

MARCH 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	vacant	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 March 2022

Business License 2022

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	5	9	14									
Renewal Notices	80	88	67									
Renewals paid	55	63	89									
Total on File*	793	785	792									

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	13										
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

MARCH NEW BUSINESS LICENSES ISSUED

License#	Name	Address 1	City	State	Zip
3978	WOGAN BROTHERS INC	PO BOX 1751	FLAGSTAFF	AZ	86002-1751
3979	GREASE AND RATCHETS MOBILE	3875 E CLINTON LANE	CAMP VERDE	AZ	86322
3981	CEB MOBLE BEAUTY HEALING SUPP	PO BOX 113	CAMP VERDE	AZ	86322
3982	VIDA DOLCE FARMS LLC	1475 S VAIL ROAD	CAMP VERDE	AZ	86322
3983	OAK CREEK KOMBUCHA LLC	671 PALISADES DRIVE	CLARKDALE	AZ	86324
3985	PALMETTO SOLAR LLC	1505 KING ST EXT SUITE 200	CHARLESTON	SC	29405
3986	SEDONA 7 VORTEX CONCIERGE LLC	PO BOX 761	SEDONA	AZ	86339
3988	ONE POINT SOLAR POWER LLC	4409 E BASELINE RD SUITE 130B	PHOENIX	AZ	85042
3989	ALLIED ELECTRIC LLC	3100 N NAVAJO DR A3	PRESCOTT VALLEY	AZ	86314
3990	SUNSTATE TECHNOLOGY GROUP	1500 S WHITE MOUNTAIN RD	SHOW LOW	AZ	85901
3991	FIRST CALL CARPET CLEANING	PO BOX 901	CAMP VERDE	AZ	86322
3992	KP VENTURES EXPLORATION CO	PO BOX 2411	COTTONWOOD	AZ	86322
3994	VORTEX PANTRY/NERO	1146 S VERDE SANTA FE PKWY	CORNVILLE	AZ	86325
3995	MADISONS INDUSTRIES	2100 2 11TH AVENUE	PHOENIX	AZ	85007

**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

REQUES T #	DEPT	DATE REQUESTED	PERSON REQUESTING	PERSON REQUESTING	RECORDS PROVIDED	WRITTEN	VERBAL	E-MAIL	COMPLETE
22-71	CD	3/8/22	G ALLEN	VERIFICATION OF LEGAL NON- CONFORMING 404- 18-178Q	NOTICE AND VERIFICATION	X			3/8/2022
22-72	Financ e	2/17/22	C WISCHMEYER	Detailed report from Finance Department expenditures on Sports Complex				x	3/16/2022
22-73	MO	3/10/22	D Martin	Copy of Current AZ Criminal Justice Information System User Agreement	same		x		3/10/2022
22-74	CD	3/16/22	MCDONALD	HIGH VIEW MINING PERMIT	SAME			X	3/16/2022
22-75	CD	3/17/22	DRPETERG1102@GMAIL.CO M	USE PERMIT 301 E QUARTERHORSE WAY	SAME	X			3/17/2022
22-76	CLERK	3/17/22	T GIOIA	PAD&PUD SUBDIVISION REQUEST-where Town requested water rights of any excess water rights attributed to original land use be dedicated to the town for future public use	LIST OF RESOLUTIONS	X			3/22/2022
22-77	CLERK	3/22/22	J KNIGHT	COPY OF ARENA ASSOCIATION LEASE AGREEMENT	SAME			X	3/22/2022

22-78	CLERK	3/28/22	B POWELL	404-18-17-Q FROM 11-01-2016	1028 pages from Community Developments and 368 copies of emails on jump drive				4/18/2022
22-79	CLERK	3/28/22	J&E MARTIN	404-18-17-Q FROM 11-01-2016	1028 pages from Community Developments and 368 copies of emails on jump drive				4/18/2022
22-80	CLERK	3/28/2022	M GIANGRECO	UTILITY MAPS, ROW-E COURY DRIVE	No records responsive to request				
22-81	CLERK	3/31/22	C BRYSON	INSPECTIONS,NOTES PICTURES, EMAILS 1153 W THORTON, 66 S MANN AND 60 S MANN	SAME			x	4/1/2022
22-81 part 2	CLERK	3/31/22	CBRYSON	60 S MANN	SAME			x	4/1/2022
22-82	CLERK	3/31/2022	dbux22@hotmail.com	Minutes when dispatch console was approved	minutes 11-03- 2021	x			4/1/2022

Note from the Clerk's Office: .

Conducted five Council Meetings; provided an Open Meeting Law Training for P&Z BofA, Council and Staff. Attended one virtual meeting with Sinema, and Ladrieu, Attended two Intergov Meetings, hosted the Region 1 Quarterly Meeting for the Regional Clerks at Al Cantera, provided training to CVMO regarding records, Attended one MAC/Coop Meeting.

