

# July 2010 Monthly Report



*Acting Town Manager  
Dave Smith  
928-567-6631 ext 406*

## *DEPARTMENT HEAD INFORMATION*

<i>Clerk</i>	<i>Debbie Barber</i>	<i>ext 107</i>
<i>Finance Director</i>	<i>Vacant</i>	<i>ext 104</i>
<i>Marshal</i>	<i>Dave Smith</i>	<i>ext 406</i>
<i>Engineer/Public Works</i>	<i>Ron Long</i>	<i>ext 129</i>
<i>Magistrate</i>	<i>Harry Cipriano</i>	<i>ext 128</i>
<i>Librarian</i>	<i>Gerard Laurito</i>	<i>567-3414</i>
<i>Recreation Supervisor</i>	<i>Lynda Moore</i>	<i>ext 132</i>
<i>Community Development-Acting</i>	<i>Mike Jenkins</i>	<i>ext 118</i>
<i>Special Projects Administrator</i>	<i>Matt Morris</i>	<i>ext 115</i>

Monthly Report  
Clerk's Office  
July 2010

<b>Business Licenses:</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
Renewals paid	41	23	36	38	35	32	41	35	34
New Licenses Issued	NA	4	8	12*	11	10	11	13	12
<b>Business Licenses Closed</b>	NA	9							
Business Licenses On File	446	434	463	517	542	538	566	580	599

**Information Requests:**

In house	10	12	18	78	25	18	22	17	12
Public	2	3	5	2	2	2	3	6	1
Total	12	15	23	80	27	20	25	23	13

Hours Research	6	8	2	60	4	3	4	3	1
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Citizen Complaints	0	0	0	0	0	0	4	0	0
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Zoning Complaints	0	0	0	0	0	0	0	2	0*
Customer Assistance	97	105	63	287	259	352	285	312	240

Zoning Complaints are now being accepted by Community Development effective 5-17-2010

**Meetings\*:**

Council Regular	3	3	3	3	3	2	3	2	3
Council Special	4	3	2	1	2	1	5	3	3
Council Executive	NA	NA	NA	NA	0	1	2	1	3
Council Work	NA	NA	NA	NA	3	1	1	2	0
Amended Agenda	NA	NA	NA	NA	0	0	0	1	0
Additional Information	NA	NA	NA	NA	4	3	3	3	1
Public Notices	NA	NA	NA	NA	4	0	1	0	1
Commissions & Committees	6	6	7	5	6	4	6	1	2
Total for Month	13	12	12	9	22	12	21	13	13

Ordinances	10	3	2	2	5	1	1	1	0
Resolutions	6	3	6	5	7	3	1	3	1

**NEW BUSINESS LICENSES**

LIC#	NAME OF BUSINESS	Physical Address	City/Town
2033	MPH Builders Inc.	7454 E. Bajada	Scottsdale
2034	Markham Contracting	22820 N. 19th Ave	Phoenix
2035	Shelly's Salon	141 Silver Bugle Dr	CV
2036	Hooligan Hill Tattooing	891 Howard Rd	Camp Verde
2037	Central Supply and Metal Company	1425 E. Washington	Phoenix
2038	Mission Artisans Remodeling	460 Geary Hts	Clarkdale
2039	Dugan Homemade Ice Cream	varies	CV
2040	Arizona Commercial Signs	4018 E. Winslow	Phoenix
2041	MFC Electrical Contracting LLC	4895 E. Mulberry Ct	Rimrock
2044	Mickle's Custom Homes Inc.	1337 S. Palisade Dr	Cottonwood
2045	Camp Verde Cuts	434 S. Main ST, Ste 4	CV
2046	Planet Video	522 w. Finnie Flats Rd, Ste G-1	CV

Monthly Report  
Clerk's Office  
July 2010

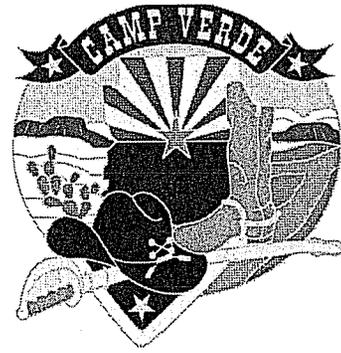
Special Projects	Staff Hours
Special Election preparation, Resolution, Call of Election, Advertising for Arguments	12+
Debbie, Sharon and Virginia Web - uploading information	15+
Sharon - Helping out in Finance Department	24+
Sharon - IT and Web	5+
Invoice Review and Check Approval	20+
Virginia & Sharon second meeting with Relay for Life	1
Sharon - Post Liquor License Application	0.5
<b>TOTAL HOURS ON SPECIAL PROJECTS</b>	<b>77.5</b>

Training		Hours
	July 22nd and 23rd Debbie and Virginia attended Elections Training, sponsored by the League of Arizona Cities & Towns.	28
	6.5 hours staff development by Debbie Barber on "Leadership and Self Deception" Thinking outside the Box.	19.5
	4.5 hours of Web Training via phone conference July 13, 2010	13.5
<b>TOTAL HOURS IN TRAINING</b>		<b>61</b>

**VACATION & HOLIDAY TIME**

Sharon	30 hours vacation	
Virginia	36 hours vacation	
Staff	30 hours Holiday	
<b>Vacation Hours and Holiday Time</b>		<b>96</b>

16 working days in July	x10 hour days = 160 hours per week x 3 employees =	480 Hours
Vacation and Holiday hours lost		-96
Training time		-61
Special Projects Time		-77.5
	subtotal	245.5
hours of time remaining per person to do normal work load		81.18



## Public Works Monthly Report for July 2010

**Streets Division:** Two dirt roads were improved with compacted millings: work started on Zellner Lane in June and was completed this month, Zachary Lane in Verde Lakes was prepared with additional A/B and compacted millings were laid. Mowing and trimming is still underway in the Town Rights of Way. The crew did maintenance and tire work on several vehicles. Twenty new street signs were received and the crew replaced missing and damaged signs in several areas. Maintenance and Streets crews worked together to replace playground fall material, Maintenance dug up old material and Streets hauled it to the Public Works yard on Industrial Drive.

