

FEBRUARY 2022 Monthly Report



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

DEPARTMENT HEAD INFORMATION

Town Clerk	Cindy Pemberton	554-0021
Finance Director	Mike Showers	554-0811
Economic Development	Steve Ayers	554-0007
Marshal	Corey Rowley	554-8301
Engineer/Public Works	Ron Long	554-0821
Magistrate	Paul Schlegel	554-0031
Librarian	Kathy Hellman	554-8381
Community Development	John Knight	554-0053
Risk Manager	Heather Vinson	554-0003
Human Resource Director	Brandy Cabrera	554-0011



Memorandum

To: Mayor and Council
From: Russ Martin, Town Manager
Date: April 12, 2022
Cc: Department Heads
Re: Manager's report for February/March 2021

1. *Projects:*

Completion of The Sports Complex (Phase 1B) and opening for play

Status: In Progress

Update: Continue to wait for final approval to go underground per LWCF Grant requirements. Preparing Change orders for when the go ahead is given.

Highway 260 Wastewater Extension

Status: In Progress

Update: Reviewing 60% plans. This continues to progress and will soon need to review locations and potential development of a district to serve.

Realignment of Montezuma Highway and Main Street Intersection

Status: In progress

Update: Approved by Council and will prepare contracts with lowest bidder for removal.

Pursue Partnership W/Verde Lakes Park

Status: In progress

Update: Maintenance staff did some major spring work/trimming over the past couple of months. We will continue to work to develop a plan and future capital improvements going forward.

Acquisition of Camp Verde Water Company

Status: In Progress *Update:* Attended an administrative hearing where the Arizona Corporation Commission Administrative Law Judge asked questions of Stan Bullard and myself about the transition. The next step is ACC final board hearing in April/May then we can prepare to close.

Broadband Availability

Status: In Progress

Update: No news at this point. An RFP was issued and awaiting news from County.

Signage Improvements

Status: No Progress *Update:* Replaced a few sign locations by the Project Manager, that is be redrawn slightly for order in the next month and await placement when order of signs arrives.

Improvements to Town of Camp Verde Entry Locations

Status: No Progress **Update:** No Update

Improve and Modernize Computerized Town Services

Status: In Progress

Update: No update

Council Chambers Upgrade

Status: In Progress

Update: Backordered items may delay this project for a few months

2. Operations:

Improve Direct Communication W/Council

Status: Forever ongoing **Update:** No update

Provide Written Feedback Via Performance Reviews For Employees Town Manager Supervises

Status: In Progress

Update: All completed

Restructure IT

Status: In Progress

Update: Transition complete.

Focus on Managerial Duties, Delegate/Assign Other Duties To Appropriate Department

Status: Forever ongoing **Update:** Working towards a reorganization plan.

Identify and Present To Council Staffing Needs/Requirements

Status: In Progress

Update: Preparing a reorganization plan.

Upgrade of HR Policy Manual and Council Rules, Policies and Procedures Document

Status: In Progress

Update: Working on hiring a new HR Director and this project will restart. It was close to being finally reviewed by Department Heads when the HR Director moved on.



Office of the Town Clerk February 2022

Business License 2022

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	5	9										
Renewal Notices	80	88										
Renewals paid	55	63										
Total on File*	793	785										

Business License 2021

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New	13	9	16	15	20	10	7	10	8	7	11	5
Renewal Notices	68	68	50	54	60	53	69	78	60	60	82	80
Renewals paid	83	52	62	68	52	67	58	59	68	55	57	59
Total on File*	784	779	794	798	819	821	828	839	820	820	802	812

***Total on File does not include non profit and Special Event Vendors**

INFORMATION/RECORDS REQUEST 2022

# OF REQUESTS	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2022	13	3											
2021	2	5	4	12	1	4	6	4	6	7	4	4	59
2020	8	10	7	4	11	2	1	5	4	7	2	9	70
2019	9	9	10	9	7	16	14	16	8	10	7	9	124
2018	8	15	16	10	11	17	14	16	6	13	7	11	131
2017	6	5	10	6	9	6	6	6	3	4	3	2	51

FEBRUARY NEW BUSINESS LICENSES ISSUED

License#	Name	Address 1	City	State	Zip
3969	JACOB & COMPANY CONSTRUCTION	1113 W CULVER ST	PHOENIX	AZ	85007
3971	PHOENIX PIPELINES, INC	3401 E ILLINI STREET	PHOENIX	AZ	85040
3972	BREINHOLT CONTRACTING CO IN	1955 W COMMERCE AVE	GILBERT	AZ	85233
3973	TITAN ELECTRICAL SERVICES INC	210 N SUNWAY DR	GILBERT	AZ	85233
3974	BELINA CRAFTSMAN	1487 W HORSESHOE BEND DR #85	CAMP VERDE	AZ	86322
3975	ESB DESIGN - BUILD	11280 W ADONIS RD	MARANA	AZ	85658
3976	AEROTUBE TECHNOLOGY	155 S MONTEZUMA CASTLE HWY	CAMP VERDE	AZ	86322
3977	MS SCISSORHANDZ	PO BOX 871	CAMP VERDE	AZ	86322
3980	KIM KOCSIS	1133B SR12	FRENCHTOWN	NJ	8825

**Liquor License Applications
(Resolution 2021-1075 Authority to Clerk for Special Event Applications)**

Date of Event				Applicant	Organization/Business	Type of License	Date Approved by Council or Clerk	Location of Event
2022 EVENTS								
				Kevin Norton	Salt Mine Vineyards	Ext of Premises	2/15/2022	Ratification by Council on March 2, 2022
				Alex J Goetting	Verde Brewing Company	Ext of Premises	To Council on March 2, 2022	

RECORDS REQUESTED

REQUEST #	DEPT	DATE REQUESTED	PERSON REQUESTING	PERSON REQUESTING	RECORDS PROVIDED	WRITTEN	VERBAL	E-MAIL	COMPLETE
22-69		2/2/22	J BUTNER	SIMS CONTRACT	LETTER OF ENGAGEMENT		PHONE CALL		2/2/2022
22-70		2/28/22	C MCPHAIL	FIN. DISCLOSURE-MCPHAIL	SAME	X			
22-72	Finance	2/17/22	C WISCHMEYER	Detailed report from Finance Department expenditures on Sports Complex	SAME			x	3/16/2022

Note from the Clerk's Office: .

Camp Verde Election Preparation; conducted two regular Council meetings; attended two legislative updates with the AZ League.

Cindy Pemberton, Town Clerk



Town of Camp Verde

January 2022 - Operations

	January 2021-2022 Activity	January 2021-2022 Budget	YTD 2021-2022 Activity	YTD 2021-2022 Budget	YTD 2020-2021 Activity
01 - GENERAL FUND					
Revenue	832,505.21	799,309.71	6,058,029.35	5,595,167.97	5,308,784.15
000 - Non-Departmental	792,927.57	723,443.42	5,560,805.55	5,064,103.94	4,803,841.23
120 - Town Clerk	1,829.00	2,249.10	15,306.00	15,743.70	15,507.25
160 - Risk Management	0.00	0.00	2,500.00	0.00	0.00
170 - Economic Development	0.00	599.76	13,069.52	4,198.32	200.91
300 - Municipal Court	-26,497.73	12,911.50	26,433.97	90,380.50	49,152.29
400 - Public Works/Engineer	0.00	1,249.50	1,625.00	8,746.50	10,162.83
500 - Community Development	10.00	0.00	105.00	0.00	19.00
510 - Building Department	36,355.58	22,999.13	166,856.16	160,993.91	188,932.88
520 - Planning & Zoning	6,282.74	3,431.96	22,732.74	24,023.72	22,110.30
600 - Marshal's Department	713.53	566.44	34,453.49	3,965.08	6,192.65
610 - Animal Control	384.00	541.45	864.00	3,790.15	490.00
620 - DISPATCH	16,335.00	16,243.50	108,001.68	113,704.50	142,500.00
700 - Camp Verde Community Library	439.52	5,789.35	47,668.14	40,525.45	45,226.48
800 - Parks & Recreation	435.00	249.90	7,110.00	1,749.30	520.00
810 - Special Events	2,225.00	3,932.58	30,842.10	27,528.06	8,107.36
820 - Heritage Pool	0.00	1,749.30	7,375.00	12,245.10	6,072.50
830 - Programming	1,066.00	3,352.82	12,281.00	23,469.74	9,748.47
Expense	-753,139.47	-872,551.33	-5,482,676.20	-6,185,494.31	-4,944,788.05
100 - Mayor & Council	2,516.20	4,087.93	23,301.05	28,615.51	21,475.28
110 - Town Manager	14,216.73	15,305.10	103,088.26	107,135.70	103,619.43
120 - Town Clerk	16,178.96	19,491.76	120,746.49	136,442.32	147,387.07
130 - Finance	28,283.23	27,438.40	201,976.75	269,703.80	234,246.92
140 - Human Resources	10,576.55	47,971.59	137,604.42	335,801.13	139,195.68
160 - Risk Management	62,731.15	33,448.22	246,007.05	234,137.54	242,510.52
170 - Economic Development	32,884.41	36,547.85	211,320.39	255,834.95	145,484.16
180 - Information Technology Services	21,699.81	22,491.00	181,011.64	157,437.00	131,548.08
300 - Municipal Court	36,555.00	40,587.45	232,766.78	284,112.15	215,080.90
400 - Public Works/Engineer	9,435.42	10,681.93	69,745.61	74,773.51	63,606.38
410 - Storm Water Management	9,286.58	13,216.34	78,340.29	92,514.38	65,823.53
420 - Maintenance	94,500.54	79,362.76	545,643.97	555,539.32	466,225.61
500 - Community Development	9,960.41	14,412.90	88,369.16	100,890.30	68,544.20
510 - Building Department	30,332.64	29,005.83	198,400.65	203,040.81	117,856.25
520 - Planning & Zoning	3,040.91	14,136.78	25,997.36	98,957.46	71,070.41
540 - Code Enforcement	6,175.51	7,995.09	33,866.64	55,965.63	27,051.65
600 - Marshal's Department	267,936.17	313,141.32	1,980,115.60	2,191,989.24	1,794,932.99
610 - Animal Control	9,848.47	6,673.94	48,088.12	46,717.58	36,626.53
700 - Camp Verde Community Library	45,405.39	53,334.46	364,290.90	373,341.22	349,787.04
800 - Parks & Recreation	11,710.98	13,327.11	85,263.21	93,289.77	78,682.10
810 - Special Events	3,599.56	8,781.46	75,202.93	61,470.22	42,576.01
820 - Heritage Pool	4,882.86	11,781.07	67,809.57	82,467.49	86,006.69
830 - Programming	7,867.09	12,804.85	67,276.23	89,633.95	53,806.52
999 - Non-Departmental	13,514.90	36,526.19	296,443.13	255,683.33	241,644.10
01 - GENERAL FUND Totals:	79,365.74	-73,241.62	575,353.15	-590,326.34	363,996.10
20 - HURF/STREETS FUND					
4 - Revenue	0.00	61,359.62	400,876.84	429,517.34	345,483.76
480 - HURF	0.00	61,359.62	400,876.84	429,517.34	345,483.76
5 - Expense	-83,248.31	-64,063.03	-484,264.28	-448,441.21	-453,704.84
480 - HURF	83,248.31	64,063.03	484,264.28	448,441.21	453,704.84
20 - HURF/STREETS FUND Totals:	-83,248.31	-2,703.41	-83,387.44	-18,923.87	-108,221.08
31 - SEWER					
4 - Revenue	177,194.10	156,320.78	1,080,333.78	1,094,245.46	1,085,949.64
490 - Sewer	177,194.10	156,320.78	1,080,333.78	1,094,245.46	1,085,949.64
5 - Expense	-205,942.34	-752,547.67	-1,463,695.75	-5,221,103.69	-1,300,908.14
490 - Sewer	205,942.34	752,547.67	1,463,695.75	5,221,103.69	1,300,908.14
31 - SEWER Totals:	-28,748.24	-596,226.89	-383,361.97	-4,126,858.23	-214,958.50

