

JULY 27, 2024

# WEEKLY UPDATE

Miranda Fisher, Town Manager

## APPLAUSE FOR ACHIEVEMENT: RECOGNIZING OUR NEWLY CERTIFIED STAFF

### Alex Cabrera Achieves ADEQ Certification Test, Collections Level II

We are proud to recognize Alex Cabrera for passing the ADEQ Certification Test, Collections Level II! This certification is a testament to Alex's expertise and commitment to maintaining the highest standards in our operations. Well done, Alex, on this significant milestone in your professional journey!

### Chris Bigg Earns Permit Technician Certification

We are thrilled to announce that Chris Bigg has successfully earned his Permit Technician Certification, fulfilling an old goal he had before moving into his role as Plans Examiner. In addition to this accomplishment, Chris has recently achieved his Accessibility Plans Examiner and Inspector Certification. This series of achievements reflects Chris's dedication and hard work, enhancing our team's ability to provide efficient and knowledgeable service to our community. Congratulations, Chris, on these well-deserved milestones!



# HUMAN RESOURCES

The Human Resources Team is in the active recruitment phase for two executive manager positions, Town Clerk and Parks and Recreation Division Manager. Both are key positions in the organization and for those we serve, our community.

We received 21 applications for Town Clerk, including 17 in-state applicants and 3 out-of-state applicants; six of the applicants had direct and relevant experience in the field. After the completion of the preliminary interviews the applicants were narrowed down to two finalists. The next phase of recruitment will be conducted in-person on Wednesday, July 31, 2024. We wish both candidates well in the last phase of the process and look forward to announcing the newly selected Town Clerk soon.

The Parks and Recreation Division Manager recruitment has yielded 47 applications, 26 of the applicants were in state, 11 from out of state, and 5 applications from unknown location. Out of the applications 5 candidates, including an internal candidate, had direct and relevant experience and were selected for the preliminary interviews. The preliminary interviews took place on July 24, 2024, and July 25, 2024. We are excited to be collaborating with our new Deputy Town Manager Molly Davies in this recruitment process. With the retirement of Michael Marshall, we know the importance of filling the Parks & Rec Manager position he took such pride in. We are all invested in ensuring we select the right person who works closely and cohesively with all the stakeholders and fills the big shoes left by Mike.

## Professional Work Anniversaries for the Month of July

As a municipality we know the importance of collaboration, respect, and integrity that all Town employees must have to represent the organization. Our employees set a high standard for all, and we couldn't be prouder of them. We would like to recognize our dedicated, hardworking staff who are devoted not only to our organization, but to the entire community we serve. We appreciate you all and our sincerest gratitude for all you do!

- **Two Years of Service:** Chris Biggs, Community Development
- **Three Years of Service:** Vincenzo Santangelo, Camp Verde Marshal's Office & Micah Nevarez, Camp Verde Marshal's Office
- **Four Years of Service:** Timothy Hinrichs, Camp Verde Marshal's Office
- **Eight Years of Service:** Justin Reay, Camp Verde Marshal's Office & Chris Schrouder, Utilities
- **Thirteen Years of Service:** Michael Showers, Finance

## Current Job Postings

Hey, all you, Umpire/Sports Officials! We need you to make our upcoming Grasshopper Basketball Season a huge success. To apply click this link below:

<https://www.governmentjobs.com/careers/campverde/jobs/3945862/recreation-leader-sports-official-referee-grasshopper-basketball?1>

The children of our amazing community thank you! (no pressure though)

To see other great job opportunities at the Town, please follow this link below:

<https://www.governmentjobs.com/careers/campverde/>

# UTILITIES

Staff with the help of Dave Myers, Economic Development Specialist have created a fillable PDF Utilities Application for Service, the new form is available on the Utilities Department Resource and Information website: <https://www.campverde.az.gov/departments/utilities/resources-information>

## Town Energy Audit

Town staff is working with Bridgeway Solutions on creating a utilities energy audit to determine if system efficiencies or the addition of solar systems could save the Town for utilities expenses. Information of the Bridgeway's Ecobridge Program is attached.

