

# April 2019 Monthly Report



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

## DEPARTMENT HEAD INFORMATION

<b>Town Clerk</b>	<b>Judy Morgan</b>	<b>554-0021</b>
<b>Finance Director</b>	<b>Mike Showers</b>	<b>554-0811</b>
<b>Economic Development</b>	<b>Steve Ayers</b>	<b>554-0007</b>
<b>Marshal</b>	<b>Corey Rowley</b>	<b>554-8301</b>
<b>Engineer/Public Works</b>	<b>Ron Long</b>	<b>554-0821</b>
<b>Magistrate</b>	<b>Paul Schlegel</b>	<b>554-0031</b>
<b>Librarian</b>	<b>Kathy Hellman</b>	<b>554-8381</b>
<b>Community Development</b>	<b>Carmen Howard</b>	<b>554-0054</b>
<b>Risk Management</b>	<b>Carol Brown</b>	<b>554-0003</b>



## *Memorandum*

To: Mayor and Council  
From: Russ Martin, Town Manager  
Date: May 14, 2019  
Cc: Department Heads  
Re: Manager's report for the period ending April 30, 2019

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The following is the Manager's report regarding activities in the months of April 2019:

### **Camp Verde Promotions**

Working with CVP to complete their transition from the major facilitator and do of all things for our major events to something they hope will really enhance events and create new opportunities for community fun. This will come before Council in the coming weeks but they are already working on activity in June. Thank you CVP for all you have done to keep events alive in Camp Verde over the past few years and looking forward to what you have in store for us now.

### **Historical Society Lease**

10 years later we are now at the time to re up the lease. Staff have been working with the Historical Society to continue what has been a very successful relationship for development and maintaining a great historical museum. This again will be coming forward in the coming weeks to continue moving forward and enhancing our services to the locals as well as the visitors.

### **Forest Service Meeting**

The Mayor and I met with the Forest Service and received an update on the placement of staffing necessary to move our fall application forward for potential drainage work in Verde Lakes. This progress has been stalled since then due to staffing shortages, we hope that this and other items we work with the Forest Service will now make progress in the coming months.

*For questions or comments please contact me at [russ.martin@campverde.az.gov](mailto:russ.martin@campverde.az.gov) or at 554-0001.*



## Office of the Town Clerk April 2019

**Note from the Clerk:** Virginia enjoyed volunteering for the Parks & Recreation Department when they hosted the Circus on April 16<sup>th</sup>. April 18<sup>th</sup> Judy and Virginia attended the Region 1 Clerks quarterly meeting hosted by the Town of Jerome. The Clerk's office and Human Resource Department continues to process the many large records request.

### Business License 2019

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	16	14	9	13								
Renewal notices	77	76	65	60								
Total on File*	799	804	799	810								

### Business License 2018

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
New*	11	11	13	9	16	8	11	8	10	15	6	4
Renewal notices	87	87	85	65	34	62	75	74	69	65	77	82
Total on File*	858	854	830	799	813	820	804	802	809	795	807	782

\*does not include Non Profits or Special Event Vendors

### INFORMATION/RECORDS REQUEST 2019

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

#### Records Request:

**Training:** No formal Training in April

*Judy Morgan, Town Clerk*

### RECORDS REQUEST

DATE RECORD REQUESTED	PERSON REQUESTING RECORD	RECORD REQUESTED	RECORDS PROVIDED	HOW WAS RECORD REQUESTED			DATE COMPLETED	# OF DOCUMENTS
				WRITTEN	VERBAL	E-MAIL		
03/07/2019	LAND & HOME	403-11-083	SAME			X	03/07/2019	3 PAGES
03/13/2019	COM DEV	404-10-069 PLOT PLAN	SAME	X			03/13/2019	1 PAGE
03/18/2019	A GOGRAN	PERMITS 404-23-021	SAME	X			03/18/2019	03/18/2019
03/26/2019	R DONKERSLY	COPIES OF COMPLAINT C-18-04	SAME	X			03/26/2019	2 PAGES
03/28/2019	S GOETTING	EMAILS-TEXTS 01-01-2014 THRU 03-28-2019 ANDY PHILIPS OR SUNWEST BANK	REVIEWING 78-COMPLETED			X	E-MAILED 04-25-2019	
03/28/2019	S GOETTING	E-MAILS-TEXTS 01-01-2012 THRU 03-28-2019 KIM SHONAK AND OR NATURE CONSERVANCY	COMPLETED				E-MAILED 04-30-2019	REVIEWED 458
03/28/2019	S GOETTING	EMAILS-TEXTS 01-01-2012 THRU 03-28-2019 LINDA BUCHANAN	REVIEWING 6,666+434 FOR Dec 2018-2019				2013-EMAILED 1478	
03/28/2019	S GOETTING	JAN-FEB-MARCH MONTHLY REPORTS	COMPLETED JAN -FEB - MARCH			X	COMPLETED	E-MAILED MARCH 04-29-19
04/09/2019	S GOETTING	PERSONNEL FILES-J SCOTT, S AYERS, C HOWARD, R FOREMAN, R MARTIN	TO HR 04-15-2019 PENDING					1926 DOCS
04/09/2019	S GOETTING	EMAILS TO OR FROM OR COPIED TO AYERSONA@SUDDENLINK	REVIEWING 704 PENDING					
04/16/2019	S GOETTING	DOCS FOR SINAGUA MALT, INVESTOR NAMES WITH INVESTMENT AMOUNTS, CORP FILING,BANK STATEMENT RELATED TO SINAGUA MALT FROM 01-01-2013 - 04-19-2019	PENDING	X				
04/17/2019	S GOETTING	ALL PAST REQUESTS PREVIOUSLY SUBMITTED BY S GOETING WITH STATUS UPDATE	LOG OF REQUESTS	X		X	04/18/2019	3 PAGES



ID	CODE	NAME	MAILING ADDRESS	PROPERTY ADDRESS
3621	CONT	DESERT SERVICES INTERNATIONAL	18115 W VAN BUREN ST GOODYEAR, AZ 85338	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3622	REST	THIS DUDES FOOD LLC	5700 E MARKET STREET #2023 PRESCOTT, AZ 86314	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3624	RET	BAUMFIRE PREVENTION LLC	11386 E CIRCLE DRIVE CORNVILLE, AZ 86325	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3625	CONT	ORTEGA PLUMBING INC	3937 W WOODRIDGE DRIVE GLENDALE, AZ 85308	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3626	CONT	THEO CENTRIC ELECTRIC	2725 S RITA LANE TEMPE, AZ 85282	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3627	SERV	CONRAD BAUMAN	850 W AZURE DRIVE CAMP VERDE, AZ 86322	850 W AZURE DRIVE
	COMMENTS:	[REDACTED]		
3628	CONT	PRECISE SIGN CO LLC	107 S 57TH DRIVE PHOENIX,, AZ 85043	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3629	CONT	BLAKEWOOD BUILDERS LLC	28364 N HAYDEN ROAD SCOTTSDALE, AZ 85266	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3630	CONT	SWIFT ROOFING	3040 NORTH SHADY LANE CAMP VERDE, AZ 86322	3040 NORTH SHADY LANE
	COMMENTS:	[REDACTED]		
3631	CONT	FREEDOM FOREVER ARIZONA	43445 BUSINESS PARK DRIVE TEMECULA, CA 92590	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3632	CONT	BLANCHARD ELECTRIC INC	PO BOX 2582 COTTONWOOD, AZ 86326	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3634	CONT	REC ELECTRIC	DANIEL ROMERO 3515 W MEADOWLAKE DR CHINO VALLEY, AZ 86323	OUT OF TOWN
	COMMENTS:	[REDACTED]		
3636	RENT-R	PROCHNOW PROPERTIES	2335 S GLENROSE DRIVE CAMP VERDE, AZ 86322	373 CLIFFS PARKWAY
	COMMENTS:	[REDACTED]		

TOTAL LICENSES: 13



# CAMP VERDE MARSHAL'S OFFICE Monthly Report April 2019



## Volunteers in Policing (VIPs):

- VIP's conducted several community patrols each week during the month.
- VIP's donated approximately 225 hours to CVMO.