**Engineering:** Work continues on Finnie Flat Sidewalk, the Environmental Clearance was received, now the right of way acquisition can begin. Yavapai County rolled over the IGA for fiscal year 2010-2011 so work can continue on the Cliffs Drainage Project.

**Parks and Recreation:** The swim season is beginning to slow down now that school is starting. Beginning in August the pool is open Sat. noon to 7pm and Sun. 1pm-5pm. This year's monsoon season has caused the pool to be closed many evenings due to rain and lightning. The lifeguards have done a great job this summer. Registration for 3 on 3 Basketball is now taking place. We currently have 5 teams signed up, but still need 5 more before the league can take place. The summer Co-Rec Softball League is over. We had 8 teams this year and everyone had a great time. We have heard from many of the teams who have thanked the Town for allowing this family recreational program to continue. Rocky Construction came out the big winners this year. Parks & Rec staff will begin work on Trick or Treat Main Street in mid August.

**Maintenance:** Electrical repairs were made at the pool after a storm damaged a motor and electrical panel. Trimming along Main Street has started. Crew assisted with event promoters for the Corn Fest. Maintenance to the generator and repairs to the building on Squaw Peak were completed.

**Stormwater:** With all the storm activity crews were very busy with cleaning and repairs after the rain deposited silt and debris in culverts and drainage ditches and many roads were swept to remove silt sand and rocks. Work was done on McCracken and Peach Ln. to clean ditches and direct stormwater away from private property.



**David Hammond working to finish the new culvert in Reddell Ranch Acres**

**CAMP VERDE MUNICIPAL COURT**

**MONTHLY TRANSMITTAL**

Date: August 2, 2010  
From: Camp Verde Municipal Court

Check #: 4299

Amount of Check:    **\$ 35,622.44**

**REVENUE ACCOUNT NUMBER**

<b>01-40-30-4130</b>	<b>\$32,770.29</b>	<i>JA</i>
<b>Fines/Fees/Forfeitures/Yan or YCSO training fund</b>		
<b>01-40-30-4310</b>	<b>\$721.13</b>	
<b>Court Appt'd Atty. Reimbrs.</b>		
<b>05-40-00-4131</b>	<b>\$223.32</b>	
<b>Local JCEF Fund</b>		
<b>05-40-00-4133</b>	<b>\$1,907.70</b>	
<b>Court Enhancement Fund</b>		

**CHECK REQUESTS**

Checks that need to be written to Law Enforcement Agencies and the State Treasurer *JA*

<b>Yavapai Apache Nation Police Dept.</b>	<b>\$0.0</b>
<b>Yavapai County Jail Fund</b>	<b>\$326.18</b>
<b>Arizona State Treasurer</b>	<b>\$17,898.20</b>





CAMP VERDE MUNICIPAL COURT  
MONTHLY ALLOCATION RECAP  
MONTH END JULY 2010

AGENCY	DESCRIPTION	MONTHLY REVENUE	CITY GENERAL FUND	LOCAL COURT ENHANCEMENT	LOCAL JCEF	YAVAPAI CITY JAIL FEES	YAVAPAI TRIBAL POLICE	STATE TREASURER
ZATT	ATTORNEY FEE INDIGENT	\$721.13	\$721.13					
ZCEF	CLEAN ELECTIONS	\$1,525.65						\$1,525.65
ZCEH	COURT ENHANCEMENT	\$1,907.70		\$1,907.70				
ZCJEF	CRIMINAL JUSTICE ENHANCEMENT	\$7,170.33						\$7,170.33
ZDEFP	DEFERRED PROSECUTION	\$230.00	\$230.00					
ZCPRF	CHILD PASSENGER RESTRAINT	\$23.31						\$23.31
ZDDS	DEFENSIVE DRIVING DIVERSION	\$481.20	\$481.20					
ZDECJ	DRUG & GANG ENFORCEMENT	\$586.74						\$586.74
ZDNAS	DNA STATE 3% & 7% SURCHARGE	\$954.48						\$954.48
ZDUJA	DUI ABATEMENT	\$0.00						\$0.00
ZFARE1	FARE 19%	\$757.80						\$757.80
ZFARE2	FARE \$35.00	\$372.01						\$372.01
ZFINE	BASE FINES	\$12,712.66	\$12,712.66					
ZFTGS	FILL-THE-GAP SURCHARGE (7%)	\$1,068.04						\$1,068.04
ZXDUI	XTRA DUI ASSMT	\$310.23						\$310.23
ZHRFD	HWY USERS TO DPS % REG 28-2533C	\$0.00						\$0.00
ZHRF1	HIGHWAY USER OVERWEIGHT	\$0.00						\$0.00
ZHRF3	HURF 28-2533C REGISTRATION	\$0.00						\$0.00
ZHRFC	HURF TO CITY PD % REG 28-2533C	\$0.00	\$0.00					
ZJCL	JCEF LOCAL TIME PAYMENT	\$220.50			\$220.50			
ZJCLF	JCEF LOCAL FILING FEES	\$2.82			\$2.82			
ZJCS	JCEF STATE TIME PAYMENT	\$409.50						\$409.50
ZJCSF	JCEF STATE FILING FEES	\$6.52						\$6.52
ZJF	JAIL (INCARCERATION) FEES	\$326.18				\$326.18		
ZLCL	LOCAL COSTS/FEE WARRANTY/DEFAULT	\$749.93	\$749.93					
ZLOCL	BONDS FORFEITED TO CITY GENERAL FUND	\$0.00	\$0.00					
ZMISC	MISCELLANEOUS FEES	\$24.66	\$24.66					



