

# March 2017 Monthly Report



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

## DEPARTMENT HEAD INFORMATION

<b>Town Clerk</b>	<b>Virginia Jones</b>	<b>554-0023</b>
<b>Finance Director</b>	<b>Mike Showers</b>	<b>554-0811</b>
<b>Economic Development</b>	<b>Steve Ayers</b>	<b>554-0007</b>
<b>Marshal</b>	<b>Nancy Gardner</b>	<b>554-8301</b>
<b>Engineer/Public Works</b>	<b>Ron Long</b>	<b>554-0821</b>
<b>Magistrate</b>	<b>Paul Schlegel</b>	<b>554-0031</b>
<b>Librarian</b>	<b>Kathy Hellman</b>	<b>554-8381</b>
<b>Community Development</b>	<b>Carmen Howard</b>	<b>554-0054</b>
<b>Risk Management</b>	<b>Carol Brown</b>	<b>554-0003</b>



## Memorandum

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: April 12, 2017  
Cc: Department Heads  
Re: Manager's report for the period ending March 31, 2017

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The following is the Manager's report regarding activities in the month of March 2017:

### Intern

Jessica Panitz has joined me in numerous meetings as well began her preparation of comparison analysis for many of the items of interest surrounding the budget that staff has been working on. She has participated in some of the department budget meetings as well during March.

### Wastewater Policies

Staff has met regarding development of a few different policies we will be bringing for Council consideration. First is the awaited opportunity to assist those in the old district boundary that are paying for the system but have not been hooked up to it. We have a new VAC Truck and the discussion of its use and logistics as well as whether other options may be better will be in front of Council soon. Additionally, we have some long-time customers whom are significantly behind and we need to consider alternatives in light of losing some opportunities/revenue at "the courthouse steps". We will seek to provide sometimes difficult remedies to Council for this as well.

### VVREO

Attended the regional open meeting of Verde Valley Regional Economic Organization who has done some nice work in the past few years and is working on development of a more strategic plan for their activities as well for the future. This is another positive step and we are glad they are there as a major collaborator for many of the ongoing work throughout the Valley in regards to economic development.

### ADOT

Something must be said here for the persistence of the Town of Camp Verde and more specifically the work of Ron Long and Deborah Ranney who have both worked over several years and many frustrating meetings, conversations, changes, redos, etc. with ADOT on the sidewalk as well as the roundabout and Highway 260. It does seem like everywhere ADOT has planned to work in the past 10 years started or is ongoing in March. Thanks to many for the patience to get to this point and to the citizens who will have to be patient through it. All of this work will bode well for our future thanks to some hard work by many.

*For questions or comments please contact me at [russ.martin@campverde.az.gov](mailto:russ.martin@campverde.az.gov) or at 554-0001.*



## Office of the Town Clerk March 2017

### Business License 2017

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	5	14	20									
Renewal notices	49	84	66									
Total on File*	830	837	828									

\*does not include Non Profits or Special Event Vendors

### Business License 2016

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	19	21	19	15	13	15	11	17	26	21	15	7
Renewed	38	64	26	59	46	40	35	43	56	45	40	39
Total on File	749	755	770	772	774	783	794	801	822	807	820	825
Closed License	2	8	4	7	7	6	2	10	1	20	5	2
Total Revenue	\$ 1,900	\$2,650	\$1,600	\$2,225	\$1,800	\$1,750	\$1,425	\$1,825	\$1,300	\$1,075	\$1,100	\$975

New licenses for the Month do not include Special Event License

### 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 2017	6	5	10										<b>21</b>
Number of Requests 2016	3	3	2	3	9	11	4	4	2	2	3	0	<b>46</b>
Number of Requests 2015	12	3	8	9	12	15	8	13	7	3	8	4	<b>102</b>
Number of Requests 2014	12	44	15	13	18	23	13	31	7	3	29	19	<b>217</b>

**Clerk's Office Overall Revenue and Expense Report**  
Monthly Activity

	Yearly Budgeted Amount 2015-16	Jan	Feb	March	April	May	June
Revenue	\$17,000	\$1,300	\$3,200	\$3,127	\$2,425	\$1,575	\$2,750.50
Expenses	\$157,438	\$10,371	\$15,587	30,667	\$12,169	\$11,930	\$12,005.39
<b>2016-17</b>							
Revenue	\$23,000	\$1,275.00	\$2,602.50	\$3,655.50			
Expense	\$192,105	\$9,172.71	\$9,131.87	\$12,334.18			

	Yearly Budgeted Amount 2016-17	July	August	Sept	Oct	Nov	Dec
Revenue	\$23,000	\$1,525.00	\$2,552.00	\$2,075.75	\$2,850.00	\$1,100.00	\$3,150.25
Expenses	\$192,105	\$11,870.45	\$25,871.49	\$22,093.40	12,635.84	\$12,371.11	\$14,563.97
<b>2017-18</b>							

**Training**

We had no formal training in March

*Virginia Jones*  
*Town Clerk*



Town of Camp Verde

# Budget Report Account Summary

For Fiscal: 2016-2017 Period Ending: 03/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 120 - Town Clerk</b>							
<b>Revenue</b>							
<a href="#">01-120-40-410000</a>	COPIES	0.00	0.00	5.50	11.00	11.00	0.00 %
<a href="#">01-120-40-412000</a>	BUSINESS LICENSE FEES	20,000.00	20,000.00	3,150.00	18,900.00	-1,100.00	5.50 %
<a href="#">01-120-40-412100</a>	LIQUOR LICENSE FEES	3,000.00	3,000.00	500.00	1,875.00	-1,125.00	37.50 %
	<b>Revenue Total:</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>3,655.50</b>	<b>20,786.00</b>	<b>-2,214.00</b>	<b>9.63 %</b>
<b>Expense</b>							
<a href="#">01-120-20-600000</a>	SALARIES	107,240.00	107,240.00	8,892.01	72,785.43	34,454.57	32.13 %
<a href="#">01-120-20-601000</a>	FICA	6,650.00	6,650.00	550.23	4,502.19	2,147.81	32.30 %
<a href="#">01-120-20-601100</a>	MEDICARE	1,555.00	1,555.00	128.69	1,052.94	502.06	32.29 %
<a href="#">01-120-20-601200</a>	RETIREMENT	12,310.00	12,310.00	1,020.85	8,020.21	4,289.79	34.85 %
<a href="#">01-120-20-601300</a>	UNEMPLOYMENT INSURANCE	350.00	350.00	7.75	185.88	164.12	46.89 %
<a href="#">01-120-20-601400</a>	WORKERS COMPENSATION	325.00	325.00	22.78	183.90	141.10	43.42 %
<a href="#">01-120-20-602000</a>	HEALTH, DENTAL & LIFE INSURANC	22,475.00	22,475.00	1,131.94	14,559.49	7,915.51	35.22 %
<a href="#">01-120-20-701000</a>	TRAINING	1,000.00	1,000.00	0.00	90.00	910.00	91.00 %
<a href="#">01-120-20-701500</a>	TRAVEL	600.00	600.00	0.00	172.52	427.48	71.25 %
<a href="#">01-120-20-703000</a>	OFFICE SUPPLIES	2,000.00	2,000.00	67.82	1,519.53	480.47	24.02 %
<a href="#">01-120-20-703500</a>	MEMBERSHIPS	500.00	500.00	0.00	160.00	340.00	68.00 %
<a href="#">01-120-20-703800</a>	ADVERTISING	1,000.00	1,000.00	0.00	33.93	966.07	96.61 %
<a href="#">01-120-20-704000</a>	COMPUTER SERVICES/SOFTWARE	0.00	0.00	0.00	5.50	-5.50	0.00 %
<a href="#">01-120-20-711000</a>	LEGAL SERVICES	2,000.00	2,000.00	0.00	370.50	1,629.50	81.48 %
<a href="#">01-120-20-712000</a>	CONTRACT LABOR	7,500.00	7,500.00	450.00	4,350.00	3,150.00	42.00 %
<a href="#">01-120-20-713210</a>	OFFICE EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">01-120-20-758000</a>	ELECTIONS	25,000.00	25,000.00	0.00	18,938.62	6,061.38	24.25 %
<a href="#">01-120-20-758100</a>	RECORDING FEES	100.00	100.00	0.00	8.00	92.00	92.00 %
<a href="#">01-120-20-758200</a>	RECORDS MANAGEMENT	1,000.00	1,000.00	62.11	62.11	937.89	93.79 %
	<b>Expense Total:</b>	<b>192,105.00</b>	<b>192,105.00</b>	<b>12,334.18</b>	<b>127,000.75</b>	<b>65,104.25</b>	<b>33.89 %</b>
	<b>Department: 120 - Town Clerk Surplus (Deficit):</b>	<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-8,678.68</b>	<b>-106,214.75</b>	<b>62,890.25</b>	<b>37.19 %</b>
	<b>Report Surplus (Deficit):</b>	<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-8,678.68</b>	<b>-106,214.75</b>	<b>62,890.25</b>	<b>37.19 %</b>

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Department: 120 - Town Clerk</b>						
Revenue	23,000.00	23,000.00	3,655.50	20,786.00	-2,214.00	9.63 %
Expense	192,105.00	192,105.00	12,334.18	127,000.75	65,104.25	33.89 %
<b>Department: 120 - Town Clerk Surplus (Deficit):</b>	<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-8,678.68</b>	<b>-106,214.75</b>	<b>62,890.25</b>	<b>37.19 %</b>
<b>Report Surplus (Deficit):</b>	<b>-169,105.00</b>	<b>-169,105.00</b>	<b>-8,678.68</b>	<b>-106,214.75</b>	<b>62,890.25</b>	<b>37.19 %</b>

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 PAID STATUS: ALL  
 LIC CODES: ALL

B U S I N E S S L I C E N S E L I S T  
 SORTED BY: LICENSE NUMBER

PAGE:  
 ORIGINATION DATES: 3/01/2017 TO 3/31/  
 EFFECTIVE DATES: 0/00/0000 TO 99/99/  
 EXPIRATION DATES: 0/00/0000 TO 99/99/

