

January 2018 Monthly Report



**Town Manager
Russ Martin
928-554-0001**

DEPARTMENT HEAD INFORMATION

| | | |
|------------------------------|----------------------|-----------------|
| Town Clerk | Judy Morgan | 554-0021 |
| Finance Director | Mike Showers | 554-0811 |
| Economic Development | Steve Ayers | 554-0007 |
| Marshal | Nancy Gardner | 554-8301 |
| Engineer/Public Works | Ron Long | 554-0821 |
| Magistrate | Paul Schlegel | 554-0031 |
| Librarian | Kathy Hellman | 554-8381 |
| Community Development | Carmen Howard | 554-0054 |
| Risk Management | Carol Brown | 554-0003 |



Memorandum

To: Mayor and Council
From: Russ Martin, Town Manager
Date: February 13, 2018
Cc: Department Heads
Re: Manager's report for the period ending January 31, 2018

The following is the Manager's report regarding activities in the month of January 2018:

CDBG Project Change

After discussions with the Department of Housing who sets the determining factors on which projects qualify they determined our Old 279 Culvert project was too difficult to justify connection too low to moderate incomes. As a result, we will be seeking a survey of residents in and around the 7th and Holloman area to determine eligibility for sidewalks in that area connecting the Downtown with the Post Office and shopping area along Finnie Flat. The project will begin with the survey verifying incomes and will begin with design work in the next year with construction expected by fall of 2019 or spring of 2020.

Camp Verde Sports Complex

The final drainage designs were completed and advertisements for bid we set for February and due March 14th. This sets the stage for clearing to begin and then final contractor award and moving dirt/building utilities in April. Street staff will be doing the clearing and grubbing to start and will be building the pond for reclaim water to save more money for items within the park to be complete. We will continue to seek opportunities to save money to extend the amount borrowed to complete as much as possible in this Phase I.

Verde Lakes Pond

I met with representatives of the Verde Lakes Recreation Corporation who suggested they would like to pursue the water claims for the area the Town had agreed to take and begin to maintain, etc. Out of deference for their desire to see that part through, as Town was clearly not going to pursue these, the lake acquisition has been put on hold until further notice. I appreciate their persistence and hope that they are able to work out an understanding with surrounding owners so at some point we can get back to the opportunity the lakes present to the whole community.

Volunteer Fair

Just a note of thanks to all the groups of people who volunteer and specifically helped make this event happen. A few years ago I attempted to get this going and am extremely fortunate to have Barbie Bridge and the Library volunteers and staff to make this event so much better and a success for many who need more volunteers.

Town Marshal

I am awaiting the final report from DPS as it works its way through their completion and approvals. *For questions or comments please contact me at russ.martin@campverde.az.gov or at 554-0001.*



Office of the Town Clerk January 2018

Note from the Clerk:

Business License 2018

| | Jan | Feb | March | April | May | June | July | August | Sept | Oct | Nov | Dec |
|-----------------|-----|-----|-------|-------|-----|------|------|--------|------|-----|-----|-----|
| New* | 11 | | | | | | | | | | | |
| Renewal notices | 87 | 87 | | | | | | | | | | |
| Total on File* | 858 | | | | | | | | | | | |

*does not include Non Profits or Special Event Vendors

INFORMATION/RECORDS REQUEST 2017 (LIST ON FILE IN CLERK'S OFFICE)

| | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Total |
|-------------------------|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|------------|
| Number of Requests 2018 | 8 | | | | | | | | | | | | 8 |
| Number of Requests 2017 | 6 | 5 | 10 | 6 | 9 | 6 | 6 | 6 | 3 | 4 | 3 | 2 | 51 |
| Number of Requests 2016 | 3 | 3 | 2 | 3 | 9 | 11 | 4 | 4 | 2 | 2 | 3 | 0 | 46 |
| Number of Requests 2015 | 12 | 3 | 8 | 9 | 12 | 15 | 8 | 13 | 7 | 3 | 8 | 4 | 102 |
| Number of Requests 2014 | 12 | 44 | 15 | 13 | 18 | 23 | 13 | 31 | 7 | 3 | 29 | 19 | 217 |

Clerk's Office Overall Revenue and Expense Report

Monthly Activity
2017-2018

| | Yearly Budgeted Amount 2017-18 | July | August | Sept | Oct | Nov | Dec |
|----------------|--------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| 2017-18 | | | | | | | |
| Revenue | \$21,750 | 1,556.10 | 1,775.00 | 1,650.00 | 2,225.00 | 1,100.00 | 2,133.00 |
| Expense | \$181,515 | 20,013.94 | 13,693.52 | 12,978.05 | 14,005.22 | 13,264.34 | 14,338.61 |

| | Yearly Budgeted Amount 2017-18 | Jan | Feb | March | April | May | June |
|----------|--------------------------------|-----------|-----|-------|-------|-----|------|
| Revenue | \$21,750 | 1,850.00 | | | | | |
| Expenses | \$181,515 | 18,977.17 | | | | | |

Training

No formal training in January

Judy Morgan, Town Clerk

| ID | CODE | NAME | MAILING ADDRESS | PROPERTY ADDRESS |
|------|-----------|-------------------------------|--|-------------------------|
| 3449 | SERV | CERTAPRO PAINTERS | 111 E ASPEN AVENUE FLAGSTAFF, AZ 86001 | |
| | COMMENTS: | [REDACTED] | | |
| 3450 | RET | O'REILLY AUTO ENTERPRISES | TAX DEPT PO BOX 1156 SPRINGFIELD, MO 65801 | 1016 W FINNIE FLAT ROAD |
| | COMMENTS: | [REDACTED] | [REDACTED] | [REDACTED] |
| 3452 | CONT | PREFERRED INSULATION CONTRACT | 409 E WATKINS STREET PHOENIX, AZ 85004 | 00 OUT OF TOWN |
| | COMMENTS: | [REDACTED] | | |
| 3453 | SERV | CONNECTIONS CONCEPTS, LLC | 1100 S STATE ROUTE 260 SUITE 17 COTTONWOOD, AZ 86322 | 499 S 6TH STREET 3 |
| | COMMENTS: | [REDACTED] | | |
| 3454 | CONT | UNIQUE COOLING & HEATING LLC | 850 E OHIO STREET SUITE 28 TUCSON, AZ 85714 | 00 OUT OF TOWN |
| | COMMENTS: | [REDACTED] | | |
| 3455 | SERV | CREATIVE DENTAL DESIGNS, INC | 2170 N MOONEY LANE CAMP VERDE, AZ 86322 | 2170 N MOONEY LANE |
| | COMMENTS: | [REDACTED] | | |
| 3456 | SERV | LEATHERWORKS | 1835 N MONDALE LANE CAMP VERDE, AZ 86322 | |
| | COMMENTS: | [REDACTED] | | |
| 3457 | RET | EAGLE EYE BARRELS LLC | 1471 SALT MINE ROAD CAMP VERDE, AZ 86322 | 1471 SALT MINE ROAD |
| | COMMENTS: | [REDACTED] | | |
| 3458 | SERV | PALOMINO CLEANING SERVICE | PO BOX 1176 CLARKDALE, AZ 86324 | 00 OUT OF TOWN |
| | COMMENTS: | [REDACTED] | | |
| 3459 | RET | COUNTRYSTORE.ONLINE | 3402 W DORSET LANE CAMP VERDE, AZ 86322 | 3402 W DORSET LANE |
| | COMMENTS: | [REDACTED] | | |

TOTAL LICENSES: 11

SELECTION CRITERIA

REPORT SELECTION

LICENSE RANGE: 2 THROUGH ZZZZZZZZZZ
 ORIGINATION DATE FROM: 01/01/2018 THROUGH 01/31/2018
 EFFECTIVE DATE FROM: 00/00/0000 THROUGH 99/99/9999
 EXPIRATION DATE FROM: 00/00/0000 THROUGH 99/99/9999
 STATUS: Pending, Active
 LICENSE CODE: All
 BUSINESS CLASS: All
 REPORT CODE: All
 COMMENT CODE: BL060
 COMMENT FILTER: BL060
 SORT OPTION: License Number
 CITY LIMITS: Both Inside & Outside
 PAID STATUS: All
 PRINTED STATUS: All
 COMPLETE ADDRESS: Yes

ADDITIONAL FIELDS FOR THE REPORT

MAILING ADDRESS
 PROP. ADDRESS

END OF REPORT



| | | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) | Percent Remaining |
|-------------------------------------|--|--------------------------|-------------------------|--------------------|--------------------|--|----------------------|
| Department: 120 - Town Clerk | | | | | | | |
| Revenue | | | | | | | |
| <u>01-120-40-410000</u> | COPIES | 0.00 | 0.00 | 0.00 | 16.10 | 16.10 | 0.00 % |
| <u>01-120-40-412000</u> | BUSINESS LICENSE FEES | 20,000.00 | 20,000.00 | 1,750.00 | 13,525.00 | -6,475.00 | 32.38 % |
| <u>01-120-40-412100</u> | LIQUOR LICENSE FEES | 1,750.00 | 1,750.00 | 100.00 | 1,300.00 | -450.00 | 25.71 % |
| | Revenue Total: | 21,750.00 | 21,750.00 | 1,850.00 | 14,841.10 | -6,908.90 | 31.77 % |
| Expense | | | | | | | |
| <u>01-120-20-600000</u> | SALARIES | 122,955.00 | 122,955.00 | 14,186.41 | 73,588.77 | 49,366.23 | 40.15 % |
| <u>01-120-20-601000</u> | FICA | 7,625.00 | 7,625.00 | 872.60 | 4,516.67 | 3,108.33 | 40.76 % |
| <u>01-120-20-601100</u> | MEDICARE | 1,785.00 | 1,785.00 | 204.08 | 1,056.36 | 728.64 | 40.82 % |
| <u>01-120-20-601200</u> | RETIREMENT | 14,140.00 | 14,140.00 | 1,631.44 | 8,333.75 | 5,806.25 | 41.06 % |
| <u>01-120-20-601300</u> | UNEMPLOYMENT INSURANCE | 280.00 | 280.00 | 207.72 | 331.63 | -51.63 | -18.44 % |
| <u>01-120-20-601400</u> | WORKERS COMPENSATION | 370.00 | 370.00 | 25.17 | 130.59 | 239.41 | 64.71 % |
| <u>01-120-20-602000</u> | HEALTH, DENTAL & LIFE INSURANC | 18,760.00 | 18,760.00 | 1,549.75 | 11,613.35 | 7,146.65 | 38.10 % |
| <u>01-120-20-701000</u> | TRAINING | 1,200.00 | 1,200.00 | 0.00 | 40.00 | 1,160.00 | 96.67 % |
| <u>01-120-20-701500</u> | TRAVEL | 700.00 | 700.00 | 0.00 | 1,227.88 | -527.88 | -75.41 % |
| <u>01-120-20-703000</u> | OFFICE SUPPLIES | 2,000.00 | 2,000.00 | 0.00 | 496.42 | 1,503.58 | 75.18 % |
| <u>01-120-20-703500</u> | MEMBERSHIPS | 600.00 | 600.00 | 0.00 | 320.00 | 280.00 | 46.67 % |
| <u>01-120-20-703800</u> | ADVERTISING | 1,000.00 | 1,000.00 | 0.00 | 936.63 | 63.37 | 6.34 % |
| <u>01-120-20-704000</u> | COMPUTER SERVICES/SOFTWARE | 0.00 | 0.00 | 0.00 | 5.00 | -5.00 | 0.00 % |
| <u>01-120-20-711000</u> | LEGAL SERVICES | 2,000.00 | 2,000.00 | 0.00 | 234.00 | 1,766.00 | 88.30 % |
| <u>01-120-20-712000</u> | CONTRACT LABOR | 6,000.00 | 6,000.00 | 300.00 | 2,850.00 | 3,150.00 | 52.50 % |
| <u>01-120-20-713210</u> | OFFICE EQUIPMENT | 1,000.00 | 1,000.00 | 0.00 | 145.22 | 854.78 | 85.48 % |
| <u>01-120-20-758100</u> | RECORDING FEES | 100.00 | 100.00 | 0.00 | 28.50 | 71.50 | 71.50 % |
| <u>01-120-20-758200</u> | RECORDS MANAGEMENT | 1,000.00 | 1,000.00 | 0.00 | 0.00 | 1,000.00 | 100.00 % |
| | Expense Total: | 181,515.00 | 181,515.00 | 18,977.17 | 105,854.77 | 75,660.23 | 41.68 % |
| | Department: 120 - Town Clerk Surplus (Deficit): | -159,765.00 | -159,765.00 | -17,127.17 | -91,013.67 | 68,751.33 | 43.03 % |
| | Report Surplus (Deficit): | -159,765.00 | -159,765.00 | -17,127.17 | -91,013.67 | 68,751.33 | 43.03 % |

Group Summary

| Account Type | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance | |
|--|--------------------------|-------------------------|--------------------|--------------------|----------------------------|----------------------|
| | | | | | Favorable (Unfavorable) | Percent Remaining |
| Department: 120 - Town Clerk | | | | | | |
| Revenue | 21,750.00 | 21,750.00 | 1,850.00 | 14,841.10 | -6,908.90 | 31.77 % |
| Expense | 181,515.00 | 181,515.00 | 18,977.17 | 105,854.77 | 75,660.23 | 41.68 % |
| Department: 120 - Town Clerk Surplus (Deficit): | -159,765.00 | -159,765.00 | -17,127.17 | -91,013.67 | 68,751.33 | 43.03 % |
| Report Surplus (Deficit): | -159,765.00 | -159,765.00 | -17,127.17 | -91,013.67 | 68,751.33 | 43.03 % |

