

June 2020 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	Melinda Lee	554-0053
Risk Management	Carol Brown	554-0003
Human Resource Director	Brandy Cabrera	554-0011



Memorandum

To: Mayor and Council
From: Russ Martin, Town Manager
Date: July 13, 2020
Cc: Department Heads
Re: Manager's report for the period ending June 30, 2020

1. ***Develop a system for staff feedback through survey or other instrument.***

No progress has been made during the transition of HR during this past month.

2. ***Meet with Council quarterly to review progress made on budget priorities as set in strategic plan and adopted budgets.***

Met July 1st, adding planning for new Council retreat/policy updates to my goals this year for January.

3. ***Monthly provide progress on project priorities identified above in #2 and follow up/supervisory activities accomplished.***

Camp Verde Sports Complex – Worked through a federal grant request with various staff in Public Works and Economic Development, applying for 2.5 million additional money for the complex. Additionally, finalized the financing to complete the first phase, set to close in July. Made several trips to the job site to see progress and work with staff on budgetary considerations relating to maximizing the grant potential.

Arena – Met with arena group preparing for road building time/scope/hauling coordination. Road to be completed in July with widening of entry road to Park and Wastewater Plant.

4. ***Modernize Town Services through development of online services, digitizing and backup projects that will increase transparency and citizen usability of services in person and digitally.***

Staff have been working to finalize webpages for roll out of new site in July. Met with IT consultant to determine options for digitizing in numerous different formats throughout organization and possibility of use of current software as well as potential additional storage needs in the future.

5. ***Complete HR and other staffing locational changes by July 1, 2020.***

HR move is complete is located in Building 300.

6. ***Plan for and complete a Council Retreat with emphasis on Council Policy review and updates for January 2021.***

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



Office of the Town Clerk

June 2020

Business License 2020

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	14	10	6	6	6	8						
Renewal Notices	76	78	58	54	50	55						
Renewals paid	46	44	33	71	56	70						
Total on File*	807	795	792	781	776	783						

Business License 2019

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	16	14	9	13	5	10	7	11	13	7	5	7
Renewal notices	77	76	65	60	57	58	64	73	62	59	88	84
Total on File*	799	804	799	810	804	803	808	797	807	800	800	801

*does not include Non-Profits or Special Event Vendors

INFORMATION/RECORDS REQUEST 2020

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Number of Requests 2020	8	10	7	4	11	2							
Number of Requests 2019	9	9	10	9	7	16	14	16	8	10	7	9	124
Number of Requests 2018	8	15	16	10	11	17	14	16	6	13	7	11	131
Number of Requests 2017	6	5	10	6	9	6	6	6	3	4	3	2	51
Number of Requests 2016	3	3	2	3	9	11	4	4	2	2	3	0	46

Council Meetings: 3 Council Meetings during the Month of June

Cindy Pemberton, Town Clerk



Public Works Monthly Report

June 2020

Engineering: Ron, Troy, & Dorie

- Created Various Work Orders for All Town Departments
- Attended Council meetings Via Zoom
- Ron attended Department Head meetings
- Sports Complex, still on schedule
- Project Review for CD
- Worked with ED on the Land and Water Conservation Grant.
- Signed contract with Contractor for Metal Building relocation
- Temporary irrigation system installed at the Sports Complex

Streets Division:

- Work orders
- Fix signs
- Replace signs
- Pick up equipment from California
- Repair several pieces of equipment
- Service equipment
- Grade shoulders on General Crook rd
- Repair shoulders on General Crook rd
- Build retention pond on the Sewer plant rd
- Build another lane on sewer plant rd
- Work on Arena rd
- Work on new park rd
- Extend culverts on new park rd
- Patch pot holes
- Build river crossing on Dry Beaver creek at Toy Farm

Parks and Recreation:

- June continued to be a very transitional month for Parks & Rec. After essentially shutting down most of our programs and searching for guidance we began to reopen and adapt pretty much our entire programming efforts.
- Staff has spent many hours participating in zoom conferences, researching guidelines and best practices, attending State and National video forums as well as local discussions covering all aspects of the recreation spectrum in preparation for developing reopening plans.
- Yoga, Spinning, Pop/Pilates Fusion and Pilates classes continued with a 10 participant max.
- Saturday Farmer's Market is continuing to be successful and in compliance with restrictions.
- Heritage Pool lifeguards went through lifeguard certification with SGE national trainer Lori Thompson on June 5th and 6th. Jato, our pool supervisor, became a certified instructor at the same time. Staff attended additional training the week of June 8th prior to opening the facility.
- Camp Verde Heritage Pool opened successfully on June 13th. We have adjusted our hours and are open for 4 two-hour sessions Mon-Thurs and Saturday and 2 two-hour sessions on Sunday with 30 minutes of closed time for disinfecting between each session. The Health Dept. did their inspection the second week we were open and gave us a rave review for all of the COVID-related safety precautions we have implemented at the pool this season which include, signage, mask requirements when not in the water, social distancing enforcement, a disinfecting routine, and staff wellness checks prior to entry into the facility before each shift. We are not teaching swim lessons, having private pool rentals, or running the slide this season.
- The heater at the pool is currently down, it has been down since we opened. Maintenance is aware and had a technician up to look at it. They believe it can be fixed, but will be a few more weeks before we can get the parts needed as parts are always an issue with this heater.
- Summer Day camp began on June 8th only 1 week late. We have 3 returning staff and one new staff member at camp. The month of June was a huge success with 262 camper days for the month, which is about 2/3 of our total from all of last year in only 3 weeks. The average has been 16 campers per day so far, last year was just under 10. Our largest

one day attendance was 25 kids. Camp overall is going very well. We have not had any negative feedback regarding the mask requirement, frequent hand-washing, or social distancing. A large part of camp's success can be attributed to the generous sponsorship from the Clif and Dee Jenkins Trust, which covers 50% of the cost of camp attendance. This sponsorship makes the cost of camp only \$9 per day and we have received much positive feedback about the cost. Because of COVID, the camp is not taking field trips this year. They are participating in the Summer Reading program through the library and going to the pool 2 times a week.

- P&R has continued to work on planning for Corn Fest 2020. The recent Executive Order from the Governor has added some extra challenges for hosting the event. P&R staff communicate with Ron Long and Russ Martin about these challenges.
- P&R staff will be hosting 3 youth skills clinics: Soccer on July 11th, Basketball on July 25th, and Corn Hole on August 1. These will be 2 hour skills clinics for kids 5-8 yrs old, limited to 10 participants in the Community Center gym. Cost is \$5 per clinic. This is new programming for P&R made possible with the expertise of Lori our new Rec Leader.
- P&R staff collaborated with Economic Development and Public Works to write a grant \$2.5 million submission through LWCF and Arizona State Parks for the Camp Verde Sports Complex.
- The changing nature of society's response to COVID-19 and delay in available guidance has made planning for operations moving forward an extremely difficult task. P&R staff have all worked very hard and creatively during this time to stay informed and make progress toward safe programming for the public which has required a re-examination of essentially all P&R policies and procedures around programming and facilities in order to comply with new requirements.

