised and posted according to state law; and,

WHEREAS, the Planning and Zoning Commission provided a recommendation to the Mayor and Common Council of conditional approval to proceed with the Use Permit, with assurance of compliance with the General Plan and Planning and Zoning Ordinance, upon completion of the conditions; and,

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE:

The Town Council hereby finds as follows:

1. The site has been inspected by Town Engineering Staff and has determined there is no need for a grading and/or drainage permit for the driveway excavated on the east side of the parcel.
 - a. The excavation serves to improve drainage issues from other parcels.
 - b. The walls of the excavated area appear stable and are in no need of additional support at this time.
 - c. The applicants understand that this area could be subject to channeling storm water drainage from other parcels and will manage the flow during potential flood events.
2. Guest Spaces:
 - a. The main house at 2157 S. Schaeffer will not be able to have guests until construction is complete and a Certificate of Occupancy issued.
 - b. The guest house on 2097 S. Schaeffer may be rented as two units, under the Bed & Breakfast use.

- c. Permits will be required for the construction of any additional guest bedroom spaces or other accessory structures.
3. Additional animals may not exceed what is allowed per Section 305 of the Planning & Zoning Ordinance.
4. The Use Permit shall be valid for three (3) years, with an annual review and renewal to be approved by Town Council (based on the date of their original conditional approval). At the end of the three years, the extension of the Use Permit may be considered with additional time limits, or in perpetuity, based on the demonstration of successful compliance with the Town regulations.
5. If the northern parcel is sold, the Use Permit would stay with the land. In this event, the new owner would be required to have an on-site host. The Use Permit would be divided and the both owners would be subject to the review and renewal process described in Item 4.
6. Violations of the terms of this Use Permit or Town regulations voids the Use Permit.

PASSED AND APPROVED BY A MAJORITY OF THE TOWN COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, ON THIS 7th DAY OF JULY, 2021.


Dee Jenkins, Mayor

7/8/2021
Date

ATTEST:

APPROVED AS TO FORM:


Town Attorney


Cindy Pemberton, Town Clerk

**ATTACHMENT B EXCERPT
FROM COUNCIL MINUTES
JULY 6, 2022**

square foot lot) to C3 (Commercial: Heavy Commercial) for approximately four (4) acres, specifically described in Exhibit A (currently parcel 403-22-019J), located off of W. Wilshire Boulevard and W. Moonrise Drive, Town of Camp Verde, Yavapai County Arizona.

Roll Call Vote:

Councilor Baker: Aye
Councilor McPhail: Aye
Councilor Whatley: Aye
Councilor Moore: Aye
Councilor Murdock: Aye
Mayor Jenkins: Aye
Motion Carried: 6:0

- 9. **Discussion Consideration and Possible Approval of an Annual renewal of Use Permit 20210297 for the purpose of operating a Bed and Breakfast on two (2) parcels comprising approximately 3.29 acres. The property is zoned R1-35 (Residential: Single-Family, 35,000 square foot minimum) and located on Schaeffer Lane, just south of East Stolen Boulevard (APNs 404-04-047G and 404-04-047H). Staff Resource: John Knight**

Mayor Jenkins called for clarification stating the staff report indicated this item as Consent Agenda, Clerk Pemberton stated it looked like a clerical error, it should be a decision item.

Director Knight stated this was originally anticipated as a consent agenda item, previously use permit extensions were consent items. Knight explained this is an extension of Use permit previously approved by Council one year ago. The applicants have been operating their bed and breakfast for a year, there have been no problems or concerns. The original use permit is valid for three years with an annual review and at the end of the three years, the extension of the Use permit may be considered.

Mayor Jenkins asked if the owner would like to speak.

Owner Randy Rosan stated the project is going very well, it is a work in progress get most of clients that are coming to the area for recreational purposes. Most of them come because of the reviews they receive on Air B&B.

In response to questions from Council, Director Knight stated Use Permits should be approved on conditions and operations, should be reviewed for compliance, believe there is a little bit of change in policy going forward this Council is interested in having a Use Permit for a period of time. A better policy going forward is giving conditions. Unfortunately, if Council did not approve extensions, the property owner has spent a great deal of money on this project. Use Permits do go with the property. This was approved by a Resolution and the only way to change a Resolution is by another Resolution.

Councilors stated support and indicated it makes sense to do it in perpetuity.

On a motion by Baker seconded by McPhail, Council voted to approve the renewal of Use Permit 20210297 for an additional year to July 7, 2023.

Roll Call Vote:

Councilor Baker: Aye

Councilor McPhail: Aye

Councilor Whatley: Aye

Councilor Moore: Aye

Councilor Murdock: Aye

Mayor Jenkins: Aye

Motion Carried: 6:0

- 10. Discussion, Consideration, and Possible Approval to order up to 11 vehicles not to exceed \$640,000.00 for the departments of Community Development, Public Works and Library. The vehicles would be ordered/purchased using 2023 FY Budgeted funds. Staff Resource: Russ Martin**

Manager Martin stated he has been working with staff over the last couple of months and the manager and staff are recommending approval of 7 vehicles not to exceed \$85,000.00 annually instead of the requested 11 Vehicles. Martin explained all 11 vehicles are not necessary at this time, there are some vehicles that can be moved to different departments, the spreadsheet in the packet explains the vehicles that would be purchased and some of the vehicles that would be shifted to other departments. The Town would be looking at a 5-year lease program, based on orders and purchased at the end of the lease.

In response to questions regarding maintenance on the Leased Vehicles Martin stated the maintenance is included in the lease price, not the replacement of tires, but contracted with local businesses.

On a motion by Murdock, seconded by McPhail Council moved to approve the order of seven (7) vehicles for an annual cost of up to \$85,000.00 per year as the manager recommended.

Roll Call Vote:

Councilor Baker: Aye

Councilor McPhail: Aye

Councilor Whatley: Aye

Councilor Moore: Aye

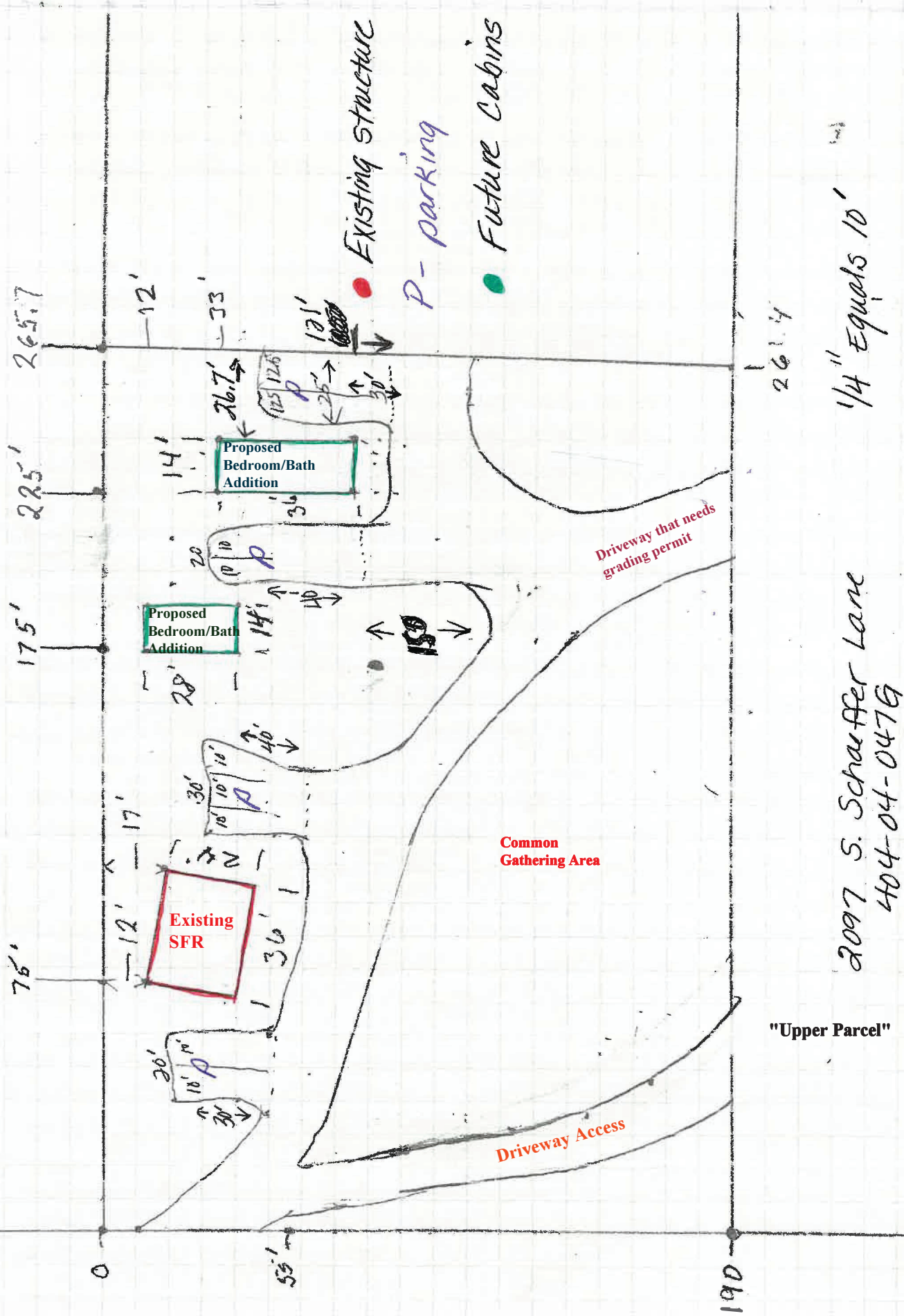
Councilor Murdock: Aye

Mayor Jenkins: Aye

Motion Carried: 6:0

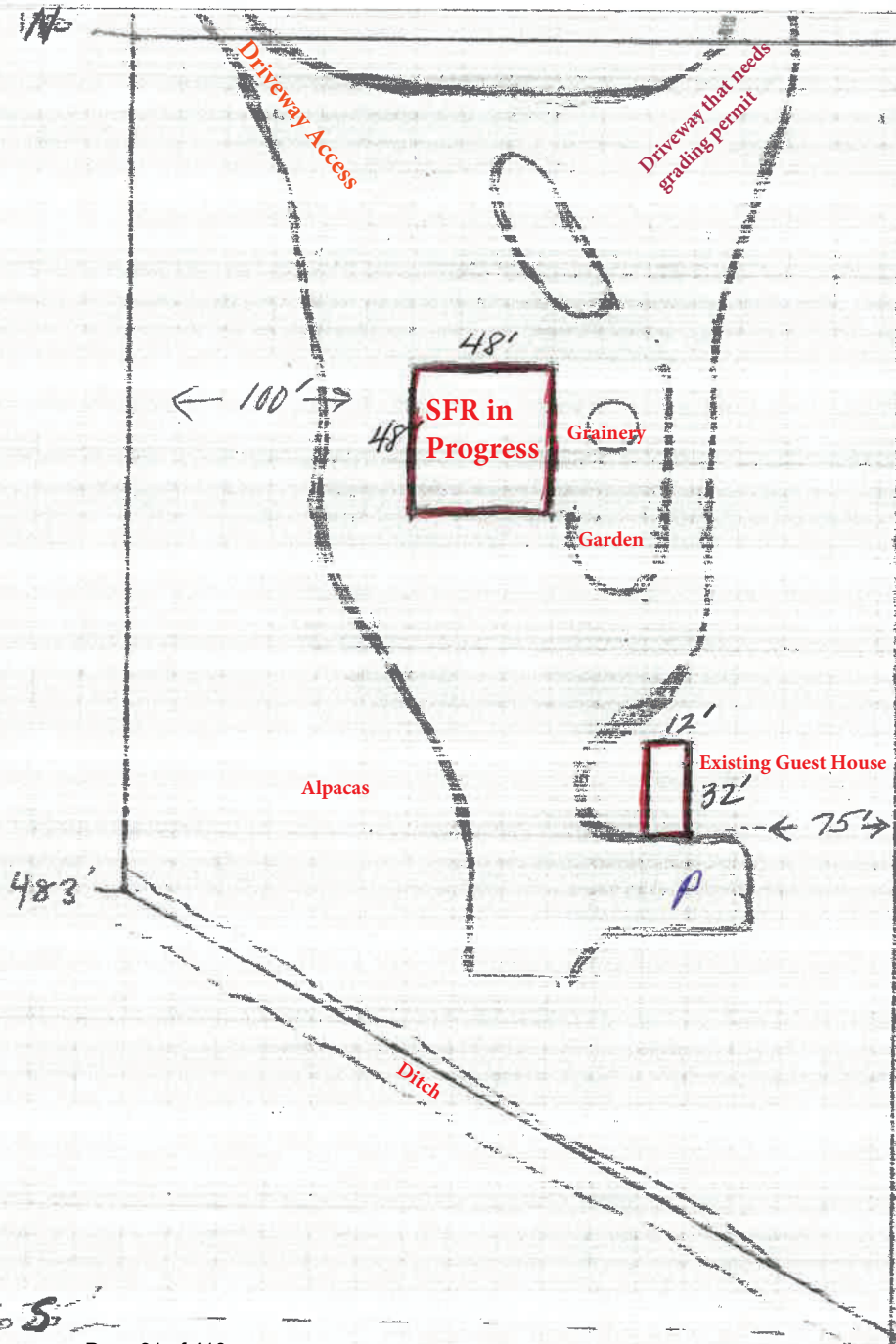
Randy + Debbie Jo Rosare - RRR Ranch Cabins
928-200-6912

Schaeffer Lane



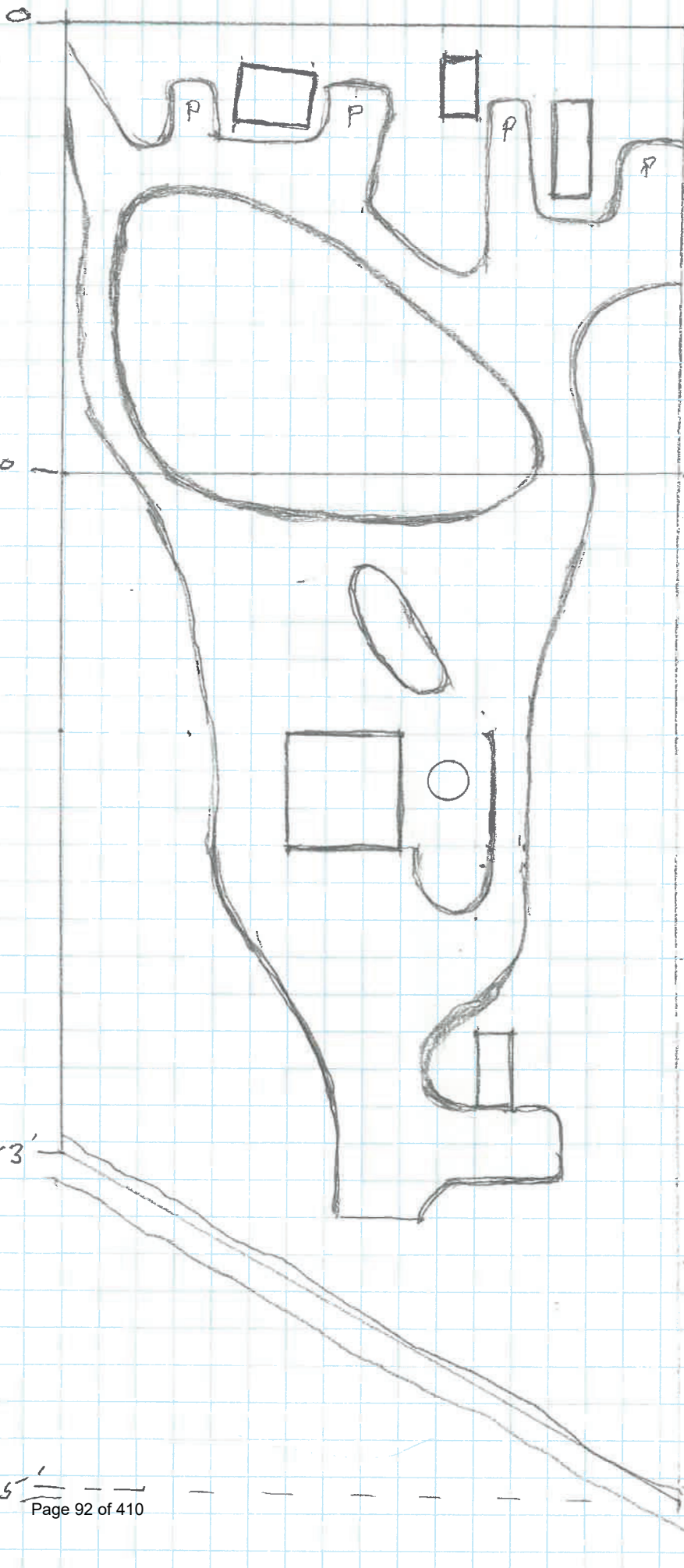
Randy + Debbie To Rosane - RRR Ranch Cabins
928-200-6912

2157 S. Schaeffer Lane
404-04-047H



Existing structures
P - parking

"Lower Parcel"



RRR Ranch Cabins

Randy + Debbie Jo
Rosane

404-04-047G
←

Overview of
both parcels
together.

404-04-047H
←

1/4" EQUALS 16'



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Agenda Item Submission Form – Section I

Meeting Date: July 5, 2023

- ☒ Consent Agenda ☐ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Library

Staff Resource/Contact Person: Kathy Hellman

Agenda Title (be exact): Approval and Renewal of Facilities Use Agreement between the Town of Camp Verde and Camp Verde Adult Reading Program

List Attached Documents: Town of Camp Verde Facilities Use AGREEMENT Between the Town of Camp Verde And Camp Verde Adult Reading Program

Estimated Presentation Time: 0

Estimated Discussion Time: 0

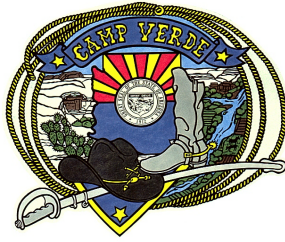
Reviews and comments Completed by:

- ☐ Town Manager: _____ ☒ Department Head: Kathy D Hellman _____
☐ Town Attorney Comments: _____
☒ Risk Management: Insurance is up to date _____
☐ Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments:

Background Information: The Facilities Use Agreement between the Town of Camp Verde and Camp Verde Adult Reading Program has been to the mutual benefit of both parties and the community. The Library wishes to continue the relationship and extend the agreement through June 30, 2028.

Recommended Action (Motion): Approve the renewal of the Facilities Use Agreement between the Town of Camp Verde and Camp Verde Adult Reading Program.

Instructions to the Clerk:



Town of Camp Verde Facilities Use AGREEMENT

**Between
The Town of Camp Verde
And
Camp Verde Adult Reading Program**

The Parties to this Facilities Use AGREEMENT (herein referred to as "AGREEMENT") are the Camp Verde Adult Reading Program (herein referred to as the "Adult Reading Program") and the Town of Camp Verde Community Library, Yavapai County, Arizona, a municipal corporation of the State of Arizona (herein referred to as the "Town").

The parties agree that the point of contacts for the respective parties are as follows:

For the Town:

Kathy D Hellman, Library Director

Camp Verde Community Library
130 N Black Bridge Road
Camp Verde, AZ 86322

For the Program:

Mickelle (Kelly) Roberts, Director

Camp Verde Adult Reading Program
-130 N Black Bridge Road
Camp Verde, AZ 86322

Purpose of this AGREEMENT: To facilitate certain uses of Town property, to support and promote the Adult Reading Program, and opportunities that benefit the public, the Adult Reading Program and the Town.

This Agreement is made with reference to the following factors:

- 1. Property and Use:** The Town agrees that the Camp Verde Adult Reading Program (CVARP) is authorized to utilize certain Town-owned properties and facilities within the corporate limits of the Town, for the Adult Reading Program to benefit the public.

The authorized Town facilities at Camp Verde Community Library that CVARP may utilize for their program include:

- The Center, referred to on the Architectural Floor Plan as the busin./conf., office.2, and quiet rm.1 and its associated work and storage areas;
- Office.2 and its associated work and storage areas shall be shared with library staff and is subject to stipulations below during the duration of the AGREEMENT;
- library public restrooms, staff & volunteer break room, work.2 and related parking lots;
- and other spaces shall be shared, subject to Library approval and reserved on an as available basis.

The Adult Reading Program may also intermittently use other Library facilities as available and subject to standard Library scheduling and use requirements as an extension of this AGREEMENT. Such use shall be requested and coordinated through the Library and subject to its approval.

The Adult Reading Program agrees to conduct all activities associated with this AGREEMENT in a professional, careful and safe manner. When using any Town-assigned facility, or any portion thereof, the Adult Reading Program agrees to comply with all applicable State, Federal or Town ordinances and regulations. It is further understood that the Adult Reading Program will adhere to all written Town policies concerning the use and occupancy of any particular Town-assigned facility. Upon the completion of any use related herein, the Adult Reading Program agrees to leave any Town-assigned facility in as good order and condition as existed prior to the Adult Reading Program use thereof.

- 2. Relocation of Use:** The parties agree that under certain circumstances, i.e. an emergency or an event beyond the Library's control that may necessitate the relocation of any of the Adult Reading Program use herein provided that such use can be relocated. This decision shall be so determined at the sole discretion of the Library concerning which particular Town-owned properties and facilities can be utilized under certain circumstances for the Adult Reading Program use.
- 3. Cancellation of use:** The Library reserves its right to cancel the use of any preset time and place of usage for Library-assigned facility if the facility becomes unavailable for any reason, including emergencies. The Library will timely notify the Adult Reading Program by verbal notification (as well as in writing to the Adult Reading Program, if time allows) of any changes affecting the times, dates or places of use of said Library-assigned facility; based upon the prevailing facts and circumstances, as soon as the Library is made aware that the requested facility is no longer available to the Adult Reading Program for the preset time and place of said Library-assigned facility.

The Adult Reading Program also reserves its right to cancel the use of any preset time and place

of usage of Library-assigned facility if the Adult Reading Program cannot hold their activities for any reason, including emergencies. The Adult Reading Program will timely notify the Library by verbal notification (as well as in writing to the Library, if time allows) of any changes affecting the times, dates or places of use of said Library-assigned facility; based upon the prevailing facts and circumstances, as soon as the Adult Reading Program is made aware that they will not meet at the pre-set time and place of said Library-assigned facility.

4. **Term:** The term of the AGREEMENT shall be for a period commencing on this 1st day of July, 2023 and end on this 30th day of June 2028. This AGREEMENT may be renewed upon the mutual agreement of both parties, under the same terms and conditions or re-negotiated. The Adult Reading Program shall participate in this process through the Town of Camp Verde Community Library.
5. **Facility User Fees:** The Town of Camp Verde Community Library agrees that in consideration for the adult literacy programs and other positive and educational classes provided by the Adult Reading Program free of charge to residents of Camp Verde that facility user fees for facility rent, basic utilities, repairs, regular cleaning and maintenance will be waived for this AGREEMENT except for damage repair fees mentioned elsewhere in this AGREEMENT.
6. **Improvements:** The Adult Reading Program shall not make any modifications or improvements to Library facilities without prior consent of the Library. Any office equipment, supplies or other materials brought to Library facilities by the Adult Reading Program shall remain the property of the Adult Reading Program. Storage of items on Library property by the Adult Reading Program shall be those appropriate for the conduct of its programs.
7. **General Maintenance:** The Library will be responsible for general maintenance of the structure including walls, ceiling, windows, doors, electrical, plumbing and Internet. The Adult Reading Program is responsible for maintenance of items brought into the building such as furniture, computers, cubicles, and laptops.
8. **Insurance:** In connection to the Adult Reading Program use of Library-assigned facilities the Adult Reading Program will:

Procure at their own expense and maintain during the term hereof, a property insurance policy of General Liability Insurance of at least \$500,000.00 per occurrence and \$1,000,000.00 against claims for the bodily injury, death and property damage. Insurance provided by the Adult Reading Program shall be primary and insurance provided by the Town shall not contribute to liability covered by the Adult Reading Program insurance coverage.

The Adult Reading Program's Certificate of Insurance/Description of Operations Box must: 1) name the Town as Additional Insured; and 2) include a description of operations.

The Adult Reading Program shall provide, simultaneously, to the Town: 1) a Certificate of Insurance evidencing such insurance coverage; and 2) the Corresponding Endorsement relative to the Town being named as additionally insured; and 3) the fully executed facilities AGREEMENT.

The receipt of any Certificate of Insurance and Endorsement does not constitute an agreement by the Town of Camp Verde that insurance requirements have been met.

The Adult Reading Program shall keep said policy in force for the duration of this AGREEMENT, and for any extension thereof. Additionally, the Certificate of Insurance and corresponding endorsements relative to the Town being named as additionally insured shall be provided to the Town, annually, when the Adult Reading Program insurance policies are renewed. These documents shall be mailed or delivered to the Risk Manager at 473 S. Main St., Ste 102, Camp Verde, AZ 86322.

- 9. Indemnification:** The Adult Reading Program agrees to conduct its activities in any Library-assigned facilities in a careful and safe manner. The Adult Reading Program shall indemnify, defend and hold harmless the Town and its officials, officers and employees from and against any and all claims, losses, liability, costs and expenses, including reasonable attorneys' fees (collectively, "Claims") arising out of this AGREEMENT but only to the extent that such Claims arise out of any act, omission negligence, misconduct or other fault of the Adult Reading Program or its officials, officers, agents, employees or invitees. In the event both Parties, including but not limited to employees, agents, students or invitees, participate in a liability-causing event, each Party shall contribute to the common liability at a pro rata share based upon its relative degree of fault as established by compromise, arbitration, or litigation. Notwithstanding the foregoing or any other provision of this Agreement to the contrary, any agreement by a Party to defend, hold harmless or indemnify the other Party shall be limited to, and payable only from, available insurance or self-insurance coverage for liability assumed by contract, if any, available as part of its general liability insurance program.
- 10. Damage to Facility:** If any damage occurs to the facilities by the Adult Reading Program, the Adult Reading Program must compensate the Library in order to repair the facilities.
- 11. Entire Understanding:** This AGREEMENT embodies the entire understanding and obligations between the Adult Reading Program and the Library for all uses of Library-assigned facilities pursuant to this AGREEMENT. The parties shall not be bound by, nor is either Party liable for, any statement or representations, of any nature, not set forth in this AGREEMENT. Changes of any of the provisions of this AGREEMENT shall not be valid unless completed in writing and signed by both parties.
- 12. Suspension and Termination:** A non-breaching Party may terminate this AGREEMENT for the failure of the other Party to comply with the provisions of this AGREEMENT by giving the other Party a thirty (30) day written notice of the failure to comply. Either Party may terminate this AGREEMENT immediately if the other Party files for bankruptcy or receivership, or takes any actions relating to insolvency, such as assignment for the benefit of creditors.
- 13. Assignment and Subletting:** The Adult Reading Program shall not have the right to assign this AGREEMENT, nor shall it allow any other person or entity to use or occupy a Library-assigned facility that has been authorized to be used by the Adult Reading Program pursuant to this AGREEMENT.
- 14. Arbitration:** In the event of a dispute hereunder, either Party may exercise its right to cancel this AGREEMENT in writing. At the Town's sole discretion, it may choose to resolve any dispute

pursuant to A.R.S. § 12-1518, utilizing the services of the American Arbitration Association.

- 15. Conflict of Interest:** The parties understand that this AGREEMENT is subject to cancellation pursuant to A.R.S. § 38-511, without penalty or further obligation on the part of the Adult Reading Program or the Library, if any person significantly involved in initiating, negotiating, securing, drafting or creating this AGREEMENT on behalf of the Adult Reading Program or Library, and said employee or agent of the Town in any capacity, or a consultant to the Library or the Adult Reading Program, with respect to the subject matter of this AGREEMENT, and such association creates a conflict of interest or presents an appearance of impropriety at any time while this AGREEMENT, or any extension hereof, is in effect.
- 16. Governing Law:** The laws of the State of Arizona shall govern this AGREEMENT, the courts of which shall have jurisdiction of the subject matter hereof. If any portion of this AGREEMENT is found by a court of record to be invalid, the remaining portions shall remain in full force and effect.
- 17. Authority:** The individual signing below on behalf of the Library hereby represents and warrants that he/she is duly authorized to execute and deliver this AGREEMENT on behalf of the Library and avows that this AGREEMENT is binding upon the Library in accordance with its terms. The individual signing below on behalf of the Adult Reading Program hereby represents and warrants that he/she is duly authorized to execute and deliver this AGREEMENT on behalf of the Adult Reading Program and avows that this AGREEMENT is binding upon the Adult Reading Program in accordance with its terms.

For the Town:

Date: _____

Dee Jenkins, Mayor

Town of Camp Verde, 473 S. Main Street, Rm 102
Camp Verde, AZ 86322

Attest: _____

Cindy Pemberton, Town Clerk

Date: _____

APPROVED AS TO FORM:

Date: _____

Trish Stuhan, Town Attorney

For the Camp Verde Adult Reading Program

Mickelle Roberts, Director

Date: _____

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Agenda Report Form – Section I

Meeting Date: July 5, 2023

☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Administration

Staff Resource/Contact Person: Interim Town Manager Barbara Goodrich

Agenda Title (be exact): Discussion, Consideration and Possible Approval by Council on the contract offer to Tedmond Soltis for the position of Town Manager

List Attached Documents: To be provided

Estimated Presentation Time: 5

Estimated Discussion Time: 10

Reviews and comments Completed by:

☐ Town Manager: _____ ☐ Department Head: _____

☐ Town Attorney Comments: _____

☐ Risk Management: _____

☐ Finance Department
Fiscal Impact: _____
Budget Code: _____ Amount Remaining: _____
Comments: _____

Background Information:

Recommended Action (Motion): Approve the contract with Tedmond Soltis as the Camp Verde Town Manager.

Instructions to the Clerk:

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Agenda Item 9



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: July 5, 2023

- ☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Pre-Session Agenda

Requesting Department: Town Clerk

Staff Resource/Contact Person: Cindy Pemberton

Agenda Title: Public Hearing followed by Discussion, Consideration and Possible Approval for a Class 6(Bar) Liquor License Application #247051 for Joshua Allen Horton-Low Places Bar and Grill- located at 564 S Main Street #100, Camp Verde, AZ 86322.

- Staff Comments
- Public Hearing Open
- Public Hearing Closed
- Council Discussion

List Attached Documents: Local Governing Body Report from Department of Liquor License and Control #06130048

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by: N/A

☒ Department Head: Cindy Pemberton ☐ Town Attorney Comments: N/A

☐ Finance Department N/A
Fiscal Impact: None
Budget Code: N/A Amount Remaining: _____
Comments:

Background Information

Staff received a liquor license application on 06-08-2023 and posted the necessary paper work as required by law for 20 days on 06-13-2023. All fees associated with the application have been paid. Staff has not received any comments or concerns from the public regarding the application.

Recommended Action (Motion):

Approve Class 06 (Bar) Liquor License Application #247051 for Joshua Allen Horton-Low Places Bar and Grill- located at 564 S Main Street #100, Camp Verde, AZ 86322.

Instructions to the Clerk: Process application and send to Department of Liquor License

State of Arizona
Department of Liquor Licenses and Control

Created 06/05/2023 @ 10:42:17 AM

Local Governing Body Report

LICENSE

Number:	06130048	Type:	006 BAR
Name:	LOW PLACES BAR AND GRILL		
State:	Pending		
Issue Date:		Expiration Date:	08/31/2023
Original Issue Date:	08/10/1939		
Location:	564 S MAIN STREET #100 CAMP VERDE, AZ 86322 USA		
Mailing Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA		
Phone:	[REDACTED]		
Alt. Phone:	[REDACTED]		
Email:	[REDACTED]		

Currently, this license has pending applications.

AGENT

Name:	JOSHUA ALLEN HORTON
Gender:	Male
Correspondence Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA
Phone:	[REDACTED]
Alt. Phone:	[REDACTED]
Email:	[REDACTED]

OWNER

Name:	LOW PLACES BAR AND GRILL LLC		
Contact Name:	JOSHUA ALLEN HORTON		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	23453182	State of Incorporation:	AZ
Incorporation Date:	11/29/2022		
Correspondence Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA		
Phone:	[REDACTED]		
Alt. Phone:	[REDACTED]		
Email:	[REDACTED]		

Officers / Stockholders

Name:
JOSHUA ALLEN HORTON

Title:
MEMBER

% Interest:
100.00

LOW PLACES BAR AND GRILL LLC - MEMBER

Name: JOSHUA ALLEN HORTON

Gender: Male

Correspondence Address: 887 E MAHALA DRIVE
CAMP VERDE, AZ 85331
USA

Phone: [REDACTED]

Alt. Phone:

Email: [REDACTED]

APPLICATION INFORMATION

Application Number: 247051
Application Type: Location / Owner Transfer
Created Date: 05/25/2023

QUESTIONS & ANSWERS

006 Bar

- 1) Are you applying for an Interim Permit (INP)?
No
- 4) Does the Business location address have a street address for a City or Town but is actually in the boundaries of another City, Town or Tribal Reservation?
No
- 10) Provide name, address, and distance of nearest school. (If less than one (1) mile note footage)
CAMP VERDE HIGH SCHOOL- 5 MILES
1326 E MONTEZUMA CASTLE HWY CAMP VERDE, AZ 86322
- 11) Are you one of the following? Please indicate below.
Property Tenant
Sub-tenant
Property Owner
Property Purchaser
Property Management Company
Property Tenant
- 12) Is there a penalty if lease is not fulfilled?
Yes
What is the penalty?
\$4500.00
- 13) What is the total money borrowed for the business not including the lease?
Please list lenders/people owed money for the business.
0
- 14) Is there a drive through window on the premises?
No
- 15) If there is a patio please indicate contiguous or non-contiguous within 30 feet.
NO PATIO
- 16) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No
- 23) Total Price paid for Series 6 Bar, Series 7 Beer & Wine Bar or Series 9 Liquor Store (license only)
\$85,000.00

COMPLIANCE ACTIONS

000465-19

05/10/2019 - Incident Date

05/30/2019 - Fine

06/25/2019 - Fine Payment (\$1,500.00)

06/21/2019 - Case Closed

Violations

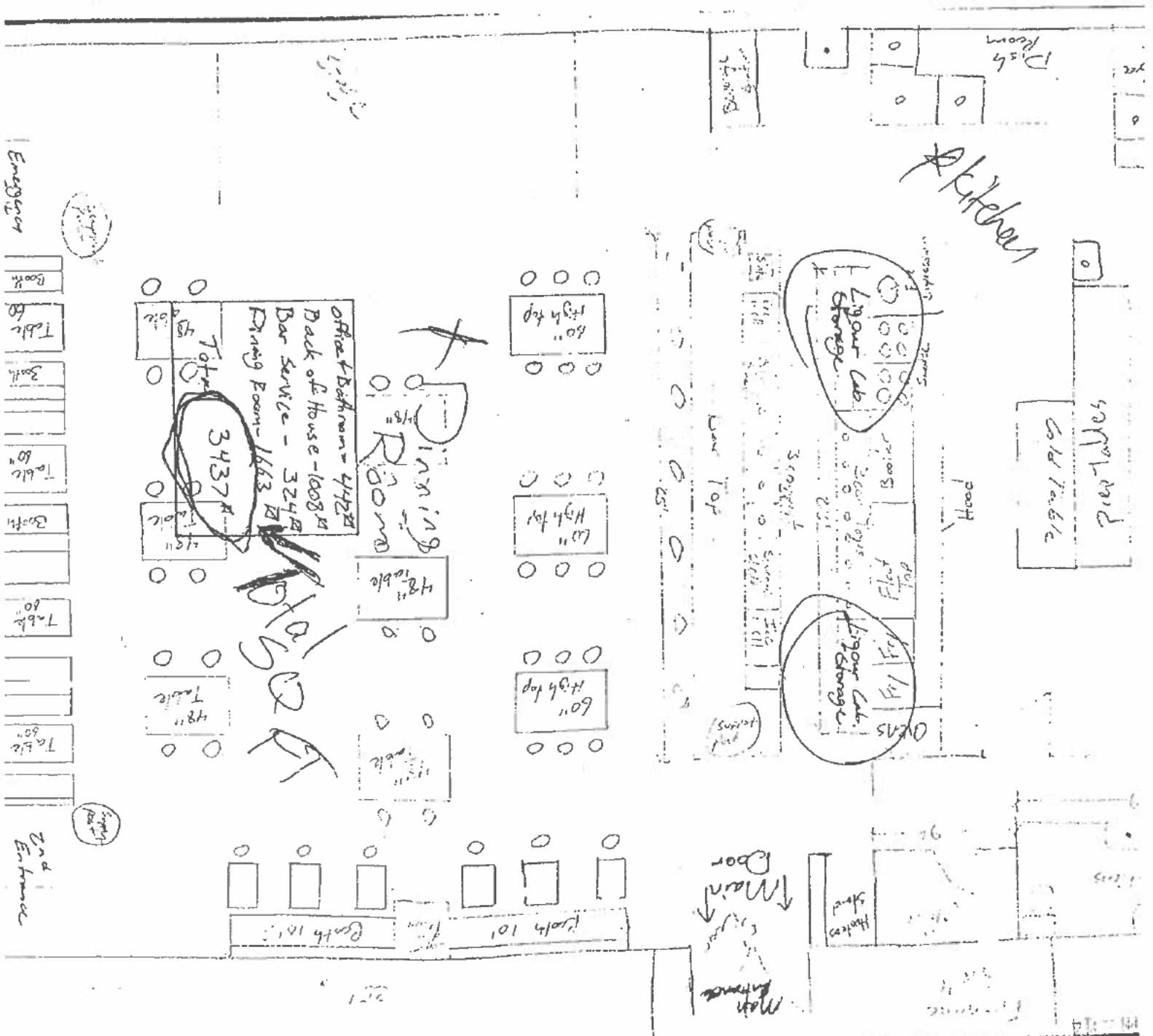
Statute	Counts	Description
4-244.14	1	Intoxicated on premises for thirty minutes.
4-244.14	1	Selling liquor to an intoxicated or disorderly person
R19-1-302	1	Knowledge of Liquor Laws and Rules

5/10/2019 Incident date

5/31/2019 Mail In Consent issued/mailed, \$1,500.00 Penalty fine assessed

6/20/2019 Signed Mail In Consent received

6/21/2019 \$1,500.00 Fine paid, Receipt #R23775





Agenda Item Submission Form – Section I

Meeting Date: July 5, 2023

- ☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Pre-Session Agenda

Requesting Department: Town Clerk

Staff Resource/Contact Person: Cindy Pemberton

Agenda Title: Public Hearing followed by Discussion, Consideration and Possible Approval for a Class 12 (Restaurant) Liquor License Application #247047 for Joshua Allen Horton-Low Places Bar and Grill- located at 564 S Main Street #100, Camp Verde, AZ 86322.

- Staff Comments
- Public Hearing Open
- Public Hearing Closed
- Council Discussion

List Attached Documents: Local Governing Body Report from Department of Liquor License and Control #247047

Estimated Presentation Time: 5 minutes

Estimated Discussion Time: 5 minutes

Reviews Completed by: N/A

☒ Department Head: Cindy Pemberton ☐ Town Attorney Comments: N/A

☐ Finance Department N/A
Fiscal Impact: None
Budget Code: N/A Amount Remaining: _____
Comments:

Background Information

Staff received a liquor license application on 06-08-2023 and posted the necessary paper work as required by law for 20 days on 06-13-2023. All fees associated with the application have been paid. Staff has not received any comments or concerns from the public regarding the application.

Recommended Action (Motion):

Approve Class 012 (Restaurant) Liquor License Application #247047 for Joshua Allen Horton-Low Places Bar and Grill- located at 564 S Main Street #100, Camp Verde, AZ 86322.

Instructions to the Clerk: Process application and send to Department of Liquor License

State of Arizona
Department of Liquor Licenses and Control

Created 06/05/2023 @ 01:49:42 PM

Local Governing Body Report

LICENSE

Number:	Type:	012 RESTAURANT
Name:	LOW PLACES BAR AND GRILL	
State:	Pending	
Issue Date:	Expiration Date:	
Original Issue Date:		
Location:	564 S MAIN STREET #100 CAMP VERDE, AZ 86322 USA	
Mailing Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA	
Phone:	[REDACTED]	
Alt. Phone:	[REDACTED]	
Email:	[REDACTED]	

AGENT

Name:	JOSHUA ALLEN HORTON
Gender:	Male
Correspondence Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA
Phone:	[REDACTED]
Alt. Phone:	[REDACTED]
Email:	[REDACTED]

OWNER

Name:	LOW PLACES BAR AND GRILL LLC	
Contact Name:	JOSHUA ALLEN HORTON	
Type:	LIMITED LIABILITY COMPANY	
AZ CC File Number:	21453182	State of Incorporation: AZ
Incorporation Date:	11/29/2022	
Correspondence Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA	
Phone:	[REDACTED]	
Alt. Phone:	[REDACTED]	
Email:	[REDACTED]	

Officers / Stockholders

Name:
JOSHUA ALLEN HORTON

Title:
MEMBER

% Interest:
100.00

LOW PLACES BAR AND GRILL LLC - MEMBER

Name: JOSHUA ALLEN HORTON
Gender: Male
Correspondence Address: 887 E MAHALA DRIVE
CAMP VERDE, AZ 85331
USA
Phone: [REDACTED]
Alt. Phone: [REDACTED]
Email: [REDACTED]

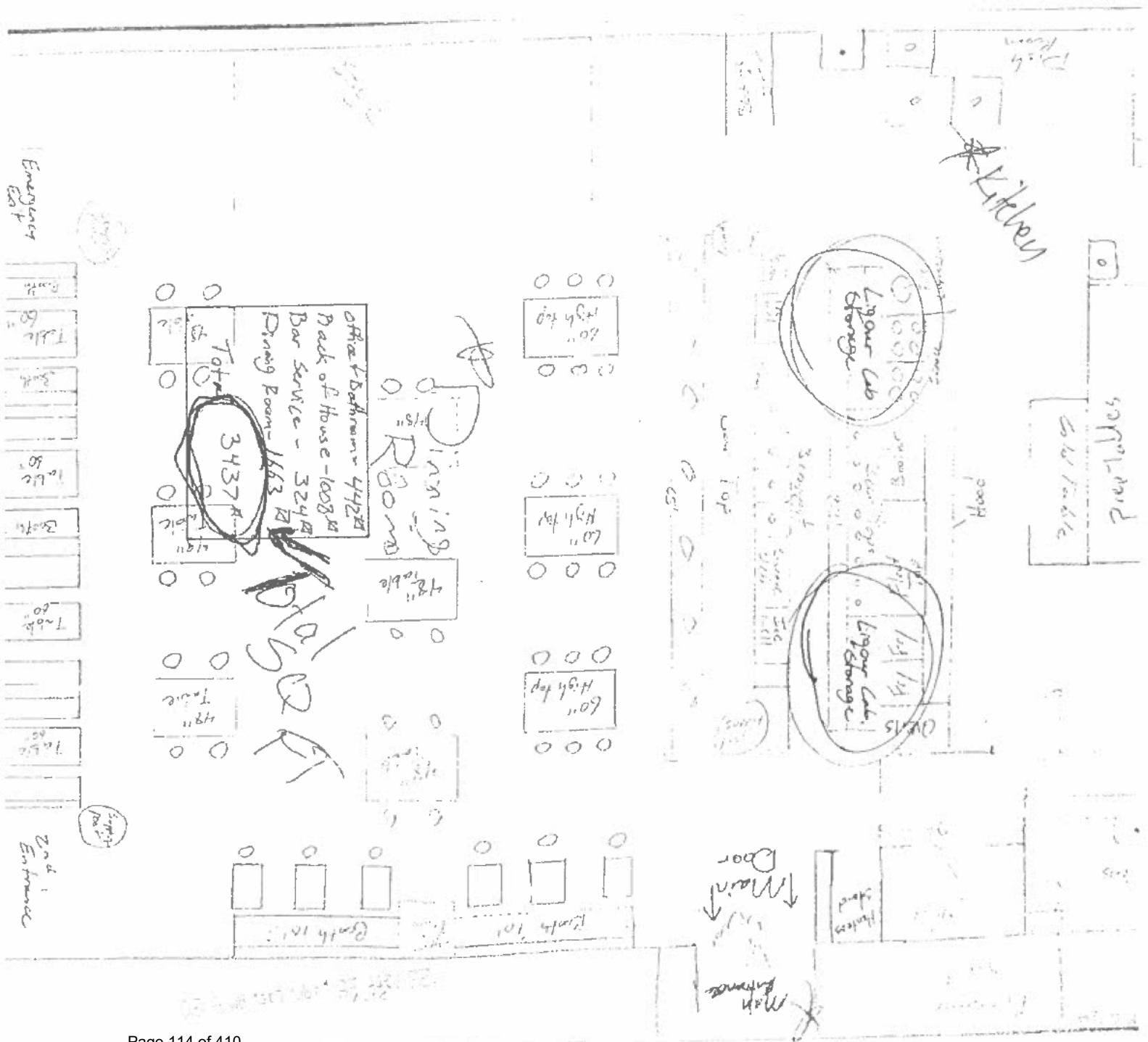
APPLICATION INFORMATION

Application Number: 247047
Application Type: New Application
Created Date: 05/25/2023

QUESTIONS & ANSWERS

012 Restaurant

- 1) Are you applying for an Interim Permit (INP)?
Yes
A Document of type INTERIM PERMIT (INP) NOTARY PAGE is required.
- 2) Are you one of the following? Please indicate below.
Property Tenant
Subtenant
Property Owner
Property Purchaser
Property Management Company
Property Tenant
- 3) Is there a penalty if lease is not fulfilled?
Yes
What is the penalty?
\$4500.00
- 4) Is the Business located within the incorporated limits of the city or town of which it is located?
Yes
- 5) What is the total money borrowed for the business not including the lease?
Please list each amount owed to lenders/individuals.
0
- 6) Are there walk-up or drive-through windows on the premises?
No
- 7) Does the establishment have a patio?
No
- 8) Is your licensed premises now closed due to construction, renovation or redesign or rebuild?
No
- 9) What type of business will this license be used for?
FULL SERVICE RESTAURANT SERVING ALCOHOL



State of Arizona
Department of Liquor Licenses and Control

Created 06/05/2023 @ 01:49:45 PM

Local Governing Body Report

LICENSE

Number:	INP130023880	Type:	INP INTERIM PERMIT
Name:	LOW PLACES BAR AND GRILL		
State:	Active		
Issue Date:	06/05/2023	Expiration Date:	09/18/2023
Original Issue Date:	06/05/2023		
Location:	564 S MAIN STREET #100 CAMP VERDE, AZ 86322 USA		
Mailing Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA		
Phone:	[REDACTED]		
Alt. Phone:	[REDACTED]		
Email:	[REDACTED]		

AGENT

Name:	JOSHUA ALLEN HORTON
Gender:	Male
Correspondence Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA
Phone:	[REDACTED]
Alt. Phone:	[REDACTED]
Email:	[REDACTED]

OWNER

Name:	LOW PLACES BAR AND GRILL LLC		
Contact Name:	JOSHUA ALLEN HORTON		
Type:	LIMITED LIABILITY COMPANY		
AZ CC File Number:	2345182	State of Incorporation:	AZ
Incorporation Date:	11-29-2022		
Correspondence Address:	887 E MAHALA DRIVE CAMP VERDE, AZ 85331 USA		
Phone:	[REDACTED]		
Alt. Phone:	[REDACTED]		
Email:	[REDACTED]		

Officers / Stockholders

Name:
JOSHUA ALLEN HORTON

Title:
MEMBER

% Interest:
100.00

LOW PLACES BAR AND GRILL LLC - MEMBER

Name: JOSHUA ALLEN HORTON
Gender: Male
Correspondence Address: 887 E MAHALA DRIVE
CAMP VERDE, AZ 85331
USA

Phone: [REDACTED]

Alt. Phone:

Email: [REDACTED]

APPLICATION INFORMATION

Application Number: 247048
Application Type: New Application
Created Date: 05/25/2023

QUESTIONS & ANSWERS

INP Interim Permit

- 1) Enter License Number currently at location
012130012270
- 2) Is the license currently in use?
Yes
- 3) Will you please submit section 5, page 6, of the license application when you reach the upload page?
Yes
A Document of type INTERIM NOTARY PAGE is required.



Agenda Item Submission Form – Section I

Meeting Date:

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

Requesting Department: *Administration*

Staff Resource/Contact Person: *Interim Town Manager, Barbara Goodrich*

Agenda Title (be exact): *Discussion, Consideration, and Possible Appointment of Council members to serve as Town Representatives and alternates to the Northern Arizona Municipal Water Users Association (NAMWUA).*

List Attached Documents: *Northern Arizona Municipal Water Users Association (NAMWUA) overview.*

Estimated Presentation Time: *5 minutes*

Estimated Discussion Time: *5 minutes*

Reviews and comments Completed by:

- ☐ Town Manager: _____ ☐ Department Head: _____
☐ Town Attorney Comments: _____
☐ Risk Management: _____
☐ Finance Department
Fiscal Impact: _____
Budget Code: _____ Amount Remaining: _____
Comments: _____

Background Information: NAMWUA represents a group of northern Arizona municipalities and private water providers that cooperate as a collective voice for water policy. NAMWUA's goal is to work cooperatively to develop a regional water supply. The other Arizona cities and towns that are members include the following cities or towns: Prescott, Chino Valley, Sedona, Cottonwood, Clarkdale, and Flagstaff. The meetings are held every other month and a zoom option is available.

Recommended Action (Motion): Move to appoint a Council representative and alternative to the Northern Arizona Municipal Water Users Association.

Instructions to the Clerk:

NORTHERN ARIZONA MUNICIPALITIES WORKING TOGETHER

The Northern Arizona Municipal Water User's Association (NAMWUA) represents a group of northern Arizona municipalities and private water providers that cooperate as a collective voice for water policy. Our goal is to work together to develop a sustainable regional water supply.

Created in 2002, NAMWUA is managed by an Executive Board of officials from seven northern Arizona municipalities and one private water company.



City of Cottonwood
"Inspiring a Vibrant Community"



CHINO VALLEY
A R I Z O N A



Town of Clarkdale
A R I Z O N A



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Agenda Item Submission Form – Section I

Meeting Date:

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

Requesting Department: *Administration*

Staff Resource/Contact Person: *Interim Town Manager, Barbara Goodrich*

Agenda Title (be exact): *Discussion, Consideration, and Possible Appointment of Council members as Town Representatives and alternates to the Reconsideration of Library Materials or Resources Committee.*

List Attached Documents: *Reconsideration of Library Materials Policy*

Estimated Presentation Time: *5 minutes*

Estimated Discussion Time: *5 minutes*

Reviews and comments Completed by:

- ☐ Town Manager: _____ ☐ Department Head: _____
☐ Town Attorney Comments: _____
☐ Risk Management: _____
☐ Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments: _____

The Camp Verde Community Library has a "Reconsideration of Library Materials or Resources Policy". This policy allows a library patron to submit a request for reconsideration of library materials or resources by completing a Request for Review of Library Materials or Resources form and submitting it to the Librarian. The Librarian will review the Request form and make a determination within 30 days and provide the decision to the patron. Should the patron be dissatisfied with the decision made by the Librarian, the patron may request in writing to have the matter reviewed by a committee. The review request must be received within fourteen (14) days after the patron receives the Librarian's decision and should include the basis of disagreement with the Librarian's decision. The committee members include voting and non-voting members. The voting members are the Library Director, Town Manager, and a Town Council member. Non-voting members include the Recording Secretary and the Requestor (member of the community).

Recommended Action (Motion): Move to appoint a Council representative and alternative to the Reconsideration of Library Materials or Resources Committee.

Instructions to the Clerk:

RECONSIDERATION OF LIBRARY MATERIALS OR RESOURCES POLICY

PRINCIPLE(S):

The Camp Verde Community Library (LIBRARY) endorses the following intellectual freedom statements, which may be found in the Appendix:

- Freedom to Read (American Library Association)
- Freedom to View (Educational Film Library Association)
- Library Bill of Rights (American Library Association)

Preference for library materials or resources by patrons is a personal decision. Individuals who have a question about the selection of materials or resources in the library collection are referred to the LIBRARY's *Collection Development Policy*.

Responsibility for library materials selected by minors and adolescents resides with their parents or legal guardians.

PRACTICE:

1. The selection of paper and electronic materials or resources and library programs included in the LIBRARY collection or calendar is delegated to the Librarian. That selection may be further delegated by the Librarian to professional staff as deemed appropriate. The selection of materials and resources shall be within the discretion of these individuals informed by the *Library Bill of Rights*, the *Freedom to Read Statement*, the *Freedom to View Statement*, and the LIBRARY's *Collection Development Policy*.
2. Patrons may submit a request for reconsideration of library materials or resources by completing a Request for Review of Library Materials or Resources form and submitting it to the Librarian.
3. The Librarian shall review the Request form with the professional staff to whom selection of materials, resources or programs is delegated as the Librarian deems appropriate. The decision from this review shall be communicated in writing to the patron within thirty (30) days.
4. In the event the patron is dissatisfied with the decision of the Librarian, the patron may request in writing to have the matter reviewed by a committee. Any such request must be in writing, received by a committee member within fourteen (14) days after the patron received the Librarian's decision. Such request must set forth in detail the basis of the disagreement with the Librarian's decision and shall not be considered confidential.

The Committee is the group responsible for reviewing reconsideration cases and consists of the following members:

- Library Director
- Town Manager
- Recording Secretary
- Town Council Member
- Member of the Community (Requester)

The Requester and the recording secretary do not vote.

The Requester submitting the Request for Review of Library Materials and Resources form will be referred to the *Collection Development Policy*.

Once the written request for review has been completed, signed and turned in by the Requester, the matter will be submitted to the Committee. The specific library material outlined in the written request form will be circulated to committee members prior to the review date.

The Committee will set up a hearing date, not to exceed thirty (30) days from the date the form is filed by the Requester and will notify the Requester in writing of such date, time and place not less than ten (10) working days prior to the scheduled hearing. The hearing between the Committee and the Requester will serve to formally review the material in question. The hearing will be posted and conducted in compliance with the *Open Meeting Law*.

At the hearing, the Requester may present information pertaining to the request. A final determination by vote of the Committee may be taken at the end of the hearing or at such time as the hearing may be continued. The determination on the request shall be at the sole discretion of the Committee, informed by the LIBRARY's *Collection Development Policy* and the Intellectual freedom statements referred to at the beginning of this policy. Availability of materials and/or resources shall not be affected until a final vote of the Committee is taken.

The results of the hearing will be summarized on the *Result of Hearing Form* and signed at the conclusion of the hearing by the Requester and the Committee members.

The *Result of Hearing Form* and the minutes of the proceedings will be kept on file at the Library and in files of the Town of Camp Verde.

Request for Review of Library Materials or Resources

Date:

Title:

Author:

Requesters Name:

Address:

Represents:

Self:

Organization:

(If requester represents an organization)

Name of Organization:

Address of Organization:

Organization Official:

Please answer the following questions.

1. How did you learn about this library resource?

2. Have you read the entire book/material?

(circle one) Yes No

If no, what parts did you read?

3. Why do you object to this library resource? (If specific pages/scenes, please site)

4. What harm do you feel might be the result of reading/viewing the library resource?

5. Is there anything worthwhile in the library resource?

4. 6. Have you read any professional reviews of the ~~book/material~~ library resource? (circle one) Yes No

If yes, please list names of critics and sources of review.

A.

B.

C.

D.

7. After reading professional review, do you still object to the library resource?

(circle one) YES NO

8. What do you believe is the purpose, theme, or message of this library resource? How well does the creator/author accomplish this purpose?

9. In view of the creator/author's purpose, would you say he/she succeeded or failed? Explain.

10. Does this library resource enrich and support the personal needs of the users, taking into consideration their Varied interests, abilities and learning styles?

11. If the subject is fantasy, is it the type that has imaginative appeal and is suitable for children?

YES NO For young adults? YES NO

If both are marked, "no" for what age group would you recommend this library resource?

12. Will the reading, viewing or listening to this library resource result in more compassionate understanding of the human condition? Explain.

13. Does it offer an opportunity to better understand and appreciate the aspirations, achievements and problems of various minority groups? Explain.

14. Are any questionable elements of the resource an integral part of a worthwhile theme or message? Explain.

15. Additional Comments:

Signature of Requestor:

Date Received:

RESULT OF HEARING FORM

Author: _____

Title: _____

Date of Hearing: _____ Date of this Document: _____

Summary of Results:

Signatures of Members of the Committee:

Date: _____

Signature of Requester:

_____ Date: _____

Signature of Recorder/Transcriber:

_____ Date _____



Agenda Item Submission Form – Section I

Meeting Date:

- ☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested
☐ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Public Works

Staff Resource/Contact Person: Public Works Director Martin Smith

Agenda Title (be exact): Discussion, Consideration, and Direction for Rehabilitation of the Town's Gazebo

List Attached Documents: None

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 15 minutes

Reviews and comments Completed by:

- ☒ Town Manager: Barbara Goodrich ☒ Department Head: Ken Krebs
☐ Town Attorney Comments: _____
☐ Risk Management: _____
☐ Finance Department
Fiscal Impact:
Budget Code: _____ Amount Remaining: _____
Comments: _____

Background Information: The wooden gazebo immediately south of the Public Works facility is experiencing structural instability. The support posts are deteriorating, diminishing their structural integrity. The gazebo now has a noticeable tilt to the northwest and has been deemed unsafe for inhabitation by the Town of Camp Verde Building Official. On Monday, June 19th the gazebo was officially condemned by said building official and Public Works staff secured the area with metal and plastic fencing. Staff has been in contact with officials administering the State of Arizona JOC contract to secure a scope of work and pricing for the rehabilitation of the gazebo. Four (4) options are currently being explored:

1. Removal and replacement of the support posts per the approved plans, and addressing electrical work that is out of code.
2. Demolition of the gazebo and preserving the existing concrete foundation
3. Demolition of the gazebo and the concrete foundation, installing new sidewalk to connect the existing sidewalk on the west and east sides of the gazebo
4. Demolition of the gazebo and construct a new gazebo utilizing similar architectural appearances.

Recommended Action (Motion): Staff asks the Town Council for consideration of the four options and their associated costs and advise Staff for direction on which option is to be pursued.

Instructions to the Clerk:



Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: July 5, 2023

☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation ☐ Work Session

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers, Barbara Goodrich

Agenda Title (be exact): Discussion, consideration & possible approval of the FY24 Capital Improvement Plan.

List Attached Documents: 1) FY24 Capital Improvement Plan.

Estimated Presentation Time: 10 mins

Estimated Discussion Time: 10 mins

Reviews Completed by:

☐ Department Head: ☐ Town Attorney Comments:

Finance Review: ☐ Budgeted ☐ Unbudgeted ☒ N/A

Finance Director Comments/Fund:

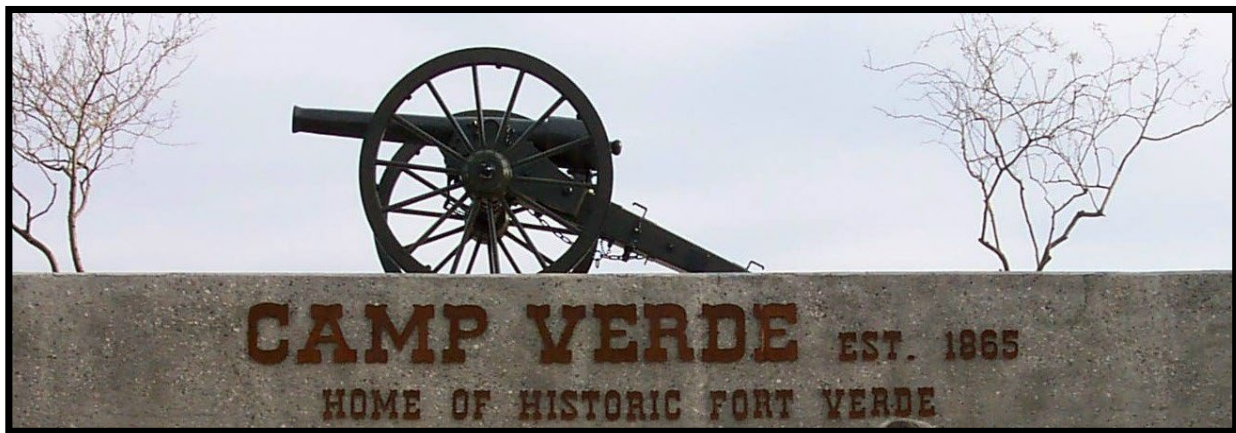
Fiscal Impact: N/A

Comments: None

Background Information: There are only two changes from the document presented to Council on June 14th, 2023. A column was added labeled, "App'd FY23" to highlight all projects previously approved by Council. Also, a new final Park budget has replaced the three previous scenarios. While not set in stone, it takes into account the necessary pieces to fully utilize the grant funds and keep the Town's spending to currently approved amounts. This is included only to highlight what is budgeted for in the proposed tentative budget. It will be further developed by Council and staff.