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

**STATE REMITTANCE REPORT**

REPORT PERIOD: JULY 2010

DATE: AUGUST 2, 2010

DEPOSITOR CODE # 6332

Depositor Name: **CAMP VERDE MUNICIPAL COURT**

Address: **473 SOUTH MAIN STREET, SUITE 107**

**CAMP VERDE AZ 86322**

Prepared By: Martha Clegg

Title: Court Clerk

Phone No.: 928-567-6635

**Negative amounts are not to be used on this form**  
 (Contact this Office for guidance regarding the handling of negative entries)

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
<b>FINES &amp; FEES</b>		
Confidential Inter Fund	08-135; 12-284D; 12-284.03A8	_____
Juvenile Family Counseling	08-263C	_____
Victim's Rights-Juvenile	08-418; 41-191.08	_____
AHCCCS	11-292	_____
JCEF-Filing Fees (ZJCSF)	12-284.03A7; 22- 281C1;	_____
	22-404C1	<u>6.52</u>
JCEF-Time Payment (ZJCS)		_____
12-113G; 12-116B		<u>409.50</u>
JCEF - Diversion Fee	12-113H	_____
JCEF- Probation Surcharge (ZPRSU)	12-114.01	<u>1585.45</u>
DNA Penalty Assessment (ZDNAS)	12-116.01C	<u>954.48</u>
Domestic Violence	12-284.03A2	_____
Drug Prevention Res Center	12-284.03A1; 41-2402H	_____
Child Abuse	12-284.03A3	_____
Sex Offender Monitoring Fund	13-119	_____
Anti-Racketeering Fund	13-811B; 13-2314.01	_____
Drug & Gang Enforce Acct (ZDECJ)	13-811C; 41-2402	<u>586.74</u>
Community Punishment		_____
Program Drug Fines	13-821; 12-299	_____
Citizens Clean Election Fund (ZCEF)		_____
16-949D; 16-954C		<u>1525.65</u>
Game & Fish - Wildlife	17-313A	_____
AZ Lengthy Trial Fund	21-222	_____
Alternative Dispute	22-281C2; 12-135;	_____
Resolution Fund	12-284.03A5	_____
Mining Fees	27-208D	_____
Child Passenger Restraint (ZCPRF)	28-907C	<u>23.31</u>
DPS - Civil Penalty (HRFD)	28-2533C; 28-4139	<u>0</u>
DUI Abatement Fund (ZDUIA)	28-1304; 28-1382,3	<u>0.0</u>
Civil Penalties (General Fund)	28-737; 28-876; 28-2416	_____
AZ Highway Fines (HURF)(ZSLPD)	28-5438F; 28-2533C	<u>0</u>
Victim Comp/Assistance	31-411F; 31-466B	_____
Registrar of Contractors (ZRC.A)	32-1107; 1124; 1166	<u>0</u>
MSEF Penalty Assessment (ZMSEF)		_____
36-2219.01; 12-116.02F		<u>1983.27</u>
CJEF Penalty Assessment (ZCJEF)	41-2401; 12-116.01	<u>7170.33</u>
Arson Detection Reward Fund	41-2167D	_____
FTG Penalty Assessment 7% (ZFTGS)		_____
41-2421J; 12-116.01B		<u>1068.04</u>
Prison Overcrowding Fund (ZPCOF)	41-1651	<u>812.67</u>
Dept of Law - Crim. Cases	41-2421E4	_____

<u>DESCRIPTION</u>	<u>STATUTE (ARS #)</u>	<u>AMOUNT</u>
<b>FINES &amp; FEES (continued)</b>		
DUI, OUI Assess. (Gen. Fund) 5-395.01,(TIL 12-31-08)		_____
(ZXDUI)		<u>310.23</u>
DUI, OUI Assess 5-395.01(12-31-08& after)5-396,7;28-1381-3		_____
(Public safety equip fund) 28-8284, 6-8;14-1723		_____
(ZPSEF)		<u>332.20</u>
FARE General Services Fee		_____
FARE Delinquent Fee (FARE2)		<u>372.01</u>
FARE Special Collections Fee (ZFARE1)		<u>757.80</u>
FARE Installment Fee		_____
Constable Ethics Fund	11-445 80%	_____
Constable Ethics Fund	11-445 20%	_____
Photo Enforcement Fee	41-1722	_____
Photo Enforcement Service of Process Fee		_____
<b>OTHER FINES &amp; FEES (describe and indicate ARS#)</b>		
ZHRF1	HWY OVERWEIGHT	<u>0.0</u>
<b>TAXES</b>		
Prior Year Real Property	42-208	_____
Property-Min School Tax	15-992B	_____
SRP in Lieu	48-243	_____
SRP Min School Tax	15-992B; 48-243	_____
Other in lieu	48-243	_____
County Education District	15-991.01A	_____
Personal Property	42-208	_____
Other Miscellaneous	42-208	_____
State Water Banking	48-3715.03; 45-2425	_____
C.A.W.C.D.	48-3715	_____
Groundwater Replenishment	48-3773.A3; 48-3772	_____
<b>90/10 REVENUE</b>		
Mobile Home Relocation	33-1476.03	90%
Mobile Home/Ins & Cost	33-1476.03	10%