Cindy Pemberton, Town Clerk



Town of Camp Verde

February 2021 - Operations

	February 2021-2022 Activity	February 2021-2022 Budget	YTD 2021-2022 Activity	YTD 2021-2022 Budget	YTD 2020-2021 Activity
01 - GENERAL FUND					
Revenue	909,607.74	817,309.71	6,967,637.09	6,412,477.68	6,099,541.45
000 - Non-Departmental	850,809.50	741,443.42	6,411,615.05	5,805,547.36	5,521,898.83
120 - Town Clerk	0.00	2,249.10	15,306.00	17,992.80	15,507.25
160 - Risk Management	0.00	0.00	2,500.00	0.00	0.00
170 - Economic Development	101.50	599.76	13,171.02	4,798.08	200.91
300 - Municipal Court	20,172.32	12,911.50	46,606.29	103,292.00	59,703.46
400 - Public Works/Engineer	0.00	1,249.50	1,625.00	9,996.00	21,637.83
500 - Community Development	0.00	0.00	105.00	0.00	24.00
510 - Building Department	29,435.71	22,999.13	196,291.87	183,993.04	222,492.33
520 - Planning & Zoning	5,015.00	3,431.96	27,747.74	27,455.68	27,360.30
600 - Marshal's Department	569.90	566.44	35,023.39	4,531.52	16,463.73
610 - Animal Control	120.00	541.45	984.00	4,331.60	1,213.00
620 - DISPATCH	0.00	16,243.50	108,001.68	129,948.00	142,500.00
700 - Camp Verde Community Library	465.06	5,789.35	48,133.20	46,314.80	45,226.48
800 - Parks & Recreation	935.00	249.90	8,045.00	1,999.20	580.00
810 - Special Events	1,630.00	3,932.58	32,472.10	31,460.64	8,902.36
820 - Heritage Pool	0.00	1,749.30	7,375.00	13,994.40	6,072.50
830 - Programming	353.75	3,352.82	12,634.75	26,822.56	9,758.47
Expense	-764,191.21	-869,196.33	-6,246,867.41	-7,054,690.64	-5,652,339.75
100 - Mayor & Council	2,303.52	4,087.93	25,604.57	32,703.44	25,809.17
110 - Town Manager	14,279.46	15,305.10	117,367.72	122,440.80	118,457.00
120 - Town Clerk	17,622.67	19,491.76	138,369.16	155,934.08	165,872.61
130 - Finance	37,041.32	24,083.40	239,018.07	293,787.20	258,300.44
140 - Human Resources	10,349.08	47,971.59	147,953.50	383,772.72	149,758.20
160 - Risk Management	22,816.50	33,448.22	268,823.55	267,585.76	255,114.68
170 - Economic Development	54,320.98	36,547.85	265,641.37	292,382.80	169,356.29
180 - Information Technology Services	18,794.78	22,491.00	199,806.42	179,928.00	133,359.78
300 - Municipal Court	38,097.60	40,587.45	270,864.38	324,699.60	244,725.57
400 - Public Works/Engineer	10,144.12	10,681.93	79,889.73	85,455.44	73,560.72
410 - Storm Water Management	10,116.78	13,216.34	88,457.07	105,730.72	74,536.93
420 - Maintenance	98,615.66	79,362.76	644,259.63	634,902.08	547,525.72
500 - Community Development	10,940.85	14,412.90	99,310.01	115,303.20	79,256.17
510 - Building Department	29,499.64	29,005.83	227,900.29	232,046.64	138,796.04
520 - Planning & Zoning	3,293.12	14,136.78	29,290.48	113,094.24	83,903.75
540 - Code Enforcement	6,035.06	7,995.09	39,901.70	63,960.72	30,910.33
600 - Marshal's Department	267,835.22	313,141.32	2,247,950.82	2,505,130.56	2,092,038.74
610 - Animal Control	5,080.46	6,673.94	53,168.58	53,391.52	43,479.64
700 - Camp Verde Community Library	50,806.63	53,334.46	415,097.53	426,675.68	414,396.59
800 - Parks & Recreation	14,566.28	13,327.11	99,829.49	106,616.88	91,110.23
810 - Special Events	4,177.36	8,781.46	79,380.29	70,251.68	45,341.78
820 - Heritage Pool	4,331.05	11,781.07	72,140.62	94,248.56	90,572.62
830 - Programming	9,628.37	12,804.85	76,904.60	102,438.80	63,166.90
999 - Non-Departmental	23,494.70	36,526.19	319,937.83	292,209.52	262,989.85
01 - GENERAL FUND Totals:	145,416.53	-51,886.62	720,769.68	-642,212.96	447,201.70
20 - HURF/STREETS FUND					
4 - Revenue	91,084.68	61,359.62	491,961.52	490,876.96	434,949.63
480 - HURF	91,084.68	61,359.62	491,961.52	490,876.96	434,949.63
5 - Expense	-44,359.10	-64,063.03	-528,623.38	-512,504.24	-528,201.39
480 - HURF	44,359.10	64,063.03	528,623.38	512,504.24	528,201.39
20 - HURF/STREETS FUND Totals:	46,725.58	-2,703.41	-36,661.86	-21,627.28	-93,251.76
31 - SEWER					
4 - Revenue	189,043.38	156,320.78	1,269,377.16	1,250,566.24	1,228,210.62
490 - Sewer	189,043.38	156,320.78	1,269,377.16	1,250,566.24	1,228,210.62
5 - Expense	-247,696.08	-717,032.67	-1,711,391.83	-5,938,136.36	-1,431,814.82
490 - Sewer	247,696.08	717,032.67	1,711,391.83	5,938,136.36	1,431,814.82
31 - SEWER Totals:	-58,652.70	-560,711.89	-442,014.67	-4,687,570.12	-203,604.20

	February 2021-2022 Activity	February 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	889,439.36	0.00
Revenue Totals:	0.00	111,179.92	1,868,117.99	889,439.36	0.00
Expense					
ARPA BUDGET HOLDING ACCOUNT	0.00	111,179.92	0.00	889,439.36	0.00
COUNCIL CHAMBERS IMPROVEMENTS	0.00	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	1,650.00	0.00	16,500.00	0.00	0.00
DIGITAL FINGERPRINT PROCESSING	14,035.00	0.00	15,062.52	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	0.00	0.00	73,111.71	0.00	0.00
Expense Totals:	15,685.00	111,179.92	231,984.85	889,439.36	0.00
21 - FEDERAL GRANTS SPECIAL Totals:	-15,685.00	0.00	1,636,133.14	0.00	0.00

MEMORANDUM

TO: RUSS MARTIN, TOWN MANAGER
FROM: KATHY HELLMAN, LIBRARY DIRECTOR
SUBJECT: MONTHLY REPORT MARCH 2022
DATE: APRIL 10, 2022
CC: DEPARTMENT HEADS, TOWN COUNCIL

Report from the Library Director: We decided it was time to update the library logo to coordinate with those used by [Economic Development](#), [Parks & Recreation](#), and Public Works.



A SHOUT OUT to Wendy for tackling technology upgrades and installs in ways she has never done before. Her expertise and enthusiasm for “all things tech” has been a huge asset to the library as well at the community.

Report from Adult Services: Nicole Metz-Andrews, the library’s AmeriCorps VISTA worker, successfully implemented Computer and Information Literacy classes at the library to help bridge aspects of the digital divide. She completed a survey of community members to determine the need and put together a series of 8 classes. Each class is led by a volunteer. The first 4 classes have been an overwhelming success with around 20 participants in each. The final four classes run through May, with another 8-week block in the works for the summer. Cottonwood Public Library contacted us about emulating the program in the future.

Report from the PC Helpdesk: This month Kathy and I spent time getting Chromebooks, purchase with Emergency Connectivity Funding, ready for the public to checkout. Until this point, I was unaware of how involved Child Information Protection Act (CIPA) filtering is. I did as much research as I could to find a company that was both affordable and less complex. We found a company called Senso.cloud that has a very simple backend and has very helpful support staff. Lisa Lee, our Senso "guru" has helped me every step of the way. This month has been less about helping the patrons for me and more about getting the patrons devices into their hands so they can help themselves.