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3268	RET	CGL-VS	CATHY ESPIRE 34 S SHORTHORN DR CAMP VERDE, AZ 86322	
3269	COMMENTS: CONT	BL060 - [REDACTED] WEST CLEAR CREEK PROPERTIES	WEST CLEAR CREEK PROPERTIES 522 W. FINNEY FLAT RD SUITE E. BOX 626 CAMP VERDE, AZ 86322	4180 E. CREEK VIEW DR.
3270	COMMENTS: SERV	BL060 - [REDACTED] CRAZY COUNTRY BOYS SERVICES	9310 PRINCESS AVENUE FLAGSTAFF, AZ 86004	4600 HAYFIELD DRAW
3271	COMMENTS: SERV	BL060 - [REDACTED] SCOUT SOLAR LLC	1835 E 6TH ST. SUITE 29 TEMPE, AZ 85281	
3272	COMMENTS: PROF	BL060 - [REDACTED] COMITO CONSULTING & CONTRACTI	ALEX COMITO PO BOX 46 CAMP VERDE, AZ 86322	3117 S QUAIL CT
3273	COMMENTS: SERV	BL060 - [REDACTED] SOS EXPRESS	PO BOX 21022 SEDONA, AZ 86341	
3274	COMMENTS: SERV	BL060 - [REDACTED] AMEC FOSTER WHEELER ENV. INC	AMEC FOSTER WHEELER ENV. INC 1105 LAKEWOOD PKWY., STE. 300 ALPHARETTA, GA 30009	
3275	COMMENTS: SERV	BL060 - [REDACTED] CCE AZ, LLC	CCE AZ, LLC 3070 E. POST RD #200 LAS VEGAS, NV 89120	
3276	COMMENTS: SERV	BL060 - [REDACTED] NPL CONSTRUCTION CO.	NPL CONSTRUCTION CO. 2355 W. UTOPIA RD. PHOENIX, AZ 85027	
3277	COMMENTS: SERV	BL060 - [REDACTED] J & J Express Delivery LLC	J & J Express Delivery LLC PO Box 3252 Camp Verde, AZ 86322	
3278	COMMENTS: REST	BL060 - [REDACTED] LA MARGARITA	PO BOX 20874 SEDONA, AZ 86341	77 GENERAL CROOK TRAIL
3279	COMMENTS: SERV	BL060 - [REDACTED] JOHNSON'S HEAVY TOWING INC	PO BOX 30606 FLAGSTAFF, AZ 86003	4800 N HAYFIELD DRAW
3280	COMMENTS: RET	BL060 - [REDACTED] DOLLAR GENERAL STORE #17749	100 MISSION RIDGE ATTN; TAX LICENSING GOODLETTSVILLE, TN 37072	2775 VERDE LAKES DRIVE
	COMMENTS:	BL060 - [REDACTED]		

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PAID STATUS: ALL  
LIC CODES: ALL

B U S I N E S S L I C E N S E L I S T  
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EXPIRATION DATES: 0/00/0000 TO 99/99/

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3281	SERV	DAVE'S CONSTRUCTION SERVICE,	1400 N GILBERT ROAD STE C GILBERT, AZ 85234	
	COMMENTS:	BL060 - [REDACTED]		
3282	NON-PROFIT CAMP	VERDE BUSINESS ALLIANCE	522 FINNE FLAT ROAD SUITE E-179 CAMP VERDE, AZ 86322	
	COMMENTS:	BL060 - [REDACTED]		
3283	SERV	ARIZONA CUSTOM IRON & FAB. IN	ARIZONA CUSTOM IRON & FAB INC 555 GROVE DR. SEDONA, AZ 86336	
	COMMENTS:	BL060 - [REDACTED]		
3284	RENT-C	COFFEY PROPERTY HOLDING LLC	PO BOX 2352 CAMP VERDE, AZ 86322	1552 S BOYLES WAY
	COMMENTS:	BL060 - [REDACTED]		
3285	SERV	LIFE & PROPERTY SAFETY, LLC	LIFE & PROPERTY SAFETY, LLC PO BOX 11045 PRESCOTT, AZ 86304	
	COMMENTS:	BL060 - [REDACTED]		
3286	RET	VERDE VALLEY RESALE LLC	JOSEPH NASK 4608 N 12TH PLACE PHOENIX, AZ 85014	348 S MAIN STREET 13
	COMMENTS:	BL060 - [REDACTED]		
3287	SERV	PURELY GREEN CLEANING	372 E STOLEN BLVD CAMP VERDE, AZ 86322	372 STOLEN BLVD
	COMMENTS:	BL060 - 0000000		
TOTAL LICENSES:		20		



## *Risk Management Memorandum*

To: Mayor and Council  
From: Carol Brown, Risk Manager *CB*  
Date: April 10, 2017  
Cc: Department Heads/Safety Committee  
Re: Risk Manager's Monthly Report ending March 30, 2017

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### **Obtained Insurance For:**

- Followed-up on library flood insurance

### **Attended Meetings/Trainings:**

- Department Head meetings (2)
- Safety Officer (3)
- Safety Audit @ new Library – prep'd Safety Assessment
- Council after action meeting
- Verde Valley Medical Clinic - Occupational Medicine info. for WC options in CV
- Presentation to Council on options for an agreement
- Monthly meeting w/Town Manager re: Risk Mgmt.
- Staff member re: vehicle accidents presentation (2)
- Sign code mtg. relative to insurance requirements

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

- Followed-up on WC Claim
- Deductible for vehicle accident

### **Risk Management Highlights:**

- Legal: coded attorney invoices; worked with attorney/risk mgmt. co. in attempt to close 2 complaints, reviewed 2 MOUs, evaluated coverage for unique volunteers working on special project for festival, followed up on liens, memo to update to Council re: complaints, letter to Fire District re: alternate helicopter landing zones
- Planning for fire drill at the library
- Outreach to staff re: presentation on how to avoid Town vehicle accidents
- Guided staff on risk transfer options COI/End. from restaurants
- Processed: approx. 45 certificates of insurance 30/45 for Pecan/Wine/Spring Heritage Fest.
- Evaluated options/cost relative to the purchase of an electronic sign
- Began planning phase for standardizing cleaning supplies/chemicals

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

## Town of Camp Verde

### Revenue Drivers

January 2017

Sources*	Jan-17	In/De %	Dec-16	Nov-16	FYTD Avg	Bud/Month	YTD Bud +/-	LYM Avg +/-	L5YM Avg +/-
City Sales Tax	283,562	12%	253,381	263,490	254,169	293,917	(278,232)	(21,180)	39,617
City .65% Increase	53,058	12%	47,248	48,625	46,700	48,583	(13,186)	(4,216)	N/A
State Sales Tax	99,586	19%	83,474	80,868	84,115	87,583	(24,277)	(1,513)	5,661
VLT	55,084	-5%	57,838	53,485	57,936	55,442	17,463	962	7,228
URS	113,801	0%	113,801	113,801	113,801	113,800	4	4,708	16,024
HURF	105,855	48%	71,564	68,444	75,823	74,292	10,717	2,429	10,108
<b>TOTAL</b>	<b>710,945</b>		<b>627,307</b>	<b>628,711</b>	<b>632,543</b>	<b>673,617</b>	<b>(287,512)</b>	<b>(18,811)</b>	<b>78,638</b>

\* - The above revenue sources (less HURF) represent approximately 85% 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.

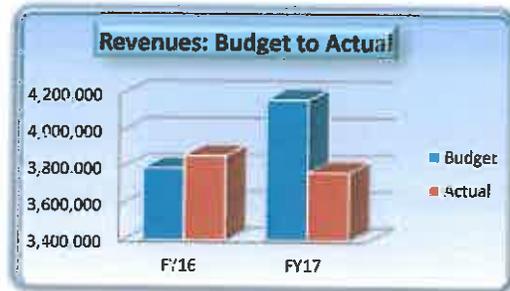
**LYM Avg +/-:** Last year monthly average over/short. The difference between this year's *FYTD Avg* and last year's *FYTD Avg* number.

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

**TOWN OF CAMP VERDE**  
**General Fund Report**  
**FY17 - 2nd QTR ending December 2016**

**GENERAL FUND REVENUES**

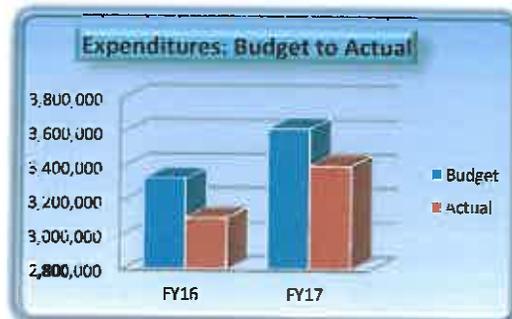
	FY 16-17 Budget	FY 16-17 Actual	% of Budget Received
Local Taxes	4,110,000	1,769,461	43%
Franchise Fees	257,000	146,913	57%
State Sales Tax	1,051,000	489,220	47%
Urban Revenue Sharing	1,365,600	682,803	50%
Vehicle License Tax	665,300	382,552	58%
Other Revenues	882,950	298,707	34%
<b>TOTAL</b>	<b>8,331,850</b>	<b>3,769,656</b>	<b>45%</b>



Local TPT revenue continue to be short of budget through the 2nd quarter. Total Local TPT revenues are 7% below budget or roughly \$285K. The Other Revenues shortage of roughly \$144K is a bit misleading as Court revenues lag 2 months behind and revenue from Yavapai County for the Library (\$80) comes entirely in the 2nd half of the year. That being said, the Town is carefully watching expenditures and looking to avoid costs that can be moved into FY18 to help with the revenue deficit.

**GENERAL FUND EXPENDITURES by DEPARTMENT**

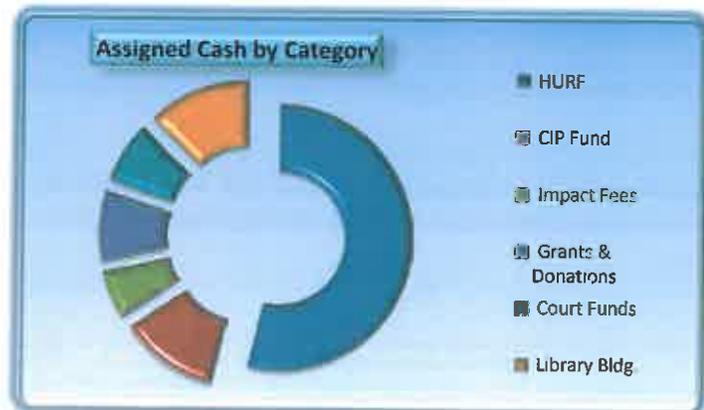
	FY 16-17 Budget	FY 16-17 Actual	% of Budget Expended
General Admin	1,904,695	937,927	49%
Court	350,475	162,813	46%
Public Works	894,695	395,121	44%
Community Development	529,140	234,195	44%
Marshall's Office	2,820,910	1,340,522	48%
Library	441,105	185,351	42%
Parks & Rec	298,545	150,423	50%
<b>TOTAL</b>	<b>7,239,565</b>	<b>3,406,352</b>	<b>47%</b>



Expenses for the 2nd QTR are again right on track with budget. While revenues are 5% below budget, expenses are 3% under budget which actually shows a net surplus of cash for the year. However, once operating transfers are taken into account for the Debt and Wastewater funds (\$619K) the actual cash position for the Town's General Fund is down \$256K. Still, the Town remains in excellent financial condition as its unassigned cash balance actually grows overall by nearly \$300K to just under \$2.5M as seen below.

**CASH**

<b>Bank Accounts</b>	
Pooled Checking	326,853
Payroll Checking	10,971
Stifel Investment	2,094,649
LGIP Investments	1,181,998
Library Sales	6,278
Revolving Home Loan	61,458
US Bank Accounts	76,360
Due from Sewer	511,717
<b>TOTAL CASH</b>	<b>4,270,284</b>
Assigned Cash	<b>(1,794,409)</b>
<b>Unassigned Cash</b>	<b>2,475,875</b>



**TOWN OF CAMP VERDE**  
**Functional Revenue & Expense Summaries**  
**FY17 - 2nd QTR ending December 2016**

<b>General Fund</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Revenues	3,769,656	8,331,850	4,562,194	55%
Wages & ERE	2,461,532	5,472,800	3,011,268	55%
Operational	903,852	1,764,305	860,453	49%
Capital	40,969	2,460	<b>(38,509)</b>	-1565%
Net Transfers Out/(In)	619,356	1,376,747	757,391	55%
Net	<b>(256,053)</b>	<b>(284,462)</b>	<b>(28,409)</b>	

<b>HURF Fund</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Revenues	429,203	892,650	463,447	52%
Wages & ERE	143,760	340,735	196,975	58%
Operational	114,616	280,740	166,124	59%
Capital	4,857	12,000	7,143	60%
Net Transfers Out/(In)	452,172	601,162	148,990	25%
Net	<b>(286,202)</b>	<b>(341,987)</b>	<b>(55,785)</b>	

<b>Sewer Fund*</b>				
	<u>Actual</u>	<u>Annual Budget</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
Operating Revenues	572,997	1,291,200	718,203	56%
Grants & Loan Funding	542,000	664,366	122,366	18%
Wages & ERE	261,041	566,325	305,284	54%
Operational	188,434	599,875	411,441	69%
Capital	595,622	1,548,847	953,225	62%
Net Transfers Out/(In)	<b>(12,714)</b>	<b>(24,481)</b>	<b>(11,767)</b>	48%
Net	82,614	<b>(735,000)</b>	<b>(817,614)</b>	

\* - Depreciation is left off this schedule.