	January 2021-2022 Activity	January 2021-2022 Budget	YTD 2021-2022 Activity	YTD 2021-2022 Budget	YTD 2020-2021 Activity
21 - FEDERAL GRANTS SPECIAL					
Revenue					
ARPA GRANT	0.00	111,179.92	1,868,117.99	778,259.44	0.00
Revenue Totals:	0.00	111,179.92	1,868,117.99	778,259.44	0.00
Expense					
ARPA BUDGET HOLDING ACCOUNT	0.00	111,179.92	0.00	778,259.44	0.00
COUNCIL CHAMBERS IMPROVEMENTS	1,845.11	0.00	1,845.11	0.00	0.00
COURT SECURITY CHECKPOINT	0.00	0.00	14,512.20	0.00	0.00
EQUIPMENT	0.00	0.00	99,772.80	0.00	0.00
INFRASTRUCTURE	0.00	0.00	14,850.00	0.00	0.00
DIGITAL FINGERPRINT PROCESSING	0.00	0.00	1,027.52	0.00	0.00
CVMO BUILDING IMPROVEMENTS	0.00	0.00	8,400.15	0.00	0.00
PROJECTS - ANIMAL CONTROL BLDG	0.00	0.00	2,780.36	0.00	0.00
SPORTS PARK INFRASTRUCTURE	71,361.60	0.00	73,111.71	0.00	0.00
Expense Totals:	73,206.71	111,179.92	216,299.85	778,259.44	0.00
21 - FEDERAL GRANTS SPECIAL Totals:	-73,206.71	0.00	1,651,818.14	0.00	0.00



Camp Verde Marshal's Office
Monthly Report
February 2022

Administration:

- 2-10; Oral Interviews took place for the Property and Evidence Custodian Position
- 2-11; Oral Interviews took place for the Civilian Investigator Position
- During the month, the Volunteers contributed to 101 hours of service

Patrol Division:

- 2-1 – CVMO hosted a Radar/Lidar training class for multiple Agencies
- 2-2 – Sgt Reay and Quartermaster Eberle attended Glock Armorer training
- 2-8 - Deputy Zeid Sworn in as a new CVMO Deputy, Sgt Richardson sworn in as a new Sergeant
- 2-9 - CVMO hosted 1st open Range-day for Deputy pistol training & proficiency
- 2-12 – CVMO attended an Officer of the Year recognition banquet held at the Moose Lodge in Cottonwood. Sgt Reay, Deputy Bryce Wantland, and Sergeant Collins were all recognized.
- 2-14 – Deputy Bryce Wantland attended a week-long Drug Training class in Phoenix
- 2-16 – CVMO hosted an AED/CPR training open to Town Employees, as well as a Trauma Lens Care (TLC) training to allow Deputies to spot children in crisis.
- 2-23 – CVMO placed 2 more AED's into service allowing every Deputy to have an AED in their Patrol vehicle
- 2-28 – CVMO Deputies participated in "Stop and Approach" training at NARTA

Criminal Investigation Unit:

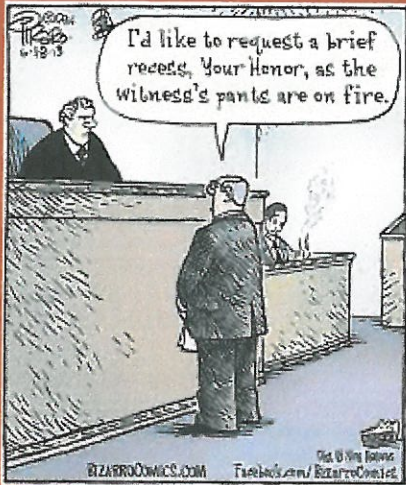
- During the month, the Criminal Investigations Unit assisted in the closure of Six (6) cases

CAMP VERDE MUNICIPAL COURT

FEBRUARY 2022 MONTHLY NEWSLETTER

February 2022

Some Courtroom humor:



NEWS RELEASE

Arizona Supreme Court Administrative Office of the Courts
Contact: Alberto Rodriguez
Phone: 602-452-3656
Mobile: 602-448-8412
Email: arodriguez@courts.az.gov

Feb. 7, 2022 Statement from Chief Justice Robert M. Brutinel on the passing of Judge Rosa Mroz



PHOENIX – The Arizona Supreme Court and Arizona’s judicial branch mourn the passing of Judge Rosa Mroz. Judge Mroz served our state since 2004, when she was appointed to the Maricopa County Superior Court. She was an outstanding jurist and rose to lead the Probate and Mental Health Department from 2010 to 2013 during a time of transition. She also served as a leader in improving the judicial system

statewide, serving on many commissions and committees. Most recently, Judge Mroz shared her Probate Court expertise by leading a committee to develop standards for the resolution of probate cases. She also served on the Supreme Court’s committee to improve and regulate court interpreters. Rosa was hard-working, unfailingly collegial, and a good friend. We are grateful to Governor Ducey for recognizing Judge Mroz and her service to Arizona by ordering flags lowered to half-staff. The entire judicial branch offers its condolences to Judge Mroz’s family during this difficult time. We will miss her.

Learn more about Arizona’s judicial branch by visiting azcourts.gov. Follow us on Twitter: @AZCourts and on Facebook: @ArizonaSupremeCourt.

FEB 2022 STATS AT A GLANCE-

2-civil traffic hearing held
1-criminal trials held non jury
28- misdemeanor charges filed
(which include but are not limited to disorderly, assault, DV, drugs etc.)
21 criminal traffic charges were filed (which include DUI, criminal speed)
60-civil traffic charges filed/reopened (which include but are not limited to: no licence, speed, reg. ins. etc)
0- Order of protections filed
2-Injunctions against Harrassment filed
1- wedding (s) performed
2- search warrant issued

CAMP VERDE MUNICIPAL

ACCOUNT PAYABLES: FEBRUARY 2022

YAVAPAI APACHE POLICE DEPT					
2011 Additional Assess - YANPD	ZOS	2-51-03	31.73		
Suspended plate fees	ZOS				<u>\$31.73</u>
Vendor # 002693 ACCOUNT # 01-300-40-413000					
ARIZONA DEPARTMENT OF PUBLIC SAFETY					
2011 Additional Assess - ST Citing Agency- DPS	ZOS5	2-15-32	1.69		<u>\$1.69</u>
Vendor # 003583 ACCOUNT # 01-300-40-413000					
YAVAPAI COUNTY TREASURER OFFICE					
Jail (Incarceration) Fees	ZJF	4-33-21	1,357.98		
2011 Additional assessment fee-Justice Court share	ZOS2	2-21-53	42.36		<u>\$1,400.34</u>
Vendor #000087 ACCOUNT # 01-300-40-413000					
ARIZONA STATE TREASURER					
Arizona State fines and fees			12,921.01		<u>\$12,921.01</u>
Vendor # 000117 ACCOUNT # 01-300-40-413000					
ARIZONA DEPARTMENT OF MOTOR VEHICLE DIVISION REDUND UNIT					
2011 Additional assessment fees Motor Vehicle Division	ZOS	2-51-03			
Vendor # 003572 ACCOUNT #01-300-40-413000					
SUBTOTAL- Town of Camp Verde Account Payables					\$14,354.77
SUBTOTAL - Town of Camp Verde, General Fund					\$8,683.84