Report from the Children’s Library: March brings the spring season, a much-awaited time for programs involving movement and activity. The Children’s area is busy and productive as seen in Story time which continues to grow in attendance by both families and community volunteers. Each volunteer brings their own

personality and strengths adding a rich and diverse experience to the program. STEM+(A) Hour finished March 30th, completing a total of 28 weeks of programming with many families planning on returning in the fall when the program starts up again. Our Saturday programming (movies & crafts) also remains constant. The United Christian School came on a field trip to the library. The children enjoyed the library's tour and the book we read together in honor of World Water Day, We are Water Protectors, by Limstrong and Goade. I enjoyed training sponsored by the AZ State Library in Flagstaff in preparation of the upcoming Summer Reading Program where lots of ideas for programming and crafts were shared to assist libraries during such a busy time. Lastly, I attended the STEM Networking Lunch in Clarkdale where I was introduced to organizations that offer STEM programming in the Verde Valley.

Report from Circulation: Lose one, gain one: Saying goodbye to Randy M with many thanks for pitching in and helping out when we needed him most and saying, hello to Paul a new volunteer at the circulation desk.

Report from the Teen Library: In March, Game Nite continued to gain traction. Along with that Thursday night staple, I've added two more weekly programs.

- Monday nights are Maker Mondays, where teens learn through play and experimentation with circuits, using Makey Makeys, Little Bits, and Snap Circuits.
- Life Skills Enrichment Academic Program (LEAP) and is a collaboration involving Yavapai County Juvenile Probation and various community partners. Prior to the COVID shutdown, we partnered with LEAP and attendees learned how to make models in a 3D workspace (TinkerCad) that could then be used in 3D printing.

Volunteer Kevin Karvinen and I participated in the Verde Valley Comic Expo on March 19 at the Recreation Center in Cottonwood. We spent the day promoting CVCL's Dungeons and Dragons program, an all-ages game play, as well as Cottonwood Public Library's D&D program at both libraries.

Report from CVARP: March was a great month for the Adult Learning Center. We had 2 students earn their GED. One of the graduates would like to attend cosmetology school and the other is registering for college. We know that by earning their GED, their lives will be changed forever. One of the "potential recruits" that we have been working with took his ASVAB test and did very well. He expressed appreciation for the tutoring help he received at the Center. Thank you for all of your support.

To really keep up with what is going on at the library, don't forget to follow us on Facebook at:

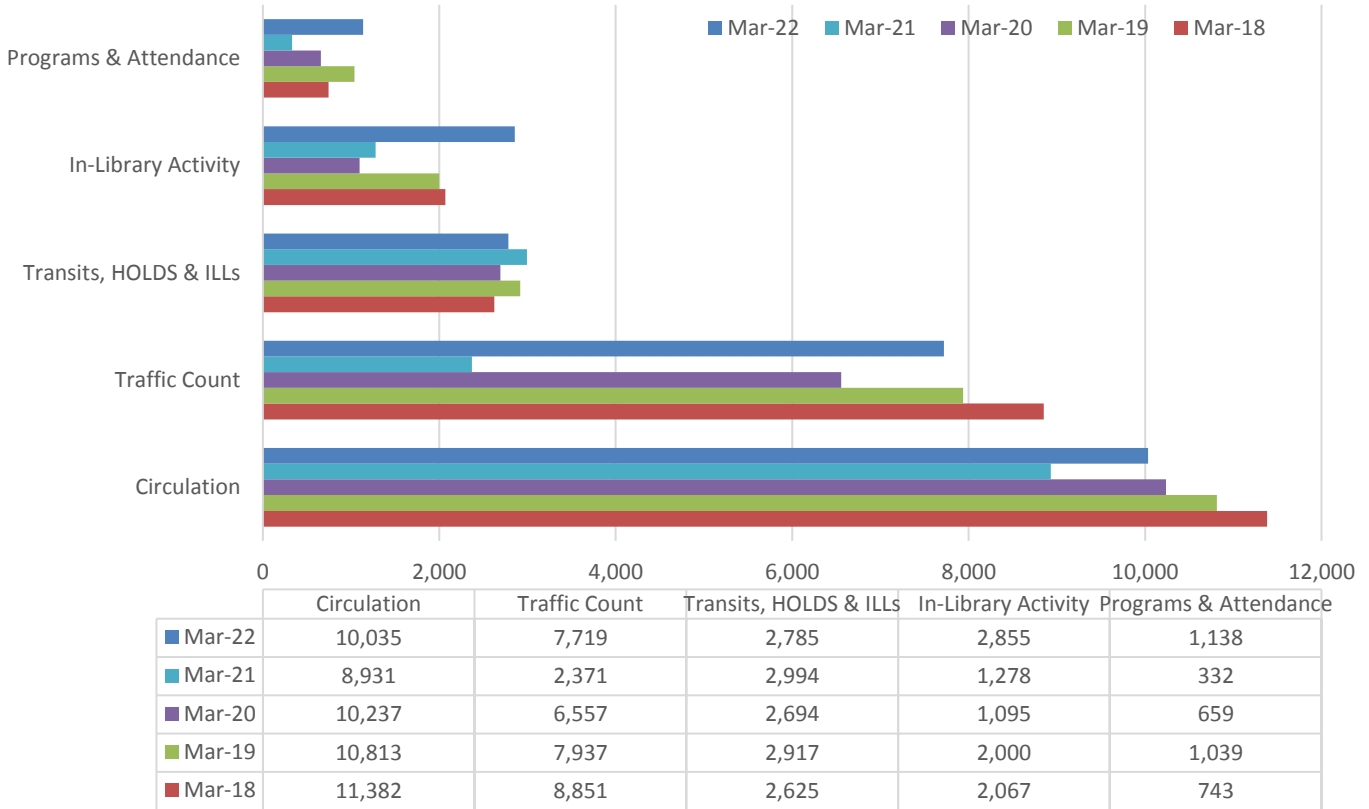
<https://www.facebook.com/campverdelibrary>