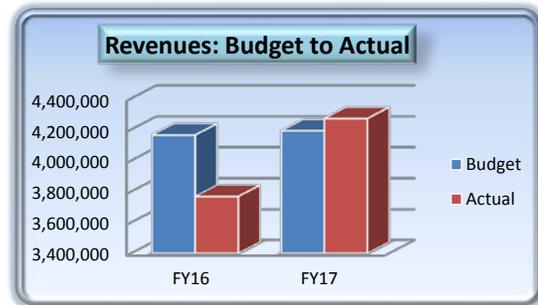
Fund Summary

| Fund | Original Total Budget | Current Total Budget | Period Activity | Fiscal Activity | Variance Favorable (Unfavorable) |
|---------------------------|--------------------------|-------------------------|--------------------|--------------------|--|
| 01 - GENERAL FUND | -159,765.00 | -159,765.00 | -17,127.17 | -91,013.67 | 68,751.33 |
| Report Surplus (Deficit): | -159,765.00 | -159,765.00 | -17,127.17 | -91,013.67 | 68,751.33 |

TOWN OF CAMP VERDE
General Fund Report
FY18 - 2nd QTR ending Dec 2017

GENERAL FUND REVENUES

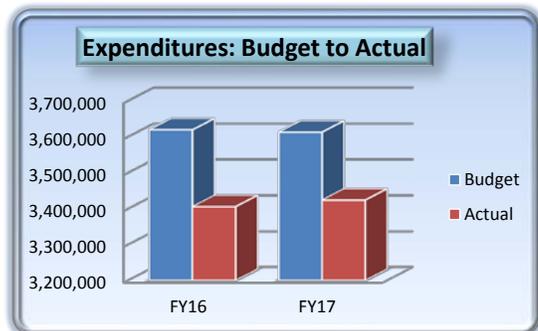
| | FY 17-18 Budget | FY 17-18 Actual | % of Budget Received |
|-----------------------|--------------------|--------------------|-------------------------|
| Local Taxes | 4,061,000 | 2,165,576 | 53% |
| Franchise Fees | 263,000 | 147,280 | 56% |
| State Sales Tax | 1,060,000 | 513,628 | 48% |
| Urban Revenue Sharing | 1,400,000 | 695,967 | 50% |
| Vehicle License Tax | 725,000 | 378,042 | 52% |
| Other Revenues | 876,050 | 371,500 | 42% |
| TOTAL | 8,385,050 | 4,271,993 | 51% |



Revenues for FY18 are just over budget in total with Local Taxes and Franchise Fees leading the way at \$135K & \$12K over budget respectively. State Sales Tax is a bit behind projections at \$26K under budget to date. The shortage in Other Revenues is attributable to court fines, permit fees and dispatch fees. All together, FY18 is seeing strong tax revenue support and is \$79K over budget.

GENERAL FUND EXPENDITURES by DEPARTMENT

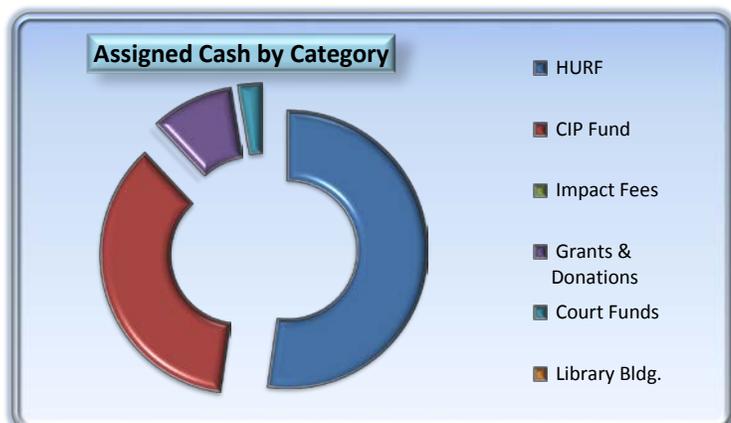
| | FY 17-18 Budget | FY 17-18 Actual | % of Budget Expended |
|-----------------------|--------------------|--------------------|-------------------------|
| General Admin | 1,998,420 | 967,845 | 48% |
| Court | 358,340 | 164,854 | 46% |
| Public Works | 916,476 | 421,512 | 46% |
| Community Development | 532,865 | 221,378 | 42% |
| Marshall's Office | 2,621,480 | 1,264,970 | 48% |
| Library | 450,440 | 218,942 | 49% |
| Parks & Rec | 348,640 | 165,056 | 47% |
| TOTAL | 7,226,661 | 3,424,557 | 47% |



Expenses for the 1st half of the year are under budget to date by nearly \$189K with all departments below budget. While the Unassigned Cash below has dropped \$400K to roughly \$1.8M, this is mostly due to the complete funding of the CIP budget which has put \$583K of cash into an assigned cash category, meaning as normal revenues come in throughout the fiscal year, they will offset/reduce the impact of this allocation. At this point, FY18 is shaping up to be a very strong year financially for the Town as we continue to build infrastructure for our future.

CASH

| Bank Accounts | |
|------------------------|--------------------|
| Pooled Checking | 541,405 |
| Payroll Checking | 26,065 |
| Stifel Investment | 1,857,207 |
| LGIP Investments | 721,566 |
| Library Sales | 6,278 |
| Revolving Home Loan | 79,956 |
| US Bank Accounts | 0 |
| Due from Sewer | 181,395 |
| TOTAL CASH | 3,413,872 |
| Assigned Cash | (1,630,357) |
| Unassigned Cash | 1,783,515 |



TOWN OF CAMP VERDE
Functional Revenue & Expense Summaries
FY18 - 2nd QTR ending Dec 2017

| General Fund | | | | |
|------------------------|-------------------------|-------------------------|-------------------------|--------------------|
| | <u>Actual</u> | <u>Annual Budget</u> | <u>Over/Short</u> | <u>% Remaining</u> |
| Revenues | 4,271,993 | 8,385,050 | (4,113,057) | -49% |
| Wages & ERE | 2,503,082 | 5,432,300 | 2,929,218 | 54% |
| Operational | 910,736 | 1,787,681 | 876,945 | 49% |
| Capital | 10,740 | 6,680 | (4,060) | -61% |
| Net Transfers Out/(In) | 1,212,931 | 1,373,389 | 160,458 | 12% |
| Net | <u>(365,496)</u> | <u>(215,000)</u> | <u>(150,496)</u> | |

| HURF Fund | | | | |
|------------------------|-------------------------|-------------------------|-----------------------|--------------------|
| | <u>Actual</u> | <u>Annual Budget</u> | <u>Over/Short</u> | <u>% Remaining</u> |
| Revenues | 474,179 | 919,200 | (445,021) | -48% |
| Wages & ERE | 143,627 | 333,125 | 189,498 | 57% |
| Operational | 180,413 | 289,740 | 109,327 | 38% |
| Capital | 10,257 | 44,500 | 34,243 | 77% |
| Net Transfers Out/(In) | 293,025 | 594,452 | 301,427 | 51% |
| Net | <u>(153,143)</u> | <u>(342,617)</u> | <u>189,474</u> | |

| Wastewater Fund* | | | | |
|-------------------------|-----------------------|-------------------------|-----------------------|--------------------|
| | <u>Actual</u> | <u>Annual Budget</u> | <u>Over/Short</u> | <u>% Remaining</u> |
| Operating Revenues | 966,725 | 1,287,100 | (320,375) | -25% |
| Grants & Loan Funding | 0 | 664,000 | (664,000) | -100% |
| Wages & ERE | 242,895 | 577,580 | 334,685 | 58% |
| Operational | 296,617 | 540,650 | 244,033 | 45% |
| Capital | 318,471 | 1,007,120 | 688,649 | 68% |
| Net Transfers Out/(In) | 0 | 0 | 0 | #DIV/0! |
| Net | <u>108,742</u> | <u>(174,250)</u> | <u>282,992</u> | |

* - Depreciation is not included in the above schedule (\$800K budget).

TOWN OF CAMP VERDE
Special Revenue & Capital Improvement Funds Report
FY18 - 2nd QTR ending Dec 2017

Capital Improvement Projects Fund

| Projects | Actual | Annual Budget | Difference | % Left |
|---------------------------------|---------------|----------------------|-------------------|---------------|
| Street Paving & Maint | 36,696 | 450,000 | 413,304 | 92% |
| Streets Equipment | 124,803 | 0 | (124,803) | #DIV/0! |
| Finnie Flat Sidewalk | 0 | 159,040 | 159,040 | 100% |
| Downtown Parking Lot | 0 | 47,000 | 47,000 | 100% |
| Homestead Parkway Road | 22,145 | 350,000 | 327,855 | 94% |
| Comm. Park Development | 101,506 | 3,476,718 | 3,375,212 | 97% |
| Rezzonico Park | 2,935 | 30,280 | 27,345 | 90% |
| IT Network Equipment | 277,315 | 300,000 | 22,685 | 8% |
| Pool Roof | 0 | 19,625 | 19,625 | 100% |
| Finnie Flat Streetscape | 1,196 | 68,237 | 67,041 | 98% |
| Town Kitchen Remodel | 9,711 | 48,200 | 38,489 | 80% |
| Stormwater Projects | 0 | 27,185 | 27,185 | 100% |
| Small Projects | 211 | 22,053 | 21,842 | 99% |
| Other | 0 | 60,610 | 60,610 | 100% |
| Net Exps | (576,518) | (5,058,948) | 4,482,430 | -89% |
| Interest/Operating Transfers In | 950,100 | 4,477,588 | (3,527,488) | -79% |
| Beginning Balance | 208,807 | 208,807 | 0 | 0% |
| Remaining Funds | 582,389 | (372,553) | 954,942 | |

Other Funds

| | Exp's | Rev's | Net (Exps)/Revs | Budgeted Net (Exps)/Revs | Difference | % Left |
|----------------------|--------------|--------------|------------------------|-------------------------------------|-------------------|---------------|
| Court | 1,685 | 8,425 | 6,740 | (29,000) | 35,740 | 123% |
| Grants (Funds 6 & 8) | 34,409 | 43,822 | 9,413 | (17,398) | 26,811 | 154% |
| Library | 8,958 | 8,958 | 0 | 0 | 0 | N/A |
| Impact Fees | 36,570 | 0 | (36,570) | (87,300) | 50,730 | 58% |
| Housing | 0 | 7,593 | 7,593 | (53,200) | 60,793 | 114% |
| 911 | 420 | 0 | (420) | (1,781) | 1,361 | 76% |
| Restricted Monies | 21,823 | 5,087 | (16,736) | (85,226) | 68,490 | 80% |
| Debt | 846,263 | 846,263 | 0 | 0 | 0 | N/A |

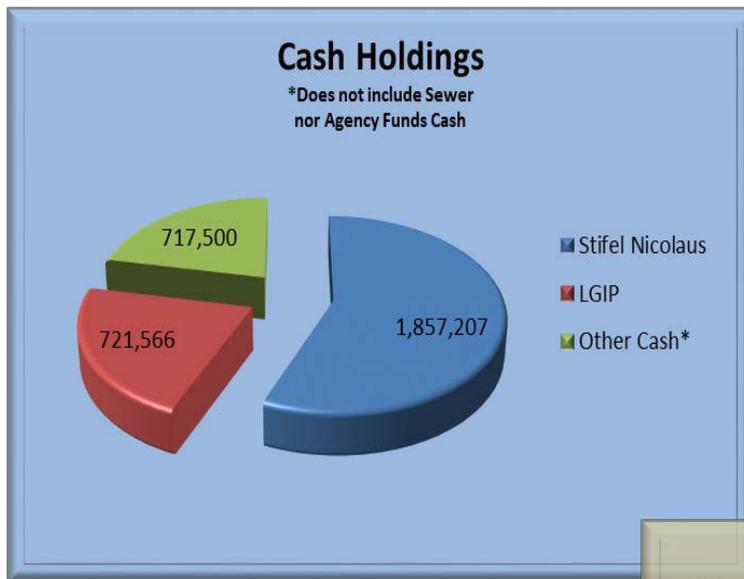
TOWN OF CAMP VERDE

As of December 31st, 2017

INVESTMENTS

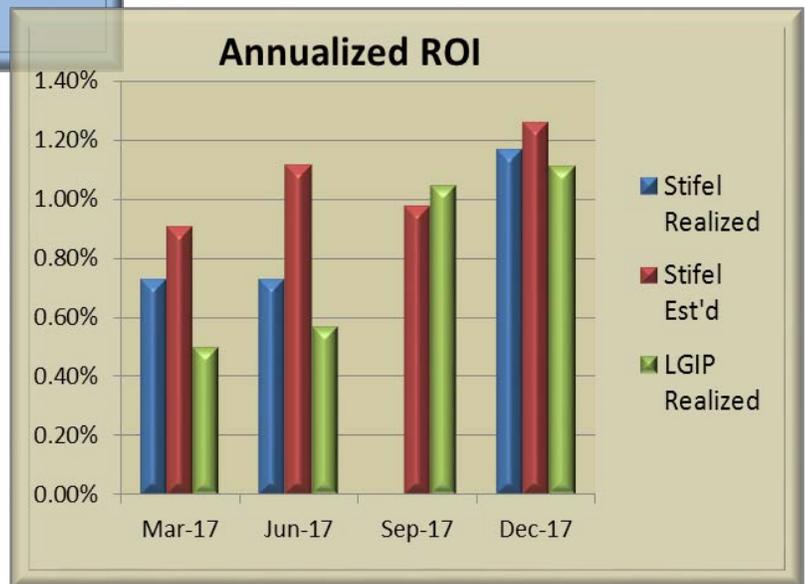
| Account | Balances at Dec 31st | FYTD Interest | EST'D FY ROI Annualized |
|-----------------|-------------------------|------------------|----------------------------|
| Stifel Nicolaus | 1,857,207 | 12,868.79 | 1.26% |
| LGIP | 721,566 | 3,673.04 | 1.12% |
| Other Cash* | 717,500 | 330.25 | N/A |
| TOTAL | 3,296,273 | 16,872.08 | |

* - Does not include Sewer nor Agency Funds Cash.