Maintenance Division:

- Completed work orders
- Maintaining/cleaning pool.
- Repaired Underground Pool Leak.
- Pool pump wet drive was replaced.
- AFO (aquatic facility operations) class was taken for Walter and Josh to operate the pool.
- Fit testing.
- Weed removal in Town
- Sprayed weeds all Town Facilities
- Moved HR into new office.
- Hired new grounds Employee. Welcome Victor!

- Worked at Ryal Canyon for ED, spreading rock.
- Fixed safety issues at Skate Park.

Wastewater Plant:

- Tasked with 64 Blue Stakes for the month.
- Received 2 call out for alarms.
- Received 386,588 gallons of septage from septage haulers this month.
- Average Effluent flow for January 234,706 gallons per day.
- Chlorine contact chambers in place. Installation 98% complete. We have received the Chlorinator and De-Chlorinator. To be installed after we have the canopy to cover these items.
- Permit applied for from ADEQ for Drying Beds on 9/2/2019. Submitted answers to ADEQ Dec19th. Reviewed Design with ADEQ 01/27/2020.
- ADEQ Grants application for significant amendments 4/24/2020 Pending Payment for Permit.
- Verde RV Park Lift station pipeline is in place, and is 100% completed. Working on getting APS for final power.
- Started New COVID 19 Schedule Phase II, Crew all working back together, with social distancing and mask worn when distancing not an option.
- Coordinate with Construction crews (Rodeo Staff, Tierra Verde, MulCaire, Etc.)
- Drying beds are 95% Poured, still have piping and valves to be installed.
- Crew still learning the UV System.
- Worked with Red Moon on new RV count and Cottages considered RV in our code.
- Working with Verde Ranch Estates on Sewer piping, MH rehab, Etc.
- Worked on Alcantara Sewer plant project.

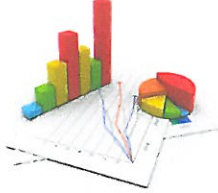
CAMP VERDE MUNICIPAL NEWS

A monthly newsletter brought to you by Camp Verde Municipal

REPORT

JUNE 2020

Top stories in this newsletter



SHOW ME THE
STATS

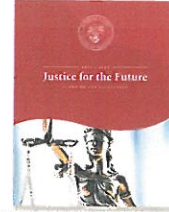


AzCourtHelp

GOT A TICKET?

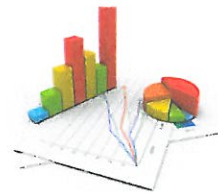


AZPOINT



JUSTICE FOR THE
FUTURE

SHOW ME THE NUMBERS



The Court processed 0 new petitions for Orders of protection and 0 petition for Injunction against harassment. The Court received 81 misdemeanor charges filed this month. 6 DUI related charges and 18 Serious/ Criminal traffic charges that can include reckless driving, and criminal speed. The Court received 63 civil traffic charges which include but not limited to speeding, registration, and insurance violations. The Court held 1 criminal non-jury bench trials this month. 2 search warrants were issued this month.

GOT A TICKET? EXPLORE YOUR OPTIONS AT

<https://www.azcourthelp.org/>



AzCourtHelp

AzCourtHelp.org will assist you in finding forms, self help center, locating your court, or even with legal options in criminal, civil, family law cases and civil traffic matters. <https://www.azcourthelp.org>

AZPOINT NEW PROTECTIVE ORDER INITIATION IN ARIZONA

Starting January 1, 2020



AZPOINT, the Arizona Protective Order Initiation and Notification Tool, has been designed to help you fill out a petition for an Order of Protection. Through an interview in AZPOINT, (azpoint.azcourts.gov) you can quickly and accurately fill out the forms that are needed to request an Order of Protection at an Arizona court. An Order of Protection is a court order that is issued to stop a person from committing domestic violence or from contacting other people protected by the order. The portal will also help you figure out whether you (the plaintiff) and the person from whom you are seeking protection (the defendant) have a qualifying relationship for an Order of Protection.

STRATEGIC AGENDA JUSTICE FOR THE FUTURE: PLANNING FOR EXCELLENCE



Developing this strategic agenda provides an opportunity to look to the future. It requires us to consider where and how our courts need to improve, to set goals for improvement, and to chart the course for accomplishing those goals. In other words, it

MONTHLY REPORT							
DESCRIPTION	JULY 2019	AUGUST 2019	SEPTEMBER 2019	OCTOBER 2019	NOVEMBER 2019	DECEMBER 2019	JULY THROUGH DEC 2019
MISDEMEANOR & CR TRAFFIC FTA	44	47	58	58	22	37	266
DUI	0	11	4	9	1	4	29
SERIOUS TRAFF	1	0	0	1	3	0	5
CRIMINAL TRAFF	13	3	14	8	4	6	48
MISDEMEANORS SUBTOTAL	58	61	76	76	30	47	348
CIVIL TRAFFIC	90	105	68	79	46	84	472
HARASSMENT INJUNCTION	1	4	3	0	5	0	13
ORDER OF PROTECTION	1	3	5	0	0	1	10
TOTAL FILINGS	150	173	152	155	81	132	843
ATTY RESTITUTION	567.57	516.12	299.10	921.78	239.22	753.30	3297.09
LCL ORD FEES (Default/Warrant etc)	2225.25	754.44	2627.62	984.90	1250.61	1634.81	9477.63
LCL CRT ENHANCEMENT	2490.79	2095.84	2340.94	1795.57	1517.99	1361.91	11603.04
JCEF TO TOWN	257.04	227.81	255.52	242.52	124.76	199.26	1306.91
CVMO ADDL EQP\$13	514.57	536.52	282.74	369.82	487.25	475.95	2666.85
DPS ADDL EQP \$13	55.86	51.11	77.47	82.63	44.61	72.45	384.13
YAV CTY JAIL/ADD FEE	357.16	418.71	556.46	380.77	792.72	587.17	3092.99
MVD/ADOT/ADD FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COTTONWOOD ADD EQP FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAMP VERDE CODE ENFORCMENT	4.00	4.00	0.00	5.00	7.00	4.00	24.00
ROC ADDL EQP FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YAN TRIBAL POLICE	5.02	25.27	5.10	11.74	2.75	15.57	65.45
STATE TREAS.	21197.50	13226.43	18540.68	15735.79	13440.30	16949.27	99089.97
TOWN TREAS.	19650.70	12524.42	16005.41	14634.32	10476.58	13877.30	87168.73
TOTAL CHECK	44532.64	29110.11	38064.32	33258.16	26893.96	33542.88	205402.07