## Patrol:

- Deputies Mike Jardine, Justin Reay, and Erik Trahin attended General Instructor School in Flagstaff.
- Sergeants Steve Butler and Dan Jacobs attended AZ Auto Theft Summit in Flagstaff.
- Sgts. Butler and Baizel with Deputy Freeman attend Crisis Intervention training in Cottonwood.
- ACO Anthony attended AZACA Training Summit in Laughlin NV.
- All Sergeants attended Legal Updates and training for supervisors provided by Eric Edwards.

## Dispatch

- CVMO Hosted BBQ to celebrate Nation Public Safety Telecommunicators week.
- Conducted in-house training on Complacency and Office Safety.
- Mary Newton conducted Spillman RMS systems training for patrol.

## Miscellaneous:

- CVMO participated in the Annual Special Olympics Torch Run
- CVMO participated in the Annual Dump the Drugs Event, resulting in approx. 200 lbs of prescription drugs being turned in.

## Coffee with a COP:

- Coffee with a Cop was held March 29th at Thanks a Latte. The regular scheduled meeting is now taking place on the last Tuesday of each month.

## April statistics compared to last year

April	2018	2019
Total Calls	881	858
Traffic Stops	238	265
Animal Calls	47	66
Vehicle Burglary	0	0
Residential Burglary	3	3
Criminal Damage	8	1
Domestic Violence	21	14
All Other	564	509



## **Public Works Monthly Report**

**April 2019**

### **Engineering: Ron, Troy, & Dorie**

- Sports Park Phase I-B out to Bid
- Held Mandatory Pre Bid Meeting with Contractors, Parks and Rec, and Engineering Firm
- Verde Lakes Drive Meeting with Russ, Streets, Engineering Departments.
- Took Numerous Calls regarding Flooding concerns/Street Condition issues.
- Created Various Work Orders for All Town Departments
- Attended Council/Budget Work Session
- Ron attended Department Head meeting
- Ron and Troy interviewed four candidates for the Maintenance Division Managers Position.
- We successfully kept Mike Dumas' Retirement Party a surprise. We will all miss that guy!

### **Streets Division:**

- Repair storm damage on various roads
- Build new gates for Verde Lakes Dr at clear creek
- Upgrade and do repairs in the streets yard
- Service various pieces of equipment
- Break up millings in Cordes Jct
- Clean box culverts in Faulkner wash
- Spray weeds around town various locations
- Haul millings from Cordes Jct
- Paint gates at Verde Lakes Dr
- Move gate from in town to Parsons Park
- Repair the patch on Verde Lakes Dr
- Grade Old 279 a couple of times
- Haul millings to Old 279
- Plate road with millings
- Mow road shoulders various roads

### **Parks and Recreation:**

- CIP and operating budget planning continues. P&R is focused on maintaining existing improvements we have made as well as capacity for expansion of programs.
- Continuing work with fencing, gates and signage at the Sports Complex related to the perimeter loop trail.
- Our new Friday Camp class is in its second session, "Fun, Fitness, and Outdoor Sports," with 9 participants.
- Staff continue to work on budget, plans and options for our Special Event responsibility, especially focusing on the July 20<sup>th</sup> Corn Fest planning. This included a public meeting at the Library and a kick-off press release.
- Continued to handle requests for facility use at the Community Center, Rooms 204 & 305 and sports fields. For perspective this month saw 76 scheduled uses in the meeting rooms, 49 time slots in the Gym, 15 Ramada reservations, and 112 time slots for Butler Baseball and Soccer fields.
- We continue the process of hiring our summer camp and pool staff in preparation for the summer season. We offered a position for our choice for Pool Manager for this summer.
- Registration is still open for the Challenger International Soccer camp being held at Butler Park in June.
- We had a Friday Day Trips to the Rosson House in Heritage Square in Phoenix. Our shuttle was used at the Verde Valley Birding Festival for transportation on three days. We utilized one of our part time staff and Sebra from Econ. Dev. and Von Hatch from the Library volunteered their time.
- Our first summer Diamondbacks trip April 7 was sold out thanks to 20 tickets purchased by Sedona Elks Club for veterans and spouses.
- Little League continues games and practice at Butler.
- The Culpepper & Merriweather Circus came to Community Center Field on April 16<sup>th</sup>. This event generated a significant amount of Facebook feedback including a vocal few in opposition. P&R worked with CVMO to establish a protest area for the event. The two shows had a big turnout with over 1,000 excited attendees and a small number of protestors with no significant problems.
- Mike and Shawna attended a free Aquatics seminar in Glendale sponsored by Arizona Aquatics featuring instructors brought in from across the country thanks to grants from Arizona Parks & recreation Foundation and others.
- Thanks to an Eagle Scout project, the locker rooms at Heritage Pool have been painted two-tone blue to match the office, which was painted last year. We are in the process of ordering new rule and additional signs for Heritage Pool.
- Thanks to Merit, we now have internet available at the pool that will allow our staff to better track weather for the safety of our patrons. It will also allow us to update our

cashiering process, utilizing Sport sites for creating passes and registering for swim lessons among

### **Maintenance Division:**

- Progress continues on the Kitchen Remodel. New HVAC, floor coating, door installation
- Rezzonico Park Improvements. –Planting, signs, etc.
- Hallet Plaza Improvements and remodel is under way
- Pool is being prepared for opening season.
- Pool repainted with the help of our Local Boy Scouts
- Normal Work Orders Performed on all Town Grounds
- New roof repairs over Public Works Building started
- Assisted CD in cleanup of Town Property
- Signed up 3 Maintenance workers for Playground equipment Training

### **Wastewater Plant:**

- Tasked with 43 Blue Stakes for the month.
- Received two call outs for plant alarms.
- Received 299,647 gallons of septage from haulers this month.
- Average Effluent flow for March 225,000 gals. Per day.
- Installation almost complete for the solar panels. Awaiting APS final inspection.
- Power routed to Filter Building.
- Addressed Safety walk thru concerns. Waiting on parts for last issue.
- Received AIS Site Visit Summary Report from EPA and Cadmus group. This was an informal visit to assess compliance with American Iron and Steel requirements for WIFA construction. One item of mention was lack of certification for steel used in solar panel pad construction. We are still waiting for an answer from Wendell Engineering.
- Received an ADEQ APP Field Inspection on 4/11/19. Report has potential deficiencies noted for Fecal Coliform. Report available on site. We have four months to correct by completing Disk Filter/UV integration.
- Marshall Davis renewed his Arizona Department of Environmental Quality Grade 2 Wastewater Collection System Operator Certification.
- Waiting on corrected Red-lines for the Drying Beds submitted to SEC for revision.
- Inspection of Red Moon sewer lines continues. Locking manhole covers will need to be purchased for flood plain areas to prevent infiltration.
- Jerry attended AZ Water Conference in Phoenix

# COURT NEWS



Camp Verde Municipal Court monthly newsletter

APRIL 2019



## FOR IMMEDIATE RELEASE.....

- APRIL ACCESS TO JUSTICE MONTH (see attached article).
- Arizona Supreme Court to hear arguments in Prescott (article attached).



- Arizona to celebrate Law Day (see attached article).
- Governor Ducey appoints Judge James Beene as Supreme Court justice (see attached article).

## APRIL AT A GLANCE.....

- April 8th and 9th Veronica assisted Clarkdale with interviews for a new position.
- April 9th– Veronica attended the Court/Jail review meeting via teleconference.
- April 9th Judge and Veronica attended budget meeting with Council.
- April 10th - Court staff attended the farewell party for Mike Dumas
- April 11th - All staff attended the Open enrollment.
- April 24-26th all staff attended the ACA conference held in Prescott AZ.
- Veronica attended all dept head meetings this month

## LETS COMPARE SOME STATS: April and March

- 100 total Criminal Misd/ Criminal traffic, local ordinance **charges** filed  
15 MORE than MARCH .
- 145 civil Traffic charges filed this month  
(CVMO/DPS/ YANPD)  
51 MORE than MARCH
- 1 petition for Order of Protection was filed
- 1 petition for an Injunction against harassment filed.
- AZCourtPay.com (OLCP/FARE WEBSITE) monies collected this month: \$3929.32  
\$407.86 LESS than MARCH



# NEWS RELEASE

Arizona Supreme Court - Administrative Office of the Courts

## **FOR IMMEDIATE RELEASE**

Contact: Aaron Nash  
Phone: 602-452-3656  
Email: [anash@courts.az.gov](mailto:anash@courts.az.gov)

April 3, 2019

### **April is Access to Justice Month**

PHOENIX – Governor Doug Ducey signed a proclamation making April 2019 Access to Justice Month in Arizona. Governor Ducey’s proclamation recognizes the importance of access to justice for all, including the value and goodwill generated in the public when all individuals have meaningful access to the judicial branch.