**Limited Jurisdiction Courts
Other Proceedings Held Summary Report**

CAMP VERDE MUNICIPAL COURT - 1354

START DATE : 2/1/2022 END DATE : 2/28/2022

Line ID	Other Proceedings Held	No. of Events
Section - 1 Trials		
A	Misdemeanor/FTA Jury Trials Held	<u>0</u>
B	Misdemeanor/FTA Court Trials Held	<u>1</u>
C	Criminal Traffic/FTA Jury Trials Held	<u>0</u>
D	Criminal Traffic/FTA Court Trials Held	<u>0</u>
E	Civil Jury Trials Held	<u>0</u>
F	Civil Court Trials Held	<u>0</u>
G	Civil Forcible Detainer/Eviction Action Court Trials Held	<u>0</u>
Section - 2 Hearings and Initial Appearances		
H	Civil Traffic Hearings Held	<u>0</u>
I	Felony, Misdemeanor and Criminal Traffic Initial Appearances	<u>0</u>
J	Felony Preliminary Hearings Held	<u>0</u>
K	Small Claims Hearings Held/Defaults	<u>0</u>
L	Small Claims Hearings Held/Defaults before Volunteer Hearing Officer	<u>0</u>
M	Order of Protection-Hearings Held to Revoke or Modify Order	<u>0</u>
N	Injunction against Harassment-Hearings Held to Revoke or Modify Order	<u>0</u>
O	Juvenile Hearings Held	<u>0</u>
Section - 3 Special Proceedings		
P	Fugitive Complaints Filed	<u>0</u>
Q	Search Warrants Issued	<u>2</u>
Section - 4 Expungements		
R	Expungement - New Petition Filed	<u>0</u>
S	Expungement - Event to Petition to Expunge Criminal Charge	<u>0</u>
T	Expungement Order Event Results - Granted	<u>0</u>
U	Expungement Order Event Results - Denied	<u>0</u>
V	Expungement Order Event Results - Dismissed	<u>0</u>

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

START DATE : 2/1/2022 END DATE : 2/28/2022

Misdemeanor Criminal and Civil Traffic Caseload Summary by Charge		INCOMING				OUTGOING				
LINE ID	CASE TYPE	1	2	3	4	5	6	7	8	9
		New Filing & Transfers In	Reopened	Reactivated	Total Charges Incoming	Terminations			Placed on Inactive Status	Total Charges Outgoing
						Entry of Judgment	Default Judgment	Reopened		
Section - 1 Misdemeanor										
Person										
A	Person-Sex Offenses	0	0	0	0	0	0	0	0	0
B	Person-Kidnapping	0	0	0	0	0	0	0	0	0
C	Person-Aggravated Assaults	0	0	0	0	0	0	0	0	0
D	Person-Other Assaults	6	0	4	10	7	0	0	0	7
Property										
E	Property-Burglary	0	0	0	0	0	0	0	0	0
F	Property-Auto Theft	0	0	0	0	0	0	0	0	0
G	Property-Other	6	0	0	6	3	0	0	0	3
Other										
H	Drug Possession/Paraphernalia	0	0	0	0	0	0	0	0	0
I	Weapons	0	0	0	0	0	0	0	0	0
J	Public Order	13	1	4	18	7	0	1	1	9
K	Interfering With Judicial Proceedings	0	0	1	1	1	0	0	0	1
L	Failure to Appear/Misd&CrimTraffic	1	0	2	3	1	0	0	0	1
M	Petty Offenses	0	0	0	0	0	0	0	0	0
N	Other	2	0	0	2	1	0	0	0	1
Section - 2 Criminal Traffic										
DUI										
A	Motor Vehicle	10	0	0	10	8	0	0	0	8
B	Extreme Motor Vehicle	8	0	0	8	5	0	0	0	5
C	Boating/Flying	0	0	0	0	0	0	0	0	0
Serious Violations										
D	Leaving the Scene	1	0	1	2	1	0	0	0	1
E	Reckless Driving	2	0	0	2	1	0	0	0	1
F	Racing on Highway	0	0	0	0	0	0	0	0	0
G	All Other	0	0	0	0	0	0	0	0	0
Other Violations										
H	Criminal Speed	0	0	0	0	1	0	0	0	1
I	All Other	0	0	1	1	3	0	0	1	4
Section - 3 CivilTraffic										
A	Driver License	0	0	0	0	0	0	0	0	0
B	Registration	7	1	0	8	6	0	1	0	7
C	Insurance	5	0	0	5	2	0	0	0	2
D	Speeding	21	2	0	23	20	2	2	0	24
E	Excessive Speeding	10	0	0	10	4	1	0	0	5
F	Red Light	0	0	0	0	0	0	0	0	0
G	Seat Belt	0	0	0	0	0	0	0	0	0
H	Marijuana Non-Criminal	0	0	0	0	0	0	0	0	0
I	Other Civil Traffic	14	0	0	14	17	3	0	0	20
Section - 4 Local - Non Criminal Ordinances										

A	Parking	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
B	Non-Parking	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
Section - 5 Felony										
A	Total Felony	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
GRAND TOTAL		106	4	13	123	88	6	4	2	100
Section - 6 Domestic Violence										
A	Felony-Domestic Violence	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
B	Misdemeanor-Domestic Violence	<u>15</u>	<u>1</u>	<u>4</u>	20	<u>12</u>	<u>0</u>	<u>1</u>	<u>1</u>	14
Section - 7 Special Case Characteristics										
A	Self Represented Litigants	<u>92</u>	<u>4</u>	<u>11</u>	107	<u>73</u>	<u>6</u>	<u>4</u>	<u>2</u>	85
B	Interpreter Services Provided	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>5</u>	<u>0</u>	<u>0</u>	<u>0</u>	5

Limited Jurisdiction Courts

START DATE : 2/1/2022 END DATE : 2/28/2022

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

Limited Jurisdiction Courts

START DATE : 2/1/2022 END DATE : 2/28/2022

LINE ID	CASE TYPE	Column ID														
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
		Non-Trial Dispositions						Trial Dispositions								
		Dismissal	Default Judgment	Summary Judgment	Settled/Withdrawn	Transfer to Another Court	Total Non-Trial Dispositions	Verdict Reached	Disposed After Start	Total Jury Trials	Judgment Reached	Disposed After Start	Total Bench Trials	Total Trial Dispositions	Other Civil Dispositions	Grand Total Dispositions
Section - 1 Civil																
A	Small Claims	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B	Forcible Detainer / Eviction Action	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C	Tort	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D	Contract	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E	Debtor-Seller Plaintiff	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
F	Other Civil	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G	Total Civil Complaints	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Section - 2 Domestic Violence & Harassment Petitions																
A	Civil Emergency Order of Protection	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B	Civil Order of Protection	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C	Injunction Against Harassment	0	0	2	0	0	2	0	0	0	0	0	0	0	0	2
D	Injunction Against Workplace Harassment	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Section - 3 Special Case Characteristics																
A	Self Represented Litigants	0	0	2	0	0	2	0	0	0	0	0	0	0	0	2
B	Interpreter Provided	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

MEMORANDUM

TO: RUSS MARTIN, TOWN MANAGER
FROM: KATHY HELLMAN, LIBRARY DIRECTOR
SUBJECT: MONTHLY REPORT FEBRUARY 2022
DATE: FEBRUARY 9, 2022
CC: DEPARTMENT HEADS, TOWN COUNCIL

Report from the Library Director: A big THANKS to Jeff Kobel, Town of Camp Verde Maintenance Division Manager, for facilitating the installment of LED Stack lighting in the adult fiction area of the library. The lights are unobtrusive and shine directly on the book spines making it easier for patrons who have problems seeing in low light to read the labels. They dim down to 25% when no one is in the aisle and brighten up to 100% via motion sensors when a patron is browsing in the area. The light installment and replacement project started mid-February and is continuing through March. Connolly Electrical is doing the work and they have done a fantastic job cleaning up after themselves and communicating with library staff. After the stack lights are installed, they will work on replacing some of the ceiling lights with LED and install new lights in an area that is too dark. This project is made possible by a State Grants in Aid Construction grant approved by Council in 2021.



Report from Volunteer Services: February kicked off our Computer and Technology classes; they will be held every other Saturday until May 21st focusing on a variety of topics for community members. The curriculum was determined by surveying various community members and by looking at the topics most asked for at our PC Help Desk. I hope to have another 8-block series of classes for the summer, although it will depend on our group of volunteer leaders and their schedules. Angi Grubbs and I continue to work with Volgistics, the volunteer management program that I introduced, to create a more streamlined volunteer experience and for a more efficient use of the volunteer managers' time.

Report from the PC Helpdesk: Because of the Information and Technology classes starting in February, we have had an uptick in computer/phone questions. When I am working at the desk, I am constantly taking patrons through steps on how to do something or repair their own devices. It is nice to see the excitement about computers and the involvement of these patrons in learning something new.

Report from the Children’s Library: In February we launched Storytime on a new day, at a new time, with library volunteers Ambie Charles and Randy Strickland. Ambie and Randy are popular and well-loved members of our community. Each has had the opportunity to read one of their favorite stories to the families in attendance in celebration of Library Lovers month. On the subject of favorite stories, we gathered favorite book titles on paper hearts from children and guests to decorate our bulletin board. One child wrote that Pete the Cat is their favorite book series and stated, "I like the cat." Another child's favorite book is Pig the Pug and they exclaimed, "It's so much fun to read !!!!!!"