Stifel Investment Info:
Avg. Maturity Length of Invest's
2.6 years
Current Exp'd Yield-to-Maturity
1.49%

Comparative Rates:
Bank Savings – 1.0% to 1.5%
2 YR Treasury Note Rate – 1.88%
5 YR Treasury Note Rate – 2.21%



TOWN OF CAMP VERDE

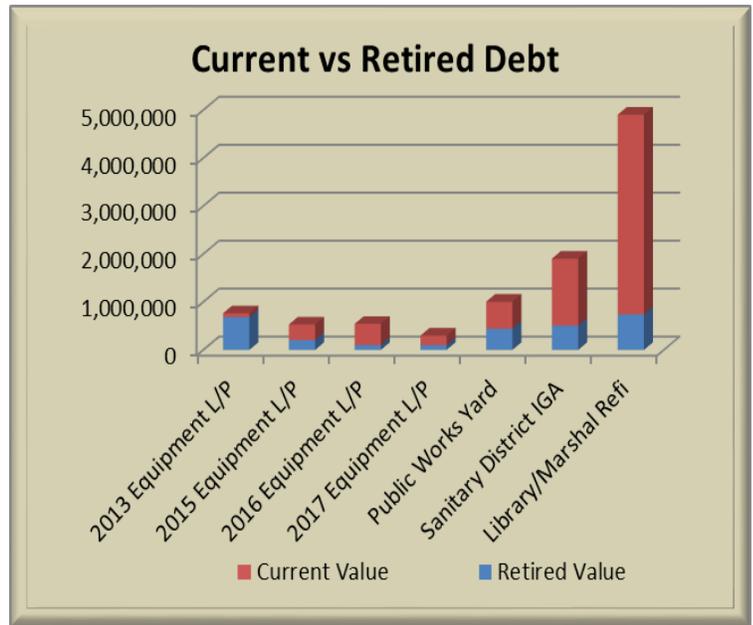
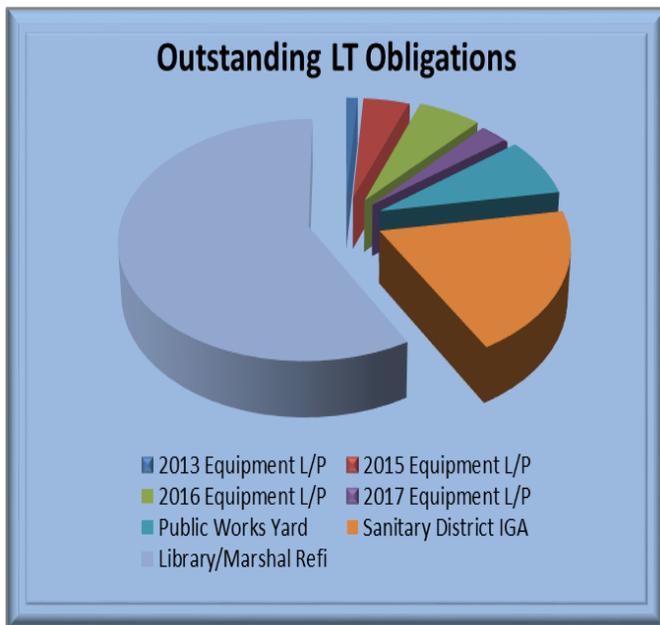
As of December 31st, 2017

LONG-TERM DEBT

| Purpose | Type | Maturity | Original | Int Rate | FY18 | Current | Next Disbursement | | Debt |
|-----------------------|------------|-----------|-----------|----------|---------|------------|-------------------|-----------|---------|
| | | | Debt | | Budget | Obligation | Amount | Date | Retired |
| 2013 Equipment L/P | Note | 1/28/2018 | 764,664 | 1.61% | 159,382 | 79,052 | 79,691 | 1/28/2018 | 685,612 |
| 2015 Equipment L/P | Note | 8/20/2020 | 530,000 | 1.79% | 110,988 | 322,717 | 55,494 | 2/20/2018 | 207,283 |
| 2016 Equipment L/P | Note | 8/1/2021 | 542,800 | 1.55% | 113,120 | 437,099 | 56,560 | 2/1/2018 | 105,701 |
| 2017 Equipment L/P | Note | 7/1/2019 | 299,233 | 2.28% | 101,000 | 197,232 | 97,504 | 7/1/2018 | 102,001 |
| Public Works Yard | Bonds | 7/1/2023 | 1,005,000 | 3.91% | 106,418 | 562,115 | 10,989 | 1/1/2018 | 442,885 |
| Sanitary District IGA | IGA Pledge | 7/1/2032 | 1,902,000 | 3.34% | 118,590 | 1,395,478 | 23,291 | 1/1/2018 | 506,522 |
| Library/Marshal Refi | Bonds | 7/1/2030 | 4,904,000 | 2.84% | 453,375 | 4,162,000 | 59,100 | 1/20/2018 | 742,000 |

TOTALS

1,162,873 7,155,694 382,629



FY18 Debt Service Fund*

| Category | Actual | Annual Budget | \$ Remaining | % Remaining |
|-------------------|----------------|------------------|----------------|-------------|
| Principal Retired | 714,106 | 844,744 | 130,638 | 15% |
| Interest Paid | 105,479 | 202,409 | 96,930 | 48% |
| Misc Fees | 1,887 | 2,600 | 713 | 27% |
| Total | 821,472 | 1,049,753 | 228,281 | 22% |

* - Does not include Wastewater Fund

TOWN OF CAMP VERDE

Summary of .65% TPT

FY18

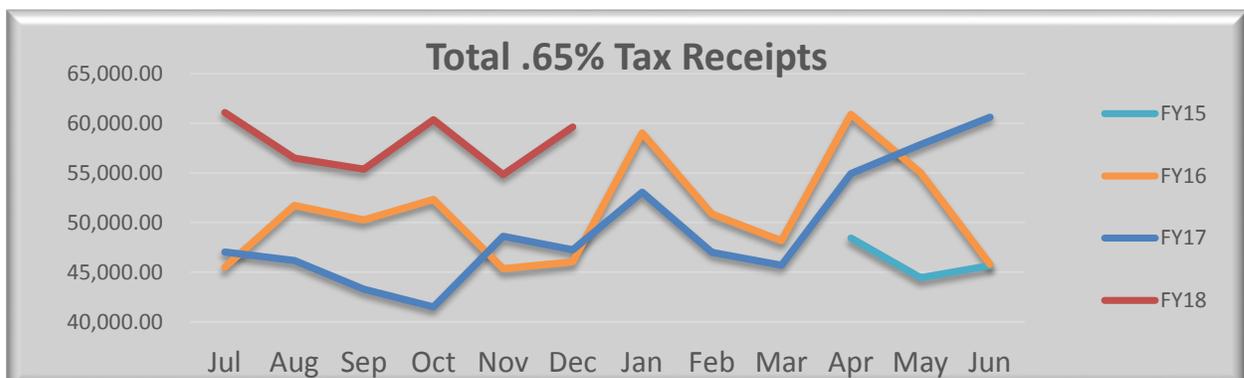
Net Available Revenues

| <u>.65 Revenue by Period</u> | <u>Actual</u> | <u>Budget</u> | <u>Difference</u> |
|------------------------------|-------------------|-------------------|---------------------|
| QTR1 (Jul-Sep) | \$ 170,298 | \$ 161,500 | \$ 8,798 |
| QTR2 (Oct-Dec) | \$ 172,256 | \$ 161,500 | \$ 10,756 |
| QTR3 (Jan-Mar) | \$ - | \$ 161,500 | \$ (161,500) |
| QTR4 (Apr-Jun) | \$ - | \$ 161,500 | \$ (161,500) |
| FY18 .65 Revenue's | \$ 342,554 | \$ 646,000 | \$ (303,446) |

Expense Allocation

| <u>Project</u> | <u>Actual</u> | <u>Budget</u> | <u>Difference</u> |
|---------------------------------------|---------------------|---------------------|-----------------------|
| Street Improvements Project (Portion) | \$ 36,696 | \$ 450,000 | \$ (413,304) |
| Streets Equipment | \$ 124,803 | \$ - | \$ 124,803 |
| New Community Park | \$ 101,506 | \$ 476,718 | \$ (375,212) |
| Rezzonico Park | \$ 2,935 | \$ 30,280 | \$ (27,345) |
| Finnie Flat Streetscape | \$ 1,196 | \$ 68,237 | \$ (67,041) |
| Stormwater Projects | \$ - | \$ 27,185 | \$ (27,185) |
| Kitchen Remodel | \$ 9,711 | \$ 48,200 | \$ (38,489) |
| Homestead Parkway Road | \$ - | \$ 25,500 | \$ (25,500) |
| Pool Roof | \$ - | \$ 19,625 | \$ (19,625) |
| Wayfinding Signage | \$ - | \$ 17,030 | \$ (17,030) |
| Equipment Lease Payments | \$ 237,186 | \$ 371,370 | \$ (134,184) |
| FY18 Expense Total | \$ 514,033 | \$ 1,534,145 | \$ (1,020,112) |
| FY18 Net Balance | \$ (171,479) | \$ (888,145) | \$ 716,666 |

| | | | |
|----------------------------|---------------------|---------------------|-------------------|
| <i>FY17 Ending Balance</i> | \$ 44,287 | \$ 44,287 | \$ - |
| FY18 Ending Balance | \$ (127,192) | \$ (843,858) | \$ 716,666 |



TOWN OF CAMP VERDE
FT & PT Employee Listing
FY18 - 2nd QTR ending December 2017

General Administration

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|----------------------|------------------|---------------------|------------|--------------|
| Russ Martin | 8/9/2010 | Town Manager | 40 | 93 |
| Barbara Bridge | 10/22/2013 | Admin Asst. 1 | 40 | 42 |
| Judy Morgan | 6/30/2017 | Town Clerk | 40 | 67 |
| Virginia Jones | 11/4/1996 | Deputy Town Clerk | 40 | 49 |
| Steven Ayres | 2/1/2013 | Econ. Dev. Director | 40 | 73 |
| Saepyol (Sebra) Choe | 12/28/2013 | ED Specialist | 40 | 45 |
| Amber Engelmann | 10/11/2017 | ED Receptionist | 19 | 32 |
| Gaylene Allen | 5/2/2013 | Attendant | 12 | N/A |
| Geraldine Dillinger | 6/19/2015 | Attendant | 12 | N/A |
| Lynette Kovacovich | 5/2/2013 | Attendant | 12 | N/A |
| Mike Showers | 7/18/2011 | Finance Director | 40 | 73 |
| Jenifer McKinzie | 6/23/2014 | Finance Clerk | 40 | 40 |
| Linda Peterson | 10/29/2012 | Finance Clerk | 40 | 40 |
| Carol Brown | 8/29/1994 | Risk Manager | 40 | 69 |

Municipal Court

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|-----------------|------------------|------------------|------------|--------------|
| Paul Schlegel | 11/3/2014 | Magistrate | 24 | N/A |
| Veronica Pineda | 9/2/1997 | Court Supervisor | 40 | 50 |
| Debbie Cordova | 11/4/2013 | Court Clerk | 40 | 40 |
| Teresa Goodwin | 8/21/2007 | Court Clerk | 40 | 40 |
| Nina Sanchez | 10/29/2006 | Court Clerk | 40 | 40 |

Public Works

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|-----------------|------------------|-----------------------|------------|--------------|
| Ron Long | 7/10/2006 | Public Works Director | 40 | 78 |
| Troy Odell | 5/28/2013 | PW Deputy Director | 40 | 72 |
| Deborah Ranney | 12/10/2007 | Public Works Analyst | 40 | 48 |
| Mike Dumas | 9/23/2002 | Maintenance Foreman | 40 | 48 |
| David Russell | 12/10/2012 | Lead Maint. Worker | 40 | 44 |
| Jason Bishop | 7/5/2016 | Maintenance Worker | 40 | 34 |
| Stephen Diacik | 9/3/2013 | Maintenance Worker | 40 | 34 |
| Ezra Collins | 4/10/2017 | Maintenance Worker | 40 | 34 |
| Chris Schrouder | 7/5/2016 | Maintenance Worker | 40 | 34 |
| Yolanda Trahin | 9/5/2000 | Janitor | 40 | 28 |
| Maria Urias | 8/10/2005 | Janitor | 40 | 28 |
| Maria Marquez | 11/17/2016 | Janitor | 19 | 28 |