**TOTAL AMOUNT REMITTED:**  
 By Check 17,898.20  
**TOTAL 17,898.20**

**For State Treasurer Use Only**

**NOTE:** Certain collected funds are required to be remitted directly to the State Treasurer, while others are remitted to other entities, i.e., the county treasurer or city treasurer. Only use this form to remit funds to the Arizona State Treasurer as required by the Arizona Revised Statutes (A.R.S.). For all other remittances, please check with your city or county treasurer. Keep a copy of all remittance reports for your records.

CAMP VERDE MUNICIPAL COURT  
MONTHLY REPORT

DESCRIPTION	JULY 2010	AUGUST 2010	SEPT 2010	OCT 2010	NOV 2010	DEC 2010	JULY THRU DEC 2010
MISDEMEANOR & CR TRAFFIC FTA	33						33
DUI	2						
SERIOUS TRAFF	0						
CRIMINAL TRAFF	18						
MISDEMEANORS							
SUBTOTAL	53						
CIVIL TRAFFIC	78						
HARASSMENT							
INJUNCTION	1						
ORDER OF PROTECTION	5						
TOTAL FILINGS	137						
IA/ARR IN CUSTODY	27						
ATTY RESTITUTION	721.13						
LCL ORD FEES (Default/Warrant etc)	749.93						
LCL CRT							
ENHANCEMENT	1907.70						
JCEF TO TOWN	223.32						
YAV. CTY JAIL FEES	326.18						
YAN TRIBAL POLICE	0.00						
STATE TREAS.	17898.20						
TOWN TREAS.	15267.04						
TOTAL CHECK	35622.44						

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 1 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: July 2010

CRIMINAL TRAFFIC				
	D.U.I. (a)	Serious* Violations (b)	All Other Violations (c)	TOTAL (d)
Pending 1st of Month	64	5	363	432
Filed	2	0	18	20
Transferred In	0	0	0	0
<b>SUBTOTAL</b>	<b>66</b>	<b>5</b>	<b>381</b>	<b>452</b>
Transferred Out	0	0	0	0
Other Terminations	7	1	46	54
<b>TOTAL TERMINATIONS</b>	<b>7</b>	<b>1</b>	<b>46</b>	<b>54</b>
Statistical Correction	0	0	0	0
Pending End of Month	59	4	335	398

\*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
244	2	0	246	0	7	7	0	239

**\*\*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
146	78	0	224	0	7	79	86	0	138

Civil Traffic Hearings Held: **2**

VIOLATIONS OF A.R.S. 28-702.01 AND 28-702.04 (Part of Civil Traffic Above)					
Filed	<b>10</b>	Trans In	<b>0</b>	TOTAL	<b>10</b>

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

Court ID: 1354

Page 2 Processing

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: July 2010

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)	553	31	0	584	0	39	39	0	545
Failure to Appear (Non-Traffic)	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	553	31	0	584	0	39	39	0	545

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 (j)
0	0	0	0	0	0	0	0	0
Felony Preliminary Hearings Held:	0	Felony, Misdemeanor, Criminal Traffic Initial: Appearances:	27					

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	0	0	0	0	0	0
<b>TOTAL</b>	0	0	0	0	0	0

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 3 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report Month/Year: July 2010

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

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

<b>DOMESTIC VIOLENCE/HARASSMENT PETITIONS</b>				
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	Filed	Order Issued	Petition Denied	<b>TOTAL TERM.</b>
Domestic Violence	5	2	1	3
Harassment	1	0	1	1

<b>HEARINGS HELD TO REVOKE OR MODIFY ORDER OF PROTECTION INJUNCTION AGAINST HARASSMENT</b>	
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Order of Protection: 0                      Injunction Against: 0

<b>SPECIAL PROCEEDINGS/ACTIVITIES</b>	
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Peace Bond Complaints Filed: 0                      Fugitive Complaints Filed: 0

Juvenile Hearings Held: 0                      Search Warrants Issued: 5

# LIMITED JURISDICTION COURTS MONTHLY STATISTICAL REPORT

## Page 4 Processing

Court ID: 1354

County: CAMP VERDE MUNICIPAL COURT

Report

Month/Year: July 2010

<b>WARRANTS OUTSTANDING</b>
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### TRAFFIC WARRANTS OUTSTANDING

D.U.I.	112
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Serious Violations	9
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All Other Violations	580
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<b>TRAFFIC TOTAL</b>	<b>701</b>
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### CRIMINAL WARRANTS OUTSTANDING

Felony	0
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Misdemeanor	562
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<b>CRIMINAL TOTAL</b>	<b>562</b>
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**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

  
\_\_\_\_\_  
Signature of the Judge/Magistrate (or designee)

  
\_\_\_\_\_  
Name of Preparer

8/4/2010  
\_\_\_\_\_  
Date of Preparation

# Planning & Zoning Monthly Report

July 2010

## June 6, 2010 thru Aug 15, 2010

A building application for Westcreek Memorial Park is currently under staff review. The project is located off of Old State Hwy. 279. The project consists of a Mortuary with Crematory, Cemetery and an above ground burial on 17.6 acres.