JANUARY 2020	FEBRUARY 2020	MARCH 2020	APRIL 2020	MAY 2020	JUNE 2020	JANUARY THOUGH JUNE 2020
66	42	12	17	52	56	245
4	4	8	4	9	6	35
1	1	1	0	2	1	6
6	4	4	4	3	18	39
77	51	25	25	66	81	325
62	49	37	7	34	63	252
1	4	2	5	5	0	17
2	0	3	3	3	0	11
142	104	67	40	108	144	605
1438.24	455.30	414.17	264.05	0.00	255.60	2827
1033.20	1763.37	2206.11	2529.38	2217.46	2291.26	12041
1327.52	1927.01	1237.24	693.00	746.01	896.53	6827
153.27	299.99	188.44	148.75	210.63	162.76	1164
280.01	725.06	558.55	444.36	405.87	147.27	2561
26.84	22.99	12.02	8.83	17.24	18.99	107
222.62	244.65	297.22	460.00	198.14	203.82	1626
0.00	0.00	0.00	0.00	0.00	0.00	0
0.00	0.00	0.00	0.00	0.00	0.00	0
0.00	0.00	0.00	0.00	0.97	0.00	1
0.00	0.00	0.00	0.00	0.00	0.00	0
7.53	8.66	15.88	6.34	11.08	12.26	62
16194.22	16534.66	13377.04	15717.59	15273.32	15375.60	92472
13017.32	12322.06	11179.26	10994.83	9962.54	10625.86	68102
31229.33	32085.08	26865.65	28473.70	26825.80	27443.09	172923

Limited Jurisdiction Courts
Misdemeanor, Criminal And Civil Traffic Caseload Summary By Charge

CAMP VERDE MUNICIPAL COURT - 1354

START DATE : 6/1/2020 END DATE :6/30/2020

Misdemeanor Criminal and Civil Traffic Caseload Summary by Charge		INCOMING				OUTGOING				
Column ID		1	2	3	4	5	6	7	8	9
LINE ID	CASE TYPE	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	16	0	1	17	5	0	0	0	5
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	8	1	2	11	9	0	1	2	12
Other										
H	Drug Possession/Paraphernalia	3	2	2	7	7	0	2	4	13
I	Weapons	0	0	0	0	0	0	0	0	0
J	Public Order	15	2	2	19	8	0	2	1	11
K	Interfering With Judicial Proceedings	1	0	0	1	1	0	0	0	1
L	Failure to Appear/Misd&CrimTraffic	7	0	1	8	1	0	0	1	2
M	Petty Offenses	1	0	0	1	0	0	0	0	0
N	Other	5	1	2	8	5	0	1	0	6
Section - 2 Criminal Traffic										
DUI										
A	Motor Vehicle	5	0	0	5	2	0	0	0	2
B	Extreme Motor Vehicle	1	0	0	1	1	0	0	0	1

C	Boating/Flying	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
Serious Violations										
D	Leaving the Scene	<u>1</u>	<u>0</u>	<u>0</u>	1	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	1
E	Reckless Driving	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
F	Racing on Highway	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
G	All Other	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
Other Violations										
H	Criminal Speed	<u>1</u>	<u>0</u>	<u>1</u>	2	<u>1</u>	<u>0</u>	<u>0</u>	<u>1</u>	2
I	All Other	<u>17</u>	<u>0</u>	<u>0</u>	17	<u>2</u>	<u>0</u>	<u>0</u>	<u>19</u>	21
Section - 3 CivilTraffic										
A	Driver License	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
B	Registration	<u>5</u>	<u>2</u>	<u>0</u>	7	<u>2</u>	<u>1</u>	<u>2</u>	<u>0</u>	5
C	Insurance	<u>3</u>	<u>2</u>	<u>0</u>	5	<u>0</u>	<u>2</u>	<u>2</u>	<u>0</u>	4
D	Speeding	<u>29</u>	<u>3</u>	<u>0</u>	32	<u>15</u>	<u>3</u>	<u>3</u>	<u>0</u>	21
E	Excessive Speeding	<u>12</u>	<u>0</u>	<u>0</u>	12	<u>5</u>	<u>1</u>	<u>0</u>	<u>0</u>	6
F	Red Light	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	1
G	Seat Belt	<u>1</u>	<u>0</u>	<u>0</u>	1	<u>0</u>	<u>1</u>	<u>0</u>	<u>0</u>	1
H	State DPS Photo Enforcement	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
I	Other Civil Traffic	<u>13</u>	<u>4</u>	<u>0</u>	17	<u>9</u>	<u>1</u>	<u>4</u>	<u>0</u>	14
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		144	17	11	172	75	9	17	28	129
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>29</u>	<u>2</u>	<u>2</u>	33	<u>15</u>	<u>0</u>	<u>2</u>	<u>0</u>	17
Section - 7 Special Case Characteristics										
A	Self Represented Litigants	<u>139</u>	<u>16</u>	<u>10</u>	165	<u>67</u>	<u>9</u>	<u>16</u>	<u>27</u>	119
B	Interpreter Services Provided	<u>16</u>	<u>0</u>	<u>0</u>	16	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0

Limited Jurisdiction Courts

START DATE : 6/1/2020 END DATE : 6/30/2020

LINE ID	CASE TYPE	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
		Column ID	1	2	3	4	5	6	7	8	9	10	11	12
Section - 1 Civil														
A	Small Claims	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
C	Tort	0	0	0	0	0	0	0	0	0			0	0
D	Contract	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
F	Other Civil	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
Section - 2 Domestic Violence & Harassment Petitions														
A	Civil Emergency Order of Protection	0	0	0	0	0	0	0	0	0			0	0
B	Civil Order of Protection	3	0	0	0	0	0	0	0	0			3	0
C	Injunction Against Harassment	5	0	0	0	0	0	0	0	0			5	0
D	Injunction Against Workplace Harassment	0	0	0	0	0	0	0	0	0			0	0
Section - 3 Special Case Characteristics														
A	Self Represented Litigants	8	0	0	0	0	0	0	0	0			8	0
B	Interpreter Provided	0	0	0	0	0	0	0	0	0			0	0

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

CAMP VERDE MUNICIPAL COURT - 1354

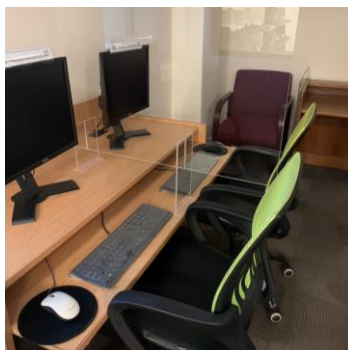
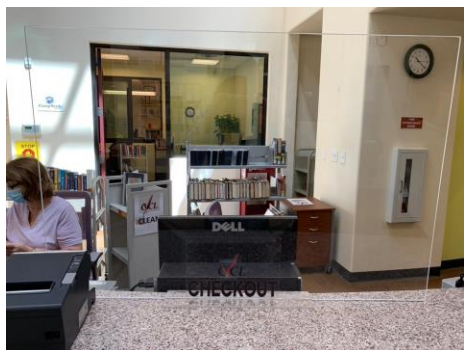
START DATE : 6/1/2020 END DATE : 6/30/2020