MARCH 2022

	Mar-22	Mar-21	Mar-20	Mar-19	Mar-18
Traffic Count	7,719	5,371	6,557	7,937	8,851
Circulation					
Self-Checkout Use	2,410	2,787	1,566	834	n/a
Items Checked Out	3,894	3,639	5,025	5,130	5,087
Items Checked In	4,256	3,789	4,682	5,010	5,434
Renewed Items	1,885	1,503	530	673	861
Total Circulation	10,035	8,931	10,237	10,813	11,382
In-Library Activity					
New Cards Issued	86	70	60	71	98
Computer Use - All Ages	2,475	798	872	1,653	1,705
Laptops & iPads - All Ages	32	15	40	33	6
PC Helpdesk Answered Calls	168	192	n/a	n/a	n/a
Requests for PC/Mobile Device Help	80	95	73	119	106
Reference Questions	14	108	50	124	152
Total in-Library Activity	2,855	1,278	1,095	2,000	2,067
Library & Community Programs					
Community Programs Attendance	317	57	361	382	489
Adult Program Attendance	310	145	82	575	153
Children's Program Attendance	434	105	128	61	94
Teen Program Attendance	77	25	88	21	7
Study Room Use - People Served	108	221	73	68	62
Total Library Program Attendance	1,138	332	659	1,039	743
Library Room Use					
Room Use by Community Groups	37	14	38	51	56
Room Use by Library - Adults	14	16	11	22	21
Room Use by Library - Children	38	16	22	18	16
Room Use by Library - Teens	12	4	4	21	7
Study Room Uses	245	82	111	111	122
Total Library Room Use	346	132	186	223	222
Circulation Tracking					
DVDs & Movies	1,828	1,517	2,128	1,672	2,164
eBooks	928	916	750	533	320
Children's Material	1,730	833	920	1,001	1,239
Teen's Material	329	252	458	563	975
Transits, HOLDS & InterLibrary Loans					
HOLDS Filled	1,036	1,147	1,081	1,099	955
Transit Items Sent & Received	1,721	1,827	1,596	1,779	1,640
CVCL ILL Items Going Out	21	15	14	31	21
ILL Items for CVCL Patrons	7	5	3	8	9
Total Transit, HOLDS & ILL Activity	2,785	2,994	2,694	2,917	2,625
Collection & Development					
New Kids & Teen Material Added	131	103	31	33	86
Books, Magazines, and A/V Items Added	430	301	302	321	130

Library Volunteers					
Number of Volunteers	24	16	20	34	37
Number of Hours Given	353	185	198	544	586
Average Hours/Volunteer	14.7	11.6	9.9	16.0	15.8
Mending & Donations					
Items Mended or Repaired		112	13	258	435
Donations Processed	7,637	1,902	606	1,230	1,401
Donations Cataloged	142	96	69	129	5

CVCL 5-Year Activity Trends March 2022





MONTHLY NEWSLETTER - March 2022

CAMP VERDE COMMUNITY LIBRARY

A Word from the Director

In March we celebrate reading with Read Across America! Started in 1998 by the National Education Association, the program focuses on motivating children and teens to read. Here are a few tools to help adult readers interact with and inspire the kids in their lives.

- read books with kids! [Find free books to read, listen to, or watch online](#)
- help kids enjoy and relate to what they read! [Check out these reading tips](#) for parents
- visit the library for free books and resources right in your own community!

The Blazin' for Books 2022 fundraiser was a huge success. The event raised money for the Verde Valley Imagination Library (VVIL), an affiliate of the Dolly Parton Imagination Library. VVIL, a 501(c)3 nonprofit organization is run by volunteers who work to ensure that free books are available to children between birth and 5 years old in the Verde Valley. Last year the organization served 2,000 children with age-appropriate, high-quality, free books mailed directly to their home each month.

Thanks to Ms. Letty, Children's Library Specialist, CVCL is involved in VVIL's literacy work. Inspiring parents, as their child's first teacher, to read with them is a subtle, but important mission of CVCL's Children's Library. Ms. Letty participates as a board member of VVIL, attends monthly meetings, and did a fantastic job helping with the fundraiser at Blazin' M Ranch. Ms. Letty can also assist parents enrolling their children in the Imagination Library, update mailing addresses, and answer any questions you may have about VVIL.

eNews Highlights

Camp Verde Quilt Club

Wednesday, March 30 from 10:00a-12:00p a group of quilters will meet in the Founders Room to discuss the possibility of doing a quilt show at the 2022 Fort Verde Days event. If you are a quilter and would like to connect with others who enjoy quilting, please make time to join the discussion. This is your opportunity to help the Camp Verde Quilt Club get more active and show off their beautiful handiwork.

Popular Sew-Along with Allyn: Where Happiness is Homemade Returns

Sewing instructor, Allyn Watson has returned to recording her series of online classes showcasing a variety of sewing projects for beginners. In January, she demonstrated tips for sewing half-square-triangles, including some of the common layout designs to viewers. In February, Allyn showed viewers how to make a fully-lined reusable gift bag. The digital recording for each session is posted to the [Library's Events Calendar](#) and [Facebook page](#) on the **3rd Friday of the month** at about 9:00a. A supplies list will be posted one week before the instructional video.

Verde Valley Photographic Society

Meets **Thursday, March 17 from 3:00p-5:00p** and continues every month on the 3rd Thursday. As the weather warms and Spring begins to unfurl all around us, conditions are perfect for going outside and taking pictures. The science of good photography does not have to remain a mystery. Join a group of photographic artists who intend to make a statement with their art (or maybe just have fun!). Amateur and professional photographers are all welcome to share their passion for learning about photography. Bring samples of your work as prints or on flash drive for sharing with the group.

Music in the Stacks at Camp Verde Community Library

Music in the Stacks returns on Thursday, March 10th at 5:30 pm in the Library's Fireside Room. This month's show, labeled Canadiana Night, features Kris Baldwin, Kathi Bellucci, Marty and Lil, and Gary Simpkins who will perform your favorite songs that have been written and sung by Canadian musicians.

Come out and enjoy a relaxing evening listening to tunes by Gordon Lightfoot, Neil Young, Joni Mitchell, Ian Tyson, Leonard Cohen, and many more, performed by these talented local musicians.

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.