The Arizona Supreme Court established a [Commission on Access to Justice](#) in 2014 in part to carry out the goal of access to justice that was part of Chief Justice Scott Bales’ five-year strategic agenda. The Commission has remained a standing workgroup to develop and promote opportunities for individuals to ensure their voices are heard in Arizona’s courts. Access to justice is a longstanding goal of Arizona’s Supreme Court and Administrative Office of the Courts.

Arizona Court of Appeals, Division One Judge Lawrence Winthrop has chaired the Supreme Court’s Commission on Access to Justice since its creation in 2014.

Judge Winthrop stated, “We appreciate Governor Ducey’s recognition of and commitment to increasing every Arizonan’s opportunity to have meaningful access to our courts. In that regard, the Commission on Access to Justice is working with the Governor’s office to provide civil legal assistance for victims of crime, including domestic violence and elder abuse, and victims of the opioid crisis, and to help remove legal barriers for those seeking to reenter society. These goals line up with the Judiciary’s commitment to providing access to legal resources for vulnerable members of our community, and for those individuals who, by circumstance or choice, are representing themselves in court. Success in achieving these goals benefits our entire community, and Access to Justice Month is a welcome reminder to not only thank those who are working to promote access to justice, but also to recommit ourselves to this important cause.”

The Court has several working groups dedicated to promoting access to justice. Examples include the [State, Tribal, and Federal Court Forum](#) to improve the quality of justice delivered in overlapping jurisdictions; the [Commission on Minorities in the Judiciary](#), intended to remove barriers to achieving racial equality and equal justice and to increase the number of qualified minority applicants available to serve as judicial officers and as court professionals; and the [Committee on Limited Jurisdiction Courts](#) and the [Committee on Superior Court](#) help develop and implement policies designed to improve the quality of justice and access to the courts. Most recently, the Court established a [Legal Services Task Force](#) to review the regulations of the practice of law with the goal of improving the delivery of legal services to consumers.

Access to Justice Month is an opportunity to recognize and thank the attorneys, legal support staff, nonprofit agencies, judges, court staff, volunteers, institutions, and others that support justice for all. All individuals are encouraged to learn more about Arizona's courts this month, to offer support or volunteer where possible, and to direct those in need to the many resources available throughout Arizona. While special recognition is made this month, the work and innovations supporting access to justice for all continue.

###

To learn more about Arizona's judicial branch, visit [www.azcourts.gov](http://www.azcourts.gov).

Follow us on Twitter: @AZCourts and on Facebook at Facebook.com/ArizonaSupremeCourt.



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Arizona Supreme Court - Administrative Office of the Courts

### **FOR IMMEDIATE RELEASE**

Contact: Aaron Nash  
Phone: 602-452-3656  
Email: [anash@courts.az.gov](mailto:anash@courts.az.gov)

April 2, 2019

### **Arizona Supreme Court to Hear Arguments in Prescott**

PHOENIX – The Arizona Supreme Court will hear oral arguments at Prescott High School on April 16 as part of the Court’s oral arguments on the road community outreach program. The Court hears arguments at Arizona’s two state law schools each year and at other local venues around the state, including in Arizona high schools and community centers.

Prescott High School Principal Mark Goligoski said “This is a great opportunity for both our students and our broader community to get a first-hand look at the important work of the AZ Supreme Court. We at Prescott High School are honored to have been chosen to host this unique learning opportunity.” The school’s prelaw, government, and mock trial students will review the case backgrounds in advance of the arguments and will participate with the rest of the student body in a question and answer session with the justices following the arguments.

The Prescott community is particularly looking forward to hearing from Vice Chief Justice Robert Brutinel, a Prescott High School alumnus. Brutinel served on the Yavapai County Superior Court bench for 14 years, including six years as that court’s presiding judge before his appointment to the supreme court in 2010. Vice Chief Justice Brutinel begins a five-year term as Chief Justice of the Supreme Court on July 1.

The cases before the Court in Prescott—and all Supreme Court oral arguments—will be live-streamed at <http://www.azcourts.gov/AZSupremeCourt/LiveArchivedVideo>. For more information about the oral arguments being held in Prescott, contact Prescott High School Assistant Principal Clark Tenney at [clark.tenney@prescottschools.com](mailto:clark.tenney@prescottschools.com).

###

# NEWS RELEASE

Arizona Supreme Court  
Administrative Office of the Courts



Contact: Aaron Nash  
Phone: 602-452-3656  
Email: [anash@courts.az.gov](mailto:anash@courts.az.gov)

April 24, 2019

## Arizona to Celebrate Law Day

PHOENIX – Every year during the first week of May, Americans celebrate Law Day. It is an opportunity for all Americans to reflect on the rule of law and the foundations of our country’s legal system. Law Day reminds all Americans that participation and support is needed to maintain our fragile system of democracy.

Law Day activities and celebrations will take place around Arizona next week, with many on May 1. Arizona’s Supreme Court Justices will participate in various events related to the day, including Justices Ann A. Scott Timmer, Andrew Gould, and Clint Bolick making appearances in area schools to discuss this year’s theme: “Free Speech, Free Press, Free Society.”

A selection of Law Day-related events happening around Arizona:

- Pima County is hosting a Law Day event for high school students at the Pima County Board of Supervisors Hearing Room on Monday, April 29, starting at 10:00 a.m.
- Former Arizona Chief Justice Rebecca White Berch will take part in Maricopa County’s Law Day event on May 1 at the Sandra Day O’Connor College of Law at Arizona State University. Justice Berch will be joined by a panel of scholars and journalists. Tickets may be available through <https://www.eventbrite.com/e/maricopa-law-day-2019-tickets-59357634282>.
- Cochise County will hold its 17<sup>th</sup> annual Law Day Celebration at the Douglas High School, beginning at 9:00 a.m. on May 1. The public is welcome to attend. <https://www.azcourts.gov/Portals/201/Press%20Releases/2019/040319LawDayCochise.pdf>.
- The State Bar of Arizona is hosting a free legal clinic on Saturday, May 4. More information is available at <https://www.azbar.org/legalhelpandeducation/lawday/>.

For those in the greater Phoenix area, the Arizona Capitol Museum offers an exhibit providing an overview of the Arizona Supreme Court and some of Arizona’s most well-known cases. The exhibit is located on the third floor of the State Capitol Building. <https://azlibrary.gov/azcm>

Schools, courts, governments, and others around the nation will take part in mock trials, discussions, lectures, and activities that commemorate the United States' commitment to the rule of law. The American Bar Association states that Law Day was conceived in 1957 by its president at the time, Charles Rhynes, who wanted a national day to commemorate the country's commitment to the rule of law. President Dwight D. Eisenhower proclaimed May 1 as Law Day the following year. Three years later in 1961, Congress passed a joint resolution making May 1 the official date for the national celebration of Law Day.

"This year's Law Day theme offers a chance to learn from lawyers, judges, journalists, and members of the public who can talk about vital freedoms enjoyed by Americans and how they support democracy and a government responsible to 'We, the people,'" said Arizona Supreme Court Chief Justice Scott Bales. "Law Day helps promote awareness of the importance of the rule of law in America, but there is much work to be done. Preserving our liberties depends on public understanding and participation. I encourage everyone to get involved and learn more about our courts and laws."

