

October 2017 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: November 8, 2017
Cc: Department Heads
Re: Manager's report for the period ending October 31, 2017

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

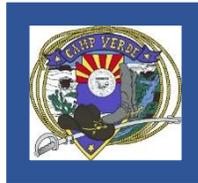
Hazards/Emergency Management Training

A significant portion of our staff held a one-half day exercise with our partners at Copper Canyon Fire and Medical. During the exercise we trained on jobs/roles that would be required of staff in the event of an actual emergency. It is good to know each other well enough beyond the day to day interaction and went well establishing some understanding of how to process and communicate during an emergency. Special thanks goes to the Copper Canyon staff and leadership for their cooperation and to the staff who worked through the exercise to better prepare us for an actual emergency.

Town Marshal

Again at this time there is an ongoing investigation so I am unable to comment on the status except to say I expect no further updates until following Thanksgiving.

For questions or comments please contact me at russ.martin@campverde.az.gov or at 554-0001.



Office of the Town Clerk October 2017

Note from the Clerk: Clerk's office updated the Council Chambers Facility Use Form (see attached). This form is to be used when you have an outside group that your department is hosting in the chambers. If you are hosting a group then you are the responsible party and need to be available during the time of its use. Set-up, break-down and lock-up must be managed by the reserving staff person. Plan accordingly as a key will NOT be provided. The Council Chambers is and will continue to be available to staff by requesting it through the Clerk's office. We have a calendar where the chambers can be reserved in advance. If you have any questions please feel free to call either Virginia or me. Thank you.

October kicked off another round of the CDBG, with the first Public Hearing being held 11/15/17 and the second 1/17/17, to determine the projects proposed for these monies.

The Clerk's office received in 2 Liquor License applications (new, special event or changes to existing) and 2 were approved.

Business License 2017

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	5	14	20	14	10	12	12	10	8	15		
Renewal notices	49	84	66	63	52	63	76	77	57	60		
Total on File*	830	837	828	842	832	833	836	829	832	823		

*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	6	9	6	6	6	3	4			48
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

	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
2016-17							
Revenue	\$23,000	\$1,275.00	\$2,602.50	\$3,655.50	\$2,201.50	\$2,462.75	\$1,325.00
Expense	\$192,105	\$9,172.71	\$9,131.87	\$12,334.18	\$8,555.39	\$6,547.31	\$9,752.67

	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
2017-18							
Revenue	\$21,750	1,556.10	1,775.00	1,650.00	2,225.00		
Expense	\$181,515	20,013.94	13,693.52	12,978.05	14,005.22		

Training

n/a

Judy Morgan, Town Clerk

Town of Camp Verde
473 S Main Street
Camp Verde, AZ 86322

Room 106 Facility Use Form Request

This room is designated as **in-house Town use only**.

If you allow an external party to use this room you must be present during said use and you become the responsible party.

Date Requested: _____

Date of Meeting or event: _____

Time of Meeting or event: _____
(Please allow 1 hour before and after the meeting for set-up/cleanup)

Name of Department using/requesting Facilities: _____

Employee Responsible for Activity: _____

If external Party is using Facilities, include Name of Organization: _____

Direct Telephone Number of Employee (Responsible Party) _____

Description of Activity: _____

Will Town equipment (A/V, computer, projector, etc.) be used for this Activity?: Yes No

If yes, what equipment will be used: _____

Signature of Employee who will be responsible for facility: _____

Please Note:

1. The Town Council shall be given preference at all times in scheduling use of the Council Chambers (Room 106). Other meetings/uses will be scheduled on a first-come, first-served basis. Unforeseen circumstances may require the use of the Council Chambers for Council's use, and any pre-arranged use will require rescheduling or relocation.
2. The Town Clerk and/or Deputy do not have extra keys to provide for room #106 use.
3. The employee reserving the room is responsible party to ensure it is cleaned-up after use, equipment shut-down and the room secured (locked). Remember damage or loss of A/V and computer equipment is expensive and time consuming to replace, and affects Town meetings and staff's compliance with open meeting law and state laws on transparency of government.

Please provide any comments relative to possible repairs of equipment required in room #106 or other comments that would enhance the service. _____

----- Office Use only -----

Received date: _____ From: _____ By: _____



Town of Camp Verde

Budget Report

Account Summary

For Fiscal: 2017-2018 Period Ending: 10/31/2017

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Department: 120 - Town Clerk							
Revenue							
01-120-40-410000	COPIES	0.00	0.00	0.00	8.10	8.10	0.00 %
01-120-40-412000	BUSINESS LICENSE FEES	20,000.00	20,000.00	2,125.00	7,700.00	-12,300.00	61.50 %
01-120-40-412100	LIQUOR LICENSE FEES	1,750.00	1,750.00	100.00	300.00	-1,450.00	82.86 %
	Revenue Total:	21,750.00	21,750.00	2,225.00	8,008.10	-13,741.90	63.18 %
Expense							
01-120-20-600000	SALARIES	122,955.00	122,955.00	9,457.60	39,363.20	83,591.80	67.99 %
01-120-20-601000	FICA	7,625.00	7,625.00	579.41	2,415.56	5,209.44	68.32 %
01-120-20-601100	MEDICARE	1,785.00	1,785.00	135.51	564.96	1,220.04	68.35 %
01-120-20-601200	RETIREMENT	14,140.00	14,140.00	1,087.62	4,527.07	9,612.93	67.98 %
01-120-20-601300	UNEMPLOYMENT INSURANCE	280.00	280.00	0.00	123.91	156.09	55.75 %
01-120-20-601400	WORKERS COMPENSATION	370.00	370.00	16.78	69.86	300.14	81.12 %
01-120-20-602000	HEALTH, DENTAL & LIFE INSURANCE	18,760.00	18,760.00	1,549.74	6,964.12	11,795.88	62.88 %
01-120-20-701000	TRAINING	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00 %
01-120-20-701500	TRAVEL	700.00	700.00	0.00	1,227.88	-527.88	-75.41 %
01-120-20-703000	OFFICE SUPPLIES	2,000.00	2,000.00	278.56	387.24	1,612.76	80.64 %
01-120-20-703500	MEMBERSHIPS	600.00	600.00	0.00	320.00	280.00	46.67 %
01-120-20-703800	ADVERTISING	1,000.00	1,000.00	0.00	174.47	825.53	82.55 %
01-120-20-704000	COMPUTER SERVICES/SOFTWARE	0.00	0.00	0.00	5.00	-5.00	0.00 %
01-120-20-711000	LEGAL SERVICES	2,000.00	2,000.00	0.00	234.00	1,766.00	88.30 %
01-120-20-712000	CONTRACT LABOR	6,000.00	6,000.00	900.00	1,950.00	4,050.00	67.50 %
01-120-20-713210	OFFICE EQUIPMENT	1,000.00	1,000.00	0.00	145.22	854.78	85.48 %
01-120-20-758100	RECORDING FEES	100.00	100.00	0.00	0.00	100.00	100.00 %
01-120-20-758200	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	14,005.22	58,472.49	123,042.51	67.79 %
	Department: 120 - Town Clerk Surplus (Deficit):	-159,765.00	-159,765.00	-11,780.22	-50,464.39	109,300.61	68.41 %
	Report Surplus (Deficit):	-159,765.00	-159,765.00	-11,780.22	-50,464.39	109,300.61	68.41 %

Group Summary

Account Typ...	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	2,225.00	8,008.10	-13,741.90	63.18 %
Expense	181,515.00	181,515.00	14,005.22	58,472.49	123,042.51	67.79 %
Department: 120 - Town Clerk Surplus (Deficit):	-159,765.00	-159,765.00	-11,780.22	-50,464.39	109,300.61	68.41 %
Report Surplus (Deficit):	-159,765.00	-159,765.00	-11,780.22	-50,464.39	109,300.61	68.41 %

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	-11,780.22	-50,464.39	109,300.61
Report Surplus (Deficit):	-159,765.00	-159,765.00	-11,780.22	-50,464.39	109,300.61

ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3378	RET	JAZZY GAL'S WIGS AND MORE LLC	PO BOX 496 CAMP VERDE, AZ 86322	493 S MAIN ST 3
	COMMENTS:	[REDACTED]		
3379	SERV	COBRA COMMAND LLC	11232 N BALBOA DRIVE SUN CITY, AZ 85351	1581 S BOYLES WAY
	COMMENTS:	[REDACTED]		
3380	SERV	HAPPY PAWS AND CLAWS PET SITTING	1205 S VAIL ROAD CAMP VERDE, AZ 86322	1205 S VAIL ROAD
	COMMENTS:	[REDACTED]		
3383	CONT	SOUTHWESTERN HOME DESIGN	13555 N PIMA RD, STE 305 SCOTTSDALE, AZ 85260	000 MAIN STREET
	COMMENTS:	[REDACTED]		
3385	SERV	SANCHEZ'S FENCING INC	15620 E CHANDLER HEIGHTS GILBERT, AZ 85298	
	COMMENTS:	[REDACTED]		
3386	CONT	ALLIED FIRE PROTECTION INC	2845 N NORFOLK MESA, AZ 85215	
	COMMENTS:	[REDACTED]		
3387	RET	SHARP LEASING USA CORP	100 PARAGON DRIVE MONTVALE, NJ 07645	
	COMMENTS:	[REDACTED]		
3388	CONT	PEP SOLAR	20819 N 29TH PLACE SUITE B107 PHOENIX, AZ 80505	00 UNKNOWN
	COMMENTS:	[REDACTED]		
3389	REST	ALWAYS A KID AT HEART	1903 N MONTEZUMA HEIGHTS RD CAMP VERDE, AZ 86322	MOBILE PUSH CART
	COMMENTS:	[REDACTED]		
3390	SERV	CLEARLY CLEAN	35 CHOLLA STREET SEDONA, AZ 86351	
	COMMENTS:	[REDACTED]		
3391	RET	MICHELLE LEE PHOTOGRAPHY	PO BOX 1086 CAMP VERDE, AZ 86322	545 S MAIN STREET
	COMMENTS:	[REDACTED]		
3392	CONT	ELAN ELECTRIC INC	7760 E SR 69 STE C5-362 PRESCOTT VALLEY, AZ 86314	00 PRESCOTT VALLEY
	COMMENTS:	[REDACTED]		
3393	CONT	REASOR GENERAL CONTRACTING LLC	PO BOX 18726 MUNDS PARK, AZ 86017	1234 MAIN
	COMMENTS:	[REDACTED]		
3394		EARTHCORED EARTHCORE DEVELOPMENT INC	4025 E PRESIDIO MESA, AZ 85215	
	COMMENTS:	[REDACTED]		
3397	SERV	NORTHERN ARIZONA TREE & LAND	318 W PERKINSVILLE RD #8 CHINO VALLEY, AZ 86323	
	COMMENTS:	[REDACTED]		

TOTAL LICENSES: 15

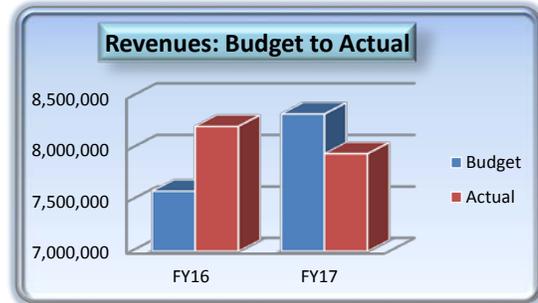
TOWN OF CAMP VERDE

General Fund Report

FY17 - 4th QTR ending June 2017

GENERAL FUND REVENUES

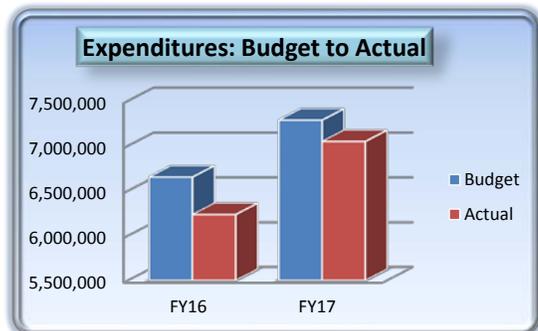
	FY 16-17 Budget	FY 16-17 Actual	% of Budget Received
Local Taxes	4,110,000	3,756,648	91%
Franchise Fees	257,000	270,925	105%
State Sales Tax	1,051,000	1,021,664	97%
Urban Revenue Sharing	1,365,600	1,364,734	100%
Vehicle License Tax	665,300	713,474	107%
Other Revenues	882,950	820,153	93%
TOTAL	8,331,850	7,947,598	95%



While our local tax revenues were the second highest amount in Camp Verde History in FY17, they were not able to keep up with LY numbers (the highest in Camp verde history) nor the current year's budget. Local TPT revenues fell short of budget this year by \$353K (9% of budget). On the whole, General Fund revenues are \$384K short of budget. On a positive note, we finished the year with increasing TPT revenues 3 months in a row and that continues into FY18 with July hitting \$382K which is the second highest month ever in Camp Verde.

GENERAL FUND EXPENDITURES by DEPARTMENT

	FY 16-17 Budget	FY 16-17 Actual	% of Budget Expended
General Admin	1,877,630	1,737,683	93%
Court	363,275	363,258	100%
Public Works	955,960	955,061	100%
Community Development	529,140	520,104	98%
Marshall's Office	2,820,910	2,747,093	97%
Library	441,105	413,070	94%
Parks & Rec	298,545	312,927	105%
TOTAL	7,286,565	7,049,196	97%

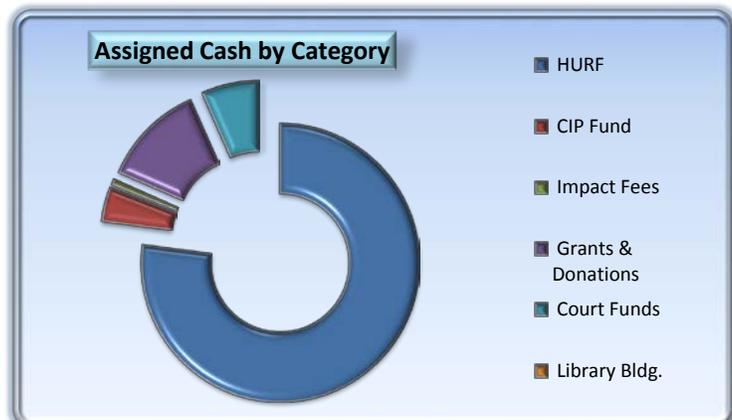


Expenses for the year are under budget in the general fund by 3% (\$237K) showing a net gain of \$898,402 for the year. However, once operating transfers are taken into account for the CIP, Debt, Library and Wastewater funds (\$1.5M), the actual cash position for the Town's General Fund is down \$605K. The Town originally budgeted to use \$300K of reserves this year and later approved another \$198K for expenses of the new court and library for a total of \$498K of expected reserve use. The Town ends FY17 with an estimated \$2.2M unassigned reserve balance.

116,387

CASH

Bank Accounts	
Pooled Checking	587,980
Payroll Checking	35,051
Stifel Investment	1,853,898
LGIP Investments	964,784
Library Sales	6,278
Revolving Home Loan	72,363
US Bank Accounts	0
Due from Sewer	27,957
TOTAL CASH	3,548,311
Assigned Cash	(1,367,836)
Unassigned Cash	2,180,475



TOWN OF CAMP VERDE
Functional Revenue & Expense Summaries
FY17 - 4th QTR ending June 2017

General Fund				
	<u>Actual</u>	<u>Annual Budget</u>	<u>Over/Short</u>	<u>% Remaining</u>
Revenues	7,947,598	8,331,850	(384,252)	-5%
Wages & ERE	5,264,324	5,485,600	221,276	4%
Operational	1,636,001	1,747,505	111,504	6%
Capital	148,872	53,460	(95,412)	-178%
Net Transfers Out/(In)	1,503,987	1,574,952	70,965	5%
Net	<u>(605,586)</u>	<u>(529,667)</u>	<u>(75,919)</u>	

HURF Fund				
	<u>Actual</u>	<u>Annual Budget</u>	<u>Over/Short</u>	<u>% Remaining</u>
Revenues	932,281	892,650	39,631	4%
Wages & ERE	320,603	340,735	20,132	6%
Operational	278,299	280,740	2,441	1%
Capital	11,247	12,000	753	6%
Net Transfers Out/(In)	564,387	707,768	143,381	20%
Net	<u>(242,255)</u>	<u>(448,593)</u>	<u>206,338</u>	

Wastewater Fund*				
	<u>Actual</u>	<u>Annual Budget</u>	<u>Over/Short</u>	<u>% Remaining</u>
Operating Revenues	1,116,413	1,291,200	(174,787)	-14%
Grants & Loan Funding	563,306	664,366	(101,060)	-15%
Wages & ERE	532,396	566,325	33,929	6%
Operational	589,524	599,875	10,351	2%
Capital	620,070	778,847	158,777	20%
Net Transfers Out/(In)	(12,714)	(24,481)	(11,767)	48%
Net	<u>(49,557)</u>	<u>35,000</u>	<u>(84,557)</u>	

* - Depreciation is not included in the above schedule (\$770K budget).

TOWN OF CAMP VERDE
Special Revenue & Capital Improvement Funds Report
FY17 - 4th QTR ending June 2017

Capital Improvement Projects Fund

Projects	Actual	Annual Budget	Difference	% Left
Gym Roof	106,523	100,000	(6,523)	-7%
Street Paving & Maint	515,686	400,000	(115,686)	-29%
Verde Lakes Dr. Culverts	67,515	67,515	0	0%
Finnie Flat Sidewalk	18,242	165,689	147,447	89%
Downtown Parking Lot	0	0	0	#DIV/0!
Homestead Parkway Road	0	75,000	75,000	100%
Comm. Park Development	0	242,133	242,133	100%
Rezzonico Park	24,721	35,000	10,279	29%
CVMO Property & Evidence	30,662	35,000	4,338	12%
Pool Roof	4,375	24,000	19,625	82%
Courtroom Improvements	439,644	246,400	(193,244)	-78%
Finnie Flat Streetscape	31,763	75,000	43,237	58%
Town Kitchen Remodel	9,499	50,000	40,501	81%
Stormwater Projects	31,777	65,000	33,223	51%
Small Projects	19,248	59,786	40,538	68%
Net Exps	(1,299,655)	(1,640,523)	(340,868)	21%
Interest/Operating Transfers In	957,262	1,100,652	143,390	13%
Beginning Balance	551,200	951,299	400,099	42%
Remaining Funds	208,807	411,428	202,621	