Thanks to support from the State Library, the Children's Library is adding 50 [Wonderbooks](#), [read-along books from Playaway](#). These include some of the most popular titles in picture books for children ensuring that children do not have to miss out on being read to. Wonderbooks have an audio portion that reads the story aloud so children can enjoy reading stories without the assistance of an adult.



I had the opportunity to attend the Early Literacy Summit in Chandler, AZ with the theme "back to the basics." This gave me a chance to network with Children's Librarians from Cottonwood, Sedona, Prescott Valley, and Prescott. I believe it's important to attend these functions and network, to stay up to date on new information, and bring it back to our communities. I am grateful for the support from my supervisor for encouraging me in these opportunities for professional development.

I was also part of the Verde Valley Imagination Library fundraiser, which was held Sunday, February 6, 2022, at Blazin’ M Ranch and was a huge success. Local businesses had the opportunity to donate to this incredible organization that provides books to children birth – 5 years in our own communities.

Report from Circulation: Prompted by a great idea from a circulation volunteer we set out a basket of notecards and pens so patrons could write notes to Nancy’s family. We have received numerous notes to be included in a memory book in highlighting Nancy’s impact at the library. Thank you, community for responding!

Report from the Teen Library: The last Monday in February I launched Maker Monday. While it is slow going, there has been quite a lot of interest in the program, so I’m hopeful that it will pick up as time goes on. Looking forward, library volunteer Kevin Karvinen, who runs our Dungeons and Dragons (DnD) program every other Saturday, and I will be attending the Verde Valley Comic Expo on March 26. We will promote Camp Verde Community Library’s DnD program and game night, along with similar programs at Cottonwood Public Library and Sedona Public Library. For teens, children, and families playing games together requires reading skills and cognitive skills that they can practice in a fun and encouraging environment. Kevin and I will roll fresh

characters for people interested in the game but unsure where to start and will explain character classes, what different stats and abilities do, and the basics of the game to help people create the characters they want to play. This information will make the game as a whole seem less daunting to newcomers.

Report from CVARP: In the past month we have had 5 students under the age of 18 sign up to take classes with us. That gives us a total of 8 under 18. In the past 6 years, we have not had this many younger students. Last month Sergeant Douglas Sanders, from the Prescott Valley Military recruiting station, came into our office. The military is seeing a lot of potential recruits that are having trouble passing the ASVAB test which allows them entrance into the military. He asked us if we would be willing and able to tutor these candidates so they can pass this exam. Most of them are having trouble with the math and language sections. We told him we would, and our teacher Glenna is now working with these future recruits.

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

CAMP VERDE COMMUNITY LIBRARY

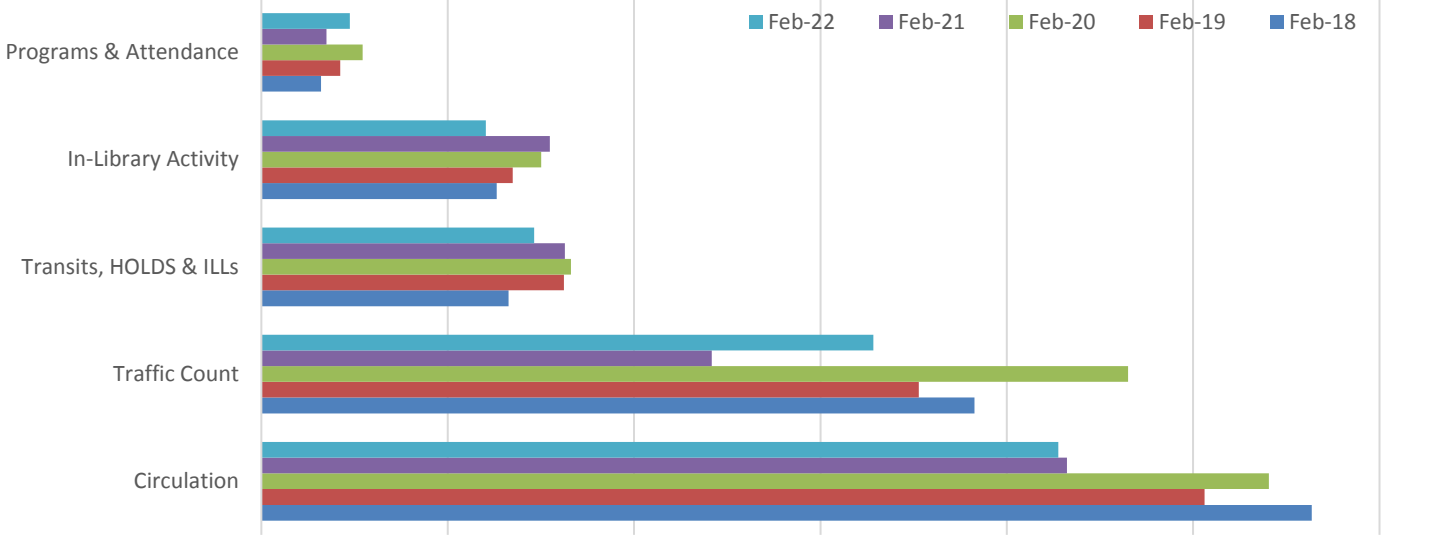
FEBRUARY 2022

	Feb-22	Feb-21	Feb-20	Feb-19	Feb-18
Traffic Count	6,567	4,832	9,302	7,054	7,652
Circulation					
Self-Checkout Use	2,291	2,732	1,752	720	n/a
Items Checked Out	3,495	3,612	4,876	4,667	5,134
Items Checked In	3,621	3,639	5,183	4,757	5,379
Renewed Items	1,437	1,394	753	698	761
Total Circulation	8,553	8,645	10,812	10,122	11,274
In-Library Activity					
New Cards Issued	68	40	57	80	59
Computer Use - All Ages	2,078	618	1,229	1,303	1,482
Laptops & iPads - All Ages	23	64	38	81	1
PC Helpdesk Answered Calls	170	139	n/a	n/a	n/a
Requests for PC/Mobile Device Help	83	102	73	109	102
Reference Questions	17	77	50	119	168
Total in-Library Activity	2,439	1,040	1,447	1,692	1,812
Library & Community Programs					
Community Programs Attendance	250	228	504	516	405
Adult Program Attendance	311	209	272	140	122
Children's Program Attendance	340	235	96	104	48
Teen Program Attendance	48	27	214	88	67
Study Room Use - People Served	111	118	73	56	56
Total Library Program Attendance	949	699	1086	848	642
Library Room Use					
Room Use by Community Groups	41	10	54	48	52
Room Use by Library - Adults	16	12	24	12	14
Room Use by Library - Children	32	15	19	19	14
Room Use by Library - Teens	7	4	15	13	8
Study Room Uses	93	62	111	42	43
Total Library Room Use	189	103	223	134	131
Circulation Tracking					
DVDs & Movies	1,449	1,419	1,954	1,929	2,123
eBooks	807	845	650	511	337
Children's Material	1,670	863	912	822	962
Teen's Material	332	239	401	605	851
Transits, HOLDS & InterLibrary Loans					
HOLDS Filled	937	1,204	1,148	1,045	875
Transit Items Sent & Received	1,472	1,880	1,831	1,609	1,624
CVCL ILL Items Going Out	10	8	20	40	24
ILL Items for CVCL Patrons	1	5	4	5	2
Total Transit, HOLDS & ILL Activity	2,420	3,097	3,003	2,699	2,525
Collection & Development					
New Kids & Teen Material Added	36	29	29	30	56
Books, Magazines, and A/V Items Added	144	204	292	149	168

CAMP VERDE COMMUNITY LIBRARY

Library Volunteers						
Number of Volunteers		27	11	26	32	34
Number of Hours Given		340	169	425	472	578
Average Hours/Volunteer		12.6	15.4	16.3	14.8	17.0
Mending & Donations						
Items Mended or Repaired		523	369	25	99	38
Donations Processed		1,660	1,259	1,759	584	893
Donations Cataloged		64	6	45	15	17

CVCL 5-Year Activity Trends February 2022



	Circulation	Traffic Count	Transits, HOLDS & ILLs	In-Library Activity	Programs & Attendance
Feb-22	8,553	6,567	2,928	2,409	949
Feb-21	8,645	4,832	3,257	3,097	699
Feb-20	10,812	9,302	3,324	3,003	1,086
Feb-19	10,122	7,054	3,247	2,699	848
Feb-18	11,274	7,652	2,654	2,525	642



MONTHLY NEWSLETTER - February 2022

CAMP VERDE COMMUNITY LIBRARY

A Word from the Director

A lighting remediation project is scheduled to start on the 2nd floor of the library on Monday, February 14. The State Grants if Aide Construction Grant-funded project will add stack lights to the Adult Fiction area, permanent ceiling lights to the north wall of the Adult Fiction area, and replace the can lights throughout the building with LED fixtures. During the project, you may hear the sound of construction in the building, see workers from Connolly Electric on ladders, etc. This is a much-needed and appreciated project. Please be patient with us while we accommodate this improvement.

eNews Highlights

Camp Verde Community Library Observes National Library Lovers Month

This year we are honoring Nancy Raistrick, Library Lover Extraordinaire!

National Library Lover's Month each February is dedicated to people who love libraries because of the people and stories they encounter inside their walls. Camp Verde Community Library is especially grateful for the library lovers who volunteer their time, energy, and expertise to welcome and serve our community. Nancy Raistrick was one of those extraordinary volunteers. She started volunteering at the library over 12 years ago and would still be coming in 6 days a week if she hadn't been taken down by Covid-19.