###

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# NEWS RELEASE

Arizona Supreme Court  
Administrative Office of the Courts



Contact: Aaron Nash  
Phone: 602-452-3656  
Email: [anash@courts.az.gov](mailto:anash@courts.az.gov)

April 26, 2019

## **Governor Ducey Appoints Judge James Beene as Supreme Court Justice**

PHOENIX – Governor Doug Ducey appointed [Arizona Court of Appeals Judge James P. Beene](#) as Arizona’s newest Associate Justice of the Supreme Court. Judge Beene fills the vacancy created by former Justice John Pelander’s retirement in March.

Judge Beene was appointed to the Court of Appeals in 2016. Prior to joining the Court of Appeals, Judge Beene spent 7 years with the Maricopa County Superior Court where he presided over juvenile, family, and criminal court cases.

Judge Beene received his J.D. from the University of Arizona and his B.A., from the University of California at Santa Barbara.

Governor Ducey’s announcement is available at <https://azgovernor.gov/governor/news/2019/04/governor-ducey-appoints-james-p-beene-supreme-court-arizona>.

Supreme Court justices appear on the statewide election ballot for retention two years after their initial appointment and every six years thereafter.

###

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**CAMP VERDE MUNICIPAL COURT  
MONTHLY TRANSMITTAL**

Date: May 7, 2019  
From: Camp Verde Municipal Court  
Check #: 6017

Reporting Month: APRIL 2019

Total Amount of Check: \$40,371.02

*PS*

RECEIVED/TO BE ALLOCATED TO ACCOUNTS BELOW BY: \_\_\_\_\_

**REVENUE ACCOUNT NUMBER**

**01-300-40-413000** \$36,738.87

**Fines/Fees/Forfeitures- before the check requests below**

**01-300-40-431000** \$263.05

**Court Apt-Atty. Reimbursement**

**05-310-40-413100** \$216.84

**Local JCEF Fund**

**05-330-40-413300** \$2619.76

**Court Enhancement Fund**

**19-601-40-413000**

**Camp Verde Marshal's Safety Equip. Fund** \$531.95

**28-4139 License Plate violation** (\$148.92)

**28-2533 registration violation** (127.42)

**2011 additional assessment citing agency share** (\$.24)

**19-540-40-413000**

**Camp Verde Code Enforcement Sfty. Equip fund** \$0.55

**CHECK REQUEST**

To be written to County Treasurer, Law Enforcement Agencies and the State Treasurer

VENDOR #	AGENCY	AMOUNT	ACCOUNT#
002693	Yavapai Apache Nation Police Dept. (2011 additional assessment \$10.85) (Suspended plates fee \$127.66)	\$138.51	01-300-40-413000
000087	Yavapai County Jail & Addtl Fee \$1 Fund	\$359.93	01-300-40-413000
000117	Arizona State Treasurer	\$18,314.45	01-300-40-413000
003583	Arizona Department of Public Safety Equip. Fund Additional assessment fund (\$100.71)	\$100.71	01-300-40-413000
003572	Motor Vehicle Division Refund Unit	\$0.00	01-300-40-413000
001014	Registrar of Contractors Safety Equipment Fund	\$0.00	01-300-40-413000
003313	Cottonwood Police Dept Safety Equipment Fund 2011 Additional assessment fund	\$0.00	01-300-40-413000

APRIL 2019

CAMP VERDE MUNICIPAL COURT  
MONTHLY REPORT

DESCRIPTION	JULY 2018	AUGUST 2018	SEPTEMBER 2018	OCTOBER 2018	NOVEMBER 2018	DECEMBER 2018	JULY THROUGH DEC 2018	JANUARY 2019	FEBRUARY 2019	MARCH 2019	APRIL 2019	MAY 2019
MISDEMEANOR & CR TRAFFIC FTA	64	84	56	75	41	29	349	62	34	79	77	
DUI	0	4	0	4	3	4	15	2	2	3	15	
SERIOUS TRAFF	2	0	0	1	0	2	5	0	0	0	1	
CRIMINAL TRAFF	3	5	7	15	14	11	55	6	6	3	7	
MISDEMEANORS SUBTOTAL	69	93	63	95	58	46	424	70	42	85	100	0
CIVIL TRAFFIC	45	52	41	46	46	115	345	99	96	94	145	
HARRASSMENT INJUNCTION	2	1	9	7	1	1	21	3	5	0	1	
ORDER OF PROTECTION	2	4	2	3	1	0	12	2	2	2	1	
TOTAL FILINGS	118	150	115	151	106	162	802	174	145	181	247	0
IA/ARR IN CUSTODY							0	0	0	0	0	0
ATTY RESTITUTION	817.36	957.74	480.75	288.14	215.19	471.91	3231.09	572.74	1488.20	526.81	263.05	
LCL ORD FEES (Default/Warrant etc)	1675.66	3144.83	1681.12	2444.93	1822.98	1573.17	12342.69	2173.89	2118.66	3250.59	2055.50	
LCL CRT ENHANCEMENT	1510.53	1422.13	1483.91	1827.73	1736.36	1542.91	9523.57	2255.05	1978.52	2121.58	2619.76	
JCEF TO TOWN	171.01	190.85	150.16	191.87	227.13	111.43	1042.45	242.53	153.00	234.33	216.84	
CVMO ADDL EOP\$13	119.43	118.30	114.33	155.00	114.27	141.79	763.12	485.84	484.73	903.22	531.95	
DPS ADDL EOP \$13	4.48	18.04	56.43	77.63	106.75	62.85	326.18	63.06	47.89	43.27	100.71	
YAV CTY JAIL/ADD FEE	550.08	824.56	936.18	432.62	267.68	271.92	3283.04	386.94	410.53	304.96	359.93	
NVD/ADOT/ADD FEE COTTONWOOD ADD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
EOP FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	0.00	0.00	
CAMP VERDE CODE ENFORCEMENT	0.00	0.00	4.00	4.00	0.22	0.56	8.78	4.38	4.55	1.07	0.55	
ROC ADDL EOP FEE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
YAV TRIBAL POLICE	173.61	4.10	12.82	148.28	16.42	1.09	356.32	11.84	13.71	267.53	138.51	
STATE TREAS.	10268.44	13893.94	10870.48	19901.10	13792.45	12420.95	81147.36	17436.79	17810.01	18894.68	18314.45	
TOWN TREAS.	8221.40	13282.03	10467.43	13557.91	12977.49	11957.44	70463.70	17769.49	17130.29	19508.18	18088.32	
TOTAL CHECK	21018.98	29753.95	24095.74	36296.14	29238.77	26510.94	166914.52	38655.92	38037.23	42278.82	40371.02	0.00



Limited Jurisdiction Courts  
Other Proceedings Held Summary Report

CAMP VERDE MUNICIPAL COURT - 1354  
START DATE : 4/1/2019      END DATE : 4/30/2019

Line ID	Other Proceedings Held	No. of Events
<b>Section - 1 Trials</b>		
A	Misdemeanor/FTA Jury Trials Held	<u>0</u>
B	Misdemeanor/FTA Court Trials Held	<u>0</u>
C	Criminal Traffic/FTA Jury Trials Held	<u>0</u>
D	Criminal Traffic/FTA Court Trials Held	<u>2</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>
<b>Section - 2 Hearings and Initial Appearances</b>		
H	Civil Traffic Hearings Held	<u>2</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>
<b>Section - 3 Special Proceedings</b>		
P	Fugitive Complaints Filed	<u>0</u>
Q	Search Warrants Issued	<u>0</u>