Community Development

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|-----------------|------------------|---------------------|------------|--------------|
| Carmen Howard | 10/17/2016 | Comm. Dev. Director | 40 | 77 |
| Robert Foreman | 3/15/2006 | Building Official | 40 | 64 |
| Melinda Lee | 2/7/2017 | Planner | 40 | 59 |
| Jonathan Rivero | 8/28/2013 | Building Inspector | 40 | 49 |
| Sandra Farrar | 8/31/2015 | Permit Technician | 40 | 42 |
| Denise Pitts | 12/19/2016 | Permit Technician | 40 | 40 |
| Emmanuel Romero | 9/18/2017 | Code Enforcement | 40 | 45 |

Marshal's Office

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|-----------------------|------------------|----------------------------|------------|--------------|
| Nancy Gardner | 2/27/2012 | Marshal | 40 | 82 |
| Brian Armstrong | 6/26/2017 | Commander | 40 | 72 |
| Stephen Butler | 7/11/2012 | Sergeant | 40 | 62 |
| Brandon Collins | 8/7/2006 | Sergeant | 40 | 62 |
| Laura Robinson | 11/16/2011 | Sergeant | 40 | 62 |
| Thomas Baizel | 1/14/2007 | Deputy | 40 | 53 |
| Jeff Bowers | 1/14/2008 | Deputy | 40 | 53 |
| David Freeman | 10/31/2004 | Deputy | 40 | 53 |
| Daniel Jacobs | 9/9/2013 | Deputy | 40 | 53 |
| Michael Jardine | 6/6/2016 | Deputy | 40 | 53 |
| Steven McClure | 2/13/2011 | Deputy | 40 | 53 |
| Roscoe Owsley | 1/6/2013 | Deputy | 40 | 53 |
| Jeff Patten | 3/4/2001 | Deputy | 40 | 53 |
| John Reay | 7/5/2016 | Deputy | 40 | 53 |
| Dustin Richardson | 6/23/2014 | Deputy | 40 | 53 |
| Paul Rotzler | 1/11/2015 | Deputy | 40 | 53 |
| Michael Toporek | 12/29/2013 | Deputy | 40 | 53 |
| Erik Trahin | 7/18/2016 | Deputy | 40 | 53 |
| Darbie Martin | 1/29/1998 | Admin/Invest. Asst. | 40 | 48 |
| Mary Newton | 12/15/1997 | Dispatch Supervisor | 40 | 48 |
| Hanna Bower | 10/31/2016 | Dispatcher | 40 | 43 |
| Debbie Hughes | 8/1/1998 | Prop. & Evidence Custodian | 40 | 43 |
| Kelsey Jacobs | 10/17/2016 | Dispatcher | 40 | 43 |
| Brittany Rohn | 10/6/2014 | Dispatcher | 20 | 43 |
| Lana Stine | 12/18/2016 | Dispatcher | 40 | 43 |
| Jason Toogood | 10/8/2006 | Dispatcher | 40 | 43 |
| Susan Wason | 4/26/2011 | Dispatcher | 40 | 43 |
| Alexis Walters | 10/3/2016 | Dispatcher | 40 | 43 |
| Cailin Yantis Lizotte | 9/10/2007 | Records Specialist | 40 | 43 |
| Andrea Ramirez | 10/7/2013 | Records Clerk | 25 | 37 |

Library

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|---------------------|------------------|--------------------------|------------|--------------|
| Kathy Hellman | 6/24/2012 | Library Director | 40 | 69 |
| Nadia Torabi | 2/16/2016 | Youth Services Librarian | 40 | 49 |
| Alice Gottschalk | 1/3/2005 | Library Specialist | 40 | 39 |
| Gerry Laurito | 12/14/1999 | Library Specialist | 40 | 39 |
| Carson Ralston | 8/15/2016 | Library Specialist | 18 | 39 |
| Zachary Garcia | 1/3/2017 | Library Specialist | 18 | 39 |
| Sheldon Jaye Valles | 8/21/2017 | Library Specialist | 18 | 39 |
| Wendy Cook-Roberts | 6/19/2014 | Library Clerk | 18 | 29 |
| Jamie Rein | 3/23/2017 | Library Clerk | 18 | 29 |
| Von Hatch | 3/13/2016 | Library Clerk | 18 | 29 |
| Helen Howard | 11/20/2017 | Library Clerk | 18 | 29 |

Parks & Rec

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|------------------|------------------|-----------------------|------------|--------------|
| Michael Marshall | 12/27/2012 | P&R Div. Manager | 40 | 56 |
| Shawna Figy | 6/19/2016 | Recreation Supervisor | 40 | 49 |
| Michelle Elton | 10/28/2017 | Recreation Leader | 15 | 29 |

Streets

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|---------------|------------------|------------------------|------------|--------------|
| Stacy Perry | 10/14/2013 | Streets Supervisor | 40 | 56 |
| Luis Trahin | 4/15/1996 | Streets Foreman | 40 | 52 |
| David Hammond | 8/9/1998 | Sr. Equipment Operator | 40 | 43 |
| Royce Allen | 10/30/2006 | Equipment Operator | 40 | 39 |
| Richard Cope | 2/6/2012 | Equipment Operator | 40 | 39 |

Sewer

| <u>Name</u> | <u>Hire Date</u> | <u>Position</u> | <u>Hrs</u> | <u>Class</u> |
|------------------|------------------|-----------------------|------------|--------------|
| Jerry Tinagero | 7/1/2014 | Wastewater Manager | 40 | 56 |
| Marshall Davis | 6/30/2013 | Senior Wastewater Op. | 40 | 48 |
| Tracey Feltes | 6/30/2013 | Admin. Asst. 1 | 40 | 42 |
| Joseph Calhoun | 7/1/2014 | Wastewater Operator | 40 | 44 |
| Russell Cron | 6/30/2013 | Wastewater Operator | 40 | 44 |
| Chet Teague | 3/9/2015 | Wastewater Operator | 40 | 44 |
| Justin Ganis | 4/3/2017 | Wastewater Operator | 40 | 44 |
| David Richardson | 10/10/2017 | Wastewater Operator | 40 | 44 |

FT & PT Employee Count 94

FT Employee Count 79

Seasonal/Temp Workers are not included

Town of Camp Verde

Revenue Drivers

November 2017

| Sources* | Nov-17 | In/De % | Oct-17 | Sep-17 | FYTD Avg | Bud/Month | YTD Bud +/- | LYM Avg +/- | L5YM Avg +/- |
|--------------------|----------------|---------|----------------|----------------|----------------|----------------|----------------|---------------|----------------|
| City Sales Tax | 290,148 | -11% | 325,981 | 281,933 | 303,002 | 284,583 | 92,096 | 39,361 | 61,961 |
| City .65% Increase | 54,822 | -9% | 60,337 | 55,381 | 57,617 | 53,834 | 18,916 | 8,204 | 7,452 |
| State Sales Tax | 85,541 | -1% | 86,372 | 84,221 | 85,063 | 88,333 | (16,351) | 293 | 3,816 |
| VLT | 63,842 | 2% | 62,677 | 60,569 | 63,671 | 60,417 | 16,273 | 4,215 | 10,382 |
| URS | 115,994 | 0% | 115,994 | 115,994 | 115,994 | 116,667 | (3,361) | 2,267 | 10,767 |
| HURF | 71,267 | 0% | 71,071 | 76,137 | 81,130 | 76,250 | 24,400 | 4,147 | 11,487 |
| Sewer User Fees | 70,744 | 0% | 70,564 | 70,577 | 70,782 | 70,500 | 1,411 | 626 | 2,293 |
| TOTAL | 752,357 | | 792,997 | 744,814 | 777,260 | 750,583 | 133,384 | 59,112 | 108,160 |

* - The above revenue sources (less HURF) represent approximately **89%** of the Town's General Fund operating revenues.

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

Bud/Month: This year's monthly budget.

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

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

L5YM Avg +/-: Last five years monthly average over/short. The difference between this year's *FYTD Avg* and the average of the last 5 year's *FYTD Avg*. (L5YM Avg for .65% increase is only 2 year average).

Town of Camp Verde

Revenue Drivers

December 2017

| Sources* | Dec-17 | In/De % | Nov-17 | Oct-17 | FYTD Avg | Bud/Month | YTD Bud +/- | LYM Avg +/- | L5YM Avg +/- |
|--------------------|----------------|---------|----------------|----------------|----------------|----------------|----------------|---------------|----------------|
| City Sales Tax | 302,869 | 4% | 290,148 | 325,981 | 302,980 | 284,583 | 110,382 | 39,339 | 61,939 |
| City .65% Increase | 59,611 | 9% | 54,822 | 60,337 | 57,950 | 53,834 | 24,693 | 8,536 | 7,785 |
| State Sales Tax | 88,313 | 3% | 85,541 | 86,372 | 85,605 | 88,333 | (16,372) | 834 | 4,357 |
| VLT | 57,935 | -9% | 63,842 | 62,677 | 62,715 | 60,417 | 13,791 | 3,259 | 9,426 |
| URS | 115,994 | 0% | 115,994 | 115,994 | 115,994 | 116,667 | (4,033) | 2,267 | 10,767 |
| HURF | 74,374 | 4% | 71,267 | 71,071 | 80,004 | 76,250 | 22,524 | 3,021 | 10,361 |
| Sewer User Fees | 70,864 | 0% | 70,744 | 70,564 | 70,796 | 70,500 | 1,775 | 640 | 2,307 |
| TOTAL | 769,961 | | 752,357 | 792,997 | 776,044 | 750,583 | 152,761 | 57,896 | 106,943 |

* - The above revenue sources (less HURF) represent approximately **89%** of the Town's General Fund operating revenues.

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

Bud/Month: This year's monthly budget.

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

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

L5YM Avg +/-: Last five years monthly average over/short. The difference between this year's *FYTD Avg* and the average of the last 5 year's *FYTD Avg*. (L5YM Avg for .65% increase is only 2 year average).



CAMP VERDE MARSHAL'S OFFICE Monthly Report January 2018



Volunteers in Policing (VIPs):

- VIPs placed the speed sign out on the 260 to monitor traffic speeds several times this month
- VIPs T. Wiggle and N. Lanning assisted with traffic control for the MLK walk in downtown
- VIPs T. Wiggle and N. Lanning conducted neighborhood patrols during the month
- VIP M. Wiggle represented CVMO at the Town's Volunteer fair on 1-25-18

Training:

- Jan. 16 –Sgt.'s Butler, Collins, Jacobs, Cpl. Baizel, and Cmdr. Armstrong attended supervisory in-service training on legal issues hosted by CVMO
- Jan. 8-11 – Corporal Baizel attended week 1 of 3 of the Arizona Leadership Training program (ALP class 23) at AZPOST

Patrol:

- Jan. 8 – K-9 Deputy Jeff Bowers participated in a multi-agency K-9 interdiction detail coordinated by Partners Against Narcotic's Trafficking (PANT)
- Jan. 8 – Deputy Recruits D. Murphy, K. Handis, and H. Bower started their police academy training at the NARTA academy, which is set to graduate on May 24, 2018
- Jan. 22 – ACO A. Anthony completed the field training program for animal control and began working on her own as the newest CVMO Animal Control Officer (ACO)
- Jan. 26 – CVMO conducted a speed detail on SR260 as part of the GOHS "STEP" grant awarded to CVMO

Miscellaneous:

- Jan. 19 –Cmdr. Armstrong attended the Arizona Association of Chiefs of Police (AACOP) annual board meeting and one-day conference in Mesa.
- Jan. 20 – Dispatchers Kelsey Jacob and Susan Wason along with Deputy J. Reay were presented with an award for going above and beyond the call of duty in saving the life of the victim of a diabetic emergency at the Verde Valley Moose Lodge 1449 4th Annual First Responders Appreciation Dinner.