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>3</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>

MEMORANDUM

TO: Russ Martin, Town Manager
FROM: Kathy Hellman, Library Director
SUBJECT: Monthly Report – May 2020
DATE: 7/7/2020
CC: Department Heads, Town Council

Report from the Library Director: The Library received another \$8,000 in LSTA Cares Act Grant funds for two projects. One project provides materials to construct Plexiglas dividers (sneeze guards) to place between all the public PC stations, in front of the staff workstations at the CIRC desk, PC Helpdesk, and Adult Services desk by the fireplace. These are custom-designed for our library and built by Library Volunteer, Kent Hellman.



The other project funds additional security cameras on the outside of the Library building to improve monitoring of after-hours WiFi use on the property. Early in the month, MerIT installed 4 new e-rate-funded WiFi access points to improve signal strength on the back patio and in the parking lot. With the library's reduced hours, the WiFi provides support to community members needing free Internet access from 5:00a – midnight. Donations from Quintus, Inc. and Friends of Camp Verde Library made it possible for us to purchase and install custom-sized picnic tables on the back patio, a 2nd Camp Verde bench on the front patio, and to finish getting all the author quotes on the exterior panels. AZ Correctional Industries did a fantastic job for us!



COMMUNITY DEVELOPMENT

June 2020



PAST & PRESENT



Community Development Director Melinda Lee ◊ Robert Foreman – Building Official ◊
Cliff Bryson – Code Compliance Officer ◊ Jonathon Rivero – Plans Examiner/Building Inspector ◊
Roxanne Jasman – Plans Examiner ◊ Bobbi Webb – Admin. Asst./Asst. Planner ◊ Lisa Carnavale – Permit Technician

**Community Development
Director's Monthly Report
June 2020**

The permits for June were primarily residential in nature, with a lot of renovation and additions to the properties involved. The commercial projects we received were similar; however, the largest commercial applications were the submittal for the new AutoZone store, the development of a new office for McDonald's Brothers Construction on ~~Quarterhorse~~, and the removal of fuel tanks at the Shell Station on State Route 260.

The Town has begun the process of requesting a rezoning of the property known as White Hawk Business Park, which is at the end of Homestead Lane, east of SR 260. The current zoning of C2 does not allow for the heavy commercial uses, business offices, and very light industrial uses being proposed for the site and the zoning of C3 is being requested. The annexation for Alcantara Vineyards also moved forward with the first public meeting scheduled for July 1st. The connection from the Alcantara property to the Town limits is through approximately 1,300 acres of Coconino National Forest land.

The district sign project, primarily for Main Street, has been restarted. We are currently researching costs for the installation of the brackets for business signs on existing poles, to allow businesses to utilize this space for visibility, rather than the A-frame signs currently in use.

In response to problems with the public trespassing over Town and private property to access the creek, a change to the Town Code is being evaluated to restrict that access and direct the traffic to areas that are more accommodating for the use without intruding on private property. The change would pertain to all water bodies in the Town.

There was a variance taken to the Board of Adjustments this month, requesting the reduction of a portion of front setbacks. There was no affirmative decision made, due to the number of active members being only 3, and there was no unanimous decision. A fourth member, Ken Krebbs, had been appointed just prior to the meeting and was not able to participate, so the meeting was continued to July.

The department has been researching alternative parking lot development standards. Based on input from Ron Long at Public Works and Ken Krebbs at Copper Canyon Fire, a couple of pending projects have been requested to provide proposals for us to evaluate and decide if they are acceptable to implement.

Cliff Bryson, Code Enforcement, has been chosen to fill the interim position of Risk Manager on a part-time basis. He will be working both positions for approximately three months.

There is one open seat in our Planning Commission and Board of Adjustments. Anyone with an interest in serving on either of these boards should contact our department or the Town Clerk for more information.

TOWN OF CAMP VERDE COMMUNITY DEVELOPMENT
CODE COMPLIANCE



MEMORANDUM

DATE: Thursday July 2, 2020
TO: Melinda Lee, Community Development Director
FROM: Cliff Bryson, Code Compliance Officer
SUBJECT: June 2020 Monthly Report
FOR: X Information

On Thursday July 2, 2020, staff assigned with the Community Development Code Compliance Section provided the following monthly report for the month of June of 2020.

Code Compliance currently has (62) sixty-two active cases. (20) twenty new cases were initiated in the month of June with the following breakdown by reporting type: Proactive Enforcement (7) seven, Phone (7) seven, Email (3) three, Online (1) one, Compliant Form (1) one, In-person (1) one. In the month of June, (33) Thirty-three cases were successfully closed with voluntary compliance. To date, Code Compliance has (7) seven cases in prosecution status a reduction in (1) one case from the month of June 2020. The Code Compliance Section continues to works with the owner-occupants to come into compliance. No cases in the month of June 2020 were submitted for prosecution.

During the month of June 2020, the top (3) three following Zoning/Planning Ordinance and/or Town Code section(s) were reported to Code Compliance:

1. Town Code 10-2-1, General Nuisance
2. Town Code 10-2-1A.2a, Overgrowth of dry weeds over 6" (Fire Hazard)
3. Town Code 7-2-104; Permit Required

MONTHLY REPORT FOR JUNE 2020
BUILDING DIVISION

Returned from at home work to the Building Office the last week of May. Office doors remain closed, limited numbers allowed entry at one time, and all face to face meetings by appointment only.

Met with Community Development Director, Economic Development Director, Town Marshal and Public Works Director to discuss possible proposed changes to Town property Ordinance. Our new Permit Technician began work on May 18th and monitored her training by current staff. Began training the new Plans Examiner in plan review.

Met with C.D. Director, Fire Marshal and property owner concerning a new 40,000 square foot building on Old Highway 279. Held a meeting with Building staff to discuss the problems and challenges of dealing with the current pandemic situation, and possible future changes to policies and procedures as a result of this.

Attended the Department Head meeting of June 30, to discuss ongoing challenges and procedures to deal with the Covid 19 situation. Had a meeting with staff and Code Enforcement regarding an ongoing situation with an unpermitted structure. Met with staff, Risk Manager and Human Resources Director regarding Workers Compensation, at home work scenarios and Triage Now. Met with staff, Parks & Recreation and Fire Marshal regarding the possible Corn Festival event. It may or may not happen, final decision pending.

It has been a challenging three months, but we are managing to continue operations and dealing with the stress of the current national difficulties.