Other Funds

	Exp's	Rev's	Net	Annual Budget	Difference	% Left
Court	116,387	21,472	(94,915)	34,270	129,185	100%
Grants (Funds 6 & 8)	290,501	313,086	22,585	(27,616)	(50,201)	100%
Library	1,542,709	337,436	(1,205,273)	(1,157,979)	47,294	-4%
Impact Fees	113,534	454	(113,080)	(121,464)	(8,384)	7%
Housing	0	18,833	18,833	(13,200)	(32,033)	100%
911	362	0	(362)	(2,143)	(1,781)	83%
Restricted Monies	25,329	52,825	27,496	(51,060)	(78,556)	100%
Debt	950,164	950,164	0	0	0	N/A

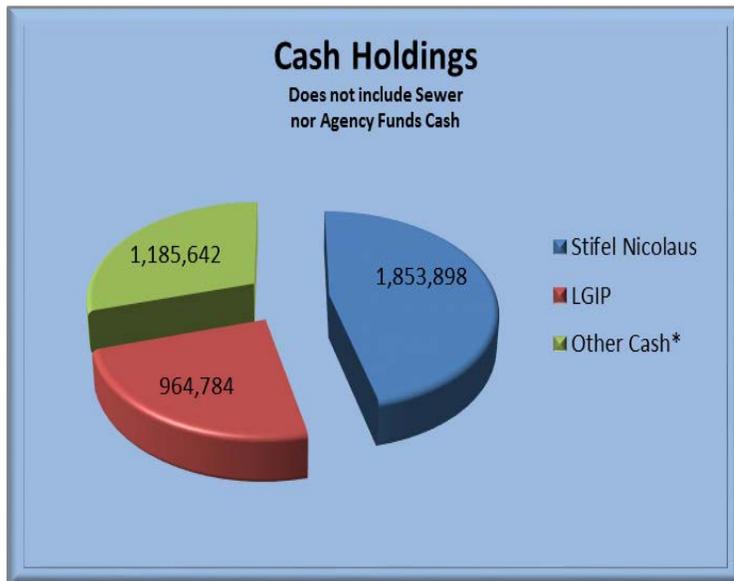
TOWN OF CAMP VERDE

As of June 30th, 2017

INVESTMENTS

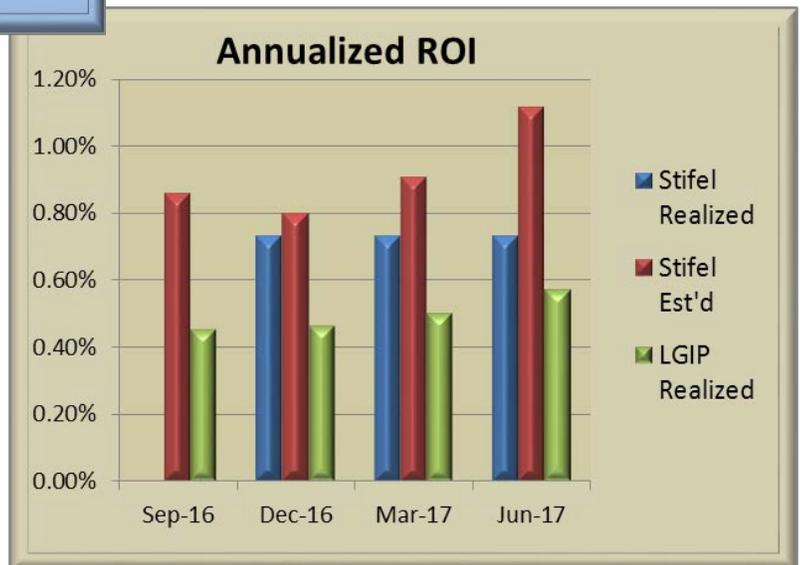
Account	Balances at June 30th	FYTD Interest	EST'D FY ROI Annualized
Stifel Nicolaus	1,853,898	23,002.83	0.91%
LGIP	964,784	7,395.99	0.57%
Other Cash*	1,185,642	2,990.00	N/A
TOTAL	4,004,324	33,388.82	

* - Does not include Sewer nor Agency Funds Cash.



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

Comparative Rates:
Bank Savings – .01% to 1.0%
2 YR Treasury Note Rate – 1.37%
5 YR Treasury Note Rate – 1.85%



TOWN OF CAMP VERDE

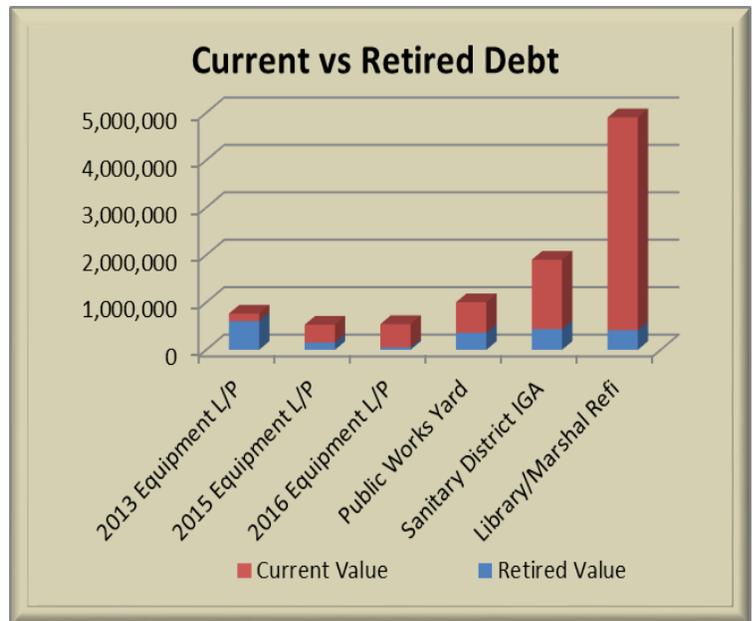
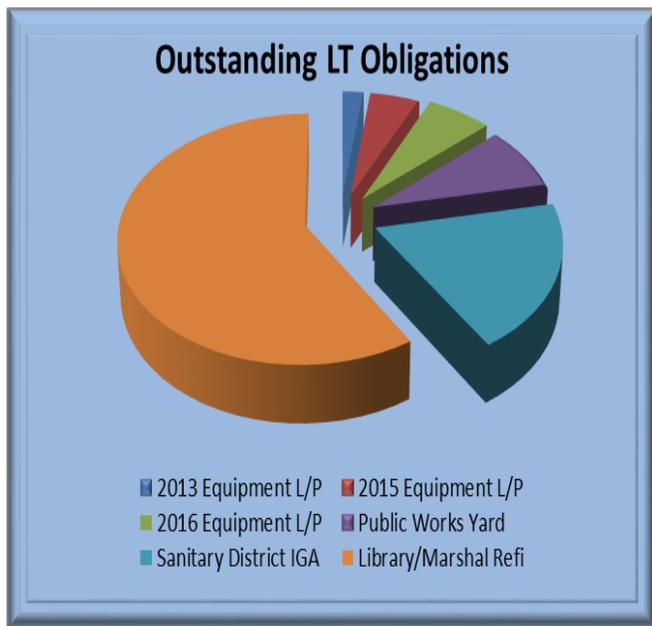
As of June 30th, 2017

LONG-TERM DEBT

Purpose	Type	Maturity	Original	Int Rate	FY17	Current	Next Disbursement		Debt
			Debt		Budget	Obligation	Amount	Date	Retired
2013 Equipment L/P	Note	1/28/2018	764,664	1.61%	160,382	157,471	79,691	7/28/2017	607,193
2015 Equipment L/P	Note	8/20/2020	530,000	1.79%	111,991	374,836	55,494	8/20/2017	155,164
2016 Equipment L/P	Note	8/1/2021	542,800	1.55%	140,000	489,862	56,560	8/1/2017	52,938
Public Works Yard	Bonds	7/1/2023	1,005,000	3.91%	106,479	643,856	94,329	7/1/2017	361,144
Sanitary District IGA	IGA Pledge	7/1/2032	1,902,000	3.34%	118,628	1,466,303	70,826	7/1/2017	435,697
Library/Marshal Refi	Bonds	7/1/2030	4,904,000	2.84%	453,090	4,491,000	392,772	7/20/2017	413,000

TOTALS

1,090,570 7,623,329 749,672



FY17 Debt Service Fund*

Category	Actual	Annual Budget	\$ Remaining	% Remaining
Principal Retired	725,005	725,010	5	0%
Interest Paid	221,458	221,460	2	0%
Misc Fees	2,600	4,100	1,500	37%
Total	949,063	950,570	1,507	0%