## July 1, 2010 thru July 30, 2010

During the second half of June and all of July, the rough grading project for Ringo Rio, located off of old Hwy. 279, was reviewed and monitored by Mike Jenkins & Ron Long for the escalation of the grading activity. Mike Jenkins & Ron Long were concerned with the developer's compliance with the existing development agreement and rough grading permit. The grading activity has escalated to four to five haul trucks moving the excavated soils for most days of the week on a full time basis. One of the adjoining land owners came into the office with a concern that an illegal mining operation was being conducted. It was explained to the neighbor that a development agreement and grading permit had been issued.

## July 1, 2010

### **Planning & Zoning Commission meeting;**

Staff is providing cross-training to the Commission and to the Board. Previously we did a training and refresher on "Use Permits" in April. At that time we informed the Commission that we would do training and refreshers on various responsibilities.

July 1<sup>st</sup> Assist. Planner Owens gave power point presentation to the Commission on the responsibilities of the Board of Adjustment & Appeals. Informed the Commission of an up-coming Use Permit application being submitted.

## July 7, 8 & 12, 2010

Dava & Associates requested a review of Part Two, Part Three & Part Four of the draft Code revisions. Matt Morris, Valerie House, Ron Long, Becky Oium, Jenna Owens, Mike Jenkins & Robert Foreman were in attendance at various times to give comment over a 3 day period. Our comments and answers were forwarded to Dava & Assoc.

## July 8, 2010

- Received a completed application for a Use Permit for Rainbow Acres requesting additional uses. This item will be heard September 2, 2010 by the P & Z Commission and on September 22, 2010 by Council
- Mike Jenkins, Ron Long and Doug Powell, representative from STARA, attended a meeting with the Board of Directors of the Sanitary District meeting to discuss the STARA project. The Board found that they were in approval of the project concept. They had concerns of privacy of the local home owners. Doug Powell, representative from STARA prepared a camera training policy which was delivered to the Sanitary District Board for review.

## July 13, 2010

### **Board of Adjustment & Appeals Mtg.:**

At the Board of Adjustment & Appeals meeting, staff provided cross-training, by Power Point presentation, on "Use Permits". Use Permit reviews are a function of the Planning & Zoning Commission. Chairman Roddan welcomed new Board Member Murray J. Lichty and accepted a resignation of Mr. John Reddell.

## July 15, 2010

Asst. Planner Owens attended a neighborhood meeting at Rainbow Acres for their upcoming Use Permit Application. Staff attends the neighborhood meetings to address concerns from the public regarding their questions on how to speak to the Commission or Council. The public is often unaware of the procedure to follow if they wish to express their "in favor" or their "opposition".

## July 21, 2010

- Staff prepared a letter for the Mayor & Council, per the request of the proposed owners, expressing our support of a proposed Shooting Range. The customer is trying to obtain a loan from the Small Business Administration, and the Administration is requesting letters of support. This letter of support will be before Council on the consent agenda for July 21, 2010.
- The Council will hear quarterly reports for the Planning & Zoning Commission and the Board of Adjustment and Appeals. Asst. Planner Owens will be giving the reports as both Chairmen are unable to attend.
- Mike Jenkins met with the Old Camp Verde Jail volunteers (Mr. Ray Floyd) to clarify information and prepare a site plan for site improvements around the old jail. A site plan was prepared with a staff report to go before Council on August 4, 2010.

## July 22, 2010

- The Community Development staff met with the zoning ordinance re-write committee and the consultants. Draft sections one through four were reviewed with comments to the consultants. The consultants are currently working on the other sections of the ordinances and preparing initial drafts. Mike Jenkins, with the help of the staff, has prepared a note list to the consultants to clarify the current code inconsistencies for the existing Section 105, Non-Conforming Uses. With Section 105 revised, administering the verification of non-conforming uses should become a simpler and more consistent process for the Town citizens.

- Mike Jenkins & Robert Foreman met with Mr. Tap Parsons, long time resident, to discuss the Kelly Hollamon non-conforming use issue that arose due to a citizens complaint regarding the use of the land. Mr. Parsons had a clear recollection of the property's use when it was owned and occupied by Mr. Loft Hollamon, father of Kelly Hollamon. Mr. Parsons advised staff that Kelly Hollamon had requested an affidavit confirming the prior use. This affidavit, would assist in verifying a legal non-conforming use. Staff urged Mr. Parsons to complete the affidavit.

On July 29, 2010, Mike Jenkins & Robert Foreman initiated a follow up phone call to Mr. Parsons to inquire the current status of the affidavit. He advised staff that he had just signed the document and had provided it to Kelly Hollamon. Mr. Parsons also advised staff that Kelly Hollamon had a dated photo of the property showing stored construction or well drilling equipment and related accessories on the property.

Mike Jenkins will be contacting Kelly Hollamon to verify the status of his submittal of affidavits' and evidence to possibly confirm the legal non-conforming use. Kelly Hollamon has contracted Mr. Robert Earl (attorney) to represent him in this matter. Mr. Earle has made a request to the Community Development Department for all documents relating to this matter.

#### July 28 & 29, 2010

- Jenna Owens & Becky Oium worked on the new Town Web Page in preparation for the new page going "live". It is staffs desire to have the Community Development pages as usable as possible for the public.
- Mike Jenkins met with Mr. Steve Ayers, reporter for the Camp Verde Bugle, to discuss a conversation that Mr. Ayers had with the developers of the Simonton Ranch Master Planned Community. Mr. Ayers initiated the calls to the developers as a background preparation to his article in the Camp Verde Bugle titled "Simonton Ranch: Camp Verde's Orphan Development" dated July 9, 2010.