Completed 82 building inspections, 22 residential plan check reviews, 8 commercial plan check reviews, 19 phone calls, 8 meetings, 6 miscellaneous site inspections, 6 miscellaneous postings, 6 transmittals and 1 business licenses issued.



Robert Foreman CBCO
Building Official

BUILDING DIVISION MONTHLY REPORT

For the Month of: JUNE

Year: 2020

Number of Inspections: 82

Number of Postings C.D : —

Number of Postings Clerk: 3

Number of Postings Building: 3

Zoning Clearances Done: —

Business License Issued: 1

Site Inspections Business License: —

Site Inspections Misc Zoning: 1

Site Inspections Misc Building: 5

Transmittals: 6

Meetings: 8

Plan Reviews Commercial: 8

Plan Reviews Residential: 22

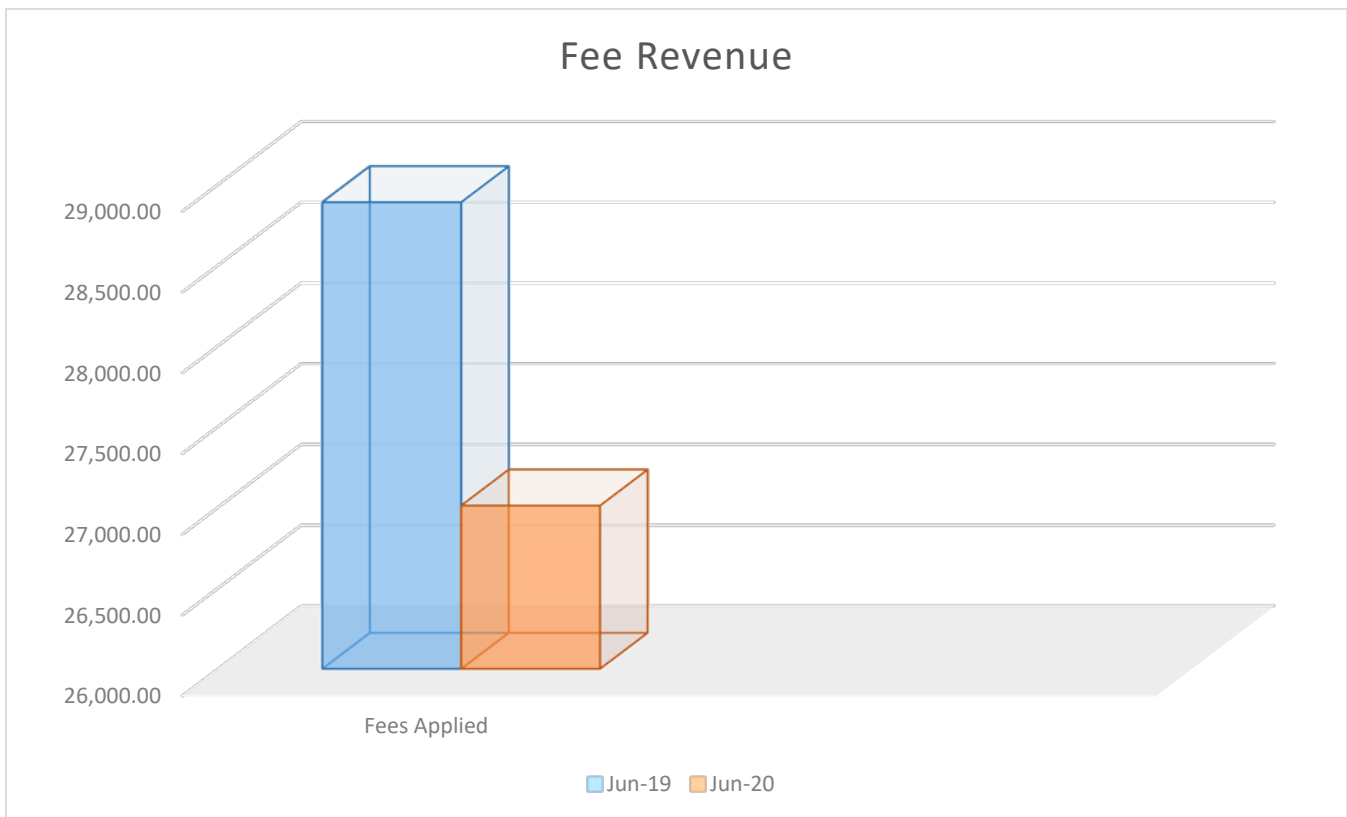
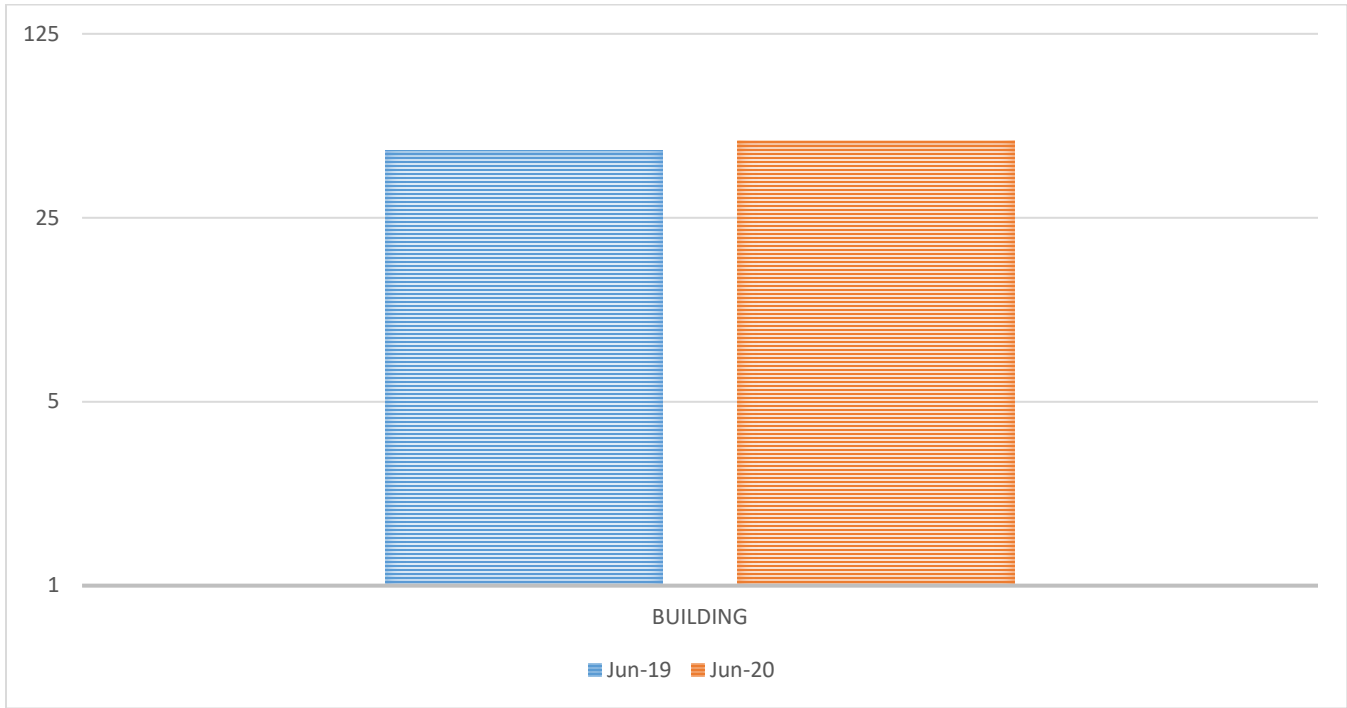
Phone Calls: 19