* - Does not include Wastewater Fund

TOWN OF CAMP VERDE

Summary of .65% TPT

FY17

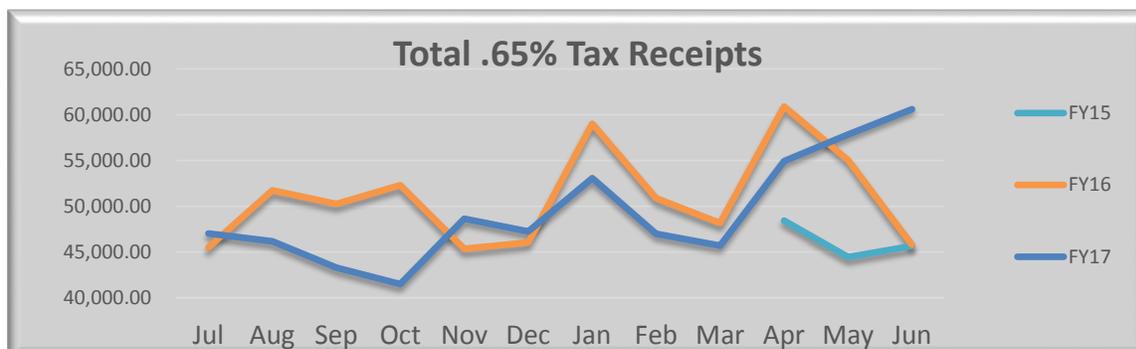
Net Available Revenues

<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)	\$ 143,366	\$ 145,750	\$ (2,384)
QTR4 (Apr-Jun)	\$ 171,157	\$ 145,750	\$ 25,407
FY17 .65 Revenue's	\$ 584,060	\$ 583,000	\$ 1,060

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	\$ 24,721	\$ 35,000	\$ (10,279)
Finnie Flat Streetscape	\$ 31,763	\$ 75,000	\$ (43,237)
Verde Lakes Stormwater Projects	\$ 67,515	\$ 67,515	\$ -
Stormwater Projects	\$ 31,626	\$ 84,763	\$ (53,137)
Court Remodel (Portion)	\$ 246,400	\$ 50,000	\$ 196,400
Kitchen Remodel	\$ 9,499	\$ 50,000	\$ (40,501)
Property & Evidence Room	\$ 30,662	\$ 35,000	\$ (4,338)
Homestead Parkway Road	\$ -	\$ 75,000	\$ (75,000)
Gym Roof	\$ 106,523	\$ 100,000	\$ 6,523
Pool Roof	\$ 4,375	\$ 24,000	\$ (19,625)
Wayfinding Signage	\$ 2,970	\$ 20,000	\$ (17,030)
Town Network Equipment	\$ 16,278	\$ 15,000	\$ 1,278
Equipment Lease Payments	\$ 270,370	\$ 272,373	\$ (2,003)
FY17 Expense Total	\$ 992,702	\$ 1,295,784	\$ (303,082)
FY17 Net Balance	\$ (408,642)	\$ (712,784)	\$ 304,142

<i>FY16 Ending Balance</i>	\$ 452,929	\$ 452,929	\$ -
FY17 Ending Balance	\$ 44,287	\$ (259,855)	\$ 304,142



TOWN OF CAMP VERDE
FT & PT Employee Listing
FY17 - 4th QTR ending June 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
Saepyo (Sebra) Choe	12/28/2013	ED Specialist	40	45
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
Denise Pitts	12/19/2016	Court Clerk	27	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

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	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

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
Oscar Berrelez	8/11/1996	Sergeant	40	62
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
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
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

Marshal's Office (Cont'd)

<u>Name</u>	<u>Hire Date</u>	<u>Position</u>	<u>Hrs</u>	<u>Class</u>
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	40	39
Zachary Garcia	1/3/2017	Library Specialist	18	39
Wendy Cook-Roberts	6/19/2014	Library Clerk	18	29
Jamie Rein	3/23/2017	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	56
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>
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

FT & PT Employee Count 93

FT Employee Count 78

Seasonal/Temp Workers are not included



CAMP VERDE MARSHAL'S OFFICE Monthly Report October 2017



Volunteers in Policing (VIPs):

- Oct. 14th – Tim Wiggle and Neal Lanning assisted with the annual Fort Verde Days parade
- Oct. 30th – Two new VIPs joined and were welcomed into the Marshal's Office, Marge Wiggle and Andrea Dickey
- Oct. 31st – Tim Wiggle, Marge Wiggle, Jan Kreienkamp, Neal Lanning, and Andrea Dickey assisted with the annual Trunk-or-Treat Halloween event

Training:

- Oct. 2-5th – Sergeant Butler attended the annual Arizona Homicide Investigators conference in Las Vegas, NV
- Oct. 2nd – Sergeant Dan Jacobs attended Drug Recognition Expert (DRE) training in Phoenix
- Oct. 6th – Commander Armstrong attended Law Enforcement Inspections and Audit Training hosted by the Goodyear Police Department
- Oct. 9-13th – Corporal Baizel attended Basic Police Supervision training at AZPOST in Phoenix
- Oct. 17th – Deputies Dave Freeman and Erik Trahin attended Drug Impaired Driving investigation training at the Arizona HIDTA Training Center in Chandler.
- Oct. 27th – Deputy Owsley attended Tactical drivers training at the Prescott Valley driving track hosted by Sedona PD
- Oct. 23-26th – Sergeant Jacobs attended leadership training at AZPOST (ALP training) and successfully completed the course, which was 104 hours total. Commander Armstrong and Sergeant Butler attended the graduation ceremony for Sergeant Jacobs

Patrol:

- Oct. 10th – K-9 Deputy Jeff Bowers participated in a multi-agency K-9 interdiction detail coordinated by Partners Against Narcotic's Trafficking (PANT)
- Oct. 12th – Deputy Clinton Jackson resigned to accept a new career opportunity out-of-state
- Oct. 14th – Deputy Dustin Richardson participated in the annual Fort Verde Days parade riding his police motorcycle in the parade. Marshal Nancy Gardner along with seven other CVMO supervisors and deputies worked the event for crowd and traffic control
- Oct. 20th – Deputy testing – 4 applied and showed up for the testing. One successfully completed testing and was selected to move forward, but the candidate later withdrew after accepting a job at another police agency
- Oct. 28th – CVMO held a "Dump the Drugs" prescription drug take-back event as part of a national campaign in conjunction with MATFORCE
- Oct. 28-29th – Sergeant Dan Jacobs and Deputies Dustin Richardson, Mike Toporek, and Jeff Bowers represented CVMO at the Arizona State Fair by participating in the annual public safety days event and showcase. CVMO had a patrol vehicle on display at the fair for the two days
- Oct. 30th – CVMO conducted a speed detail on the 260 as part of the GOHS grant awarded to CVMO
- Oct. 31st – Commander Armstrong, Sergeant Laura Robinson, and Deputies Justin Reay, Dave Freeman, and Erik Trahin participated in the annual Trunk-or-Treat Halloween event along with the VIPs mentioned above. The event was a huge success with the crowd.

Miscellaneous:

- Oct. 4th – Commander Armstrong attended the Bi-monthly Verde Valley Commanders meeting hosted by Spectrum

Coffee with a COP:

- Held October 30, 2017 at Thanks a Latte

October statistics compared to last year

October Stats	2016	2017
Total Calls	1130	889
Traffic Stops	193	124
Animal Calls	89	71
Vehicle Burglary	0	1
Residential Burglary	6	5
Criminal Damage	12	17
Domestic Violence	25	25



Public Works October, 2017

Engineering:

Ron Long, Troy Odell or Deborah Ranney participated in/ completed:

- Attended All-Hands Meeting
- Worked with Ft. Verde State Park to mitigate a drainage issue
- VVTPD in Cottonwood
- Review and consult w/Kimley Horn for Park Plans
- CVMO meeting to discuss Ft. Verde Days
- VVTPD meeting
- WIFA Field Meeting
- Fort Verde Days planning session
- Community Development- pre-development plans
- Rural Transportation Summit
- ADOT to discuss Right of Way concerns on SR-260
- Yavapai Apache to discuss options for Old 279
- Consultant to discuss kitchen plans

Maintenance:

- Continued work on the remodel for Economic Development
- Installed IT circuits
- Library HVAC sump pump inspection
- Flags put up on Main Street
- Assisted with set up of Fort Verde Days
- Installed signs at Parson's Preserve
- Assisted Fort Verde with set up and take down of tents for Fort Verde Days
- Installed new roofs at the ramadas on Town Grounds
- Attended Energy Audit Meeting
- Assisted with set up/clean-up of Trunk or Treat on Main
- Prepared Christmas decorations
- Assisted Tree Advisory Committee with tree planting
- Established new irrigation to all new plantings
- Repair of fencing
- Daily Work Orders
- Daily Pool Maintenance
- Daily Maintenance of all Park grounds
- Butler Park weekend cleaning during soccer season

Parks & Rec:

- Continued to handle requests for facility use at the Community Center, Room 204, sports fields and Room 305 with AYSO and Camp Verde Youth Football in full swing.
- Trunk or Treat was a huge success thanks to all our partners. Over 50 individuals, groups and businesses handed out candy this year and we received over \$600 in donations for candy. Crowd estimates are difficult but we feel confident that we saw between 3,000 and 3,500 people. The Town provided over 32,000 pieces of candy for distribution.
- Our Day trip program continues to be very popular with trips scheduled through the end of the year.
- Grasshopper Basketball Grades 1-4 games started Oct. 21 with 98 kids on ten teams in two Divisions.
- Adult Co-Ed Volleyball with 5 teams started play on October 1.
- The Verde Valley Farmer's Market at Redinger Ramada finished up in October and is planning a late November and into December market.
- Diamondbacks wild card playoff game was October 4 with 25 people. We also had 26 attend the NLDS game 3 on Oct 9 which unfortunately saw the D-Backs eliminated.
- Pickle-ball continues now reduced to two times per week due to Grasshopper practice. We expect they will be adding another week day morning.
- We hired a part-time Recreation Leader, Michelle Elton, to work mostly a Friday thru Monday schedule to improve our program delivery and support on the weekends.
- Mike has been working with the committee for the EOC Table Top Exercise in November.