Based on the said phone calls, Mr. Ayers explained, the developers realized that they had timed out with their preliminary and final plat submittals. The developers understood that they would need to come before staff, the Planning & Zoning Commission and the Town Council for another re-submittal. Assuming this is a current and broad view of the developers understanding, this places the Town in an advantageous position to begin re-negotiating the design to the subject subdivisions within the master plan community. Silverado, the only subdivision with a recorded final plat, has gone into foreclosure. The trust sale of the subdivision was scheduled for a time around July 15, 2010. If this sale took place, the Town may be dealing with a new owner. Mike Jenkins is awaiting an update to the current property status and will advise Council once the update has been received.

#### Ongoing projects:

- Development Review meetings: Generally on Wednesdays at 10:00 am. Attendees are: Ron Long, Valerie House, Becky Oium, Robert Foreman, Mike Jenkins & Jenna Owens. To discuss projects and topics affecting Planning & Zoning and Public Works.
- Customer Kelley Hollamon – Non-Conforming Use and Zoning Complaint
- Customer Pat Krimmer – Non-Conforming Use
- Customer Larry Murray – Easement and set back issue
- Walgreens – Reader Board sign, intermittent use
- Ringo Rio – Comprehensive Grading Permit & Development Agreement review
- Simonton Ranch

TOWN OF CAMP VERDE DEVELOPMENT IMPACT FEES

MONTHLY REPORT: July 2010

NAME	ADDRESS	POLICE	GEN GOV	LIBRARY	PARKS & REC	FEES/MONTH	FEES/YTD	DATE	
SFR		\$275.00	\$578.00	\$549.00	\$1,225.00	Unit Fee: \$2627.00			
TOTAL		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
MANUFACTURED HOMES		\$249.00	\$523.00	\$497.00	\$1,109.00	Unit Fee: \$2378.00			
Gonzalez, Dorothy	1232 Powderhorn Rd.	249.00	523.00	497.00	1,109.00			7/7/2010	
TOTAL		\$249.00	\$523.00	\$497.00	\$1,109.00		\$2,378.00		
MULTIFAMILY		\$300.00	\$630.00	\$599.00	\$1,336.00	Unit Fee: \$2865.00			
TOTAL		\$0.00	\$0.00	\$0.00	\$0.00		\$0.00		
NON-RESIDENTIAL	ADDRESS/DF CODE	SO.FE	POLICE	GEN GOV	LIBRARY	PARKS & REC	FEES/MONTH	FEES/YTD	DATE

TOWN OF CAMP VERDE DEVELOPMENT IMPACT FEES  
MONTHLY REPORT: July 2010

		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>									
<b>OTHER NON-RESIDENTIAL</b>									
<b>TOTAL</b>									
<b>REVENUE ACCOUNTS</b>		POLICE	GEN GOV.	LIBRARY	PARKS & REC	POLICE	GEN GOV.	LIBRARY	PARKS & REC
<b>TOTAL REVENUE</b>		\$249.00	\$523.00	\$497.00	\$1,109.00	\$249.00	\$523.00	\$497.00	\$1,109.00
<b>Year to Date Totals by Category</b>		POLICE	GEN GOV.	LIBRARY	PARKS & REC	POLICE	GEN GOV.	LIBRARY	PARKS & REC
		\$249.00	\$523.00	\$497.00	\$1,109.00	\$249.00	\$523.00	\$497.00	\$1,109.00
<b>TABLE ONE DEVELOPMENT FEES</b>		Police	Gen Gov.	Library	Parks & Rec	Police	Gen Gov.	Library	Parks & Rec
<b>Residential/Per Unit</b>		<b>Per Housing Unit</b>							
Single Family		\$275.00	\$578.00	\$549.00	\$1,225.00	\$275.00	\$578.00	\$549.00	\$1,225.00
Multifamily		\$300.00	\$630.00	\$599.00	\$1,336.00	\$300.00	\$630.00	\$599.00	\$1,336.00
Mobile Home		\$249.00	\$523.00	\$497.00	\$1,109.00	\$249.00	\$523.00	\$497.00	\$1,109.00
<b>Non-Residential</b>		<b>Per 1,000 Square Feet</b>							
820 Com/Shop Ctr 25,000 SF or less		\$1,336.00	\$312.00			\$1,336.00	\$312.00		
820 Com/Shop Ctr 25,001-50,000 SF		\$1,048.00	\$268.00			\$1,048.00	\$268.00		
820 Com/Shop Ctr 50,001-100,000 SF		\$917.00	\$234.00			\$917.00	\$234.00		
820 Com/Shop Ctr 100,001-200,000 SF		\$794.00	\$208.00			\$794.00	\$208.00		
820 Com/Shop Ctr over 200,000 SF		\$681.00	\$187.00			\$681.00	\$187.00		