Teen Library Introduces Maker Mondays

Starting February 28 and continuing **every Monday from 4:30p to 6:00p** Teen Librarian, Zack Garcia will host Maker Mondays in the Teen Library computer lab. Teens ages 12 and up are invited to explore circuits, invent with gadgets, and learn tech skills through play. Develop important STEM skills while having fun. Recreate the now-famous Banana Piano with Makey-Makeys, or tinker and explore to invent something new. Synthesize and modulate sound and turn your creative ideas into reality with Little Bits, and much more

Funded by the **American Rescue Plan Act STEAM for Arizona Libraries**. *This project is supported by the Arizona State Library, Archives & Public Records, a division of the Secretary of State, with federal ARPA funds from the Institute of Museum and Library Services.*

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

March 2022



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 March 2022

Staffing & Office Expansion: Interviews for the vacant Permit Technician occurred this month. An offer was made to an excellent candidate who will start in April. Office staff continue to re-organize, sort through old files and clean-out long stuffed cabinets, shelves and files.

The office is still awaiting final approval to cut a door into the wall between the two offices . . . so staff gets lots of “steps” on their pedometers as they walk back and forth between the two offices.

Staff and well as new Board of Adjustment and Planning & Zoning members attended the annual Ombudsman training regarding open meeting law sponsored by the Clerk’s Office.

Planning & Zoning (P&Z) Commission: Two neighborhood meetings took place for property owners considering applying for a re-zone of their property. Alcantara Winery, one of those property owners, submitted for a re-zone of all 5 of their parcels to rezone from RR-2A and PAD to C2-PAD. This re-zone public hearing is likely to be on the May Planning and Zoning Commission Calendar.

Board of Adjustment & Appeals (BOA): Canceled, no business in March, however, the office received an appeal application appealing the Town’s position on feather/wind-blown signs being illegal within the Town. This public hearing will likely be on the May BOA calendar.

Pending (possible) Upcoming Projects: There is LOTS of interest in ‘adding’ or developing small RV parks throughout the Town. Several times a week (sometimes several times a day!) someone walks into the office or calls the office with questions centered upon what it would take to install RV sites on their parcel and develop a small RV park. Often, these are smaller parcels, 1/2 – 2 acre size parcels looking to add 2-5 RV sites on their property. To date, no one has followed through on starting the process, but interest *is very high* by property owners looking to generate income through people living or staying long-term in RV’s on their property.

Development Standard Review is in progress for Tractor Supply Retail and one of the Marijuana Cultivation sites.

Additionally, the office was contacted by a new company planning to develop a new large marijuana cultivation site along State Route 260 in the area of Old Highway 279.

The office received preliminary information that Verizon is looking to co-locate on one of the existing cell-towers.

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

March 2022		March 2021	% difference 2022 vs 2021	Year to date 2022	Year to date 2021	% difference 2022 vs 2021
Total Permits	77	101	(-) 24%	261	200	(+) 23%
SFR (Single Family Residence)	4	4				
MFH (Manufactured Homes)	2	19				
SOLAR	21	9				
OTC (over-the-counter)	(8)	(29)				
Electric	6	6				
Plumbing	5	5				
HVAC	18	18				
DEMO	0	2				
Accessory Structures (garage, shed, carport, fences, etc)	21	15				
Addition/Remodel Residence	4	6				
Commercial Building	1	6				
Commercial TI	6	2				
Grading	2	0				
Signs	1	4				
Swimming Pool (in-grnd)	0	0				
<u>Planning & Zoning Applications</u>						
Developmental Review	0	0				
Minor Land Division/Lot-Line Adjustment	5	2				
Preliminary Subdivision Plat	0	0				
Rezone	1	2				
Temp Use Permits	2	1				
Use Permit Application	0	0				
Minor PAD Amendment	0	0				
Request for Variance	0	0				
Major PAD Amendment	0	0				
Minor PAD Amendment	0	0				
Zoning Verification	1	1				
Wireless Tower Upgrade	1	0				
BOA–Appeal of Decision	1	0				

Permit Fees Collected March 2022	Permit Fees Collected March 2021	% difference 2022 vs 2021	Fees Year to date 2022	Fees Year to date 2021	% difference 2022 vs 2021
\$44,683	\$48,742	(-) 06%	\$125,113	\$123,286	(+) 01%

DATE: April 4, 2022

TO: John Knight, Community Development Director

FROM: Anthony Apodaca, Code Compliance Officer

SUBJECT: March 2022 Monthly Report

To date, the Code Compliance Section currently has

Active cases: (140)

Closed Cases: (45)

New Cases: (43)

Violations: (59)

Proactive Enforcement: (43)

Reactive: (45)

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**

March 2021 Numbers:

Cases open in March: (11)

Cases Closed in March: (13)

BUILDING DIVISION MONTHLY REPORT

For the Month of: **March**

Year: **2022**

Permits

Received	Issued	Finalized
82	94	43

Plan Reviews

Commercial	Residential
3	41

Number of Inspections: 144

Transmittals: 55

Dangerous Buildings: 0

Stop Work Orders: 0

Letters Sent: 0

Site Inspections

Business License	Misc. Building

Number of Postings

CD	Clerk	Building
1	3	0

Meetings/Training Attended by CBO

Building Related	Commission	Board	Council	Other	Cont. Education
15	0	0	1	19	Educode -14 hours

Meetings Attended by Staff:

Jon 5 staff meetings; 7 building related meetings

Kimberly 5 staff meetings

Kim M. 5 staff meetings

Cory 5 staff meetings

Staff Training/We binars:

Jon 0

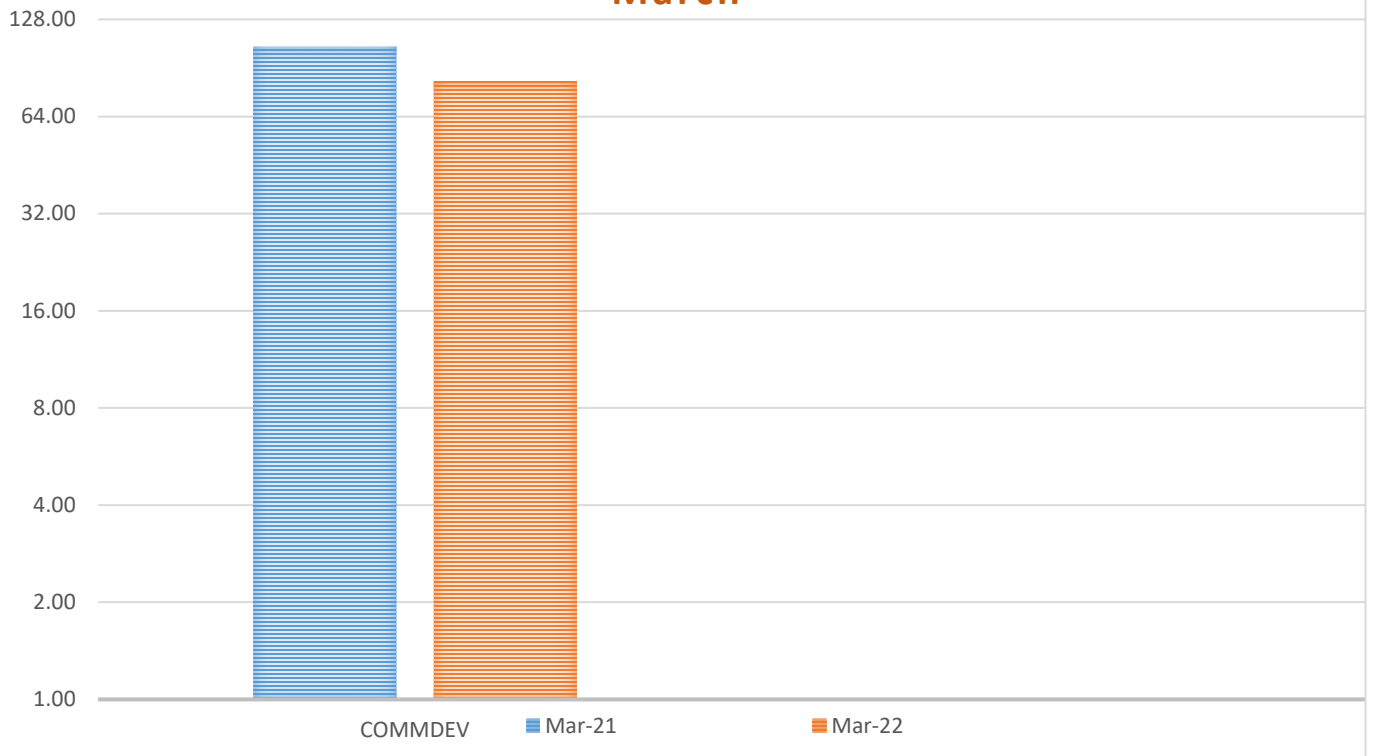
Kimberly Educode - 14 hours

Kim M. 0

Cory Educode - 14 hours

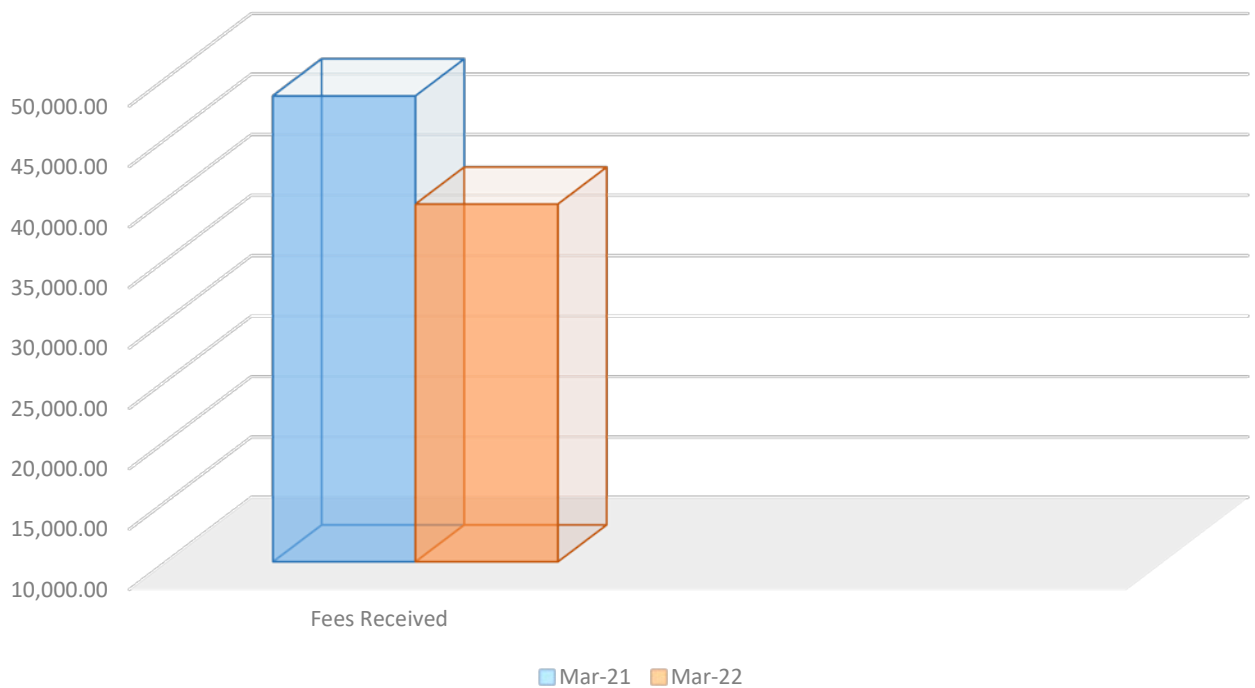
PERMITS RECEIVED

March



FEE REVENUE

MARCH



Permit Report monthly

03/01/2022 - 03/31/2022

Permit #	Permit Date	Permit Type	Applicant Name	Description	Project Cost	Primary Contractor	Total Fees	Parcel Address
20220261	3/31/2022	SOLAR	Elevation Solar	RES- Solar Rooftop 16.80kw/Panel Upgrade	81,558	Elevation Solar	\$1,783.81	3057 S CEDAR WAY
20220260	3/31/2022	Building	Stanley Steel Structures LLC	RES- Carport Steel 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	1091 Thorton Dr
20220259	3/31/2022	Building	Stanley Steel Structures	RES-Carport Steel 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	983 Thorton
20220258	3/31/2022	Building	Stanley Steel Structures LLC	RES-Carport 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	40 S Mann
20220257	3/31/2022	Building	Ben Montgomery	New Deck to Existing MFH	5,000	JDS IMPROVEMENTS	\$344.27	4120 E CLEAR CREEK DR
20220256	3/30/2022	Electrical	Dennis Short	RES-OTC: Electrical	0	P S ELECTRIC	\$84.98	739 W BUFFALO TRL
20220255	3/30/2022	Zoning Clearance	Charles-Hilbers Living Trust	Zone-Fence 4'	0	YAVAPAI FENCE INC	\$87.55	2171 S QUARTERHORSE LN
20220254	3/30/2022	Planning and Zoning	New Cingular Wireless PCS by Crown Castle USA	LAND-Wireless (Cell) Tower Collocation	0		\$515.00	1574 S ROADRUNNER LN