**TOWN OF CAMP VERDE**  
**Special Revenue & Capital Improvement Funds Report**  
**FY17 - 2nd QTR ending December 2016**

**Capital Improvement Projects Fund**

<b>Projects</b>	<b>Actual</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Left</b>
Gym Roof	1,019	100,000	98,981	99%
Street Paving & Maint	467,606	400,000	(67,606)	-17%
Verde Lakes Dr. Culverts	67,515	67,515	0	0%
Finnie Flat Sidewalk	3,689	165,689	162,000	98%
Downtown Parking Lot	0	47,000	47,000	100%
Homestead Parkway Road	0	75,000	75,000	100%
Comm. Park Development	0	242,133	242,133	100%
Rezzonico Park	6,214	35,000	28,786	82%
CVMO Property & Evidence	30,662	35,000	4,338	12%
Pool Roof	0	24,000	24,000	100%
Courtroom Improvements	4,442	246,400	241,958	98%
Finnie Flat Streetscape	28,175	75,000	46,825	62%
Town Kitchen Remodel	0	50,000	50,000	100%
Stormwater Projects	9,296	65,000	55,704	86%
Small Projects	38,759	59,786	21,027	35%
Net Exps	(657,377)	(1,687,523)	(1,030,146)	61%
Interest/Operating Transfers In	321,295	907,407	586,112	65%
Beginning Balance	551,200	951,299	400,099	42%
Remaining Funds	215,118	171,183	(43,935)	

**Other Funds**

	<b>Exp's</b>	<b>Rev's</b>	<b>Net</b>	<b>Annual Budget</b>	<b>Difference</b>	<b>% Left</b>
Court	1,760	7,993	6,233	34,270	28,037	82%
Grants (Funds 6 & 8)	148,902	158,360	9,458	(27,616)	(37,074)	100%
Library	1,019,409	29,611	(989,798)	(1,157,979)	(168,181)	15%
Impact Fees	17,520	306	(17,214)	(121,464)	(104,250)	86%
Housing	0	7,927	7,927	(13,200)	(21,127)	100%
911	0	0	0	(2,143)	(2,143)	100%
Restricted Monies	18,272	44,263	25,991	(51,060)	(77,051)	100%
Debt	737,519	737,519	0	0	0	N/A

# TOWN OF CAMP VERDE

## Summary of .65% TPT FY17

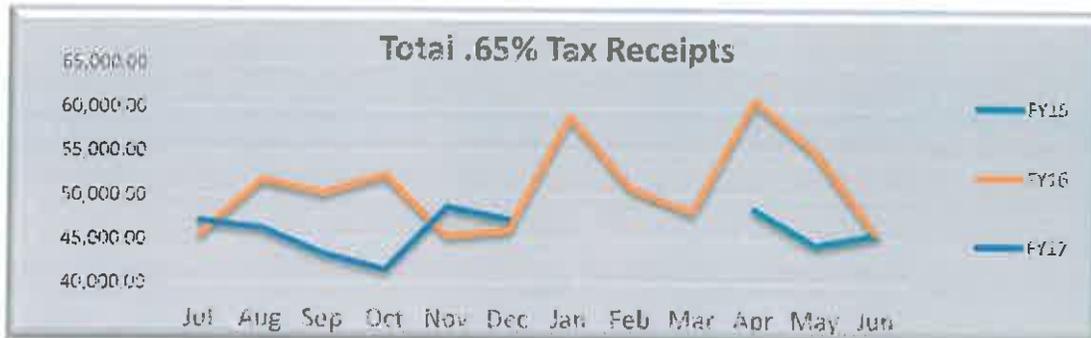
### Net Available Revenues

<u>.65 Revenue by Period</u>	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
QTR1 (Jul-Sep)	\$ 134,366	\$ 145,750	\$ (11,384)
QTR2 (Oct-Dec)	\$ 135,170	\$ 145,750	\$ (10,580)
QTR3 (Jan-Mar)	\$ -	\$ 145,750	\$ (145,750)
QTR4 (Apr-Jun)	\$ -	\$ 145,750	\$ (145,750)
<b>FY17 .65 Revenue's</b>	<b><u>\$ 269,536</u></b>	<b><u>\$ 583,000</u></b>	<b><u>\$ (313,464)</u></b>

### Expense Allocation

<u>Project</u>	<u>Actual</u>	<u>Budget</u>	<u>Difference</u>
Street Improvements Project (Portion)	\$ 150,000	\$ 150,000	\$ -
New Community Park	\$ -	\$ 242,133	\$ (242,133)
Rezzonico Park	\$ 6,214	\$ 35,000	\$ (28,786)
Finnie Flat Streetscape	\$ 28,175	\$ 75,000	\$ (46,825)
Verde Lakes Stormwater Projects	\$ 67,515	\$ 67,515	\$ -
Stormwater Projects	\$ 31,627	\$ 84,763	\$ (53,136)
Court Remodel (Portion)	\$ -	\$ 50,000	\$ (50,000)
Kitchen Remodel	\$ -	\$ 50,000	\$ (50,000)
Property & Evidence Room	\$ 30,662	\$ 35,000	\$ (4,338)
Homestead Parkway Road	\$ -	\$ 75,000	\$ (75,000)
Gym Roof	\$ 1,019	\$ 100,000	\$ (98,981)
Pool Roof	\$ -	\$ 24,000	\$ (24,000)
Wayfinding Signage	\$ -	\$ 20,000	\$ (20,000)
Town Network Equipment	\$ 16,278	\$ 15,000	\$ 1,278
Equipment Lease Payments	\$ 135,185	\$ 272,373	\$ (137,188)
<b>FY17 Expense Total</b>	<b><u>\$ 466,675</u></b>	<b><u>\$ 1,295,784</u></b>	<b><u>\$ (829,109)</u></b>
<b>FY17 Net Balance</b>	<b><u>\$ (197,139)</u></b>	<b><u>\$ (712,784)</u></b>	<b><u>\$ 515,645</u></b>

<i>FY16 Ending Balance</i>	\$ 452,929	\$ 452,929	\$ -
<b>FY17 Ending Balance</b>	<b><u>\$ 255,790</u></b>	<b><u>\$ (259,855)</u></b>	<b><u>\$ 515,645</u></b>



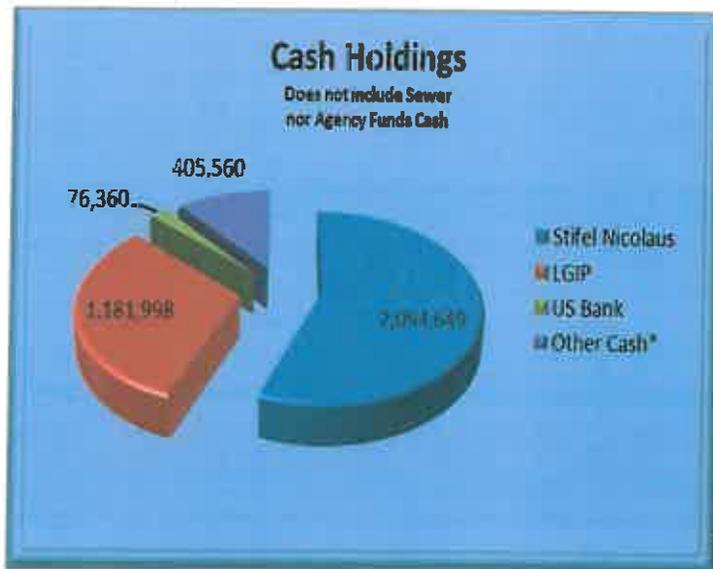
# TOWN OF CAMP VERDE

As of December 31<sup>st</sup>, 2016

## INVESTMENTS

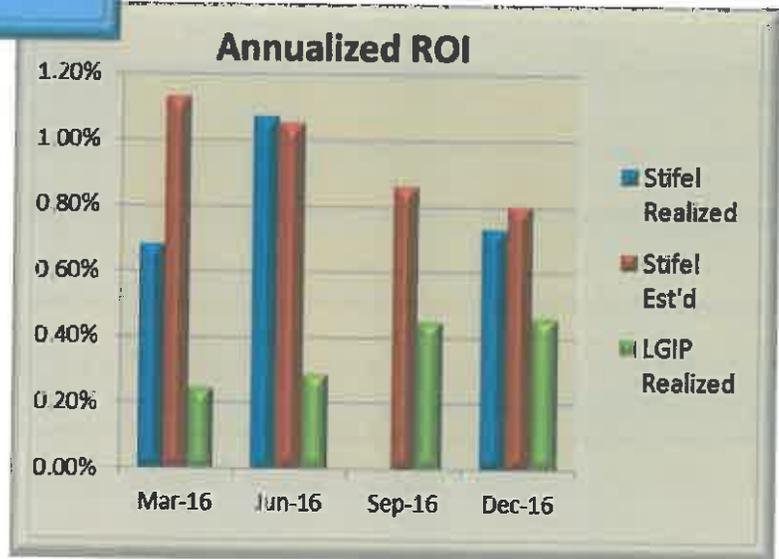
Account	Balances at Dec 31st	FYTD Interest	EST'D FY ROI Annualized
Stifel Nicolaus	2,094,649	10,182.36	0.80%
LGIP	1,181,998	3,765.48	0.46%
US Bank	76,360	10.80	N/A
Other Cash*	405,560	0.00	N/A
<b>TOTAL</b>	<b>3,758,567</b>	<b>13,958.64</b>	

\* - Does not include Sewer nor Agency Funds Cash.