TOWN OF CAMP VERDE DEVELOPMENT IMPACT FEES  
MONTHLY REPORT: July 2010

710 Office/Inst 10,000 SF or less	\$527.00	\$420.00	\$947.00
710 Office/Inst 10,001-25,000 SF	\$427.00	\$388.00	\$815.00
710 Office/Inst 25,001-50,000 SF	\$364.00	\$367.00	\$731.00
710 Office/Inst 50,001-100,000 SF	\$310.00	\$347.00	\$657.00
720 Medical-Dental Office	\$841.00	\$380.00	\$1,221.00
610 Hospital	\$409.00	\$317.00	\$726.00
770 Business Park	\$297.00	\$296.00	\$593.00
110 Light Industrial	\$162.00	\$217.00	\$379.00
140 Manufacturing	\$88.00	\$168.00	\$256.00
150 Warehousing	\$115.00	\$120.00	\$235.00
<b>Other Non-Residential</b>			
320 Lodging (per room)	\$131.00	\$67.00	\$198.00
565 Day Care (per student)	\$104.00	\$15.00	\$119.00
620 Nursing Home (per bed)	\$55.00	\$34.00	\$89.00

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT  
MONTHLY REPORT: July 2010

NAME	DESCRIPTION	ADDRESS	PARCEL#	PERMIT#	FEE	VALUE	YTD FEE	YTD VALUE	DATE
SFR									
Stryker, Jerry & Sha	SFR/Garage	4390 N. Caughran Rd.	403-13-012F	2010228DP	\$1,536.95	\$196,428.00	\$1,536.95	\$196,428.00	7/11/2010
<b>TOTAL</b>	<b>1</b>	<b>FY YTD SFR:</b>	<b>1</b>		<b>\$1,536.95</b>	<b>\$196,428.00</b>			
<b>MANUFACTURED HOMES</b>									
Gonzalez, Dorothy	Mfg Home	1232 N. Powderhorn Rd	404-18-136	2010212MFF	\$200.00	\$59,200.00			7/7/2010
McCracken, Timothy	Mfg Home Replac	1605 Sullivan Lane	404-02-025B	2010252	\$200.00	\$2,710.00			7/26/2010
<b>TOTAL</b>	<b>2</b>	<b>FY YTD MFG HOMES</b>	<b>2</b>		<b>\$400.00</b>	<b>\$61,910.00</b>	<b>\$400.00</b>	<b>\$61,910.00</b>	
<b>COMMERCIAL</b>									
Thanks A Latte Espresso	Tenant Improvement	348 S. Main St. #18	04-22-001/004	2010236C	\$713.75	\$60,000.00			7/6/2010
Distant Drums RV Park	Sign Footing	583 W. Middle Verde Rd	404-17-030A	2010237C	\$50.00	\$1,800.00			7/7/2010
Camp Verde Travel	Sewer Yard Line	1851 W. Hwy 260	403-22-019K	2010241C	\$50.00	\$300.00			7/7/2010
Town of Camp Verde	Sign Footing	44 Hollamon St.	404-22-125	2010243C	\$0.00	\$80.00			7/13/2010
Rainbow Acres-Dinil	Fire Sprinklers	2120 Reservation Loop	403-17-001M	2010246C	\$150.00	\$8,000.00			7/19/2010
Rainbow Acres-Com	Status Lighting	0712120 Reservation Loop	403-17-001M	2010247C	\$50.00	\$2,300.00			7/15/2010
<b>TOTAL</b>	<b>6</b>	<b>FY YTD COMMERCIAL</b>	<b>6</b>		<b>\$1,013.75</b>	<b>\$72,480.00</b>	<b>\$1,013.75</b>	<b>\$72,480.00</b>	
<b>MISCELLANEOUS</b>									
Gonzalez, Dorothy	Electric Pedestal	1232 N. Powderhorn Rd	404-18-136	2010214	\$50.00	\$500.00			7/7/2010
Strubhar, Pauline	Widen Garage	Do 360 Finnie Flat Rd. #1	404-28-103	2010235	\$50.00	\$650.00			7/6/2010
Hurfurd, Andrew	Electric Service Up	602 Pheasant Run Cir.	404-03-043	2010240	\$50.00	\$1,200.00			7/6/2010
Bates, Fanny	Sewer Yard Line	1915 River Cave Rd.	404-30-132	2010242	\$50.00	\$1,671.00			7/7/2010
Hammes, Tim	Patio Cover	2100 Via Silverado	404-20-176	2010244	\$111.25	\$5,000.00			7/22/2010
Apjones, David	Solar Photovoltaic	227 W. Salt Mine Rd.	404-01-050A	2010245	\$265.25	\$15,400.00			7/20/2010
Schultze Family Trust	Electric Service Mtr	1953 Arena Del Loma	404-18-158Y	2010250	\$50.00	\$100.00			7/19/2010
Federal Home Loan	Sewer Yard Line	182 W. Hereford Dr.	404-19-040	2010251	\$50.00	\$1,700.00			7/20/2010
McCracken, Timothy	Demo-Mobile	1605 Sullivan Lane	404-02-025B	2010253	\$50.00	\$500.00			7/26/2010