Recommended Action (Motion): Approve the FY24 Capital Improvement Plan

Instructions to the Clerk: N/A



Capital Improvement Plan

Fiscal Year - 2023/24

Town of Camp Verde, Arizona

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

The Center Of It All

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects

General Fund

Funding					App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
<i>Funding Source</i>		ARPA Funds				\$ 1,356,355					\$ 1,356,355
		Grants				\$ 5,828,150	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 6,628,150
		Interest				\$ 35,000					
		Debt Financing				\$ 625,000	\$ 110,000				\$ 735,000
		Court Enhancement Funds				\$ 60,000					\$ 60,000
		Parks Fund Carry-forward Balance				\$ 1,469,400					\$ 1,469,400
		CIP Carry-forward Balance				\$ 887,955	\$ 106,270	\$ -	\$ -	\$ -	\$ 994,225
		General Fund Transfers				\$ 2,777,570	\$ 1,926,145	\$ 1,511,714	\$ 1,587,300	\$ 1,666,665	\$ 9,326,243
Total Potential Funding					\$ -	\$ 13,039,430	\$ 2,342,415	\$ 1,711,714	\$ 1,787,300	\$ 1,866,665	\$ 20,569,373

Expenditures

Functions	Bud Fund	Project	Status	CompDate	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
<i>Parks & Public Use Facilities</i>	Parks	Sports Complex Construction	Midway	2025	\$ 5,399,488	\$ 4,304,450					\$ 4,304,450
	CIP	Verde Lakes Park Improvements	Midway	N/A	\$ 27,585	\$ 27,585	\$ 25,000	\$ 25,000			\$ 77,585
	CIP	Pool Filter System					\$ 92,375				\$ 92,375
	CIP	Playground Fall Material					\$ 45,000	\$ 45,000			\$ 90,000
	CIP	Community Center Playground					\$ 150,000				\$ 150,000
	CIP	Town Soccer Field Sprinkler System					\$ 68,500				\$ 68,500
	Fed	Commercial Kitchen Project				\$ 500,000					\$ 500,000
	ARPA	Sports complex Turf Equipment	NearComp	June/July	\$ 148,500	\$ 148,500					\$ 148,500
	ARPA	Sports Complex Broadband	On Hold	N/A	\$ 48,510	\$ 48,510					\$ 48,510
	ARPA	Bldg 300 Entry Doors	On Hold	N/A	\$ 30,000	\$ 30,000					\$ 30,000
	CIP	Gym Restroom Improvements			\$ 100,000		\$ 150,000				\$ 150,000
	CIP	Gazebo Repair	On Hold	N/A	\$ 42,800	\$ 42,800					\$ 42,800
	CIP	Parsons Riverfront Preserve	Planning	N/A	\$ 45,000	\$ 45,000					\$ 45,000
	CIP	Pool Imprvmnts	NearComp	June/July	\$ 30,000	\$ 30,000					\$ 30,000
	CIP	Rodeo Arena Consession & Restrooms	NearComp	N/A	\$ 28,305	\$ 28,305					\$ 28,305
	CIP	Wilshire & Industrial Round-a-bouts	No Plans	N/A	\$ 15,015	\$ 15,015					\$ 15,015
	NonFed	Grief Hill Trailhead	Started	Dec 2023		\$ 220,600					\$ 220,600
	CIP	Annual Outdoor Rec & Park Improvements				\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Total Public Use Facilities:					\$ 5,915,203	\$ 5,490,765	\$ 580,875	\$ 120,000	\$ 50,000	\$ 50,000	\$ 6,291,640
<i>Public Use Infrastructure</i>	CIP	Chip Seal Program	Planning	Fall 2023		\$ 600,000	\$ 570,000	\$ 750,000	\$ 890,000	\$ 1,267,000	\$ 4,077,000
	NonFed	Town-Wide Floodplain Studies				\$ 250,000					\$ 250,000
	CIP	School Road Project	Planning	Sept 2023		\$ 175,000					\$ 175,000
	Fed	Broadband Expansion Project				\$ 2,000,000					\$ 2,000,000
	ARPA	Wayfinding Signage	On Hold	N/A	\$ 173,600	\$ 173,600					\$ 173,600
	CIP	CDBG Project Support	Planning	Oct 2024	\$ 169,000	\$ 169,000					\$ 169,000
	Fed	Finnie Flat Rd & Montezuma Castle Hwy Improvement	Planning	N/A	\$ 926,500	\$ 926,500					\$ 926,500
	CIP	Stormwater Projects					\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000
Total Public Use Infrastructure:					\$ 1,269,100	\$ 4,294,100	\$ 870,000	\$ 1,050,000	\$ 1,190,000	\$ 1,567,000	\$ 8,971,100

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects

General Fund

Expenditures (Cont'd)

Functions	Bud Fund	Project	Status	CompDate	\$ 15,015	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Town Facilities	CIP	MatForce Bldg Remodel	Planning	Fall 2023	\$ 40,000	\$ 75,000					\$ 75,000
	CIP	Facilities Master Plan				\$ 300,000					\$ 300,000
	ARPA	Facility Expansion				\$ 780,000					\$ 780,000
	CIP	Court Security Checkpoint	Planning	June 2024		\$ 240,000					\$ 240,000
	CIP	Lower Maint Building Addition					\$ 75,200				\$ 75,200
	CIP	Building 300 Roof Work - Rebudget for Contractor	No Plans	Fall 2023		\$ 120,000					\$ 120,000
	CIP	Economic Development Metal Roofing						\$ 30,000			\$ 30,000
Total Town Facilities:					\$ 44,280	\$ 1,515,000	\$ 75,200	\$ 30,000	\$ -	\$ -	\$ 1,620,200
Town Systems & Equipment	NonFed	Patrol Vehicle Replace/Upgrade				\$ 253,000					\$ 253,000
	CIP	CVMO Vehicles - 5	3 Rec'd/IP		\$ 350,000	\$ 350,000					\$ 350,000
	CIP	911 Software for 3rd Dispatch Console					\$ 144,000				\$ 144,000
	CIP	Maint Vehicles	InProcess		\$ 47,000	\$ 47,000	\$ 110,000				\$ 157,000
	CIP	WildKat Mower				\$ 84,000					\$ 84,000
	CIP	Patrol Rifles					\$ 40,000	\$ 30,000			\$ 70,000
	CIP	Comm Center Backup Battery				\$ 23,800					\$ 23,800
Total Town Systems & Equipment:					\$ 397,000	\$ 757,800	\$ 294,000	\$ 30,000	\$ -	\$ -	\$ 1,081,800
CIP Related Debt Payments	Debt	2018 Equipment LP				\$ 53,800	\$ -	\$ -	\$ -	\$ -	\$ 53,800
	Debt	Enterprise Lease Equipment				\$ 334,030	\$ 297,230	\$ 250,730	\$ 195,660	\$ 140,360	\$ 1,218,010
	Debt	Sports Complex Bond				\$ 487,665	\$ 487,930	\$ 653,105	\$ 652,405	\$ 650,260	\$ 2,931,365
	Total Det Payments:					\$ 875,495	\$ 785,160	\$ 903,835	\$ 848,065	\$ 790,620	\$ 4,203,175
Total Projected Cost					\$ 7,625,583	\$ 12,933,160	\$ 2,605,235	\$ 2,133,835	\$ 2,088,065	\$ 2,407,620	\$ 22,167,915
Net Total					\$ (7,625,583)	\$ 106,270	\$ (262,820)	\$ (422,121)	\$ (300,765)	\$ (540,955)	\$ (1,598,542)

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects by Funding Source

General Fund

Funding

			FY24 Budget
Funding Source			
		ARPA Funds	\$ 1,356,355
		Grants	\$ 5,828,150
		Interest	\$ 35,000
		Debt Financing	\$ 625,000
		Court Enhancement Funds	\$ 60,000
		Parks Fund Carry-forward Balance	\$ 1,469,400
		CIP Carry-forward Balance	\$ 887,955
		General Fund Transfers	\$ 2,777,570
Total Potential Funding			\$ 13,039,430

Expenditures

				Funding Source					
Functions	Bud Fund	Project	FY24 Budget	ARPA	Grants & Int	CIP Carry-fwd	GF Transfers	Debt	Fund Balance
Parks & Public Use Facilities									
	Parks	Sports Complex Construction	\$ 4,304,450		\$ 2,046,050		\$ 789,000		\$ 1,469,400
	CIP	Verde Lakes Park Improvements	\$ 27,585			\$ 27,585			
	Fed	Commercial Kitchen Project	\$ 500,000		\$ 500,000				
	ARPA	Sports complex Turf Equipment	\$ 148,500	\$ 148,500					
	ARPA	Sports Complex Broadband	\$ 48,510	\$ 48,510					
	ARPA	Bldg 300 Entry Doors	\$ 30,000	\$ 30,000					
	CIP	Gazebo Repair	\$ 42,800			\$ 42,800			
	CIP	Parsons Riverfront Preserve	\$ 45,000			\$ 45,000			
	CIP	Pool Imprvmnts	\$ 30,000			\$ 30,000			
	CIP	Rodeo Arena Consession & Restrooms	\$ 28,305			\$ 28,305			
	CIP	Wilshire & Industrial Round-a-bouts	\$ 15,015			\$ 15,015			
	NonFed	Grief Hill Trailhead	\$ 220,600		\$ 220,600				
	CIP	Annual Outdoor Rec & Park Improvements	\$ 50,000				\$ 50,000		
Total Public Use Facilities:			\$ 5,490,765	\$ 227,010	\$ 2,766,650	\$ 188,705	\$ 839,000	\$ -	\$ 1,469,400
Public Use Infrastructure									
	CIP	Chip Seal Program	\$ 600,000				\$ 600,000		
	NonFed	Town-Wide Floodplain Studies	\$ 250,000	\$ 80,000	\$ 170,000				
	CIP	School Road Project	\$ 175,000			\$ 175,000			
	Fed	Broadband Expansion Project	\$ 2,000,000		\$ 2,000,000				
	ARPA	Wayfinding Signage	\$ 173,600	\$ 173,600					
	CIP	CDBG Project Support	\$ 169,000			\$ 169,000			
	Fed	Finnie Flat Rd & Montezuma Castle Hwy Improvement	\$ 926,500		\$ 926,500				
Total Public Use Infrastructure:			\$ 4,294,100	\$ 253,600	\$ 3,096,500	\$ 344,000	\$ 600,000	\$ -	\$ -

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects by Funding Source

General Fund

Expenditures (Cont'd)				Funding Source					
Functions	Bud Fund	Project	FY24 Budget	ARPA	Grants	CIP Carry-fwd	GF Transfers	Debt	Fund Balance
Town Facilities									
	CIP	MatForce Bldg Remodel	\$ 75,000			\$ 75,000			
	CIP	Facilities Master Plan	\$ 300,000				\$ 300,000		
	ARPA	Facility Expansion	\$ 780,000	\$ 780,000					
	CIP	Court Security Checkpoint	\$ 240,000			\$ 16,925	\$ 163,075		\$ 60,000
	CIP	Building 300 Roof Work - Rebudget for Contractor	\$ 120,000			\$ 120,000			
Total Town Facilities:			\$ 1,515,000	\$ 780,000	\$ -	\$ 211,925	\$ 463,075	\$ -	\$ 60,000
Town Systems & Equipment									
	NonFed	Patrol Vehicle Replace/Upgrade	\$ 253,000			\$ 25,000		\$ 228,000	
	CIP	CVMO Vehicles - 5	\$ 350,000					\$ 350,000	
	CIP	Maint Vehicles	\$ 47,000					\$ 47,000	
	CIP	WildKat Mower	\$ 84,000	\$ 84,000					
	CIP	Comm Center Backup Battery	\$ 23,800	\$ 11,745		\$ 12,055			
Total Town Systems & Equipment:			\$ 757,800	\$ 95,745	\$ -	\$ 37,055	\$ -	\$ 625,000	\$ -
CIP Related Debt Payments									
	Debt	2018 Equipment LP	\$ 53,800				\$ 53,800		
	Debt	Enterprise Lease Equipment	\$ 334,030				\$ 334,030		
	Debt	Sports Complex Bond	\$ 487,665				\$ 487,665		
Total Det Payments:			\$ 875,495	\$ -	\$ -	\$ -	\$ 875,495	\$ -	\$ -
Total Projected Cost - CIP Fund			\$ 12,933,160	\$ 1,356,355	\$ 5,863,150	\$ 781,685	\$ 2,777,570	\$ 625,000	\$ 1,529,400
Net Total - CIP Fund			\$ 106,270	\$ -	\$ -	\$ 106,270	\$ -	\$ -	\$ -
Total Projected Cost									

Net Total

Town of Camp Verde

Sports Park Budget FY2024

Scenario #3 - Current Proposal

	Priority	FY24 Proposed Budget	FY24 Funding				Net Remaining
			Grant Funds	Loan funds	Town Funds	Interest	
Expenditures							
Equipment							
Bleachers	5	\$ 40,000	\$ 20,000	\$ 20,000			\$ -
Buildings							
Consession Restroom	2	\$ 1,050,000	\$ 525,000	\$ 306,209	\$ 218,791		\$ -
Maintenance Building	4	\$ 20,000	\$ 10,000	\$ 10,000			\$ -
Infrastructure - Funded							
Unbilled exps							\$ -
Current remaining Tierra Verde Contract		\$ 407,145	\$ 200,000		\$ 207,145		\$ -
Entrance and Central Plaza	3	\$ 506,365	\$ 215,579	\$ 134,265	\$ 156,521		\$ -
Parking Lot	3	\$ 630,940	\$ 315,470	\$ 230,470	\$ 85,000		\$ -
Irrigation Supply	1	\$ 1,000,000	\$ 500,000	\$ 500,000			\$ -
Well/Potable Water	2	\$ 200,000			\$ 121,543	\$ 78,457	\$ -
Wastewater Lift Station		\$ 450,000	\$ 225,000	\$ 225,000			\$ -
Septic	2	\$ -					\$ -
Total Expenses		\$ 4,304,450	\$ 2,011,049	\$ 1,425,944	\$ 789,000	\$ 78,457	\$ -
Revenues		\$ -					
Loan Funds		\$ 1,425,944		\$ 1,425,944			\$ -
Grant Funds		\$ 2,011,049	\$ 2,011,049				\$ -
Interest		\$ 78,457				\$ 78,457	\$ -
Town Transfers		\$ 789,000			\$ 789,000		\$ -
Total Revenues		\$ 4,304,450	\$ 2,011,049	\$ 1,425,944	\$ 789,000	\$ 78,457	\$ -
Funding (Shortage)		\$ 0	\$ -	\$ -	\$ -	\$ 0	

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Verde Lakes Community Park Improvements*

Project Cost: *\$50,000*

Dept/Div.: *Public Works / Parks & Rec*

Date Completed: *5/24/23*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Project Summary:

Continue to add improvements to Verde Lakes Community Park (VLCP). This may include amenities such as picnic tables and games and property improvements such as parking and fencing. It may include matching available grant funding for improvements such as play structures or shade ramadas. Final decisions will be based on funding options available, Council and P&R Commission input as well as public ideas while considering property lease/ownership status. This is similar to the process for improvements at Rezzonico Family Park.

Location: To be determined by project



Community Impact:

As a new park this facility had minimal amenities and was in serious need of maintenance. In FY23, P&R was approved for \$50,000 in CIP funding for basic amenities such as picnic tables, park benches, signage and fencing etc. Town Council is concerned about the short-term lease situation and P&R was directed to use caution about larger, more permanent improvements. Grant opportunities are limited due to land control requirements, but the Town is continuing to pursue lease options and funding options. P&R is working to have a reliable funding source available for this developing situation.

Project Title: *Verde Lakes Community Park Improvements*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY25	\$ 25,000
	FY26	\$ 25,000

Operational Impact:

Impact on Staffing: Planning, research, meetings and project oversight as part of staff work

Impact on operational costs: All items and projects can be added and constructed with minimal impact to existing users.

Project Funding: This project will be funded with Operating Transfers from the General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: New Pool Filter System

Date: 01/24/2023

Dept: Finance

Contact: Ken Krebs

Req'd by: Jeff Kobel

Prepared by: Jeff Kobel

Project Summary:

Replacing the pool filtration system. Removing and installing a double steel security door. Removing of old out dated dual sand filter system. Installing single sand filter system increasing the flow rate. Make changes to the pool system as needed.

Location:

290 West Apache Trail

Need / Justification:

Replacing the out dated under sized pool sand filters to a newer single or double sand filter system that will help reduce pool cycle time helping combat daily pool pollution.

Full-Cost: \$92,375

Segmented Timeline:

Activity / Segment	Timeline	Cost
Removal and installation of Sand filter system	1 week	\$86,105
Double doors	N/A	\$ 3,170
Installation	2 days	\$ 3,100

Operational Impact:

Pool filter system down for a week. Yearly upkeep absorbed into operational budget.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Playground Fall Material

Date: 01/25/2023

Dept: Finance

Contact: Ken Krebbs

Req'd by: Jeff Kobel

Prepared by: Jeff Kobel

Project Summary:

Replacing wood chips fall material at Arturo and Verde Lakes Park playgrounds with pea gravel and adding extra pea gravel to Butler Park and the town playground. Butler park ADA swing set will remain wood chips or can be up graded to rubber mat.

Location:

Arturo Park, Butler Park, Town park, Verde Lakes.

Need / Justification:

Wood chip fall material has to be maintenance more often than pea gravel. Wood chips become compressed and will rot over time.

Full-Cost: \$85,430

Segmented Timeline:

Activity / Segment	Timeline	Cost
ADA swing area 1247 sq. ft x \$24 per sq. ft.	1 week	\$29,930
Arturo Park, Verde Lakes Park replace with pea gravel	1 week	\$52,000
Butler Park and Town Park adding pea gravel (5 tons)	1 week	\$ 3,500

Operational Impact:

Minimum maintenance and up keep out of budget.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: Community Centers Playground

Project Cost: \$150,000

Dept/Div: Public Works / Maintenance Division

Date Completed: 1/26/2022

Contact: K. Krebs

Requested by: J. Kobel

Project Summary:

The removal of the existing playground and fall material. Installation of a new play ground and fall material that is up to date with the National Playground Standards. This will ensure a safer environment for all the children that play on the equipment that is rated with the appropriate age group requirements for the playground that is purchased.

Location: Community Center Field



Community Impact:

The Maintenance Division will be starting the demolition and reconstructing of the new playground around August of 2024 with a start to finish of one month without any interruptions. The area will be blocked off and the surrounding area for the public's safety till the construction is completed. The new playground would be designed to be utilized by a larger age group than the traditional playground equipment. The new playground that can safely support a larger group of kids playing at the same time. With the intent to have more shade covering structures this would also help combat the heat and sun exposure during the hot summer days.



Project Title: Community Centers Playground

Timeline:

Activity / Segment	Timeline	Cost
New Playground	FY25	\$40,000-\$80,000
Demo/installation	FY25	\$20,000-\$40,000
Replacement of Fall Material	FY25	\$20,000-\$40,000

Operational Impact:

Impact on Staffing: Minimum work; barricades, safety checks, inspections.

Impact on operational costs: Daily inspections for damaged and graffiti. Monthly over all safety inspections. Standard deterioration of equipment.

Project Funding: This project will be funded with Operating Transfers from the General Fund.

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Town Soccer Field Sprinkler System

Date: 01/25/2022

Dept: Finance

Contact: Ken Krebbs

Req'd by: Jeff Kobel

Prepared by: Jeff Kobel

Project Summary:

Installing a new sprinkler system that is up to current date for the town soccer field. This system can still work off of the irrigation line but be connected to the future reclaimed water line that is being installed in a year or two.

Location:

Town soccer field.

Need / Justification:

Replace broken sprinkler system at the town park. This sprinkler system feeds off of the Verde ditch with a pump that has to be manually started and sprinkler heads that have to manually be connected and moved periodically throughout the day wasting 1.5 hrs. per day by a maintenance worker. This sprinkler system can operate at night allowing more field usage throughout the year.

Full-Cost: \$68,475

Segmented Timeline:

Activity / Segment	Timeline	Cost
Sprinkler system and installation	Undetermined	\$68,475

Operational Impact:

The loss of playing time on the field for a month. Maintenance will be absorbed into the operational budget.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Commercial Kitchen (awaiting USDA grant decision)*

Project Cost: *\$500,000*

Dept/Div: *Economic Development*

Date Completed: *5.24.23*

Contact: *Molly Spangler/Sean Brooks*

Requested by: *Molly Spangler*

Project Summary:

We have been working with Local First of Arizona, the Verde Valley Farmer's Market and other local food businesses for the past few months on a commercial kitchen project. Local First of Arizona is helping staff to submit a Local Food Promotion Program (LFFP) grant through the USDA in an amount up to \$500K for this project.

The Commercial Kitchen Project aims to establish a cost-effective and efficient commercial kitchen facility to cater to the growing demand for high-quality food services in the area to local producers, the community, and food truck vendors. Camp Verde is located within a Food Desert which means that the access to affordable and nutritious food is extremely limited. Currently, there are no other operating commercial kitchens for this purpose in the Verde Valley (the nearest kitchen soon to be operational in Prescott Valley). This project will provide a wide range of culinary services, including catering for events, meal preparation for restaurants, and support for food entrepreneurs. The facility will be designed with the latest industry standards, maintaining the highest levels of food safety and hygiene.

The grant will provide funding for a term of three years. After that, the plan is for the commercial kitchen to be sustainable on its own, meeting the needs of the local food vendors. This grant will help to "prove the case" that a commercial kitchen can be viable long-term. The long-term vision is to have self-sustaining commercial kitchen where agri-prenuers and food vendors can rent commercial kitchen space to create their goods. As a result, the project will provide high-quality food to residents and restaurants in the area; grow food entrepreneurship; serve as a potential food hub; and much more.

The grant seeks to acquire \$500,000 from the USDA to run and operate the commercial kitchen over the course of 3-years. The estimated costs include:

- Equipment and Supplies - to comport with grant guidelines, all equipment must be leased and not owned
- Eligible Renovations/Upgrades to plumbing and electrical systems
- Staffing – particularly a kitchen manager for Years 2 and 3
- Marketing and Advertising
- Insurance/Legal Fees
- Office Supplies
- Contingency

A majority of funds will be used to acquire equipment including a walk-in-freezer plus installation and maintenance. Operational costs are projected to be at a minimum with the addition of the kitchen manager (to be hired as an employee through the Verde Valley Farmers Market) in Years 2 and 3, plus the addition of existing equipment already in the kitchen space.

The Town of Camp Verde is the applicant, fiscal sponsor, and administrator of the proposed LFPP project. Town of Camp Verde will manage all project expenditures and contractual deliverables, as well as required reporting throughout the project period. The Verde Valley Farmers Market will primarily run the kitchen daily operations, hire and manage the kitchen manager, handle the scheduling of the kitchen space, and meet regularly with the Town of Camp Verde for reporting. Upon award of funding, development agreements between the Town of Camp Verde and parties will be drawn up, in accordance with the grant regulations, that solidify roles and expectation over the course of the grant. This includes how funds are dispersed, reporting, eligible uses of funds, equipment repair and maintenance, management criteria, etc. Local First Arizona will continue to aid in operational design of the kitchen based on three successful models they have used in the Phoenix Metro area. They act as an ongoing consultant on best practices for the operations of the kitchen.

The estimated long-term impact of the proposed Commercial Kitchen space is the creation and distribution of over 30,000 yearly by-local-for-local meals, 7,500 individuals served, and 40 community events based around the kitchen's operations per year. The kitchen space will be housed in a donated, already operable space owned by Wingfield Bread Co., supplying over 1,400 sq ft of usable space. Wingfield Bread Co. has agreed to use their existing equipment and building located at 499 S 2nd St, Camp Verde, AZ as eligible match to satisfy the 25% match required for this grant. In-kind contributions in the form of staff time will also be used as eligible match dollars. This leaves the Town of Camp Verde without any monetary commitment to qualify for this grant.

Location: 499 S 2nd St, Camp Verde, AZ

Community Impact:

Camp Verde is located within a Food Desert which means that the access to affordable and nutritious food is extremely limited. Currently, there are no other operating commercial kitchens for this purpose in the Verde Valley (the nearest kitchen soon to be operational in Prescott Valley). This project will provide a wide range of culinary services, including catering for events, meal preparation for restaurants, and support for food entrepreneurs. The facility will be designed with the latest industry standards, maintaining the highest levels of food safety and hygiene.

The estimated long-term impact of the proposed Commercial Kitchen space is the creation and distribution of over 30,000 yearly by-local-for-local meals, 7,500 individuals served, and 40 community events based around the kitchen's operations per year.

Project Title: *Commercial Kitchen (awaiting USDA grant decision)*

Timeline: This is a three-year project and below is the best estimated budget breakdown for the expenditures over the three years. The three-year estimated budget breakdown is based on the assumption that an award of \$500,000 will be received.

FY24	Cost
VVFM Personnel	\$ 45,000
Equipment	\$ 67,200
Supplies	\$ 13,334
Local First Technical Assistance	\$ 30,000
Marketing and Promotion	\$12,600
Other costs (equipment, tech assistance, marketing)	\$ 50,000
TOTAL	\$218,134

FY25	Cost
VVFM Personnel	\$ 45,000
Supplies	\$ 3,333
Local First Technical Assistance	\$ 30,000
Marketing and Promotion	\$12,600
Other costs (equipment, tech assistance, marketing)	\$ 50,000
TOTAL	\$140,933

FY26	Cost
VVFM Personnel	\$ 45,000
Supplies	\$ 3,333
Local First Technical Assistance	\$ 30,000
Marketing and Promotion	\$12,600
Other costs (equipment, tech assistance, marketing)	\$50,000
TOTAL	\$140,933

Operational Impact:

Impact on Staffing: Staff time for reporting and grant management.

Impact on operational costs: This will all be grant funded. The grant is awaiting decision. The project will not move forward as presented without an awarded grant.

Project Funding: This will all be grant funded. The grant is awaiting decision. The project will not move forward as presented without an awarded grant.

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Annual Recreation and Park Improvements*

Project Cost: *\$250,000*

Dept/Div.: *Public Works / Parks & Rec*

Date Completed: *5/25/23*

Contact: *M. Marshall*

Requested by: *M. Marshall*

Project Summary:

This plan is to create an annual sum funding amount that can be utilized by the Parks & Recreation Division for a variety of recreation and park improvements at various locations in the Town. This may include basic amenities such as picnic tables, grills, benches, signage and construction improvements such as picnic ramadas, parking and fencing as well as design and construction work for other improvements and amenities. It may include matching available grant funding for improvements such as play structures or shade ramadas and others. Projects may be solely Town of Camp Verde projects or may be cooperative projects with other groups such as Prescott and Coconino National Forests, AZ State Parks & Trails and groups such as the Kiwanis of Camp Verde and Camp Verde Recreation Association. Final expenditure decisions will be made by Parks & Rec staff based on funding options available with input from the P&R Commission and the public. Additional specific project funding may be approved by Council.

Location: Camp Verde Town limits



Community Impact:

Camp Verde has several parks and recreation facilities which have needs for improvements throughout the fiscal year to benefit the public as a whole, partner organizations or Parks & Rec programs. Some of these needs may not be apparent early in the financial planning process as a result of damage, increased use and demand or additional public expectations. This funding availability and flexibility will allow Parks & Rec to respond quickly to meet public needs. P&R is working to have a reliable funding source available for these developing situations.

Project Title: *Annual Recreation and Park Improvements*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY24	\$50,000
	FY25	\$50,000
	FY26	\$50,000
	FY27	\$50,000
	FY28	\$50,000

Operational Impact:

Impact on Staffing: Planning, research, meetings, purchasing and contracting and project oversight will require additional staff work as part of available work capacity.

Impact on operational costs: Normally limited to staff wages described as above.

Project Funding: This project will be funded with Operating Transfers from the General Fund

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Town Roads Chip Seal Program*

Project Cost: \$6,417,000

Dept/Div: *Public Works / Streets*

Date Completed: 5/24/23

Contact: *Ken Krebbs*

Requested by: *Ken Krebbs*

Project Summary:

1 full cycle of chip seal to Town roads over a projected 7-year time-frame; FY24 to FY30. This project includes a single chip seal layer with Striping.

Location:

The areas are defined as follows:

Area 1: Coury Dr. to I-17 bounded by SR 260 & the Verde River.

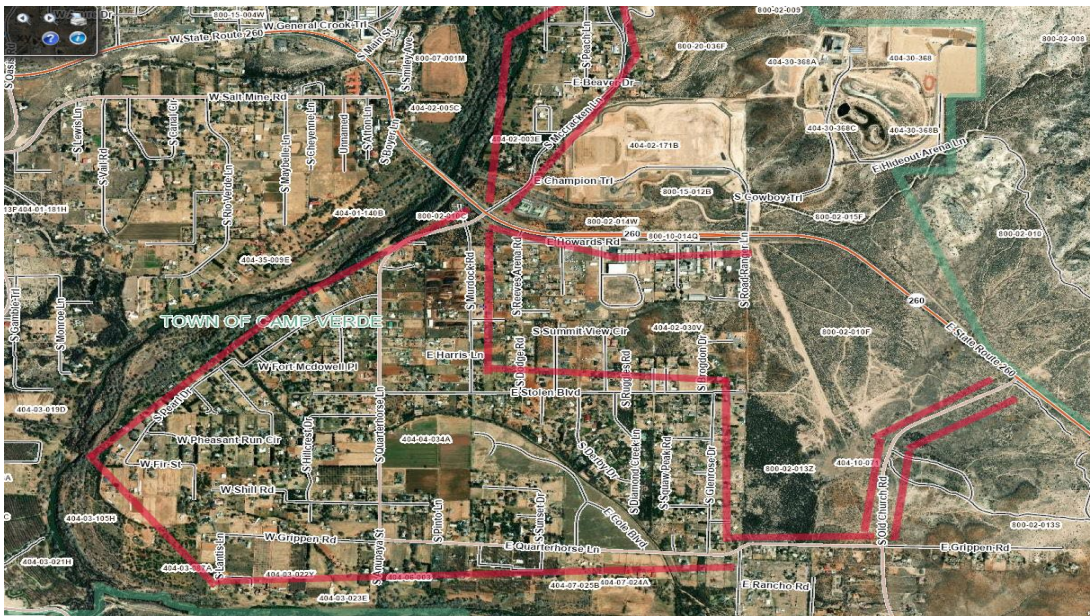
Area 2: Middle Verde Road area bounded by the Verde River, I-17, and NE Town Boundary.

Area 3: School Complex & Butler Park, Garner Ln., Boot Hill, Buffalo Trail, Reddell Ranch Acres, Fort River Caves, Finnie Flat Rd, Main St., Nichols St. & Yaqui Circle.

Area 4: Bounded by I-17, SR 260, Quarter Horse Lane & the SW Town Boundary including Salt Mine & Oasis Roads.

Area 5: Bounded by Quarter Horse & McCracken, the SW & NE Town Boundary, & Sierra Verde Road area.

Areas 6 & 7: Sierra Verde Road area and all of Verde Lakes.



Community Impact:

Chip Sealing is a cost effective process that adds 5 – 10 years of life to the typical asphalt paved road. The goal of the Chip Seal Program is to apply chip seal to sections of the Town every year. NOTE: All prices are subject to change depending on the influx of material cost at the time of construction.

Project Title: *Town Roads Chip Seal Program*

Timeline:

Activity / Segment	Timeline	Cost
Area 5A	FY24	\$ 600,000
Area 5B	FY25	\$ 570,000
Area 1	FY26	\$ 750,000
Area 2	FY27	\$ 890,000
Areas 6 & 7	FY28	\$ 1,267,000
Area 3	FY29	\$ 1,290,000
Area 4	FY30	\$ 1,050,000

Operational Impact:

Impact on Staffing: Normal operations

Impact on operational costs: All items and projects can be added and constructed with minimal impact on existing users.

Project Funding: This project will initially be funded with CIP funds but will slowly begin to move toward being funded by the revenues in the HURF fund.

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Town-Wide Floodplain Study*

Project Cost: *\$250,000*

Dept/Div: *Utilities/Stormwater*

Date Completed: *5/31/23*

Contact: *J. Low*

Requested by: *J. Low*

Project Summary:

Several National Flood Insurance Rate Map Panels are outdated and based off older outdated topography. With the new City-Wide topography and 2D floodplain modeling completed by Wilson Engineering, staff and the engineer will be evaluating which floodplains need to be updated on the flood maps. The Town can utilize Yavapai County Flood Control District funds and FEMA Grant funding for the project.



Location: Town-Wide

Community Impact:

Flood Study detail areas will be determined at the conclusion of the current Area Drainage Master Study and associated public meetings. The Master Study will detail areas of Town where the flood maps need to be updated or future stormwater projects are needed.

Project Title: *Town-Wide Flood Studies*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY24	\$ 250,000

Operational Impact:

Impact on Staffing: None

Impact on operational costs: All items and projects can be added and constructed with minimal impact to existing users.

Project Funding: This project will be funded by Yavapai County Flood Control and/or FEMA Grants.

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *School Road Project*

Project Cost: *\$175,000*

Dept/Div: *Public Works*

Date Completed: *1/31/23*

Contact: *K. Krebbs*

Requested by: *K. Krebbs*

Project Summary:

This project is to provide ½ of the funding for a cost-sharing project with the Camp Verde Unified School District to improve traffic safety issues related to increases in traffic volumes along Montezuma Castle Highway and Camp Lincoln Road.

Location: Montezuma Castle Highway/Camp Lincoln Road



Community Impact:

The Town and the School have worked together since 2022 to develop a plan to address the impacts of increased traffic, specifically during school drop-off and pick-up times. Project design is complete, and the goal is to construct the improvements before school goes back into session in August, 2023.

Project Title: School Road Project

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY24	\$ 175,000
	FY25	\$ 0
	FY26	\$ 0
	FY27	\$ 0
	FY28	\$ 0

Operational Impact:

Impact on Staffing: None.

Impact on operational costs: No significant impacts on operational costs will occur due to this project.

Project Funding:

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Facilities Master Plan*

Project Cost: \$300,000

Dept/Div: *Admin/Public Works*

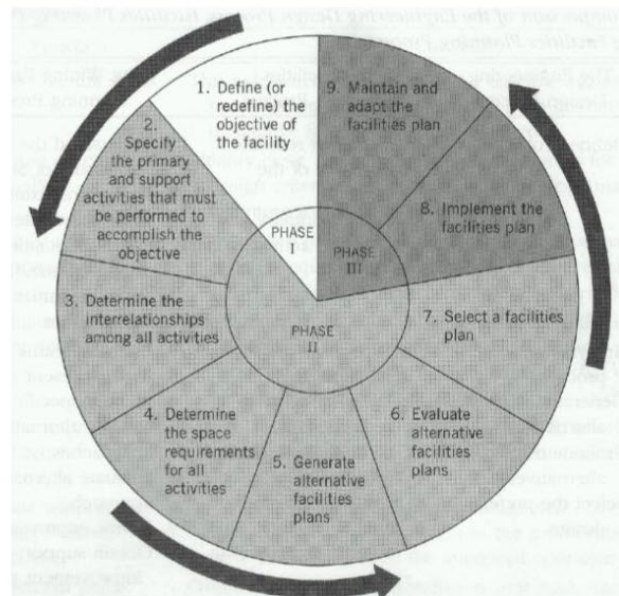
Date Completed: 5/23/23

Contact: *G. Mabery*

Requested by: *G. Mabery*

Project Summary: Funding for this item is meant to procure the services of a qualified professional (architect or engineer) to assist the Town in the process of defining current and projected facility-related requirements (programming) and developing strategic solutions to meet future facility needs.

Facilities Planning Process



Community Impact: Population growth and expanded service delivery continues to impact the Town of Camp Verde, and it is becoming more challenging to provide the physical space necessary to support operations. A Facilities Master Plan is critical to planning capital improvements strategically, using existing space efficiently, and assessing needs in a fiscally responsible way.

While Camp Verde has a General Plan with a clear strategy for how and where the Town will grow and develop, we do not have a strategic plan in place for the public-facility improvements, additions, and dispositions needed to support these changes and that growth.

A facilities master plan can assess these issues from the “micro” to the “macro” level. It can become a road map for decisions related to short- and long-term facilities, allowing Camp Verde to improve its operational performance, service delivery, and space use while optimizing facility assets.



Project Title: *Facilities Master Plan*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY24	\$ 300,000

Operational Impact:

Impact on Staffing: Funds will be used to hire professional services, however, key staff will need to dedicate significant time in working with the consultant to develop the Plan.

Impact on operational costs: None.

Project Funding: This project will be funded with

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Facility Expansion*

Project Cost: \$780,000

Dept/Div: Admin

Date Completed: 5/23/23

Contact: G. Mabery

Requested by: G. Mabery

Project Summary:

The Town Council is expected to allocate \$300,000 in the FY24 Capital Improvements Plan for the development of a Facilities Master Plan. The project request for Facility Expansion (\$780,000) is meant as a placeholder to provide funding for land or improvements necessary to implement facilities expansion in the future. While not tied to a specific project at this time, staff felt it important to identify funds for future expansion needs.

Location: Various Municipal Facility Locations



Community Impact:

As the Town continues to experience significant growth, it has become evident that our current facilities do not meet current or projected needs. A comprehensive Facilities Master Plan will identify facilities needs in the future, and serve as a guiding document as the Council makes decisions on how to strategically invest funds to best serve the needs of the growing community.

Project Title: *Facility Expansion*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY24	\$ 780,000

Operational Impact:

Impact on Staffing: TBD, depending on exactly what sort of implementation project is chosen.

Impact on operational costs: TBD, depending on exactly what sort of implementation project is chosen.

Project Funding: This project will be funded with ARPA funds.

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Court Entrance Security Enhancements*

Project Cost: *\$240,000*

Dept/Div: *Municipal Court*

Date Completed: *5/25/23*

Contact: *V. Pineda*

Requested by: *V. Pineda*

Project Summary:

To establish a secure check point area for the Municipal Court. A security entry way needs to be built as an extension to the existing building. This will provide adequate space for the Courts Magnetometer that is currently being utilized and provide space for the Court Security Officer (CSO) to check and clear bags. The secure entry way will also provide the necessary space for lockers to secure potential weapons being brought into the Courthouse. This new entry way will eliminate the current congestion at the front entry way while creating a one way in and another exit out.

Location: 435 S. Main Street, Suite 206A



Community Impact:

A secure entry way with ample space for the CSO to perform thorough checks of individuals entering the Courtroom. The current space is inadequate for the magnetometer currently being used, creating congestion of customers needing to get checked in for court proceedings. Addition will provide improved security for Court Staff and the community.

Project Title: *Court Entrance Security Enhancements*

Timeline:

Activity / Segment	Timeline	Cost
Annual Allocations	FY24	\$ 240,000

Operational Impact:

Impact on Staffing: No impact on staffing levels will result from this project.

Impact on operational costs: No significant impact on operational costs will result from this project.

Project Funding: This project will be funded with \$60,000 of Court Enhancement Funds and \$180,000 of ARPA Funds.

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Lower Maintenance Building-Addition*

Project Cost: *\$75,200.00*

Dept/Div: *Public Works / Maintenance Division*

Date Completed: *1/25/2023*

Contact: *K. Krebs*

Requested by: *J. Kobel*

Project Summary:

With limited space and continuing growth of town employees the demand for more building space is needed. The lower maintenance building will have a add on to the North side adding just under 1000 sqft. This addition will allow the maintenance equipment to be stored properly in a safe, organized environment. Construction of this project is not till August. The Lean-too building will have concrete floor, garage doors, lights, and heating. This will function as an equipment storage and equipment maintenance area.

Location: 488 S Nichols St.



Community Impact:

The building-addition will allow for tax paid equipment to be properly stored expanding life expectancy on the equipment. Conserving time accessing equipment and safer work station while maintaining the equipment.

Project Title: *Lower Maintenance Building-Addition*

Timeline:

Activity / Segment	Timeline	Cost
Concrete foundation 40'x24'	FY25	\$18,622.00
Metal building addition 41'x24'	FY25	\$21,903.00
Labor costs to erect building	FY25	\$22,080.00
Electrical, natural gas, heat, etc.	FY25	\$12,550.00

Operational Impact:

Impact on Staffing: Moving equipment in building and around maintenance yard that would inter fear with construction of building addition till project is completed.

Impact on operational costs: Standard yearly maintenance on newer building addition.

Project Funding: This project will be funded with Operating Transfers from the General Fund

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Roof replacement/Repair 300 Building*

Project Cost: *\$120,000*

Dept/Div: *Public Works / Maintenance Division*

Date Completed: *1/24/2023*

Contact: *K. Krebbs*

Requested by: *J. Kobel*

Project Summary:

The removal of the existing roof material (elastomeric and foam) repairing all water damaged plywood decking and trusses. Build new crickets and create new roof pitch to code for the new roof application being installed. Evenly distributing water towards the scuppers. This will be the applied system for the roof over the following areas; kitchen, corridor of public works, maintenance shop, utilities office, Ken and Dories office, finances office.

Location: 395 S. Main St.



Community Impact:

Little to no community impact due to the location. Parking on Hollamon St. by the maintenance parking will be coned off for public safety for the duration of the project. Standard construction noise will occur and will pollute the 300, 200 building and gym locations. Expect a few complaints from the different groups that retain the gym and rooms 305, 302, 204.

Project Title: *Roof replacement/Repair 300 Building*

Timeline: FY24-FY25

Activity / Segment	Timeline	Cost
Kitchen, corridor, public works, maintenance shop, Ken and Dories offices, finances offices.	2-3 weeks of work. Unknowing starting date	120,000.00

Operational Impact:

Impact on Staffing: Construction noise through the entire 300 building.

Impact on operational costs: Standard up keep and yearly maintenance.

Project Funding: This project will be funded with Operating Transfers from the General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Economic Development Bldg Roof

Date: 01/25/2023

Dept: Finance

Contact: Ken Krebs

Req'd by: Jeff Kobel

Prepared by: Jeff Kobel

Project Summary:

Installing metal roof over existing shingles. Roof is approximately 2400 sq. ft.

Location:

385 South Main St.

Need / Justification:

15-20-year-old roof is failing. Replace before the decking (plywood) and ceiling tiles become more water damaged.

Full-Cost: \$27,385.00

Segmented Timeline:

Activity / Segment	Timeline	Cost
Economic Building back side	1 week	\$27,385.00

Operational Impact:

Loose parking behind Economic Development for one week. Every 10-year maintenance around ac units.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: *Enforcement Vehicle Replacement / Upgrade*

Date: 01/23/2023

Dept: Marshal's Office

Contact: Dan Jacobs

Req'd by: Corey Rowley

Prepared by: Dan Jacobs

Project Summary:

Replacement of 3 older marked Patrol units with excessive mileage and high maintenance costs with 2 Patrol rated trucks and a License Plate Reader (LPR) equipped Traffic Enforcement Patrol Car.

Location:

Marshal's Office

Need / Justification:

The Marshals Office currently has a total of 23 fully marked Patrol units in its fleet. Of the 19 Patrol Units currently in use, 4 are over 6 years old and have close to or over 100,000 miles. Currently 13 Patrol Deputies, 5 Sergeants, and 1 Commander are assigned these marked units. The remaining 4 marked units are 2013 Chevy Tahoe Swing Patrol units. These are older high mileage units that are unreliable but are needed as a backup when a Deputies vehicle is down for maintenance or other reasons. Two 2023 Patrol rated trucks would replace 2 of the current aging Patrol Units. The Dodge Charger sedan will be used by Patrol as an everyday Patrol unit with the added capability of a full LPR system and assigned to a Deputy. This Patrol vehicle will have the capability to read license plates while the vehicle is in motion. When a Stolen, or other wanted vehicles that might have been involved in a crime is detected. It will notify the Deputy as well as Dispatch of the "hit". Having this type of Patrol capability will increase the safety of the Town of Camp Verde and help catch criminals passing through our jurisdiction. This Patrol unit will replace one of the aging high mileage Tahoe's current in the fleet being used on a regular basis. It is requested to purchase these units through the Enterprise Fleet Lease program and to be Upfitted by Pride Outfitting.

Full-Cost: \$253,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
2x Chevy Silverado Police units	January 2024	\$150,000
Dodge Charger LPR Police unit	October 2023	\$103,000

Operational Impact:

There is a need in the 2023-2024 budget year for three old Patrol units to be replaced due to high mileage and the factors previously mentioned. Without the replacement of this vehicle in this fiscal year, there will be an additional strain placed on the Patrol fleet due to having unreliable aging Patrol units for Patrol operations.

These new units will further allow CVMO to remove the highest mileage most maintenance intensive Tahoe's from its fleet.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Finance, Lease purchase, Enterprise lease program, General Fund Purchase

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: 911 software for 3rd Dispatch Console

Date: 01/16/2023

Dept: Marshal's Office

Contact: Rowley

Req'd by: Rowley

Prepared by: Rowley

Project Summary:

Dispatch has 3 new work stations, 2 of these stations are fully functioning, this project will move the 3rd station from a training station to a fully functioning working station for critical events. Vesta 911 Software and actual radio station will be added to the existing new workstation.

Location:

Marshal's Office dispatch center

Need / Justification:

During critical events the need for a fully functioning 3rd station is vital for incoming 911 calls, tracking responding units, dispatching to multiple units incoming information and running needed information for officers.

Full-Cost: \$143,880

Segmented Timeline:

Activity / Segment	Timeline	Cost
Radio/VESTA system	Summer 2023	\$130,000
Vesta to CAD Software 911	Summer 2023	\$ 13,880

Operational Impact:

Increase flow of incoming outgoing information for the safety of the public.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

ARPA Funds

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Streets WILDKAT Mower*

Project Cost: *\$84,000*

Dept/Div: *Public Works / Streets*

Date Completed: *5/24/23*

Contact: *Ken Krebs*

Requested by: *Ken Krebs*

Project Summary:

Purchase of new Mower mount for the John Deere tractor.

Location: 1498 W Peterson Rd.



Community Impact:

The new mower will allow streets to maintain vegetation along roadways and right-of-way areas more efficiently keeping the community safe and helping to prevent wildfires.

Project Title: *Streets WILDKAT Mower*

Timeline:

Activity / Segment	Timeline	Cost
Wildcat mower attachment	FY24	\$ 84,000

Operational Impact:

Impact on Staffing:

The current attachment is mounted on the back of the mower, which is unsafe for the operator by having to look backward while mowing, which is detrimental to the health of the operator as well as any potential oncoming traffic.

The new attachment would be mounted in the middle of the mower, allowing the operator to face forward while mowing.

Impact on Operational Costs:

All items and projects can be added and constructed with minimal impact on existing users.

Project Funding: This project will be funded with CIP funds.

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Patrol Rifles

Date: 01/23/2023

Dept: Marshal's Office

Contact: Sergeant Justin Reay

Req'd by: Corey Rowley

Prepared by: Sergeant Justin Reay

Project Summary:

FIREARMS- Purchase of suppressed patrol rifles (AR-15) and ballistic rifle rated plates

Location:

The Camp Verde Marshal's Office.

Need / Justification:

The Marshal's Officer is currently using Bushmaster AR-15 Rifles purchased over 10 years ago with traditional iron sights and fixed carry handles which prevents the ability to attach a red dot optic. The current rifles are outdated and obsolete compared to today's standards for law enforcement rifles. The Marshal's Office is requesting the purchase of updated rifles w/ suppressors and red dot optics. Suppressors reduce recoil, increase situational awareness, and prevent permanent hearing damage. Red dot optics increase target identification, allow for quicker shots on target, and allow officers to shoot effectively in dynamic situations. In conjunction with updating the rifles the Marshal's Office is requesting the purchase of 8 sets of rifle rated protective plates which will equip members of the Camp Verde Marshal's Quick Response team (QRT) with rifle rated protection (officer safety).

Full-Cost: 70,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
FRAS Rifle Rated 10x12 plates (Front and Rear) X8	July 2023	\$6,286
SIONIC patrol rifle suppressed (AR-15) X25	July 2023	62,500

Operational Impact:

Equipping officers making them more capable when facing a life-threatening situation ultimately saving innocent lives (Law Enforcement or civilian). Protecting officers during life threatening situations. Both increase safety for officers, reduce liability for the department, and prevents on the job injuries/deaths.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Comm Center Back Up Battery

Date: 03/08/2023

Dept: Marshal's Office

Contact: Rowley

Req'd by: Rowley

Prepared by: Rowley

Project Summary:

Recent 911 audit revealed that we do not have a current battery back up system. It was discovered that we did previously have a back up but it failed over 10 years ago and was not replaced.

Location:

Marshal's Office

Need / Justification:

State 911 requires a back up system in order to implement cost free upgrades to our communications.

Full-Cost: \$23,800.00

Segmented Timeline:

Activity / Segment	Timeline	Cost
Battery installation	Fall of 2023	\$23,800.00

Operational Impact:

Back up if power goes down while generator engages

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

CIP

Wastewater Fund

Funding

					App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Funding Source		Grant Funds / Donations				\$ 6,498,700	\$ 3,500,000	\$ 3,500,000			\$ 13,498,700
		ARPA Funds				\$ 1,089,600					\$ 1,089,600
		Debt Financing				\$ 3,715,000					\$ 3,715,000
		Current Revenues & Transfers					\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 550,000
		Private Development Funds					\$ 2,000,000	\$ 1,500,000			\$ 3,500,000
Total Anticipated Funding					\$ -	\$ 11,303,300	\$ 5,750,000	\$ 5,100,000	\$ 100,000	\$ 100,000	\$ 22,353,300

Expenditures

Functions	Bud Fund	Project	Status	CompDate	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Project Total
Improvements		Wastewater Master Plan				\$ 250,000					\$ 250,000
		WWTP Control Panels Upgrade				\$ 206,250					\$ 206,250
		Northbound Sewer Collection System	InProcess			\$ 7,500,000	\$ 5,500,000	\$ 5,000,000			\$ 18,000,000
		Blower Addition Building & Installation				\$ 207,500					\$ 207,500
		Treatment Plant Administrative Building				\$ 200,000					\$ 200,000
		Construction Lift Station #5 Rezzonico Park				\$ 700,000					\$ 700,000
		Construct Sewer Lines - Black Bridge Loop Area				\$ 575,000					\$ 575,000
		Annual Sewer Main Expansion					\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 550,000
		Main St. Sewer Line Replacement	Started		\$ 437,630	\$ 437,630					\$ 437,630
		Dickson Erosion Repair	Started		\$ 406,750	\$ 862,765					\$ 862,765
		Hauler Station Upgrades	Started		\$ 235,510	\$ 235,510					\$ 235,510
		3rd St. Residential Imprvmnts	Started		\$ 52,935	\$ 52,395					\$ 52,395
Total Projected Cost - Wastewater Projects					\$ 1,132,825	\$ 11,227,050	\$ 5,750,000	\$ 5,100,000	\$ 100,000	\$ 100,000	\$ 22,277,050
Net Total - Wastewater Projects					\$ (1,132,825)	\$ 76,250	\$ -	\$ -	\$ -	\$ -	\$ 76,250

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Wastewater Master Plan

Date: 01/25/223

Dept: Community Development/ Utilities-Wastewater/Fire

Contact: Jeff Low

Req'd by: Jeff Low

Prepared by: Jeff Low

Project Summary:

Specific Master Plan objectives include Wastewater System Master Plan Report detailing the existing and future wastewater distribution system evaluation and recommendations taking into consideration infrastructure age, material type, size, condition, etc. Existing and future (up to build out) wastewater treatment system evaluation and recommendations for expansion. Evaluation for lift station and redundancy needed for the system. Detailed existing and wastewater treatment and collection needs. Wastewater System Model development (GIS-based) to include physical and operational attributes for major system components; scenarios for Maximum Day Flow (MDF), Average Day Flow (ADF), MDF + FF, and Peak Hour Demand (PHD). Provide a GIS data base of the existing wastewater system for Town staff usage. Provide guidance for standard details, specifications, and development standards for larger commercial and residential projects. Re-evaluate new permit connection fees with the conclusion of the master plan.

Capital Improvement Plan (CIP)

CIP to include a prioritized list of needs for a 20-year planning period with associated cost estimates and funding options. An independent rate study will be completed under separate contract and is not included in this project.

Location:

Camp Verde Limits

Need / Justification:

There is currently the Highway 260 Expansion Project, no overall wastewater master plan was completed prior to the Highway 260 Sewer Expansion Design. Typically, a wastewater system master plan is completed first, with specified Capital Improvement projects to follow. The proposed wastewater system model will help to determine collection system and treatment system capacities for future development. We currently do not have a Wastewater-CAD Model to use for system design and diagnostics, which is a much needed addition to our toolbox in sizing pipes, flows, lift station pumps and treatment.

Full-Cost: \$ 250,000.00

Segmented Timeline:

Activity / Segment	Timeline	Cost
Wastewater Master Plan	365 Days	\$250,000.00

Operational Impact:

Staff to be involved in the study and provide any needed data to the consultant.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/CIP/Wastewater Enterprise

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: WWTP Control Panels Upgrade

Date: 1/25/2023

Dept: WW

Contact: Jeff Low

Req'd by: Chet Teague

Prepared by: Dorie Blair

Project Summary:

WWTP Control Panels have outdated technology. These need to be updated.

Location:

Wastewater Treatment Plant

Need / Justification:

90% of Plant controls are out of date. If failure occurs, parts are not available to repair system.

Full-Cost: \$206,250

Segmented Timeline:

Activity / Segment	Timeline	Cost
Main panel, then 5 additional.	120 Days	\$206,250

Operational Impact:

90% of Plant controls are out of date. If failure occurs, parts are not available to repair system.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund / CIP / Wastewater

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Hwy 260 Sewer Collection System Expansion*

Project Cost: *\$18,000,000*

Dept/Div: *Utilities / Wastewater*

Date Completed: *6/6/23*

Contact: *Jeff Low/Molly Spangler*

Requested by: *Jeff Low*

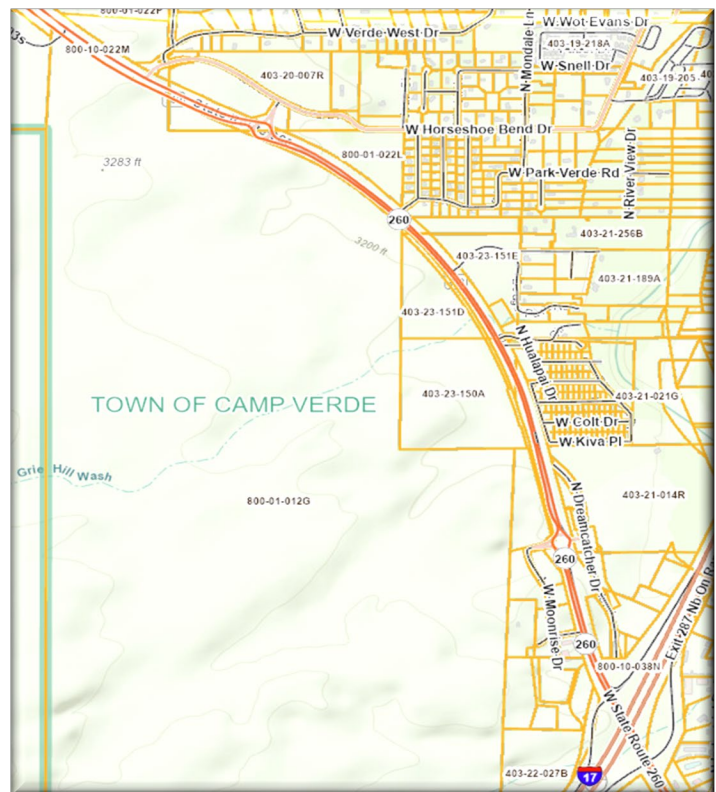
Project Summary:

The public wastewater system improvements proposed with this project will reduce septic system use and improve groundwater quality in the region; and it will open up the area for business and residential development. The sewer expansion project includes the installation of new gravity sewer lines that will work in conjunction with three new or expanded lift stations and force mains to serve the portion of the Town lying on the SR 260 side of the Verde River, extending approximately five miles northwest of I-17 between the Verde Ranch Estates RV Park and Aultman Parkway. The project includes approximately nine miles of gravity sewer mains that will serve as the backbone to provide wastewater service to the entire expansion area. This new gravity sewer system will outfall into the existing Lift Station No. 2 located adjacent to I-17 near the Verde River with a new 21" line, along with the existing 18" line that is currently connected. The capacity of Lift Station No. 2 will be increased to accommodate the additional flow from the expansion area.

Location: Along Hwy 260 between Aultman Parkway and Verde Ranch RV Resort

Community Impact:

The proposed area for expansion includes residential, commercial, and industrial properties. Most of the existing developed properties within the proposed expansion area are currently utilizing septic systems. Currently there is a planned area development underway that will create both multi-family and single-family housing and some potential commercial development. This development may double the Town's overall wastewater capacity. Without sewer expansion, this development may stall or utilize septic services. In addition to this planned development, the sewer project includes new service connections to existing properties along the sewer line frontage, with additional capacity to serve future development within the entire expansion area.



State Route 260 West of I-17 provides access to approximately 2,0000 acres of commercial, industrial, and residential properties on both sides of the highway. The area, located adjacent to one of the state's main

transportation corridors, is well situated for commercial, industrial, residential, and tourism growth. The southwest side of the SR 260 provides many services and opportunities such as Yavapai County's Justice Facility, sheriff's office substation, Out of Africa Wildlife Park, the recently announced FrameTec manufacturing property, and University of Arizona's Meat Processing Facility. On the east side of SR 260, the Yavapai-Apache Nation maintains diverse commercial enterprises and as well as a residential community.

The Town of Camp Verde's Vision as stated in its recent community and economic development plan is "We successfully preserve our rich cultural history, agrarian heritage, and natural resources while fostering a strategically designed, resilient economy that supports a quality of life that enables our community to thrive." The community's prosperity is connected to the health of the Verde River and surrounding landscape; therefore, we balance community and economic development with the need to preserve such assets for current and future generations. The project is needed to facilitate business investment, job creation, workforce housing, elimination of septic systems, improved water quality, and preservation of the Verde River watershed. This project is supported in many of the local and regional planning efforts:

- Town's 5-Year Community and Economic Development Plan (2022) – This project is key for business development, workforce housing, and making the community a desired place to live and work. This project specifically is identified as the first strategic tactic to facilitate business attraction and expansion. This project supports the plan's goals to leverage the Opportunity Zone (established in 2018) for quality business and housing development. Further, this project supports the plan's goals to conserve and sustain the Verde River and its watershed.
- NACOG Community and Economic Development Strategy (2020-2025) – This project aligns with goals to provide key infrastructure for business, housing, and workforce development.
- Verde Valley Regional Economic Organization (VVREO) Strategic Plan (2018-2023) – This project aligns with region's sustainability, talent attraction, and prosperous business pillars.
- VVREO Housing Study (2021) – Access to workforce housing is routinely the primary issue for sustainable community and economic development in the Verde Valley. As of 2021, the Verde Valley's housing gap was estimated to be around 3800 households: this number has only increased over the past two years. This project will allow for workforce housing and diverse housing along the Hwy 260 corridor.
- Town of Camp Verde's General Plan (2016) – This area is part of the 260 West Character Area. This area was identified for commercial, industrial, recreational, and residential development.

Project Title: Hwy 260 Sewer Collection System Expansion

Timeline:

Activity / Segment	Timeline	Cost
Verde Ranch RV Resort to Horseshoe Bend Drive	FY24	\$ 4,500,000
Lift Station #3 and a forced sewer main from Aultman Parkway to Horseshoe Bend Drive	FY24 Portion	\$ 3,000,000
Lift Station #3 and a forced sewer main from Aultman Parkway to Horseshoe Bend Drive	FY25 Portion	\$ 5,500,000
Horseshoe Bend Drive up to Lift Station #3 at Aultman Parkway	FY26	\$ 5,000,000

Operational Impact:

Impact on Staffing: Staff time for issuing bids, working with contractors, reporting and grant management.

Impact on operational costs: The project costs are proposed to be supplemented with grant, loan, and private funds.

The project costs are proposed to be supplemented with grant, loan, and private funds. Below are some of the funding requests and their status do date:

- \$5,000,000 Grant - Congressional Directed Spending for 260 Sewer
 - Current status - This is on Senator Sinema's list.
- \$3,000,000 Grant - WIFA conservation grant
 - Current status- We applied in May and are awaiting the WIFA grant committee consideration.
- \$5,000,000 Grant - EDA grant
 - Current status – The Town has not applied. Staff will work on this over the summer for submission this fall.
- \$1,500,000 Loan – WIFA or another loan from another source
 - Current status - We will need this funding to complete the proposed grant-funded project submitted to WIFA in May.
- Upwards of \$5,000,000 - \$10,000,000 – Private development funds
 - Current status – Only a few informal and preliminary discussions have taken place with potential developers. This portion of the funding is dependent on developers, timing of development, development agreements articulating the structure and payments of said agreement, and other related factors.

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Blower Addition Building and Installation

Date: 1/25/2023

Dept: Wastewater

Contact: Chet Teague / Troy Odell

Req'd by: Chet Teague

Prepared by: Dorie Blair

Project Summary:

Prepare and install New 12" Ductile Piping for air lines to the blower locations, with valves to separate the two separate sides. Wiring to new blowers, Concrete floor for blowers to sit on, new pre-fab building for blowers to be housed in, Foam Insulation inside new building, Air Conditioning w/ ductwork to blowers, New DO Probe for North side of plant.

Location:

Wastewater Treatment Plant

Need / Justification:

We need this to prepare for the future growth of the Town i.e. Plant. / We need to prepare the North side (currently not being used) so we can move the operation to the North side and then refurbish the South side. This is to provide connections as well as shelter for the new blowers already purchased. These things need to be done before we need both sides of the Treatment Plant to be in operation.

Full-Cost: \$207,260

Segmented Timeline:

Activity / Segment	Timeline	Cost
Adjustment for Inflation		\$ 47,290
U/G Air Lines 12" Ductile Iron Spools, 12" T, 90 Misc.	2 - 2.5 Years to build/Del.	\$ 16,262
Wiring to Blowers and Controls	1.5 years	\$ 44,237
Concrete floor for Blowers and building.	1.5 years	\$ 11,520
A/C Duct work	1.5 years	\$ 15,942
D.O. Probe with control panel to activate correct blower	1.5 years	\$ 15,335
12' x 30' Shed	1.5 years	\$ 37,834
Spray in Foam Insulation	1.5 years	\$ 7,870
Misc.	1.5 years	\$ 10,430

Operational Impact:

After work is done Switch from south to north. Refurbish south to be prepared to operate both sides as needed for future expansion & increase in flows.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.)

CIP/ Wastewater Fund

Town of Camp Verde Capital Improvement Plan Project Request

Project Title: Wastewater Treatment Plant Administration Building

Date: 1/25/2023

Dept: Wastewater

Contact: Jeff Low

Req'd by: Chet Teague

Prepared by: Dorie Blair

Project Summary:

Replace Single wide mobile office in disrepair

Location:

Wastewater Treatment Plant

Need / Justification:

The current office is in a single-wide mobile home that has existed from the start of the treatment plant. The office is too small and in disrepair and is having mold and mildew issues. Will replace with a tough-shed style building atop a poured-in-place slab like the existing adjacent lab building.

Full-Cost: \$ 200,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
Building and construction	As Directed	\$ 200,000

Operational Impact:

Initial purchase and then the regular maintenance to be absorbed within the operational budget.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

CIP / Wastewater Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Construction Lift Station #5 at Rezzonico Park

Date: 1/25/2023

Dept: Utilities/WW

Contact: Jeff Low

Req'd by: Chet Teague

Prepared by: Dorie Blair

Project Summary:

Construction of Lift Station #5 at Rezzonico Park to service future sewer throughout the Black Bridge area, the park restrooms, and a future main sewer collection line north under Black Bridge and toward the schools.

Location:

Rezzonico Park

Need / Justification:

Allows connection of residents who have been levied for the district improvements for more than 10 years. Allows future expansion to the north on and adjacent to Montezuma Castle HWY and connection of the restrooms at the Rezzonico Park.

Full-Cost: \$700,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
Staff Design	60 Days	\$0.00
Construct Lift Station	90-120 Days	\$700,000

Operational Impact:

Serve district areas that have paid and are currently not served. Environmental safety providing sewer connections to those who are closest to the Verde River and abandoning those septic systems that mostly impact the River.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/ CIP /WIFA / Wastewater

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Construction of Sewer Lines –Black Bridge Loop Area

Date: 1/25/2023

Dept: WW

Contact: Jeff Low

Req'd by: Chet Teague

Prepared by: Dorie Blair

Project Summary:

Construction of new Main Sewer Lines on Black Bridge Loop Dr, Zellner Ln, Montezuma Castle Highway, Private Drive, Goddard Lane, Koebrich Lane, and Moser Lane.

Location:

Black Bridge Area

Need / Justification:

Sewer Service to those levied for more than the last 10 years. Design was complete 10 years ago but needs modified to take sewage flows to Lift Station #5 at Rezzonico Park.

Full-Cost: \$ 766,500

Segmented Timeline:

Activity / Segment	Timeline	Cost
Minor Plan Revision/Permitting	30 – 60 Days	\$ 45,000
Construction	90-120 Days	\$721,500

Operational Impact:

Connect sewer to those in the old district boundary and closest to the River.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/ CIP /WIFA / Wastewater

TOWN OF CAMP VERDE

FY24 Capital Improvement Project

Project Title: *Dickison Circle Drainage Project*

Project Cost: \$905,450

Dept/Div: *Utilities*

Date Completed: 6.6.23

Contact: *Jeff Low/Molly Spangler*

Requested by: *Jeff Low*

Project Summary:

In August of 2021, Camp Verde's town council approved a Capital Improvement Project (CIP) Project, Highway 260 and Dickison Circle Drainage Project, to correct a drainage problem that occurred during a few years prior. Highway 260 was reconstructed to implement round-a-bouts and the road was widened to accommodate the heavy flow of traffic from Interstate 17 to Cottonwood and the Verde Valley. During this construction a box culvert was placed under the highway. This was designed to eliminate flooding of the highway. The stormwater was directed under the highway through this box culvert where it would meet a Gabion Wall and be directed down an easement between Highway 260. From there, this flows down the easement and into a wash where it flows into the Verde River.

The Gabion Wall was built over the main waterline that feeds the entire town of Camp Verde. Unfortunately, this wall was not sufficient enough to direct the water down the easement and the easement was not deep enough to handle the large amounts of stormwater during the monsoon season, therefore the water was not properly directed into the wash. Often during storms, the water floods over the highway because the box culvert and easement are full of silt and water. Eventually the Gabion Wall became damaged due to the fury of stormwater. The project consists of construction and installation of a 96" culvert that is 720' long and energy dissipation. The main water line relocation and the repair and encasement of a sewer line are also included.

A box culvert will need to be cleaned out so that the stormwater can flow under the highway rather than over it. Then a large 96" culvert will be placed subsurface at the end of the diversion wall. This culvert will rest along the front line if the property against the Highway 260 Right of Way fencing and will run 760 liner feet under Dickison Circle. The culvert will be placed underground and will contain three service manholes for cleaning and maintenance, eliminating the need for the land to be dug up and further disrupted. The waterline will be placed alongside the culvert. At the end of the culvert, at Grief Hill Wash, an energy dissipater will be constructed. From there, the water will flow into the Verde River which will protect the Dickison Circle from any further stormwater damage.

Location: Along Hwy 260 near Dickison Circle

Community Impact:

The project will eliminate flooding to several properties, will mitigate damage and potential further damage to the Towns water and sewer mains and damage to the nearby private ditch company. The project will also allow for better conveyance of stormwater flow at the culvert under Hwy 260, which will eliminate the concern of stormwater overtopping the highway and reduce culvert maintenance for ADOT. Additionally, this project will

allow for protection of our water and sewer main that are exposed and may have been eroded. If that water main broke, it's hard to get to and could create days of no-access to water for Town residents. Additionally, this project opens up area for commercial and economic development which aligns with the Town's general and economic development plans.

Project Title: *Dickison Circle Drainage Project*

Timeline:

Activity / Segment	Timeline	Cost
Project Costs (spent in previous year)	FY23	\$ 42,685
Project Costs	FY24	\$ 862,765

Operational Impact:

Impact on Staffing: Staff time for issuing bids, working with contractors, reporting and grant management.

Impact on operational costs: The project costs are proposed to be supplemented with grant funds.

Project Funding:

The entire infrastructure project consists of design, engineering, and construction totaling \$905,449. The town requested \$498,699 of Arizona Commerce Authority grant funds (grant submitted on June 6, 2023) and will use \$406,750 of Town ARPA funds to complete the project. Below is the best estimated budget breakdown.

Dickison Circle Drainage Project Budget Estimate				
Description:	Quantity	Unit	Unit Cost	Total
Excavation	7200	LF	\$ 30	\$ 216,000
96" CMP w/ Bands (Culverts)	720	EA	\$ 230	\$ 165,600
Culvert Shipping	16	LS	\$ 750	\$ 12,000
Labor to Install Culverts	1	LS	\$ 60,000	\$ 60,000
Field Cut & Weld Joint	1	EA	\$ 20,000	\$ 20,000
Cleanout Manholes	3	LS	\$ 10,000	\$ 30,000
Energy Dissipation Structure	1	SY	\$ 150,000	\$ 150,000
Pavement for Dickison Circle Road Cut	134	CY	\$ 50	\$ 6,700
Aggregate Base Coarse	37	LF	\$ 70	\$ 2,590
Waterline - 12" Ductile	100	LS	\$ 200	\$ 20,000
Realignment, Fittings, Blocking, Labor	1	LS	\$ 33,000	\$ 33,000
Mobilization	1	LS	\$ 50,000	\$ 50,000
Construction Survey & Staking	1	LS	\$ 13,260	\$ 13,260
Contingency	1	LS	\$ 66,299	\$ 66,299
Design and Engineering	1		\$ 60,000	\$ 60,000
Total				\$ 905,449

Water Fund

Funding

					App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Funding Source		Grant Funds / Donations				\$ 3,000,000					\$ 3,000,000
		Debt Financing				\$ 3,167,500		\$ 2,400,000	\$ 2,500,000		\$ 8,067,500
		Current Revenues & Transfers				\$ 57,500					\$ 57,500
		CIP Fund Transfer									\$ -
		Carrying Balance					\$ 402,780			\$ 500,000	\$ 902,780
Total Anticipated Funding					\$ -	\$ 6,225,000	\$ 402,780	\$ 2,400,000	\$ 2,500,000	\$ 500,000	\$ 12,027,780

Expenditures

Functions	Bud Fund	Project	Status	CompDate	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Project Total
Improvements		Design/Construct Arsenic Removal Syst-Mongini Well				\$ 1,500,000					\$ 1,500,000
		Design/Construct Arsenic Removal Syst-Verde River Est's				\$ 430,000					\$ 430,000
		Water System Master Plan				\$ 183,500					\$ 183,500
		SCADA & Communication Tower Relocation				\$ 68,720					\$ 68,720
		Potential Water Project				\$ 3,000,000					\$ 3,000,000
		Additional Well / Pump Station						\$ 2,000,000			\$ 2,000,000
		Additional 2M Gallon Storage Facilities							\$ 1,500,000		\$ 1,500,000
		Vac Trailer				\$ 50,000					\$ 50,000
		Backhoe				\$ 100,000					\$ 100,000
		Water Main Annual Replacement				\$ 400,000	\$ 400,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ 2,200,000
Total Projected Cost - Water Projects					\$ -	\$ 5,822,220	\$ 400,000	\$ 2,400,000	\$ 2,000,000	\$ 500,000	\$ 11,122,220
Net Total - Water Projects					\$ -	\$ 402,780	\$ 2,780	\$ -	\$ 500,000	\$ -	\$ 905,560
Total Projected Cost - All Projects					\$ 8,758,408	\$ 29,982,430	\$ 8,755,235	\$ 9,633,835	\$ 4,188,065	\$ 3,007,620	\$ 55,567,185
Net Total - All Projects					\$ (8,758,408)	\$ 585,300	\$ (260,040)	\$ (422,121)	\$ 199,235	\$ (540,955)	\$ (616,732)

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Design & Construction Arsenic Removal System Mongini Well Site

Date: 01/25/2023

Dept: Utilities

Contact: Rick Tackitt

Req'd by: Jeff Low

Prepared by: T.Odell

Project Summary:

Design and Construction of a 2,000 gallon per minute (lead/lag configuration) arsenic removal system at the existing Mongini Well Site. Currently the well site has 2 useable wells that provide 650 gpm +/- each and a 3rd is anticipated to be required at an additional 650 gpm in the near future. The arsenic levels at this well site with record water usage dictate arsenic removal is required. We were under violation as early as last month with 12 parts per billion (ppb), which is above the allowed 10 parts per billion (ppb). This is the sole source of water for the Town of Camp Verde.

Location:

Mongini Well Site – 5000 S. Genesis Drive, Camp Verde, AZ 86322

Need / Justification:

Water usage at the Mongini Well Site are at record levels continuously with rising arsenic levels with more water used. Exceedance of arsenic levels with a test of 12ppb happened last month and are anticipated to only increase with more record water usage. This would assure a safe water supply for the Town instead of continuously exceeding allowed arsenic levels.

Full-Cost: \$1,495,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
Engineering/Shop Drawings	90 Days	\$ 40,000
Construction Treatment System w/Backwash	90-120 days	\$1,370,000
JOC Yard-line Connections	90-120 days	\$ 85,000

Operational Impact:

There will be no release of untreated water exceeding in arsenic levels and placing us in violation ADEQ and the EPA. This treatment system will allow for future higher water flows from the well site.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/ CIP /WIFA / Water

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Design & Construction Arsenic Removal System Verde River Estates Tank Site

Date: 01/25/2023

Dept: PW/Water

Contact: Rick Tackitt

Req'd by: Jeff Low

Prepared by: T.Odell

Project Summary:

Design and Construction of a 50 gallon per minute (lead/lag configuration) arsenic removal system upgrade at the existing Verde River Estates Tank Site to provide current and future flow demand with treated water.

Location:

3311 N. Verde River Drive, Camp Verde, AZ 86322

Need / Justification:

Currently the tank site has a water treatment system that will provide 30 gpm, which is overwhelmed with current high flows of 40 gpm. When these overwhelming flows occur, the filters are ineffective and allow untreated water to be released to system. The media that is used is expendable media and is exhausted much more quickly in the existing system causing required media replacement to more frequently than was designed. The new system would stop any arsenic violations and extend the life of the expendable media.