**Stifel Investment Info:**  
Avg. Maturity Length of Invest's  
2.9 years  
Current Exp'd Yield-to-Maturity  
1.40%

**Comparative Rates:**  
Bank Savings – .01% to 1.0%  
2 YR Treasury Note Rate – 1.21%  
5 YR Treasury Note Rate – 1.95%

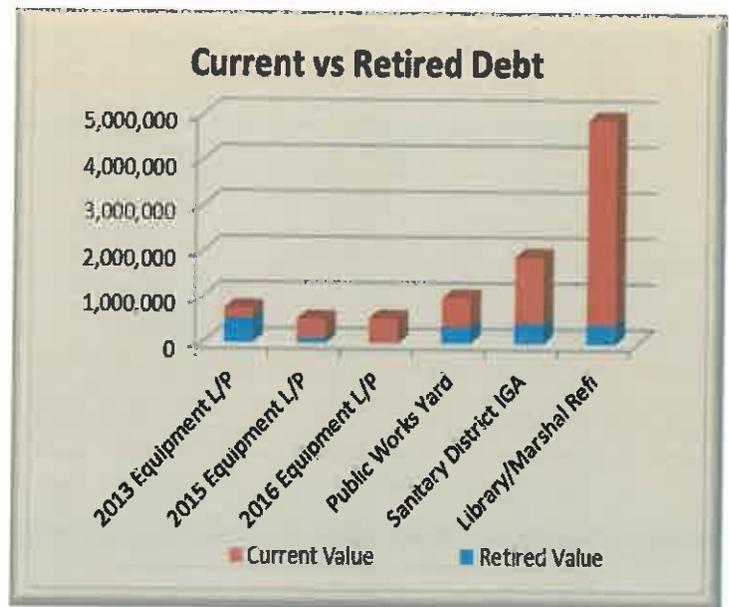


# TOWN OF CAMP VERDE

As of December 31<sup>st</sup>, 2016

## LONG-TERM DEBT

Purpose	Type	Maturity	Original		FY17 Budget	Current Obligation	Next Disbursement		Debt Retired	
			Debt	Int Rate			Amount	Date		
2013 Equipment L/P	Note	1/28/2018	764,664	1.61%	160,382	235,261	79,691	1/28/2017	529,403	
2015 Equipment L/P	Note	8/20/2020	530,000	1.79%	111,991	426,490	55,494	2/20/2017	103,510	
2016 Equipment L/P	Note	8/1/2021	542,800	1.55%	140,000	542,800	56,560	2/1/2017	0	
Public Works Yard	Bonds	7/1/2023	1,005,000	3.91%	106,479	643,856	92,791	7/1/2016	361,144	
Sanitary District IGA	IGA Pledge	7/1/2032	1,902,000	3.34%	118,628	1,466,303	68,538	7/1/2016	435,697	
Library/Marshal Refi	Bonds	7/1/2030	4,904,000	2.84%	453,090	4,491,000	388,316	7/20/2016	413,000	
<b>TOTALS</b>					<b>1,090,570</b>	<b>7,805,711</b>	<b>741,390</b>			



### FY17 Debt Service Fund\*

Category	Actual	Annual Budget	\$ Remaining	% Remaining
Principal Retired	595,563	725,010	129,447	18%
Interest Paid	139,356	221,460	82,104	37%
Misc Fees	2,600	4,100	1,500	37%
<b>Total</b>	<b>737,519</b>	<b>950,570</b>	<b>213,051</b>	<b>22%</b>

\* - Does not include Wastewater Fund

**TOWN OF CAMP VERDE**  
**FT & PT Employee Listing**  
**FY17 - 2nd QTR ending December 2016**

**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
Virginia Jones	11/4/1996	Deputy Town Clerk	40	67
Julie Scott	4/22/2014	Admin Asst. 1	40	42
Steven Ayres	2/1/2013	Econ. Dev. Director	40	73
Saepyo (Sebra) Choe	12/28/2013	ED Specialist	40	39
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
Destiny Jones	7/5/2016	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
Maria Morales-Manning	12/14/2015	Draftsperson	40	56
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
Darrell Payne	10/10/2002	Maintenance Worker	40	34
Chris Schrouder	7/5/2016	Maintenance Worker	40	34
Yolanda Trahin	9/5/2000	Janitor	40	28

### Public Works (Cont'd)

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
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	73
Robert Foreman	3/15/2006	Building Official	40	64
		Asst. Planner	40	42
Jonathan Rivero	8/28/2013	Building Inspector	40	46
Elisha New	11/21/2016	Building Inspector	40	46
Destiney Jones	7/5/2016	Permit Technician	40	42
Sandra Farrar	8/31/2015	Permit Technician	40	42
Jim Simons	8/9/2016	Code Enforcement/AC	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
Jacquelyn MacConnell	1/17/2016	Commander	40	72
Oscar Berrelez	8/11/1996	Sergeant	40	62
Stephen Butler	7/11/2012	Sergeant	40	62
Steven Ganis	11/19/1995	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
Brandon Collins	8/7/2006	Deputy	40	53
David Freeman	10/31/2004	Deputy	40	53
Clinton Jackson	7/29/2013	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
Dorrie Cronk	6/11/2012	Dispatcher	40	43
Debbie Hughes	8/1/1998	Dispatcher	40	43

### Marshal's Office (Cont'd)

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Kelsey Jacobs	10/17/2016	Dispatcher	40	43
Brittany Rohn	10/6/2014	Dispatcher	20	43
Jason Toogood	10/8/2006	Dispatcher	40	43
Susan Wason	4/26/2011	Disptacher	40	43
Barbara Ratlief	12/13/2013	Disptacher	20	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	19	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	Library Specialist	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	40	39
Denise Alm	5/12/2013	Library Clerk	18	29
Wendy Cook-Roberts	6/19/2014	Library Clerk	18	29
Dee Thompson	5/12/2013	Library Clerk	18	29
Von Hatch	3/13/2016	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	49
Shawna Figy	6/19/2016	Recreation Supervisor	40	49

### 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>
Jan Grogan	6/30/2013	Wastewater Manager	40	64
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	39
Russell Cron	6/30/2013	Wastewater Operator	40	39

**Sewer (Cont'd)**

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
Chet Teague	3/9/2015	Wastewater Operator	40	39
Jerry Tinagero	7/1/2014	Wastewater Operator	40	39

FT & PT Employee Count            97  
FT Employee Count                    85  
Seasonal/Temp Workers are not included



**CAMP VERDE MARSHAL'S  
OFFICE  
Monthly Report  
March  
2017**



**Volunteers in Policing (VIPs):**

- March 18<sup>th</sup> and 19<sup>th</sup> assisted with traffic control for the River Run and provided visibility at the Pecan and Wine festival
- VIP Tim Wiggle attended the shuttle bus training with Parks and Rec.
- Routine neighborhood patrols and assisting with fleet issues.
- 2 VIPs assisted in records and in property and evidence.

**Training:**

- 03-2 and 03-7 – Eric Edwards provided training to all sworn on search and seizure of vehicles and homes and dealing with civil issues.
- 03-13 thru 03-16 – K-9 officer Jeff Bowers and K-9 Supervisor Oscar Berrelez attended training with DPS on highway interdiction – since our K-9 works a multi-jurisdictional detail with agencies in Yavapai County once a month.
- 03-13 thru 03-17 – Sgt. Dan Jacobs attended Supervisor 1 training at AZPOST
- 03-14 thru 03-16 – Detective Mike Jardine attended basic crime scene processing
- 03-14 thru 03-16 – Deputy Jeff Patten and Deputy Tom Baizel put on rifle training for the 2 new deputies along with annual qualifications for a few deputies
- 03-20 thru 03-24 – Sgt Dan Jacobs and Motor Officer Dustin Richardson attended Reconstruction 1 training at AZPOST – this will allow them to investigate fatal and serious accidents (the class is very hard to get into)
- 03-30 – Marshal Gardner, Sgt. Butler, Sgt. Robinson and Detective Jardine attended a 2 hour training on working with victims of sexual abuse and assault at Prescott PD

**Patrol:**

- 03-10 – Police recruit testing process (3 applicants)
- 03-16 – Police oral boards – no one moved on in the process (for various reasons)

**Animal Control/ Code Enforcement Stats:**

Dogs impounded	5	Animal Problem	40
Dogs returned to owner	4	Animal Offense	0
Dogs to Humane Society	0	Animal Bites	2
Dogs to Rescues	1	Animal Noise	16
		Animal Abuse	1

**Miscellaneous:**

- 03-08 – Marshal Gardner attended the MatForce meeting in Cottonwood
- 03-09 – SRO Mike Toporek attended the Spring Fling event in Cottonwood
- 03-09 – Commander testing process – Brian Armstrong offered the position – background to be completed – start date June 26
- 03-10- Marshal Gardner attended a meeting with YC at the library
- 03-28 – CVMO hosted the PANT meeting
- 03-29 – Met with Marana regarding them incorporating code enforcement with animal control and what Camp Verde did

**Coffee with a COP:**

- Held March 27th at Thanks a Latte

**Crime Rate for March 2017 compared to March 2016** (Note – the numbers for total calls are skewed in comparison to last year's due to the change in the way total calls are now pulled)

<b>March</b>	<b>2016</b>	<b>2017</b>
Total Calls	1254	807
Traffic Stops	155	159
Animal Calls	51	59
Vehicle Burglary	0	0
Residential Burglary	3	1
Criminal Damage	15	6
Domestic Violence	17	11



130 Black Bridge Road | Camp Verde AZ 86322

## CAMP VERDE COMMUNITY LIBRARY

*good company is always welcome...*

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### MEMORANDUM

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**TO:** Russ Martin, Town Manager  
**FROM:** Kathy Hellman, Library Director  
**SUBJECT:** Monthly Report – March 2017  
**DATE:** 4/7/2017  
**CC:** Department Heads

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The Verde Valley Regional SciTech Committee is the recipient of a \$200K science, technology, engineering and math (STEM) Rural Activation and Innovation Network (RAIN) grant awarded by the National Science Foundation and administered by Arizona State University to be invested over the next four years. ASU will provide project management and coordination, services and resources, technical assistance and online community support, and facilitation of RAIN Committee meetings. The Arizona Science Center will provide leadership development training, meeting and event planning and support, and sustainable programming after the grant period ends. Through the Library, the Town of Camp Verde is a partner on the committee. RAIN is an Innovations in Development project supporting out-of-school STEM education for all ages in rural communities. Arizona currently has more open STEM jobs than qualified workers to fill them. The grant comes at a critical time for the VV SciTech Committee. After over four years of doing SciTech events across the Verde Valley the group has learned much about what works well and what doesn't. The first task of the RAIN grant committee is to do a regional SWOT analysis and create a strategic plan, work that will pay-off as we move forward with future SciTech programs and events.

Camp Verde Adult Reading Program & Learn Center (CVARP) has seen activity increase each month since moving into the Center. From 33 students in January to 46 in March, from 344 instructional hours in January to 570 in March, a 40% and 66% increase respectively. Successes for Camp Verde, but not quite enough to satisfy the State's requirements. As you can see (by following the links), CVARP Board of Directors is seeking creative ways to continue offering adult education classes in Camp Verde: [March 21](#), [March 25](#), [March 28](#).

**Report from Reference & PC Help Librarian, Gerry Laurito:** This month I trained library staff and volunteers to print and copy to the Xerox machine through the coin box and how to email scanned documents instead of faxing them which saves our patrons money. Patrons are adjusting well to our new set up. Many can now log onto the computers and print without staff help. On another note, the study rooms were used 35 times for a total of 72 hours by 30 people. Patrons used the rooms for study, meetings or to find a quiet place to concentrate. Volunteers from AARP helped people with their taxes on Thursdays from 4–7:30p from the East Study Room.