## Webpage Updates

Updates were made to the Website to include pictures of Patty Mancini's Stormwater Adventures at Summer Camp. A new Tab titled "Water Conservation" was added to the Utilities Page and research is currently underway for content. Research is being done for the upcoming Bacteria of the Month change on August 1st for the Wastewater page. <https://www.campverde.az.gov/departments/utilities>

# STORMWATER DIVISION

## Arizona Floodplain Management Associate Fall Conference

The Utilities Director will be making a presentation at the AFMA Fall Conference regarding the Town's Area Drainage Master Study and Stormwater Master Plan.

Presentation Abstract: The Town of Camp Verde (45 square miles) has experienced frequent flooding from the Verde River and its tributaries - Oak Creek, Beaver Creek, and West Clear Creek. The Town has recently completed a new Area Drainage Master Study (ADMS) and Storm Water Master Plan (SWMP) in an effort to build a more resilient community. With a total contributing watershed area of over 6,000 square miles, developing the ADMS presented some unique challenges. This presentation will discuss the technical complexities involved the ADMS and SWMP efforts, community involvement related to the study, and the direct benefits that the study has on the Town of Camp Verde.

## Culvert Cleaning after July 17th Storm

Wastewater and Streets crews worked together to clean up clogged culverts in various areas of the Town after the July 17th monsoon storm event.

## ADEQ Brownfield Grant

Staff has been working with ADEQ staff regarding Brownfield grant applications for both the Green Building at the Wastewater Treatment Plant and the new purchased building at 546 S. 1st Street. The grant is a no match grant that will fund repairs to bring both buildings into current compliance standards. A request to submit the grants will be at the August 7th Council meeting.



# UTILITIES (Cont.)

## WASTEWATER DIVISION

### Biosolids Tour

Staff toured the City of Flagstaff Wildcat Water Reclamation Facility to see the Shincci Dryer Pilot Program which treats the wastewater sludge to above Class A Biosolids called Biochar. Biochar is an end product generated from biosolids that is used as a substitute for coal and carbon filters. Producing biochar through the concept biochar-processing facility, the “Northern Arizona Biomass Innovation Hub,” would further Flagstaff’s goal toward carbon neutrality, minimizing waste and providing a new source for carbon sequestration. The final end product can be sold for fertilizer or as an additive for other products.

## PARKS & RECREATION

Summer Camp has concluded for the year, marking the end of its 7th year. Last Friday, camp staff came together to clean, organize, and store supplies. A summary report for the camp is in progress and should be available within the next week. Initial numbers reflect 1,250 camper days, with 105 different children attending.

The pool season is ongoing with a busy schedule covering private pool parties, morning lap swim, aerobics, and open swim hours. Our first Evening Swim lesson session begins on Tuesday, July 23, at 6:00 pm.

Adult Co-Ed softball continues with 16 teams playing twice weekly. Despite weather-related cancellations last Wednesday, games will be rescheduled at the end of the regular season.

Corn Fest preparations ramped up throughout the week, culminating in a successful event on Saturday. Staff worked approximately 100 hours over Friday and Saturday. A detailed summary report of the event is in progress and should be available within the next week. This year, we purchased 810 dozen ears of corn from Hauser, an increase from last year’s 655 dozen. The event featured 87 vendors and an estimated attendance of 5,000 people. Maintenance provided exceptional support as always.



## COMMUNITY DEVELOPMENT

### Code Compliance

Jessica Bolton and Cliff Bryson held mock hearings with our new hearing officers last week. Everything went really well, and we received great feedback from both the participants and the hearing officers. Our first official hearing will be held next week.

### Building

A tenant improvement application was submitted to the Building Division on behalf of Northern Arizona Academic Services for the old Alco building.

# LIBRARY

## Cyber Security Training

The library's Safety Committee Representative, Carson Ralston, demonstrated and explained the access to and the use of the new PII Protect app in Teams to library staff at our biweekly meeting. We appreciate the quality and accessibility of training and micro training about cyber security that Sunstate, the Town's IT Team is providing.