Full-Cost: \$427,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
Engineering/Shop Drawings	90 Days	\$ 30,000
Construction Treatment System w/Backwash (includes yard piping)	90-120 days	\$367,000
New Tough Shed		\$ 20,000
Additional Yard Piping		\$ 10,000

Operational Impact:

Will make the arsenic treatment system large enough to accommodate current and future flows that the existing system does not and cannot before we are in violation with arsenic levels. This will also extend the life of the media reducing operational costs.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/ CIP /WIFA / Water

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Water System Master Plan

Date: 01/25/223

Dept: Public Works/Community Development/ Utilities-Water/Fire

Contact: J. Low

Req'd by: J. Low

Prepared by: Dorie Blair

Project Summary:

Specific Master Plan objectives include Water System Master Plan Report detailing the existing and future water distribution system evaluation and recommendations taking into consideration infrastructure age, material type, size, condition, etc. Existing and future (up to build out) water production system evaluation and recommendations for expansion. Evaluation for well siting study for alternative water source locations. Detailed existing and future water storage evaluation and recommendations. Water System Model Water System Hydraulic Model development (GIS-based) to include physical and operational attributes for major system components; scenarios for Fire Flow (FF), Maximum Day Demand (MDD), Average Day Demand (ADD), MDD + FF, and Peak Hour Demand (PHD); and major facility, valve, and hydrant locations (see listed data provided by the city). Provide a GIS data base of the existing water system for Town staff usage.

Capital Improvement Plan (CIP)

CIP to include a prioritized list of needs for a 20-year planning period with associated cost estimates and funding options. An independent rate study will be completed under separate contract and is not included in this project.

Location:

Camp Verde Limits

Need / Justification:

There are no current studies or expansion plans for the existing water systems in Camp Verde. The current water system lacks redundancy and adequate storage and flows during summer high use times. Lack of adequate fire flow for new developments is already a problem in those project reviews. This means that potentially current commercial project developments could be refused due to an inadequate fire-fighting water supply. We currently do not have a Water-CAD Model to use for system design and diagnostics, which is a much needed addition to our toolbox in sizing pipes, flows, pressures, pressure reducing valves, hydrants, etc.

Full-Cost: \$ 183,500

Segmented Timeline:

Activity / Segment	Timeline	Cost
Engineering Design	As Directed	\$ 183,500

Operational Impact:

Water design toward future system corrections and expansion could be made in a manner that is planned out and most suitable to guarantee the most adequate water supply possible without making expansion errors that cause continuous rebuilds of the same improvements later.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund CIP / Water Enterprise Fund
--

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: SCADA and Communication Tower Relocation

Date: 01/25/2023

Contact: Rick Tackitt

Dept: PW/Water

Req'd by: Jeff Low

Prepared by: Jeff Low

Project Summary:

As part of the purchase of the Water Company, the Town did not purchase the water company building located at 499 S. 6th Street, which housed the communication antenna and Supervisory control and data acquisition (SCADA) system for the water system. There is a safety concern and potential significant cost associated with construction of a new communication antenna.

Location:

499 S. 6th Street

Need / Justification:

A requirement for running the water storage tank and overall water system is communication and controls for the system. Per the sale of the water company, the communication facilities need to be moved. The SCADA and communication system was to be moved within 6 months per the escrow agreement (November 22, 2022) with a potential 6-month extension with agreement of both parties (May 31, 2023). A possible more cost-effective option may be for the Town to purchase the building. Also, staff is looking into communication alternatives.

Full-Cost:

\$68,500

Segmented Timeline:

Activity / Segment	Timeline	Cost
Engineering/Shop Drawings	90 Days	\$ 0
Construction	90-120 days	\$68,500

Operational Impact:

The SCASDA communication system is a requirement to run the water system. Staff will be reaching out to a design SCADA consultant to determine cost effective options to moving or utilizing alternative communication.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

General Fund/ CIP /WIFA / Water

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Vac Trailer

Date: 01/25/2023

Dept: Utilities

Contact: Rick Tackett

Req'd by: Jeff Low

Prepared by: Jeff Low

Project Summary:

Vac Trailer Used

Location:

Water Division

Need / Justification:

The Water Division needs a vac trailer to more safely locate underground utilities, especially power. Also, it will help with less damage to communication lines when we are working on leaks and other excavations.

Full-Cost: \$50,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
2015 Or newer Vac Trailer	As Directed	\$ 50,000

Operational Impact:

Original Purchase

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

CIP / Water Enterprise Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Backhoe

Date: 01/25/2023

Dept: Utilities

Contact: Rick Tackett

Req'd by: Jeff Low

Prepared by: Jeff Low

Project Summary:

Used Backhoe to replace existing old one. 4x4- Extend a hoe- cab

Location:

Water Division

Need / Justification:

The Water Division needs a backhoe with 4 wheel drive and extend a hoe to replace one we didn't get with purchase of water co. We need those capabilities to maintain mains along Hwy 260.

Full-Cost: \$100,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
2015 or Newer Backhoe	As Directed	\$ 100,000

Operational Impact:

Original Purchase

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

CIP / Water Enterprise Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Water Main Annual Replacement Project

Date: 02/01/2023

Dept: Utilities

Contact: Rick Tackitt

Req'd by: Jeff Low

Prepared by: Jeff Low

Project Summary:

Design and Construction of 3000 LF of water main replacement along the south side of Finnie Flats Road from Monarch Lane to 7th Street. Removal of old PVC pipe.

Location:

Finnie Flats Road replace 6-inch main with 8-inch main from Monarch Lane to 7th Street. Replace pipe with ductile iron pipe.

Need / Justification:

The Town has fixed numerous links in this stretch of water main. The original water main is PVC material without engineered bedding and shading.

Full-Cost: \$400,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
Engineering/Shop Drawings	70 Days	\$40,000
Water Main Construction	90-120 days	\$360,000

Operational Impact:

Pipe to be installed by contractor, so minimal impact to water staff. Road construction impacts along Finnie Flat Road.

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Water Enterprise Fund

Town of Camp Verde Capital Improvement Plan

Project Request

Project Title: Water System Vehicle

Date: 01/25/2023

Dept: Utilities

Contact: Rick Tackett

Req'd by: Jeff Low

Prepared by: Jeff Low

Project Summary:

New 1 Ton Pickup Truck with utility bed

Location:

Water Division

Need / Justification:

The Water Division needs one pickup truck with utility bed for a new Water Operators. The new crew member will bring the Water Division staff up to 4 water operators.

Full-Cost: \$ 75,000

Segmented Timeline:

Activity / Segment	Timeline	Cost
2023 Ford F350	As Directed	\$75,000

Operational Impact:

Increased fuel usage and potential maintenance expenses

Funding Options (Finance, Lease-Purchase, Matching Grant, Reserve Fund, HURF monies, etc.):

Enterprise lease / Water Enterprise Fund

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Town of Camp Verde

Agenda Item Submission Form – Section I

Meeting Date: July 05, 2023

☐ Consent Agenda ☒ Decision Agenda ☐ Executive Session Requested

☐ Presentation Only ☐ Action/Presentation ☐ Special Session

Requesting Department: Finance

Staff Resource/Contact Person: Mike Showers

Agenda Title (be exact): Discussion, Consideration & possible approval of The Town of Camp Verde FY24 Proposed Tentative Budget.

List Attached Documents: 1) Town of Camp Verde FY24 Proposed Tentative Budget

Estimated Presentation Time: 10 minutes

Estimated Discussion Time: 20 minutes

Reviews Completed by:

☐ Town Attorney Comments: N/A

☒ Department Head:

☐ Budgeted ☐ Unbudgeted ☒ N/A

Fiscal Impact: N/A

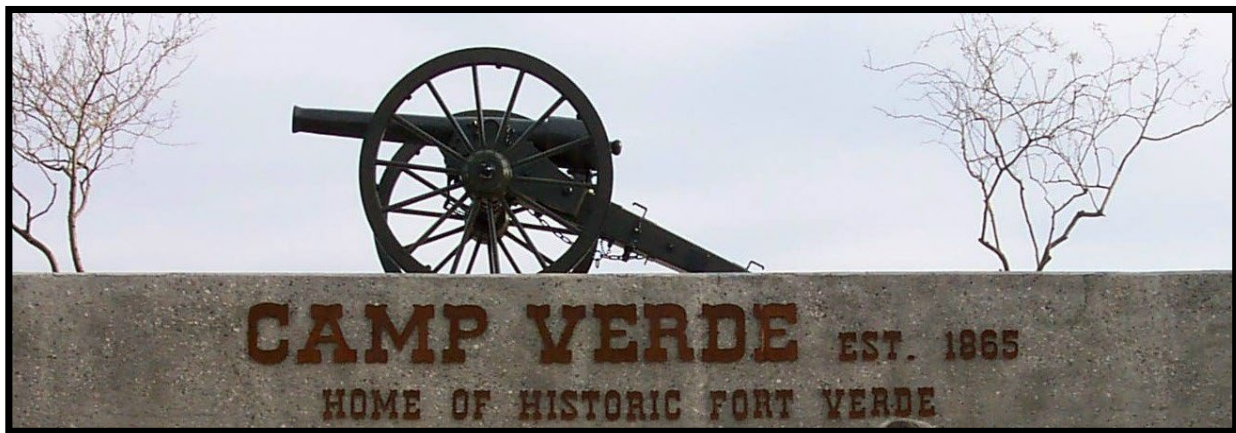
Comments: None.

Background Information: The Tentative Budget is not the Final Town Budget but once accepted, total expenses cannot be increased, but rather only decreased or moved. The FY24 Final Budget will be presented in two weeks on July 19th.

Recommended Action (Motion): Approve The Town of Camp Verde FY24 Proposed Tentative Budget.

Instructions to the Clerk: N/A

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Proposed Tentative Budget

Fiscal Year - 2023/24

Town of Camp Verde, Arizona

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

The Center Of It All

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Chapter One

Introduction

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Town of Camp Verde
Arizona**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morrill

Executive Director



Budget Summary

Fiscal Year 2023-24

The Town of Camp Verde (Town) is proud to present its annual budget for the fiscal year beginning July 1st, 2023 and ending June 30th, 2024 (FY24). The Town strives to maintain a balanced budget operationally every year. The Town considers a balanced budget one in which all recurring operational expenditures are covered with current year revenues, not reserves. In FY24, the Town has maintained a balanced budget in all operational funds (General Fund, HURF Fund, Wastewater Fund and Water Fund). The Town has budgeted to use just under \$1.3 million of unrestricted reserves to support current year expenses for one-time capital projects.

Total Town Budget

The Town's total budgeted expenses for FY24 are just over \$55.7 million. The State of Arizona mandates Annual Expenditure Limitations for all municipalities that are adjusted every year. The limitation for the Town of Camp Verde for FY24 is \$20,632,130. After removing estimated exclusions in the amount of \$35,474,517, the amount of the Town's budgeted expenses subject to the state limitation is \$20,236,749 (see page 192), which is \$395,381 below the limitation amount. Estimated exclusions include items such as debt funding, debt service, grant funded expenditures and depreciation among other items. Total budgeted revenues for the Town are just over \$48.2 million. The largest component of this amount is the \$25.5 million of Intergovernmental revenues which includes state income and sales tax as well as state and federal grants.

General Fund

The General Fund is where the vast majority of Town services are budgeted. For FY24, the General Fund budgeted expenses are just over \$14 million which is an 18% increase over FY23 which was just over \$11.9 million. The most significant part of the increase is in wages & ERE at a \$1.5 million increase over FY23. For FY24, the Town decided to give current employees a 4% cost of living adjustment and a market rate adjustment to numerous positions based on average market rates across a number of related communities. The merit raise system was put on hold this year due to the need to keep up with inflation in all areas. The Town has continued to experience significant growth which has put a strain on numerous departments to keep up with expected services. To compensate for this pressure, 14 new employees were planned throughout FY23 with another 4 new employees being brought on in FY24. The total expected cost of the 4 new positions to the FY24 budget is just over \$312 thousand. Healthcare expenses continue to rise as well growing 12% over FY23 rates. Just over \$3.4 million is being transferred out for Capital Improvement Projects (\$1.9M) & Debt Service Funds (\$1.5M). In FY24, the Town is budgeting to establish an Affordable Housing Fund that will assist the Town with cash-flow support for new affordable housing projects.

Significant Events

- 1) **New Sports Complex Construction:** Construction on the Town's 110-acre park, the Camp Verde Sports Complex, was started in FY18. The Town secured \$7 million of funding through the first-ever public bond offering from the Town and followed that up with \$2.5 million of revenue bond financing in FY21. In FY22 the Town received a matching federal grant that will enable the Town to access up to another \$2.5 million. This will be a multi-phase project creating 2 baseball fields, 2 all-purpose fields and the complete infrastructure (parking, drainage, water, roads, etc.) for the completed park. Construction is now expected to finish in 2024. The Town has spent just under \$11.6 million to date on the park, including the initial land purchase in November of 2007. In FY24, the town has budgeted for another \$4.3 million of infrastructure and equipment expenses. Once fully completed (not in this current phase), the complex is expected to house 6 baseball fields, 2 all-purpose fields, several pickleball courts, a walking trail and fishing pond.
- 2) **Wastewater Fund Capital Expenses:** The Town has budgeted nearly \$11.5 million for capital expenses. \$7.5 million of this is for the expansion of wastewater services northward along Hwy 260. Currently the Town has a \$1.2 million loan from the Water Infrastructure Authority (WIFA) for engineering costs of this project. Once completed, the Town will pursue funding for the construction of those services. To this end, the Town has applied for 2 grants totaling \$6 million and it's estimating the potential need for a loan to match grant monies in the amount of \$1.5 million. Another nearly \$1.1 million of various projects are currently moving forward with funding from the American Rescue Plan Act (ARPA) and has applied for a State grant to help with these costs in the amount of \$498 thousand. Lastly, the Town is budgeting for a loan to cover expansion of wastewater services in the Black Bridge area and several plant improvements totaling \$2.2 million.
- 3) **Water Fund Capital Expenses:** The Town has budgeted for nearly \$8.0 million of capital expenses within the Water Fund. \$3.0 million would most probably be for potential demand and storage needs but this application is still in the planning stages. Another \$2.0 million is budgeted for arsenic removal systems at two of the Town well sites. The Town has applied for federal grants to cover these expenses but has planned on loan funding as a backup if the grant applications are not successful or utilized for other Water Fund needs which would add another \$2.0 million of capital expenses. Lastly, another \$900 thousand is budgeted for a Water system master plan, SCADA & communication tower relocation, a Vac trailer, backhoe and service truck.
- 4) **American Rescue Plan Act Funds:** The Town was allocated nearly \$3.7 million of federal ARPA funds in FY22 & FY23. The Town utilized the standard \$10 million revenue loss exemption to offset the restriction of these funds. While partly referenced above in the Wastewater capital expenses, total ARPA funded expenses in the ARPA Fund (not including the Wastewater amounts mentioned above) for FY24 is budgeted at just over \$1.3 million. Funded projects include informational signage, Sports Complex equipment and potential facility expansion costs.

- 5) **Utility Rate Increases:** The Town is in the process of conducting a Utility rate study for both Water and Wastewater user fees. Many of the debt funded projects referenced above are planned to be funded through these increase. Aside from potential increases to both Water and Wastewater rates, the Town is considering options for changing how Wastewater user fees are charged including a flow based rate and a more general average rate concept rather than the current fixture unit count in use currently.
- 6) **Turquoise Circuit Rodeo:** In 2021, the Town signed a 5-yr agreement to host the Turquoise Circuit Rodeo Finals in Camp Verde. The Turquoise Circuit is the major Southwest Rodeo circuit for Arizona and New Mexico. This event is expected to bring in thousands of visitors each year.
- 7) **Broadband Expansion:** The Town has applied for a \$2.0 million federal grant to improve broadband access and service in the area.
- 8) **Az SMART Grant:** The Town applied for and has been awarded a \$926 thousand Az SMART Grant for design and planning work on the Finnie Flat Road and Highway 260 corridor. Once this is completed, we will re-apply for a federal Raise Grant for construction.

Budget & Strategic Planning

The Camp Verde Town Council, in conjunction with the Town Manager and Finance Director, have chosen to develop a strategic plan each year, prior to engaging directly in the budget process. The process consists of 1) identifying the values of our Town Council, 2) determining the expectations for our future, 3) evaluating current services, facilities opportunities and/or needs, and finally 4) defining and prioritizing future needs and their impact on the budget. In FY24, the Town completed this process assessing foundational and directional issues and created several outcome statements to drive budget discussions which are listed below:

Outcome Statements

1. *Develop Strategies to promote investment in affordable housing.*
2. *Explore opportunities to expand healthcare access in the community.*
3. *Create and support policies that attract retail and entertainment businesses.*
4. *Develop a comprehensive economic revitalization plan for historic Main Street.*
5. *Develop strategic planning models for facilities, operations, infrastructure, capital investment, broadband and overall Town direction.*
6. *Fund a strategic plan for marketing and tourism.*
7. *Create policy to identify, preserve and protect historic resources within the community.*
8. *Create an environment that encourages business growth, retention, revitalization and employment opportunities.*

Revenue Assumptions

Of the nearly \$16.4 million of General Fund revenues, 90% comes from state shared revenues (sales tax, income tax and vehicle license tax) and local Transaction Privilege Tax (TPT) revenues. As such, these line items are the primary focus for Town revenue forecasting. In FY24, the Town has budgeted for a 10% increase in local TPT over FY23 budgeted revenues. FY23 revenues are estimated to end up right on or just slightly under the budget amount of \$7.7 million. Budgeted state shared revenues are dramatically up from FY23 budget estimates, however, an estimated \$547 thousand (57%) of the increase in Urban Revenue Sharing is estimated to come from a one-time funding for FY24 and disappear in FY25. The Town has elected to use nearly all of these funds for supporting one-time expenses whether in capital funds or the General Fund. State sales tax is estimated to go up 7% for FY24, while Vehicle License tax is expected to drop 2%. The Town is trying to remain cautious with projected revenue increases, however, failing to recognize the economic and residential growth within the Verde Valley could limit the Town's ability to continue to provide citizens and businesses with expected service delivery. Underestimating revenue projections too much could have a negative impact on the Town's ability to adapt to growth and service demands due to restrictive budgetary constraints.

Economic Outlook & Direction

Expansion of wastewater utilities north along the Highway 260 corridor is still a predominant focus for future business growth. The Town is currently working through funding options to initiate the first phase of this project, budgeted at \$7.5 million, including an application for \$6.0 million in grants and the possible creation of an improvement district.

Camp Verde is seeing continued activity in its Community Development Department as well as numerous projects currently under construction. Currently a housing development of approximately 500 homes and an 85-acre retail project are under construction amongst numerous other smaller commercial and residential projects. Camp Verde's Highway 260 corridor has the advantage of being designated as an Opportunity Zone investment area and is indeed seeing the excitement of inquiries and the exchange of property ownership as investors continue to look toward Camp Verde. FY24 is expected to see several projects come off of paper in into active construction.

Camp Verde is a growing community, both residentially and commercially and sees a very positive economic growth period over the next 5 to 10 years.

Capital Expenditures

Capital Expenditures are defined as expenses over \$5,000 that have a useful life of more than 1 year. Of the \$55.7 million of total Town expenses in FY24, \$32.9 million of that (59%) is for capital expenditures. The significant expenditures for this current year include:

Wastewater

- 1) \$7.5 million for expansion of wastewater services along Hwy. 260.
- 2) \$2.2 million for a new Wastewater lift station and connections as well as plant improvements.
- 3) \$1.8 million for maintenance and planning projects.

Water

- 4) \$3.0 million for water storage and supply projects.
- 5) \$2.0 million for water quality projects.
- 6) \$2.8 million for equipment and planning projects.

Economic Development

- 7) \$2.0 million for expanded broadband coverage in Camp Verde.
- 8) \$1.5 million for Finnie Flat Road and Highway 260 Corridor improvements.
- 9) \$500 thousand for development of a locally accessible commercial kitchen.

Public Works

- 10) \$4.3 million for Phase I Sports Park completion.
- 11) \$1.3 million for various ARPA Fund capital projects.
- 12) \$600 thousand for chip seal maintenance on Town streets.

Staffing

While there were requests for 13 new full-time positions across the Town departments, only 4 were recommended to be approved for FY24. Those positions include 2 Water Operator positions, 1 Maintenance Worker position and a Records Clerk position at the Marshal's office. Currently, the Town employs approximately 130 full-time and part-time positions as well as a number of seasonal workers. Finding available space for new employees is becoming an issue. The Town is recommending a Master Facilities Planning process go forward to help find recommendations for creating available space for new employees. A detailed look at staffing levels can be found on page 16 of this document.

Distinguished Budget Presentation Award

The Town of Camp Verde received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the eighth straight year for its FY23 budget. This award is presented to government entities that meet and exceed various criteria with the presentation of their budget.

Town of Camp Verde

FY24 General Fund Budget at a Glance

Inflows

Source	2022-23 BUDGET	2022-23 ESTIMATED	2023-24 BUDGET
Local Sales Taxes	7,713,910	5,500,578	8,489,000
Franchise Fees	285,600	191,311	329,000
Intergovernmental Revenues	5,344,390	3,942,976	6,392,815
Licenses & Permits	335,125	294,329	446,500
Fines & Forfeitures	137,000	84,189	136,800
Charges for Services	248,760	219,294	294,010
Grants & Donations	14,500	10,366	17,500
Miscellaneous	175,200	309,848.14	264,370
Net Transfers Into General Fund	0	0	150,000
Total Funds In	\$ 14,254,485	\$ 10,552,891	\$ 16,519,995

Outflows

Function	2022-23 BUDGET	2022-23 ESTIMATED	2023-24 BUDGET
General Government	3,564,443	2,614,849	3,976,735
Magistrate Court	447,600	284,091	479,328
Public Works	1,401,300	884,023	1,999,465
Utilities	191,095	80,979	262,310
Community Development	956,416	572,433	1,148,540
Marshal's Office	3,914,845	2,679,691	4,578,770
Library	740,145	509,217	838,130
Parks & Rec	712,145	469,266	786,475
Transfers Out to Pay Debt	1,481,105	1,368,247	1,536,610
Transfers Out to Housing Fund	0	0	300,000
Transfers Out to Park Fund	784,000	0	789,000
Transfers Out to Capital Improv's	250,000	250,000	1,113,075
Total Funds Out	\$ 14,443,094	\$ 9,712,796	\$ 17,808,438
Net From Operations	\$ (188,609)	\$ 840,095	\$ (1,288,443)
Reserve Use	188,609	0	1,288,443

General Fund Reserve

(Rounded to nearest \$1000)

FY20	\$2,216,000
FY21	\$4,686,000
FY22	\$4,234,000
FY23*	\$5,074,000
FY24*	\$3,786,000

* - Estimated

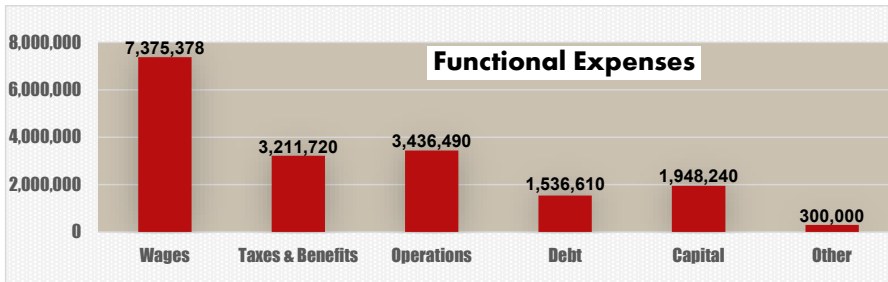
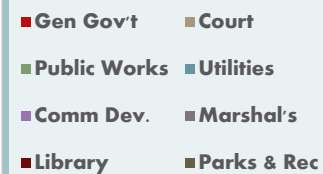
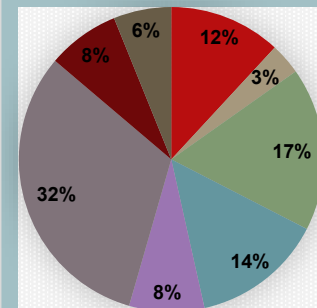
Local Sales Tax

(Rounded to nearest \$1000)

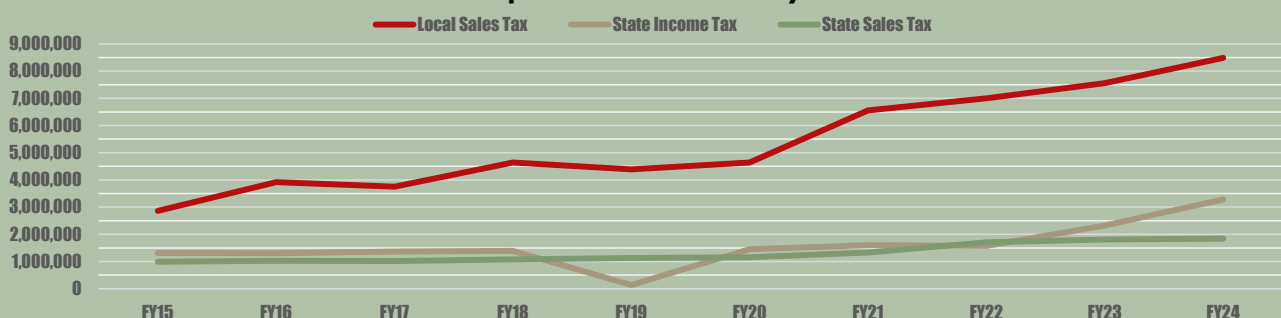
FY20	\$4,640,000
FY21	\$6,558,000
FY22	\$7,006,000
FY23*	\$7,557,000
FY24*	\$8,489,000

* - Estimated

Employee Allocation FY23 - 128.9 FTE's



Major Tax Revenues - 10 yrs





Town of Camp Verde

Community Profile

The History

The Town of Camp Verde was incorporated on December 8, 1986. The Town's history, however, begins much earlier. In 1865, families from Prescott made the trek through the Black Hills Mountains to arrive in the area that would come to be known as Camp Verde. Fort Verde, now a state historic park, would be established in 1872 to help keep the peace between Native Americans and the new settlers, though it was eventually vacated in 1890 as the Town of Camp Verde began to take shape.

Though Camp Verde saw some prosperity in its early years due to the operation of a salt mine between 1923 and 1933, it remained mostly isolated due to the somewhat treacherous and overall poor road

conditions of the area. That changed, however, with the building of the State Route 79 highway in 1961 which would eventually become one of the most highly traveled Interstates in our nation, better known as I-17.

With I-17 established as the main thoroughfare from Phoenix to destinations such as Prescott, Sedona and the Grand Canyon, Camp Verde found itself in the center of a main tourist artery. Camp Verde has been slow in its growth over the years, choosing to remain a small, quiet community. This is changing as well, as Camp Verde over the last several years has begun to expand its retail base, most prominently in the area of fantastic locally run restaurants and outdoor recreation.



The community possesses some of the oldest and finest historic resources in the Verde Valley. Camp Verde is one of the few communities in Arizona that have examples of buildings from its entire historic period. Such resources are vibrant links to the past representing the people, processes and events that made the Town what it is today. These resources give Camp Verde a part of its uniqueness and roots. Whether hiking to various local cave dwellings, visiting historic houses, or spending time at either of our state parks, Fort Verde State Park or Montezuma's Castle, you will be emersed in a culture rich in southwestern history.

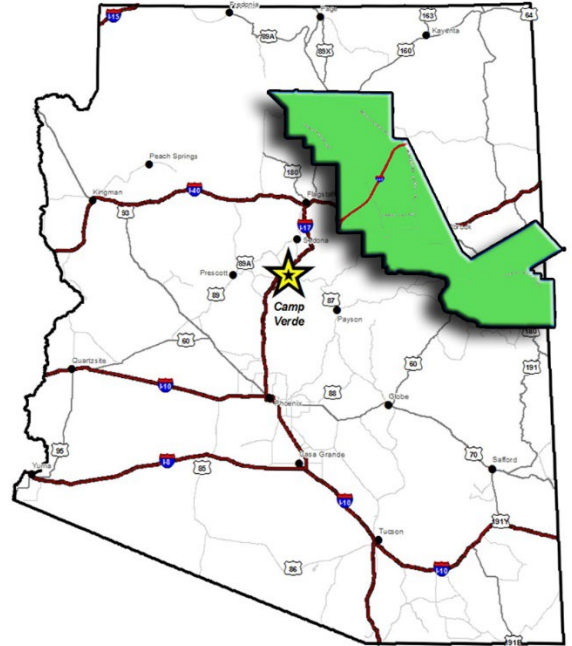
The Town

Camp Verde has received the distinction of being the community closest to the center of Arizona. Located in Eastern Yavapai County, it is 86 miles North of Phoenix and 50 miles South of Flagstaff. The town boundaries stretch out along 18 miles of the Verde River, covering a total area of 46 square miles. At an elevation of 3,146 feet, the arid climate provides Camp Verde with hot days and cool evenings during the summer months, while winters remain comparatively mild to Arizona's other Northern cities.

Small farms and ranches enhance our rural, western lifestyle. The waterways that meander throughout our quiet community provide an abundance of riverfront properties and recreational opportunities and also are a habitat for wildlife, such as bald eagles, hawks, blue heron, beavers and otters. Towering above the valley are majestic mountains that provide a scenic view of unsurpassed beauty.

Camp Verde is predominantly surrounded by US Forrest land which supports the outdoor recreational opportunities in the area. Residents and visitors are able to enjoy outdoor activities such as horseback riding, four wheeling, jeep tours, hiking, camping, canoeing, kayaking and fishing.

Camp Verde plays host to several weekend events throughout the year including Fort Verde Days and Trunk or Treat in October, the Turquoise Circuit rodeo finals in November, the Spring Heritage Pecan & Wine Festival in March and Cornfest in July.



The Demographics

The estimated population of Camp Verde from Lightcast, Bureau of Labor Statistics is 13,497 for 2023. With an average estimated growth rate of 1.0%*, the estimated population of Camp Verde would be as follows:

<u>2025</u>	<u>2030</u>	<u>2035</u>	<u>2040</u>
13,768	14,470	15,210	15,985

While Camp Verde has historically been seen as a retirement dominated community, recent years have seen a much younger and more professional population begin to take root. Camp Verde's population has become quite an eclectic mix of rancher, professional and entrepreneur. Below is a snapshot of Camp Verde families:

	<u>Camp Verde</u>	<u>Yavapai County</u>	<u>Arizona</u>
HS Grad/Equivalent age25+:	82.5%	91.6%	88.3%
Bachelors+, age 25+:	19.4%	27.8%	31.2%
Home Ownership (2017):	77.0%	72.2%	65.8%
Average Value of Homes**	\$406,398	\$486,471	\$414,262
Persons per Household	2.74	2.20	2.58
Median Household Income	\$46,563	\$56,170	\$65,913
% below poverty	23.6%	12.5%	12.8%

(from census.gov – **Avg home value from Zillow.com)

Unemployment Rates:

	<u>May 2020</u>	<u>May 2021</u>	<u>May 2022</u>	<u>May 2023</u>
AZ	11.2%	5.5%	3.7%	3.4%
Yavapai County	11.6%	4.8%	3.6%	3.4%
Camp Verde	8.5%	4.5%	2.8%*	N/A*

(Bureau of Labor Statistics – homefacts.com for Camp Verde)

The Economy

The local economy has predominantly been made up of small businesses and local owners. However, in recent years, the Town has seen significant commercial growth, including more typical “chain” establishments. The areas close to the freeway are developing quickly as more commercial establishments crop up along this Highway 260 corridor. Our location on I-17 between Sky Harbor airport in Phoenix and major travel destinations to our North, such as Sedona and the Grand Canyon, create an average of over 28,000 vehicles per day (ADOT 2018) through Camp Verde. So while Camp Verde still maintains its “small-town” charm throughout most of the Town, the areas closest to I-17 are taking on a more commercialized appearance.

In FY16, the Town saw its first major income growth explosion in local TPT revenues growing \$1.05 million (37%). In FY18, the Town had its second major income growth explosion, rising \$886 thousand (24%) to \$4.64 million. Then, in FY21, the Town’s local TPT grew a whopping \$1.92 million (41%) its largest single year jump to date. Since FY21, the Town has seen a more normalized growth of 7% & 8%. In the 10 years since FY14 the town’s local TPT revenues have increased 190% (\$4.96 million). The predominant driver of these increases has been the Retail category which has grown 293% over that 10 year period to an estimated \$4.09 million.

Top 10 Employers for the Town as of June 2022

<u>Employer</u>	<u>Employees</u>
Cliff Castle Casino & Hotel	406
Yavapai County	286
Yavapai-Apache Nation	274
Camp Verde School District	207
Town of Camp Verde	120
Bashas	110
Goettles High Desert Mechanical	85
Adundant Organics	79
Rainbow Acres	72
The Haven	72

Major Attractions



Montezuma Castle National Monument

Montezuma Castle National Monument features well-preserved cliff-dwellings. They were built and used by the Pre-Columbian Sinagua people, northern cousins of the Hohokam, around 700 AD. It was occupied from approximately 1125-1400 AD, and occupation peaked around 1300 AD.

Several Hopi clans trace their roots to immigrants from the Montezuma Castle/Beaver Creek area. When European Americans discovered them in the 1860s, they named them for the Aztec emperor (of Mexico) Montezuma II, due to mistaken beliefs that the emperor had been connected to their construction. Neither

part of the monument's name is correct. The Sinaqua dwelling was abandoned 100 years before Montezuma was born and the Dwellings were not a castle. It was more like a "prehistoric high rise apartment complex".



Fort Verde State Historic Park

From 1865 to 1891, U.S. Army officers, doctors, families, enlisted men, and scouts lived in a succession of army bases located in the Verde Valley. Replacing the earlier camps of Lincoln and Verde, Fort Verde became the most established military presence in the Valley. The Fort is best known for its use by General Crook's U.S. Army scouts and soldiers as a base of operation during the Indian Wars of the 1870s and 1880s. Today, visitors can experience three historic house museums, all with period furnishings, that are listed on the National and State Register of Historic Places. The former fort administration building houses the Visitor Center with interpretive exhibits, artifacts from military life, and history of the Indian Wars.



Cliff Castle Casino

Cliff Castle Casino-Hotel Guests can enjoy fine dining at the award-winning Storytellers Gourmet Steakhouse. They also offer family dining at The Gallery restaurant, tasty old-fashioned burgers at Johnny Rockets, and casual dining at The Gathering restaurant located inside The Hotel at Cliff Castle. Guests can relax at any of the cocktail lounges, which include Fables, Cliff Dwellers and The Gutter located inside the bowling center. Kids will also enjoy Shake, Rattle & Bowl bowling center, The Alley Arcade, a collection of the most popular high-action video games, and Kids Quest supervised childcare for children up to 12 years old featuring indoor playground, arts & crafts and arcade games.



Out of Africa Wildlife Park

Located in Camp Verde, Arizona, Out of Africa Wildlife Park is one of Arizona's best wildlife theme parks. Out of Africa Wildlife Park strives to educate and entertain, while providing an exciting and engaging opportunity to love and respect creation and creator. It is a place where family and friends gather to experience oneness with animals and each other during safaris, tours, walks, observations, and shows of wild-by-nature animals in their own, natural splendor.



Predator Zip Line

Experience the wind ripping through your hair on a thrill ride over nature's wildest predators. Enjoy the adventure of a lifetime on a world-class zip line over Out of Africa Wildlife Park in Camp Verde, Arizona!



Verde Valley Archaeology Center

In 2010, a group of avocational archaeologists and volunteers created the Verde Valley Archaeology Center in an effort to protect what was left of the Valley's ancient people. Their museum on Main Street displays and interprets artifacts from both public and private collections, and in doing so has helped to stem the flow of artifacts leaving the valley. The center has an active research facility that assists archaeologists and government agencies throughout the area in identifying and cataloging artifacts. A number of programs are offered throughout the year to help educate the public and instill an appreciation for the ancient cultures that have called the Verde Valley home.



Camp Verde Vineyards & Wine Tasting

Camp Verde has 3 wineries within the Town, all of which offer local wine tasting. They are:

- Alcantara Vineyards
- Clear Creek Vineyard and Winery
- Salt Mine Wine



Verde Adventures – Water to Wine Rafting

Make your way down the Verde River on inflatable kayaks for a 2.5 hour guided raft trip and marvel at the scenic views throughout the adventure. Afterwards, disembark at Alcantara Vineyards for food and wine. Live music is available most afternoons as well.



Copper Star Indoor Shooting Range

The Copper Star Indoor Shooting Range is Arizona's largest indoor shooting range. The facility includes a state of the art, air-conditioned, 25 yard indoor pistol range, the only 100 yard indoor rifle range in the state, and a 50 yard indoor archery range. It is their mission to provide a safe, fun, family-friendly and comfortable environment. They offer a large selection of firearms for rent, including bows and fully automatic machine guns. Copper Star Indoor Shooting Range is a great place to spend your time while traveling through the Verde Valley.



Town of Camp Verde

Key Officials and Staff

Mayor and Council Members

Mayor Dee Jenkins
Councilor Wendy Escoffier
Councilor Cris McPhail
Councilor Jackie Baker

Vice-Mayor Marie Moore
Councilor Robin Godwin
Councilor Jessie Murdock



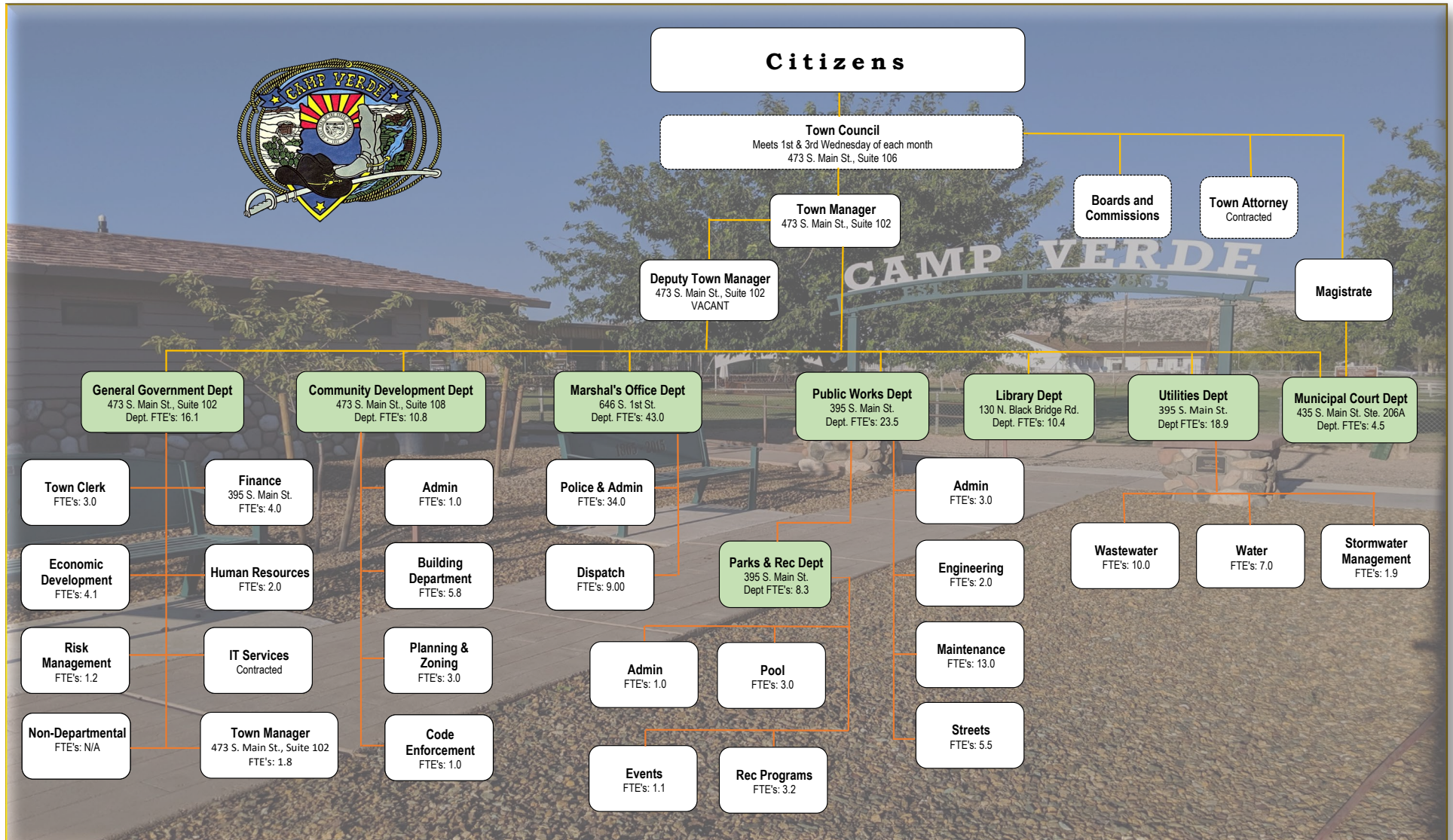
Department Heads

Barbara Goodrich, *Interim Town Manager*
Cindy Pemberton, *Town Clerk*
Mike Showers, *Finance Director*
Corey Rowley, *Marshal*
Kathy Hellman, *Library Director*
Gary Horton, *Presiding Magistrate*
Jeff Low, *Utilities Director*

John Knight, *Community Development Director*
Ken Krebs, *Public Works Director*
Molly Spangler, *Economic Development Director*
Veronica Pineda, *Court Supervisor*
Heather Vinson, *Risk Management*
Julia Kaiser, *Human Resources*

Town of Camp Verde, Arizona

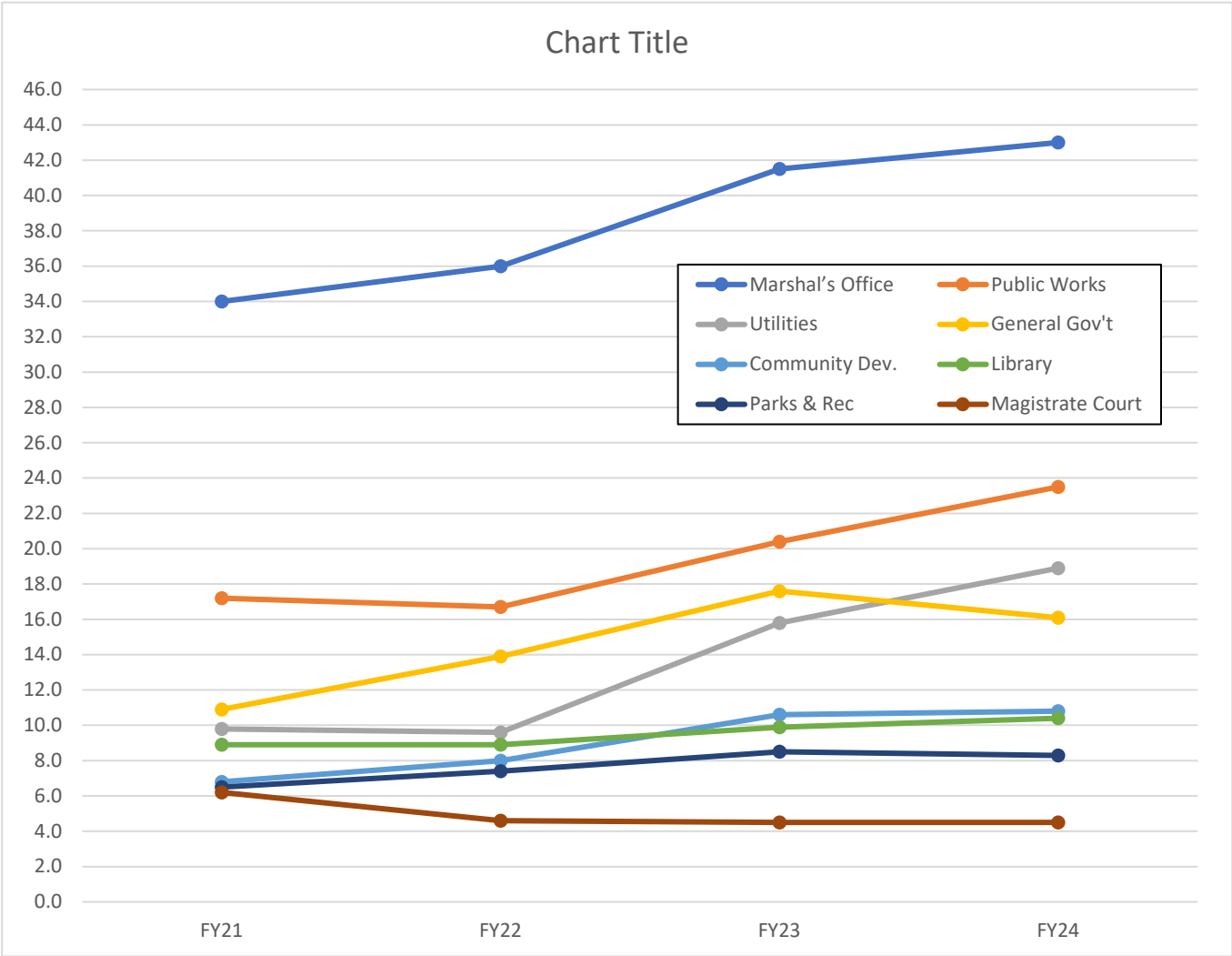
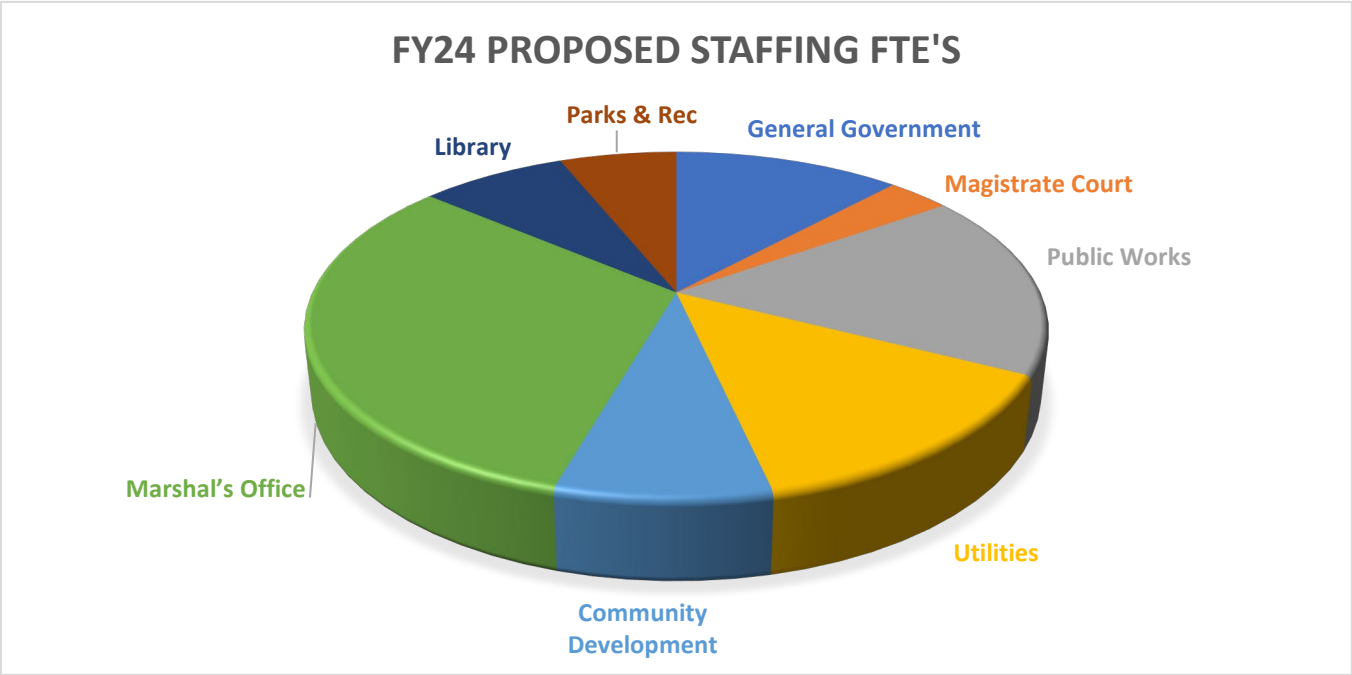
Town Budgetary Organization Chart



FTE Staffing Levels

Department / Division	FY21 Actual FTE's	FY22 Actual FTE's	FY23 Appr'd FTE's	FY24 Budget FTE's
General Government	10.9	13.9	17.6	16.1
Town Council	N/A	N/A	N/A	N/A
Manager's Office	1.0	1.0	2.0	1.8
Clerk's Office	2.0	2.8	3.0	3.0
Finance Dept.	3.0	3.4	4.0	4.0
HR	1.0	1.3	2.0	2.0
Risk Management	0.8	1.6	2.2	1.2
Economic Development	3.1	3.8	4.4	4.1
IT Dept	N/A	N/A	N/A	N/A
Magistrate Court	6.2	4.6	4.5	4.5
Public Works	17.2	16.7	20.4	23.5
Engineering	0.0	0.0	0.0	2.0
Maintenance	11.0	9.9	12.5	13.0
Streets	5.2	5.8	5.8	5.5
Admin	1.0	1.0	2.1	3.0
Utilities	9.8	9.6	15.8	18.9
Stormwater	1.3	0.9	1.5	1.9
Wastewater	8.5	8.2	8.8	10.0
Water	N/A	0.5	5.5	7.0
Community Development	6.8	8.0	10.6	10.8
Building	3.8	4.1	5.8	5.8
Planning & Zoning	0.5	1.7	2.8	3.0
Code Enforcement	1.0	0.9	1.0	1.0
Admin	1.5	1.3	1.0	1.0
Marshal's Office	34.0	36.0	41.5	43.0
Sworn Officers	20.0	24.0	23.5	24.0
Dispatch	8.0	7.2	9.0	9.0
Admin	6.0	4.8	9.0	10.0
Library	8.9	8.9	9.9	10.4
Parks & Rec	6.5	7.4	8.5	8.3
Pool	2.6	2.8	3.2	3.0
Events	0.6	0.7	1.1	1.1
Rec Programs	2.3	2.9	2.7	3.2
Admin	1.0	1.0	1.5	1.0
Total FTE's	100.3	105.1	128.8	135.5

FTE Staffing Levels



FTE changes from FY23 to FY24

FY23 Approved FTE's: 128.8

General Government -1.5

Risk Management	-1.0	-Project Manager position moved to PW-Admin, -1.0
Econ Dev	-0.3	-FY23 partial year hire removed, -0.3
Manager	-0.2	-FY23 unhired, change hire date to Sept, -0.2

Public Works +3.1

* New division created by separating Engineering and Admin *

Admin	+0.9	-Allocated 2 positions to 100% in Admin, +2.0 -Allocated 50% of 2 admin water positions to PW-Admin, +1.0 -Removed previous allocations, -2.1
Engineering	+2.0	-Two positions pulled from PW/Admin, +2.0
Maintenance	+0.5	-Remove 0.2 allocation out to Pool, +0.1 -Remove 0.3 allocation in of 2 admin positions, -0.4 -FY24 new hire – Budgeted for October hire date, +0.8
Streets	-0.3	-Remove 0.3 allocations from 3 admin positions, -0.3

Utilities +3.1

Sewer	+1.2	-FY23 partial year hire, now full 12 months, +0.5 -Create admin allocations in from 4 positions, +1.4 -Remove admin allocations in from 1 position, -.7
Water	+1.5	-FY24 new hires – Budgeted for full year, +2.0 -Create allocations out for 2 admin staff, -1.0 -Create allocations in for 2 admin staff, +0.5
Stormwater	+0.4	-Create admin allocation in from 1 position, +0.1 -Remove allocations from 3 admin positions, -0.6 -FY23 partial year hire, now full 12 months, +0.9

Community Dev +0.2

P&Z	+0.2	-FY23 partial year hire, now full 12 months, +0.2
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Marshal's Office +1.5

Sworn Officers	+0.5	-Remove 0.5 allocation out of 1 officer to Court, +0.50
Admin	+1.0	-FY24 new hire – Budgeted for full year, +1.0

Library +0.5

- FY23 partial year hire, now full 12 months, +0.5

Parks & Rec -0.2

Admin	-0.5	-Remove 0.5 allocations in from 1 admin and 1 P&R position, -0.5
Pool	-0.2	-Remove 0.2 of admin allocations in, -0.2
Events	+0.5	-Increase admin allocation in, +0.5

-(Above 3 changes include a FY23 partial year hire now full year, +0.3)

NET CHANGE +6.7

(Includes 0.9 FTE's of seasonal and rounding adjustments up from FY23)

FY24 Proposed FTE's: 135.5



Town of Camp Verde

Proposed Budget Calendar for FY 2023-24

Date	Task	Day/Time
Dec. 21 st , 2022	Approve budget calendar.	Wed: 6:30 pm
Jan. 25 th , 2023	Strategic Plan Development	Wed: 5:30 pm
Feb. 22 nd , 2023	Town fee proposal review with departments	Wed: 5:30 pm
Mar. 8 th , 2023	CIP Plan Presentations	Wed: 5:30 pm
Mar. 14 th , 2023	CIP Plan Development	Tues: 5:30 pm
Mar. 29 th , 2023	Department budget presentations	Wed: 5:30 pm
Mar. 30 th , 2023	Department budget presentations Cont'd (if necessary)	Thur: 5:30 pm
Apr. 12 th , 2023	Budget review with Town Manager & Finance Director	Wed: 5:30 pm
Apr. 13 th , 2023	Budget review Cont'd (if necessary)	Thur: 5:30 pm
May 24 th , 2023	Adoption of Sanitary District Levies Budget & CIP Review	Wed: 5:30 pm
May 17 th , 2023	Adoption of: 1) Town fees, 2) CIP Plan, 3) Sanitary Dist Levies	Wed: 6:30 pm
July 5 th , 2023	Adoption of Tentative Budget	Wed: 6:30 pm
July 19 th , 2023	Public hearing; Adoption of final budget	Wed: 6:00 pm

**Please note that dates are estimates only and may change if necessary.*

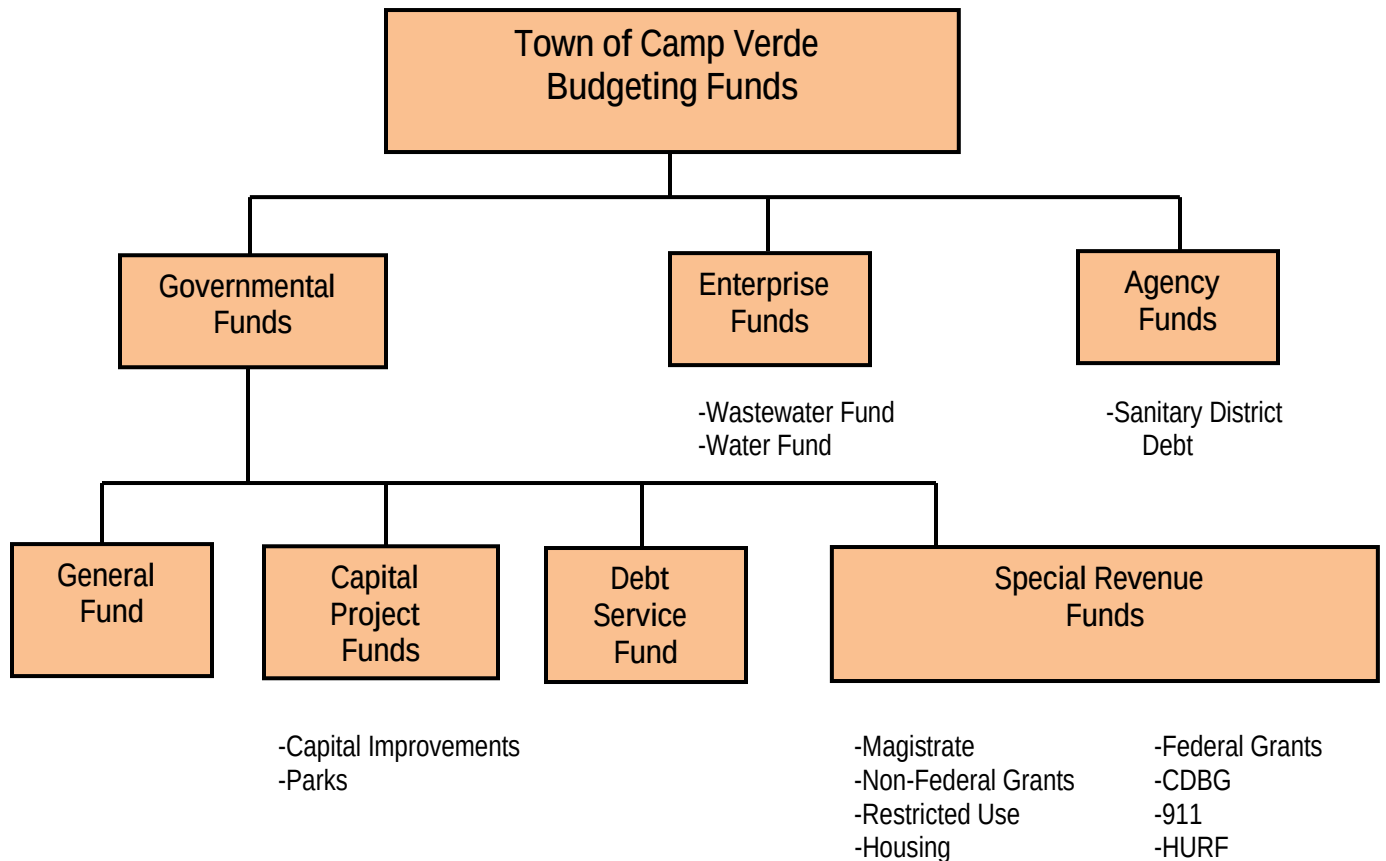


Chapter Two

Financial Structure, Policy & Process

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Budget Fund Structure



Fund Types

Governmental Funds: Are used to account for activities primarily supported by taxes, grants and similar revenue sources.

- **General Fund:** The main operating fund used to account for and report all financial resources not accounted for and reported in another fund.
- **Capital Project Funds:** Used to track the financial resources to be used for the acquisition, construction or major renovation of capital assets.
- **Debt Service Funds:** Used to account for the funding allocations and the payments of general long-term debt principal, interest and related costs.
- **Special Revenue Funds:** Used to account for and report the proceeds from special revenue sources that are restricted or committed for specific purposes other than debt or capital projects.

Enterprise Funds: Used to report any activity for which a fee is charged to external users for goods or services.

Agency Funds: Used to report resources held by the Town in a purely custodial capacity.

Basis of Accounting & Budgeting

The *Basis of Accounting* and *Basis of Budgeting* determine when revenues and expenditures are recognized for the purposes of financial reporting and budget control. Accounting on a *cash basis* means that revenues and expenditures are recorded when cash is actually received or paid out. *Full accrual accounting* is where revenues are reported when earned, as opposed to when received. Expenditures are recognized when an obligation to pay is incurred, as opposed to when the payment is made. Capital purchases are recognized over the life of the asset through the use of depreciation.

Governments typically use a hybrid basis of accounting termed *modified accrual*. Under this system, revenues are recognized when they become measurable and available. Expenditures are recognized when the obligation to pay is incurred. However, capital expenditures are recognized at the time of purchase. This means that governments may experience significant increases and decreases in total expenditures from year to year, since capital expenses can be large and unevenly timed. To help explain year to year expenditure trends, governments typically report capital expenditures separately from operating costs.

The Town of Camp Verde uses modified accrual accounting and budgeting for its governmental fund types. For enterprise funds (the Wastewater Fund), the Town uses full accrual accounting but budgets under the modified accrual accounting to show the purchases of capital assets and the use of other financing sources (ie loans) for a more transparent view of the use of funds within that enterprise fund.



Town of Camp Verde

Financial Policies

Fiscal Policies

ACCOUNTING

The Town's accounting and financial reporting systems will be maintained in conformance with Generally Accepted Accounting Principles and standards of the Government Accounting Standards Board. A fixed asset system will be maintained to identify all Town assets, their condition, historical cost, replacement value and useful life.

AUDIT

An annual audit will be performed by an independent public accounting firm with the subsequent issue of an official Comprehensive Annual Financial Report, including an audit opinion.

FINANCIAL

- To maintain a financially viable Town that can maintain an adequate level of municipal services.
- To maintain financial flexibility in order to be able to continually adapt to local and regional economic changes.
- To maintain and enhance the sound fiscal condition of the Town.
- To maintain a positive municipal credit rating.

RESERVES

The Town will maintain General Fund reserves of unrestricted monies in the amount of \$500,000. The Finance Director will alert the Council any time Unrestricted General Fund reserves drop below \$1,000,000 and will continue to update Council members until unrestricted General Fund reserves reach the \$1,000,000 threshold or until directed by Council that the reporting is no longer necessary.

The Town will also maintain HURF Fund reserves in an amount equal to three (3) months of budgeted HURF expenditures. This reserve balance shall not be used without approval from the Council.

BUDGET POLICY

PURPOSE: To establish policies and procedures to carefully account for public funds, manage the finances wisely and plan for adequate funding of services that are desired by the public. The following budget policy provides guidance for preparing the Town of Camp Verde's annual budget (all funds) as well as adoption, implementation, and monitoring of the budget.

I. POLICIES

- A. BUDGET PHILOSOPHY. The Town of Camp Verde's budget philosophy includes funding the service delivery system using the resources provided through current revenue collection while planning for future needs through capital funding and maintenance.
- B. BALANCED BUDGET. Arizona law (Title 42 Arizona Revised Statutes) requires the Town Council to annually adopt a balanced budget. The Town of Camp Verde will develop a balanced budget by June 30th each year, where projected revenues meet or exceed projected expenditures. In the event that projected revenues are not adequate to sustain the service delivery system desired by the Town's citizens, a draw on fund balance may be authorized by the Town Council in accordance with Town Code Section 3-4-5 Fund Balance Policy. In addition, the Town will not use one-time (non-recurring) revenues to fund continuing (recurring) expenditures.
- C. CONSERVATIVE PROJECTIONS. Revenues and Expenditures will be determined through conservative projections. Current revenues will be sufficient to support current operating expenditures allowing the Town to maintain a positive operating position.
- D. USER FEES. User Fees will be adjusted as necessary to recover the full cost of services provided, except when the Town Council determines that a subsidy from the General Fund is in the public interest.

II. PROCEDURES

A. BUDGET PROCESS

- 1. The Town Manager will meet with all Department Directors to discuss his/her outlook for the coming year and give staff direction as to the financial direction of the new year's budget.
- 2. Department Heads will develop the budgets for their departments based on the recommended direction of the Town Manager.
- 3. Department Heads will enter their completed budget requests into the computer accounting system with appropriate notes for review by the Town Manager. Individual meetings are held with each of the Department Heads to discuss their budget requests and to assure that the Departments' narratives are complete.
- 4. The compiled preliminary draft budget is distributed to Council Members and Department Heads. Budget Work Sessions are scheduled to present each budgetary unit to Council, answer questions that may arise, make adjustments as directed, and obtain Council's preliminary approval of the requests. The Finance Department, with the Town Manager's direction, makes final adjustments to the budget and verifies that all information is properly included in the budget document.
- 5. In June, the Tentative Budget is approved by Council and the budget is advertised in the local newspapers for two consecutive weeks.
- 6. In July, Public Hearings on the Tentative Budget are held. If no changes have been directed, the Final Budget is adopted and implemented.

B. BUDGET AMENDMENT POLICY

1. Once the tentative budget is adopted, the expenditure limitation amount is set for the fiscal year. The Town Council may not approve additional appropriations above that amount.
2. Throughout the fiscal year, amendments may be made to the adopted budget. All budget amendments must be approved by the Town Council. Budget amendments include, but are not limited to, transfers of appropriations between departments, transfers of appropriations from the Contingency to departments and/or funds, and transfers of appropriations between funds.
3. The Town Manager may approve budget reallocations within functional department areas as follows:
 - a. General Government – All “100 & 900” department account numbers
 - b. Magistrate Court – All “300” department account numbers
 - c. Public Works – All “400” department account numbers
 - d. Community Development – All “500” department account numbers
 - e. Marshal’s Office – All “600” department account numbers
 - f. Library – All “700” department account numbers
 - g. Parks & Rec – All “800” department account numbers
4. A budget adjustment is requested with the Budget Change/Re-Appropriation Form. The form is submitted to the Finance Director for review.
5. The Finance Director shall submit the completed Budget Change/Re-Appropriation Form to Council for approval.
6. Approved changes to the budget shall be documented, signed and entered by the Finance Director and filed in an annual budget adjustment file.

C. BUDGET MONITORING

1. The Finance Department, along with each Department Head, monitors the budget continuously throughout the fiscal year. The Town focuses on the object level (total salary expenditures, total operational expenditures, etc.) of tracking rather than focusing on the sub-object level (each specific line item). This means that instead of tracking each line item to ensure that it remains within the budget appropriation, the focus is on whether the Department as a whole operates within its total budget appropriation.
2. Revenue projections are monitored monthly and statistically projected throughout the remainder of the fiscal year to determine the need to decrease expenditure appropriations in order to maintain a balanced budget.
3. Financial reports are given to the Town Council and Department Heads quarterly detailing the status of each department and the Town as a whole. Along with these reports, the Finance Department also presents a report to Council detailing the revenue projections through the end of the fiscal year and makes recommendations as needed to decrease appropriated expenditures, as a result of any shortfall in our revenue base, which may materialize.

D. BUDGET CALENDAR

1. In February of each year, the Finance Director shall obtain approval of the budget calendar for the following fiscal year.

E. CAPITAL IMPROVEMENTS

1. The Town will make all capital improvements in accordance with the adopted and funded Capital Improvement Plan (CIP). The CIP will provide for adequate design, construction, maintenance and replacement of the Town’s capital assets over a five-year period.
2. The Town will use intergovernmental assistance to finance only those capital improvements that are consistent with the Capital Improvement Plan and Town priorities, and who’s operating and maintenance costs have been included in the budget.

3. The Town will coordinate development of the CIP with the development of the operating budget.
4. If funding new facilities, special development impact funds may only be used if those new facilities are included in the Town's master plans.

F. FUND ACCOUNTING

1. The Town utilizes fund accounting, which is a method of tracking revenues and expenditures based on restrictions being placed on the revenues requiring that they be used for specific purposes only. Each fund is considered a separate accounting entity. All funds except agency funds are included in the budget document. Agency funds are not required to be included in the budget document as they are monies belonging to separate entities, which the Town holds in trust for them.

G. GOVERNMENTAL FUNDS

1. General Fund - The General Fund is the main operating fund of the Town of Camp Verde; it accounts for the majority of the departments within the Town.
2. Special Revenue Fund - Special Revenue Funds are separate accounting records used to track revenues (and the related expenditures) that are legally restricted for specific purposes.
3. Debt Service Fund - Debt Service Fund is used to account for the funding allocations and the payments of general long-term debt principal, interest and related costs.
4. Capital Project Fund - Capital Project Funds are used to track the financial resources to be used for the acquisition or construction of capital assets. A capital asset is defined by the Town as any item with an extended useful life whose purchase price (or value if donated) is \$5,000 or more.
5. All Governmental Funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. Measurable means that the amount of the transaction can be determined. Available means that the funds are collectible within the current period or soon thereafter to pay liabilities of the current period. Expenditures are recognized when the related liability is incurred.

H. FIDUCIARY FUNDS

1. Agency Fund - The Agency Fund is used to account for monies belonging to other agencies that the Town holds in a trustee capacity.
2. Fiduciary Funds - Fiduciary Funds are accounted for using the accrual basis of accounting. This method of accounting recognizes the financial effects of transactions and other events and circumstances that have cash consequences in the periods in which transactions, events, and circumstances occur, rather than only in the periods in which cash is received or paid by the government.

I. BUDGET BASIS

1. The Town maintains its financial records in accordance with Generally Accepted Accounting Principles (GAAP) for government entities. The budgets of General Government Funds are prepared on a modified accrual basis. This includes all fund types managed by the Town of Camp Verde.