**Report from Youth Services Librarian, Nadia Torabi:**

The Children's Room courtyard was completed this month. It has been such a great hit! The children love to go outside and lay in the "grass," play make believe in the tipi, blow bubbles, race through our tunnel and jump on the mini trampoline. The parents and visitors have commented on how impressive and beautiful it is. What is even more wonderful about the courtyard, is that it is shaded for part of the day, making it a cool hangout spot on warm days. I have noticed that it has been a perfect area for kids to make new friends too. I have been



running Story Time and STEAM from the courtyard since it was finished. The children do not want to leave! I am excited for future projects that will be conducted in the courtyard! *(Note: Special Thanks CVLE for a \$1,000 donation to kick-start this project!)*

**Report from Teen Librarian, Zack Garcia:** Game Nights with Zack continues to be popular, and with it I am forming a group of regulars, which I hope will continue to grow. GNwZ has allowed me to build a rapport with the group, which I can use to get them involved in other programs. For instance, I pitched an idea of teaching teens to make chainmail, and it went over very well with the kids that happened to be around. The vintage baseball season is over and the Excelsiors will not play again until Cornfest, so I will try again then to interest teens in playing. In the meantime, I am working on reinstating a monthly program at the town gym, playing physical games like dodge ball, pickle ball, and others. All in all, the month has been exciting and there is a lot to look forward to

**Report from Friends of Camp Verde Library:** Between the Friends' Book Nook and the Grasshopper Basketball concession, the Friends brought in \$1,239.38 this month. All of the work in both of these venues is performed by volunteers. The mission of the Friends is "to promote understanding and appreciation for Camp Verde Community Library as a center for learning and social interaction for all ages." Knowing how hard the Friends board members and volunteers work for every penny earned makes our Youth Services news all the more meaningful. Nadia and Zack presented their ideas for Summer Reading programs and prizes to the Friends board and each were granted \$1,000 from the Friends of Camp Verde Library to support Summer Reading programs to children and teens! We are so thankful to have the extra funding to buy the prizes and supplies needed to make SRP successful and give Camp Verde kids the incentive needed to keep learning throughout the summer. So, if you ever wonder where the money earned by the friends goes, here's an example!

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

### March 2017 Camp Verde Community Library Use Statistics

	Mar-17	Mar-16	% change	YTD-FY17	YTD-FY16	% change
<b>In-Library Uses</b>						
Traffic Count	9,368	6,384	46.7%	65,725	50,729	29.6%
New Cards Issued	121	57	112.3%	1,021	486	110.1%
Public Computer Use	1,657	1,798	-7.8%	14,246	15,174	-6.1%
Early Literacy Computer Use	73	58	25.9%	459	631	-27.3%
Requests for Computer Help	145	154	-5.8%	1,099	956	15.0%
Reference Questions	201	157	28.0%	1,444	1,418	1.8%
<b>Total In-Library Use</b>	<b>11,565</b>	<b>8,608</b>	<b>34.4%</b>	<b>83,994</b>	<b>69,394</b>	<b>21.0%</b>
<b>Library Programs</b>						
Adult Programs	43	24	79.2%	221	190	16.3%
Adult Program Attendance	434	192	126.0%	1,933	881	119.4%
Adult Program Hours	10	25	-60.0%	57	76	-25.6%
Youth Programs	38	29	31.0%	166	211	-21.3%
Youth Program Attendance	429	337	27.3%	1,746	2,647	-34.0%
Youth Program Hours	6	9	-33.3%	71	257	-72.4%
Programs Off-Site	1	16	-93.8%	16	39	-59.0%
<b>Total Library Program Attendance</b>	<b>863</b>	<b>529</b>	<b>63.1%</b>	<b>3679</b>	<b>3528</b>	<b>4.3%</b>
<b>Circulation</b>						
Items Checked Out	5,217	4,178	24.9%	39,647	40,377	-1.8%
Items Checked In	5,728	4,302	33.1%	42,581	45,198	-5.8%
Items Used In-Library	622	281	121.4%	5,159	2,302	124.1%
Renewed Items	870	844	3.1%	6,678	7,844	-14.9%
<b>Total Circulation</b>	<b>11,567</b>	<b>8,761</b>	<b>32.0%</b>	<b>87,387</b>	<b>87,877</b>	<b>-0.6%</b>
<b>Total Number Library Patrons</b>	<b>4,696</b>	<b>3,959</b>	<b>18.6%</b>			
<b>Circulation Areas of Interest</b>						
Audio Books	230	217	6.0%	1,673	1,643	1.8%
DVDs & VHS	1,830	1,512	21.0%	14,723	14,795	-0.5%
eBooks	390	252	54.8%	3,186	2,441	30.5%
Youth eBooks	37	46	-19.6%	346	357	-3.1%
iPads & e-readers	9	4	125.0%	48	101	-52.5%
Large Print	351	159	120.8%	2,072	1,657	25.0%
Magazines	107	164	-34.8%	749	976	-23.3%
Kids & Teens Material	1,812	1,177	54.0%	12,373	12,223	1.2%
<b>Transits, HOLDS &amp; InterLibrary Loans</b>						
HOLDS Filled	1,010	791	27.7%	6,063	7,209	-15.9%
Transit Items Sent & Received	1,674	1,623	3.1%	11,467	13,736	-16.5%
CVCL ILL Items Going Out	24	38	-36.8%	176	265	-33.6%
ILL Items for CVCL Patrons	4	1	300.0%	23	45	-48.9%
<b>Total Transit, HOLDS &amp; ILL Activity</b>	<b>2,712</b>	<b>2,453</b>	<b>10.6%</b>	<b>17,729</b>	<b>21,255</b>	<b>-16.6%</b>
<b>Library Volunteers</b>						
Number of Volunteers	38	23	65.2%	339	290	16.9%
Number of Hours Given	793	461	72.0%	5,764	4,939	16.7%
Average Hours/Volunteer	20.9	20.0	4.1%	17.0	17.0	-0.2%
<b>Collection &amp; Development</b>						
New Kids & Teen Material Added	49	43	14.0%	391	302	29.5%
New Books Added	186	117	59.0%	1,102	1,016	8.5%
New Audio-Visual Material Added	18	71	-74.6%	500	547	-8.6%
<b>Total Items Added</b>	<b>204</b>	<b>188</b>	<b>8.5%</b>	<b>1,602</b>	<b>1,563</b>	<b>2.5%</b>
<b>Total Items Owned</b>	<b>30,611</b>	<b>31,605</b>	<b>-3.1%</b>			
<b>Mending &amp; Donations</b>						
Items Mended or Repaired	65	66	-1.5%	506	633	-20.1%
Donations Processed	835	125	568.0%	8,028	4,126	94.6%
Donations Cataloged	207	80	158.8%	1,030	720	43.1%
<b>Online Public Access Catalog</b>						
OPAC Searches	15,434	58,341	-73.5%	99,906	209,953	-52.4%

Average  
Circulation  
Activity  
per Open  
Hour  
**43.7**

Number  
of Items  
Owned  
per Capita  
(pop 11,500)  
**2.7**

# Community Development Monthly Report March 2017



## **Building Division:**

Robert Foreman – Building Official  
Jon Rivero – Building Inspector/Plans Examiner  
Sandra Farrar – Permit Technician  
Destiney Jones- Permit Technician

## **Planning & Zoning:**

Carmen Howard – Community Development Director  
Melinda Lee- Planner/Addressing Official



## **Code Enforcement:**

James Simons – Animal Control/Code Enforcement Officer  
Steve Ganis- Animal Control/Code Enforcement Officer



# BUILDING MONTHLY REPORT

<b>March 2017</b>	<b>CURRENT MONTH</b>	<b>PREVIOUS MONTH</b>	<b>2016-2017 FY</b>
PERMITS ISSUED	29	34	127
PERMITS FINALED	26	26	96
PLAN REVIEWS PERFORMED	18	11	75
INSPECTIONS PERFORMED	71	72	371
PHONE CALLS RECEIVED	459	368	2078
BUSINESS LICENSES REVIEWED	11	3	24
BUSINESS LICENSE INSPECTIONS	2	1	13
MISCELLANEOUS SITE INSPECTIONS	7	14	67
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	0	0	3
Stop Work Order	0	0	1
Grading Without Permit	0	0	0

MISCELLANEOUS:

**MONTHLY REPORT FOR MARCH 2017**  
**BUILDING DIVISION**

Had a meeting with the Town Manager and the C.D. Director regarding an open Use Permit. Met with the Economic Developer Director concerning cost of construction. Met with the County on site at a property that straddles between both Jurisdictions. Property is now in substantial compliance on the Town side. Met with C.D. Director and Economic Development Director regarding Fire access roads. We later met with ADOT representatives on Fire access off of Highway 260 for a subdivision first platted in 1967. Attended a pre-development meeting with an applicant regarding a remodel of a vacant office building into apartments.

Attended a pre-construction with ADOT, Public Works, Utilities, General Contractor and various sub-contractors concerning the Finnie Flat Road sidewalk and street light project. Went to the Grand Canyon AZBO Chapter meeting in Prescott. Very good presentation by the Building Official of the City of Maricopa and how they have now gone completely paperless. Met with a local property owner concerning the demolition of an old house and the construction of a new house on that site.

Had a discussion with a local commercial property owner, the C.D. Director and Code Enforcement and set a time line for that property to be brought into compliance. Met with the Town Manager and the C.D. Directory in regard to the Building Division budget for the upcoming fiscal year. Met with Sanitary District staff in regard to permit process. Had another meeting with Public Works and ADOT in regard to the State Route 260 construction. Had a pre-development meeting with several property owners in regard to three (3) possible sub-divisions along Finnie Flat Road. Met with the C.D. Director and the Economic Development Director about a possible small R.V. Park and small house development.

Completed 71 building inspections, 14 residential plan check reviews, 4 commercial plan check reviews, 83 phone calls, 29 meetings, 17 miscellaneous site inspections, 7 miscellaneous postings, 5 transmittals, 11 business licenses issued, and 2 special event reviews.



Robert Foreman CBCO  
Building Official

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## PROJECT VALUATION AND FEE REPORT

PROJECTS: All

APPLIED DATES: 3/01/2017 THRU 3/31/2017

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

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESC
20170063	3/06/2017	ALLRED, LARRY & HEATHER	462 SPRUCE ST.	MFC	SOLA
20170064	3/06/2017	BASHOR, STEVEN	2200 DIAMOND CREEK LN.	MCCLOUDELE	RESI
20170065	3/07/2017	GUNNELL FAMILY TRUST	434 MAIN ST 2	OWNER	A- F
20170066	3/07/2017	COOK, PAUL	1875 QUARTERHORSE LANE	OWNER	RESI
20170067	3/07/2017	THE TOWN OF CAMP VERDE	473 MAIN ST	OWNER	TEMP
20170068	3/07/2017	WEIL ERNST TRUST	452 FINNIE FLAT RD.	SPAN-DEW S	COMM
20170069	3/08/2017	CHRISTENSEN, TOD	2270 NEWTON LN	OWNER	VARI
20170070	3/08/2017	132 GENERAL CROOK TRAIL LLC	132 GENERAL COOK TRAIL	OWNER	SOLA
20170071	3/09/2017	AXTELL, TODD	153 BLACK BRIDGE LOOP RD	JAMS ELECT	RESI
20170072	3/09/2017	MALCOLM, JAMES	2357 NEWTON LANE	OWNER	ZONI
20170073	0/00/0000	RGA VENTURES	564 MAIN ST	OWNER	A-FR
20170074	3/09/2017	VERDE VALLEY MEDICAL CENTER	460 FINNIE FLAT RD	OWNER	TEMP
20170075	3/13/2017	KARAKAY HOLDINGS LLC	1875 CIMARRON DRIVE	OWNER	ADD
20170076	0/00/0000	WONG, DAMIEN	258 MAIN ST 17	OWNER	A-FR
20170077	3/13/2017	BROOK, TAYLOR	3550 CHINO DRIVE	SOLARCITY	SOLA
20170078	3/13/2017	CUMMINS, NANCY	467 AZURE PLACE	D-BEST PLU	RESI
20170080	3/14/2017	FORT VERDE LLC	631 NICHOLS ST S	DALTON'SA/	RESI
20170081	3/16/2017	STEIN, CHARLOTTE	280 CLIFF HOUSE DR.	STEVEN CAR	RESI
20170083	3/16/2017	TIPPETT, BILL	2535 VERDE WEST DR	OWNER	RESI
20170085	3/20/2017	STRATHMERE, JOHN	396 MAIN ST	OWNER	RESI
20170086	3/20/2017	STRATHMERE, JOHN	396 MAIN ST	COM	COMM
20170087	3/21/2017	ABEND, JENNIFER	271 HOLLAMON LANE	OWNER	RESI
20170088	3/21/2017	BANCROFT, DAVID & CINDY	633 OASIS RD.	PURSOLAR	SOLA
20170089	3/22/2017	WISE, MARGARET	465 4TH ST.	OWNER	RESI