## Viral Elimination Center Services

VEN (Viral Elimination) Centers offer Arizona residents Hepatitis C Testing & Treatment, and PrEP or PEP to anyone who needs it. Founded by the experts who developed Arizona Liver Health clinics, VEN Centers goal is to eliminate Hepatitis C and barriers to treatment across the state by spreading awareness, education, and connecting individuals needing the cure to care. A team from VEN Centers will be at the Library Thursday, August 8 11:00a - 2:00p to offer FREE health screenings for Hepatitis C, HIV, Random Glucose levels, and a blood pressure check. The Hepatitis C test is a rapid antibody test, requiring one drop of blood, and takes 1-2 minutes with results in 20 minutes. For those resulting with positive antibody or have a known positive, VEN Centers can connect them to care on the spot or make a future plan individually.

## Municipal Library Directors Meeting

Municipal Library Directors met with the Yavapai County District Librarian, Corey Christians, last week to discuss possible changes to the YCFLD/Affiliate Agreement. Library Directors are concerned about the recent trend in the reduction of the YCFLD contribution of the Library Tax Levy funds to municipal libraries. The District Librarian's budget and the amount contributed back to municipal libraries is set by Yavapai County Board of Supervisors annually. The County Free Library is a special taxing district that levies a secondary property tax on property owners in Yavapai County at the current rate of 0.1346 down from 0.1577 in FY21. Even though the total amount of the levy has increased (due to new construction), the rising costs of goods and services to run its 15 library branches has prompted the District Librarian to reduce the total amount of funds distributed to municipal libraries. As with the rising costs of everything around us, there is no quick fix for this issue. Municipal Library Directors will continue to meet with the District Librarian, Corey Christians, to work on solutions.

	<u>FY25</u>	<u>FY24</u>	<u>FY23</u>	<u>FY22</u>	<u>FY21</u>
District					
Net Assessed Valuation	\$ 3,806,627,199	\$ 3,556,683,081	\$ 3,333,228,464	\$3,143,221,200	\$ 2,957,724,707
Levy	\$ 5,123,720	\$ 4,993,583	\$ 4,893,179	\$ 4,780,839	\$ 4,664,332
Rate	0.1346	0.1404	0.1468	0.1521	0.1577
Total distributed to all Public Libraries from YCFLD levy	\$ 1,200,000	\$ 1,437,500	\$ 1,675,456	\$ 1,675,456	\$ 1,675,456

# MARSHAL'S OFFICE

The Marshal attended the Community Organizations Active in Disaster meeting and held a second meeting with the Sedona Humane Society to discuss the transfer of the Animal Impound. During this visit, the Humane Society toured our facility and expressed satisfaction with the location and building.

Additionally, a meeting was held to continue planning for National Night Out, scheduled for October 10th. The event will take place at the same location as the previous year.

# PUBLIC WORKS

## Thank You to Our Public Works Department

We want to extend a heartfelt thank you to our dedicated Public Works Department for their swift and effective response to the recent situation on General Crook Trail. When lightning struck and took out eight electrical poles, the team worked diligently to close off the area and ensure the safety of our community. We also appreciate APS's ongoing efforts to repair the damaged infrastructure. Your teamwork and commitment during this challenging time are truly commendable. Thank you for your hard work and dedication!



## General Updates

Ken Krebbs attended a Zoom meeting with NACOG to discuss updating the TIP grant project location, necessitated by the requirement for the project to be situated on a Federally classified road. The two new proposed locations are Salt Mine Road and Verde Lakes Drive, with the latter appearing to be the most suitable option. During the meeting, they also received updates on the Regional Priority Projects list. Additionally, Ken met with the Community Development team regarding the Zachary Lane right-of-way case. They are currently awaiting the surveyor to mark the road, which will enable them to proceed with requesting landowners to remove any items and concrete from the roadway.