DEBT POLICY

PURPOSE: To establish policies and procedures to provide for the preservation and eventual enhancement of the Town's bond ratings, the maintenance of adequate debt service reserves, compliance with debt instrument covenants and provisions and required disclosures to investors, underwriters, and rating agencies. These policy guidelines will also be used when evaluating the purpose, necessity, and condition under which debt will be issued. These policies are meant to supplement the legal framework of public debt laws provided by the Arizona Constitution, State Statutes, City Charter, federal tax laws, and the Town's current bond resolutions and covenants.

The Town utilizes long-term debt to finance capital projects with long useful lives. Financing capital projects with debt provides for an "intergenerational equity", as the actual users of the capital asset pay for its cost over time, rather than one group of users paying in advance for the cost of the asset.

All projects funded with General Obligation Bonds or Revenue Bonds can only be undertaken after voter approval through a town-wide bond election.

I. POLICIES/PROCEDURES

- A. The overall debt management policy of the Town is to ensure that financial resources of Town are adequate in any general economic situation to not preclude the Town's ability to pay its debt when due.
- B. The Town will not use long-term debt to fund current operations or projects that can be financed from current revenues or resources. The Town will first attempt "pay as you go" capital financing.
- C. The Town does not intend to issue commercial paper (CP) or bond anticipation notes (BANs) for periods longer than two years or for the term of a construction project. If CP or a BAN is issued for a capital project, it will be converted to a long-term bond or redeemed at its maturity.
- D. Whenever the Town finds it necessary to issue revenue bonds, the following guidelines will be adhered to:
 - 1. Revenue Bonds are defined as bonds in which the debt service is payable from the revenue generated from the operation of the project being financed or a category of facilities, from other non-tax sources of the Town, or from other designated taxes such as Highway User's Revenues, excise tax, or special fees or taxes. For any bonds or lease-purchase obligations in which the debt service is paid from revenue generated by the project, that debt service is deemed to be revenue bonds and are excluded from the calculation of the annual debt service limitation.
 - 2. Revenue Bonds of the Town will be analyzed carefully by the Finance Department for fiscal soundness. The issuance of Revenue Bonds will be subject to the most careful review and must be secured by covenants sufficient to protect the bondholders and the name of the Town.
 - 3. Revenue Bonds should be structured to provide level annual debt service over the life of the issue.
 - 4. Debt Service Reserve Funds should be provided when required by rating agencies, bond insurers, or existing bond covenants.
 - 5. Interest earnings on the reserve fund balances will be used to pay debt service on the bonds unless otherwise committed for other uses or purposes of the project.
 - 6. The term of any revenue bond or lease obligation issue will not exceed the useful life of the capital project, facility or equipment for which the borrowing is intended.
 - 7. The target for the term of Revenue Bonds will typically be between twenty and thirty years. The target for the "average weighted maturities" for Revenue Bonds of the Town (except for those issued through the Arizona Water Infrastructure Finance Authority) will be twelve and one half (12 1/2) years.

- E. Improvement District (ID) and Community Facility District (CFD) Bonds shall be issued only when the formation of the district demonstrates a clear and significant purpose for the Town. It is intended that Improvement District and Community Facility District Bonds will be primarily issued for neighborhoods and business districts desiring improvements to their property such as roads, water lines, sewer lines, streetlights, and drainage. The District must provide a specific benefit to the property owner(s). The Town will review each project through active involvement of Town staff and/or selected consultants to prepare projections, review pro-forma information and business plans, perform engineering studies, and analyze minimum debt coverage and value to debt ratios, and other analyses necessary to consider the proposal against specific criteria. Both ID and CFD Bonds will be utilized only when it is expected that they will be outstanding for their full term.
- F. Refunding Bonds will be measured against a standard of the net present value debt service savings exceeding 5% of the debt service amount of the bonds being refunded, or if savings exceed \$750,000, or for the purpose of modifying restrictive covenants or to modify the existing debt structure to the benefit of the Town.
- G. The Town shall comply with all U.S. Internal Revenue Service arbitrage rebate requirements for bonded indebtedness.
- H. The Town shall comply with all requirements of Title 15.1 Arizona Revised Statutes and other legal requirements regarding the issuance of bonds and certificates of the Town or its debt issuing authority.
- I. The Town will maintain regular contact with rating agencies through meetings and visits on and off-site. The Town will secure ratings on all bonds issued if economically feasible.

II. SHORT-TERM DEBT

- A. The Town may use short-term debt to cover temporary or emergency cash flow shortages. All short-term borrowing will be subject to Council approval by ordinance or resolution.
- B. The Town may issue inter-fund loans, rather than outside debt instruments to meet short-term cash flow needs. Inter-fund loans will be permitted only if an analysis of the affected fund indicates excess funds are available and the use of these funds will not impact the fund's current operations.

III. LONG-TERM DEBT

- A. The Town will confine long-term borrowing to capital improvements that cannot be funded from current revenues.
- B. Where possible, the Town will use special assessment revenue or other self-supporting bonds instead of general obligation bonds.

INVESTMENT POLICIES

PURPOSE: To establish policies and procedures to create a guide for the investment of Town funds. The Town also desires to take advantage of resources not available to the Town through the Local Government Investment Pool.

Therefore, it is the investment policy of the Town and its designee, the Finance Director, to maintain the safety of principal, maintain liquidity to meet cash flow needs and provide competitive investment returns as identified below. The Finance Director will strive to invest with the judgment and care that prudent individuals would exercise in their own affairs.

I. POLICIES/PROCEDURES

A. GOVERNING AUTHORITY

1. The investment program of the Town shall be operated in conformance with Federal, State and other legal requirements, primarily outlined in A.R.S. §35–323.

B. APPROVAL OF THE INVESTMENT POLICY

1. The investment policy shall be formally approved and adopted by the Town Council and reviewed on or about July 1 of every odd numbered year by the Town Council or their designee.

C. SCOPE

1. The Town will consolidate cash and reserve balances from all funds in order to maximize investment earnings and to increase efficiencies with regard to investment management pricing, safekeeping costs and administration costs, except for cash in certain restricted and/or special funds, which are exempted from this policy.
2. Investment income will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.
3. The Finance Director will follow A.R.S. §35–323 and other investment guidelines mandated by statute. Investments that need to restrict yield for purposes of the Internal Revenue Service's Arbitrage Bond Regulations (Treasury Regulation Section 1.148-1 *et seq.*) will be deposited into a separate account and invested in a manner that meets arbitrage guidelines permitted by the IRS.

D. INVESTMENT POLICY OBJECTIVES

1. The primary investment objectives of the Town in order of priority are:
 - a. Safety
 - b. Liquidity
 - c. Optimal yield
 - d. Collateralization
2. These objectives are defined below:
 - a. Safety - Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The objective will be to prudently mitigate credit risk and interest rate risk. It is understood by the Town that no investment is completely free of risk.
 - 1) Credit Risk - The Town will seek to mitigate credit risk, which is defined as the risk of loss due to the failure of the security issuer or backer. Mitigating credit risk is to be accomplished by:
 - a) Limiting investments in the portfolio to the asset classes designated as acceptable in A.R.S. §35-323;

- b) Diversifying the investment portfolio so that the impact of potential losses from any one individual issuer held in the portfolio will be limited. Specific diversification parameters will be noted in Section VIII. Portfolio Criteria;
 - c) Utilizing external research and advice regarding the current global economic condition and its impact on the outlook for domestic corporate credit quality.
- 2) Interest Rate Risk - The Town will seek to mitigate interest rate risk, which is defined as the risk that the market value of securities held in the portfolio will decline due to increases in market interest rates subsequent to their purchase. This mitigation will be accomplished by:
 - a) Structuring the investment portfolio so that securities mature concurrent with the anticipated cash requirements for ongoing operations, thereby avoiding, as much as possible, the need to sell securities in an adverse market environment prior to maturity;
 - b) Investing funds primarily in shorter-term securities or similar investment pools and limiting the average maturity of the portfolio in accordance with the needs of the Town;
 - c) Utilizing external research and advice regarding the current interest rate outlook and global economic condition to optimize portfolio duration strategy.
- b. Liquidity - The investment portfolio shall remain sufficiently liquid to meet anticipated cash flow requirements. This is to be accomplished by structuring the portfolio so that securities mature concurrent with anticipated cash flow needs (static liquidity). Furthermore, because all possible cash demands cannot be anticipated, the portfolio should consist of securities for which there exist active secondary markets (dynamic liquidity). Alternately, a portion of the portfolio may be placed in money market mutual funds or the Local Government Investment Pool, which offers same-day liquidity for short-term funds.
- c. Optimal Yield - Return on investment is of lesser importance compared to the safety and liquidity objectives described above. The investment portfolio shall be designed to optimize the yield the Town obtains from the portfolio taking into account the criteria of the investment policy, the dynamic liquidity needs of the Town and the current interest rate outlook/economic condition.
- d. Collateralization – Securities will be registered in the name of the Town of Camp Verde.

E. INVESTMENT MANAGEMENT AUTHORITY

1. Authority to manage internally or to delegate the management of the investment program of the Town to an external manager is granted to the Finance Director. If authority to manage all or a part of the investment program of the Town is delegated to an external manager, the Finance Director is responsible for:
 - a. Periodic investment portfolio reporting;
 - b. Evaluating the performance of the externally managed portfolio;
 - c. Monitoring manager compliance with the investment policy;
 - d. Conveying the investment needs of the Town to the external manager;
 - e. Developing investment strategy with the external manager.

F. BROKERS/DEALERS

1. When the Town is investing directly with Brokers/Dealers, investment transactions shall only be conducted with financial institutions that are licensed, as may be required by law, to do business in Arizona. Primary government securities dealers or broker-dealers, engaged in the business of selling government securities, shall be registered in compliance with section 15 or 15C of the Securities Exchange Act of 1934 and registered pursuant to A.R.S. §44-3101, as amended. In addition, investment transactions shall be conducted only with those direct issuers who meet both credit and capital requirements established by the Finance Director. It shall be the responsibility of the broker-dealer to provide the following:
 - a. Audited, most recent annual financial statements within six months of the close of the fiscal year;
 - b. Unaudited, most recent quarterly financial statements;
 - c. Proof of National Association of Security Dealers certification;
 - d. Proof of Arizona registration (as needed);
 - e. A signed letter acknowledging that they have read and agree to abide by the investment policy.

G. PORTFOLIO CRITERIA

1. Acceptable Asset Classes

As of 4/16/2007, A.R.S. §35-323A defines the acceptable asset classes available for the Town to invest in as follows:

- a. Certificates of deposit in eligible depositories.
- b. Certificates of deposit in one or more federally insured banks or savings and loan associations in accordance with the procedures prescribed in Section 35-323.01.
- c. Interest-bearing savings accounts in banks and savings and loan institutions doing business in this state whose accounts are insured by federal deposit insurance for their industry, but only if deposits in excess of the insured amount are secured by the eligible depository to the same extent and in the same manner as required under this article.
- d. Repurchase agreements with a maximum maturity of one hundred eighty days.
- e. The pooled investment funds established by the state treasurer pursuant to § 35-326.
- f. Obligations issued or guaranteed by the United States or any of the senior debt of its agencies, sponsored agencies, corporations, sponsored corporations or instrumentalities.
- g. Bonds or other evidences of indebtedness of this state or any of its counties, incorporated cities or towns or school districts.
- h. Bonds, notes or evidences of indebtedness of any county, municipal district, municipal utility or special taxing district within this state that are payable from revenues, earnings or a special tax specifically pledged for the payment of the principal and interest on the obligations, and for the payment of which a lawful sinking fund or reserve fund has been established and is being maintained, but only if no default in payment on principal or interest on the obligations to be purchased has occurred within five years of the date of investment, or, if such obligations were issued less than five years before the date of investment, no default in payment of principal or interest has occurred on the obligations to be purchased nor any other obligations of the issuer within five years of the investment.
- i. Bonds, notes or evidences of indebtedness issued by any county improvement district or municipal improvement district in this state to finance local improvements authorized by law, if the principal and interest of the obligations are payable from assessments on real property within the improvement district. An investment shall not be made if:
 - 1) The face value of all such obligations, and similar obligations outstanding, exceeds fifty per cent of the market value of the real property, and if improvements on which the bonds or the assessments for the payment of principal and interest on the bonds are liens inferior only to the liens for general ad valorem taxes.
 - 2) A default in payment of principal or interest on the obligations to be purchased has occurred within five years of the date of investment, or, if the obligations were issued less than five years before the date of investment, a default in the payment of principal or interest has occurred on the obligations to be purchased or on any other obligation of the issuer within five years of the investment.
- j. Commercial paper of prime quality that is rated "P1" by Moody's Investor Service or rated "A1" or better by Standard and Poor's rating service or their successors. All commercial paper must be issued by corporations organized and doing business in the United States.
- k. Bonds, debentures and notes that are issued by corporations organized and doing business in the United States and that are rated "A" or better by Moody's Investor Service or Standard and Poor's rating service or their successors.
- l. All other investments are thereby prohibited from consideration for investment. Furthermore, the Town may desire to be more conservative in its investment portfolio and restrict or prohibit certain of the investments listed above.

H. BENCHMARK

1. The performance of an actively managed portfolio on behalf of the Town will be expected to at least match the performance of the Local Government Investment Pool during any one-year period.
2. Occasionally, based on the liquidity needs and the portfolio strategy of the Town it may be reasonable and desirable to measure portfolio performance against a total return benchmark. The Finance Director shall define such a benchmark after consultation with professionals in the field of financial management and the Town Council.

I. MATURITY PARAMETERS

Funds Maximum Maturity:	3 Years
Maximum Maturity for Repurchase Agreements:	180 Days
Portfolio Duration Target:	To be defined by the Finance Director in consultation with the Town Council.
Portfolio Duration Range:	+ / – 20% of the Portfolio Duration Target

J. CONCENTRATION AND DIVERSIFICATION

1. At the time of purchase a maximum of 5% of the market value of the portfolio may be invested in debt issued by any single entity. Debt backed by the United States Treasury or GSE's are exempt from this concentration criterion.

K. MINIMUM ACCEPTABLE CREDIT QUALITY

1. As indicated in the table below, all corporate portfolio holdings at the time of purchase must have a minimum rating (*) by at least one of the Nationally Recognized Statistical Rating Organizations (NRSRO's).

	S & P	Moody's
Short Term Rating	Not lower than the Town of Camp Verde current G.O. Bond Rating or its commensurate short term rating * (see exhibit 1)	Not lower than the Town of Camp Verde current G.O. Bond Rating or its commensurate short term rating * (see exhibit 1)
Long Term Rating	One grade higher than the Town of Camp Verde current G.O. Bond Rating *	One grade higher than the Town of Camp Verde current G.O. Bond Rating *

*In no case shall the rating be lower than that required by A.R.S. §35-323, as amended.

L. SAFEKEEPING AND CUSTODY

1. Delivery vs. Payment - All trades of marketable securities will be executed by delivery vs. payment (DVP) to ensure that securities are deposited in an eligible financial institution prior to the release of funds.
2. Safekeeping - Securities will be held by a custodian selected by the Town and evidenced by custodial reports. The safekeeping institution shall annually provide a copy of their most recent report on internal controls (Statement of Auditing Standards No. 70, or SAS 70).

M. REPORTING

1. The Finance Director shall produce for the governing body of the Town or their designee a quarterly investment report.

N. CUSTODIAN RECONCILIATION

1. The report of investment holdings shall be reconciled within 30 days of the close of each month to the Finance Director's custodian bank. Discrepancies shall be reported to the Finance Director.

O. ETHICS AND CONFLICTS OF INTEREST

1. Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with the proper execution and management of the investment program or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose, within ten (10) days, any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with which business is conducted on behalf of the Town.

P. POLICY CONSIDERATIONS

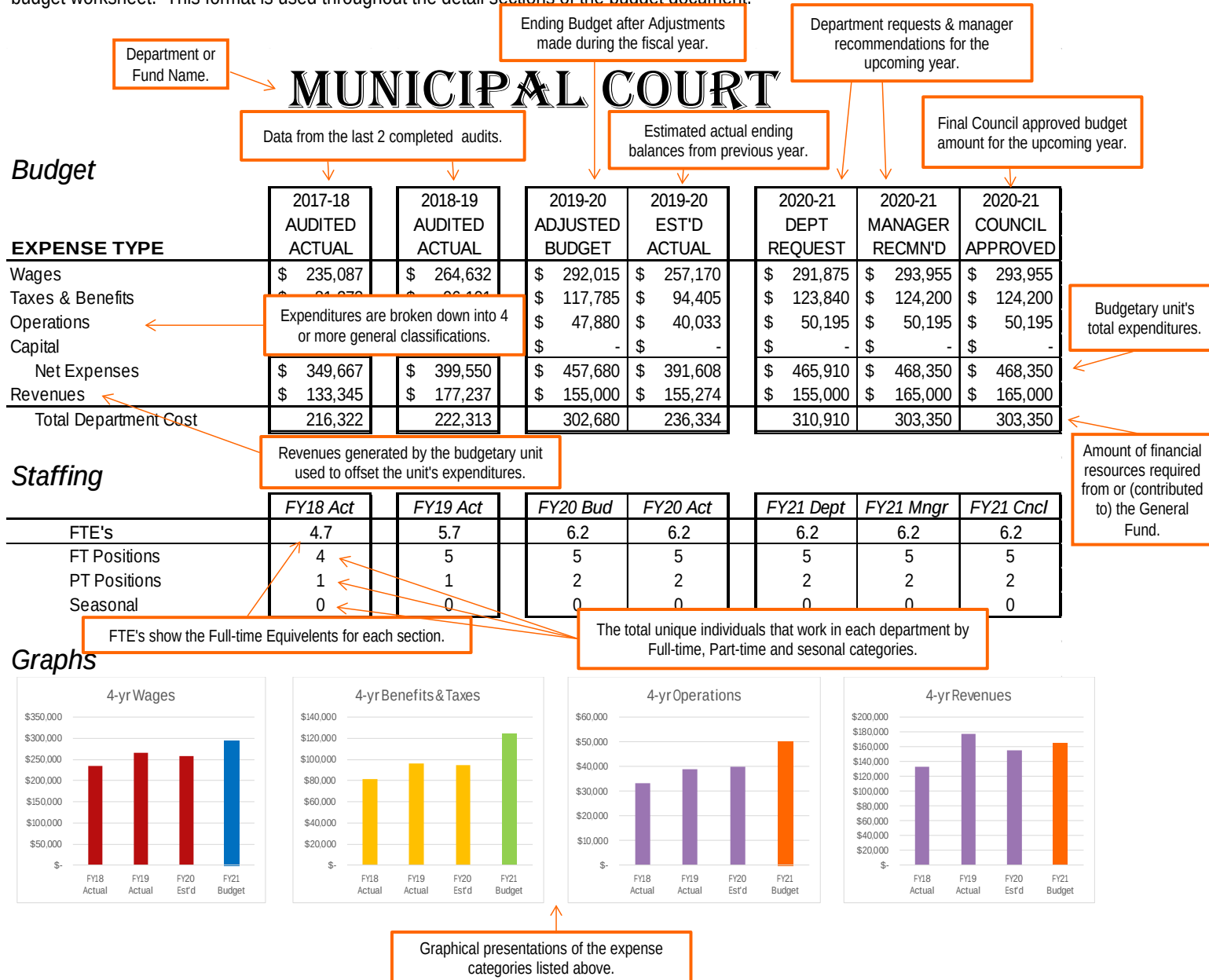
1. Exemption – Any investment currently held that does not meet the guidelines of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested only as provided by this policy. Any deviation from the preceding policy shall require the prior specific written authority of the Town Council.

Q. INVESTMENT TRAINING

1. Investment officials shall have a finance, accounting or related degree and knowledge of treasury functions. Investment training must take place not less than once in a two-year period and receive no less than ten hours of instruction relating to investment responsibilities from an independent source such as Government Finance Officers Association, Municipal Treasurers Association, American Institute of Certified Public Accountants, Government Finance Officers Association-Arizona, Arizona Society of Public Accounting or other professional organizations.
2. The Chief Financial Officer and all investment officials of the Town shall attend at least one training session relating to their cash management and investment responsibilities within 12 months of assuming these duties for the Town. Training must include education in investment controls, security risks, strategy risks, market risks, and compliance with state investment statutes.
3. A report of the training(s) attended shall be submitted to Council at the time of the bi-annual review of the Investment Policy subject to Section 3-4-4.3.

Budget Format Tutorial

The Budget Format Tutorial provides a brief explanation of the various components that comprise a budgetary unit's budget worksheet. This format is used throughout the detail sections of the budget document.





Chapter Three

Financial Overview

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Revenue Summary	43

Revenue & Expense Summary

All Funds

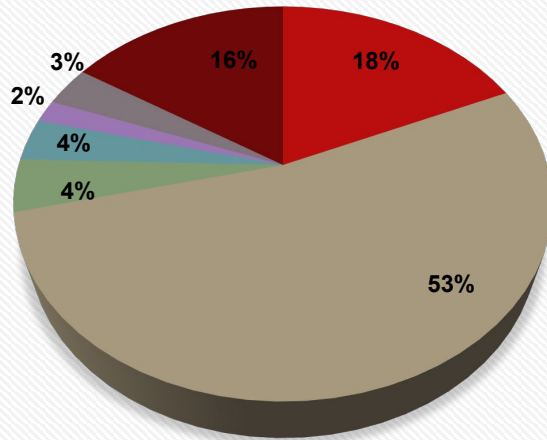
Revenues by Source

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECOMMEND	2023-24 COUNCIL PROPOSED
Local Sales Taxes	6,557,976	7,005,726	7,713,910	5,500,578	8,454,000	8,489,000	8,489,000
Franchise Fees	297,150	329,138	285,600	191,311	329,000	329,000	329,000
Intergovernmental Revenues	9,033,924	6,014,140	36,385,745	5,769,312	25,514,909	25,514,909	25,514,909
Licenses & Permits	315,361	352,093	335,125	294,329	446,500	446,500	446,500
Fines & Forfeitures	148,816	118,759	164,000	98,174	161,310	161,310	161,310
Charges for Services	194,631	243,216	248,760	219,294	294,010	294,010	294,010
Wastewater User Fees	1,765,019	1,901,439	1,852,949	1,429,779	2,068,040	2,068,040	2,068,040
Water User Fees	0	166,334	1,541,400	1,172,654	1,662,300	1,662,300	1,662,300
Grants & Donations	143,730	1,973,366	2,965,718	1,938,388	1,607,850	1,607,850	1,607,850
Debt Funds	2,886,099	10,276,541	715,000	0	7,031,250	7,031,250	7,031,250
Miscellaneous	642,987	372,301	494,500	490,211	591,420	591,420	626,420
Total Revenues	\$ 21,985,693	\$ 28,753,053	\$ 52,702,707	\$ 17,104,029	\$ 48,160,589	\$ 48,195,589	\$ 48,230,589

Expenses by Type

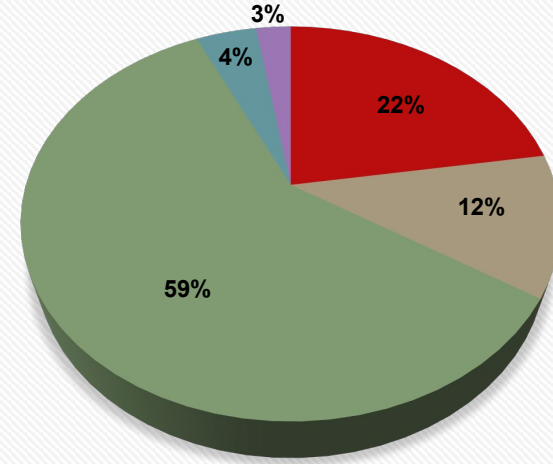
ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECOMMEND	2023-24 COUNCIL PROPOSED
Wages & ERE	7,575,838	8,444,106	10,859,936	6,874,126	12,496,010	12,515,445	12,515,445
Operating	3,410,171	3,932,177	5,271,382	3,474,046	6,440,881	6,436,661	6,436,661
Capital Outlay	4,488,300	24,711,774	38,704,104	3,071,925	32,924,639	32,924,640	32,924,640
Debt Service	1,943,893	1,578,502	2,468,905	2,105,723	2,434,520	2,434,520	2,434,520
Depreciation & Bad Debt	945,760	944,751	1,150,000	0	1,400,000	1,400,000	1,400,000
Total Expenses	\$ 18,363,962	\$ 39,611,310	\$ 58,454,327	\$ 15,525,820	\$ 55,696,050	\$ 55,711,266	\$ 55,711,266

**FY24 Revenues
by Source**



- Local Sales Taxes
- Intergovernmental
- Wastewater User Fees
- Water Fees
- Licenses, Fines & Charges
- Grants & Donations
- Miscellaneous

**FY24 Expenses
by Type**



- Wages & ERE
- Operating
- Capital Outlay
- Debt Service
- Depreciation & Bad Debt

Complete Town Budget Overview

By Fund

FY 2022-23

Revenues by Source	Major Budget Funds							
	General Fund	Wastewater Fund	Federal Grants Fund	Water Fund	Parks Fund	Debt Service Fund	CIP Fund	ARPA Fund
Local Sales Taxes	8,489,000	0	0	0	0	0		
Franchise Fees	329,000	0	0	0	0	0		
Intergovernmental Revenues	6,392,815	0	17,062,550	0	0	0		
Licenses & Permits	446,500	0	0	0	0	0		
Fines & Forfeitures	136,800	0	0	0	0	0		
Charges for Services	294,010	2,068,040	0	1,720,900	0	0		
Grants & Donations	17,500	0	0	0	0	0		0
Debt Funds	0	3,638,750	0	2,767,500	0	0	625,000	
Miscellaneous	264,370	200,400	0	0	35,000	0		
Total Revenues	\$ 16,369,995	\$ 5,907,190	\$ 17,062,550	\$ 4,488,400	\$ 35,000	\$ -	\$ 625,000	\$ -

Expenses by Type								
Wages & ERE	10,587,100	880,895	10,000	630,155	0	0		
Operating	3,436,490	1,047,270	15,000	490,240	0	0	0	4,280
Capital Outlay	46,165	11,469,350	3,426,500	7,960,000	4,304,450	0	2,350,760	1,326,355
Debt Service	0	212,150	0	516,150	0	1,706,220		
Depreciation	0	1,100,000	0	300,000	0	0		
Total Expenses	\$ 14,069,755	\$ 14,709,665	\$ 3,451,500	\$ 9,896,545	\$ 4,304,450	\$ 1,706,220	\$ 2,350,760	\$ 1,330,635

Operating Transfers								
Transfers Out	3,738,685	0	13,611,050	0	0	0	169,000	1,089,600
Transfers In	(150,000)	(7,589,600)	0	(5,000,000)	(3,400,050)	(1,706,220)	(1,113,075)	
Total Transfers	\$ 3,588,685	\$ (7,589,600)	\$ 13,611,050	\$ (5,000,000)	\$ (3,400,050)	\$ (1,706,220)	\$ (944,075)	\$ 1,089,600

Net Increase/(Decrease) in Fund Balance	\$ (1,288,445)	\$ (1,212,875)	\$ -	\$ (408,145)	\$ (869,400)	\$ -	\$ (781,685)	\$ (2,420,235)
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Changes in Fund Balance								
Beginning Fund Balance Estimate	5,490,581	16,677,884	0	739,053	869,400	0	781,685	2,420,235
Ending Fund Balance	\$ 4,202,136	\$ 15,465,009	\$ -	\$ 330,908	\$ -	\$ -	\$ -	\$ 0

Percentage change in Fund Balance	23%	7%	0%	55%	100%	0%	100%	100%
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Complete Town Budget Overview

By Fund

FY 2022-23

	HURF Fund	Non-Fed Fund	CDBG Fund	Magistrate Fund	911 Fund	Housing Fund	Rest'd Fund	Total Governmental Funds
Revenues by Source								
Local Sales Taxes								8,489,000
Franchise Fees								329,000
Intergovernmental Revenues	1,270,444	405,600	381,000	2,500				25,514,909
Licenses & Permits								446,500
Fines & Forfeitures				17,500			7,010	161,310
Charges for Services								4,082,950
Grants & Donations		1,515,000					75,350	1,607,850
Debt Funds								7,031,250
Miscellaneous	0					50	68,000	567,820
Total Revenues	\$ 1,270,444	\$ 1,920,600	\$ 381,000	\$ 20,000	\$ -	\$ 50	\$ 150,360	\$ 48,230,589
Expenses by Type								
Wages & ERE	407,295	0						12,515,445
Operating	538,535	19,550		151,500	1,361	123,610	608,825	6,436,661
Capital Outlay	85,460	1,405,600	550,000					32,924,640
Debt Service								2,434,520
Depreciation								1,400,000
Total Expenses	\$ 1,031,290	\$ 1,425,150	\$ 550,000	\$ 151,500	\$ 1,361	\$ 123,610	\$ 608,825	\$ 55,711,266
Operating Transfers								
Transfers Out	169,610	500,000				150,000		19,427,945
Transfers In			(169,000)			(300,000)		(19,427,945)
Total Transfers	\$ 169,610	\$ 500,000	\$ (169,000)	\$ -	\$ -	\$ (150,000)	\$ -	\$ -
Net Increase/(Decrease) in Fund Balance	\$ 69,544	\$ (4,550)	\$ -	\$ (131,500)	\$ (1,361)	\$ 26,440	\$ (458,465)	\$ (7,480,677)
Changes in Fund Balance								
Beginning Fund Balance Estimate	1,121,059	4,550	0	147,232	1,361	123,560	458,465	28,835,065
Ending Fund Balance	\$ 1,190,603	\$ -	\$ -	\$ 15,732	\$ -	\$ 150,000	\$ -	\$ 21,354,388
Percentage change in Fund Balance	6%	100%	0%	89%	100%	21%	100%	26%

What is Fund Balance?

Fund balance reflects the net financial resources of a fund, in other words, assets minus liabilities. In simpler terms, it is dollars available to spend. If some of the funds' resources are not available to spend, this would be indicated by restricting or reserving a portion of the fund balance. Those restricted portions are broken into four separate categories, which when considering "unrestricted" funds, makes for five separate fund balance categories as defined below:

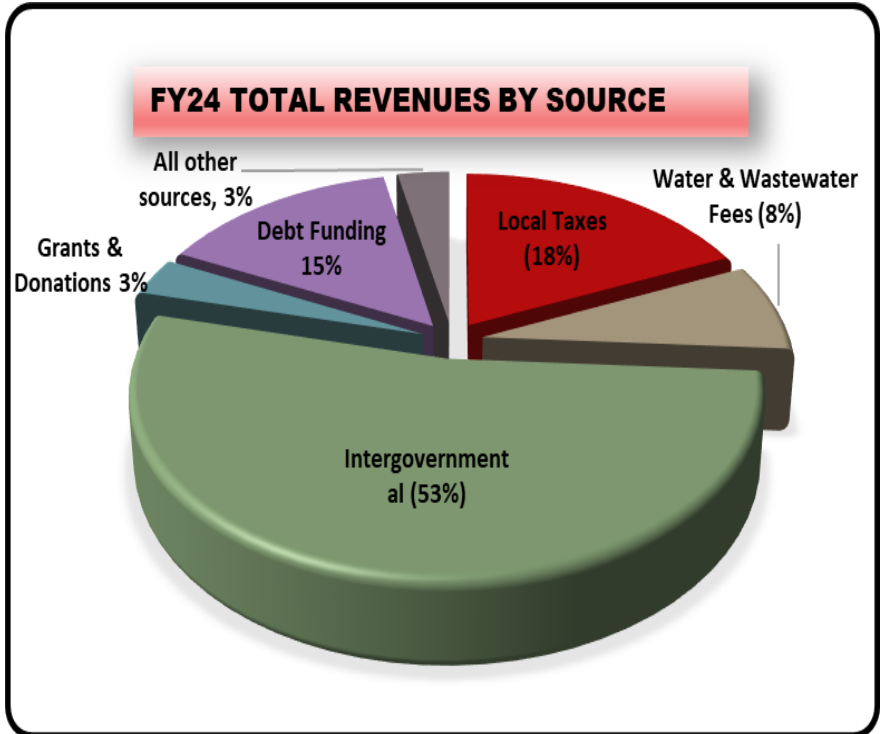
- **Nonspendable:** The net current financial resources that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. Generally, not in spendable form means that an item is not expected to be converted into cash.
- **Restricted:** The portion of fund balance on which constraints have been placed by creditors, grantors, contributors, laws or regulations of other governments, constitutional provisions or enabling legislation.
- **Committed:** The portion of fund balance that can only be used for specific purposes pursuant to constraints imposed by formal action of the highest level of decision-making authority; the Town Council. These amounts cannot be used for any other purpose unless the Town Council removes or changes the specified use by taking the same action it employed to previously commit the amounts.
- **Assigned:** The portion of fund balance this is intended to be used for specific purposes, but is neither restricted nor committed.
- **Unassigned:** The remaining portion of fundbalance that represents amounts that are not nonspendable, restricted, committed or assigned to specific purposes.

Revenues

Total Revenues

FY24 revenue sources can be broken down into 6 broad sections as seen in the graph to the right. Intergovernmental revenues are the largest component comprised most significantly of state and federal grant monies as well as state income and state sales taxes. FY24 Intergovernmental Revenues includes \$17 million of potential federal grants. These grants focus on Wastewater expansion (\$6.0 million) and Water improvements (\$5.0 million). Another \$2.6 million is in use to help fund the Sports Complex construction. The State tax components of Intergovernmental Revenues (Income tax, Sales tax and Vehicle License tax) total just under \$6.2 million.

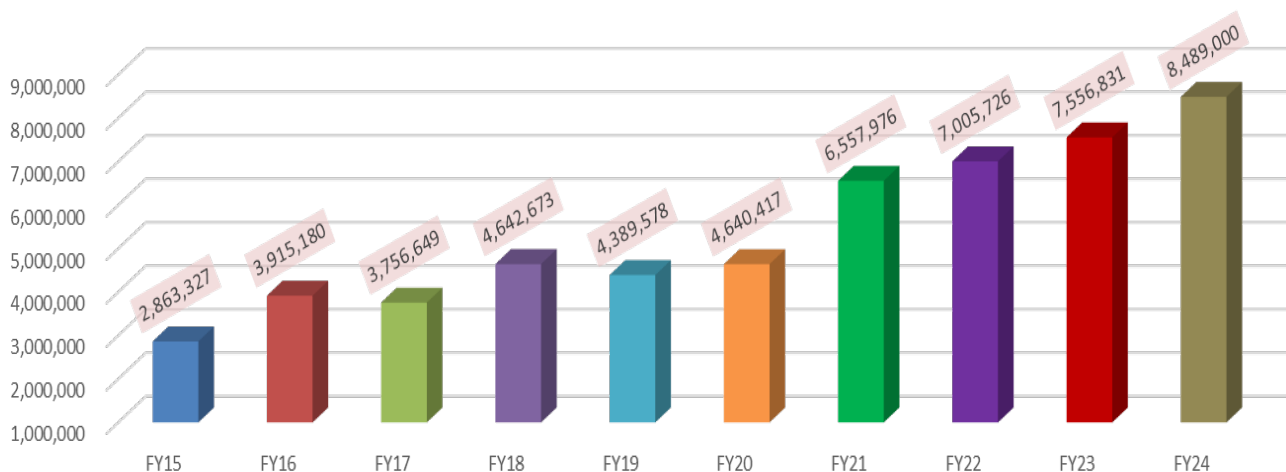
Total revenues for FY24 are budgeted to decrease 8% to just over \$48.2 million which is directly attributable to a \$22 million grant the Town applied for in FY23 and did not receive. The General purpose revenues within the General Fund are budgeted to increase 14.8% in FY24 to nearly \$15.3 million. Local Taxes are budgeted to increase %10 (\$775K) over FY23's budgeted revenues to nearly \$8.5 million and are detailed further in the section below.



Local Transaction Privilege Tax

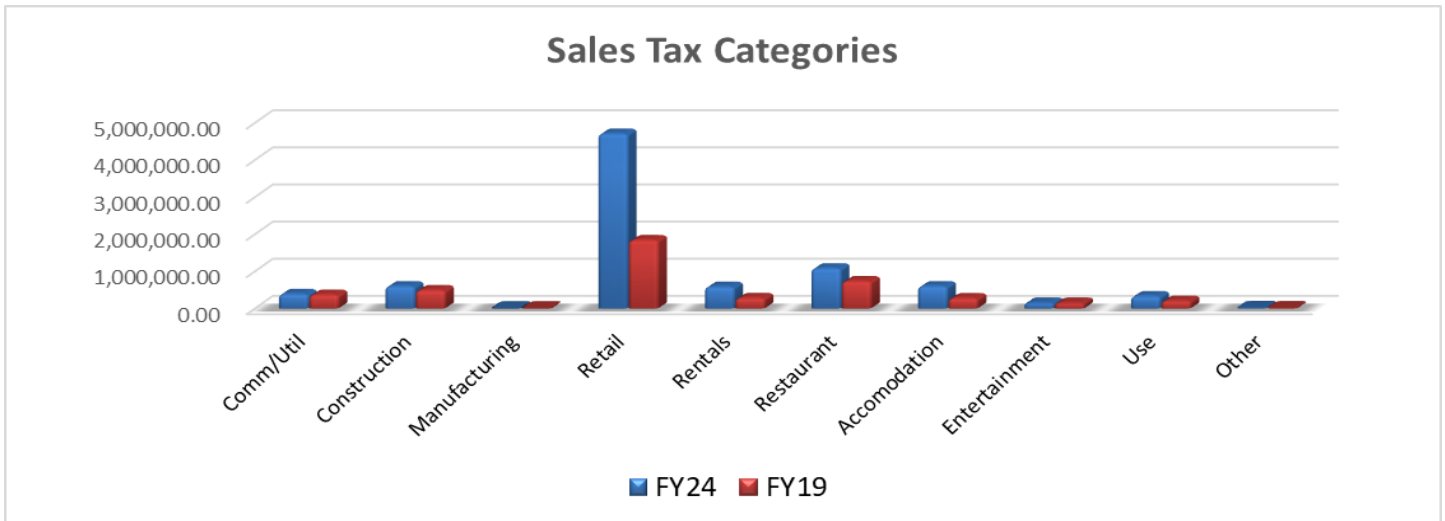
The budget for FY24 Local taxes, as mentioned above, is a 10% budgeted increase over FY23 budgeted revenues. FY23 actual revenues are estimated to be very close to the budget, somewhere between 2% short to 1% over. Local TPT revenues have shown tremendous growth over the last 9 years increasing 11.4% year-over-year from FY15 to FY23. The town has seen 3 significant growth years in FY16, FY18 and FY21 with increases of 37%, 24% and 41% respectively.

Annual Local Tax Revenues



Revenues (Cont'd)

While those increases have been across the board in all tax categories, Retail has experienced the most growth as seen in the graph below. It can also be seen how fast Retail revenues have been outpacing the other categories when compared to FY19 revenues.

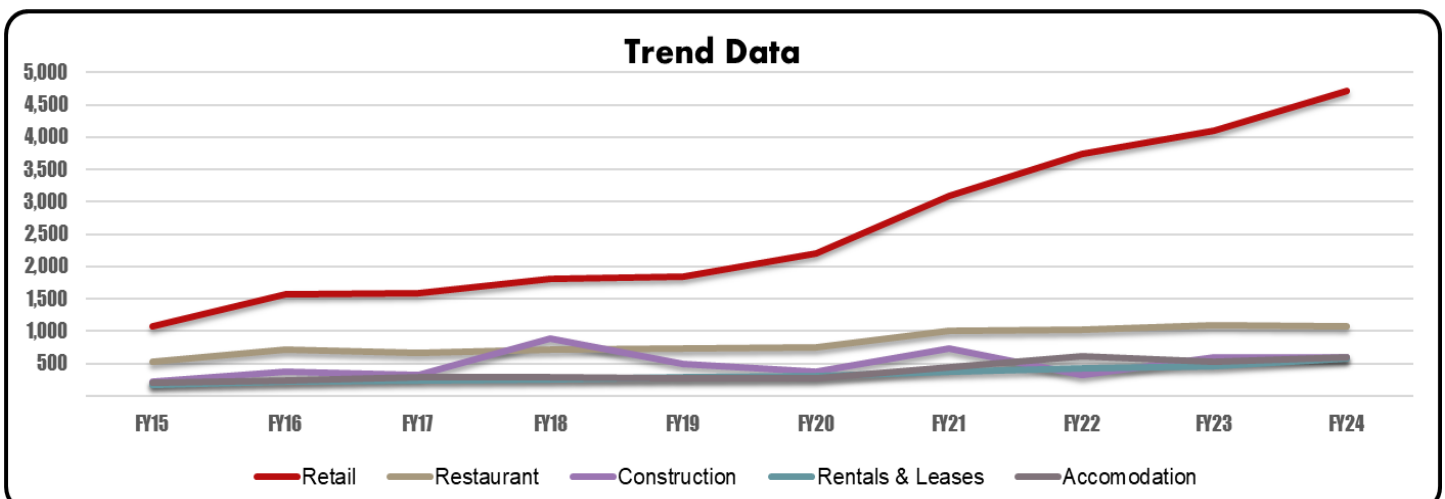


In FY24, Retail is expected to be 335% higher than the next highest category of Restaurants. Retail revenues grew by 21% from FY21 to FY22 to just over \$3.7 million and are budgeted at \$4.7 million for FY24. The Restaurant category has maintained a strong presence over the last 10 years as the Town's 2nd largest sales tax category. FY23 is seeing a 4% growth in Restaurant taxes. FY22 saw a 32% increase in restaurant taxes showing strong growth in local restaurants. Construction is still a bit slow, but steady in FY23. We expect to see more projects get off "the drawing board" in FY24. The Town's TPT revenues are composed of numerous sub-categories, the most significant of which are detailed below for the 10-year period including this upcoming budget year.

Local Transaction Privilege Tax Detail - Top 5 Categories (in Thousands)

Source	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Retail	1,076	1,569	1,596	1,806	1,843	2,206	3,091	3,737	4,100	4,710
Restaurant	520	709	659	713	737	758	1,004	1,030	1,100	1,082
Construction	213	367	320	883	495	369	729	323	600	600
Rentals & Leases	174	216	235	253	283	313	373	430	460	585
Accommodation	208	239	295	292	278	266	441	606	525	600

*Budget *Budget



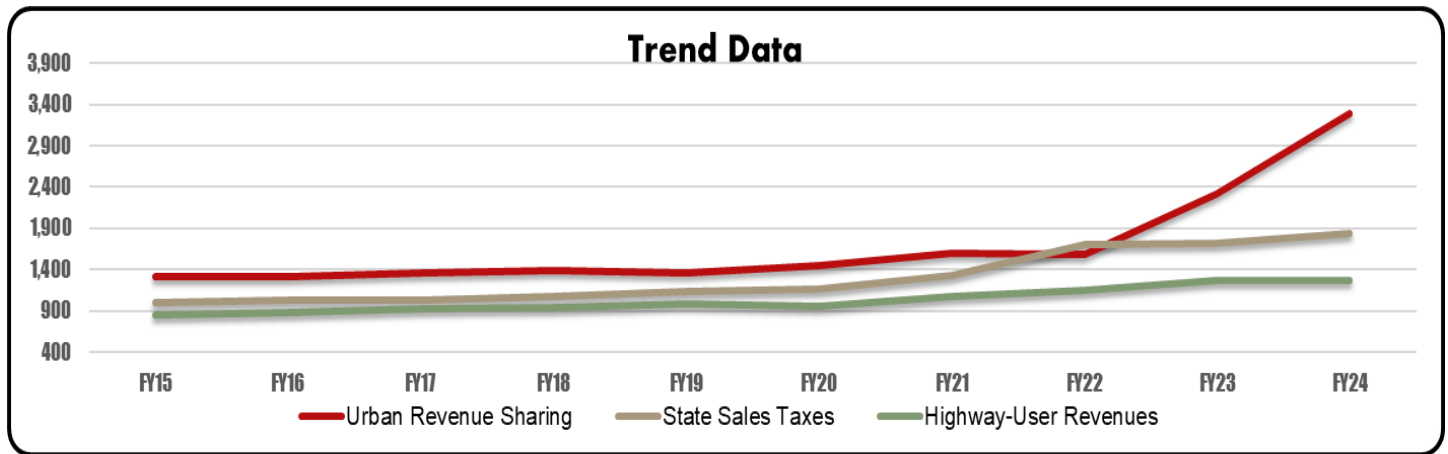
Revenues (Cont'd)

Intergovernmental Revenues

Intergovernmental revenues are comprised of state income tax revenues, state sales taxes, state highway user revenue funds and county vehicle license taxes as well as federal, state and county grants and other miscellaneous items. Normal recurring Intergovernmental revenues (those previously mentioned) are budgeted from estimates received from the state for the coming fiscal year. Total intergovernmental budget revenues are budgeted to fall 30% in FY24 after a 506% increase in FY23. Again, this is directly attributable to the \$22 million RAISE grant that was budgeted for in FY23 but not awarded. The main annual tax revenues (seen below) are expected to increase by 14.8% over FY23 with the largest gain of nearly \$961 thousand (41%) seen in Urban Revenue Sharing.

State & County Tax Detail (in Thousands)

Source	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Urban Revenue Sharing	1,316	1,309	1,365	1,392	1,356	1,453	1,599	1,578	2,323	3,283
State Sales Taxes	994	1,028	1,022	1,079	1,127	1,160	1,327	1,704	1,722	1,843
Highway-User Revenues	846	881	924	937	981	956	1,076	1,147	1,268	1,270



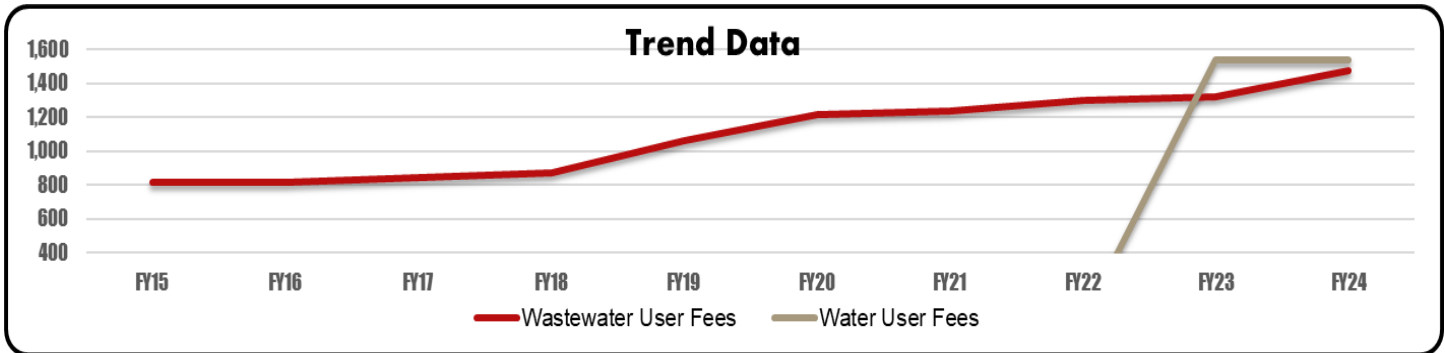
Wastewater and Water Fee Revenues

The Town took over the wastewater operations of the Camp Verde Sanitary District in July of 2013. The Town did not increase user fees until May of 2018. At that time, wastewater user fees were increased 12% with another 15% increase on January 1st, 2019. Those increases were to cover debt payments for a WIFA loan in the amount of \$2.5M which will finalize all original required construction and bring the plant into full regulatory compliance and producing A+ water for use at our new sports complex. Wastewater revenues are very consistent and growing at about 3% per year from population increases. The Town purchased a local water company in June of FY22 and will see its first full year of operations in FY23. Water user fees thus far have been right on track with expectations. Both Utilities 10-year revenue information can be seen on the graphs on the next page.

Revenues (Cont'd)

Enterprise Funds Fee Revenue (in Thousands)

Source	FY15	FY16	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Wastewater User Fees	812	816	842	873	1,063	1,213	1,234	1,297	1,319	1,475
Water User Fees	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1,541	1,541
									<i>*Budget</i>	<i>*Budget</i>



Property Taxes

It is important to note that the Town of Camp Verde does not levy property taxes. The Council is charged as being the Trustees for the Camp Verde Sanitary District until all related debts of the Sanitary District are paid off. Those debts are paid through property taxes and assessments collected by the Camp Verde Sanitary District and not the Town.



Chapter Four General Fund

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General Fund FY23 Summary

DEPARTMENTS	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	% of Bud	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED	% Chng	\$ Chng
General Admin	2,368,422	2,750,354	3,564,443	2,614,849	73%	4,020,410	3,976,735	3,976,735	12%	412,292
Court	365,512	389,312	447,600	284,091	63%	460,615	479,330	479,330	7%	31,730
Public Works	931,404	1,137,376	1,401,300	884,023	63%	1,884,475	1,999,465	1,999,465	43%	598,165
Community Development	539,322	647,519	956,416	572,433	60%	1,189,010	1,148,540	1,148,540	20%	192,124
Marshal's Office	3,316,731	3,671,859	3,914,845	2,679,691	68%	4,645,690	4,578,770	4,578,770	17%	663,925
Library	637,890	630,156	740,145	509,217	69%	811,915	838,130	838,130	13%	97,985
Parks & Rec	482,207	562,897	712,145	469,266	66%	779,055	786,475	786,475	10%	74,330
Utilities	119,706	143,307	191,095	80,979	42%	260,095	262,310	262,310	37%	71,215
Total Expenses	8,761,194	9,932,780	11,927,989	8,094,549	68%	14,051,265	14,069,755	14,069,755	18%	3,569,690

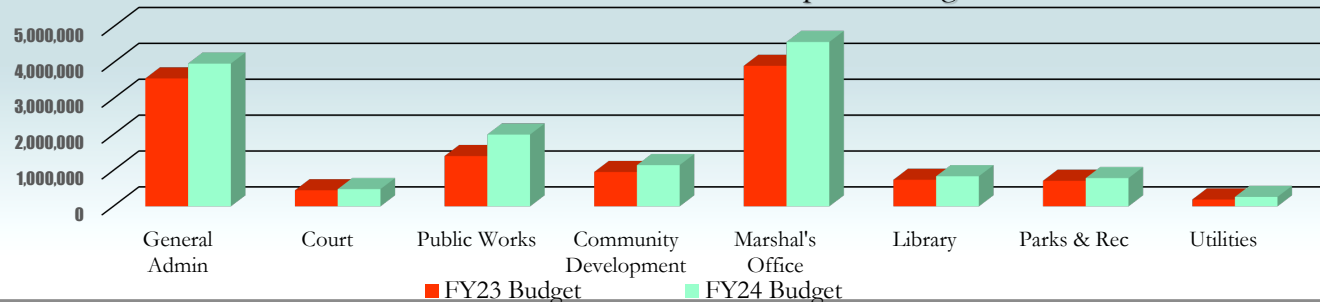
REVENUES

State Revenues	3,874,793	4,200,788	5,119,390	3,815,260	75%	6,177,815	6,177,815	6,177,815	21%	1,058,425
Local Taxes	6,557,976	7,005,726	7,713,910	5,500,578	71%	8,454,000	8,489,000	8,489,000	10%	775,090
Departmental	923,159	952,521	960,585	736,604	77%	1,110,110	1,110,110	1,110,110	16%	149,525
Other	407,076	463,877	460,600	500,449	109%	593,070	593,070	593,070	29%	132,470
Total Revenues	11,763,004	12,622,912	14,254,485	10,552,891	74%	16,334,995	16,369,995	16,369,995	15%	4,499,220

Net Operating Transfers Out	1,435,302	3,141,971	2,515,105	1,618,247	64%	3,588,685	3,588,685	3,588,685	43%	1,073,580
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Total General Fund	1,566,508	(451,839)	(188,609)	840,095		(1,304,955)	(1,288,445)	(1,288,445)		
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FY22 to FY23 General Fund Expense Budget



General Fund Expenditures
by Category

EXPENSE CATEGORY	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED	% Chng	\$ Chng
Salary Related Expenditures									
Wages	4,452,606	5,023,716	6,358,506	4,067,534	7,274,695	7,375,380	7,375,380	16%	1,016,874
Taxes	249,341	288,414	384,475	246,052	442,570	448,325	448,325	17%	63,850
Benefits	1,902,088	2,057,883	2,343,045	1,492,796	2,847,125	2,763,395	2,763,395	18%	420,350
Total Salary Related Expenditures	\$ 6,604,035	\$ 7,370,013	\$ 9,086,026	\$ 5,806,382	\$ 10,564,390	\$ 10,587,100	\$ 10,587,100	16.5%	1,501,074
Operational Expenditures									
Training	32,105	47,428	71,955	30,328	94,925	94,425	94,425	31.2%	22,470
Travel	12,967	31,242	45,880	19,279	50,780	50,280	50,280	9.6%	4,400
Uniforms	12,951	41,235	8,050	37,666	19,550	19,550	19,550	142.9%	11,500
Office Expenses	114,312	126,163	140,050	120,706	188,970	188,970	188,970	34.9%	48,920
Computer Services/Software	288,488	263,044	234,835	170,856	298,675	298,675	298,675	27.2%	63,840
Auto Repair/Maintenance	44,961	87,163	84,750	78,151	90,500	90,500	90,500	6.8%	5,750
Fuel	48,939	78,419	64,800	76,859	136,150	125,150	125,150	93.1%	60,350
Utilities	189,544	202,091	211,880	146,348	207,480	207,480	207,480	-2.1%	(4,400)
Waste Removal	9,805	14,416	14,805	10,959	16,775	16,775	16,775	13.3%	1,970
Cell Phone	21,829	24,135	28,680	27,246	50,115	43,895	43,895	53.1%	15,215
Pest Control	3,235	3,747	3,780	3,293	4,900	4,900	4,900	29.6%	1,120
Consulting Services	132,522	93,524	186,500	118,694	365,320	362,320	362,320	94.3%	175,820
Legal Services	60,696	62,781	66,150	65,854	84,150	104,150	104,150	57.4%	38,000
Contract Labor/Services	145,531	191,366	229,200	244,663	274,145	288,645	288,645	25.9%	59,445
Interpreters	647	794	1,500	838	1,500	1,500	1,500	0.0%	0
Equipment & Maint	96,335	139,751	138,275	96,429	148,125	148,125	148,125	7.1%	9,850
Service Charges	3,132	7,925	5,000	2,150	2,000	2,000	2,000	-60.0%	(3,000)
Credit Card Processing Fees	5,736	8,441	5,750	7,361	8,800	8,800	8,800	53.0%	3,050
Liability Insurance	191,979	211,045	231,000	174,499	228,800	228,800	228,800	-1.0%	(2,200)
Safety / Security Program	2,128	1,137	1,500	3,275	1,500	1,500	1,500	0.0%	0
Department Specific Expenditures	659,834	775,750	895,305	593,084	1,042,550	1,025,050	1,025,050	14.5%	129,745
Employee Term Payouts	54,645	108,558	35,000	195,598	40,000	40,000	40,000	14.3%	5,000
Contingency	0	0	82,718	0	85,000	85,000	85,000	2.8%	2,282
Total Operational Expenditures	\$ 2,132,321	\$ 2,520,155	\$ 2,787,363	\$ 2,224,136	\$ 3,440,710	\$ 3,436,490	\$ 3,436,490	23.3%	649,127
Equipment/Capital Expenditures									
Vehicles & Equipment	9,453	15,307	50,000	45,936	19,005	19,005	19,005	N/A	(30,995)
Structural	11,432	23,603	0	16,014	22,360	22,360	22,360	N/A	22,360
Equipment Lease	3,953	3,702	4,600	2,082	4,800	4,800	4,800	4.3%	200
Total Equipment/Capital Expenditures	\$ 24,838	\$ 42,612	\$ 54,600	\$ 64,031	\$ 46,165	\$ 46,165	\$ 46,165	-15.4%	(8,435)
Total General Fund Expenditures	\$ 8,761,194	\$ 9,932,780	\$ 11,927,989	\$ 8,094,549	\$ 14,051,265	\$ 14,069,755	\$ 14,069,755	18.0%	2,141,766

General Purpose Revenues

General Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	% of Bud	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED	% Chng	\$ Chng
Local Revenues										
Sales Taxes										
Town Sales Tax	5,506,469	5,890,991	6,470,800	4,633,437	72%	7,108,580	7,143,580	7,143,580	10.4%	\$ 672,780
Est'd .65 Portion of Tax Rate	1,051,507	1,114,735	1,243,110	867,141	70%	1,345,420	1,345,420	1,345,420	8.2%	\$ 102,310
Total Sales Taxes	\$ 6,557,976	\$ 7,005,726	\$ 7,713,910	\$ 5,500,578	71%	\$ 8,454,000	\$ 8,489,000	\$ 8,489,000	10.0%	\$ 775,090
Franchise Fees										
APS	268,997	300,149	259,080	168,217	65%	300,000	300,000	300,000	15.8%	\$ 40,920
NPG Cable	19,854	19,288	18,360	12,905	70%	20,000	20,000	20,000	8.9%	\$ 1,640
UNS Gas	8,299	9,701	8,160	10,189	100%	9,000	9,000	9,000	10.3%	\$ 840
Total Franchise Fees	\$ 297,150	\$ 329,138	\$ 285,600	\$ 191,311	67%	\$ 329,000	\$ 329,000	\$ 329,000	15.2%	\$ 43,400
Miscellaneous										
Yav-Apache Gaming Funds	14,863	15,981	18,000	8,556	48%	12,000	12,000	12,000	-33.3%	(6,000)
Enterprise Admin Fees	70,601	82,478	146,000	105,548	72%	151,570	151,570	151,570	3.8%	5,570
Refunds & Reimbursements	5,035	15,225	8,000	47,286	100%	10,000	10,000	10,000	25.0%	2,000
Miscellaneous	1,042	3,461	500	1,610	100%	500	500	500	0.0%	0
Surplus Property Sales	0	3,237	0	0	N/A	0	0	0	N/A	0
Proceeds from Sale of Assets	16,024	0	0	0	N/A	0	0	0	N/A	0
Interest	2,361	14,357	2,500	146,138	100%	90,000	90,000	90,000	3500.0%	87,500
Total Miscellaneous	\$ 109,926	\$ 134,739	\$ 175,000	\$ 309,138	100%	\$ 264,070	\$ 264,070	\$ 264,070	50.9%	\$ 89,070
Total Local Revenues	\$ 6,965,052	\$ 7,469,603	\$ 8,174,510	\$ 6,001,027	73%	\$ 9,047,070	\$ 9,082,070	\$ 9,082,070	11.1%	\$ 907,560
State Tax Revenues										
Urban Revenue Sharing	1,598,779	1,578,263	2,322,700	1,742,030	75%	3,283,430	3,283,430	3,283,430	41.4%	\$ 960,730
State Sales Tax	1,327,149	1,703,650	1,722,480	1,334,149	77%	1,843,200	1,843,200	1,843,200	7.0%	\$ 120,720
Vehicle License Tax	948,865	918,875	1,074,210	739,081	69%	1,051,185	1,051,185	1,051,185	-2.1%	\$ (23,025)
Total Intergovernmental Revenues	\$ 3,874,793	\$ 4,200,788	\$ 5,119,390	\$ 3,815,260	75%	\$ 6,177,815	\$ 6,177,815	\$ 6,177,815	20.7%	\$ 1,058,425
Total General Purpose Revenues	\$ 10,839,845	\$ 11,670,391	\$ 13,293,900	\$ 9,816,287	74%	\$ 15,224,885	\$ 15,259,885	\$ 15,259,885	14.8%	\$ 1,965,985

Operating Transfers

General Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECOMMEND	2023-24 COUNCIL PROPOSED
Non-Departmental Transfers							
Transfer In from Non-Fed Grants Fund	(275)	0	0	0	0	0	
Transfer In from Fed Grants Fund	(12,601)	0	0	0	0	0	
Transfer In from Housing Fund	0	0	0	0	(150,000)	(150,000)	(150,000)
Transfer Out to Housing Fund	0	0	0	0	300,000	300,000	300,000
Transfer Out to CIP Fund	276,275	1,888,557	250,000	250,000	1,113,075	1,113,075	1,113,075
Transfer Out to Parks Fund	0	125,000	784,000	0	789,000	789,000	789,000
Transfer Out to Debt Service Fund	1,171,903	1,128,414	1,481,105	1,368,247	1,536,610	1,536,610	1,536,610
Total Non-Departmental Transfers	\$ 1,435,302	\$ 3,141,971	\$ 2,515,105	\$ 1,618,247	\$ 3,588,685	\$ 3,588,685	\$ 3,588,685

Net Effect on General Fund Balance

General Revenues	(10,839,845)	(11,670,391)	(13,293,900)	(9,816,287)	(15,224,885)	(15,259,885)	(15,259,885)
Net Departmental Costs & Transfers	9,185,190	12,122,230	13,482,509	8,976,192	16,529,840	16,548,330	16,548,330
Use of / (Surplus to) Fund Balance	\$ (1,654,655)	\$ 451,839	\$ 188,609	\$ (840,095)	\$ 1,304,955	\$ 1,288,445	\$ 1,288,445



GENERAL GOVERNMENT SUMMARY



Divisions

Manager ♦ Clerk ♦ Council ♦ Finance ♦ HR ♦ IT
 Risk Management ♦ Economic Development ♦ Non Departmental

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 1,159,569	\$ 1,395,606	\$ 2,051,490	\$ 1,289,279	\$ 2,271,920	\$ 2,207,465	\$ 2,207,465
Operating Expenditures	\$ 1,208,853	\$ 1,354,748	\$ 1,462,953	\$ 1,279,635	\$ 1,743,205	\$ 1,763,985	\$ 1,763,985
Equipment/Capital Expenditures	\$ -	\$ -	\$ 50,000	\$ 45,936	\$ 5,285	\$ 5,285	\$ 5,285
Total Expenditures	\$ 2,368,422	\$ 2,750,354	\$ 3,564,443	\$ 2,614,849	\$ 4,020,410	\$ 3,976,735	\$ 3,976,735
Revenues							
Total Revenues	\$ 25,314	\$ 43,008	\$ 27,200	\$ 17,590	\$ 27,200	\$ 27,200	\$ 27,200
Net Cost to General Fund	\$ 2,343,108	\$ 2,707,346	\$ 3,537,243	\$ 2,597,259	\$ 3,993,210	\$ 3,949,535	\$ 3,949,535

MAYOR & COUNCIL

473 S. MAIN ST. - (928) 554-0000

Mission

To provide a natural and social environment suitable for a variety of commercial, recreational, and personal pursuits in which people can live, work, play, grow up and grow old reasonably safe from crime and harm; to reduce the 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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. In partnership with YAN, organized and hosted "Arizona's General Stream Adjudication – “What’s Happening in the Verde” presentation to the public; Signed historic YAN IGA for Land Acquisition
2. Re-established the Parks & Recreation Commission
3. Engaged Pierce Coleman as legal counsel; Contracted with SGR to recruit permanent Town Manager.
4. U of A awarded \$9.5M - Meat Processing Facility Hwy 260 in Camp Verde; Economic Growth in Opportunity Zone (Tractor Supply/FrameTec)
5. Created Utilities Department comprised of Water, Sewer and Flood Control.

Goals for the upcoming Fiscal Year 2023-24

1. Finalize Water Settlement Agreement with Yavapai-Apache Nation
2. Utilize Strategic Planning Outcome Statements adopted in January 2023 to guide budget planning
3. Hire Permanent Town Manager and support their successful transition to the organization and community.
4. Review and update Town Code, including sections for Water and Wastewater
5. Develop Master Plans for Facilities, Water System, and Wastewater System
6. Work with League of Cities and Towns to Amend State Law on Improvement Districts.
7. Implement technology improvements to increase performance and efficiency of operations.
8. Complete Phase 1B of Sports Complex

Personnel

Mayor

Dee Jenkins

Vice-Mayor

Marie Moore

Council Members: Jackie Baker, Robin Godwin, Jessie Murdock, Wendy Escoffier & Cris McPhail



Statistics

	<u>FY22</u>	<u>Dec22</u>
Resolutions & Ord's	22	26
Liquor Permits	8	9
Total Council Meetings	24	49

MAYOR & COUNCIL

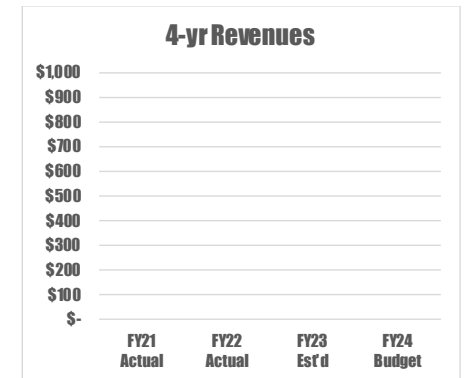
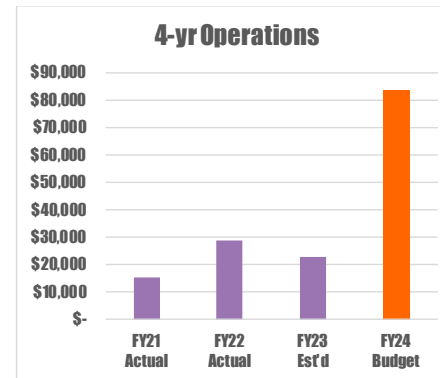
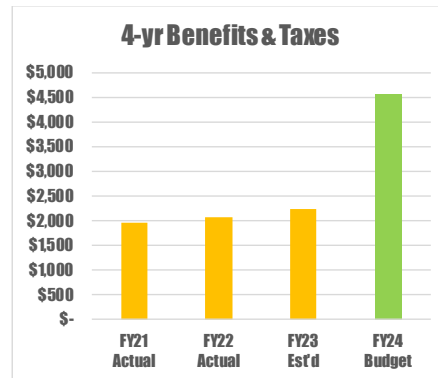
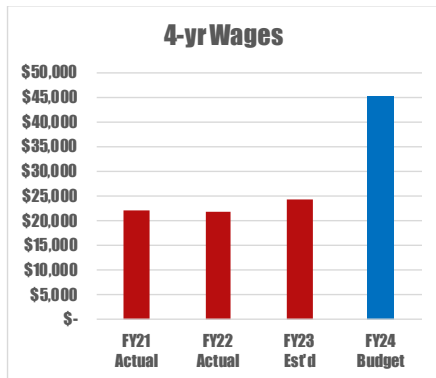
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 22,200	\$ 21,950	\$ 35,500	\$ 24,250	\$ 45,000	\$ 45,000	\$ 45,000
Taxes & Benefits	\$ 1,964	\$ 2,082	\$ 3,665	\$ 2,236	\$ 4,580	\$ 4,580	\$ 4,580
Operations	\$ 15,525	\$ 28,732	\$ 24,500	\$ 23,039	\$ 62,900	\$ 83,680	\$ 83,680
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 39,689	\$ 52,764	\$ 63,665	\$ 49,525	\$ 112,480	\$ 133,260	\$ 133,260
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	39,689	52,764	63,665	49,525	112,480	133,260	133,260

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
Council Members	7	7	7	7	7	7	7

Graphs



TOWN MANAGER

473 S. MAIN ST. - (928) 554-0001

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Transitioned Water Utility Operations and Billing from the Former Private Utility to the New Municipal Water Utility
2. Recruited and Selected Two Department Directors to Replace Retiring Staff (Public Works and Economic Development)
3. Amended Our Organizational Chart to Create the Utilities Department and Recruited and Selected a Utilities Department Director
4. Interim Town Manager Integrated into Organization to Serve During Our Transition to a Permanent Town Manager
5. Improved Level of Communication Between Manager's Office, the Council and the Staff

Goals for the upcoming Fiscal Year 2023-24

1. Work with Council, Staff, Residents, Businesses and YAN to Integrate New Town Manager into the Town's Organization and the Community
2. Develop Effective Means of Communicating with Council, the Organization and the Community
3. Assess the Organizational Chart and Make Recommendations for Changes as Appropriate
4. Begin the process to identify, recommend, update, and implement code and policy updates to include best practices
5. By October, 2023, contract with a Facilitator Who Will Assist the Council and Manager in Developing a Multi-Year Strategic Plan to Identify Major Strategic Priorities and Create a Clear Path to Achieve Those Goals
6. Identify Opportunities to Streamline Operations and Processes within Departments
7. Complete Phase 1 of the Sports Complex

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	1.0	2.0	1.8
FT Positions	1	2	2
PT Positions	0	0	0
Seasonal	0	0	0



Camp Verde Fun Facts

Camp Verde was designated as the Arizona's official 2012 Centennial Center of Arizona City on February 15, 2012. A monument displaying related information can be visited at Rezzonico Park.