Wastewater Treatment Plant:

- Reviewed 3 building permits.
- Tasked with 59 Blue Stakes for the month.
- Received 10 call outs for plant alarms; (All Power problems)
- Continued site monitoring with gas meters.
- Worked on Head Works Auger (Motor needs replaced)
- Found Coating in Head Works peeling off.
- Had Meeting about repairing / replacing coating on Head Works
- Put new brushes on Head Works Auger.
- Obtain Permit on Blower Structure, raise roof, enclose walls to protect against dust. Inspected and Approved.
- Obtain Permit on Main power building, raise roof, installing 3 walls.
- Install new pump in Plant Drain
- Got bids & Obtained Approval to have new BFP & U/V buildings Fabricated and to be Installed.
- Had Power Outage to plant, Had APS show up to repair main feed to Plant.
- Working with APS onsite to find out if we have a fault problem. (Monitoring Reader on Site).
- Jet lines from Dickison Circle to I-17, Wendy's Area.
- Vac'd out Main Street Vault
- Painting Pollards for Safety.
- O'Reilly sewer line is approx. 80% installed.
- Sewer line inspection finalized for new Taco Bell building.
- New hire David Richardson has started working with the crew.
- Chet Teague attended ADEQ Training Classes for 2 days in Flagstaff
- Jerry Tinagero – Surgery – Knee Replacement (Out approx. 3 – 5 weeks).
- Chet Teague has stepped up to Marshall out during Jerry absence.

Streets – No Report

COURT NEWS



Camp Verde Municipal Court monthly newsletter

OCTOBER 2017

NEWS RELEASE

ARIZONA SUPREME COURT ADMINISTRATIVE OFFICE OF THE COURTS

October 27, 2017

Courts to Use Message Encryption to Protect Against Scammers, Hackers

PHOENIX – Enterprises throughout the US, including Arizona’s courts, are struggling to stay steps ahead of computer scammers and hackers. To add a layer of security to sensitive court documents, Arizona’s courts are launching a secure e-mail server that sends and decodes encrypted e-mails. Attorneys and self-represented litigants will soon begin seeing certain minute entries and other case-related information delivered this way. There is no charge for using this feature. Here is the essential information you need to know:

- Each encrypted message generates an instruction message with an attached email key that allows the recipient to decode and view it. • Secure message keys are held in the encrypted Microsoft Exchange server; logging in is required to access them. A single-use credential can be requested by those recipients who lack a valid Microsoft account or any work or school account associated with Office 365. • Messages have a unique identifier and certain standard features to help you recognize them as coming from the courts. ○ The subject line will always contain ! ENCRYPT! (not case sensitive) along with other relevant verbiage. ○ The attachment is always named “message.html” but varies in size based on its content.
- CAUTION: Please be aware that if the original recipient logs in and opens the encrypted message then forwards it to others, the new recipients will also be able to view it after logging in themselves because the ‘decryption’ key is embedded in the new notification message. Given the number of email and phishing scams lately, some recipients may suspect a spear phishing attack when they receive the instruction message containing an html attachment, especially if they haven’t been informed to expect the encrypted message.

WHAT'S HAPPENING AT THE COURT.....

- Court celebrated several October Birthdays; Nina and Veronica.
- Veronica attended HR training on the 17th.
- Veronica attended the County-wide security round table meeting.
- Camp Verde Marshals E-citations project is just about complete. The Court is now ready to begin receiving citations.
- The Court continues clean up preparation for the implementation to AJACS, the Courts new case management system. Training to take place in November and go-live in December.
- The court has been on AZTEC (current case management system) now for close to 17 yrs.



Statistical Highlights from October 2017

- 37 Criminal Misd. charges filed
5 less than last month
- 29 initial appearances
6 more than last month
- 36 Civil traffic citations filed (CVMO & YANPD)
49 LESS than last month
- AZCourtpay.com (FARE) revenue this month \$3420.00. \$1938.00
Down from last month

CAMP VERDE MUNICIPAL COURT

B

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			125				
DUI	4	2	8	7			21				
SERIOUS TRAFF	0	1	0	0			1				
CRIMINAL TRAFF	7	3	8	4			22				
MISDEMEANORS SUBTOTAL	42	37	42	48	0	0	169				
CIVIL TRAFFIC	42	77	86	37			242				
HARASSMENT INJUNCTION	22	1	2	5			30				
ORDER OF PROTECTION	1	1	2	1			5				
TOTAL FILINGS	107	116	132	91	0	0	446				
IA/ARR IN CUSTODY	30	31	23	29			113				
ATTY RESTITUTION	328.13	506.38	164.11	346.90			1345.52				
LCL ORD FEES (Default/Warrant etc)	1392.43	1893.11	1550.89	1481.57			6318.00				
LCL CRT ENHANCEMENT	1267.98	1487.64	1564.34	1552.67			5872.63				
JCEF TO TOWN	178.14	225.38	225.16	261.20			889.88				
CVMO ADDL EQP\$13	162.91	149.02	172.10	196.30			680.33				
DPS ADDL EQP \$13	13.82	30.92	25.67	12.30			82.71				
YAV CTY JAIL/ADD FEE	274.27	364.13	294.27	367.34			1300.01				
MVD/ADOT/ADD FEE	0.00	0.00	0.00				0.00				
ROC ADDL EQP FEE	0.00	0.38	0.41	0.41			1.20				
YAN TRIBAL POLICE	19.79	17.94	17.15	15.44			70.32				
STATE TREAS.	13634.75	15471.63	12917.27	14833.50			56857.15				
TOWN TREAS.	10427.82	12043.57	11323.09	12686.04			46480.52				
TOTAL CHECK	25979.48	29790.61	26539.46	29925.20	0.00	0.00	112234.75				

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
		0	125	-62%	333	4%	319	15%	277	MISDEMEANOR & CR TRAFFIC
		0	21	-66%	62	-18%	76	52%	50	FTA
		0	1	-88%	8	-11%	9	-10%	10	DUI
		0	22	-81%	118	-56%	268	-9%	294	SERIOUS TRAFF
										CRIMINAL TRAFF
		0	169	-68%	521	-22%	672	3%	651	MISDEMEANORS SUBTOTAL
		0	242	-75%	950	-11%	1066	-21%	1356	CIVIL TRAFFIC
		0	30	50%	20	-23%	26	0%	26	HARASSMENT INJUNCTION
		0	5	-86%	36	20%	30	30%	23	ORDER OF PROTECTION
		0	446	-71%	1527	-15%	1794	-13%	2056	TOTAL FILINGS
		0	113	-62%	297	-31%	431	11%	387	IA/ARR IN CUSTODY
		0	\$ 1,345.52	-78%	\$ 6,167.66	28%	\$ 4,814.96	-16%	\$ 5,726.10	ATTY RESTITUTION
		0	\$ 6,318.00	-61%	\$ 16,332.43	-29%	\$ 23,017.77	31%	\$ 17,526.40	LCL ORD FEES (Default/Warrant etc)
		0	\$ 5,872.63	-74%	\$ 22,287.49	-8%	\$ 24,241.18	-21%	\$ 30,743.43	LCL CRT ENHANCEMENT
		0	\$ 889.88	-69%	\$ 2,860.56	-3%	\$ 2,942.78	0%	\$ 2,935.79	JCEF TO TOWN
		0	\$ 680.33	-71%	\$ 2,344.96	10%	\$ 2,134.35	0%	\$ 2,137.42	CVMO ADDL EQP\$13
		0	\$ 82.71	-89%	\$ 763.43	-52%	\$ 1,575.76	-33%	\$ 2,354.35	DPS ADDL EQP \$13
		0	\$ 1,300.01	-57%	\$ 3,031.13	-11%	\$ 3,418.98	-25%	\$ 4,554.94	YAV. CTY JAIL FEES
		0	\$ -	-100%	\$ 11.43	-31%	\$ 16.58	107%	\$ 8.00	MVD/ADOT/ADD FEE
		0	\$ 1.20	-90%	\$ 12.00	0%	\$ -	-100%	\$ 0.97	ROC ADDL EQP FEE
		0	\$ 70.32	-85%	\$ 468.32	263%	\$ 129.11	100%	\$ 64.50	YAN TRIBAL POLICE
		0	\$ 56,857.15	-72%	\$ 203,750.00	-13%	\$ 235,443.15	-10%	\$ 261,650.80	STATE TREAS.
		0	\$ 46,480.52	-72%	\$ 167,240.18	-6%	\$ 177,814.66	-1%	\$ 180,021.82	TOWN TREAS.
		0	\$ 112,234.75	-72%	\$ 402,769.50	-10%	\$ 447,716.55	-8%	\$ 484,472.02	TOTAL CHECK

CAMP VERDE MUNICIPAL COURT
MONTHLY TRANSMITTAL

Date: November 6, 2017
From: Camp Verde Municipal Court

Reporting Month: OCTOBER 2017

Check #: 5801

Total Amount of Check: \$29,925.20

PS

RECEIVED AND ALLOCATED TO BELOW ACCOUNTS BY _____

REVENUE ACCOUNT NUMBER

01-300-40-413000	\$27,568.13
Fines/Fees/Forfeitures- before the check requests below	
01-300-40-431000	\$346.90
Court Apt-Atty. Reimbursement	
05-310-40-413100	\$261.20
Local JCEF Fund	
05-330-40-413300	\$1552.67
Court Enhancement Fund	
19-601-40-413000	
Camp Verde Marshal's Safety Equip. Fund	\$196.30