Nancy showed up faithfully to the staff entrance Monday through Saturday around 8:30a. She didn't have a key so she would pound on the door and wait patiently until someone let her in. She brought the books in from the book drop, set up the computers at the front desk, and got ready to greet every library patron that walked through the front door. During her tenure as a Library Volunteer, Nancy could have easily checked in over 500,000 books with her own two hands. In addition to checking in the books, she helped clean, sort, and shelf them. She knew, that at the front desk, she was the face of the library, so she was unfailingly cheerful and friendly to everyone she encountered.

With an eye for detail and a curious mind always seeking to know the why behind any instruction, Nancy became adept at spotting items that were out of place, didn't belong, or had a mistake that needed correcting. Her affinity and love for crafting made her invaluable as well. Nancy used her technical and creative skills to mend library materials. During the 10 years that she mended broken or damaged library materials, she repaired over 11,500 items saving the library from discarding the items and incurring replacements costs.

As a Library Lover, Nancy was a natural advocate for library services and enjoyed teaching others how to use library resources. She knew the details about the children's programs, such as Storytime, STEAM Hour, and Movie Matinees; the teen programs, such as Game Night and Book Clubs; and the adult programs, such as Music in the Stacks, computer classes, and Health & Wellness programs. If someone had a question or needed help finding something, Nancy did not point the way. She walked with them to the computer or to the shelves and taught them how to find what they were looking for.

Nancy's family can tell you about the many other ways that Nancy influenced and delighted them, how she volunteered for the American Legion, and how much she meant to everyone who knew and loved her. We, at Camp Verde Community Library, can only say that Nancy is incredibly missed by all of us. Not just for what she did for us, but because her example inspired us and her presence blessed us. It is with profound respect that we dedicate National Library Lovers' Month, February 2022, to Nancy Raistrick, Volunteer Extraordinaire!

Note: If you have a memory, comment, or anecdote you would like to share about Nancy, stop by the front desk at the library and fill out a remembrance card.

Music in the Stacks at Camp Verde Community Library

Music in the Stacks returns on **Thursday, February 10th at 5:30 pm** in the Fireside Room. February's concert features the following talented local musicians: Eric Douglas, Mike Greenleaf, and Christy Fisher.

Eric Douglas is an Arizona singer/songwriter who combines contemporary folk, classic rock, and Texas country to tell stories of people finding their place in the world...for better or worse. Eric paints an American landscape, with songs from the Southwestern desert, the Great Plains, and the open road. He is a dynamic live performer, and a veteran of folk festivals across Arizona - either solo or with folk trio Hambone.

Mike Greenleaf is a Seattle-born singer-songwriter now living in the Arizona desert and has been writing and performing for over 40 years. His songwriting is influenced by a wide variety of musical styles – at times heartfelt, at times humorous, but always deeply personal and intelligent. Mike's songs capture the genuine experience of everyday reality. His performance style is warm, open, engaging, and unpretentious.

Christy Fisher is based in Jerome and has performed with a few area musical groups throughout her 30 years in the area, including Mountain Stranded Time, Cattywampus, Christy and Frenz, The Jerome Philharmonic Convergence, and the Jerome Ukulele Orchestra...and has released two albums in the past year that are now charting in over 40 countries. Nominated in four categories by the 2021 International Singer and Songwriters Association, Fisher's

performances are a combination of award-winning songwriting, unusual audio engineering techniques, and powerful vocals.

Gypsy Caravan to perform at Camp Verde Community Library Thursday, February 17th

Join us on **Thursday, February 17th from 5:30-7:00 pm** in the Library's Fireside Room for a special performance by Gypsy Caravan, the duet of Jim Marik and Wendy Lindahl focusing on harmonies and fun! Jim and Wendy both sing and play guitars while Wendy adds Native American flute to some songs and Jim has a gifted and beautiful fingerpicking style.

If there is any silver lining to the COVID times, it is that they met when they joined a weekly Zoom open mic since they couldn't meet in person. When COVID safety allowed, they decided to get together to play and found their styles and voices blended very naturally. Over the last year they have been warmly received at several local open mics and house parties/concerts. They are delighted now to be invited to do a full show of their best unique song stylings for your enjoyment at "The Stacks" concert series.

Both Wendy and Jim have been playing for years in the folk styles they developed individually, now they have combined those styles for their unique Gypsy Caravan sound. They chose that name to summon visions of the traveling minstrels of the past bringing song, dance and entertainment to the people they met along their way. Again, it's all about the harmonies and everyone having fun, but sorry, no magic potions or crystal balls.

Playing different arrangements of their music that features one, or both of them, you will hear covers of favorite songs, including Dylan, Moody Blues, Elton John, CSNY, John Prine, The Youngbloods and some sing-a-longs as well as originals. Wendy also has a talent for taking poetry from some of the greats, such as Rumi, and putting their work to music. They have both written many original songs over the years and are now combining ideas and finding inspiration for new music through their harmonious duo.

Story Time: New Day, New Time!

Join Ms. Ambie & Mr. Randy Thursdays at 11:00a in the Children's Library for an in-person story time for preschoolers. Start with music and movement, enjoy a story together, then participate in a craft. Masks are optional. Questions? Call Ms. Letty at 928-554-8397.

Verde Valley Virtual Science Café

Friday, February 18 from 5:00p - 6:30p join special guest, Dr. Nancy Steele, Director, Friends of the Verde River via Zoom. Explore how you can participate in important science research locally and worldwide. [Click here to Register for FREE!](#)

Ongoing @CVCL

- 1st Monday 10:00a-noon Camp Verde Stamp Club
- Mondays 5:00p-7:30p Music in the Stacks - Open Mic Night
- Mondays 5:30p-7:00p Beginning Conversational English
- 3rd Tuesday 9:00a-1:00p Medicare Information and Insights
- Tuesdays 3:00p-6:30p AARP Tax-Aide: Appointment Required
- Tuesdays 5:30p-7:00p Advanced ESL - Reading, Writing, and Conversation
- 2nd Tuesday 10:00a-12:00p Open Book Club - Readers Sharing with Readers
- Wednesdays 9:00a-noon Wednesdays w/Wendy 1-to-1 Tech Assistance
- Wednesdays 9:00a-11:00a Veteran's Advocacy with Lettie J. Irons Connell
- Wednesdays 4:00p-5:00p STEM+A Hour
- Thursdays 11:00a Children's Storytime w/Ms. Letty and Guests
- Thursdays 5:00p-7:45p Game Night w/Zack
- Thursdays 5:30p-6:30p CVARP Citizenship Class
- 1st Thursday 6:00p Lions Club Meeting
- 2nd Thursday 5:30p Music in the Stacks
- 3rd Thursday 3:00p-5:00p Verde Valley Photographic Society
- 1st and 3rd Fridays 9:00a-10:00a Grief Support Group
- Saturdays 1:00p-4:00p Health Insurance Enrollment Assistance
- 1st and 3rd Saturday 11:00a Dungeons & Dragons Gameplay
- 1st and 3rd Saturday 1:00p Family Movie Matinee
- 2nd and 4th Saturday 1:00p Family Craft Time

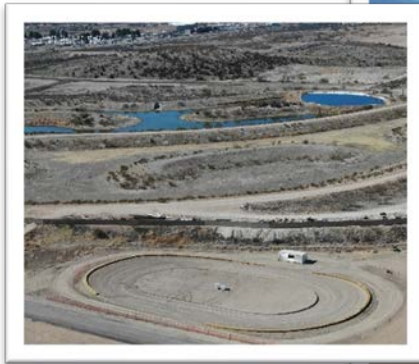
For details and updates about library programs see the [Library Events Calendar](#),
checkout our [Facebook Page](#), or call (928) 554-8380

Camp Verde Community Library
[130 N Black Bridge Road, Camp Verde AZ 86322](#)
[\(928\) 554-8380](#)

COMMUNITY DEVELOPMENT

February 2022

E



Community Development Director
John Knight

Chief Building Official
Roxanne Jasman

Code Compliance Officer
Anthony Apodaca

Plans Examiner/Building Inspector
Jonathon Rivero

Plans Examiner
Kimberly Brokamp

Planner
BJ Ratlief

Zoning Inspector
Cory Mulcaire

Permit Technician
Kimberlee McCune



Directors Report for February 2022

Staffing & Office Expansion: Two internal promotions occurred this month. In lieu of re-advertising and filling the vacant Senior Planner position, an existing staff member was promoted to Planner which then left a vacant Zoning Inspector position. An internal promotion was also made for this vacant position which then left a vacant entry level Permit Technician. Human Resources is advertising this vacant position.

Staffing changes, internal promotions:

Cory Mulcaire promoted to Zoning Inspector from Permit Technician

B J Ratlief promoted to Planner from Zoning Inspector

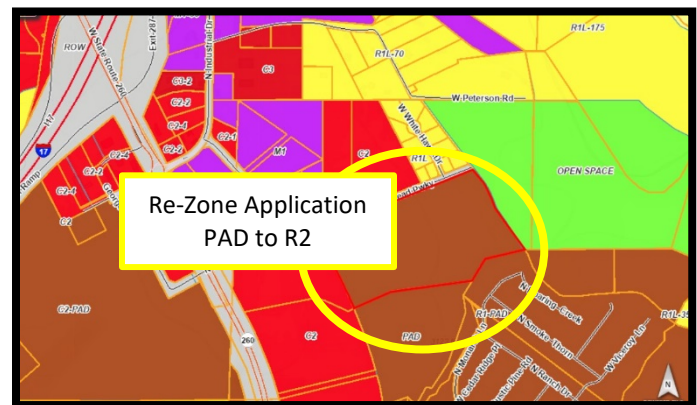
Additionally, staff have slowly started to move into the vacated Economic Development Office. The full move will mostly take place in March.