20220253	3/29/2022	Electrical	Lyle & Tammy Ford	RES-OTC: Electric	1,000	CV ELECTRIC LLC	\$84.98	3888 E LARK DR
20220252	3/29/2022	Electrical	Town of Camp Verde	Com-OTC: Electric	0	CHRIS CONNOLLY INC	\$0.00	33 W MOSER LN
20220251	3/29/2022	Electrical	S & M Electric	RES-OTC Electrical; Replace 100 AMP panel w/ 200 AMP panel	3,500	S & M ELECTRIC INC	\$84.98	467 W AZURE PL
20220250	3/29/2022	FIRE	Good To GO (Resin Architecture)	COM-Fire Sprinkler	600,000	Bateman-Hall, Inc.	\$360.50	1897 W PUEBLO RIDGE RD
20220249	3/29/2022	Planning and Zoning	Rob Witt	COM-BOA Appeal; Feather Banner	0		\$515.00	1896 Moonrise Dr.
20220248	3/28/2022	SOLAR	SunRun Installation Serv.	RES-Solar Roof Top 2.765kw	17,656	SUNRUN INSTALLATION SERVICES INC	\$216.30	251 E SILVER BUGLE DR
20220247	3/28/2022	Zoning Clearance	Yavapai Fence	RES-6' Privacy Fence	3,601	YAVAPAI FENCE INC	\$87.55	1023 W. Thorton Road, Lot #18
20220246	3/28/2022	SOLAR	Elevation Solar	RES-Solar 5.600kw	20,150	Elevation Solar	\$216.30	524 W SADDLE CREEK DR
20220245	3/28/2022	Building	McNelly, John	RES-SFR W/Garage	400,000	CHRIS CONNOLLY INC	\$5,406.21	15 N SHORTHORN DR
20220244	3/25/2022	SOLAR	Cecilee Janis	Installation of 7.20KW PV System	7,800	One World Energy, LLC (DBA) Our World Energy	\$216.30	3203 E MOCKING BIRD LN
20220243	3/25/2022	SOLAR	Cecilee Janis	RES-Solar 4.00KW PV	5,000	One World Energy, LLC (DBA) Our World Energy	\$216.30	537 S YAQUI CIR
20220242	3/24/2022	TEMP USE PERMIT	Ford, Lyle & Tammy	TUP-RV Dwelling	0		\$149.35	3888 E LARK DR
20220241	3/24/2022		Jeff and Jane Galloway	LAND: Minor Land Division	0		\$206.00	2045 N LONG RIFLE RD
20220240	3/24/2022	Zoning Clearance	Jed Morrison	Zone-Shipping Container	7,500		\$87.55	101 E Lacy Ln
20220239	3/24/2022	Zoning Clearance	Yavapai Fence, Inc	RES-Fence 6' Wood	0	YAVAPAI FENCE INC	\$87.55	1007 W Thorton Dr

20220238	3/23/2022	Building	Martin, Kirk & Suzanne	RES-Casita	65,000	CHRIS CONNOLLY INC	\$1,622.70	2590 N MUSTANG LN
20220237	3/23/2022	SOLAR	Elevation Solar	RES-Solar Roof Mnt 7.20kw	25,330	Elevation Solar	\$216.30	158 S RIVER CAVE RD
20220236	3/23/2022	SOLAR	Elevation Solar	RES-Solar Rooftop 7.30kw	29,855	Elevation Solar	\$216.30	1040 W RELO LN
20220235	3/23/2022	SOLAR	Solcius LLC	RES-Solar Roof Mnt 4.74kw with De-Rate to 150A	18,093	SOLCIUS LLC	\$216.30	91 S MANN CIR LOT #44
20220234	3/22/2022	TEMP USE PERMIT	APS-Brandon Echols	Land-Utility Exemption	0	APS	\$206.00	
20220233	3/22/2022	Building	Stanley Steel Structures LLC	RES-Carport 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	1062 W Thorton
20220232	3/22/2022	Building	Stanley Steel Structures LLC	RES-Carport 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	1139 W Wheeler Rd #73
20220231	3/22/2022	Building	Stanley Steel Structures LLC	RES-Carport 12x52	6,000	STANLEY STEEL STRUCTURES LLC	\$164.80	79 S MANN CIRCLE #89
20220230	3/22/2022	SOLAR	Titan Solar Power	RES-Solar RM 9.2kw	18,400		\$216.30	1570 S RIO VERDE LN
20220229	3/21/2022	Grading	Randy McDonald	COM-Grading	0	MCDONALD BROS CONSTRUCTION	\$2,566.76	97 Salt Mine Road
20220228	3/21/2022	Building	Ram Jack Arizona-Straight Line Pier	RES-Foundation Repair	5,500	Straight Line Pier, DBA Ram Jack of AZ	\$271.92	1955 S MONROE LN
20220227	3/18/2022	Zoning Clearance	Korri Reeves	RES- ZC Fence	1,000	Owner Builder	\$87.55	735 Stolen Blvd
20220226	3/18/2022	Zoning Clearance	Yavapai Fence	RES- Fence 100 LF 6'	2,290	YAVAPAI FENCE INC	\$87.55	1167 W WHEELER RD LOT #70
20220225	3/18/2022	Building	Mark Weiland	COM-Retaining Wall	4,000	WYLAND CUSTOM HOMES	\$581.17	357 S. Cliffs Parkway
20220224	3/18/2022	Plumbing	Camp Verde Plumbing	RES-OTC Plumbing	1,969	Camp Verde Plumbing	\$84.98	442 W PHEASANT RUN CIR