Coffee with a COP:

- Held January 22 at Thanks a Latte

January statistics compared to last year

| January | 2016 | 2017 |
|----------------------|------|------|
| Total Calls | 890 | 824 |
| Traffic Stops | 175 | 168 |
| Animal Calls | 62 | 56 |
| Vehicle Burglary | 1 | 5 |
| Residential Burglary | 7 | 6 |
| Criminal Damage | 10 | 7 |
| Domestic Violence | 11 | 18 |



Public Works January 2018

Engineering:

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

- Met with Hoskins Ryan to discuss Homestead Parkway
- Met with Watershed Management Group
- Met with CD and developers to discuss Altman Parkway utilities
- CD regarding RV Park and Silverado
- Attended Management Training
- Rick Engineering to discuss progress on Finnie Flat Streetscape design
- Discussion with Manager and Carol Brown regarding open Gym
- Silverado follow-up meeting
- Rick Engineering and citizens to discuss realignment of the intersection at Circle K
- Architect to finalize plans for the kitchen
- Library to discuss options for entry doors
- CDBG meeting to discuss next steps
- Posted bid request for Phase I of Sports Complex

Maintenance:

- Met with ADOT to review landscaping on SR-260 and Cliffs Parkway
- Removed all Holiday decorations and lighting
- Completed CVMO mold remediation
- Installed lighting at Library lower parking lot
- Installed communication line covers on Town Hall Building
- Installed picnic tables and bar-b-q's at Rezzonico Park
- Continued CVMO re-key/re-core
- Poured concrete slabs on Town soccer field ramadas
- Trim, weed eat at cliffs Parkway lot
- Trimmed trees on Main Street
- Painted buildings at Butler Park

Parks & Rec:

- Continued to handle requests for facility use at the Community Center, Room 204, sports fields and Room 305. AYSO is the only organization using fields regularly this month, Little League will be again in late February.
- Our Day trip program started the year on a high note. For the first time all our trips for the quarter were booked full except for 1 seat before the first trip happened! One trip even had a second bus added because of popularity.
- Grasshopper Basketball Grades 5 – 8 started playing with 6 teams in two Divisions and about 58 players.
- We signed an Agreement with Sports Sites to provide an internet based registration software for use by Parks & Recreation as well as the Community Library. This platform will allow us to better advertise our activities and allow on-line registration as well as email marketing improving the customer's experience. Currently all registration is paper based and must be done, with limited exceptions, in person at the

office and the same data entered on each form even for repeat registrations or multiple children from the same family. We hope to be live by March 1.

- **Streets:**
- Fix the shoulders on General Crook Trail
- Haul millings to General Crook Trail
- Dig trench at the sewer plant for the Wastewater
- Crack seal various roads
- Pick up trash for litter clean up around Town
- Haul millings from Cordes Jct to the Streets yard
- Remove dead animals from the roads several locations
- Do several work orders

Wastewater Plant:

- Reviewed 2 building permits.
- Tasked with 58 Blue Stakes for the month.
- Received 1 call outs for plant alarms.
- Continued site monitoring with gas meters.
- Worked with JR Pooler on sewer line expansion rate structure.
- APS has completed drawing for power line upgrade.
- Belt Press Building completed.
- Jetting and cleaning conducted on Yaqui Circle area due to odor complaint.
- Sewer Work completed on Circle K. One manhole needs rework by contractor.
- Chet Teague and Russ Cron are now Grade 2 Wastewater Treatment Plant Operators.
- David Richardson is on Light Duty after his vehicle was hit by construction vehicle.



○



NEWS RELEASE

January 26, 2018

Robert Brutinel Elected as Supreme Court's Vice Chief Justice

PHOENIX – Arizona's Supreme Court elected a new Vice Chief Justice Wednesday. Justice Robert Brutinel will take over as Vice Chief Justice from John Pelander.

Vice Chief Justice Pelander recently announced that he was stepping down as Vice Chief Justice.

Pelander plans to continue serving on the Arizona Supreme Court but said that if he succeeded Scott Bales to become Chief Justice in 2019, he would face retirement before completing a full five-year term as Chief Justice.

Chief Justice Bales said that "Justice Pelander is an outstanding colleague and the Court greatly appreciates his service as Vice Chief Justice. Arizona is fortunate that the Court will continue to benefit from his experience and wisdom on the Court." Echoing these comments, Vice Chief Justice Brutinel said "I look forward to working with my fellow Justices to prepare a 2019-24 strategic agenda for the judiciary that builds upon the Court's progress under Chief Justice Bales and I am excited to work with the many outstanding people who serve our courts throughout Arizona."

While serving as Vice Chief Justice, Pelander was instrumental in the creation of Our Courts Arizona, an interactive adult civics program presented by Arizona judges.

Vice Chief Justice Robert Brutinel was appointed to the Arizona Supreme Court in 2010, becoming Vice Chief Justice in January 2018. Before his appointment, he served as a superior court judge and as the Presiding Judge in Yavapai County. He graduated from Arizona State

Happenings at the Court.....

The Court rang in the New Year with another jury trial. This is the second jury trial that was successfully executed in our new facility.

January has been a busy month for staff with new filings, trying to keep our heads above water -civil traffic filings have increased.

Debbie Cordova is leaving the Court and will be relocating down to the Valley. We sure will miss her !!

[Statistical Highlights from January 2018](#)

- 38 Criminal Misd. charges filed
Same as last month
- 122 Civil traffic citations filed (CVMO, DPS & YANPD)
34 MORE than last month
- AZCourtpay.com (FARE-OLCP) revenue this month \$5149.55
\$3467.00 more than last month
- 2 petitions for Order of Protection/ Injunction against harassment.
- 4 injunction against harassment
- Overall- 166 total new filings in January

CAMP VERDE MUNICIPAL COURT

MONTHLY REPORT

| DESCRIPTION | JULY 2017 | AUGUST 2017 | SEPTEMBER 2017 | OCTOBER 2017 | NOVEMBER 2017 | DECEMBER 2017 | JULY THROUGH DEC 2017 | JANUARY 2018 | FEBRUARY 2018 | MARCH 2018 | APRIL 2018 |
|------------------------------------|-----------|-------------|----------------|--------------|---------------|---------------|-----------------------|--------------|---------------|------------|------------|
| MISDEMEANOR & CR TRAFFIC FTA | 31 | 31 | 26 | 37 | 48 | 32 | 205 | 34 | | | |
| DUI | 4 | 2 | 8 | 7 | 5 | 6 | 32 | 0 | | | |
| SERIOUS TRAFF | 0 | 1 | 0 | 0 | 1 | 0 | 2 | 0 | | | |
| CRIMINAL TRAFF | 7 | 3 | 8 | 4 | 2 | 0 | 24 | 4 | | | |
| MISDEMEANORS SUBTOTAL | 42 | 37 | 42 | 48 | 56 | 38 | 263 | 38 | | | |
| CIVIL TRAFFIC | 42 | 77 | 86 | 37 | 80 | 88 | 410 | 122 | | | |
| HARASSMENT INJUNCTION | 22 | 1 | 2 | 5 | 2 | 4 | 36 | 4 | | | |
| ORDER OF PROTECTION | 1 | 1 | 2 | 1 | 3 | 2 | 10 | 2 | | | |
| TOTAL FILINGS | 107 | 116 | 132 | 91 | 141 | 132 | 719 | 166 | | | |
| IA/ARR IN CUSTODY | 30 | 31 | 23 | 29 | 14 | 0 | 127 | 0 | | | |
| ATTY RESTITUTION | 328.13 | 506.38 | 164.11 | 346.90 | 414.34 | 260.22 | 2020.08 | 283.52 | | | |
| LCL ORD FEES (Default/Warrant etc) | 1392.43 | 1893.11 | 1550.89 | 1481.57 | 2159.88 | 2404.29 | 10882.17 | 2809.53 | | | |
| LCL CRT ENHANCEMENT | 1267.98 | 1487.64 | 1564.34 | 1552.67 | 1416.49 | 1825.03 | 9114.15 | 2433.36 | | | |
| JCEF TO TOWN | 178.14 | 225.38 | 225.16 | 261.20 | 184.84 | 115.53 | 1190.25 | 217.70 | | | |
| CVMO ADDL EQP\$13 | 162.91 | 149.02 | 172.10 | 196.30 | 189.37 | 210.98 | 1080.68 | 222.42 | | | |
| DPS ADDL EQP \$13 | 13.82 | 30.92 | 25.67 | 12.30 | 12.46 | 2.64 | 97.81 | 12.10 | | | |
| YAV CTY JAIL/ADD FEE | 274.27 | 364.13 | 294.27 | 367.34 | 204.32 | 396.67 | 1901.00 | 318.07 | | | |
| MVD/ADOT/ADD FEE | 0.00 | 0.00 | 0.00 | | 4.00 | 0.00 | 4.00 | 0.00 | | | |
| COTTONWOOD ADD EQP FEE | | | | | | | | 4.00 | | | |
| ROC ADDL EQP FEE | 0.00 | 0.38 | 0.41 | 0.41 | 0.81 | 0.00 | 2.01 | 1.38 | | | |
| YAN TRIBAL POLICE | 19.79 | 17.94 | 17.15 | 15.44 | 18.10 | 16.28 | 104.70 | 280.83 | | | |
| STATE TREAS. | 13634.75 | 15471.63 | 12917.27 | 14833.50 | 15956.67 | 12489.11 | 85302.93 | 14303.10 | | | |
| TOWN TREAS. | 10427.82 | 12043.57 | 11323.09 | 12686.04 | 12010.30 | 11730.68 | 70221.50 | 13886.72 | | | |
| TOTAL CHECK | 25979.48 | 29790.61 | 26539.46 | 29925.20 | 29997.36 | 26786.92 | 169019.03 | 31679.68 | | | |

TOTAL FILINGS AND COLLECTIONS-THREE YEAR TREND

| | | | TOTAL FILINGS AND COLLECTIONS-THREE YEAR TREND | | | | | | | |
|----------|-----------|---------------------------------|---|------------------------------|--|------------------------------|--|------------------------------|--|---------------------------------------|
| MAY 2018 | JUNE 2018 | JANUARY THROUGH JUNE 2018 | TOTAL FISCAL YEAR 2018 (JULY 2017- JUN 2018) | Inc/Dec FY 17 TO FY 18 | TOTAL FISCAL YR 2017 (Jul 2016- Jun 2017) | Inc/Dec FY 16 TO FY 17 | TOTAL FISCAL YR 2016 (Jul 2015- Jun 2016) | Inc/Dec FY 15 TO FY 16 | TOTAL FISCAL YR 2015 (Jul 2014- Jun 2015) | DESCRIPTION |
| | | 34 | 239 | -28% | 333 | 4% | 319 | 15% | 277 | MISDEMEANOR & CR TRAFFIC |
| | | 0 | 32 | -48% | 62 | -18% | 76 | 52% | 50 | FTA |
| | | 0 | 2 | -75% | 8 | -11% | 9 | -10% | 10 | DUI |
| | | 4 | 28 | -76% | 118 | -56% | 268 | -9% | 294 | SERIOUS TRAFF |
| | | | | | | | | | | CRIMINAL TRAFF |
| | | 38 | 301 | -42% | 521 | -22% | 672 | 3% | 651 | MISDEMEANORS SUBTOTAL |
| | | 122 | 532 | -44% | 950 | -11% | 1066 | -21% | 1356 | CIVIL TRAFFIC |
| | | 4 | 40 | 100% | 20 | -23% | 26 | 0% | 26 | HARASSMENT INJUNCTION |
| | | 2 | 12 | -67% | 36 | 20% | 30 | 30% | 23 | ORDER OF PROTECTION |
| | | 166 | 885 | -42% | 1527 | -15% | 1794 | -13% | 2056 | TOTAL FILINGS |
| | | 0 | 127 | -57% | 297 | -31% | 431 | 11% | 387 | IA/ARR IN CUSTODY |
| | | 284 | \$ 2,303.60 | -63% | \$ 6,167.66 | 28% | \$ 4,814.96 | -16% | \$ 5,726.10 | ATTY RESTITUTION |
| | | 2810 | \$ 13,691.70 | -16% | \$ 16,332.43 | -29% | \$ 23,017.77 | 31% | \$ 17,526.40 | LCL ORD FEES (Default/Warrant etc) |
| | | 2433 | \$ 11,547.51 | -48% | \$ 22,287.49 | -8% | \$ 24,241.18 | -21% | \$ 30,743.43 | LCL CRT ENHANCEMENT |
| | | 218 | \$ 1,407.95 | -51% | \$ 2,860.56 | -3% | \$ 2,942.78 | 0% | \$ 2,935.79 | JCEF TO TOWN |
| | | 222 | \$ 1,303.10 | -44% | \$ 2,344.96 | 10% | \$ 2,134.35 | 0% | \$ 2,137.42 | CVMO ADDL EQP\$13 |
| | | 12 | \$ 109.91 | -86% | \$ 763.43 | -52% | \$ 1,575.76 | -33% | \$ 2,354.35 | DPS ADDL EQP \$13 |
| | | 318 | \$ 2,219.07 | -27% | \$ 3,031.13 | -11% | \$ 3,418.98 | -25% | \$ 4,554.94 | YAV. CTY JAIL FEES |
| | | 0 | \$ 4.00 | -65% | \$ 11.43 | -31% | \$ 16.58 | 107% | \$ 8.00 | MVD/ADOT/ADD FEE |
| | | 4 | | | | | | | | |
| | | 1 | \$ 3.39 | -72% | \$ 12.00 | 0% | \$ - | -100% | \$ 0.97 | ROC ADDL EQP FEE |
| | | 281 | \$ 385.53 | -18% | \$ 468.32 | 263% | \$ 129.11 | 100% | \$ 64.50 | YAN TRIBAL POLICE |
| | | 14303 | \$ 99,606.03 | -51% | \$ 203,750.00 | -13% | \$ 235,443.15 | -10% | \$ 261,650.80 | STATE TREAS. |
| | | 13887 | \$ 84,108.22 | -50% | \$ 167,240.18 | -6% | \$ 177,814.66 | -1% | \$ 180,021.82 | TOWN TREAS. |
| | | 31680 | \$ 200,698.71 | -50% | \$ 402,769.50 | -10% | \$ 447,716.55 | -8% | \$ 484,472.02 | TOTAL CHECK |