Update on the Library Use Permit for Verde Lakes: This project is on hold while library staff investigate alternative sites for its location.

Planning & Zoning (P&Z) Commission: The Commission met twice in February; February 3rd the Commission heard an update on the Library Use Permit. February 10th the Commission, per the request of Library staff, officially tabled this Use Permit while staff continue to research alternative locations for this installation.

Additionally, the Commission held a public hearing regarding the rezoning of parcel 403-23-104X which was unanimously approved. This application, made on behalf of Atlantic Development, will move to the Town Council's agenda for March. The developer is planning to build multi-family housing on this parcel, in part, with Low Income Tax Credit grants.



Board of Adjustment & Appeals (BOA): Canceled, no business in February.

Pending (possible) Upcoming Projects: Development Review was completed for Pete & Debbie Roulette to develop a U-Sell Car Lot on their property located at 115 S. Montezuma Castle Highway.

Two additional Development Review applications were received; one for the expansion and full development of an M1 parcel growing marijuana, a second for a new retail

store. Coordination also continues working with Alcantara Resort to submit for a Zoning Map Change in the near future.

General Stats for February: New permits submitted/accepted February 2022

February 2022		February 2021	% difference 2022 vs 2021	Year to date 2022	Year to date 2021	% difference 2022 vs 2021
Total Permits	94	47	(+) 50%	179	82	(+) 49%
SFR (Single Family Residence)	7	5				
MFH (Manufactured Homes)	14	5				
SOLAR	8	10				
OTC (over-the-counter)	(22)	(3)				
Electric	4	0				
Plumbing	4	3				
HVAC	14	0				
DEMO	1	1				
Accessory Structures (garage, shed, carport, fences, etc)	27	9				
Addition/Remodel Residence	1	3				
Commercial Building	0	0				
Commercial TI	2	2				
Grading	1	0				
Signs	3	2				
Swimming Pool (in-grnd)	0	0				
<u>Planning & Zoning Applications</u>						
Developmental Review	3	1				
Minor Land Division/Lot-Line Adjustment	2	1				
Preliminary Subdivision Plat	0	0				
Rezone	2	2				
Temp Use Permits	2	1				
Use Permit Application	0	0				
Minor PAD Amendment	0	0				
Zone Amendment	0	0				
Request for Variance	0	0				
Major PAD Amendment	0	0				
Minor PAD Amendment	0	0				
Zoning Verification	1	1				

Permit Fees Collected February 2022	Permit Fees Collected February 2021	% difference 2022 vs 2021	Fees Year to date 2022	Fees Year to date 2021	% difference 2022 vs 2021
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\$35,501	\$55,273	(-) 36%	\$80,211	\$74,507	(-) 03%
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TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT
CODE COMPLIANCE

DATE: March 3, 2022

TO: John Knight, Community Development Director

FROM: Anthony Apodaca, Code Compliance Officer

SUBJECT: February 2022 Monthly Report

To date, the Code Compliance Section currently has

Active cases: (142)

Closed Cases: (18)

New Cases: (55)

Proactive Enforcement: (39)

Reactive: (16)

Prosecution status:(5)

During the month of February2022, the top **(4) Four** violations of the Zoning & Planning Ordinance and/or the Town Code were:

1. Town Code 7-2-104.1; Required Building Permit
2. Town Planning and Zoning Ordinance; Section 302A3B: Recreational Vehicle Living Violation.
3. Town Code 10-2-1A.2a; Fire Hazard (Dry grasses and weeds)
4. Town Planning and Zoning; Section 404N. Windblown Signs

January 2021 Numbers:

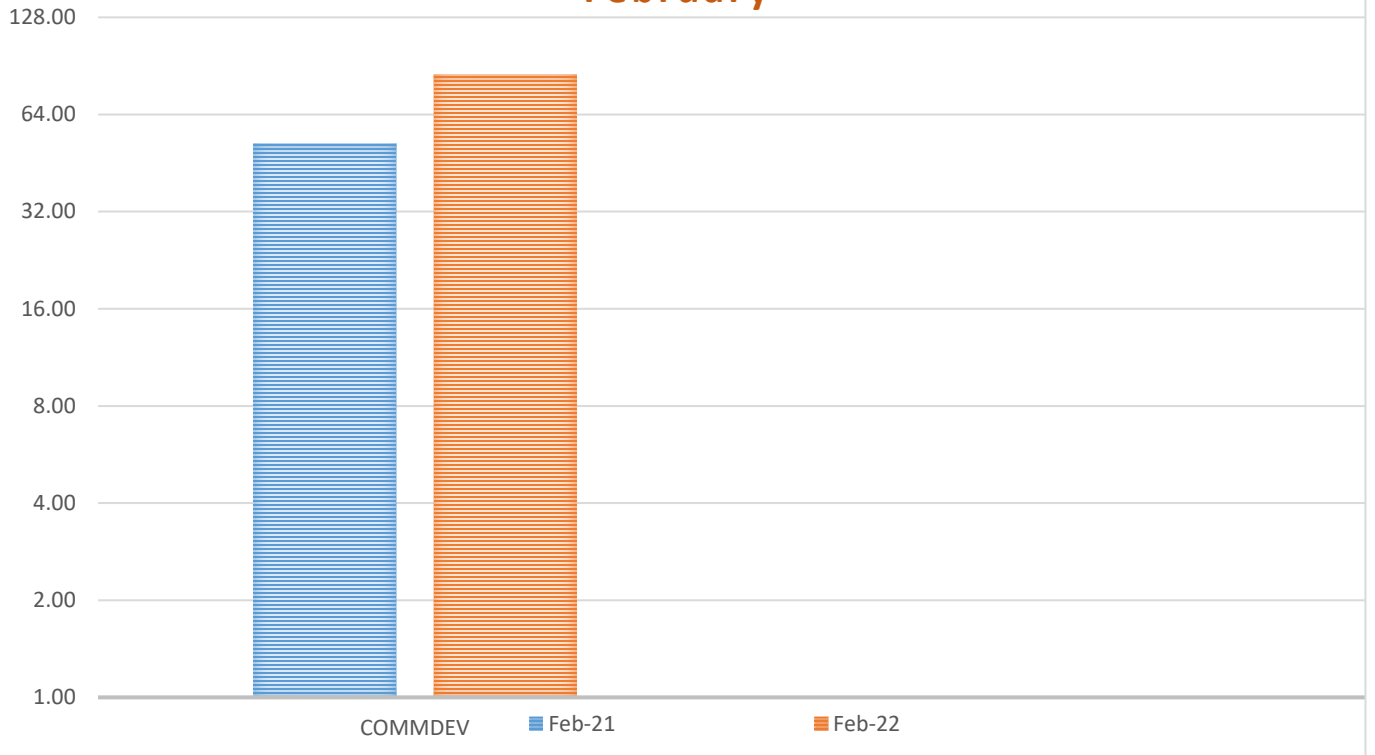
Cases open in February: (3)

Cases Closed in February: (8)