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT

MONTHLY REPORT: July 2010

Parsons, Nancy	Sewer Yard Line	337 E. Parade Ground C	404-30-166	2010254	\$50.00	\$2,000.00	7/21/2010	
Miller, Bill-White Hill	Electric Service Mi	2221 Sierra Verde Rd. #	404-12-027D	2010255	\$50.00	\$50.00	7/20/2010	
Stewart, Duncan	Water Yard Line/C	1835 N. Mondale Ln	403-21-168	2010258	\$75.00	\$1,000.00	7/29/2010	
Kliwer, Adam	Electric Service Mi	1900 Royal Way	403-23-064	2010260	\$50.00	\$200.00	7/29/2010	
Steinhardt, Tom	Electric Service Mi	4043 W. Middle Verde F	403-13-030B	2010234	\$50.00	\$300.00	7/1/2010	
<b>TOTAL</b>	<b>13</b>	<b>FY YTD MISC:</b>	<b>13</b>		<b>\$1,001.50</b>	<b>\$30,271.00</b>	<b>\$1,001.50</b>	<b>\$30,271.00</b>
<b>SIGNS</b>								
Distant Drums RV P	Monument Sign	583 W. Middle Verde Rc	404-17-030A	2010238C	\$48.00	\$1,700.00	7/7/2010	
Lighthouse Baptist C	Wall Sign	348 S. Main St. #8A	404-22-004A	2010256C	\$16.00	\$258.00	7/22/2010	
<b>TOTAL</b>	<b>2</b>	<b>FY YTD SIGNS:</b>	<b>2</b>		<b>\$64.00</b>	<b>\$1,958.00</b>	<b>\$64.00</b>	<b>\$1,958.00</b>
<b>MULTI-FAMILY</b>								
<b>TOTAL</b>	<b>0</b>	<b>FY YTD MULT. FAMIL\</b>	<b>0</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>MONTHLY REVENUE SUMMARY:</b>								
<b>COPIES</b>	<b>REVENUE</b>	<b>FY YTD</b>	<b>ACCOUNT</b>					
<b>PLANNING &amp; ZONING HEARINGS</b>	\$32.75	\$32.75	01-40-50-4100					
<b>PERMITS</b>	\$1,966.00	\$1,966.00	01-40-50-4141					
<b>PLAN REVIEW</b>	\$3,952.20	\$3,952.20	01-40-51-4143					
<b>ZONING CLEARANCE FEES</b>	\$1,707.67	\$1,707.67	01-40-51-4140					
<b>ENGINEER PLAN REVIEW</b>	\$355.00	\$355.00	01-40-51-4141					
<b>SIGNS</b>	\$4,450.00	\$4,450.00	01-40-40-4140					
<b>ZONING FINES</b>	\$64.00	\$64.00	01-40-51-4141					
<b>PENALTY FEES</b>	\$0.00	\$0.00	01-40-50-4142					
<b>RECORDING FEES</b>	\$47.00	\$47.00	01-40-51-4143					Re-inspection
<b>TOTAL REVENUE</b>	<b>\$12,574.62</b>	<b>\$12,574.62</b>	<b>01-40-50-4141</b>					

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT  
 MONTHLY REPORT: July 2010

**TOTAL PERMITS FOR MONTH:**

24

**EMPLOYEE TRAINING:**

**ZONING COMPLAINTS FOR THE MONTH:**

Files Continued from Previous Month 15  
 New Files (started/investigated) 3  
 Files Closed (in compliance) 9  
 Property Inspections Performed 19  
 Zoning Violations Issued 2  
 Courtesy Letters Sent 5  
 Citations Issued 0  
 Civil Hearings 0  
 Criminal Complaints Filed 1

**MISCELLANEOUS DUTIES PERFORMED**

Zoning Clearances 6  
 Misc. Site Inspections 15  
 Misc. Meetings 37  
 Town Postings 2  
 Business License Review 16  
 Business License Site Inspections 6  
 Document Transmittals 5

**PLAN REVIEWS FOR THE MONTH:**

8

**INSPECTIONS FOR THE MONTH:**

67

**VIOLATIONS FOR THE MONTH:**

0

Grading w/o permit:

Building w/o permit:

	Building	Planning	Total
	220	306	884
	105	55	298

**PHONE CALLS RECEIVED:**

**CUSTOMERS ASSISTED:**

Camp Verde Marshal's Office  
Monthly Statistical/Activity Report

<u>Incidents</u>	<u>JULY</u> <u>2009</u>	<u>JULY</u> <u>2010</u>	<u>Fiscal</u> <u>Year-to-date</u>
Abandoned Vehicles	4	5	5
Alarm	21	24	24
Assaults - Felony	2	0	0
Assaults - Misdemeanor	3	1	1
Animal Calls	76	72	72
Alcohol Offenses	6	2	2
Agency Assists	35	77	77
Attempt to Locate	11	20	20
Burglary - Residence	6	4	4
Burglary - Business	1	0	0
Child Abuse/Neglect	0	0	0
Citizen Dispute/Assist	58	105	105
Civil Problem	3	6	6
Criminal Damage	15	13	13
Controlled substance/Drugs	4	7	7
Dead Body	3	1	1
Disorderly Conduct	11	11	11
Domestic Violence	16	9	9
DUI - alcohol or drugs	7	2	2
Fraud	3	5	5
Fire	1	12	12
Fireworks	4	1	1
Harassment	6	8	8
Juvenile runaway	2	2	2
Juvenile problems	11	16	16
Kidnapping/Custodial Interference	1	1	1
Lost or Found property	8	3	3
Littering	3	1	1
Missing Person	2	3	3
Misc. Incident	42	109	109
Noise Disturbance	8	6	6
Parking problem	0	7	7
Recovered Stolen Vehicle/Property	0	1	1
Serve Court Papers	8	7	7
Sex Offenses	1	1	1
Suicide	1	0	0
Suspicious activity	65	55	55
Traffic Accidents	23	21	21
Traffic Hazards	1	7	7
Threatening	6	2	2
Traffic Offenses	181	253	253
Trespassing	7	7	7
Theft	23	17	17
Auto theft	0	1	1
Violation of Court Order	3	2	2
Warrant Arrest	4	2	2
Welfare Check/property check	15	12	12

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Weapons Offense	4	4	4
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al Incidents	715	925	925
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<i>Monthly Change</i>		=	22.70%
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