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PROJECT VALUATION AND FEE REPORT

PROJECTS: All

APPLIED DATES: 3/01/2017 THRU 3/31/2017

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

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESC
20170090	3/22/2017	TOWN OF CAMP VERDE	130 BLACK BRIDGE LOOP RD	OWNER	COMM
20170091	3/22/2017	132 GENERAL CROOK TRAIL, LL	132 GENERAL CROOK TRAIL A	SCOUTSOLAR	SOLA
20170092	3/22/2017	132 GENERAL CROOK TRAIL, LL	132 GENERAL CROOK TRAIL	SCOUTSOLAR	SOLA
20170093	3/22/2017	DELEON, SYLVIA	3421 DESERT DRIVE	RCHOMES&DE	MANU
20170094	3/28/2017	WHITNEY, SUSANNE	1255 VAIL ST	MFC	SOLA
20170095	0/00/0000	RGA VENTURES	564 MAIN ST.	OWNER	A-FR
20170096	3/29/2017	MAYLOY, MICHAEL	2143 DERBY DRIVE	OWNER	RESI
20170097	3/29/2017	MERWIN, DOUGLAS & PAUL	573 MAIN ST	ENERGYSAVI	COMM
20170098	3/29/2017	JONAS, DAVID & PATRICI	253 STOLEN BLVD.	OWNER	NEW
20170100	3/30/2017	BLUE, GREGORY	77 CLIFF HOUSE DR. #8	YAVAPAI FEN	FENC
20170101	3/31/2017	VERDE RIVER RV RESORT- SEDO	1472 HORSESHOE BEND RD.	JERICHOCON	COMM
*** TOTALS ***		NUMBER OF PROJECTS:	35	VALUATION:	5

PROJECTS: All

APPLIED DATES: 3/01/2017 THRU 3/31/2017

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

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

STATUS: ALL

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

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	
01-NEW - RESIDENTIAL SINGLE FAMIL	1	150,000.00	2
03-RES - RESIDENTIAL ALTER/REMODE	2	14,800.00	
04-RES - RESIDENTIAL ACCESSORY	3	51,500.00	1
12-COM - COMMERCIAL ADDITION	1	5,000.00	
13-COM - COMMERCIAL ALTER/REMODEL	1	1,864.00	
16-COMREP - COMMERCIAL REPAIR	1	6,000.00	
DEMO-COM - COMMERCIAL DEMOLITION	1	0.00	
DEMO-RES - RESIDENTIAL DEMOLITION	1	0.00	
ELE-RES - RESIDENTIAL ELECTRICAL	2	2,000.00	
FENCE - FENCE	1	330.00	
MECH-RES - RES - MECHANICAL	2	500.00	
MH - RES - MANUFACTURED HOME	1	62,000.00	
PLB-RES - RES - PLUMBING	2	1,500.00	
PORCH/PAT - DNU - PORCH/PATIO/DEC	1	4,000.00	
ROOF-COM - DNU - COMMERCIAL ROOF	1	12,000.00	
SIGN-AFRM - SIGN - A FRAME	4	290.00	
SOLAR - SOLAR INSTALLATION	7	201,310.80	3
Z-TEMPUSE - TEMPORARY USE	2	2,000.00	
Z-VARIANCE - VARIANCE	1	0.00	
ZC - ZONING CLEARANCE	15	3,690.00	
*** TOTALS ***	50	518,784.80	11

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PROJECT VALUATION AND FEE REPORT

PROJECTS: All

APPLIED DATES: 3/01/2017 THRU 3/31/2017

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

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

STATUS: ALL

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

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS
*BLANK* - *BLANK*	14	15
03-RESREM - RESIDENTIAL REMODEL	1	2
16-COMREP - COMMERCIAL REPAIR	0	1
COMADD - COMMERCIAL ADDITION	0	1
COMREM - COMMERCIAL REMODEL	1	1
DEMO-COM - COMMERCIAL DEMOLITION	1	1
DEMO-RES - RESIDENTIAL DEMOLITION	1	1
ELE-RES - RESIDENTIAL ELECTRICAL	2	2
FENCE - FENCE	0	1
MECH-RES - RESIDENTIAL MECHANICAL	2	2
MH - MANUFACTURED HOME	0	1
PLB-RES - RESIDENTIAL PLUMBING	1	2
PORCH - PORCH/PATIO	0	1
R-3 - RESIDENTIAL ONE/TWO FAMILY	0	1
RES - RESIDENTIAL ACCESSORY BUILDING	0	3
ROOF-COM - COMMERCIAL ROOF	1	1
SIGN-AFRM - A-FRAME SIGN	3	4
SOLAR - SOLAR INSTALLATION	5	7
VARIANCE - VARIANCE	1	1
Z-TEMP - TEMPORARY USE PERMIT	2	2
*** TOTALS ***	35	50

-----  
SELECTION CRITERIA  
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REPORT SELECTION

PROJECT RANGE FROM:                    THROUGH ZZZZZZZZZZ  
PROJECT STATUS:           All  
CONTRACTOR:               All  
PROJECT TYPE:             All  
SEGMENT:                  All  
VALUATION RANGE FROM:            0.00    THROUGH 999,999,999.99

-----  
PROJECT DATES

APPLIED RANGE FROM: 03/01/2017 THROUGH 03/31/2017  
ISSUED RANGE FROM:  00/00/0000 THROUGH 99/99/9999  
USE SEGMENT DATES:  NO  
EXPIRE RANGE FROM:  00/00/0000 THROUGH 99/99/9999  
USE SEGMENT DATES:  NO

-----  
PRINT OPTIONS

TOTALS ONLY:           NO  
INCLUDE SEGMENTS: NO  
COMMENT CODES:       None

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\*\*\* END OF REPORT \*\*\*

**Planning & Zoning  
Monthly Report**

**March 2017**

The CD Director met with various departments including Public Works and Economic Development to discuss various potential development projects, potential code amendments and general interdepartmental coordination. There were no Board or Commission meetings held in March. The Director, Planner, and Code Enforcement Officers participated in a Business Alliance meeting held at the Library on March 30. The purpose of this meeting was to answer questions and provide information to business owners and members of the community relating to the sign code updates, allowances and enforcement.

The Director met with members of the community to discuss potential development proposals, land splits and zoning issues. Two development standards review meetings were held, and seven pre-development meetings were held. Several community members had questions relating to the effects the State Vacation Rental Ordinance has specifically for single family zoned properties.

The CD Director met with staff and discussed and guided staff with respect to various issues that presented themselves relating to Code violations and development issues. Procedures are being reviewed and staff is being trained to fulfill duties that were performed by staff members that recently vacated their positions.

**Code Enforcement    Fiscal Year 2016-2017**

**March 2017**

<b>Location</b>	<b>Total Cost Per Nuisance Abatement</b>

**Code Enforcement:**

Total Complaints: 19  
Violations Found: 19  
Violation Not Found: 0  
Cases Closed: 33  
Open Complaints: 65  
Abatements: 0

# NEWS

## MUNICIPAL COURT

### MARCH AT A GLANCE

Veronica attended the YCLJAA meeting in Jerome. The Judge conducted two weddings this month Court had Judge Cipriano, Judge Neil and Judge Ramsey over this month assisting with conflict cases.

Court is packing up and getting ready to move on out. The final touches on the Court are just about done. Veronica finalized the schedule for both local and State IT.



our rolling file cabinets

The Court would like to thank Maintenance for all their assistance in disassembling storing and re-assembling these file cabinets. It was no easy task, Thank you!

-friends from the Court

RECEIVABLE	BALANCE DUE	REPORT TOTALS ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
0D ST DRUG ENFRMNT FIN	\$7,792.76	\$10,508.19	\$0.00	\$2,715.43
0E BASE FINE	\$67,188.33	\$82,276.13	\$4,176.09	\$10,911.71
0H SUSP LICENSE PLATE	\$4,409.06	\$5,254.24	\$0.00	\$845.18
OK STATE CHILD RESTRAIN	\$250.30	\$264.42	\$0.00	\$14.12
OR STATE REG CONTRACTOR	\$915.25	\$1,000.00	\$0.00	\$84.75
OS 1999 SURCHARGES 77PC	\$58,945.23	\$74,207.51	\$4,510.53	\$10,751.75
OX HURF REGISTRATION	\$300.00	\$300.00	\$0.00	\$0.00
1A DV SERVICE ASSMNT	\$4,115.80	\$4,250.00	\$16.30	\$117.90
1S 2012 SURCHARGES 83PC	\$131,803.15	\$166,562.55	\$3,934.53	\$30,824.87
1X 2011 ADDTNL ASSMNT	\$10,419.12	\$12,714.00	\$276.45	\$2,018.43
2D ST DRUG ENFRMNT FIN	\$10,345.94	\$12,975.00	\$1,371.94	\$1,257.12
2E BASE FINE	\$129,942.57	\$152,359.68	\$7,831.95	\$14,585.16
2H SUSP LICENSE PLATE	\$10,324.39	\$11,250.00	\$0.00	\$925.61
2J WORK ZONE FINE	\$108.88	\$108.88	\$0.00	\$0.00
2K STATE CHILD RESTRAIN	\$509.96	\$509.96	\$0.00	\$0.00
2R STATE REG CONTRACTOR	\$480.92	\$552.78	\$0.00	\$71.86
2S 2002 SURCHARGES 80PC	\$120,238.29	\$144,501.53	\$11,307.06	\$12,956.18
2V 2002 PROBAT SURCHRG	\$4,093.66	\$4,865.00	\$283.05	\$488.29
2X HURF REGISTRATION	\$713.76	\$900.00	\$0.00	\$186.24
4D PRE 9/95 DRUG FINE	\$2,064.70	\$2,064.70	\$0.00	\$0.00
4E PRE 9/95 BASE FINE	\$19,859.62	\$20,418.64	\$321.65	\$237.37
4S PRE 9/95 SURCHARGES	\$10,273.58	\$10,592.24	\$183.35	\$135.31
5S 59% SURCHARGE	\$5,485.51	\$5,494.84	\$0.00	\$9.33
6D ST DRUG ENFRMNT FIN	\$750.00	\$750.00	\$0.00	\$0.00