TOWN MANAGER

Budget

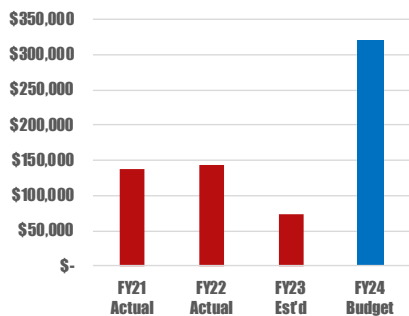
EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 137,682	\$ 143,030	\$ 287,765	\$ 74,290	\$ 353,600	\$ 320,670	\$ 320,670
Taxes & Benefits	\$ 38,630	\$ 40,020	\$ 84,270	\$ 21,077	\$ 101,080	\$ 91,980	\$ 91,980
Operations	\$ 3,440	\$ 2,643	\$ 6,000	\$ 62,606	\$ 28,780	\$ 28,780	\$ 28,780
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 179,752	\$ 185,693	\$ 378,035	\$ 157,972	\$ 483,460	\$ 441,430	\$ 441,430
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	179,752	185,693	378,035	157,972	483,460	441,430	441,430

Staffing

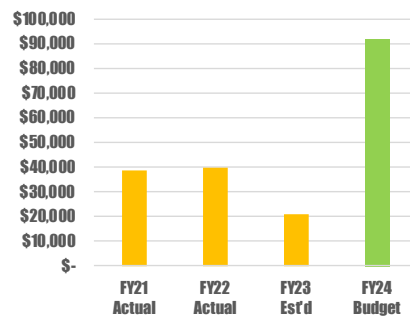
	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.0	1.0	2.0	1.0	2.0	1.8	1.8
FT Positions	1	1	2	1	2	2.0	2.0
PT Positions	0	0	0	0	0	0.0	0.0
Seasonal	0	0	0	0	0	0.0	0.0

Graphs

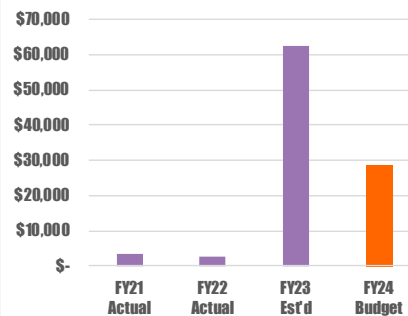
4-yr Wages



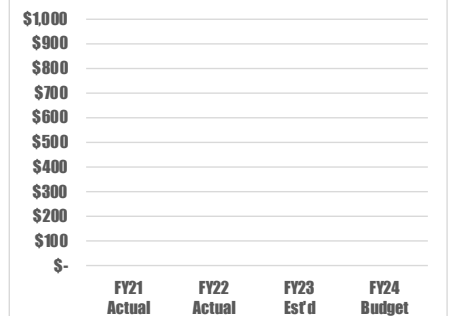
4-yr Benefits & Taxes



4-yr Operations



4-yr Revenues



TOWN CLERK

473 S. MAIN ST. - (928) 554-0021

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Served year two as the Region 1 Mentor for 19 Regional City and Town Clerks
2. Successfully conducted the Primary and General Elections of 2022
3. Conducted OML Trainings and Records Trainings to staff and local Municipalities
4. Served year two as the Designated Public Lobbyist for the Town
5. Assisted the Newly established Parks and Recreation Commission with their roles and duties
6. Assisted Planning and Zoning with trainings throughout the year on staff and Commissions roles and duties.

Goals for the upcoming Fiscal Year 2023-24

1. Digitize and Revitalize Records within the Town Clerks Office
2. Streamline Contracts into AAA File Room system
3. Streamline a better system to submit agenda items.
4. Participate as lobbyist for the Town and monitor legislative updates
5. Update the Town Code

Personnel



	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	2.8	3.0	3.0
FT Positions	3	3	3
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY22</u>	<u>Dec22</u>
Business Licenses on File	781	823
New Resolutions & Ord's	24	28
New Liquor Permits	7	8
Total Council Meetings	24	49 Mar
Records Requests	43	515

TOWN CLERK

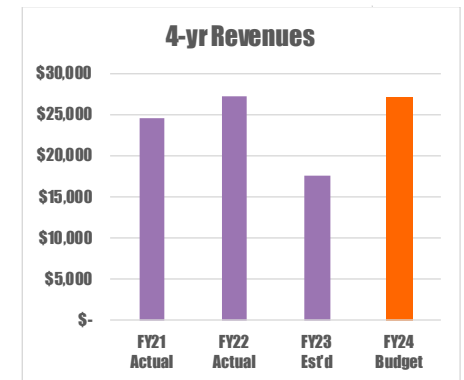
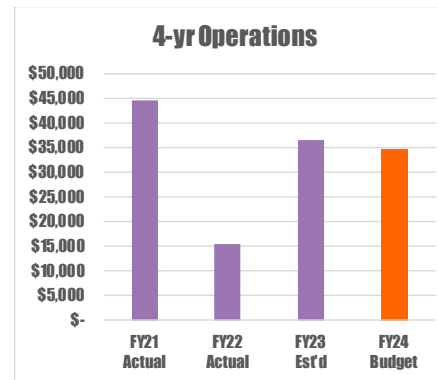
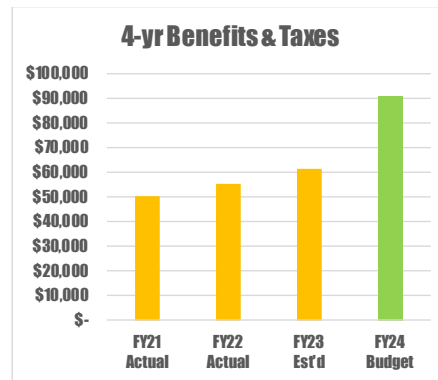
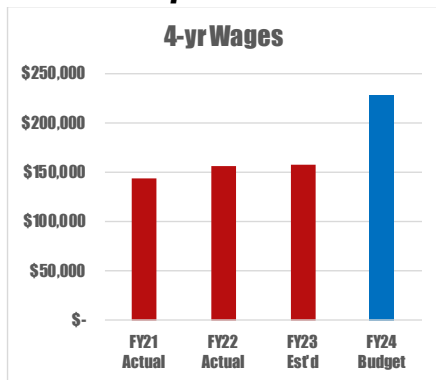
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 143,356	\$ 156,893	\$ 218,230	\$ 158,202	\$ 228,490	\$ 227,895	\$ 227,895
Taxes & Benefits	\$ 50,622	\$ 55,480	\$ 83,690	\$ 61,210	\$ 94,695	\$ 90,715	\$ 90,715
Operations	\$ 44,563	\$ 15,516	\$ 39,750	\$ 36,687	\$ 34,620	\$ 34,620	\$ 34,620
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 238,541	\$ 227,889	\$ 341,670	\$ 256,099	\$ 357,805	\$ 353,230	\$ 353,230
Revenues	\$ 24,532	\$ 27,257	\$ 27,000	\$ 17,590	\$ 27,000	\$ 27,000	\$ 27,000
Total Department Cost	214,009	200,632	314,670	238,509	330,805	326,230	326,230

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	2.0	2.8	3.0	3.0	3.3	3.0	3.0
FT Positions	2	3	3	3	4	3.0	3.0
PT Positions	0	0	0	0	0	0.0	0.0
Seasonal	0	0	0	0	0	0.0	0.0

Graphs



FINANCE

395 S. MAIN ST. - (928) 554-0013

Mission

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Received an Unqualified opinion for FY22 CAFR.
2. Received the GFOA ACFR award for FY21; 9-time recipient.
3. Received the GFOA Budget award for FY22; 7-time recipient.
4. Integrated Water Company operations into the Town's financial's.
5. Added on-site credit card payment option for Water customers.
6. Worked with HR and CVMO to integrate new payroll processing software.
7. Nearly complete on combining Water & Wastewater billing.

Goals for the upcoming Fiscal Year 2023-24

1. Receipt of FY22 ACFR award.
2. Incorporate more detailed analysis of sale tax numbers for the Town.
3. Develop process to review and match business licenses and sales tax reporting with actual business locations.
4. Continue to make enhancements to the budget process and final document.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	3.4	4.0	4.0
FT Positions	4	4	4
PT Positions	0	0	0
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Total AP Checks	2,438	1,358
Total AP Credit Card Use	1,118	804
Total AP Bank Drafts	387	323

FINANCE

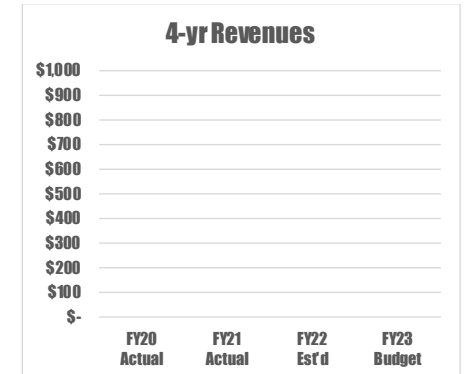
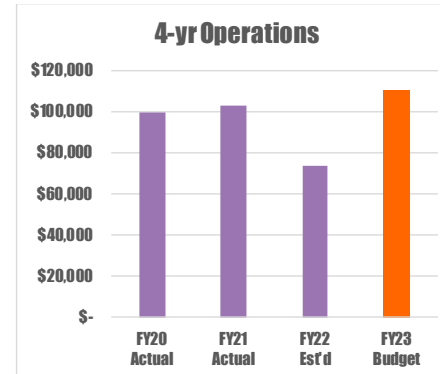
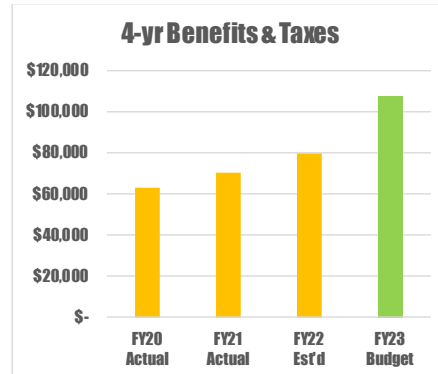
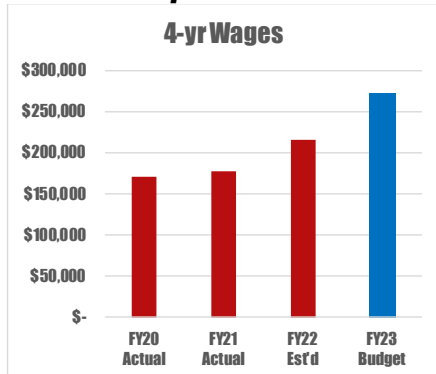
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 177,930	\$ 215,358	\$ 272,065	\$ 196,909	\$ 282,030	\$ 323,485	\$ 323,485
Taxes & Benefits	\$ 70,300	\$ 79,776	\$ 107,805	\$ 78,521	\$ 116,565	\$ 124,910	\$ 124,910
Operations	\$ 103,094	\$ 73,778	\$ 110,000	\$ 87,328	\$ 118,020	\$ 118,020	\$ 118,020
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 351,324	\$ 368,912	\$ 489,870	\$ 362,759	\$ 516,615	\$ 566,415	\$ 566,415
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	351,324	368,912	489,870	362,759	516,615	566,415	566,415

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	3.0	3.4	4.0	4.0	4.0	4.0	4.0
FT Positions	3	4	4	4	4	4	4
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



HUMAN RESOURCES

395 S. MAIN ST. - (928) 554-0011

Mission

To be a strategic partner in the development and accomplishment of the organization's objectives through training management, compensation management and organizational development.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Updated HR onboarding forms and templates.
2. Implemented new employee coach and council tools – employee performance improvement plan.
3. Created new recruitment collateral material for CVMO (brochures, rack cards, flyers, etc.).
4. Conducted in-house training for managers and supervisors on preparing and conducting employee appraisals, utilizing Vector Solutions LMS.
5. Implemented open door policy by allowing employees to contact HR without appointments at any time.
6. Established recordkeeping procedure on fingerprints, criminal background check documentation and confidential personnel info.
7. Created employment separation forms and templates.
8. Updated internal policies and guidelines on background check processing.
9. Updated 30 job descriptions.
10. Created schedule for safety and policy employee training.
11. Assisted in implementation of the new Time and Attendance system, as well as creating and Time & Attendance Policy.

Goals for the upcoming Fiscal Year 2023-24

1. Establish quarterly new hire orientation employee training program.
2. Revitalize employee engagement surveys.
3. Update and re-introduce employee appreciation awards.
4. Continue updating job descriptions, create a master collection of all job descriptions for all departments.
5. Establish employee communication portal through employee intranet.
6. Establish Standards of Operating Procedures for the HR Department.
7. Research tools & programs to improve and mainstream the onboarding process.
8. Conduct a comprehensive salary and benefit study for the Town of Camp Verde.
9. Create recruitment ads on Town website.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	1.3	2.0	2.0
FT Positions	2	2	2
PT Positions	0	0	0
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Applications Processed	321	252
New Hires	57/ Active 29	23/ Active 17
Terminations	35	27
Retention Rate	84.8%	81.4%
Turnover Rate	29.2%	22.5%

HUMAN RESOURCES

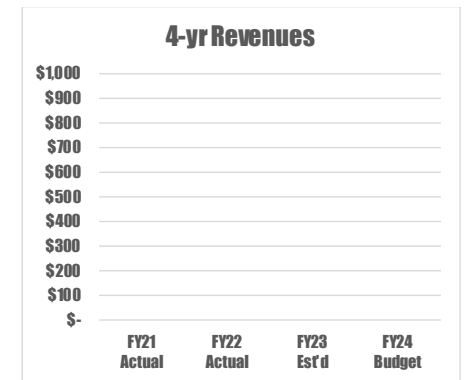
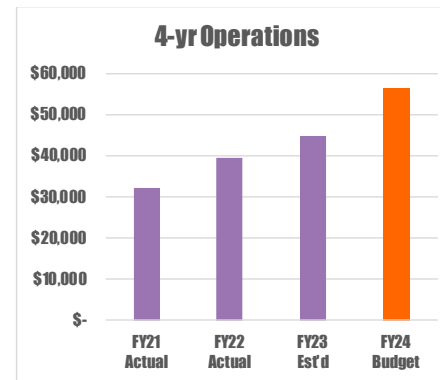
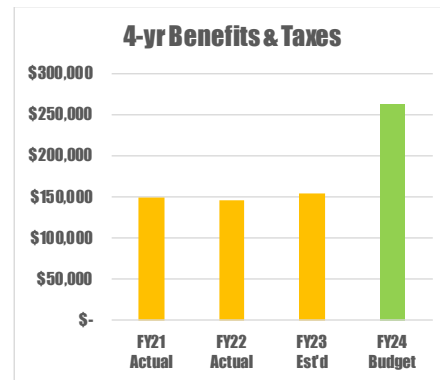
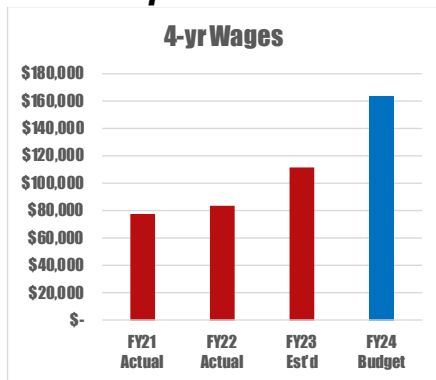
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 78,029	\$ 83,948	\$ 158,040	\$ 111,750	\$ 158,060	\$ 163,735	\$ 163,735
Taxes & Benefits	\$ 150,262	\$ 146,870	\$ 208,310	\$ 154,228	\$ 261,710	\$ 262,860	\$ 262,860
Operations	\$ 32,284	\$ 39,388	\$ 26,150	\$ 44,834	\$ 56,510	\$ 56,510	\$ 56,510
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 260,575	\$ 270,206	\$ 392,500	\$ 310,812	\$ 476,280	\$ 483,105	\$ 483,105
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	260,575	270,206	392,500	310,812	476,280	483,105	483,105

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.0	1.3	2.0	2.0	2.0	2.0	2.0
FT Positions	1	1	2	2	2	2	2
PT Positions	0	1	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



RISK MANAGEMENT

473 S. MAIN ST. - (928) 554-0003

Mission

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

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Supported 11 recertifications through International Code Council for CIP Manager.
2. Completed multiple Capital Improvement Projects, contributed to maintenance and improvement of CIP tracking mechanism to establish communication between departments, and migrated CIP over to Public Works in 2023.
3. Effectively improved relationships throughout Camp Verde and Yavapai County.
4. Performed as Acting Interim HR Director until new Director was hired.
5. Established new Risk Management processes and programs including contract management.

Goals for the upcoming Fiscal Year 2023-24

1. Creation and Maintenance of the Risk Register; this document is an ongoing record of solutions to mitigate potential exposures.
2. Update COOP (Continuity of Operations Planning) document and attend ongoing training.
3. Enhancing partnerships with Yavapai County, Red Cross, Copper Canyon Fire District, AZ DEMA and other NGOs to enhance Emergency Operation Center capabilities and conduct exercise(s) and trainings.
4. Establish Core Documents for Emergency Incidents.
5. Obtain ARM designation for Risk Manager.
6. Build awareness of employee safety to lower the number of Workman's Compensation claims.
7. Improve internal processes to lower long-term risk.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	1.6	2.2	1.2
FT Positions	3	3	2
PT Positions	0	0	0
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Work Comp Claims Filed	22	20
WC Claims Closed - \$0 paid	14	12
P & C Claims Filed	4	5

RISK MANAGEMENT

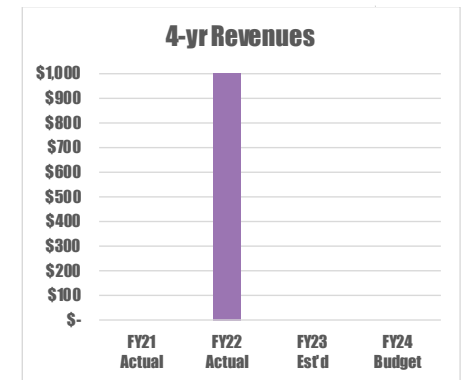
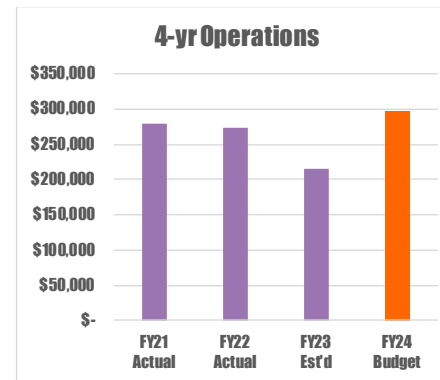
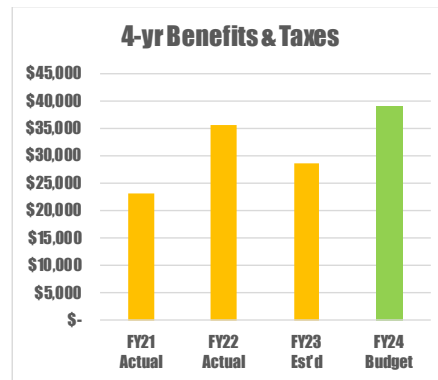
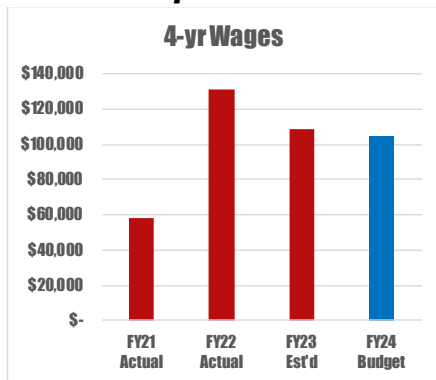
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 57,818	\$ 131,342	\$ 139,490	\$ 108,523	\$ 99,365	\$ 104,750	\$ 104,750
Taxes & Benefits	\$ 23,119	\$ 35,645	\$ 51,900	\$ 28,601	\$ 38,085	\$ 39,195	\$ 39,195
Operations	\$ 279,954	\$ 272,379	\$ 300,000	\$ 215,815	\$ 295,950	\$ 295,950	\$ 295,950
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 360,891	\$ 439,366	\$ 491,390	\$ 352,939	\$ 433,400	\$ 439,895	\$ 439,895
Revenues	\$ -	\$ 2,500	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	360,891	436,866	491,390	352,939	433,400	439,895	439,895

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	0.8	1.6	2.2	1.8	1.2	1.2	1.2
FT Positions	2	3	3	3	2	2	2
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



ECONOMIC DEVELOPMENT

473 S. MAIN ST. - (928) 554-0007

Mission

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

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2022-23

1. Began development of the BRIC (Business Resource and Innovation Center) for the purpose of providing entrepreneurial, business, and workforce assistance. Initial set up for public use is complete. Business programming has started.
2. Recruited job-creating projects: Frame-Tec (\$40M private investment with 180 new jobs projected) and University of Arizona meat processing facility (\$10M investment with approximately 25 jobs projected).
3. Facilitated the development of Tractor Supply, Sinagua Malt, and the sale of over 100 acres of developable commercial property.
4. Completed significant portion of the 2020 Urban Upland Trail Plan and 2016 River Recreation Master Plan including: Box T Trailhead, Parsons Riverfront Preserve parking, and begin construction of Grief Hill Trailhead.
5. Increased access to relevant business data through Placer AI and Buxton. This data is useful for business assistance, recruitment, and attraction for things like retail, grocery, and restaurant attraction. Further, it's helpful in understand event traffic and visitor profiles.

Goals for the upcoming Fiscal Year 2023-24

1. Facilitate and substantially complete a tourism marketing plan.
2. Expand business recruitment and expansion through updated policies and marketing (e.g. a new business recruitment website).
3. Grow BRIC partnerships and programming to include more workforce development solutions, youth entrepreneurship programming, and business round tables.
4. Identify opportunities to expand access to quality healthcare. This includes developing and maintaining relationships with healthcare providers; exploring regional solutions; utilizing data to recruit additional providers; and strategizing ways to address barriers to healthcare.
5. Identify and employ solutions to improve and expand access to quality broadband.
6. Collaborate with Community Development, other town departments, and community stakeholders to substantially complete an economic revitalization plan for downtown/Main Street.
7. Collect and report on key metrics from the department including jobs created, wages, private investment, businesses assisted, and number of trainings.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	3.1	4.4	4.1
FT Positions	2	3	3
PT Positions	4	4	3
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Change in Hotel/Trans Tax	+37%	+37%
Change in Construction Tax	-56%	-56%
CV Visitor Center Visits	4,787	2,394

ECONOMIC DEVELOPMENT

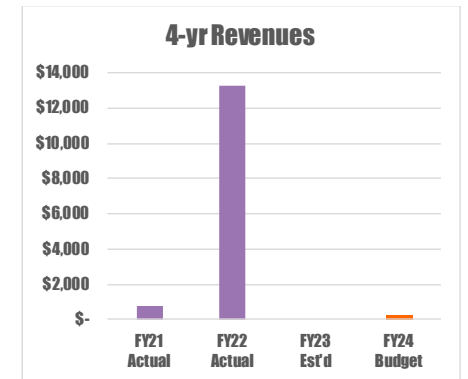
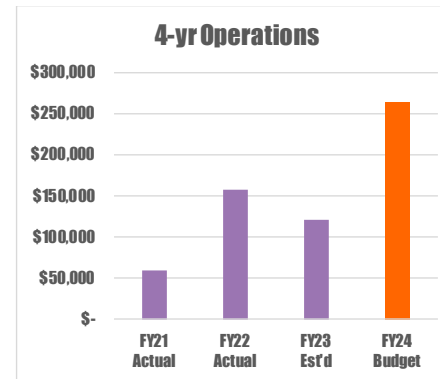
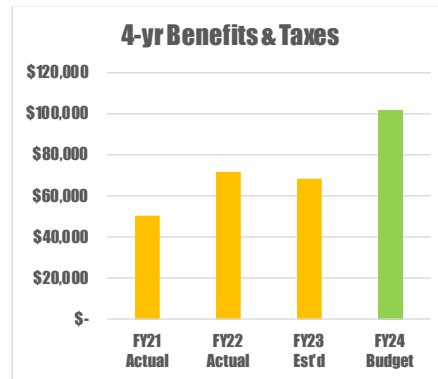
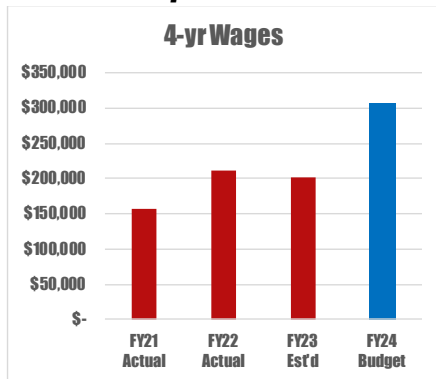
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 157,005	\$ 211,754	\$ 301,210	\$ 201,114	\$ 360,555	\$ 305,790	\$ 305,790
Taxes & Benefits	\$ 50,652	\$ 71,458	\$ 99,550	\$ 68,368	\$ 128,105	\$ 101,900	\$ 101,900
Operations	\$ 60,540	\$ 156,999	\$ 156,900	\$ 122,070	\$ 264,960	\$ 264,960	\$ 264,960
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 268,197	\$ 440,211	\$ 557,660	\$ 391,552	\$ 753,620	\$ 672,650	\$ 672,650
Revenues	\$ 782	\$ 13,251	\$ 200	\$ -	\$ 200	\$ 200	\$ 200
Total Department Cost	267,415	426,960	557,460	391,552	753,420	672,450	672,450

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	3.1	3.8	4.4	4.1	4.1	4.1	4.1
FT Positions	2	3	4	3	3	3	3
PT Positions	3	3	3	3	3	3	3
Seasonal	0	0	0	0	0	0	0

Graphs



IT SERVICES

473 S. MAIN ST. - (928) 554-0001

Mission

To 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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Kept operational budget within budgetary amounts.
2. Continued equipment replacement program, replacing over 15 systems this year.
3. Purchased and setup new servers for more efficient usage.
4. No security breaches for the fiscal year.

Goals for the upcoming Fiscal Year 2023-24

1. Keep Town IT systems up-to-date and functional.
2. Continue upgrades of Town workstations and systems.
3. Continue connecting local park areas with broadband service for community members.
4. Work to implement 2 FT staff members in the IT department.
5. Maintain up-to-date system-wide protection against attempted computer system breaches.

Personnel

The IT department staffing is outsourced.



Camp Verde Fun Facts

Fort Verde Days began in 1957 and will hold its 67th annual event in October of 2023. The first Fort Verde Days event was a celebration to honor "all who had supported and visited that first museum".

*Source: sedonaverdevalley.org

INFORMATION TECHNOLOGY

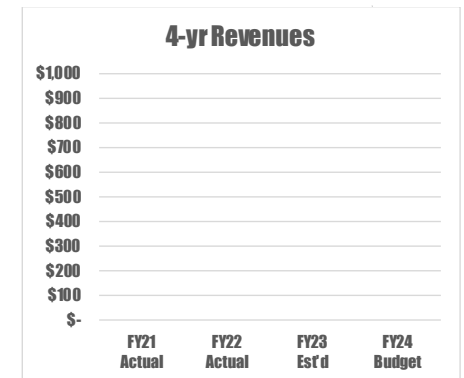
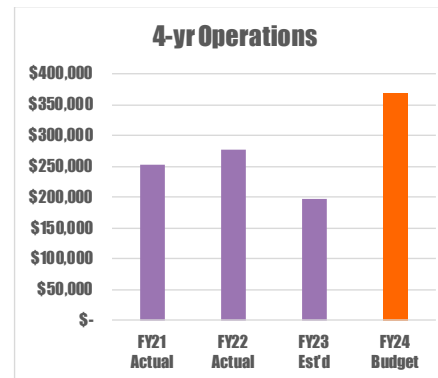
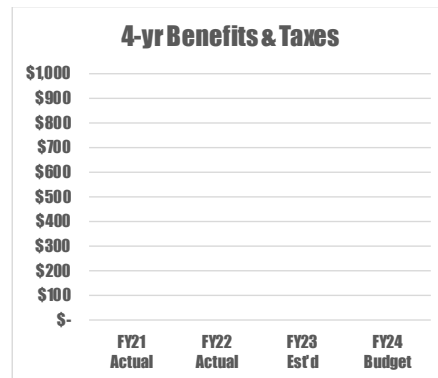
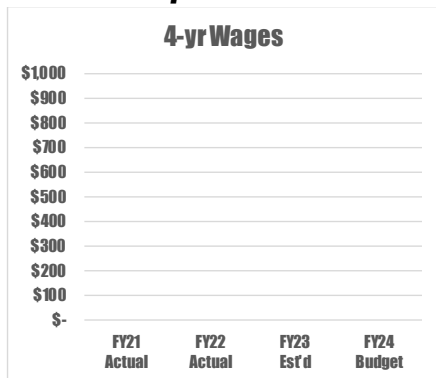
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Taxes & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations	\$ 251,792	\$ 276,210	\$ 252,600	\$ 197,056	\$ 367,770	\$ 367,770	\$ 367,770
Capital	\$ -	\$ -	\$ 50,000	\$ 45,936	\$ -	\$ -	\$ -
Net Expenses	\$ 251,792	\$ 276,210	\$ 302,600	\$ 242,992	\$ 367,770	\$ 367,770	\$ 367,770
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	251,792	276,210	302,600	242,992	367,770	367,770	367,770

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	Outsourced	Outsourced	Outsourced	Outsourced	Outsourced	Outsourced	Outsourced
FT Positions							
PT Positions							
Seasonal							

Graphs



NON-DEPARTMENTAL

473 S. MAIN ST. - (928) 554-0000

Mission

Non-Departmental expenditures represent budget line items that are either not directly attributable to any one department or shared resource items that cannot or do not need to be allocated to any particular departments. Non-Departmental expenditures are better described as expenses of the Town rather than any individual department.



Personnel

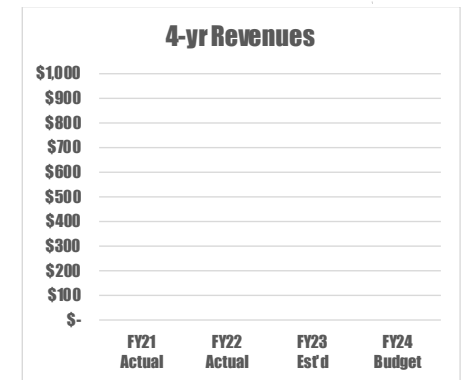
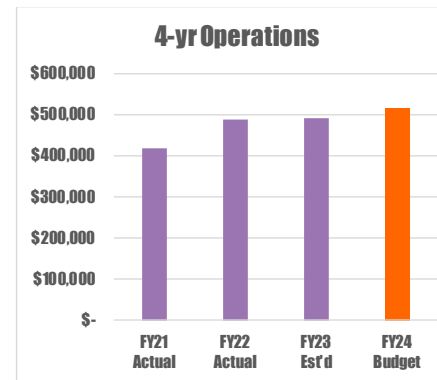
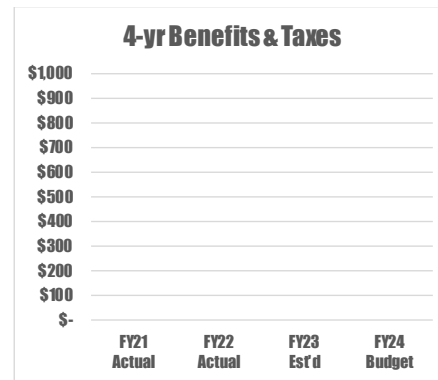
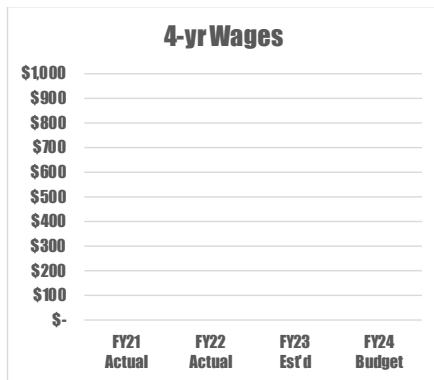
The Non-Departmental “department” does not have any employee time allocated to it.

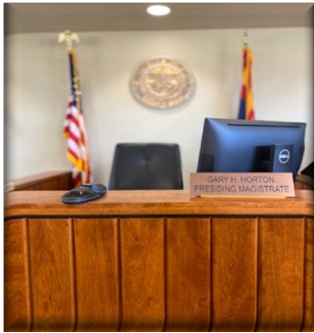
NON-DEPARTMENTAL

Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Taxes & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operations	\$ 417,661	\$ 489,103	\$ 547,053	\$ 490,199	\$ 513,695	\$ 513,695	\$ 513,695
Capital	\$ -	\$ -	\$ -	\$ -	\$ 5,285	\$ 5,285	\$ 5,285
Net Expenses	\$ 417,661	\$ 489,103	\$ 547,053	\$ 490,199	\$ 518,980	\$ 518,980	\$ 518,980
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	417,661	489,103	547,053	490,199	518,980	518,980	518,980

Graphs





MAGISTRATE COURT SUMMARY



Divisions

◆ Magistrate Court ◆

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 323,331	\$ 300,993	\$ 315,725	\$ 195,143	\$ 331,065	\$ 349,780	\$ 349,780
Operating Expenditures	\$ 42,181	\$ 88,319	\$ 131,875	\$ 88,948	\$ 129,550	\$ 129,550	\$ 129,550
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 365,512	\$ 389,312	\$ 447,600	\$ 284,091	\$ 460,615	\$ 479,330	\$ 479,330
Revenues							
Total Revenues	\$ 127,612	\$ 101,611	\$ 135,000	\$ 87,168	\$ 135,000	\$ 135,000	\$ 135,000
Net Cost to General Fund	\$ 237,900	\$ 287,701	\$ 312,600	\$ 196,923	\$ 325,615	\$ 344,330	\$ 344,330

MUNICIPAL COURT

435 S. MAIN ST., STE. 206A - (928) 554-0030

Mission

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Progress continues on the Courts Security Screening entry way moving towards construction
2. Courts acquired a new part time position for Court Security Office, granted, opened and filled.
3. Court was selected for Court Operational Review through Arizona Office of Courts (AOC)- completed
4. All staff completed and complied with mandatory COJET hrs.
5. Participated in the creation of Yavapai County Strategic Plan for 2022-2026

Goals for the upcoming Fiscal Year 2023-24

1. Completion of Court security screening entry way
2. Complete policy for case management and financial Court Policies.
3. Re-implement quarterly meetings with local court security and emergency preparedness committee in and through the Towns Safety Committee meetings
4. Remain in compliance with state law, Administrative Orders and Rules of Court
5. Keep an active watch on legislative matters with potential impact to the Town of Camp Verde Local Court as well as on a State level
6. Continue our commitment to fiscal responsibility

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	4.6	4.5	4.5
FT Positions	6	4	4
PT Positions	1	1	1
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>FY23</u>
• Misdemeanor/FTA	309	196
• DUI	98	54
• Serious Traffic	12	2
• Criminal Traffic	36	29
• Civil traffic	455	261
• Harassment injunction	9	10
• Order of protection	12	5

MUNICIPAL COURT

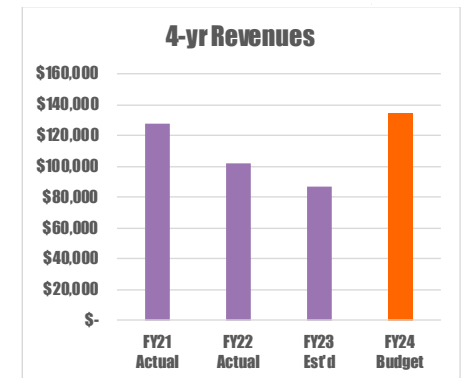
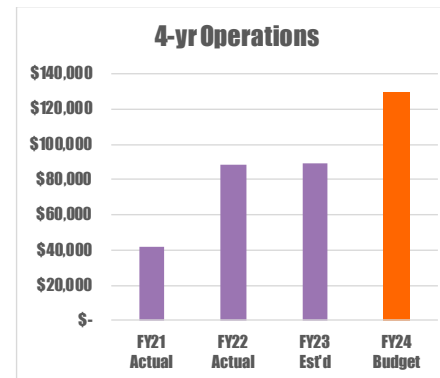
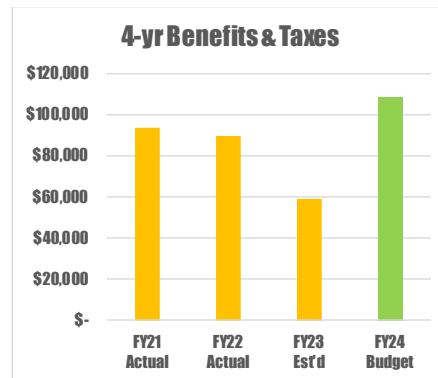
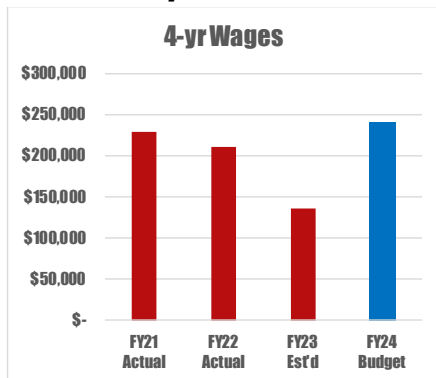
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 229,635	\$ 211,057	\$ 214,200	\$ 135,956	\$ 225,955	\$ 241,560	\$ 241,560
Taxes & Benefits	\$ 93,696	\$ 89,936	\$ 101,525	\$ 59,187	\$ 105,110	\$ 108,220	\$ 108,220
Operations	\$ 42,181	\$ 88,319	\$ 131,875	\$ 88,948	\$ 129,550	\$ 129,550	\$ 129,550
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 365,512	\$ 389,312	\$ 447,600	\$ 284,091	\$ 460,615	\$ 479,330	\$ 479,330
Revenues	\$ 127,612	\$ 101,611	\$ 135,000	\$ 87,168	\$ 135,000	\$ 135,000	\$ 135,000
Total Department Cost	237,900	287,701	312,600	196,923	325,615	344,330	344,330

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	6.2	4.6	4.5	4.5	4.5	4.5	4.5
FT Positions	6	5	4	4	4	4	5
PT Positions	1	1	1	1	1	1	0
Seasonal	0	0	0	0	0	0	0

Graphs





PUBLIC WORKS SUMMARY



Divisions

Admin



Engineering



Maintenance



Streets

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 686,556	\$ 775,425	\$ 1,073,625	\$ 636,888	\$ 1,417,610	\$ 1,551,600	\$ 1,551,600
Operating Expenditures	\$ 244,848	\$ 340,088	\$ 327,675	\$ 231,122	\$ 444,505	\$ 425,505	\$ 425,505
Equipment/Capital Expenditures	\$ -	\$ 21,863	\$ -	\$ 16,014	\$ 22,360	\$ 22,360	\$ 22,360
Total Expenditures	\$ 931,404	\$ 1,137,376	\$ 1,401,300	\$ 884,023	\$ 1,884,475	\$ 1,999,465	\$ 1,999,465
Revenues							
Total Revenues	\$ 25,944	\$ 15,895	\$ 15,000	\$ 21,407	\$ 28,000	\$ 28,000	\$ 28,000
Net Cost to General Fund	\$ 905,460	\$ 1,121,481	\$ 1,386,300	\$ 862,616	\$ 1,856,475	\$ 1,971,465	\$ 1,971,465

PUBLIC WORKS ADMINISTRATION

395 S. MAIN ST. - (928) 554-0820

Mission

The primary mission of the Camp Verde Public Works Department is to provide and maintain, within the Town's available resources, adequate and safe transportation infrastructure in a fair and equitable manner while supporting the Town's economic agenda. The department provides engineering services and reviews and inspects public projects for the Town.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Continued advancement toward completion of the sports complex
2. Restructured Public Works and shifted water, sewer, and stormwater to Utilities Department
3. Worked with Kimley – Horn to prepare a Traffic Study with the recommendations to improve the traffic flow on Camp Lincoln during Elementary School drop-off and pick-up times.
4. Served on the NACOG Technical Subcommittee and the Verde Valley Transportation Organization
5. Invested in our personnel through needed training and development and continue to create a robust atmosphere to support our staff

Goals for the upcoming Fiscal Year 2023-24

1. Complete the construction of the Camp Verde Sports Complex Phase IB
2. Complete design of Main Street and Montezuma Castle Highway Intersection
3. Complete design of Finnie Flat Road and Montezuma Castle Highway Street Scape Improvements
4. Complete design of Old Highway 279 and Cherry Creek Crossing
5. Secure SMART and RAISE grant funding for street projects

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	1.0	2.1	3.0
FT Positions	3	3	4
PT Positions	0	0	0
Seasonal	0	0	0



Camp Verde Fun Facts

Camp Verde's first bridge was built in 1911. Called Black Bridge, it spanned 300 ft. The bridge was eventually replaced in 1974 with the current structure.

**Source: Images of America Camp Verde*

PUBLIC WORKS ADMIN

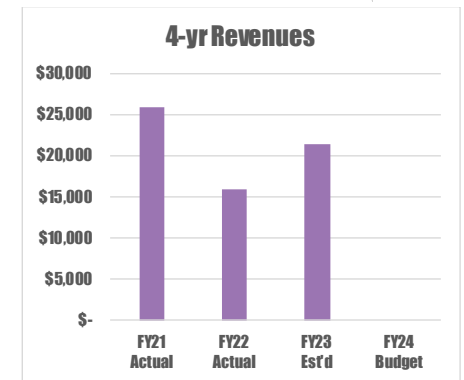
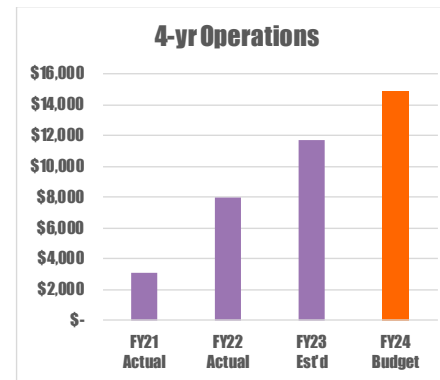
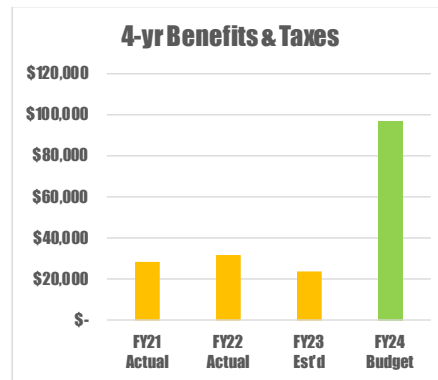
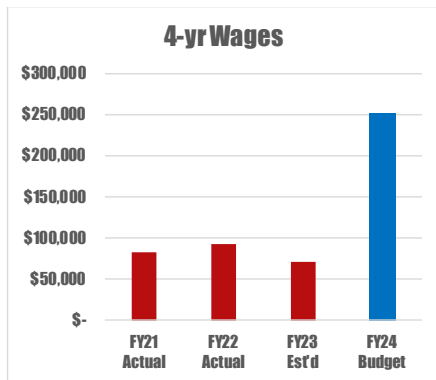
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 82,334	\$ 93,468	\$ 122,330	\$ 70,814	\$ 233,075	\$ 251,790	\$ 251,790
Taxes & Benefits	\$ 28,627	\$ 31,963	\$ 44,585	\$ 23,702	\$ 92,885	\$ 96,700	\$ 96,700
Operations	\$ 3,130	\$ 7,961	\$ 11,220	\$ 11,734	\$ 17,900	\$ 14,900	\$ 14,900
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 114,091	\$ 133,392	\$ 178,135	\$ 106,249	\$ 343,860	\$ 363,390	\$ 363,390
Revenues	\$ 25,944	\$ 15,895	\$ 15,000	\$ 21,407	\$ -	\$ -	\$ -
Total Department Cost	88,147	117,497	163,135	84,842	343,860	363,390	363,390

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.0	1.0	2.1	1.1	3.0	3.0	3.0
FT Positions	3	3	4	3	4	4	4
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



ENGINEERING

395 S. MAIN ST. - (928) 554-0820

Mission

Development of both in-house and contract engineering design, plans, project documents, bidding, project management, and construction oversight for the development of public works projects including right-of-way infrastructure, Stormwater/drainage, sewer and water utilities, facilities & grounds and our parks to promote public health and civic vitality.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Provided Engineering services supporting Community Development for private development projects.
2. Completed wastewater construction projects and design of the Northbound Sewer Expansion Project.
3. Commenced in the management of the Main Street Sewer Replacement and Storm Sewer Project Design (ARPA Project).
4. Aided with transition of the Water Division from private to Town System with necessary projects/purchases.
5. Completed multiple ARPA Projects for Wastewater/Sewer throughout the Town and finished design on all ARPA Projects excluding #3 above. Have all remaining ARPA Projects well underway at this time.

Goals for the upcoming Fiscal Year 2023-24

1. Complete the design and construction the Sports Complex Lift Station, remaining Force Main and Reclaim Pond and Pumping Station.
2. Complete design of Main Street Sewer replacement, Storm Sewer, etc. (ARPA Project).
3. Complete design and construction of all remaining ARPA Projects.
4. Commence Construction on the Northbound Sewer Expansion Project.
5. Complete design and commence construction on remaining Wastewater Treatment Plant Projects.
6. Complete design of Old Highway 279 and Cherry Creek Crossing.
7. Assimilate Camp Verde Water Company into the Public Works Department.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	0.0	0.0	2.0
FT Positions	0	0	2
PT Positions	0	0	0
Seasonal	0	0	0



Camp Verde Fun Facts

The Town of Camp Verde covers just under 47 square miles. That makes Camp Verde the 25th largest town/city within Arizona.

ENGINEERING

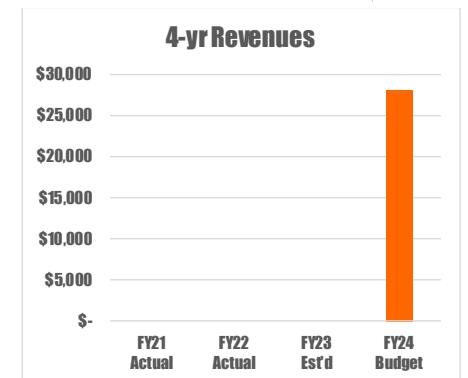
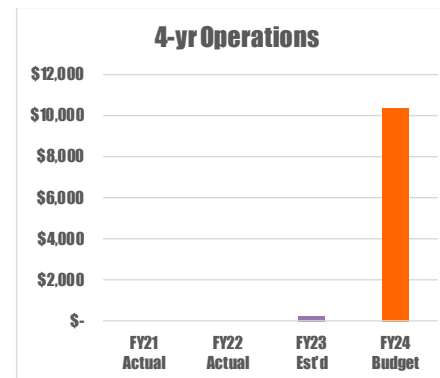
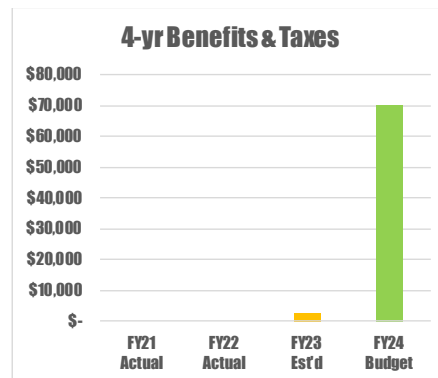
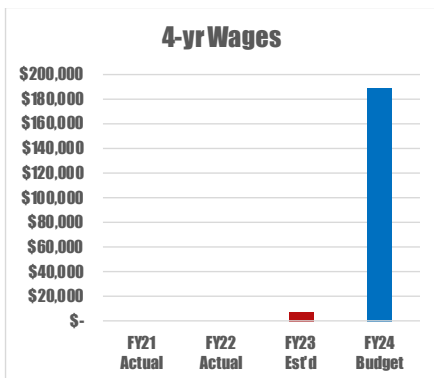
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ 66,560	\$ 7,886	\$ 182,105	\$ 189,390	\$ 189,390
Taxes & Benefits	\$ -	\$ -	\$ 26,665	\$ 2,779	\$ 68,670	\$ 70,225	\$ 70,225
Operations	\$ -	\$ -	\$ -	\$ 275	\$ 10,400	\$ 10,400	\$ 10,400
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ -	\$ -	\$ 93,225	\$ 10,940	\$ 261,175	\$ 270,015	\$ 270,015
Revenues	\$ -	\$ -	\$ -	\$ -	\$ 28,000	\$ 28,000	\$ 28,000
Total Department Cost	0	0	93,225	10,940	233,175	242,015	242,015

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	0.0	0.0	0.0	1.0	2.0	2.0	2.0
FT Positions	0	0	0	2	2	2	2
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



MAINTENANCE

395 S. MAIN ST. - (928) 554-0820

Mission

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Replaced pool heater.
2. Completed sidewalk repair and restoration, minus one section that is in redesign due to stormwater issues.
3. Built Wastewater Offices .
4. Maintained/Cleaned all 81,962 square feet of Town office building space plus parks, pool and skate park per work orders and requests.
5. Repairs after incidents of vandalism.
6. Employees attended classes and received various licenses and certifications.
7. Set up and break down of all Festivals and Town Events.

Goals for the upcoming Fiscal Year 2023-24

1. Lower maintenance lean-to revamping which is still underway from previous fiscal year.
2. Re-Model Town Gym Restrooms.
3. Continue Roof patching, and repair on 300 Building, back half of Economic Development building and Archeology building.
4. Better lighting for the Town soccer field.
5. Continue to work with Tree Advisory Committee.
6. Begin building the new Sports Complex Maintenance Facility.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	9.9	12.5	13.0
FT Positions	13	14	13
PT Positions	0	0	0
Seasonal	0	1	1



Statistics

	<u>FY21</u>	<u>FY22</u>
Work Orders Completed	306	370
Man hours on Work Orders	689	833
Maintained Park Acreage	178	178

MAINTENANCE

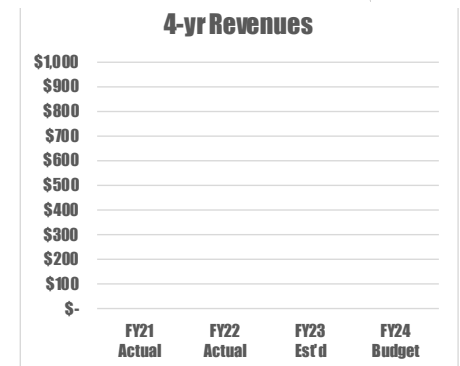
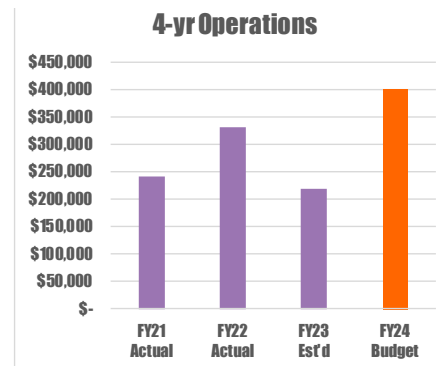
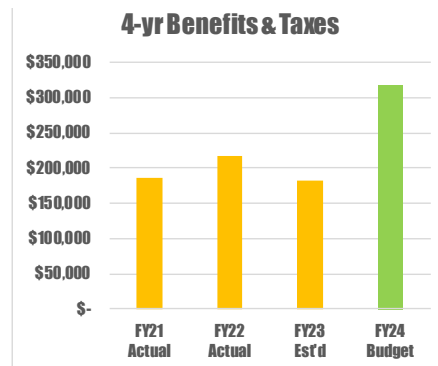
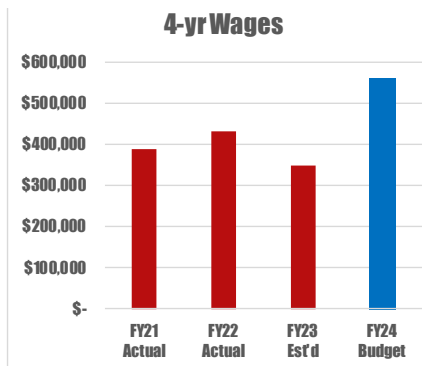
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 389,753	\$ 433,048	\$ 531,885	\$ 348,691	\$ 530,460	\$ 562,750	\$ 562,750
Taxes & Benefits	\$ 185,842	\$ 216,946	\$ 281,600	\$ 183,016	\$ 310,415	\$ 317,755	\$ 317,755
Operations	\$ 241,718	\$ 332,127	\$ 316,455	\$ 219,113	\$ 416,205	\$ 400,205	\$ 400,205
Capital	\$ -	\$ 21,863	\$ -	\$ 16,014	\$ 22,360	\$ 22,360	\$ 22,360
Net Expenses	\$ 817,313	\$ 1,003,984	\$ 1,129,940	\$ 766,834	\$ 1,279,440	\$ 1,303,070	\$ 1,303,070
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	817,313	1,003,984	1,129,940	766,834	1,279,440	1,303,070	1,303,070

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	11.0	9.9	12.5	12.5	13.0	13.0	13.0
FT Positions	14	13	14	14	13	13	13
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	1	1	1	1	1

Graphs



STREETS

395 S. MAIN ST. - (928) 554-0820

Mission

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Completed overflow parking area at rodeo arena.
2. Windy Point on Salt mine Rd repair and place more blocks for safety.
3. Crack seal several roads that are deteriorating.
4. Clean box culverts in Faulkner wash.
5. Completed culvert installation in parking area at rodeo arena.
6. Re-built numerous road shoulders with asphalt millings.

Goals for the upcoming Fiscal Year 2023-24

1. Continue to complete road and roadside repairs with millings and/or concrete as needed, crack seal, procure a contractor and manage the chip seal project.
2. Continue to keep a smooth millings surface on Old HWY 279.
3. Hire Street Laborer position.
4. Continue road maintenance repairs as necessary to keep Town Roads serviceable to the Community.
5. Work with Stormwater Division and Yavapai County Flood Control to repair Verde Lakes Drive.
6. Maintain equipment and facilities to keep them operating and functioning in good condition.

Personnel

General Fund Allocations Only

FTE's	FY22	FY23	FY24
	0.0	0.0	0.7
FT Positions	0	0	6
PT Positions	0	0	0
Seasonal	0	0	0



Streets Division

The streets division is split between the General Fund and the HURF Fund. The Mission, Accomplishments and Goals are the same in both sections, however, the Personnel numbers reflect the actual FTE's budgeted within each fund.

STREETS

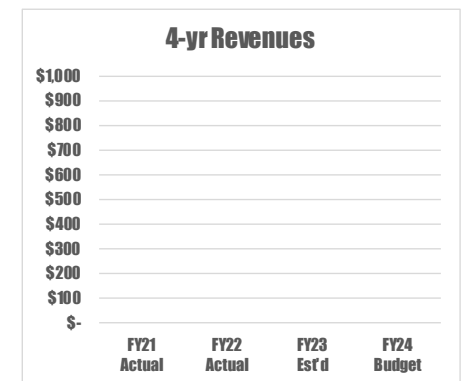
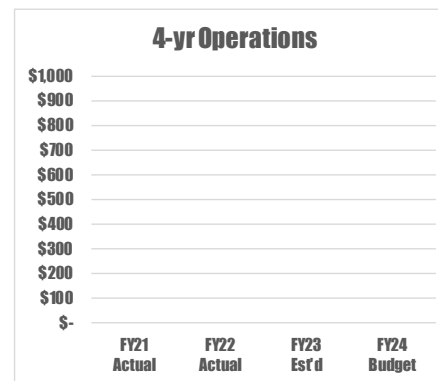
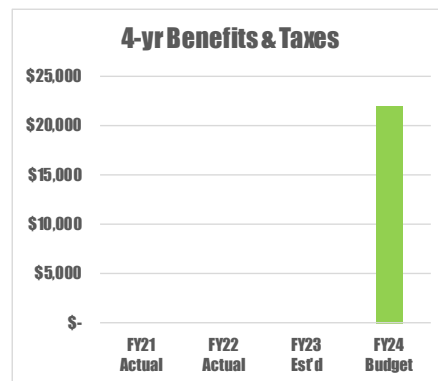
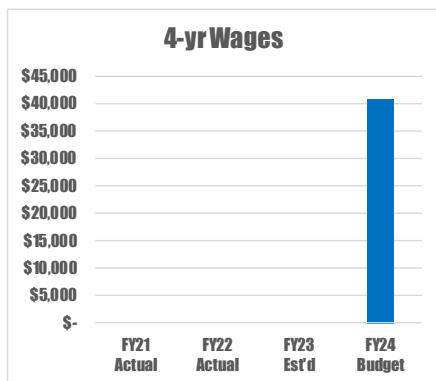
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,960	\$ 40,960
Taxes & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,030	\$ 22,030
Operations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,990	\$ 62,990
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	0	0	0	0	0	62,990	62,990

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	0.0	0.0	0.0	0.0	0.0	0.7	0.7
FT Positions	0	0	0	0	0	6	6
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs





UTILITIES SUMMARY



Divisions

Stormwater

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 89,681	\$ 111,190	\$ 142,845	\$ 68,278	\$ 171,395	\$ 173,610	\$ 173,610
Operating Expenditures	\$ 18,593	\$ 30,377	\$ 48,250	\$ 12,701	\$ 88,700	\$ 88,700	\$ 88,700
Equipment/Capital Expenditures	\$ 11,432	\$ 1,740	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 119,706	\$ 143,307	\$ 191,095	\$ 80,979	\$ 260,095	\$ 262,310	\$ 262,310
Revenues							
Total Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Cost to General Fund	\$ 119,706	\$ 143,307	\$ 191,095	\$ 80,979	\$ 260,095	\$ 262,310	\$ 262,310

STORMWATER

395 S. MAIN ST. - (928) 554-0826

Mission

To provide environmental protection, minimize the impacts to public and private property due to flooding from storms events and promote public health and safety through education and the implementation of stormwater regulations, policies, and engineering.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Started update of the Town Stormwater Master Plan (SWMP) with Rick Engineering.
2. Maintenance on Town drainage structures, culverts, washes, etc. by use of Streets Crew subsidized by Stormwater.
3. Completed areal topography and two-dimensional flood model of entire Town.

Goals for the upcoming Fiscal Year 2023-24

1. Seek funding, manpower, equipment, software required to complete the work of a functioning Stormwater Division.
2. Maintenance on Town infrastructure.
3. Continue work on numerous drainage issues at Verde Lakes and begin work for Verde Lakes Drive at West Clear Creek.
4. Construction of Howards Road drainage.
5. Construction of Dickinson Circle erosion repair and channel.
6. Complete flood study of west clear creek.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	0.9	1.5	1.9
FT Positions	9	10	8
PT Positions	0	0	0
Seasonal	0	0	0



Fun Facts

In FY23, Stormwater Management was moved into the newly created Utilities Department which includes the Water and Wastewater Enterprise Funds. Stormwater is the only General Fund Division within the Utilities Department.

STORMWATER

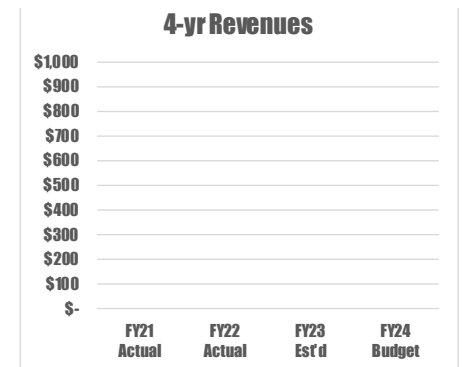
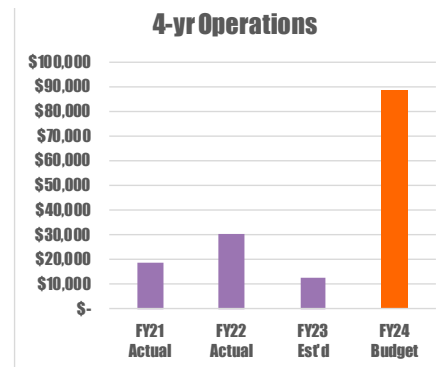
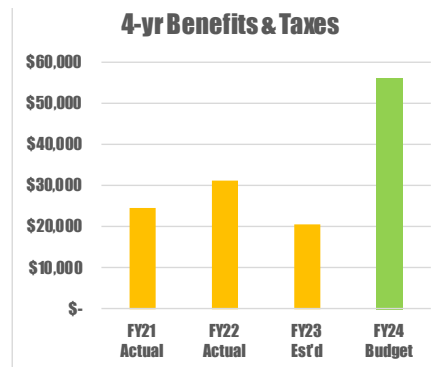
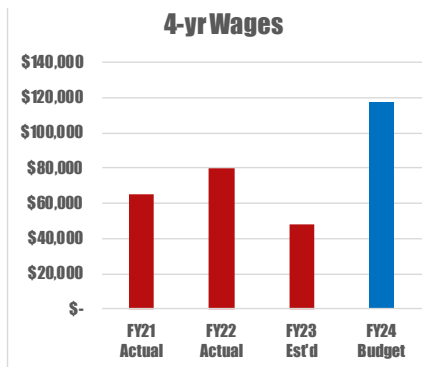
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 65,049	\$ 79,925	\$ 99,630	\$ 47,786	\$ 114,250	\$ 117,385	\$ 117,385
Taxes & Benefits	\$ 24,632	\$ 31,265	\$ 43,215	\$ 20,491	\$ 57,145	\$ 56,225	\$ 56,225
Operations	\$ 18,593	\$ 30,377	\$ 48,250	\$ 12,701	\$ 88,700	\$ 88,700	\$ 88,700
Capital	\$ 11,432	\$ 1,740	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 119,706	\$ 143,307	\$ 191,095	\$ 80,979	\$ 260,095	\$ 262,310	\$ 262,310
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	119,706	143,307	191,095	80,979	260,095	262,310	262,310

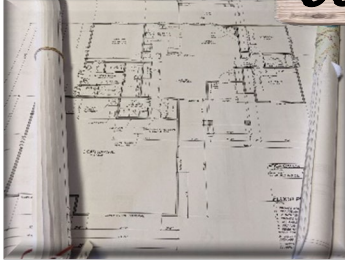
Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.3	0.9	1.5	1.5	1.9	1.9	1.9
FT Positions	9	9	9	9	8	8	8
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



COMMUNITY DEVELOPMENT SUMMARY



Divisions

Community Development ♦ Building ♦ Planning & Zoning ♦ Code Enforcement

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 485,318	\$ 583,967	\$ 845,036	\$ 512,102	\$ 1,023,850	\$ 967,880	\$ 967,880
Operating Expenditures	\$ 52,490	\$ 62,289	\$ 108,580	\$ 60,078	\$ 156,610	\$ 172,110	\$ 172,110
Equipment/Capital Expenditures	\$ 1,514	\$ 1,263	\$ 2,800	\$ 253	\$ 8,550	\$ 8,550	\$ 8,550
Total Expenditures	\$ 539,322	\$ 647,519	\$ 956,416	\$ 572,433	\$ 1,189,010	\$ 1,148,540	\$ 1,148,540
Revenues							
Total Revenues	\$ 385,337	\$ 434,796	\$ 421,125	\$ 398,791	\$ 557,900	\$ 557,900	\$ 557,900
Net Cost to General Fund	\$ 153,985	\$ 212,723	\$ 535,291	\$ 173,642	\$ 631,110	\$ 590,640	\$ 590,640

COMMUNITY DEVELOPMENT ADMIN

473 S. MAIN ST. - (928) 554-0050

Mission

To manage growth through planning, zoning and building services and protect 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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Major Staffing Changes – Increased staff and stabilized department positions. New Planner Cory Mulcaire, new Zoning Inspector Robert Wheeler, new Plans Examiner, Chris Biggs, new Permit Tech Rita Severson, new Code Officer Cliff Bryson, and new Building Inspector Josh Presmyk. Promoted Jessica Bolton from Permit Tech I to Permit Tech II. Promoted Jon Rivero to Senior Building Inspector.
2. Managed significant increases in permit volumes for all types of permits.
3. Implemented a hybrid system to submit and review plans in hard copy or electronically
4. Developed an SOP (Standard Operating Procedure) for Records Requests.

Goals for the upcoming Fiscal Year 2023-24

1. Continue to reduce permit processing timelines and improve permit review efficiencies.
2. Cross train all staff so that each position can be assist and fill in if employees are sick or on vacation. This will ensure that permits can still be processed during staffing shortages.
3. Train and develop new and existing staff.
4. Update application forms and submittal requirements.
5. Update job descriptions, create levels or steps for each position, and develop training manuals and SOPs for each position.

Personnel



	<u>FY21</u>	<u>FY22</u>	<u>FY23</u>
FTE's	1.3	1.0	1.0
FT Positions	2	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY22</u>	<u>Dec22</u>
Permits Issued	217	103
P&Z Sessions	8	6
Board of A&A Sessions	3	0
Council P&Z Sessions	1	0

COMMUNITY DEVELOPMENT ADMIN

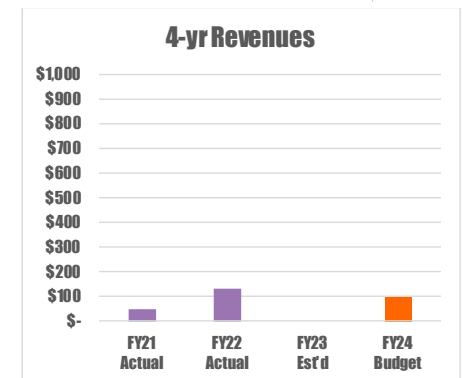
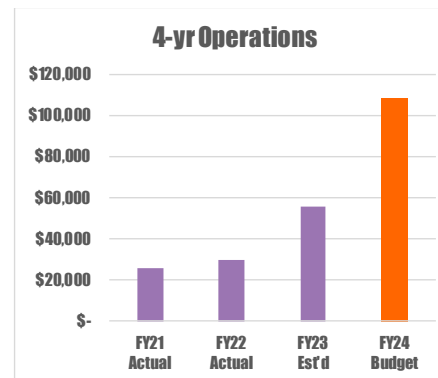
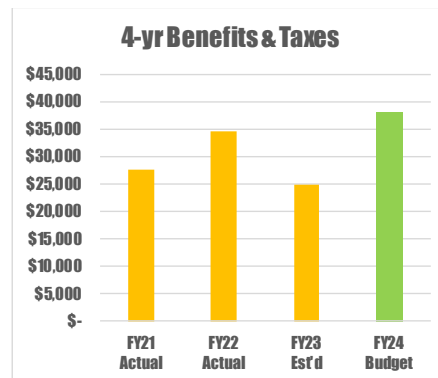
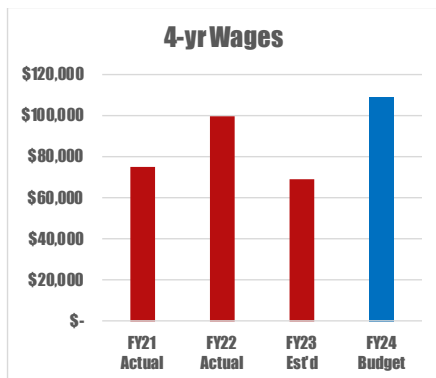
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 74,963	\$ 99,366	\$ 97,190	\$ 69,423	\$ 97,300	\$ 108,760	\$ 108,760
Taxes & Benefits	\$ 27,745	\$ 34,539	\$ 33,925	\$ 24,864	\$ 35,670	\$ 38,110	\$ 38,110
Operations	\$ 26,226	\$ 29,988	\$ 63,450	\$ 55,759	\$ 83,250	\$ 108,250	\$ 108,250
Capital	\$ 1,514	\$ 1,263	\$ 2,800	\$ 253	\$ 8,550	\$ 8,550	\$ 8,550
Net Expenses	\$ 130,448	\$ 165,156	\$ 197,365	\$ 150,298	\$ 224,770	\$ 263,670	\$ 263,670
Revenues	\$ 52	\$ 135	\$ -	\$ -	\$ 100	\$ 100	\$ 100
Total Department Cost	130,396	165,021	197,365	150,298	224,670	263,570	263,570

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.5	1.3	1.0	1.0	1.0	1.0	1.0
FT Positions	2	2	1	1	1	1	1
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



BUILDING

473 S. MAIN ST. - (928) 554-0050

Mission

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Implemented Career Ladder for Building Inspector and Permit Tech positions.
2. Chris Biggs was promoted to Plans Examiner.
3. Jonathan Rivero completed his recertification as a manufactured home inspector with State.
4. Jonathan Rivero was promoted to Senior Building Inspector.
5. Jessica Bolton received her Permit Tech Certification.