MONTHLY REVENUE REMITTANCE REPORT

CAMP VERDE MUNICIPAL COURT-EDITED- JANUARY 2018

| Account Description & Statute | AZTEC Code | AJACS Acct Description | AJACS GL Acct #s | Total Distribution |
|---|-------------|--|------------------|--------------------|
| Arson Detection reward fund: ARS §41-2167 | ZADRF | ZADRF ADRF - Title 22 Fees | 2-13-05 | |
| Confidential address ARS 12-118.04 | ZCAA1 | ZCAA1 Address Confidentiality Program Assessment | 2-15-33 | 11.12 |
| CEJF 10% of Base Fine - 16-954C | ZCEJF | ZCEJF CEJF Penalty Assessment Not from DPS Photo Enforcement | 2-14-03 | \$992.65 |
| CEJF 47% of Base Fine - 12-118.01A | ZCJEF | ZCJEF CEJF Penalty Assessment: | 2-14-01 | \$4,666.98 |
| Child Restraint - 28-907C | ZCPRF | ZCPRF Child Passenger Restraint Fund | 2-11-11 | |
| Drug & Gang Enforcement - 13-811C | ZDECU | ZDECU Drug & Gang Enforcement Account | 2-11-25 | \$871.88 |
| DNA 3% of Base Fine - 12-118.01C | ZDNAS | ZDNAS DNA Penalty Assessment | 2-14-05 | \$582.72 |
| DUI Abatement Fund - 28-1392D3 (\$250 Extreme DUI) | ZDUJA | ZDUJA DUI Abatement Fund Assessment | 2-15-11 | |
| Domestic Violence Shelter Fund 12-118.06 | ZDVSF | ZDVSF Domestic Violence Assessment | 2-15-34 | \$11.70 |
| FARE Fee Special Collections (19%) | ZFAR1 | ZFAR1 FARE Special Collections Fee | 2-13-23 | \$1,453.13 |
| FARE Delinquency Fee (\$35.00 Fee) | ZFAR2 | ZFAR2 FARE Delinquency Fee | 2-13-22 | \$573.62 |
| FTGF 7% of Base Fine - 12-118.01B | ZFTGS | ZFTGS FTG Penalty Assessment | 2-14-04 | \$694.84 |
| G&F Wildlife Theft Prevention Fund - 17-313A | ZGF | ZGF Wildlife Theft Prevention Fund | 2-11-74 | |
| 28-2533 - Out-of-State Plates (90% Base Fine to HURF) | ZHRF1 | ZHRF1 Highway User Revenue Fund (Weight Violations) | 2-11-35 | |
| 28-2533 - Out-of-State Plates (20% Base Fine to DPS) | ZHRFD | ZHRFD Highway User Revenue Fund (Registration Violations) | 2-11-36 | |
| STATE Time Payment JCEF - 12-116 | ZHRF3 | ZHRF3 Highway User Revenue Fund (Registration Violations) | 2-12-61 | |
| | ZHRC | ZHRC Civil Penalty - Registration Violations | 2-13-52 | \$337.22 |
| | ZLCS | ZLCS JCEF - Time Payment Fee | 2-13-53 | \$61.31 |
| | ZLCS | ZLCS JCEF - Time Payment Fee - Public Defender Training Fund | 2-13-53 | |
| STATE CIVIL JCEF - 22-281C1 (18.39% of Fee) | ZJCSF | ZJCSF JCEF - Title 22 Fees | 2-13-51 | \$7.19 |
| MSEF 13% of Base Fine - 12-118.02A | ZMSEF | ZMSEF MSEF PENALTY ASSESSMENT | 2-14-02 | \$1,290.73 |
| 2011 \$9 Assessment - State: \$4 to GITEM & \$4 to PSEF | ZOS1 | ZOS1 2011 Additional Assessment | 2-15-31 | \$537.70 |
| Prison Construction & Operations Fund - 41-1651 | ZPCOF | ZPCOF Prison Construction and Operations Fund Assessment | 2-15-13 | \$532.80 |
| Probation Surcharge 2008 - 12-114.01 (\$10.00) | ZPRS6 | ZPRSU/ZPRS6 JCEF Probation Assessment - ST | 2-14-06 | \$1,419.22 |
| Probation Surcharge 2009 - 12-114.01 (\$10.00) | ZPRS9 | | | |
| Probation Surcharge OLD - 12-114.01 (\$5.00) | ZPRSU | ZPRSU JCEF Probation Assessment - Only | 2-21-01 | |
| Public Safety Equipment Fund, 41-1723, 28-1381.5 | ZGFDU,ZPSEF | ZPSEF Public Safety Equipment Fund Assessment | 2-15-14 | \$86.40 |
| Registrar of Contractors | ZRCA | ZRCA Registrar of Contractors License Violations | 2-11-66 | |
| State Highway Fund - 28-710A | ZSHWY | ZSHWY State Highway Work Zone Additional Assessment | 2-15-21 | |
| Drug Lab Remediation/technical Registration Bd 13-9423 (08) | ZTECH | ZTECH Technical Registration Fund Assessment | 2-15-35 | \$30.00 |
| State Highway Work Zone Fund - 28-710B | ZSHWZ | ZSHWZ State Highway Work Zone Safety/Additional Assessment | 2-15-22 | |
| victims rights ent assemt fund (100%) | ZVREA | ZVREA Victim Rights Enforcement Fund | 2-15-37 | \$128.79 |
| 28-4139 - FR Suspended Plates (100% Base Fine to DPS) | ZSLPD | ZSLPD Civil Penalty - Susp/Display License Plate Violations | 2-12-62 | |
| SUBTOTAL - STATE REVENUE Remitted to City Finance | | | | \$14,303.10 |
| Jail Incarceration Fee (9914) GL#2-003-10-34324 | ZJF | ZJF City Incarceration Fee | 4-33-21 | \$250.86 |

| | | | | |
|---|--------------------|--|---------|------------|
| 2011 Add'l Assessment \$1 -JP Crts 12-116.04E GL#3-900-40-35198 | ZOS2 | ZOS2 2011 Additional Assessment (Justice Courts Share) | 2-21-03 | \$87.21 |
| SUBTOTAL - YAVAPAI COUNTY REVENUE Remitted to City Finance | | | | |
| 2011 Officer Safety Equip - Sheriff | ZOS4 | ZOS 2011 Additional Assessment (County Citing Agency) | 2-21-03 | \$318.07 |
| 2011 Officer Safety Equip - DPS | ZOS5 | ZOS State Citing Agencies - 2011 Additional Assessment | 2-15-02 | |
| 2011 Officer Safety Equip - MVD/DADOT | ZOS6 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | \$12.10 |
| 2011 Officer Safety Equip - Game & Fish | ZOS7 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | |
| 2011 Officer Safety Equip - ROC | ZOS8 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | \$1.38 |
| 2011 Officer Safety Equip - Border Patrol | ZOS9 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | |
| 2011 Officer Safety Equip - Animal Control | ZOS10 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | |
| 2011 Officer Safety Equip - Marshall 18-901-40-413000 | ZOS11 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | \$222.42 |
| 2011 Officer Safety Equip - Collage PD | ZOS12 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | |
| 2011 Officer Safety Equip - Fire Dept | ZOS13 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | |
| 2011 officer Safety Equip - Cottonwood PD | ZOS | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | \$4.00 |
| 2011 Officer Safety Equip - Tribal | ZOS14 | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | \$28.70 |
| 28-4139 - FR Suspended Plates (100% Base Fine to TRIBAL) | ZSLPT | ZOS 2011 Additional Assessment - Citing Agency Share | 2-51-03 | \$252.13 |
| SUBTOTAL - INDIVIDUAL CITING AGENCY REVENUE Remitted to City Finance | | | | |
| Court Appl Attorney Fee Local | ZAFEE | | | |
| Indigent Defense Fees - Rule6,7d, A.R.C.P. 01-300-40-431000 | ZATT,ZATTI & ZREIM | ZATT Indigent Defense Attorney Fees (In County) | 2-31-01 | \$283.82 |
| Confidential address- ARS 12-116.04 | ZCAA2 | ZCAA2 Add'l Confidentiality Progm Assessment - Local Portion | 4-29-02 | \$0.58 |
| Defensive Driving School Fee - 28-3399 | ZDDS | ZDDS Court Defensive Driving School Fee | 4-31-01 | \$2,700.00 |
| Deferred Prosecution Fees | ZDEFP | ZDEFP Deferred Prosecution Fee | 4-31-02 | |
| Fines/Civil Penalties - 13-811A & 28-1554B | ZFINE | ZFINE Civil Traffic Fines | 4-21-10 | \$2,998.85 |
| | | ZFINE Other Civil Penalties | 4-21-90 | \$1,479.77 |
| | | ZFINE Criminal Traffic Fines (DUJ) | 4-22-10 | |
| | | ZFINE Criminal Traffic Fines (Non-DUJ) | 4-22-20 | \$283.00 |
| | | ZFINE Criminal Fines - Non-Traffic | 4-22-30 | \$797.97 |
| | | ZFINE Generic Base Fine | 4-21-95 | \$3,095.17 |
| | | ZFINE PETTY OFFENSES | 4-55-01 | |
| 28-2533 - Out-of-State Plates (20% Base Fine to SPD) | ZHRFC | ZHRFC/ZHRFC 28-2533 Registration Violation | 4-23-01 | |
| CREDIT City Gen Fund (Over Amt as Local Costs, Bond Forfeitures) | ZFORF | ZFORF Bond Forfeitures | 4-91-03 | |
| | ZOVER | ZOVER Cash Over/Short | 4-91-01 | |
| | ZOVF | ZOVF Non-Refundable Overpayments | 4-91-02 | \$12.00 |
| Public Defender Fee - 11-584 (\$25.00) | ZPUBZ | | 4-39-09 | |
| Local Costs/Fee Warrant Default Fees | ZLCL | ZLCL Other Clerk Fees | 4-39-09 | \$2.54 |
| | | ZLCL Document Copy Fees | 4-39-01 | |
| | | ZLCL Proceeding (Transcript) Fees (Electronic Media) | 4-39-02 | |
| | | ZDEF DEFAULT FEE | 4-32-01 | \$800.00 |

| | | | | |
|---|------------|--|---------|--------------------|
| Bonds Forfeited to General Fund | ZLOCL | ZWAR WARRANT FEE | 4-32-03 | \$2,209.53 |
| Misc. Filing Fees - 22-281C3 (71.15% to County) | ZMISC | ZFORF Bond Forfeitures | 4-01-03 | |
| | | ZMISC Title 22 Filing and Answer Fees (General Fund) | 4-11-01 | \$24.65 |
| 28-4139 - FR Suspended Plates (100% Base Fine to CVMO) | ZSLPC | ZMISC Title 22 Other Fees (General Fund) | 4-11-02 | |
| Bank Fees -From Ckbk/prev mon bank statement | | ZSLPX/ZHRPC 28-4139 LICENSE PLATE VIOLATION | 4-23-02 | \$18.34 |
| Bank Fee - Checks Ordered | | | | |
| SUBTOTAL - CITY REVENUE Remitted to Finance 01-300-40-413000 | | | | \$13,886.72 |
| Court Enhancement Fee | ZCEH | ZCTF Court Enhancement Fee | 4-30-04 | \$2,433.36 |
| SUBTOTAL - COURT ENHANCEMENT REVENUE Remitted to City Finance 05-330-40-413300 | | | | \$2,433.36 |
| LOCAL Time Payment JCEF - 12-1-16 | ZICL | ZICL Time Payment Fees (Local JCEF) | 4-13-03 | \$214.58 |
| LOCAL Civil JCEF - 22-281D (8.04% of Fee) | ZICLF | ZICLF Title 22 Filing and Answer Fees (Local JCEF) | 4-13-01 | |
| | | ZICLF Title 22 Other Fees (Local JCEF) | 4-13-02 | \$3.12 |
| SUBTOTAL - JCEF REVENUE Remitted to city finance 05-310-40-413100 | | | | \$217.70 |
| Total Revenue | | | | \$31,679.68 |
| MISCELLANOUS PASS-THROUGH MONIES HOLD RCPTS REPORT | | | | |
| Carried Forward from Previous Month | | | | 0.00 |
| Received During Current Month | HOLD RCPTS | back log from Def | | 170.00 |
| JANUARY AZ STATE FEES DEP IN ERROR | | | | 489.02 |
| Disbursed During Current Month | | BELOG TO MFTG FUND WITH THE TOWN ACCT | | 0.00 |
| | | | | 659.02 |
| RESTITUTION REPORT | | | | |
| Carried Forward from Previous Month | | | | \$0.00 |
| Escheated / state dated | | | | |
| Received During Current Month | 5901 | ZREST | | \$567.86 |
| Disbursed During Current Month | | | | (\$559.46) |
| | | | | \$8.40 |
| BOND REPORT | | | | |
| Bonds Carried Forward from Previous Month | | | | \$1,611.00 |
| Bonds Received During Current Month | | ZBND | | \$1,491.27 |
| Bonds Forfeited During Current Month | | Pg 3 Total | | (1,567.27) |
| Bonds Escheated 2011: | | | | |
| Bond Voided | | | | |
| Bonds Transferred | fee book | | | |
| Bonds Refunded During Current Month | | 5079 | | \$1,535.00 |
| Bonds Balance at End of Current Month: open bonds | | | | \$1,535.00 |
| TOTAL PASS THROUGH MONIES | | | | \$2,202.42 |