Yavapai County Jail / Seph Dept  
 C.V. Town treasurer  
 Local Court Enhancement  
 AZ State Trsr  
 Local JCEF  
 Victim Restitution

\$ 21,302.16  
 \$ 673,681.26  
 \$ 71,146.80  
 \$ 965,382.18  
 \$ 9,008.69  
 \$ 37,879.74  
 -----  
 1,778,400.83

***** REPORT TOTALS *****				
RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
6E PROB SURCH 2006	\$2,873.54	\$3,267.90	\$175.11	\$219.25
6f BASE FINE	\$25,087.66	\$26,288.99	\$380.43	\$820.90
6R STATE REG CONTRACTOR	\$719.96	\$887.50	\$0.00	\$167.54
6S 1996 SURCHARGES	\$15,083.06	\$15,913.76	\$237.54	\$593.16
7D ST DRUG ENFRMNT FIN	\$30,593.00	\$40,874.19	\$967.29	\$9,313.90
7E ST DRUG ENFRMNT FIN	\$12,960.17	\$13,805.80	\$730.36	\$107.27
7F BASE FINE	\$232,212.98	\$232,594.15	\$9,432.21	\$39,948.96
7H SUSP LICENSE PLATE	\$8,645.32	\$9,297.99	\$0.00	\$652.67
7K STATE CHILD RESTRAIN	\$399.10	\$457.80	\$0.00	\$58.70
7R STATE REG CONTRACTOR	\$252.13	\$252.13	\$0.00	\$0.00
7S 2007 SURCHARGES 84PC	\$50,216.19	\$66,432.19	\$5,819.73	\$10,396.27
7X HURF REGISTRATION	\$302.40	\$302.40	\$0.00	\$0.00
9D ST DRUG ENFRMNT FIN	\$250.00	\$250.00	\$0.00	\$0.00
9E PROBATION ASSESSMENT	\$18,829.62	\$23,300.00	\$794.90	\$3,675.48
9F BASE FINE	\$8,315.91	\$8,587.02	\$62.94	\$207.17
9H SUSP LICENSE PLATE	\$300.00	\$300.00	\$0.00	\$0.00
9K STATE CHILD RESTRAIN	\$61.92	\$100.00	\$0.00	\$38.08
9S 1999 SURCHARGES	\$6,056.22	\$6,314.80	\$86.88	\$171.70
9X HURF REGISTRATION	\$119.00	\$300.00	\$0.00	\$181.00
AT ATTORNEY REIMBURSMNT	\$26,804.47	\$31,592.60	\$707.81	\$4,080.32
C3 CONFDMTL ADDR ASSN	\$3,865.80	\$4,000.00	\$16.29	\$117.91
CE COURT ENHANCING FUND	\$8,704.75	\$3,334.50	\$17.71	\$2.00
CH BAD CHECK DISHON PMT	\$109.00	\$109.00	\$0.00	\$0.00
CJ CJEF SURCHARGE	\$138.34	\$277.56	\$129.48	\$9.74

***** REPORT TOTALS *****				
RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
D ST DRUG ENFRMNT FIN	\$1,447.99	\$1,447.99	\$0.00	\$0.00
D8 DEFERRED PROSECUTION	\$1,150.00	\$1,150.00	\$0.00	\$0.00
D9 DRUG LAB REMEDIATN	\$615.00	\$615.00	\$0.00	\$0.00
D1 DEFAULT FEE	\$55,958.27	\$56,500.00	\$200.00	\$341.73
DU DUI EXTREME/AGGRAV	\$9,874.24	\$10,000.00	\$0.00	\$125.76
EN OT ENHANCEMENT FEE	\$20,728.50	\$20,862.40	\$836.09	\$297.81
F1 BASE FINE	\$8,273.95	\$8,669.32	\$297.16	\$98.21
JF INCARCERATION FEE	\$10,883.04	\$12,810.00	\$62.77	\$1,864.19
K1 FARE FEE SPEC COLL	\$251,070.29	\$322,211.20	\$60,356.44	\$10,784.47
K2 FARE DELINQUENCY FEE	\$66,187.68	\$67,149.65	\$275.42	\$686.55
LC LOCAL COST	\$1,000.00	\$1,000.00	\$0.00	\$0.00
MS MSEF - 13%	\$41.56	\$81.00	\$36.58	\$2.86
P4 PRIS CONSTR OP FUND	\$51,884.41	\$57,750.00	\$293.73	\$5,571.86
P2 PUB DEFENDER FEES	\$719.94	\$950.00	\$30.18	\$199.88
R not cv munl RESTITG	\$555.67	\$555.67	\$0.00	\$0.00
R1 RESTITUTION - LJ	\$32,607.53	\$67,579.57	\$22,247.90	\$12,724.14
RT not cv RESTI- TRUST	\$716.54	\$2,527.82	\$1,611.28	\$200.00
T TIME FEE 10 - JURY	\$408.00	\$408.00	\$0.00	\$0.00
T2 TIME FEE 112 - JURY	\$1,677.75	\$1,700.00	\$12.00	\$10.25
T TIME FEE 100 - JURY	\$24,940.32	\$25,440.00	\$148.40	\$351.28
TR TRUST - ATTY FEE	\$525.05	\$525.05	\$0.00	\$0.00
VR VIC RIGHTS ENF ASSMT	\$917.19	\$1,148.00	\$13.52	\$217.29
W WARRANT FEE	\$145,532.51	\$155,800.80	\$9,176.69	\$1,091.60
WR WATER RIGHTS FEE	\$8.00	\$8.00	\$0.00	\$0.00

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

RECEIVABLE	BALANCE DUE	ADJUSTMENTS (+)	ADJUSTMENTS (-)	PAYMENTS
1000 STATE FUND PROJ	\$35,135.34	\$35,611.80	\$183.00	\$293.46
X5 XTRA JUI ASSMT	\$15,093.04	\$17,000.00	\$16.81	\$1,890.15
X8 PUBLIC SAFETY EQUIP	\$41,598.66	\$44,500.00	\$288.95	\$2,612.39
GRAND TOTAL.....	\$1,778,400.83	\$2,127,521.84	\$149,858.50	\$199,262.51

**MONTHLY REVENUE REMITTANCE REPORT**

**Mar-17**

<b>Account Description &amp; Statute</b>	<b>AZTEC Code</b>	<b>Total Distribution</b>
Confidential address- ARS 12-116.04	ZCAA1	93.29
CEF 10% of Base Fine - 16-954C	ZCEF	\$1,033.39
CJEF 47% of Base Fine - 12-116.01A	ZCJEF	\$4,857.37
Child Restraint - 28-907C	ZCPRF	\$51.04
Drug & Gang Enforcement - 13-811C	ZDECJ	\$673.90
DNA 3% of Base Fine - 12-116.01C	ZDNAS	\$617.86
DUI Abatement Fund - 28-1382D3 (\$250 Extreme DUI)	ZDUJA	
Domestic Violence Shelter Fund 12-116.06	ZDVSF	\$98.21
FARE Fee Special Collections (19%)	ZFAR1	\$1,668.09
FARE Delinquency Fee (\$35.00 Fee)	ZFAR2	\$513.46
FTGF 7% of Base Fine - 12-116.01B	ZFTGS	\$723.33
G&F Wildlife Theft Prevention Fund - 17-313A	ZGF	
28-2533 - Out-of-State Plates (80% Base Fine to HURF)	ZHRF3, ZHRF1	
28-2533 - Out-of-State Plates (20% Base Fine to DPS)	ZHRFD	
STATE Time Payment JCEF - 12-116	ZJCS	\$403.00
STATE Civil JCEF - 22-281C1 (18.39% of Fee)	ZJCSF	\$10.36
MSEF 13% of Base Fine - 12-116.02A	ZMSEF	\$1,343.45
2011 \$8 Assessment - State: \$4 to GITEM & \$4 to PSEF	ZOS1	\$807.34
Prison Construction & Operations Fund - 41-1651	ZPCOF	\$349.64
Probation Surcharge 2006 - 12-114.01 (\$10.00)	ZPRS6	\$0.46
Probation Surcharge 2009 - 12-114.01 (\$10.00)	ZPRS9	\$1,520.35
Probation Surcharge OLD - 12-114.01 (\$5.00)	ZPRSU	\$0.75
Public Safety Equipment Fund, 41-1723, 28-1381.5	ZGFDU,ZPSEF	\$282.55
Registrar of Contractors	ZRCA	
State Highway Fund - 28-710A	ZSHWY	
Drug Lab Remediation Technical Registration Bd 13-3423 (D9)	ZTECH	\$15.00
State Highway Work Zone Fund - 28-710B	ZSHWZ	
28-4139 - FR Suspended Plates (100% Base Fine to DPS)	ZSLPD	
victims rights enf assmnt fund (100%)	ZVREA	\$144.21
<b>SUBTOTAL - STATE REVENUE Remitted to City Finance</b>		<b>\$15,007.06</b>

Jail Incarceration Fee (9914) GL#2-003-10-34324	ZJF	\$54.71
2011 Add'l Assessmnt \$1 -JP Crts 12-116.04E GL#3-900-40-35196	ZOS2	\$75.90
<b>SUBTOTAL - YAVAPAI COUNTY REVENUE Remitted to City Finance</b>		<b>\$130.61</b>
2011 Officer Safety Equip - Sheriff	ZOS4	
2011 Officer Safety Equip - DPS	ZOS5	\$17.69
2011 Officer Safety Equip - MVD/ADOT	ZOS6	
2011 Officer Safety Equip - Game & Fish	ZOS7	
2011 Officer Safety Equip - ROC	ZOS8	
2011 Officer Safety Equip - Border Patrol	ZOS9	
2011 Officer Safety Equip - Animal Control	ZOS10	
2011 Officer Safety Equip - Marshall 19-601-40-413000	ZOS11	\$269.11
2011 Officer Safety Equip - College PD	ZOS12	
2011 Officer Safety Equip - Fire Dept	ZOS13	
2011 Officer Safety Equip - Tribal	ZOS14	\$16.75
2011 officer Safety Equip- Cottonwood PD	ZOS15	
28-4139 - FR Suspended Plates (100% Base Fine to TRIBAL)	ZSLPT	
<b>SUBTOTAL - INDIVIDUAL CITING AGENCY REVENUE Remitted to City Finance</b>		<b>\$303.55</b>
Court Appt Attorney Fee Local	ZAFEE	
Indigent Defense Fees - Rule6.7d, A.R.Cr.P.01-300-40-431000	ZATT,ZATTT & ZREIM	\$753.28
Confidential address- ARS 12-116.04	ZCAA2	\$4.92
Defensive Driving School Fee - 28-3396	ZDDS	\$2,520.00
Deferred Prosecution Fees	ZDEFP	\$500.00
Fines/Civil Penalties - 13-811A & 28-1554B	ZFINE	\$7,943.18
28-2533 - Out-of-State Plates (20% Base Fine to SPD)	ZHRFC	
CREDIT City Gan Fund (Over Amt as Local Costs, Bond Forfeitures)	ZFORF, ZOVER, ZOVF	
Public Defender Fee - 11-584 (\$25.00)	ZPUBZ	\$16.84
Local Costs/Fee Warrant Default Fees	ZLCL	\$1,520.45
Bonds Forfeited to General Fund	ZLOCL	
Misc. Filing Fees - 22-281C3 (71.15% to County)	ZMISC	\$39.17
28-4139 - FR Suspended Plates (100% Base Fine to CVMO)	ZSLPC	\$332.13
Bank Fees -From Cbk/prev mon bank statement		
Bank Fee - Checks Ordered		
<b>SUBTOTAL - CITY REVENUE Remitted to Finance 01-300-40-413000</b>		<b>\$13,629.97</b>
Court Enhancement Fee	ZCEH	\$2,046.98
<b>SUBTOTAL - COURT ENHANCEMENT REVENUE Remitted to City Finance 05-330-40-413300</b>		<b>\$2,046.98</b>
LOCAL Time Payment JCEF - 12-116	ZJCL	\$217.00
LOCAL Civil JCEF - 22-281D (8.04% of Fee)	ZJCLF	\$4.47
<b>SUBTOTAL - JCEF REVENUE Remitted to city finance 05-310-40-413100</b>		<b>\$221.47</b>
<b>Total Revenue</b>		<b>\$31,339.63</b>