Goals for the upcoming Fiscal Year 2023-24

1. Keep our strong commitment to citizen satisfaction and maintain a high level of customer service, by delivering timely and accurate information and permit processing, all the while increasing customer resources and advancing department technology.
2. Implement Plans Examiner Career Ladder.
3. Provide additional training opportunities and cross-training for all building personnel.
4. Rita Severson to obtain Permit Technician Certification.
5. Jonathan Rivero and Chris Biggs to obtain Residential Plans Examiner Certification.
6. Jonathan Rivero to obtain Drone Pilot Certification.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	4.1	5.8	5.8
FT Positions	5	6	6
PT Positions	0	0	0
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Permits Applied for	771	421
Permits Issued	752	416
Inspections	1,767	903

BUILDING

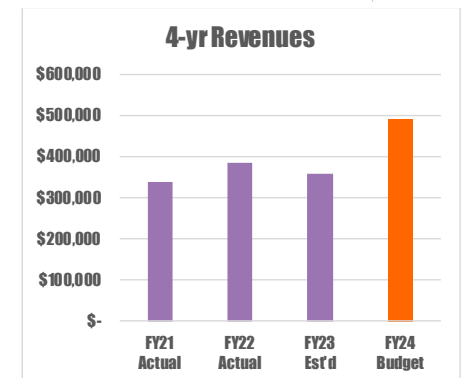
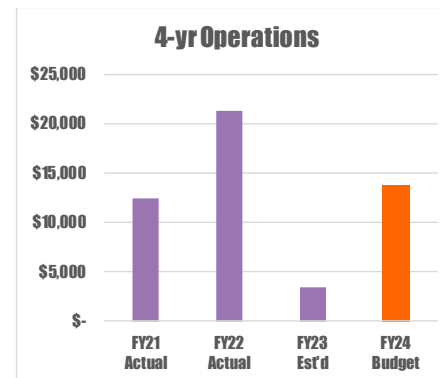
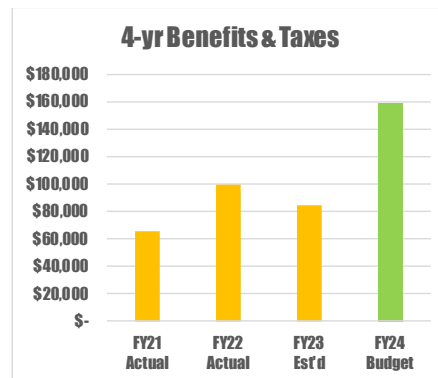
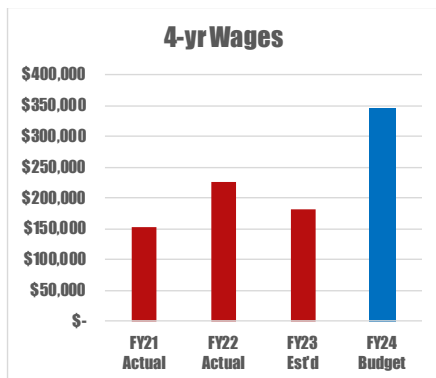
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 151,866	\$ 225,536	\$ 301,040	\$ 182,286	\$ 294,810	\$ 344,660	\$ 344,660
Taxes & Benefits	\$ 65,325	\$ 99,666	\$ 139,685	\$ 84,231	\$ 148,545	\$ 159,070	\$ 159,070
Operations	\$ 12,519	\$ 21,342	\$ 13,130	\$ 3,420	\$ 13,860	\$ 13,860	\$ 13,860
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 229,710	\$ 346,544	\$ 453,855	\$ 269,937	\$ 457,215	\$ 517,590	\$ 517,590
Revenues	\$ 340,152	\$ 383,849	\$ 371,125	\$ 359,412	\$ 492,800	\$ 492,800	\$ 492,800
Total Department Cost	(110,442)	(37,305)	82,730	(89,475)	(35,585)	24,790	24,790

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	3.8	4.1	5.8	5.8	5.8	5.8	5.8
FT Positions	4	5	6	6	6	6	6
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



PLANNING & ZONING

473 S. MAIN ST. - (928) 554-0050

Mission

To manage growth through 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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-2023

1. Major Staffing Changes – Filled the new Planner position approved by council by promoting former Zoning Inspector, Cory Mulcaire to Planner. Hired Robert Wheeler for the Zoning Inspector position vacated by Cory Mulcaire.
2. Permit Volumes – Assisted Building Division in processing and issuing building permits. Processed a number of large, complex planning projects – such as High View at Boulder Creek, Alcantara, and Verde Commercial.
3. Code Amendments – Processed a variety of amendments to the Zoning Code to improve efficiency and clarify requirements.

Goals for the upcoming Fiscal Year 2023-24

1. Training – train and develop the skills of the current planner, long-range planner and zoning inspector.
2. Efficiency – work toward improving the efficiency of permits being processed and reducing the time it takes to process the permits.
3. Long-planning - Complete the sign ordinance updates. Begin the process of updating the General Plan. Work with the council and commission to prioritize and make progress on other long-range projects.

Personnel



	<u>FY22</u>	<u>FY24</u>	<u>FY24</u>
FTE's	1.7	2.8	3.0
FT Positions	2	3	3
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY22</u>	<u>Dec22</u>
Permits Issued	112	25
Ord's & Resolutions	7	7
Res. Zoning Clearances	214	69
Comm. Zoning Clearances	25	5

* FY23 through 12-31-2

PLANNING & ZONING

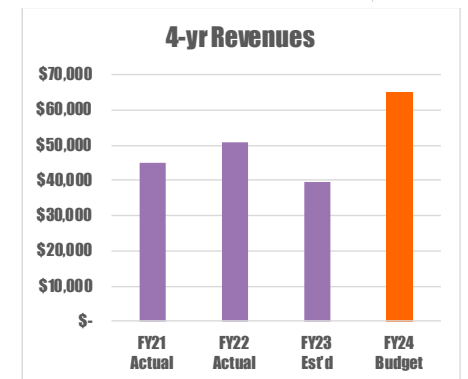
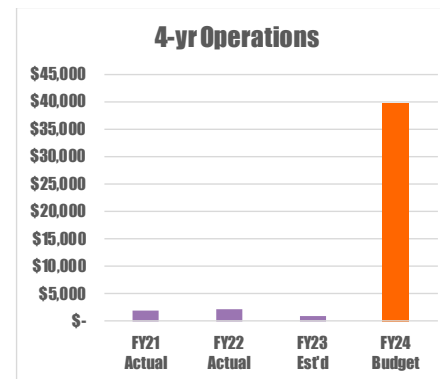
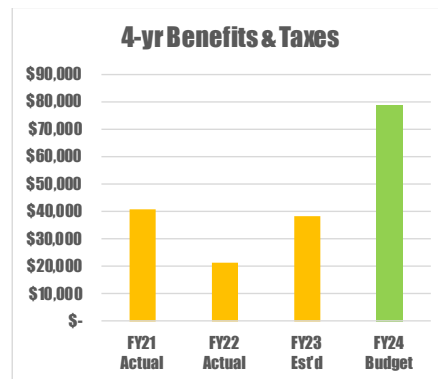
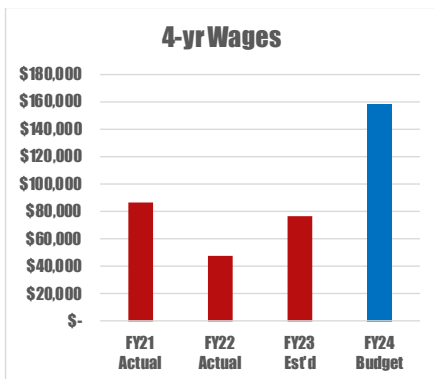
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 87,065	\$ 47,424	\$ 137,666	\$ 77,039	\$ 215,295	\$ 158,150	\$ 158,150
Taxes & Benefits	\$ 40,890	\$ 21,540	\$ 66,300	\$ 38,422	\$ 105,625	\$ 78,510	\$ 78,510
Operations	\$ 2,043	\$ 2,160	\$ 16,500	\$ 900	\$ 40,000	\$ 40,000	\$ 40,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 129,998	\$ 71,124	\$ 220,466	\$ 116,361	\$ 360,920	\$ 276,660	\$ 276,660
Revenues	\$ 45,133	\$ 50,812	\$ 50,000	\$ 39,379	\$ 65,000	\$ 65,000	\$ 65,000
Total Department Cost	84,865	20,312	170,466	76,982	295,920	211,660	211,660

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	0.5	1.7	2.8	2.8	4.0	3.0	3.0
FT Positions	1	2	3	3	4	3	3
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



CODE ENFORCEMENT

473 S. MAIN ST. - (928) 554-0050

Mission

To 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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Worked with Economic Development to and educated businesses and residents on Dark Sky requirements
2. Hired a new Code Enforcement Officer, Cliff Bryson.
3. Increased efforts on weed abatement.

Goals for the upcoming Fiscal Year 2023-24

1. Training - Obtain CELA certification for the Code Enforcement Officer.
2. Dark Sky - Work with Economic Development to develop a letter and education program with businesses. Follow up in person with businesses that are non-compliant to help them work toward compliance.
3. Residential Outreach – Hold at least three (3) Town Hall style outreach programs in neighborhoods throughout the town to educate residents on Dark Sky and code enforcement issues.
4. Proactive Strategy – Request new Code Officer and work with council to create a more proactive approach to Code Compliance.

Personnel



	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	0.9	1.0	1.0
FT Positions	1	1	1
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY22</u>	<u>Dec22</u>
Cases	195	150
Open Cases	23	12
Closed Cases	172	138
Total Violations	257	191

CODE ENFORCEMENT

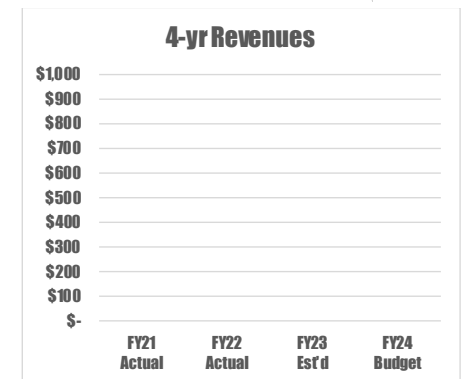
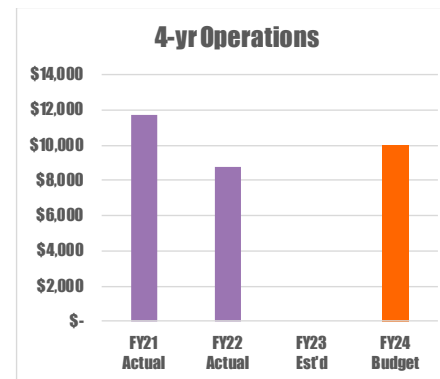
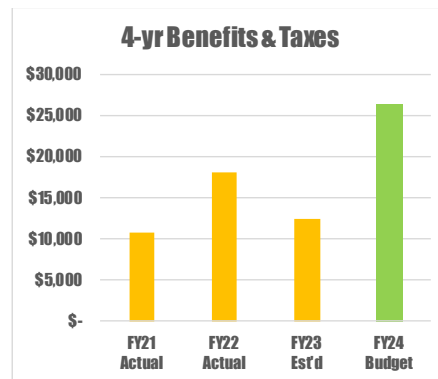
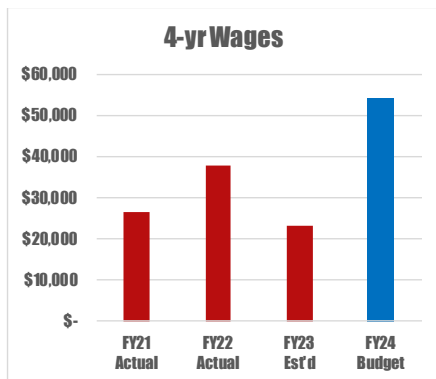
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 26,602	\$ 37,865	\$ 46,120	\$ 23,338	\$ 79,730	\$ 54,140	\$ 54,140
Taxes & Benefits	\$ 10,862	\$ 18,031	\$ 23,110	\$ 12,499	\$ 46,875	\$ 26,480	\$ 26,480
Operations	\$ 11,702	\$ 8,799	\$ 15,500	\$ -	\$ 19,500	\$ 10,000	\$ 10,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 49,166	\$ 64,695	\$ 84,730	\$ 35,837	\$ 146,105	\$ 90,620	\$ 90,620
Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Department Cost	49,166	64,695	84,730	35,837	146,105	90,620	90,620

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.0	0.9	1.0	1.0	1.5	1.0	1.0
FT Positions	1	1	1	1	2	1	1
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs





MARSHAL'S OFFICE SUMMARY



Divisions

Marshal's Office



Dispatch

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 2,959,790	\$ 3,275,422	\$ 3,509,665	\$ 2,341,899	\$ 4,118,455	\$ 4,061,535	\$ 4,061,535
Operating Expenditures	\$ 345,049	\$ 378,691	\$ 403,380	\$ 335,963	\$ 517,265	\$ 507,265	\$ 507,265
Equipment/Capital Expenditures	\$ 11,892	\$ 17,746	\$ 1,800	\$ 1,829	\$ 9,970	\$ 9,970	\$ 9,970
Total Expenditures	\$ 3,316,731	\$ 3,671,859	\$ 3,914,845	\$ 2,679,691	\$ 4,645,690	\$ 4,578,770	\$ 4,578,770
Revenues							
Total Revenues	\$ 217,498	\$ 172,773	\$ 163,300	\$ 77,868	\$ 159,000	\$ 159,000	\$ 159,000
Net Cost to General Fund	\$ 3,099,233	\$ 3,499,086	\$ 3,751,545	\$ 2,601,823	\$ 4,486,690	\$ 4,419,770	\$ 4,419,770

MARSHAL'S OFFICE

646 S. FIRST ST. - (928) 554-8300

Mission

To provide the highest level of service for the public in their time of need by serving as the critical communications link between the citizens of Camp Verde, the Yavapai Apache Nation and public safety personnel.

O B J E C T I V E S

Accomplishments for the past Fiscal Year 2022-23

1. Incorporate Animal Control budget within the Camp Verde Marshal's Office.
2. Add a full time Quartermaster as well as an Administrative Assistant Positions.
3. Move Dispatch into its own fiscal budgeting group.
4. Completing recertification of accreditation.
5. Upgrading all radio communications to digital format.

Goals for the upcoming Fiscal Year 2023-24

1. Implement Petdata for online dog license purchasing.
2. Implement I.T. Sys Admin Position.
3. Implement QRT (Quick Response Team).
4. Conduct Active Shooter Training at CVUSD.
5. Obtain DT (Defensive Tactics) Instructor.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	36.0	32.5	34.0
Officers	24	24	24
Admin	13	9	10
Part-time	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Reports Taken	7,063	4,397
Arrests	258	181
Traffic Citations	635	402
Traffic Collisions Invest'd	180	95
Domestic Violence Calls	179	92

MARSHAL'S OFFICE

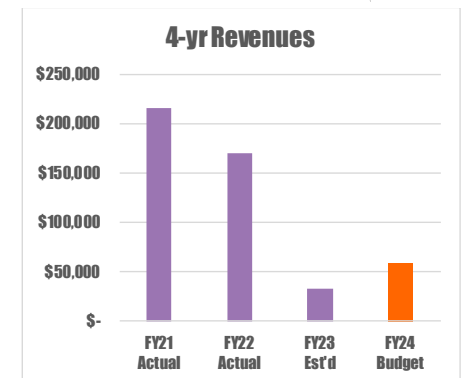
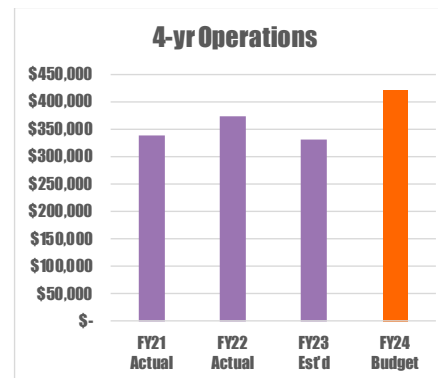
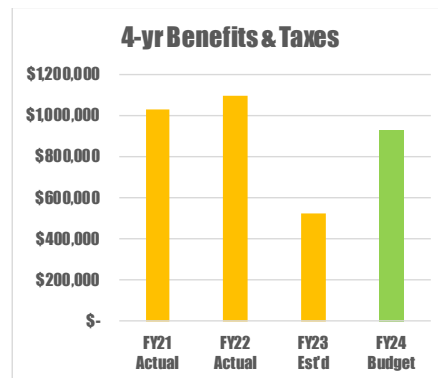
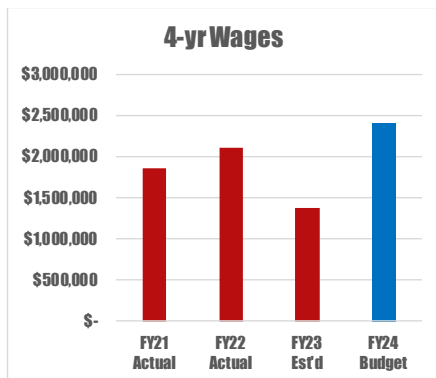
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 1,866,168	\$ 2,107,452	\$ 2,068,445	\$ 1,382,740	\$ 2,438,975	\$ 2,407,070	\$ 2,407,070
Taxes & Benefits	\$ 1,032,898	\$ 1,097,564	\$ 796,265	\$ 527,478	\$ 984,120	\$ 927,305	\$ 927,305
Operations	\$ 339,752	\$ 373,091	\$ 329,525	\$ 330,525	\$ 430,400	\$ 420,400	\$ 420,400
Capital	\$ 11,892	\$ 17,746	\$ 1,800	\$ 1,829	\$ 9,970	\$ 9,970	\$ 9,970
Net Expenses	\$ 3,250,710	\$ 3,595,853	\$ 3,196,035	\$ 2,242,573	\$ 3,863,465	\$ 3,764,745	\$ 3,764,745
Revenues	\$ 215,469	\$ 170,703	\$ 73,300	\$ 32,868	\$ 60,000	\$ 60,000	\$ 60,000
Total Department Cost	3,035,241	3,425,150	3,122,735	2,209,705	3,803,465	3,704,745	3,704,745

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	33.0	35.0	32.5	32.5	38.0	34.0	34.0
Officers	20	24	24	24	27	24	24
Admin	13	11	9	9	11	10	10
Part-time	0	0	0	0	0	0	0

Graphs



DISPATCH

646 S. FIRST ST. - (928) 554-8300

Mission

To provide the highest level of service for the public in their time of need by serving as the critical communications link between the citizens of Camp Verde, the Yavapai Apache Nation and public safety personnel.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Additional Certified Communications Training Officer.
2. Lead Dispatcher specialty assignment was implemented.
3. Upgraded Comm Center with 3 new Consoles.
4. Upgraded Communications to digital.

Goals for the upcoming Fiscal Year 2023-24

1. Work with AZDOA for upgrade to NG911 System.
2. Train dispatchers in NG911 as defined by the State.
3. Complete setup of 3rd Console.

Personnel



	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	0.0	9.0	9.0
Sworn	0	9	9
Non-sworn	0	0	0
Part-time	0	0	0

Statistics

	<u>FY22</u>	<u>Dec22</u>
Total # Calls Answered	8,144	3,939
Abandon/Hang ups	516	182
Admin Calls Answered	24,296	9,641
Average Call answer time	4.06 sec	4.26 sec
Wireless Calls (Cell phone)	7,566	3,580
SMS Calls (Text to 911)	18	7

DISPATCH

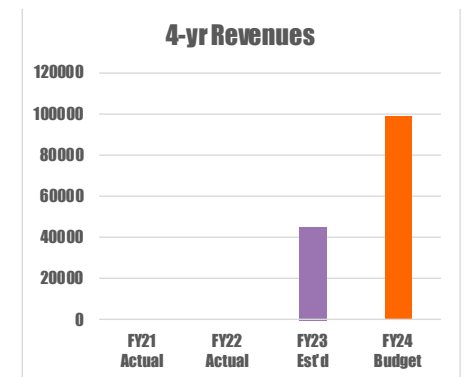
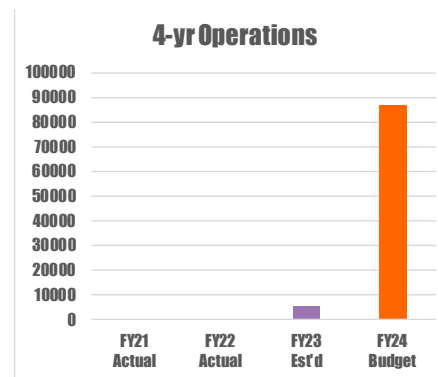
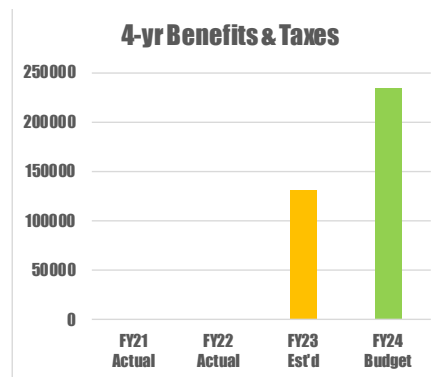
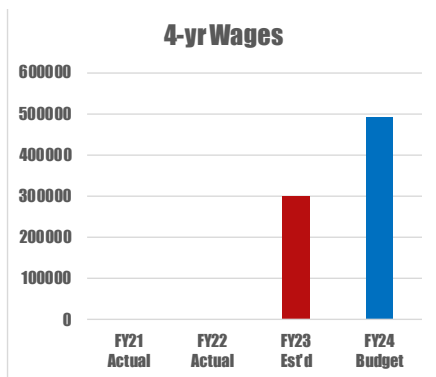
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	New in FY23	New in FY23	\$ 431,790	\$ 300,141	\$ 466,870	\$ 493,340	\$ 493,340
Taxes & Benefits			\$ 213,165	\$ 131,539	\$ 228,490	\$ 233,820	\$ 233,820
Operations			\$ 73,855	\$ 5,438	\$ 86,865	\$ 86,865	\$ 86,865
Capital			\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses			\$ 718,810	\$ 437,118	\$ 782,225	\$ 814,025	\$ 814,025
Revenues			\$ 90,000	\$ 45,000	\$ 99,000	\$ 99,000	\$ 99,000
Total Department Cost	0	0	628,810	392,118	683,225	715,025	715,025

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	0.0	0.0	9.0	9.0	9.0	9.0	9.0
FT Positions	0	0	9	9	9	9	9
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



ANIMAL CONTROL

646 S. FIRST ST. - (928) 554-8300

Mission

Starting in FY23, the Animal Control department has been absorbed within the existing CVMO Marshal's department and is no longer separated for budgeting purposes. The department is only shown here to show past performance



ANIMAL CONTROL

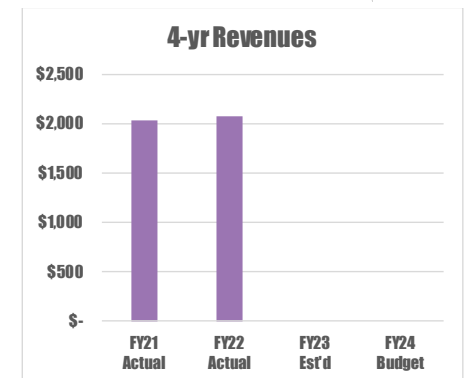
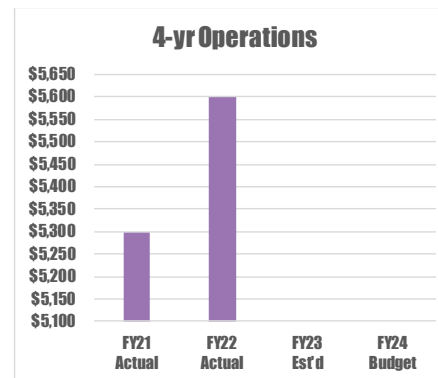
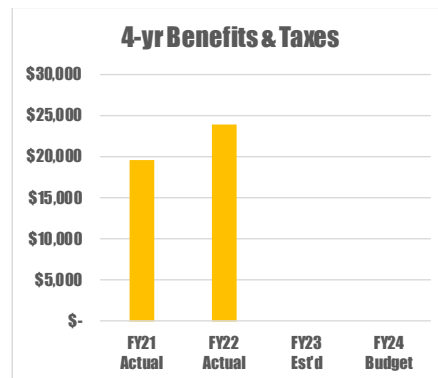
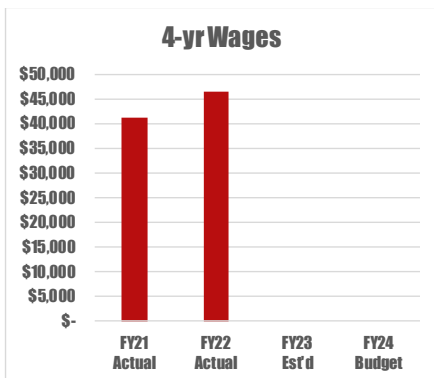
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 41,181	\$ 46,526					
Taxes & Benefits	\$ 19,543	\$ 23,880					
Operations	\$ 5,297	\$ 5,600	Merged with Marshal	Merged with Marshal	Merged with Marshal	Merged with Marshal	Merged with Marshal
Capital	\$ -	\$ -	Dept in FY23	Dept in FY23	Dept in FY23	Dept in FY23	Dept in FY23
Net Expenses	\$ 66,021	\$ 76,006					
Revenues	\$ 2,029	\$ 2,070					
Total Department Cost	63,992	73,936	0	0	0	0	0

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.0	1.0	0.0	0.0	0.0	0.0	0.0
FT Positions	1	1	0	0	0	0	0
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



COMMUNITY LIBRARY SUMMARY



Divisions

Community Library

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 536,336	\$ 530,391	\$ 630,735	\$ 436,570	\$ 687,235	\$ 723,950	\$ 723,950
Operating Expenditures	\$ 101,554	\$ 99,765	\$ 109,410	\$ 72,648	\$ 124,680	\$ 114,180	\$ 114,180
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 637,890	\$ 630,156	\$ 740,145	\$ 509,217	\$ 811,915	\$ 838,130	\$ 838,130
Revenues							
Total Revenues	\$ 78,745	\$ 83,212	\$ 80,500	\$ 62,477	\$ 71,300	\$ 71,300	\$ 71,300
Net Cost to General Fund	\$ 559,145	\$ 546,944	\$ 659,645	\$ 446,740	\$ 740,615	\$ 766,830	\$ 766,830

LIBRARY

130 N. BLACK BRIDGE ROAD - (928) 554-8380

Mission

Our mission is to make Camp Verde Community Library the preferred destination for community members of all ages and walks of life to connect to the expanding world of information, ideas, and creative experiences through free and equitable access to library resources.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Opened application with AmeriCorps to hire VISTA worker to expand STEAM opportunities through the Mobile STEM lab.
2. Completed agreement with Verde Lakes Recreation Corporation to for 25-year lease on lot for automated library branch.
3. Formed Verde Youth Action Alliance to continue and expand Youth Civic Engagement through the Teen Library.
4. Added hotspots and cellular devices to circulate in support of education and job-related work using Emergency Connectivity Funding.

Goals for the upcoming Fiscal Year 2023-24

1. Increase support of youth education and access to learning opportunities through the expansion of STEM programming and collaboration with local schools.
2. Seek to hire an AmeriCorps VISTA Worker to focus on Historic Preservation of Camp Verde assets.
3. Continue to align library services and opportunities to Council priorities and strategic plan.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	8.9	9.9	10.4
FT Positions	7	8	8
PT Positions	5	5	5
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Public PC Access	17,429	11,938
Traffic Count	78,247	43,137
Total Circulation	116,088	49,560
E-Material Use	9,594	5,494
Total New Items	2,623	1,016
Programs	1,840	906
Program Attendance	14,786	7,799
Volunteer Hours	4,313	2,325

LIBRARY

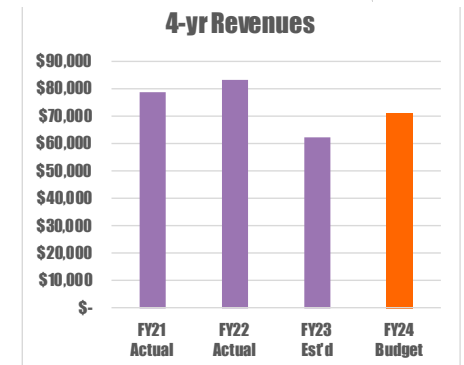
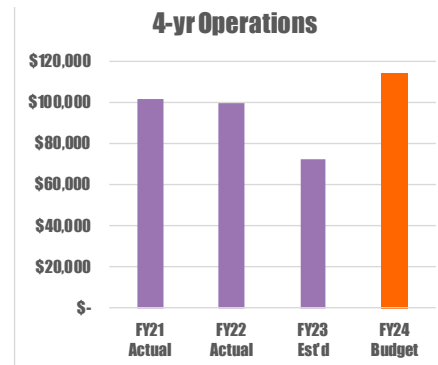
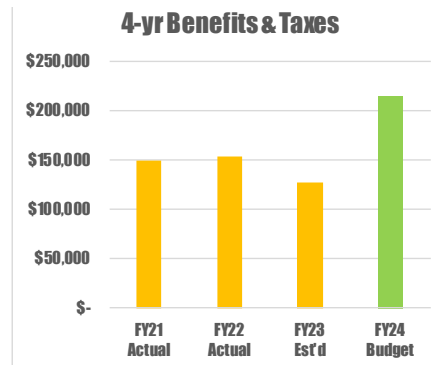
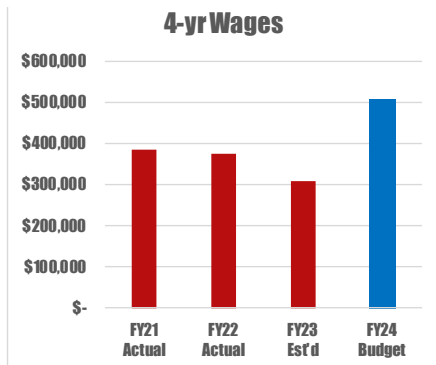
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 386,712	\$ 376,742	\$ 447,395	\$ 309,456	\$ 478,175	\$ 509,690	\$ 509,690
Taxes & Benefits	\$ 149,624	\$ 153,649	\$ 183,340	\$ 127,113	\$ 209,060	\$ 214,260	\$ 214,260
Operations	\$ 101,554	\$ 99,765	\$ 109,410	\$ 72,648	\$ 124,680	\$ 114,180	\$ 114,180
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 637,890	\$ 630,156	\$ 740,145	\$ 509,217	\$ 811,915	\$ 838,130	\$ 838,130
Revenues	\$ 78,745	\$ 83,212	\$ 80,500	\$ 62,477	\$ 71,300	\$ 71,300	\$ 71,300
Total Department Cost	559,145	546,944	659,645	446,740	740,615	766,830	766,830

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	8.9	8.9	9.9	9.9	10.4	10.4	10.4
FT Positions	7	7	8	8	8	8	8
PT Positions	5	5	5	5	5	5	5
Seasonal	0	0	0	0	0	0	0

Graphs





PARKS & REC SUMMARY



Divisions

Administration ♦ Events ♦ Heritage Pool ♦ Programs

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 363,454	\$ 397,019	\$ 516,905	\$ 326,224	\$ 542,860	\$ 551,280	\$ 551,280
Operating Expenditures	\$ 118,753	\$ 165,878	\$ 195,240	\$ 143,042	\$ 236,195	\$ 235,195	\$ 235,195
Equipment/Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 482,207	\$ 562,897	\$ 712,145	\$ 469,266	\$ 779,055	\$ 786,475	\$ 786,475
Revenues							
Total Revenues	\$ 62,709	\$ 101,226	\$ 118,460	\$ 71,302	\$ 131,710	\$ 131,710	\$ 131,710
Net Cost to General Fund	\$ 419,498	\$ 461,671	\$ 593,685	\$ 397,964	\$ 647,345	\$ 654,765	\$ 654,765

PARKS & REC ADMIN

395 S. MAIN ST. - (928) 554-0828

Mission

To provide quality recreational, educational, cultural, fitness, social and environmental opportunities that meet the diverse needs of the community.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Successfully opened and operated our ACA accredited Summer Day Camp for a 5th season.
2. Hired, onboarded, and continue training 3 new full-time staff.
3. Successfully operated all our regular special events: Corn Fest, Fort Verde Days, Trunk or Treat Main Street, Christmas Craft Bazaar and Parade of Lights and Pecan & Wine Festival and added a new kids' event Touch A Truck.
4. Continued assisting with Public Works Director with progress at the Sports Complex with Phase 1b including grant application assistance and researching equipment and options.
5. Used non-matching grant money awarded through AZ State Parks for \$493,272 to replace the baseball and football field and court lighting at Butler Park with Dark Sky compliant LED lights.
6. Researched, purchased, and implemented new event management software Eventeny.

Goals for the upcoming Fiscal Year 2023-24

1. Continue to expand programming.
2. Complete, with Public Works Engineer, the construction and opening of fields, sports courts and support facilities at Sports Complex.
3. Manage new Sports Complex for additional public use including tournaments and activities to benefit the Town and its partners.
4. Continue to pursue grant opportunities for the Camp Verde Sports Complex, to expand programming, and special events funding.

Personnel



	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	1.0	1.5	1.0
FT Positions	5	5	3
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY22</u>	<u>Feb23</u>
Public Shower Use	403	167
Meeting Room Usage	633	362
Gym Usage (Non-program)	615	416
Kitchen Usage	191	196
Ramadas	241	127
Sports Field Use	1,101	604

PARKS & REC ADMIN

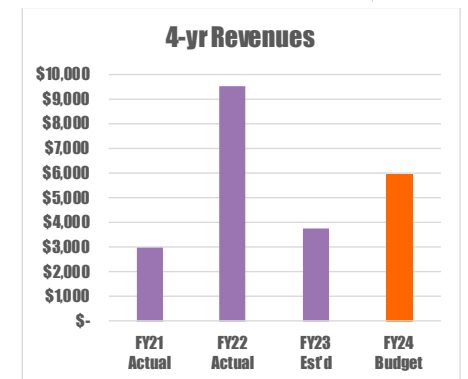
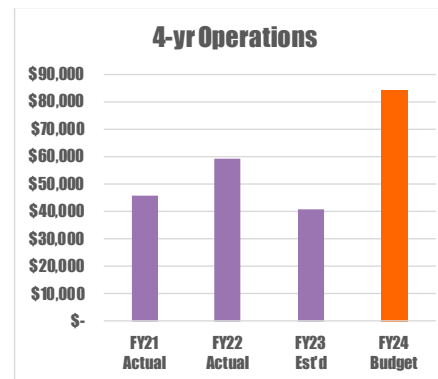
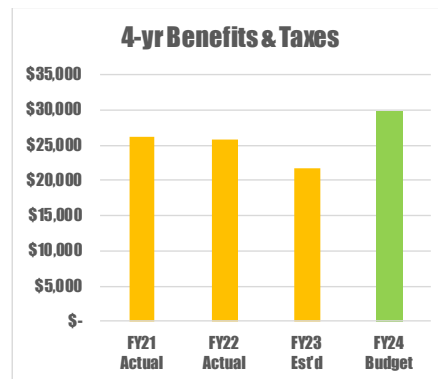
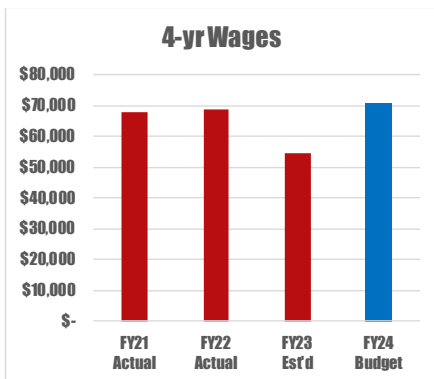
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 67,918	\$ 68,757	\$ 81,130	\$ 54,654	\$ 66,475	\$ 70,710	\$ 70,710
Taxes & Benefits	\$ 26,165	\$ 25,846	\$ 33,900	\$ 21,655	\$ 28,940	\$ 29,825	\$ 29,825
Operations	\$ 46,074	\$ 59,447	\$ 78,495	\$ 40,726	\$ 85,370	\$ 84,370	\$ 84,370
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 140,157	\$ 154,050	\$ 193,525	\$ 117,035	\$ 180,785	\$ 184,905	\$ 184,905
Revenues	\$ 2,990	\$ 9,515	\$ 6,000	\$ 3,783	\$ 6,000	\$ 6,000	\$ 6,000
Total Department Cost	137,167	144,535	187,525	113,253	174,785	178,905	178,905

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	1.0	1.0	1.5	1.5	1.0	1.0	1.0
FT Positions	5	5	5	5	3	3	3
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



EVENTS

395 S. MAIN ST. - (928) 554-0828

Mission

To provide accessible, positive events for residents and visitors to experience our community and culture while providing opportunity for organizations, businesses, and residents to showcase their programs and products for their benefit while being fiscally responsible.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Successfully operated all our regular special events: Corn Fest, Fort Verde Days, Trunk or Treat Main Street, Christmas Craft Bazaar and Parade of Lights and Pecan & Wine Festival. Also added a new kids' event Touch A Truck and Food Truck Thursdays.
2. Successfully operated Ft. Verde Days without a carnival, hosted the Little Britches/Little Petticoats in conjunction with Colonel's Daughter competition and increased participation in Little Britches up to 15 kids.
3. Assisted volunteer groups and Ft. Verde State Historic Park with planning and hosting for the week long Welcome Home Vietnam Veterans Day and Traveling Tribute Wall event.
4. Assisted the CVAA and the Turquoise Circuit Rodeo with the second Turquoise Circuit Block Party.
5. Year-to-date sponsorship money collected \$11,706 specific to events.

Goals for the upcoming Fiscal Year 2023-24

1. Continue to institute positive improvements to Special Events based on experience and feedback.
2. Continue to improve community involvement and support for non-profits with Special Events.

Personnel



	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	0.7	1.1	1.1
FT Positions	3	5	5
PT Positions	1	1	0
Seasonal	N/A	N/A	N/A

Statistics

Special Events:	<u>FY22</u>	<u>Feb23</u>
Corn Fest Attendance	6,245	5,500
Corn Fest Vendors	65	75
Ft. Verde Days Att	6,100	6,500
Ft. Verde Days Vendors	68	72
Pecan/Wine Attendance	7,000	N/A
Pecan/Wine Vendors	97	N/A
Trunk/Treat Attendance	5,000	7,000

EVENTS

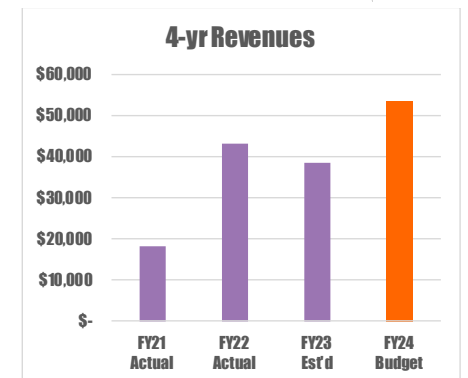
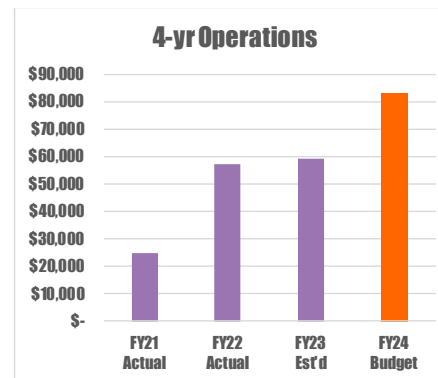
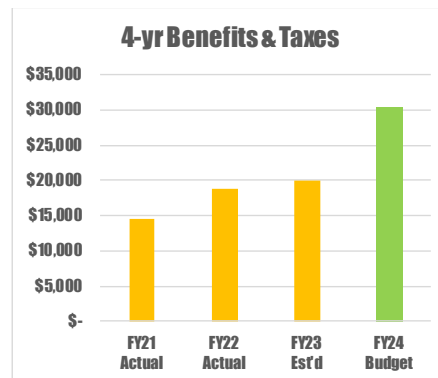
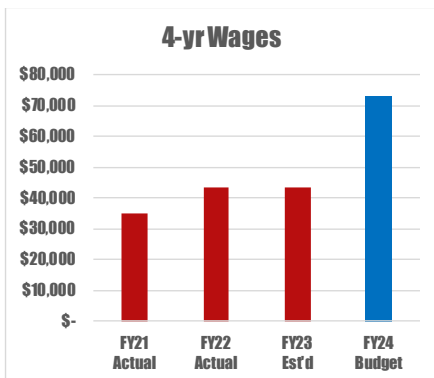
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 34,895	\$ 43,395	\$ 67,050	\$ 43,407	\$ 70,720	\$ 72,885	\$ 72,885
Taxes & Benefits	\$ 14,548	\$ 18,711	\$ 26,965	\$ 19,936	\$ 31,720	\$ 30,445	\$ 30,445
Operations	\$ 25,001	\$ 57,528	\$ 52,800	\$ 59,275	\$ 83,400	\$ 83,400	\$ 83,400
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 74,444	\$ 119,634	\$ 146,815	\$ 122,618	\$ 185,840	\$ 186,730	\$ 186,730
Revenues	\$ 18,330	\$ 43,354	\$ 49,210	\$ 38,438	\$ 53,460	\$ 53,460	\$ 53,460
Total Department Cost	56,114	76,280	97,605	84,180	132,380	133,270	133,270

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	0.6	0.7	1.1	1.1	1.3	1.1	1.1
FT Positions	3	3	5	5	6	5	5
PT Positions	1	1	1	1	0	0	0
Seasonal	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible

Graphs



HERITAGE POOL

290 W. APACHE TRAIL - (928) 567-0288

Mission

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Returned to normal operations of the pool with continued cleaning and sanitation standards. We also opened at full capacity, 88 people.
2. Provided a safe, fun swim season for nearly 7,100 visitors, the vast majority of them children.
3. Provided private and semi-private swim lessons for a variety of ages, hitting our highest swim lesson attendance to date.
4. Continued to provide Water Aerobics and Aqua Zumba.
5. Remained a StarGuard training facility, enabling us to certify guards at Camp Verde Heritage Pool.
6. Partnered with Race Pace Swim Club to offer a swim team to our local youth and offered a Masters Team for the first time. We also hosted our first swim meet.
7. Special Olympics resumed regular use of the pool on Saturday mornings.
8. Applied for a grant through AARP for \$15,936 to build a new shaded picnic area to be used for private parties during normal pool hours.
9. Completed, with help from the Old Guys, building the new shaded picnic area.

Goals for the upcoming Fiscal Year 2023-24

1. Improve swim lessons program with addition of Starfish Aquatics and Swim America programs.
2. Continue to improve administrative and operational support to Pool staff as part of increased capacity because of requested additional full-time staff person.
3. Work to add additional programming such as masters swim team, water polo, snorkeling, kayak lessons, and other aquatic activities requested by the public including pursuing grant opportunities.
4. Improve or replace the water slide.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	2.8	3.2	3.0
FT Positions	6	6	3
PT Positions	0	0	0
Seasonal	N/A	N/A	N/A



Statistics

	<u>FY22</u>	<u>Feb23</u>
Swim Lesson Attend	160	220
Pool Attendance	5,242	7,300

POOL

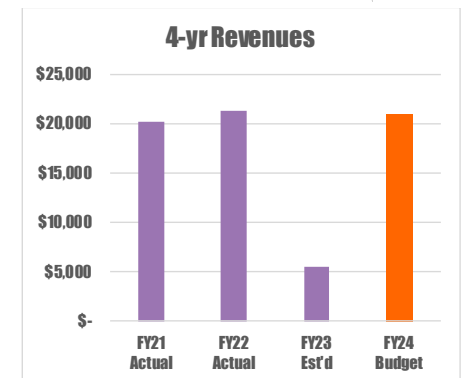
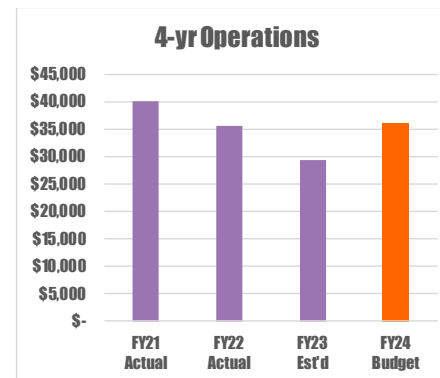
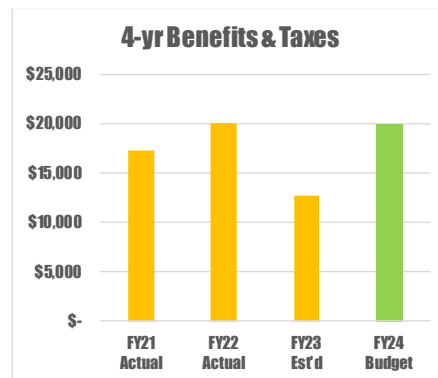
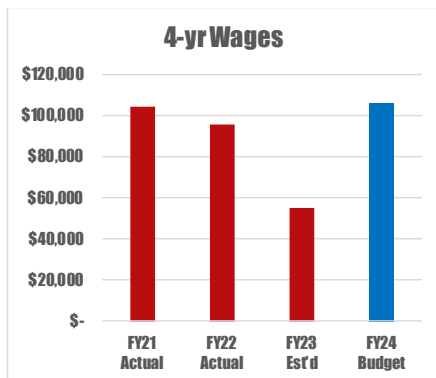
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 104,580	\$ 95,651	\$ 110,635	\$ 55,003	\$ 101,200	\$ 106,450	\$ 106,450
Taxes & Benefits	\$ 17,372	\$ 20,029	\$ 25,235	\$ 12,705	\$ 19,155	\$ 19,935	\$ 19,935
Operations	\$ 40,122	\$ 35,631	\$ 34,245	\$ 29,400	\$ 36,225	\$ 36,225	\$ 36,225
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 162,074	\$ 151,311	\$ 170,115	\$ 97,107	\$ 156,580	\$ 162,610	\$ 162,610
Revenues	\$ 20,209	\$ 21,383	\$ 21,000	\$ 5,561	\$ 21,000	\$ 21,000	\$ 21,000
Total Department Cost	141,865	129,928	149,115	91,546	135,580	141,610	141,610

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	2.6	2.8	3.2	3.2	3.0	3.0	3.0
FT Positions	6	6	6	6	3	3	3
PT Positions	0	0	0	0	0	0	0
Seasonal	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible

Graphs



PROGRAMMING

395 S. MAIN ST. - (928) 554-0828

Mission

To provide a variety of affordable opportunities and positive programs for residents of all ages to have fun while developing physically, emotionally and socially.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Increased Summer Day Camp attendance by 54% from 2021 averaging 38 campers per day for 1129 camper days. The Town daily camper investment was \$9.50 per camper day. When camp first returned in 2018 the Town investment was \$49.19 per camper day.
2. Resumed normal operation of Grasshopper Youth Basketball, and Pickleball.
3. Added new partner instructors for Pilates, Yoga, Silver Sneakers, and Sound Healing.

Goals for the upcoming Fiscal Year 2023-24

1. Continue to significantly increase Summer Day Camp participation with up to 45 campers per day and control cost recovery.
2. Develop and implement new Partner Agreements with youth sports groups and other partners.
3. Continue to grow Pickle Ball including 1 or more fund raiser tournaments.
4. Expand program offerings in conjunction with new Sports Complex.
5. Obtain the "Better Sports for Quality Program Provider" designation through National Alliance for Youth Sports.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	2.9	2.7	3.2
FT Positions	3	5	5
PT Positions	2	1	0
Seasonal	N/A	N/A	N/A



Statistics

<u>Participants</u>	<u>FY22</u>	<u>Feb23</u>
Grasshopper	160	180
Adult Softball	221	218
Pickleball	2,712	987
D-back Trip Attendees	0	0
Day Trip Attndees	144	24
Summer Camp	1,129	N/A

PROGRAMS

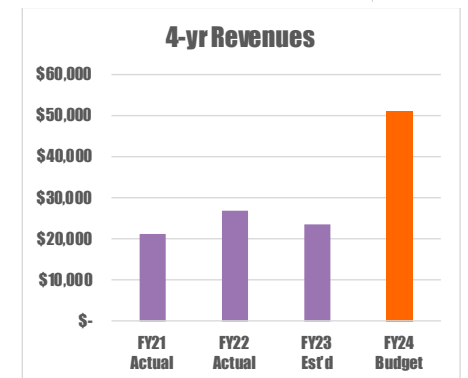
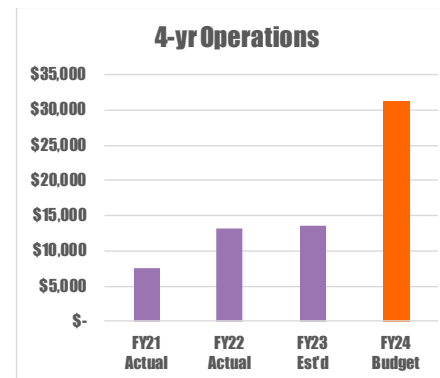
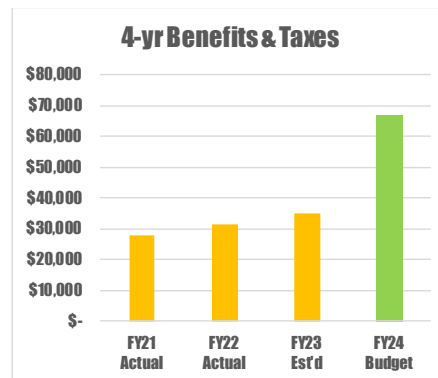
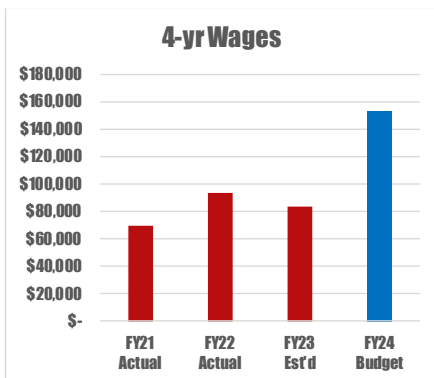
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 69,865	\$ 93,229	\$ 123,140	\$ 83,874	\$ 152,025	\$ 153,940	\$ 153,940
Taxes & Benefits	\$ 28,111	\$ 31,401	\$ 48,850	\$ 34,991	\$ 72,625	\$ 67,090	\$ 67,090
Operations	\$ 7,556	\$ 13,272	\$ 29,700	\$ 13,640	\$ 31,200	\$ 31,200	\$ 31,200
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Expenses	\$ 105,532	\$ 137,902	\$ 201,690	\$ 132,505	\$ 255,850	\$ 252,230	\$ 252,230
Revenues	\$ 21,180	\$ 26,974	\$ 42,250	\$ 23,521	\$ 51,250	\$ 51,250	\$ 51,250
Total Department Cost	84,352	110,928	159,440	108,984	204,600	200,980	200,980

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	2.3	2.9	2.7	2.7	4.1	3.2	3.2
FT Positions	3	3	5	5	6	5	5
PT Positions	2	2	1	1	0	0	0
Seasonal	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible	Flexible

Graphs





Chapter Five

Capital Project Funds

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Parks Fund	135

Capital Project Funds

The Town of Camp Verde's Capital Improvement Projects Fund (CIP Fund) is used for expenditures that are for a structure, improvement, equipment or other major asset having a useful life of at least two years. The Town has a \$5,000 threshold for capitalizing assets.

The CIP Fund is used primarily for all capital purchases/projects of the Town. Non-capitalized expenses are also sometimes managed within the CIP Fund. These are typically large one-time maintenance projects that do not qualify for capitalization under GAAP but are large enough to distort annual comparisons of the General Fund expenses.

The Parks Fund is being utilized to manage the construction of a 114 acre, \$14 million sports complex project.

A critical piece in the Town's ability to budget for these types of expenditures is the **Capital Improvements Plan (CIP)**. It is an important implementation tool of the General Plan. The CIP is a multi-year plan that outlines current capital and infrastructure needs, future anticipated needs, current projects and future costs to the community. It addresses both repair and replacement of existing infrastructure as well as the development of new facilities to accommodate future growth and/or improve services. The CIP covers 5 years, which includes the current budget year and 4 years into the future. The entire CIP is considered a part of the current budget in that where monies are budgeted into the CIP Fund based on the first year of the plan, if any projects within that first year become unable to start or complete, they can be replaced with projects from the following plan years. In this way, if a project becomes derailed, current year budget funds can still be made available for use without requiring council approval, as Council has already approved those projects within the CIP. The FY24 Capital Improvement Plan lists all major capital projects for the Town from across 8 different funds, including the funding sources for those projects. The 5-year CIP is funded in FY24 but is short of funding in FY25 – FY28. The Town will begin working on the best way to shore-up these shortages.

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects

General Fund

Funding					App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Funding Source		ARPA Funds				\$ 1,356,355					\$ 1,356,355
		Grants				\$ 5,828,150	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 6,628,150
		Interest				\$ 35,000					
		Debt Financing				\$ 625,000	\$ 110,000				\$ 735,000
		Court Enhancement Funds				\$ 60,000					\$ 60,000
		Parks Fund Carry-forward Balance				\$ 1,469,400					\$ 1,469,400
		CIP Carry-forward Balance				\$ 887,955	\$ 106,270	\$ -	\$ -	\$ -	\$ 994,225
	General Fund Transfers				\$ 2,777,570	\$ 1,926,145	\$ 1,511,714	\$ 1,587,300	\$ 1,666,665	\$ 9,326,243	
Total Potential Funding					\$ -	\$ 13,039,430	\$ 2,342,415	\$ 1,711,714	\$ 1,787,300	\$ 1,866,665	\$ 20,569,373

Expenditures

Functions	Bud Fund	Project	Status	CompDate	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Parks & Public Use Facilities	Parks	Sports Complex Construction	Midway	2025	\$ 5,399,488	\$ 4,304,450					\$ 4,304,450
	CIP	Verde Lakes Park Improvements	Midway	N/A	\$ 27,585	\$ 27,585	\$ 25,000	\$ 25,000			\$ 77,585
	CIP	Pool Filter System					\$ 92,375				\$ 92,375
	CIP	Playground Fall Material					\$ 45,000	\$ 45,000			\$ 90,000
	CIP	Community Center Playground					\$ 150,000				\$ 150,000
	CIP	Town Soccer Field Sprinkler System					\$ 68,500				\$ 68,500
	Fed	Commercial Kitchen Project				\$ 500,000					\$ 500,000
	ARPA	Sports complex Turf Equipment	NearComp	June/July	\$ 148,500	\$ 148,500					\$ 148,500
	ARPA	Sports Complex Broadband	On Hold	N/A	\$ 48,510	\$ 48,510					\$ 48,510
	ARPA	Bldg 300 Entry Doors	On Hold	N/A	\$ 30,000	\$ 30,000					\$ 30,000
	CIP	Gym Restroom Improvements			\$ 100,000		\$ 150,000				\$ 150,000
	CIP	Gazebo Repair	On Hold	N/A	\$ 42,800	\$ 42,800					\$ 42,800
	CIP	Parsons Riverfront Preserve	Planning	N/A	\$ 45,000	\$ 45,000					\$ 45,000
	CIP	Pool Imprvmnts	NearComp	June/July	\$ 30,000	\$ 30,000					\$ 30,000
	CIP	Rodeo Arena Consession & Restrooms	NearComp	N/A	\$ 28,305	\$ 28,305					\$ 28,305
	CIP	Wilshire & Industrial Round-a-bouts	No Plans	N/A	\$ 15,015	\$ 15,015					\$ 15,015
	NonFed	Grief Hill Trailhead	Started	Dec 2023		\$ 220,600					\$ 220,600
	CIP	Annual Outdoor Rec & Park Improvements				\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 250,000
Total Public Use Facilities:					\$ 5,915,203	\$ 5,490,765	\$ 580,875	\$ 120,000	\$ 50,000	\$ 50,000	\$ 6,291,640
Public Use Infrastructure	CIP	Chip Seal Program	Planning	Fall 2023		\$ 600,000	\$ 570,000	\$ 750,000	\$ 890,000	\$ 1,267,000	\$ 4,077,000
	NonFed	Town-Wide Floodplain Studies				\$ 250,000					\$ 250,000
	CIP	School Road Project	Planning	Sept 2023		\$ 175,000					\$ 175,000
	Fed	Broadband Expansion Project				\$ 2,000,000					\$ 2,000,000
	ARPA	Wayfinding Signage	On Hold	N/A	\$ 173,600	\$ 173,600					\$ 173,600
	CIP	CDBG Project Support	Planning	Oct 2024	\$ 169,000	\$ 169,000					\$ 169,000
	Fed	Finnie Flat Rd & Montezuma Castle Hwy Improvement	Planning	N/A	\$ 926,500	\$ 926,500					\$ 926,500
	CIP	Stormwater Projects					\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000
Total Public Use Infrastructure:					\$ 1,269,100	\$ 4,294,100	\$ 870,000	\$ 1,050,000	\$ 1,190,000	\$ 1,567,000	\$ 8,971,100

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects

General Fund

Expenditures (Cont'd)

Functions	Bud Fund	Project	Status	CompDate	\$ 15,015	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Town Facilities	CIP	MatForce Bldg Remodel	Planning	Fall 2023	\$ 40,000	\$ 75,000					\$ 75,000
	CIP	Facilities Master Plan				\$ 300,000					\$ 300,000
	ARPA	Facility Expansion				\$ 780,000					\$ 780,000
	CIP	Court Security Checkpoint	Planning	June 2024		\$ 240,000					\$ 240,000
	CIP	Lower Maint Building Addition					\$ 75,200				\$ 75,200
	CIP	Building 300 Roof Work - Rebudget for Contractor	No Plans	Fall 2023		\$ 120,000					\$ 120,000
	CIP	Economic Development Metal Roofing						\$ 30,000			\$ 30,000
Total Town Facilities:					\$ 44,280	\$ 1,515,000	\$ 75,200	\$ 30,000	\$ -	\$ -	\$ 1,620,200
Town Systems & Equipment	NonFed	Patrol Vehicle Replace/Upgrade				\$ 253,000					\$ 253,000
	CIP	CVMO Vehicles - 5	3 Rec'd/IP		\$ 350,000	\$ 350,000					\$ 350,000
	CIP	911 Software for 3rd Dispatch Console					\$ 144,000				\$ 144,000
	CIP	Maint Vehicles	InProcess		\$ 47,000	\$ 47,000	\$ 110,000				\$ 157,000
	CIP	WildKat Mower				\$ 84,000					\$ 84,000
	CIP	Patrol Rifles					\$ 40,000	\$ 30,000			\$ 70,000
	CIP	Comm Center Backup Battery				\$ 23,800					\$ 23,800
Total Town Systems & Equipment:					\$ 397,000	\$ 757,800	\$ 294,000	\$ 30,000	\$ -	\$ -	\$ 1,081,800
CIP Related Debt Payments	Debt	2018 Equipment LP				\$ 53,800	\$ -	\$ -	\$ -	\$ -	\$ 53,800
	Debt	Enterprise Lease Equipment				\$ 334,030	\$ 297,230	\$ 250,730	\$ 195,660	\$ 140,360	\$ 1,218,010
	Debt	Sports Complex Bond				\$ 487,665	\$ 487,930	\$ 653,105	\$ 652,405	\$ 650,260	\$ 2,931,365
	Total Det Payments:					\$ 875,495	\$ 785,160	\$ 903,835	\$ 848,065	\$ 790,620	\$ 4,203,175
Total Projected Cost					\$ 7,625,583	\$ 12,933,160	\$ 2,605,235	\$ 2,133,835	\$ 2,088,065	\$ 2,407,620	\$ 22,167,915
Net Total					\$ (7,625,583)	\$ 106,270	\$ (262,820)	\$ (422,121)	\$ (300,765)	\$ (540,955)	\$ (1,598,542)

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects by Funding Source

General Fund

Funding

			FY24 Budget
Funding Source		ARPA Funds	\$ 1,356,355
		Grants	\$ 5,828,150
		Interest	\$ 35,000
		Debt Financing	\$ 625,000
		Court Enhancement Funds	\$ 60,000
		Parks Fund Carry-forward Balance	\$ 1,469,400
		CIP Carry-forward Balance	\$ 887,955
		General Fund Transfers	\$ 2,777,570
	Total Potential Funding		\$ 13,039,430

Expenditures

				Funding Source					
Functions	Bud Fund	Project	FY24 Budget	ARPA	Grants & Int	CIP Carry-fwd	GF Transfers	Debt	Fund Balance
Parks & Public Use Facilities	Parks	Sports Complex Construction	\$ 4,304,450		\$ 2,046,050		\$ 789,000		\$ 1,469,400
	CIP	Verde Lakes Park Improvements	\$ 27,585			\$ 27,585			
	Fed	Commercial Kitchen Project	\$ 500,000		\$ 500,000				
	ARPA	Sports complex Turf Equipment	\$ 148,500	\$ 148,500					
	ARPA	Sports Complex Broadband	\$ 48,510	\$ 48,510					
	ARPA	Bldg 300 Entry Doors	\$ 30,000	\$ 30,000					
	CIP	Gazebo Repair	\$ 42,800			\$ 42,800			
	CIP	Parsons Riverfront Preserve	\$ 45,000			\$ 45,000			
	CIP	Pool Imprvmnts	\$ 30,000			\$ 30,000			
	CIP	Rodeo Arena Consession & Restrooms	\$ 28,305			\$ 28,305			
	CIP	Wilshire & Industrial Round-a-bouts	\$ 15,015			\$ 15,015			
	NonFed	Grief Hill Trailhead	\$ 220,600		\$ 220,600				
	CIP	Annual Outdoor Rec & Park Improvements	\$ 50,000				\$ 50,000		
Total Public Use Facilities:			\$ 5,490,765	\$ 227,010	\$ 2,766,650	\$ 188,705	\$ 839,000	\$ -	\$ 1,469,400
Public Use Infrastructure	CIP	Chip Seal Program	\$ 600,000				\$ 600,000		
	NonFed	Town-Wide Floodplain Studies	\$ 250,000	\$ 80,000	\$ 170,000				
	CIP	School Road Project	\$ 175,000			\$ 175,000			
	Fed	Broadband Expansion Project	\$ 2,000,000		\$ 2,000,000				
	ARPA	Wayfinding Signage	\$ 173,600	\$ 173,600					
	CIP	CDBG Project Support	\$ 169,000			\$ 169,000			
	Fed	Finnie Flat Rd & Montezuma Castle Hwy Improvement	\$ 926,500		\$ 926,500				
Total Public Use Infrastructure:			\$ 4,294,100	\$ 253,600	\$ 3,096,500	\$ 344,000	\$ 600,000	\$ -	\$ -

Town of Camp Verde
FY24 Capital Improvements Plan
Proposed Projects by Funding Source

General Fund

Expenditures (Cont'd)				Funding Source					
Functions	Bud Fund	Project	FY24 Budget	ARPA	Grants	CIP Carry-fwd	GF Transfers	Debt	Fund Balance
Town Facilities									
	CIP	MatForce Bldg Remodel	\$ 75,000			\$ 75,000			
	CIP	Facilities Master Plan	\$ 300,000				\$ 300,000		
	ARPA	Facility Expansion	\$ 780,000	\$ 780,000					
	CIP	Court Security Checkpoint	\$ 240,000			\$ 16,925	\$ 163,075		\$ 60,000
	CIP	Building 300 Roof Work - Rebudget for Contractor	\$ 120,000			\$ 120,000			
Total Town Facilities:			\$ 1,515,000	\$ 780,000	\$ -	\$ 211,925	\$ 463,075	\$ -	\$ 60,000
Town Systems & Equipment									
	NonFed	Patrol Vehicle Replace/Upgrade	\$ 253,000			\$ 25,000		\$ 228,000	
	CIP	CVMO Vehicles - 5	\$ 350,000					\$ 350,000	
	CIP	Maint Vehicles	\$ 47,000					\$ 47,000	
	CIP	WildKat Mower	\$ 84,000	\$ 84,000					
	CIP	Comm Center Backup Battery	\$ 23,800	\$ 11,745		\$ 12,055			
Total Town Systems & Equipment:			\$ 757,800	\$ 95,745	\$ -	\$ 37,055	\$ -	\$ 625,000	\$ -
CIP Related Debt Payments									
	Debt	2018 Equipment LP	\$ 53,800				\$ 53,800		
	Debt	Enterprise Lease Equipment	\$ 334,030				\$ 334,030		
	Debt	Sports Complex Bond	\$ 487,665				\$ 487,665		
Total Det Payments:			\$ 875,495	\$ -	\$ -	\$ -	\$ 875,495	\$ -	\$ -
Total Projected Cost - CIP Fund			\$ 12,933,160	\$ 1,356,355	\$ 5,863,150	\$ 781,685	\$ 2,777,570	\$ 625,000	\$ 1,529,400
Net Total - CIP Fund			\$ 106,270	\$ -	\$ -	\$ 106,270	\$ -	\$ -	\$ -
Total Projected Cost									

Net Total

Wastewater Fund

Funding

					App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Funding Source		Grant Funds / Donations				\$ 6,498,700	\$ 3,500,000	\$ 3,500,000			\$ 13,498,700
		ARPA Funds				\$ 1,089,600					\$ 1,089,600
		Debt Financing				\$ 3,715,000					\$ 3,715,000
		Current Revenues & Transfers					\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 550,000
		Private Development Funds					\$ 2,000,000	\$ 1,500,000			\$ 3,500,000
Total Anticipated Funding					\$ -	\$ 11,303,300	\$ 5,750,000	\$ 5,100,000	\$ 100,000	\$ 100,000	\$ 22,353,300