CHECK REQUEST

Summary of Checks that need to be written to County Treasurer, Law Enforcement Agencies and the State Treasurer

VENDOR #	AGENCY	AMOUNT	ACCOUNT#
002693	Yavapai Apache Nation Police Dept. Fines & Safety Eqpt. & suspended plates fee	\$15.44 ✓	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$367.34 ✓	01-300-40-413000
000117	Arizona State Treasurer	\$14,833.50 ✓	01-300-40-413000
003583	Arizona Department of Public Safety Equipment Fund	\$12.30 ✓	01-300-40-413000
003572	Motor Vehicle Division Refund Unit	\$0.00	01-300-40-413000
001014	Registrar of Contractors Safety Equipment Fund	\$0.41 ✓	01-300-40-413000
003313	Cottonwood Police Dept Safety Equipment Fund	\$0.00	01-300-40-413000

October 2017



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

STATE REMITTANCE REPORT

Report Period: Oct-17
 Date: 9/6/2017
 Depositor Code #: 6332
 Depositor Name: CAMP VERDE MUNICIPAL COURT
 MAILING Address: 473 S MAIN STREET
CAMP VERDE MUNICIPAL COURT

Prepared By: VERONICA PINEDA
 Title: Court Supervisor
 Phone #: 928-554-0033

WP PS

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

DESCRIPTION
FINES & FEES

STATUTE (ARS #)	AMOUNT
08-135; 12-284.03A8	
08-263C	
08-418; 41-191.08	
12-116.09; 41-1722	106.10
11-292	
12-284.03A7; 22-281C1;	
22-404C1	26.08
12-116B	464.15
12-114	
12-114.01	1141.71
12-116.01C, J	565.89
12-116.04C	449.17
50% GITEM	
12-116.05	37.89
12-116.06, 12-284.03A2	39.66
12-284.03; 41-2402H	
12-284.03A3	
13-3821, 3824	
13-811B; 13-2314.01	
13-811C; 41-2402	1055.15
13-821; 12-299	
12-116.08; 13-3423	
16-949D; 16-954C	989.89
17-313A	
21-222	
22-281C2; 12-135;	
12-284.03A5	
27-208D	
28-907C	31.92
28-4139C	
28-1304; 28-1382, 3	99.00
28-737; 28-876; 28-2416;	
32-1166, 44-1799.81,	
41-1722	
28-5438F; 28-2533C	
31-411F; 31-466B	
32-1107; 32-1124	25.50
36-2219.01; 12-116.02F	1287.07
41-2401; 12-116.01	4653.17
41-2167	
41-2421J; 12-116.01B	692.93
41-1651; 5-395.01A4	511.40

DESCRIPTION
FINES & FEES (continued)

STATUTE (ARS #)	AMOUNT
41-2421E4	
28-1381-3; 28-8284,6-8	465.97
5-323; 5-395.01, .03	
28-1381-3; 28-8284,6-8	
FARE General Services Fee	
FARE Delinquent Fee	558.95
FARE Special Collections Fee	1632.10
FARE Installment Fee	
11-445 (80%)	
11-445 (20%)	
41-1724/11-1051	
OTHER FINES & FEES (describe and indicate ARS#)	
TAXES	
42-208	
42-208	
15-991.01A	
15-992B,C	
48-3715.03; 45-2425	
48-3715	
48-3773.A3; 48-3772	
48-3779	
OTHER TAXES (describe and indicate ARS #)	
90/10 REVENUE	
33-1476.03 (90%)	
33-1476.03 (10%)	
TOTAL AMOUNT REMITTED:	
By Check	\$14,833.50
By Cr Advice (Wire)	
TOTAL	\$14,833.50

FOR STATE TREASURER USE ONLY

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

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: October 2017

CRIMINAL TRAFFIC

	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	31	4	77	112
Filed	7	0	4	11
Transferred In	0	0	0	0
SUBTOTAL	38	4	81	123
Transferred Out	0	0	0	0
Other Terminations	8	1	4	13
TOTAL TERMINATIONS	8	1	4	13
Statistical Correction	0	0	0	0
Pending End of Month	30	3	77	110

*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
208	1	0	209	0	0	0	0	209

****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
208	37	0	245	0	4	80	84	0	161

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
5	0	5

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: October 2017

MISDEMEANOR									
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 (j)	
Misdemeanor (Non-Traffic)	623	36	0	659	5	31	36	0	623
Failure to Appear (Non-Traffic)	2	1	0	3	0	0	0	0	3
TOTAL	625	37	0	662	5	31	36	0	626

TRIALS HELD

Misdemeanor Court/FTA Trials Held: **0** 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 (j)
0	1	0	1	1	0	1	0	0

Felony Preliminary Hearings Held: **0** Felony, Misdemeanor, Criminal Traffic Initial: Appearances: **29**

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	23	4	27	9	0	18
TOTAL	23	4	27	9	0	18

LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: October 2017

CIVIL COMPLAINTS

	Small Claims (a)	Forcible Detainer/ Eviction Action (b)	Other Civil (c)	TOTAL (d)
Pending 1st of Month	0	0	0	0
Filed	0	0	0	0
Transferred In	0	0	0	0
SUBTOTAL	0	0	0	0
Transferred Out	0	0	0	0
Other Terminations	0	0	0	0
TOTAL TERMINATIONS	0	0	0	0
Statistical Correction	0	0	0	0
Pending End of Month	0	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	1	0	1	1
Harassment	5	1	2	3

HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT

Order of Protection: 1 Injunction Against: 1

SPECIAL PROCEEDINGS/ACTIVITIES

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

Report Month/Year:

County: CAMP VERDE MUNICIPAL COURT

October 2017

WARRANTS OUTSTANDING

TRAFFIC WARRANTS OUTSTANDING

D.U.I.	136
Serious Violations	13
All Other Violations	590
TRAFFIC TOTAL	739

CRIMINAL WARRANTS OUTSTANDING

Felony	0
Misdemeanor	819
CRIMINAL TOTAL	819

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. Sellegel
Signature of the Judge/Magistrate (or designee)

Vernica Pineda
Name of Preparer

Nov 2, 2017
Date of Preparation

**Community Development Directors'
Monthly Report
October 2017**

The CD Director met with various departments and citizens to discuss various potential development projects, potential code amendments and general interdepartmental coordination. There has been significant interest in RV Park development in Camp Verde, one proposed park is in the planning/application stage and a larger park is in the due diligence/concept stage. There is currently an application in house for a Use Permit for Agri-tourism in order to accommodate an Animal Sanctuary and Healing Ranch. This proposal is to be reviewed by the Planning Commission at their regular November meeting, Additionally, there are several zoning actions which have completed the neighborhood meeting phase and the applicants are working with the Department to proceed with Town processes one of which is a proposed 585 unit gated manufactured home park with amenities, another is a proposed Cell Tower. The new Taco Bell and Circle K are under construction.

Draft Zoning Code amendments relating to cleaning up our Zoning Code and amendments relating to changes needed to apply for the International Dark Skies Designation have been recommended for approval by the Planning Commission and will be reviewed by the Town Council on November 1. The Department will continue to review and recommend changes to help clarify and simplify Zoning Code regulations.

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. The Department welcomes Manny Romero to our team who in the first month of his employment has made significant strides to bring the Code Enforcement Division to a level to be proud of.

Monthly Report for Planning & Zoning Items

Month/Year: October 2017

Zoning Clearances Completed:

Residential: 13

Commercial: 7

Zoning Verifications: 1

Administrative Reviews: 1

Minor Land Divisions: 0

Temporary Use Permits: 1; 1 Pending

Zoning Map Change: 1; 2 Pending

Use Permits: 1 Pending

Board of Adjustment Meetings: 0

Planning Commission Meetings: 1

PZC Items to Town Council: 0

Ordinances/Resolutions Adopted: 0

Phone Calls Processed: 158

Code Enforcement Fiscal Year 2017-2018

Abatements as of October 31, 2017:

Location	Total Cost Per Nuisance Abatement
none	\$0

Total
Budgeted Amount \$7,500. Balance \$7,500.

Code Enforcement:
Total Complaints: 47
Violations Found: 47
Violation Not Found: 0
Cases Closed: 22
Open Complaints: 39
Abatements: 0

Other statistics for the month
Zoning Clearances Residential:
Zoning Clearances Commercial:
Administrative Review: 0

MONTHLY REPORT FOR OCTOBER 2017
BUILDING DIVISION

Attended Pre-Development meeting with C.D. staff, Water Company, Fire District, Public Works and Applicant on a proposed RV Park. Meeting with C.D. Staff on a proposed sub-division. Held a second meeting with C.D. staff and applicant on the proposed RV Park. Went on a site visit with the Planner to inspect an existing RV Park in Cottonwood operated by the above applicant.

Had a meeting with the C.D. Director and the Finance Director for guidance on use of Town credit cards. Had a conference call and a site visit with the C.D. Director and the owner of an existing agriculture facility and proposed change of ownership. Site visit to an existing business that had been reported as un-safe. Arranged with owner to correct a few minor issues there.

Had a meeting with the C.D. Director, applicant and her representative on a proposed animal sanctuary. Performed a site visit with the applicant and the Fire Marshal at the proposed site. Sent Jon and Sandy to gratis training arranged by a local contractor for his construction crew at a home under construction, training provided by Simpson Norton. Met with Carol Brown on the 2018/2019 budget and impact of integration of Building Staff, Risk Management and Safety Officer.