**MISCELLANEOUS PASS-THROUGH MONIES (Overpayments) REPORT**

Carried Forward from Previous Month		
Received During Current Month	ZOVR back to/or from Def	55.50
Disbursed During Current Month	9517	(55.50)
	Balance at End of Current Month	0.00

**RESTITUTION REPORT**

Carried Forward from Previous Month		
Escheated / stale dated		
Received During Current Month	5901 ZREST	\$959.90
Disbursed During Current Month	5003	(\$959.90)
	Balance at End of Current Month	\$0.00

**BOND REPORT**

Bonds Carried Forward from Previous Month		\$2,406.15
Bonds Received During Current Month	ZBND	\$1,523.84
Bonds Forfeited During Current Month	Pg 3 Total	(1,201.15)
Bonds Escheated 2011:		
Bond Voided		
Bonds Transferred	fee book	(\$269.00)
Bonds Refunded During Current Month	5079	(\$796.84)
	Bonds Balance at End of Current Month: open bonds	\$1,663.00
	<b>TOTAL PASS THROUGH MONIES</b>	<b>\$1,663.00</b>

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:

March-17

Paul A. Schlegel  
Signature

4-18-17  
Date

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: March 2017

CRIMINAL TRAFFIC				
	D.U.L. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	33	3	78	114
Filed	4	0	7	11
Transferred In	0	0	0	0
<b>SUBTOTAL</b>	<b>37</b>	<b>3</b>	<b>85</b>	<b>125</b>
Transferred Out	0	0	0	0
Other Terminations	0	0	5	5
<b>TOTAL TERMINATIONS</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>5</b>
Statistical Correction	0	0	0	0
Pending End of Month	37	3	80	120

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

TRAFFIC FAILURE TO APPEAR**								
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
206	0	0	206	0	0	0	0	206

\*\*READ: These are FORMAL FTA FILINGS AND DISPOSITIONS CHARGING ANOTHER CRIMINAL OFFENSE, not bench warrants for failure to appear. FTA filings should also have original traffic complaint recorded in the CRIMINAL TRAFFIC SECTION above until that traffic filing has been terminated. Issuing a bench warrant or an FTA does not terminate the traffic filing.

Criminal Traffic/FTA Court Trials Held: 0 Criminal Traffic/FTA Jury Trials Held: 0

CIVIL TRAFFIC									
Pending 1st of Month	Filed	Trans In	SUB- TOTAL	Trans Out	Default Judg- ment	Other Term.	TOTAL TERM.	Stat. Corr.	Pending End of Month
220	74	0	294	0	12	105	117	0	177

Civil Traffic Hearings Held: 3

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)				
Filed	Trans In	TOTAL	Trans In	TOTAL
15	0	15	0	15

**LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT**

Court ID: 1354

Page 2 Processing

County: **CAMP VERDE MUNICIPAL COURT**

Report Month/Year: **March 2017**

<b>MISDEMEANOR</b>									
Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Tran Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (i)	
Misdemeanor (Non-Traffic)	626	19	0	645	0	28	28	0	617
Failure to Appear (Non-Traffic)	3	0	0	3	0	1	1	0	2
<b>TOTAL</b>	<b>629</b>	<b>19</b>	<b>0</b>	<b>648</b>	<b>0</b>	<b>29</b>	<b>29</b>	<b>0</b>	<b>619</b>

**TRIALS HELD**

Misdemeanor Court/FTA Trials Held: **3**                      Misdemeanor/FTA Jury Trials Held: **0**

**FELONY**

Pending 1st of Month (a)	Filed (b)	Trans In (c)	SUB TOTAL (d)	Trans Out (e)	Other Term (f)	TOTAL TERM (g)	Stat. Corr. (h)	Pending End of Month (i)
0	0	0	0	0	0	0	0	0

Felony Preliminary Hearings Held: **0**      Felony, Misdemeanor, Criminal Traffic Initial: Appearances: **33**

**LOCAL NON-CRIMINAL ORDINANCES**

	Pending 1st of Month	Filed	SUB-TOTAL	Terminated	Stat. Corr.	Pending End of Month
Parking	0	0	0	0	0	0
Non-Parking	22	2	24	6	0	18
<b>TOTAL</b>	<b>22</b>	<b>2</b>	<b>24</b>	<b>6</b>	<b>0</b>	<b>18</b>

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: March 2017

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

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

DOMESTIC VIOLENCE/HARASSMENT PETITIONS
--

	Filed	Order Issued	Petition Denied	TOTAL TERM.
Domestic Violence	5	4	1	5
Harassment	3	0	3	3

HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT
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Order of Protection:	1	Injunction Against:	0
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SPECIAL PROCEEDINGS/ACTIVITIES
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Peace Bond Complaints Filed:	0	Fugitive Complaints Filed:	0
Juvenile Hearings Held:	0	Search Warrants Issued:	0

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 4 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year:

March 2017

**WARRANTS OUTSTANDING**

**TRAFFIC WARRANTS OUTSTANDING**

D.U.I.	134
Serious Violations	13
All Other Violations	583
<b>TRAFFIC TOTAL</b>	<b>730</b>

**CRIMINAL WARRANTS OUTSTANDING**

Felony	0
Misdemeanor	807
<b>CRIMINAL TOTAL</b>	<b>807</b>

MAIL BY THE 20TH WORKING DAY OF MONTH:

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

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

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

Vernica Pineda  
Name of Preparer

April 4. 2017  
Date of Preparation



**ARIZONA STATE TREASURER'S OFFICE**  
 1700 West Washington, Phoenix, Arizona 85007-2812  
 (602) 604-7800 FAX: (602) 542-7176

**STATE REMITTANCE REPORT**

*C/P/PS*

Report Period: Mar-17  
 Date: 4/17/2017  
 Depositor Code #: 6332  
 Depositor Name: CAMP VERDE MUNICIPAL COURT  
 Address: 473 S MAIN STREET  
CAMP VERDE MUNICIPAL COURT

Prepared By: VERONICA PINEDA  
 Title: Court Supervisor  
 Phone #: 928-554-0083

*Negative amounts are not to be used on this form*  
 (contact this Office for guidance regarding negative entries)

DESCRIPTION	STATUTE (ARS #)	AMOUNT	DESCRIPTION	STATUTE (ARS #)	AMOUNT
<b>FINES &amp; FEES</b>			<b>FINES &amp; FEES (continued)</b>		
Confidential Inlet Fund	08-135; 12-284.03A8		Dept of Law - Crim. Cases	41-2421E4	
Juvenile Family Counseling	08-263C				
Victim's Rights - Juvenile	08-418; 41-191.08		DUI-Public Safety Equip Fd	28-1381-3;28-8284,6-8	282.55
Victim's Rights Enforcement	12-116.09; 41-1722	144.21	DUI-Law Ref/Boat Safety Fd	5-323;5-395,01_03	
ARCCCS	11-292			28-1381-3;28-8284,6-8	
JCEF-Filing Fee	12-284.03A7; 22-281C1;		FARE General Services Fee		
	22-404C1	10.36	FARE Delinquent Fee		513.46
JCEF - Time Payment	12-116B	403.00	FARE Special Collections Fee		1686.09
JCEF - Diversion Fee	12-114		FARE Installment Fee		
JCEF - Probation Assessment*	12-114.01	1621.66	Constable Ethion Fund	11-445 (80%)	
DNA Penalty Assessment	12-116.01C, J	617.88	Constable Ethion Fund	11-445 (20%)	
2011 Add'l Assmt (**see below)	12-116.04C	697.34	GRTEM	41-1724/11-1051	
(**State Treas use only)			<b>OTHER FINES &amp; FEES (describe and indicate ARS#)</b>		
	<b>50% GRTEM</b>				
Confidential Address Fund	12-116.05	93.29			
Domestic Violence	12-116.06; 12-284.03A2	98.21			
Drug Prevention Res Center	12-284.03; 41-2402H		<b>TAXES</b>		
Child Abuse	12-284.03A3		Prior Year Real Property	42-208	
Sex Offender Assessment	13-3821; 3824		Personal Property	42-208	
Anti-Racketeering Fund	13-811B; 13-3314.01		County Education District	15-991.01A	
Drug & Gang Enforce Act	13-811C; 41-2402	673.90	Property-Mfn School Tax	15-992B,C	
Community Punishment			State Water Banking	48-3715.03; 48-2425	
Program Drug Fines	13-821; 12-299		C.A.W.C.D.	48-3715	
Technical Registration Ed	12-116.08; 13-3423	16.00	Groundwater Replenishment	48-3773.A3; 48-3772	
Citizens Clean Election Fund	16-940D; 16-934C	1083.39	Annual Membership Dues	48-3779	
Game & Fish Wildlife	17-313A		<b>OTHER TAXES (describe and indicate ARS #)</b>		
AZ Lengthy Trial Fund	21-222				
Alternative Dispute	22-281C2; 12-135;				
Resolution Fund	12-284.03A5		<b>90/10 REVENUE</b>		
Mining Fees	27-208D		Mobile Home Relocation	33-1476.03 (90%)	
Child Passenger Restraint	28-907C	51.04	Mobile Home /tax. & Cost	33-1476.03 (10%)	
DPS - Civil Penalty	28-4139C				
DUI Abatement Fund	28-1304; 28-1382, 3				
General Fund/(includes	28-737; 28-876; 28-3416;				
Civil Penalties)	32-1166; 44-1799.81,		<b>TOTAL AMOUNT REMITTED:</b>		
	41-1722		By Check	\$15,007.06	
AZ Highway Fines (HURF)	28-3438P; 28-2533C		By Cr Advice (Wire)		
Victim Comp/Assistance	31-411P; 31-466B				
Registrar of Contractors	32-1107; 32-1124		<b>TOTAL</b>	<b>\$15,007.06</b>	
MSEF Penalty Assessment	36-2219.01; 12-116.02F	1343.45			
CJEF Penalty Assessment	41-2401; 12-116.01	4857.37			
Arson Detection Reward Fund	41-2167				
FTG Penalty Assessment 7%	41-2421J; 12-116.01B	723.33			
Prison Const & Ops Fund	41-1651; 5-395.01A4	349.64			

**NOTES:**

\*In Maricopa County Limited Jurisdiction Courts only, these monies are remitted to the county treasurer rather than the state.

These funds are not collected by courts

FOR STATE TREASURER USE ONLY