Expenditures

Functions	Bud Fund	Project	Status	CompDate	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Project Total
Improvements		Wastewater Master Plan				\$ 250,000					\$ 250,000
		WWTP Control Panels Upgrade				\$ 206,250					\$ 206,250
		Northbound Sewer Collection System	InProcess			\$ 7,500,000	\$ 5,500,000	\$ 5,000,000			\$ 18,000,000
		Blower Addition Building & Installation				\$ 207,500					\$ 207,500
		Treatment Plant Administrative Building				\$ 200,000					\$ 200,000
		Construction Lift Station #5 Rezzonico Park				\$ 700,000					\$ 700,000
		Construct Sewer Lines - Black Bridge Loop Area				\$ 575,000					\$ 575,000
		Annual Sewer Main Expansion					\$ 250,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 550,000
		Main St. Sewer Line Replacement	Started		\$ 437,630	\$ 437,630					\$ 437,630
		Dickson Erosion Repair	Started		\$ 406,750	\$ 862,765					\$ 862,765
		Hauler Station Upgrades	Started		\$ 235,510	\$ 235,510					\$ 235,510
		3rd St. Residential Imprvmnts	Started		\$ 52,935	\$ 52,395					\$ 52,395
Total Projected Cost - Wastewater Projects					\$ 1,132,825	\$ 11,227,050	\$ 5,750,000	\$ 5,100,000	\$ 100,000	\$ 100,000	\$ 22,277,050
Net Total - Wastewater Projects					\$ (1,132,825)	\$ 76,250	\$ -	\$ -	\$ -	\$ -	\$ 76,250

Water Fund

Funding

					App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Funding Total
Funding Source		Grant Funds / Donations				\$ 3,000,000					\$ 3,000,000
		Debt Financing				\$ 3,167,500		\$ 2,400,000	\$ 2,500,000		\$ 8,067,500
		Current Revenues & Transfers				\$ 57,500					\$ 57,500
		CIP Fund Transfer									\$ -
		Carrying Balance					\$ 402,780			\$ 500,000	\$ 902,780
Total Anticipated Funding					\$ -	\$ 6,225,000	\$ 402,780	\$ 2,400,000	\$ 2,500,000	\$ 500,000	\$ 12,027,780

Expenditures

Functions	Bud Fund	Project	Status	CompDate	App'd FY23	YR1 - FY24	YR2 - FY25	YR3 - FY26	YR4 - FY27	YR5 - FY28	5 Year Project Total
Improvements		Design/Construct Arsenic Removal Syst-Mongini Well				\$ 1,500,000					\$ 1,500,000
		Design/Construct Arsenic Removal Syst-Verde River Est's				\$ 430,000					\$ 430,000
		Water System Master Plan				\$ 183,500					\$ 183,500
		SCADA & Communication Tower Relocation				\$ 68,720					\$ 68,720
		Potential Water Project				\$ 3,000,000					\$ 3,000,000
		Additional Well / Pump Station						\$ 2,000,000			\$ 2,000,000
		Additional 2M Gallon Storage Facilities							\$ 1,500,000		\$ 1,500,000
		Vac Trailer				\$ 50,000					\$ 50,000
		Backhoe				\$ 100,000					\$ 100,000
		Water Main Annual Replacement				\$ 400,000	\$ 400,000	\$ 400,000	\$ 500,000	\$ 500,000	\$ 2,200,000
		Vehicle				\$ 90,000					\$ 90,000
Total Projected Cost - Water Projects					\$ -	\$ 5,822,220	\$ 400,000	\$ 2,400,000	\$ 2,000,000	\$ 500,000	\$ 11,122,220
Net Total - Water Projects					\$ -	\$ 402,780	\$ 2,780	\$ -	\$ 500,000	\$ -	\$ 905,560
Total Projected Cost - All Projects					\$ 8,758,408	\$ 29,982,430	\$ 8,755,235	\$ 9,633,835	\$ 4,188,065	\$ 3,007,620	\$ 55,567,185
Net Total - All Projects					\$ (8,758,408)	\$ 585,300	\$ (260,040)	\$ (422,121)	\$ 199,235	\$ (540,955)	\$ (616,732)



CAPITAL FUNDS SUMMARY



Funds

Capital Improvement Projects



Parks

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED	2023-24 CARRY FORWARD	2023-24 NEW REQUESTS
Expenditures									
Buildings & Improvements	\$ -	\$ 64,415	\$ 154,575	\$ 86,332	\$ 776,105	\$ 776,105	\$ 776,105	\$ 193,030	\$ 583,075
Vehicles	\$ 370,194	\$ 433,271	\$ 715,000	\$ 2,317	\$ 650,000	\$ 650,000	\$ 650,000	\$ 397,000	\$ 253,000
Equipment	\$ 103,572	\$ 144,503	\$ 250,000	\$ 235,292	\$ 12,055	\$ 12,055	\$ 12,055	\$ 12,055	\$ -
Land & Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Streets & Structural	\$ 363,873	\$ 768,123	\$ 74,263	\$ 60,775	\$ 790,015	\$ 790,015	\$ 790,015	\$ 15,015	\$ 775,000
Community Parks	\$ 2,519,106	\$ 1,246,059	\$ 5,513,129	\$ 1,288,039	\$ 4,427,035	\$ 4,427,035	\$ 4,427,035	\$ 4,377,035	\$ 50,000
Total Expenditures	\$ 3,356,745	\$ 2,656,371	\$ 6,706,967	\$ 1,672,755	\$ 6,655,210	\$ 6,655,210	\$ 6,655,210	\$ 4,994,135	\$ 1,661,075
Funding									
Fund Transfers	\$ 750,137	\$ 2,045,417	\$ 3,615,000	\$ 638,952	\$ 4,344,125	\$ 4,344,125	\$ 4,344,125	\$ 3,231,050	\$ 1,113,075
Debt	\$ 2,886,099	\$ 337,175	\$ 715,000	\$ -	\$ 625,000	\$ 625,000	\$ 625,000	\$ 397,000	\$ 228,000
Interest & Grants	\$ 60,745	\$ 1,788	\$ -	\$ 41,496	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	\$ 35,000
Total Funding	\$ 3,696,981	\$ 2,384,380	\$ 4,330,000	\$ 680,448	\$ 5,004,125	\$ 5,004,125	\$ 5,004,125	\$ 3,628,050	\$ 1,376,075
Net Current Year Shortage / (Overage)	\$ (340,236)	\$ 271,991	\$ 2,376,967	\$ 992,307	\$ 1,651,085	\$ 1,651,085	\$ 1,651,085	\$ 1,366,085	\$ 285,000
Fund Balance									
Prior Year Ending Balance	\$ 2,558,248	\$ 2,898,340	\$ 2,558,748	\$ 2,626,349	\$ 1,757,355	\$ 1,757,355	\$ 1,757,355	\$ 1,757,355	\$ -
Current Year Ending Balance	\$ 2,898,484	\$ 2,626,349	\$ 181,781	\$ 1,634,042	\$ 106,270	\$ 106,270	\$ 106,270	\$ 391,270	\$ (285,000)

CIP Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Buildings & Improvements	0	64,415	154,575	86,332	776,105	776,105	776,105
Vehicles	370,194	433,271	715,000	2,317	650,000	650,000	650,000
Equipment	103,572	144,503	250,000	235,292	12,055	12,055	12,055
Land & Improvements	0	0	0	0	0	0	0
Streets & Structural	363,873	768,123	74,263	60,775	790,015	790,015	790,015
Community Parks	242,744	106,517	113,641	29,044	122,585	122,585	122,585
Total Capital Expenditures	\$ 1,080,383	\$ 1,516,829	\$ 1,307,479	\$ 413,760	\$ 2,350,760	\$ 2,350,760	\$ 2,350,760
Revenues							
Lease Financing	287,277	337,175	715,000	0	625,000	625,000	625,000
Donation Rev	60,000	0	0	0	0	0	0
Total Revenues	\$ 347,277	\$ 337,175	\$ 715,000	\$ -	\$ 625,000	\$ 625,000	\$ 625,000
Operating Transfers							
Transfer In from General Fund	(276,275)	0	(250,000)	(250,000)	(613,075)	(613,075)	(613,075)
Transfer In from Fed Grants Fund	(473,862)	0	0	0			
Transfer Out to CDBG Fund	0	0	169,000	0	169,000	169,000	169,000
General Fund Reserves	0	(1,888,557)	0	0	(500,000)	(500,000)	(500,000)
Total Operating Transfers	\$ (750,137)	\$ (1,888,557)	\$ (81,000)	\$ (250,000)	\$ (944,075)	\$ (944,075)	\$ (944,075)
Net Effect on Fund	\$ (17,031)	\$ (708,903)	\$ 511,479	\$ 163,760	\$ 781,685	\$ 781,685	\$ 781,685
Prior Year Ending Fund Balance	\$ 184,427	\$ 201,459	\$ 693,260	\$ 910,362	\$ 887,955	\$ 887,955	\$ 887,955
Estimated Ending Fund Balance	\$ 201,458	\$ 910,362	\$ 181,781	\$ 746,602	\$ 106,270	\$ 106,270	\$ 106,270

Parks Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
Camp Verde Sports Complex	2,276,362	1,139,542	5,399,488	1,258,995	4,304,450	4,304,450	4,304,450
Total Project Expenditures	\$ 2,276,362	\$ 1,139,542	\$ 5,399,488	\$ 1,258,995	\$ 4,304,450	\$ 4,304,450	\$ 4,304,450
Revenues							
Interest	745	1,788	0	41,496	35,000	35,000	35,000
Debt Funding	2,598,822	0	0	0	0	0	0
Total Revenues	\$ 2,599,567	\$ 1,788	\$ -	\$ 41,496	\$ 35,000	\$ 35,000	\$ 35,000
Operating Transfers							
Transfer In fm General	0	(125,000)	(784,000)	0	(789,000)	(789,000)	(789,000)
Transfer In fm Non-Fed Grants	0	(50,000)		0	0	0	0
Transfer In fm Fed Grants	0	0	(2,750,000)	(388,952)	(2,611,050)	(2,611,050)	(2,611,050)
Transfer Out to Debt Service Fund	0	18,140	0	0	0	0	0
Total Operating Transfers	\$ -	\$ (156,860)	\$ (3,534,000)	\$ (388,952)	\$ (3,400,050)	\$ (3,400,050)	\$ (3,400,050)
Net Effect on Fund							
	\$ (323,205)	\$ 980,894	\$ 1,865,488	\$ 828,547	\$ 869,400	\$ 869,400	\$ 869,400
Prior Year Ending Fund Balance	\$ 2,373,676	\$ 2,696,881	\$ 1,865,488	\$ 1,715,987	\$ 869,400	\$ 869,400	\$ 869,400
Estimated Ending Fund Balance	\$ 2,696,881	\$ 1,715,987	\$ -	\$ 887,440	\$ -	\$ -	\$ -



Chapter Six

Special Revenue Funds

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Special Revenue Funds

The Town of Camp Verde's Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes or resources dedicated for specific purposes. The Town's Special Revenue funds are as follows:

1. **Magistrate:** Accounts for Local JCEF, Fill the Gap and court Enhancement revenues.
2. **Non-Federal Grants:** Accounts for all non-federal grants received by the Town.
3. **Federal Grants:** Accounts for all federal grants received by the Town.
4. **ARPA Grant:** Funds received through the federal American Rescue Plan Act.
5. **Community Development Block Grants (CDBG):** Accounts for the CDBG specific grants received by the Town.
6. **9-1-1:** Accounts for 9-1-1 distributions.
7. **Housing:** Accounts for both Home Grant and Revolving Loan Funds
8. **Restricted Use:** Accounts for gifts and special funds with expenditure restrictions.
9. **Highway Users Revenue (HURF):** Accounts for all Highway Users Revenue received from the state.

SPECIAL REVENUE FUNDS SUMMARY



Funds

HURF ♦ Magistrate ♦ Federal Grants ♦ Non-Federal Grants
Housing ♦ Restricted Use ♦ CDBG ♦ 911 ♦ ARPA

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 365,988	\$ 396,077	\$ 506,650	\$ 271,621	\$ 488,615	\$ 417,295	\$ 417,295
Operating Expenditures	\$ 562,347	\$ 515,779	\$ 1,373,439	\$ 349,472	\$ 1,462,661	\$ 1,462,661	\$ 1,462,661
Equipment/Capital Expenditures	\$ 456,167	\$ 582,306	\$ 26,139,827	\$ 705,365	\$ 6,793,914	\$ 6,793,915	\$ 6,793,915
Operating Transfers	\$ 1,659,207	\$ 455,309	\$ 8,154,810	\$ 1,340,207	\$ 15,051,260	\$ 15,051,260	\$ 15,051,260
Total Expenditures	\$ 3,043,709	\$ 1,949,471	\$ 36,174,726	\$ 2,666,665	\$ 23,796,450	\$ 23,725,131	\$ 23,725,131
Revenues							
Total Revenues	\$ 5,037,436	\$ 3,651,794	\$ 34,079,873	\$ 3,878,679	\$ 20,805,004	\$ 20,805,004	\$ 20,805,004
Net Dec/(Inc) in Fund Balances	\$ (1,993,727)	\$ (1,702,323)	\$ 2,094,853	\$ (1,212,014)	\$ 2,991,446	\$ 2,920,127	\$ 2,920,127

HURF/STREETS

395 S. MAIN ST. - (928) 554-0820

Mission

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.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-23

1. Completed overflow parking area at rodeo arena
2. Windy Point on Salt mine Rd repair and place more blocks for safety
3. Crack seal several roads that are deteriorating
4. Clean box culverts in Faulkner wash
5. Completed culvert installation in parking area at rodeo arena
6. Re-built numerous road shoulders with asphalt millings

Goals for the upcoming Fiscal Year 2023-24

1. Continue to complete road and roadside repairs with millings and/or concrete as needed, crack seal, procure a contractor and manage the chip seal project
2. Continue to keep a smooth millings surface on Old HWY 279
3. Hire Street Laborer position
4. Continue road maintenance repairs as necessary to keep Town Roads serviceable to the Community
5. Work with Stormwater Division and Yavapai County Flood Control to repair Verde Lakes Drive
6. Maintain equipment and facilities to keep them operating and functioning in good condition

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	5.8	5.8	4.8
FT Positions	8	8	6
PT Positions	0	0	0
Seasonal	1	1	1



Statistics

	<u>FY21</u>	<u>FY22</u>
Work Orders Created	74	96
Right of Way Permits	30	50
Culvert Permits	29	2

HURF / STREETS

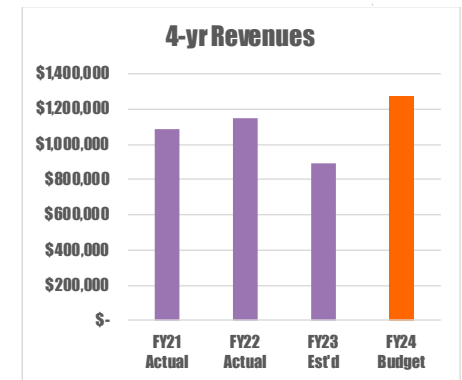
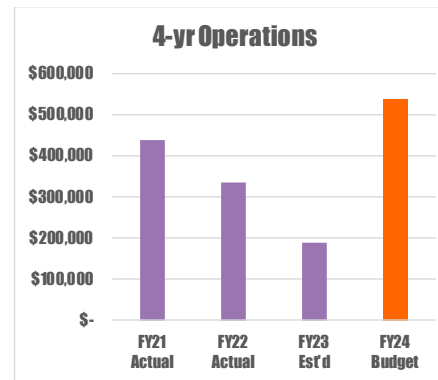
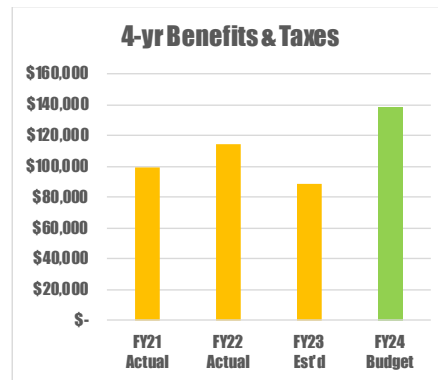
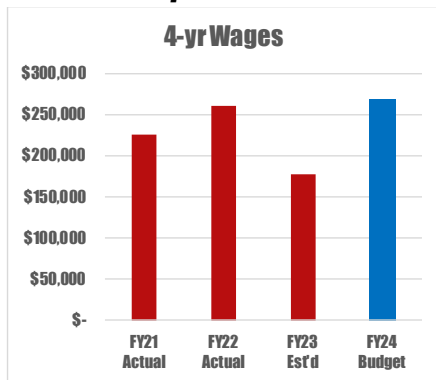
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 225,564	\$ 260,198	\$ 338,905	\$ 177,851	\$ 307,855	\$ 268,765	\$ 268,765
Taxes & Benefits	\$ 99,164	\$ 114,170	\$ 163,745	\$ 88,749	\$ 170,760	\$ 138,530	\$ 138,530
Operations	\$ 438,496	\$ 336,620	\$ 350,765	\$ 188,316	\$ 538,535	\$ 538,535	\$ 538,535
Capital	\$ 71,662	\$ 10,103	\$ 10,000	\$ 181,612	\$ 85,460	\$ 85,460	\$ 85,460
Net Expenses	\$ 834,886	\$ 721,091	\$ 863,415	\$ 636,527	\$ 1,102,610	\$ 1,031,290	\$ 1,031,290
Revenues	\$ 1,082,626	\$ 1,148,961	\$ 1,268,480	\$ 890,132	\$ 1,270,444	\$ 1,270,444	\$ 1,270,444
Operating Transfers	\$ (246,912)	\$ (200,105)	\$ (292,100)	\$ (226,506)	\$ (169,610)	\$ (169,610)	\$ (169,610)
Total Fund Cost	(828)	(227,765)	(112,965)	(27,098)	1,776	(69,544)	(69,544)

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	5.2	5.8	5.8	5.8	6.3	4.8	4.8
FT Positions	8	8	8	8	7	6	6
PT Positions	0	0	0	0	0	0	0
Seasonal	1	1	1	1	1	1	1

Graphs



Magistrate Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Local JCEF							
Operating Expenditures							
Expenditures	1,607	1,550	26,500	1,621	25,000	25,000	25,000
Total Operating Expenditures	\$ 1,607	\$ 1,550	\$ 26,500	\$ 1,621	\$ 25,000	\$ 25,000	\$ 25,000
Revenues							
Local JCEF	2,152	1,794	2,500	1,216	2,500	2,500	2,500
Current Year Net Use	\$ (545)	\$ (244)	\$ 24,000	\$ 405	\$ 22,500	\$ 22,500	\$ 22,500
Program Balance							
Beginning Program Balance	22,242	22,787	24,000	22,787	22,500	22,500	22,500
Ending Program Balance	\$22,787	\$23,031	\$0	\$22,382	\$0	\$0	\$0
Fill the GAP							
Operating Expenditures							
Fill the GAP	0	0	25,500	0	25,500	25,500	25,500
Total Operating Expenditures	\$ -	\$ -	\$ 25,500	\$ -	\$ 25,500	\$ 25,500	\$ 25,500
Revenues							
Fill the GAP	1,694	1,741	2,500	1,044	2,500	2,500	2,500
Current Year Net Use	\$ (1,694)	\$ (1,741)	\$ 23,000	\$ (1,044)	\$ 23,000	\$ 23,000	\$ 23,000
Program Balance							
Beginning Program Balance	19,569	21,263	23,000	21,263	23,000	23,000	23,000
Ending Program Balance	\$21,263	\$23,004	\$0	\$22,307	\$0	\$0	\$0

Magistrate Fund (Cont'd)

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Court Enhancement							
Operating Expenditures							
Legal	0	0	1,500	0	1,500	1,500	1,500
Court Enhancement	1,814	1,862	100,500	1,918	99,500	99,500	99,500
Total Operating Expenditures	\$ 1,814	\$ 1,862	\$ 102,000	\$ 1,918	\$ 101,000	\$ 101,000	\$ 101,000
Revenues							
Court Enhancement	14,927	12,666	20,000	9,177	15,000	15,000	15,000
Total Department Revenues	\$ 14,927	\$ 12,666	\$ 20,000	\$ 9,177	\$ 15,000	\$ 15,000	\$ 15,000
Current Year Net Use	\$ (13,113)	\$ (10,804)	\$ 82,000	\$ (7,259)	\$ 86,000	\$ 86,000	\$ 86,000
Program Balance							
Beginning Program Balance	64,492	77,604	82,000	77,604	86,000	86,000	86,000
Ending Program Balance	\$77,605	\$88,408	\$0	\$84,863	\$0	\$0	\$0
Net Effect on Fund	\$ (15,352)	\$ (12,789)	\$ 129,000	\$ (7,898)	\$ 131,500	\$ 131,500	\$ 131,500

Non-Federal Grants Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
RICO Grant							
Grant Revenues	15,000	0	0	0	15,000	15,000	15,000
Expenditures	0	0	15,128	1,481	0	0	0
Equipment	0	0	0	15,908	15,000	15,000	15,000
Current Year Net Use	\$ (15,000)	\$ -	\$ 15,128	\$ 17,389	\$ -	\$ -	\$ -
Program Balance							
Beginning Program Balance	128	15,128	15,128	15,128	0	0	0
Ending Program Balance	\$ 15,128	\$ 15,128	\$ -	\$ (2,261)	\$ -	\$ -	\$ -
GIITEM Grant							
Grant Revenues	35,242	0	0	0	0	0	0
Expenditures	35,242	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Yavapai County Flood Control Grant							
Grant Revenues	2,463	45,200	180,000	0	170,000	170,000	170,000
Flood Control Projects	2,463	15,435	180,000	27,204	170,000	170,000	170,000
Transfer Out to HURF	0	29,765	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ 27,204	\$ -	\$ -	\$ -
Animal Control Grant							
Grant Revenues	5,000	4,000	0	0	0	0	0
Spay Neuter costs	8,168	4,000	4,000	0	0	0	0
Current Year Net Use	\$ 3,168	\$ -	\$ 4,000	\$ -	\$ -	\$ -	\$ -

Non-Federal Grants Fund (Cont'd)

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
100 Club Grant							
Grant Revenues	0	0	0	0	10,000	10,000	10,000
Patrol Equipment	0	0	0	0	10,000	10,000	10,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ACA Development Grant							
Economic Strengths Grant	0	0	0	0	500,000	500,000	500,000
Operating Transfers Out to WW	0	0	0	0	500,000	500,000	500,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Walton Family Grant							
Grant Revenues	0	0	0	0	0	0	0
Expenditures	0	0	0	0	0	0	0
Operating Trans Out to Gen Fund	275	0	0	0	0	0	0
Current Year Net Use	\$ 275	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Program Balance							
Beginning Program Balance	1,473	1,198	1,473	0	0	0	0
Ending Program Balance	\$ 1,198	\$ 1,198	\$ 1,473	\$ -	\$ -	\$ -	\$ -
Az Community Foundation Grant							
Grant Revenues	0	0	0	3,303	5,000	5,000	5,000
Expenditures	0	0	0	476	5,000	5,000	5,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ (2,827)	\$ -	\$ -	\$ -

Non-Federal Grants Fund (Cont'd)

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Attorney General Grant							
Grant Revenues	20,000	0	0	0	0	0	0
Expenditures	20,000	0	0	0	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Az Supreme Courts Grant							
Grant Revenues	4,549	0	0	0	0	0	0
Expenditures	0	0	4,550	0	4,550	4,550	4,550
Current Year Net Use	\$ (4,549)	\$ -	\$ 4,550	\$ -	\$ 4,550	\$ 4,550	\$ 4,550
Az State Parks Grants							
Grant Revenues	20,691	0	827,375	389,003	220,600	220,600	220,600
Expenditures	20,691	0	827,375	119,714	220,600	220,600	220,600
Transfer Out to Parks	0	0	0	388,952			
Current Year Net Use	\$ -	\$ -	\$ -	\$ 119,662	\$ -	\$ -	\$ -
Verde Valley Steam Grant							
Grant Revenues	0	0	0	0	0	0	0
Expenditures	1,198	0	0	0	0	0	0
Current Year Net Use	\$ 1,198	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nature Conservancy Grant							
Grant Revenues	17,000	33,000	0	0	0	0	0
Expenditures	0	0	50,000	0	0	0	0
Transfer Out to Parks	0	50,000	0	0	0	0	0
Current Year Net Use	\$ (17,000)	\$ 17,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -

Non-Federal Grants Fund (Cont'd)

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Parks & Rec Grant							
Grant Revenues	0	6,670	16,000	15,936	0	0	0
Expenditures	0	6,670	16,000	9,805	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ (6,131)	\$ -	\$ -	\$ -
Potential Grants							
Grant Revenues	0	0	1,000,000	0	1,000,000	1,000,000	1,000,000
Expenditures	0	0	1,000,000	0	1,000,000	1,000,000	1,000,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Effect on Fund	\$ (31,908)	\$ 17,000	\$ 73,678	\$ 155,297	\$ 4,550	\$ 4,550	\$ 4,550

Federal Grants Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Equipment	45,435	45,782	75,000	1,273	0	0	0
Buildings & Improvements	0	0	0	0	500,000	500,000	500,000
Infrastructure	0	0	22,000,000	0	2,926,500	2,926,500	2,926,500
Wages & ERE	6,018	18,743	4,000	1,987	10,000	10,000	10,000
Operating	26,463	79,831	63,700	43,866	15,000	15,000	15,000
Total Grant Expenditures	\$ 77,916	\$ 144,356	\$ 22,142,700	\$ 47,126	\$ 3,451,500	\$ 3,451,500	\$ 3,451,500
Revenues							
ARPA Covid Relief Funds	1,868,118	0	0	0	0	0	0
Az Cares Act Money	1,284,341	0	0	0	0	0	0
Az State Forestry UCF Grant	3,240	0	0	0	0	0	0
Az State Parks Grants	0	233,377	2,750,000	495,475	2,611,050	2,611,050	2,611,050
Az Smart Grants	0	0	0	0	926,500	926,500	926,500
Congressional Directed Spending	0	0	0	0	2,000,000	2,000,000	2,000,000
NACOG Grants	0	16,680	4,000	966	0	0	0
USDA Grant	35,000	10,000	25,000	535	500,000	500,000	500,000
Az Game & Fish Grant	2,450	0	0	0	0	0	0
AZ Commerce Authority Grant	211,598	0	0	0	0	0	0
ADOT Grants	0	0	22,000,000	0	0	0	0
WIFA Grants	0	0	0	0	4,000,000	4,000,000	4,000,000
Welfare Avoidance Grants	0	0	0	0	2,000,000	2,000,000	2,000,000
EDA Grants	0	0	3,500,000	0	5,000,000	5,000,000	5,000,000
PANT Grant	0	0	0	0	0	0	0
Gov's Office of Highway Safety Grant	6,018	2,063	0	0	10,000	10,000	10,000
Library SGIA Grant	5,218	45,782	50,000	3,208	0	0	0
Library Services & Technology Grant	13,477	14,979	0	8,251	0	0	0

Federal Grants Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Library Grants	24,071	50,185	37,000	10,061	0	0	0
Opiod Distribution Settlement	0	0	0	11,825	15,000	15,000	15,000
Total Grant Revenues	\$ 3,453,531	\$ 373,066	\$ 28,366,000	\$ 530,321	\$ 17,062,550	\$ 17,062,550	\$ 17,062,550
Operating Transfers							
Transfer Out to General	901,158	0	0	0	0	0	0
Transfer Out to CIP	473,862	0	0	0	0	0	0
Transfer Out to Parks	0	0	2,750,000	485,475	2,611,050	2,611,050	2,611,050
Transfer Out to CDBG	80,273	0	0	0	0	0	0
Transfer Out to Restricted	1,178	0	0	0	0	0	0
Transfer Out to Wastewater	37,000	0	3,500,000	0	6,000,000	6,000,000	6,000,000
Transfer Out to Water	0	0	0	0	5,000,000	5,000,000	5,000,000
Total Operating Transfers	\$ 1,493,471	\$ -	\$ 6,250,000	\$ 485,475	\$ 13,611,050	\$ 13,611,050	\$ 13,611,050
Net Change in Fund	\$ (1,882,144)	\$ (228,710)	\$ 26,700	\$ 2,280	\$ -	\$ -	\$ -

ARPA Funds

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Project Expenditures	No Fund						
Capital Projects		509,590	1,522,452	360,928	1,326,354	1,326,355	1,326,355
Maint Projects		28,253	35,375	2,519	4,280	4,280	4,280
Total Project Expenditures		\$ 537,843	\$ 1,557,827	\$ 363,447	\$ 1,330,634	\$ 1,330,635	\$ 1,330,635
Revenues							
Federal Grant Funds		1,868,118	1,868,118	1,868,118	0	0	0
Total Revenues		\$ 1,868,118	\$ 1,868,118	\$ 1,868,118	\$ -	\$ -	\$ -
Operating Transfers							
Transfers Out to Wastewater Fund		175,439	1,781,710	239,274	1,089,600	1,089,600	1,089,600
Total Operating Transfers	\$ 175,439	\$ 1,781,710	\$ 239,274	\$ 1,089,600	\$ 1,089,600	\$ 1,089,600	
Net Effect onFund		\$ (1,154,836)	\$ 1,471,419	\$ (1,265,397)	\$ 2,420,234	\$ 2,420,235	\$ 2,420,235

CDBG Grants Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
Street Project	350,916	1,396	550,000	0	550,000	550,000	550,000
Total Project Expenditures	\$ 350,916	\$ 1,396	\$ 550,000	\$ -	\$ 550,000	\$ 550,000	\$ 550,000
Revenues							
Street Project	270,643	1,396	381,000	0	381,000	381,000	381,000
Total Revenues	\$ 270,643	\$ 1,396	\$ 381,000	\$ -	\$ 381,000	\$ 381,000	\$ 381,000
Operating Transfers							
Transfers In from Fed Grants Fund	(80,273)	0	(169,000)	0	(169,000)	(169,000)	(169,000)
Total Operating Transfers	\$ (80,273)	\$ -	\$ (169,000)	\$ -	\$ (169,000)	\$ (169,000)	\$ (169,000)
Net Effect on Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Housing Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Home Grant Funds							
Expenditures							
Project Expenditures	0	0	123,800	0	123,610	123,610	123,610
Net Project Expenditures	\$ -	\$ -	\$ 123,800	\$ -	\$ 123,610	\$ 123,610	\$ 123,610
Revenues							
Interest	1,891	57	300	43	50	50	50
Total Departmental Revenues	\$ 50,086	\$ 57	\$ 300	\$ 43	\$ 50	\$ 50	\$ 50
Current Year Net Use	\$ (50,086)	\$ (57)	\$ 123,500	\$ (43)	\$ 123,560	\$ 123,560	\$ 123,560
Program Balance							
Beginning Program Balance	\$ 73,365	\$ 123,451	\$ 123,500	\$ 123,508	\$ 123,560	\$ 123,560	\$ 123,560
Ending Program Balance	\$ 123,451	\$ 123,508	\$ -	\$ 123,551	\$ -	\$ -	\$ -
Affordable Housing Funds							
Operating Transfers							
Op Transfer in from GF	0	0	0	0	(300,000)	(300,000)	(300,000)
Op Transfer Out to GF	0	0	0	0	150,000	150,000	150,000
Net Operating Transfers	\$ -	\$ -	\$ -	\$ -	\$ (150,000)	\$ (150,000)	\$ (150,000)
Current Year Net Use	\$ -	\$ -	\$ -	\$ -	\$ (150,000)	\$ (150,000)	\$ (150,000)
Program Balance							
Beginning Program Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Program Balance	\$ -	\$ -	\$ -	\$ -	\$ 150,000	\$ 150,000	\$ 150,000
Net Effect on Fund	\$ (50,086)	\$ (57)	\$ 123,500	\$ (43)	\$ (26,440)	\$ (26,440)	\$ (26,440)

911 Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Project Expenditures							
911 Expenditures	0	0	1,361	0	1,361	1,361	1,361
Total Project Expenditures	\$ -	\$ -	\$ 1,361	\$ -	\$ 1,361	\$ 1,361	\$ 1,361
Net Effect on 911 Fund							
	\$ -	\$ -	\$ 1,361	\$ -	\$ 1,361	\$ 1,361	\$ 1,361
Prior Year Ending Fund Balance	\$ 1,361		\$ 1,361	\$ 1,361	\$ 1,361	\$ 1,361	\$ 1,361
Estimated Ending Fund Balance	\$ 1,361	\$ -	\$ -	\$ 1,361	\$ -	\$ -	\$ -

Restricted Use Fund

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
CVMO Safety Equipment Program									
Fee Revenue	5,777	4,185	4,500	2,906	4,500	1,338	4,000	4,000	4,000
Expenses	0	323	23,370	0	25,000	0	28,000	28,000	28,000
Current Year Net Use	\$ (5,777)	\$ (3,862)	\$ 18,870	\$ (2,906)	\$ 20,500	\$ (1,338)	\$ 24,000	\$ 24,000	\$ 24,000
Program Balance									
Beginning Program Balance	9,429	15,206	18,873	19,069	20,500	21,975	24,000	24,000	24,000
Ending Program Balance	\$ 15,206	\$ 19,068	\$ 3	\$ 21,975	\$ -	\$ 23,313	\$ -	\$ -	\$ -
Code Enforcement Safety Equipment Program									
Fee Revenue	25	11	100	2	0	3	10	10	10
Expenses	0	0	700	0	610	0	625	625	625
Current Year Net Use	\$ (25)	\$ (11)	\$ 600	\$ (2)	\$ 610	\$ (3)	\$ 615	\$ 615	\$ 615
Program Balance									
Beginning Program Balance	572	597	608	608	610	610	615	615	615
Ending Program Balance	\$ 597	\$ 608	\$ 8	\$ 610	\$ -	\$ 613	\$ -	\$ -	\$ -
Legal Defense									
Interest & Rebates	110,071	109	60,000	99,869	60,000	110,194	68,000	68,000	68,000
Expenses	0	5,000	242,000	0	341,600	27,562	435,000	435,000	435,000
Current Year Net Use	\$ (110,071)	\$ 4,891	\$ 182,000	\$ (99,869)	\$ 281,600	\$ (82,632)	\$ 367,000	\$ 367,000	\$ 367,000
Program Balance									
Beginning Program Balance	77,146	187,216	182,276	182,325	281,600	282,194	367,000	367,000	367,000
Ending Program Balance	\$187,217	\$182,325	\$276	\$282,194	\$0	\$364,826	\$0	\$0	\$0
Volunteers in Police Services									
Donations	5,000	750	500	0	500	100	250	250	250
Expenses	0	274	6,400	0	6,405	0	6,255	6,255	6,255
Current Year Net Use	\$ (5,000)	\$ (476)	\$ 5,900	\$ -	\$ 5,905	\$ (100)	\$ 6,005	\$ 6,005	\$ 6,005
Program Balance									
Beginning Program Balance	427	5,427	5,903	5,903	5,905	5,903	6,005	6,005	6,005
Ending Program Balance	\$5,427	\$5,903	\$3	\$5,903	\$0	\$6,003	\$0	\$0	\$0

Restricted Use Fund (Cont'd)

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 COUNCIL BUDGET	2021-22 AUDITED ACTUAL	2022-23 COUNCIL BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
General CVMO									
Donations	16,550	10,689	7,500	13,504	7,500	4,048	10,000	10,000	10,000
Expenses	15,476	9,375	10,000	8,702	20,620	11,798	10,000	10,000	10,000
Current Year Net Use	\$ (1,074)	\$ (1,314)	\$ 2,500	\$ (4,802)	\$ 13,120	\$ 7,750	\$ -	\$ -	\$ -
Program Balance									
Beginning Program Balance	526	1,600	2,564	2,914	13,120	7,716	0	0	0
Ending Program Balance	\$ 1,600	\$ 2,914	\$ 64	\$ 7,716	\$ -	\$ (34)	\$ -	\$ -	\$ -
Vehicle Impounds									
Fees	0	0	0	0	0	2,250	3,000	3,000	3,000
Expenses	0	0	0	3,585	0	9,277	7,000	7,000	7,000
Current Year Net Use	\$ -	\$ -	\$ -	\$ 3,585	\$ -	\$ 7,027	\$ 4,000	\$ 4,000	\$ 4,000
Program Balance									
Beginning Program Balance	0	0	0	0	0	(3,585)	4,000	4,000	4,000
Ending Program Balance	\$ -	\$ -	\$ -	\$ (3,585)	\$ -	\$ (10,612)	\$ -	\$ -	\$ -
K-9									
Donations	14,047	8,000	2,500	0	10,000	0	0	0	0
Expenses	1,047	0	23,800	13,017	18,800	6,596	1,700	1,700	1,700
Current Year Net Use	\$ (13,000)	\$ (8,000)	\$ 21,300	\$ 13,017	\$ 8,800	\$ 6,596	\$ 1,700	\$ 1,700	\$ 1,700
Program Balance									
Beginning Program Balance	311	13,311	21,311	21,311	8,800	8,294	1,700	1,700	1,700
Ending Program Balance	\$ 13,311	\$ 21,311	\$ 11	\$ 8,294	\$ -	\$ 1,698	\$ -	\$ -	\$ -
Women in Law Enforcement									
Donations	0	0	0	2,175	0	3,945	0	0	0
Expenses	0	0	0	730	0	3,418	1,975	1,975	1,975
Current Year Net Use	\$ -	\$ -	\$ -	\$ (1,445)	\$ -	\$ (527)	\$ 1,975	\$ 1,975	\$ 1,975
Program Balance									
Beginning Program Balance	0	0	0	0	0	1,445	1,975	1,975	1,975
Ending Program Balance	\$ -	\$ -	\$ -	\$ 1,445	\$ -	\$ 1,972	\$ -	\$ -	\$ -

Restricted Use Fund (Cont'd)

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 COUNCIL BUDGET	2021-22 AUDITED ACTUAL	2022-23 COUNCIL BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Animal Shelter									
Donations	0	0	100	100	100	10	100	100	100
Expenses	0	0	100	0	100	0	210	210	210
Current Year Net Use	\$ -	\$ -	\$ -	\$ (100)	\$ -	\$ (10)	\$ 110	\$ 110	\$ 110
Program Balance									
Beginning Program Balance	0	0	0	0	0	100	110	110	110
Ending Program Balance	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ 110	\$ -	\$ -	\$ -
General Library									
Donations	48,311	9,643	20,000	30,549	35,000	45,498	35,000	35,000	35,000
Operating Trans In fm Fed Grants	0	199	0	0	0	0	0	0	0
Expenditures	35,225	10,538	46,900	30,313	66,000	29,160	75,000	75,000	75,000
Current Year Net Use	\$ (13,086)	\$ 696	\$ 26,900	\$ (236)	\$ 31,000	\$ (16,338)	\$ 40,000	\$ 40,000	\$ 40,000
Program Balance									
Beginning Program Balance	8,791	24,114	26,993	23,418	31,000	23,654	40,000	40,000	40,000
Ending Program Balance	\$ 21,877	\$ 23,418	\$ 93	\$ 23,654	\$ -	\$ 39,992	\$ -	\$ -	\$ -
Economic Development									
Donations	9,436	8,345	15,000	0	15,000	3,000	15,000	15,000	15,000
Operating Trans In fm Fed Grants	0	979	0	0	0	0	0	0	0
Expenditures	12,370	4,091	29,500	646	31,225	7,784	26,240	26,240	26,240
Current Year Net Use	\$ 2,934	\$ (5,233)	\$ 14,500	\$ 646	\$ 16,225	\$ 4,784	\$ 11,240	\$ 11,240	\$ 11,240
Program Balance									
Beginning Program Balance	13,869	11,434	14,573	16,668	16,225	16,022	11,240	11,240	11,240
Ending Program Balance	\$ 10,935	\$ 16,667	\$ 73	\$ 16,022	\$ -	\$ 11,238	\$ -	\$ -	\$ -
Parks & Rec									
Donations	4,129	100	5,000	20	15,000	0	15,000	15,000	15,000
Expenditures	6,355	0	9,400	0	19,400	2,604	16,820	16,820	16,820
Current Year Net Use	\$ 2,226	\$ (100)	\$ 4,400	\$ (20)	\$ 4,400	\$ 2,604	\$ 1,820	\$ 1,820	\$ 1,820
Program Balance									
Beginning Program Balance	6,529	4,303	4,403	4,404	4,400	4,424	1,820	1,820	1,820
Ending Program Balance	\$ 4,303	\$ 4,403	\$ 3	\$ 4,424	\$ 0	\$ 1,820	\$ 0	\$ 0	\$ 0

Restricted Use Fund (Cont'd)

ACCOUNT TITLE	2019-20 AUDITED ACTUAL	2020-21 AUDITED ACTUAL	2021-22 ADJUSTED BUDGET	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 DEPT REQUESTED	2023-24 COUNCIL PROPOSED
GFOAz Scholarship									
Donations	0	0	0	6,000	0	0	0	0	0
Wages	0	0	0	2,966	0	3,034	0	0	0
Current Year Net Use	\$ -	\$ -	\$ -	\$ (3,034)	\$ -	\$ 3,034	\$ -	\$ -	\$ -
Program Balance									
Beginning Program Balance	0	0	0	0	0	3,034	0	0	0
Ending Program Balance	\$0	\$0	\$0	\$3,034	\$0	\$0	\$0	\$0	\$0
Net Effect on Fund	<u>\$ (142,873)</u>	<u>\$ (13,409)</u>	<u>\$ 276,970</u>	<u>\$ (95,166)</u>	<u>\$ 382,160</u>	<u>\$ (69,154)</u>	<u>\$ 458,465</u>	<u>\$ 458,465</u>	<u>\$ 458,465</u>



Chapter Seven

Other Funds

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Town Debt

The Town of Camp Verde has ten separate debt liabilities outstanding as of June 30th, 2023, which are detailed below. The first seven below are maintained within the Town's Debt Fund. Of the remaining three, WIFA loan 910173-18 and WIFA loan 710191-21 are maintained within the Town's Wastewater Enterprise Fund and WIFA loan 920338-22 is maintained within the Town's Water Fund.

2009 Sanitary District IGA

The Town entered into an IGA with the Camp Verde Sanitary District in July of 2009. That IGA shows the Town's pledge to cover the debt payments of the Sanitary Districts WIFA loan, 910123-10. The debt payments are budgeted out of the Town's Debt Service Fund but the debt is not the Town's and is not included on the annual audit as such. It is included here to show actual upcoming obligations. The debt has a current balance of \$1,004,270 and will be retired in July of 2032.

Pledged Revenue & Revenue Refunding Obligation, series 2014

This pledged revenue issue is a private placement of tax-exempt bonds secured by excise tax and state shared revenues. The loan is through Chase bank and is serviced by US Bank. The \$4,904,000 issue went to finance the construction of a new library for \$3,441,804.65, refinance the Marshal's Office GADA loan for \$1,372,950.00 and loan fees of \$89,245.35. This debt has a current balance of \$2,371,000 and will be retired in July of 2030.

Pledged Revenue Obligation, series 2017

This pledged revenue issue is a public offering of tax-exempt bonds secured by excise tax and state shared revenues. The loan is through BNY Mellon bank and is serviced by US Bank. The \$6,835,000 issue went to finance the construction of the new Camp Verde Sports Complex. This debt has a current balance of \$6,010,000 and will be retired in July of 2044.

Pledged Revenue Obligation, series 2020

This pledged revenue issue is a public offering of tax-exempt bonds secured by excise tax and state shared revenues. The loan is through US Bank. The \$6,835,000 issue went to finance further construction of the new Camp Verde Sports Complex and to re-finance the 2011 series debt for the Town public works yard. This debt has a current balance of \$2,862,000 and will be retired in July of 2044.

2022 PSPRS Unfunded Liability Funding

This pledged revenue issue is a public offering of tax-exempt bonds secured by excise tax and state shared revenues. The loan is through Zions Bank and serviced by US Bank. The \$3,015,000 issue went to fund the unfunded PSPRS balance of Approximately \$2.5 million with nearly \$413 thousand deposited into an investment account to cover any future shortages that occur with the PSPRS liability. This debt has a current balance of \$2,860,000 and will be retired in August of 2035.

Town Debt (Continued)

2018 Equipment Lease Purchase

In October of 2018, the Town entered into a 5-year lease-purchase agreement with Zion Bancorporation to finance \$500,000.00 of streets and maintenance equipment including two tractors, a Dozer and Lawn Mower. This debt has a current balance of \$53,000 and will be retired in August of 2023.

Enterprise Equipment Lease Plan

In August of 2018, the Town entered into an equity lease agreement with Enterprise Fleet Management to finance future automobile leases. Each vehicle lease has its own term, typically 5-years, and payment structure. At the end of fiscal year 2023, the Town had \$868,480 of outstanding lease debt for 30 vehicles. Currently, the last vehicle would be fully paid-off in May of 2028.

WIFA Loan, 910173-18 (Wastewater Fund)

This \$2,487,210.00 loan issued in April of 2018 is backed by wastewater fees. It also included a \$1 million forgivable principal component for a total of \$3,487,210 of funds to draw on. The loan will complete original plant specifications and add increased functionality as well as efficiencies including a solar power project. As of June 30, 2023, \$3,007,731 of the loan funds have been drawn down by the Town. This debt will be retired in July of 2042.

WIFA Loan, 710191-21 (Wastewater Fund)

This \$1,200,000.00 loan issued in January of 2021 is backed by wastewater fees. The loan is for the design and engineering of approximately 7 miles of sewer lines extending sewer services northward along Highway 260. As of June 30, 2023, \$941,199 of the loan funds have been drawn down by the Town. This debt was originally scheduled to mature in July of 2023, however, the Town was granted an extension for full payment in December of 2025. The Town is working through various possibilities, including a possible Improvement District, that would take on the principal which would be rolled into the construction loan.

WIFA Loan, 920338-22 (Water Fund)

This \$10,175,000.00 loan issued in December of 2021 is backed by water fees. This loan also has forgivable principal component for \$900 thousand. The loan is for the purchase of a local water company within the Town of Camp Verde. The purchase of the water company was effective 5/31/22. This debt has a current balance of \$8,966,320 and will be retired in August of 2046.

Debt Limits

The Town of Camp Verde has just over \$28.2 million of debt & obligations at June 30th, 2023. Just under \$3.4 million of that amount is held within the Wastewater Enterprise Fund and another \$8.9 million held within the Water Fund leaving \$15.9 million within the Town's governmental funds. Cities in Arizona are subject to a \$10 million debt limit on GO Bonds. None of the debt listed above is from GO Bonds and as such not subject to the legal debt limit. The Governmental Fund's debt service coverage ratio is 1.30.

DEBT SERVICE SUMMARY



Funds

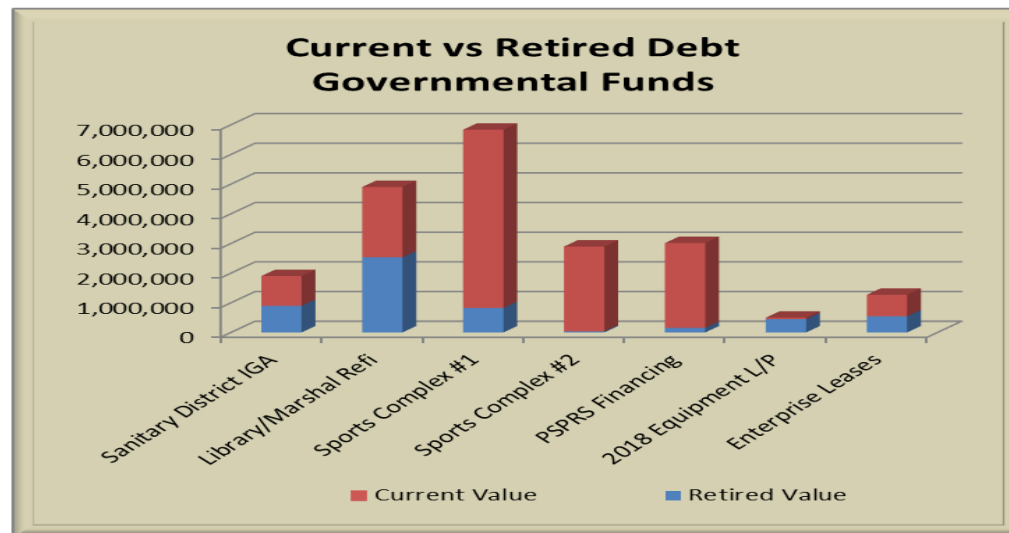
Debt Service

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Principal	\$ 1,249,075	\$ 889,150	\$ 1,206,850	\$ 1,063,024	\$ 1,193,250	\$ 1,193,250	\$ 1,193,250
Interest & Charges	\$ 467,918	\$ 487,274	\$ 566,355	\$ 531,729	\$ 512,970	\$ 512,970	\$ 512,970
Total Expenditures	\$ 1,716,993	\$ 1,376,424	\$ 1,773,205	\$ 1,594,753	\$ 1,706,220	\$ 1,706,220	\$ 1,706,220
Funding							
Transfers from General Fund	\$ 1,171,903	\$ 1,128,414	\$ 1,481,105	\$ 1,368,247	\$ 1,536,610	\$ 1,536,610	\$ 1,536,610
Other Financing Sources	\$ 298,178	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers from HURF Fund	\$ 246,912	\$ 229,870	\$ 292,100	\$ 226,506	\$ 169,610	\$ 169,610	\$ 169,610
Total Funding	\$ 1,716,993	\$ 1,376,424	\$ 1,773,205	\$ 1,594,753	\$ 1,706,220	\$ 1,706,220	\$ 1,706,220
Net Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Debt Service Fund

Debt	Fund	Budget	Maturity	Current Balance
2018 Equipment L/P	General, HURF	\$ 53,800	8/1/2023	\$ 53,000
Entreprise Leases	General, HURF, WW	\$ 328,485	Rolling 5 years	\$ 724,990
Sports Complex #1	General	\$ 382,295	7/1/2044	\$ 6,010,000
Sports Complex #2	General	\$ 105,370	8/1/2035	\$ 2,862,000
New Library / CVMO Refi	General	\$ 455,270 **	7/1/2030*	\$ 2,371,000
PRPRS Refinace	General	\$ 262,660	8/1/2035	\$ 2,860,000
Sanitary District IGA	General	\$ 118,340	7/1/2032	\$ 1,004,270
Total Debt Payments		- \$ 1,706,220		\$ 15,885,260

Funding Source	Fund	Budget
FY24 General Revenues	General Fund	\$ 1,536,610
FY24 General Revenues	HURF Fund	\$ 169,610
Total Debt Funding		- \$ 1,706,220



Debt Service
Coverage Ratio 1.30
(NOI / Debt Service)

Debt per Resident \$ 1,177
(Est'd from 2020)

Avg. Time to Maturity 8.1 yrs

Median Time to Maturity 10.0 yrs

*The CVMO building refinance portion of the New Library/CVMO Refi debt will be paid off reducing the annual debt payment at the original timeline of 7/1/2024.

**The Library's portion of the Library/CVMO Refi Budget is approx. \$281K while the CVMO portion is approx. \$170K.

Debt Service Fund

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
2020 Sports Complex							
Principal	0	15,000	20,000	20,000	20,000	20,000	20,000
Interest	46,687	85,529	85,020	85,011	84,420	84,420	84,420
Misc. Charges	1,200	950	1,200	950	950	950	950
Total Chase Loan Expenditures	\$ 47,887	\$ 101,479	\$ 106,220	\$ 105,961	\$ 105,370	\$ 105,370	\$ 105,370
2017 Sports Complex							
Principal	165,000	170,000	175,000	175,000	180,000	180,000	180,000
Interest	217,100	212,900	207,725	207,725	201,500	201,500	201,500
Misc. Charges	795	795	795	795	795	795	795
Total Chase Loan Expenditures	\$ 382,895	\$ 383,695	\$ 383,520	\$ 383,520	\$ 382,295	\$ 382,295	\$ 382,295
2022 PSPRS Funding							
Principal	0	0	155,000	155,000	185,000	185,000	185,000
Interest	0	0	75,120	75,105	76,660	76,660	76,660
Misc. Charges	0	0	0	1,000	1,000	1,000	1,000
Total Chase Loan Expenditures	\$ -	\$ -	\$ 230,120	\$ 231,105	\$ 262,660	\$ 262,660	\$ 262,660
2014 New Library							
Principal	360,000	370,000	378,000	378,000	392,000	392,000	392,000
Interest	93,692	83,326	72,710	72,704	61,770	61,770	61,770
Misc. Charges	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Total Chase Loan Expenditures	\$ 455,192	\$ 454,826	\$ 452,210	\$ 452,204	\$ 455,270	\$ 455,270	\$ 455,270

Debt Service Fund (Cont'd)

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
2011 Rev Bond - Public Works Yard							
Principal	388,919	0	0	0	0	0	0
Interest	8,572	0	0	0	0	0	0
Misc. Charges	1,250	0	0	0	0	0	0
Total PW Yard Expenditures	\$ 398,741	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sanitary District IGA							
Principal	78,157	80,766	83,465	83,462	86,250	86,250	86,250
Interest	40,309	37,656	34,920	34,916	32,090	32,090	32,090
Total Sanitary District Expenditures	\$ 118,466	\$ 118,422	\$ 118,385	\$ 118,378	\$ 118,340	\$ 118,340	\$ 118,340
Enterprise Lease Payments							
Principal	104,000	152,384	291,385	147,562	277,000	277,000	277,000
Interest	46,406	57,651	83,445	48,106	51,485	51,485	51,485
Total Lease Expenditures	\$ 150,406	\$ 210,035	\$ 374,830	\$ 195,668	\$ 328,485	\$ 328,485	\$ 328,485
2015 Equipment Lease Purchases (USB)							
Principal	54,999	0	0	0	0	0	0
Interest	495	0	0	0	0	0	0
Total Lease Expenditures	\$ 55,494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Debt Service Fund (Cont'd)

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
2018 Equipment Lease Purchases (NB)							
Principal	98,000	101,000	104,000	104,000	53,000	53,000	53,000
Interest	9,912	6,967	3,920	3,917	800	800	800
Total Lease Expenditures	\$ 107,912	\$ 107,967	\$ 107,920	\$ 107,917	\$ 53,800	\$ 53,800	\$ 53,800
Total Debt Expenditures	\$ 1,716,993	\$ 1,376,424	\$ 1,773,205	\$ 1,594,753	\$ 1,706,220	\$ 1,706,220	\$ 1,706,220
Revenues							
Other Financing Sources	298,178	0	0	0	0	0	0
	\$ 298,178	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Transfers							
Transfers In from GF	(1,171,903)	(1,128,414)	(1,481,105)	(1,368,247)	(1,536,610)	(1,536,610)	(1,536,610)
Transfers In from Park Fund	0	(18,140)	0				
Transfers In from HURF	(246,912)	(229,870)	(292,100)	(226,506)	(169,610)	(169,610)	(169,610)
Total Operating Transfers	\$ (1,418,815)	\$ (1,376,424)	\$ (1,773,205)	\$ (1,594,753)	\$ (1,706,220)	\$ (1,706,220)	\$ (1,706,220)
Net Effect on Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2018 Equipment Lease/Purchase

DEBT SERVICE SCHEDULE

Interest Rate: 2.99%

Payment No.	Due Date	Principal	Interest	Payment
1	2/1/2019	\$ 49,000.00	\$ 4,609.58	\$ 53,609.58
2	8/1/2019	\$ 47,000.00	\$ 6,742.45	\$ 53,742.45
3	2/1/2020	\$ 48,000.00	\$ 6,039.80	\$ 54,039.80
4	8/1/2020	\$ 49,000.00	\$ 5,322.20	\$ 54,322.20
5	2/1/2021	\$ 49,000.00	\$ 4,589.65	\$ 53,589.65
6	8/1/2021	\$ 50,000.00	\$ 3,857.10	\$ 53,857.10
7	2/1/2022	\$ 51,000.00	\$ 3,109.60	\$ 54,109.60
8	8/1/2022	\$ 52,000.00	\$ 2,347.15	\$ 54,347.15
9	2/1/2023	\$ 52,000.00	\$ 1,569.75	\$ 53,569.75
10	8/1/2023	\$ 53,000.00	\$ 792.35	\$ 53,792.35
TOTALS:		\$ 500,000.00	\$ 38,979.63	\$ 538,979.63

Prepared by US Bank

Bond Debt Service - Sports Complex #1

TOWN OF CAMP VERDE, ARIZONA
Pledged Revenue Obligations, Series 2017

12/27/2017

Year	Period	Payment Dates	Principal	Coupon	Interest	Debt Service	Annual Debt Service
1	1	7/1/2018	155,000.00	2.000%	115,025.56	270,025.56	
1	2	1/1/2019			110,975.00	110,975.00	381,000.56
2	3	7/1/2019	160,000.00	2.000%	110,975.00	270,975.00	
2	4	1/1/2020			109,375.00	109,375.00	380,350.00
3	5	7/1/2020	165,000.00	2.000%	109,375.00	274,375.00	
3	6	1/1/2021			107,725.00	107,725.00	382,100.00
4	7	7/1/2021	170,000.00	3.000%	107,725.00	277,725.00	
4	8	1/1/2022			105,175.00	105,175.00	382,900.00
5	9	7/1/2022	175,000.00	3.000%	105,175.00	280,175.00	
5	10	1/1/2023			102,550.00	102,550.00	382,725.00
6	11	7/1/2023	180,000.00	4.000%	102,550.00	282,550.00	
6	12	1/1/2024			98,950.00	98,950.00	381,500.00
7	13	7/1/2024	190,000.00	4.000%	98,950.00	288,950.00	
7	14	1/1/2025			95,150.00	95,150.00	384,100.00
8	15	7/1/2025	195,000.00	4.000%	95,150.00	290,150.00	
8	16	1/1/2026			91,250.00	91,250.00	381,400.00
9	17	7/1/2026	205,000.00	4.000%	91,250.00	296,250.00	
9	18	1/1/2027			87,150.00	87,150.00	383,400.00
10	19	7/1/2027	210,000.00	4.000%	87,150.00	297,150.00	
10	20	1/1/2028			82,950.00	82,950.00	380,100.00
11	21	7/1/2028	220,000.00	4.000%	82,950.00	302,950.00	
11	22	1/1/2029			78,550.00	78,550.00	381,500.00
12	23	7/1/2029	230,000.00	4.000%	78,550.00	308,550.00	
12	24	1/1/2030			73,950.00	73,950.00	382,500.00
13	25	7/1/2030	240,000.00	4.000%	73,950.00	313,950.00	
13	26	1/1/2031			69,150.00	69,150.00	383,100.00
14	27	7/1/2031	250,000.00	4.000%	69,150.00	319,150.00	
14	28	1/1/2032			64,150.00	64,150.00	383,300.00
15	29	7/1/2032	260,000.00	4.000%	64,150.00	324,150.00	
15	30	1/1/2033			58,950.00	58,950.00	383,100.00
16	31	7/1/2033	270,000.00	3.000%	58,950.00	328,950.00	
16	32	1/1/2034			54,900.00	54,900.00	383,850.00
17	33	7/1/2034	275,000.00	3.000%	54,900.00	329,900.00	
17	34	1/1/2035			50,775.00	50,775.00	380,675.00
18	35	7/1/2035	285,000.00	3.000%	50,775.00	335,775.00	
18	36	1/1/2036			46,500.00	46,500.00	382,275.00
19	37	7/1/2036	295,000.00	3.000%	46,500.00	341,500.00	
19	38	1/1/2037			42,075.00	42,075.00	383,575.00
20	39	7/1/2037	305,000.00	3.000%	42,075.00	347,075.00	
20	40	1/1/2038			37,500.00	37,500.00	384,575.00
21	41	7/1/2038	310,000.00	3.125%	37,500.00	347,500.00	
21	42	1/1/2039			32,656.25	32,656.25	380,156.25
22	43	7/1/2039	320,000.00	3.125%	32,656.25	352,656.25	
22	44	1/1/2040			27,656.25	27,656.25	380,312.50
23	45	7/1/2040	330,000.00	3.125%	27,656.25	357,656.25	
23	46	1/1/2041			22,500.00	22,500.00	380,156.25
24	47	7/1/2041	345,000.00	3.125%	22,500.00	367,500.00	
24	48	1/1/2042			17,109.38	17,109.38	384,609.38
25	49	7/1/2042	355,000.00	3.125%	17,109.38	372,109.38	
25	50	1/1/2043			11,562.50	11,562.50	383,671.88
26	51	7/1/2043	365,000.00	3.125%	11,562.50	376,562.50	
26	52	1/1/2044			5,859.38	5,859.38	382,421.88
27	53	7/1/2044	375,000.00	3.125%	5,859.38	380,859.38	380,859.38

6,835,000.00

3,485,213.08

10,320,213.08

10,320,213.08

Prepared by Stifel

Bond Debt Service - Sports Complex #2

TOWN OF CAMP VERDE, ARIZONA
Pledged Revenue & Revenue Refunding Obligation, Series 2020

7/1/2020

Payment Dates	Principal	Interest	Debt Service	Annual Debt Service
2/1/2021		46,686.77	46,686.77	46,686.77
8/1/2021	15,000.00	42,875.60	57,875.60	
2/1/2022		42,653.60	42,653.60	100,529.20
8/1/2022	20,000.00	42,653.60	62,653.60	
2/1/2023		42,357.60	42,357.60	105,011.20
8/1/2023	20,000.00	42,357.60	62,357.60	
2/1/2024		42,061.60	42,061.60	104,419.20
8/1/2024	20,000.00	42,061.60	62,061.60	
2/1/2025		41,765.60	41,765.60	103,827.20
8/1/2025	191,000.00	41,765.60	232,765.60	
2/1/2026		38,938.80	38,938.80	271,704.40
8/1/2026	194,000.00	38,938.80	232,938.80	
2/1/2027		36,067.60	36,067.60	269,006.40
8/1/2027	201,000.00	36,067.60	237,067.60	
2/1/2028		33,092.80	33,092.80	270,160.40
8/1/2028	207,000.00	33,092.80	240,092.80	
2/1/2029		30,029.20	30,029.20	270,122.00
8/1/2029	213,000.00	30,029.20	243,029.20	
2/1/2030		26,876.80	26,876.80	269,906.00
8/1/2030	218,000.00	26,876.80	244,876.80	
2/1/2031		23,650.40	23,650.40	268,527.20
8/1/2031	290,000.00	23,650.40	313,650.40	
2/1/2032		19,358.40	19,358.40	333,008.80
8/1/2032	313,000.00	19,358.40	332,358.40	
2/1/2033		14,726.00	14,726.00	347,084.40
8/1/2033	323,000.00	14,726.00	337,726.00	
2/1/2034		9,945.60	9,945.60	347,671.60
8/1/2034	331,000.00	9,945.60	340,945.60	
2/1/2035		5,046.80	5,046.80	345,992.40
8/1/2035	341,000.00	5,046.80	346,046.80	
	2,897,000.00	902,703.97	3,799,703.97	3,799,703.97

Prepared by US Bank

Bond Debt Service - PSPRS Funding

TOWN OF CAMP VERDE, ARIZONA
Pledged Revenue Obligations, Series 2022

2/28/2022

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
2/28/2022					
8/1/2022	155,000.00	2.770%	35,494.09	190,494.09	
2/1/2023			39,611.00	39,611.00	230,105.09
8/1/2023	185,000.00	2.770%	39,611.00	224,611.00	
2/1/2024			37,048.75	37,048.75	261,659.75
8/1/2024	190,000.00	2.770%	37,048.75	227,048.75	
2/1/2025			34,417.25	34,417.25	261,466.00
8/1/2025	195,000.00	2.770%	34,417.25	229,417.25	
2/1/2026			31,716.50	31,716.50	261,133.75
8/1/2026	200,000.00	2.770%	31,716.50	231,716.50	
2/1/2027			28,946.50	28,946.50	260,663.00
8/1/2027	205,000.00	2.770%	28,946.50	233,946.50	
2/1/2028			26,107.25	26,107.25	260,053.75
8/1/2028	215,000.00	2.770%	26,107.25	241,107.25	
2/1/2029			23,129.50	23,129.50	264,236.75
8/1/2029	220,000.00	2.770%	23,129.50	243,129.50	
2/1/2030			20,082.50	20,082.50	263,212.00
8/1/2030	225,000.00	2.770%	20,082.50	245,082.50	
2/1/2031			16,966.25	16,966.25	262,048.75
8/1/2031	230,000.00	2.770%	16,966.25	246,966.25	
2/1/2032			13,780.75	13,780.75	260,747.00
8/1/2032	240,000.00	2.770%	13,780.75	253,780.75	
2/1/2033			10,456.75	10,456.75	264,237.50
8/1/2033	245,000.00	2.770%	10,456.75	255,456.75	
2/1/2034			7,063.50	7,063.50	262,520.25
8/1/2034	250,000.00	2.770%	7,063.50	257,063.50	
2/1/2035			3,601.00	3,601.00	260,664.50
8/1/2035	260,000.00	2.770%	3,601.00	263,601.00	263,601.00
	3,015,000.00		621,349.09	3,636,349.09	3,636,349.09

Prepared by Stifel Nicholas

Chase Bank Loan

DEBT SERVICE SCHEDULE

Pledged Revenue and Revenue Refunding Obligation, Series 2014 (Private Placement)

Interest Rate: 2.84%

Year	Period	Payment Dates	Principal	Annual Interest Payment	Debt Service	Annual Total Repayment
1	2	7/1/2015	\$ 93,000.00	\$ 99,425.88	\$ 192,425.88	\$ 260,742.08
2	3	1/1/2016		\$ 68,316.20	\$ 68,316.20	
2	4	7/1/2016	\$ 320,000.00	\$ 68,316.20	\$ 388,316.20	\$ 452,088.40
3	5	1/1/2017		\$ 63,772.20	\$ 63,772.20	
3	6	7/1/2017	\$ 329,000.00	\$ 63,772.20	\$ 392,772.20	\$ 451,872.60
4	7	1/1/2018		\$ 59,100.40	\$ 59,100.40	
4	8	7/1/2018	\$ 337,000.00	\$ 59,100.40	\$ 396,100.40	\$ 450,415.40
5	9	1/1/2019		\$ 54,315.00	\$ 54,315.00	
5	10	7/1/2019	\$ 346,000.00	\$ 54,315.00	\$ 400,315.00	\$ 449,716.80
6	11	1/1/2020		\$ 49,401.80	\$ 49,401.80	
6	12	7/1/2020	\$ 360,000.00	\$ 49,401.80	\$ 409,401.80	\$ 453,691.60
7	13	1/1/2021		\$ 44,289.80	\$ 44,289.80	
7	14	7/1/2021	\$ 370,000.00	\$ 44,289.80	\$ 414,289.80	\$ 453,325.60
8	15	1/1/2022		\$ 39,035.80	\$ 39,035.80	
8	16	7/1/2022	\$ 378,000.00	\$ 39,035.80	\$ 417,035.80	\$ 450,704.00
9	17	1/1/2023		\$ 33,668.20	\$ 33,668.20	
9	18	7/1/2023	\$ 392,000.00	\$ 33,668.20	\$ 425,668.20	\$ 453,770.00
10	19	1/1/2024		\$ 28,101.80	\$ 28,101.80	
10	20	7/1/2024	\$ 400,000.00	\$ 28,101.80	\$ 428,101.80	\$ 450,523.60
11	21	1/1/2025		\$ 22,421.80	\$ 22,421.80	
11	22	7/1/2025	\$ 245,000.00	\$ 22,421.80	\$ 267,421.80	\$ 286,364.60
12	23	1/1/2026		\$ 18,942.80	\$ 18,942.80	
11	22	7/1/2026	\$ 252,000.00	\$ 18,942.80	\$ 270,942.80	\$ 286,307.20
12	23	1/1/2027		\$ 15,364.40	\$ 15,364.40	
11	22	7/1/2027	\$ 259,000.00	\$ 15,364.40	\$ 274,364.40	\$ 286,051.00
12	23	1/1/2028		\$ 11,686.60	\$ 11,686.60	
11	22	7/1/2028	\$ 267,000.00	\$ 11,686.60	\$ 278,686.60	\$ 286,581.80
12	23	1/1/2029		\$ 7,895.20	\$ 7,895.20	
11	22	7/1/2029	\$ 274,000.00	\$ 7,895.20	\$ 281,895.20	\$ 285,899.60
12	23	1/1/2030		\$ 4,004.40	\$ 4,004.40	
11	22	7/1/2030	\$ 282,000.00	\$ 4,004.40	\$ 286,004.40	\$ 286,004.40
			\$ 4,904,000.00	\$ 1,140,058.68	\$ 6,044,058.68	\$ 6,044,058.68

Per Second Purchase Agreement (10/1/14) with US Bank

Camp Verde Sanitary District IGA

Section 2: Loan Repayment Schedule Camp Verde Sanitary District 7/22/2009

Year	Period	Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
1	1	1/1/2010	3.338%	27,688.15		
1	2	7/1/2010	3.338%	31,744.38	56,282.02	115,714.55
2	3	1/1/2011	3.338%	30,805.03		
2	4	7/1/2011	3.338%	30,805.03	58,160.72	119,770.78
3	5	1/1/2012	3.338%	29,834.33		
3	6	7/1/2012	3.338%	29,834.33	60,102.12	119,770.78
4	7	1/1/2013	3.338%	28,831.22		
4	8	7/1/2013	3.338%	28,831.22	62,108.34	119,770.78
5	9	1/1/2014	3.338%	27,794.64		
5	10	7/1/2014	3.338%	27,794.64	64,181.50	119,770.78
6	11	1/1/2015	3.338%	26,723.45		
6	12	7/1/2015	3.338%	26,723.45	66,323.88	119,770.78
7	13	1/1/2016	3.338%	25,616.50		
7	14	7/1/2016	3.338%	25,616.50	68,537.78	119,770.78
8	15	1/1/2017	3.338%	24,472.61		
8	16	7/1/2017	3.338%	24,472.61	70,825.56	119,770.78
9	17	1/1/2018	3.338%	23,290.53		
9	18	7/1/2018	3.338%	23,290.53	73,189.72	119,770.78
10	19	1/1/2019	3.338%	22,068.99		
10	20	7/1/2019	3.338%	22,068.99	75,632.80	119,770.78
11	21	1/1/2020	3.338%	20,806.68		
11	22	7/1/2020	3.338%	20,806.68	78,157.42	119,770.78
12	23	1/1/2021	3.338%	19,502.24		
12	24	7/1/2021	3.338%	19,502.24	80,766.30	119,770.78
13	25	1/1/2022	3.338%	18,154.25		
13	26	7/1/2022	3.338%	18,154.25	83,462.28	119,770.78
14	27	1/1/2023	3.338%	16,761.26		
14	28	7/1/2023	3.338%	16,761.26	86,248.26	119,770.78
15	29	1/1/2024	3.338%	15,321.78		
15	30	7/1/2024	3.338%	15,321.78	89,127.22	119,770.78
16	31	1/1/2025	3.338%	13,834.25		
16	32	7/1/2025	3.338%	13,834.25	92,102.28	119,770.78
17	33	1/1/2026	3.338%	12,297.06		
17	34	7/1/2026	3.338%	12,297.06	95,176.66	119,770.78
18	35	1/1/2027	3.338%	10,708.55		
18	36	7/1/2027	3.338%	10,708.55	98,353.68	119,770.78
19	37	1/1/2028	3.338%	9,067.03		
19	38	7/1/2028	3.338%	9,067.03	101,636.72	119,770.78
20	39	1/1/2029	3.338%	7,370.72		
20	40	7/1/2029	3.338%	7,370.72	105,029.34	119,770.78
21	41	1/1/2030	3.338%	5,617.78		
21	42	7/1/2030	3.338%	5,617.78	108,535.22	119,770.78
22	43	1/1/2031	3.338%	3,806.32		
22	44	7/1/2031	3.338%	3,806.32	112,158.14	119,770.78
23	45	1/1/2032	3.338%	1,934.41		
23	46	7/1/2032	3.338%	1,934.41	115,902.04	119,770.86
				848,671.79	1,902,000.00	2,750,671.79



ENTERPRISE FUND SUMMARY



Funds

Wastewater Fund



Water Fund

	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Expenditures							
Wages & Related	\$ 605,815	\$ 678,016	\$ 1,267,260	\$ 796,123	\$ 1,443,005	\$ 1,511,050	\$ 1,511,050
Operating Expenditures	715,503	896,243	1,110,580	900,438	1,537,510	1,537,510	1,537,510
Equipment/Capital Expenditures	650,550	11,255,485	5,802,710	629,774	19,429,350	19,429,350	19,429,350
Depreciation, Debt, Other	1,172,660	1,146,829	1,845,700	510,970	2,128,300	2,128,300	2,128,300
Total Expenditures	\$ 3,144,528	\$ 13,976,573	\$ 10,026,250	\$ 2,837,305	\$ 24,538,165	\$ 24,606,210	\$ 24,606,210
Revenues							
Monthly User Fees	\$ 1,234,074	\$ 1,463,780	\$ 2,860,349	\$ 2,166,026	\$ 3,191,300	\$ 3,191,300	\$ 3,191,300
Other Revenues	\$ 706,902	\$ 1,638,026	\$ 793,000	\$ 506,433	\$ 798,040	\$ 798,040	\$ 798,040
Debt Funds	\$ -	\$ 9,939,366	\$ -	\$ -	\$ 6,406,250	\$ 6,406,250	\$ 6,406,250
Operating Transfers (Net)	\$ 37,000	\$ 175,439	\$ 5,281,710	\$ 239,274	\$ 12,589,600	\$ 12,589,600	\$ 12,589,600
Net Dec/(Inc) in Fund Balances	\$ 1,166,552	\$ 759,962	\$ 1,091,191	\$ (74,428)	\$ 1,552,975	\$ 1,621,020	\$ 1,621,020

WASTEWATER

Mission

1000 E. STATE ROUTE 260 - (928) 567-6794

The Wastewater Division's mission is to protect public health and the environment for our community by collecting, transporting, recycling, and treating wastewater in a safe, dependable, effective, and environmentally responsible manner, while providing excellent service to our customers. We put our mission into action by:

- Providing the safest, most effective, and economical methods for wastewater collection, treatment, and control for residential, commercial, and industrial users.
- Provide superior and responsive customer service, which includes providing appropriate and timely public information.
- Encouraging and providing continuous training and education for our operators and service technicians.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-2023

1. All Certified Operators received the Professional Development Hours required for the year.
2. Maintained the plant and collection system to ensure safe and efficient operations at A+ output.
3. We hired an additional CDL Driver to increase operation of the Vac Truck.
4. 90% completed Highway 260 North Bound sewer project.
5. Designed and finished several ARPA Projects (Main Street sewer separations, Sewer Sagged N. of I-17, & Yaqui Circle).
6. Refurbished 6 existing Manholes.