Dangerous Buildings: —

Stop Work Orders: —

Commission/Board/Council Meetings: —

Letters: 3



Monthly Report for Planning & Zoning Items

JUNE 2020:

Zoning Verifications: 0	Administrative Reviews: 0
Minor Land Divisions: 0	Lot Line Adjustments: 0
Temporary Use Permits: 3	Variance: 1
Development Standards Review: 1	Conceptual Plan: 0
Zoning Map Change: 1	Use Permits: 1 renewal
Preliminary Plat: 0	Final Plat: 0
Final Site Plan Review: 0	Text Amendments: 0
Board of Adjustment Meetings: 1	Planning Commission Meetings: 1
PZC Items to Town Council: 0	Ordinances/Resolutions Adopted: 0
Business Licenses received: 2	Business Licenses approved: 1

Training/Webinars: 6 COURSES PLANETIZEN

1 GIS COURSE

OTHER MEETINGS: Development Standards Review with GH Management Group; Board of Adjustments & Appeals meeting; Planning & Zoning Workshop

GIS PROJECTS: 2 Street Addresses Changed, 2 Street Addresses Added, 1 Street Verification

Phone Calls Processed: 33

PLANNING & ZONING LAND USE APPLICATIONS MONTHLY REPORT						
Permit #	Perm Date	Applicant Name	Planning & Zoning	Parcel #	Parcel Address	Rev Date
20200189	6/3/20	RODGER PLUMMER	Temporary Use Permit	404-16-072	3236 E Mockingbird Ln	06/09/20
20200139	5/12/20	HUNTER STUART	VARIANCE	404-12-155	4261 E CANYON DR	06/09/20
20200174	5/27/20	GH MGMT GROUP	Development Std Rev	403-22-025N	803 N INDUSTRIAL DR	06/25/20
20200213	6/17/20	WHITE HAWK BUS PK	ZONING MAP CHANGE	403-23-107	White Hawk Business Pk	06/30/20
20200157	5/7/20	JOSEPH STEFANEC	Temporary Use Permit	404-02-024Z	571 E Howards Rd	06/30/20
20200175	5/27/20	RACHEL COLE	Temporary Use Permit	404-12-241	3681 S CHINO DR	06/30/20

ARIZONA DEPARTMENT OF HOUSING OMH

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

TOWN OF CAMP VERDE BUILDING DEPT.

473 S MAIN ST

CAMP VERDE, AZ 86322

Submitted By: BOBBI WEBB

Email: BOBBI.WEBB@CAMPVERDE.AZ.GOV

Phone Number: 928-554-0054

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

ISA MONTHLY REPORT

Reporting Month: JUNE 2020

Date Submitted: 7/1/20

Monthly Permit Volume		
	Number of Permits Issued	Total Fees Collected
FBB COMMERCIAL		
FBB RESIDENTIAL		
MANUFACTURED HOMES	2	\$360.00

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
ARZ 106574 AZI 028303	B247107	3042	3285 E RIPPLE RD	6/6/20
ARZ	B181183	8263	3425 S STEVENS RD	6/9/20

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.

****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:	Jun-20
Area covered by permits:	CAMP VERDE , AZ

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		1	228,000	2,041
SINGLE FAMILY ATTACHED (Townhouses or Row Houses)				
TWO-FAMILY BUILDINGS (Duplexes)				
THREE-OR-MORE-FAMILY BUILDINGS (Apartments or Stacked Condos)				

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

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

Name of person to contact regarding this report:	BOBBI WEBB (Town of Camp Verde)
Phone Number:	928-554-0054
Email Address:	bobbi.webb@campverde.az.gov

Permit Report monthly

06/01/2020 - 06/30/2020

Permit #	Permit Date	Permit Type	Applicant Name	Description	Project Cost	Primary Contractor	Total Fees	Parcel Address
20200236	6/30/2020	Zoning Clearance	Matson Breakey	RES- Shipping Container	0			1575 W MONROE LN
20200235	6/30/2020		B&W Fire Security Systems LLC	COM- INSTALL SPRINKLER HEADS	41,000	B&W FIRE SECURITY SYSTEMS, LL	\$1,735.50	3755 Old State HWY 279
20200230	6/24/2020	Building	Joseph R Stefanec	COM- Storage Canopy	20,000	AMERICAN STEEL CARPORTS INC	\$791.56	571 E HOWARDS RD
20200229	6/29/2020	Zoning Clearance	Greg Blue	RES- Block Fence	1,250	Greg Blue - Ownere/Builder	\$180.34	1717 S MURDOCK RD
20200228	6/18/2020	Building	Tierra Verde Builders	RES- Covered Patio	21,200	TIERRA VERDE INVESTMENTS	\$733.36	133 N BLACK BRIDGE RD
20200227	6/18/2020	Building	Francis York	RES- Carport	2,530	AMERICAN STEEL CARPORT	\$249.00	772 E STOLEN BLVD
20200226	6/25/2020	Mechanical	Hector Martinez	COM- Mechanical	25,000	Casa Maravilla Custom Builders	\$82.40	1611 S REEVES ARENA RD
20200225	6/26/2020	Demo	DANIEL EVERETT DALE	RES - MOBILE HOME DEMO	0	DANIEL EVERETT DALE - OWNER/BUILDER	\$82.40	3220 S DINKY CREEK DR
20200223	6/15/2020	Manufactured Home	Edward Brogdon	RES - MFH INSTALL	0	GUERRA MOBILE HOME SERVICE	\$1,070.00	3016 S WHITE BIRCH DR
20200222	6/23/2020	Electrical	Red Moon Development	COM-OTC Electrical	7,000	RED MOON DEVELOPMENT	\$82.40	1105 N DREAMCATCHER