Building Department

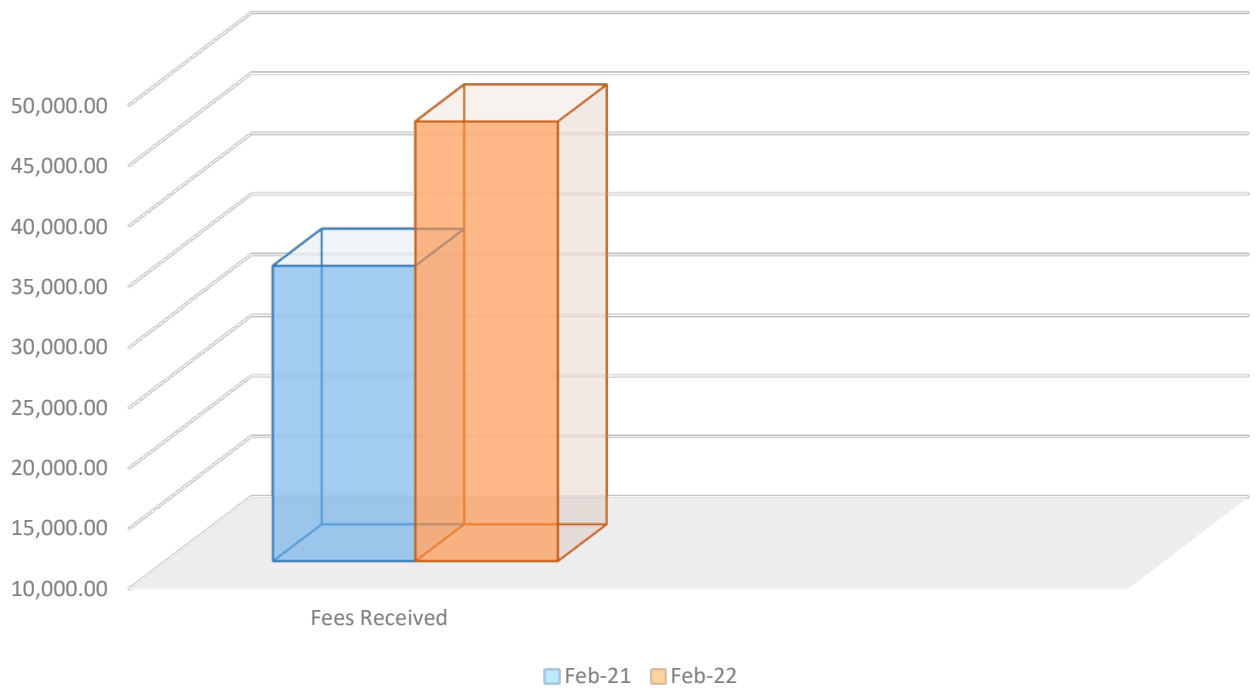
PERMITS RECEIVED

February



FEE REVENUE

FEBRUARY



Permit Report monthly

02/01/2022 - 02/28/2022

Permit #	Permit Date	Permit Type	Applicant Name	Description	Project Cost	Primary Contractor	Total Fees	Parcel Address
20220179	2/28/2022	Mechanical	McDonald Bros- Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	5 Ranch Dr. Lot 127
20220178	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	5 Ranch Dr. Lot 127
20220177	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES_MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	5 Ranch Dr. Lot 127
20220176	2/28/2022	Mechanical	McDonald Bros-Blaze	RES_OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	56 Copper Canyon Loop Lot 129
20220175	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	56 Copper Canyon Loop Lot 129
20220174	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	56 Copper Canyon Loop Lot 129
20220173	2/28/2022	Mechanical	McDonald Bros-Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	74 Copper Canyon Loop Lot 134
20220172	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES_Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	74 Copper Canyon Loop Lot 134
20220171	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	74 Copper Canyon Loop Lot 134
20220170	2/28/2022	Mechanical	McDonald Bros-Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	15 Ranch Dr. Lot 125
20220169	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	15 Ranch Dr. Lot 125
20220168	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	15 Ranch Dr. Lot 125

20220167	2/28/2022	Electrical	Allied Electric, LLC	Replacing 200A panel with new 200A panel				
20220166	2/28/2022	Mechanical	McDonald Bros-Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	31 Ranch Dr Lot 122
20220165	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	31 Ranch Dr Lot 122
20220164	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	31 Ranch Dr Lot 122
20220163	2/28/2022	Mechanical	McDonald Bros-Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	58 Copper Canyon Loop Lot 130
20220162	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	58 Copper Canyon Loop Lot 130
20220161	2/28/2022	Manufactured Home	McDonald Bros- Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	58 Copper Canyon Loop Lot 130
20220160	2/28/2022	Mechanical	McDonald Bros- Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	76 Copper Canyon Loop Lot 135
20220159	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	76 Copper Canyon Loop Lot 135
20220158	2/28/2022	Manufactured Home	McDonald Bros- Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	76 Copper Canyon Loop Lot 135
20220157	2/28/2022	Mechanical	McDonald Bros- Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	64 Copper Canyon Loop Lot 132
20220156	2/28/2022	Zoning Clearance	McDonald Bros- Blaze	RES- Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	64 Copper Canyon Loop Lot 132
20220155	2/28/2022	Manufactured Home	McDonald Bros- Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	64 Copper Canyon Loop Lot 132

20220154	2/28/2022	Mechanical	McDonald Bros - Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	23 Ranch Dr Lot 123
20220153	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES- Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	23 Ranch Dr Lot 123
20220152	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	23 Ranch Dr Lot 123
20220151	2/28/2022	Mechanical	McDonald Bros- Blaze	RES- OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	11 Ranch Dr Lot 126
20220150	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-Zoning Clearance	0	MCDONALD BROS CONSTRUCTION	\$180.25	11 Ranch Dr Lot 126
20220149	2/28/2022	Manufactured Home	McDonald Bros- Blaze	RES-MFH	1,326	MCDONALD BROS CONSTRUCTION	\$360.00	11 Ranch Dr Lot 126
20220148	2/28/2022	Mechanical	McDonald Bros. Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$82.50	70 Copper Canyon Loop Lot 133
20220147	2/28/2022	Zoning Clearance	McDonald Bros- Blaze	RES-ZC	74,000	MCDONALD BROS CONSTRUCTION	\$180.25	70 Copper Canyon Loop Lot 133
20220146	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES- MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	70 Copper Canyon Loop Lot 133
20220145	2/28/2022	Mechanical	McDonald Bros-Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	50 Copper Canyon Loop Lot 128
20220144	2/28/2022	Zoning Clearance	McDonald Bros-Blaze	RES-ZC MFH	0	MCDONALD BROS CONSTRUCTION	\$180.25	50 Copper Canyon Loop Lot 128
20220143	2/28/2022	Manufactured Home	McDonald Bros- Blaze	RES-MFH	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	50 Copper Canyon Loop Lot 128
20220142	2/28/2022	Mechanical	McDonald Bros-Blaze	RES-OTC Mechanical	0	Liberty Cooling and Heating Inc	\$84.98	60 Copper Canyon Loop Lot 131
20220141	2/28/2022	Zoning Clearance	McDonald Bros- Blaze	RES-MFH Zoning Clearance	74,000	MCDONALD BROS CONSTRUCTION	\$180.25	60 Copper Canyon Loop Lot 131

20220140	2/28/2022	Manufactured Home	McDonald Bros-Blaze	RES-MFH with Shed	74,000	MCDONALD BROS CONSTRUCTION	\$360.00	60 Copper Canyon Loop Lot 131
20220139	2/24/2022	Planning and Zoning	Kimber Kocsis	RES - ADU Rental Permit	0		\$149.35	2710 RAINBOW DR
20220138	2/24/2022	Planning and Zoning	STNL Camp Verde, LLC - Garrett	LAND-Developmental Standards Review	0		\$628.30	300 N GOSWICK WAY
20220137	2/23/2022	Zoning Clearance	PK Roma LLC	RES-Shed	0	Owner Builder	\$87.55	4441 E BIG VALLEY RD
20220136	2/23/2022	SOLAR	Freedom Forever	RES-Solar: 6.46kw	25,866	Freedom Forever	\$216.30	639 S AZURE DR
20220135	2/23/2022	Plumbing	Delta Mechanical	RES-OTC Plumbing	1,800	DELTA MECHANICAL	\$84.98	707 E QUARTERHORSE LN
20220134	2/22/2022	Planning and Zoning	Blake Carroll	Land-PAD: Final Site Plan Review	0		\$257.50	300 N. Goswick Way
20220133	2/22/2022	Zoning Clearance	Tierra Verde Builders	COM-ZC Fence	10,000	TIERRA VERDE INVESTMENTS	\$87.55	460 W FINNIE FLAT RD
20220132	2/22/2022	Demo	Landon Mondragan	RES-Demo	0	Jacob & Company Construction LLC	\$162.23	3130 N LOST RIVER RD
20220131	2/22/2022	Mechanical	Lianna-Fiscor	RES-OTC Mechanical	8,024	Fiscor Heating & Cooling LLC	\$84.98	410 W Grippen Rd
20220130	2/22/2022	Zoning Clearance	Oscar Lopez	Res-Fence (Block) 6'	20,000	Lopez Custom Landscaping	\$87.55	384 N. Homestead Parkway, Lot #11
20220129	2/22/2022	Building	Rhonda L Rawson, RA	Land-Development Standards Review	0		\$618.00	775 N INDUSTRIAL DR
20220128	2/22/2022	Electrical	Titan Electrical Services Inc	RES-OTC: Electrical 200A Replacement	2,000	Titan Electrical Services Inc.	\$84.98	2026 N LONG RIFLE RD
20220127	2/17/2022	Manufactured Home	Anthony Comito	Zone-MFH	125,000	RAYBURN ELECTRIC	\$180.25	4037 E CRIPPLE CREEK DR

20220126	2/17/2022	Manufactured Home	Anthony Comito	RES-MFH	125,000	GUERRA MOBILE HOME SERVICE	\$360.00	4037 E CRIPPLE CREEK DR
20220125	2/17/2022	SOLAR	ABP Electrical-Deanna Pearce	RES-Solar Roof Mounted 7.30 kw	0	ABP ELECTRICAL	\$216.30	1153 N ESTHER PKWY
20220124	2/17/2022	Plumbing	Goettls High Desert Mechanical	RES-OTC Plumbing	2,710	GOETTLS HIGH DESERT MECHANICA	\$84.98	639 S AZURE DR
20220123	2/16/2022	Building	Stanley Steel Structures LLC	RES-Carport Steel 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	1132 W Thorton Rd
20220122	2/16/2022	SOLAR	Kayo Energy	RES-RM Solar 8.4KW	20,300	KAYO LLC	\$216.30	709 S ELK RIDGE DR
20220121	2/16/2022	Building	Jacob MOnnett	RES-BLDG Addition	50,000	Owner Builder	\$1,540.44	2820 E VERNON AVE
20220120	2/15/2022	SIGNS	Salvatore Moscato	COM-Signs 1 Illuminated wall sign and 2 panel, pole signs	13,000	Benchmark Builders	\$267.80	368 S MAIN SREET SUITE C
20220119	2/15/2022	SOLAR	Erus Energy	RES-RM Solar 7.35KW	3,130	Erus Energy	\$216.30	3822 E CLINTON LN
20220118	2/15/2022	SOLAR	Sunrun Installation	RES-Solar 6.8kw	13,000	SUNRUN INSTALLATION SERVICES INC	\$211.15	2528 N ARTURO CIR
20220117	2/14/2022	Building	Town of Camp Verde	COM-TI: Courthouse	0	TIERRA VERDE INVESTMENTS		473 S MAIN ST
20220116	2/14/2022	Grading	Tierra Verde Builders	COM- Grading	100,000	TIERRA VERDE INVESTMENTS	\$390.00	284 N HOMESTEAD PKWY
20220115	2/14/2022	Planning and Zoning	Jake Peters	LAND-DSR	0		\$618.00	471 E HOWARDS RD
20220114	2/10/2022	Electrical	Lori Thorpe	Install (4) electric vehicle chargers in parking lot.	5,000		\$84.98	368 S MAIN SREET SUITE C
20220113	2/10/2022	Building	Nexstar Homes	RES: SFR	240,000	NEXSTAR HOMES, LLC	\$2,446.25	1201 W White Hawk Dr., Lot 5