Had a work meeting with the Fire Marshal & Building staff regarding the emerging technology in Energy Storage Systems. This will have to be integrated in the coming adoption of the 2018 Building and Fire Codes. As you know we are on a six (6) year code adoption cycle instead of a three (3) year cycle, and yes that time is coming up again. Building staff attended the AZBO training Institute in Mesa week of October 23rd through 27th.

Completed 61 building inspections, 24 residential plan check reviews, 7 commercial plan check reviews, 65 phone calls, 14 meetings, 21 miscellaneous site inspections, 13 miscellaneous postings, 2 transmittals, 4 business licenses issued.



Robert Foreman CBCO
Building Official

BUILDING MONTHLY REPORT

OCTOBER 2017	CURRENT MONTH	PREVIOUS MONTH	2016-2017 FY
PERMITS ISSUED	47	26	331
PERMITS FINALED	18	44	271
PLAN REVIEWS PERFORMED	31	10	202
INSPECTIONS PERFORMED	61	79	786
PHONE CALLS RECEIVED	414	401	4544
BUSINESS LICENSES REVIEWED	4	4	46
BUSINESS LICENSE INSPECTIONS	1	1	17
MISCELLANEOUS SITE INSPECTIONS	21	28	124
<u>BUILDING VIOLATIONS</u>			
Dangerous Building	0	1	6
Stop Work Order	0	1	4
Grading Without Permit	0	0	0

MISCELLANEOUS:

PROJECTS: All

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

ISSUED DATES: 10/01/2017 THRU 10/31/2017

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ T
20170184	10/19/2017	132 GENERAL CROOK TRAIL LLC	132 GENERAL CROOK TRAIL	OWNER	COMMERCIAL REMODEL	13-COM
20170309	10/09/2017	WOODLIEF, BARBARA	1692 RUSTLER TRL	OWNER	INSTALL FENCE	FENCE
20170348	10/11/2017	LIGON, TERRY	636 MCCRACKEN	OWNER	CARPORT	
20170349	10/02/2017	O'CALLAGHAN FAMILY LIVING T	25 MONTEZUMA CASTLE HWY	TIERRAVERD	NEW COMMERCIAL	11-NEW
20170350	10/02/2017	SHULTZ, ROBERT	2360 VERDE WEST DRIVE	SOLARCITY	SOLAR INSTALLATION	SOLAR
20170351	10/02/2017	BIEBER, ANNETTE	674 ELK RIDGE DRIVE	SOLARCITY	SOLAR INSTALLATION	SOLAR
20170352	10/02/2017	MCCORMACK, HAROLD	452 SPRUCE ST	277662	SOLAR INSTALLATION	SOLAR
20170353	10/03/2017	WOOTAN, ROBERT L & SHAW	2365 S SQUAW PEAK RD	OWNER	ZONING CLEARANCE	ZC
20170354	10/04/2017	RUIZ, ALBERT	1822 ASH LANE	OWNER	RESIDENTIAL REPAIR	06-RES
20170355	10/04/2017	TOWN OF CAMP VERDE	1000 HWY 260	OWNER	COMMERCIAL REMODEL	13-COM
20170356	10/05/2017	HUALAPI INVESTMENTS, INC.	1602 STATE ROUTE 260	OWNER	TEMPORARY USE PERMIT	Z-TEMP
20170357	10/05/2017	MAIN, RICHARD	105 LINDA VISTA DRIVE	SOLARCITY	SOLAR INSTALLATION	SOLAR
20170358	10/05/2017	BOYLE, GAIL	1554 HORSESHOE BEND DRIVE	CHRISCONNE	RESIDENTIAL ELECTRICAL	ELE-RE
20170359	10/05/2017	VANLANDINGHAM FAMILY TRUST	725 HOWARDS RD	ASC	COMMERCIAL ADDITION	12-COM
20170361	10/09/2017	DUTTON, STEPHEN	2215 GLENROSE DRIVE	SOLARONE	SOLAR INSTALLATION	SOLAR
20170362	10/09/2017	WOLFE, JACOB	133 SOLDIER DRIVE	SOLARONE	SOLAR INSTALLATION	SOLAR
20170363	10/09/2017	LOZA, MICHAEL	361 SILVER BUGLE DRIVE	SOLARONE	SOLAR INSTALLATION	SOLAR
20170364	10/09/2017	HUGHES, NANCY	2087 CALLE SALIDA	OWNER	RESIDENTIAL ADDITION	02-RES
20170365	10/10/2017	SANCHEZ, CAROL	2480 GLENROSE DRIVE	OWNER	RESIDENTIAL ELECTRICAL	ELE-RE
20170366	10/10/2017	BANCROFT, DAVID	633 OASIS RD	ASC	RESIDENTIAL ACCESSORY BUILD	RES AC
20170367	10/19/2017	HUALAPAI INVESTMENTS	1606 STATE ROUTE 260	ALLIEDFIRE	FIRE SUPRESSION HOOD	FIRE
20170368	10/10/2017	HUALAPAI INVESTMENTS INC	1602 S STATE ROUTE 260	ALLIEDFIRE	FIRE SUPPRESSION	FIRE A
20170369	10/10/2017	TOWN OF CAMP VERDE	473 MAIN ST 102	PURSOLAR	COMMERCIAL ELECTRICAL	ELE-CO
20170370	10/10/2017	TOWN OF CAMP VERDE	499 6TH ST	PURSOLAR	COMMERCIAL ELECTRICAL	ELE-CO

PROJECTS: All

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

ISSUED DATES: 10/01/2017 THRU 10/31/2017

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

STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ T
20170371	10/11/2017	HEALTH FOR LIFE	1611 REEVES ARENA RD	OWNER	ADMINISTRATIVE REVIEW	Z-ADMI
20170372	10/12/2017	REAY, ARON	999 QUARTERHORSE LN	OWNER	NEW RESIDENTIAL	01-NEW
20170373	10/16/2017	HOFSTETTER, DEREK	1105 CANAL CIRCLE	RAYBURNELE	RESIDENTIAL ELECTRICAL	ELE-RE
20170374	10/16/2017	NOBLE, THOMAS	2205 GLENROSE DR	SOUTHWESTH	RESIDENTIAL ADDITION	02-RES
20170375	10/16/2017	STEPHENS, KRISTOPHER	3440 OCOTILLO LANE	GUERRAMOB	MANUFACTURED HOME	MH
20170376	10/16/2017	STEPHENS, KRISTOPHER	3440 OCOTILLO LANE	RAYBURNELE	RESIDENTIAL ELECTRICAL	ELE-RE
20170377	10/16/2017	NOBLE, THOMAS	2205 S GLENROSE DR	SOUTHWESTH	RESIDENTIAL PLUMBING	PLB-RE
20170378	10/16/2017	VERDE VALLEY ARCHAEOLOGY CE	NA NA	OWNER	ZONING CLEARANCE	ZC
20170379	10/16/2017	CAMP VERDE GRAND LLC	752 FINNIE FLAT RD	OWNER	MONUMENT SIGN	SIGN
20170380	10/17/2017	MCDONALDS CORP	1703 FINNIE FLAT RD	ELANELECTR	COMMERCIAL ELECTRICAL	ELE-CC
20170381	10/17/2017	HOWARD, CARMEN	3380 CLOVERLEAF RANCH RD	ROOFING	RESIDENTIAL MECHANICAL	MECH-F
20170382	10/17/2017	HOWARD, CARMEN	3380 CLOVERLEAF RANCH RD	ROOFING	RESIDENTIAL REPAIR	06-RES
20170383	10/17/2017	GREEN VALLEY MHP, LLC	2223 ARENA DEL LOMA 10	THREEPEAKS	MANUFACTURED HOME	MH
20170385	10/17/2017	CAMP VERDE GRANDE LLC	752 FINNIE FLAT RD	STATE	WALL SIGN	SIGN
20170386	10/17/2017	MARTINEZ, RODRIGO & ANITA	2750 HORSESHOE BEND DR	OWNER	POLE SIGN	SIGN
20170387	10/19/2017	WARD, KELLY	2045 HORSESHOE BEND DR.	PEPSOLAR	SOLAR INSTALLATION	SOLAR
20170388	10/18/2017	HORNER, RUTH	3803 SPARROW LANE	WILSON&SON	RESIDENTIAL ADDITION	02-RES
20170389	10/18/2017	CURRY, BONNIE	1571 HORSESHOE BEND DRIVE	K KITTLE L	RESIDENTIAL REMODEL	03-RES
20170390	10/19/2017	CAMP VERDE MADRE LLC	TBD	OWNER	GRADING	GRADIN
20170391	10/19/2017	LEUER, EDWARD	921 BUFFALO TRAIL	BWROGERS	RESIDENTIAL ELECTRICAL	ELE-RE
20170392	10/20/2017	VARGAS, ROGELIO	656 MESA LANE	UNITSETS	MANUFACTURED HOME	MH
20170393	10/20/2017	NOGUEZ, ROGELIO	656 MESA LANE	HOMETECH	RESIDENTIAL ELECTRICAL	ELE-RE
20170394	10/20/2017	NAPIER, DEAN	3223 MOCKING BIRD LANE	OWNER	FENCE	FENCE
20170395	10/24/2017	WITHEY MORRIS PLC	NA	OWNER	ZONING MAP CHANGE	Z-ZMAE