## Limited Jurisdiction Courts

START DATE : 4/1/2019      END DATE : 4/30/2019

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

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

CAMP VERDE MUNICIPAL COURT - 1354

START DATE : 4/1/2019      END DATE :4/30/2019

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		
<b>Section - 1 Misdemeanor</b>										
<b>Person</b>										
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	5	1	0	6	1	0	1	1	3
<b>Property</b>										
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	13	0	3	16	7	0	0	5	12
<b>Other</b>										
H	Drug Possession/Paraphernalia	7	0	0	7	3	0	0	1	4
I	Weapons	0	0	0	0	0	0	0	0	0
J	Public Order	11	1	0	12	5	0	1	2	8
K	Interfering With Judicial Proceedings	5	0	0	5	0	0	0	1	1
L	Failure to Appear/Misd&CrimTraffic	1	0	0	1	3	0	0	0	3
M	Petty Offenses	0	0	0	0	2	0	0	0	2
N	Other	35	2	10	47	25	0	2	20	47
<b>Section - 2 Criminal Traffic</b>										
<b>DUI</b>										
A	Motor Vehicle	10	0	0	10	1	0	0	0	1
B	Extreme Motor Vehicle	5	0	0	5	0	0	0	0	0
C	Boating/Flying	0	0	0	0	0	0	0	0	0
<b>Serious Violations</b>										
D	Leaving the Scene	0	0	0	0	0	0	0	0	0
E	Reckless Driving	1	0	0	1	0	0	0	0	0
F	Racing on Highway	0	0	0	0	2	0	0	0	2
G	All Other	0	0	0	0	0	0	0	0	0
<b>Other Violations</b>										
H	Criminal Speed	3	0	0	3	3	0	0	0	3
I	All Other	4	1	5	10	6	0	1	3	10
<b>Section - 3 CivilTraffic</b>										
A	Driver License	0	0	0	0	0	0	0	0	0
B	Registration	7	0	0	7	5	0	0	0	5
C	Insurance	3	0	0	3	0	1	0	0	1
D	Speeding	58	4	0	62	43	2	4	0	49
E	Excessive Speeding	6	0	0	6	5	0	0	0	5
F	Red Light	0	0	0	0	0	0	0	0	0
G	Seat Belt	2	0	0	2	3	0	0	0	3
H	State DPS Photo Enforcement	0	0	0	0	0	0	0	0	0
I	Other Civil Traffic	69	6	0	75	41	12	6	0	59

	<b>Section - 4 Local - Non Criminal Ordinances</b>									
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
	<b>Section - 5 Felony</b>									
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
	<b>GRAND TOTAL</b>	<b>245</b>	<b>15</b>	<b>18</b>	<b>278</b>	<b>155</b>	<b>15</b>	<b>15</b>	<b>33</b>	<b>218</b>
	<b>Section - 6 Domestic Violence</b>									
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>11</u>	<u>2</u>	<u>0</u>	13	<u>7</u>	<u>0</u>	<u>2</u>	<u>0</u>	9
	<b>Section - 7 Special Case Characteristics</b>									
A	Self Represented Litigants	<u>219</u>	<u>14</u>	<u>8</u>	241	<u>132</u>	<u>15</u>	<u>14</u>	<u>32</u>	193
B	Interpreter Services Provided	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>2</u>	<u>0</u>	<u>0</u>	<u>0</u>	2



## CAMP VERDE COMMUNITY LIBRARY

130 Black Bridge Road Camp Verde AZ 86322 | 928-554-8380

### MEMORANDUM

**TO:** Russ Martin, Town Manager  
**FROM:** Kathy Hellman, Library Director  
**SUBJECT:** Monthly Report – April 2019  
**DATE:** 5/8/2019  
**CC:** Department Heads, Town Council

**Report from Library Director, Kathy Hellman:** Every April libraries around the country



#### Donated Books

**16,512** **\$8,358**  
 Sorted Sold



celebrate National Library Week and Volunteer Appreciation Week. Not only do Library Volunteers save us money, they make money that is used to support the library and enhance library services. Vital to library support, the all-volunteer force called, Friends of Camp Verde Library, purchased the following items for the library:

- 12 light-weight 60" round plastic folding tables
- 10 light-weight 30"x90" plastic folding tables

- 4 light-weight 30"x72" plastic folding tables
- Purchase and installation of 6 ceiling fans for meeting rooms and small study rooms
- 5 colorful Tiki Stools for the Children's Library
- 5 tables on wheels for the Teen Library
- 6 new Dell Computers for the Teen Library
- 3 Self-Checkout (CircIT) stations
- Co-sponsored the Discover Tech Exhibition
- Paid for access to Prenda Code Club software for youth
- 182 duplicated copies of popular titles for the POP Book browseable collection
- Co-sponsored a successful author talk with JA Jance, contributing dozens and dozens of homemade cookies for visitors to enjoy

A huge THANK YOU to Carson, Zack and Janell who worked with Salli Maxwell of Arizona's Children Association and Sokie Chagolla of Camp Verde Head Start to celebrate [el día de los niños/El día de los libros \(Children's Day/Book Day\)](#) with a Kinder Readiness Fair. Their planning



**6,625**

Volunteer Hours



Cost if paid \$15/hr.

**\$99,375**



and collaboration paid off and we hope to make this an annual event on or around April 30.

**Report from Library Specialist, Alice Gottschalk:** Three of our Volunteers were "Caught in the Act" of providing superior customer service. Thank you Chuck, Nancy & Ginger. You inspire us to go the extra mile with customer service.

**Report from Teen Librarian, Zack Garcia:** In April, YAC participated in the Earth Day Celebration that the Town and Yavapai-Apache Nation partnered in. Two members helped with prep the day before the event, folding shirts and cutting out and assembling giveaways. The day of the event, three members volunteered, working at different stations such as the Check-In table and recycling sorting. Moving forward: YAC and I will be recruiting new members. With five current members it's hard to help with events when someone is out of town or sick. More members will mean we can help out more while also giving more teens the chance to learn leadership skills and engage in civic activity. I will begin coaching YAC's President and Vice President to take on more responsibility so that we can move toward a hands-off model with the teens in the driver's seat.

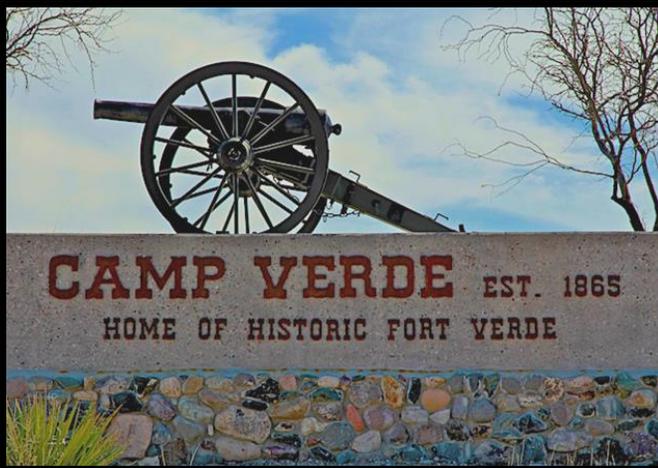
**Report from Library Specialist, Gerry Laurito:** Our monthly tech user groups are attracting 1 or 2 people per session with different people each time. Patrons seem pleased with the one-on-one instruction. On April 11th Wendy & I attended an all-day training at the Phoenix Public Library about how to respond to homeless and transient people in the library or on library property. The training was enlightening, proposing staff take an empathetic approach. We learned a little about how people may become homeless and about the "homeless" lifestyle. If we start from empathy, we will successfully provide a safe, inclusive, welcoming place for all our patrons.