20220112	2/10/2022	Building	Nexstar Homes	RES: SFR	240,000	NEXSTAR HOMES, LLC	\$3,648.72	1183 W White Hawk Dr. Lot 3
20220111	2/10/2022	Building	Nexstar Homes	RES: NSFR	340,000	NEXSTAR HOMES, LLC	\$4,743.41	370 N Homestead Parkway Lot 2
20220110	2/10/2022	Building	Nexstar Homes	RES: SFR	340,000	NEXSTAR HOMES, LLC	\$3,115.75	378 N Homestead Parkway, Lot 1
20220109	2/10/2022	Building	Nexstar Homes	RES: SFR	470,000	NEXSTAR HOMES, LLC	\$3,986.10	1195 W White Hawk Dr.
20220108	2/10/2022	Building	Nexstar Homes	RES: SFR	470,000	NEXSTAR HOMES, LLC	\$6,179.49	1209 W White Hawk Dr.
20220107	2/10/2022	SOLAR	Cheyenne-Elevation Solar	RES-RM 14.80 KW and Derate	64,164	Elevation Solar	\$216.30	380 W ANGUS DR
20220106	2/10/2022	Planning and Zoning	Kristen Ross-The Nature Conservancy	LAND-Minor Land Division	0		\$206.00	1651 E SHILLS CROSSING
20220105	2/9/2022	Zoning Clearance	Jesus Valdez	RES-Storage Container	0		\$87.55	3588 E RIPPLE RD
20220104	2/9/2022	SOLAR	Travis Purinton	RES-Solar 9.5kw	50,481	PUR SOLAR INC	\$216.30	1986 S SUMMIT VIEW CIR
20220103	2/9/2022	Plumbing	D-Best Plumbing Inc	COM-OTC: Plumbing (gas)	0	D-BEST PLUMBING	\$84.98	348 S MAIN ST
20220102	2/9/2022	Building	Kai Buchanan	RES-Steel Garage	13,000	AMERICAN STEEL CARPORTS INC	\$512.43	3040 E ZACHARY LN
20220101	2/9/2022	SOLAR	Cheyenne Collector	RES-Solar Rooftop 8.800kw	34,430	Elevation Solar	\$216.30	4050 E CREEK VIEW DR
20220100	2/8/2022	Zoning Clearance	Maggi Rambo	Zone-Shed12x12	0	Alvin Cricks Construction Inc.	\$87.55	3575 S SIERRA LN
20220099	2/8/2022	Building	Stanley Steel Structures	RES-Carport 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	1073 Wheeler
20220098	2/8/2022	Building	Stanley Steel Structures	RES-Carport 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	1010 W Thorton Rd

20220097	2/7/2022	SIGNS	Rochelle Wingfield	COM-Sign	0	BRADY CUSTOM BUILDERS	\$103.00	564 S Main St
20220096	2/7/2022	Building	Jesus Contreras	RES-SFR w/ Garage	150,000	Owner Builder	\$2,876.28	3159 S ASPEN WAY
20220095	2/4/2022	Building	Jaime & Caleb Kesler	RES-Interior Remodel	8,000	NORTH HORIZON PLUMBING	\$322.91	42 N RED ANGUS DR
20220094	2/4/2022	Zoning Clearance	Gustavo Noguez	Zone-Storage Container	0	Owner Builder	\$87.55	1125 W LUCILE CIR
20220093	2/3/2022	SIGNS	Brandon Hermansky	Com-Sign	200	OWNER BUILDER	\$103.00	775 N. Industrial Dr
20220092	2/3/2022	Plumbing	Tanner Bryson	RES-OTC Plumbing (water line for horses)	0	Owner Builder	\$84.98	1738 N ARENA DEL LOMA RD
20220091	2/2/2022	Zoning Clearance	Oscar Lopez	RES-ZC 6' Fence	2,000	Lopez Custom Landscaping	\$87.55	1091 Thorton Dr
20220090	2/2/2022	Zoning Clearance	Bernard Cunningham	Zone-Storage Container	0			3465 S CHINO DR
20220089	2/1/2022		Blake Carroll	LAND-Lot Line Adjustment	0		\$206.00	N/A
20220088	2/1/2022	TEMP USE PERMIT	Dave Brubaker	LAND: Temp Use Permit, Live in RV while building	0		\$149.35	1898 S SUMMIT VIEW CIR
20220087	2/1/2022	Electrical	Todd Owen	RES-OTC: Pedestal	0	RAYBURN ELECTRIC	\$84.98	555 E BEAVER DR
20220086	2/1/2022	Zoning Clearance	Lynn Sweitzer	Zone-Storage Shed	5,400	TUFF SHED INC	\$87.55	220 E CLIFF HOUSE DR
							\$45,495.96	

Total Records: 94

3/1/2022

BUILDING DIVISION MONTHLY REPORT

For the Month of: February

Year: 2022

Permits

Received	Issued	Finald
67	25	50

Plan Reviews

Commercial	Residential
5	48

Number of Inspections: 102

Transmittals: 28

Dangerous Buildings: 0

Stop Work Orders: 0

Letters Sent: 0

Site Inspections

Business License	Misc. Building
1	5

Number of Postings

CD	Clerk	Building
0	2	0

Meetings/Training Attended by CBO

Building Related	Commission	Board	Council	Other	Cont. Education
15				9	

Meetings Attended by Staff:

Jon	10 meetings
Kimberly	4 staff meetings
Kim M.	4 staff meetings
Cory	4 staff meetings

Staff Training/Webinars:

Jon	0
Kimberly	1
Kim M.	0
Cory	1

ARIZONA DEPARTMENT OF HOUSING OMH

Name, Address of IGA Partner (Please type or print)

TOWN OF CAMP VERDE BUILDING DEPT

473 S MAIN ST, STE 108

CAMP VERDE, AZ 86322

1110 W. Washington, Suite #200

Phoenix, AZ 85007

P: 520-343-9801 omh.iga@azhousing.gov

Reporting Month:

February, 2022

Date Submitted:

3/1/22

ISA MONTHLY REPORT

Submitted By: Cory Mulcaire

Email: cory.mulcaire@campverde.az.gov

Phone Number: 928-554-0062

Only complete section below when final inspection is completed.

Monthly Permit Volume		
	Number of Permits Issued	Total Fees Collected
FBB COMMERCIAL		
FBB RESIDENTIAL		
MANUFACTURED HOMES		

HUD Label, FBB Mfg. Certificate or Rehabilitation Certificate Number	Unit Serial Number	Installer/ROC Contractor License Number	Installation Address	Final Insp. Date
ARZ381368	CAV110AZ21-19683	8860	1138 W Thorton Lot 82	2/8/22
ARZ382533	BUC012602AZ	8860	1137 W Thorton Lot 05	2/8/22
ARZ382710	H-A003977AB	8860	1190 W Thorton Lot 87	2/8/22
ARZ38250	BUC012599AZ	8860	1161 W Thorton Lot 02	2/8/22
ARZ382523	BUC012603AZ	8860	1129 W Thorton Lot 6	2/8/22
ARZ382684	BUC012605AZ	8860	1169 W Thorton Lot 1	2/8/22
ARZ383434	HA005015AB	8860	1085 W Wheeler Lot 33	2/9/22
ARZ382967	CAV110AZ21-19970	8860	1045 W Wheeler Lot 37	2/9/22
ARZ383203	BUC12790AZ	8860	1083 W Thorton Lot 11	2/9/22
ARZ382398	CAV110AZ-19900	8860	1000 W Thorton Lot 24	2/9/22
ARZ82528	BUC012601AZ	8860	1145 W Thorton Lot 04	2/9/22

Monthly Reports are due by the 15th of each month for the previous month's installation activity.
A Report MUST be submitted every month whether or not there has been any installation activity.

ARIZONA DEPARTMENT OF HOUSING OMH

Name, Address of IGA Partner (Please type or print)

TOWN OF CAMP VERDE BUILDING DEPT

473 S MAIN ST, STE 108

CAMP VERDE, AZ 86322

Submitted By: Cory Mulcaire

Email: cory.mulcaire@campverde.az.gov

Phone Number: 928-554-0062

1110 W. Washington, Suite #200
Phoenix, AZ 85007
P: 520-343-9801 omh.iga@azhousing.gov

ISA MONTHLY REPORT

Reporting Month: February 2022

Date Submitted: 3/1/22

Monthly Permit Volume		
	Number of Permits Issued	Total Fees Collected
FBB COMMERCIAL		
FBB RESIDENTIAL		
MANUFACTURED HOMES		

Only complete section below when final inspection is completed.

HUD Label, FBB Mfg. Certificate or Rehabilitation Certificate Number	Unit Serial Number	Installer/ROC Contractor License Number	Installation Address	Final Insp. Date
ARZ382367	CAV110AZ-19871	8860	1030 W Thorton Rd Lot 27	2/9/22
AZ1036920	NME006620NM	2016	1125 W Lucille Cir	2/3/22

Monthly Reports are due by the 15th of each month for the previous month's installation activity.
A Report MUST be submitted every month whether or not there has been any installation activity.