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

January-18

Limited Jurisdiction Courts
 Misdemeanor, Criminal And Civil Traffic Caseload Summary By Charge
 CAMP VERDE MUNICIPAL COURT - 1354

START DATE : 1/1/2018 END DATE :1/31/2018

| Misdemeanor Criminal and Civil Traffic Caseload Summary by Charge | | INCOMING | | | | OUTGOING | | | | |
|---|---------------------------------------|---------------------------|----------|-------------|------------------------|-------------------|------------------|----------|---------------------------|------------------------|
| Column ID | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| LINE ID | CASE TYPE | New Filing & Transfers In | Reopened | Reactivated | Total Charges Incoming | Terminations | | | Placed on Inactive Status | Total Charges Outgoing |
| | | | | | | Entry of Judgment | Default Judgment | Reopened | | |
| Section - 1 Misdemeanor | | | | | | | | | | |
| Person | | | | | | | | | | |
| A | Person-Sex Offenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| B | Person-Kidnapping | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 1 |
| C | Person-Aggravated Assaults | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| D | Person-Other Assaults | 4 | 0 | 0 | 4 | 7 | 0 | 0 | 7 | 14 |
| Property | | | | | | | | | | |
| E | Property-Burglary | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| F | Property-Auto Theft | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| G | Property-Other | 7 | 0 | 2 | 9 | 7 | 0 | 0 | 4 | 11 |
| Other | | | | | | | | | | |
| H | Drug Possession/Paraphernalia | 4 | 0 | 0 | 4 | 4 | 0 | 0 | 4 | 8 |
| I | Weapons | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| J | Public Order | 7 | 0 | 2 | 9 | 5 | 0 | 0 | 12 | 17 |
| K | Interfering With Judicial Proceedings | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 |
| L | Failure to Appear/Misd&CrimTraffic | 4 | 0 | 0 | 4 | 2 | 0 | 0 | 4 | 6 |
| M | Petty Offenses | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| N | Other | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 1 |
| Section - 2 Criminal Traffic | | | | | | | | | | |
| DUI | | | | | | | | | | |
| A | Motor Vehicle | 0 | 0 | 0 | 0 | 4 | 0 | 0 | 4 | 8 |
| B | Extreme Motor Vehicle | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 3 | 4 |
| C | Boating/Flying | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Serious Violations | | | | | | | | | | |
| D | Leaving the Scene | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| E | Reckless Driving | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| F | Racing on Highway | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| G | All Other | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Other Violations | | | | | | | | | | |
|---|-------------------------------|------------|----------|----------|------------|------------|-----------|----------|-----------|------------|
| H | Criminal Speed | <u>0</u> | <u>0</u> | <u>1</u> | 1 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| I | All Other | <u>3</u> | <u>0</u> | <u>0</u> | 3 | <u>2</u> | <u>0</u> | <u>0</u> | <u>1</u> | 3 |
| Section - 3 CivilTraffic | | | | | | | | | | |
| A | Driver License | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>1</u> | <u>0</u> | <u>0</u> | <u>0</u> | 1 |
| B | Registration | <u>3</u> | <u>0</u> | <u>0</u> | 3 | <u>2</u> | <u>1</u> | <u>0</u> | <u>0</u> | 3 |
| C | Insurance | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| D | Speeding | <u>94</u> | <u>6</u> | <u>0</u> | 100 | <u>60</u> | <u>8</u> | <u>6</u> | <u>0</u> | 74 |
| E | Excessive Speeding | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| F | Red Light | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| G | Seat Belt | <u>0</u> | <u>1</u> | <u>0</u> | 1 | <u>0</u> | <u>0</u> | <u>1</u> | <u>0</u> | 1 |
| H | State DPS Photo Enforcement | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| I | Other Civil Traffic | <u>19</u> | <u>0</u> | <u>0</u> | 19 | <u>15</u> | <u>2</u> | <u>0</u> | <u>0</u> | 17 |
| Section - 4 Local - Non Criminal Ordinances | | | | | | | | | | |
| A | Parking | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| B | Non-Parking | <u>2</u> | <u>0</u> | <u>0</u> | 2 | <u>4</u> | <u>0</u> | <u>0</u> | <u>0</u> | 4 |
| Section - 5 Felony | | | | | | | | | | |
| A | Total Felony | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| GRAND TOTAL | | 149 | 7 | 5 | 161 | 115 | 11 | 7 | 40 | 173 |
| Section - 6 Domestic Violence | | | | | | | | | | |
| A | Felony-Domestic Violence | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |
| B | Misdemeanor-Domestic Violence | <u>9</u> | <u>0</u> | <u>1</u> | 10 | <u>7</u> | <u>0</u> | <u>0</u> | <u>10</u> | 17 |
| Section - 7 Special Case Characteristics | | | | | | | | | | |
| A | Self Represented Litigants | <u>146</u> | <u>7</u> | <u>3</u> | 156 | <u>110</u> | <u>11</u> | <u>7</u> | <u>34</u> | 162 |
| B | Interpreter Services Provided | <u>0</u> | <u>0</u> | <u>0</u> | 0 | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0 |

United Jurisdiction Courts

START DATE : 1/1/2018 END DATE : 1/31/2018

| Column ID | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
|---|---|----------|------------|-------------|----------|-------------|-------------------|----------|---------------------------|------------------------|----------|-------------|----------|
| LN E ID | Begin Pending | | New Filing | Transfer In | Reopened | Reactivated | Terminations | | Placed on Inactive Status | Statistical Correction | | End Pending | |
| CASE TYPE | Active | Inactive | | | | | Entry of Judgment | Reopened | | Active | Inactive | Active | Inactive |
| Section - 1 Civil | | | | | | | | | | | | | |
| A | Small Claims | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| B | Forcible Detainer / Eviction Action | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| C | Tort | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| D | Contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| E | Debtor-Seller Plaintiff | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| F | Other Civil | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| G | Total Civil Complaints | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Section - 2 Domestic Violence & Harassment Petitions | | | | | | | | | | | | | |
| A | Civil Emergency Order of Protection | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| B | Civil Order of Protection | 2 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 2 | 0 |
| C | Injunction Against Harassment | 4 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 4 | 0 |
| D | Injunction Against Workplace Harassment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Section - 3 Special Case Characteristics | | | | | | | | | | | | | |
| A | Self Represented Litigants | 6 | 0 | 2 | 0 | 0 | 2 | 0 | 0 | 0 | 0 | 6 | 0 |
| B | Interpreter Provided | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

MEMORANDUM

TO: Russ Martin, Town Manager
FROM: Kathy Hellman, Library Director
SUBJECT: Monthly Report – January 2018
DATE: 2/8/2018
CC: Department Heads, Town Council

Report from Library Director, Kathy Hellman: The Library was glad to host the 2nd annual Volunteer Recruitment Fair in partnership with Camp Verde Human Resources this month. The Friends of the Library hosted a Pastagheti Dinner and displays were setup throughout the library.

The Center has agreed to expand its grant request to Yavapai County Community Foundation to include a request for an Internship program that adults enrolled in CVARP classes may apply to. Library staff would train the Interns to help at the Front Desk and the PC Help Desk, giving them the opportunity to learn the soft skills necessary to be successful in today's work environment and benefiting the Library with needed additional help.

Report from Youth Services Librarian, Nadia Torabi: In February, we will continue with Story Time, LEGO Club, STEAM Time, and Family Craft Night. STEAM Time has been changed from Fridays at 1:00PM to Saturday at 1:00PM. We had the children's iPads and iMAC reset to introduce technology use into programs, starting with interactive apps in Story Time. We are exploring ways to rearrange the children's room to open up the space a bit more and make room for more activities for Tweens. P.S. No Children's Library is complete without Dewey!



Report from Circulation Librarian, Alice Gottschalk: Staff at the CIRC Desk had 20 visitors ask questions about volunteering at the library during the Volunteer Fair. Nine of those visitors took a Volunteer Interest Card and one filled it out and handed it back to us. The organizations represented at the Fair shared the good things they do for our community which was very helpful as we serve people from the circulation desk.

Report from Reference & PC Help Librarian, Gerry Laurito: We had 2 sets of computer classes in the Center in January. One 3-week session taught computer basics and the other one focused on teaching Microsoft Word. Another program sponsored by the library is a series of viewings and conversations centered on the Vietnam War documentary by Ken Burns, a 10-week series that continues through the end of March. I continue to work with Lisa Griest from YCFLD to learn how to do Story Share programs with seniors in the Verde Valley.

Report from Teen Librarian, Zack Garcia: January marked one year for me being a Librarian, and I am excited for many to follow! Many things are happening between January and February. On Jan 17, we held our first meeting for the new youth council, after visiting kids in classrooms to recruit for the event. The first event gave us more insight to the applicants and their parents as we determine what we expect of the group, as well as giving participants the opportunity to shape it. The follow-up event will be held Feb 10, followed by the Star Party in Rezzonico Family Park. This event will allow us to expand on previous ideas, and come up with a game plan for the coming year. In following weeks, we will conduct interviews, and plan to have the group up and running with the first official meeting in March. I am very excited to see the good things this group will accomplish.

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

FUN FACT!

Previous to FY18, we counted all programs for adults in the library under Adult Programs. Now we separate the Library Sponsored programs from the Community Room uses. Adding these two figures together gets 52 programs, a 40% rise in adult programs happening inside the library in January!



January 2018 - In This Issue:

Update from Your Library Director...

What's New...

Featuring...

Children's Library

Teen Library

What's Happening?

Update from your Library Director...

Library open hours are changing in response to community requests for use of our facility and collected traffic counts. Starting Monday, January 29, we will observe the following hours:

Monday - Thursday: 9:00a - 8:00p

Friday - Saturday: 9:00a - 5:00p

Sunday: closed

People ask why we need libraries these days now that we have Google, Siri and Alexa to give us all the answers. Well, here are a few reasons to think about. From December 1, 2016 through November 30, 2017, we counted 104,551 visits through our front doors. Our visitors checked out 63,418 physical items and 4,376 digital titles, which, averaging a cost of \$15 each, saved library customers a collective **\$1,015,910**. [READ More ...](#)

What's New...

Never used a computer?
Wish you didn't have to now?

Gerry's Basic Computer Class is for YOU!

Space is limited. Sign-up @the PC HELP Desk Starts Wednesday 01/17 @2:00p in the Center

bring your own laptop or use one of ours

CVCL Camp Verde Community Library 554-8380

Library & Adult Learn Center Seek Input for Computer Classes

The Library is partnering with the Camp Verde Adult Reading Program and Learn Center (CVARP) to offer two levels of free computer classes. Level 1, or the Basic Computer Class, is for anyone with little to no computer experience. Level 2 classes are designed for computer users who want to learn new techniques, explore new software or upgrade their work skills. [READ More...](#)

Help us HELP YOU! Tell us what new computer skills you would like to learn for fun or work. Take our short, [10 Question Survey](#)

Archaeology Talk - Integrative Archaeology & Hidden Histories: Peru and Tiahuanaco in Bolivia

A special presentation for archaeology enthusiasts in the Terracotta Room **Saturday, January 13, from 2:00-3:00p**. Luminous Antonio, founder and C.E.O of the Integrative Archaeology Foundation, will explore new ways to discover hidden stories, customs, origins and deeper meanings beyond the material evidence of ancient civilizations and cultures. The talk is free and open to the public. [READ More.](#)

Grant Application Workshop

Through a competitive application process, Arizona Community Foundation of Yavapai County and Arizona Community Foundation of Sedona will award grant funding to local nonprofit organizations and programs serving Yavapai County, Sedona and the Verde Valley.

Thursday, January 18 from 1:00p-2:30p learn more about the application process and elements of an effective application. [READ More](#)

Being Mortal: FREE Film Screening & Discussion

Accord Hospice of Sedona is hosting a free, community screening of the documentary "Being Mortal" on **Wednesday, January 17 at 10:00a** in the Terracotta Room at the library. After the screening, audience members can participate in a guided conversation on what the next steps are in identifying and communicating your wishes about end-of-life goals and preferences. [READ More](#)

Vietnam Film Series Viewing and Discussion

Beginning **Wednesday, January 24 and running through Wednesday, March 28 at 4:00p** the Library is pleased to offer a screening and discussion of The Vietnam War: A Film by Ken Burns & Lynn Novick. This is a 10-week series of 10 DVDs showing weekly on Wednesday afternoons. The series kicks-off with pizza and beverages provided for those participating in the program. After that, attendees are encouraged to bring their own food to enjoy during the program. [READ More](#)

Volunteer Recruitment Fair & Pastaghetti Dinner/Fundraiser

Thursday, January 25 from 4:00p-7:00p, Town of Camp Verde HR Department and the Library are pleased to offer you the chance to explore a variety of volunteer opportunities that can help make a difference in our community. Enjoy dinner, visit the participants and win prizes. [READ More](#)

FEATURING... New Magazines & RB Digital/Zinio

We've added **new magazines** on our shelves as well as on our digital site. Check out paper copies for up to 3 weeks at a time. We only ask that you **return them in person** (not in the book return) to keep them intact for your neighbor to read. Here are the new titles on our shelves:

- Astronomy
- Discover
- Family Circle
- Family Handyman
- Field & Stream
- Money Magazine
- Poets & Writers Magazine
- Popular Mechanics
- Popular Science
- Shutterbug

Vanity Fair
Town and Country

If you don't see your favorite magazine on the shelf or would just like to experience the wonderful world of digital content in a magazine you read, give **RB Digital/Zinio** a try. It works on smartphones and tablets. To learn more, ask a Librarian at the PC Help Desk or [Click HERE](#) and get started yourself.