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

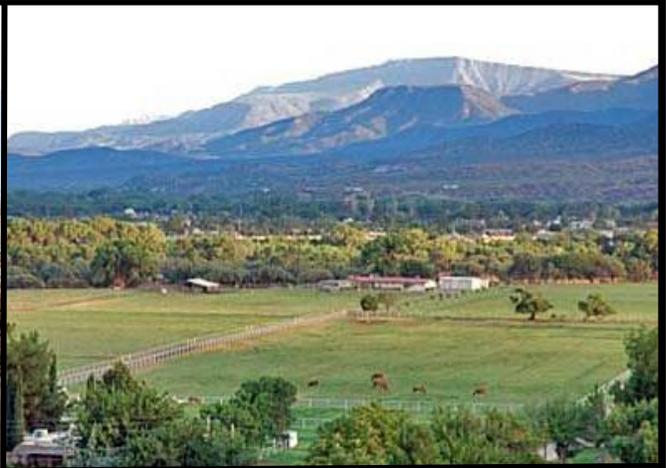
<https://www.facebook.com/campverdelibrary>

	Apr-19	Apr-18	% change	YTD-FY19	YTD-FY18	% change
<b>In-Library Uses</b>						
Traffic Count	9,564	8,306	15.1%	84,998	81,984	3.7%
New Cards Issued	65	76	-14.5%	714	903	-20.9%
Public Computer Use	1,458	1,431	1.9%	13,807	14,135	-2.3%
Early Literacy Computer Use	139	153	-9.2%	1,453	1,511	-3.8%
Requests for Computer Help	120	122	-1.6%	1,087	1,107	-1.8%
Reference Questions	165	123	34.1%	1,418	1,759	-19.4%
Study Room Uses	78	53	47.2%	565	528	7.0%
Study Room Use - Hours	120	110	9.1%	1,149	1,124	2.2%
Study Room Use - People Served	104	65	60.0%	762	776	-1.8%
Community Room Uses	70	49	42.9%	476	376	26.6%
Community Programs Attendance	483	414	16.7%	4,418	2,961	49.2%
<b>Total In-Library Use</b>	<b>12,366</b>	<b>10,211</b>	<b>21.1%</b>	<b>110,847</b>	<b>107,164</b>	<b>3.4%</b>
<b>Library Programs</b>						
Adult Programs	17	8	112.5%	161	127	26.8%
Adult Program Attendance	324	86	276.7%	2,098	1,646	27.5%
Children's Programs	21	18	16.7%	196	180	8.9%
Children's Program Attendance	187	171	9.4%	1,577	1,373	14.9%
Teen Programs	22	7	214.3%	146	86	69.8%
Teen Program Attendance	108	74	45.9%	1,338	634	111.0%
<b>Total Library Program Attendance</b>	<b>619</b>	<b>266</b>	<b>132.7%</b>	<b>5013</b>	<b>3653</b>	<b>37.2%</b>
<b>Circulation</b>						
Items Checked Out	4,507	4,476	0.7%	49,648	51,108	-2.9%
Items Checked In	4,876	4,684	4.1%	51,230	48,185	6.3%
Renewed Items	869	839	3.6%	7,846	7,986	-1.8%
<b>Total Circulation</b>	<b>10,252</b>	<b>9,999</b>	<b>2.5%</b>	<b>108,724</b>	<b>107,279</b>	<b>1.3%</b>
<b>Circulation Areas of Interest</b>						
Audio Books	179	188	-4.8%	2,293	2,384	-3.8%
Playaway MP3 Books	100	88	13.6%	1,132	1,022	10.8%
DVDs & Movies	1,616	1,671	-3.3%	19,506	20,362	-4.2%
eBooks	551	213	158.7%	4,865	3,598	35.2%
Laptops & iPads	6	4	50.0%	485	50	870.0%
Large Print	301	298	1.0%	3,113	3,038	2.5%
Magazines	82	134	-38.8%	729	987	-26.1%
VOX Media Book	22	n/a		240	n/a	
Children's Material	773	923	-16.3%	9,713	10,884	-10.8%
Teen's Material	459	626	-26.7%	5,967	7,113	-16.1%
<b>Transits, HOLDS &amp; InterLibrary Loans</b>						
HOLDS Filled	1,010	982	2.9%	10,833	9,454	14.6%
Transit Items Sent & Received	1,628	1,556	4.6%	16,309	15,908	2.5%
CVCL ILL Items Going Out	43	20	115.0%	325	206	57.8%
ILL Items for CVCL Patrons	14	7	100.0%	61	80	-23.8%
<b>Total Transit, HOLDS &amp; ILL Activity</b>	<b>2,695</b>	<b>2,565</b>	<b>5.1%</b>	<b>27,528</b>	<b>25,648</b>	<b>7.3%</b>
<b>Library Volunteers</b>						
Number of Volunteers	31	41	-24.4%	323	346	-6.6%
Number of Hours Given	523	565	-7.4%	5,464	5,690	-4.0%
Average Hours/Volunteer	16.9	13.8	22.4%	16.9	16.4	2.9%
<b>Collection &amp; Development</b>						
New Kids & Teen Material Added	37	42	-11.9%	495	474	4.4%
New Books & Magazines Added	144	139	3.6%	1,827	1,205	51.6%
New Audio-Visual Material Added	72	17	323.5%	525	391	34.3%
<b>Total Items Added</b>	<b>216</b>	<b>156</b>	<b>38.5%</b>	<b>2352</b>	<b>1596</b>	<b>47.4%</b>

<b>Mending &amp; Donations</b>						
Items Mended or Repaired	164	263	-37.6%	1,758	1,124	56.4%
Donations Processed	1,287	975	32.0%	12,938	13,255	-2.4%
Donations Cataloged	42	25	68.0%	411	605	-32.1%



## Community Development



**CARMEN HOWARD**  
Community Development Director

**ROBERT FOREMAN**  
Building Official



*April 2019*

**Community Development  
Director's Monthly Report  
April 2019**

The CD Director met with various departments and citizens to discuss potential development projects and general interdepartmental coordination. Staff has been working on amending the development agreement with Verde Ranch (former Silverado MH project) to update for slight modifications to plan. The Sign Code update is under review by the Town Attorney and we are planning to bring forward in June.

The CD Director continues to work with Economic Development and Public Works to further development within the Town according to our guiding plans. CD continues to work with the Economic Development Department on graduate student applied projects in Camp Verde. CD is successfully working remotely with a GIS student. The state will soon be licensing the Hemp industry and CD is working with Yavapai County, the Hemp industry and the State to understand what the potential benefits are and how to regulate or deregulate Hemp in Camp Verde. CD is planning on reaching out to the agricultural community for input.

The CD Director continues to work with and guide staff to accomplish the department goal of excellent customer service and streamlined processes. Community Development will continue its goal of providing excellent customer service to the Community by focusing on improving processes for the residential community and non-commercial applications.

**MONTHLY REPORT FOR APRIL 2019**  
**BUILDING DIVISION**

Met with the representatives of the Rodeo Arena project and Building & Public Works staff regarding permitting process. Attended a Department Head meeting on behalf of the C.D. Director. Met a second time with the Public Works Director, Assistant Director and Public Works staff regarding the Rodeo Arena project, and held a conference call with their Engineer of record.

Met with the Engineer of the applicant regarding the proposed Rio Verde Subdivision. Met with the C.D. Director, Planning staff and the applicant for a new Commercial Planned area development. Met with Officer Patton regarding a possible dangerous structure, and subsequently did post it as dangerous.

Assisted Public Works Department in four (4) interviews for the new Maintenance Division Manager position. An applicant was selected and offered the position. Attended a Pre-Development meeting with the Public Works Director, Assistant Director, C.D. Director, Senior Planner and the Engineer of record for the proposed Rio Verde Subdivision. Met with the pool subcontractor and Building staff regarding Public pool barrier requirements for the Red Moon R.V. Park project.

Attended, along with Building Division staff the Arizona Building Officials spring training institute in Tucson. Met with the C.D. Director and the interim Fire Marshal regarding fire safety issues on Red Moon R.V. Park. Had a meeting with the Public Works Director, Assistant Director, C.D. Director, Senior Planner, Wastewater Manager, Mary Phelps, Dugan McDonald surveyor of record and by phone Luke Sefton engineer of record regarding the permitting process for the Rodeo Arena project.

Completed 64 building inspections, 22 residential plan check reviews, 5 commercial plan check reviews, 40 phone calls, 16 meetings, 3 miscellaneous site inspections, 4 miscellaneous postings, 4 transmittals and 4 business licenses issued.