## Maintenance & Grounds

Crews recently addressed several key tasks to improve our facilities and services. At the Sports Complex, they repaired significant irrigation leaks, fixed and cleaned the pool following storms, and added new ADA parking. For Corn Fest, they set up pen panels, electrical, and water, transported corn, changed trash cans, and cleaned bathrooms. Additional efforts included property cleanup at the Blevins Property, extending the search for a new grounds position, and storing all Main Street flags. Storm cleanup and weed control were also carried out throughout town.

## Streets

Recent maintenance efforts included addressing several critical areas across the town. Weeds were cleared from the right-of-way and retention pond on Phyllis Circle, as well as from ditches on E Cave View Lane and the entrance of Verde Lakes Crossing to E Preserve Drive. A clogged culvert on Verde West Drive was cleaned using the Wastewater Vac truck with traffic control provided by flaggers. Gadis Wash was also cleared, with approximately 100 tons of debris loaded and transported to the street yard. Additionally, signs were set up for Cornfest, and Old 279 was bladed.

## Engineering

Recent engineering updates included reviews and meetings on several projects. These encompassed the La Quinta and Thunderbird RV Park reviews, as well as the Silver Bugle Elevation Certificate. Updates were provided in meetings for Dickison and Zachary, and Jackpot Ranch. Alternative reclamation plans and Main Street reviews were also addressed. Additionally, the office was organized with the filing of reviewed plans.

# PUBLIC WORKS (Cont.)

## Capital Improvement Projects

- **Court Addition:** The project is currently out for bid, with completed bids due back by Thursday, August 1st.
- **Wayfinding Signage:** The consultant is developing concepts, which will be presented to the council on September 4th.
- **Finnie Flats / MCH Roadway Improvements:** ADOT is finalizing the contracting phase.
- **7th Street CDBG Sidewalk Project:** This project is out for bid, with bids due by Tuesday, July 23rd. APS relocation work is set to begin soon, and staff is working on obtaining the necessary easements (10 of 14 acquired).
- **Sports Complex Projects:**
  - TVB: Final punch list items are completed. The multiuse field lighting does not meet specifications, and staff is coordinating with MUSCO for a solution.
  - Waterline Installation: The contractor is in the second week of construction, expected to complete by September 13th.
  - Concession Stand/Restrooms: Awarded to CorWorth Restroom Facilities on July 17th. Staff will request a quote for building pad prep and bid out the concrete walkway after the stand is in place.
  - Electrical Service: A quote from Pur Solar for \$72K has been obtained. The electrical requirements are being re-evaluated and will eventually go out for bid.
  - Lift Station: Materials approved for purchase on July 17th. Installation labor will be provided by Town forces.
  - Force Main: Materials approved for purchase on July 17th. Installation labor will be provided by Town forces, with hand-dug excavation work to be bid out.
  - Irrigation Line Installation: Materials approved for purchase on July 17th. Installation labor will be provided by Town forces, with hand-dug excavation work to be bid out.
  - Website: Development of a dedicated page for sports complex updates and construction information will begin.
- **NACOG TIP Funding:** Staff met with NACOG on 7/22, identified two potential projects for TIP funding, and will prepare preliminary cost estimates for each option.
- **Main Street Reconstruction Project:** Staff is reviewing the submitted 90% plans.
- **Parson's Riverfront Preserve Parking Lot:** Staff is working on a topographic survey and preparing a preliminary design.
- **Community Center Park Rain Catchment:** The Tree Advisory Committee has resolved placement concerns. Staff will update the building permit application with Community Development.
- **Pool Shade Structure:** Staff will obtain updated calculations from the design consultant, seek clarification on code requirements from Community Development, and get recommendations from shade sail manufacturers.
- **NACOG Regional Priority Project List:** Staff participated in initial scoring, with the Montezuma Castle Highway project scoring 2nd and the Main Street Improvements project scoring 24th. The Main Street project, listed as the first priority, will be selected for award. Staff will participate in round 2 of the scoring process.
- **FY25 Pavement Preservation:** Awarded to Cactus Asphalt on July 17th, with work scheduled to begin in mid-August.
- **Engineering Design Standards:** Staff is preparing to present standard details for council adoption at an upcoming meeting.
- **Right-of-Way Permits:** Staff is addressing permit applications as they are received.