20200221	6/22/2020	Building	Steve Arsenault	RES-SFH	90,000	Steve Arsenault-Owner/Builder	\$1,424.28	4135 E CLEAR CREEK DR
20200220	6/22/2020	Building	Almond Architects	COM-TI-Mezzanine Improvements	30,000		\$948.24	1581 S BOYLES WAY
20200219	6/17/2020	Zoning Clearance	Robert Hough	10X12 shed	3,700			2300 S SQUAW PEAK RD
20200218	6/17/2020	Building	Rigoberto Garcia Chavira	Block fence surrounding property	0			4401 N WILSON RD
20200217	6/16/2020	Manufactured Home	Leo Granillo	RES- MFH Install	145,000	GRANILLO'S MOBILE HOME SVC IN	\$535.00	3030 N Bullard Ln
20200216	6/15/2020	Zoning Clearance	William Feldmeier	RES- 6' Pipe Fence	1,000		\$77.25	627 N Montezuma Castle HWY
20200215	6/15/2020	Electrical	Jared Williams	RES - Install power pedestal	2,860	Arizona Mountain Power Service	\$82.40	593 S OASIS RD
20200214	6/15/2020	Building	M3 Design-Jesse Macias	COM- New Build	450,000		\$6,563.85	992 W FINNIE FLAT RD
20200213	6/15/2020	Planning and Zoning	BOBBI WEBB	ZONING MAP CHANGE	0		\$0.00	
20200212	6/15/2020	Planning and Zoning	Oscar Lopez	Decorative wood fence	2,000			3348 E ABERDOVEY DR
20200211	6/12/2020	Building	Sunburst Patios	Solid Cover on Deck Room	0	SunBurst Patios	\$452.94	2170 W WESTWARD DR
20200210	6/12/2020	Electrical	Cochise Contractors	Remove 4 fuel tanks,	50,000	Cochise Contractors Inc	\$1,711.86	1673 W STATE ROUTE 260
20200209	6/11/2020	Building	Greg Biddle Biddle's Pool Spa Patio LLC	Build New Swimming Pool &Attached Spa	37,450	BIDDLE'S POOL SPA PATIO LLC		3326 E MESQUITE TRL
20200208	6/10/2020	Building	Ted Goettl	COM - 3' Masonry Retaining Wall	15,000	Precision Structural Concrete LLC	\$570.36	4650 OLD STATE HWY 279

20200207	6/10/2020	Building	Triple X Construction Inc	COM-Office Building	100,000	TRIPLE X CONSTRUCTION	\$2,251.29	1540 S QuarterHorse LN
20200206	6/10/2020	Electrical	Timothy Colston	Com-Electrical	0	NETWORK CABLING SYSTEMS INC	\$82.40	1608 S MURDOCK RD
20200205	6/9/2020	Mechanical	Verde Sol Air Services	COM - OTC MECH	13,440	VERDE SOL-AIR SERVICES	\$82.40	584 S MAIN ST
20200204	6/9/2020	SOLAR	Alex Elder	RES-RM Solar 6.0 KW	0	SunUp America LLC	\$211.15	2890 W CLOVERLEAF RANCH RD
20200203	6/9/2020	Building	Tierra Verde Builders	RES- SFR	300,000	TIERRA VERDE INVESTMENTS	\$4,160.48	2176 S DERBY DR
20200202	6/9/2020	Building	Joan G King	RES- 12x20 SHED	6,104	Weather King	\$350.97	1463 N POWDER HORN RD
20200201	6/8/2020	Building	Mario Casillas	RES-Skirting Replacement	3,000	M & M Landscaping and Masonry	\$161.45	3388 S RAVEN RD
20200200	6/8/2020	Electrical	James Reeves	RES-OTC Electrical	400	RP Electric LLC	\$82.40	3904 E Wingfield Mesa Rd
20200199	6/8/2020	Electrical	Neal Schmidt	RES-Electrical	0	APS	\$82.40	96 W Linda Vista Dr
20200198	6/8/2020	Building	Scott Merritt Fine Line Designs	new custom home	290,000		\$4,054.27	1515 S RIO VERDE LN
20200197	6/8/2020	Zoning Clearance	Harold Kilby	RES-6' Block Pillar & Picket Fence	3,200	KILBY & SONS CONSTRUCTION	\$274.50	282 E ZELLNER LN
20200196	6/5/2020	Manufactured Home	RC Homes And Development	Res-MFH Install	100,000	RC HOMES & DEVELOPMENT INC	\$535.00	2780 E Zachary Ln
20200194	6/4/2020	Building	Peggy Kellogg	RES-Workshop	15,000	AMERICAN STEEL CARPORTS INC	\$554.91	635 S MCCRACKEN LN

20200193	6/4/2020	Electrical	Lari Spire	RES- Electrical for Shed	5,000	PAGE SPRINGS ELECTRIC INC	\$82.40	2620 N THOMAS PAINE CIR
20200192	6/4/2020	Manufactured Home	RODGER PLUMMER	RES - MFH INSTALL	7,500	UNIT SETS	\$1,070.00	3236 E MOCKING BIRD
20200191	6/3/2020	Building	Patrick Phillips	Res-Parking Cover Relocation	6,150	PATRICK PHILLIPS - OWNER/BUILDER	\$350.97	1911 W PARK VERDE RD
20200190	6/3/2020	Zoning Clearance	Patrick Phillips	RES - 4' PIPE FENCING	0		\$77.25	1911 W PARK VERDE RD
20200189	6/3/2020	TEMP USE PERMIT	RODGER PLUMMER	TEMP USE RV AS DWELLING	0		\$154.50	3236 E MOCKING BIRD
20200188	6/3/2020	Building	TRACI NIEDERRITER	RES - ROOF ALTERATION	2,000		\$136.81	212 W HEREFORD DR
20200187	6/3/2020	Building	RICK TACKITT	RES - DETACHED CARPORT	4,700	RED STAG CONSTRUCTION LLC	\$299.99	1861 S DODGE RD
20200186	6/3/2020	Zoning Clearance	DONNA GOSSWILLER	RES - SMALL PATIO COVER	400		\$130.04	3763 E MOCKING BIRD
20200185	6/3/2020	SOLAR	Titan Solar Power	RES-Solar Install	0	TITAN SOLAR POWER	\$206.00	2086 N MONDALE
20200184	6/4/2020	Zoning Clearance	Marianna Schwartz	RES-6' Wood Fence	900		77.25	433 S 7 th St
20200183	6/2/2020	Building	Dawn Hunsberger	RES-Horse Barn / Fence	20000	Hallett Construction LLC	682.38	2390 N Belgian Way
20200182	6/1/2020	Building	Brad J Davis	COM-Greenhouse Foundation	18000	Elite Performance Concrete LLC	646.84	393 W Grippen Way
20200181	6/1/2020	SOLAR	AZ Permit Pushers LLC	RES-Solar Install	11000		206.00	4461 E Canyon Dr
Total Applications Received: 51							\$34,377.19	
Total Applications Received via Web: 10								

Report from the Children’s Library: The library's Summer Reading Program kicked off Monday, June 8 at Rezzonico Family Park with 76 children signing up. Children received bags with the essentials to read at home 20 minutes per day and the first activity kit of the 7-week program. So far we have 116 children enrolled, 49 of which have been active with us since day one. The Children’s library puts together all the supplies each child needs to complete the activity for the week so families don’t have to scramble to find what they need. One week they made dragons. Another week they were given all the supplies need to make slime. Thanks to a donation of Disney comic books from The Bruce Hamilton Company, we have included free comic books for each child, each week. The Children’s Library has received a lot of positive feedback such as,



“thank you for doing this,”
 “the kids are having a blast with the activities,”
 “we have read all the comics,”
 “we'll see you next week,” and many, many more.