Robert Foreman CBCO  
Building Official

# Monthly Report for Planning & Zoning Items

Month/Year: April 2019

Zoning Clearances Completed:

Residential: 21

Commercial: 6

Zoning Verifications: 0

Administrative Reviews: 0

Minor Land Divisions: 0

Lot Line Adjustments: 0

Temporary Use Permits: 3

Development Standards Review: 1

Preliminary Plat: 1

Zoning Map Change: 1

Use Permits: 0

Text Amendments: 0

Board of Adjustment Meetings: 0

Planning Commission Meetings: 0

PZC Items to Town Council: 0

Ordinances/Resolutions Adopted: 0

Business Licenses received: 6

Business Licenses approved: 5

Training/Webinars:

(3) GIS Trainings

Other Meetings:

AZ APA Meeting in Phoenix  
GIS Meeting with CV Marshal's Office  
CVMO re: Dog Kennels and Licensing  
Verde Ranch RV Park re: Sign Package  
Copper Canyon Fire re: Addressing  
Rodeo Arena re: Processing Protocol

Verde Ranch Residential: Status  
Verde Valley GIS Users Group in Cottonwood  
N.AZ GIS Users Group in Prescott Valley  
Hemp Growers Information Group  
Red Moon Dev. re: RV Lift Station / Res. Project

Phone Calls Processed: 228



# Monthly Report

## ***Code Enforcement***

April 2019

The month of April proved to be the start of the summer issues, weeds, fire danger and various other complaints the warm weather brings. April also is the beginning of the yard sale season. For the next few months we will continue to educate the public on allowed signs and locations within the Town limits. Overall, April is the end of the winter slow season. You will also notice that the old 1994 Ford ranger has been replaced by the former building department's 2015 Chevy Silverado. Even though April 2019 has come and gone we continue to provide fair and unbiased enforcement of the Town's Code and look forward to the month May and what it brings with it.

## COMMUNITY DEVELOPMENT MONTHLY REPORT

APRIL 2019	CURRENT MONTH	PREVIOUS MONTH	2018-2019
<b>PERMITS ISSUED</b>	<b>51</b>	<b>24</b>	<b>283</b>
Commercial – Building	1		
Commercial – Co-locate Tower	1		
Commercial – Ten. Improvement	1		
OTC	14		
Residential – Building	5		
Residential – MFH	3		
Residential – Demo	1		
Residential – Accessory	5		
Residential – Sprinklers	1		
Residential – Swimming Pool	2		
Sign	3		
Solar	4		
Temporary Use	3		
Zoning Clearance – Accessory	4		
Zoning Clearance – Fence	3		
<b>PERMITS FINALED</b>	<b>8</b>	<b>9</b>	<b>208</b>
Commercial – Co-locate Tower	0		
Commercial – Building	0		
Commercial – Ten. Improvement	1		
Commercial – Grading	0		
OTC	2		
Residential – Building	0		
Residential – MFH	3		
Residential – Demo	0		
Residential – Accessory	1		
Residential – Swimming Pool	0		
Sign	0		
Solar	1		
Temporary Use	0		
Temporary Youth	0		
Zoning Clearance – Accessory	0		
Zoning Clearance – Commercial	0		
Zoning Clearance – Fence	0		
<b>PLAN REVIEWS PERFORMED</b>	<b>27</b>	<b>14</b>	<b>162</b>
Commercial	5		
Residential	22		
<b>INSPECTIONS PERFORMED</b>	<b>64</b>	<b>57</b>	<b>478</b>
<b>ZONING CLEARANCES COMPLETED</b>	<b>27</b>	<b>13</b>	<b>169</b>
Commercial	6		
Residential	21		
<b>PHONE CALLS RECEIVED/COMPLETED</b>	<b>772</b>	<b>737</b>	<b>5861</b>
Building Department	420		
Planning & Zoning	228		
Code Enforcement	124		

<b>APRIL 2019</b>	<b>CURRENT MONTH</b>	<b>PREVIOUS MONTH</b>	<b>2018-2019</b>
<b>BUSINESS LICENSES</b>			
Received	6	2	55
Approved	5	3	44
Denied	0	0	2
Inspections	0	1	2
<b>MISCELLANEOUS POSTINGS</b>	<b>4</b>	<b>3</b>	<b>32</b>
Clerk	3		
Community Development	1		
Building	0		
<b>MISCELLANEOUS SITE INSPECTIONS</b>	<b>3</b>	<b>5</b>	<b>59</b>
Zoning	0		
Building	3		
<b>TRANSMITTALS</b>	<b>4</b>	<b>5</b>	<b>21</b>
<b>MEETINGS</b>	<b>16</b>	<b>16</b>	<b>136</b>
<b>COMMISION/BOARD/COUNCIL MEETINGS</b>	<b>0</b>	<b>1</b>	<b>9</b>
<b>LETTERS</b>	<b>2</b>	<b>3</b>	<b>15</b>
<b><u>BUILDING VIOLATIONS</u></b>			
<b>DANGEROUS BUILDINGS</b>	<b>1</b>	<b>0</b>	<b>4</b>
<b>STOP WORK ORDER</b>	<b>0</b>	<b>0</b>	<b>2</b>
<b>GRADING WITHOUT PERMIT</b>	<b>0</b>	<b>0</b>	<b>0</b>

# DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY

1110 W. Washington, Suite #100  
Phoenix, AZ 85007

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

TOWN OF CAMP VERDE BUILDING DEPT.  
473 S. MAIN ST.  
CAMP VERDE, AZ. 86322

PHONE: 520-338-4537 FAX: (520) 628-6930

Reporting Month: APRIL 2019  
Date Submitted: 5/6/19

## IGA MONTHLY REPORT

Name, Address of IGA Partner (Please type or print [1])

Submitted By: ROXANNE JASMAN  
Email: ROXANNE.JASMAN@CAMPVERDE.AZ.GOV  
Phone Number: 928-554-0063

Monthly Permit Volume		
	Number of Permits Issued	Total Fees Collected
FBB COMMERCIAL	0	0
FBB RESIDENTIAL	0	0
MANUFACTURED HOMES	3	1605.00

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
ARZ369003 / ARZ369004	BUCD08490AZAB	5956	1954 W Dougs Park Rd, Camp Verde, AZ 86322	4/2/19
ARZ369917 / ARZ369918	CAV130AZ18-22554AB	7993	3171 E Zachary Ln, Camp Verde, AZ 86322	4/2/19
ARZ367447 / ARZ367448	CAV130AZ18-22332AB	5956	2860 E Zachary Ln, Camp Verde, AZ 86322	4/9/19

Monthly Reports are due by the 15<sup>th</sup> 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](mailto:building.statistics@construction.com) or Fax: 800-892-7470 or Fax: 866-663-6373

<b>ID#:</b>	<b>24059</b>
<b>For the Month of:</b>	<b>APR-19</b>
<b>Area covered by permits:</b>	<b>CAMP VERDE , AZ</b>

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

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

<b>Name of person to contact regarding this report:</b>	ROXANNE JASMAN (Town of Camp Verde)
<b>Phone Number:</b>	928-554-0063
<b>Email Address:</b>	<a href="mailto:roxanne.jasman@campverde.az.gov">roxanne.jasman@campverde.az.gov</a>