20220223	3/17/2022	SOLAR	Elevation Solar	RES-RM Solar 14.800 KW	76,856	Elevation Solar	\$216.30	2025 N VIA LINDA
20220222	3/17/2022	SOLAR	Elevation Solar	RES-RM Solar 13.200KW and MPU	69,460	Elevation Solar	\$216.30	3495 E MESQUITE TRL
20220221	3/17/2022	Building	Verde River Bend-Rhonda Rawson	COM-Containers for Cultivation	21,000		\$1,327.67	775 N. Industrial Dr
20220220	3/17/2022	Building	Jon Byler	RES-SFR	229,000	BYLER HOMES LLC	\$3,545.16	4350 E CANYON DR
20220219	3/17/2022	SOLAR	Kayo Energy	RES-RM Solar 9.10KW	25,900	KAYO LLC	\$216.30	683 S AZURE DR
20220218	3/16/2022	Building	Alex Watson	RES-Carport	13,200	Owner Builder	\$588.90	846 N GARNER LN
20220217	3/16/2022	Zoning Clearance	Crystal Clear Az Property Mgmnt	RES-ZC for MFH	85,000	ARIZONA MODULAR LLC	\$180.25	3264 E CLINTON LN
20220216	3/16/2022	Manufactured Home	Crystal Clear Az Property Mgmnt	RES-MFH	85,000	ARIZONA MODULAR LLC	\$360.00	3264 E CLINTON LN
20220215	3/16/2022	Building	John & Dena Davis	RES- SFR w/ Garage	650,000	GOETTL'S HIGH DESERT MECHANICA	\$7,889.18	
20220214	3/16/2022	Planning and Zoning	Robert and Daria Weir	LAND-Minor Land Division	0		\$206.00	1951 S DODGE RD
20220213	3/16/2022	Zoning Clearance	William Kirk	Zone-Fence 4'	0	Owner Builder	\$87.55	1636 S Parrish Lane
20220212	3/15/2022	Building	VERDE BREWING CO LLC	COM-TI (WALK-IN COOLER)	20,000	VERDE SOL-AIR SERVICES	\$830.90	724 N INDUSTRIAL DR
20220211	3/15/2022	Zoning Clearance	Permit Pushers-Kathy	RES- ZC MFH	85,000	GRANILLO'S MOBILE HOME SVC IN	\$180.25	1040 W BUFFALO TRL
20220210	3/15/2022	Manufactured Home	Permit Pushers-Kath	RES_MFH	85,000	GRANILLO'S MOBILE HOME SVC IN	\$360.00	1040 W BUFFALO TRL
20220209	3/15/2022	Mechanical	DAWN HASPEL	RES-OTC:MECHANICAL	1,593	DELTA MECHANICAL	\$84.98	2350 S SQUAW PEAK RD

20220208	3/15/2022	Zoning Clearance	Red Rock Fence Co.	RES-ZC Fence	11,990	RED ROCK FENCE CO	\$87.55	1186 W White Hawk Dr Lot 10
20220207	3/15/2022	Grading	Jeremy Bach	COM-Grading	1,500,000	MCDONALD BROS CONSTRUCTION	\$536.63	TBD
20220206	3/15/2022	SOLAR	Titan Solar Power	RES-RM Solar 6.715 kW	13,430	TITAN SOLAR POWER	\$216.30	2998 S ASPEN WAY
20220205	3/15/2022	Building	Sue Kennedy	COM-Carports (x2)	13,000	AMERICAN STEEL CARPORTS INC	\$521.33	1406 N BOOT HILL DR
20220204	3/15/2022	SIGNS	Dean Harrison	COM-Sign	0	Owner Builder	\$164.80	4020 N CHERRY RD
20220203	3/15/2022	SOLAR	Solar One Energy Group	RES-Solar Roof Mount 7.04kw	22,000	Solar One Energy Group	\$216.30	127 W Fort McDowell
20220202	3/15/2022	SOLAR	Solar One Energy Group	RES-Solar Roof Mount 4.35 kw	15,000	Solar One Energy Group	\$216.30	2704 S OLD CHURCH RD
20220201	3/14/2022	Zoning Clearance	Brent Miller	Zone-Fence 6'	3,500	Owner Builder	\$87.55	392 N Homestead Parkway
20220200	3/10/2022	Planning and Zoning	John Bradshaw	LAND-ZMC PAD to C2-PAD	0		\$2,476.12	3445 S Grapevine Way
20220199	3/10/2022	Zoning Clearance	Yavapai Fence	Zone-Fence 3' Wood	0	YAVAPAI FENCE INC	\$87.55	1161 W. Thorton Rd, Lot # 02
20220198	3/10/2022	SOLAR	Cheyenne-Elevation Solar	RES-RM Solar 8.8KW	38,195	Elevation Solar	\$216.30	3245 E RIPPLE RD
20220197	3/9/2022	Zoning Clearance	Ryan Richards	Zone-OTC Fence 5'	0	Owner Builder	\$87.55	2603 W MIDDLE VERDE RD
20220196	3/9/2022	Building	Jon Byler	RES-Detached Garage	40,000	BYLER HOMES LLC	\$1,123.40	912 W DEEP GORGE RD
20220195	3/8/2022	Zoning Clearance	Richard Perez	RES-Zoning Clearance; Storage Container	5,000		\$87.55	1816 W WOT EVANS DR
20220194	3/8/2022	SOLAR	Titan Solar Power	RES-Solar Roof Top 9.6kw	19,200	TITAN SOLAR POWER	\$216.30	1772 N Jessica Way
20220193	3/8/2022	SOLAR	Jenna Perez-Palmetto Solar	RES-RM Solar 12.8KW	26,000	Palmetto Solar	\$216.30	3080 E LAZAR RD

****PLEASE REMEMBER TO FILL IN THE YELLOW AREAS****

Please return to: building.statistics@construction.com or Fax: 800-892-7470 or Fax: 866-663-6373

ID#:	24059
For the Month of:	March
Area covered by permits:	TOWN OF CAMP VERDE

← Please place your Dodge ID # found in the email Subject here.

TOTAL VALUATION OF CONSTRUCTION EXCLUDES LAND AND PERMIT FEES

NEW RESIDENTIAL BUILDINGS	Total Number of Buildings	Total Dwelling Units	Total Valuation of Construction (omit cents)	Total Square Feet of Living Area (if available)
SINGLE FAMILY DETACHED				
SINGLE FAMILY ATTACHED (Townhouses or Row Houses)				
TWO-FAMILY BUILDINGS (Duplexes)				
THREE-OR-MORE-FAMILY BUILDINGS (Apartments or Stacked Condos)				

X

If **No Permits** for these categories, please enter "X" in this box

<p>QUESTION/COMMENTS Contact Us TOLL-FREE by Phone: 877-489-4092 Fax: 800-892-7470 or Fax: 866-663-6373</p>
--

Name of person to contact regarding this report: **Cory Mulcaire**

Phone Number: 928-554-0062

Email Address: Cory.Mulcaire@campverde.az.gov

THANK YOU!