On Tuesday mornings I, Letty, go to Parks & Recreation to bring SRP to the Summer Campers. Collaborating with Parks & Recreation has been a rewarding and positive experience. SRP will culminate this year with a family pass to the Camp Verde Drive-In Theatre on Thursday, July 23 for participating families.



Report from the Adult Library: The pandemic has certainly changed the nature of programs at the library. Unable to do in-person programming, we have been highlighting the multitude of online resources the library offers such as eBooks, online magazines, job-seeking tools, educational resources, and more. We did offer our patrons an online gardening course from the University of AZ Co-Op Extension-Yavapai County that was to very well attended. Several patrons have also been enjoying an online sewing class where instructional sewing videos are posted online every other week, each with a simple sewing project to make. We are planning additional virtual programming in July, such as embroidery classes and writing and publishing classes.

Report from the Teen Library: Despite the fact that we cannot have programs in the library, the Teen Summer Reading program has been going fairly well on some fronts, and fantastic on others. Assisted by Carson, I have been hosting Zoom meetings for weekly SRP events, with mixed results. Some of them have been enthusiastically attended, while others weren’t attended at all. As with everything during this time of social distance, it is a work in progress. That said, the number of pages read by participating teens has passed my expectation and we are not doing a victory lap. We passed our goal of 1350 collective pages read in week three, and are now trying to double that number which we seem to be on track to do.

Report from Circulation: This month, we focused on teaching our patrons how to use the self-checkout station. As it turns out, the majority are thrilled to be taught because it helps them avoid waiting in line and reduces close interactions during the COVID-19 risk. Of course, cleaning protocols are being observed daily as we continue to work to protect our patrons and ourselves. Boy do we miss our volunteers!

Report from the PC Helpdesk: Our PC Management Company, Useful found a bug in their statistics program and just fixed it, so I will re-check and correct our PC use figures next month. As the Yavapai Library Network changed ISP providers, moving from Century Link to Sparklight, we were grateful for MerIT's support updating IPs and other minor authentication issues.

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>

	Jun-20	Jun-20	% change	YTD-FY20	YTD-FY19	% change
In-Library Uses						
Traffic Count	3,714	8,405	-55.8%	81,829	101,854	-19.7%
New Cards Issued	54	73	-26.0%	678	846	-19.9%
Public Computer Use	280	1,268	-77.9%	10,824	16,452	-34.2%
Early Literacy Computer Use	3	174	-98.3%	1,486	1,823	-18.5%
Requests for Computer Help	45	128	-64.8%	1,010	1,360	-25.7%
Reference Questions	18	165	-89.1%	852	1,724	-50.6%
Study Room Uses	22	42	-47.6%	544	659	-17.5%
Study Room Use - Hours	28	85	-67.1%	1,035	1,338	-22.6%
Study Room Use - People Served	20	50	-60.0%	672	871	-22.8%
Total In-Library Use	4,184	10,390	-59.7%	98,930	126,927	-22.1%
Library Programs						
Community Room Uses	0	44	-100.0%	346	578	-40.1%
Community Programs Attendance	0	337	-100.0%	2,769	5,145	-46.2%
Adult Programs	1	21	-95.2%	182	195	-6.7%
Adult Program Attendance	150	265	-43.4%	2,140	2,490	-14.1%
Children's Programs	12	23	-47.8%	256	237	8.0%
Children's Program Attendance	568	403	40.9%	2,114	2,050	3.1%
Teen Programs	18	9	100.0%	154	164	-6.1%
Teen Program Attendance	47	85	-44.7%	1,587	1,576	0.7%
Total Library Program Attendance	765	1090	-29.8%	8610	11261	-23.5%
Circulation						
Self-Checkout Use	2,099	1211	73.3%	16,752	11,153	50.2%
Items Checked Out	3,516	5,154	-31.8%	52,389	59,574	-12.1%
Items Checked In	3,721	5,079	-26.7%	58,913	61,885	-4.8%
Renewed Items	1663	833	99.6%	9,230	9,362	-1.4%
Total Circulation	8,900	11,066	-19.6%	120,532	130,821	-7.9%
Circulation Areas of Interest						
Audio Books	142	212	-33.0%	1,977	2,742	-27.9%
DVDs & Movies	1,132	1,725	-34.4%	21,681	22,914	-5.4%
eBooks	746	596	25.2%	8,590	6,029	42.5%
Laptops & iPads		20	-100.0%	637	552	15.4%
Magazines	48	80	-40.0%	709	909	-22.0%
VOX Media Books	27	49	-44.9%	423	311	36.0%
Children's Material	564	1,126	-49.9%	10,803	11,691	-7.6%
Teen's Material	298	570	-47.7%	4,872	7,502	-35.1%
Transits, HOLDS & InterLibrary Loans						
HOLDS Filled	1,112	1,044	6.5%	13,265	12,967	2.3%
Transit Items Sent & Received	1,688	1,614	4.6%	20,982	19,644	6.8%
CVCL ILL Items Going Out	7	45	-84.4%	255	389	-34.4%
ILL Items for CVCL Patrons	4	11	-63.6%	42	81	-48.1%
Total Transit, HOLDS & ILL Activity	2,811	2,714	3.6%	34,544	33,081	4.4%
Library Volunteers						
Number of Volunteers	8	25	-68.0%	235	380	-38.2%
Number of Hours Given	156	412	-62.1%	3,975	6,463	-38.5%
Average Hours/Volunteer	19.5	16.5	18.3%	16.9	17.0	-0.5%
Collection & Development						
New Kids & Teen Material Added	51	88	-42.0%	560	698	-19.8%
New Books & Magazines Added	252	277	-9.0%	2,275	2,364	-3.8%
New Audio-Visual Material Added	10	31	-67.7%	1,073	568	88.9%
Total Items Added	262	308	-14.9%	3348	2932	14.2%
Mending & Donations						

Items Mended or Repaired	0	156	-100.0%	531	1,987	-73.3%
Donations Processed	765	1,174	-34.8%	15,460	16,039	-3.6%
Donations Cataloged	10	45	-77.8%	946	462	104.8%