**THANK YOU!**

# PERMIT REPORT MONTHLY

04/01/2019 – 04/30/2019

Permit #	Permit Date	Permit Type	Applicant	Descriptive Project	Co Primary Contract	Total Fees	Parcel Address
20190143	4/30/2019	Building	JOHN DAV	NSFR w/A	275000	PS ELECTRIC, INC \$ 3,894.93	509 S LONGHORN DR
20190142	4/30/2019	SIGNS	John Alve	Com - Sign	600	Double C Constr \$ 106.81	564 S MAIN ST
20190141	4/22/2019	Building	MISCHA E	RES - NEW	120000	CV ELECTRIC LLC \$ 3,310.42	947 E QUARTERHORSE LN
20190140	4/30/2019	Building	SPAAN	NSFR	0	CV ELECTRIC LLC \$ -	2610 N THOMAS PAINE CIR
20190139	4/29/2019	Electrical	PUR SOLA	RES - OTC	2428	PUR SOLAR INC \$ 82.40	2223 N ARENA DEL LOMA RD #32
20190138	4/29/2019	Planning	David Mei	Prelimina	0	0 \$ 2,284.80	TBD
20190137	4/26/2019	Building	B&W FIRE	FIRE ALAR	8500	B&W FIRE SECUR \$ 505.01	1105 N DREAMCATCHER DRIVE
20190136	4/25/2019	Electrical	JAMES R D	MINOR EL	1000	JAMES RONALD I \$ 82.40	873 E HOWARDS RD
20190135	4/25/2019	Plumbing	TONY KITT	REBATH	6000	REBATH \$ 82.40	1093 N ESTHER PKWY
20190134	4/23/2019	Building	FREEDOM	RM SOLAR	13040	FREEDOM FOREV \$ 412.00	2800 E ZACHARY LN
20190133	4/23/2019	Electrical	BIERMAN	OTC ELECT	150000	BIERMANN CONS \$ 108.15	3755 OLD STATE HWY 279
20190132	4/22/2019	Electrical	S & M ELE	REPLACE P	3550	S & M ELECTRIC I \$ 82.40	1858 W BRONCO DR
20190131	4/22/2019	Building	JOHN BAS	New SFR	410711	TIERRA VERDE IN \$ 5,339.51	1855 N Theo Ct
20190130	4/22/2019	Building	JOHN BAS	New SFR	298450	TIERRA VERDE IN \$ 4,149.86	1772 N Jessica Way
20190129	4/19/2019	Planning	Architectu	Developm	0	0 \$ 615.00	497 S MAIN ST
20190128	4/18/2019	SOLAR	ED CRAIG	RM SOLAR	20000	SUNRENU SOLAR \$ 206.00	620 W SADDLE CREEK DR
20190127	4/18/2019	Electrical	KARYN BA	RES - OTC	0	CV ELECTRIC LLC \$ 82.40	188 E STOLEN BLVD
20190126	4/18/2019	Planning	BEN BASS	COM - 6' C	8000	TIERRA VERDE IN \$ 77.25	1451 W PETERSON RD
20190125	4/18/2019	Plumbing	JOHN CAN	RES - OTC	14000	REBATH \$ 82.40	868 W AZURE DR
20190124	4/18/2019	Building	LARI SPIR	RES - TWO	42000	0 \$ 1,131.04	2620 N THOMAS PAINE CIR
20190123	4/18/2019	Building	ROSANE, F	RES - NSFR	50000	RAYBURN ELECTF \$ 1,573.84	2157 S SCHAEFFER LN
20190122	4/16/2019	Building	MARK & L	WOOD SH	1000	0 \$ 87.55	3465 S STILLWATER DR
20190121	4/15/2019	Building	BRUCE BLA	MASONRY	20000	0 \$ 697.83	1105 N DREAMCATCHER DRIVE
20190120	4/15/2019	Electrical	FIREBIRD	RES - OTC	0	CHRIS CONNOLL \$ 82.40	573 N INDUSTRIAL DR
20190119	4/15/2019	Building	TY LANGF	RES - SHED	3645	0 \$ 87.55	3875 E CLINTON LN
20190118	4/12/2019	Planning	JUAN AYA	CHAIN LIN	1500	0 \$ 77.25	1961 N RIVER VIEW DR
20190117	4/11/2019	Building	ROGELIO	RES - POR	3500	0 \$ 274.50	656 W MESA LN
20190116	4/11/2019	SOLAR	SOUTHFA	RM SOLAR	20480	Southface Energy \$ 206.00	639 S AZURE DR
20190115	4/11/2019	Building	RC HOMES	RES - NEW	100000	RC HOMES & DEV \$ 551.05	3309 E ROBIN LN
20190114	4/11/2019	Building	RC HOMES	RES - DEM	3000	RC HOMES & DEV \$ 82.40	3309 E ROBIN LN
20190113	4/10/2019	Building	ZAHIR & Z	NSFR	152413	0 \$ 2,599.06	3695 E SUNRISE DR
20190112	4/10/2019	Building	Heather D	RES - EXIS	200	0 \$ 87.55	2608 S LANTIS LN
20190111	4/10/2019	Building	RAY NELSO	REPAIR OF	1200	DOS TORTUGAS \$ 86.51	406 S 1ST ST
20190110	4/9/2019	Building	Precise Sig	illuminate	3500	PRECISE SIGN CO \$ 350.72	Multiple Addresses
20190109	4/8/2019	Building	GARY GIA	METAL AN	8000	0 \$ 376.47	2660 N THOMAS PAINE CIR
20190108	4/8/2019	Planning	Laura & M	RV as tem	0	0 \$ 154.50	2610 N THOMAS PAINE CIR
20190107	4/4/2019	Building	JAMES ZY	INTERIOR	26000	THEOCENTRIC EL \$ 744.38	1213 N POWDER HORN RD
20190106	4/4/2019	Electrical	BOLT INTE	COM - OTC	5000	REC ELECTRIC LLC \$ 82.40	4696 OLD STATE HIGHWAY 279
20190105	4/4/2019	Electrical	JAMES ZY	NEW 200 A	3000	THEOCENTRIC EL \$ 82.40	1213 N POWDER HORN RD
20190104	4/4/2019	Building	SHARRI HO	RES - REN	35000	BLANCHARD ELE \$ 553.11	667 N MONTEZUMA CASTLE HWY
20190103	4/3/2019	Building	Wilson &	RES - CAR	4200	WILSON & SON L \$ 299.99	1487 W HORSESHOE BEND DR #52
20190102	4/3/2019	Building	TIERRA VE	CARPOR	20000	TIERRA VERDE IN \$ 682.38	970 N GARNER LN
20190101	4/3/2019	Electrical	Granillo's	OTC - ELEC	0	Technical Electric \$ 82.40	375 S GROSETA DR
20190100	4/2/2019	SIGNS	PARKWAY	COM - 3 F	0	0 \$ 123.60	300 S CLIFFS PKWY
20190099	4/2/2019	Building	JOHN & M	RES - ABO	2500	0 \$ 159.65	862 W DEEP GORGE RD
20190098	4/1/2019	Building	JOHN JUST	RES - ACC	5778	0 \$ 87.55	1620 W BRONCO DR
20190097	4/2/2019	Mechanic	VERDE SO	INSTALL M	11625	VERDE SOL-AIR S \$ 82.40	3470 S HACIENDA LN
20190096	4/2/2019	Building	NATHAN S	SWIMMIN	23000	PS ELECTRIC, INC \$ 758.85	1815 N JESSICA WAY
20190095	4/2/2019	Building	DOWLING	OTC - RES	0	0 \$ 82.40	30 E STATE ROUTE 260
20190094	4/1/2019	Grading	0	COM	0	0 \$ -	0
20190093	4/1/2019	Building	DRAGAN	RES - NEW	79500	SENSOR ELECTRIC \$ 1,671.48	3665 E SUNRISE DR
<b>TOTAL RECORDS: 51</b>						<b>\$ 35,503.35</b>	



## *Risk Management Memorandum*

To: Mayor and Council  
From: *CB* Carol Brown, Risk Manager  
Date: May 10, 2019  
Cc: Department Heads/Safety Committee  
Re: Risk Manager's Monthly Report ending April 30, 2019 (Snapshot only)

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### **Obtain/Delete Insurance:**

- Insured 11 Vehicles and a side-by-side

### **Attended Meetings/Trainings:**

- Department head (3)
- Safety officer (4)
- Risk Mgmt. monthly with Town Manager
- 2 Council meetings
- Tabletop exercise planning
- Historical Society
- Marshal: post-accident processes
- CVMO-VIP training
- Interview panel
- Safety Committee

### **Incidents/Claims/Restitution/Collections**

- Sought reimbursement for damaged vehicle
- Received installment for damaged pool-house

### **Risk Management Highlights:**

- **Legal:** coding of attorney invoice, annual update on legal matters, followed-up on final arrangements relative to Agreement.
- **Completed:** two risk assessments and sought long-term solutions and two repair requests
- **Processed:** 26 certificates of insurance and EYES drawing
- **Reviewed:** collaborated with department on mitigation efforts from safety audit
- **Supported front desk:** two, half days
- **Safety Officer:** drafted QR reader for EYES Program presented to departments heads, considered options for employee special first-aid training, ongoing inspections AEDs and Library's elevator, trained other departments to create labels for chemical containers.

For questions or comments regarding this report, please feel free to stop by my office or contact me at [928.554.0003](tel:928.554.0003)/[carol.brown@campverde.az.gov](mailto:carol.brown@campverde.az.gov)