PROJECTS: All
 APPLIED DATES: 0/00/0000 THRU 99/99/9999
 ISSUED DATES: 10/01/2017 THRU 10/31/2017
 EXPIRE DATES: 0/00/0000 THRU 99/99/9999
 STATUS: ALL

PROJECT	ISSUE DATE	NAME	LOCATION	CONTRACTOR	DESCRIPTION	PROJ T
20170396	10/25/2017	GOSSWILLER, DONNA	3763 MOCKINGBIRD LN	OWNER	RESIDENTIAL ADDITION	02-RES
20170397	10/26/2017	GENIUS, JO	3657 RIPPLE RD	FLAMEPROPA	RESIDENTIAL PLUMBING	PLB-RE
20170398	10/31/2017	BUSTYA, SUSAN	3535 QUIRT CIRCLE	NORTHERNAZ	BLOCK/RETAINING WALL	B/RW
20170399	10/31/2017	RITZENTHALER, MICHAEL	1062 CANAL CIRCLE	SOLARONE	SOLAR INSTALLATION	SOLAR
20170400	10/31/2017	SCHMIDT, RAYMOND	3868 LARK DRIVE	OWNER	TEMPORARY USE PERMIT	Z-TEMP
20170401	10/31/2017	SCHMIDT, RAYMOND	3868 LARK DRIVE	OWNER	NEW RESIDENTIAL	01-NEW
20170402	10/31/2017	MCGILL, MICKEY	3681 NORTHERN AVE	SOLARONE	SOLAR INSTALLATION	SOLAR
20170403	10/31/2017	TOWN OF CAMP VERDE	473 MAIN ST	PURSOLAR	COMMERCIAL ELECTRICAL	ELE-CO
*** TOTALS ***		NUMBER OF PROJECTS: 56		VALUATION:	2,265,410.18	FEEES: 40,698

PROJECTS: All

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

ISSUED DATES: 10/01/2017 THRU 10/31/2017

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

STATUS: ALL

*** SEGMENT RECAP ***

PROJECT SEGMENT - DESCRIPTION	# OF SEGMENTS	VALUATION	FEE
01-NEW - RESIDENTIAL SINGLE FAMIL	2	387,865.00	5,902.66
02-RES - RESIDENTIAL ADDITION	5	35,000.00	1,648.50
03-RES - RESIDENTIAL ALTER/REMODE	1	8,000.00	366.50
04-RES - RESIDENTIAL ACCESSORY	1	8,964.00	390.25
06-RESREP - RESIDENTIAL REPAIR	2	16,000.00	652.57
11-NEW - COMMERCIAL BUILDING	1	1,125,000.00	15,302.14
12-COM - COMMERCIAL ADDITION	1	52,500.00	1,541.10
13-COM - COMMERCIAL ALTER/REMODEL	2	60,000.00	1,390.67
B/RW - BLOCK OR RETAINING WALL L	1	5,000.00	291.25
ELE-COM - COMMERCIAL ELECTRICAL	4	10,033.18	80.00
ELE-RES - RESIDENTIAL ELECTRICAL	6	5,950.00	505.00
FENCE - FENCE	2	1,000.00	150.00
FIRE - FIRE SPRINKLER	1	3,325.00	341.44
GRADING - GRADING	1	150,000.00	0.00
HOOD - HOOD EXHAUST SYSTEM	1	3,350.00	289.94
MECH-RES - RES - MECHANICAL	1	7,500.00	80.00
MH - RES - MANUFACTURED HOME	3	138,172.00	1,902.00
PLB-RES - RES - PLUMBING	2	400.00	160.00
SIGN-MONU - SIGN - MONUMENT	1	13,000.00	581.29
SIGN-POLE - SIGN - POLE	1	9,000.00	379.04
SIGN-WALL - SIGN - WALL	1	18,000.00	1,011.60
SOLAR - SOLAR INSTALLATION	10	204,951.00	4,234.00
Z-ADMIN - ADMINISTRATIVE REVIEW	1	0.00	309.00
Z-TEMPUSE - TEMPORARY USE	2	0.00	350.00
Z-ZMAP - ZONING MAP CHANGE	1	0.00	2,651.22
ZC - ZONING CLEARANCE	19	2,400.00	188.00
*** TOTALS ***	73	2,265,410.18	40,698.17

SELECTION CRITERIA

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: 00/00/0000 THROUGH 99/99/9999
ISSUED RANGE FROM: 09/01/2017 THROUGH 09/30/2017
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

*** END OF REPORT ***

PROJECTS: ALL

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

ISSUED DATES: 10/01/2017 THRU 10/31/2017

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

STATUS: ALL

*** BUILDING CODE RECAP ***

BUILDING CODE - DESCRIPTION	# OF PROJECTS	# OF SEGMENTS	VALUATION	FE
BLANK - *BLANK*	18	18	0.00	85.
02-RESADD - RESIDENTIAL ADDITION	1	5	35,000.00	1,648.
03-RESREM - RESIDENTIAL REMODEL	1	1	8,000.00	366.
06-RESREP - RESIDENTIAL REPAIR	2	2	16,000.00	652.
ADMIN - ADMINISTRATIVE REVIEW	1	1	0.00	309.
B - BUSINESS	1	1	1,125,000.00	15,302.
BLOCK - BLOCK/RETAINING WALL	0	1	5,000.00	291.
COMADD - COMMERCIAL ADDITION	0	1	52,500.00	1,541.
COMREM - COMMERCIAL REMODEL	1	2	60,000.00	1,390.
ELE-COM - COMMERCIAL ELECTRICAL	4	4	10,033.18	80.
ELE-RES - RESIDENTIAL ELECTRICAL	5	6	5,950.00	505.
FENCE - FENCE	0	2	1,000.00	150.
FIRE - FIRE SPRINKLER	1	1	3,325.00	341.
GRADING - GRADING	1	1	150,000.00	0.
MECH-COM - COMMERCIAL MECHANICAL	1	1	3,350.00	289.
MECH-RES - RESIDENTIAL MECHANICAL	1	1	7,500.00	80.
MH - MANUFACTURED HOME	1	3	138,172.00	1,902.
PLB-RES - RESIDENTIAL PLUMBING	2	2	400.00	160.
R-3 - RESIDENTIAL ONE/TWO FAMILY	1	2	387,865.00	5,902.
RES - RESIDENTIAL ACCESSORY BUILDING	0	1	8,964.00	390.
SIGN-MONU - MONUMENT SIGN	0	1	13,000.00	581.
SIGN-POLE - POLE SIGN	0	1	9,000.00	379.
SIGN-WALL - WALL SIGN	0	1	18,000.00	1,011.
SOLAR - SOLAR INSTALLATION	10	10	204,951.00	4,234.
Z-TEMP - TEMPORARY USE PERMIT	2	2	0.00	350.
Z-ZMAP - ZONING MAP CHANGE	1	1	0.00	2,651.
ZONING - ZONING REVIEW	1	1	2,400.00	103.
*** TOTALS ***	56	73	2,265,410.18	40,698.

SELECTION CRITERIA

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: 00/00/0000 THROUGH 99/99/9999
ISSUED RANGE FROM: 10/01/2017 THROUGH 10/31/2017
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

*** END OF REPORT ***



Risk Management Memorandum

To: Mayor and Council
From: *cb* Carol Brown, Risk Manager
Date: November 10, 2017
Cc: Department Heads/Safety Committee
Re: Risk Manager's Monthly Report ending October 31, 2017 (Snapshot only)

Attended Meetings/Trainings:

- Department Head meetings (3) with 1 HR Supervisor's Training (1)
- Table Top Exercise/planning committee (1); restock EOC boxes, Notification to employees attending, purchase supplies, prepare certificates of attendance and emergency operations binders w/responsibilities, review script and have org. charts/ enlarged onto poster boards.
- Safety Committee (agenda and minutes)
- Public Works Agreement re: JOCs
- Council Regular Session/October 18, 2017
- All-hands training
- Safety Officer (3)
- Update to Town Mgr. re: Risk Mgmt.
- Access/train/updates/reports to SafePersonnel
- Council after action mtg.

Incidents/Claims/Restitution/Collections

- Met with claimant and processed a Notice of Claim relative to vehicle accident
- 2 separate Town incident/accident - damage to 3 vehicles

Risk Management Highlights:

- Legal: allocated & coded attorney invoices and on-going claims mgmt., released/collected verification not to destroy records; analyzed ride-along w/staff options; reviewed Agreements: Reclamite Seal Project, Library Posting Policy, Display Application, Master Gardener Room Use Agreement, JOC Solicitation and possible policy change during employment application process; IGAs: Funding and Emergency Water/Fire Damage Restoration Services; prepared agreement for employee who was unfamiliar with process/Abatement of Dangerous Buildings, spreadsheet for vandalism/restitution of damages to Town facility and accounting recap of expenses to settle claim – for more information please contact me with respect to this matter.
- Worked with staff to redirect the handling of dog at large issue through correct department
- Processed 2 A/P packets
- Coaching relative to safety and security
- Reviewed paradigm – oil industry
- Prepared Y/County's MYTEP Planning Tool; future emergency management training needed
- Continued working on Town's Risk Register template
- 3 repair requests
- Updated occupational medicine company contact information & drug screen/BAT cards
- Processed 22 certificates of insurance. Helped event sponsor contact insurance companies.

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