**FREE DIGITAL
MAGAZINES**

**Download the App or
checkout a new issue!**

**We've added new
titles on our shelves
and new titles to our
digital collection.**



CVCL Camp Verde Community Library 554-8380

rb

digital

**ask
A LIBRARIAN**

CHILDREN'S LIBRARY

StoryTime is Wednesdays @3:00p
Themed stories and crafts for preschoolers.

Lego Club is Thursdays @5:00p
Do your teens play games with Zack on Thursdays? Kids and Tweens join Miss Nadia for new Lego challenges each week.

S.T.E.A.M. Time is Fridays @1:00p
This month, make lava lamps, learn about frostbite, take the Igloo Challenge, and explore the symmetry of snowflakes.

TEEN LIBRARY

Game Night with Zack - Thursdays @5:00p
Lay aside your tablets & smartphones, close that laptop and join with other teens to play games with Zack.

All-Ages Magic the Gathering (MTG) - Friday, 01/26 @3:00p
Sign-up with Zack in the Teen Library.

Invitation to Explore Camp Verde Youth Council - Saturday, 01/27
Teens ages 12-17 are invited to a luncheon from noon to 2:00p where Library staff will lead a discussion centered around forming a Town-Wide Youth Council. The goal is to form a solid civic group that will give teens a voice in the community. At the luncheon, the scope and purpose of the group will be explained and applications for interested youth will be available to fill out and submit. Sign-up with Zack in the Teen Library and let us know if you have any special dietary restrictions.

What's Happening?

Thursday, 01/11

5:30p-7:30p Music in the Stacks meets in the Fireside Room ([details](#))

6:00p Camp Verde Lions Club meets in the Key Lime Room

Saturday, 01/13

2:00p Integrative Archaeology Presentation in the Terracotta Room ([details](#))

LIBRARY CLOSED for MLK Day Monday 01/15

Tuesday, 01/16

10:00a - noon Writing for Fun and More in the Copper Room ([learn more](#))

Wednesday, 01/17

10:00a Being Mortal: Free Film Screening & Discussion in the Terracotta Room ([details](#))

2:00p-4:00p Basic Computer Class in the CVARP Learn Center ([details](#))

3:00p AZCourtHelp Webinar: Family Court 101 in the Terracotta Room ([learn more](#))

3:30p-4:30p Let's Talk: Meet the Press in the Fireside Room ([details](#))

Thursday, 01/18

1:00p-2:30p Grant Application Workshop by AZ Community Foundation of Yavapai County meets in the Terracotta Room ([details](#))

4:00p-5:30p Verde Valley Photographic Society meets in the Key Lime Room

6:00p Verde Valley Special Needs Support Group meets in the Terracotta Room ([details](#))

Friday, 01/19

9:00a-11:30a Federal Casework Assistance: Help with Federal Agencies and Constituent Services from Tom O'Halleran's office meets in the CVARP Learn Center ([learn more](#))

9:00a-10:00a Northern AZ Hospice Grief Support Group meets in the Key Lime Room

Saturday, 01/20

10:00a-11:30a Physicians Mutual Medicare Seminar meets in the Copper Room ([details](#))

Monday, 01/22

6:00p-8:00p Camp Verde Business Alliance Monthly meeting in the Terracotta Room ([learn more](#))

Wednesday, 01/24, 01/31

4:00p-7:00p Vietnam War Film Series Viewing & Discussion Begins in the Terracotta Room ([details](#))

Thursday, 01/25

4:00p-7:00p Pastaghetti Dinner fundraiser for Friends of Camp Verde Library in the Terracotta Room ([details](#))

4:00p-7:00p Volunteer Recruitment Fair throughout the Library ([details](#))

6:00p Camp Verde Lions Club meets in the Key Lime Room

Friday, 01/26

9:30a-11:30a Free Computer Classes starting in the CVARP Learn Center ([details](#))

NO Friday Family Movies will be shown during the month of January.

STAY CONNECTED

[LIKE us on Facebook](#)

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

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Constant Contact 

Try it free today

| | Jan-18 | Jan-17 | % change | YTD-FY18 | YTD-FY17 | % change |
|---|---------------|---------------|---------------|---------------|---------------|--------------|
| In-Library Uses | | | | | | |
| Traffic Count | 7,925 | 9,611 | -17.5% | 57,175 | 47,631 | 20.0% |
| New Cards Issued | 96 | 173 | -44.5% | 686 | 739 | -7.2% |
| Public Computer Sessions | 1,436 | 1,911 | -24.9% | 9,814 | 11,175 | -12.2% |
| Early Literacy Computer Use | 186 | 52 | 257.7% | 1,061 | 341 | 211.1% |
| Requests for Computer Help | 157 | 134 | 17.2% | 777 | 796 | -2.4% |
| Reference Questions | 158 | 121 | 30.6% | 1,316 | 1,050 | 25.3% |
| Study Room Uses | 39 | n/a | | 379 | n/a | |
| Study Room Use - Hours | 96 | n/a | | 782 | n/a | |
| Study Room Use - People Served | 59 | n/a | | 593 | n/a | |
| Community Room Uses | 34 | n/a | | 219 | n/a | |
| Community Programs Attendance | 312 | n/a | | 1,653 | n/a | |
| Total In-Library Use | 9,958 | 12,002 | -17.0% | 70,829 | 61,732 | 14.7% |
| Library Programs | | | | | | |
| Adult Programs | 18 | 37 | -51.4% | 84 | 152 | -44.7% |
| Adult Program Attendance | 196 | 531 | -63.1% | 1,285 | 1,147 | 12.0% |
| Children's Programs | 13 | n/a | | 132 | n/a | |
| Children's Program Attendance | 45 | n/a | | 1,060 | n/a | |
| Teen Programs | 6 | n/a | | 64 | n/a | |
| Teen Program Attendance | 45 | n/a | | 431 | n/a | |
| Total Library Program Attendance | 286 | 715 | -60.0% | 2776 | 1543 | 79.9% |
| Circulation | | | | | | |
| Items Checked Out | 5,425 | 5,751 | -5.7% | 37,245 | 29,671 | 25.5% |
| Items Checked In | 4,970 | 5,853 | -15.1% | 37,731 | 31,218 | 20.9% |
| Renewed Items | 817 | 710 | 15.1% | 6,346 | 5,072 | 25.1% |
| Total Circulation | 11,212 | 12,314 | -8.9% | 81,322 | 65,961 | 23.3% |
| Circulation Areas of Interest | | | | | | |
| Audio Books | 205 | 193 | 6.2% | 1,662 | 1,224 | 35.8% |
| Playaway MP3 Books | 109 | 102 | 6.9% | 680 | 644 | 5.6% |
| DVDs & Movies | 2,416 | 2,259 | 6.9% | 14,404 | 11,148 | 29.2% |
| eBooks | 419 | 314 | 33.4% | 2,728 | 2,459 | 10.9% |
| Laptops & iPads | 12 | 8 | 50.0% | 38 | 31 | 22.6% |
| Large Print | 317 | 341 | -7.0% | 2,181 | 1,503 | 45.1% |
| Magazines | 73 | 67 | 9.0% | 613 | 571 | 7.4% |
| Spanish Material | 15 | 9 | 66.7% | 153 | 45 | 240.0% |
| Children's Material | 1,272 | 1,373 | -7.4% | 7,760 | 7,668 | 1.2% |
| Teen's Material | 884 | 568 | 55.6% | 4,661 | 2,754 | 69.2% |
| Transits, HOLDS & InterLibrary Loans | | | | | | |
| HOLDS Filled | 1,036 | 823 | 25.9% | 6,724 | 4,340 | 54.9% |
| Transit Items Sent & Received | 1,696 | 1,452 | 16.8% | 11,287 | 8,583 | 31.5% |
| CVCL ILL Items Going Out | 24 | 26 | -7.7% | 85 | 129 | -34.1% |
| ILL Items for CVCL Patrons | 3 | 2 | 50.0% | 61 | 18 | 238.9% |
| Total Transit, HOLDS & ILL Activity | 2,759 | 2,303 | 19.8% | 18,157 | 13,070 | 38.9% |
| Library Volunteers | | | | | | |
| Number of Volunteers | 34 | 57 | -40.4% | 234 | 264 | -11.4% |
| Number of Hours Given | 575 | 645 | -10.9% | 3,961 | 4,283 | -7.5% |
| Average Hours/Volunteer | 16.9 | 11.3 | 49.5% | 16.9 | 16.2 | 4.3% |
| Collection & Development | | | | | | |
| New Kids & Teen Material Added | 35 | 93 | -62.4% | 289 | 276 | 4.7% |
| New Books Added | 109 | 180 | -39.4% | 846 | 826 | 2.4% |
| New Audio-Visual Material Added | 51 | 31 | 64.5% | 342 | 362 | -5.5% |
| Total Items Added | 160 | 211 | -24.2% | 1188 | 1188 | 0.0% |

| | | | | | | | |
|-------------------------------------|-------|-------|--------|--------|--------|--------|--|
| Mending & Donations | | | | | | | |
| Items Mended or Repaired | 50 | 14 | 257.1% | 386 | 356 | 8.4% | |
| Donations Processed | 1,263 | 1,306 | -3.3% | 9,986 | 5,855 | 70.6% | |
| Donations Cataloged | 62 | 164 | -62.2% | 558 | 632 | -11.7% | |
| Online Public Access Catalog | | | | | | | |
| OPAC Searches | 6,142 | 7,992 | -23.1% | 51,172 | 73,922 | -30.8% | |
| Library Website | | | | | | | |
| Sessions | 2,500 | n/a | | 21,700 | n/a | | |
| Users | 1,900 | n/a | | 15,400 | n/a | | |

**Community Development Director's
Monthly Report
January 2018**

The CD Director met with various departments and citizens to discuss various potential development projects, potential code amendments and general interdepartmental coordination. The Silverado Manufactured Home Community rezone request and Development Agreement have been approved by Council. Staff is working with the developer to proceed to the next step in the process which is the Preliminary Plat for subdividing the land and a Development Plan for the amenities. Staff is working with a developer to forward a rezoning request for a 400+ high end RV Park close to the I-17/St Rt 260 intersection. This item will be presented to Commission and Council during the month of February. The developer has acquired an additional parcel of land of approximately 7 acres which will increase the previously proposed 300+ spaces to 400+ spaces. This project provides an opportunity for the Town to gain an easement to construct a sewer lift station. Additionally, this property owner has property across the river adjacent to Parsons Park which the Town is currently looking at to acquire to add to the existing Parkland. Staff continues to bring forth code amendments to correct, simplify and clarify the Zoning Ordinance. Code Enforcement now has the ability to issue citations. This is expected to be a valuable tool in the Departments quest to improve processes and provide staff with the tools they need to do their jobs efficiently and professionally.

Technological upgrades include implementing GIS. Staff is also pursuing changing existing Permitting software to Iworqs, which is the platform which Code Enforcement and Public Works use. The existing permitting software is not user friendly and efficient.

The CD Director continues to work with and guide staff to accomplish the department goal of excellent customer service and streamlined processes.



Risk Management Memorandum

To: Mayor and Council
From: *CB* Carol Brown, Risk Manager
Date: February 10, 2018
Cc: Department Heads/Safety Committee
Re: Risk Manager's Monthly Report ending January 31, 2018 (Snapshot only)

Obtain/Delete Insurance:

- None

Attended Meetings/Trainings:

- Department Head (2)
- Superior Court – obtained restitution of \$4,122.47/time served for stolen Town assets promoted zero tolerance for theft & vandalism
- SafePersonnel course
- Safety Officer (4)
- Laura Hamblin – supervisor's mtg.
- Webinar 10 ways to lose police lawsuits
- Training by Attorney Eric Edwards Re: Police Departments
- Risk Mgmt. monthly meeting with Town Manager
- Use of community gymnasium/skateboard park
- Outreach with 2 divisions re: Workers' Compensation/triagenow process
- E-session and regular council meeting

Incidents/Claims/Restitution/Collections

- 1 on-going Workers' Compensation claim continued from December 2017

Risk Management Highlights:

- Legal: coding of attorney invoice (discussion relative to streamlining process/allocations),
- on-going claims mgmt. Reviewed Agreements: Park Enhancements, SportSites, Complaint Resolution, and Public Lands Cleanup Waiver.
- Prepared: Safety Committee Agenda and 6 individual 300A work-related injury/illness reports
- Researched: food vendor's use of Ramada, first aid cabinet ANSI requirements, proof of insurance for encroachment easement, insurance options for sponsor of events, AIC Motor Club annual expense and upon an inquiry a pet-friendly dog patio at Town facility.
- Promoted Employee Yielding Effective Safety (EYES) Program
- Coordinated upcoming discussion at the library with William Warren, Director of (Arizona Division of Occupational Safety and Health (ADOSH)).
- Paid AMRRP's invoices
- Processed 16 certificates of insurance

For questions or comments regarding this report, please feel free to stop by my office or contact me at 928.554.0003/carol.brown@campverde.az.gov