Goals for the upcoming Fiscal Year 2023-2024

1. Establish wage rate incentive program for employees increasing ADEQ Certifications.
2. Complete Mater Master Plan.
3. Increase the operation of Vac Truck and Camera Van.
4. Complete a rate study to update fees based off usage for wastewater and reclaim water.
5. Start construction on the Northbound Sewer Main Expansion Project.
6. Finish ARPA Projects (Dickson Wash, 3rd Street, Maryvale Siphon).

Personnel



	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	8.2	8.8	10.0
FT Positions	10	10	13
PT Positions	0	0	0
Seasonal	0	0	0

Statistics

	<u>FY22</u>	<u>Dec22</u>
Sewer connections	794	1,188
Annual processed sewage (in millions of gallons)	88	95
Miles of sewer pipe	23.93	23.93
Tons of BOD removed (Biochemical Oxygen Demand)	112.22	120.4
Tons of Ammonia removed	16.59	18.0

WASTEWATER

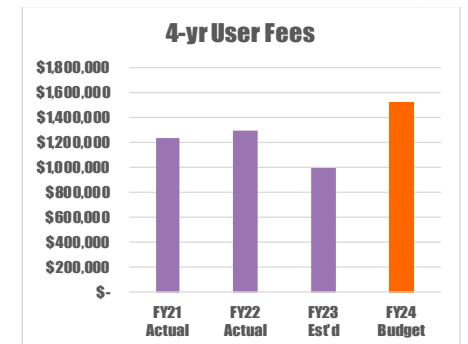
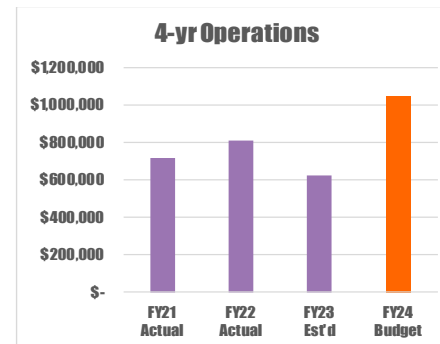
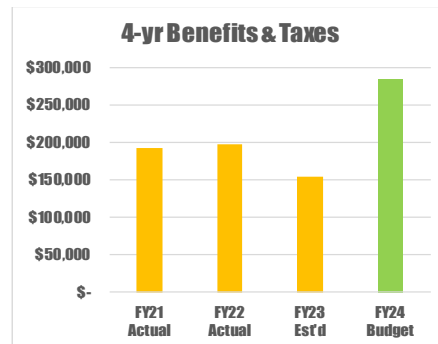
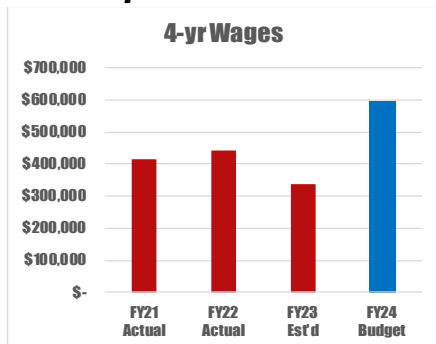
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ 413,038	\$ 443,548	\$ 532,600	\$ 337,199	\$ 566,100	\$ 597,550	\$ 597,550
Taxes & Benefits	\$ 192,777	\$ 197,679	\$ 236,315	\$ 154,766	\$ 276,305	\$ 283,345	\$ 283,345
Operations	\$ 715,503	\$ 812,176	\$ 820,880	\$ 624,481	\$ 1,047,270	\$ 1,047,270	\$ 1,047,270
Capital	\$ 650,550	\$ 1,080,485	\$ 5,506,710	\$ 625,045	\$ 11,469,350	\$ 11,469,350	\$ 11,469,350
Depreciation & Debt	\$ 1,172,660	\$ 937,784	\$ 1,330,300	\$ 121,630	\$ 1,312,150	\$ 1,312,150	\$ 1,312,150
Net Expenses	\$ 3,144,528	\$ 3,471,672	\$ 8,426,805	\$ 1,863,121	\$ 14,671,175	\$ 14,709,665	\$ 14,709,665
REVENUES							
Monthly User Fees	\$ 1,234,074	\$ 1,297,446	\$ 1,318,949	\$ 993,372	\$ 1,529,000	\$ 1,529,000	\$ 1,529,000
Other Revenues	\$ 706,902	\$ 735,406	\$ 734,400	\$ 469,023	\$ 739,440	\$ 739,440	\$ 739,440
Debt Funds	\$ -	\$ 664,366	\$ -	\$ -	\$ 3,638,750	\$ 3,638,750	\$ 3,638,750
Operating Transfers In	\$ 37,000	\$ 175,439	\$ 5,281,710	\$ 239,274	\$ 7,589,600	\$ 7,589,600	\$ 7,589,600
Net Revenues & Transfers	1,977,976	2,872,657	7,335,059	1,701,669	13,496,790	13,496,790	13,496,790
Total Fund Cost	1,166,552	599,015	1,091,746	161,452	1,174,385	1,212,875	1,212,875

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	8.5	8.2	8.8	8.8	10.0	10.0	10.0
FT Positions	10	10	10	10	13	13	13
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



WIFA Wastewater Improvements/Completion

Section 2: Loan Repayment Schedule Town of Camp Verde 4/18/2018

Year	Period	Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
1	1	1/1/2018	2.183%	-		
1	2	7/1/2018	2.183%	10,708.34	-	10,708.34
2	3	1/1/2019	2.183%	27,147.90		
2	4	7/1/2019	2.183%	27,147.90	79,947.56	134,243.36
3	5	1/1/2020	2.183%	26,275.27		
3	6	7/1/2020	2.183%	26,275.27	81,692.82	134,243.36
4	7	1/1/2021	2.183%	25,383.59		
4	8	7/1/2021	2.183%	25,383.59	83,476.18	134,243.36
5	9	1/1/2022	2.183%	24,472.45		
5	10	7/1/2022	2.183%	24,472.45	85,298.46	134,243.36
6	11	1/1/2023	2.183%	23,541.41		
6	12	7/1/2023	2.183%	23,541.41	87,160.54	134,243.36
7	13	1/1/2024	2.183%	22,590.06		
7	14	7/1/2024	2.183%	22,590.06	89,063.24	134,243.36
8	15	1/1/2025	2.183%	21,617.93		
8	16	7/1/2025	2.183%	21,617.93	91,007.50	134,243.36
9	17	1/1/2026	2.183%	20,624.59		
9	18	7/1/2026	2.183%	20,624.59	92,994.18	134,243.36
10	19	1/1/2027	2.183%	19,609.55		
10	20	7/1/2027	2.183%	19,609.55	95,024.26	134,243.36
11	21	1/1/2028	2.183%	18,572.37		
11	22	7/1/2028	2.183%	18,572.37	97,098.62	134,243.36
12	23	1/1/2029	2.183%	17,512.54		
12	24	7/1/2029	2.183%	17,512.54	99,218.28	134,243.36
13	25	1/1/2030	2.183%	16,429.56		
13	26	7/1/2030	2.183%	16,429.56	101,384.24	134,243.36
14	27	1/1/2031	2.183%	15,322.96		
14	28	7/1/2031	2.183%	15,322.96	103,597.44	134,243.36
15	29	1/1/2032	2.183%	14,192.19		
15	30	7/1/2032	2.183%	14,192.19	105,858.98	134,243.36
16	31	1/1/2033	2.183%	13,036.74		
16	32	7/1/2033	2.183%	13,036.74	108,169.88	134,243.36
17	33	1/1/2034	2.183%	11,856.06		
17	34	7/1/2034	2.183%	11,856.06	110,531.24	134,243.36
18	35	1/1/2035	2.183%	10,649.62		
18	36	7/1/2035	2.183%	10,649.62	112,944.12	134,243.36
19	37	1/1/2036	2.183%	9,416.84		
19	38	7/1/2036	2.183%	9,416.84	115,409.68	134,243.36
20	39	1/1/2037	2.183%	8,157.14		
20	40	7/1/2037	2.183%	8,157.14	117,929.08	134,243.36
21	41	1/1/2038	2.183%	6,869.94		
21	42	7/1/2038	2.183%	6,869.94	120,503.48	134,243.36
22	43	1/1/2039	2.183%	5,554.64		
22	44	7/1/2039	2.183%	5,554.64	123,134.08	134,243.36
23	45	1/1/2040	2.183%	4,210.64		
23	46	7/1/2040	2.183%	4,210.64	125,822.08	134,243.36
24	47	1/1/2041	2.183%	2,837.29		
24	48	7/1/2041	2.183%	2,837.29	128,568.78	134,243.36
25	49	1/1/2042	2.183%	1,433.96		
25	50	7/1/2042	2.183%	1,433.96	131,375.28	134,243.20
				745,338.82	2,487,210.00	3,232,548.82

WATER

Mission

As the water service provider for the Town of Camp Verde and surrounding area, we serve more than water. We provide value, public health, reliability, and peace of mind. Our job is to ensure that the safe supply of water keeps flowing not only today, but well into the future. It is all part of our service commitment to the community.

OBJECTIVES

Accomplishments for the past Fiscal Year 2022-2023

1. Continued to serve the community in a safe and professional manner.
2. All Certified Operators received the Professional Development Hours required for the year.
3. Maintained water quality to ADEQ Standards.
4. Town purchased the water company.
5. Maintain Pressure in the System for Fire Protection.

Goals for the upcoming Fiscal Year 2023-2024

1. Establish wage rate incentive program for employees increasing ADEQ Certifications.
2. Hire two additional water operators.
3. Obtain two new vehicles for the division.
4. Establish a Water Master Plan and GIS Program for the existing system.
5. Complete Arsenic Treatment for the system.
6. Inspect and maintain the system (including all storage tanks).
7. Update SCADA Communications.

Personnel

	<u>FY22</u>	<u>FY23</u>	<u>FY24</u>
FTE's	0.5	5.5	7.0
FT Positions	5	6	10
PT Positions	0	0	0
Seasonal	0	0	0



Statistics

	<u>FY22</u>	<u>Dec22</u>
Service Connections	2,013	1,117
New Service Connections	105	15
Miles of sewer pipe	60	60
Annual Water Usage (Million)	209	167+
Major Water Main Breaks (future)	N/A	N/A

WATER

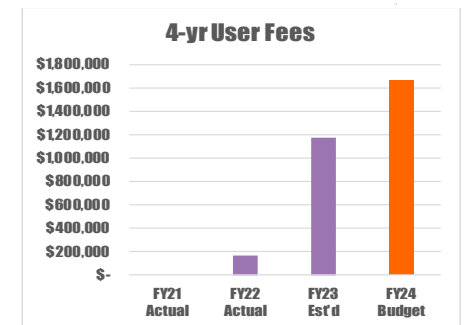
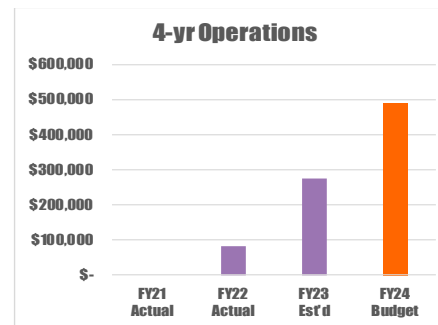
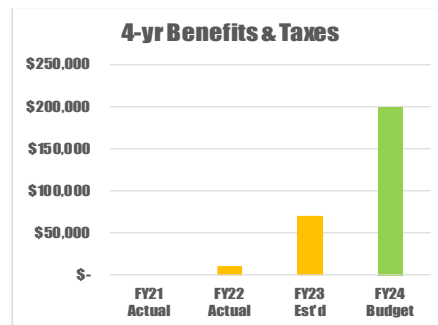
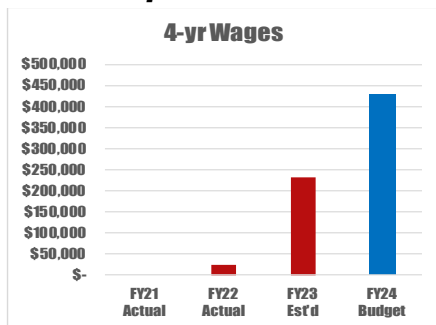
Budget

EXPENSE TYPE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUEST	2023-24 MANAGER RECMN'D	2023-24 COUNCIL PROPOSED
Wages	\$ -	\$ 26,250	\$ 349,845	\$ 233,033	\$ 417,465	\$ 430,225	\$ 430,225
Taxes & Benefits	\$ -	\$ 10,539	\$ 148,500	\$ 71,124	\$ 183,135	\$ 199,930	\$ 199,930
Operations	\$ -	\$ 84,067	\$ 289,700	\$ 275,957	\$ 490,240	\$ 490,240	\$ 490,240
Capital	\$ -	\$ 10,175,000	\$ 296,000	\$ 4,729	\$ 7,960,000	\$ 7,960,000	\$ 7,960,000
Depreciation, Debt, Other	\$ -	\$ 209,045	\$ 515,400	\$ 389,340	\$ 816,150	\$ 816,150	\$ 816,150
Net Expenses	\$ -	\$ 10,504,901	\$ 1,599,445	\$ 974,183	\$ 9,866,990	\$ 9,896,545	\$ 9,896,545
REVENUES							
Monthly User Fees	\$ -	\$ 166,334	\$ 1,541,400	\$ 1,172,654	\$ 1,662,300	\$ 1,662,300	\$ 1,662,300
Other Revenues	\$ -	\$ 902,620	\$ 58,600	\$ 37,409	\$ 58,600	\$ 58,600	\$ 58,600
Debt Funds	\$ -	\$ 9,275,000	\$ -	\$ -	\$ 2,767,500	\$ 2,767,500	\$ 2,767,500
Operating Transfers In	\$ -	\$ -	\$ -	\$ -	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
Net Revenues & Transfers	0	10,343,954	1,600,000	1,210,063	9,488,400	9,488,400	9,488,400
Total Fund Cost	0	160,947	(555)	(235,880)	378,590	408,145	408,145

Staffing

	FY21 Act	FY22 Act	FY23 Bud	FY23 Act	FY24 Dept	FY24 Mngr	FY24 Cncl
FTE's	0.0	0.5	5.5	5.5	7.0	7.0	7.0
FT Positions	0	5	6	6	10	10	10
PT Positions	0	0	0	0	0	0	0
Seasonal	0	0	0	0	0	0	0

Graphs



WIFA Water Company Purchase

Section 2: Loan Repayment Schedule Town of Camp Verde 12/8/2021

Year	Period	Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
1	1	2/1/2022	1.496%	-		
1	2	8/1/2022	1.496%	89,024.29	308,680.07	397,704.36
2	3	2/1/2023	1.496%	67,060.90		
2	4	8/1/2023	1.496%	67,060.90	313,297.43	447,419.23
3	5	2/1/2024	1.496%	64,717.69		
3	6	8/1/2024	1.496%	64,717.69	317,983.85	447,419.23
4	7	2/1/2025	1.496%	62,339.42		
4	8	8/1/2025	1.496%	62,339.42	322,740.39	447,419.23
5	9	2/1/2026	1.496%	59,925.58		
5	10	8/1/2026	1.496%	59,925.58	327,568.07	447,419.23
6	11	2/1/2027	1.496%	57,475.63		
6	12	8/1/2027	1.496%	57,475.63	332,467.97	447,419.23
7	13	2/1/2028	1.496%	54,989.04		
7	14	8/1/2028	1.496%	54,989.04	337,441.15	447,419.23
8	15	2/1/2029	1.496%	52,465.25		
8	16	8/1/2029	1.496%	52,465.25	342,488.73	447,419.23
9	17	2/1/2030	1.496%	49,903.71		
9	18	8/1/2030	1.496%	49,903.71	347,611.81	447,419.23
10	19	2/1/2031	1.496%	47,303.85		
10	20	8/1/2031	1.496%	47,303.85	352,811.53	447,419.23
11	21	2/1/2032	1.496%	44,665.10		
11	22	8/1/2032	1.496%	44,665.10	358,089.03	447,419.23
12	23	2/1/2033	1.496%	41,986.88		
12	24	8/1/2033	1.496%	41,986.88	363,445.47	447,419.23
13	25	2/1/2034	1.496%	39,268.60		
13	26	8/1/2034	1.496%	39,268.60	368,882.03	447,419.23
14	27	2/1/2035	1.496%	36,509.66		
14	28	8/1/2035	1.496%	36,509.66	374,399.91	447,419.23
15	29	2/1/2036	1.496%	33,709.45		
15	30	8/1/2036	1.496%	33,709.45	380,000.33	447,419.23
16	31	2/1/2037	1.496%	30,867.35		
16	32	8/1/2037	1.496%	30,867.35	385,684.53	447,419.23
17	33	2/1/2038	1.496%	27,982.74		
17	34	8/1/2038	1.496%	27,982.74	391,453.75	447,419.23
18	35	2/1/2039	1.496%	25,054.98		
18	36	8/1/2039	1.496%	25,054.98	397,309.27	447,419.23
19	37	2/1/2040	1.496%	22,083.42		
19	38	8/1/2040	1.496%	22,083.42	403,252.39	447,419.23
20	39	2/1/2041	1.496%	19,067.41		
20	40	8/1/2041	1.496%	19,067.41	409,284.41	447,419.23
21	41	2/1/2042	1.496%	16,006.29		
21	42	8/1/2042	1.496%	16,006.29	415,406.65	447,419.23
22	43	2/1/2043	1.496%	12,899.39		
22	44	8/1/2043	1.496%	12,899.39	421,620.45	447,419.23
23	45	2/1/2044	1.496%	9,746.00		
23	46	8/1/2044	1.496%	9,746.00	427,927.23	447,419.23
24	47	2/1/2045	1.496%	6,545.45		
24	48	8/1/2045	1.496%	6,545.45	434,328.33	447,419.23
25	49	2/1/2046	1.496%	3,297.02		
25	50	8/1/2046	1.496%	3,297.02	440,825.22	447,419.26
				1,860,765.91	9,275,000.00	11,135,765.91

AGENCY FUND

CAMP VERDE SANITARY DISTRICT

DEBT

Camp Verde Sanitary District

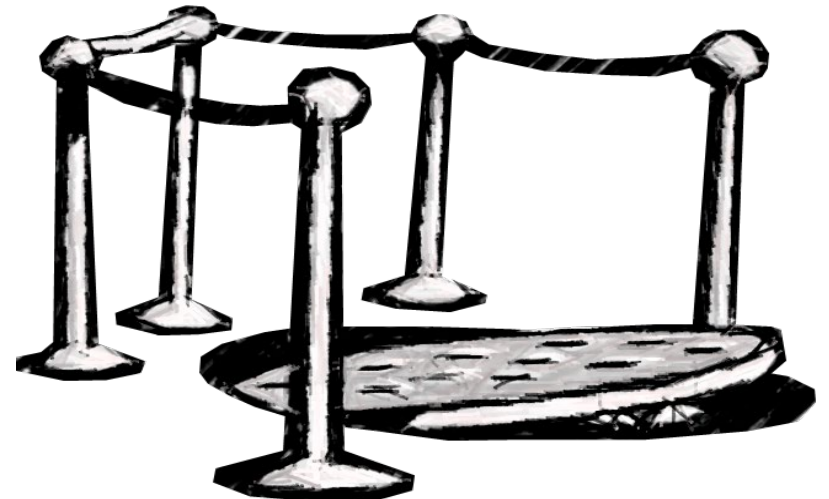
Through the passage of Resolution 2013-888 by General Election on March 12, 2013, the Town has taken over the Camp Verde Sanitary District (District) operations and is acting as Trustee for the remaining debt outstanding on District assets. All District employees are now Town of Camp Verde employees and the governing board of the District has become an advisory board to the Town Council. Take-over of operations and employees officially took place July 1, 2013. The Debt budget of the District is included here in the Town budget as an Agency Fund. Historical information for the District debt is included in the budget information for comparative purposes only. The District completed their own audits separately up through fiscal year 2013.

In FY18, the Town as Trustees refinanced 2 WIFA loans (910071-05 and 910088-06) with a National Bank Loan and the USDA loan 92-07 with a new WIFA loan (910175-18), as reflected below, to reduce interest rates for property owners.

Outstanding Debt

<u>Loan</u>	<u>Maturity</u>	<u>Amount</u>
WIFA Loan 910105-09	July 2032	\$ 2,756,048
WIFA Loan 910123-10	July 2032	\$ 1,004,270
WIFA Loan 910175-18	July 2032	\$ 1,816,812
<u>National Bank</u>	<u>July 2026</u>	<u>\$ 764,000</u>

Total Debt Outstanding - \$ 6,341,130



Camp Verde Sanitary District Agency Fund

Debt Service

ACCOUNT TITLE	2020-21 AUDITED ACTUAL	2021-22 AUDITED ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 THROUGH MAR 23	2023-24 DEPT REQUESTED	2023-24 MANAGER RECOMMEND	2023-24 COUNCIL PROPOSED
<i>Principal & Interest</i>							
Debt Principal Payments	779,866	793,639	805,895	142,000	817,635	817,635	817,635
Interest & Misc Fees	224,216	220,757	206,220	104,566	184,290	184,290	184,290
Total Principal & Interest	\$ 1,004,082	\$ 1,014,396	\$ 1,012,115	\$ 246,566	\$ 1,001,925	\$ 1,001,925	\$ 1,001,925
<i>Revenue Sources</i>							
Property Taxes	876,039	874,804	893,730	716,339	883,590	883,590	883,590
IGA with Town of Camp Verde	118,466	118,423	118,385	101,617	118,335	118,335	118,335
Interest	2,666	2,087	800	12,121	28,000	28,000	28,000
Total Tax Levy & IGA	\$ 997,171	\$ 995,314	\$ 1,012,915	\$ 830,077	\$ 1,029,925	\$ 1,029,925	\$ 1,029,925
<i>Net Effect on Fund</i>	\$ 6,911	\$ 19,082	\$ (800)	\$ (583,511)	\$ (28,000)	\$ (28,000)	\$ (28,000)

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910105-09

Print Date: 2/13/2014
Loan Amount: 4,619,184
Interest rate: 2.1900%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
1	7/1/2009	6/29/2009	2,078,545.63	0.00	0.00	18,536.35	2.1900	12,696.13	31,232.48	2,078,545.63
2	1/1/2010	12/29/2009	3,515,125.01	0.00	0.00	31,444.34	2.1900	21,537.22	52,981.56	3,515,125.01
3	7/1/2010	7/2/2010	4,119,184.44	158,811.30	0.00	44,453.97	2.1900	30,447.93	233,713.20	3,960,373.14
4	1/1/2011	12/28/2010	4,460,373.14	0.00	0.00	44,674.00	2.1900	30,598.63	75,272.63	4,460,373.14
5	7/1/2011	6/28/2011	4,460,373.14	164,671.42	0.00	48,841.09	2.1900	33,452.80	246,965.31	4,295,701.72
6	1/1/2012	1/3/2012	4,295,701.72	0.00	0.00	47,037.93	2.1900	32,217.76	79,255.69	4,295,701.72
7	7/1/2012	6/29/2012	4,295,701.72	170,747.82	0.00	47,037.93	2.1900	32,217.76	250,003.51	4,124,953.90
8	1/1/2013	12/28/2012	4,124,953.90	0.00	0.00	45,168.25	2.1900	30,937.15	76,105.40	4,124,953.90
9	7/1/2013	6/18/2013	4,124,953.90	177,048.40	0.00	45,168.25	2.1900	30,937.15	253,153.80	3,947,905.50
10	1/1/2014	1/2/2014	3,947,905.50	0.00	0.00	43,229.57	2.1900	29,609.29	72,838.86	3,947,905.50
11	7/1/2014		3,947,905.50	183,581.48	0.00	43,229.57	2.1900	29,609.29	256,420.34	3,764,324.02
12	1/1/2015		3,764,324.02	0.00	0.00	41,219.35	2.1900	28,232.43	69,451.78	3,764,324.02
13	7/1/2015		3,764,324.02	190,355.64	0.00	41,219.35	2.1900	28,232.43	259,807.42	3,573,968.38
14	1/1/2016		3,573,968.38	0.00	0.00	39,134.95	2.1900	26,804.76	65,939.71	3,573,968.38
15	7/1/2016		3,573,968.38	197,379.78	0.00	39,134.95	2.1900	26,804.76	263,319.49	3,376,588.60
16	1/1/2017		3,376,588.60	0.00	0.00	36,973.65	2.1900	25,324.41	62,298.06	3,376,588.60
17	7/1/2017		3,376,588.60	204,663.08	0.00	36,973.65	2.1900	25,324.41	266,961.14	3,171,925.52
18	1/1/2018		3,171,925.52	0.00	0.00	34,732.58	2.1900	23,789.44	58,522.02	3,171,925.52
19	7/1/2018		3,171,925.52	212,215.16	0.00	34,732.58	2.1900	23,789.44	270,737.18	2,959,710.36
20	1/1/2019		2,959,710.36	0.00	0.00	32,408.83	2.1900	22,197.83	54,606.66	2,959,710.36
21	7/1/2019		2,959,710.36	220,045.90	0.00	32,408.83	2.1900	22,197.83	274,652.56	2,739,664.46
22	1/1/2020		2,739,664.46	0.00	0.00	29,999.33	2.1900	20,547.48	50,546.81	2,739,664.46
23	7/1/2020		2,739,664.46	228,165.58	0.00	29,999.33	2.1900	20,547.48	278,712.39	2,511,498.88
24	1/1/2021		2,511,498.88	0.00	0.00	27,500.91	2.1900	18,836.24	46,337.15	2,511,498.88
25	7/1/2021		2,511,498.88	236,584.90	0.00	27,500.91	2.1900	18,836.24	282,922.05	2,274,913.98
26	1/1/2022		2,274,913.98	0.00	0.00	24,910.31	2.1900	17,061.85	41,972.16	2,274,913.98
27	7/1/2022		2,274,913.98	245,314.88	0.00	24,910.31	2.1900	17,061.85	287,287.04	2,029,599.10
28	1/1/2023		2,029,599.10	0.00	0.00	22,224.11	2.1900	15,221.99	37,446.10	2,029,599.10
29	7/1/2023		2,029,599.10	254,367.00	0.00	22,224.11	2.1900	15,221.99	291,813.10	1,775,232.10
30	1/1/2024		1,775,232.10	0.00	0.00	19,438.79	2.1900	13,314.24	32,753.03	1,775,232.10
31	7/1/2024		1,775,232.10	263,753.14	0.00	19,438.79	2.1900	13,314.24	296,506.17	1,511,478.96
32	1/1/2025		1,511,478.96	0.00	0.00	16,550.69	2.1900	11,336.09	27,886.78	1,511,478.96
33	7/1/2025		1,511,478.96	273,485.64	0.00	16,550.69	2.1900	11,336.09	301,372.42	1,237,993.32
34	1/1/2026		1,237,993.32	0.00	0.00	13,556.03	2.1900	9,284.95	22,840.98	1,237,993.32
35	7/1/2026		1,237,993.32	283,577.24	0.00	13,556.03	2.1900	9,284.95	306,418.22	954,416.08
36	1/1/2027		954,416.08	0.00	0.00	10,450.86	2.1900	7,158.12	17,608.98	954,416.08
37	7/1/2027		954,416.08	294,041.24	0.00	10,450.86	2.1900	7,158.12	311,650.22	660,374.84
38	1/1/2028		660,374.84	0.00	0.00	7,231.10	2.1900	4,952.81	12,183.91	660,374.84
39	7/1/2028		660,374.84	304,891.38	0.00	7,231.10	2.1900	4,952.81	317,075.29	355,483.46

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910105-09

Print Date: 2/13/2014
Loan Amount: 4,619,184
Interest rate: 2.1900%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
41	1/1/2029		355,483.46	0.00	0.00	3,892.54	2.1900	2,666.13	6,558.67	355,483.46
43	7/1/2029		355,483.46	316,141.88	0.00	3,892.54	2.1900	2,666.13	322,700.55	39,341.58
45	1/1/2030		39,341.58	0.00	0.00	430.79	2.1900	295.06	725.85	39,341.58
47	7/1/2030		39,341.58	327,807.50	0.00	430.79	2.1900	295.06	328,533.35	-288,465.92
44	1/1/2031		-288,465.92	0.00	0.00	0.00	2.1900	295.06	295.06	-288,465.92
45	7/1/2031		-288,465.92	339,903.60	0.00	0.00	2.1900	0.00	339,903.60	-628,369.52
46	1/1/2032		-628,369.52	0.00	0.00	0.00	2.1900	0.00	0.00	-628,369.52
47	7/1/2032		-628,369.52	352,446.04	0.00	0.00	2.1900	0.00	352,446.04	-980,815.56
				5,600,000.00	0.00	1,180,130.89		808,603.83	7,588,734.72	

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910123-10

Print Date: 2/13/2014
Loan Amount: 1,902,000
Interest rate: 1.8380%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
1	1/1/2010	12/24/2009	1,902,000.00	0.00	0.00	15,343.01	1.8380	12,521.50	27,864.51	1,902,000.00
2	7/1/2010	7/8/2010	1,902,000.00	56,282.02	0.00	17,479.38	1.8380	14,265.00	88,026.40	1,845,717.98
3	1/1/2011	1/3/2011	1,845,717.98	0.00	0.00	16,962.15	1.8380	13,842.88	30,805.03	1,845,717.98
4	7/1/2011	9/13/2011	1,845,717.98	58,160.72	0.00	16,962.15	1.8380	13,842.88	88,965.75	1,787,557.26
5	1/1/2012	12/29/2011	1,787,557.26	0.00	0.00	16,427.65	1.8380	13,406.68	29,834.33	1,787,557.26
6	7/1/2012	7/1/2012	1,787,557.26	60,102.12	0.00	16,427.65	1.8380	13,406.68	89,936.45	1,727,455.14
7	1/1/2013	1/2/2013	1,727,455.14	0.00	0.00	15,875.31	1.8380	12,955.91	28,831.22	1,727,455.14
8	7/1/2013	7/1/2013	1,727,455.14	62,108.34	0.00	15,875.31	1.8380	12,955.91	90,939.56	1,665,346.80
9	1/1/2014	1/2/2014	1,665,346.80	0.00	0.00	15,304.54	1.8380	12,490.10	27,794.64	1,665,346.80
10	7/1/2014		1,665,346.80	64,181.50	0.00	15,304.54	1.8380	12,490.10	91,976.14	1,601,165.30
11	1/1/2015		1,601,165.30	0.00	0.00	14,714.71	1.8380	12,008.74	26,723.45	1,601,165.30
12	7/1/2015		1,601,165.30	66,323.88	0.00	14,714.71	1.8380	12,008.74	93,047.33	1,534,841.42
13	1/1/2016		1,534,841.42	0.00	0.00	14,105.19	1.8380	11,511.31	25,616.50	1,534,841.42
14	7/1/2016		1,534,841.42	68,537.78	0.00	14,105.19	1.8380	11,511.31	94,154.28	1,466,303.64
15	1/1/2017		1,466,303.64	0.00	0.00	13,475.33	1.8380	10,997.28	24,472.61	1,466,303.64
16	7/1/2017		1,466,303.64	70,825.56	0.00	13,475.33	1.8380	10,997.28	95,298.17	1,395,478.08
17	1/1/2018		1,395,478.08	0.00	0.00	12,824.44	1.8380	10,466.09	23,290.53	1,395,478.08
18	7/1/2018		1,395,478.08	73,189.72	0.00	12,824.44	1.8380	10,466.09	96,480.25	1,322,288.36
19	1/1/2019		1,322,288.36	0.00	0.00	12,151.83	1.8380	9,917.16	22,068.99	1,322,288.36
20	7/1/2019		1,322,288.36	75,632.80	0.00	12,151.83	1.8380	9,917.16	97,701.79	1,246,655.56
21	1/1/2020		1,246,655.56	0.00	0.00	11,456.76	1.8380	9,349.92	20,806.68	1,246,655.56
22	7/1/2020		1,246,655.56	78,157.42	0.00	11,456.76	1.8380	9,349.92	98,964.10	1,168,498.14
23	1/1/2021		1,168,498.14	0.00	0.00	10,738.50	1.8380	8,763.74	19,502.24	1,168,498.14
24	7/1/2021		1,168,498.14	80,766.30	0.00	10,738.50	1.8380	8,763.74	100,268.54	1,087,731.84
25	1/1/2022		1,087,731.84	0.00	0.00	9,996.26	1.8380	8,157.99	18,154.25	1,087,731.84
26	7/1/2022		1,087,731.84	83,462.28	0.00	9,996.26	1.8380	8,157.99	101,616.53	1,004,269.56
27	1/1/2023		1,004,269.56	0.00	0.00	9,229.24	1.8380	7,532.02	16,761.26	1,004,269.56
28	7/1/2023		1,004,269.56	86,248.26	0.00	9,229.24	1.8380	7,532.02	103,009.52	918,021.30
29	1/1/2024		918,021.30	0.00	0.00	8,436.62	1.8380	6,885.16	15,321.78	918,021.30
30	7/1/2024		918,021.30	89,127.22	0.00	8,436.62	1.8380	6,885.16	104,449.00	828,894.08
31	1/1/2025		828,894.08	0.00	0.00	7,617.54	1.8380	6,216.71	13,834.25	828,894.08
32	7/1/2025		828,894.08	92,102.28	0.00	7,617.54	1.8380	6,216.71	105,936.53	736,791.80
33	1/1/2026		736,791.80	0.00	0.00	6,771.12	1.8380	5,525.94	12,297.06	736,791.80
34	7/1/2026		736,791.80	95,176.66	0.00	6,771.12	1.8380	5,525.94	107,473.72	641,615.14
35	1/1/2027		641,615.14	0.00	0.00	5,896.44	1.8380	4,812.11	10,708.55	641,615.14
36	7/1/2027		641,615.14	98,353.68	0.00	5,896.44	1.8380	4,812.11	109,062.23	543,261.46
37	1/1/2028		543,261.46	0.00	0.00	4,992.57	1.8380	4,074.46	9,067.03	543,261.46
38	7/1/2028		543,261.46	101,636.72	0.00	4,992.57	1.8380	4,074.46	110,703.75	441,624.74
39	1/1/2029		441,624.74	0.00	0.00	4,058.53	1.8380	3,312.19	7,370.72	441,624.74

Loan Schedule

Borrower: Camp Verde Sanitary District
Loan Number: 910123-10

Print Date: 2/13/2014
Loan Amount: 1,902,000
Interest rate: 1.8380%
Administrative Fee: 1.5000%
Term: 23 Years

Ref Num	Due Date	Date Received	Beginning Balance	Principal Payment	DSR Payment	Interest Payment	Interest Rate %	Administrative Fees	Total Payment	Ending Balance
40	7/1/2029		441,624.74	105,029.34	0.00	4,058.53	1.8380	3,312.19	112,400.06	336,595.40
41	1/1/2030		336,595.40	0.00	0.00	3,093.31	1.8380	2,524.47	5,617.78	336,595.40
42	7/1/2030		336,595.40	108,535.22	0.00	3,093.31	1.8380	2,524.47	114,153.00	228,060.18
43	1/1/2031		228,060.18	0.00	0.00	2,095.87	1.8380	1,710.45	3,806.32	228,060.18
44	7/1/2031		228,060.18	112,158.14	0.00	2,095.87	1.8380	1,710.45	115,964.46	115,902.04
45	1/1/2032		115,902.04	0.00	0.00	1,065.14	1.8380	869.27	1,934.41	115,902.04
46	7/1/2032		115,902.04	115,902.04	0.00	1,065.14	1.8380	869.27	117,836.45	0.00
				1,902,000.00	0.00	467,400.49		381,447.66	2,750,848.15	

Bond Debt Service

Camp Verde Sanitary District
General Obligation Refunding Bonds, Series 2017A

12/28/2017

Payment Dates	Principal	Coupon	Interest	Debt Service	Annual Debt Service
7/1/2018	37,000.00	2.010%	2,595.25	39,595.25	
1/1/2019	16,000.00	2.010%	2,180.85	18,180.85	57,776.10
7/1/2019	16,000.00	2.010%	2,020.05	18,020.05	
1/1/2020	18,000.00	2.010%	1,859.25	19,859.25	37,879.30
7/1/2020	18,000.00	2.010%	1,678.35	19,678.35	
1/1/2021	19,000.00	2.010%	1,497.45	20,497.45	40,175.80
7/1/2021	18,000.00	2.010%	1,306.50	19,306.50	
1/1/2022	19,000.00	2.010%	1,125.60	20,125.60	39,432.10
7/1/2022	19,000.00	2.010%	934.65	19,934.65	
1/1/2023	19,000.00	2.010%	743.70	19,743.70	39,678.35
7/1/2023	19,000.00	2.010%	552.75	19,552.75	
1/1/2024	18,000.00	2.010%	361.80	18,361.80	37,914.55
7/1/2024	18,000.00	2.010%	180.90	18,180.90	18,180.90
	254,000.00		17,037.10	271,037.10	271,037.10

Prepared by Stifel

Bond Debt Service

Camp Verde Sanitary District
General Obligation Refunding Bonds, Series 2017B

12/28/2017

Payment Dates	Principle	Coupon	Interest	Debt Service	Annual Debt Service
7/1/2018	280,000.00	2.180%	24,368.59	304,368.59	
1/1/2019	94,000.00	2.180%	20,917.10	114,917.10	419,285.69
7/1/2019	94,000.00	2.180%	19,892.50	113,892.50	
1/1/2020	127,000.00	2.180%	18,867.90	145,867.90	259,760.40
7/1/2020	127,000.00	2.180%	17,483.60	144,483.60	
1/1/2021	125,000.00	2.180%	16,099.30	141,099.30	285,582.90
7/1/2021	127,000.00	2.180%	14,736.80	141,736.80	
1/1/2022	125,000.00	2.180%	13,352.50	138,352.50	280,089.30
7/1/2022	125,000.00	2.180%	11,990.00	136,990.00	
1/1/2023	123,000.00	2.180%	10,627.50	133,627.50	270,617.50
7/1/2023	124,000.00	2.180%	9,286.80	133,286.80	
1/1/2024	123,000.00	2.180%	7,935.20	130,935.20	264,222.00
7/1/2024	122,000.00	2.180%	6,594.50	128,594.50	
1/1/2025	122,000.00	2.180%	5,264.70	127,264.70	255,859.20
7/1/2025	121,000.00	2.180%	3,934.90	124,934.90	
1/1/2026	120,000.00	2.180%	2,616.00	122,616.00	247,550.90
7/1/2026	120,000.00	2.180%	1,308.00	121,308.00	121,308.00
	2,199,000.00		205,275.89	2,404,275.89	2,404,275.89

Prepared by Stifel

Section 2: Loan Repayment Schedule
Camp Verde Sanitary District
18-Apr-18

Year Period		Semi-Annual Payment Dates	Combined Interest and Fee Rate	Semi-Annual Combined Interest and Fee Payment	Annual Principal Repayment	Total Annual Payment
1	1	01/01/18	1.950%	0.00		
1	2	07/01/18	1.950%	10,768.33	100,000.00	110,768.33
2	3	01/01/19	1.950%	26,325.00		
2	4	07/01/19	1.950%	26,325.00	169,591.26	222,241.26
3	5	01/01/20	1.950%	24,671.49		
3	6	07/01/20	1.950%	24,671.49	172,898.28	222,241.26
4	7	01/01/21	1.950%	22,985.73		
4	8	07/01/21	1.950%	22,985.73	176,269.80	222,241.26
5	9	01/01/22	1.950%	21,267.10		
5	10	07/01/22	1.950%	21,267.10	179,707.06	222,241.26
6	11	01/01/23	1.950%	19,514.95		
6	12	07/01/23	1.950%	19,514.95	183,211.36	222,241.26
7	13	01/01/24	1.950%	17,728.64		
7	14	07/01/24	1.950%	17,728.64	186,783.98	222,241.26
8	15	01/01/25	1.950%	15,907.50		
8	16	07/01/25	1.950%	15,907.50	190,426.26	222,241.26
9	17	01/01/26	1.950%	14,050.84		
9	18	07/01/26	1.950%	14,050.84	194,139.58	222,241.26
10	19	01/01/27	1.950%	12,157.98		
10	20	07/01/27	1.950%	12,157.98	197,925.30	222,241.26
11	21	01/01/28	1.950%	10,228.21		
11	22	07/01/28	1.950%	10,228.21	201,784.84	222,241.26
12	23	01/01/29	1.950%	8,260.81		
12	24	07/01/29	1.950%	8,260.81	205,719.64	222,241.26
13	25	01/01/30	1.950%	6,255.04		
13	26	07/01/30	1.950%	6,255.04	209,731.18	222,241.26
14	27	01/01/31	1.950%	4,210.16		
14	28	07/01/31	1.950%	4,210.16	213,820.94	222,241.26
15	29	01/01/32	1.950%	2,125.41		
15	30	07/01/32	1.950%	2,125.41	217,990.52	222,241.34
				422,146.05	2,800,000.00	3,222,146.05



Chapter Eight

Appendix

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Town of Camp Verde
Summary Schedule of Estimated Revenues and Expenditures/Expenses
Fiscal Year 2024

Fiscal Year	S c h	FUNDS							
		General Fund	Special Revenue Fund	Debt Service Fund	Capital Projects Fund	Permanent Fund	Enterprise Funds Available	Internal Service Funds	Total All Funds
2023	Adopted/Adjusted Budgeted Expenditures/Expenses*	E 11,927,989	28,019,916	1,773,205	6,706,967	0	10,026,250	0	58,454,327
2023	Actual Expenditures/Expenses**	E 8,094,549	1,326,458	1,594,753	1,672,755	0	2,837,305	0	15,525,820
2024	Beginning Fund Balance/(deficit) or net Position/(deficit) at July 1***	5,490,581	4,276,462	0	1,651,085		17,416,937		28,835,065
2024	Primary Property Tax Levy	B							0
2024	Secondary Property Tax Levy	B							0
2024	Estimated Revenues Other than Property Taxes	C 16,369,995	20,805,004	0	35,000	0	3,989,340	0	41,199,339
2024	Other Financing Sources	D 0	0	0	625,000	0	6,406,250	0	7,031,250
2024	Other Financing (Uses)	D 0	0	0	625,000	0	6,406,250	0	7,031,250
2024	Interfund Transfers In	D 150,000	469,000	1,706,220	4,513,125	0	12,589,600	0	19,427,945
2024	Interfund Transfers (Out)	D 2,949,685	16,309,260	0	169,000	0	0	0	19,427,945
2024	Line 11: Reduction for Fund Balance Reserved for Future Budget Year Expenditures								
	Maintained for Future Debt Retirement								0
	Maintained for Future Capital Projects								0
	Maintained for Future Financial Stability								0
2024	Total Financial Resources Available	19,060,891	9,241,206	1,706,220	6,030,210	0	33,995,877	0	70,034,404
2024	Budgeted Expenditures/Expenses	E 14,069,755	8,673,871	1,706,220	6,655,210	0	24,606,210	0	55,711,266

EXPENDITURE LIMITATION COMPARISON

	2023	2024
1. Budgeted expenditures/expenses	\$ 58,454,327	\$ 55,711,266
2. Add/subtract: estimated net reconciling items		
3. Budgeted expenditures/expenses adjusted for reconciling items	58,454,327	55,711,266
4. Less: estimated exclusions	41,313,231	35,474,517
5. Amount subject to the expenditure limitation	\$ 17,141,096	\$ 20,236,749
6. EEC expenditure limitation	\$ 18,872,615	\$ 20,632,130

☒ The city/town does not levy property taxes and does not have special assessment districts for which property taxes are levied. Therefore, Schedule B has been omitted.

* Includes Expenditure/Expense Adjustments Approved in the current year from Schedule E.

** Includes actual amounts as of the date the proposed budget was prepared, adjusted for estimated activity for the remainder of the fiscal year.

*** Amounts on this line represent Beginning Fund Balance/(deficit) or Net Position/(deficit) amounts except for nonspendable amounts(e.g., prepaids and inventories) or amounts legally or contractually required to be maintained intact (e.g., principal of a permanent fund).

There will be a special meeting on July 19th, 2023 in Council chambers at 6:00 pm
to receive input directly from the public and to approve the Final Budget.
The approved Tentative Budget may be reviewed at the Town Clerk's office (473 S. Main St.),
the Camp Verde Public Library (130 Black Bridge Loop Rd.) and on the Town's web page.

**Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2024**

SOURCE OF REVENUES	ESTIMATED REVENUES FY2023	ACTUAL REVENUES* FY2023	ESTIMATED REVENUES FY2024
GENERAL FUND			
Local taxes			
Transaction Priviledge Tax	\$ 7,713,910	\$ 5,500,578	\$ 8,489,000
Franchise Fees	285,600	191,311	329,000
Licenses and permits			
Building Fees & Permits	303,125	274,126	417,000
Business License & Events	27,000	17,575	27,000
Pet License	5,000	2,628	2,500
Intergovernmental			
State Shared Revenues	2,322,700	1,742,030	3,283,430
State Transaction Priviledge Tax	1,722,480	1,334,149	1,843,200
Vehicle License Tax	1,074,210	739,081	1,051,185
Dispatch Services	150,000	69,799	149,000
Other	75,000	57,917	66,000
Charges for services			
Charges for Services	248,760	219,294	294,010
Fines and forfeits			
Magistrate Court	130,000	81,388	130,000
Other	7,000	2,801	6,800
Interest on investments			
Interest	2,500	146,138	90,000
In-lieu property taxes			
None			
Contributions			
Voluntary contributions	14,500	10,366	17,500
Grants	0	0	0
Miscellaneous			
Miscellaneous	172,700	163,710	174,370
Total General Fund	\$ 14,254,485	\$ 10,552,891	\$ 16,369,995

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2024

SOURCE OF REVENUES	ESTIMATED REVENUES FY2023	ACTUAL REVENUES* FY2023	ESTIMATED REVENUES FY2024
SPECIAL REVENUE FUNDS			
Magistrate Fund			
Local JCEF	\$ 2,500	\$ 1,216	\$ 2,500
Fill The Gap	2,500	1,044	2,500
Court Enhancement	20,000	9,177	15,000
	\$ 25,000	\$ 11,436	\$ 20,000
HURF Fund			
State HURF Revenues	\$ 1,268,480	\$ 890,032	\$ 1,270,444
Interest & Other	0	100	0
	\$ 1,268,480	\$ 890,132	\$ 1,270,444
Housing Fund			
Loan Payment Principal	\$ 0	\$ 0	\$ 0
Interest	300	43	50
	\$ 300	\$ 43	\$ 50
Federal Grants Fund	28,366,000	530,321	17,062,550
Non-Federal Grants Fund	2,023,375	408,242	1,920,600
ARPA Fund	1,868,118	1,868,118	0
CDBG Fund	381,000	0	381,000
Donations Fund	147,600	170,387	150,360
	\$ 32,786,093	\$ 2,977,068	\$ 19,514,510
Total Special Revenue Funds	\$ 34,079,873	\$ 3,878,679	\$ 20,805,004

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

Town of Camp Verde
Revenues Other Than Property Taxes
Fiscal Year 2024

SOURCE OF REVENUES	ESTIMATED REVENUES FY2023	ACTUAL REVENUES* FY2023	ESTIMATED REVENUES FY2024
DEBT SERVICE FUNDS			
Interest	\$ 0	\$ 0	\$ 0
	\$ 0	\$ 0	\$ 0
Total Debt Service Funds	\$ 0	\$ 0	\$ 0
CAPITAL PROJECTS FUNDS			
Interest	\$ 0	\$ 41,496	\$ 35,000
Total Capital Projects Funds	\$ 0	\$ 41,496	\$ 35,000
PERMANENT FUNDS			
None	\$ 0	\$ 0	\$ 0
Total Permanent Funds	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS			
Wastewater Fund			
Operating Revenues	\$ 1,852,949	\$ 1,429,779	\$ 2,068,040
Grants	0	0	0
Interest & Other	200,400	32,616	200,400
	\$ 2,053,349	\$ 1,462,395	\$ 2,268,440
Water Fund			
Operating Revenues	\$ 1,600,000	\$ 1,210,063	\$ 1,720,900
Grants	0	0	0
	\$ 1,600,000	\$ 1,210,063	\$ 1,720,900
Total Enterprise Funds	\$ 3,653,349	\$ 2,672,459	\$ 3,989,340
INTERNAL SERVICE FUNDS			
None	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 51,987,707	\$ 17,145,525	\$ 41,199,339

* Includes actual revenues recognized on the modified accrual or accrual basis as of the date the proposed budget was prepared, plus estimated revenues for the remainder of the fiscal year.

Town of Camp Verde
Other Financing Sources/<Uses> and Interfund Transfers
Fiscal Year 2024

FUND	OTHER FINANCING FY2024		INTERFUND TRANSFERS FY2024	
	SOURCES	<USES>	IN	<OUT>
GENERAL FUND				
CIP Fund	\$	\$	\$	1,113,075
Debt Service Fund				1,536,610
Housing Fund			150,000	300,000
Total General Fund	\$ 0	\$ 0	\$ 150,000	\$ 2,949,685
SPECIAL REVENUE FUNDS				
Wastewater Fund	\$	\$	\$	10,989,650
Water Fund	\$	\$	\$	5,000,000
CIP Fund			169,000	
General Fund			300,000	150,000
Debt Service Fund				169,610
Total Special Revenue Funds	\$ 0	\$ 0	\$ 469,000	\$ 16,309,260
DEBT SERVICE FUNDS				
General Fund	\$	\$	1,536,610	\$
HURF Fund			169,610	
Total Debt Service Funds	\$ 0	\$ 0	\$ 1,706,220	\$ 0
CAPITAL PROJECTS FUNDS				
General Fund	\$	\$	1,113,075	
Federal Grants			3,400,050	
CDBG Fund				169,000
Lease Financing	625,000			
Vehicle Purchases		625,000		
Total Capital Projects Funds	\$ 625,000	\$ 625,000	\$ 4,513,125	\$ 169,000
PERMANENT FUNDS				
None	\$	\$	\$	\$
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
Wastewater Fund	\$ 3,638,750		\$ 7,589,600	\$
Capital Projects	\$	3,638,750	\$	\$
Water Fund	\$ 2,767,500		\$ 5,000,000	\$
Capital Projects	\$	2,767,500	\$	\$
Total Enterprise Funds	\$ 6,406,250	\$ 6,406,250	\$ 12,589,600	\$ 0
INTERNAL SERVICE FUNDS				
None	\$	\$	\$	\$
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 7,031,250	\$ 7,031,250	\$ 19,427,945	\$ 19,427,945

**Town of Camp Verde
Expenditures/Expenses by Fund
Fiscal Year 2024**

FUND/DEPARTMENT	ADOPTED BUDGETED EXPENDITURES/ EXPENSES FY2023	EXPENDITURE/ EXPENSE ADJUSTMENTS APPROVED FY2023	ACTUAL EXPENDITURES/ EXPENSES* FY2023	BUDGETED EXPENDITURES/ EXPENSES FY2024
GENERAL FUND				
General Admin	\$ 3,605,478	\$ 0	\$ 2,614,849	\$ 3,976,735
Magistrate Court	447,600	0	284,091	479,330
Public Works	1,360,265	0	884,023	1,999,465
Utilities	191,095	0	80,979	262,310
Community Development	956,416	0	572,433	1,148,540
Marshal's Office	3,914,845	0	2,679,691	4,578,770
Library	740,145	0	509,217	838,130
Parks & Rec	712,145	0	469,266	786,475
Total General Fund	\$ 11,927,989	\$ 0	\$ 8,094,549	\$ 14,069,755
SPECIAL REVENUE FUNDS				
Magistrate Fund	\$ 154,000	\$ 0	\$ 3,539	\$ 151,500
Non-Federal Grants Fund	2,097,053	0	174,587	1,425,150
Federal Grants Fund	22,142,700	0	47,126	3,451,500
ARPA Fund	1,557,827	0	363,447	1,330,635
CDBG Fund	550,000	0	0	550,000
911 fund	1,361	0	0	1,361
Housing Fund	123,800	0	0	123,610
Donations Fund	529,760	0	101,233	608,825
HURF Fund	863,415	0	636,527	1,031,290
Total Special Revenue Funds	\$ 28,019,916	\$ 0	\$ 1,326,458	\$ 8,673,871
DEBT SERVICE FUNDS				
Debt Service Fund	\$ 1,773,205	\$ 0	\$ 1,594,753	\$ 1,706,220
Total Debt Service Funds	\$ 1,773,205	\$ 0	\$ 1,594,753	\$ 1,706,220
CAPITAL PROJECTS FUNDS				
CIP Fund	\$ 1,307,479	\$ 0	\$ 413,760	\$ 2,350,760
Parks Fund	\$ 5,399,488	\$ 0	\$ 1,258,995	\$ 4,304,450
Total Capital Projects Funds	\$ 6,706,967	\$ 0	\$ 1,672,755	\$ 6,655,210
PERMANENT FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Permanent Funds	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS				
Wastewater	\$ 8,426,805	\$ 0	\$ 1,863,121	\$ 14,709,665
Water	\$ 1,599,445	\$ 0	\$ 974,183	\$ 9,896,545
Total Enterprise Funds	\$ 10,026,250	\$ 0	\$ 2,837,305	\$ 24,606,210
INTERNAL SERVICE FUNDS				
None	\$ 0	\$ 0	\$ 0	\$ 0
Total Internal Service Funds	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	\$ 58,454,327	\$ 0	\$ 15,525,820	\$ 55,711,266

* Includes actual expenditures/expenses recognized on the modified accrual or accrual basis as of the date the proposed

Town of Camp Verde
Full-Time Employees and Personnel Compensation
Fiscal Year 2024

FUND	Full-Time Equivalent (FTE) FY2024	Employee Salaries and Hourly Costs FY2024	Retirement Costs FY2024	Healthcare Costs FY2024	Other Benefit Costs FY2024	Total Estimated Personnel Compensation FY2024
GENERAL FUND	114	\$ 7,823,705	\$ 853,735	\$ 1,770,635	\$ 139,025	\$ 10,587,100
SPECIAL REVENUE FUNDS						
HURF Fund	5	\$ 290,105	\$ 32,335	\$ 66,530	\$ 18,325	\$ 407,295
						0
						0
Total Special Revenue Funds	5	\$ 290,105	\$ 32,335	\$ 66,530	\$ 18,325	\$ 407,295
DEBT SERVICE FUNDS						
N/A		\$	\$	\$	\$	\$ 0
Total Debt Service Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
CAPITAL PROJECTS FUNDS						
N/A		\$	\$	\$	\$	\$ 0
Total Capital Projects Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
PERMANENT FUNDS						
None		\$	\$	\$	\$	\$ 0
Total Permanent Funds	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
ENTERPRISE FUNDS						
Wastewater Fund	10	\$ 644,725	\$ 73,605	\$ 147,105	\$ 15,460	\$ 880,895
Water Fund	7	\$ 464,015	\$ 52,875	\$ 102,750	\$ 10,170	\$ 629,810
Total Enterprise Funds	17	\$ 1,108,740	\$ 126,480	\$ 249,855	\$ 25,630	\$ 1,510,705
INTERNAL SERVICE FUND						
None		\$	\$	\$	\$	\$ 0
Total Internal Service Fund	0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
TOTAL ALL FUNDS	136	\$ 9,222,550	\$ 1,012,550	\$ 2,087,020	\$ 182,980	\$ 12,505,100



Glossary

Acronyms

A&A - Board of Adjustments/Board of Appeals
ADOT - Arizona Department of Transportation
ARPA - American Rescue Plan Act
CAFR - Comprehensive Annual Financial Report
CDBG - Community Development Block Grants
CIP - Capital Improvement Plan
CIPF - Capital Improvement Projects Fund
COJET - Committee on Judicial Education Training
CVMO - Camp Verde Marshals Office
DOHS - Department of Homeland Security
ERE – Employee Related Expenses
FT - Full Time Employment
FTE - Full-Time Equivalent
GAAP - Generally Accepted Accounting Principles
GASB - Governmental Accounting Standards Board
GFOA - Government Finance Officers Association
GO Bonds - General Obligation Bonds
GOHS - Governor’s Office of Highway Safety
IGA - Inter-governmental Agreement
NACOG - Northern Arizona Council of Governments
OSHA - Occupational Safety and Health Administration
P&Z - Planning and Zoning Board
PT - Part Time Employment
REI – Recreation Equipment, Inc.
TPT - Transaction Privilege Tax
USDA - United States Department of Agriculture, Rural Development Agency
WIFA - Water Infrastructure Finance Authority of Arizona

Definition of Terms

Annual Expenditure Limitation

The maximum amount of expenditures that the Town is allowed to spend in a given year, dictated by the State. The purpose of the expenditure limitation is to control expenditures of local revenues and limit future increases in spending to adjustments for inflation; deflation; population growth of the town.

Balanced Budget

The Town defines a balanced budget as follows: Projected revenues cover all annual operating expenses of the Town, ie one-time and/or capital expenses may be covered by utilizing previous years surpluses.

Camp Verde Sanitary District (CVSD)

Before the Town of Camp Verde took over the operations of the wastewater treatment plant, the plant operated independently as a special district called the Camp Verde Sanitary District. In July Of 2013, it was voted on by residents to dissolve CVSD and allow the Town to take over operations. The debt of CVSD however, still resides within the sanitary district, not the Town, and is collateralized by property taxes on residents within the district. The Town is the Trustee of CVSD until all remaining debt is retired and the district is ultimately dissolved.

Capital Project or Capital Asset

Expenditures resulting in the acquisition or addition to the government's general fixed assets. These assets have a useful life of more than one year and a minimum cost of over \$5,000.

Court Enhancement funds

Created by local Town Ordinance 2001-A182, these funds are to be used exclusively to enhance the technological, operational and security capabilities of the court. The funds are derived from a fee of \$10 plus any surcharges on all fines, sanctions, assessments and diversion or probation programs.

Debt Ratio

Total debt divided by total assets, excluding all Enterprise Fund debt (ie Wastewater Fund & Water Fund).

Debt Service

Budget for principal, interest and related service charges on obligations resulting from Town debt.

Debt Service Contribution Ratio

General Fund revenues less expenses divided by total debt service in the Debt Service Fund.

Debt/Resident

Total Town outstanding principal divided by the estimated number of town residents.

ERE

Employee Related Expenses are all taxes and benefits attributable to employees arising from payroll. ERE does not include the employee's wages.

Fill the GAP funds

These funds are allocated by the state to local courts from a percentage of filing fees charged at the Arizona Supreme Court and the Court of Appeals. These funds are to be used to improve, maintain and enhance the ability to collect and manage monies assessed or received by the court, to improve court automation and to improve case processing or the administration of justice.

Fiscal Year

A time period designated by the City signifying the beginning and ending date for recording financial transactions. The Town of Camp Verde has a fiscal year beginning July 1 and ending June 30.

Franchise Fees

A fee paid by a public service business for the special privilege to use city streets, alleys and property in providing their services to the citizens of the community. Services requiring franchise fees include electricity, water, natural gas, and cable television.

Full-Time Equivalent

A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time employee working for 20 hours each week would be the equivalent to .5 of a full-time position.

Fund Balance

Fund balance is the excess of assets over liabilities of governmental and fiduciary funds.

Fund

An accounting entity having a set of self-balancing accounts and that records all financial transactions for specific activities or government functions in attaining certain objectives governed by special regulations, restrictions, or limitations.

- **Agency Fund:** A fund used to report resources held by the reporting government in a purely custodial capacity.
- **Enterprise Fund:** A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The governing body's intention is to finance or recover operation costs through user fees.
- **Governmental Fund:** Funds used to account for the acquisition, use and balances of expendable financial resources and related current liabilities, except those accounted for in propriety funds and fiduciary funds (i.e., General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund).
- **Special Revenue Fund:** A fund used to finance distinct activities and created out of receipts of specific revenues.

General Fund Reserve

Undesignated monies within the General Fund that are available for appropriations.

General Obligation (GO) Bonds

Bonds that finance a variety of public projects and require voter approval. These bonds are backed by the full faith and credit of the city. Limitations for bonding capacity are set by State Statute.

Highway User Revenue Fund

This is the fund where Highway User Revenues are received, expensed and accounted for.

Highway User Revenues

State motor vehicle fuel taxes that are shared with Arizona towns and cities. These funds are restricted in use for the construction and maintenance of streets and highways.

Local JCEF funds

Judicial Collection Enhancement Funds (JCEF) are received from a portion of a state imposed \$20 fee (ARS 12-116) that is required when individuals who have a fine due to a local court and choose to pay all or a portion of that fine over time rather than when due. The fees are to be used by the court to improve, maintain and enhance the ability to collect and manage monies assessed or received by the court, to improve court automation and to improve case processing or the administration of justice.

Operating Transfers (Transfers In & Out)

Operating transfers (both in & out) are used to move monies/funding between the individual funds of the Town.

Revenue Bonds

Bonds that are backed by some type of revenues of the Town, predominantly pledged excise taxes, such as local TPT tax revenues and state shared revenues.

State Shared Revenues

- **Urban Revenue Sharing (URS):** State income tax revenue that is shared with Arizona cities and towns.
- **State Sales Tax:** State sales tax revenue that is shared with Arizona cities and towns.
- **Vehicle License Tax:** State shared revenue from vehicle licensing taxes.

Sworn Officer

Peace Officers who are armed, carry a badge and have arrest powers.

SWOT Analysis

A study undertaken by an organization to identify both its strengths and weaknesses as well as external opportunities and threats.

Unqualified Opinion

Auditor's opinion of a financial statement, given without any reservations. Such an opinion basically states that the auditor feels the company followed all accounting rules appropriately and that the financial reports are an accurate representation of the company's financial condition.

WIFA

The Water Infrastructure Authority is an agency that supports Arizona municipalities and districts with funding for water and wastewater projects through low cost, low-rate loans and grants.